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SANTA MONICA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING
MONDAY, MAY 10, 2004

Santa Monica College
1900 Pico Boulevard
Santa Monica, California

5:30 p.m. – Closed Session
Business Building Room 111

7:00 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/>*

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:

Procedure for Addressing the Board of Trustees

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.

Generally, each speaker may be allowed a maximum of five minutes 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. Each speaker is limited to one presentation per specific agenda item before the Board, and to one presentation per meeting on non-agenda matters. A speaker's time may not be transferred to another speaker.

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 may be 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 may be 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: The 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.
3. The Board of Trustees urges that charges and complaints against any District employee be submitted to the Board in writing. This allows the Board to more carefully examine the complaint and initiate an investigation when necessary. However, no one will be prevented from making a charge or complaint to the Board because they decline to do so in writing. If a complaint is made orally, the Board may request that the individual making the complaint provide additional information to facilitate an investigation. The Board may also afford the District employee, about whom a complaint is made, the opportunity to respond either orally or in writing at the same or subsequent meeting.

Reference: Education Code Section 72121.5
Government Code Sections 54954.3, 54957.9

A G E N D A

A meeting of the Board of Trustees of the Santa Monica Community College District is scheduled to be held in the Santa Monica College Board Room (Business Building Room 117), 1900 Pico Boulevard, Santa Monica, California, on Monday, May 10, 2004.

5:30 p.m. – Closed Session

7:00 p.m. – Public Meeting

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

- | I. ORGANIZATIONAL FUNCTIONS | <u>Page No.</u> |
|---|-----------------|
| A Call to Order | 1 |
| B Roll Call | |
|
II. CLOSED SESSION (<i>Scheduled for 5:30 p.m.</i>) | |
| • Collective Bargaining,
pursuant to Government Code Section 54957.6 | |
| • Pending Litigation
pursuant to Government Code Section 54956.9 | |
|
III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS (<i>Continued</i>) | |
| C Pledge of Allegiance | |
| #1 Approval of Minutes: April 12, 2004 (Regular Meeting) | |
|
IV. SUPERINTENDENT'S REPORT | |
| • Recognition of Dale Ride Interns | |
| • Student Services Report | |
|
V. ACADEMIC SENATE REPORT | |
|
VI. CLASSIFIED SENATE REPORT | |
|
VII. COMMUNICATIONS OR PUBLIC COMMENTS | |
|
VIII. CONSENT AGENDA | |
| <i>All items considered in one motion unless pulled for discussion later in the meeting</i> | |
|
<u>Planning and Development</u> | |
| #2 Consultants from Santa Monica Preschools and Daycare Centers | 3 |
| #3 Community Services/Extension Seminars/Courses, Summer 2004 | 4 |

Academic and Student Affairs

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X. **BOARD REPORT AND COMMENTS**

XI. **INFORMATION ITEMS**

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XII. **ADJOURNMENT:** The next regular meeting of the Santa Monica Community College District Board of Trustees will be Monday, June 7, 2004 at 7 p.m. (5:30 p.m. if there is a closed session prior to the regular business meeting) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

I. ORGANIZATIONAL FUNCTIONS

A. CALL TO ORDER – 5:30 p.m.

B. ROLL CALL

Dr. Margaret Quiñones, Chair
Carole Currey, Vice-Chair
Dr. Dorothy Ehrhart-Morrison
Dr. Nancy Greenstein
Graham Pope
Herbert Roney
Annette Shamey
Melvon George, Student Trustee

II. CLOSED SESSION

- Collective Bargaining, pursuant to Government Code Section 54957.6
- Pending Litigation, pursuant to Government Code Section 54956.9

III. PUBLIC SESSION - ORGANIZATIONAL FUNCTIONS

C. PLEDGE OF ALLEGIANCE – Melvon George

RECOMENDATION NO. 1**APPROVAL OF MINUTES**

It is recommended that the minutes from the following meetings of the Santa Monica Community College District Board of Trustees be approved:

April 12, 2004 (Regular Meeting)

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 10, 2004

CONSENT AGENDA

It is recommended that the Board of Trustees take the action requested on Consent Agenda Recommendations #2-#20.

Recommendations pulled for separate action:

Action on Consent Agenda

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 10, 2004

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 2 CONTRACTS AND CONSULTANTS

Requested Action: Approval/Ratification

2-A CONSULTANTS FOR SANTA MONICA PRESCHOOLS AND DAYCARE CENTERS (PROPOSITION 10 GRANT)

Contracts with the following individuals to provide consulting services to Santa Monica area schools and daycare centers. The consultants will be paid \$100 per hour for their services, for a total not to exceed \$5,000 per year, per consultant.

Alise Schaefer	Marilyn Graves
Judy Franklin	Marsha Newstat
Patricia Hunter-McGrath	Karen Dudley

Summary: To achieve the desired outcomes specified in the grant, the Professional Development Institute consultants will:

- Provide consultant services to ten preschools and/or childcare centers for a maximum of ten hours per center, per year.
- Help incorporate professional development plans and goals in the centers and homes plans of operation;
- Consult with center directors to develop goals and gain access to current research;
- Practice new strategies for facilitating ongoing staff development; and
- Encourage programs to participate in the Professional Development Institute.

Funding Source: Prop 10 funding (First Five, LA)

Comment: The Professional Development Institute (PDI) for Child Development Instructors grant was accepted by the Board in July, 2002 for a total amount of \$1,533,390 over a period of five years. The proposed project is a collaborative effort on behalf of the college, the Santa Monica-Malibu Unified School District, Connections for Children, St. John's Child and Family Development Center and the Santa Monica Child Care and Early Education Task Force. The grant provides professional development opportunities and mentoring for early childhood educators and in-home family day care providers.

The Proposition 10 Grant for the Professional Development Institute for Early Childhood Educators provides for a maximum of ten consultants per year, to collectively provide 100 hours of consulting to Santa Monica area preschools and daycare centers, with a maximum of 10 hours at any one site per year.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 10, 2004

CONSENT AGENDA: PLANNING AND DEVELOPMENT

RECOMMENDATION NO. 3

Requested Action: Approval

COMMUNITY SERVICES/EXTENSION

SEMINARS/COURSES, SUMMER 2004

Approval of Seminars/courses for Santa Monica College Community Services and Extension for Summer 2004.

Funding Source: All costs will be covered by the registration fees charged.

Comment: The list of Community Service seminars and courses is on file in the Office Planning and Development and the Office of Continuing Education.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 10, 2004

CONSENT AGENDA: ACADEMIC AND STUDENT AFFAIRS

RECOMMENDATION NO. 4 CONTRACTS AND CONSULTANTS

Requested Action: Approval/Ratification

4-A EVENTS, SUMMER 2004 – CELEBRATE AMERICA

Music

Dan Crow and the Thunderwear Band	\$1,000
House Brew	750
USC Marching Band	3,100

Fireworks

Pyro Spectaculars	\$15,000
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Funding Sources: Costs will be covered by sponsorships and donations

Comment: Celebrate America will be held at Santa Monica College on Saturday, July 3, 2004.

4-B EMERITUS COLLEGE FACILITIES, SUMMER, 2004

Off-campus Emeritus College classes for Summer 2004 semester which runs from Monday, June 21 through Saturday, July 31, 2004. Payment per class session is authorized as stated on the list.

Funding Source: 2003-2004 Budget of Emeritus College

Comment: The list of facilities is on file in the Office of Academic Affairs and Emeritus College.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 10, 2004

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 5 CONTRACTS AND CONSULTANTS

Requested Action: Approval/Ratification

5-A ARBITRATION SERVICES

Robert D. Steinberg for arbitration services relating to a faculty grievance for an amount not to exceed \$850.

Funding Source: 2003-2004 Human Resources Budget

5-B CORRECTION OF DEPOSITION SERVICES FOR PERSONNEL COMMISSION

Correction to the agreement with Esquire Deposition Services to record and transcribe disciplinary and/or investigative hearings held by the Personnel Commission during fiscal year 2003-04. Fees for services to be reporter's per diem of \$250 for a half day or \$350 for a full day plus \$6.50 per page of transcription.

Funding Source: 2003-04 District Budget/Personnel Commission

Comment: This is a correction of the fee amount of \$230 per day approved by the Board at its March 1, 2004 meeting. The Director of Classified Personnel has been authorized by the Personal Commission to utilize the hearing recorder services.

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 10, 2004

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 6 ACADEMIC PERSONNEL

Requested Action: Approval/Ratification

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

EFFECTIVE DATE

ELECTIONS

ADMINISTRATIVE

Cue, Jose	Acting Asst. Dean, Enrollment Services	05/11/04
Rodriguez, Teresita	Dean, Enrollment Services	05/11/04

ADJUNCT

(List on file in the Office of Human Resources - Academic)

**RECOMMENDATION NO. 7 CLASSIFIED PERSONNEL
ESTABLISH POSITIONS**

The following positions will be established/abolished in accordance with District policies and salary schedules.

ESTABLISH

EFFECTIVE DATE

Director, Management Information Systems, (new classification/1 position) Information Management, 12 mos, 40 hrs	05/11/04
Director, Network Services and Telecommunications (new classification/1 position) Network Services, 12 mos, 40 hrs	05/11/04

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 10, 2004

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 8 CLASSIFIED PERSONNEL – REGULAR

Requested Action: Approval/Ratification

All personnel assigned into authorized positions will be elected to employment (Merit System) in accordance with District policies and salary schedules.

ELECTIONS

EFFECTIVE DATE

PROBATIONARY

Gilden, Joan, Accountant, Fiscal Services	04/12/04
Arevalo, Linda, Financial Aid Clerk, Financial Aid	05/11/04

WORKING OUT OF CLASSIFICATION

Bowen, Michelle	04/01/04 - 04/30/04
Fr: Personnel Specialist I, Personnel Commission, 12 mos, 40hrs	
To: Personnel Technician, Personnel Commission, 12 mos, 40hrs	

Graupman, Joyce	04/01/04 - 04/30/04
Fr: Personnel Specialist I, Personnel Commission, 12 mos, 40 hrs	
To: Personnel Technician, Personnel Commission, 12 mos, 40 hrs	

WORKING OUT OF CLASSIFICATION (Additional responsibilities)

Franco, Carlos, Groundskeeper, Grounds	+7.5%	03/01/04 - 06/30/04
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LEAVE OF ABSENCE WITH PAY

MILITARY

Vela, Giovanni, Telecom Tech I, Telecom	02/27/04 - 03/01/04
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LEAVE OF ABSENCE WITHOUT PAY

PERSONAL

Exum, Ellen, Cash Receipts Clerk, Auxiliary Services	03/22/04 - 06/21/04
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 10, 2004

CONSENT AGENDA: HUMAN RESOURCES

RECOMMENDATION NO. 9 CLASSIFIED PERSONNEL – LIMITED DURATION

Requested Action: Approval/Ratification

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.

