



## Meeting of the Board of Trustees

August 25, 2014

### CALL TO ORDER: 5:00 P.M.

#### 1.0 PROCEDURAL MATTERS

##### 1.1 Call to Order

##### 1.2 Public Comments

*Members of the public may address the Board on items listed to be discussed in **closed session**. If you wish to address the board on a closed session item, please complete a yellow form entitled, "Request to Speak" and submit it to the board's Executive Assistant. These forms are available outside the board room. **Speakers are limited to two minutes each.***

### RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- 1.3 Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957(b)) (6 matters)
  - A. Public Employee Discipline, Dismissal, Release (GC Section 54957(b).) (3 matters)
  - B. Public Employee Appointment or Employment (3 matters)
    - Counseling Office Assistant at Saddleback – Leave Request
    - Faculty Member – Leave Request
    - Career Guidance Specialist at Saddleback College – Leave Request
- 1.4 Conference with Labor Negotiators (GC Section 54957.6)
  - A. SOCCCD Faculty Association
    - Agency Designated Negotiator: David Bugay, Ph.D.
- 1.5 Conference with Real Property Negotiators (GC Section 54956.8) (1 matter)
  - A. Lease of Property by District: Portion of Saddleback College site: MG Promenade Apartments LLC, 28032 Marguerite Parkway, Mission Viejo.
    - 1. Agency Designated Negotiator: Debra Fitzsimons, Ed.D.
      - Regarding price and terms of payment
- 1.6 Conference with Legal Counsel (GC Section 54956.9)
  - A. Anticipated Litigation (GC Section 54956.9(d)(2) and (e)(1) and (2) (3 cases)

### RECONVENE OPEN SESSION: 6:15 P.M.

*It is the Board's intent to reconvene in public session at the time specified herein. If closed session business has not been completed by the time public session is scheduled to be reconvened, the Board may either remain in closed session longer, or reconvene in public and again recess to a closed session after completion of the public agenda. After the completion of any subsequent closed session, the Board shall again reconvene in public, and make any necessary reports of action taken before adjourning the meeting.*

## **2.0 PROCEDURAL MATTERS**

### **2.1 Actions Taken in Closed Session**

### **2.2 Invocation**

Led by Trustee T.J. Prendergast

### **2.3 Pledge of Allegiance**

Led by Trustee James Wright

### **2.4 Public Comments**

*Members of the public may address the Board on any item on the agenda at this time or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at this time. If you wish to address the board, please complete a yellow form entitled, "Request to Speak" and submit it to the board's Executive Assistant. These forms are available outside the board room. **Speakers are limited to up to two minutes each.***

### **2.5 Recognitions: Speakers are limited to two minutes each.**

#### **A. Resolutions:**

1. None

#### **B. Commendations:**

1. Irvine Valley College President Glenn Roquemore will commend Nancy Montgomery, Director of Health, Wellness and Veterans, who was honored by the Black Chamber of Commerce on August 21 for her leadership, work in the community and support of veteran students.

## **3.0 REPORTS**

### **3.1 Oral Reports: *Speakers are limited to up to two minutes each.***

#### **A. Board Reports**

#### **B. Chancellor's Report**

- C. College Presidents' Reports (*Written Reports included in Section 8.0*)
- D. Associated Student Government Reports
- E. Board Request(s) for Reports

#### **4.0 DISCUSSION ITEMS**

- 4.1 None

#### **5.0 CONSENT CALENDAR ITEMS**

*All matters on the consent calendar are routine items and are to be approved in one motion unless a Board member requests separate action on a specific item, and states the compelling reason for separate action.*

- 5.1 **SOCCCD: Board of Trustees Meeting Minutes**  
Approve minutes of a Regular Meeting held on July 21, 2014.
- 5.2 **SOCCCD: Irvine Valley College, Student Services Center Air Handling Units Replacement Project, Change Order No. 2, Trane U.S., Inc.**  
Approve change order and authorize staff to execute the corresponding change order with the contractor which will result in an increase of \$4,192 in the total project cost and a revised contract amount of \$598,483.
- 5.3 **SOCCCD: Irvine Valley College, Grant Acceptance, MentorLinks**  
Approve the American Association of Community Colleges grant award for \$20,000.
- 5.4 **SOCCCD: Irvine Valley College, Grant Renewal Acceptance, Deputy Sector Navigator Grant in Energy Efficiency & Utilities**  
Accept this renewal grant award of \$200,000 from the California Community Colleges Chancellor's Office.
- 5.5 **SOCCCD: Irvine Valley College ATEP IVC First Building, Adopt Resolution No. 14-28 Design-Build Delivery Method**  
Adopt resolution to authorize the use of design-build for the ATEP IVC First Building project.
- 5.6 **Saddleback College and Irvine Valley College: Speakers**  
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 5.7 **Saddleback College and Irvine Valley College: Community Education Fall 2014**  
Approve Fall 2014 Community Education courses, presenters, and compensation

- 5.8 **SOCCCD: Saddleback College Photo-Radio-Television Renovation Project, Substitution of Subcontractor, Elite Air Conditioning, Inc.**  
Approve the removal and substitution of subcontractors.
- 5.9 **SOCCCD: Budget Amendment: Adopt Resolution No. 14-27 to Amend FY 2013-2014 Adopted Budget**  
Adopt resolution to amend the FY 2013-2014 Adopted Budget.
- 5.10 **SOCCCD: Contract Specialist Services for HR/Finance Software Procurement, Facilities Planning and Program Services, Inc.**  
Approve the agreement for Contract Specialist Services with Facilities Planning and Programming Services for a contract total of \$118,000.
- 5.11 **SOCCCD: Agreement for Special Services: Atkinson, Andelson, Loya, Ruud & Romo**  
Approve the retainer agreement effective July 1, 2014 through June 30, 2016.
- 5.12 **SOCCCD: Contract for Quality Assurance Services, eNamix**  
Approve the agreement for an amount not to exceed \$161,280 for the term of September 1, 2014 to August 31, 2015.
- 5.13 **SOCCCD: Contract for Database Design Services, Nimble Consulting**  
Approve the agreement for an amount not to exceed \$264,096 for the term of September 1, 2014 to August 31, 2015.
- 5.14 **SOCCCD: Contract for Software Development Services, Redisq Technologies**  
Approve the agreement for a total amount not to exceed \$120,960 for the term of September 1, 2014 to August 31, 2015.
- 5.15 **SOCCCD: Contract for Software Development Services, Synergy Software Solutions**  
Approve the agreement, for a total amount not to exceed \$205,632 for the term of September 1, 2014 to August 31, 2015.
- 5.16 **SOCCCD: Professional Services for Design-Build Procurement, Alternative Delivery Solutions, LLC**  
Approve the agreement with Alternative Delivery Solutions, LLC, for a total contract amount of \$273,000.
- 5.17 **SOCCCD: Promenade Apartments, Assumption of Lease and Release, and Related Estoppel and Agreement for New Lessee, FPA4 Promenade, LLC (FPA)**  
Approve the assignment of the Ground Lease by MG Promenade to FPA and approve a motion to authorize the execution by the Vice Chancellor of Business Services of the Assignment Agreement and the Estoppel Agreement and any other documents necessary to carry out the terms thereof.



- 5.18 **SOCCCD: Trustees' Requests for Attending Conferences**  
Approve/Ratify Trustees' requests for attending conferences.
- 5.19 **SOCCCD: Gifts to the District and Foundations**  
Accept donations.
- 5.20 **SOCCCD: Purchase Order/Confirming Requisitions**  
Approve purchase orders numbered P14-04534 through P14-04544 amounting to \$755,953.46 and P15-00508 through P15-01296 amounting to \$9,835,473.39.
- 5.21 **SOCCCD: Transfer of Budget Appropriations**  
Ratify transfer of budget appropriations as listed.
- 5.22 **SOCCCD: Payment of Bills**  
Approve the payment of bills as listed.
- 5.23 **SOCCCD: July and August 2014 Contracts**  
Ratify contracts as listed.

## **6.0 GENERAL ACTION ITEMS**

- 6.1 **SOCCCD: Adopted Budget for Fiscal Year 2014-2015**  
Approve the FY 2014-2015 Adopted Budget as presented.
- 6.2 **Saddleback College and Irvine Valley College: FY 2014-2015 Student Government Adopted Budgets**  
Approve the FY 2014-2015 adopted student government budgets as presented.
- 6.3 **SOCCCD: Irvine Valley College, Student Services Center Air Handling Units Replacement Project, Notice of Completion, Trane U.S., Inc.**  
Authorize the filing of the Notice of Completion to Trane U.S., Inc. for a final contract amount of \$598,483.
- 6.4 **SOCCCD: Irvine Valley College Lighting Retrofit for Roadways, Walkways & Parking Lots Project, Change Order No.2, Anderson & Howard Electric, Inc.**  
Approve Change Order Request No. 2 for the project and authorize staff to execute the corresponding change order which will result in an increase of \$127,876 in the total project cost. The revised contract amount is \$1,427,876.
- 6.5 **SOCCCD: Division of State Architect (DSA) Resident Inspector, Inspection Services Amendment No. 1, Todd's Inspection Testing Service and Associates**  
Approve Amendment No. 1 through August 26, 2018, for a total contract value of \$800,000.

- 6.6 **Saddleback College: Grant Acceptance, Orange County Career Pathways Partnership program**  
Accept this award of \$1,297,862 from the Orange County Department of Education for the Orange County Career Pathways Trust program.
- 6.7 **SOCCCD: 2015-2016 Academic Calendar**  
Approve the proposed Academic Calendar for 2015-2016.
- 6.8 **SOCCCD: Board Policy Revision BP-3002 Audits, BP-4101.2 Number of Pay Installments Academic Personnel, BP 4207 Payroll Period for Classified Management Personnel, BP-4019 Elder and Dependent Adult Abuse Reporting, BP-5520 Accreditation**  
Accept for discussion and approval.
- 6.9 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**  
Authorize payment to Trustee Padberg who was absent from the July 21, 2014 board meeting.
- 6.10 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**  
Authorize payment to Trustee Milchiker who was absent from the July 21, 2014 board meeting.
- 6.11 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**  
Authorize payment to Trustee Jay who was absent from the July 21, 2014 board meeting.
- 6.12 **SOCCCD: Academic Personnel Actions – Regular Items**  
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund.
- 6.13 **SOCCCD: Classified Personnel Actions – Regular Items**  
Approve New Personnel Appointments, Authorization to Establish and Announce A Classified Position, Change Reporting Structure, Reorganization, Out of Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.

## **7.0 REPORTS**

- 7.1 **Saddleback and Irvine Valley College Foundations Annual Report**  
An annual report from the Foundation Executive Directors.

- 7.2 **Saddleback College and Irvine Valley College: Speakers**  
A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 7.3 **SOCCCD: Basic Aid Report**  
Report on projected receipts and approved projects.
- 7.4 **SOCCCD: Facilities Plan Status Report**  
Status of current construction projects.
- 7.5 **SOCCCD: Monthly Financial Status Report**  
The reports display the adopted budget, revised budget and transactions through June 30, 2014.
- 7.6 **SOCCCD: Quarterly Financial Status**  
The California Community Colleges Quarterly Financial Status Report for SOCCCD, as of June 30, 2014 for FY 2013-2014.
- 7.7 **SOCCCD: Quarterly Investment Report**  
This report is for the quarter ending on June 30, 2014.
- 7.8 **SOCCCD: Retiree (OPEB) Trust Fund**  
The report is for period ending July 31, 2014.

## **8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS**

*Reports by the following individuals and groups may be written and submitted through the docket process prior to distribution of the Board agenda packet. **Speakers are limited to two minutes each.***

- A. Saddleback College Academic Senate
- B. Faculty Association
- C. Irvine Valley College Academic Senate
- D. Associate Vice Chancellor, Economic Development
- E. Vice Chancellor, Technology and Learning Services
- F. Vice Chancellor, Human Resources
- G. Vice Chancellor, Business Services
- H. Irvine Valley College Classified Senate
- I. California School Employees Association
- J. Saddleback College Classified Senate
- K. Police Officers Association

## **9.0 ADDITIONAL ITEMS**

**ADJOURNMENT** (or continuation of closed session if required): **9:00 P.M.**

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Minutes of the Board of Trustees Meeting  
**ACTION:** Approval

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Minutes from:

July 21, 2014 Regular Meeting of the Board of Trustees (Exhibit A)

are submitted to the Board for review and approval.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
RONALD REAGAN BOARD OF TRUSTEES ROOM - RM 145  
HEALTH SCIENCES/DISTRICT OFFICES BLDG., SADDLEBACK COLLEGE**

**MINUTES OF THE BOARD OF TRUSTEES' MEETING  
July 21, 2014**

**PRESENT**

Members of the Board of Trustees:

T.J. Prendergast, President  
Timothy Jemal, Member  
David B. Lang, Member  
James R. Wright, Member  
Keefe Carrillo, Student Member

Administrative Officers:

Gary Poertner, Chancellor  
Robert Bramucci, Vice Chancellor, Technology and Learning Services  
David Bugay, Vice Chancellor, Human Resources  
Tod Burnett, President Saddleback College  
Randy Peebles, Associate Vice Chancellor, Economic Development

**ABSENT**

Bill Jay, Member  
Marcia Milchiker, Clerk  
Nancy M. Padberg, Vice President

Debra Fitzsimons, Vice Chancellor, Business Services  
Glenn Roquemore, President Irvine Valley College

**CALL TO ORDER: 5:00 P.M.**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

1.2 Public Comments

*Members of the public may address the Board on items listed to be*

*discussed in **closed session**. If you wish to address the board on a closed session item, please complete a yellow form entitled, "Request to Speak" and submit it to the board's Executive Assistant. These forms are available outside the board room. **Speakers are limited to two minutes each.***

One public comment referencing an item presented in closed session.

**RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:**

- 1.3 Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957(b).) (1)  
Public Employee Appointment or Employment
  - A. Director, Student Life (IVC)
- 1.4 Conference with Labor Negotiators (GC Section 54957.6)
  - A. SOCCCD Faculty Association  
Agency Designated Negotiator: David Bugay, Ph.D.
- 1.5 Conference with Legal Counsel (GC Section 54956.9)
  - A. Anticipated Litigation (GC Section 54956.9(d)(2) and (e)(1) (1 case)

**RECONVENE OPEN SESSION: 6:00 P.M.**

*It is the Board's intent to reconvene in public session at the time specified herein. If closed session business has not been completed by the time public session is scheduled to be reconvened, the Board may either remain in closed session longer, or reconvene in public and again recess to a closed session after completion of the public agenda. After the completion of any subsequent closed session, the Board shall again reconvene in public, and make any necessary reports of action taken before adjourning the meeting.*

**2.0 PROCEDURAL MATTERS**

**2.1 Actions Taken in Closed Session**

**2.2 Invocation**

Led by Trustee David Lang

**2.3 Pledge of Allegiance**

Led by Trustee T.J. Prendergast, III

**2.4 Public Comments**

*Members of the public may address the Board on any item on the agenda at this time or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at this time. If you wish to address the board, please complete a*

*yellow form entitled, "Request to Speak" and submit it to the board's Executive Assistant. These forms are available outside the board room. **Speakers are limited to up to two minutes each.***

One public comment inviting the public to attend Godspell performances at Saddleback College.

**2.5 Recognitions: Speakers are limited to two minutes each.**

**A. Resolutions:**

1. None

**B. Commendations:**

1. Saddleback College President Tod Burnett commended Director of Broadcast Services Terry Wedel and Director of Learning Assistance Patti Weekes for their years of service at Saddleback College.

**3.0 REPORTS**

**3.1 Oral Reports: *Speakers are limited to up to two minutes each.***

- A. Board Reports
- B. Chancellor's Report
- C. College Presidents' Reports (*Written Reports included in Section 8.0*)
- D. Associated Student Government Reports
- E. Board Request(s) for Reports
  1. Request for Report on Enrollment Management at Saddleback College and Irvine Valley College.

On a motion made by Trustee Lang and seconded by Trustee Wright, the Board Request for Report submitted by Trustee Milchiker was approved on a 4-0 vote with Trustees Jay, Padberg and Milchiker absent.

2. Request for Report on Career Technical Education Certificate Programs.

On a motion made by Trustee Lang and seconded by Trustee Wright, the Board Request for Report submitted by Trustee Jemal was approved on a 4-0 vote with Trustees Jay, Milchiker and Padberg absent.

**4.0 DISCUSSION ITEMS**

**4.1 Saddleback College and Irvine Valley College: Student Success Scorecard for Community Colleges**

A presentation on performance indicators for Saddleback College and

Irvine Valley College.

Denice Inciong, District Director of Research, Planning and Data Management, Caroline Durdella, Director of Research, Planning and Accreditation at Saddleback College and Craig Hayward, Director of Research, Planning and Accreditation at Irvine Valley College presented an overview of the scorecard performance indicators for each college.

## **5.0 CONSENT CALENDAR ITEMS**

*All matters on the consent calendar are routine items and are to be approved in one motion unless a Board member requests separate action on a specific item, and states the compelling reason for separate action.*

Trustee Jemal requested to pull items 5.7 and 5.9. Trustee Wright requested to pull item 5.11.

On a motion made by Trustee Jemal and seconded by Trustee Lang, the remainder of the consent calendar was approved on a 4-0 vote with Trustees Jay, Milchiker and Padberg absent.

- 5.1 **SOCCCD: Board of Trustees Meeting Minutes**  
Approve minutes of a Regular Meeting held on June 23, 2014.
- 5.2 **Saddleback College: Study Abroad Program to Oaxaca, Mexico**  
Approve the Saddleback College Study Abroad Program to Oaxaca, Mexico in the fall of 2015 and direct the administration to execute the Education Tour Field Study Travel Contractor Agreement with Sol Education Abroad for coordinating all travel agreements.
- 5.3 **Saddleback College: Program Revisions for the 2014-15 Academic Year**  
Approve the proposed program change for the 2014-15 academic year at Saddleback College.
- 5.4 **Saddleback College: Grant Acceptance, Enrollment Growth and Retention Program**  
Accept this award renewal of \$346,187 from the Board of Governors California Community College Chancellor's Office.
- 5.5 **SOCCCD: Saddleback College, Fine Arts HVAC Upgrades and Interior Renovation Project, Architectural Agreement Amendment No. 1, gkkworks**  
Approve amendment for additional architectural services in the amount of \$7,880 for a total project fee of \$257,880 and a revised submission date to DSA of September 15, 2014.



- 5.6 **Saddleback College and Irvine Valley College: Speakers**  
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 5.7 **SOCCCD: Irvine Valley College A400 Design Build Project, Change Order No. 2, Swinerton Builders**  
Approve and authorize staff to execute the corresponding contract change order which will result in an increase of \$300,000 for a revised contract total of \$9,150,000.

On a motion made by Trustee Lang and seconded by Trustee Jemal, this item was approved on a 4-0 vote.

- 5.8 **SOCCCD: City of Irvine Education Partnership Fund Grant Agreement with Irvine Valley College Foundation and Related Grant Sub-Agreement**  
Approve the grant agreement for \$100,000 and the related grant sub-agreement between Irvine Valley College Foundation and Irvine Valley College for the non-scholarship portion of the grant for the project year 2014-2015.
- 5.9 **SOCCCD: Authorization for District-wide Institutional Memberships FY 2014-2015**  
Approve the FY 2014-2015 memberships and estimated dues for organizations.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 4-0 vote.

- 5.10 **SOCCCD: Ratify 2014-2015 Five Year Construction Plan Revision**  
Approve the request for ratification to the modification of the Five Year Construction Plan.
- 5.11 **SOCCCD: 2015-2016 Academic Calendar**  
Accept for review and study the proposed Academic Calendar for 2015-2016.

On a motion made by Trustee Jemal and seconded by Trustee Lang, this item was approved on a 4-0 vote.

- 5.12 **SOCCCD: Gifts to the District and Foundations**  
Accept donations.
- 5.13 **SOCCCD: Purchase Order/Confirming Requisitions**  
Approve purchase orders numbered P14-04445 through P14-04532 amounting to \$1,162,904.61 and P15-00144 through P15-00507 amounting to \$33,882,190.59 are submitted to the Board of Trustees for approval. Confirming requisitions dated June 4, 2014 through June 30, 2014 totaling \$73,119.10 are also submitted.

- 5.14 **SOCCCD: Adopt Resolution No. 14-22: Appropriations Limit for 2014-2015 (Gann Limit)**  
Adopt resolution establishing the required State constitutional appropriations limit for FY 2014-2015.
- 5.15 **SOCCCD: Payment of Bills**  
Approve Checks No. 181440 through 182093 processed through the Orange County Department of Education, totaling \$6,533,583.98; and Checks No. 011087 through 011137, processed through Saddleback College Community Education, totaling \$230,494.48; and Checks No. 009254 through 009260, processed through Irvine Valley College Community Education, totaling \$9,494.06.
- 5.16 **SOCCCD: June and July 2014 Contracts**  
Ratify contracts as listed.

## **6.0 GENERAL ACTION ITEMS**

- 6.1 **SOCCCD: Saddleback College, Health Sciences Wet Seal Project, Award of Bid No. 2018, Kinsman Construction, Inc.**  
Award the bid and approve the agreement in the amount of \$531,000.  
  
On a motion made by Trustee Jemal and seconded by Trustee Lang, this item was approved on a 4-0 vote.
- 6.2 **SOCCCD: Saddleback College, Technology & Applied Sciences Building Renovation, Architectural Agreement Amendment No. 3, gkkworks**  
Approve amendment of additional architectural services in the amount of \$10,700 for a total fee of \$834,607.  
  
On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 4-0 vote.
- 6.3 **SOCCCD: Irvine Valley College, Student Services Center Air Handling Units Replacement Project, Change Order Nos. 1, 2 and 3, Trane U.S., Inc.**  
Approve and authorize staff to execute change orders resulting in an increase of \$4,281 in the total project cost. The revised contract amount is \$594,291.  
  
On a motion made by Trustee Jemal and seconded by Trustee Wright, this item was approved on a 4-0 vote.
- 6.4 **SOCCCD: Irvine Valley College, Lighting Retrofit for Roadways, Walkways & Parking Lots Project, Change Order No.1, Anderson &**

**Howard Electric, Inc.**

Approve and authorize staff to execute change order resulting in a no cost time extension to the project. The contract value will remain \$1,300,000.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 4-0 vote.

**6.5 Irvine Valley College: School of Humanities and Languages and the School of Library Services Realignment**

Approve the realignment in an effort to increase efficiencies and yield two balanced schools to be named as the School of Humanities and the School of Languages and Learning Resources, effective July 22, 2014. The Dean of Liberal Arts will continue to oversee both schools.

On a motion made by Trustee Jemal and seconded by Trustee Wright, this item was approved on a 4-0 vote.

**6.6 Irvine Valley College: Name Change to School of the Arts**

Approve the name change from the "School of Fine Arts" to the "School of the Arts," effective July 22, 2014.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 4-0 vote.

**6.7 SOCCCD: Board Policy Revision BP-3002 Audits, BP-4101.2 Number of Pay Installments Academic Personnel, BP 4207 Payroll Period for Classified Management Personnel, BP-4019 Elder and Dependent Adult Abuse Reporting, BP-5520 Accreditation**

Accept for review and study.

On a motion made by Trustee Lang and seconded by Trustee Jemal, this item was approved on a 4-0 vote.

**6.8 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**

Authorize payment to Trustee Padberg who was absent from the June 23, 2014 board meeting.

On a motion made by Trustee Lang and seconded by Trustee Jemal, this item was approved on a 4-0 vote.

**6.9 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**

Authorize payment to Trustee Wright who was absent from the June 23, 2014 board meeting.

On a motion made by Trustee Jemal and seconded by Trustee Lang, this item was approved on a 3-1 vote with Trustee Wright abstaining.

- 6.10 **SOCCCD: Administrators and Classified Managers Parking Fees**  
Approve the new parking fee for administrators and classified managers effective fall 2014, at the rate of \$80 annually which is consistent with the student rate. In the future, these rates will remain consistent with student rates.

On a motion made by Trustee Jemal and seconded by Trustee Wright, this item was approved on a 3-1 vote with trustee Wright casting a negative vote.

- 6.11 **SOCCCD: Correction to Resolution No. 14-17: Classified Employee Layoff**  
Correct position number on resolution for reduction of hours in a categorical-funded position previously approved by the Board of Trustees.

On a motion made by Trustee Jemal and seconded by Trustee Lang, this item was approved on a 4-0 vote.

- 6.12 **SOCCCD: Academic Personnel Actions – Regular Items**  
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Extension of Temporary Administrative Assignment, Resignation/Retirement/Conclusion of Employment.

On a motion made by Trustee Wright and seconded by Trustee Lang, this item was approved on a 4-0 vote.

- 6.13 **SOCCCD: Classified Personnel Actions – Regular Items**  
Approve New Personnel Appointments, Authorization to Establish and Announce a Classified Position, Authorization to Eliminate and Create Classified Positions, Reorganization, Change of Status, Out of Class Assignments, Leave of Absence, Resignation/Retirement/Conclusion of Employment, Volunteers.

On a motion made by Trustee Jemal and seconded by Trustee Lang, this item was approved on a 4-0 vote.

