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SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

REGULAR MEETING

TUESDAY,  
FEBRUARY 2, 2010

Santa Monica College  
1900 Pico Boulevard  
Santa Monica, California

5:30 p.m. – Closed Session  
7:30 p.m. – Public Meeting  
Board Room (Business Building Room 117)

*The complete agenda may be accessed on the  
Santa Monica College website:*

<http://www.smc.edu/admin/trustees/meetings/>

*Written requests for disability-related modifications or accommodations,  
including for auxiliary aids or services that are needed in order to participate in  
the Board meeting are to be directed to the Office of the  
Superintendent/President as soon in advance of the meeting as possible.*

**PUBLIC PARTICIPATION**  
**ADDRESSING THE BOARD OF TRUSTEES**

Members of the public may address the Board of Trustees by oral presentation **concerning any subject that lies within the jurisdiction of the Board of Trustees** provided the requirements and procedures herein set forth are observed:

1. Individuals wishing to speak to the Board at a Board of Trustees meeting during Public Comments or regarding item(s) on the agenda must complete an information card with name, address, name of organization (if applicable) and the topic or item on which comment is to be made.

Five minutes is allotted to each speaker per topic. If there are more than four speakers on any topic or item, the Board reserves the option of limiting the time for each speaker. A speaker's time may not be transferred to another speaker.

Each speaker is limited to one presentation per specific agenda item before the Board, and to one presentation per Board meeting on non-agenda items.

General Public Comments and Consent Agenda

- The card to speak during Public Comments or on a Consent Agenda item must be submitted to the recording secretary at the meeting **before** the Board reaches the Public Comments section in the agenda.
- Five minutes is allotted to each speaker per topic for general public comments or per item in the Consent Agenda. The speaker must adhere to the topic. Individuals wishing to speak during Public Comments or on a specific item on the Consent Agenda will be called upon during Public Comments.

Major Items of Business

- The card to speak during Major Items of Business must be submitted to the recording secretary at the meeting **before** the Board reaches that specific item in the Major Items of Business in the agenda.
- Five minutes is allotted to each speaker per item in Major Items of Business. The speaker must adhere to the topic. Individuals wishing to speak on a specific item in Major Items of Business will be called upon at the time that the Board reaches that item in the agenda.

Exceptions: This time allotment does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent

2. Any person who disrupts, disturbs, or otherwise impedes the orderly conduct of any meeting of the Board of Trustees by uttering loud, threatening, or abusive language or engaging in disorderly conduct shall, at the discretion of the presiding officer or majority of the Board, be requested to be orderly and silent and/or removed from the meeting.

No action may be taken on items of business not appearing on the agenda

Reference:        *Board Policy Section 1570*  
                      *Education Code Section 72121.5*  
                      *Government Code Sections 54954.2, 54954.3, 54957.9*

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 2, 2010

## **A G E N D A**

A meeting of the Board of Trustees of the Santa Monica Community College District will be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Tuesday, February 2, 2010.

5:30 p.m. – Closed Session  
7:30 p.m. – Public Meeting

The agenda includes the following items: (Items for action - recommendations - are listed numerically; items for information are listed alphabetically).

- |           |   |                 |
|-----------|---|-----------------|
| <b>I.</b> | <b>ORGANIZATIONAL FUNCTIONS</b>           | <u>Page No.</u> |
|           | A Call to Order – 5:30 p.m.               | 6               |
|           | B Roll Call                               |                 |
|           | C Public Comments on Closed Session Items |                 |

**II. CLOSED SESSION**

**CONFERENCE WITH LABOR NEGOTIATORS**

(Government Code Section 54957.6)

Agency designated representatives: *Marcia Wade, Vice-President, Human Resources*  
*Robert Myers, Campus Counsel*

Employee Organization: *CSEA, Chapter 36*

**CONFERENCE WITH LABOR NEGOTIATORS**

(Government Code Section 54957.6)

Agency designated representatives: *Marcia Wade, Vice-President, Human Resources*  
*Robert Myers, Campus Counsel*

Employee Organization: *Santa Monica College Faculty Association*

**CONFERENCE WITH LABOR NEGOTIATORS**

(Government Code Section 54957.6)

Agency designated representatives: *Marcia Wade, Vice-President, Human Resources*  
*Robert Myers, Campus Counsel*

Employee Organization: *Santa Monica College Police Officers Association*

**PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)**

**CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**

(Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9) – One Case

[Facts and circumstances exist that might result in litigation against the local agency; the local agency believes facts and circumstances are not yet known to a potential plaintiff or plaintiffs.]

II. **CLOSED SESSION** *(continued)*

REAL PROPERTY (Government Code Section 54956.8)

Property Address: Santa Monica College Olympic Shuttle Lot/3400-3500 Airport Ave.

Under Negotiation: Terms and Conditions of Land Swap with City of Santa Monica

College Negotiators: Dr. Chui Tsang

City of Santa of Monica's Representative: Lamont Ewell, City Manager

REAL PROPERTY (Government Code Section 54956.8)

Property Address: 1510 Pico Boulevard, Santa Monica, CA 90405

College Negotiators: Dr. Chui Tsang and Charlie Yen

Property Representative: Grace Cheng Braun, WISE & Health Aging

REAL PROPERTY (Government Code Section 54956.8)

Property Address: 1516 Pico Boulevard, Santa Monica, CA 90405

College Negotiators: Dr. Chui Tsang and Charlie Yen

Property Representative: Robert Kronovet, Kronovet Realty Company

III. **PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS** *(Scheduled for 7:30 p.m.)*

- D Pledge of Allegiance
- E Closed Session Report (if any)
- F Public Comments

IV. **SUPERINTENDENT'S REPORT**

- Management Association Update
- Updates:
  - Spring 2010 - Enrollment
  - State Budget
  - Accreditation Visit
  - Recognition of Mark Kessler, SMC Police Officer
  - Recognition of Karen Bancroft, Personnel Commissioner

V. **ACADEMIC SENATE REPORT**

VI. **MAJOR ITEMS OF BUSINESS**

#1	Receipt of Audit Report	8
#2	Refinancing of Certificate of Participation	9
G	Report: The Broad Stage at the SMC Performing Arts Center	13
#3	2009-2010 Quarterly Budget Report and 3 I I Q Report	14
#4	Notice of Public Hearing, Adopt Certain Findings and Approve Energy Service Contract for Energy Related Improvements to Santa Monica College Facilities	15
#5	Agreement for Architectural Services – Information Technology Relocation	18

VII. **CONSENT AGENDA**

*Any recommendation pulled from the Consent Agenda will be held and discussed in Section VIII, Consent Agenda – Pulled Recommendations*

**Approval of Minutes**

#6	Approval of Minutes: January 12, 2010 (Regular Meeting)	20
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**Grants and Contracts**

#7	Acceptance of CPB One-Time Grant	21
#8	Ratification of Contracts and Consultants	22

**Human Resources**

#9	Academic Personnel	24
#10	Classified Personnel – Regular	25
#11	Classified Personnel – Limited Duration	26
#12	Classified Personnel – Non Merit	26

**Facilities and Fiscal**

#13	Facilities		
	A	Amendment to Agreement for Campus Planning	27
	B	Agreement for Engineering Services – Student Services Project	28
#14	Budget Transfers	29	
#15	Budget Augmentation	30	
#16	Establishment of New Accounting Fund – Fund 42.4	31	
#17	Commercial Warrant Register	31	
#18	Payroll Warrant Register	31	
#19	Direct, Benefit and Student Grant Payments	32	
#20	Purchasing		
	A	Award of Purchase Orders	32
#21	Declaration and Donation of Surplus Computer Equipment	32	

VIII. **CONSENT AGENDA – Pulled Recommendations**

*Recommendations pulled from the Section VII. Consent Agenda to be discussed and voted on separately. Depending on time constraints, these items might be carried over to another meeting.*

IX. **INFORMATION ITEM**

H	Citizens’ Bond Oversight Committee Meeting, January 20, 2010	33
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X. **BOARD COMMENTS AND REQUESTS**

IX. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be **Tuesday, March 2, 2010** at 7 p.m. (5:30 p.m. if there is a closed session) Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

Addendum A	Executive Summary – Refinancing of Certificate of Participation	37
Addendum B	2009-2010 Quarterly Budget Report and 311Q	39

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 2, 2010

**I. ORGANIZATIONAL FUNCTIONS**

- A     CALL TO ORDER
  
- B     ROLL CALL  
 Judge David Finkel (Ret.), Chair  
 Dr. Andrew Walzer, Vice-Chair  
 Dr. Susan Aminoff  
 Dr. Nancy Greenstein  
 Louise Jaffe  
 Dr. Margaret Quiñones-Perez  
 Rob Rader  
 Seth Smith, Student Trustee
  
- C     PUBLIC COMMENTS ON CLOSED SESSION ITEMS

**II. CLOSED SESSION**

CONFERENCE WITH LABOR NEGOTIATORS

(Government Code Section 54957.6)

Agency designated representatives:     *Marcia Wade, Vice-President, Human Resources*  
    *Robert Myers, Campus Counsel*  
 Employee Organization:                     *CSEA, Chapter 36*

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(Government Code Section 54957.6)

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PUBLIC EMPLOYEE DISCIPLINE/DISSMISSAL/RELEASE (Government Code Section 54957)

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

(Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9) – One Case

[Facts and circumstances exist that might result in litigation against the local agency; the local agency believes facts and circumstances are not yet known to a potential plaintiff or plaintiffs.]

**II. CLOSED SESSION (continued)**

REAL PROPERTY (Government Code Section 54956.8)

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College Negotiators: Dr. Chui Tsang

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Property Address: 1516 Pico Boulevard, Santa Monica, CA 90405

College Negotiators: Dr. Chui Tsang and Charlie Yen

Property Representative: Robert Kronovet, Kronovet Realty Company

**III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS**

D PLEDGE OF ALLEGIANCE

E CLOSED SESSION REPORT (if any)

F PUBLIC COMMENTS

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 1**

**SUBJECT:**                               **RECEIPT OF AUDIT REPORTS**

**SUBMITTED BY:**                       Superintendent/President

**REQUESTED ACTION:**               Acknowledge receipt of the 2008-2009 Audit Report of the Financial and Related Statements of the Santa Monica Community College District and the Proposition 39 Financial and Performance Audits prepared by the District’s contracted independent auditor Vicente, Lloyd & Stutzman, LLP.

**COMMENT:**                               The Auditor’s opinion is that the basic financial statements present fairly, in all material respects, the financial position of the Santa Monica Community College District as of June 30, 2009.

MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY:  
 AYES:  
 NOES:



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 2**

**SUBJECT:**                           **REFINANCING OF CERTIFICATE OF PARTICIPATION**

**SUBMITTED BY:**                    Superintendent/President

**RESOLUTION:**                    A RESOLUTION OF SANTA MONICA COMMUNITY COLLEGE DISTRICT APPROVING, AUTHORIZING AND DIRECTING THE EXECUTION AND DELIVERY OF LEASE FINANCING DOCUMENTS, AND AUTHORIZING AND DIRECTING CERTAIN ACTIONS WITH RESPECT THERETO AND DECLARING ITS INTENTION TO REIMBURSE ITSELF FROM THE PROCEEDS OF ONE OR MORE TAX-EXEMPT FINANCINGS FOR CERTAIN EXPENDITURES MADE AND/OR TO BE MADE IN CONNECTION WITH THE ACQUISITION, CONSTRUCTION, RENOVATION AND EQUIPPING OF CERTAIN CAPITAL IMPROVEMENTS

WHEREAS, the Board of Trustees (the “Board”) of the Santa Monica Community College District (the “District”), working with the Los Angeles County Schools Regionalized Business Services Corporation (the “Corporation”), is proposing to participate in a capital projects program under which the Certificates of Participation (Los Angeles County Schools Pooled Financing Program), 2010 Series A (the “Certificates”) are to be executed and delivered by the District in one or more subseries; and

WHEREAS, in connection therewith, the District wishes to proceed with the lease refinancing of certain capital improvement projects for the District described in the Lease (as defined below) to include, generally, capital improvements and various items of equipment (the “Project”), which Project was initially financed with the proceeds of \$24,905,000 aggregate principal amount of Refunding Certificates of Participation (1999 Series A) (the “Prior Certificates”); and

WHEREAS, said refinancing will be accomplished by the sale, execution, and delivery of Certificates, which may be executed and delivered at separate closings in one or more series and on a pooled basis along with any other school district, community college district or other local agency approved by the Corporation, to RBC Capital Markets Corporation, as lead underwriter, and E. J. De La Rosa & Co., Inc. and/or such other co-underwriter or co-underwriters as may be selected (collectively, the “Underwriters”); and

WHEREAS, the District is authorized pursuant to the Education Code of the State of California to provide for the execution and delivery of certificates of participation, which evidence proportionate interests of the owners thereof in certain lease payments to be made by the District; and

WHEREAS, the Corporation may assist local agencies in financing and refinancing the purchase of land and improvements, the acquisition and construction of new and renovation of existing facilities of the District and the acquisition of infrastructure improvements and equipment for use by the District; and

WHEREAS, the District is a community college district duly organized and existing under the laws of the State of California; and

WHEREAS, there have been presented to this meeting of the Board the following documents:

Proposed form of Lease Agreement (the "Lease"), by and between the District, as Lessee, and the Corporation, as Lessor;

Proposed form of Site Lease (the "Site Lease"), by and between the District, as Lessor, and the Corporation, as Lessee;

Proposed form of Trust Agreement (the "Trust Agreement") by and among the District, and any other school district, community college district or other local agency approved by the Corporation, and The Bank of New York Mellon Trust Company, N.A. (the "Trustee");

Proposed form of Assignment Agreement (the "Assignment Agreement"), by and between the Corporation and the Trustee;

Proposed form of Certificate Purchase Agreement (the "Purchase Agreement"), by and among the District and any other school district, community college district or other local agency approved by the Corporation, the Corporation and the Underwriters, and approved by the Treasurer and Tax Collector of the County of Los Angeles (the "Treasurer");

Proposed form of Continuing Disclosure Agreement (the "Continuing Disclosure Agreement"), by and between the District and the Trustee;

Proposed form of Preliminary Official Statement (the "Preliminary Official Statement") with the respect to the Certificates; and

Proposed form of Escrow Instructions (the "Escrow Instructions") of the District directed to U.S. Bank National Association as trustee with respect to the Prior Certificates.

NOW, THEREFORE, the Board of Trustees of the District resolves as follows:

The form, terms and provisions of the Trust Agreement are hereby approved and any of the Chair of the Board, Vice Chair of the Board, the Superintendent/President, the Executive Vice President, and any other officer designated in writing by the District to perform the obligations set forth herein (each an "Authorized Signatory" or "Authorized Representative") is hereby authorized and directed on behalf of the District and in its name to execute and deliver to the Corporation, the Trust Agreement in substantially the form presented to and considered at this meeting of the Board, with such changes therein, however, as may be approved by any Authorized Signatory, such approval to be conclusively evidenced by such officer's execution thereof.

In accordance with the terms of the Trust Agreement, and as shall be approved by any Authorized Signatory, such approval to be conclusively evidenced by such officer's execution of the Purchase Agreement, the Board does hereby authorize the execution and delivery of the Certificates, evidencing proportionate interests of the owners thereof in lease payments due from the District under the Lease and lease payments of such other entities under respective lease agreements participating on a pooled basis, if any, and authorizes the sale of such certificates in accordance with such Purchase Agreement, and resolves that such certificates be executed and delivered in accordance with, and secured by the Trust Agreement.

The interest rate with respect to the Certificates shall be established in the Purchase Agreement, which shall, in no event, exceed 6% per annum, and shall be approved by any Authorized Signatory, such approval to be conclusively evidenced by such officer's execution thereof.

The form, terms and provisions of the Lease are hereby approved, provided that (i) the aggregate principal amount of the Lease does not exceed twenty million dollars (\$20,000,000); and (ii) the term of the Lease will not mature later than 2024. Any Authorized Signatory is hereby authorized and directed on behalf of the District and in its name to execute and deliver to the Corporation, the Lease in substantially the form presented to and considered at this meeting of the Board, with such changes therein, however, as may be approved by any Authorized Signatory, such approval to be conclusively evidenced by such officer's execution thereof.

The form, terms and provisions of the Site Lease are hereby approved and any Authorized Signatory is hereby authorized and directed on behalf of the District and in its name to execute and deliver to the Corporation, the Site Lease in substantially the form presented to and considered at this meeting of the Board, with such changes therein, however, as may be approved by any Authorized Signatory, such approval to be conclusively evidenced by such officer's execution thereof.

The form, terms and provisions of the Purchase Agreement are hereby approved, provided that the discount on the purchase price of the Certificates to the Underwriters (excluding original issue discount) shall not exceed 1.00% of the aggregate principal amount of the Certificates. Any Authorized Signatory is hereby authorized and directed on behalf of the District and in its name to execute the Purchase Agreement, with such changes therein, however, as may be approved by any Authorized Signatory, such approval to be conclusively evidenced by such officer's execution thereof.

The form, terms and provisions of the Continuing Disclosure Agreement are hereby approved and any Authorized Signatory is hereby authorized and directed on behalf of the District and in its name to execute and deliver to the Trustee the Continuing Disclosure Agreement in substantially the form presented to and considered at this meeting of the Board, with such changes therein, however, as may be approved by any Authorized Signatory, such approval to be conclusively evidenced by such officer's execution thereof.

The form, terms and provisions of the Escrow Agreement are hereby approved and any Authorized Signatory is hereby authorized and directed on behalf of the District and in its name to execute and deliver to the Corporation, the Escrow Agreement in substantially the form presented to and considered at this meeting of the Board, with such changes therein, however, as may be approved by any Authorized Signatory, such approval to be conclusively evidenced by such officer's execution thereof.

The officers of the District are hereby authorized in conjunction with the Underwriters to prepare and distribute a Preliminary Official Statement and an Official Statement in connection with the offering and sale of the Certificates. The officers of the District are authorized to provide information regarding the District in connection with the preparation of such document or documents. The proposed form of Preliminary Official Statement with respect to the Certificates in the form on file with the Board is hereby approved. The Underwriters of the Certificates and the officers of the District are hereby authorized to distribute to persons who may be interested in the purchase of the Certificates a Preliminary Official Statement in substantially said form with such changes therein, deletions therefrom and additions thereto as may be approved by the District or by Hawkins Delafield & Wood LLP ("Special Counsel"). Upon approval of such changes by the District as evidenced by execution of a certificate, the Preliminary Official Statement shall be deemed final as of its date, except for the omission of certain information as provided in and pursuant to Rule 15c2-12 promulgated under the U.S. Securities and Exchange Act of 1934, as amended. Any Authorized Signatory is hereby authorized, for and in the name of and on behalf of the District, to approve a final Official Statement for the Certificates authorized hereby, in substantially the form of said Preliminary Official Statement, with such insertions and changes therein as the District or Special Counsel may require or approve, such approval to be conclusively evidenced by the distribution and delivery thereof. The Underwriters of the Certificates and the officers of the District are hereby authorized and directed to deliver copies of the final Official Statement to all actual purchasers of the Certificates.

Any Authorized Signatory is hereby authorized and directed on behalf of the District and in its name to execute and deliver any trust agreement, lease agreement or other certificate or agreement in the form of such trust agreement, lease agreement or other certificate or agreement executed and delivered in connection with the Certificates.

The Treasurer may, at the direction of the District invest and/or direct the investment of the proceeds of the Certificates and any other funds held under the Trust Agreement in accordance with the Trust Agreement and in compliance with Sections 53601 and 53608 of the California Government Code and Los Angeles County policy governing the investment of such funds.

This Board hereby authorizes and directs any Authorized Signatory to cause notices of the proposed sale and final sale and itemized costs of issuance of the Certificates to be filed in a timely manner with the California Debt and Investment Advisory Commission pursuant to California Government Code Section 8855.

Any Authorized Signatory and the Secretary of the Board are hereby authorized and directed to attest to the signature of any other Authorized Signatory, whenever required or advisable for the transactions contemplated by this Resolution. Any Authorized Signatory, acting individually, is hereby authorized and directed to execute and attest such further documents, instruments, deeds of trust and certificates as may be deemed necessary or advisable by Special Counsel, to accomplish the purposes of this Resolution.

All actions heretofore taken by any officer or agent of the District with respect to the execution and delivery of the Certificates or in connection with or related to any of the agreements referenced herein or the financing of the Project, are hereby approved, confirmed and ratified.

This resolution shall take effect immediately upon its adoption.

COMMENT: This action will result in the refinancing of the current Certificates of Participation (COP) which cover the cost of construction for the parking structures. Payments for the current Certificates of Participation are financed by parking permit fees, which were sufficient prior to the implementation of free parking at satellite campuses. Currently the College is running an average of 12% deficit for the past four years, with this refunding, the College will be able to balance the payments and build up a reserve for future funding deficiency. The Los Angeles County Schools will act as administrator for this program.

Under Education Code Section 17430 these transactions are structured as lease-purchase agreements between the District and Los Angeles County Schools.