<u>ELECTIONS</u>	<u>EFFECTIVE DATE</u>
<u>PROVISIONAL</u> Cole, Gina M., Clerical Assistant I, LRC	04/05/04 - 04/21/04
<u>LIMITED TERM</u> Ngo, Anh-Tuyet, Registration/Information Clerk, ISC	03/25/04 - 06/30/04

RECOMMENDATION NO. 10 CLASSIFIED PERSONNEL - NON MERIT

Requested Action: Approval/Ratification

All personnel assigned to non-merit employment will be elected on a limited term basis to be used as needed in accordance with District policies and salary schedules.

<u>ELECTIONS</u>	
<u>STUDENT EMPLOYEES</u>	
CalWORKS \$7.00/hr	1
College Student Assistant \$7.00/hr	23
College Work-Study Student Assistant \$7.00/hr	53
Art Model \$17.00/hr	1
Community Services Specialist II \$38.00/hr	6

List(s) available in the Human Resources Office and attached to permanent minutes.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 10, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 11

Requested Action: Approval

CORRECTION OF AUTHORIZATION FOR PAYMENT FOR SELF-INSURED LEGAL DEFENSE SERVICES

Authorize the District to pay Harrington, Foxx, Dubrow and Canter any and all necessary fees and expenses for legal defense services for the District's self-insured liability program. Services are provided on an hourly rate basis as needed with no monthly or annual retainer fee. The action authorizes fees not to exceed \$250,000.

Funding Source: 2003-04 District Budget/Risk Management

Comment: This is a correction of the "fees not to exceed" amount in the item approved by the Board at its April 12, 2004 meeting. Harrington, Foxx, Dubrow and Canter have been providing legal defense services for the District for over 15 years. The firm is one of only eight firms that the Statewide Association of Community Colleges (SWACC) JPA has authorized its members to use for self-insured legal defense. The Board of Trustees previously authorized the amount of \$50,000 which has been expended.

RECOMMENDATION NO. 12

Requested Action: Approval/Ratification

CONTRACTS AND CONSULTANTS

12-A AGREEMENTS FOR KCRW

Amend the agreement with RAUL CAMPUS for guest host services "Nocturna" and various music programs. Amended total not to exceed \$16,500.

Funding Source: KCRW Donations

Comment: KCRW raises funds for all operating and capital expenses of the station.

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 10, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 13

BUDGET AUGMENTATION

Requested Action: Approval

13-A PELL GRANTS

Granting Agency:	Federal Government (administered by US Dept. of Education)
Appropriated Funding:	\$3,775,394
Matching Funds:	Not Applicable
Performance Period:	July 1, 2003 – June 30, 2004
Summary	The District qualifies for an additional \$3,775,394 in federal appropriations for Pell Grants.

Budget Augmentation:	Income:	8000
\$3,775,394		
Expenditures	7000	\$3,775,394

RECOMMENDATION NO. 14

BUDGET TRANSFERS

Requested Action: Authorization

Authorize the following Unrestricted General Fund budget transfers:

From:	Classified Salaries (2000)	\$700
	Contract Services (5000)	\$306,900
To:	Academic Salaries (1000)	\$1,000
	Supplies (4000)	\$1,178
	Capital Equipment	\$305,422

Comment: These transfers are for minor budget adjustments within department budgets and \$296,990 moved from lease to lease purchase for equipment in the Media Center.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 10, 2004
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CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15 FACILITIES

Requested Action: Approval

15-A ADDITIONAL ARCHITECTURAL SERVICES – KINESIOLOGY/DANCE AND ATHLETICS OFFICES

Additional services under the agreement with CALDWELL ARCHITECTS for architectural and engineering services related to the Kinesiology/Dance and Athletics project. Fee for additional services not to exceed \$5,900 plus reimbursable expenses.

Funding Source: Measure U

Comment: These additional services provide for Division of the State Architect (DSA) required structural changes due to unforeseen conditions of the gymnasium building not indicated on the existing plans for the building.

15-B PROJECT COMPLETION – VEHICLE SECURITY CONTROLLED ACCESS

Subject to completion of punch list items by G.B. COOKE, INC. authorize the Executive Vice President of Business and Administration, without further action of the Board of Trustees, to accept the project described as VEHICLE SECURITY CONTROLLED ACCESS as being complete upon G. B. COOKE, INC. completion of punch list items. The Executive Vice President of Business and Administration shall determine the date of Final Completion and Final Acceptance. Subject to the foregoing and in strict accordance with all applicable provisions and requirements of the contract documents relating thereto, upon determination of Final Completion and Final Acceptance, disbursement of the final payment is authorized.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 10, 2004
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CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 15 FACILITIES *(continued)*

15-C CORRECTION OF POOL PAYMENT TO THE CITY OF SANTA MONICA

Payment to the CITY OF SANTA MONICA for the District's share of maintenance and operation costs of the old pool. Payment for the period of July 1, 2000 through December 17, 2000 is \$22,475.58.

Funding Source: 2003-04 District General Fund

Comment: This action corrects the amount of \$14,169 approved by the Board on April 12, 2004 resulting from a recalculation of electricity charges. Payment is for the six-month period just prior to the demolition of the old pool. The City did not invoice for this period until August 31, 2003 and the District needed to research electricity charges for the year 2000 in order to adjust the payment pursuant to the terms of the old agreement.

15-D FACILITY RENTAL AGREEMENT

Agreements with THE LEARNING ADVENTURE (TLA) and the INSTITUTE OF READING DEVELOPMENT (IRD) for the rental of classroom space at Santa Monica College percent of enrollment fees received for the courses.

Comment: The Institute of Reading Development offers reading programs. The Learning Adventure offers programs in reading, writing, speaking and creative/critical thinking. The programs are advertised through the Continuing Education/Community Services schedule of classes; however, all enrollment is done through IRD and TLA. Classroom use will not conflict with any District programs.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 10, 2004
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CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO. 16 COMMERCIAL WARRANT REGISTER

Requested Action: Approval/Ratification

April 1 – April 30, 2004	1043 - 1085	\$3,872,552.72
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Comment: The detailed commercial warrant documents are on file in the Accounting Department.

RECOMMENDATION NO. 17 PAYROLL WARRANT REGISTER

Requested Action: Approval/Ratification

April 1 – April 30, 2004	C1L – C2J	\$6,110,875.66
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Comment: The detailed payroll register documents are on file in the Accounting Department.

RECOMMENDATION NO. 18 AUXILIARY PAYMENTS & PURCHASE ORDERS

Requested Action: Approval/Ratification

Payments were authorized upon delivery and acceptance of the items ordered, or performance of the service. All purchases and payments were made in accordance with Education Code requirements and allocated to approved budgets in the Bookstore fund, Trust fund and other Auxiliary funds.

April – April 30, 2004	Payments \$580,496	Purchase Orders \$8,104
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Comment: The detailed Auxiliary payment documents are on file in the Auxiliary Operations Office.

RECOMMENDATION NO. 19 DIRECT PAYMENTS

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 approved budgets. List on file in Business Office.

April 1 – April 30, 2004	D000859 – D001179	\$694,672.37
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BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 10, 2004

CONSENT AGENDA: BUSINESS AND ADMINISTRATION

RECOMMENDATION NO.20 **PURCHASING**

Requested Action: Approval/Ratification

20-A AWARD OF PURCHASE ORDERS

Payments are authorized upon delivery and acceptance of the items ordered, or performance of the service. All purchases and payments are made in accordance with Education Code requirements and allocated to approved budgets. Lists on file in the Purchasing Department

March 29 – April 30, 2004

\$339,413

BOARD OF TRUSTEES	ACTION
Santa Monica Community College District	May 10, 2004

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 21 **CLASSIFIED EMPLOYEES WEEK**

It is recommended that the Board of Trustees adopt the following resolution in recognition and observation of Classified Employees Week, May 17-21, 2004.

WHEREAS, classified employees provide valuable services to the College and students of the Santa Monica Community College District; and

WHEREAS, classified employees contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified employees play a vital role in providing for the welfare and safety of Santa Monica Community College District's students; and

WHEREAS, classified employees employed by the Santa Monica Community College District strive for excellence in all areas relative to their workplace,

THEREFORE BE IT RESOLVED, that the Santa Monica Community College District hereby recognizes and wishes to honor the contribution of the classified employees to quality education in the state of California and in the Santa Monica Community College District and declares the week of May 17-21, 2004 as Classified Employees Week in the Santa Monica Community College District.

Comment: There are a number of activities being planned during this week to recognize classified employees. The Classified School Employees Week (CSEW) Committee, comprised of representatives of CSEA and the Classified Senate, is planning a luncheon and dinner (for the night crew). The SMC Management Association is planning to host an ice cream social.

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 10, 2004

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 22

ANNUAL AUTHORIZATION OF PRIVILEGES
FOR STUDENT TRUSTEE

It is recommended that the Board of Trustees authorize the continuation of privileges for the student trustee in accordance with Board Policy 1412 and Education Code Section 72023.5.

1. The student trustee may make and second motions.
2. The student trustee is entitled to an advisory vote which shall be recorded as such in the official minutes.
3. The student trustee may receive compensation up to the amount prescribed by Education Code Section 72425 and Board Policy. The term of compensation for the student trustee shall run from June through May.

Comment: Education Code Section 72023.5 states that Board action to determine the privileges of the student trustee is required each year by May 15th for the succeeding year.

Rights and responsibilities dealing with term, closed sessions and conference attendance are included in Board Policy.

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 10, 2004

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 23

PUBLIC HEARING – SMC FACULTY ASSOCIATION
INITIAL COLLECTIVE BARGAINING PROPOSAL

It is recommended that the Board of Trustees conduct a public hearing to provide the public an opportunity to respond to the initial proposal of the Santa Monica College Faculty Association for contract negotiations for 2004-2007.

