



## 2010 ANNUAL REPORT TO THE BOARD OF TRUSTEES



## BOND MEASURE | CITIZENS' OVERSIGHT COMMITTEE



Presented March 15, 2011

# Letter From The Chair



On behalf of the Allan Hancock College Measure I Citizens' Oversight Committee, it is my pleasure as Chairman to present to the Board of Trustees of Allan Hancock College the 2010 Annual Report. The Board of Trustees of the Allan Hancock Joint Community College District established this committee in Section 3 of Resolution No. 06-35, which it approved on August 15, 2006, in compliance with Education Code Section 15278 and Proposition 39. The first meeting of this Oversight Committee was held on November 7, 2006, and we have continued to meet quarterly since that date.

Each meeting of the Citizens' Oversight Committee has been both informative and productive. In fulfilling our responsibilities, we have reviewed financial reports (including income statements), updated project lists, project reports and the accompanying Project Expenditure Summary. To this end, the management and staff of Allan Hancock College have been very diligent in providing timely and accurate information to this committee and fulfilling all requests for additional information. Staff has provided this committee with campus site tours of both current and future projects. It is our opinion, stemming from the committee's oversight activities and the independent financial and performance audits referenced in the following pages, that the district remains in full compliance with the requirements of Article XIII A, Section 1 (b) (3) of the Constitution of the State of California.

With this report, the members of the Allan Hancock College Measure I Citizens' Oversight Committee assure the taxpayers of the district that Measure I bond expenditures have been properly managed and spent only for projects identified in the aforementioned bond measure. I trust you find this Annual Report informative, comprehensive and an accurate accounting of the Measure I project to date.

Sincerely,

A handwritten signature in black ink that reads "Dr. Hugh J. Rafferty". The signature is written in a cursive style.

**Dr. Hugh J. Rafferty**  
Chairman  
Measure I Citizens' Oversight Committee



## Bond Measure I Overview

Northern Santa Barbara County residents voted June 6, 2006, to approve Measure I, the \$180 million general obligation facilities bond to improve Allan Hancock College. Funding from the bond is helping 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.

## 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.

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-year terms and may not serve more than two consecutive terms. Members serve without compensation. Meetings are scheduled quarterly and 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	May 6, 2008	November 3, 2009
	February 6, 2007	August 5, 2008	February 2, 2010
	May 1, 2007	November 4, 2008	May 4, 2010
	August 7, 2007	February 3, 2009	August 3, 2010
	November 6, 2007	May 5, 2009	November 2, 2010
	February 5, 2008	August 4, 2009	February 1, 2011

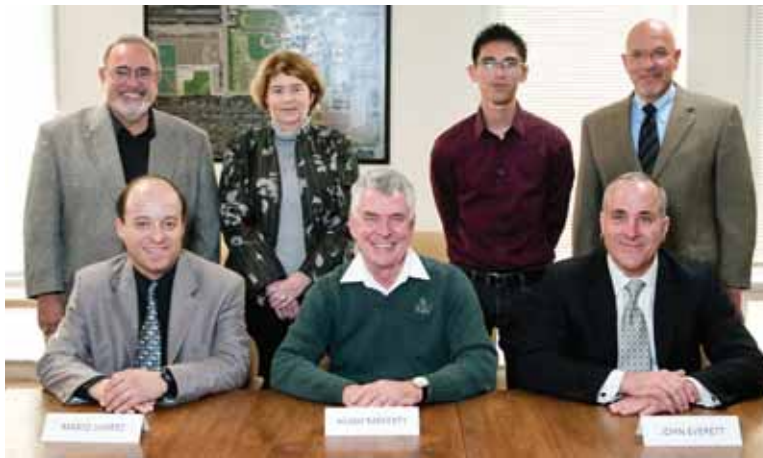
<b>Planned meetings for 2011:</b>	May 3, 2011	August 2, 2011	November 1, 2011
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The agendas, minutes and all reports for Measure I Citizens' Oversight Committee meetings are posted on the website, <http://www.hancockcollege.edu>. Click the green "Bond Measure I" icon on the home page.