STUDENT ADVISORY:

ROLL CALL VOTE

Susan Aminoff	Aye <input type="checkbox"/>	No <input type="checkbox"/>
David Finkel	Aye <input type="checkbox"/>	No <input type="checkbox"/>
Nancy Greenstein	Aye <input type="checkbox"/>	No <input type="checkbox"/>
Louise Jaffe	Aye <input type="checkbox"/>	No <input type="checkbox"/>
Margaret Quiñones-Perez	Aye <input type="checkbox"/>	No <input type="checkbox"/>
Rob Rader	Aye <input type="checkbox"/>	No <input type="checkbox"/>
Andrew Walzer	Aye <input type="checkbox"/>	No <input type="checkbox"/>

See Addendum A– Executive Summary

<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	February 2, 2010

MAJOR ITEMS OF BUSINESS

**INFORMATION ITEM G**

**SUBJECT:** **THE BROAD STAGE AT THE SMC PERFORMING ARTS CENTER**

**SUBMITTED BY:** Superintendent/President

**SUMMARY:** Activities at the Broad Stage at the SMC Performing Arts Center

- \* The Broad Stage is bringing the highest caliber artists to Santa Monica College, including Baryshnikov, Basil Twist, Juan Diego Florez, Placido Domingo, Angel Romero, just to name a few.
- \* Ticket sales have been running at an average of approximately 85% of capacity.
- \* People in the arts - from New York to London - are talking about the Broad, and they all want to be a part of it. This is a great coup for the College. And we are only in the second season!
- \* We are developing partnerships with organizations that range from LA Opera to the Old Vic in London.
- \* There have been several notices in the New York Times mentioning Santa Monica College favorably. The reviews in the LA Times have consistently favored the theater.
- \* Next season we will continue the path of diversity - and will present opera, theater, jazz and dance, with possibilities ranging from The Royal Shakespeare Theatre to Esperanza Spaulding.
- \* Our outreach programs continue to grow. This season we had a master class with Savion Glover, one with Angel Romero in close association with the Music Department; student matinees for Shakespeare and Basil Twist. We will also present a special student performance of August Wilson's The Piano Lesson.
- \* The SMC student body is a prime beneficiary of our outreach, with first priority to all student events, and \$20 tickets to all performances.
- \* Eli and Edythe Broad continue to be very involved, and the Broad's Chair, Austin Beutner, was just named Deputy Mayor and Chief Executive for Economic and Business Policy for the City of Los Angeles. This is a tremendous opportunity for both the theater and the college.
- \* The Board has grown from the initial membership of four to the current level of 18, all of whom are actively involved in improving the membership, support and quality of operations.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 3**

**SUBJECT:** **2009-010 QUARTERLY BUDGET REPORT AND 311Q REPORT**

**SUBMITTED BY:** Superintendent/President

**RECOMMENDATION:** It is recommended that the Board of Trustees acknowledge receipt of the 2009-2010 Quarterly Report and the 311Q report, as of December 31, 2009 (see Addendum B).

**COMMENT:** The Board of Trustees is presented a quarterly budget report with the 311Q report required by the Chancellor's Office. This report summarizes the financial statements of the District's Unrestricted General Fund for review by the Chancellors Office.

MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY:  
 AYES:  
 NOES:

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 4-A**

**SUBJECT:**                               **NOTICE OF PUBLIC HEARING  
ADOPT CERTAIN FINDINGS AND APPROVE ENERGY  
SERVICE CONTRACT FOR ENERGY RELATED  
IMPROVEMENTS TO SANTA MONICA COLLEGE  
FACILITIES**

SUBMITTED BY:                               Superintendent/President

REQUESTED ACTION:                       It is recommended that the Board of Trustees conduct a public hearing related to the Energy Services Contract with George Yardley Company.

Following the public hearing, it is recommended that the Board of Trustees adopt a resolution and approve an energy services contract with The George Yardley Company in accordance with California Government Code Section 4217.10-4217.18 for the purpose of designing, supplying and installing the following energy conservation and alternative energy measures: Laboratory ventilation.

It is further recommended that the Board of Trustees authorize the District to enter into the energy services contract with The George Yardley Company for an amount not to exceed \$392,274.

PUBLIC HEARING OPENED:

PUBLIC COMMENTS:

PUBLIC HEARING CLOSED:

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 4-B**

**SUBJECT:** **RESOLUTION LANGUAGE FOR ENERGY SERVICE CONTRACT**

**SUBMITTED BY:** Superintendent/President

**REQUESTED ACTION:** WHEREAS, California Government Code Section 4217.10 to 4217.18, authorizes the Board of Trustees to enter into an Energy Service Contract for the implementation of energy related improvements if the Board of Trustees finds that it is in the best interest of the College to enter into such Energy Service Contract and that the anticipated cost to the College for thermal or electrical energy or conservation services provided by the energy conservation facility under the contract will be less than the anticipated marginal cost to the College of thermal, electrical, or other energy that would have been consumed by the College in absence of those purchases; and

Now, therefore, the Board of Trustees adopts the following resolution:

“The Board of Trustees finds that (1) it is in the best interest of Santa Monica College to enter into an Energy Service Contract with The George Yardley Company for the implementation of certain energy related improvements to College facilities, and (2) the anticipated cost to College for thermal or electrical energy or conservation services provided by the energy conservation facility under the contract will be less than the anticipated marginal cost to the College of thermal, electrical, or other energy that would have been consumed by the College in absence of those purchases. Therefore, the Board of Trustees hereby authorizes the Chairman to execute the Energy Service Contract by and between Santa Monica College and The George Yardley Company for the implementation of certain energy related improvements to College facilities in accordance with these findings and California Government Code Section 4217.10 to 4217.18.”

**COMMENT:** This will permit the District to enter into the contract and have the energy conservation projects to be brought to construction more rapidly and efficiently, which will reduce future energy budget and decrease the pollutions to the environment.

MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY:  
 AYES:  
 NOES:



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 4-C**

**SUBJECT:**                               **ENERGY SERVICES CONTRACT**

**SUBMITTED BY:**                       Superintendent/President

**REQUESTED ACTION:**               It is recommended that the Board of Trustees approve a contract with The George Yardley Company for the amount of \$392,274.

**SUMMARY:**                               The George Yardley Company was the original installer of the proprietary Phoenix Control System in the Science Building, and they are also the only factory authorized contractor, installer and maintainer of Aircuity OptiNet Multiplexed Sensing System in the Los Angeles area.

The George Yardley Company will install, integrate, and commission the Aircuity OptiNet Multiplexed Sensing System in the Science Building in order to monitor the quality of the indoor laboratory environment and to control the airflow based upon substantiated need. This will allow the campus to operate the building at an estimated average of 4.4 air changes per hour versus the current average of over 8 air changes per hour. The new sequence of operations would also enable the ventilation levels to go to as much as 20 air changes per hour for thermal loads, or air quality incidents within an individual laboratory thus enhancing student and faculty safety and comfort. College Maintenance Department will be able to log onto a password protected webserver to view and graph real-time and historical trending in any of the monitored spaces.

Annual Sensor Services and Data Services are included for 5 years from commissioned date. This covers the normal warranty period and also all sensor calibration and exchanges for five years.

The cost of this project is \$392,274 with incentive of \$180,077.32 from Southern California Edison the final cost for the College is \$212,196.68. The savings from this project for the next 10 years is estimated \$1,367,214.00, which makes this a viable project. The payback period is 1.7 years.

**Funding Source:**                       Measure S

MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY:  
 AYES:  
 NOES:

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

MAJOR ITEMS OF BUSINESS

**RECOMMENDATION NO. 5**

**SUBJECT:** **AGREEMENT FOR ARCHITECTURAL SERVICES – INFORMATION TECHNOLOGY RELOCATION**

**SUBMITTED BY:** Superintendent/President

**REQUESTED ACTION:** It is recommended that the Board of Trustees approve the contract with CO ARCHITECTS for initial programming and concept design of the Information Technology Relocation project for \$140,000, plus reimbursable expenses.

**FUNDING SOURCE:** Measure AA

**SUMMARY:** This project will relocate Information Technology including Network Services and Telecommunications to the south end of the Library in the space currently occupied by the Library Village temporary building.

Before the 1994 Northridge Earthquake, Information Technology was located in the original Science Building. That building was severely damaged and Information Technology was quickly relocated to a new third floor area of Drescher Hall. The new location did not have the proper infrastructure for computer servers including fire protection and air-cooling. The college’s use of computer technology has grown greatly since 1994 and the facilities in Drescher Hall have been unable to support the growth.

In the new Master Plan, Drescher Hall is scheduled for a major renovation with a new bookstore, retail and food services planned for the first floor and modernization and expansion of the academic facilities on the upper floors. The Information Technology functions are secure, back of house operations that are not compatible with the planned future of the building. In addition the construction process could affect electrical and data network feeds that come into the building and could potentially disrupt the critical computers in the data center.

Information Technology will join the current Media Center and campus telecommunications network center to create a single technology infrastructure at the south end of the Library complex.

CO Architects are nationally recognized experts in academic, research lab and healthcare planning and design. Their clients include seven campuses of the University of California, Claremont Colleges, Coastline Community College District, Los Angeles Community College District and the universities of Iowa, Texas, Washington and Wisconsin.

At SMC they have designed the Science Complex and the Library, both of which have won multiple design awards. Since this complex is part of the Library and because the firm is known for their work on highly complex technical projects, they were selected for this project.

The process to solicit architects began with mailings to 115 local firms, newspaper advertisements and web announcements. The District received 72 architect proposals, which is a record number. The initial submittals were screened and 24 firms were deemed qualified. Then a screening committee of faculty, classified staff and administrators selected 4 architects as finalists to be interviewed. The interview panel consisted of staff from Information Technology, Network Services, Media Center and Facilities.

This contract is for the initial programming and conceptual design for this project. At the completion of this phase, the building program, design concepts and a cost estimate will be presented.

MOTION MADE BY:  
SECONDED BY:  
STUDENT ADVISORY:  
AYES:  
NOES:

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 2, 2010

**VII. CONSENT AGENDA**

*Any recommendation pulled from the Consent Agenda will be held and discussed in Section VIII, Consent Agenda – Pulled Recommendations*

**RECOMMENDATION:**

The Board of Trustees take the action requested on Consent Agenda Recommendations #6-#19.

Recommendations pulled for separate action and discussed in Section VIII, Consent Agenda – Pulled Recommendations:

- MOTION MADE BY:
- SECONDED BY:
- STUDENT ADVISORY:
- AYES:
- NOES:

**VIII. CONSENT AGENDA – Pulled Recommendations**

*Recommendations pulled from the Section VII, Consent Agenda to be discussed and voted on separately. Depending on time constraints, these items might be carried over to another meeting.*

**RECOMMENDATION NO. 6      APPROVAL OF MINUTES**

Approval of the minutes of the following meetings of the Santa Monica Community College District Board of Trustees:

January 12, 2010 (Regular Board of Trustees Meeting)

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 7      ACCEPTANCE OF GRANT**

**7-A      KCRW: ACCEPTANCE OF CPB ONE-TIME PAYMENT**

Granting Agency: Corporation for Public Broadcasting  
Grant Amount: \$113,822  
Matching: None  
Performance Period: None

Summary: Funds are to be used to maintain local programming and services and preserve jobs threatened by declines in non-federal revenue sources during the current economic decline. Funding from this grant will be used to reimburse the KCRW Foundation for WWLA/TTP program expenses and salaries.