COMMENT: The SMC Faculty Association presented its initial proposal at a meeting of the Board of Trustees on April 12, 2004. According to the Educational Employment Relations Act, the Board must allow for the public to respond prior to the Board adopting its initial proposal.

PUBLIC HEARING CONVENED:

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

PUBLIC COMMENTS:

PUBLIC HEARING CLOSED:

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

RECOMMENDATION NO. 24

SMCCD INITIAL PROPOSAL TO SMC FACULTY
ASSOCIATION

It is recommended that the Board of Trustees present the Santa Monica Community College District's initial proposal to the SMC Faculty Association for a successor collective bargaining contract.

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

BOARD OF TRUSTEES	ACTION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 10, 2004

MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 25

RECEIPT OF PERSONNEL COMMISSION PROPOSED
2004-2005 BUDGET

It is recommended that the Board of Trustees acknowledge receipt of the 2004-2005 proposed budget for the Santa Monica Community College District Personnel Commission with the understanding that if further reductions become necessary as the State attempts to resolve its budget situation, the District may request that the Personnel Commission make further reductions to its budget. The Personnel Commission Budget will be discussed as part of the District's regular budget process.

Comment: The Personnel Commission anticipates an increase in Disciplinary Hearing appeals during fiscal year 2004-05. Those appeal hearings average \$3,000 depending on the number of hours expended. Our budget reflects the possibility of one appeal hearing per month for each month in fiscal year 2004-05 for a total of \$36,000. We may also receive appeals of the classification study. The Legal Fees line item budgets for that eventuality.

Additionally, the Personnel Commission as in the previous three fiscal years, retains budgetary authority for a Personnel Analyst I. As in the past, the Commission will hold this position vacant until such time as the work load of the staff increases, due to increased classified recruitment request from the District. At that point, the Commission will at its discretion fill this position.

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

PERSONNEL COMMISSION
PROPOSED BUDGET
Fiscal Year 2004-05

Category/Account #		FY 03-04	FY 04-05
		Approved Budget	Proposed Budget
SALARIES			
2380	Personnel Commissioners	4,250	4,250
2110	Managers	101,496	106,572
2120	Staff	385,038	307,448
2323	Clerical - Hourly/Student Help	0	0
	Subtotal Salaries	490,784	418,270
BENEFITS			
	Commissioner Health Benefits &		
	Employee Benefits (estimated at 32%)	99,336	133,846
	Total Benefits & Salaries	590,120	552,116
SUPPLIES & PERIODICALS			
4240	Periodicals	300	1,000
4550	Direct Supplies	2,000	4,750
4410	Software	0	600
4551	On-Campus Printing	0	300
	Total Supplies & Periodicals	2,300	6,650
OPERATING EXPENSE			
5110	Consultants	35,000	65,000
5210	Mileage	100	100
5220	Conferences	1,000	3,700
5241	Meeting Expenses	0	900
5310	Memberships	1,250	4,500
5650	Equipment Repairs	0	400
5730	Legal Fees	15,000	45,000
5820	Off-Campus Printing	610	1,000
5861	Fingerprinting	0	0
5851	Delivery	0	0
5890	Other	1,500	1,500
5850	Postage	0	300
5830	Advertising	7,000	7,000
	Subtotal Operating Expenses	61,460	129,400
NEW EQUIPMENT			
6410	New Equipment	0	600
6520	Purchases/Leases	6,450	6,450
	Subtotal New Equipment	6,450	7,050
TOTAL	TOTAL	660,330	695,216

BOARD OF TRUSTEES

Santa Monica Community College District

ACTION

May 10, 2004

MAJOR ITEMS OF BUSINESS

The following resolution provides an opportunity for the District to take advantage of lower interest rates to reduce the annual payments on its Certificates of Participation, 1997 Series A.

RECOMMENDATION NO. 26

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE SANTA MONICA COMMUNITY COLLEGE
DISTRICT APPROVING, AUTHORIZING AND
DIRECTING EXECUTION OF LEASE FINANCING
DOCUMENTS AND AUTHORIZING AND DIRECTING
CERTAIN ACTIONS WITH RESPECT THERETO**

WHEREAS, the Board of Trustees (the "Board") of the Santa Monica Community College District (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, each of which will evidence proportionate interests of the owners thereof in certain lease payments to be made by the District; and

WHEREAS, the District, working together with the Los Angeles County Schools Regionalized Business Services Corporation (the "Corporation"), is proposing to effect an advance refunding of its Certificates of Participation, 1997 Series A (the "Prior Certificates"); and

WHEREAS, in connection therewith, the District wishes to proceed with lease financing of certain capital assets to be described in Exhibit B to the form of Lease Agreement described below, which were acquired, constructed and equipped, with the approval of the Board, with the proceeds of the Prior Certificates; and

WHEREAS, said lease financing will be accomplished by the execution, sale and delivery of certain refunding certificates of participation (the "Certificates") which may be executed and delivered to RBC Dain Rauscher Inc., as representative of itself and E.J. De La Rosa & Co., Inc. (the "Underwriter"); and

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

1. Proposed form of Trust Agreement (the "Trust Agreement"), by and among the District, the Corporation and U.S. Bank National Association, as Trustee (the "Trustee");
2. Proposed form of Lease Agreement, by and between the District and the Corporation (the "Lease");
3. Proposed form of Site Lease, by and between the District and the Corporation (the "Site Lease");
4. Proposed form of Escrow Deposit and Trust Agreement, by and among the District, the trustee for the Prior Certificates and the escrow agent named therein (the "Escrow Agreement");
5. Proposed form of Purchase Contract, by and between the District and the Underwriter (the "Purchase Contract");
6. Proposed Form of Continuing Disclosure Agreement, by and between the District and the Trustee, as dissemination agent (the "Continuing Disclosure Agreement"); and

7. Proposed form of Preliminary Official Statement respecting the Certificates.

NOW, THEREFORE, the Board of Trustees of the Santa Monica Community College District resolves as follows:

Section 1. The form, terms and provisions of the Trust Agreement are hereby approved and the Superintendent/President of the District (the "Superintendent") or the Executive Vice President of Business and Administration of the District (the "Executive Vice President") is hereby authorized and directed on behalf of the District and in its name to execute and deliver to the Trustee and 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 the Superintendent or the Executive Vice President, such approval to be conclusively evidenced by her or his execution thereof.

Section 2. The Board does hereby authorize the Trustee to create one or more series of Santa Monica Community College District Refunding Certificates of Participation (the "Certificates"), each evidencing proportionate interests of the owners thereof in lease payments due from the District under the Lease, and resolves that the Certificates be executed and delivered in accordance with, and secured by, the Trust Agreement, in an aggregate principal amount of not to exceed \$12,020,000.

Section 3. The interest rate to be paid with respect to the Certificates shall be established in the Purchase Contract, shall, in no event, exceed the statutory maximum therefor, and shall be approved by the Superintendent or the Executive Vice President by his execution of said Purchase Contract.

Section 4. The form, terms and provisions of the Lease are hereby approved. The Superintendent or the Executive Vice President 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 heretofore considered by the Board, with such changes therein, however, as may be approved by the Superintendent or the Executive Vice President, such approval to be conclusively evidenced by her or his execution thereof.

Section 5. The form, terms and provisions of the Site Lease are hereby approved and the Superintendent or the Executive Vice President 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 the Superintendent or the Executive Vice President, such approval to be conclusively evidenced by her or his execution thereof.

Section 6. The form, terms and provisions of the Escrow Agreement are hereby approved and the Superintendent or the Executive Vice President is hereby authorized and directed on behalf of the District and in its name to execute and deliver 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 the Superintendent or the Executive Vice President, such approval to be conclusively evidenced by her or his execution thereof.

Section 7. The form, terms and provisions of the Purchase Contract are hereby approved, provided that the discount on the purchase price of the Certificates (net of costs of delivery) to the Underwriter may not exceed 1.0% of the par amount of the Certificates and the final maturity of the Certificates shall not extend beyond February 1, 2027. The Superintendent or Executive Vice President shall execute the Purchase Contract on behalf of the District and in its name in substantially the form presented to and considered at this meeting of the Board, with such changes therein, however, as may be approved by the Superintendent or the Executive Vice President, such approval to be conclusively evidenced by her or his execution thereof, subject to the restrictions set forth in this Resolution.

Section 8. The Board hereby authorizes the preparation of a Preliminary Official Statement containing information material to the offering and sale of the Certificates. The Superintendent or the Executive Vice President is hereby authorized to deem "final" pursuant to Rule 15c2-12 under the Securities Exchange Act of 1934 (the "Rule") the Preliminary Official Statement prior to its distribution by the Underwriter.

The Superintendent or the Executive Vice President is authorized and directed to cause the Preliminary Official Statement to be brought into the form of a final official statement (the "Final Official Statement") and to execute said Final Official Statement, dated as of the date of the sale of the Certificates, and a statement that the facts contained in the Final Official Statement, and any supplement or amendment thereto (which shall be deemed an original part thereof for the purpose of such statement) were, at the time of sale of the Certificates, true and correct in all material respects and that the Final Official Statement did not, on the date of sale of the Certificates, and does not, as of the date of delivery of the Certificates, contain any untrue statement of a material fact with respect to the District required to be stated where necessary to make any statement made therein not misleading in the light of the circumstances under which it was made. The Superintendent or the Executive Vice President shall take such further actions prior to the signing of the Final Official Statement as are deemed necessary or appropriate to verify the accuracy thereof. The execution of the Final Official Statement, which shall include such changes and additions thereto deemed advisable by the Superintendent or the Executive Vice President and such information permitted to be excluded from the Preliminary Official Statement pursuant to the Rule, shall be conclusive evidence of the approval of the Final Official Statement by the District.

The Final Official Statement, when prepared, is approved for distribution in connection with the offering and sale of the Certificates.

Section 9. The Executive Vice President is hereby authorized and directed to attest to the signature of the Superintendent, and any other Vice President of the District is hereby authorized and directed to attest to the signature of the Executive Vice President whenever required or advisable for the transactions contemplated by this Resolution.