## Citizens' Oversight Committee members

- **Hugh J. Rafferty, Chair**, 2008-2010, an active member of a taxpayers association
- **John Everett**, 2010-2012, an active member of a business organization
- **Erik Frost**, 2008-2010, community-at-large representative
- **Mario Juarez**, 2010-2012, an active member of a support organization
- **Vera Mae Lacuesta**, 2009-2011, a student enrolled and active in a community college support group (Mathematics, Engineering and Science Achievement (MESA) Club)
- **Tony Ly**, 2010-2011, a student enrolled and active in a community college support group (Asian Pacific International Culture (APIC) Club)
- **Shirleen Sladek**, 2010-2012, an active member of a senior citizens' organization
- **Ricardo Velasco**, 2010-2012, community-at-large representative



Superintendent/President José M. Ortiz (back row, right) with Citizens' Oversight Committee members.

Standing left to right: Ricardo Velasco, Shirleen Sladek, Tony Ly, Ortiz

Seated left to right: Mario Juarez, Hugh Rafferty, John Everett.

Not pictured: Erik Frost, Vera Mae Lacuesta.

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

- **Terry Dworaczyk, Chair**, 2006-2010, business organization representative
- **David Schmarje, Vice Chair**, 2006-2010, senior citizens' organization representative
- **Douglas Brandt, 2009-2010**, student representative
- **Greg Castle, 2008-2010**, student representative
- **Joannie Jamieson, 2006-2010**, support organization representative
- **Barbara Nelson, 2006-2010**, 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, 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 the green "Bond Measure I" icon on the home page.

## Period covered by the report

This report covers the time period of January 1, 2010, to December 31, 2010.



## 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 representative 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, 2010. Glenn, Burdette, Phillips & Bryson, an independent auditing firm, prepared the report to comply with Proposition 39 accountability within the California Constitution.

Glenn, Burdette, Phillips & Bryson stated, "In our opinion, the financial statements referred to above present fairly, in all materials respects, the respective financial position of the Measure I Bond Construction Fund of the Allan Hancock Joint Community College District as of June 30, 2010, and the results of its operations for the year then ended, in conformity with accounting principles generally accepted in the United States of America."

## 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 improvement 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.



The newly designed Santa Maria Campus Commons



Children's Center Lab

## Measure I partnerships

Thanks to local community and state support, the college has been able to leverage Measure I dollars to stretch even further. The Orfalea Foundation has donated time and expertise to help design a new Children's Center outdoor learning space. This remodel and expansion project located on the Santa Maria campus, when complete, will be designated as a model outdoor classroom demonstration site.

In addition, CoastHills Federal Credit Union donated \$5,000 to the Public Safety Complex construction in memory of Wray Stitch, a past CoastHills board member and supporter of Allan Hancock College and its Lompoc Valley Center. Also, the college's Associated Student Body Government set aside \$30,000 to provide outdoor furniture for the Santa Maria Campus Commons area upgrade. And finally, the state is providing \$16.5 million in matching funds to help with the construction of the Student Services Center set to break ground spring 2010.

## Measure I projects status

The time period for this report is 12 months from January 1, 2010, to December 31, 2010.

### CAPITAL PROJECTS

#### January 2010

The board approved the award of the construction contract for the One Stop Student Services Center to General Contractor, Soltek Pacific subject to state approval. Lewis C. Nelson and Sons Inc. filed a petition to overturn the district's contract award decision. Construction was on hold until a ruling could be made.

MVE Institutional and the Vice President, Facilities and Operations, met with the Division of the State Architect (DSA) to review the Public Safety Complex and established a plan check submittal timeline.

The Initial Project Proposal (IPP) for the Physical Education/Athletics project was approved by the board.

#### February 2010

Mr. Larson, URSCorporation, presented the Final Supplemental Environmental Impact Report for the Public Safety Complex to the board of trustees.