## 7.0 **REPORTS**

- 7.1 **SOCCCD: CCCT Student Trustee Member Election - 2014**  
CCCT Student Trustee Member Election Information.
- 7.2 **Saddleback College and Irvine Valley College: Speakers**  
A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 7.3 **SOCCCD: Basic Aid Report**  
Report on projected receipts and approved projects.

7.4 **SOCCCD: Facilities Plan Status Report**  
Status of current construction projects.

7.5 **SOCCCD: Retiree (OPEB) Trust Fund**  
The report is for period ending June 30, 2014.

## 8.0 **REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS**

*Reports by the following individuals and groups may be written and submitted through the docket process prior to distribution of the Board agenda packet. **Speakers are limited to two minutes each.***

- A. Saddleback College Academic Senate
- B. Faculty Association
- C. Irvine Valley College Academic Senate
- D. Associate Vice Chancellor, Economic Development
- E. Vice Chancellor, Technology and Learning Services
- F. Vice Chancellor, Human Resources
- G. Vice Chancellor, Business Services
- H. Irvine Valley College Classified Senate
- I. California School Employees Association
- J. Saddleback College Classified Senate
- K. Police Officers Association

## 9.0 **ADDITIONAL ITEMS**

**ADJOURNMENT** (or continuation of closed session if required): **9:00 P.M.**

The meeting was adjourned at 7:38 p.m. in memory of Saddleback College student Aaron Friebling.



Gary L. Poertner, Secretary

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College, Student Services Center Air Handling Units Replacement Project, Change Order No. 2, Trane U.S., Inc.

**ACTION:** Approval

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### **BACKGROUND**

The Board of Trustees approved basic aid funding for the Irvine Valley College Student Services Center Air Handling Units Replacement project for a total budget of \$780,000. On February 24, 2014, the Board of Trustees approved a \$590,010 construction contract with Trane U.S., Inc. Previously approved change orders increased the contract by \$4,281 for a revised amount of \$594,291.

### **STATUS**

EXHIBIT A describes the required modifications contained in Change Order Request No. 4. Approval will result in an increase of \$4,192 in the total project cost.

The total change to the contract does not exceed the 10% limit allowed by Public Contract Code. Approval will bring the revised contract to \$598,483.

Basic aid funds are available within the approved project budget of \$780,000.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Change Order Request No. 4 (EXHIBIT A) for the Irvine Valley College, Student Services Center Air Handling Units Replacement project and authorize staff to execute the corresponding change order with the contractor which will result in an increase of \$4,192 in the total project cost. The revised contract amount is \$598,483.

IVC - SSC Air Handling Units Replacement Project  
Board Change Order No. 2  
August 25, 2014

Bid #	BID PACKAGE DESCRIPTION	CONTRACTOR		CONTRACT AMOUNT	Previously Approved COR's	BCO COR Total	REVISED CONTRACT AMOUNT	Previoulsy Approved Time Extension (cal days)
N/A	General Contractor	Trane, U.S., Inc.		\$590,010.00	\$4,281.00	\$4,192.00	\$598,483.00	
		17760 Rowland Street City of Industry, CA 91748	<b>TOTAL</b>	<b>590,010.00</b>			<b>598,483.00</b>	<b>0</b>

COR No.	Date	Description	Requested	Status	Amount	Time Extension
4	6/18/2014	Provide and install four (4) exhaust damper actuators, mounting and linkage on AHU's 1, 6, 7 and 7	by college	reviewed	\$4,192.00	0 days
		TOTAL THESE CHANGE ORDER REQUESTS			\$4,192.00	

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College, Grant Acceptance, MentorLinks

**ACTION:** Approval

---

### **BACKGROUND**

Irvine Valley College has received an award from the American Association of Community Colleges (AACC), funded through the National Science Foundation (NSF) MentorLinks program. IVC was selected as one of ten colleges nationally to receive this award which is intended to focus on the development and strengthening of technician training programs in science, technology, engineering, and math fields. This award will provide mentoring and guidance in training IVC faculty in the latest tissue culture techniques, to develop a tissue culture course, and to complete the curriculum for a biotechnology certificate and Associate in Science for Transfer degree at IVC.

### **STATUS**

Biology faculty member Emalee Mackenzie and Math, Science, and Engineering Dean Lianna Zhao will team up to work with an assigned NSF mentor receiving professional development and technical assistance with their program development. The Grant Application Abstract, as presented in EXHIBIT A, is for \$20,000. The performance period is from October 1, 2014 through October 31, 2016.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the American Association of Community Colleges MentorLinks grant award to Irvine Valley College for \$20,000.

Item Submitted By: *Dr. Glenn R. Roquemore, President*  
*Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*



**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
UNIT APPLYING: IRVINE VALLEY COLLEGE**

- ( ) GRANT APPLICATION ABSTRACT
- ( X ) GRANT ACCEPTANCE ABSTRACT
- ( ) GRANT RENEWAL ACCEPTANCE ABSTRACT
- ( ) REVISIONS TO ACCEPTANCE ABSTRACT

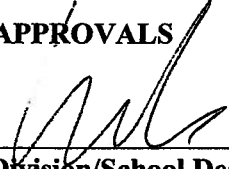
1. **PROJECT TITLE:** Bio Tech Training with Emphasis on Microbial Ecology
2. **PROJECT DIRECTOR:** Emalee Mackenzie
3. **PROJECT ADMINISTRATOR:** Lianna Zhao
4. **GRANTOR AGENCY:** American Association of Community Colleges
5. **FUNDING SOURCE:** National Science Foundation
6. **STARTING AND ENDING DATES OF THE PROJECT:** 10/1/2014 – 10/31/2016
7. **EXECUTIVE SUMMARY OF THE PROJECT (limit 125 words):**

IVC has received a grant award that will provide mentoring and guidance in training IVC faculty in the latest tissue culture techniques to develop a tissue culture course and to complete the curriculum for a biotechnology certificate and A.S. transfer degree program at IVC. *MentorLinks* is a National Science Foundation (NSF) funded project administered through the American Association of Community Colleges (AACC). This grant is a two-year project, (\$20,000) offering professional development and technical assistance for programs that prepare technicians in STEM fields. Faculty member Emalee McKenzie and MSE Dean, Lianna Zhao, will team up to work with an assigned NSF mentor receiving professional development and technical assistance with their program development.

**8. SUMMARY BUDGET**

Grant Award	In Kind Matching	Indirect Costs	Project Total
\$18,182	\$16,042	\$1,818	\$36,042

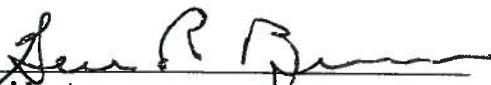
**9. APPROVALS**

  
 \_\_\_\_\_  
 Division/School Dean


7/15/14

  
 \_\_\_\_\_  
 Vice President of Instruction/Students

7/18/14

  
 \_\_\_\_\_  
 President

  
 \_\_\_\_\_  
 Vice Chancellor, Technology & Lrng Serv

  
 \_\_\_\_\_  
 Chancellor

## EXPENDITURES SUMMARY

The Expenditures Summary should follow the standard expenditure categories as used in the operating budget.

	GRANT (Amount)	MATCHING* (In-Kind/Actual)	SOURCE OF MATCH (Partnership/College/Vendor)
1000 Certificated Salaries	\$ <u>13,932</u>	\$ _____	_____
2000 Classified Salaries	\$ _____	\$ _____	_____
3000 Benefits	\$ <u>1,610</u>	\$ <u>7,400</u>	<u>IVC will pay PD H/W Ben.</u>
4000 Supplies	\$ _____	\$ _____	_____
5000 Contracted Services and Other Expenses	\$ _____	\$ <u>5,400</u>	<u>IVC will pay travel expense</u>
6000 Capital Outlay	\$ <u>2,640</u>	\$ <u>3,242</u>	<u>IVC will pay some equip.</u>
7000 Other Charges (e.g.: Indirect Costs)	\$ <u>1,818</u>	\$ _____	_____
<b>TOTALS</b>	<b>\$ <u>20,000</u></b>	<b>\$ <u>16,042</u></b>	

\*Matching Funds: "In-Kind" matching funds are usually allocations of existing personnel, space, supplies, and equipment.

### PROJECT PERSONNEL (reflects the Expenditure Detail above)

<u>Positions</u>	<u>Full-Time</u>	<u>Part-Time</u>	<u>New</u>	<u>Existing</u>
1. Emalee Mackenzie	[X]	[ ]	[ ]	[X]
2. Lianna Zhao	[X]	[ ]	[ ]	[X]
3.	[ ]	[ ]	[ ]	[ ]

### PARTNERSHIPS (if applicable)

**Partnership Name/Location** \_\_\_\_\_

- |              |              |                     |  |
|--------------|--------------|---------------------|--|
| •Retail      | •Technology  | •Real Estate Public | •Public: City, Education, Municipalities |
| •Hospitality | •Health Care | •Manufacturing      | •Charitable Non-Profit                   |
|              |              |                     | •Financial                               |

**Partnership Name/Location** \_\_\_\_\_

- |              |              |                     |  |
|--------------|--------------|---------------------|--|
| •Retail      | •Technology  | •Real Estate Public | •Public: City, Education, Municipalities |
| •Hospitality | •Health Care | •Manufacturing      | •Charitable Non-Profit                   |
|              |              |                     | •Financial                               |

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College, Grant Renewal Acceptance, Deputy Sector Navigator Grant in Energy Efficiency & Utilities

**ACTION:** Approval

---

### **BACKGROUND**

Irvine Valley College (IVC) has received a renewal of its Deputy Sector Navigator grant (DSN) in Energy Efficiency and Utilities from the California Community Colleges Chancellor's Office (CCCCO). The DSN will continue to lead the effort to identify gaps in workforce knowledge and education and training to connect community college curricula to industry workforce needs. The effort will move to fill the gaps for the incumbent workforce, facilitate revision of university and college curriculum to address the gaps, and facilitate development of a public school program to raise awareness of the role of electric utilities in the 21<sup>st</sup> century.

### **STATUS**

The Grant Application Abstract, as presented in EXHIBIT A, is for \$200,000. The performance period is from July 1, 2014 through June 30, 2015. This project may be eligible for additional renewals, contingent upon successful completion of project goals, objectives, and outcomes.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees accept this renewal award of \$200,000 from the CCCCCO for the IVC Deputy Sector Navigator Energy Efficiency and Utilities Grant, RFA No. 14-160-004.

tem Submitted By: *Dr. Glenn R. Roquemore, President*

*Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
UNIT APPLYING: IRVINE VALLEY COLLEGE**

- ( ) GRANT APPLICATION ABSTRACT  
( ) GRANT ACCEPTANCE ABSTRACT  
**(X) GRANT RENEWAL ACCEPTANCE ABSTRACT**  
( ) REVISIONS TO ACCEPTANCE ABSTRACT

1. **PROJECT TITLE:** Deputy Sector Navigator Energy & Utilities Grant
2. **PROJECT DIRECTOR:** Robert Chaboya
3. **PROJECT ADMINISTRATOR:** Corine Doughty
4. **GRANTOR AGENCY:** California Community Colleges Chancellor's Office
5. **FUNDING SOURCE:** Economic and Workforce Development
6. **STARTING AND ENDING DATES OF THE PROJECT:** 07/01/14 – 6/30/15


7. **EXECUTIVE SUMMARY OF THE PROJECT (limit 125 words):**

The Deputy Sector Navigator will continue to lead the county-wide effort to identify gaps in workforce knowledge, education, and training to connect community college curricula to industry workforce needs. The effort will move to fill the gaps for the incumbent workforce, facilitate revision of university and college curriculum to address the gaps, and facilitate development of a public school program to raise awareness of the role of electric utilities in the 21<sup>st</sup> century.


8. **SUMMARY BUDGET**

<b>Grant Award</b>	<b>In Kind Matching</b>	<b>Indirect Costs</b>	<b>Project Total</b>
\$192,308.00	\$200,575.00	\$7,692.00	\$400,575.00

9. **APPROVALS**

  
\_\_\_\_\_  
Division/School Dean

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Chancellor

  
\_\_\_\_\_  
Vice President of Instruction/Students

  
\_\_\_\_\_  
Vice Chancellor, Technology & Lrng Serv

## EXPENDITURES SUMMARY

The Expenditures Summary should follow the standard expenditure categories as used in the operating budget.

	GRANT (Amount)	MATCHING* (In-Kind/Actual)	SOURCE OF MATCH (Partnership/College/Vendor)
1000 Certificated Salaries	\$ <u>8,845.00</u>	\$ _____	_____
2000 Classified Salaries	\$ <u>48,560.00</u>	\$ _____	_____
3000 Benefits	\$ <u>16,464.00</u>	\$ _____	_____
4000 Supplies	\$ <u>1,027.00</u>	\$ _____	_____
5000 Contracted Services and Other Expenses	\$ <u>117,412.00</u>	\$ <u>175,575.00</u>	_____
6000 Capital Outlay	\$ _____	\$ _____	_____
7000 Other Charges (e.g.: Indirect Costs)	\$ <u>7,692.00</u>	\$ <u>25,000.00</u>	_____
<b>TOTALS</b>	<b>\$ <u>200,000.00</u></b>	<b>\$ <u>200,575.00</u></b>	

\*Matching Funds: "In-Kind" matching funds are usually allocations of existing personnel, space, supplies, and equipment.

### PROJECT PERSONNEL (reflects the Expenditure Detail above)

<u>Positions</u>	<u>Full-Time</u>	<u>Part-Time</u>	<u>New</u>	<u>Existing</u>
1. Project Director	[X]	[ ]	[ ]	[X]
2. Project Specialist	[ ]	[X]	[ ]	[X]
3.	[ ]	[ ]	[ ]	[ ]

### PARTNERSHIPS (if applicable)

**Partnership Name/Location** \_\_\_\_\_

- |              |              |                     |  |
|--------------|--------------|---------------------|--|
| •Retail      | •Technology  | •Real Estate Public | •Public: City, Education, Municipalities |
| •Hospitality | •Health Care | •Manufacturing      | •Charitable Non-Profit      •Financial   |

**Partnership Name/Location** \_\_\_\_\_

- |              |              |                     |  |
|--------------|--------------|---------------------|--|
| •Retail      | •Technology  | •Real Estate Public | •Public: City, Education, Municipalities |
| •Hospitality | •Health Care | •Manufacturing      | •Charitable Non-Profit      •Financial   |

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College, ATEP IVC First Building, Adopt Resolution No. 14-28 Design-Build Delivery Method

**ACTION:** Approval

---

### **BACKGROUND**

On March 26, 2012, the Board of Trustees adopted a resolution authorizing the use of Design-Build Procurement. On February 24, 2014, the Board of Trustees adopted Resolution No. 14-03 to authorize the use of design-build for the Irvine Valley College ATEP Swing Space Project. On July 21, 2014, the Board approved a revision to the IVC ATEP Swing Space Project shifting the construction to the ATEP campus and renaming the project the ATEP IVC First Building project.

California Education Code section 81700, *et seq.*, authorizes California community college districts to use the design-build delivery method on public works of improvement costing in excess of \$2.5 million. The District's use of the design-build delivery method shall either (1) reduce comparable costs of the projects, or (2) expedite completion of the project, or (3) provide features and benefits unavailable through the traditional design-bid-build process.

### **STATUS**

Staff is recommending the Board authorize the use of design-build for the Irvine Valley College ATEP IVC First Building project. California Education Code section 81702(a) requires the Governing Board adopt a resolution (EXHIBIT A) authorizing the use of design-build prior to entering into a design-build contract.

Funds for this project are available through FY 2014-2015 basic aid distribution equaling \$21,450,000.

### **RECOMMENDATION**

The Chancellor recommends the Board of Trustees adopt Resolution No. 14-28 (EXHIBIT A) to authorize the use of design-build for the ATEP IVC First Building project.

RESOLUTION NO. 14-28

RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE  
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
AUTHORIZING DESIGN-BUILD PROCUREMENT AT ATEP IVC FIRST BUILDING PROJECT

August 25, 2014

**WHEREAS**, California Education Code section 81700, *et seq.*, authorizes California community college districts such as South Orange County Community College District (the "District"), to use the Design-Build delivery method on public works of improvement costing in excess of \$2.5 million; and,

**WHEREAS**, California Education Code section 81702(a) requires the Governing Board to adopt a resolution approving the use of the Design-Build delivery method prior to entering into a Design-Build contract; and,

**WHEREAS**, pursuant to California Education Code section 81702(a), the Governing Board has reviewed the guidelines developed pursuant to former Education Code section 81706; and,

**WHEREAS**, the Governing Board finds that use of the Design-Build delivery method for public works should either (1) reduce comparable costs of the projects, or (2) expedite completion of the project, or (3) provide features and benefits unavailable through the traditional Design-Bid-Build process; and,

**WHEREAS**, the Request for Proposal ("RFP") package for Design-Build procurement will conform to State Law and provide the minimum performance criteria and design standards for the Project; and

**WHEREAS**, the RFP will also identify the basic scope, concept drawings and needs of the Project, the expected cost range, and other information deemed necessary to inform interested parties of the contracting opportunity; and

**WHEREAS**, the RFP will define the factors and sub-factors that the District reasonably expects to consider in evaluating proposals, including cost or price and all non-price related factors and sub-factors, the methodology and rating or weighting scheme that will be used in evaluating competitive proposals; and

**WHEREAS**, to the extent the District wishes to reserve the right to hold discussions or negotiations with responsive bidders, the RFP will define the applicable rules and procedures to ensure that any discussions or negotiations are conducted in a fair and impartial manner.

**NOW, THEREFORE, BE IT RESOLVED**, that the South Orange County Community College District Board of Trustees hereby declares its intention to commence the process for Design-Build for the ATEP IVC First Building project in accordance with applicable State Law, guidelines, processes, and on terms and conditions set forth therein;

**PASSED AND ADOPTED**, by the Board of Trustees of the South Orange County Community College District, Orange County, State of California, on August 25, 2014.

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T.J. Prendergast, III, President

---

Nancy M. Padberg, Vice President

---

Marcia Milchiker, Clerk

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William O. Jay, Member

---

David B. Lang, Member

---

Timothy Jemal, Member

---

James R. Wright, Member

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Gary L. Poertner, Chancellor  
And Secretary to the Governing Board



**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** Saddleback College and Irvine Valley College: Speakers  
**ACTION:** Approval

---

**BACKGROUND**

Outside speakers may be invited by administrators, faculty members, or recognized student groups to speak at events open to the public.

**STATUS**

Administrative Regulation 6140 requires that the Board of Trustees be notified, at each board meeting, of speakers who have been invited to speak and/or who have spoken at the colleges and/or ATEP since the last board meeting. Travel expenses and/or honorarium for speakers must be recommended by the Chancellor or college president and submitted to the Board prior to reimbursement of travel expenses or payment of honorarium.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the general fund honoraria as shown in Exhibit A.

**SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT**

**SADDLEBACK COLLEGE**

<b><i>Presentation Date</i></b>	<b><i>Faculty Member Course Title/Activity</i></b>	<b><i>Speaker Name</i></b>	<b><i>Topic</i></b>	<b><i>General Fund Honorarium/Travel</i></b>
Sept. 5, 2014	S. Sheybani/Science Lecture Series 2014-2015	Susan Marie Frontczak	MANYA: A Living History of Marie Curie	ASG Funds – Honorarium of up to \$3000
Nov. 7, 2014	S. Sheybani/Science Lecture Series 2014-2015	Dr. Joe Palca	Science Journalism	ASG Funds – Honorarium of up to \$1750

**IRVINE VALLEY COLLEGE**

<b><i>Presentation Date</i></b>	<b><i>Faculty Member Course Title/Activity</i></b>	<b><i>Speaker Name</i></b>	<b><i>Topic</i></b>	<b><i>General Fund Honorarium/Travel</i></b>
Sept. 11, 2014	Campus wide 9-11 Ceremony	Robbie Britt	Sing two songs for 9-11 Ceremony	\$250.00

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** Saddleback College and Irvine Valley College: Community Education, Fall 2014

**ACTION:** Approval

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**BACKGROUND**

The South Orange County Community College District is known for offering high-quality Community Education programs for its residents. By providing non-credit programs and fee-based classes, Saddleback College and Irvine Valley College perform an important community service and fulfill a vital part of their mission. Community Education programs, presenters, and accompanying compensation require the approval of the Board of Trustees.

**STATUS**

A variety of educational and recreational events have been planned by the Saddleback College and Irvine Valley College Community Education departments for the Fall Semester 2014. Expenses for conducting these courses will be paid by income from participant fees. The Saddleback College and Irvine Valley College course offerings, presenters, and compensation are outlined in Exhibit A (Saddleback College) and Exhibit B (Irvine Valley College).

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the Fall 2014 Community Education courses, presenters, and compensation as presented in Exhibits A and B.

Item Submitted By: *Dr. Tod A. Burnett and Dr. Glenn R. Roquemore, Presidents*

South Orange County Community College District  
SADDLEBACK COLLEGE  
COMMUNITY EDUCATION NON-CREDIT PROGRAM-Fall II 2014

PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIUM	FEE
Adult	Advanced Piano	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
	Art 10: Ceramics Fundamentals	9/1 - 12/31	Art Faculty	50% Net	\$6.25/hr
	Art 11: Ceramics: Wheel I	9/1 - 12/31	Art Faculty	50% Net	\$6.25/hr
	Art 228: Bench Jeweler I	9/1 - 12/31	Art Faculty	50% Net	\$6.25/hr
	Art 229: Bench Jeweler II	9/1 - 12/31	Art Faculty	50% Net	\$6.25/hr
	Art 50: Painting I	9/1 - 12/31	Art Faculty	50% Net	\$6.25/hr
	Art 54: Painting From The Live Model II	9/1 - 12/31	Art Faculty	50% Net	\$6.25/hr
	Art 57: Watercolor I	9/1 - 12/31	Art Faculty	50% Net	\$6.25/hr
	Art 60: Printmaking (Intaglio/Etching And Relief)	9/1 - 12/31	Art Faculty	50% Net	\$6.25/hr
	Art 70: Fundamentals Of Sculpture	9/1 - 12/31	Art Faculty	50% Net	\$6.25/hr
	Art 78: Beginning Life Sculpture	9/1 - 12/31	Art Faculty	50% Net	\$6.25/hr
	Art 85: Drawing From The Live Model I	9/1 - 12/31	Art Faculty	50% Net	\$6.25/hr
	Beginning Piano Pedagogy	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
	Chamber Music	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
	Commercial Music Ensemble	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
	Contemporary Choir	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
	Improvised Music In A Jazz Combo	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
	Intermediate Piano	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
	Jazz Ensemble	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
	Makeup 101	9/1 - 12/31	Michele Von Entress (E)	50% Net	\$175
	Motorcycle Rider Training	9/1 - 12/31	Saddleback Rider Training		Rates Per [ \$100-235/dy
	On-Line No-Credit Classes	9/1 - 12/31	Education To Go (I)		\$55-\$175pp \$94-299
	Piano Ensemble	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
	Proctoring Services	9/1 - 12/31	In-House Services (E)	pp	\$50-75
	Saddleback College Big Band	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
	SATB Voiced Community Choir	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
	Symphonic Orchestra	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
	Wind Ensemble	9/1 - 12/31	Music Faculty	50% Net	\$6.25/hr
CFK	Berktree Learning Homework Club	9/1 - 12/31	Berktree Learning (I)	60% Net	\$210
	Brain Builders: Engineering With LEGO Bricks: Amazing Ancient	9/1 - 12/31	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering With LEGO Bricks: Catapults And Tre	9/1 - 12/31	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering With LEGO Bricks: Mechanical Madn	9/1 - 12/31	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering With LEGO Bricks: Renewable Energ	9/1 - 12/31	Brain Builders (I)	60% Net	\$120
	Future Engineers: Boys And Girls	9/1 - 12/31	Future Engineers: Boys And Girls (I)	60% Net	\$96
	Irish Dance	9/1 - 12/31	Liz Lightner (E)	60% Net	\$70
	Masters Of The Field - Health Is Fun!	9/1 - 12/31	Academic Chess (I)	60% Net	\$112
	Zentangle 1: Drawing Patterns With Art Elements	9/1 - 12/31	The Artbar (I)	60% Net	\$96
	Zentangle 2: Inspired Art (ZIA) Projects	9/1 - 12/31	The Artbar (I)	60% Net	\$96

(E) Employee  
(I) Independent Contractor

*South Orange County Community College District*

*IRVINE VALLEY COLLEGE*

*COMMUNITY EDUCATION NOT-FOR-CREDIT PROGRAM - Fall 2014*

<b><i>COURSE TITLE</i></b>	<b><i>DATES</i></b>	<b><i>INSTRUCTOR</i></b>	<b><i>HONORARIA</i></b>	<b><i>FEE</i></b>
American Culture & Languge	9/1 - 12/31/14	Erin Doyle	50% Gross Revenues	\$ 200.00*
Personal Enrichment	9/1 - 12/31/14	Jeanne Gormick	50% Gross Revenues	\$15.00-30.00*
Sports Education Courses	9/1 - 12/31/14	Janice Jean Von Raabe	50% Gross Revenues	\$ 69.00*
Personal Enrichment	9/1 - 12/31/14	Dana Conley	50% Gross Revenues	\$ 138.00*
Personal Enrichment Courses	9/1/ - 12/31/14	Katar Diamond	50% Gross Revenues	\$ 49.00*
Professional Development	9/1 - 12/31/14	June McLaughlin	70% Gross Revenues	\$ 240.00*
Professional Development	9/1 - 12/31/14	Carolina Kussoy	70% Gross Revenues	\$ 240.00*

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback College Photo-Radio-Television Renovation Project, Substitution of Subcontractor, Elite Air Conditioning, Inc.