Section 10. The Superintendent and the Executive Vice President are each 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 Fulbright & Jaworski L.L.P., as Special Counsel, in order to accomplish the purposes of this Resolution.

Section 11. Whenever in this Resolution it shall be provided that a document be executed or attested by the Superintendent or the Executive Vice President, and if, at the time for execution or attestation of such document, such officer is not available for signature, it shall be sufficient for the purposes of this Resolution if (a) any other Vice President of the District shall execute such document in the place of the Superintendent and (b) any other official of the District designated by the Superintendent shall attest such document in place of the Executive Vice President with the same effect.

Section 12. This Resolution shall take effect immediately upon its adoption.

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

BOARD OF TRUSTEES Santa Monica Community College District	ACTION May 10, 2004
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 27

QUARTERLY FINANCIAL REPORT

It is recommended that the Board of Trustees acknowledge receipt of the Quarterly Financial Report for the period of July 1, 2003 through March 30, 2004 and submit the quarterly 311Q report required by the Chancellor's Office.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY:

AYES:

NOES;

BOARD OF TRUSTEES	Action
Santa Monica Community College District	May 10, 2004

INFORMATION ITEM

2003-2004 QUARTERLY BUDGET REPORT AS OF MARCH 31, 2004

The third quarter report reflects actual income and expenses as of March 31, 2004 on a cash basis. The projected income and expenses for fiscal year 2003-04 are based on our projections of expenditures assuming no extraordinary events. The income projections for 2003-04 are based on funding information provided in the California Community Colleges first principal apportionment report and the other revenues received or expected.

The State funding for 2003-04 currently has a projected deficit of a little over 2%; the increase in prior year adjustments offsets part of that deficit. Non-resident tuition is slightly higher than budgeted but it is still lower than 2002-03. The May Revise will have little impact on the 2003-04 revenues. The revised property tax collections and enrollment fees charged statewide will have the greatest impact on the deficit. The District will receive the first adjustments to those figures in July when the State distributes the second principal apportionment. Our actual state calculated revenue will be recalculated in February, 2005 when the State has all the final figures for all Districts and county tax collector offices.

The Unrestricted General Fund expenditures are projected to provide savings to the District that will increase the ending balance to the estimated 4% of expenditures. This is still below the 5% needed to remove the District from the Chancellor's Office Watch List.

The Restricted General Fund is in balance. The fiscal year income and expense projections include augmentations that have not been amended into the budget as of the end of the third quarter.

The capital fund is divided into multiple capital funds in order to account for the various restrictions on the funding. The Special Reserve Fund is primarily used to expend State capital construction projects, State Scheduled Maintenance projects, State hazardous material abatement projects, redevelopment projects, and local matching non-bond funds. The fund is out of balance because the State reimbursements are delinquent to the point of causing prior year adjustments that further increase the deficit condition of the fund. The cash position of the fund is maintained by short-term borrowing from other capital funds.

The Earthquake Fund at this point only reflects the FEMA share of the Liberal Arts building replacement project and some funding for the Library remodel of earthquake damaged portions of the Library.

Bond Fund 42.1 is the fiscal funds remaining in the Prop "T" bond. These funds are primarily for the Library project and the construction related to that project.

Measure "U" Fund 42.2 is the fund reporting all of the Measure "U" expenses. The law does not allow the District to expense staff time against this revenue source even though extensive staff time is devoted to the projects. The Measure "U" Oversight Committee report provides details about the expenditures in this fund. The projection overstates the anticipated expenses for

2003-04 because of the uncertainty of the construction market. The major income is the \$25 million sale of bonds.

The Enterprise Fund is a new fund to account for Community Service and Contract Education programs. Revenues are running a little below expectations but are anticipated to recover in the fourth quarter.

The Student Financial Aid fund is presently overdrawn. The District is in the process of drawing down the Pell Grant funds from the federal agency. Pell Grants are awarded to students then augmentations are given to colleges. The District's system is being revised to meet the County PeopleSoft requirements.

Comment: On a quarterly basis Business Services provides to the Board of Trustees a complete set of financial statements for all funds along with the quarterly 311Q report required by the Chancellor's Office.

2003/04 UNRESTRICTED GENERAL FUND 01.0 (FORMERLY FUND 01) INCOME BUDGET

ACCOUNTS (a)	03/04 ADOPTED BUDGET (b)	MAR 31, 2004 ACTUAL INCOME (c)	03/04 PROJECTED INCOME (d)
FEDERAL			
1. 8189 FIN AIDS ADM ALLOWANCES	114,873	430	114,873
2. TOTAL FEDERAL	114,873	430	114,873
STATE			
3. 8610 PRINCIPAL APPT.	39,093,071	28,013,846	35,996,322
4. 8611 BASIC SKILLS APPT.	0	0	0
5. 8616 PRIOR YR APPT. ADJ.	312,170	1,379,323	1,379,323
6. 8672 HOMEOWNERS EXEMPT	94,454	46,640	94,454
7. 8680 STATE LOTTERY REV.	2,406,875	991,221	2,540,440
8. 8692 MANDATED COST RECOV.	0	0	0
9. 8699 OTH STATE	1,000,440	880,673	1,000,440
10. PARTNERSHIP FOR EXCELLENCE	4,276,360	2,527,804	4,276,360
11. TOTAL STATE	47,183,370	33,839,507	45,287,339
LOCAL			
12. 8810 PROP TAX SHIFT	25,497,202	15,142,680	25,497,202
13. 8811 SECURED TAX	6,879,210	4,013,818	6,879,210
14. 8812 SUPPLE. TAXES	105,342	175,345	175,345
15. 8813 UNSECURED TAX	370,894	374,714	374,714
16. 8816 PRIOR YRS TAXES	253,184	805,621	805,621
17. 8830 INTENSIVE ESL	410,496	516,703	516,703
18. 8850 RENTS	17,825	39,043	39,043
19. 8860 INTEREST	204,242	125,839	204,242
20. 8874 ENROLLMENT FEES	6,230,782	6,169,418	6,826,015
21. 8879 STUDENT RECORDS	150,452	96,834	150,452
22. 8880 NON RES TUITION	11,829,471	12,859,902	12,859,902
23. 8886 F1 APPLICATION FEES	71,545	63,885	63,885
24. 8889 OTHER FEES	236,326	177,412	177,412
25. 8890 OTHER LOCAL	278,175	134,561	278,175
26. 8891 I. D. CARD SERVICE CHARGE	430,615	460,323	460,323
27. 8892 LIBRARY FINES	16,472	400	16,472
28. 8893 PARKING FINES	237,696	279,073	279,073
29. TOTAL LOCAL	53,219,929	41,435,571	55,603,789
30. TOTAL INCOME (Lines 2 + 11 + 29)	100,518,172	75,275,508	101,006,001
31. 8980 TRANSFER IN	59,420	0	59,420
32. TOTAL REVENUE (Lines 30 + 31)	100,577,592	75,275,508	101,065,421
33. BEGINNING BALANCE	1,862,057	1,862,057	1,862,057
34. ADJUSTMENT TO BEGINNING BALANCE	0	0	0
35. TOTAL FUNDS AVAIL. (Lines 32 + 33 + 34)	102,439,649	77,137,565	102,927,478

2003/04 UNRESTRICTED GENERAL FUND 01.0 (FORMERLY FUND 01) EXPENDITURE BUDGET

ACCOUNTS	03/04 ADOPTED BUDGET	MAR 31, 2004 ACTUAL EXPENDITURES	03/04 PROJECTED EXPENDITURES
(a)	(b)	(c)	(d)
1. INSTRUCTION	21,615,647	14,308,765	22,071,510
2. ACADEMIC MANAGERS	3,306,745	2,451,101	3,572,129
3. NON-INSTRUCTION	3,968,600	2,873,771	4,321,083
4. HOURLY INSTRUCTION	14,244,756	10,469,295	14,075,851
5. HOURLY NON INSTRUCTION	2,673,350	1,436,551	2,246,548
6. TOTAL ACADEMIC	45,809,098	31,539,483	46,287,121
7. CLASSIFIED REGULAR	15,521,369	10,011,581	14,773,713
8. CLASSIFIED MANAGERS	2,606,678	1,804,884	2,726,928
9. CLASS REG INSTRUCTION	2,230,413	1,348,147	1,972,911
10. CLASSIFIED HOURLY	1,385,704	696,981	1,266,409
11. CLASS HRLY INSTRUCTION	389,651	185,919	262,451
12. TOTAL CLASSIFIED	22,133,815	14,047,512	21,002,412
13. STRS	3,346,570	2,039,872	2,975,422
14. PERS	2,495,337	1,712,948	2,415,119
15. OASDHI	1,976,982	1,423,658	2,097,863
16. H/W	9,060,044	4,937,459	8,060,808
17. RETIREE'S H/W	1,138,065	561,123	979,675
18. SUI	137,013	134,088	195,590
19. WORKERS' COMP.	1,157,757	527,288	1,195,067
20. DISTRICT RETIREMENT	541,379	229,247	314,462
21. TOTAL BENEFITS	19,853,147	11,565,683	18,234,006
22. TOTAL SUPPLIES	1,095,177	458,451	1,095,177
23. CONTRACTS/SERVICES	7,283,706	4,546,519	7,283,706
24. INSURANCE	585,635	504,236	585,635
25. UTILITIES	2,412,766	1,783,663	2,905,378
26. TOTAL SERVICES*	10,282,107	6,834,418	10,774,719
27. BLDG & SITES	0	13,104	13,104
28. EQUIPMENT	25,000	146,168	146,168
29. LEASE PURCHASES	818,874	470,702	818,874
30. TOTAL CAPITAL	843,874	629,974	978,146
31. TOTAL EXPENSES	100,017,218	65,075,521	98,371,581
32. OTHER OUTGO FINANCIAL AID	0	0	0
33. OTHER OUTGO-TRANSFERS	560,374	127,637	560,374
34. TOTAL EXP. & TRANSFERS (Lines 31 + 32 + 33)	100,577,592	65,203,158	98,931,955
35. CONTINGENCY RESERVE	1,862,057	0	3,995,523
36. TOTAL (Lines 34 + 35)	102,439,649	65,203,158	102,927,478

*Lottery revenues are used to fund services.