Budget Augmentation: Fund 01.3:  
Revenue:  
8000: Federal \$113,822  
Expenditures:  
5000: Contract Services \$113,822

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 8 RATIFICATION OF CONTRACTS AND CONSULTANTS**

Approved by: *Chui L. Tsang, Superintendent/President*

Requested Action: *Ratification*

The following contracts for goods, services, equipment and rental of facilities, and acceptance of grants in the amount of \$50,000 or less have been entered into by the Superintendent/President and are presented to the Board of Trustees for ratification.

Authorization: *Board Policy Section 6255, Delegation to Enter Into and Amend Contracts*

Approved by Board of Trustees: *9/8/08*

Reference: *Education Code Sections 81655, 81656*

Provider/Contract	Term/Amount	Service	Funding Source
Lea Associates Property Economics	January 12, 2010 – June 30, 2010  \$7,900 plus reimbursable expenses, plus any additional services not to exceed \$375 per hour.	To provide appraisal services for properties.	Funding Source: Measure S
Lime Twig Group	February 3 – June 30, 2010  Not to exceed \$30,000	Student Marketing Outreach Brochure: To provide creative concepting, copywriting, design production and pre-press for a international and nonresident student marketing outreach brochure. Includes print costs for 100,000 copies of the finished product.	District Budget/ Outreach & Recruitment
Sector Point, Inc.	February 3 – June 30, 2010 (Maintenance contract continues through June 30, 2013.)  Not to exceed \$45,000	Website Content Conversion and Design Improvement Project: To provide content conversion, design improvements, training and maintenance for the SMC website necessary to upgrade the site to a more robust content management system. This concludes the website redesign project that started in Spring 2007 and is a recommendation of the Technology Planning Subcommittee to DPAC.	District Budget/ Enrollment Development

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

CONSENT AGENDA: GRANTS AND CONTRACTS

**RECOMMENDATION NO. 8      RATIFICATION OF CONTRACTS AND CONSULTANTS**

*(continued)*

Franklin Street Independent Productions	February 2 – June 10, 2010  Not to exceed \$5,000	Development and production of promotional video to recruit male students into Early Childhood Education (ECE) programs. Will be used to promote and encourage men to enter the field of education, specifically teaching younger children.	2009-2010 Perkins IV- VTEA
El Camino College	October 1, 2009 – September 30, 2010 (Year 4)  Amendment to the 2009-2010 contract for an additional amount of \$3,000, totalling \$303,000 for 2009-2010, (\$1,503,000 over the five-year award period.)	The Title V Cooperative Grant is requesting an increase of \$3,000 to the total amount awarded to El Camino College to allow ECE's Activity Director to attend the U.S. Department of Education Project Directors' Meeting in Washington, DC, at the end of March. Attendance at this meeting is a project management function, and the costs of attending this conference should be covered by the project management budget, not El Camino College's activity budget. This change will move \$3,000 from the Project Management budget to ECC's Activity budget.	Title V Math Cooperative
College of the Canyons	March 15, 2009 – March 31, 2010  SMC is receiving an additional \$6,625	Amendment to Contract with College of the Canyons for Community Colleges Opportunities in Education Abroad Grant.  The end date of this contract was originally September 30, 2009. However, College of the Canyons received a no-cost extension from the U.S. Department of State until March 31, 2010. This extension applies to all of the College of the Canyons subcontractual agreements as well.	Granting Agency: College of the Canyons
System Technology Associates	February 1 – June 30, 2010 per project plan  Not to exceed \$26,030	Provide VMware Virtual Desktop Infrastructure installation and configuration for English classrooms, and on-site training to IT staff.	State Instructional Block Grant

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 9      ACADEMIC PERSONNEL**

*Requested Action:*    *Approval/Ratification*  
*Reviewed by:*        *Sherrí Lee-Lewis, Dean, Human Resources*  
*Approved by:*        *Marcia Wade, Vice-President, Human Resources*

All personnel will be properly elected in accordance with District policies, salary schedules, and appropriate account numbers.

ELECTION

EFFECTIVE DATE

PROBATIONARY

Caroline Sheldon, Sociology	8/30/2010
Comment:    Dr. Sheldon will continue her assignment as Dean of Institutional Research through June 30, 2010.	

Adjunct

Approval/ratification of the hiring of adjunct faculty.  
(List on file in the Office of Human Resources)



<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 10 CLASSIFIED PERSONNEL – REGULAR**

Requested Action: *Approval/Ratification*  
Reviewed by: *Sherry Lee-Lewis, Dean, Human Resources*  
Approved by: *Marcia Wade, Vice-President, Human Resources*

Approval/ratification of the establishment of classified positions, and other actions involving classified personnel including hiring, promoting, changing work shifts, working out of classification, and advanced step placements. All personnel assigned into authorized positions will be elected to employment (Merit System) in accordance with District policies and salary schedules.

<u>ABOLISH</u>	<u>EFFECTIVE DATE</u>
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Administrative Assistant III, (1 position) Planning and Development, 12 mos, 40hrs	02/03/10
Administrative Assistant I, (1 position) Upward Bound, 12 mos/ 40 hrs	

ESTABLISH

Administrative Assistant II, (1 position) Workforce Development, 12 mos, 20hrs	02/03/10
Administrative Secretary (1 position) TRIO, 12 mos/ 40 hrs	02/03/10
Administrative Assistant I (1 position) Events, 12 mos/ 40 hrs	02/03/10

ELECTIONS

<u>PROBATIONARY</u> Winn, Jocelyn, Administrative Assistant II, Madison Theatre	02/01/10
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<u>PROMOTIONS</u> Felder, Ronnie, Fr: Student Services Assistant, A & R, 12 mos, 40 hrs To: Sr. Student Services Specialist-A & R, A & R, 12 mos, 40 hrs	01/19/10
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Heximer, Darrell Fr: Receiving & Stockroom Worker, Receiving, 12 mos, 40 hrs To: Lead Receiving & Stockroom Worker, Receiving, 12 mos, 40 hrs	02/01/10
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<u>PERMANENT EMPLOYEE WITH PROVISIONAL ASSIGNMENT</u> Velasco, Ulises From: Administrative Clerk To: Personnel Specialist (50%)	01/06/10-01/22/10
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SEPARATIONS

<u>RESIGNATION</u> Saenz, Deisy, Student Services Clerk, Outreach and Recruitment	01/29/10
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<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

CONSENT AGENDA: HUMAN RESOURCES

**RECOMMENDATION NO. 11 CLASSIFIED PERSONNEL – LIMITED DURATION**

*Requested Action: Approval/Ratification*  
*Reviewed by: Sherri Lee-Lewis, Dean, Human Resources*  
*Approved by: Marcia Wade, Vice-President, Human Resources*

All personnel assigned to limited term employment (Merit System) will be elected in accordance with District policies and salary schedules. No limited term assignment shall exceed 120 working days per fiscal year.

ELECTIONS

PROVISIONAL: Temporary personnel who meet minimum qualifications and are assigned to work 90 working days; who have not come from an eligibility list.

Barajas, Byanca, Student Services Clerk, Latino Center	01/05/10-05/13/10
Fairchild, Theron, Theatre Technical Specialist, SMC Performing Arts	01/11/10-05/19/10
Garcia, Lucy, Bookstore Operations Assistant, Bookstore	02/01/10-04/09/10
Salzone, Grace, Student Services Clerk	01/25/10-02/25/10

LIMITED TERM: Positions established to perform duties not expected to exceed 6 months in one Fiscal Year or positions established to replace temporarily absent employees; all appointments are made from eligibility lists or former employees in good standing.

Arenas, Leyla, Bookstore Clerk/Cashier, Bookstore	01/25/10-03/26/10
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**RECOMMENDATION NO. 12 CLASSIFIED PERSONNEL - NON MERIT**

*Requested Action: Approval/Ratification*  
*Reviewed by: Sherri Lee-Lewis, Dean, Human Resources*  
*Approved by: Marcia Wade, Vice-President, Human Resources*

All personnel assigned will be elected on a temporary basis to be used as needed in accordance with District policies and salary schedules.

STUDENT EMPLOYEES

CalWORKS, \$8.00/hr	03
College Student Assistant, \$8.00/hr (STHP)	21
College Work-Study Student Assistant, \$8.00/hr (FWS)	19

SPECIAL SERVICE

Art Model, without costume, \$18.00/hr	104
Community Services Specialist I, \$35/hr	16
Community Services Specialist II, \$50/hr	07

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 13   FACILITIES**

*Requested Action:    Approval/Ratification*

*Requested by:        Greg Brown, Director Facilities and Planning*

*Approved by:         Robert Isomoto, Vice-President, Business/Administration*

**13-A   AMENDMENT TO AGREEMENT FOR CAMPUS PLANNING**

Amend the annual agreement with Gensler for campus planning for \$90,000 plus reimbursable expenses.

Phase I	\$ 90,000
Phase II	90,000
Phase III	90,000
Phase IV	120,000
This Amendment	<u>90,000</u>
Total to Date	\$450,000

Funding Source: Measure S

Comment:        As a result of the master planning process, including campus and community meetings, a number of new planning issues have come up that were not covered under the original study. The issues include traffic, transit routing, and different scenarios in regard to the Olympic Shuttle Lot. In addition the District has requested a more detailed scope and site analysis to be included for each of the project sites. The time necessary to complete this process has increased resulting in additional costs for our planning consultants. As a result of more thorough analysis and front end planning for these projects we will have a more comprehensive and useful master planning document. This is a two-year process that started in May of 2008. In addition to the above the scope of this phase will include the following:

- Finalize and publish Master Plan
- Prepare exhibits for CEQA/EIR as requested
- Attend CEQA/EIR meetings
- Presentation of Master Plan to Board, staff, faculty and community.
- Presentation of master planning concepts to new project architects

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 13    FACILITIES**

**13-B    AGREEMENT FOR ENGINEERING SERVICES – STUDENT SERVICES PROJECT**

Agreement with XL FIRE PROTECTION for engineering on the Student Services project for \$79,400 plus reimbursable expenses.