Steinberg Architects determined the cost of the Theatre Arts Complex (renovating/remodeling the existing buildings E and F) is greater than the current budget and commenced studying alternative approaches.

#### March 2010

The district received authorization from the State Chancellor's Office to award the general contractor contract for the One Stop Student Services Center to Soltek Pacific.

The board approved the Final Supplemental Environmental Impact Report for the Public Safety Complex. The district filed the report with the state's clearing house.

MVE Institutional submitted the working drawings for the Childcare Center Addition to the Division of the State Architect (DSA).

The board gave direction for Steinberg Architects to develop the Industrial Technology project Final Project Proposal (FPP) as a new building.

**April 2010**

The board approved a preliminary \$2.2M funding allocation for a physical education/athletics project.

Lewis C. Nelson and Sons, Inc.'s petition to overturn the district's contact award decision on the One Stop Student Services Center was denied, allowing the district to start construction. A landscape taskforce was established to provide a recommendation regarding trees in the One Stop Student Services Center project.

MVE Institutional submitted the working drawings for the Public Safety Complex to the Division of the State Architect (DSA).

Steinberg Architects completed program validation for the 2004 Fine Arts Complex Final Project Proposal (FPP). Development of preliminary plans commenced.

A transition was made from Steinberg Architects to BFGC-IBI Group Architecture Planning for the development of the Final Project Proposal for the Industrial Technology project.



Student Services Center groundbreaking ceremony

**May 2010**

A groundbreaking ceremony was held for the One Stop Student Services Center and construction commenced with the installation of project fencing.

**June 2010**

Demolition and clearing for the site of the new One Stop Student Services Center, north parking lot and loop road was completed. Over-excavation of the building footprint in preparation for the foundation began.

**July 2010**

Construction of a new loop road from the north Bradley Road entrance to the existing parking lot north of building J began. The district executed a license agreement for temporary vehicular access from Jones Street to parking lot 6.

Building I was demolished.

**August 2010**

Footings for the buildings for the One Stop Student Services Center were excavated and reinforcing steel was placed. A substitution was made to the structural steel subcontractor which presented a possible project delay.

The north Bradley Road parking lot entrance was demolished and excavated and a new concrete apron was installed. The temporary entrance/exit to Jones Street was completed and two temporary parking lots were developed.

A special board workshop was held on August 27, 2010, where Steinberg Architects presented the option of developing the Theatre Arts Complex as a bid alternate to the Fine Arts Complex. Three options were presented that would minimize the secondary effects the Industrial Technology project would have on the physical education/athletics program and their playfields. A presentation was made providing approaches for funding the Physical Education/Athletics, Remodel Building N project.



Student Services Center construction

**September 2010**

Rough grading for the parking lot area on the north side of the One Stop Student Services Center site was completed. Installation of the storm drain, sewer, and light conduits began.

Development of bid documents for the Public Safety Complex and Childcare Center Addition were completed in preparation for the public bidding process.





Women's softball, athletics field

The board approved the recommendation to develop the Theatre Arts Complex as a bid alternate to the Fine Arts Complex, which will include minimal remodeling to buildings E and F, and developing a stand-alone structure to the Fine Arts Complex.

The board approved the Final Project Proposal for the Industrial Technology project establishing the scope of a new Industrial Technology building, a running track with an interior football/soccer field and baseball field, and changing the project title to Industrial Technology and Physical Education/Athletic Fields project.

The board also approved the Final Project Proposal for the Physical Education/Athletics, Remodel Building N. In addition, the board authorized the development and issuance of a Request for Proposal utilizing the design build process for both the Industrial Technology and Physical Education/Athletic Fields and the Physical Education/Athletics, Remodel Building N projects.

**October 2010**

Pad footings for the buildings of the One Stop Student Services Center project were poured and underground installation of water and gas lines began.