**ACTION:** Approval

---

**BACKGROUND**

On April 28, 2014, the Board approved the award of bid for the Photo-Radio-Television Renovation project at Saddleback College.

Chapter 4, Section 4107 of the California Public Contract Code known as the "Subletting and Subcontracting Fair Practices Act," requires that in all public contracts, the awarding authority must approve the substitution of one subcontractor for another after a bid has been awarded. The acceptable reasons for requesting substitutions provided in Government Code Section 4107 include, "when the listed subcontractor fails to execute a written contract."

**STATUS**

Harbor Construction Co., Inc., the general contractor for the Photo-Radio-Television Renovation project at Saddleback College, has informed the District that the listed HVAC subcontractor, Christian Brothers Mechanical Services, Inc., is unable to perform the work and has asked to be released of its obligation. Harbor Construction Co., Inc. recommends that Elite Air Conditioning, Inc. be accepted as its replacement (EXHIBIT A). In accordance with Section 4107 of the Government Code, a certified letter notifying Christian Brothers Mechanical Services, Inc. of this request was sent on July 31, 2014 (EXHIBIT B).

This substitution will have no impact on the cost of the project.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the removal of Christian Brothers Mechanical Services, Inc. as subcontractor and its substitution by Elite Air Conditioning, Inc. as subcontractor on the Photo-Radio-Television Renovation project at Saddleback College.



**Harbor Construction Co., Inc.**  
GENERAL CONTRACTORS • LICENSE #761803

July 28, 2014

Mr. Walt Rice  
Director Facilities Planning  
South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, Ca. 92692-3635

Reference: Bid No. 2014 – Photo-Radio-Television Renovation at Saddleback College  
Request for Substitution of Subcontractor

Dear Mr. Rice,

Harbor Construction Co., Inc. formally requests the substitution of its Heating Ventilation and Air Conditioning Subcontractor, Christian Brothers Mechanical Services, Inc., in accordance with California Public Contract Code section 4107. This request for substitution is due to Christian Brothers Mechanical Services, Inc. refusing to execute the written Subcontract Agreement between Harbor Construction Co., Inc. and Christian Brothers Mechanical Services, Inc. for their Bid Proposals scope of work and price. Also, for failing to perform its scope of work.

It is requested that Harbor Construction Co., Inc. is allowed to replace Christian Brothers Mechanical Services, Inc. with Elite Air Conditioning Inc., license #985559, for the Heating Ventilation and Air Conditioning scope of work.

Respectfully,

A handwritten signature in blue ink, appearing to read "Steven R. Padula", with a large, stylized flourish at the end.

Steven R. Padula  
President



July 31, 2014

Mr. Don Lemons  
President  
Christian Brothers Mechanical Services, Inc.  
11140 Thurston Lane  
Mira Loma, CA 91752

Subject: Substitution of Subcontractor

Dear Mr. Lemons:

We have received from Harbor Construction Co., Inc. a request for substitution of mechanical subcontractor for the Photo-Radio-Television Renovation project at Saddleback College (please see attached copy).

In compliance with Article 4107 of the California Contract Code, this is your notification of said request. You have five working days to submit a written objection to the substitution. Failure to file a written objection will constitute your consent to the substitution.

Sincerely,

Walter R. Rice  
Director of Facilities Planning

WRR/jb



**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Budget Amendment: Adopt Resolution No. 14-27 to Amend FY 2013-2014 Adopted Budget

**ACTION:** Approval

**BACKGROUND**

Title 5 of the California Code of Regulations, Section 58308 provides that the Board of Trustees by resolution may amend the District budget to provide for the expenditure of funds, the amount of which was unknown at the time of the adoption of the final budget.

**STATUS**

In order to properly account for the revenues and expenditures of these funds, it is necessary to amend the FY 2013-2014 Adopted Budget.

The District is updating the adopted budget with current information as follows:

**General Fund**

Child Development Training Consortium at Irvine Valley College	\$838
AB 86 Adult Education Consortium at Irvine Valley College	(\$84,000)
Disabled Students Program & Services (DSPS) at Saddleback College	\$5,611
Basic Skills 13/14 Allocation at Saddleback College	\$6,055
Basic Skills 13/14 Allocation at Irvine Valley College	\$7,259
Board Financial Assistance Program (BFAP) at Irvine Valley College	\$5,000
Prop 30 EPA at Saddleback College	(\$192,804)
Prop 30 EPA at Irvine Valley College	(\$101,463)
Total Decrease to the General Fund	<u><u>(\$353,504)</u></u>

**Capital Outlay Fund**

Life Sciences Building at Irvine Valley College	<u>\$725,000</u>
Total Increase to the Capital Outlay Fund	<u><u>\$725,000</u></u>

<b>Total Budget Amendment</b>	<u><u>\$371,496</u></u>
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**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt Resolution No. 14-27 to amend the FY 2013-2014 Adopted Budget as indicated in EXHIBIT A.

Item Submitted By: *Dr. Debra Fitzsimons, Vice Chancellor, Business Services*

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

**RESOLUTION 14-27**

August 25, 2014

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$371,496 is assured to said District as a reduction of the amounts required to finance the total proposed budget expenditures and transfers for the current fiscal year from sources listed in Title 5 of the California Code of Regulations, Section 58308;

WHEREAS, the Governing Board of the South Orange County Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Title 5 of the California Code of Regulations, Section 58308, such excess funds are to be appropriated according to the following schedule:

**General Fund**

<b><u>Account</u></b>	<b><u>Income Source</u></b>	<b><u>Amount</u></b>
8600	State Revenue	<u>(\$353,504)</u>
		<b><u>(\$353,504)</u></b>

<b><u>Account</u></b>	<b><u>Expenditure Description</u></b>	<b><u>Amount</u></b>
1000	Academic Salaries	(\$294,267)
2000	Classified Salaries	(\$24,619)
3000	Fringe Benefits	(\$29,745)
4000	Books and Supplies	\$2,500
5000	Other Operating Expenses and Services	(\$8,211)
7000	Other Outgo	<u>\$838</u>
		<b><u>(\$353,504)</u></b>

**Capital Outlay Fund**

<b><u>Account</u></b>	<b><u>Income Source</u></b>	<b><u>Amount</u></b>
8600	State Revenue	<u>\$725,000</u>
		<b><u>\$725,000</u></b>

<b><u>Account</u></b>	<b><u>Expenditure Description</u></b>	<b><u>Amount</u></b>
6000	Capital Outlay	<u>\$725,000</u>
		<b><u>\$725,000</u></b>



**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Contract Specialist Services for HR/Finance Software Procurement, Facilities Planning and Program Services, Inc.

**ACTION:** Approval

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### **BACKGROUND**

On January 27, 2014, the Board of Trustees approved the Workday Inc. contract to replace the existing human resources and financial software with modern, comprehensive and integrated HR/Financial system software.

The implementation is rolling out in two phases with the second phase, the financial component, beginning now.

During fiscal year 2013-2014, Facilities Planning and Programming Services (FPPS) provided staff augmentation in the Purchasing Department with excellent results.

### **STATUS**

Each finance department must backfill existing staff to meet the rigorous implementation, testing and training demands for the HR/Financial system software project. FPPS has the same, experienced personnel available to augment the Purchasing Department staff during the Workday implementation for one year at an amount of \$118,000.

Staff recommends approval of the FPPS agreement (EXHIBIT A) for Contract Specialist Services for HR/Finance Software Procurement at SOCCCD for a contract total of \$118,000.

Basic aid funds for these services are available within the approved project budget of \$6,250,000.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the agreement (EXHIBIT A) for Contract Specialist Services for HR/Finance Software Procurement at SOCCCD with Facilities Planning and Programming Services for a contract total of \$118,000.

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

**AGREEMENT: CONTRACT SPECIALIST CONSULTANT SERVICES FOR HR/FINANCE SOFTWARE  
PROCUREMENT AT SOCCCD**

This AGREEMENT is made and entered into this first day of September in the year 2014 between **South Orange County Community College District**, 28000 Marguerite Parkway, Mission Viejo, California 92692, hereinafter referred to as "DISTRICT", and **Facilities Planning and Program Services, Inc.**, 22607 La Palma Avenue, Suite 407, Yorba Linda, CA 92887, 714/692-5400 hereinafter referred to as "CONSULTANT";

WHEREAS, DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required; and

WHEREAS, DISTRICT desires to obtain consultant services for the HR/Finance Software Procurement project at SOCCCD, hereinafter referred to as "PROJECT"; and

WHEREAS, CONSULTANT is fully licensed as required by the State of California, experienced and competent to provide CONSULTANT services in conformity with the laws of the State of California;

NOW, THEREFORE, the parties hereto agree as follows:

**ARTICLE 1 CONSULTANT'S SERVICES AND RESPONSIBILITIES**

- 1.1. **Basic Services.** The CONSULTANT's services shall consist of those services performed by the CONSULTANT and CONSULTANT's employees as enumerated in this AGREEMENT.
- 1.2. **Standard of Care.** CONSULTANT shall provide the Basic Services and authorized Additional Services using its best professional skill and judgment, acting with due care and in accordance with professional standards of care, the terms of this Agreement, and all applicable laws, codes, rules, regulations or ordinances. CONSULTANT's services shall be provided and completed promptly and in such a manner as to avoid hindrance, interruption, or delay to the orderly progress and timely completion of Project.
- 1.3. **Key Individual Assignment.** The CONSULTANT has been selected to perform the work herein because of the skills and expertise of key individuals. CONSULTANT assignment for this PROJECT is for one Project Manager and one Contract Specialist. The CONSULTANT shall designate Ron Beeler, as Project Executive, Ava Hill as Project Leader, and Karen Holdman as Project Specialist. So long as their performance continues to be acceptable to the DISTRICT, these named individuals shall remain active with the PROJECT.
- 1.4. **Replacement of Key Individual.** If the designated Contract Specialist fails to perform to the satisfaction of the DISTRICT, then upon written notice the CONSULTANT will have 10 working days to remove that person from the PROJECT and replace that person with one acceptable to the DISTRICT after review of resume' and/or interview.
- 1.5. **Relationship of CONSULTANT to Other Project Participants.** CONSULTANT's services hereunder shall be provided in conjunction with contracts between the DISTRICT and others providing services in connection with the PROJECT. Neither this Agreement, nor CONSULTANT's rendition of services hereunder shall be deemed CONSULTANT's assumption of responsibility for the adequacy or sufficiency of the PROJECT. The CONSULTANT shall be responsible for assisting the DISTRICT with

facilities, planning and purchasing services. The CONSULTANT is not responsible for the completeness or accuracy of the work product or services provided by others.

- 1.6. **Coordination.** CONSULTANT shall coordinate all work with DISTRICT CONSULTANTS as necessary to complete contract requirements
- 1.7. **Acceptance of Project Schedule.** The CONSULTANT shall accept the DISTRICT's project schedule for the performance of the CONSULTANT's services. The schedule may be adjusted as the PROJECT proceeds by mutual written agreement of the parties and shall include allowances for time required for the DISTRICT's review and for approval by authorities having jurisdiction over the PROJECT. The time limits established by this schedule shall not, except for reasonable cause, be exceeded by the CONSULTANT.
- 1.8. **Duration.** The services covered by this AGREEMENT shall be completed within 12 months of the date of this AGREEMENT for a total anticipated 140/8 hour working days.

## ARTICLE 2 SCOPE OF CONSULTANT'S SERVICES

- 2.1. **Purchasing Assistance.** Perform a variety of duties supporting the purchasing of supplies, materials and services.
  - a. Provide back up for the preparation, processing and filing of various types of purchase orders.
  - b. Review requisitions for accuracy and completeness. Obtain quotes/bids. Ensure competitive bid process.
  - c. Assist with returns and collaboration with accounting as needed.
  - d. Assist with Fixed Asset inventory.
  - e. Process direct purchase orders.
- 2.2. **Template contracts.** Assist with the development of template contracts:
  - a. Review existing contract examples, if applicable. Review other community college district samples if available. Provide a comparative analysis and recommendation for language to incorporate into developing template.
  - b. Coordinate review of proposed documents with the Orange County Department of Education.
  - c. Develop final template version and download to District sharepoint site
- 2.3. **Multi-year bids.** Facilitate the RFP, bid and contract negotiations for Multi-year bids
  - a. Evaluate schedule for need. Notice contract facilitator. Develop plan to complete by new contract start date.
  - b. Provide RFP using template and including sample contract, Advertise, Market.
  - c. Collect proposals, develop matrix for selection committee. Assist with evaluations of proposals.

- d. Work with selection committee to develop interview questions and develop interview evaluation sheet. Participate in interviews.
- e. Assist contract administrator with vendor contract negotiations.
- f. Develop Board Agenda item. Upon Board approval, forward contract to Vice Chancellor for final execution. Forward to contract administrator.

2.4. **Materials.** CONSULTANT shall furnish, at his/her own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this AGREEMENT.

### ARTICLE 3 ADDITIONAL CONSULTANT SERVICES

3.1. **Additional Services.** Additional services are not included in the Basic Services set forth previously. If the DISTRICT requests in writing any of the Additional Services, CONSULTANT shall be compensated for the same in accordance with the provisions of the Agreement relating to Additional Services and the amounts indicated in Exhibit "A" CONSULTANT Compensation Additional Services. The Board of Trustees of the District must approve an amendment to this Agreement, fully executed, prior to CONSULTANT performing any Additional Services. The CONSULTANT shall request payment for Additional Services in a separate line item on the same invoice submitted for Basic Services in a format pre-approved by the DISTRICT

3.2. **Notification and Authorization.** CONSULTANT shall notify the DISTRICT in writing of the need for additional services required due to circumstances beyond the CONSULTANT's control. CONSULTANT shall obtain written authorization from the DISTRICT before rendering such services. Compensation for such services shall be compensated based on attached standard hourly rates. Such services shall include:

- a. Material PROJECT Scope Changes. Services required or necessary as a result of significant changes in the PROJECT scope or other requirements of the PROJECT, including PROJECT size, quality, or complexity or material changes to the Master Construction Schedule.
- b. Termination/Default of Architect or Contractor. Services required or necessary as a result of the default or termination of the Architect or the Contractor, failure of Performance of the Contractor, or major defects or deficiencies in the work of the Contractor.
- c. Damage or Destruction to PROJECT. Except to the extent caused by the CONSULTANT, services and consultation associated or necessitated by damage or destruction to the PROJECT prior to completion by an act of God, fire or other casualty
- d. Investigation of Existing Conditions. Services to investigate existing conditions or facilities or to provide measured drawings thereof.

3.3. **Compensation for Additional Services.** If the duration of CONSULTANT services is extended, due to the DISTRICT's need for Additional Services, the CONSULTANT shall be entitled to additional compensation as set forth in Exhibit A. Escalation may be applied to services performed beyond the duration of the original Contract at a rate negotiated between the DISTRICT and CONSULTANT. The CONSULTANT shall provide a written request for such escalation with analysis of anticipated resource expenditure to the DISTRICT in a format pre-approved by the DISTRICT.

### ARTICLE 4 TERM OF SERVICES

- 4.1. **Time is of the Essence.** Time is of the essence in the performance of each Party's obligations under this Agreement, including without limitation CONSULTANT's performance of the service required hereunder and DISTRICT's payment of all sums due to CONSULTANT.
- 4.2. **Term.** Services under this Agreement shall be diligently performed by the CONSULTANT for approximately 1100 hours. This term shall be extended at no cost to the DISTRICT as result of delays caused directly by CONSULTANT actions.
- 4.3. **Billing Rate.** Should services be necessary after the expiration of contract duration, they can be provided in accordance with the Billing Rates as provided in Exhibit "A".
- 4.4. **Suspension Notice.** DISTRICT may suspend this Agreement at any time without penalty by written notice to CONSULTANT of such suspension.

## ARTICLE 5 INDEMNITY AND INSURANCE

- 5.1. **CONSULTANT Indemnity of District.** CONSULTANT shall indemnify, defend and hold harmless the Indemnified Parties from all claims, demands, liabilities, actions and causes of action arising out of this Agreement, including without limitation, claims for bodily injury, death, physical property damage (other than to the work of the PROJECT itself and property damage covered by a Builders Risk Insurance obtained by the Contractor) and demands, losses, liabilities or other claims arising out of CONSULTANT's services hereunder or the negligent, willful acts omissions. The Indemnified Parties are: the DISTRICT, the DISTRICT's Board of Trustees and each individual member thereof and the employees, officers, agents and representatives of the DISTRICT. The CONSULTANT's obligations hereunder shall survive termination of this Agreement and the completion of obligations hereunder, until barred by the applicable statute of limitations.
- 5.2. **Hold Harmless.** To the fullest extent permitted by law, CONSULTANT agrees to indemnify and hold DISTRICT, and it board of Trustees, officers, employees and agents, entirely harmless from all liability arising out of:
  - a. **Workers Comp Claims.** Any and all claims under workers' compensation acts and other employee benefit acts with respect to CONSULTANT's employees or his/her subcontractor's employees arising out of CONSULTANT's work under this AGREEMENT including a waiver of subrogation; and
  - b. **CONSULTANT Negligence.** Any and all claims for damages costs and/or charges caused by CONSULTANT's negligent acts, errors and/or omissions, recklessness or willful misconduct in the performance of his/her obligations as stated in this AGREEMENT, or the negligent acts, errors and/or omissions, recklessness or willful misconduct of CONSULTANT's CONSULTANTS, employees or agents in the performance of their obligations under this AGREEMENT. The coverages of such indemnification shall include, without limitation attorneys' fees and court costs incurred by DISTRICT with regard thereto. Said indemnity is intended to apply during the period of this AGREEMENT of CONSULTANT's performance and shall survive the expiration or termination of this AGREEMENT until such time as any matter covered by such indemnity is barred by the applicable statute of limitations.
  - c. **Reimbursement for Defense.** Regarding the defense of any claim embraced by CONSULTANT's indemnity, each indemnitee shall control its own defense and at the time



of claim resolution CONSULTANT will reimburse the indemnities for all costs reasonable and appropriately incurred in this regard to the extent of any fault by or attributable to CONSULTANT's negligence and to the extent covered by CONSULTANT's liability insurance.

5.3. **Purchase and Maintain Insurance.** CONSULTANT shall purchase and maintain insurance with an insurer or insurers, qualified to do business in the State of California and acceptable to DISTRICT policies of insurance, which will protect CONSULTANT and DISTRICT from claims which may arise out of or result from CONSULTANT's actions or inactions relating to the AGREEMENT, whether such actions or inactions be by themselves or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The aforementioned insurance shall include coverage for:

- a. **Workers' Compensation and Employers Liability Insurance.** CONSULTANT shall purchase and maintain Workers' Compensation Insurance covering claims under workers' or workmen's compensation, disability benefit and other similar employee benefit acts under which CONSULTANT may be liable. CONSULTANT shall purchase and maintain Employer's Liability Insurance covering bodily injury (including death) by accident or disease to any employee which arises out of the employee's employment by CONSULTANT. The Employer's Liability Insurance required of CONSULTANT hereunder may be obtained by CONSULTANT as a separate policy of insurance or as an additional coverage under the Worker's Compensation Insurance required to be obtained and maintained by CONSULTANT hereunder.
- b. **Comprehensive general and auto liability.** CONSULTANT shall purchase and maintain Commercial General Liability and Property Insurance as will protect CONSULTANT from the types of claims set forth below which may arise out of or result from CONSULTANT's services under this Agreement and for which CONSULTANT may be legally responsible: (i) claims for damages because of bodily injury, sickness or disease or death of any person other than CONSULTANT's employees; (ii) claims for damages insured by usual personal injury liability coverage which are sustained (a) by a person as a result of an offense directly or indirectly related to employment of such person by CONSULTANT, or (b) by another person; (iii) claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom; (iv) claims for damages because of bodily injury, death of a person or property damages arising out of ownership, maintenance or use of a motor vehicle; (v) contractual liability insurance applicable to CONSULTANT's obligations under this Agreement; and (vi) for completed operations.

CONSULTANT shall purchase and maintain comprehensive general and auto liability insurance with limits of not less than \$1,000,000 combined single limit, bodily injury and property damage liability per occurrence, including:

1. owned non-owned and hired vehicles;
2. blanket contractual;
3. broad form property damage;

4. products/completed operations; and
  5. personal injury.
- c. **Additional Insured.** Each policy of insurance required in (b) above shall name DISTRICT, District Board of Trustees, District officers, District agents, District employees, and District Contractors as additional insureds and shall state that, with respect to the operations of CONSULTANT hereunder, such policy is primary and any insurance carried by DISTRICT is excess and non-contributory with such primary insurance. Each policy of insurance stated in (a) and (b) above shall state that not less than thirty (30) days' written notice shall be given to DISTRICT prior to cancellation; and, shall waive all rights of subrogation. CONSULTANT shall notify DISTRICT in the event of material change in, or failure to renew, each policy.
- 5.4. **State Authorized Insurers.** All policies of insurance required hereunder shall be issued by insurer(s) authorized to issue insurance by the State of California and to the reasonable satisfaction of the DISTRICT. Coverages under each policy of insurance, whether by endorsement or otherwise, shall provide that such policy will not be materially modified, canceled or allowed to expire without at least thirty (30) days advance written notice to the District.
- 5.5. **Insurance Evidenced.** Prior to commencing work, CONSULTANT shall deliver to DISTRICT certificates of insurance as evidence of compliance with the requirements herein. In the event CONSULTANT fails to secure or maintain any policy of insurance required hereby excepting professional liability, DISTRICT may, at its sole discretion, secure such policy of insurance in the name of and for the account of CONSULTANT, and in such event CONSULTANT shall reimburse DISTRICT upon demand for the cost thereof.
- 5.6. **DISTRICT Indemnity of CONSULTANT.** The DISTRICT shall indemnify, defend and hold harmless CONSULTANT from all claims arising out of this Agreement, including without limitation, claims for bodily injury (including death) and physical property damage (other than to the work of the PROJECT itself and property damage covered by a Builders Risk Insurance) which arise out of the negligent or willful acts, work of the omissions. The DISTRICT shall cause the Contractor to indemnify CONSULTANT to the same extent as the DISTRICT is indemnified and to have the CONSULTANT named as an additional insured on all policies associated with the PROJECT.
- 5.7. **Coverage Amounts**
- | <b>Insurance Policy</b>                  | <b>Minimum coverage Amount</b>   |
|--|--|
| Workers Compensation                     | In accordance with applicable law  |
| Employers Liability                      | One Million dollars (\$1,000,000)  |
| Comprehensive General and Auto Liability | One Million (\$1,000,000) per occurrence and One Million dollars (\$1,000,000) project specific in the aggregate |

ARTICLE 6 COMPENSATION TO THE CONSULTANT

The DISTRICT shall compensate the CONSULTANT as follows:

6.1. **Contract Price for Basic Services.** The Contract Price for the CONSULTANT’s performance of the Basic Services under this Agreement shall consist of the not to exceed price of \$116,000 and for the hourly rates shown in Exhibit A :

a.	Baseline	\$116,000
b.	Reimbursable Cost	<u>\$ 2,000</u>
c.	<b>TOTAL</b>	\$118,000

6.2. **Price Inclusions.** The Contract Price is inclusive of personnel expenses (inclusive of all benefits and burdens), fees and personnel expenses of any sub-CONSULTANT or subcontractor to the CONSULTANT, travel for personnel to and from the Site, travel within the Counties of Los Angeles, Orange, Riverside, San Diego, San Bernardino and Ventura, insurance and all other overhead/administrative expenses or costs associated with performance of the Basic Services, except for Allowable Reimbursable Expenses described in this Agreement. At no time shall meals be considered a reimbursable expense. The items and services identified in Exhibit “B” are services included in the CONSULTANT’s compensation for Basic Services as set forth herein.

6.3. **CONSULTANT Monthly Billing Statements.** CONSULTANT shall submit monthly billing invoices to the DISTRICT for payment of the Contract Price for Basic Services, authorized Additional Services, and previously approved and allowable Reimbursable Expenses performed or incurred in the immediately prior month in a format previously approved by the DISTRICT. Previously approved and allowable Reimbursable Expenses shall be itemized and evidence shall be provided of the cost or value of any Allowable Reimbursable Expense costs for which payment is requested by CONSULTANT.

6.4. **DISTRICT Payment of Contract Price.** Within thirty (30) days of the date of the District’s receipt of CONSULTANT’s billing invoices, DISTRICT will make payment to CONSULTANT of undisputed amounts of the Contract Price due for Basic Services, authorized Additional Services, and Allowable Reimbursable Expenses. No deductions shall be made or withheld from payments due CONSULTANT hereunder on account of any penalty, assessment, liquidated damages or other amounts withheld by the DISTRICT from payment to the Architect or any Contractor.

6.5. **Withholding Payment.** The DISTRICT may, however, withhold or deduct from amounts otherwise due CONSULTANT hereunder if CONSULTANT shall fail to timely and completely perform material obligations to be performed on its part under this Agreement, with the amounts withheld or deducted being released after CONSULTANT has fully cured its failure of performance, less costs, damages or losses sustained by the DISTRICT as a result of such failure of performance of a material obligation hereunder.