Funding Source: Measure U, S, State of California

Comment:        The Division of State Architects (DSA) is now asking for a fully engineered fire sprinkler system to be included with the original building plans. Previously the general contractor would sub-contract this during the construction process and the cost of developing the plans would be included in the construction cost. Since the cost was originally planned for the construction budget this agreement does not result in any overall cost increase for the project. Although the District could contract with the architect for this service, it has chosen to contract directly through the engineering firm to avoid any additional overhead costs. In future projects this will now be included in the contract for architectural and engineering services.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 14 BUDGET TRANSFERS**

Requested by: Chris Bonvenuto, Director, Fiscal Services  
 Approved by: Robert G. Isomoto, Vice-President, Business/Administration  
 Requested Action: Approval/Ratification

14-A FUND 01.0 – GENERAL FUND – UNRESTRICTED

Period : December 18, 2009 thru January 19, 2010

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	167,452
2000	Classified/Student Salaries	256,801
3000	Benefits	87,232
4000	Supplies	23,851
5000	Contract Services/Operating Exp	59,130
6000	Sites/Buildings/Equipment	2,180
7000	Other Outgo/Student Payments	-596,646
Net Total:		0

14-B FUND 01.3 – GENERAL FUND – RESTRICTED

Period: December 18, 2009 thru January 19, 2010

Object Code	Description	Net Amount of Transfer
1000	Academic Salaries	-19,847
2000	Classified/Student Salaries	6,352
3000	Benefits	1,796
4000	Supplies	-306
5000	Contract Services/Operating Exp	-332
6000	Sites/Buildings/Equipment	4,679
7000	Other Outgo/Student Payments	7,658
Net Total:		0

Comment: The Adopted Budget needs to be amended to reflect the totals of the departmental budgets. The current system of the Los Angeles County Office of Education requires Board approvals each month for budget adjustments. Only the net amount of the transfers in or out of the object codes is shown. In addition to the budget adjustments, transfers result from requests by managers to adjust budgets to meet changing needs during the course of the year.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 15 BUDGET AUGMENTATION**

Requested by: Chris Bonvenuto, Director, Fiscal Services  
 Approved by: Robert G. Isomoto, Vice-President, Business/Administration  
 Requested Action: Approval/Ratification

The 2009-2010 adopted Budget will be amended to reflect the following budget augmentations

**15-A DISABLED STUDENTS PROGRAM & SERVICES (DSP&S)**

Granting Agency: State of California  
 Appropriated Funding: \$291,282  
 Matching Funds: None  
 Performance Period: July 1, 2009 – June 30, 2010  
 Summary: The District has an additional \$291,282 in DSP&S funding per the PI report issued by the Chancellor’s Office.

DSPS – Student Program & Services	\$ 53,275
DSPS - Access to Print & Electronic Info	19,065
DSPS - Deaf & Hard of Hearing`	218,942

Budget Augmentation: Revenue:

8000 State Revenue	\$291,282
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Expenditures:

1000 Certificated Salaries	53,275
2000 Classified Salaries	193,007
3000 Benefits	45,000

Comment: On January 13, 2010, the California Community Colleges Chancellor’s Office sent out a newly-updated DSPS allocation sheet. This augmentation reflects the new numbers from the Chancellor’s Office.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 16 ESTABLISHMENT OF NEW ACCOUNTING FUND – FUND 42.4**

Requested by: Chris Bonvenuto, Director, Fiscal Services  
 Approved by: Robert G. Isomoto, Vice-President, Business/Administration  
 Requested Action: Approval/Ratification

In accordance with education Code Section 84030 and the California Community College Budget and Accounting Manual, authorize the District to establish Fund 42.4 as a Revenue Bond Construction Fund to account for proceeds and project expenditures of Measure AA funds.

**RECOMMENDATION NO. 17 COMMERCIAL WARRANT REGISTER**

Requested by: Robin Quaille, Accounts Payable Supervisor  
 Approved by: Robert G. Isomoto, Vice-President, Business/Administration  
 Requested Action: Approval/Ratification

December 1 – December 31, 2009                      3836 – 3872                      \$ 6,004,232.98

Comment: The detailed Commercial Warrant documents are on file in the Accounting Department.

**RECOMMENDATION NO. 18 PAYROLL WARRANT REGISTER**

Requested by: Ian Fraser, Payroll Manager  
 Approved by: Robert G. Isomoto, Vice-President, Business/Administration  
 Requested Action: Approval/Ratification

December 1 – December 31, 2009                      C1E – C2F                      \$10,431,919.47

Comment: The detailed payroll register documents are on file in the Accounting Department.

<b>BOARD OF TRUSTEES</b>	<b>ACTION</b>
Santa Monica Community College District	February 2, 2010

CONSENT AGENDA: FACILITIES AND FISCAL

**RECOMMENDATION NO. 19      DIRECT, BENEFIT & STUDENT GRANT PAYMENTS**

Requested by:        *Robin Quaile, Accounts Payable Supervisor*  
 Approved by:        *Robert G. Isomoto, Vice-President, Business/Administration*  
 Requested Action:    *Approval/Ratification*

Payments were authorized upon delivery and acceptance of the items ordered, or performance of the service. All payments were made in accordance with Education Code requirements and allocated to approve budgets. List on file in Business Office.

December 1 – December 31, 2009	
D000903 – D000942	\$ 194,008.19
B000287 – B000324	\$ 699,817.15

*D – Direct Payments*  
*B – Benefit Payments (health insurance, retirement, etc.)*

**RECOMMENDATION NO. 20      PURCHASING**

Requested by:        *Charlie Yen, Acting Director, Purchasing*  
 Approved by:        *Robert G. Isomoto, Vice-President, Business/Administration*  
 Requested Action:    *Approval/Ratification*

20-A    AWARD OF PURCHASE ORDERS

Establish purchase orders and authorize payments to all previously approved vendors upon delivery and acceptance of services or goods ordered. All purchases and payments are made in accordance with Education Code requirements and allocated to approve budgets. Lists of vendors on file in the Purchasing Department

December 1 – December 31, 2009	\$345,326.12
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**RECOMMENDATIONS NO. 21    DECLARATION & DONATION OF SURPLUS  
 COMPUTER EQUIPMENT**

Requested by:        *Madeline Brody, Recycling Coordinator*  
 Approved by:        *Robert G. Isomoto, Vice-President, Business/Administration*  
 Requested Action:    *Approval/Ratification*

Declare as surplus one Duplo 31S Electronic Copier, Model – 31S, and authorize the District to donate the copier to University High School, 11800 Texas Avenue, Los Angeles, California 90025, because it has been determined to be of insufficient value to defray the cost to sell.

Comment:            This action is in accordance with SMC Board Policy 6531 and Education Code section 81452.



<b>BOARD OF TRUSTEES</b>	<b>INFORMATION</b>
Santa Monica Community College District	February 2, 2010

**IX. INFORMATION ITEM H CITIZENS' BOND OVERSIGHT COMMITTEE MEETING, JANUARY 20, 2010**

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee was held on Wednesday, January 20, 2010 at Santa Monica College Bundy Campus, 3171 Bundy Drive, Multipurpose Room 123, Los Angeles, California.

**1. CALL TO ORDER - 8:07 a.m.**

**2. ROLL CALL**

- Sylvia Rose, Chair - Present
- Bruce Sultan, Vice-Chair - Present
- Ben Allen - Absent
- Deborah Arvesen - Absent
- Clarence Chapman – Present (arrived after roll call)
- Ralph Erickson – Present (arrived after roll call)
- Cameron Henton - Present
- Ilda Jimenez y West - Present
- Paul Leoni - Present
- Christine Thornton - Present

Others Present:

- Chris Bonvenuto, Director of Fiscal Affairs
- Greg Brown, Director of Facilities and Planning
- Don Girard, Senior Director, Government Relations/Institutional Communications
- Bob Isomoto, Vice-President, Business/Administration
- Lee Paul, LPI Inc.
- Lisa Rose, Committee Coordinator
- Charlie Yen, Director, Events and Contracts

**3. APPROVAL OF MINUTES – October 25, 2009**

Motion was made by Paul Leoni and seconded by Clarence Chapman to approve the minutes of July 15, 2009, as amended.

Motion made by: Paul Leoni  
 Seconded by: Christine Thornton  
 Ayes: 6  
 Noes: 0  
 Absent: 4

**4. CONFLICT OF INTEREST FORMS**

Members were reminded to sign and submit their Conflict of Interest forms for 2010.

**5. ANNOUNCEMENT: DISTRICT'S LIABILITY COVERAGE FOR CBOC MEMBERS**

It was announced that members of the Citizens' Bond Oversight Committee have been added as covered parties on the District's Liability Insurance.

**6. PRESENTATION: SMC BOND PROGRAM WEBSITE**

The SMC Bond Program website was unveiled for the first time. It can be accessed at: [www.smcbondprogram.com](http://www.smcbondprogram.com)

Greg Brown introduced Lee Paul, of LPI Inc., the construction program manager and developer of the website. Information about all the bond construction projects and the Citizens' Bond Oversight Committee are available at this website. In addition, there is information for architects and contractors who are interested in doing business with the college along with a *Statement of Interest* form.

**7. REPORTS and DISCUSSION**

2008-09 Financial Audit and Performance Audit Reports

Chris Bonvenuto, Director of Fiscal Services, provided an overview of the 2008-09 Financial Audit and Performance Audit Reports. The Auditor indicated that there were no instances of noncompliance in both audits and did not identify any exceptions or deficiencies.

Motion was made by Christine Thornton and seconded by Bruce Sultan to accept the 2008-09 Audit Reports: *Unanimously approved.*

Measure U (reports included with agenda)

- Project Schedule: The first phase of the Student Services Building is being completed. Plans for Phase 2 are in DSA, and will then be submitted to the State.
- Budget
- Expenditures: \$637,000 was received from the State and applied to the Student Services Project. The Student Services project relies on a significant amount of State funding.

Measure S (reports included with agenda)

- Project Schedule
- Budget: Last period expenses were \$4.9 million

Measure AA (reports included with agenda)

- Project Schedule: The District is in the early stages of design for the Media and Technology project which will house KCRW, the Communications Department and Entertainment Technology. It will also include a new parking structure.
- The process for selection of architects for four of the Measure AA projects is underway.

Bond Sales/Expenses Report

The District will be going out for sale of bonds in February 2010 – Measure U for \$11 million, Measure AA for \$100 million. Law requires that bond funds be spent or committed within three years of issue.

A revised Bond Sales/Expenses Reports showing an interest adjustment was distributed.

Update on Malibu Site

The District is still waiting for a response from the County regarding the Civic Center property. In the meantime, classes will be offered at Webster Elementary School in the spring semester.

Update on Expo Site (Olympic Shuttle Lot)

The Expo Board will be meeting to adopt the EIR which includes a buffer in front of the site to be used as a maintenance yard. There is a land swap agreement between the District and the City being developed for an exchange (lease-purchase) of the Olympic Shuttle Lot for property on Airport Avenue.

**8. PUBLIC COMMENTS** - None

**9. SCHEDULE OF MEETINGS, 2009-2010**

Wednesdays at 8 a.m.

April 21, 2010

**10. ADJOURNMENT** – 9:19 a.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, April 21, 2010 at 8 a.m. (*location to be determined*).

