



## 2008 Annual Report to the Board of Trustees



## Bond Measure I Citizens' Oversight Committee



Presented February 17, 2009

# Letter From The Chair



**A**s Chair of the Allan Hancock College Citizens' Oversight Committee, it is my pleasure to introduce the second Annual Report to the Board of Trustees of the Measure I Bond program. The Board of Trustees of the Allan Hancock Joint Community College District established this committee in Section 3 of Resolution No. 06-35 and approved on August 15, 2006, in compliance with Education Code Section 15278 and Proposition 39. Our first meeting was held on November 7, 2006, and we have since met quarterly.

Each meeting of the Citizens' Oversight Committee has been informative and productive. We have reviewed each Quarterly Financial Report to include Income Statements, Projects List, and the Project Expenditure Summary. AHC staff has been very helpful in providing timely information to us and fulfilling our requests for additional information when needed. We have conducted campus site tours of current and future projects. In our estimation, stemming from the committee's oversight activities and the independent financial and performance audits referenced in the following pages, the district is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution.

With this report, the bond oversight committee members assure voters that Measure I bond expenditures have been properly made and only for projects identified in the bond measure. I trust you find the Annual Report interesting, informative, and comprehensive.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry Dworaczyk", written over a faint background image of a graduation ceremony.

Terry Dworaczyk

**Chair of the Citizens' Oversight Committee**

*On the cover:  
Campus vineyard, Emergency Medical Services training, Campus scene, One Stop Student Services Center  
architect's rendering, Anatomy students*

## Bond Measure I Overview

Northern Santa Barbara County residents voted June 6, 2006, to approve Measure I, the \$180 million general facilities bond to improve Allan Hancock College. Funding from the bond will help the college modernize technology, upgrade the failing infrastructure of decades-old classrooms and labs, and build new teaching and learning spaces.

Measure I was presented to voters under the provision of Proposition 39, stipulating that at least 55 percent of voters approve a measure for its passage. It passed by 56.9 percent of the vote.



Building K, Business Education

## The Citizens' Oversight Committee

As promised to voters and required by law, on August 15, 2006, the Allan Hancock College Board of Trustees adopted Resolution No. 06-35, establishing the Measure I Citizens' Oversight Committee. There are eight established seats on the committee.

The laws governing implementation of the Citizens' Oversight Committee require a minimum of seven members be selected based on criteria established by Proposition 39:

- One active member from the following: a business organization representing the business community located in the district; a senior citizens' organization; a bona-fide taxpayers association; a support organization for the college; and, a student enrolled in a community college support group.
- Two members of the community at-large.

Members of the Citizens' Oversight Committee are appointed for one- or two-years terms and may not serve more than two consecutive terms. Members serve without compensation. Meetings are scheduled quarterly. Meetings are held in the Captain's Room, building B, on the Santa Maria campus. They are open to the public and subject to the Brown Act.

<b>Meetings held to date:</b>	November 7, 2006	February 5, 2008
	February 6, 2007	May 6, 2008
	May 1, 2007	August 5, 2008
	August 7, 2007	November 4, 2008
	November 6, 2007	February 3, 2009
	<b>Planned meetings for 2009:</b>	May 5, 2009
August 4, 2009		

The agenda, minutes, and all reports for Measure I Citizens' Oversight Committee meetings are posted on the web site, <http://www.hancockcollege.edu>. Click on the "Bond Measure I" icon on the home page.



One Stop Student Services Center architect's rendering

## Citizens' Oversight Committee members

- **Terry Dworaczyk, Chair**, 2008-2010, an active member of a business organization (served 2006-2008).
- **David Schmarje, Vice Chair**, 2008-2010, an active member of a senior citizens' organization (served 2006-2008).
- **Greg Castle**, 2008-2009, a current student .
- **Erik Frost**, 2008-2010, community at-large representative.
- **Joannie Jamieson**, 2008-2010, an active member of a support organization for the college (Allan Hancock College Foundation) (served 2006-2008).
- **Barbara Nelson**, 2008-2010, community at-large representative (served 2006-2008).
- **Hugh J. Rafferty**, 2008-2010, an active member of a taxpayers association.
- **Felipa Velasco**, 2008-2009, a student enrolled and active in a community college support group (Mathematics, Engineering, and Science Achievement (MESA) Club) (served 2007-2008).



*Superintendent/President José M. Ortiz (standing 3rd from left) with Citizens' Oversight Committee Members.*

*Standing left to right: Erik Frost, Felipa Velasco, José M. Ortiz, Greg Castle, David Schmarje, Terry Dworaczyk. Seated left to right: Barbara Nelson, Hugh J. Rafferty, Joannie Jamieson. November 2008*

The following members completed their service on the Citizens' Oversight Committee. We thank them for their time and dedication.

