

**GLENDALE COMMUNITY COLLEGE DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE**

MINUTES

Zoom Teleconference/Live Stream

August 5, 2024

4:30 p.m. – 6:00 p.m

Present: Zanku Armenian, Chair; Tina Parsegian , Vice Chair; Roberta Hagopian; Harry Leon, Monica Campagna.

Resource: Amir Nour

Absent: Daniel Kim; Alex Parajon; Ladonna Larrea; James Spencer

Quorum: Majority of members

Guests: Silva Sorkazian; Patrick Shahnazarian.

1. Call to Order

The meeting was called to order at 4:34 pm.

2. Election of officers:

- a) Zanku Armenian was nominated and elected as Chair.
- b) Tina Parsegian was nominated and elected as Vice Chair.

3. Approval of May 6, 2024 meeting minutes

MSC – (Leon/Hagopian) to approve the minutes of May 6, 2024 with a change under Agenda Item 3: Correct spelling of Roberta Hagopian. The motion passed unanimously.

4. Measure GC Progress Report - Silva Sorkazian, Interim Assistant Facilities Director, Bond Projects & Construction

Ms. Sorkazian presented the report with the following highlights:

Original Budget	\$328,320,857
Adjusted Budget	\$333,340,267 (increase due to actual bond fees have been verified)
Encumbrance Total	\$302,971,363
Unencumbered Funds	\$30,368,904
Spent to Date	\$283,607,669
Program Reserve	\$12,760,585

- a. *Amir Nour promised to look into it and report back to the Committee regarding an inquiry by Monica Campagna on whether there are any spending restrictions or deadlines for the unencumbered funds and if there are any projects that can use these unencumbered funds.* In a follow up inquiry, Committee Chair Zanku Armenian inquired about left over funds at the end of construction. What happens to them? The unencumbered funds totaling \$30,368,904, include Program Reserve of \$12,760,585. However, there are two types of program reserves: one that provides emergency funds for any overages on the Buena Vista project; the other is included on every project as a contingency.
- b. Amir informed the committee that the District is in the process of closing out the 2023-24 fiscal year. In response to an inquiry from Chair Armenian, when that happens, the numbers that Silva Sorkazian has will be matched and presented to the November meeting. Also, only after the Buena Vista project is completed will the balance of the funds become clear.
- c. Ms. Sorkazian presented a list of completed projects through July, 2024, which totaled \$98,098.4 million. There are two projects on hold: Montrose Campus - infrastructure and upgrades, and Safety and

Security - installation of locks campus wide. These can be reconsidered according to timeline and funds. Amir informed the committee, that the \$26 million budget for the Montrose Campus cannot be used, however, the \$4 million for Safety and Security is an example of a project that could use left-over funds. The total of all projects in progress is \$333,340,267. The breakdown is as follows:

- d. \$325 million + \$10.6 million interested earned - \$2.27 million in fees = adjusted bond balance is \$333,340,267. The bond fees were carried forward from the previous bond. In response to an inquiry from Committee member Tina Parsegian, Amir Nour clarified that due to the drawdown of funds the interest earned is less than expected.
- e. Under projects in progress, Centralized Storage Facility – this project has been put on hold, it has been DSA approved, as has the IBCC (Instructional Building and Conference Center). In other words, the design plans have been approved.
- f. Committee member Monica Campagna inquired on how much of the Montrose Campus will require funding? In response, Amir said this will depend on the College's decision
- g. The following projects are still in progress:
 - i. Buena Vista (FKA New Science Building)
Total Project Status: 99% complete and occupied in Spring 2024.
Project Budget – Total Estimated at Completion: \$129.3 million. Ribbon cutting celebration took place on June 13, 2024.
 - ii. San Gabriel Renovations – Math Department
Renovation of the second floor of the San Gabriel building for the Math Department. The area currently houses the Biology Department. It is being renovated into state of the art math classrooms and labs, including the Math Discovery Center.
Demolition – 100%; Framing – 90%; Rough Electrical – 80%; Rough Low Voltage/Fire Alarm – 80%; Rough HVAC – 20%; Gypsum Board – 50%; insulation – 90%.
Project Status: It is in the construction phase – 20%.
Project Budget Total Estimated at Completion: \$4.0 million.
 - iii. Camino Real Building Renovation
Two floors being renovated:
Occupants: Dreamscape Virtual Reality, Sandbox, Maker space and Esports, Student Inclusion.
Supplementary funding for this project provided by:
Senator Portantino \$4.5 million for Virtual Reality Equipment
Congressman Adam Schiff \$1.5 million – Student Success (earmarked)
Project Status: Design 90% complete
Project Budget Total Estimated at Completion: \$14.5 million
Target completion is Fall – August 2025.

Facilities Strategic Plan (FKA Facilities Master Plan)

19Six Architects are the programming consultants for Glendale Community College 2025-2035 Facilities Strategic Plan.

Project Status: Design 5% complete.

Completion date: Summer 2024

The Facilities Strategic Plan has to align with the College's mission, values and vision. The plan has been shared with governance committees. Silva briefly reviewed the process:

- All buildings are physically assessed
- Buildings assess for meeting educational objectives
- Summary of buildings and infrastructure ability to meet College's educational objectives.
Facilities infrastructure includes electrical/HVAC/IT infrastructure to meet College growth

- New Program planning: prioritize new programs and program growth within a set time frame.
- SWOT(Strength, Weakness, Opportunities and Threat)

All this information is input to determine the college strategic plan and goals.

Campus Planning is a collaborative process requiring participation of the entire campus community – faculty, staff, students, alumni and neighbors seeking input for a strategic campus plan that will help shape plans for the future of GCC's campuses.

An online survey was conducted and common themes were:

Verdugo Campus:

Increase Community Engagement
Student Club and improved Social spaces
Campus signage and wayfinding

Student Support

Modern technology and equipment
Comfortable outdoor and indoor classroom furniture
Counseling and DSPS support

Food and Collaboration

More food options on campus
Meeting spaces for tutoring and staff

Circulation and Parking

Improve access to the garage
Improve safe/security

Facilities

Better access to student services
Remove San Fernando Complex
Additional gathering spaces
Remodeling outdated building and existing restroom

Open Space

Usable Outdoor spaces

In response to Chairman Armenian's inquiry on a proposed bond to be put on the November ballot, Amir confirmed that the Board of Trustees has indeed approved the college to pursue a \$600 million bond. Chairman Armenian expressed concern that this amount is a big ask from property owners. The amount will be phased within 10 to 15 years and amortized over time. Chairman expressed additional concern that it is double the amount of Measure GC. Committee member Monica Campagna inquired whether the Board has seen the priority list of projects to be embarked upon with left over funds. How will they rank the projects? Will there be another survey? Amir responded that none of the Measure GC funds have been allocated for the new Strategic Plan. Any left over funds have not been discussed with the Board yet. Silva informed the Committee that the \$120 million being proposed for Facilities Infrastructure, to be portioned out of the \$600 million bond measure is critical and would account for 20% of the bond value. It has been deferred longer than necessary and is now a higher priority.

The next steps in finalizing the Facilities Strategic Plan:

- a) Preliminary Draft Planning Document by end of July, 2024.
- b) Cost Estimates in August
- c) Phasing plans in August
- d) Final Draft Planning Document by end of August
- e) Board Approval in September.

Silva showed renderings of the proposed improvements, including Circle Drive area.

5. Information: Board Reports

No comments or inquiries were made on the Board Reports for the months of May, June and July, 2024.

6. Other: None

7. Adjournment

The meeting adjourned at 5:58 pm.