2003/04 RESTRICTED GENERAL FUND 01.3 (FORMERLY FUND 03) INCOME BUDGET

REVENUE ACCOUNT	03/04 ADOPTED BUDGET	MAR 31, 2004 ACTUAL INCOME	03/04 PROJECTED INCOME
(a)	(b)	(c)	(d)
FEDERAL			
1. 8170 VOCATIONAL ED.	171,859	467,457	171,859
2. 8180 ECONOMIC OPP. ACT/FWS	648,904	0	648,904
3. 8190 RADIO GRANTS	975,000	0	975,000
4. 8190 RADIO GRANTS C/O	470,078	470,078	470,078
5. 8241 TECH PREP	72,000	12,240	72,000
6. OTHER FEDERAL	920,688	1,014,790	920,688
7. TOTAL FEDERAL	3,258,529	1,964,565	3,258,529
STATE			
8. 8620 BLOCK GRANT C/O	309,510	309,510	309,510
9. 8620 S.F.A.A.	700,602	630,550	829,670
10. 8620 TTIP	36,364	27,637	36,364
11. 8620 TTIP C/O	213,348	213,348	213,348
12. 8620 CALWORKS	339,619	298,586	392,876
13. 8620 TANF	82,641	69,938	92,024
14. 8622 EXTENDED OPP. PROG.	1,109,468	859,105	1,109,468
15. 8622 EXTENDED OPP. PROG. C/O	177,329	177,329	177,329
16. 8623 DISABLED STUDENTS	981,012	820,402	1,079,476
17. 8650 MATRICULATION	693,266	562,754	740,466
18. 8650 MATRICULATION C/O	284,015	284,015	284,015
19. 8650 NON-CREDIT MATRICULATION	30,901	60,393	79,465
20. 8650 NON-CREDIT MATRICULATION C/O	28,537	28,537	28,537
21. 8650 EOPS CARE	99,437	59,662	99,437
22. 8650 EOPS CARE C/O	61,125	61,125	61,125
23. 8650 STAFF/FAC DIVERSITY	23,118	18,123	23,845
24. 8650 ENERGY RELIEF	325,469	325,469	325,469
25. 8650 TEACHER READING DEVELOPMENT PROGRAM	0	31,500	42,000
26. 8654 INSTR.EQUIP/LIBRARY MATL.	502,500	383,307	504,352
27. 8654 INSTR EQUIP LIBRARY MATL. C/O	382,285	382,285	382,285
28. 8656 STAFF DEVELOP. C/O	17,961	17,961	17,961
29. 8680 LOTTERY	318,762	21,193	318,762
30. OTHER STATE	1,192,477	163,531	1,192,477
31. TOTAL STATE	7,909,746	5,806,260	8,340,261
LOCAL			
32. 8830 PICO PARTNERSHIP	199,875	29,979	199,875
33. 8830 PICO PARTNERSHIP	14,615	0	14,615
34. 8876 HEALTH FEES	580,448	629,990	580,448
35. 8881 PARKING FEES	1,195,243	1,387,953	1,195,243
36. 8890 PARKING LOT INC	151,864	38,160	151,864
37. DONATIONS -KCRW	3,492,049	937,064	3,492,049
38. OTHER LOCAL	1,509,086	2,080,161	1,570,974
39. TOTAL LOCAL	7,143,180	5,103,307	7,205,068
40. TOTAL INCOME (Lines 7 + 31 + 39)	18,311,455	12,874,132	18,803,858
41. 8980 TRANSFERS	216,301	0	216,301
42. TOTAL REVENUE (Lines 40 + 41)	18,527,756	12,874,132	19,020,159
43. BEGINNING BALANCE	0	0	0
44. ADJUSTMENT TO BEGINNING BALANCE	0	0	0
45. TOTAL FUNDS AVAIL. (Lines 42 + 43 + 44)	18,527,756	12,874,132	19,020,159

2003/04 RESTRICTED GENERAL FUND 01.3 (FORMERLY FUND 03) EXPENDITURE BUDGET

ACCOUNTS	03/04 ADOPTED BUDGET	MAR 31, 2004 ACTUAL EXPENDITURES	03/04 PROJECTED EXPENDITURES
(a)	(b)	(c)	(d)
1. INSTRUCTION	432,720	47,813	457,720
2. MANAGEMENT	603,404	210,536	614,876
3. NON-INSTRUCTION	1,055,947	636,739	1,055,947
4. HOURLY INSTRUCTION	278,505	58,776	278,505
5. HOURLY NON INSTRUCTION	1,319,578	662,841	1,378,916
6. TOTAL ACADEMIC	3,690,154	1,616,705	3,785,964
7. CLASSIFIED REGULAR	1,611,092	968,418	1,647,123
8. CLASSIFIED MANAGERS	272,892	180,185	272,892
9. CLASS REG INSTRUCTION	157,545	95,329	197,545
10. CLASSIFIED HOURLY	1,250,004	618,879	1,299,504
11. CLASS HRLY INSTRUCTION	240,841	225,778	240,841
12. TOTAL CLASSIFIED	3,532,374	2,088,589	3,657,905
13. STRS	284,558	116,489	306,361
14. PERS	197,230	117,465	197,230
15. OASDHI	293,932	103,122	293,932
16. H/W	481,981	302,670	487,031
17. SUI	26,967	8,163	26,967
18. WORKERS' COMP.	63,976	37,192	64,476
19. DISTRICT RETIREMENT	30,373	8,827	30,373
20. TOTAL BENEFITS	1,379,017	693,928	1,406,370
21. TOTAL SUPPLIES	554,166	575,980	584,896
22. CONTRACTS/SERVICES	4,528,838	2,502,653	4,600,505
23. INSURANCE	4,077	1,320,488	4,077
24. UTILITIES	325,469	146,074	325,469
25. TOTAL SERVICES	4,858,384	3,969,215	4,930,051
26. BLDG & SITES	15,302	0	15,302
27. EQUIPMENT	3,473,372	997,659	3,556,508
28. TOTAL CAPITAL	3,488,674	997,659	3,571,810
29. TOTAL EXPENSES (Lines 6 + 12+ 20 + 21 + 25 + 28)	17,502,769	9,942,076	17,936,996
30. OTHER OUTGO - FINANCIAL AIDS	965,567	312,119	1,022,128
31. OTHER OUTGO - TRANSFERS	59,420	4,506	61,035
32. TOTAL OTHER OUTGO	1,024,987	316,625	1,083,163
33. TOTAL EXP. & OTHER OUTGO (Lines 29 + 32)	18,527,756	10,258,701	19,020,159
34. CONTINGENCY RESERVE	0	0	0
35. TOTAL (Lines 33 + 34)	18,527,756	10,258,701	19,020,159

SPECIAL RESERVE FUND 40.0 (FORMERLY FUND 15)

ACCOUNTS	03/04 ADOPTED BUDGET	MAR 31, 2004 ACTUAL	03/04 PROJECTED
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	1,155,173	1,155,173	1,155,173
2. ADJUSTMENT TO BEGINNING BALANCE	0	(1,650,941)	(1,650,941)
3. ADJUSTED BEGINNING BALANCE	1,155,173	(495,768)	(495,768)
INCOME			
4. 8652 SCHEDULED MAINTENANCE	82,578	236,877	236,877
5. 8653 HAZARDOUS SUBSTANCES	241,210	0	241,210
6. 8655 CAPITAL OUTLAY - LIBRARY ADDITION	400,099	0	400,099
7. 8655 CAPITAL OUTLAY - LIBRARY EQUIPMENT	2,362,219	0	2,362,219
8. 8655 CAPITAL OUTLAY - LIBERAL ARTS	4,458,000	0	4,458,000
9. 8820 DONATIONS	0	0	0
10. 8860 INTEREST	0	1,493	1,493
11. 8880 NONRESIDENT CAPITAL CHARGE	1,120,000	1,467,114	1,467,114
12. 8890 LOCAL INCOME	0	0	0
13. 8891 LOCAL INCOME - REDEVELOPMENT	10,200,000	270,575	10,200,000
14. 8912 SALE OF ASSETS	0	0	0
15. 8980 INCOMING TRANSFERS	0	0	0
16. TOTAL INCOME	18,864,106	1,976,059	19,367,012
17. TOTAL FUNDS AVAILABLE (Lines 3 + 16)	20,019,279	1,480,291	18,871,244
EXPENSES			
18. 2000 CLASSIFIED SALARIES	235,272	149,572	235,272
19. 3000 BENEFITS	56,483	42,386	56,483
20. 4000 SUPPLIES	3,000	2,149	3,000
21. 5000 CONTRACT SERVICES	250,000	225,761	250,000
22. 6000 CAPITAL OUTLAY	19,474,524	4,793,270	18,326,489
23. TOTAL EXPENSES	20,019,279	5,213,138	18,871,244
24. ENDING BALANCE (Lines 17 - 23)	0	(3,732,847)	0

EARTHQUAKE FUND 41.0 (FORMERLY FUND 73)

ACCOUNTS	03/04 ADOPTED BUDGET	MAR 31, 2004 ACTUAL	03/04 PROJECTED
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	3,252,284	3,252,284	3,252,284
INCOME			
2. 8199 FEDERAL/FEMA FUNDING	0	0	0
3. TOTAL INCOME	0	0	0
4. TOTAL FUNDS AVAILABLE (Lines 1 + 3)	3,252,284	3,252,284	3,252,284
EXPENSES			
5. 5000 CONTRACT SERVICE	105,620	72,550	105,620
6. 6000 CAPITAL OUTLAY	3,146,664	46,022	3,146,664
7. 7000 TRANSFER OUT	0	0	0
8. TOTAL EXPENSES	3,252,284	118,572	3,252,284
9. ENDING BALANCE (Lines 4 - 8)	0	3,133,712	0

BOND FUND 42.1 (FORMERLY FUND 70)

ACCOUNTS	03/04 ADOPTED BUDGET	MAR 31, 2004 ACTUAL	03/04 PROJECTED
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	4,822,474	4,822,474	4,822,474
2. ADJUSTMENT TO BEGINNING BALANCE	0	280,845	280,845
3. ADJUSTED BEGINNING BALANCE	4,822,474	5,103,319	5,103,319
INCOME			
4. 8860 INTEREST	28,656	7,949	7,949
5. 8980 INCOMING TRANSFERS	0	0	0
6. TOTAL INCOME	28,656	7,949	7,949
7. TOTAL FUNDS AVAILABLE (Lines 3 + 6)	4,851,130	5,111,268	5,111,268
EXPENSES			
8. 4000 SUPPLIES	0	390	0
9. 6000 CAPITAL OUTLAY	4,851,130	4,263,304	5,111,268
10. TOTAL EXPENSES	4,851,130	4,263,304	5,111,268
11. ENDING BALANCE (Lines 7 - 10)	0	847,964	0