- **George E. Baker, Jr.**, 2007-2008, student representative
- **Andrew Maldonado**, 2006-2007, student representative
- **John "Jack" Pellerin**, 2006-2008, taxpayers association representative
- **Milton L. Washington**, 2006-2007, student representative
- **Camillo Wilde**, 2006-2008, community-at-large representative

### Measure I Citizens' Oversight Committee contact information

To contact Allan Hancock College regarding Bond Measure I, or members of the Citizens' Oversight Committee, please write, call, or email Ms. Rebecca Alarcio, Director of Public Affairs and Publications, 800 South College Drive, Santa Maria, CA 93454-6399, Phone: (805) 922-6966 ext. 3280, Email: [ralarcio@hancockcollege.edu](mailto:ralarcio@hancockcollege.edu).

### Measure I online

To learn more about Measure I, including news articles and information materials, go to [www.hancockcollege.edu](http://www.hancockcollege.edu) and click on the "Bond Measure I" icon on the home page.

## Period covered by the report

This report covers the time period of January 1, 2008, to December 31, 2008.

## Statement of purpose/responsibilities of the Citizens' Oversight Committee

The Measure I Citizens' Oversight Committee, with members representing the various facets of our communities, serves as the representatives of local residents to monitor the expenditures of Measure I funds. The Citizens' Oversight Committee reviews the progress and expenditure reports to ensure that bond proceeds were expended only for the purposes set forth in the Measure I bond, and reports their findings annually to the Allan Hancock College Board of Trustees via this report.

## Report on independent financial and performance audits

The district has received, and the Citizens' Oversight Committee has reviewed, the financial and performance audit for the Measure I Bond Construction Fund for the fiscal year ending June 30, 2008. Vavrinek, Trine, Day & Co., LLP, an independent auditing firm, prepared the report to comply with Proposition 39 accountability within the California Constitution.

Vavrinek, Trine, Day & Co., LLP stated, "In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position – modified accrual basis – of the Measure I General Obligation Bond of Allan Hancock Joint Community College District as of June 30, 2008, and the results of its operations – modified accrual basis – for the year then ended."



Building C, Humanities Complex



Fire science training

## Financial compliance confirmation

All expenditures authorized by Measure I have been reviewed by the Citizens' Oversight Committee to ensure the money was spent only on improvements projects as required by Proposition 39. All funds expended from Measure I will be audited annually by an independent accounting firm.

The Citizens' Oversight Committee has reviewed expenditures and projects, and finds the district is in compliance with the requirements of Article XIII A Section 1(b)(3) of the California Constitution and consistent with the district's approved Measure I local bond measure.

## Oversight Committee activities

Over the past 12 months, the committee has been an active participant overseeing the district's Measure I capital, technology, and scheduled maintenance projects. The committee has reviewed various budget and project issues. In accordance with Proposition 39, the committee has regularly reviewed bond expenditures, as well as the independently conducted financial and performance audits.

## Measure I projects status

The time period for this report is 12 months from January 1, 2008 to December 31, 2008.

### Capital construction projects

- January 2008** Childcare addition conceptual design and the three proposed scenarios for the public safety complex presented to the board of trustees
- BFGC Architects completed an initial project proposal (IPP) and program estimate for industrial technology
- Approval to solicit bids for audio/visual systems for Science and Community Education project
- February 2008** Lompoc Valley Center (LVC) campus site approved for public safety facility. Site selection augmentation to the project budget approved
- Shortfall for the state-funded portion of one stop student services center and some additional site work funding approved
- March 2008** MVE Architects began preliminary plans for public safety complex
- Final Project Proposal (FPP) for childcare addition approved
- Steinberg Architects completed one stop student services center preliminary plans
- Bid awarded to Brannon, Inc., dba Smith Electric Service for the audio/visual systems for Science and Community Education project
- April 2008** MVE Architects began preliminary design of childcare addition in conjunction with the development of the public safety project
- One stop student services center site and floor plans approved
- Construction began for audio/visual systems for Science and Community Education project
- Four workshops and an all-staff meeting held on the facilities site and utilities master plan
- May 2008** Final workshop held for the facilities site and utilities master plan
- June 2008** Steinberg Architects developed draft report for the facilities site and utilities master plan
- August 2008** One stop student services center design completed
- Construction completed for audio/visual systems for Science and Community Education project
- September 2008** One stop student services center working drawings submitted to Division of the State Architect (DSA) for plan review
- User group design meetings and workshops continued for public safety complex and childcare addition
- Contractor completed punchlist items for the audio/visual systems for buildings M and S project