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 2, 2010

X. **BOARD COMMENTS AND REQUESTS**

XI. **ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on **Tuesday, March 2, 2010** at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

The agenda for the next meeting will include the following:

- Reports:
  - Community and Government Relations
  - Partnerships with SMMUSD

<b>BOARD OF TRUSTEES</b>	<b>REGULAR MEETING</b>
SANTA MONICA COMMUNITY COLLEGE DISTRICT	February 2, 2010

ADDENDUM A

**EXECUTIVE SUMMARY  
FOR SANTA MONICA COMMUNITY COLLEGE DISTRICT  
IN CONNECTION WITH PROPOSED  
CERTIFICATES OF PARTICIPATION  
(SANTA MONICA COMMUNITY COLLEGE DISTRICT)  
(LOS ANGELES COUNTY SCHOOLS POOLED FINANCING PROGRAM)  
2010 SERIES A**

The following is a brief summary of certain provisions contained in the basic legal documents for the District’s Certificates of Participation, which are the: Lease Agreement, Trust Agreement, Site Lease, Assignment Agreement, Continuing Disclosure Agreement, Certificate Purchase Agreement and Escrow Instructions in connection with the proposed execution and delivery of Certificates of Participation by the Santa Monica Community College District (the “District”), which is proposing to participate in a program of pooled capital improvement projects. The following should not be considered a full statement of the terms of such documents as each are subject to revision, including by such changes as may be suggested by representatives of the District and others, and approved by an Authorized Signatory (as defined in the authorizing Resolution), such approval to be conclusively evidenced by execution thereof by such officers or their duly authorized representatives.

**The Lease Agreement.** The District is required under the Lease Agreement to make Lease Payments on each Lease Payment Date for the use and possession of the certain real property and certain improvements to real property of the District (collectively, the “Leased Property”). Lease Payments are to be made from any source of legally available funds of the District. Under the Lease Agreement, the District covenants to take all necessary actions to include Lease Payments in its annual budgets and to make the necessary annual appropriations therefor. The obligation of the District to make Lease Payments (other than to the extent that funds to make Lease Payments are available in the District’s Lease Payment Fund and Reserve Fund under the Trust Agreement) is abated in whole or in part if the District does not have full use and possession of the Leased Property. Under the Lease Agreement, the District covenants to maintain or cause to be maintained with respect to the Leased Property rental interruption insurance to cover loss of the use of the Project as a result of damage or destruction, a standard comprehensive general public liability and property damage insurance policy or policies, a fire and lightning insurance policy with extended coverage, vandalism and malicious mischief insurance, insurance against loss and theft and title insurance.

The Lease Agreement terminates upon (i) the payment by the District of all Lease Payments and Additional Payments due during the term of the Lease Agreement, (ii) a default by the District and the election by the Corporation or the Trustee (as assignee of the Corporation) to terminate the Lease Agreement, (iii) the deposit of moneys with the Trustee comprising certain Permitted Investments in amounts sufficient to pay all Lease Payments as they become due, or (iv) the exercise by the District of its option to purchase the Leased Property.

**Trust Agreement.** The Trust Agreement will authorize the execution and delivery of Certificates of Participation on behalf of the District to be used by the Corporation to refinance the District's Refunding Certificates of Participation 1999 Series A (the "Prior Certificates"), which were executed in the principal amount of \$24,905,000 in February 1999 and are currently outstanding. The Prior Certificates were used to finance, acquire, construct and/or install certain improvements to real property of the District.

**The Site Lease.** In the Site Lease, the District leases to the Corporation the real property and improvements consisting of Leased Property, as defined in the Site Lease. The Corporation covenants in the Site Lease to use the Site solely for the purpose of operating the authorized improvements constructed thereon and to not assign its rights under the Site Lease, except as provided in the Lease Agreement without the consent of the District.

**The Assignment Agreement.** The Assignment Agreement is entered into between the Corporation and the Trustee, pursuant to which the Corporation assigns and transfers to the Trustee, for the benefit of the Owners, the rights of the Corporation under the Lease Agreement, including the right to receive Lease Payments under the Lease Agreement, the right to receive proceeds of insurance on the Leased Property and the right and remedies of the Corporation under the Lease Agreement to enforce payment of Lease Payments.

**Continuing Disclosure Agreement.** The District will enter into a Continuing Disclosure Agreement with the Trustee, as Dissemination Agent thereunder, pursuant to which it will agree to provide, or cause to be provided to the Dissemination Agent, certain information specified therein and to provide, or cause to be provided, in a timely manner notice of certain material events respecting the Certificates of Participation. These covenants are required to be made in order to assist the Underwriters in complying with SEC Rule 15c2-12(b)(5).

**Certificate Purchase Agreement.** Pursuant to the terms of the Certificate Purchase Agreement, by and among the District and any other school district, community college district or local agency approved by the Corporation, the Corporation and the Representative, the Certificates of Participation shall be purchased by the Underwriters pursuant to the Certificate Purchase Agreement. The Certificate Purchase Agreement incorporates particular covenants of the District with respect to acts and agreements of the District concerning the delivery of the Certificates of Participation.

**Escrow Instructions.** The District will issue Escrow Instructions directed to U.S. Bank National Association, the trustee for the Prior Certificates, which the District has proposed to refinance. The Escrow Instructions direct the Prior Trustee to establish an escrow fund and to deposit a portion of the proceeds of the Certificates of Participation. These proceeds will be applied by the Prior Trustee to pay principal and interest on the Prior Certificates.

**Official Statement.** The District will prepare a Preliminary Official Statement and an Official Statement in connection with the sale and delivery of the Certificates of Participation. The Official Statement describes the terms of the Certificates of Participation, the security for the Certificates of Participation and the District and the District's financial condition. The District will certify that the information regarding the District in Official Statement is accurate and does not contain any misleading information or untrue statement of a material fact.

<b>BOARD OF TRUSTEES</b> SANTA MONICA COMMUNITY COLLEGE DISTRICT	<b>REGULAR MEETING</b> February 2, 2010
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ADDENDUM B

2009-2010 QUARTERLY BUDGET REPORT  
and 311Q REPORT

**UNRESTRICTED GENERAL FUND 01.0 REVENUE BUDGET**

ACCOUNTS	2009-2010 ADOPTED BUDGET	December 31, 2009 ACTUAL REVENUE	2009-2010 PROJECTED REVENUE
<b>FEDERAL</b>			
FIN AID ADM ALLOWANCES	125,639	83,279	125,639
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	-	415,294	415,294
<b>TOTAL FEDERAL</b>	<b>125,639</b>	<b>498,573</b>	<b>540,933</b>
<b>STATE</b>			
PRINCIPAL APPORTIONMENT	84,184,986	44,164,397	84,925,000
HOMEOWNERS EXEMPT	94,810	15,265	94,800
STATE LOTTERY REVENUE	2,910,974	-	3,136,215
MANDATED COST RECOVERY	-	270,993	270,993
OTHER STATE	646,926	336,387	646,898
<b>TOTAL STATE</b>	<b>87,837,696</b>	<b>44,787,042</b>	<b>89,073,906</b>
<b>LOCAL</b>			
PROP TAX SHIFT (ERAF)	-	1,152,821	1,152,821
SECURED TAX	9,726,071	4,445,885	8,693,569
SUPPLEMENTAL TAXES	136,362	5,715	147,011
UNSECURED TAX	408,589	440,781	440,781
PRIOR YRS TAXES	500,147	460,522	518,073
PROPERTY TAX - RDA PASS THRU	317,365	357,976	357,976
RENTS	69,960	27,738	69,960
INTEREST	373,099	46,637	181,523
ENROLLMENT FEES	10,142,144	6,492,233	9,137,086
STUDENT RECORDS	305,867	73,308	305,867
NON-RESIDENT TUITION/INTENSIVE ESL	20,687,624	13,495,686	20,641,483
OTHER STUDENT FEES & CHARGES	132,539	87,774	132,539
F1 APPLICATION FEES	108,580	75,058	108,580
OTHER LOCAL	486,556	352,653	632,281
I. D. CARD SERVICE CHARGE	787,368	612,448	787,368
LIBRARY CARDS	500	20	500
LIBRARY FINES	20,000	3,252	20,000
PARKING FINES	280,000	129,805	280,000
<b>TOTAL LOCAL</b>	<b>44,482,771</b>	<b>28,260,312</b>	<b>43,607,418</b>
<b>TOTAL REVENUE</b>	<b>132,446,106</b>	<b>73,545,927</b>	<b>133,222,257</b>
TRANSFER IN	219,140	46,239	224,199
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>132,665,246</b>	<b>73,592,166</b>	<b>133,446,456</b>



## UNRESTRICTED GENERAL FUND 01.0 EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	December 31, 2009 ACTUAL EXPENDITURES	2009-2010 PROJECTED EXPENDITURES
INSTRUCTION	23,056,664	8,891,198	23,391,808
ACADEMIC MANAGERS	5,169,423	2,156,257	5,275,960
NON-INSTRUCTION	5,695,451	2,091,609	5,890,198
HOURLY INSTRUCTION	24,888,904	13,092,504	24,888,904
HOURLY NON-INSTRUCTION	3,108,687	1,447,558	3,242,195
VACANT POSITIONS	-	-	137,538
VACANCY SAVINGS	-	-	(103,154)
BACKFILL FOR CATEGORICAL FUNDS	261,302	-	546,674
<b>TOTAL ACADEMIC</b>	<b>62,180,431</b>	<b>27,679,126</b>	<b>63,270,123</b>
CLASSIFIED REGULAR	19,818,881	7,955,235	19,622,072
CLASSIFIED MANAGERS	3,697,351	1,495,319	3,679,627
CLASS REG INSTRUCTION	3,083,831	1,148,778	3,108,770
CLASSIFIED HOURLY	1,556,805	738,676	1,678,020
CLASS HRLY INSTRUCTION	832,287	221,579	832,287
VACANT POSITIONS	270,616	-	1,032,010
VACANCY SAVINGS	(67,654)	-	(774,008)
BACKFILL FOR CATEGORICAL FUNDS	93,652	-	461,868
<b>TOTAL CLASSIFIED</b>	<b>29,285,769</b>	<b>11,559,587</b>	<b>29,640,646</b>
STRS	4,153,228	1,713,419	4,223,821
PERS	3,293,805	1,377,327	3,285,061
OASDI/MEDICARE	2,953,845	1,261,353	2,957,041
H/W	12,424,340	3,462,380	12,424,340
CALPERS PPO PREMIUM HOLIDAY*	-	(975,206)	(975,206)
RETIREEES' H/W	2,081,322	746,451	2,081,322
SUI	336,787	120,621	338,762
WORKERS' COMPENSATION	1,289,890	544,372	1,270,424
ALTERNATIVE RETIREMENT	525,000	236,292	525,000
BENEFITS RELATED TO VACANT POSITIONS	54,123	-	233,910
BENEFITS RELATED TO VACANCY SAVINGS	(13,531)	-	(175,432)
BACKFILL FOR CATEGORICAL FUNDS	34,113	-	191,190
<b>TOTAL BENEFITS</b>	<b>27,132,922</b>	<b>8,487,009</b>	<b>26,380,233</b>
SUPPLIES	1,070,210	341,483	1,083,710
BACKFILL FOR CATEGORICAL FUNDS	38,190	-	37,175
<b>TOTAL SUPPLIES</b>	<b>1,108,400</b>	<b>341,483</b>	<b>1,120,885</b>
CONTRACTS/SERVICES	9,788,992	5,383,104	9,989,336
INSURANCE	756,100	741,397	756,100
UTILITIES	3,266,011	1,495,582	3,266,011
BACKFILL FOR CATEGORICAL FUNDS	152,753	-	221,176
<b>TOTAL SERVICES</b>	<b>13,963,856</b>	<b>7,620,083</b>	<b>14,232,623</b>
BLDG & SITES	46,600	3,056	46,600
EQUIPMENT	154,830	52,215	184,941
LEASE PURCHASES	81,489	211	81,489
BACKFILL FOR CATEGORICAL FUNDS	165,319	-	165,319
<b>TOTAL CAPITAL</b>	<b>448,238</b>	<b>55,482</b>	<b>478,349</b>
<b>TOTAL EXPENDITURES</b>	<b>134,119,616</b>	<b>55,742,770</b>	<b>135,122,859</b>
OUTGOING TRANSFER/FINANCIAL AID	244,847	98,368	244,847
BACKFILL FOR CATEGORICAL FUNDS	106,346	-	143,952
<b>TOTAL TRANSFERS/FINANCIAL AID</b>	<b>351,193</b>	<b>98,368</b>	<b>388,799</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>134,470,809</b>	<b>55,841,138</b>	<b>135,511,658</b>