6.6. **Payment in Full.** This compensation shall be compensation in full for all services performed by the CONSULTANT under the terms of this AGREEMENT, except where additional compensation is agreed upon between the CONSULTANT and DISTRICT in writing as provided for as additional services.

- 6.7. **Monthly Payments.** Payments for CONSULTANT services shall be made monthly and, where applicable, shall be 95% of the services performed within each phase of service, on the basis set forth in paragraph 1. 100% payment will be made upon DISTRICT acceptance of each phase.
- 6.8. **Late payments.** Invoices shall be on a form and in the format approved by the DISTRICT. Payments are due and payable upon receipt of the CONSULTANT's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the legal rate prevailing at the time, at the site of the PROJECT.
- 6.9. **Schedule Delay.** To the extent that the time initially established for the completion of CONSULTANT's services is exceeded or extended through no fault of the CONSULTANT, compensation for any services rendered during the additional period of time may be computed as follows: at standard hourly rates. See Exhibit (attached with Sample Agreement) or as a fixed fee.
- 6.10. **Reimbursable Expenses** incurred by the CONSULTANT and CONSULTANT's employees and CONSULTANTS in the interest of the PROJECT shall have prior DISTRICT written approval before incurred and records of such expenses shall be provided to DISTRICT for the DISTRICT's review. The District shall not be liable to CONSULTANT for any costs or expenses paid or incurred by CONSULTANT in performing services for DISTRICT, except reimbursable expenses that have been pre-approved in writing. Expenses may be invoiced during the monthly pay request at cost plus 10% markup.
- a. Reimbursable expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the CONSULTANT and CONSULTANT's employees and CONSULTANTS in the interest of the PROJECT.
  - b. Reimbursable expenses shall be expense of transportation in connection with the PROJECT; expenses in connection with authorized out-of-town travel; long-distance communications; and fees paid for securing approval of authorities having jurisdiction over the PROJECT. CONSULTANT's normal travel expense (including to and from the PROJECT) and meals are excluded.
  - c. Expense of reproductions (except those needed for the use of the CONSULTANT and his or her CONSULTANTS or identified specifically as a deliverable), postage and handling of Drawings, Specifications and other documents are reimbursable upon DISTRICT's prior written approval.
  - d. If authorized in advance in writing by the DISTRICT, expense of overtime work requiring higher than regular rates will be reimbursed.
  - e. Expense of renderings, models and mock-ups requested by the DISTRICT if not part of CONSULTANT's Basic Services will be reimbursed.
  - f. For reimbursable expenses, compensation shall be computed at a multiple of 1.05 times the expenses incurred by the CONSULTANT, the CONSULTANT's employees and CONSULTANTS in the interest of the PROJECT.
  - g. For additional services of CONSULTANTS, compensation shall be computed at a multiple of 1.05 times the amounts billed to the CONSULTANT for such services.

## ARTICLE 7 CONSULTANT'S WORK PRODUCT

- 7.1. **District Ownership of Documents**. The documents prepared by the CONSULTANT for this PROJECT shall be and remain the property of the DISTRICT pursuant to Education Code Section 17316. Such documents supplied as herein required shall be the property of the DISTRICT whether or not the work for which they were made is executed. CONSULTANT grants to the DISTRICT the right to copy, use, modify, and reuse any and all copyrights and designs embodied in the documents prepared or caused to be prepared by the CONSULTANT pursuant to this AGREEMENT.
- 7.2. **Documentation**. Not Used.
- 7.3. **Electronic Copy of Documents**. Not Used.
- 7.4. **Copyright/Trademark/Patent**. CONSULTANT understands and agrees that all matters produced under this AGREEMENT shall become the property of DISTRICT and cannot be used without DISTRICT's express written permission, except CONSULTANT shall distribute copies of his reports to DSA and other parties as required by California Administrative Code, Title 24. DISTRICT shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the DISTRICT. CONSULTANT consents to use of CONSULTANT's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.

## ARTICLE 8 TERMINATION

- 8.1. **Termination for Convenience**. DISTRICT may, at any time, with or without reason, terminate this AGREEMENT and compensate CONSULTANT only for services satisfactorily rendered to the date of termination. 30 day written notice by DISTRICT shall be sufficient to stop performance of services by CONSULTANT. Notice shall be considered applicable as of the date established on the termination notice and deemed given when received by the CONSULTANT or no later than three days after the day of mailing, whichever is sooner.
- 8.2. **Termination for Cause**. DISTRICT may terminate this AGREEMENT upon giving of written notice of intention to terminate for cause. Cause shall include: (a) material violation of this AGREEMENT by the CONSULTANT; or (b) any act by CONSULTANT exposing the DISTRICT to liability to others for personal injury or property damage; or (c) CONSULTANT is adjudged a bankrupt, CONSULTANT makes a general assignment for the benefit of creditors or a receiver is appointed on account of CONSULTANT's insolvency. Written notice by DISTRICT shall contain the reasons for such intention to terminate and unless within ten (10) days after service of such notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this AGREEMENT shall upon the expiration of the ten (10) days cease and terminate. In the event of such termination, the DISTRICT may secure the required services from another contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to DISTRICT. Written notice by DISTRICT shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.
- 8.3. **Termination by Either Party**. This AGREEMENT may be terminated without cause by the DISTRICT upon not less than 7 days written notice to the CONSULTANT. This AGREEMENT may be terminated by either party upon not less than 7 days written notice should the other party fail

substantially to perform in accordance with the terms of this AGREEMENT through no fault of the party initiating the termination.

- 8.4. **Suspension of PROJECT.** The District may suspend this Agreement at any time without penalty by written notice to CONSULTANT of such suspension. The Suspension Notice shall set forth the reason for the suspension, the anticipated term of the suspension and shall be provided to the CONSULTANT not less than fifteen days prior to the suspension date. If the PROJECT is suspended by the DISTRICT for more than ninety consecutive days, the CONSULTANT shall be compensated for services satisfactorily performed prior to such suspension. When the PROJECT is resumed, the CONSULTANT's compensation shall be equitably adjusted to provide for expenses incurred in the interruption and resumption of the CONSULTANT's services.
- 8.5. **Abandonment of PROJECT.** If the DISTRICT abandons the PROJECT for more than ninety consecutive days, the CONSULTANT shall be compensated for services satisfactorily performed prior to the abandonment and CONSULTANT may terminate this AGREEMENT by giving not less than 7 days written notice to the DISTRICT.
- 8.6. **Non Payment.** The DISTRICT's failure to make payments to the CONSULTANT in accordance with this AGREEMENT shall be considered substantial nonperformance and cause for termination by the CONSULTANT.
- a. In the event the DISTRICT fails to make timely payment, the CONSULTANT may, upon 7 days written notice to the DISTRICT, suspend performance of services under this AGREEMENT.
  - b. Unless payment in full is received by the CONSULTANT within 7 days of the date of the notice, the suspension shall take effect without further notice.
  - c. In the event of a suspension of services, the CONSULTANT shall have no liability to the DISTRICT for delay or damage caused the DISTRICT because of such suspension of services.
- 8.7. **CONSULTANT Compensation.** The CONSULTANT shall be compensated for services satisfactorily performed prior to a termination which is not the fault of the CONSULTANT. The DISTRICT shall pay the CONSULTANT only the fee associated with the services provided, since the last billing and up to the notice of termination.
- 8.8. **Liability for District Damages.** In the event of termination due to the fault of CONSULTANT, CONSULTANT shall receive compensation due for services satisfactorily rendered prior to the date of termination. The CONSULTANT is liable for all damages suffered by the DISTRICT due to CONSULTANT's failure to perform as provided in the AGREEMENT.

## ARTICLE 9 DISPUTES, MEDIATION AND ARBITRATION

- 9.1. **Work to Continue.** In the event of a dispute between the parties as to performance of the work, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the parties shall attempt to resolve the dispute. Pending resolution of the dispute, CONSULTANT agrees to continue to diligently perform and provide services hereunder until completion of the work. If the dispute is not resolved, CONSULTANT agrees it will neither rescind this Agreement nor stop the progress of the work.

- 9.2. **Mediation Requirements.** All claims, disputes or controversies arising out of or relating to the PROJECT or to this agreement or the breach thereof shall be first attempted to be resolved through mediation. The DISTRICT and CONSULTANT agreed that, in the event that a dispute comes to litigation, each party will bear its own legal expenses.
- 9.3. **Arbitration.** If mediation is unsuccessful, claims, disputes or controversies arising out of or relating to this AGREEMENT will be decided by arbitration in accordance with the American Arbitration Association then prevailing unless the parties mutually agree otherwise.
- a. No arbitration arising out of or relating to this Agreement shall include, by consolidation, joinder or in any other manner, any additional person not a party to this Agreement except by written consent containing a specific reference to this Agreement and signed by the CONTRACTOR, District and any other person sought to be joined. Consent to arbitration involving an additional person or persons shall not constitute consent to arbitration of any dispute not described therein or with any person not named therein.
  - b. This agreement to arbitrate shall be specifically enforceable under applicable law in any court having jurisdiction thereof.
  - c. Notice of demand for arbitration shall be filed in writing with the other party to this AGREEMENT in accordance with the rules of the American Arbitration Association. The demand shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for arbitration be made after the date when institution of legal or equitable proceedings based upon such claim, dispute or other matter in questions would be barred by the applicable statutes of limitation.
  - d. In any judicial proceeding to enforce this agreement to arbitrate, the only issues to be determined shall be those set forth in 9 U.S.C. Section 4 Federal Arbitration act and such issues shall be determined by the court without a jury. All other issues, such as, but not limited to, arbitrability, prerequisites to arbitration, compliance with contractual time limitations, applicability of indemnity clauses, clauses limiting damages and statutes of limitation shall be for the arbitrators whose decision thereon shall be final and binding. There shall be no interlocutory appeal of an order compelling arbitration.
  - e. The award rendered by the arbitrators shall be final and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.
  - f. Unless otherwise provided, this Agreement shall be governed by the law of the state and county where the Project is located.

## ARTICLE 10 DISTRICT'S RESPONSIBILITIES

- 10.1. **District Provided Information.** The DISTRICT shall provide to the CONSULTANT full information regarding requirements for the PROJECT, including information regarding the DISTRICT's objectives, schedule, constraints and criteria. The DISTRICT shall provide the CONSULTANT with the Project Construction Budget for review and acceptance by the CONSULTANT. At the written request of the CONSULTANT, District shall provide CONSULTANT copies of any documents related to the Project.
- 10.2. **District Representative.** The DISTRICT shall appoint a representative authorized to act on the DISTRICT's behalf with respect to the PROJECT. The DISTRICT or its authorized representative shall render decisions in a timely manner pertaining to documents submitted by the CONSULTANT. Unless modified by written notice by the DISTRICT to the CONSULTANT, the DISTRICT Representative is:

**Brandye K. D'Lena, Executive Director of Facilities, Planning and Purchasing**

- 10.3. **District Notification.** The DISTRICT shall give prompt written notice to the CONSULTANT if the DISTRICT becomes aware of any fault or defect in the PROJECT or nonconformance with the construction contract. However, the DISTRICT's failure or omission to do so shall not relieve the CONSULTANT of his/her responsibilities hereunder and the DISTRICT shall have no duty to observe, inspect or investigate the PROJECT.
- 10.4. **Tests/Inspections.** The DISTRICT shall retain Test/Inspection Service Providers to conduct Construction Phase tests/inspections of materials/equipment forming a part of the Project as required by applicable laws, codes, rules, regulations, or ordinances. CONSULTANT must coordinate work effort as needed.
- 10.5. **DISTRICT Consultants.** Except to the extent of design consultants retained by the Architect, other consultants required or desired by the DISTRICT in connection with the Project shall be retained and paid for by the DISTRICT. Such other consultants include, but may not be limited to, legal counsel, insurance/surety consultants and audio-visual equipment/ installation consultants.

ARTICLE 11 MISCELLANEOUS

- 11.1. **Affirmative Action.** CONSULTANT agrees that CONSULTANT will not engage in unlawful discrimination in employment of persons because of race, ethnicity, religion, nationality, disability, gender, marital status or age of such persons.
- 11.2. **Compliance with Applicable Laws.** The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT's general right of inspection to secure the satisfactory completion thereof. CONSULTANT agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to CONSULTANT, CONSULTANT's business, equipment and personnel engaged in services covered by this AGREEMENT or accruing out of the performance of such services.
- 11.3. **CONSULTANT Accounting Records.** Pursuant to and in accordance with the provisions of Government Code Section 8546.7 or any amendments thereto, all books, records, and files of the DISTRICT and the CONSULTANT, including, but not limited to the costs of administration of this Agreement, shall be subject to examination and audit of the State Auditor at the request of the DISTRICT or as part of any audit of the DISTRICT for a period of three (3) years after final payment is made under this agreement. During this time, CONSULTANT shall maintain accounting records and make them available upon request of the DISTRICT for reproduction or inspection.
- 11.4. **Cumulative Rights; Non Waiver.** Duties and obligations imposed by this Agreement and rights and obligations hereunder are in addition to and not in lieu of any imposed by or available at law or inequity. The failure of DISTRICT or CONSULTANT to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this AGREEMENT shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.
- 11.5. **Definitions:** N/A
- 11.6. **Employment with Public Agency.** CONSULTANT, if an employee of another public agency, agrees that CONSULTANT will not receive salary or remuneration, other than vacation pay, as an



employee of another public agency for the actual time in which services are actually being performed pursuant to this AGREEMENT. Additionally, No member, officer or employee of the DISTRICT during tenure or for one year thereafter, shall have any interest direct or indirect, in this Agreement or the proceeds thereof.

- 11.7. **Full Force of Remaining Contract.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions hereof will nevertheless continue in full force and effect and shall not be affected, impaired or invalidated in any way.
- 11.8. **Governing Law.** This AGREEMENT shall be governed by the laws of the State of California. The duties and obligations of the parties created hereunder are performable in Orange County and such county shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this Agreement.
- 11.9. **Independent Contractor.** CONSULTANT, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONSULTANT understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONSULTANT assumes the full responsibility for the acts and/or omissions of his or her employees or agents as they relate to the services to be provided under this AGREEMENT. CONSULTANT shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes for the respective CONSULTANT's employees.
- 11.10. **Marginal Headings; Captions.** The titles of the various Paragraphs of the Agreement and the Articles of these Conditions are for convenience of reference only and are not intended to and in no way shall enlarge or diminish the rights or obligations of CONSULTANT and DISTRICT hereunder.
- 11.11. **Non-Assignment.** The obligations of the CONSULTANT pursuant to this AGREEMENT shall not be assigned by the CONSULTANT. Nothing contained in this AGREEMENT shall create a contractual relationship with or a cause of action in favor of any third party against either the DISTRICT or CONSULTANT. The sale or transfer of a majority membership interest in CONSULTANT firm or the admission of new member to the CONSULTANT firm which causes there to be a change in majority ownership and / or control of CONSULTANT firm shall be deemed and assignment for purposes of this Agreement. Nothing contained in this Agreement is intended to make any person or entity who is not a signatory to the Agreement a third party beneficiary of any right created by the Agreement or by operation of law.
- 11.12. **Permits/Licenses.** CONSULTANT and all CONSULTANT's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this AGREEMENT.
- 11.13. **Notifications.** All notices or demands to be given under this AGREEMENT by either party to the other shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be

considered given when received if personally served requiring signature acknowledging receipt, or if mailed, on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section.

11.14. **Communications** between the parties shall be sent to the following addresses:

DISTRICT  
Brandye K. D’Lena  
South Orange County  
Community College District  
28000 Marguerite Parkway  
Mission Viejo, CA 92692

CONSULTANT  
Ron Beeler, President  
Facilities Planning & Program Services, Inc.  
22607 La Palma Ave. Suite 407  
Yorba Linda, CA 92887

11.15. **Severability.** If any provision of this Agreement is deemed illegal, invalid unenforceable or void by any court of competent jurisdiction, such provision shall be deemed stricken and deleted herein, but all remaining provisions will remain and continue in full force and effect

11.16. **Entire Agreement / Amendment.** This AGREEMENT and any exhibits attached hereto represent the entire AGREEMENT between the DISTRICT and CONSULTANT and supersede all prior negotiations, representations or agreements, either written or oral with respect to the services contemplated. This AGREEMENT may be amended or modified only by an agreement in writing signed by both the DISTRICT and the CONSULTANT.

11.17. **Binding Agreement.** The DISTRICT and CONSULTANT, respectively, bind themselves, their partners, officers, successors, assigns and legal representatives to the other party to this AGREEMENT with respect to the terms of this AGREEMENT.

This AGREEMENT entered into as of the day and year first written above.

DISTRICT  
South Orange County Community College District

CONSULTANT  
Facilities Planning & Program Services, Inc.

\_\_\_\_\_  
Dr. Debra L. Fitzsimons  
Vice Chancellor, Business Services

\_\_\_\_\_  
Ron Beeler  
President

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Taxpayer number)

Exhibit A

The following rates which include overhead, administrative cost and profit shall be utilized in arriving at the fee for extra services. The hourly rates reflected below shall be effective as of the date of execution of this Contract and shall be revised each twelve (12) months; thereafter based upon changes in the Consumer Price Index for the previous twelve month period, using the CPI for the geographical area of the CONSULTANT.

<u>CONSULTANT Services</u>	<u>Fee Per Hour</u>
Project Manager	\$150.00
Project Leader	\$115.00
On site Project Specialist	\$95.00
Technical Support Staff	\$80.00
Administrative Support	\$70.00

Exhibit B

General Conditions Items as CONSULTANT determines necessary

Jobsite Trailer – provided by CONSULTANT

Task chairs - provided by CONSULTANT

Desks – provided by CONSULTANT

Computers and necessary software – provided by CONSULTANT

Cell Phones – provided by CONSULTANT

Hard Hats/ PPE – each provides own

First Aid Kit – provide by the CONSULTANT

All necessary office supplies – provided by CONSULTANT

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Agreement for Special Services: Atkinson, Andelson, Loya, Ruud & Romo

**ACTION:** Approval

---

**BACKGROUND**

The District has used the services of the legal firm Atkinson, Andelson, Loya, Ruud & Romo since December 7, 1999. The agreement provides specialized legal services pertaining to labor relations, labor negotiations, and other community college legal matters.

**STATUS**

The current agreement ended effective June 30, 2014. The new agreement is effective July 1, 2014 through June 30, 2016, with annual hourly rate changes as follows shown in EXHIBIT A.

The law firm shall bill in quarter-hour increments. The fees for legal services are based on time spent according to the rate schedule.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the special services agreement (EXHIBIT A) with Atkinson, Andelson, Loya, Ruud & Romo, effective July 1, 2014 through June 30, 2016.

## AGREEMENT FOR SPECIAL SERVICES

### I. PARTIES

This Agreement for Special Services (the "Agreement") is made this 1st day of July, 2014, between the law firm of ATKINSON, ANDELSON, LOYA, RUUD & ROMO, a Professional Law Corporation, hereinafter referred to as "Attorney" or the "Law Firm" and SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

### II. RECITALS; PURPOSE; MATTERS

The District desires to retain and engage the Law Firm to perform legal services on the District's behalf, and the Law Firm is willing to accept said engagement on the terms and conditions contained in this Agreement. Attorney agrees to provide legal services to the District, including representation in administrative and court proceedings, as requested by the District. The place and time for such services are to be designated by the Superintendent of the District or designee.

### III. TERMS AND CONDITIONS

A. The term of this Agreement shall be for two years, commencing July 1, 2014, through June 30, 2016. For the period July 1, 2014, through June 30, 2016, the District hereby agrees to pay the Law Firm in connection with the above-referenced services as authorized at the following hourly rates:

	<u>July 1, 2014- June 30, 2015</u>	<u>July 1, 2015- June 30, 2016</u>
Senior Partners	\$290.00	\$295.00
Partners/Senior Counsel	\$280.00	\$285.00
Senior Associates	\$280.00	\$285.00
Associates	\$280.00	\$285.00
Electronic Technology Litigation Specialist	\$240.00	\$245.00
Non-Legal Consultants	\$160.00	\$160.00
Senior Paralegals/Law Clerks	\$160.00	\$165.00
Paralegals/Legal Assistants	\$155.00	\$160.00

The Law Firm shall bill in quarter-hour increments.

B. Agreements for legal fees at other than the hourly rates set forth above may be made by written mutual agreement for special projects or particular scopes of work. In the course of traveling to the District or while providing legal services at the District, it may be necessary for the Law Firm to provide billable services to other clients.

C. The Law Firm shall not be obligated to advance costs on behalf of the District; however, for purposes of convenience and in order to expedite matters, the Law Firm reserves the right to advance costs on behalf of the District with the Superintendent or designee's prior approval in the event a particular cost item exceeds \$2,000.00 in amount, and without the prior approval of the District in the event a particular cost item totals \$2,000.00 or less. Typical cost items include, by way of example and not limitation, document preparation and word processing, long distance telephone charges, fax/telecopy charges, copying charges, messenger fees, travel costs, bonds, witness fees, deposition and court reporter fees, transcript costs, expert witness fees, investigative fees, etc. If the Law Firm retains, with authorization from the District, experts or consultants for the benefit of the District, rather than the District contracting directly with any expert or consultant, it is agreed that the District shall pay a five percent (5%) fee ("consultant processing fee") on such expert and consultant costs paid by the Law Firm in order to offset certain costs to the Law Firm resulting from administering and initially paying such expert and consultant fees on behalf of the District.

D. A detailed description of the attorney work performed and the costs advanced by the Law Firm will be prepared on a monthly basis as of the last day of the month and will be mailed to the District on or about the 15th of the following month. Payment of the full amount due, as reflected on the monthly statements, will be due to the Law Firm from the District by the 10th of each month, unless other arrangements are made. In the event there are retainer funds of the District in the Law Firm's Trust account at the time a monthly billing statement is prepared, funds will be transferred from the Law Firm's Trust Account to the Law Firm's General Account to the extent of the balance due on the monthly statement and a credit therefor will be reflected on the monthly statement. Any balance of fees or costs advanced remaining unpaid for a period of 30 days will be subject to a 1% per month service charge.

E. The District agrees to review the Law Firm's monthly statements promptly upon receipt and to notify the Law Firm, in writing, with respect to any disagreement with the monthly statement. Failure to communicate written disagreement with the Law Firm's monthly statement within thirty (30) days of the District's receipt thereof shall be deemed to signify the District's agreement that the monthly billing statement accurately reflects: (a) the legal services performed; and (b) the proper charge for those legal services.

F. The District agrees to fully cooperate with the Law Firm in connection with the Law Firm's representation of the District including, but not limited to, attending mandatory court hearings and other appearances and providing necessary information and documentation to enable the Law Firm to adequately represent the District.

G. The District has the right, at any time, and either with or without good cause, to discharge the Law Firm as the District's attorneys. In the event of such a discharge of the Law Firm by the District, however, any and all unpaid attorneys' fees and costs owing to the Law Firm from the District shall be immediately due and payable.

H. The Law Firm reserves the right to discontinue the performance of legal services on behalf of the District upon the occurrence of any one or more of the following events:

1. Upon order of Court requiring the Law Firm to discontinue the performance of said legal services;

2. Upon a determination by the Law Firm in the exercise of its reasonable and sole discretion, that state or federal legal ethical principles require it to discontinue legal services for the District;

3. Upon the failure of the District to perform any of the District's obligations hereunder with respect to the payment of the Law Firm's fees and costs advanced; or

4. Upon the failure of the District to perform any of the District's obligations hereunder with respect to cooperation with the Law Firm in connection with the Law Firm's representation of the District.

I. In the event that the Law Firm ceases to perform legal services for the District as hereinabove provided, the District agrees that it will promptly pay to the Law Firm any and all unpaid fees or costs advanced, and retrieve all of its files, signing a receipt therefor. Further, the District agrees that, with respect to any litigation where the Law Firm has made an appearance in Court on its behalf, the District will promptly execute an appropriate Substitution of Attorney form.

J. The Law Firm maintains errors and omissions insurance coverage applicable to the services to be rendered.

K. It is understood and agreed that the Law Firm, while engaged in carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District.

#### **IV. SERVICES PERFORMED BY LAW FIRM-PROVIDED NON-LEGAL CONSULTANTS**

The Law Firm has an affiliation with non-legal education consultants who are available to assist the District in areas including, but not limited to, personnel/business office audits, human resources/collective bargaining consultation, public/employee relations surveys and communications, budget analysis/support services, instructional coaching/counseling at school improvement sites, leadership coaching, board/superintendent relations and best practices, and interim management placement. Although the Law Firm has a financial interest in the work performed by these consultants, the Law Firm is not suggesting or recommending the District utilize consultant services but, rather, offers their services as an accommodation to the District at its sole discretion.



**V. CONSENT TO LAW FIRM COMMUNICATION**

As part of our commitment to client service, the Law Firm will send the District periodic alerts on case developments and legislative changes, and notices of Breakfast Briefings, conferences, and other training opportunities designed to help the District with daily legal concerns. The Law Firm will send those and other additional service notices to the District via regular mail and/or electronic mail at the email address which you designate or the email used in your daily communications with us. These email notices are a convenient way to keep the District administrators apprised of important legal changes. By execution of this Agreement, the District and designated contact(s) consent to receive such communications by electronic mail subject to the right of unsubscribe at any time.