*Building O, welding*

**October 2008** Technical training conducted for the district multimedia staff on the audio/visual systems for buildings M and S

Steinberg Architects conducted a final workshop and submitted a preliminary report for review of the facilities site and utilities master plan to the project management team and the district

**November 2008** Cost estimate of the public safety complex project reviewed by the project management team

Steinberg Architects presented a draft report of the facilities site and utilities master plan to the board of trustees

Furniture, fixture and equipment (FF&E) consultants and user groups met to identify specific needs for the public safety complex and childcare addition projects

**December 2008** Final draft of the facilities site and utilities master plan approved

### **Maintenance projects**

**January 2008** LVC energy management system (EMS) upgrade project is substantially completed

Architect's Consulting Service selected to design building N roof phase III project

**February 2008** Architect's Consulting Service completed design on building N roof phase III project

**March 2008** Notice of completion filed on LVC energy management system upgrade and Heating, Ventilation, & Air Conditioning (HVAC) repair

Bid awarded to Best Contracting Services, Inc. for the building N roof phase III project

JMPE Electrical Engineering Lighting and Design (JMPE) contracted for the design services for fire alarm upgrades buildings D and M300 and Phase I energy projects

AE Group Mechanical Engineers contracted for design services for M300 HVAC upgrades project

**April 2008** Construction phase began on building N roof phase III project

JMPE conducted site visits to finalize the scope for the Phase I energy project and buildings D and M300 fire alarm upgrades

AE Group Mechanical Engineers submitted an initial design for the data center master plan included in the M300 HVAC upgrades project

Harris Architecture and Design selected for design services for building C roof, paint, flooring, and ADA upgrades

Westberg + White Inc., selected for design services for building D roof, HVAC and Americans with Disabilities Act (ADA) Upgrades project

**May 2008** JMPE began preliminary plans for the Phase I energy project and buildings D and M300 fire alarm upgrades

M300 HVAC upgrades design for the information technologies room completed and design of the M300 HVAC replacement began

Preliminary design for building C roof, paint, flooring, and ADA upgrades project began

Preliminary design for building D roof, HVAC, and ADA upgrades project began

**June 2008**

JMPE continued design and submitted a cost matrix to assist in determining final scope for Phase I energy project

Equipment procurement began for the data room upgrade portion of the M300 HVAC upgrade project

**July 2008**

Design continued on buildings D and M300 fire alarm upgrades with additional scope under consideration

Authorization to bid approved for the Phase I energy project

Project design completed and authorization to bid approved for the M300 HVAC upgrades and procurement of the equipment for the information technologies room continued

Building D roof, HVAC, and ADA upgrade investigation of the existing building continued with particular attention to the catwalk and mechanical systems



*Building N, locker room ceiling*

**August 2008**

Notice of completion filed on building N roof phase III project

Additional buildings that need fire alarm upgrades identified by the engineer

Scope, duration, and budget re-evaluated for buildings D and M300 fire alarm upgrades

Bidding phase for Phase I energy project completed with the bid opening scheduled; bids over budget

Bid opening for M300 HVAC upgrades held and the approval to award this contract slated for the September board meeting

Westberg + White, Inc., continued design on the balance of the building D roof, HVAC, and ADA upgrades project and began estimating construction costs

**September 2008**

Additional buildings (E, F, H, K, and N) for the fire alarm upgrades project identified. Design began on the revised scope

Phase I energy project bids rejected by the board and design of a revised scope began

Bid awarded to Brannon Inc., dba Smith Electric for M300 HVAC upgrade project

Building D project scope revised to include the fire alarm upgrades

Design completed on roof repairs and replacement buildings E, F, G, and M300 canopy

**October 2008**

Phase I energy project rebid with a revised scope and awarded to Electricraft, Inc.

Scope of building D project expanded to include switching the electrical service to the 12Kv loop

Bid awarded to Channel Islands Roofing, Inc., for roof repairs and replacement buildings E, F, G, and M300 canopy project

AE Group Mechanical Engineers awarded the contract on M300 HVAC upgrades, phase II design

Steinberg Architects awarded contract for design services for the Voice Over Internet Protocol (VOIP) upgrade project

- November 2008**
  - Construction began on the Phase I energy project
  - Penfield & Smith selected for design services for the parking lot one expansion project, phase II
  - Design commenced on the campus upgrade to VOIP
- December 2008**
  - Engineer submitted design drawings for review of the fire alarm upgrade to buildings E, F, H, K, N, and M300
  - Design drawings for building C roof, paint, flooring, and ADA upgrades submitted for review to district and to DSA for plan check approval