MEASURE U FUND 42.2 (FORMERLY FUND 71)

ACCOUNTS	03/04 ADOPTED BUDGET	MAR 31, 2004 ACTUAL	03/04 PROJECTED
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	12,814,147	12,814,147	12,814,147
2. ADJUSTMENTS	0	1,370,096	1,370,096
3. ADJUSTED BEGINNING BALANCE	12,814,147	14,184,243	14,184,243
INCOME			
4. LOCAL INCOME	25,000,000	0	25,000,000
5. INTEREST	250,000	105,019	107,000
6. TOTAL INCOME	25,250,000	105,019	25,107,000
7. TOTAL FUNDS AVAILABLE (Lines 3 + 6)	38,064,147	14,289,262	39,291,243
EXPENSES			
8. 4000 SUPPLIES	0	42,172	42,172
9. 5000 CONTRACT SERVICES	50,000	54,751	54,751
10. 6000 CAPITAL OUTLAY	38,014,147	6,233,124	38,014,147
11. TOTAL EXPENSES	38,064,147	6,330,047	38,111,070
12. ENDING BALANCE (Lines 7 - 11)	0	7,959,215	1,180,173

ENTERPRISE FUND 50.0 (NEW FUND FOR COMMUNITY SERVICES/CONTRACT EDUCATION)

ACCOUNTS	03/04 ADOPTED BUDGET	MAR 31, 2004 ACTUAL	03/04 PROJECTED
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	0	0	0
INCOME			
2. CLASS FEES	753,042	461,336	753,042
3. TRANSFER IN	0	58,244	0
4. TOTAL INCOME	753,042	519,580	753,042
5. TOTAL FUNDS AVAILABLE (Lines 1 + 4)	753,042	519,580	753,042
EXPENSES			
6. ACADEMIC MANAGERS	35,147	25,899	35,147
7. HOURLY NON-INSTRUCTIONAL	27,179	0	27,179
8. CLASSIFIED REGULAR	122,073	61,554	122,073
9. CLASSIFIED HOURLY	70,411	11,352	70,411
10. CLASSIFIED HOURLY INSTRUCTIONAL	184,389	223,726	184,389
11. BENEFITS	87,840	60,081	87,840
12. SUPPLIES	23,877	9,823	23,877
13. CONTRACT SERVICES	198,609	127,145	198,609
14. CAPITAL OUTLAY	3,517	0	3,517
15. TOTAL EXPENSES	753,042	519,580	753,042
16. ENDING BALANCE (Lines 5 - 15)	0	0	0

STUDENT FINANCIAL AID 74.0 (FORMERLY FUND 09)

ACCOUNTS	03/04 ADOPTED BUDGET	MAR 31, 2004 ACTUAL	03/04 PROJECTED
(a)	(b)	(c)	(d)
1. BEGINNING BALANCE	0	0	0
INCOME			
2. 8330 FEDERAL GRANTS	4180823*	4,487,743	4180823*
3. 8622 ST. EOPS GRANTS	40,000	0	40,000
4. 8650 CAL. GRANTS	771,520	479,516	771,520
5. 8981 TRANSFER	344,073	133,737	344,073
6. 8860 INTEREST	0	0	0
7. TOTAL INCOME	5,336,416	5,100,996	5,336,416
8. TOTAL FUNDS AVAILABLE (Lines 1 +7)	5,336,416	5,100,996	5,336,416
EXPENSES			
9. 7500 FINANCIAL AID	5,336,416	5,285,415	5,336,416
10. TOTAL EXPENSES	5,336,416	5,285,415	5,336,416
11. ENDING BALANCE (Lines 7 - 10)	0	(184,419)	0

* Reflects current awards of PELL and SEOG

**AUXILIARY OPERATIONS
2003-2004
3rd Quarter Ending 03/31/04**

ACCOUNTS	2003-2004 ADOPTED BUDGET	2003-2004 ACTUALS	Projected To 06/30/04
BEGINNING BALANCE	1,913,238	1,913,238	1,913,238
ADJ. TO BEG. BALANCE		0	
ADJUSTED BEGINNING BAL.	1,913,238	1,913,238	1,913,238
INCOME			
GROSS SALES	6,268,349	6,031,482	6,694,943
LESS: COST OF GOODS	(4,756,330)	(4,240,713)	(5,074,766)
NET	1,512,019	1,790,769	1,620,177
VENDOR INCOME	561,118	430,129	573,505
AUXILIARY PROGRAM INCOME	273,700	191,389	271,571
NET INCOME	2,346,837	2,412,287	2,465,253
INTEREST	9,500	3,059	4,078
OTHER FUND TRANSFERS	0	0	0
TOTAL INCOME	2,356,337	2,415,346	2,469,331
TOTAL FUNDS AVAILABLE	4,269,575	4,328,584	4,382,569
EXPENDITURES			
STAFFING	1,103,968	779,893	1,106,921
FRINGE BENEFITS	160,530	148,641	199,081
OPERATING	2,068,305	600,699	2,180,692
COP'S	100,000	0	100,000
TOTAL EXPENDITURES	3,432,803	1,529,233	3,586,694
ENDING BALANCE	836,772	2,799,351	795,875



CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE



Fiscal Year 2003-2004

District:(780)SANTA MONICA Quarter Ended: (Q3) March 31, 2004

I. Historical and Current Perspectives of General Fund (Unrestricted and Restricted):

<u>Annual</u>	As of June 30 for fiscal year (FY) specified.			
	FY00-01	FY01-02	FY02-03	FY03-04
General Fund Revenues (Objects 8100, 8600, and 8800)	115,768,649	117,591,098	120,037,531	119,805,859
Other Financing Sources (Objects 8900)	323,963	1,019,335	269,125	275,721
General Fund Expenditures (Objects 1000-6000)	111,934,300	122,038,663	119,801,619	116,308,577
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	1,383,093	2,204,342	1,152,881	1,643,537
Reserve for contingency Unrestricted	0	0	0	3,995,523
Reserve for contingency Total	0	0	0	3,995,523
General Fund Ending Balance Unrestricted	5,821,609	1,210,760	767,374	0
General Fund Ending Balance Total	7,047,790	1,415,218	767,374	0
Prior-Year Adjustments	-1,397,467	0	1,094,683	0
Attendance FTES	20,083	21,814	22,729	16,599
<u>Quarter</u>	For the same quarter to each fiscal year (FY) specified			
	FY00-01	FY01-02	FY02-03	FY03-04
General Fund Cash Balance (Excluding investments)	13,542,363	9,884,779	7,641,557	17,578,221

II. General Fund (Unrestricted and Restricted) Year-To-Date Revenues and Expenditures:

	Total Budget (Annual)	Actual (Year-to-Date)	Percentage %
General Fund Revenues (Objects 8100, 8600, and 8000)	119,805,859	88,149,640	73.58
Other Financing Source (Objects 8900)	275,721	0	0.00
General Fund Expenditures (Objects 1000-6000)	116,308,577	75,017,597	64.50
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	1,643,537	444,262	27.03

III. Has the district settled any employee contracts during this quarter? Yes No If yes, complete the following: (If multi-year settlement, provide information for all years covered)

Salaries

Contract Period Settled (Specify)	Management		Academic(Certificated)		Classified	
	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*
Year 1	0		0		0	
Year 2	0		0		0	
Year 3	0		0		0	

* As specified in collective bargaining agreement.

Benefits

Contract Period Settled	Management Total	Academic Total	Classified Total
Year 1	0	0	0
Year 2	0	0	0
Year 3	0	0	0

Include a statement regarding the source of revenues to pay salary and benefit increases, e.g., from the district's reserves, from cost-of-living, etc.

IV. Did the district have significant events for the quarter(include incurrence of long-term debt, settlement of audit citings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS),issuance of COPs, etc.) Yes No
 If yes, list events and their financial ramifications.(Include additional pages of explanation if needed.)

V. Does the district have significant fiscal problems that must be addressed this year? Yes No

Next year? Yes No If yes, what are the problems and what actions will be taken?
 (Include additional pages of explanation if needed.)

THIS YEAR OUR PROBLEM IS TO SURVIVE THE CUTS THE DISTRICT MADE TO OFFSET REDUCED REVENUES AND INCREASED OPERATING COSTS CONTRACTUALLY REQUIRED AND STILL OFFER A VIABLE PROGRAM FOR OUR STUDENTS. WE ALSO NEED TO MAINTAIN THE INCREASE TO OUR ENDING BALANCE. NEXT YEAR WE NEED TO BE AT OUR 2002-03 LEVEL OF ENROLLMENT TO AVOID THE POST STABILIZATION PENALTIES. ENROLLMENT MANAGEMENT TO BE IMPLEMENTED TO MAXIMIZE FACILITY USEAGE AND FTE RECOVERY.

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BOARD OF TRUSTEES	INFORMATION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 10, 2004

INFORMATION ITEM D **REVIEW OF DISTRICT INVESTMENTS**

The attached statement shows the status of District investments as of March 30, 2004 and is presented for Board review. The report provides information required by California Government Code §53646. The investment portfolio is in compliance with District investment policy and will allow the District Trust Fund to meet expenditure requirements for the next six months. All investments are in government securities and high investment grade bonds and notes.