**VI. ARBITRATION**

The parties agree that all disputes which arise between the District and the Law Firm, whether financial or otherwise regarding the attorney-client relationship, shall be resolved by binding arbitration. The parties agree to waive their right to a jury trial and to an appeal.

**VII. DURATION**

This Agreement shall be effective July 1, 2014, through June 30, 2016, and thereafter shall continue from month-to-month at the then current hourly rate set forth herein until modified in writing by mutual agreement or terminated by either party upon thirty (30) days' written notice.

**VIII. EXECUTION DATE**

This Agreement is entered into this 1st day of July, 2014.

“Law Firm”

ATKINSON, ANDELSON, LOYA, RUUD & ROMO

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
WARREN S. KINSLER

“District”

SOUTH ORANGE COUNTY COMMUNITY COLLEGE  
DISTRICT

Dated: \_\_\_\_\_

By: \_\_\_\_\_

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Contract for Quality Assurance Services, eNamix  
**ACTION:** Approval

---

### **BACKGROUND**

To support new software projects for FY 2014-2015, the District is in need of expertise in the area of quality assurance (QA). The QA process is responsible for the testing and verification of new software development. eNamix provides these services and is familiar with IT's development efforts, particularly the My Academic Plan (MAP) system.

### **STATUS**

District IT is proposing that eNamix assist by providing quality assurance services in support of the MAP Enhancements and SIS Enhancements projects.

The professional fees for these services will be based on time spent at a rate of \$80 per hour in an amount not to exceed \$161,280 (EXHIBIT A).

Funding for these software development services are provided by the basic aid allocation approved at the June 2014 board meeting.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the agreement with eNamix for an amount not to exceed \$161,280 for the term of September 1, 2014 to August 31, 2015.

Item Submitted by: *Dr. Debra Fitzsimons, Vice Chancellor, Business Services*  
*Dr. Robert Bramucci, Vice Chancellor, Technology & Learning Services*

**INDEPENDENT CONTRACTOR AGREEMENT**

This Agreement is made and entered into this 26th day of August, 2014 between: Requisition No. RQ15-  
**South Orange County Community College District**  
**28000 Marguerite Parkway**  
**Mission Viejo, California 92692-3635**  
**Telephone (949) 582-4664**

hereinafter called DISTRICT, and

(Name of Contractor): eNamix, Inc.  
(Street Address): 15707 Rockfield Blvd., Suite 150  
(City, State, Zip Code): Irvine, CA 92618  
(Telephone #): 949-502-4210

hereinafter called CONTRACTOR.

WHEREAS, the DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ an independent contractor specially trained to perform special services required; and

WHEREAS, the CONTRACTOR is specially trained and experienced and competent to perform the special services pursuant to this agreement.

The parties agree as follows:

- 1. The period of this Agreement shall be effective from 09/01/2014 to 08/31/2015 and may be modified by mutual agreement of the parties. The DISTRICT shall have the discretion to terminate this contract by providing CONTRACTOR 30 days prior written notice.

The CONTRACTOR shall, at times and places designated by it and acceptable to the DISTRICT perform the following services:

**Quality assurance (QA) services in support of the MAP Enhancements and SIS Enhancements projects including participation in design teams and working with the user community as needed to deliver projects on time and of high quality. QA services on other SIS projects as needed.**

- 2. The DISTRICT shall pay the CONTRACTOR \$80.00 per hour, not to exceed \$161,280. The DISTRICT will pay expenses in the amount of \$0.00. The total contract amount is \$161,280 (including expenses). Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by IT Directors Jim Gaston or Jim Phaneuf, payment will be made.
- 3. The DISTRICT shall not be liable to the CONTRACTOR for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
- 4. While performing service hereunder, the CONTRACTOR is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
- 5. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

<b>Contractor</b>	<b>South Orange County Community College District</b>
Signature: _____	Signature: _____
By: _____	By: Dr. Debra L. Fitzsimons
Title: _____	Title: Vice Chancellor, Business Services
Date: _____	Date: _____
Contact Person: John Jeltema, 949-502-4210	College Contact Person: Jim Gaston, 949-582-4336

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Contract for Database Design Services, Nimble Consulting  
**ACTION:** Approval

---

### **BACKGROUND**

To support the software projects for FY 2014-2015, the District is in need of expertise in the area of database analysis, design, and programming. Nimble Consulting provides these services and is familiar with IT's development efforts, particularly the Student Information System (SIS) and Sherpa.

### **STATUS**

District IT is proposing that Nimble Consulting assist by providing database design services for the SIS Enhancements, Student Success Dashboard, Class Schedule Upgrade and Recommendation Engine projects. Participation may also be required in any applicable design team for ongoing FY 2014-2015 projects.

The professional fees for these services will be based on time spent at a rate of \$131 per hour in an amount not to exceed \$264,096 (EXHIBIT A).

Funding for these software development services is provided by the basic aid allocation approved at the June 2013 board meeting.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the agreement with Nimble Consulting for an amount not to exceed \$264,096 for the term of September 1, 2014 to August 31, 2015.

**INDEPENDENT CONTRACTOR AGREEMENT**

This Agreement is made and entered into this 26th day of August, 2014 between: Requisition No. RQ15-  
**South Orange County Community College District**  
**28000 Marguerite Parkway**  
**Mission Viejo, California 92692-3635**  
**Telephone (949) 582-4664**

hereinafter called DISTRICT, and  
(Name of Contractor): Nimble Consulting  
(Street Address): 2 Windgate  
(City, State, Zip Code): Mission Viejo, CA 92692  
(Telephone #): (949) 547-0498

hereinafter called CONTRACTOR.

WHEREAS, the DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ an independent contractor specially trained to perform special services required; and

WHEREAS, the CONTRACTOR is specially trained and experienced and competent to perform the special services pursuant to this agreement.

The parties agree as follows:

- 1. The period of this Agreement shall be effective from 09/01/2014 to 08/31/2015 and may be modified by mutual agreement of the parties. The DISTRICT shall have the discretion to terminate this contract by providing CONTRACTOR 30 days prior written notice.

The CONTRACTOR shall, at times and places designated by it and acceptable to the DISTRICT perform the following services: **Perform database analysis, design and programming tasks in support of SIS enhancements, Student Success Dashboard, Class Schedule Upgrade and Recommendation Engine projects. Participate in any applicable design team for ongoing FY2014/15 Projects.**

- 2. The DISTRICT shall pay the CONTRACTOR \$131.00 per hour, not to exceed \$264,096. The DISTRICT will pay expenses in the amount of \$ N/A. The total contract amount is \$264,096 (including expenses). Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by IT Directors, Jim Gaston or Jim Phaneuf, payment will be made.
- 3. The DISTRICT shall not be liable to the CONTRACTOR for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
- 4. While performing service hereunder, the CONTRACTOR is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
- 5. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

**Contractor** **South Orange County Community College District**

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

By: \_\_\_\_\_ By: Dr. Debra L. Fitzsimons

Title: Consultant/Owner Title: Vice Chancellor, Business Services

Date: \_\_\_\_\_ Date: \_\_\_\_\_

Contact Person: Christian Hira 949-547-0498 District Contact Person: Jim Gaston 949-582-4336

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Contract for Software Development Services, Redisq Technologies

**ACTION:** Approval

---

### **BACKGROUND**

To support the software projects for FY 2014-2015, the District is in need of expertise in the area of software development. Redisq Technologies provides these services and is familiar with IT's development efforts, particularly the Student Information System (SIS).

### **STATUS**

District IT is proposing that Redisq Technologies assist by providing software development services for the SIS Enhancements project.

The professional fees for these services will be based on time spent at a rate of \$60 per hour in an amount not to exceed \$120,960 (EXHIBIT A).

Funding for these software development services are provided by the basic aid allocation approved at the June 2014 board meeting.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the agreement with Redisq Technologies for a total amount not to exceed \$120,960 for the term of September 1, 2014 to August 31, 2015.

Item Submitted by: *Dr. Debra Fitzsimons, Vice Chancellor, Business Services*  
*Dr. Robert Bramucci, Vice Chancellor, Technology & Learning Services*

**INDEPENDENT CONTRACTOR AGREEMENT**

This Agreement is made and entered into this 26th day of August, 2014 between: Requisition No. RQ15-  
**South Orange County Community College District**  
**28000 Marguerite Parkway**  
**Mission Viejo, California 92692-3635**  
**Telephone (949) 582-4664**

hereinafter called DISTRICT, and

(Name of Contractor): Redisq Technologies  
(Street Address): 16120 SE Eastgate Way, Apt# C202  
(City, State, Zip Code): Bellevue, WA 98008  
(Telephone #): 425-623-0701

hereinafter called CONTRACTOR.

WHEREAS, the DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ an independent contractor specially trained to perform special services required; and

WHEREAS, the CONTRACTOR is specially trained and experienced and competent to perform the special services pursuant to this agreement.

The parties agree as follows:

- 1. The period of this Agreement shall be effective from 09/01/2014 to 08/31/2015 and may be modified by mutual agreement of the parties. The DISTRICT shall have the discretion to terminate this contract by providing CONTRACTOR 30 days prior written notice.

The CONTRACTOR shall, at times and places designated by it and acceptable to the DISTRICT perform the following services:

Perform software development services in support of the SIS Enhancements project.

- 2. The DISTRICT shall pay the CONTRACTOR \$60.00 per hour, not to exceed \$120,960. The DISTRICT will pay expenses in the amount of \$ N/A. The total contract amount is \$120,960 (including expenses). Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by IT Directors, Jim Gaston or Jim Phaneuf, payment will be made.
- 3. The DISTRICT shall not be liable to the CONTRACTOR for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
- 4. While performing service hereunder, the CONTRACTOR is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
- 5. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

**Contractor**

**South Orange County Community College District**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

By: \_\_\_\_\_

By: Dr. Debra L. Fitzsimons

Title: Consultant/Owner

Title: Vice Chancellor, Business Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Contact Person: Mollishree Sawhney 423-623-0701

District Contact Person: Jim Gaston 949-582-4336

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Contract for Software Development Services, Synergy Software Solutions

**ACTION:** Approval

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### **BACKGROUND**

To support the software projects for FY 2014-2015, the District is in need of expertise in the area of software development. Synergy Software Solutions provides these services and is familiar with IT's development efforts, particularly the My Academic Plan (MAP) system.

### **STATUS**

District IT is proposing that Synergy Software Solutions assist by providing software development services for MAP Enhancements, Class Schedule Upgrade and Recommendation Engine and other SIS projects as required.

The professional fees for these services will be based on time spent at a rate of \$102 per hour in an amount not to exceed \$205,632 (EXHIBIT A).

Funding for these software development services are provided by the basic aid allocation approved at the June 2014 board meeting.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the agreement with Synergy Software Solutions for a total amount not to exceed \$205,632 for the term of September 1, 2014 to August 31, 2015.

Item Submitted by: *Dr. Debra Fitzsimons, Vice Chancellor, Business Services*  
*Dr. Robert Bramucci, Vice Chancellor, Technology & Learning Services*



**INDEPENDENT CONTRACTOR AGREEMENT**

This Agreement is made and entered into this 26th day of August, 2014 between: Requisition No. RQ15-  
**South Orange County Community College District**  
**28000 Marguerite Parkway**  
**Mission Viejo, California 92692-3635**  
**Telephone (949) 582-4664**

hereinafter called DISTRICT, and  
(Name of Contractor): Synergy Software Solutions  
(Street Address): 33 Raven Lane  
(City, State, Zip Code): Aliso Viejo, CA 92656  
(Telephone #): (213) 300-8877

hereinafter called CONTRACTOR.

WHEREAS, the DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ an independent contractor specially trained to perform special services required; and

WHEREAS, the CONTRACTOR is specially trained and experienced and competent to perform the special services pursuant to this agreement.

The parties agree as follows:

- 1. The period of this Agreement shall be effective from 09/01/2014 to 08/31/2015 and may be modified by mutual agreement of the parties. The DISTRICT shall have the discretion to terminate this contract by providing CONTRACTOR 30 days prior written notice.

The CONTRACTOR shall, at times and places designated by it and acceptable to the DISTRICT perform the following services: **Perform software development services in support of MAP Enhancements, Class Schedule Upgrade and Recommendation Engine and other SIS projects as required. Participate in design teams for any applicable FY2014/15 Projects.**

- 2. The DISTRICT shall pay the CONTRACTOR \$102.00 per hour, not to exceed \$205,632. The DISTRICT will pay expenses in the amount of \$ N/A. The total contract amount is \$205,632 (including expenses). Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by IT Directors, Jim Gaston or Jim Phaneuf, payment will be made.
- 3. The DISTRICT shall not be liable to the CONTRACTOR for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
- 4. While performing service hereunder, the CONTRACTOR is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
- 5. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

<b>Contractor</b>	<b>South Orange County Community College District</b>
Signature: _____	Signature: _____
By: Pratik Modi	By: Dr. Debra L. Fitzsimons
Title: Consultant/Owner	Title: Vice Chancellor, Business Services
Date: _____	Date: _____
Contact Person: Pratik Modi 213-300-8877	District Contact Person: Jim Gaston 949-582-4336

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Professional Services for Design-Build Procurement, Alternative Delivery Solutions, LLC

**ACTION:** Approval

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### **BACKGROUND**

On April 30, 2012, the Board of Trustees approved a resolution authorizing the design-build construction delivery method and approved an agreement for professional services with Alternative Delivery Solutions, LLC to assist with this first time use of the design-build procurement method for the Irvine Valley College A400 Design-build project. On February 24, 2014, the Board of Trustees adopted a resolution authorizing the use of design-build procurement for the Irvine Valley College ATEP Swing Space project. This August 25, 2014 board agenda includes a request for the Board to adopt a resolution authorizing the use of design-build for the revised project: ATEP IVC First Building.

District use of the design-build delivery method will be in alignment with the requirements of California Education Code 81700 et seq. to reduce comparable costs, expedite completion or provide features and benefits unavailable through the traditional design-bid-build process.

### **STATUS**

The district has completed its first experience with procurement for a design-build entity. Staff would like to maintain the relationship with the design-build consultant, Alternative Delivery Solutions, LLC, to ensure that all lessons learned are captured and incorporated into best practices of the upcoming design-build procurement. Additionally, the original scope of specialized services will translate across two new, concurrent design-build projects and will include assistance with: the validation effort, coordination with criteria architect, transparent subcontractor selection, conformance with contract general conditions, conflict resolution and close out.

Staff recommends approval of the agreement (EXHIBIT A) for Professional Services for Design-build Procurement, with Alternative Delivery Solutions, LLC, for a total contract amount of \$273,000.

Funds for these services have been allocated through the Basic Aid Allocation process and are available.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the agreement (EXHIBIT A) for Professional Services for Design-build Procurement, with Alternative Delivery Solutions, LLC, for a total contract amount of \$273,000.

## AGREEMENT-PROFESSIONAL SERVICES FOR DESIGN-BUILD PROCUREMENT

This AGREEMENT is hereby entered into between the South Orange County Community College District, hereinafter referred to as "DISTRICT," and Alternative Delivery Solutions LLC, 24396 Tropicana Place, Laguna Niguel, CA 92677, 949-300-0686 hereinafter referred to as "CONSULTANT."

WHEREAS, DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required;

WHEREAS, DISTRICT is in need of such special services and advice; and

WHEREAS, CONSULTANT is specially trained and experienced and competent to perform the special services required by the DISTRICT, and such services are needed on a limited basis;

NOW, THEREFORE, the parties agree as follows:

### ARTICLE I - SERVICES TO BE PROVIDED BY CONSULTANT:

- a. The CONSULTANT's services shall consist of those services performed by the CONSULTANT, CONSULTANT's employees and CONSULTANT's sub consultants as enumerated in Articles II and III of this AGREEMENT.
- b. The CONSULTANT's services shall be performed in a manner which is consistent with professional skill and care and the orderly progress of the work. The CONSULTANT represents that he/she will follow the standards of his/her profession in performing all services under this AGREEMENT. The time limits established by this schedule shall not, except for reasonable cause, be exceeded by the CONSULTANT.
- c. Key Individual Assignments. The CONSULTANT has been selected to perform the work herein because of the skills and expertise of key individuals. The CONSULTANT shall designate Robert J. Hartung as the person primarily responsible for the services rendered.
- d. The services covered by this AGREEMENT shall run through completion of Phase I through Phase III.

### ARTICLE II – SCOPE OF CONSULTANT’S SERVICES

1. CONSULTANT will provide services simultaneously for two Design Build endeavors: the ATEP IVC First Building and the Saddleback College Site Improvements projects.
2. CONSULTANT will perform services in three phases. Draft/Preliminary Schedule can be found in Exhibit A.
3. CONSULTANT’s primary services will consist of professional services necessary for adjusting the existing approaches through lessons learned and implementing the revised design-build delivery approach. Services include assistance with the review and development of contract documents, prequalification packages, request for proposals, and all supporting, related materials and other professional services necessary to deliver ATEP IVC First

Building and Saddleback College Site Improvements projects through the award of a design/build contract including the following:

PHASE I – Assist with Criteria Architect selection on ATEP IVC First Building project and Update Procurement Documents for both ATEP and Saddleback Project:

- a. General oversight and leadership for the Document Preparation phase
- b. Provide consultation and advice regarding best practices of the design-build process through the procurement phase of the project.
- c. Assist with preparation of the procurement package for Criteria Architect Team. Assist with the evaluation, interview process, and scoring of the Criteria Architect selection process (non-scoring).
- d. Facilitate the joint efforts of Criteria Architect and the DISTRICT.
- e. Lead the preparation of the RFQ document for issuing to potential proposers.
- f. Lead the effort to prepare the RFP documents including evaluation and incorporation of lessons learned with modifications to existing documents from first Design/Build effort.
- g. Assist with reviewing the existing scoring procedure proposing modifications for improvement, finalize scoring spreadsheet, and guide selection committee through evaluation and selection using the RFQ/RFP proposal documents.

PHASE II – Procurement Phase for both ATEP and Saddleback projects

- a. General oversight and leadership for the Procurement Process Phase.
- b. Assist with preparation of the Public Notice of Intent to Procure.
- c. Facilitate the pre-proposal meetings for design-build proposers.
- d. Assist with answers to questions from proposers.
- e. Assist with reviewing RFQ responses and establishing the short list of pre-qualified proposers (non-scoring).
- f. Facilitate debriefings for RFQ participants after selection.
- g. Assist with Instructions to Short-listed Proposers regarding Interviews.
- h. Facilitate pre-proposal meeting with short-listed D-B teams.
- i. Facilitate interviews with short-listed proposers.
- j. Assist with reviewing RFP responses and ‘best value’ selection of the proposing entities. Facilitate final selection of the winning proposal (non-scoring).
- k. Assist with contract review and negotiations.

- I. Facilitate debriefings for RFP participants after award of contract.

PHASE III – Post Award: Design, Construction, and Close-Out Phase (Assuming concurrence in schedules of both ATEP and Saddleback projects)

- a. Provide consultation and advice regarding best practices of the Design-Build process and Integrated Project Delivery principals.
  - b. Assist with Validation process
  - c. Attend project kick-off meeting with the DISTRICT and design-builder.
  - d. Assist with “open book” buyout, subcontractor selection and project budget reviews
  - e. Attend meetings during design and construction as requested by DISTRICT
  - f. Early design and target price conformance: two meetings/month for three months/ project = 12 meetings
  - g. Design Document completion, DSA approval and buy out: one meeting/month/project for ten months = 20 meetings
  - h. Initial construction start up: two meetings/month/project for two months = 8 meetings
  - i. Construction through close out: one meeting/month/project for twelve months = 24 meetings
  - j. Assist with conflict resolution
  - k. Assist with project close out. Attend project close out meetings.
4. CONSULTANT will meet with DISTRICT as requested or warranted, and keep the DISTRICT apprised of findings and progress.

### ARTICLE III -ADDITIONAL CONSULTANT'S SERVICES

1. The CONSULTANT shall be given additional compensation for the services described in Article III.
2. CONSULTANT shall notify the DISTRICT in writing of the need for additional services required due to circumstances beyond the CONSULTANT's control. CONSULTANT shall obtain written authorization from the DISTRICT **before** rendering such services. Compensation for such services shall be compensated based on standard hourly rates of \$185/hour. Such services might include:
  - a. Support services during litigation from the filing of a lawsuit, through trial, post-trial motions and all activities up to notice of appeal, if any.
  - b. Providing services of CONSULTANTS for other than those listed Article I and II of this agreement.

### ARTICLE IV - TERMINATION

DISTRICT or CONSULTANT may, at any time, with or without reason, terminate this AGREEMENT. If so terminated, DISTRICT shall compensate CONSULTANT only for services satisfactorily rendered to the date of termination.

Written notice by DISTRICT or CONSULTANT shall be sufficient to stop further performance of services by CONSULTANT. Notice shall be deemed given when received by the DISTRICT or CONSULTANT or no later than three days after the day of mailing, whichever is sooner.

DISTRICT may terminate this AGREEMENT upon giving of written notice of intention to terminate for cause. Cause shall include: (a) material violation of this AGREEMENT by the CONSULTANT; or (b) any act by CONSULTANT exposing the DISTRICT to liability to others for personal injury or property damage; or (c) CONSULTANT is adjudged bankrupt, CONSULTANT makes a general assignment for the benefit of creditors or a receiver is appointed on account of CONSULTANT's insolvency. Written notice by DISTRICT shall contain the reasons for such intention to terminate and unless within ten (10) days after service of such notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this AGREEMENT shall upon the expiration of the ten (10) days cease and terminate. In the event of such termination, the DISTRICT may secure the required services from another contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to DISTRICT. Written notice by DISTRICT shall be deemed given when received by the other party, or no later than three days after the day of mailing, whichever is sooner.

## ARTICLE V - COMPENSATION

1. DISTRICT agrees to pay the CONSULTANT for services satisfactorily rendered pursuant to this AGREEMENT a total lump sum fee of Two Hundred Seventy Three Thousand and No/100 Dollars (\$273,000) upon satisfactory completion of the services. Reimbursable allowance is expected to be included within the \$273,000 amount as follows:

i. Phase I -	\$ 75,500
ii. Phase II -	\$ 47,000
iii. Phase III -	<u>\$150,500</u>
<b>Total</b>	<b>\$273,000</b>

- a. Services shall be billed monthly as the work progresses through the end of each month.
- b. Payments are due and payable upon receipt of the CONSULTANT's invoice. Amounts unpaid sixty (60) days after the invoice date shall bear interest at the legal rate prevailing at the time for Orange County, California.
- c. To the extent that the scope initially established for the completion of CONSULTANT's services is exceeded or extended through no fault of the CONSULTANT, compensation for any services rendered during the additional period of time shall be computed at standard hourly rates listed in Article III.
- d. Reimbursable Expenses incurred by the CONSULTANT and CONSULTANT's employees and CONSULTANTS in the interest of the PROJECT shall have prior DISTRICT written approval before incurred and records of such expenses shall be provided to DISTRICT for the DISTRICT's review.
- e. Reimbursable expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the CONSULTANT and CONSULTANT's employees and CONSULTANTS in the interest of the Project.

- f. Reimbursable expenses shall be expenses in connection with authorized out-of-town travel. CONSULTANT's normal travel expense and meals are excluded.
- g. Expense of reproductions, except those needed for the use of the CONSULTANT and his or her CONSULTANTS or identified specifically as a deliverable, postage and handling of Drawings, Specifications and other documents including overnight/courier services are reimbursable upon DISTRICT's prior written approval.
- h. For reimbursable expenses, compensation shall be computed at a multiple of one point one (1.1 %) times the expenses incurred by the CONSULTANT, the CONSULTANT's employees and CONSULTANTS in the interest of the Project.
- i. For additional services of CONSULTANTS, compensation shall be computed at a multiple of one point one (1.1%) times the amounts billed to the CONSULTANT for such services.

## ARTICLE VI – INDEMNITY AND INSURANCE

1. Hold Harmless: To the fullest extent permitted by law, CONSULTANT agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its Board of Trustees, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever, which may be incurred by reason of:
  - a. any and all claims under workers' compensation acts and other employee benefit acts with respect to CONSULTANT's employees or his/her subcontractor's employees arising out of CONSULTANT's work under this AGREEMENT; and
  - b. any and all claims for damages because of personal injury or death or damages to property, or other costs and charges, directly or indirectly arising out of or attributable to, in whole or in part, to CONSULTANT's negligent acts, errors and/or omissions in the performance of his/her obligations as stated in this AGREEMENT, or the negligent acts, errors and/or omissions of CONSULTANT's sub consultants, employees either directly or by independent contract, or agents in the performance of their obligations as stated in this AGREEMENT whether said injury or damage occurs either on or off DISTRICT's property, except for liability for damages which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents; and
  - c. The coverages of such indemnification shall include, without limitation attorneys' fees and court costs incurred by DISTRICT with regard thereto. Said indemnity is intended to apply during the period of this AGREEMENT of CONSULTANT's performance and shall survive the expiration or termination of this AGREEMENT until such time as action against DISTRICT on account of any matter covered by such waiver or indemnity is barred by the applicable statute of limitations.
2. CONSULTANT shall purchase and maintain insurance with an insurer or insurers, qualified to do business in the State of California and acceptable to DISTRICT policies of insurance, which will protect CONSULTANT and DISTRICT from claims which may arise out of or result from CONSULTANT's actions or inactions relating to the AGREEMENT, whether such actions or inactions be by themselves or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The aforementioned insurance shall include coverage for:
  - a. Statutory workers' compensation and employers' liability.