**November 2010**

Work on the underground electrical for the One Stop Student Services Center began. Steel fabrication started off-site early in the month and deliveries began the last week of the month.

MVE Institutional architects presented project landscape plans for the Public Safety Complex and Childcare Center Addition to the Facilities Council's Landscape Taskforce.

Contracts were issued to the bridging architects for the Industrial Technology and Physical Education/Athletic Fields and Physical Education/Athletics, Remodel Building N projects.

**December 2010**

Erection of fabricated steel on the One Stop Student Services Center began the first week of the month. Metal decking for the second floor arrived mid-month and installation commenced.

Authorization was given to begin the public bidding process for the Public Safety Complex and Childcare Center Addition. Plans for both projects were still undergoing plan check by the Division of the State Architect (DSA).

Steinberg Architects and the Vice President, Facilities and Operations, met with the Division of the State Architect (DSA) to review the Fine Arts Complex and establish the plan check submittal timeline.



Architect's rendering: Public Safety Training Complex



## SCHEDULED MAINTENANCE PROJECTS

<b>January 2010</b>	The contractor completed punch list work for the Building C Roof, Paint, Flooring, and ADA Upgrades project.
<b>February 2010</b>	The Parking Lot One Expansion project was substantially completed and the board approved the filing of a notice of completion.
<b>March 2010</b>	The contractor completed replacement of vault lids and main plaza concrete between the Student Center for the VOIP Underground Utilities Phase.
<b>April 2010</b>	The VOIP Underground Utilities Phase was substantially completed. A site walk-through identified items for the punch list.
<b>May-September 2010</b>	Scheduled maintenance projects remain on hold pending allocation of funding.
<b>October 2010</b>	<p>The contractor for the VOIP Underground Utilities Phase completed or settled all outstanding punch list items.</p> <p>The board of trustees allocated funds to make three of the scheduled maintenance projects "shovel ready." The three projects are Fire Alarm Upgrade, Lompoc Valley Center Repairs and Upgrades, and Building D Repairs and Upgrades.</p>
<b>November 2010</b>	Design for the Fire Alarm Upgrades project was 90 percent complete. A life cycle cost assessment for the Lompoc Valley Center Repairs project was done.
<b>December 2010</b>	Project stakeholders meetings were held for each of the three scheduled maintenance projects.

## TECHNOLOGY PROJECTS

### The Phoenix Project (mainframe replacement)

<b>January 2010</b>	Launched the myHancock portal for employees. Completed development of the new Banner online admission application for summer.
<b>February 2010</b>	Completed the final data load from the legacy mainframe student system to the new Banner system. Held a mock registration with students to finalize admissions and registration online Banner Web forms.
<b>March 2010</b>	Successfully processed the 2010-2011 financial aid awards on the new Banner system. Went live with the new Banner online admission application. Launched the myHancock portal for students with email accounts.
<b>April 2010</b>	Started summer registration on the new Banner system with more than 1,600 students the first four days.
<b>May 2010</b>	Trained faculty on the new Banner system. Assisted many students with the new online admission and registration process for summer classes.
<b>June 2010</b>	Banner successfully supported summer classes. Started fall registration with the new system.
<b>July 2010</b>	Completed the conversion of all academic history from the mainframe system to the Banner system.
<b>August 2010</b>	Started fall registration on Banner with new features such as add codes and waitlists for managing class rosters. Summer grades were available online for students. Activated the myHancock change password feature.
<b>September 2010</b>	Started the summer MIS submission to the Chancellor's Office from the Banner system which required work to clean some data and make setup changes.
<b>October 2010</b>	Completed the summer MIS submission. Trained staff on the Group website feature in myHancock portal.

**November 2010** Started spring 2011 registration on Banner after the successful correction to issues discovered the previous term.

**December 2010** Activated text messaging for students and staff to receive important announcements such as waitlist notification. Added the ability for students and faculty to see waitlist position information in myHancock.