COMBINED TRUST FUND INVESTMENTS

3/31/2004

<u>TYPE OF INVESTMENT</u>	<u>ISSUER</u>	<u>DATE OF MATURITY</u>	<u>QUANTITY</u>	<u>TOTAL COST</u>	<u>MARKET VALUE AS OF 3/31/2004</u>	<u>SOURCE OF MARKET VALUATION</u>
MONEY FUND	CITIGROUP GLOBAL MARKETS			28,809	28,809	CITIGROUP GLOBAL MARKETS
US GOVERNMENT	FEDERAL HOME LOAN BANK CONS	Apr 12, 2004	600,000	618,182	600,564	CITIGROUP GLOBAL MARKETS
US GOVERNMENT	FEDERAL HOME LOAN BANK CONS	Aug 03, 2004	1,034,000	1,024,935	1,003,900	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	WESTERNBANK	Apr 08, 2004	84,000	84,000	84,000	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	INDEPENDENT BANK	Apr 12, 2004	34,000	34,000	33,993	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	CAPITAL ONE BANK	Apr 14, 2004	100,000	100,000	100,022	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	ACACIA FEDERAL SAVINGS	Apr 16, 2004	96,000	96,000	95,988	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	NEW SOUTH FEDERAL SAVINGS	Apr 16, 2004	96,000	96,000	96,001	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	FREMONT INVESTMENT & LOAN	Apr 29, 2004	96,000	96,000	95,967	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	LEHMAN BROTHERS BANK	Apr 29, 2004	96,000	96,000	95,967	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	BEAL BANK	Jun 23, 2004	96,000	96,000	95,939	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	MBNA AMERICA BANK	Jul 01, 2004	96,000	96,000	95,922	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNITED COMMUNITY BANK	Jul 02, 2004	96,000	96,000	95,882	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	PARKWAY BANK & TRUST	Aug 12, 2004	96,000	96,000	96,180	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNITED COMMUNITY BANK	Aug 12, 2004	96,000	96,000	96,162	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	BREMER BANK	Sep 24, 2004	96,000	96,000	95,852	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	ENCORE BANK	Sep 24, 2004	96,000	96,000	95,852	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	PNB FINANCIAL BANK, TX	Oct 15, 2004	96,000	96,000	95,997	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	INDYMAC BANK	Oct 27, 2004	96,000	96,000	95,747	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	WESTERN FINANCIAL BANK	Oct 29, 2004	96,000	96,000	95,768	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	IMPERIAL CAPITAL BANK	Mar 25, 2005	96,000	96,000	95,717	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNITED COMMUNITY BANK	Jul 22, 2005	96,000	96,000	95,376	CITIGROUP GLOBAL MARKETS
TOTAL				<u>3,425,926</u>	<u>3,385,605</u>	

SIMON TRUST FUND INVESTMENTS

3/31/2004

<u>TYPE OF INVESTMENT</u>	<u>ISSUER</u>	<u>DATE OF MATURITY</u>	<u>QUANTITY</u>	<u>TOTAL COST</u>	<u>MARKET VALUE AS OF 3/31/2004</u>	<u>SOURCE OF MARKET VALUATION</u>
MONEY FUND	CITIGROUP GLOBAL MARKETS			89,565	89,565	CITIGROUP GLOBAL MARKETS
US GOVERNMENT	FEDERAL NAT'L MORTGAGE ASSN	May 14, 2004	100,000	104,670	100,563	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	MIDFIRST BANK	Apr 02, 2004	96,000	96,000	95,990	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	COMMUNITY BANK OF NAPLES FL	May 04, 2004	96,000	96,000	95,997	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	AMCORE BANK	May 26, 2004	96,000	96,000	95,959	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNIVERSAL SAVINGS BANK	Jun 03, 2004	96,000	96,000	95,909	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	JUNIPER BANK	Jul 02, 2004	96,000	96,000	95,893	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	NEW SOUTH FEDERAL SAVINGS	Jul 07, 2004	96,000	96,000	95,891	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	NATIONAL BANK OF COMMERCE	Oct 29, 2004	96,023	96,023	95,997	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	FIRST AMERICAN BANK	Nov 05, 2004	96,000	96,000	96,001	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	STILLWATER NAT'L BANK	Nov 05, 2004	96,000	96,000	95,942	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	COLE TAYLOR BANK	Jul 29, 2005	96,000	96,000	95,556	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	FLAGSTAR BANK	Sep 12, 2005	96,000	96,000	95,382	CITIGROUP GLOBAL MARKETS
MONEY FUND	MARKET PORTFOLIO CL Y			5,995	5,995	BEAR STEARNS
TREASURY NOTE	U.S. GOVERNMENT	Nov. 15, 2005	300,000	305,627	321,281	BEAR STEARNS
CORPORATE BOND	NATIONSBANK	Jul. 15, 2004	125,000	125,227	126,713	BEAR STEARNS
CORPORATE BOND	BANKAMERICA	Sep. 15, 2005	125,000	127,037	134,220	BEAR STEARNS
TOTAL				<u>1,814,144</u>	<u>1,832,854</u>	

ASSOCIATED STUDENT BODY

3/31/2004

<u>TYPE OF INVESTMENT</u>	<u>ISSUER</u>	<u>DATE OF MATURITY</u>	<u>QUANTITY</u>	<u>TOTAL COST</u>	<u>MARKET VALUE AS OF 3/31/2004</u>	<u>SOURCE OF MARKET VALUATION</u>
MONEY FUND	CITIGROUP GLOBAL MARKETS			227,618	227,618	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	NEW SOUTH FEDERAL SAVINGS	Apr 07, 2004	24,000	24,000	23,997	CITIGROUP GLOBAL MARKETS
	INDEPENDENT BANK	Apr 12, 2004	26,000	26,000	25,995	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	NATIONAL BANK OF COMMERCE	Oct 29, 2004	95,999	96,023	95,997	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	ADVANTA BANK	Jan 21, 2005	96,000	96,000	95,683	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	UNITED COMMUNITY BANK	Jul 22, 2005	96,000	96,000	95,376	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	COLE TAYLOR BANK	Jul 29, 2005	96,000	96,000	95,556	CITIGROUP GLOBAL MARKETS
CERTIFICATES OF DEP.	FLAGSTAR BANK	Sep 12, 2005	96,000	96,000	95,382	CITIGROUP GLOBAL MARKETS
TOTAL				<u>757,641</u>	<u>755,604</u>	

BOARD OF TRUSTEES	INFORMATION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	May 10, 2004

INFORMATION ITEM E REPORT FROM CITIZENS' BOND OVERSIGHT COMMITTEE

Following are the minutes and related documents from the Citizens' Oversight Committee meeting held on April 21, 2004.

A meeting of the Santa Monica Community College District Citizens' Bond Oversight Committee was held on Wednesday, April 21, 2004 at 8 a.m. at Santa Monica College, Business Building Room 111, 1900 Pico Boulevard. Santa Monica, California.

1. CALL TO ORDER – 8:09 a.m.

2. ROLL CALL

- Linda Sullivan, Chair - Present
- Paul Leoni, Vice-Chair - Present
- Eleanore Meyer – Not Present
- Ed Moosbrugger - Present
- James Mount - Present
- Herb Reich - Present
- Herb Rose - Present
- Bertrand Staggers - Present
- Irma Vargas - Present
- Pierce Watson - Present
- Joe Weichman – Not Present
- Allen Weiss – Present

- Others Present:
- Tom Donner, Executive Vice-President, Business/Administration
 - John Jalili, Committee Advisor
 - Letty Kilian, Committee Staff Assistant
 - Lisa Rose, Committee Coordinator
 - Bruce Smith, Public Information Officer

3. APPROVAL OF MINUTES *(As amended per Herb Rose's request)**

Motion was made by Paul Leoni and seconded by Irma Vargas to approve the minutes of January 21, 2004.

Herb Rose expressed concern that the minutes do not sufficiently reflect discussions that take place during meetings. *He specifically requested that the minutes of January 21, 2004 be amended to reflect his questions about the Bundy campus and associated costs, and matching funds efforts. Further, Herb Rose requested that detailed responses to such questions be included in the minutes and/or included on the agenda for the next meeting as unfinished business. It was agreed that this would be helpful.

Unanimously approved with amendments as requested.

It was requested by Ed Moosbrugger that staff make sure that the agendas for meetings of this committee are being posted for appropriate access by the community, specifically in the Library, and at the same posting location as agendas for meetings of the Board of Trustees. It was mentioned that all documents related to the Citizens' Bond Oversight Committee are available on the SMC website:

<http://www.smc.edu/admin/trustees/CitizensBondOversightCommittee/default.htm>

4. REPORTS and DISCUSSION

Measure U Timeline/Measure U Project List

The order on the timeline list does not indicate the priority of the project. Some buildings have to be relocated before another building can be constructed. Projects lower on the list that require something else to happen will have a greater dependency on outside funding sources than on Measure U funds.

Student Services Building

The Student Services Building is low on the project list because a number of programs must be relocated in order to start construction of this important project. The building will be placed at the Pico side of the main campus where the amphitheater and Music building are currently located. The music department will be relocated to the Madison campus. International Student Center (ISC) in the amphitheater will be temporarily housed at 14th and Pico Blvd., then moved into the Student Services building with the other student services programs. Design of the Student Services Building must start by the fall of 2004 in order to meet state guidelines for funding in 2007-2008 at the earliest. There are other potential sources of funding for the Student Services Building in the form of Federal grants.

Emeritus College

The first priority of the Board of Trustees was to obtain a permanent home for Emeritus College. This has been completed and is the extent of the Measure U funds to be used for the Emeritus College, which is very close to the allocated amount of \$8,850,000. The difference in the cost of the project is covered by the Emeritus College account in the SMC Foundation.

Physical Education Temporary Building Replacement

The Physical Education temporary building replacement allows for the removal of the temporary buildings that are in the area of Phase 2 of the Liberal Arts Replacement and the Quad development. This replacement project will be completed in June, 2004. The delays in the DSA approval have not been made up.

Liberal Arts Replacement

Budget concerns forced the College to reject the bid for Phase I construction of the Liberal Arts replacement. Hard construction costs were estimated at \$7.3 million; the low bid was \$9.9 million. The District is value engineering the project and will bid it again in May, 2004. The second phase of the Liberal Arts replacement building has also been delayed as the District tries to adjust to the rising costs reflected in the initial bid for Phase I. New estimates at \$8.1 million are more realistic.

In response to a question from Herb Rose about the high bids, Tom Donner stated that there was only one bidder – Turner Construction at \$9.9 million. The District has asked another contractor (who will not bid on the project) to review the revised bid packet with an estimate of \$8.1 million. Prevailing wage has gone up as well as the price of steel, concrete and petroleum products. The District will be going out to bid in May; the bid will be awarded at the June meeting of the Board of Trustees. The delay of Phase I obviously delays Phase 2.