- b. Comprehensive general and auto liability insurance with limits of not less than \$1,000,000 per occurrence combined single limit for bodily injury and property damage liability per occurrence, including:
  - i. owned, non-owned and hired vehicles;
  - ii. blanket contractual;
  - iii. broad form property damage;
  - iv. products/completed operations; and
  - v. personal injury.
- c. Each policy of insurance required in (a) and (b) above shall name DISTRICT and its officers, agents and employees as additional insureds; shall state that, with respect to the operations of CONSULTANT hereunder, such policy is primary and any insurance carried by DISTRICT is excess and non-contributory with such primary insurance; shall state that not less than thirty (30) days' written notice shall be given to DISTRICT prior to cancellation; and, shall waive all rights of subrogation. CONSULTANT shall notify DISTRICT in the event of material change in, or failure to renew, each policy. Prior to commencing work, CONSULTANT shall deliver to DISTRICT certificates of insurance as evidence of compliance with the requirements herein. In the event CONSULTANT fails to secure or maintain any policy of insurance required hereby excepting professional liability, DISTRICT may, at its sole discretion, secure such policy of insurance in the name of and for the account of CONSULTANT, and in such event CONSULTANT shall reimburse DISTRICT upon demand for the cost thereof.
- d. In addition, CONSULTANT agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by DISTRICT shall be excess and noncontributory."
- e. CONSULTANT shall provide DISTRICT with certificates of insurance evidencing all coverages and endorsements required hereunder including a thirty (30) day written notice of cancellation or reduction in coverage.

## ARTICLE VII - MISCELLANEOUS

1. Independent Contractor. CONSULTANT, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONSULTANT understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONSULTANT assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this AGREEMENT. CONSULTANT shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONSULTANT's employees.
2. Materials. CONSULTANT shall furnish, at his/her own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this AGREEMENT. CONSULTANT's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.



3. Originality of Services. CONSULTANT agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays, and video productions prepared for, written for, submitted to the DISTRICT and/or used in connection with this AGREEMENT, shall be wholly original to CONSULTANT and shall not be copied in whole or in part from any other source unless permitted, except that submitted to CONSULTANT by DISTRICT as a basis for such services.
4. Copyright/Trademark/Patent. CONSULTANT understands and agrees that all matters produced under this AGREEMENT shall become the property of DISTRICT and cannot be used without DISTRICT's express written permission. DISTRICT shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the DISTRICT. CONSULTANT consents to use of CONSULTANT's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.
5. Assignment. The DISTRICT and CONSULTANT, respectively, bind themselves, their partners, officers, successors, assigns and legal representatives to the other party to this AGREEMENT with respect to the terms of this AGREEMENT. The obligations of the CONSULTANT pursuant to this AGREEMENT shall not be assigned by the CONSULTANT.
6. Compliance With Applicable Laws. The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT's general right of inspection to secure the satisfactory completion thereof. CONSULTANT agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to CONSULTANT, CONSULTANT's business, equipment and personnel engaged in operations covered by this AGREEMENT or accruing out of the performance of such operations.
7. Permits/Licenses. CONSULTANT and all CONSULTANT's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this AGREEMENT.
8. Employment With Public Agency. CONSULTANT, if an employee of another public agency, agrees that CONSULTANT will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this AGREEMENT.
9. Entire Agreement/Amendment. This AGREEMENT and any exhibits attached hereto constitute the entire agreement among the parties to it and supersedes any prior or contemporaneous understanding or agreement with respect to the services contemplated, and may be amended only by a written amendment executed by both parties to the AGREEMENT.
10. Affirmative Action Employment. CONSULTANT agrees that it will not engage in unlawful discrimination in employment of persons because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status, or sex of such persons.
11. Non Waiver. The failure of DISTRICT or CONSULTANT to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this AGREEMENT, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.
12. Notice. All notices or demands to be given under this AGREEMENT by either party to the other, shall be in writing and given either by: (a) personal service or (b) Scanned and emailed with acknowledged receipt by

recipient or (c) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid.

Service shall be considered given when received if personally served or acknowledged via email or if mailed on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section. At the date of this AGREEMENT, the addresses of the parties are as follows:

DISTRICT:  
South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, CA 92692  
Attn: Dr. Debra L. Fitzsimons  
Vice Chancellor, Business Services

CONSULTANT:  
Alternative Delivery Solutions LLC  
24396 Tropicana Place  
Laguna Niguel, CA 92677  
Attn: Robert J. Hartung

13. Interest. No member, officer or employee of the DISTRICT during tenure or for one year thereafter, shall have any interest direct or indirect, in this Agreement or the proceeds thereof.

14. Severability. If any term, condition or provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

15. Governing Law. The terms and conditions of this AGREEMENT shall be governed by the laws of the State of California with venue in Orange County, California.

THIS AGREEMENT IS ENTERED INTO THIS 25th DAY OF August 2014.

DISTRICT  
South Orange County Community College District

CONSULTANT  
Alternative Delivery Solutions LLC

By: \_\_\_\_\_  
Dr. Debra L. Fitzsimons  
Vice Chancellor of Business Services

By: \_\_\_\_\_  
Robert J. Hartung  
President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Taxpayer Identification Number 71-0972465



**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Promenade Apartments, Assumption of Lease and Release, and Related Estoppel and Agreement for New Lessee, FPA4 Promenade, LLC

**ACTION:** Approval

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### **BACKGROUND**

The District and MG Promenade Apartments, LLC ("MG Promenade") are parties to that certain Agreement for Joint Use and Occupancy and Ground Lease dated September 23, 1985, as amended by that certain First Amendment thereto dated June 2, 1986 (as so amended, the "Ground Lease").

### **STATUS**

On July 18, 2014, ConAm Asset Management Corporation ("ConAm"), MG Promenade's Manager, notified the District that MG Promenade intended to sell the Promenade Apartments to FPA4 Promenade, LLC ("FPA"), an affiliate of Fowler Property Acquisitions, LLC. In connection with such sale, MG Promenade desires to assign the Ground Lease to FPA, pursuant to that certain Assignment and Assumption of Lease and Consent to Assignment and Assumption of Lease and Release to be entered into by MG Promenade, FPA and the District, in the form of EXHIBIT A attached hereto (the "Assignment Agreement"). In addition, FPA is obtaining a loan from Bank of America, N.A. ("Lender") to finance its acquisition of the Promenade Apartments. Lender has requested that the District, FPA and Lender execute that certain Ground Lessor Estoppel and Agreement in the form of EXHIBIT B attached hereto (the "Estoppel Agreement").

MG Promenade has complied with the requirements of Section 19 of the Ground Lease, which provides: "Lessee shall have the right to assign this Lease with the prior written consent of District. District shall consent to the assignment of this Lease provided that (a) Lessee or any of its successors or assigns shall not be in default hereunder at the time of a proposed assignment; (b) the proposed transferee shall covenant in writing with District to keep, perform and be bound by each and all of the covenants and conditions of this Lease herein provided to be kept and performed by Lessee; and (c) the Lessee or proposed transferee shall furnish District with an executed copy of such Assignment or other documents to be used to effect such transfer, the address of the proposed transferee, and the proposed effective date thereof." The Assignment Agreement is consistent with the above requirements.

The Estoppel Agreement is consistent with the Ground Lease, and is similar to other estoppel agreements previously executed by District in connection with the Ground Lease for the Promenade parcel..

The Assignment Agreement and the Estoppel Agreement have been reviewed by the District's legal counsel, Andrew P. Bernstein, Esq. of Jackson, DeMarco, Tidus & Peckenpaugh, and found to be in acceptable form and consistent with the Ground Lease.

During the negotiation of these Agreements, it was determined that there is an approximately 500 sq. ft. building and associated parking area (currently used for union offices) owned by the District that is located on a portion of the property that is subject to the Ground Lease. Following the closing of the sale of the Promenade Apartments, the District has agreed to discuss in good faith with FPA an agreement clarifying the rights and responsibilities of the District and FPA concerning this building and the associated parking area, which may take the form of an amendment to the Ground Lease, a sublease or a license agreement. Any such agreement will be brought to the Board of Trustees for approval at a future date.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the assignment of the Ground Lease by MG Promenade to FPA and approve a motion to authorize the execution by the Vice Chancellor of Business Services of the Assignment Agreement (EXHIBIT A) and the Estoppel Agreement (EXHIBIT B) and any other documents necessary to carry out the terms thereof.

Recording Requested by

First American Title Insurance Company

Recording Requested by and  
When Recorded Mail To:

FPA4 Promenade, LLC  
4685 MacArthur Court, Suite 400  
Newport Beach CA 92660  
Attn: Legal Department

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**ASSIGNMENT AND ASSUMPTION OF LEASE AND CONSENT TO ASSIGNMENT  
AND ASSUMPTION OF LEASE AND RELEASE**

APN: 740-012-29

THE TERM OF THE LEASE IS LESS THAN 55 YEARS

---

THIS ASSIGNMENT AND ASSUMPTION OF LEASE AND CONSENT TO ASSIGNMENT AND ASSUMPTION OF LEASE AND RELEASE (this “**Assignment**”) is made and entered into as of \_\_\_\_\_, 2014 by and among MG Promenade Apartments, LLC, a Delaware limited liability company (“**Assignor**”), FPA4 Promenade, LLC, a Delaware limited liability company (“**Assignee**”), and South Orange County Community College District, a public agency (formerly known as Saddleback Community College District) (“**District**”).

A. District and Assignor’s predecessors entered into an Agreement for Joint Use and Occupancy of School Property and Ground Lease dated September 23, 1985, as amended by that certain First Amendment to Agreement for Joint Use and Occupancy of School Property and Ground Lease dated June 2, 1986 (as amended, the “**Lease**”) for approximately 23.3 acres of real property situated in Mission Viejo, California, more particularly described in Exhibit A attached hereto and incorporated herein by this reference (the “**Leased Premises**”). The Lease expires on September 30, 2040.

B. The Assignor’s interest under the Lease passed to Assignor by instrument recorded on January 10, 2011 in the Official Records of Orange County, California, as Instrument No. 2011000016266.

C. Subject to District’s consent, Assignor desires to assign all of its rights, title and interest in and to the Lease as “lessee” to Assignee and Assignee desires to assume all of Assignor’s rights, title and interest in and to the Lease as “lessee” from Assignor.

D. Upon the effective date of District’s consent, District shall release Assignor from all of Assignor’s obligations under the Lease accruing from and after the effective date of this Assignment.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, the parties hereby agree as follows:

1. Assignor hereby assigns and transfers to Assignee, all of Assignor's rights, title and interest in and to the Lease as "lessee" and the leasehold estate therein described, and Assignee agrees to and does accept the assignment and, in addition, expressly assumes and agrees to keep, perform and fulfill all of the terms, covenants, conditions and obligations required to be kept, performed and fulfilled by lessee, including the making of all payments due or payable under the Lease when due or payable, to the extent accruing from and after the effective date of this Assignment set forth below (the "**Lease Obligations**").

**SUBJECT TO:**

1.1 Current taxes and assessments; and

1.2 All covenants, conditions, restrictions, reservations, rights, rights of way, easements and title matters of record.

2. The assignment and assumption set forth under the terms and conditions of this Assignment shall take effect on \_\_\_\_\_, 2014 (the "**Effective Date**") (the date shall be filled in by Assignor prior to recordation of this document). This Assignment may be executed in counterparts, each of which is an original but all of which taken together constitute the same instrument.

IN WITNESS WHEREOF, this Assignment is made and entered into as of the date first set forth above.

**ASSIGNOR:** MG PROMENADE APARTMENTS, LLC  
a Delaware limited liability company

By: ConAm Asset Management Corporation,  
a California corporation

Its: Manager

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: Vice President

**ASSIGNEE:** FPA4 Promenade, LLC,  
A Delaware limited liability company

By: \_\_\_\_\_

Michael B. Earl

Vice President

State of California            )  
County of San Diego         )

On \_\_\_\_\_, before me, \_\_\_\_\_, Notary Public,  
personally appeared \_\_\_\_\_, who proved to me on the basis of  
satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within  
instrument and acknowledged to me that he/she/they executed the same in his/her/their  
authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s),  
or the entity upon behalf of which the person(s) acted, executed the instrument.  
I certify under PENALTY OF PERJURY under the laws of the State of California that the  
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

State of California            )  
County of Orange            )

On \_\_\_\_\_, before me, \_\_\_\_\_, Notary Public,  
personally appeared MICHAEL B. EARL, who proved to me on the basis of satisfactory  
evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and  
acknowledged to me that he/she/they executed the same in his/her/their authorized  
capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the  
entity upon behalf of which the person(s) acted, executed the instrument.  
I certify under PENALTY OF PERJURY under the laws of the State of California that the  
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)



**EXHIBIT "A"**

**LEGAL DESCRIPTION**

PARCEL 1 OF PARCEL MAP NO. 85-430, AS PER MAP FILED IN BOOK 220, PAGES 10 THROUGH 13 OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDED OF ORANGE COUNTY, STATE OF CALIFORNIA, AS AMENDED BY CERTIFICATE OF CORRECTION RECORDED JANUARY 25, 1989 AS INSTRUMENT NO. 89-044012 AND APRIL 12, 1991 AS INSTRUMENT NO. 91-171470, BOTH OF OFFICIAL RECORDS

APN: 988-012-29

**CONSENT TO ASSIGNMENT AND ASSUMPTION OF LEASE AND RELEASE**

IN CONSIDERATION of the assumption of the obligations of the lessee under the Lease by FPA4 Promenade, LLC, a Delaware limited liability company, South Orange County Community College District hereby consents to the assignment of the Lease to and assumption of the Lease by FPA4 Promenade, LLC and hereby releases MG Promenade Apartments, LLC, a Delaware limited liability company and MG Promenade Apartments, LLC's present and former members from the Lease Obligations accruing from and after the Effective Date of this Assignment set forth above; provided, however, that this consent shall not waive the right of the District to consent to any subsequent assignments of the Lease.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT,  
a public agency (formerly known as Saddleback Community College District)

By: \_\_\_\_\_  
Name: Debra L. Fitzsimons  
Title: Vice Chancellor of Business Services

State of California            )  
County of Orange            )

On \_\_\_\_\_, before me, \_\_\_\_\_, Notary Public,  
personally appeared \_\_\_\_\_, who proved to me on the basis of  
satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within  
instrument and acknowledged to me that he/she/they executed the same in his/her/their  
authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s),  
or the entity upon behalf of which the person(s) acted, executed the instrument.  
I certify under PENALTY OF PERJURY under the laws of the State of California that the  
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

**GROUND LESSOR ESTOPPEL AND AGREEMENT**

THIS GROUND LESSOR ESTOPPEL AND AGREEMENT (this "Estoppel"), dated as of \_\_\_\_\_, 2014 (herein, the "Effective Date") is made by and among SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, a public agency (formerly known as Saddleback Community College District) ("Lessor"), BANK OF AMERICA, N.A. ("Lender"), and FPA4 PROMENADE, LLC, a Delaware limited liability company ("Lessee").

WHEREAS, Lessor and Lessee (as successor by assignment from MG Promenade Apartments, LLC) are parties to the Agreement for Joint Use and Occupancy of School Property and Ground Lease, dated September 23, 1985, as amended by the First Amendment to Agreement for Joint Use and Occupancy of School Property and Ground Lease, dated June 2, 1986 (as so amended, the "Lease"), pursuant to which Lessor leases to Lessee, and Lessee leases from Lessor, certain real property located in Mission Viejo, California, and more specifically described on Exhibit A hereto (the "Premises");

WHEREAS, Lessee has requested a loan from Lender in the original principal amount of up to \$19,500,000 (the "Loan"), to be secured by, among other things, a leasehold mortgage on the Lessee's interest in the Lease; and

WHEREAS, Lender, Lessee and Lessor desire to enter into this Estoppel with respect to the Loan.

NOW, THEREFORE, to induce Lender to make the Loan, Lessee and Lessor certify and agree, as the case may be, for the benefit of Lender, as follows:

1. Lessor and Lessee each certify (for themselves only) that the Lease is in full force and effect, and is binding upon Lessor and Lessee. A true and complete copy of the Lease, as amended, is attached hereto as Exhibit B and the Lease has not been canceled, modified, surrendered, extended or further amended except as attached hereto.

2. Lessor represents and warrants that as of the date hereof (i) rental under the Leases is paid annually, in advance, on May 15<sup>th</sup> of each year and has been paid through May 14, 2015, (ii) rental for the period May 15, 2014 through May 14, 2015 is \$2,421,781, (iii) the current term of the Lease expires on September 30, 2040 and Lessee has no option to extend the term of the Lease beyond September 30, 2040, and (iv) Lessor has not asserted and has no basis to assert any claims, liabilities, damages, actions and/or causes of action of any nature or character against Lessee in connection with the Lease.

3. Lessor certifies that there are no mortgages encumbering Lessor's fee interest in the Premises. Lessor agrees that any future mortgages on Lessor's fee interest in the Premises shall be subordinate in priority to the Lease.

4. Lessor certifies that (i) Lessor has not delivered any outstanding notice to Lessee wherein it is claimed that a default by Lessee exists under the Lease, and (ii) Lessee is not in default in the performance of any term, covenant, agreement or condition of the Lease, nor has

any event occurred which, with the giving of notice, the passage of time, or both, would constitute such a default by Lessee under the Lease.

5. Lessor hereby acknowledges and agrees that the reference in Section 20 of the Lease to “the Article entitled ‘Encumbrance of Lease’” is intended to, and does in fact refer to Article 6 of the Lease.

6. Any and all insurance proceeds and/or condemnation awards payable in connection with a casualty or condemnation of all or any portion of the Premises shall be paid directly to Lender and Lender shall hold and disburse such insurance proceeds or condemnation awards, as applicable, in accordance with the terms of its deed of trust encumbering Lessee’s leasehold interest in the Premises.

7. Notwithstanding anything to the contrary in the Lease, Lender shall be deemed to be pursuing a foreclosure of Lessee’s interest in the Lease with all due diligence and in good faith during any period in which Lender is precluding from consummating such foreclosure as the result of a court order, including as the result of the automatic stay in bankruptcy.

8. Notwithstanding anything to the contrary in the Lease, including, without limitation, Section 26, no action by Lessee to cancel, terminate, surrender, amend or modify the terms of the Lease shall be binding upon Lender without Lender’s prior written consent; provided however, that subject to the terms of Section 6 of the Lease, Lessor shall have the right to terminate the Lease due to a default by Lessee if such default remains uncured following notice to Lessee and Lender and expiration of the applicable cure period as provided in the Lease.

9. If the Lease is terminated for any reason, including as a result of Lessee’s rejection of the Lease in bankruptcy, Lessor shall, upon the written request of Lender enter into a new lease with Lender as set forth in Section 6(a)(6) of the Lease.

10. Following a default by Lessee, Lender shall have the right to cure such default as set forth in Sections 6(a)(2) through 6(a)(4) inclusive of the Lease. Notwithstanding the foregoing, nothing herein shall be deemed to require Lender to undertake or continue to undertake any obligation of Lessee under the Lease.

11. Upon becoming a successor in interest to Lessee under the Lease (or the lessee under a new lease entered into pursuant to Section 6(a)(6) of the Lease), (a) Lender (or its nominee, as applicable) shall not be obligated to cure any defaults under the Lease that are either personal to Lessee or otherwise not susceptible of being cured by Lender, (b) Lender (or its nominee, as applicable) shall only be obligated to perform the obligations accruing under the Lease or new lease (as applicable) accruing during its period of ownership of the leasehold as set forth in Section 6(a)(8) of the Lease, (c) upon a subsequent transfer of the leasehold by Lender (or its nominee, as applicable) (subject to Lessor’s right to consent to such transfer as provided in Section 19 of the Lease), such party shall be automatically released of any liability with respect to the Lease (or new lease, as applicable) that accrues from and after the date of transfer and (d) Lender (or its nominee, as applicable) shall have the right to transfer the Lease with Lessor’s prior written consent as provided in Section 19 of the Lease.

12. In accordance with Section 6(a)(1) of the Lease, Lessor agrees to deliver to Lender a copy of any notices provided to Lessee under of the Lease at the address below. All notices provided under this Estoppel shall be addressed as follows:

(a) Lessor's present address for the delivery of notices under the Lease is:

South Orange County Community College District  
24800 Marguerite Parkway  
Mission Viejo, CA 92692  
Attention: Vice Chancellor of Business Services

With a copy to:

Jackson DeMarco Tidus & Peckenpaugh  
2030 Main Street, Suite 1200  
Irvine, CA 92614  
Attention: Andrew P. Bernstein, Esq.

(b) Lessee's present address for the delivery of notices under the Lease is:

FPA4 Promenade, LLC  
4685 MacArthur Court, Suite 400  
Newport Beach CA 92660  
Attention: Michael B. Earl

(c) Lender's present address for the delivery of notices under the Lease is:

Bank of America, N.A.  
555 California Street, 6th Floor  
CA5-705-06-11  
San Francisco, CA 94104  
Attention: Jeffrey S. Kim

with a copy to:

Jones Day  
555 California Street, 26<sup>th</sup> Floor  
San Francisco, CA 94104  
Attention: Mark Appelbaum

(d) Lessor and Lessee each acknowledge that the foregoing satisfies Lender's obligation under the Lease, including, without limitation, Section 6(a)(i) of the Lease, to notify Lender that Lender is a "Leasehold Mortgagee", entitled to the rights and notices to which a "Leasehold Mortgagee" is entitled under the Lease.

13. Except as expressly modified by this Estoppel, all of the terms, covenants and conditions of the Lease are hereby ratified and confirmed and shall continue to be and remain in full force and effect throughout the remainder of the term thereof.

14. This Estoppel may be executed in counterparts, each of which shall be deemed an original and all of which shall constitute one and the same instrument.

15. The provisions of this Estoppel shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

16. It is understood that Lender and Lessee will rely upon the certifications and agreements made herein. All terms and definitions not otherwise defined herein shall have the meanings set forth in the Lease.

17. Time is of the essence with respect to each and every provision contained herein.

***[SIGNATURE PAGES FOLLOW]***

IN WITNESS WHEREOF, this Estoppel and Consent has been duly executed and delivered by the undersigned as of the date first written above.

**LESSOR:**

SOUTH ORANGE COUNTY COMMUNITY  
COLLEGE DISTRICT, a public agency (formerly  
known as Saddleback Community College  
District)

By: \_\_\_\_\_  
Name: Debra L. Fitzsimons  
Title: Vice Chancellor of Business Services

**LESSEE:**

FPA4 PROMENADE, LLC,  
a Delaware limited liability company

By: \_\_\_\_\_  
Michael B. Earl, Vice President

**LENDER:**

BANK OF AMERICA, N.A.

By: \_\_\_\_\_  
Name: Jeffrey S. Kim  
Title: Vice President

**EXHIBIT "A"**

**LEGAL DESCRIPTION OF PREMISES**

PARCEL 1 OF PARCEL MAP NO. 85-430, AS PER MAP FILED IN BOOK 220, PAGES 10 THROUGH 13 OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDED OF ORANGE COUNTY, STATE OF CALIFORNIA, AS AMENDED BY CERTIFICATE OF CORRECTION RECORDED JANUARY 25, 1989 AS INSTRUMENT NO. 89-044012 AND APRIL 12, 1991 AS INSTRUMENT NO. 91-171470, BOTH OF OFFICIAL RECORDS

APN: 988-012-29

EXHIBIT A



**EXHIBIT "B"**

**LEASE**

86-304204

RECORDING REQUESTED BY AND  
WHEN RECORDED RETURN TO:

Mission Viejo Associates  
c/o Rutan & Tucker (RMB)  
611 Anton Boulevard, Suite 1400  
P. O. Box 1950  
Costa Mesa, CA 92628

RECORDING REQUESTED BY  
TICOR TITLE INS. CO. OF CALIF.

RECORDED IN OFFICIAL RECORDS  
OF ORANGE COUNTY, CALIFORNIA

-400 PM JUL 15 '86

*Sheila Branch* COUNTY  
RECORDER

\$25.00

FIRST AMENDMENT TO AGREEMENT FOR JOINT USE AND OCCUPANCY  
OF SCHOOL PROPERTY AND GROUND LEASE

THIS FIRST AMENDMENT TO AGREEMENT FOR JOINT USE AND  
OCCUPANCY OF SCHOOL PROPERTY AND GROUND LEASE (hereinafter  
"Amendment") is made and entered into this 2nd day of June,  
1986 by and between the SADDLEBACK COMMUNITY COLLEGE  
DISTRICT, hereinafter referred to as "District" and MISSION  
VIEJO ASSOCIATES as assignee of SADDLEBACK PARTNERSHIP, a  
general partnership, hereinafter referred to as "Lessee".