*Building L South, Academic Resource Center (ARC)*

## Technology projects

### The Phoenix Project (mainframe replacement)

- January 2008**
  - Purchased software licenses for the new student Enterprise Resource Planning (ERP) system
- March 2008**
  - Purchased computer hardware for the test environment of the new student ERP system
  - Conducted the second test migration of the financial data from the mainframe to the new Integrated Financial and Administrative Solution (IFAS) servers
- May 2008**
  - Installed the new Banner software which is the major component in the student ERP system
- June 2008**
  - Selected OmniUpdate Content Management System for the web components of the project
  - Conducted Banner navigation training for the student system implementation teams
- July 2008**
  - Conducted the third test migration of the financial data from the mainframe to the new IFAS servers
- August 2008**
  - Established a go live date of December 2008 for the new IFAS financial system



*Open Access Computer Lab/Tutorial/Writing Center, ARC*

- September 2008**      Installed the Luminus Web Portal for the Banner student system
- October 2008**      Successfully conducted the final test migration of the financial data from the mainframe to the new IFAS servers  
  
Moved the go live date of the new IFAS financial system to Feb 2009 to allow adequate training time
- November 2008**     Held the Luminus Web Portal kickoff meeting to establish the project objectives
- December 2008**    Explored options for faculty load calculations in new Banner student system



*Physics students*



*Santa Maria campus*

**Technology & Instructional Equipment  
Modernization Project**

- January 2008**      Purchased LVC computers and network switches for the Computer Resource Center
- February 2008**    Purchased Pacific Conservatory of the Performing Arts (PCPA) sound equipment, student lab computers, and staff replacement computers
- March 2008**      Purchased auto repair training systems, student lab computers, fine arts high-definition film and video equipment, PCPA set design software, and faculty replacement computers
- April 2008**        Purchased job placement student lab computers, LVC podium and multimedia equipment, and a public safety surveillance video recorder
- June 2008**        Technology Advisory Committee (TAC) recommended 64 projects for \$365,400 for spring 2008
- September 2008**   Purchased wireless access points and network switches for Santa Maria campus and LVC
- October 2008**     Purchased computers for new employees and replacement computers
- November 2008**   Purchased new computers for athletics student lab and admissions and records staff
- December 2008**   Purchased new computers and software for LVC graphics/photo lab, dimmer rack controls for Marian Theatre, and electronic trainers for Auto Tech lab. TAC recommended 41 projects for \$324,202 for fall 2008

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND EXPENDITURE REPORT  
September 1, 2006 - December 31, 2008

Total General Obligation Bond Authorization	\$ 180,000,000
Series A Issuance September 2006	\$ 68,000,000
General Obligation Bond Balance to be Issued	\$ 112,000,000

<b>REVENUE</b>	
Series A Issuance	\$ 68,000,000
Interest	\$ 4,711,991
Premium on Sale of Bonds	\$ 528,271
<b>TOTAL AVAILABLE REVENUE</b>	<b>\$ 73,240,262</b>

<b>EXPENDITURES</b>	
Cost of Issuance	\$ 528,271
COP Repayment (Refinance)	\$ 8,275,496
Project Management	\$ 2,429,505
Public Safety Complex	\$ 586,828
Skills Center	\$ 1,967,675
Science/Health Occupations Complex	\$ 4,414,873
One-Stop Student Services Center	\$ 1,057,376
Industrial Technology Modernization/Addition	\$ 48,682
Child Care Center Addition	\$ 91,734
Facilities and Utilities Master Plan	\$ 565,950
Pool Resurfacing Project	\$ 55,500
Lompoc Valley Center EMS/HVAC	\$ 447,196
Underground Fuel Tank Removal/Replacement	\$ 124,205
Parking Lot One Expansion	\$ 170,894
Bldg C Roof, Paint, Flooring - ADA	\$ 36,503
Phase I Energy Projects	\$ 39,218
Bldg D Roof and HVAC - ADA	\$ 27,333
Bldg N Phase II Roofing	\$ 355,543
M300 HVAC Upgrades	\$ 112,344
Roof Repair/Replace Bldgs. E,F,G, M300	\$ 32,123
Phoenix Project	\$ 3,578,127
Instructional Equipment Modernization	\$ 1,536,263
Technology Equipment Modernization	\$ 800,350
<b>TOTAL EXPENDITURES</b>	<b>\$ 27,281,989</b>

SERIES A ISSUANCE ENDING BALANCE	\$ 45,958,273
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## Allan Hancock Joint Community College District Board of Trustees

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**Dr. José M. Ortiz**  
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