

COLLEGE OF  
**MARIN**

**Board of Trustees  
Special Board Meeting (Retreat)  
September 19, 2006  
Minutes**

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**Call to Order, Roll Call and Adoption of Agenda**

The Board of Trustees of the Marin Community College District held a special Board meeting (retreat) on Tuesday, September 19, 2006, in the staff lounge of the Student Services Building at the Kentfield campus, all members having received notice as prescribed by law. Board President Brockbank called the meeting to order at 9:15 a.m. All members were present except Trustees Moore and Kranenburg and Student Trustee Sandfort.

M/s (Dolan/Hayashino) to approve the agenda as presented. The motion passed unanimously (5-0).

**Comments from the Public**

There was no one present who wished to address the Board on the items listed on the agenda.

**Modernization Workshop (copy of presentations attached)**

President White introduced Director of Modernization V-Anne Chernock who coordinated the workshop presentations.

**I. Current Projects Update**

*- Brief status update on all current projects*

**Larkspur Annex Demolition Project #321A**

Jake Skaer of Swinerton reported that the buildings have been demolished and debris has been removed. We expect to have a complete functional parking lot in this location. The expected project completion date is 10/27/06.

**Modernization of Diamond P.E. Center Project #308B**

Jake Skaer reported that Kwan Henmi, the architectural firm for the P.E. project, is on board and a schematic design is in progress. We expect to be involved in construction next summer.

Tree Removal Project #317A & 414A

Debra Mathau of Swinerton updated the Board on the tree removal project, noting that pruning is involved as well as removal of dead and diseased trees. December 15, 2006 is the scheduled completion date.

Storm Drain Repairs Project #401A (IVC)

Debra Mathau reported that this project is focusing on repair of failed sections of drain pipes and diversion of water to existing storm drain inlets. The scheduled completion date is December 1, 2006.

Ignacio Creek Erosion Mitigation Project #419A (IVC)

Debra Mathau reported that this project is designed to stop erosion at bridge foundations and mitigate creek bank erosion with infrastructure that slows peak water flow velocity. This project is now in the design development phase and construction is anticipated in fall 2007.

Gas Main Replacement Project #410A (IVC)

Debra Mathau reported that the gas main replacement project is 85% complete with a scheduled completion date of October 6, 2006.

Fire Mitigation Project #418A (IVC)

Debra Mathau announced that this project is 98% complete with a scheduled completion date of October 6, 2006.

Furniture, Fixtures & Equipment (FF&E) Disposal Program

Elizabeth Tucker of Swinerton reported that 1,023 surplus items have been approved by the Board for disposal and that a paper file and record disposal campaign is now under way. Six hundred seventy-five electronic and computer items have been recycled.

*- Recommendation for three new architects*

George Hritz, a member of the architect selection committee for the Transportation Technology Complex, described the selection process and announced that the committee was recommending selection of Hardison Komatsu Ivelich & Tucker (HKIT) as the project-specific architect for this project. A copy of Mr. Hritz' statement is attached to the minutes as part of the official record. V-Anne Chernock introduced Dara Youngdale, a principal of HKIT.

Don Flowers, Maintenance Supervisor and a member of the architect selection committee for the Main Building Complex at IVC, announced the committee's recommendation of VBN Architects as the project-specific architect for this project. V-Anne Chernock introduced Charles Higuera, Principal, and Tim Craig, project manager, of VBN Architects.

Erik Dunmire, Interim Dean of Math & Sciences, a member of the architect selection committee for the Science/Math/Central Plant Complex (Kentfield), announced the committee's recommendation of Anshen & Allen Architects as the project-specific architect for the this project.

II. Goals, Principles, and Guidelines

Rob Barthelman of Steinberg Architects reviewed design goals, principles, and

guidelines which have been discussed by the Subcommittee on Sites and Exteriors of the District Modernization Committee (copy in attached presentation handout). In response to questions about sustainability, V-Anne Chernock stated that at this point, we believe all buildings can be LEED certified.

Board members expressed concern about comments Mr. Barthelman made about not having an esthetic or architectural theme for campus buildings, considering each building individually, and having the landscaping tie buildings together. Director of Modernization Chernock assured that Board that preliminary drawings would be brought to the Board for approval before design programming begins.

### III. Environmental Impact Report

Amy Skewes-Cox reviewed the Environmental Impact Report (EIR) process and timelines and CEQA requirements. Board members expressed a preference for having the public submit written comments on the EIR rather than holding a public hearing (which is optional).

The meeting was recessed at 11:05 a.m. and reconvened at 11:20 a.m.

### IV. Group 4 Projects

Director of Modernization Chernock reported that the District Modernization Committee had met on September 11 and that they had discussed options and preliminary preferences. They seem to be leaning toward the approach of “building all a little bit” as opposed to “building some all the way and not touching others.” The projects which have already been authorized are the P.E. Complex, Performing Arts Building, and Science/Math/Central Plant at Kentfield and the Main Building Complex and Transportation Technology Complex at IVC.

### V. Program Definition Document

Trustees were asked to read the Program Definition Document (PDD) Table of contents in the handout at their convenience.

The meeting was recessed at 12:15 and reconvened at 12:30 p.m.

### VI. Current Financials

Director of Modernization Chernock reviewed sample reports available through the Paragon System (copies in attached handout) providing information on contract awards, encumbrances, and professional services contracts.

### VII. Planned Financials

Director of Modernization Chernock reviewed preliminary figures and options for the bond budget (copy in attached handout). She explained that our final budgets are not in place yet and we are not spending our reserves. Construction costs have risen significantly and we are creatively adjusting our plans to make sure we remain within budget. Escalation of construction costs has been built into our projections. Ms. Chernock noted that we are expecting to earn \$15,000,000 in interest on our bond when bonds are sold but before the money is spent. The District Modernization Committee (DMC) will continue to evaluate these figures and options and develop recommendations.

Both Director Chernock and President White reminded the Board that the information we now have about the condition of the buildings shows that some are in worse condition than we thought and that it would be more costly to renovate them than to tear them down. President White also noted that we have a serious square footage problem with the State Chancellor's Office and need to "right-size" our institution in order to be eligible for state facilities funding. She stated that our bond ballot language gives us the option to replace or modernize buildings and that our decisions are being made based on data and facts. Trustees expressed concern about tearing down buildings prematurely, even if it does help qualify for state funding.

The meeting was recessed at 1:45 and reconvened at 2:15 p.m.

#### Unfunded Liability Presentations

Vice President Al Harrison introduced Ray Giles of the Community College League, Bob Schoenherr and Chuck Thompson of Keenan & Associates, and Dale Scott of Dale Scott & Company, who made presentations to the Board on programs their companies offer that could assist us in dealing with our unfunded health benefit liability. Copies of their presentations are available for review in the Office of the Superintendent/President. The Trustees asked questions, made comments, and thanked the participants for their excellent and informative presentations.

#### Adjournment

M/s (Long/Hayashino) to adjourn the meeting. The motion passed unanimously and Board President Brockbank adjourned the meeting at 4:25 p.m.