R E C I T A L S:

- A. District and Saddleback Partnership, a general partnership entered into that certain Agreement for Joint Use and Occupancy of School Property and Ground Lease (the "Lease") dated September 23, 1985.
- B. Saddleback Partnership assigned its lessee's interest under the Lease to Lessee pursuant to Assignment Agreement dated May 15, 1986.
- C. District and Saddleback Partnership entered into that certain First Amendment to Agreement for Joint Use and Occupancy of School Property and Ground Lease (the "Previous Amendment") dated as of May 15, 1986.
- D. The parties now wish to restate the Previous Amendment as specifically provided herein:

NOW, THEREFORE, the parties hereto agree as follows:

- 1. The first paragraph of Section 5(c) is deleted in its entirety and the following substituted in its place and stead:

(c) Continuing Rental. On or before the fifteenth (15th) day of May, 1987, there shall be a Ground Lease payment of Seven Hundred Fifteen Thousand Five Hundred Dollars (\$715,500.00).

TICOR - 65101-521  
Accommodations - Cinema  
7100R-710426-05

86-304204

Commencing on May 15, 1988, and thereafter for a period of twenty-five (25) years commencing with the payment due on May 15, 1988, through and including the payment due May 15, 2012, the sum of Seven Hundred Fifteen Thousand Five Hundred Dollars (\$715,500.00) shall be adjusted by adding to the prior year's payment an increase of four and three-quarters percent (4-3/4%). Thereafter, commencing with the payment due on May 15, 2013, the prior payment shall be adjusted annually based upon the percentage change for the preceding calendar year as contained in the "Consumer Price Index For All Urban Consumers -- Los Angeles, Long Beach, Anaheim, Metropolitan Area" published by the Bureau of Labor Statistics of the United States Department of Labor; provided, however, that there shall be a minimum increase of three percent (3%) over the preceding annual rent and not more than six percent (6%) over such preceding year.

2. Article 6 of the Lease is deleted in its entirety and the following substituted in its place and stead:

ARTICLE 6

CONSENT TO AND PROTECTION OF LEASEHOLD MORTGAGE

(a) Without the prior consent of District, Lessee shall have the right at any time and from time to time to mortgage, transfer in trust, hypothecate, pledge, transfer or assign for purposes of providing security (any such security instrument or act being referred to herein as a "Leasehold Mortgage", with the holder thereof referred to herein as "Leasehold Mortgagee") this Lease and the leasehold estate hereby created and Lessee's interest in the Project; provided, however, that no such Leasehold Mortgage shall be valid for any purpose unless it shall constitute both a lien on the leasehold estate created by this Lease and on Lessee's interest in the Project. The execution and delivery of any Leasehold Mortgage shall not be deemed to constitute an assignment or transfer of this Lease nor shall any Leasehold Mortgagee, as such, be deemed an assignee or transferee of this Lease so as to require such holder, except as otherwise expressly provided herein, to assume the performance of any of the terms, covenants or conditions on the part of Lessee to be performed hereunder. District and Lessee agree that so long as any Leasehold Mortgage is a lien on the Project and the leasehold estate created hereby:

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(1) If Lessee or any Leasehold Mortgagee shall have delivered to District prior written notice of the address of any Leasehold Mortgage, District will mail to such Leasehold Mortgagee a copy of any notice or other communication from District to Lessee under this Lease at the time of giving such notice or communication to Lessee, and no termination of this Lease or termination of Lessee's right of possession of the Premises or reletting of the Premises by District predicated on the giving of any notice shall be effective until District shall have given to such Leasehold Mortgagee written notice or a copy of its notice to Lessee of such default or termination, as the case may be.

(2) In the event of any default by Lessee under the provisions of this Lease, any Leasehold Mortgagee will have the same periods as are given Lessee for remedying such default or causing it to be remedied, plus, in each case, an additional period of thirty (30) days after the expiration thereof or after Lessor has served a notice or a copy of a notice of such default upon the Leasehold Mortgagee, whichever is later.

(3) In the event that Lessee shall default under any of the provisions of this Lease, any Leasehold Mortgagee, without prejudice to its rights against Lessee, shall have the right to cure such default within the applicable grace periods provided for in the preceding subsection (a)(2) of this Article 6, whether the same consists of the failure to pay rent or the failure to perform any other matter or thing which Lessee is hereby required to do or perform, and District shall accept such performance on the part of such Leasehold Mortgagee as though the same had been done or performed by Lessee; for such purpose District and Lessee hereby authorize such Leasehold Mortgagee to enter upon the Premises and to exercise any of its rights and powers under this Lease and, subject to the provisions of this Lease, under the Leasehold Mortgage.

(4) In the event of any default by Lessee, and if prior to the expiration of the applicable grace period specified in subsection (a)(2) of this Article 6, a Leasehold Mortgagee shall give District written notice that it intends to undertake the curing of such default, or to cause the same to be cured, or to exercise its rights to acquire the leasehold interest of Lessee by foreclosure or otherwise, and shall immediately

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commence and then proceed with all due diligence to do so, whether by performance on behalf of Lessee of its obligations under this Lease, or by entry on the Premises and/or the Project by foreclosure or otherwise, then District will not terminate, take any action or exercise any right to effect a termination of this Lease or reenter, take possession of or relet the Premises or the Project so long as such Leasehold Mortgagee is with all due diligence and in good faith engaged in the curing of such default, or effecting such foreclosure; provided, however, that the Leasehold Mortgagee shall not be required to continue such possession or continue such foreclosure proceedings if such default shall be cured.

(5) If Lessee's interest under this Lease shall be sold, assigned or transferred pursuant to the exercise of any remedy of the Leasehold Mortgagee, or pursuant to judicial proceedings, and if (i) no rent or other charges shall then be due and payable by Lessee under this Lease, (ii) the Leasehold Mortgagee shall have arranged to the reasonable satisfaction of District for the curing of any default which is curable by the payment of money, and (iii) this Lease shall not have been terminated by reason of default pursuant and subject to the provisions of this Lease, including this Article 6, within thirty (30) days after receiving a written request therefor and upon payment to it of all expense, including attorneys' fees, incidental thereto, will execute and deliver a new lease of the Premises to the Leasehold Mortgagee or its nominee or to the purchaser, assignee or transferee, as the case may be, of the remainder of the term of this Lease, containing the same covenants, agreements, terms provisions and limitations as are contained herein, subject only to the encumbrances and other matters recited herein, and acts done or suffered by Lessee.

(6) In the event of the termination of this Lease by reason of default hereunder or by operation of law, and if within sixty (60) days thereafter all rent and other charges (less a credit for any income received by District during such period) due and payable by Lessee under this Lease as of the date of such termination have been paid, together with the rent and other charges which but for such termination would have become so due and payable from the date of such termination and all expenses, including attorneys' fees, incidental thereto, District will execute and

86-30420A

deliver to the Leasehold Mortgagee or its nominee a new lease of the Premises. Said new lease shall be for a term equal to the remainder of the term of this Lease before giving effect to such termination, and shall contain the same covenants, agreements, terms, provisions and limitations as this Lease, and shall be subject only to the encumbrances and other matters recited herein and acts done or suffered by Lessee. Upon the execution and delivery of such new lease, the new lessee, in its own name or in the name of District, may take all appropriate steps as shall be necessary to remove Lessee from the Premises, but District shall not be subject to any liability for the payment of fees, including reasonable attorneys' fees, costs or expenses in connection therewith; and said new lessee shall pay all such fees, including attorneys' fees, costs and expenses or, on demand make reimbursements therefor to District. Such new lessee shall be liable to perform the obligations herein imposed on Lessee only for and during the period it is in possession or ownership of the leasehold estate created by such new lease.

(7) In the event a default under a Leasehold Mortgage shall have occurred, such Leasehold Mortgagee may exercise with respect to the Premises and the Project any right, power, or remedy under the Leasehold Mortgage which is not in conflict with the provisions of this Lease.

(8) This Lease may be assigned, without the consent of District, to or by any Leasehold Mortgagee or its nominee, or pursuant to foreclosure or similar proceedings, or the sale, assignment, or other transfer of this Lease in lieu thereof, or the exercise of any other right, power or remedy of the Leasehold Mortgagee, and any Leasehold Mortgagee shall be liable to perform the obligations herein imposed on Lessee only for and during the period it is in possession or ownership of the leasehold estate created hereby.

(9) There shall be no merger of this Lease or any interest in this Lease nor of the leasehold estate created hereby, with the fee estate in the Premises, by reason of the fact that this Lease or such interest therein, or such leasehold estate may be directly or indirectly held by or for the account of any person who shall hold the fee estate in the Premises, or any interest in such fee estate, nor shall there be such a merger by reason of the fact that all or any part of the

86-304204

leasehold estate created hereby may be conveyed or mortgaged in a Leasehold Mortgage to a Leasehold Mortgagee who shall hold the fee estate in the Premises or any interest of District under this Lease.

(10) No surrender (except a surrender upon the expiration of the term of this Lease or upon termination by District pursuant and subject to the provisions of this Lease) by Lessee to District of this Lease, or of the Premises, or any part thereof, or of any interest therein, and no termination of this Lease by Lessee shall be valid or effective, and neither this Lease nor any of the terms hereof may be amended, modified, changed or cancelled and no consents of Lessee hereunder shall be valid or effective without prior written consent of any Leasehold Mortgagee.

(11) If at any time there shall be more than one (1) Leasehold Mortgage constituting a lien on this Lease and the leasehold estate hereby created and Lessee's interest in the Project, the holder of the Leasehold Mortgage prior in lien shall be vested with the rights under this Article 6, other than the provisions for receipt of notices as provided herein, to the exclusion of the holder of any junior Leasehold Mortgage; provided, however, that if the holder of a Leasehold Mortgage prior in lien to any other Leasehold Mortgage shall fail or refuse to exercise the rights set forth in this Article 6, each holder of a Leasehold Mortgage, in the order of the priority of their respective liens, shall have the right to exercise such rights, and provided further, however, that with respect to the right of the holder of a Leasehold Mortgage under subsection (f) of this Section to request a new lease, such right may, notwithstanding the limitation of time set forth in said subsection, be exercised by the holder of any junior Leasehold Mortgage, in the event the Holder of a prior Leasehold Mortgage shall not have exercised such right, more than sixty (60) days, but not more than seventy-five (75) days, after the giving of notice by District of termination of this Lease as in said subsection provided.

(b) In order to facilitate any financing or refinancing by Lessee which involves the hypothecation of Lessee's leasehold estate and rights hereunder, District, if requested so to do by Lessee, agrees to join in executing any and all instruments which legal counsel for any lender which is or may become a Leasehold Mortgagee and

86-304204

the holder of a lien that is a first lien and charge upon the leasehold estate of Lessee may reasonably require in order: (i) to grant to the Leasehold Mortgagee or prospective Leasehold Mortgagee the right to act for Lessee in enforcing or exercising any of Lessee's rights, options or remedies under this Lease; (ii) to amend or supplement the provisions of this Lease which relate to the application of Lessee's portion of any insurance proceeds or condemnation award as may reasonably be requested by any Leasehold Mortgagee; and (iii) to otherwise amend or supplement this Lease, provided that in no event shall District be required to incur any personal liability for the repayment of any obligations secured by any such hypothecation of the leasehold estate of Lessee nor to subordinate the District's rights and reversionary interests in and to the subject premises to any such hypothecation nor shall any such amendment or supplement to this Lease adversely affect District's rental, Lessee's payment of taxes, assessments insurance and/or Lessee's payment of other obligations under this Lease or otherwise diminish or reduce District's rights under this Lease except in a manner which is not material.

(c) District agrees to cause the holder of any deed of trust or mortgage encumbering District's reversionary interests in and to the subject premises, or any portion thereof, to subordinate the lien or charge of its deed of trust or mortgage to any such instrument, amendment and/or supplement executed by District pursuant to this Article, if such subordination is requested by any such lender which is or may become a Leasehold Mortgagee.

3. Article 21 of the Lease is hereby deleted in its entirety.

4. Article 22 of the Lease is hereby deleted in its entirety and the following substituted in its place and stead:

22. Payment and Notices. All rents and sums payable by Lessee to District and all notices hereunder shall be in writing and addressed as follows:



86-304204

To District: 2800 Marguerite Parkway  
Mission Viejo, CA 92692  
Attention: Dr. Albert Grafsky

To Lessee: c/o Regis Homes Corporation  
5120 Campus Drive  
P. O. Box 7090  
Newport Beach, CA 92660  
Attention: Mr. Jeff Meehan

Each notice and/or rent payment shall be deemed effective and given upon receipt, if personally delivered or upon the earlier of (i) seventy-two (72) hours after deposit in the United States mails or (ii) the date of receipt as specified in the return receipt, if sent by mail, provided that any such notice sent by mail shall be sent by certified mail with return receipt requested. Either party may change its address for notice purposes by giving notice of such change to the other party as provided in this Section 22.

5. There shall be added to the Agreement Article 33 as follows:

33. Title to Buildings. District and Lessee hereby acknowledge and agree that title to the improvements and buildings constituting the Student Information Center shall be vested in District and that title to all improvements and buildings constituting the Project shall be vested in Lessee during the term of this Lease.

6. There shall be added to the Agreement Article 34 as follows:

34. Recordation of Condominium Map. Lessee may, at its option, process and record a Condominium Map with respect to the Premises. District agrees to cooperate with Lessee in processing and recording a Condominium Map and shall, without limiting the generality of the foregoing, execute such applications, permits, documents and maps as may be required to prepare and record the Condominium Map, provided that in no event shall District be required to expend any sums with respect to the foregoing obligations. Notwithstanding the foregoing, Lessee shall not be entitled to sell Condominium units and shall own and operate the Project as an apartment building during the entire term of this Lease.

7. The Previous Amendment is hereby declared to be null and void and of no further force or effect.

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8. Except as provided herein, the Lease shall remain in full force and effect.

SADDLEBACK COMMUNITY COLLEGE DISTRICT

By: *[Signature]*

Its: President, Board of Trustees

By: *[Signature]*

Its: Acting Chancellor

"District"

MISSION VIEJO ASSOCIATES, a California general partnership

By: Mission Viejo Developers Ltd., a California limited partnership, a General Partner

By: Mission Viejo Development Co., Inc., a California corporation, its General Partner

By: *[Signature]*

Its: VICE PRESIDENT

By: L/M No. 15 (MISSION VIEJO) a California limited partnership, a general partner

By: The William Lyon Company, a California corporation, its General Partner

By: *[Signature]*

Its: Vice President

By: *[Signature]*

Its: Assistant Secretary



86-30420A

STATE OF CALIFORNIA )  
 ) ss.  
COUNTY OF )

On the 3rd day of JULY, 1986, before me, the undersigned, a Notary Public, in and for said State and County, personally appeared John G. Madley & Richard S. Robinson personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) who executed the within instrument as Vice President & Assistant Secretary on behalf of THE WILLIAM LYON COMPANY, a California corporation, said corporation being known to me to be the general partner of L/M NO. 15 (MISSION VIEJO), a California limited partnership, a general partner of MISSION VIEJO ASSOCIATES, and acknowledged to me that said corporation executed the same as such partner and that such limited partnership executed the same as such partner and that such general partnership executed the same.

WITNESS my hand and official seal.



(SEAL)

Cheryl A. Martin  
Notary Public

STATE OF CALIFORNIA )  
 ) ss.  
COUNTY OF ORANGE )

On June 24, 1986, before me, the undersigned, a Notary Public in and for said State, personally appeared Harriett S. Walther and David Habura personally known to me (or proved to me on the basis of satisfactory evidence) to be the person who executed the within instrument as President, Bd. of Trustees, and Acting Chancellor and acknowledged to me that the Saddleback Community College District executed it.

WITNESS my hand and official seal.



Joan Townsend  
Notary Public

85-419485

RECORDING REQUESTED BY, AND  
WHEN RECORDED RETURN TO:

EXEMPT  
C7

RECORDED IN OFFICIAL RECORDS  
OF ORANGE COUNTY CALIFORNIA  
-4 00 PM OCT 30 '85  
*John A. Howard* EXEMPT  
RECORDING

Saddleback Community College  
District  
28000 Marguerite Parkway  
Mission Viejo, California 92692  
Attention: Dr. Albert Grafsky  
Vice Chancellor,  
Fiscal Services

(Space Above For Recorder's Use)

AGREEMENT FOR JOINT USE AND OCCUPANCY OF  
SCHOOL PROPERTY AND GROUND LEASE

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THIS AGREEMENT FOR JOINT USE AND OCCUPANCY OF SCHOOL  
PROPERTY AND GROUND LEASE (hereinafter "Lease") is made this 23rd  
day of September, 1985, by and between the SADDLEBACK COMMUNITY  
COLLEGE DISTRICT, hereinafter referred to as "District", and  
SADDLEBACK PARTNERSHIP, a General Partnership, as assignee of  
Regis Homes Corporation, a California corporation, hereinafter  
referred to as "Lessee", and is entered into pursuant to the  
provisions of article 5, chapter 2, part 49 of the California  
Education Code.

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MAIL TAX STATEMENTS TO RETURN ADDRESS ABOVE

MAIL TAX STATEMENTS TO RETURN ADDRESS ABOVE

85-119185

AGREEMENT FOR JOINT USE AND OCCUPANCY OF  
SCHOOL PROPERTY AND GROUND LEASE

THIS AGREEMENT FOR JOINT USE AND OCCUPANCY OF SCHOOL PROPERTY AND GROUND LEASE (hereinafter "Lease") is made this 23rd day of September, 1985, by and between the SADDLEBACK COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District," and SADDLEBACK PARTNERSHIP, a General Partnership, as assignee of Regis Homes Corporation, a California corporation, hereinafter referred to as "Lessee," and is entered into pursuant to the provisions of article 5, chapter 2, part 49 of the California Education Code.

W I T N E S S E T H:

1. Lease. In consideration of the rents to be paid and covenants and conditions to be observed by Lessee, District hereby leases to Lessee certain real property (hereinafter referred to as "Leased Premises" or "Premises"), for the purpose of developing thereon certain structures with the right to divide the Premises and to sublease the same to various subtenants with completed structures thereon, or with subtenants causing completion of such structures.

2. Leased Premises. The term "Leased Premises" shall refer to that parcel of real property situated in Mission Viejo, California containing approximately 23.3 acres, depicted in Exhibit "A" attached hereto and incorporated by reference herein. Lessee shall construct four hundred (400) apartment units comprised of approximately 280,000 square feet of net livable residential space (the "Project"). Within thirty (30) days of completion of construction of the property being leased herein, Lessee shall deliver possession of a building consisting of approximately 500 square feet of space for District's use, to be constructed on that portion of the Premises known as "School Parcel", as shown on Exhibit "B" attached hereto. District shall furnish, no later than August 1, 1986, plans and specifications for the construction of said building, to be known as "Student Information Center," to be prepared by the Blurock Partnership. The cost of construction of said building shall not exceed the sum of Fifty Thousand Dollars (\$50,000). The remainder of the property shall be used by Lessee to construct the Project. All such construction shall be subject to the jurisdiction of the County of Orange as to zoning and building requirements, and it shall be the responsibility of Lessee to assure compliance. In addition, Lessee shall remove the excess dirt on the Leased Premises to a location to be specified by District and compact the same in accordance with plans and specifications prepared by the Blurock Partnership, attached hereto as Exhibit "C". Such removal shall not take place prior to February 10, 1986. District shall be given twenty

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(20) calendar day's notice of the commencement of such removal. Upon completion of removal and compaction, Lessee's engineers shall certify that the work has been performed in compliance with the contract specifications.

3. Title. This Lease is made subject to covenants, conditions, restrictions, reservations, rights, rights-of-way, prorated taxes, and easements of record, as shown on a title report prepared by First American Title Insurance Company, dated September 5, 1985. Within thirty (30) days following the date of the commencement of the term of this Lease, District shall cause to be delivered to Lessee, at District's cost, a CLTA policy of leasehold title insurance issued by Continental Title Insurance Company insuring title to the Lease of the Premises to be vested in Lessee subject to the exceptions referred to above. The amount of the title insurance shall be Eight Million Dollars (\$8,000,000).

4. Term. The term of this Lease shall commence as of October 1, 1985, and shall continue until midnight, September 30, 2040, unless terminated, renewed, or extended in the manner or manners hereinafter provided.

5. Payment. Lessee agrees to pay for the use and occupancy of the Leased Premises, at the time and in the manner hereinafter provided, the following sums:

(a) Partial Consideration for Acquisition of Lease. As partial consideration from Lessee to District for District's agreement to enter this Lease and allow Lessee to acquire this Lease, and as payment to District from Lessee for acquisition of this Lease by Lessee, Lessee shall pay all costs incurred in the development and construction of District's School Parcel.

(b) Advance Rental. Lessee agrees to pay to District:

(1) Rent in the amount of Ten Thousand Dollars (\$10,000) previously deposited with District by Lessee upon submission of its proposal;

(2) Upon execution of this Agreement, Lessee shall provide an irrevocable letter of credit, in a form and drawn upon an institution satisfactory to District, in the amount of Fifty Thousand Dollars (\$50,000). This letter of credit is to guarantee the payment of Fifty Thousand Dollars (\$50,000). Said payment of Fifty Thousand Dollars (\$50,000) shall be due on or before May 15, 1986, in addition to the amount of Nine Hundred and Forty Thousand Dollars (\$940,000) set forth below.

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(3) Nine Hundred and Forty Thousand Dollars (\$940,000) on or before May 15, 1986, for a total advance rental for the period commencing October 1, 1985 through and including May 31, 1987, of One Million Dollars (\$1,000,000).

(c) Continuing Rental. On or before the fifteenth day of May, 1987, there shall be a Ground Lease payment of Seven Hundred Fifteen Thousand Five Hundred Dollars (\$715,500). Commencing on May 15, 1988, and thereafter for a period of ten (10) years commencing with the payment due on May 15, 1988, through and including the payment due May 15, 1997, the sum of Seven Hundred Fifteen Thousand Five Hundred Dollars (\$715,500) shall be adjusted by adding to the prior year's payment an increase of six percent (6%). Thereafter, commencing with the payment due on May 15, 1998, the prior payment shall be adjusted annually based upon the percentage change for the preceding calendar year as contained in the "Consumer Price Index For All Urban Consumers -- Los Angeles, Long Beach, Anaheim, Metropolitan Area" published by the Bureau of Labor Statistics of the United States Department of Labor; provided, however, that there shall be a minimum increase of three percent (3%) over the preceding annual rent and not more than six percent (6%) over such preceding year.

If publication of the "Consumer Price Index For All Urban Consumers -- Los Angeles, Long Beach, Anaheim Metropolitan Area" shall be discontinued, District and Lessee shall thereafter accept comparable statistics on the cost of living as the same shall be computed and published by any agency of the United States or any responsible financial periodical of recognized authorities then to be selected by said parties.

6. Encumbrance of Lease. Lessee shall have the right to encumber its interest in this Ground Lease for the purpose of obtaining construction and long-term financing. Any encumbrance for any such loan shall be subordinate to District's interest as owner and lessor. District's right to receive rent pursuant to sections 5a, b, and c shall be prior to any encumbrance. District shall cooperate with Lessee in executing all documents necessary to obtain tax-exempt bond financing and permanent take-out financing enabling Lessee to construct the Project.

7. Architectural Control. Plans for the exterior design of the apartment buildings, consistent with exhibits presented with Lessee's initial proposal for development of the project, shall be submitted to the District Board of Trustees in a timely manner such that changes requested by the Board can be made before working drawings are prepared. District shall approve plans consistent with such previously presented exhibits.



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8. Diligent Construction. Lessee shall, during the period of this Lease, commence construction of all improvements, the same shall be diligently prosecuted to completion to the end that such improvements shall not remain in a partly finished condition any longer than reasonably necessary for completion, but in no event later than four (4) years, and shall comply with all applicable governmental laws, ordinances, and other regulations and with any and all conditions of tentative map and building permits affecting the Premises, all at the sole cost and expense of Lessee and without cost, expense or liability whatsoever to District. Lessee shall provide District with copies of any notice of completion issued in connection with said improvements not later than ten (10) days after the issue. In addition to any specific provisions of this Lease, performance by either party of its obligations hereunder shall be excused during any period of delay caused at any time by reason of acts of God or civil commotion, riots, strikes, picketing, or other labor disputes, shortage of materials or supplies, or damage to work in process by reason of fire, floods, earthquake, or other casualties, restrictions imposed or mandated by governmental or quasi-governmental entities, litigation, acts or neglect of the other party, or any other cause beyond the reasonable control of a party. Each party shall promptly notify the other party of any delay hereunder as soon as possible after the same has been ascertained. The term of this Lease shall be extended by the period of any delay hereunder.

9. Payment of Taxes. Lessee shall be responsible for, and agrees to pay, not later than ten (10) days prior to delinquency, any and all taxes, assessments, levies, fees and other governmental charges of every kind or nature levied or assessed by any municipal, county, state, federal, or other taxing or assessment authority upon the Premises and all property placed, installed, or located thereon. The terms of this Lease may result in possessory interest taxes to Lessee. If such possessory interest taxes are vested in Lessee as private property, Lessee shall be subject to the payment of such taxes levied on such possessory interest and shall protect and hold harmless the District and the Leased Premises and all interests therein and improvements thereon from any and all such taxes and assessments, including any interest, penalties and other expenses which may be thereby imposed, and from any lien therefor or sale or other proceedings to enforce payment thereof. Lessee shall have the right to contest any and all taxes assessed. District shall cooperate with Lessee and shall make prompt application to the Tax Assessor of the County of Orange in order to segregate the Student Information Center property on the tax rolls in order that Lessee not be taxed for such property.