\* Estimated savings for PPO Premium Holiday

## UNRESTRICTED GENERAL FUND 01.0 FUND BALANCE BUDGET

ACCOUNTS	2008-2009 ADOPTED BUDGET	December 31, 2009 ACTUAL FUND BALANCE	2009-2010 PROJECTED FUND BALANCE
TOTAL REVENUE AND TRANSFERS	132,665,246	72,760,154	132,614,444
TOTAL EXPENDITURES AND TRANSFERS	133,375,580	56,816,344	134,368,646
BACKFILL FOR CATEGORICAL FUNDS	851,675	-	1,767,354
VACANT POSITIONS WITH PAYROLL RELATED BENEFITS	324,739	-	1,403,458
VACANT SAVINGS WITH PAYROLL RELATED BENEFITS	(81,185)	-	(1,052,594)
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(1,805,563)</b>	<b>15,943,810</b>	<b>(3,872,420)</b>
ONE-TIME FUNDING/SAVINGS			
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)	-	415,294	415,294
MANDATED COST RECOVERY	-	270,993	270,993
SWACC REBATE	-	145,725	145,725
CALPERS PPO PREMIUM HOLIDAY	-	975,206	975,206
<b>OPERATING SURPLUS/(DEFICIT) WITH ONE-TIME ITEMS</b>	<b>(1,805,563)</b>	<b>17,751,028</b>	<b>(2,065,202)</b>
BEGINNING BALANCE***	17,408,758	17,408,758	17,408,758
ENDING FUND BALANCE***	<b>15,603,195</b>	<b>35,159,786</b>	<b>15,343,556</b>
FUND BALANCE RATIO TO TTL EXPENSES & TRANSFERS **	<b>11.60%</b>	<b>62.96%</b>	<b>11.32%</b>

\*\* Chancellor's Office recommended ratio is 5%. Please see ADDENDUM for Designated Reserves.

\*\*\* Fund Balance reflects designated reserves.

## RESTRICTED GENERAL FUND 01.3 REVENUE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	December 31, 2009 ACTUAL REVENUE	2009-2010 PROJECTED REVENUE
<b>FEDERAL</b>			
VTEA-VOCATIONAL AND TECHNICAL EDUCATION ACT	592,344	12,281	592,344
FWS-FEDERAL WORK STUDY	661,641	44,719	661,641
RADIO GRANTS	1,939,980	623,684	1,939,980
TANF-TEMPORARY ASSISTANCE FOR NEEDY FAMILIES	60,327	19,813	38,101
TECH PREP	67,750	9,920	67,750
FEDERAL CARRYOVERS	1,489,988	402,909	1,489,988
OTHER FEDERAL	1,408,755	156,959	2,600,909
<b>TOTAL FEDERAL</b>	<b>6,220,785</b>	<b>1,270,285</b>	<b>7,390,713</b>
<b>STATE</b>			
LOTTERY	697,359	697,359	697,359
SFAA-STUDENT FINANCIAL AID ADMIN	646,061	363,741	699,502
EOPS-EXTENDED OPPORTUNITY PROG & SERV	1,184,114	446,827	859,283
CARE-COOP AGENCIES RESOURCES FOR EDUCATION	82,163	30,518	58,688
DSPS-DISABLED STUDENTS PROGRAM & SERVICES	1,270,700	382,208	735,016
NON-CREDIT MATRICULATION	45,654	11,418	21,958
MATRICULATION	953,649	305,591	642,971
MATRICULATION-TRANSFER RELATED	59,905	59,905	59,905
EQUAL EMPLOYMENT OPPORTUNITY-STAFF/FACULTY DIVERSITY	18,815	6,029	11,594
CALWORKS	264,023	85,641	164,695
ENROLLMENT GROWTH	235,732	157,284	357,463
TRANSFER AND ARTICULATION	2,720	-	-
STATE CARRYOVERS	3,481,992	3,320,637	3,481,992
OTHER STATE	1,131,496	368,655	956,843
<b>TOTAL STATE</b>	<b>10,074,383</b>	<b>6,235,813</b>	<b>8,747,269</b>
<b>LOCAL</b>			
PICO PARTNERSHIP	153,750	-	153,750
HEALTH FEES	1,086,287	978,568	1,086,287
PARKING FEES	1,665,550	1,336,946	1,665,550
DONATIONS-KCRW	4,958,513	1,331,390	4,958,513
COMMUNITY SERVICES	862,850	548,453	862,850
COUNTY CALWORKS	64,000	33,828	64,000
CONSOLIDATED CONTRACT ED-LOCAL	-	16,575	16,575
LOCAL CARRYOVERS	805,858	803,488	805,858
OTHER LOCAL	2,504,530	1,191,727	2,541,593
<b>TOTAL LOCAL</b>	<b>12,101,338</b>	<b>6,240,975</b>	<b>12,154,976</b>
<b>TOTAL REVENUE</b>	<b>28,396,506</b>	<b>13,747,073</b>	<b>28,292,958</b>

## RESTRICTED GENERAL FUND 01.3 EXPENDITURE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	December 31, 2009 ACTUAL EXPENDITURES	2009-2010 PROJECTED EXPENDITURES
INSTRUCTION	221,913	99,968	160,633
MANAGEMENT	1,530,353	622,537	1,617,405
NON-INSTRUCTION	1,253,231	593,734	1,412,203
HOURLY INSTRUCTION	130,204	290,190	290,190
HOURLY NON-INSTRUCTION	1,751,096	928,663	1,711,565
<b>TOTAL ACADEMIC</b>	<b>4,886,797</b>	<b>2,535,092</b>	<b>5,191,996</b>
CLASSIFIED REGULAR	2,478,657	1,213,773	2,126,677
CLASSIFIED MANAGERS	383,407	169,236	348,223
CLASS REG INSTRUCTION	206,742	-	106,742
CLASSIFIED HOURLY	2,027,978	850,676	2,020,521
CLASS HRLY INSTRUCTION	563,774	173,334	581,468
<b>TOTAL CLASSIFIED</b>	<b>5,660,558</b>	<b>2,407,019</b>	<b>5,183,631</b>
BENEFITS HOLDING ACCOUNT	2,275,597	-	1,415,624
STRS	-	164,697	164,697
PERS	-	150,230	150,230
OASDI/MEDICARE	-	169,704	169,704
H/W	-	313,321	313,321
SUI	-	13,783	13,783
WORKERS' COMP.	-	63,294	63,294
ALTERNATIVE RETIREMENT	-	31,903	31,903
<b>TOTAL BENEFITS</b>	<b>2,275,597</b>	<b>906,932</b>	<b>2,322,556</b>
<b>TOTAL SUPPLIES</b>	<b>1,205,540</b>	<b>279,284</b>	<b>1,299,139</b>
CONTRACTS/SERVICES	7,402,745	2,175,848	7,272,083
INSURANCE	2,309,530	1,121,120	2,309,530
UTILITIES	232,700	77,516	232,700
<b>TOTAL SERVICES</b>	<b>9,944,975</b>	<b>3,374,484</b>	<b>9,814,313</b>
BLDG & SITES	1,850,050	366,341	1,850,050
EQUIPMENT/LEASE PURCHASE	1,740,210	573,902	1,843,578
<b>TOTAL CAPITAL</b>	<b>3,590,260</b>	<b>940,243</b>	<b>3,693,628</b>
<b>TOTAL EXPENDITURES</b>	<b>27,563,727</b>	<b>10,443,054</b>	<b>27,505,263</b>
OTHER OUTGO - FINANCIAL AIDS	613,639	111,914	563,496
OTHER OUTGO - TRANSFERS	219,140	46,239	224,199
<b>TOTAL OTHER OUTGO</b>	<b>832,779</b>	<b>158,153</b>	<b>787,695</b>
<b>TOTAL EXPENDITURES &amp; OTHER OUTGO</b>	<b>28,396,506</b>	<b>10,601,207</b>	<b>28,292,958</b>

## RESTRICTED GENERAL FUND 01.3 FUND BALANCE BUDGET

ACCOUNTS	2009-2010 ADOPTED BUDGET	December 31, 2009 ACTUAL FUND BALANCE	2009-2010 PROJECTED FUND BALANCE
TOTAL REVENUE AND TRANSFERS	28,396,506	13,747,073	28,292,958
TOTAL EXPENDITURES AND TRANSFERS	28,396,506	10,601,207	28,292,958
<b>OPERATING SURPLUS/(DEFICIT)</b>	-	<b>3,145,866</b>	-
BEGINNING BALANCE	-	-	-
ADJUSTMENT TO BEGINNING BALANCE	-	-	-
<b>CONTINGENCY RESERVE/ENDING FUND BALANCE</b>	-	<b>3,145,866</b>	-
<b>FUND BALANCE RATIO TO TTL EXPENDITURES &amp; TRANSFERS</b>	<b>0.00%</b>	<b>29.67%</b>	<b>0.00%</b>

<b>CAPITAL OUTLAY FUND 40.0</b>			
<b>ACCOUNTS</b>	<b>2009-2010 ADOPTED BUDGET</b>	<b>December 31, 2009 ACTUAL</b>	<b>2009-2010 PROJECTED</b>
<b>REVENUE</b>			
INTEREST	60,000	18,502	60,000
NON-RESIDENT CAPITAL CHARGE	2,692,500	1,555,227	2,692,500
<b>TOTAL REVENUE</b>	<b>2,752,500</b>	<b>1,573,729</b>	<b>2,752,500</b>
<b>EXPENDITURES</b>			
SUPPLIES	54,000	490	54,000
CONTRACT SERVICES	378,500	55,821	378,500
CAPITAL OUTLAY*	7,358,256	(302,324)	7,358,256
<b>TOTAL EXPENDITURES</b>	<b>7,790,756</b>	<b>(246,013)</b>	<b>7,790,756</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(5,038,256)</b>	<b>1,819,742</b>	<b>(5,038,256)</b>
<b>BEGINNING BALANCE</b>	<b>5,038,256</b>	<b>5,038,256</b>	<b>5,038,256</b>
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>6,857,998</b>	<b>-</b>
*Negative expenditure is a result of a reimbursement of prior year capital outlay claim.			