In response to a question from Herb Reich asked about the construction market, Tom Donner stated that the District would prefer to wait for the market to cool down, but other funding sources expect certain performance dates. Also, bids are high because there is a fear factor on the part of the contractor because the contractor must honor the contract even with an increase in the costs of materials or wages.

Science Complex Addition

The Science Complex Addition must be the last project because it uses the space provided by the completion of other projects. That does not make it a low priority. The District is preparing application or Federal grants to assist in the funding of construction. The Science Complex will probably not be funded by Measure U.

Parking

The District has received a federal grant for parking at the Bundy site and for parking at the Madison side. The only source of federal construction funds received right now is through the Department of Transportation for parking.

Bundy Site

The acquisition and renovation of the Bundy site addresses the Master Plan to build off campus. Plans include renovation of the four story building (\$10 million) and demolition of two one-story buildings. Herb Rose requested a breakdown of costs for Bundy campus. This item will be included as old business on the agenda for July 21, 2004 meeting.

Discussion

Review of the charts resulted in a discussion about construction costs and bidding methods.

- Change orders are needed when conditions are different than what the contractor expects. External forces such as a sudden increase in costs for materials are the contractor's responsibility. That is one of the problems with current low bid requirements imposed by the state – the District can't adjust for increased costs. Construction projects are low bid, fixed price.
- Herb Reich asked if there is a way to change the structure of the bidding because nobody truly knows what a project is going to cost. Can the District consider creative financing with the builder so that leftover money could be returned to the District? Tom replied saying the law does not allow that level of creativity. There are other ways of bidding.
- The District could do a design/build, but the Chancellor's Office must approve districts for design/build and they only allow six community colleges in the state to do design/build and projects must be over \$10 million. A design/build is when an architect and a general contractor respond to a request for proposal developed by the District and submit a proposal to design and build a project. They work hand-in-hand through the development of the project. Any change orders are absorbed by them, unless they are requested by the owner. The problem with the low bid requirement is that the low bidder looks for change orders. There is no architect that can build a multi million dollar building without change orders. The District builds in a five percent allowance for change orders. How well the architect and the contractor work together minimizes the cost of change orders. Jim Mount commented that with design/build, you get a "pedestrian" project. Tom added that many architects don't do design/build because they lose their "signature."
- Paul Leoni asked if the move of the Music Center to Madison is part of the Madison Theater project. Tom responded that the remodel for Music at the Madison site projects because of overbidding and shifting of state funds. Tom responded that all projects have merit; the question becomes how to modify projects and find alternate funding to supplement Measure U.

- o In response to Herb Rose's request for a matching funds report, Associate Vice-President, Planning and Development, Marvin Martinez will be invited to attend is not part of the Madison Theater project. The Student Services building project includes relocation of the Music to the instructional building at the Madison site. That cannot occur until nursing moves to the Bundy site.
- o Ed Moosbrugger expressed concern about the completion of the next meeting and present an update on grants – the process, grants received and rejected.

5. SCHEDULE OF MEETINGS, 2004-2005

Quarterly meetings are scheduled on the third Wednesday of the month at 8 a.m., in Business Building Room 111 (unless otherwise indicated):

July 21, 2004 - annual meeting
 (reelection of members and election of officers for 2004-2006)*
 October 20, 2004
 January 19, 2005
 April 20, 2005

*The following members of the committee are up for re-election:

Paul Leoni
 Ed Moosbrugger
 Jim Mount
 Herb Rose
 Herb Reich
 Bertrand Staggers
 Pierce Watson

Ed Moosbrugger expressed concern about the resignations (Nancy Greenstein and Graham Pope) and the membership of the committee. The Board of Trustees will look into appointing additional members, specifically one to represent the "taxpayers association" vacated by the resignation of Graham Pope.

6. PUBLIC COMMENTS

None

7. ADJOURNMENT: 9:15 a.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, July 21, 2004 at 8 a.m. in Business Building Room 111, Santa Monica College, 1900 Pico Boulevard, Santa Monica.

MEASURE "U" PROJECTS

The timelines for the projects have changed as each of the projects proceed through the various steps at often unexpected paces. Changes in the demands of the college outside the facilities planning process can shift the limited resources from one project to another.

The first priority of the Trustees was to obtain a permanent home for Emeritus College. This has been completed. The preparation of the Bundy site for classrooms and shuttle usage has become the next priority because the college must restore enrollment to the 02-03 reported FTES level. This means all the lost classroom space must be recovered. For instance the Unified no longer allows the College to rent classrooms at the high school for evening classes as it did in 02-03. Also the City of Santa Monica plans to use the airport shuttle lot as part of its Airport Park. The Bundy site would make a logical replacement shuttle stop if the City of Santa Monica will allow our students to have access and egress at Airport Avenue as BAE did when it was at the site..

The remodel of Library Village (temporary library) for the Math Dept and the Learning Differences Center allows for the removal of the temporary buildings that are in the way of the Liberal Arts replacement buildings. The remodel project is at the substantial completion phase and will be ready for the '04 Summer Session.

Budget concerns forced the College to reject the bid for Phase I construction of the Liberal Arts replacement. Hard construction costs were estimated at \$ 7.3 million; the low bid was \$ 9.9 million. We are value engineering the project and will bid it again in May, 2004. The second Phase of the Liberal Arts replacement building has also been delayed as we try to adjust to the rising costs reflected in the initial bid for Phase I.

The P.E. temporary building replacement allows for the removal of the temporary buildings that are in the area of Phase 2 of the Liberal Arts Replacement and the Quad development. This replacement project will be completed in June 2004. The delays in the DSA approval have not been made up as we had hoped.

The Student Services Building is low on the project list because a number of programs must be relocated in order to start construction of this important project. The building will be placed at the Pico side of the main campus where the amphitheater and Music building are currently located. The music department will be relocated to the Madison campus. International Student Center (ISC) in the amphitheater will be temporarily housed at 14th and Pico Blvd., then moved into the Student Services building with the other student services programs. Design of the Student Services Building must start by the fall of 2004 in order to meet the state guidelines for funding in 2007-2008 at the earliest.

The Literacy Center at 14th and Pico Blvd. has been put on hold until the college can develop planning sessions with the City of Santa Monica and the local neighbors to review the intermediate and long term uses for the property. This impacts the relocation of ISC and the ESL Center.

Infrastructure and safety is not a single project, but a compilation of many projects. It includes utilities, restrooms, earthquake mitigation, access requirements, security, and related construction.

The Pico Entrance is also a number of projects that are pieced together to improve the College's interface with the community. Improving the Pico side of the campus is the high visibility portion and will include shuttle stop and landscaping.

The Science Complex Addition must be the last project because it uses the space provided by the completion of the other projects. That does not make it a low priority. We are preparing applications for Federal grants to assist in the funding of construction.

All of the projects are tied together in various ways and unfortunately this means a delay or change in one will have a ripple effect touching all the projects downstream.

Santa Monica Community College District
Citizen's Bond Oversight Committee

Project Name	Total Projected Costs	Measure U Funding	Other Funding Source(s)	Contracts Entered Into	Bond Offering (Bond Fund)	
					Allocated	Draw Down
1 Emeritus College Facility	9,500,000	8,850,000	Emeritus College	9,250,000	8,850,000	8,846,991
2 Main Stage	8,475,700	8,475,700		1,221,670	2,000,000	1,004,158
3 P.E. Temp. Bldg. Replacement	2,647,000	2,647,000		2,440,000	2,647,000	1,202,836
4 Electrical Lights Modern	440,150	30,550	(on hold)	-	30,550	30,550
5 (a) Bundy Campus Renovations & Parking (b) Bundy Campus Bldg. 5	73,300,000 10,857,000	72,590,000 10,857,000		31,359,500 7,048,500	4,150,500 1,256,747	1,369,335 527,598
6 (a) Liberal Arts – phase 1 (b) Liberal Arts – phase 2	9,615,000 12,700,000	1,075,000 130,000	FEMA & SMRDA State & SMRDA	1,035,910 690,606	1,075,000 130,000	560,497 -
7 Remodel Library Village	1,253,214	1,253,214		1,197,280	1,253,214	895,861
8 Master Plan Update	500,000	500,000		100,000	500,000	66,095
9 14 th & Pico Site	11,355,000	11,355,000		627,790	890,000	312,392
10 North Quad Plaza	2,936,000	2,936,000		270,000	270,000	231,053
11 Infrastructure & Safety	2,640,000	2,640,000		775,721	775,721	774,611
12 Student Services Bldg.	27,112,000	7,961,300	State	750,000	750,000	653,984
13 Pico Entrance	2,903,000	2,903,000		250,000	250,000	190,618
14 Replace Letters/Sci Bldg. (off-campus)	9,095,236	9,095,236		-	-	-
15 Science Complex Addition	15,996,000	15,996,000		-	-	-
16 Property Acquisition	705,000	705,000		705,000	705,000	704,534
TOTALS	202,030,300	160,000,000		58,188,245	26,000,000	17,371,113

Santa Monica Community College District
Measure U Bond Timeline

	Project Name	Completion	2002	2003	2004	2005	2006	2007	2008	2009
1	Emeritus College Facility	<i>Completed</i>								
2	PE Temp. Bldg. Replacement	June 2004								
3	Master Plan Update	<i>In Process</i>								
4	Remodel Library Village	<i>Completed</i>								
5	Bundy Site Improvements	August 2004								
6	Bundy West Building	May 2005								
6	Main Stage	October 2005								
7a	Liberal Arts - Phase 1	October 2005								
7b	Liberal Arts - Phase 2	August 2006								
8	Madison Remodel for Music	December 2005								
9	Shuttle Replacement Parking	June 2006								
10	North Quad Plaza	August 2006								
11	Infrastructure & Safety	2005-2006								
12	14th & Pico Site	December 2006								
13	Student Services Bldg.	December 2010								
14	Pico Entrance	December 2010								
16	Letters & Sci Demo/Restore	January 2010								
17	Science Complex Addition	August 2011								

4/12/04

- Planning, Design, Permits, Bidding - Construction

BOARD OF TRUSTEES Santa Monica Community College District	ADJOURNMENT May 10, 2004
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ADJOURNMENT

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Monday, June 7, 2004 at 7 p.m. (5:30 p.m. if there is a closed session prior to the regular business meeting) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.