### **Technology & Instructional Equipment Modernization Project**

**January 2010** Purchased Bookstore copier and Adobe software licenses for student labs.

**February 2010** Purchased applied design/graphics lab computers with software licenses.  
Purchased computers for staff Banner and IFAS training.

**March 2010** Purchased a 3-year license for the Blackboard Course Management system, a new student ID card and lab attendance system, testing center software, math center computers, nursing mannequin training videos, and fine arts plotter.

**April 2010** Purchased student assessment software, printers for the computer resource center, and a copier for the faculty workroom.

**May 2010** Purchased computers for the cosmetology program and multimedia equipment for several classrooms.

**June 2010** Purchased licenses for Turnitin, an anti-plagiarism software service.

**July 2010** Purchased CurricUNET, an online curriculum development and workflow product, printers for the LVC Computer Resources Center, and four smart podiums for the LVC.

**August 2010** Purchased classroom podium computers and memory upgrades for fine arts computers.

**September 2010** Purchased a new security camera system for the Santa Maria bookstore and a new employee evaluation software system.

**October 2010** Purchased Plato Learning software licenses and a new copier for the library.

**November 2010** Purchased nursing program software for electronic medical record keeping, data back-up software upgrade, and network switches with management software.

**December 2010** Purchased an upgraded ticketing system for PCPA, five smart podiums for LVC classrooms, a folder machine for Campus Graphics, and laptops for the locksmith and HVAC control technician.

### **Solvang Center Computer Lab Project**

**September 2010** Met with Solvang Center owner to review the proposed scope of the work and installation details.

**December 2010** Met with Comcast to discuss a plan to run a data fiber connection to the Solvang Center.

# Allan Hancock Joint Community College District General Obligation Bond Expenditure Report

September 1, 2006 - December 31, 2010

Total General Obligation Bond Authorization .....	\$180,000,000
Series A Issuance .....	\$ 68,000,000
Series B and B1 Issuance .....	\$ 29,999,556
<b>General Obligation Bond Balance to be Issued .....</b>	<b>\$82,000,444</b>
<b>REVENUE</b>	
Series A Issuance .....	\$ 68,000,000
Premium on Sale of Bonds Issuance A .....	\$ 528,271
Series B and B1 Issuance .....	\$ 29,999,556
Premium on Sale of Bonds Issuance B and B1 .....	\$ 115,261
Interest .....	\$ 6,271,374
<b>TOTAL AVAILABLE REVENUE .....</b>	<b>\$104,914,462</b>
<b>EXPENDITURES (January 1 - December 31, 2010)</b>	
Project Management .....	\$ 710,525
Public Safety Complex .....	\$ 1,335,644
Skills Center .....	\$ 1,839
Science/Health Occupations Complex .....	\$ 12,701
One-Stop Student Services Center .....	\$ 1,284,904
Industrial Technology Modernization/Addition .....	\$ 101,300
Child Care Center Addition .....	\$ 284,681
Facilities and Utilities Master Plan .....	\$ 7,500
Fine Arts Complex .....	\$ 828,554
Physical Education Addition .....	\$ 67,500
Parking Lot One Expansion .....	\$ 291,911
Bldg C Roof, Paint, Flooring - ADA .....	\$ 156,639
Phase I Energy Projects .....	\$ 300
M300 HVAC Upgrades .....	\$ (904)
Campus Upgrade to VOIP .....	\$ 799,457
Phoenix Project .....	\$ 1,447,363
Instructional Equipment Modernization .....	\$ 376,301
Technology Equipment Modernization .....	\$ 772,993
<b>TOTAL EXPENDITURES 2010 .....</b>	<b>\$ 8,479,206</b>
Total Prior Period Expenditures .....	\$ 37,681,833
<b>GRAND TOTAL EXPENDITURES .....</b>	<b>\$46,161,039</b>
<b>ENDING BALANCE .....</b>	<b>\$58,753,423</b>



## Allan Hancock Joint Community College District Board of Trustees

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**José M. Ortiz, Ed.D.**  
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