**EARTHQUAKE FUND 41.0**

<b>ACCOUNTS</b>	<b>2009-2010 ADOPTED BUDGET</b>	<b>December 31, 2009 ACTUAL</b>	<b>2009-2010 PROJECTED</b>
<b>REVENUE</b>			
FEDERAL/FEMA FUNDING	-	-	-
INTEREST	1,800	372	1,800
<b>TOTAL REVENUE</b>	<b>1,800</b>	<b>372</b>	<b>1,800</b>
<b>EXPENDITURES</b>			
CONTRACT SERVICES	4,515	-	4,515
CAPITAL OUTLAY	3,091,800	-	3,091,800
TRANSFER OUT	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>3,096,315</b>	<b>-</b>	<b>3,096,315</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(3,094,515)</b>	<b>372</b>	<b>(3,094,515)</b>
<b>BEGINNING BALANCE</b>	<b>3,094,515</b>	<b>3,094,515</b>	<b>3,094,515</b>
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>3,094,887</b>	<b>-</b>

**MEASURE U FUND 42.2**

<b>ACCOUNTS</b>	<b>2009-2010 ADOPTED BUDGET</b>	<b>December 31, 2009 ACTUAL</b>	<b>2009-2010 PROJECTED</b>
<b>REVENUE</b>			
OTHER FINANCING SOURCES	11,000,000	-	11,000,000
INTEREST	250,000	47,780	200,000
<b>TOTAL REVENUE</b>	<b>11,250,000</b>	<b>47,780</b>	<b>11,200,000</b>
<b>EXPENDITURES</b>			
SUPPLIES	50,000	824	50,000
CONTRACT SERVICES	763,253	67,301	763,253
CAPITAL OUTLAY	22,651,407	396,727	22,601,407
<b>TOTAL EXPENDITURES</b>	<b>23,464,660</b>	<b>464,852</b>	<b>23,414,660</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(12,214,660)</b>	<b>(417,072)</b>	<b>(12,214,660)</b>
<b>BEGINNING BALANCE</b>	12,214,660	12,214,660	12,214,660
<b>ENDING FUND BALANCE</b>	-	<b>11,797,588</b>	-



**MEASURE S FUND 42.3**

<b>ACCOUNTS</b>	<b>2009-2010 ADOPTED BUDGET</b>	<b>December 31, 2009 ACTUAL</b>	<b>2009-2010 PROJECTED</b>
<b>REVENUE</b>			
OTHER FINANCING SOURCES	-	-	-
INTEREST	470,000	264,476	470,000
<b>TOTAL REVENUE</b>	<b>470,000</b>	<b>264,476</b>	<b>470,000</b>
<b>EXPENDITURES</b>			
SUPPLIES	20,000	-	20,000
CONTRACT SERVICES	814,500	277,909	814,500
CAPITAL OUTLAY	67,153,995	6,086,815	67,153,995
<b>TOTAL EXPENDITURES</b>	<b>67,988,495</b>	<b>6,364,724</b>	<b>67,988,495</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(67,518,495)</b>	<b>(6,100,248)</b>	<b>(67,518,495)</b>
<b>BEGINNING BALANCE</b>	67,518,495	67,518,495	67,518,495
<b>ENDING FUND BALANCE</b>	-	<b>61,418,247</b>	-

**STUDENT FINANCIAL AID FUND 74.0**

<b>ACCOUNTS</b>	<b>2009-2010 ADOPTED BUDGET</b>	<b>December 31, 2009 ACTUAL</b>	<b>2009-2010 PROJECTED</b>
<b>REVENUE</b>			
FEDERAL GRANTS	18,597,541	9,954,269	18,597,541
CAL GRANTS	927,000	341,582	927,000
TRANSFER	244,847	98,365	244,847
<b>TOTAL REVENUE</b>	<b>19,769,388</b>	<b>10,394,216</b>	<b>19,769,388</b>
<b>EXPENDITURES</b>			
FINANCIAL AID	19,769,388	10,439,881	19,769,388
<b>TOTAL EXPENDITURES</b>	<b>19,769,388</b>	<b>10,439,881</b>	<b>19,769,388</b>
<b>ENDING FUND BALANCE ***</b>	<b>-</b>	<b>(45,665)</b>	<b>-</b>
***Negative ending balance is a result of a timing difference between financial aid check issuance and deposit of Federal and CAL Grant Funds.			

## AUXILIARY FUND

ACCOUNTS	2009-2010 ADOPTED BUDGET	December 31, 2009 ACTUAL	2009-2010 PROJECTED
<b>BEGINNING BALANCE</b>	2,181,123	2,181,123	2,181,123
ADJ. TO BEG. BALANCE	-	-	-
<b>ADJUSTED BEGINNING BALANCE</b>	<u>2,181,123</u>	<u>2,181,123</u>	<u>2,181,123</u>
<b>REVENUE</b>			
GROSS SALES	7,484,197	3,431,063	7,484,197
LESS: COST OF GOODS	<u>(5,451,637)</u>	<u>(3,177,432)</u>	<u>(5,451,637)</u>
NET	2,032,560	253,631	2,032,560
VENDOR INCOME	637,420	343,926	637,420
AUXILIARY PROGRAM INCOME	<u>265,000</u>	<u>162,821</u>	<u>265,000</u>
NET INCOME	2,934,980	760,378	2,934,980
INTEREST	<u>56,000</u>	<u>22,825</u>	<u>56,000</u>
<b>TOTAL REVENUE</b>	<u>2,990,980</u>	<u>783,203</u>	<u>2,990,980</u>
<b>TOTAL FUNDS AVAILABLE</b>	<u>5,172,103</u>	<u>2,964,326</u>	<u>5,172,103</u>
<b>EXPENDITURES</b>			
STAFFING	1,255,409	549,665	1,255,409
FRINGE BENEFITS	308,000	109,015	308,000
OPERATING	<u>2,030,436</u>	<u>469,135</u>	<u>2,030,436</u>
<b>TOTAL EXPENDITURES</b>	<u>3,593,845</u>	<u>1,127,815</u>	<u>3,593,845</u>
<b>ENDING FUND BALANCE</b>	<u>1,578,258</u>	<u>1,836,511</u>	<u>1,578,258</u>

**ADDENDUM TO UNRESTRICTED GENERAL FUND 01.0 - DESIGNATED RESERVE**

<b>ACCOUNTS</b>	<b>2009-2010 ADOPTED BUDGET</b>
<b>DESIGNATED RESERVE FOR:</b> UNFUNDED RETIREE BENEFITS	<b>2,000,000</b>

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q**

**VIEW QUARTERLY DATA**

**CHANGE THE PERIOD**

**Fiscal Year: 2009-2010**

**Quarter Ended: (Q2) Dec 31, 2009**

**District: (780) SANTA MONICA**

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2006-07	Actual 2007-08	Actual 2008-09	Projected 2009-2010
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
<b>A.</b>	<b>Revenues:</b>				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	129,659,094	132,456,509	134,609,448	133,222,257
A.2	Other Financing Sources (Object 8900)	100,705	213,913	162,613	224,199
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	129,759,799	132,670,422	134,772,061	133,446,456
<b>B.</b>	<b>Expenditures:</b>				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	121,902,564	128,566,012	133,921,933	135,122,859
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	282,272	1,267,030	239,346	388,799
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	122,184,836	129,833,042	134,161,279	135,511,658
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	7,574,963	2,837,380	610,782	-2,065,202
<b>D.</b>	<b>Fund Balance, Beginning</b>	8,385,633	15,960,596	18,797,976	19,408,758
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	8,385,633	15,960,596	18,797,976	19,408,758
<b>E.</b>	<b>Fund Balance, Ending (C. + D.2)</b>	15,960,596	18,797,976	19,408,758	17,343,556
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	13.1%	14.5%	14.5%	12.8%

**II. Annualized Attendance FTES:**

G.1	<b>Annualized FTES (excluding apprentice and non-resident)</b>	21,684	18,843	23,547	23,347
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**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

	Description	As of the specified quarter ended for each fiscal year			
		2006-07	2007-08	2008-09	2009-2010
H.1	Cash, excluding borrowed funds		35,213,714	30,135,884	36,246,398
H.2	Cash, borrowed funds only		0	0	0
H.3	<b>Total Cash (H.1+ H.2)</b>	22,776,378	35,213,714	30,135,884	36,246,398

**IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:**

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
<b>I. Revenues:</b>					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	132,446,106	133,222,257	73,545,927	55.2%
I.2	Other Financing Sources (Object 8900)	219,140	224,199	46,239	20.6%
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	132,665,246	133,446,456	73,592,166	55.1%
<b>J. Expenditures:</b>					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	134,119,616	135,122,859	55,742,770	41.3%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	351,193	388,799	98,368	25.3%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	134,470,809	135,511,658	55,841,138	41.2%
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	-1,805,563	-2,065,202	17,751,028	
L.	Adjusted Fund Balance, Beginning	19,408,758	19,408,758	19,408,758	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	17,603,195	17,343,556	37,159,786	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	13.1%	12.8%		

**V. Has the district settled any employee contracts during this quarter?**

53

**NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Permanent		Temporary		Total Cost Increase	% *
			Total Cost Increase	% *	Total Cost Increase	% *		
<b>a. SALARIES:</b>								
Year 1:								
Year 2:								
Year 3:								
<b>b. BENEFITS:</b>								
Year 1:								
Year 2:								
Year 3:								

\* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? This year? YES  
Next year? YES

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

The District faces several significant fiscal problems that must be addressed in the 2009-2010 and 2010-2011 fiscal years.  
 1) Due to reductions in general apportionment and categorical funding resulting from reduced State and ARRA revenue streams, the District expects to drawdown on its reserves in both the 2009-2010 and 2010-2011 fiscal years.  
 2) The extensive cash deferral mechanism in the State General Apportionment dispersal process could cause the District cash flow issues that may require external borrowing and additional borrowing related expenditures.  
 3) The reduction in categorical funding has placed a significant strain on the General Unrestricted Fund. The program reductions in DSPPS and Schedule Maintenance poses a significant problem as mandates and operation needs prevent the District from reducing expenditures in these areas to match the reduced funding from the State resulting in a shift of resources from the Unrestricted General Fund to fund these programs and related expenditures.  
 4) With the reduction in Part-Time Faculty Insurance funding from the State coupled with the rising cost of Health and Welfare benefits for both current and retired employees, for whom the District covers 100% of cost, the District is expecting an increased percentage of the Unrestricted General Fund will be needed to cover these expenditures moving forward.