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10. Indemnification of District. District shall not be liable for any loss, damage, or injury of any kind or character to any person or property arising from any use of the Premises or any part thereof, and Lessee shall indemnify district and save it harmless from and against any claims, actions, damages, liabilities, and expenses, including attorney's fees in connection with any loss of life, personal injury and/or damage to property arising from or out of any occurrence in, on, or at the Premises or the occupancy or use by Lessee of the Premises or any part thereof; including but not limited to the construction of improvements on the Premises except as may be caused by District's acts or omissions.

11. Insurance. Lessee shall carry policies of insurance with responsible and solvent insurance companies authorized to do business in California. Prior to any commencement of any work on the Premises, Lessee shall supply to District (at all times during the term of the Lease keep on file with District) a true and correct copy of all such policies or certificates of insurance accurately reflecting the coverage required. Such insurance shall provide that Lessee during the entire term hereof, procure, pay for, and keep in full force and effect: (a) comprehensive general liability and property damage insurance with respect to the Premises and the operations of, or on behalf of Lessee in, on, or about the Premises, including but not limited to owned and non-owned automobile (vehicle) liability and personal injury. Said insurance shall not be for less than One Million Dollars (\$1,000,000) combined limit per occurrence for bodily injury, death, and property damage liability; the amount of such coverage shall be timely adjusted by increases in the cost of living in accordance with the formula set forth in Paragraph 5(c) of this Lease; (b) worker's compensation coverage as required by law, together with employer's liability coverage as required by law; and (c) insurance against fire, vandalism, malicious mischief and such other additional perils as now are or hereafter may be included in a standard fire, extended coverage and special extended coverage endorsements from time to time in general use in Orange County, California, insuring Lessee's leasehold improvements, merchandise, trade fixtures, furnishings, equipment and other items of personal property of Lessee located on or in the Premises, in an amount equal to not less than ninety percent (90%) of the actual replacement cost thereof. All insurance required shall name District as an additional insured. Lessee shall be named as an additional insured for the insurance carried by District for that portion of the property used by District, to wit: the Student Information Center.

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12. Liens. Lessee shall not suffer or permit to be enforced against the Premises, or any part thereof, or any improvements thereon, any mechanics', materialmen's, contractors; or subcontractors' liens arising from or any claim for damage growing out of the work of any construction, repair, restoration, replacement or improvement, or any other claim or demand howsoever the same may arise, but Lessee shall pay or cause to be paid all of said liens, claims, or demands before any action is brought to enforce the same against said Premises or Improvements. Lessee agrees to indemnify and hold District and Premises free and harmless from all liability for any and all such liens, claims, demands, and actions (collectively, the "Liens") together with reasonable attorneys' fees and all costs and expenses in connection therewith.

13. Compliance with Subdivision Laws. To the extent they are applicable, Lessee shall be responsible for compliance with all applicable provisions of the Subdivision Map Act (Government Code sections 66410- 66499.37) and all compliance with all applicable provisions of the Subdivided Lands Act (Business and Professions Code sections 11000- 11200) for the subdivision and lease of the residential lots.

14. Broker's Commission. Lessee agrees to indemnify District and hold District harmless from all liabilities arising from any claim by any broker or finder allegedly representing Lessee, including, without limitation, the cost of attorneys' fees in connection therewith. Such agreement shall survive the termination of this Lease.

15. Authority. Each individual executing this Lease on behalf of Lessee represents and warrants that he/she is duly authorized to execute and deliver this Lease on behalf of Lessee and that this Lease is binding upon Lessee in accordance with its terms. Lessee shall, at District's request, deliver a certified copy of its General Partnership statement evidencing such authority of the signatories hereto.

16. Maintenance of Leased Land. District shall not be obligated to make any repairs, alterations, additions, or improvements in or to or upon the Leased Premises or any structure or other improvement that may be constructed or installed thereon, but Lessee shall, at all times during the full term of this Lease at its sole cost and expense, keep and maintain all buildings, structures and other improvements, including all landscaping, on the Leased Premises in reasonably good order and repair, and the whole of the Leased Premises and all improvements thereto reasonably free of weeds, and rubbish, and in a reasonably clean, sanitary and neat condition, and Lessee shall

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construct, maintain and repair all facilities and other improvements which may be required at any time by law upon or in connection with or for the use of the Leased Premises or any part thereof, and the Lessee shall make any and all additions to or alterations in any buildings and structures on said Premises which may be reasonably required by, and shall otherwise observe and comply with, any and all public laws, ordinances and regulations applicable to the Leased Premises, and Lessee agrees to indemnify and save harmless the District against all actions, claims, and damage by reason of Lessee's failure to keep and maintain said Premises and any buildings and improvements thereon or non-performance of any law, ordinance, and regulation applicable thereto except as may be caused by District's acts or omissions.

The property shall be used solely for the construction and operation of apartment buildings in accordance with the proposal of Lessee to District as submitted by letter dated June 22, 1985, which proposal is incorporated herein and made a part hereof by reference. The construction of the improvements and grading of the site and adjacent properties of District shall be in accordance with the Instructions to Bidders, the Summary of Work, and the Plans and Specifications as prepared by Blurock Partners, which documents are incorporated herein and made a part hereof by reference. If Lessee does not make repairs promptly and adequately or fails to maintain the premises in good order and repair, then following written notification to Lessee, District may, but need not, require that the determination of adequate maintenance shall be submitted to arbitration pursuant to the provisions of section 1283, et seq., of the California Code of Civil Procedure.

The berm and landscaping for said berm which is required to be constructed in accordance with the proposal and the property surrounding the 500 square foot building and its adjacent access and parking areas known as "School Parcel" shall be maintained as like landscaping and areas maintained by District at the Saddleback College. In the event that such landscaping is not kept in good order and repair and maintained in accordance with District standards, District shall have the right to require that the maintenance of such landscaping shall also be submitted to arbitration pursuant to the provisions of section 1283, et seq., of the California Code of Civil Procedure.

Exclusive of the surrounding landscaping which is to be maintained by Lessee, the "School Parcel" including the building both interior and exterior, building access and adjacent parking areas shall be maintained by the District in good order and repair. If District fails to maintain the premises in good order and repair, then following written

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notification to District, Lessee may, but need not, require that the determination of adequate maintenance shall also be submitted to arbitration pursuant to the provisions of section 1283, et seq., of the California Code of Civil Procedure.

17. Restoration of Improvements. If, during the term hereof, the dwellings, structures, or other improvements, if any, constructed by or for Lessee on this Leased Premises, or any part thereof, shall be damaged or destroyed by fire or other casualty, Lessee may, at its cost and expense, either (a) repair or restore said dwellings, structures and improvements, including all landscaping in accordance with plans and specifications approved in accordance with the Paragraph hereof entitled "Diligent Construction," commencing such repair or restoration within one hundred fifty (150) days after the damage occurs and thereafter pursuing said repair or restoration to completion with due diligence; or (b) subject to the consent of an encumbrancer, if any, tear down and remove the same from the Leased Premises. If the Lessee shall elect not to repair or restore said damaged dwellings, structures or improvements, Lessee shall, within one hundred fifty (150) days after said damage occurs, tear down and remove all parts thereof then remaining and the debris resulting from said fire or other casualty, and otherwise clean up said premises in a manner reasonably acceptable to District, and any failure by Lessee to do so shall constitute a breach of the covenants and conditions of this Lease. If the Lessee shall elect not to repair or restore as aforesaid, this Lease shall cease and terminate one hundred fifty (150) days after the date on which said damage occurs. In the event Lessee elects not to restore, then District shall receive an additional one year's rent payable under the current schedule for payment in effect at such time.

18. District Paying Claims. Should Lessee fail or refuse to pay any tax, assessment, or other charge upon the Leased Premises when due and payable as provided herein, or any lien or claim arising out of the construction, repair, restoration, maintenance, and use of the Leased Premises and the buildings and improvements thereon or any other claim, charge, or demand which Lessee has agreed to pay under the covenants of this Lease, and if after thirty (30) days written notice from District and to Lessee and to its authorized encumbrancer, if any, Lessee or its said encumbrancer shall fail or refuse to pay and discharge the same, then District may, at its option, pay such tax, assessment, lien, claim, charge, or demand, or settle or discharge any action therefor or judgment thereon, and all costs, expenses, and other sums paid by District shall be reimbursed to District by Lessee including interest thereon at the rate of ten percent (10%) per annum from the date of payment until

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repaid, and any default in such repayment shall constitute a breach of the covenants and conditions of this Lease. The option of District to make such payment cannot be exercised unless failure to make such payment will threaten property rights of District.

19. Assignment. Lessee shall have the right to assign this Lease with the prior written consent of District. District shall consent to the assignment of this Lease provided that (a) Lessee or any of its successors or assigns shall not be in default hereunder at the time of a proposed assignment; (b) the proposed transferee shall covenant in writing with District to keep, perform and be bound by each and all of the covenants and conditions of this Lease herein provided to be kept and performed by Lessee; and (c) the Lessee or proposed transferee shall furnish District with an executed copy of such Assignment or other document to be used to effect such transfer, the address of the proposed transferee, and the proposed effective date thereof. Subject to the foregoing, this Lease inures to the benefit of and is binding upon the heirs, executors, administrators, successors and assignees of the parties hereto.

20. Termination. Should Lessee fail to pay any installment of rent or any other sum provided in this Lease to be paid by Lessee at the times herein specified; or should Lessee default in the performance of or breach any other covenant, condition, or restriction of this Lease herein provided to be kept or performed by Lessee, and should such default or breach continue uncured for a period of thirty (30) days from and after written notice thereof by District to Lessee, then in any such event, District may, at its option, commence termination of this Lease by giving Lessee written notice thereof; subject, however, to the rights of any authorized encumbrancer of Lessee as herein set forth in the Article entitled "Encumbrance of Lease," and upon such commencement of termination District shall appoint a trustee and empower him/her with this right of foreclosure by power of sale, which right of foreclosure Lessee consents to by executing this Lease.

District shall deliver to the appointed trustee a written declaration of default and demand for sale of Lessee's leasehold interest in the leased premises and of written notice of default and election to cause the leasehold interest to be sold, which notice trustee shall cause to be filed for record.

After the lapse of ninety (90) days or such other period as may then be required by the applicable provisions of the California Civil Code and Civil Code of Procedure pertaining to nonjudicial foreclosures under power of sale, and after

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notice of sale having been given twenty-one (21) days in advance of a sale or such other period as is then required under such California law, trustee, without demand on Lessee, shall sell Lessee's leasehold interest in the leased premises at the time and place fixed by it in said notice of sale, to the District. It is the intent of the parties hereto that the exercise in such power of sale shall be conducted in accordance with applicable California law pertaining to non-judicial foreclosures under mortgage or deed of trust instrument. The parties understand that during the initial ninety (90) day period following filing of record of a notice of default, Lessee or any encumbrancer of record shall have the right to cure any default in this Lease, following which cure the Lease should be reinstated and the notice of default shall be rescinded. The remedies for default set forth in this Paragraph 20 shall be the District's sole and exclusive remedy for a default by Lessee hereunder. No judgment shall be rendered against Lessee for any deficiency nor shall Lessee have any personal liability upon or after a sale of the Leased Premises under the foregoing power of sale.

21. Completion Bond. Lessee agrees, prior to or concurrent with with the recordation of the construction loan, to obtain a completion bond in an amount reasonably necessary to guarantee the completion of the Project. Said completion bond shall name the District as a beneficiary thereto.

22. Place of Payment and Notices. All rents and other sums payable by Lessee to District hereunder shall be paid to District at its business office in Mission Viejo, California, or such other place that District from time to time has designated. Whenever either party hereto desires to give written notice to the other respecting this Lease, such notice shall be personally delivered to an officer of District, or to an officer of Lessee. Any notice given to any encumbrancer of Lessee shall be given by actual personal delivery to an officer of such encumbrancer.

23. Exercise of Eminent Domain. District shall not during the term of this Lease exercise its right and power of eminent domain to acquire any portion of the Leased Premises.

24. Remedies. If Lessee should fail to obtain zoning for the Project by the date set forth in Paragraph 5(b)(2) due to reasons other than its own actions or failure to act, District's sole remedy shall be the retention of the deposit referenced in Paragraphs 5(b) (1) and (2). In the event that zoning for the Project is not obtained by the date set forth

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in Paragraph 5(b)(2) due to the actions or inactions of Lessee, then any termination of this Lease as herein provided shall not relieve Lessee from the payment of any sum or sums that shall then be due and payable to District hereunder or any claim for damages then or theretofore accruing against Lessee hereunder, and any such termination shall not prevent District from enforcing the payment of any such sum or sums or claim for damages by any remedy provided by law, or from recovering damages from Lessee for any default hereunder. All rights, options, and remedies of District contained in this Paragraph shall be construed and held to be cumulative and not exclusive. No waiver by District of any breach of any of the covenants or conditions of this Lease by Lessee shall constitute a waiver of any succeeding or preceding breach of the same or any other covenant or condition herein contained. The receipt by District of any rental payment with knowledge of the breach of any covenant or condition of this Lease shall not be deemed a waiver of such breach, and no waiver by District of any covenant, condition, or provision of this Lease shall be deemed to have been made unless expressed in writing and signed by District.

25. Representation. Lessee covenants and agrees that it has examined the Leased Premises and that the same is delivered to it in good order and condition and that no representations as to said Premises have been made by District or by any person or agent acting for District, and it is agreed that this document contains the entire agreement between the parties hereto and that there are no verbal agreements, representations, warranties, or other understandings affecting the same.

26. Amendment. District and Lessee shall have the power to amend this Lease by mutual agreement.

27. Holding Over. This Lease shall terminate and become null and void without further notice upon the expiration of said term. Any holding over shall not constitute a renewal hereof, but the tenancy shall thereafter be on a month-to-month basis and otherwise on the same terms and conditions as herein set forth.

28. Severability and Applicable Law. Whenever possible, each provision of this Lease shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Lease shall be invalid under applicable law, such provision shall be ineffective to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Lease. This Lease has been made and entered into in the



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State of California, and the laws of said State shall govern the validity and interpretation hereof and the performance hereunder by the parties herein.

29. Attorneys' Fees. In the event of the bringing of any action or suit by a party hereto against the other party hereunder, or by reason of any breach of any covenant or condition on the part of the other party arising out of this Lease, then and in that event the party in whose favor the final judgment shall be entered shall be entitled to have and recover of and from the other party or parties all costs and expenses of suit, including reasonable attorneys' fees.

30. Binding Effect. This Lease and all of the terms, covenants, conditions, and agreements herein contained shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns to the Leased Premises.

31. No Public Trust. District and Lessee agree that the benefits and burdens of this Lease are applicable to the parties hereto only, and not the public at large. Any rights or duties hereunder may be enforced by the District, through action properly noticed and voted upon by elected and appointed members of its Board of Trustees, and by Lessee through action properly taken in compliance with its Partnership Agreement, and by no other person or governmental entity. It is specifically intended that no public trust be created by the execution of this Lease.

32. Counterparts. This instrument may be executed in two or more counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one of the same instrument.

IN WITNESS WHEREOF, each of the parties hereto has executed this Lease as of the date and year first above written.

SADDLEBACK COMMUNITY COLLEGE  
DISTRICT

28000 Marguerite Parkway  
(address)

"District"

Mission Viejo, CA 92692

By William Libetta  
(name)

President, Board of Trustees  
(title)

By Larry J. Stevens  
(name)

Chancellor/Secretary to the Board  
(title)

85-419485

SADDLEBACK PARTNERSHIP, a  
General Partnership, as  
assignee of Regis Homes  
Corporation, a California  
Corporation

\_\_\_\_\_  
(address)  
\_\_\_\_\_

"Lessee"

By *Geoffrey L. Stack*  
Geoffrey L. Stack  
General Partner

By *Kenneth S. Stack*  
Kenneth S. Stack  
General Partner

By *Patrick J. Wood*  
Patrick J. Wood  
General Partner

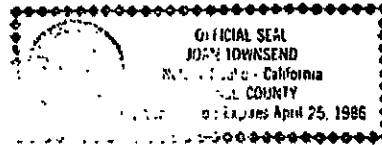
85-419485

STATE OF CALIFORNIA )  
 ) ss.  
COUNTY OF ORANGE )

On this 24<sup>th</sup> day of September, 1985, before me, Joan Townsend a Notary Public in and for said County and State, residing therein, duly commissioned and sworn, personally appeared William Watts, and Larry P. Stevens, personally known to me (or proved to me on the basis of satisfactory evidence) to be the persons who executed this Agreement for Joint Use and Occupancy of School Property and Ground Lease as President and Secretary of the Board of Trustees of Saddleback Community College District of Orange County, California, and acknowledged to me that the Board of Trustees of Saddleback Community College District executed the same.

In witness whereof, I have hereunto set my hand and affixed my official seal the day and year in this Certificate first above written.

Joan Townsend  
Notary Public in and for  
said County and State

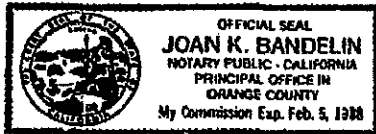


85-119485

STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) ss.

On this 23<sup>RD</sup> day of SEPTEMBER, 1985, before me, JOAN K. BANDELIN, a Notary Public in and for said County and State, residing therein, duly commissioned and sworn, personally appeared Geoffrey L. Stack, Kenneth S. Stack, and Patrick J. Wood, personally known to me or proved to me on the basis of satisfactory evidence) to be the persons that executed this instrument, on behalf of Saddleback Partnership, and acknowledged to me that the partnership executed it.

In witness whereof, I have hereunto set my hand and affixed my official seal the day and year in this Certificate first above written.



*Joan K. Bandelin*  
\_\_\_\_\_  
Notary Public in and for  
said County and State

LEASE PARTIAL

JOB NO. 2366

85-419485

THAT PORTION OF PARCEL 1 IN THE COUNTY OF ORANGE, STATE OF CALIFORNIA AS SHOWN ON A MAP FILED IN BOOK 31, PAGE 23 OF PARCEL MAPS IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY DESCRIBED AS FOLLOWS:

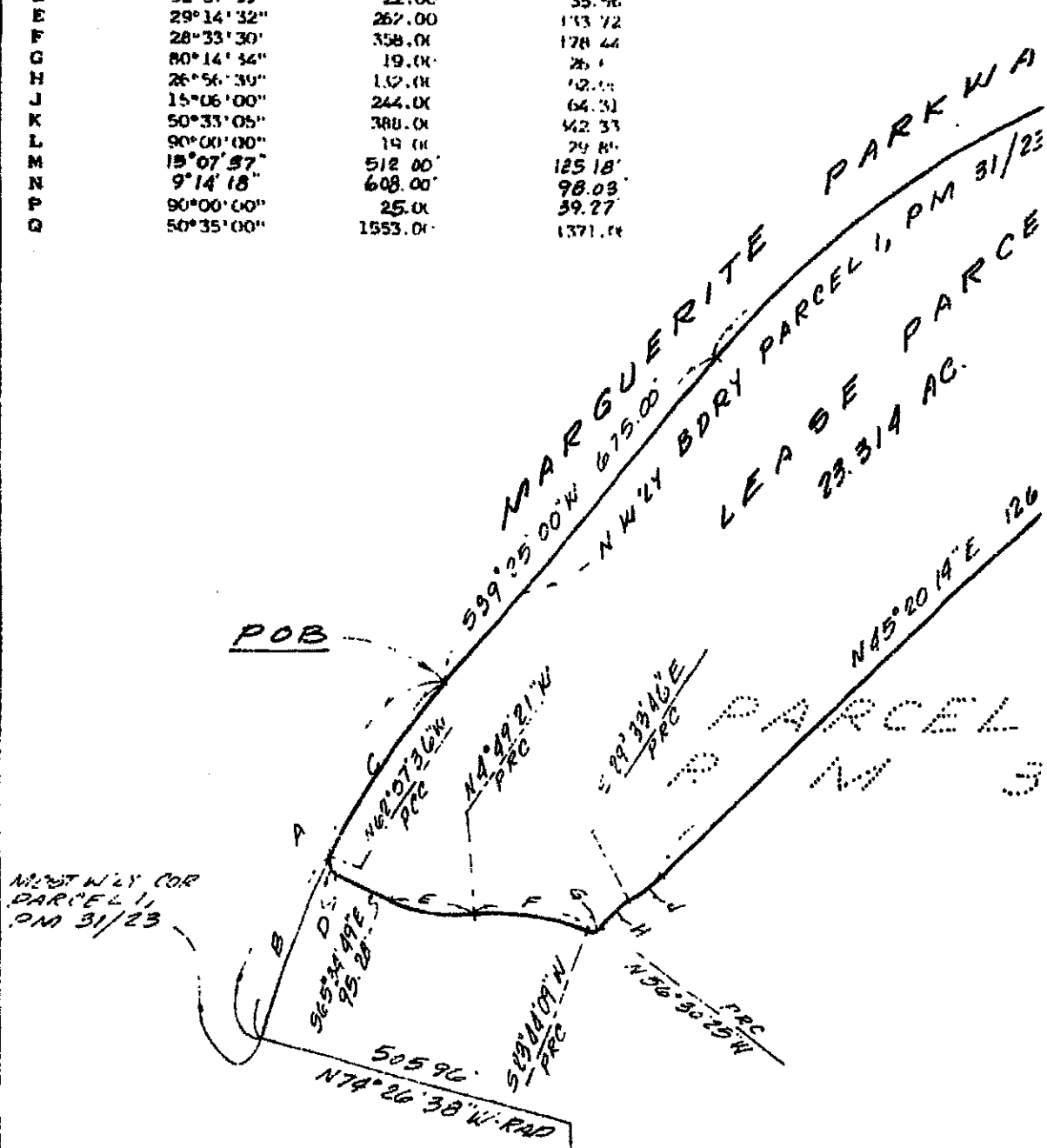
BEGINNING AT THE NORTHEASTERLY TERMINUS OF THAT CERTAIN CURVE SHOWN AS CONCAVE SOUTHEASTERLY AND HAVING A RADIUS OF 1553.00 FEET AND A CENTRAL ANGLE OF 23°51'38" IN THE NORTHWESTERLY BOUNDARY OF SAID PARCEL 1; THENCE SOUTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 12°22'36" AN ARC DISTANCE OF 335.47 FEET TO A POINT OF COMPOUND CURVE WITH A CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 22.00 FEET, A RADIAL TO SAID POINT BEARS NORTH 62°57'36" WEST; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 92°37'13" AN ARC DISTANCE OF 35.56 FEET; THENCE TANGENT TO SAID CURVE SOUTH 65°34'49" EAST 95.28 FEET TO A TANGENT CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 262.00 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 29°14'32" AN ARC DISTANCE OF 133.72 FEET TO A POINT OF REVERSE CURVE WITH A CURVE CONCAVE SOUTHWESTERLY HAVING A RADIUS OF 358.00 FEET, A RADIAL TO SAID POINT BEARS NORTH 4°49'21" WEST; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 28°33'30" AN ARC DISTANCE OF 178.44 FEET TO A POINT OF REVERSE CURVE WITH A CURVE CONCAVE NORTHERLY HAVING A RADIUS OF 19.00 FEET, A RADIAL TO SAID POINT BEARS SOUTH 73°44'09" WEST; THENCE SOUTHEASTERLY AND NORTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 80°14'34" AN ARC DISTANCE OF 26.61 FEET TO A POINT OF REVERSE CURVE WITH A CURVE CONCAVE SOUTHEASTERLY HAVING A RADIUS OF 132.00 FEET, A RADIAL TO SAID POINT BEARS NORTH 56°30'25" WEST; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 26°56'39" AN ARC DISTANCE OF 62.08 FEET TO A POINT OF REVERSE CURVE WITH A CURVE CONCAVE NORTHWESTERLY HAVING A RADIUS OF 244.00 FEET, A RADIAL TO SAID POINT BEARS SOUTH 29°33'46" EAST; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 15°06'00" AN ARC DISTANCE OF 64.31 FEET; THENCE TANGENT TO SAID CURVE NORTH 45°20'14" EAST 1268.34 FEET TO A TANGENT CURVE CONCAVE SOUTHEASTERLY HAVING A RADIUS OF 388.00 FEET; THENCE NORTHEASTERLY AND EASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 50°33'05" AN ARC DISTANCE OF 342.33 FEET; THENCE TANGENT TO SAID CURVE SOUTH 84°06'41" EAST 84.82 FEET TO A TANGENT CURVE CONCAVE NORTHWESTERLY HAVING A RADIUS OF 19.00 FEET; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 90°00'00" AN ARC DISTANCE OF 29.85 FEET; THENCE TANGENT TO SAID CURVE NORTH 5°53'19" EAST 135.43 FEET; TO A TANGENT CURVE CONCAVE WESTERLY HAVING A RADIUS OF 512.00 FEET; THENCE NORTHERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 15°07'37" AN ARC DISTANCE OF 135.18 FEET TO A POINT OF REVERSE CURVE WITH A CURVE CONCAVE EASTERLY HAVING A RADIUS OF 608.00 FEET, A RADIAL TO SAID POINT BEARS SOUTH 80°45'42" WEST; THENCE NORTHERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 9°14'18" AN ARC DISTANCE OF 98.03 FEET TO A POINT ON A LINE RADIAL TO SAID CURVE WHICH IS PARALLEL WITH AND DISTANT SOUTHERLY 25.00 FEET FROM THAT CERTAIN COURSE SHOWN AS EAST 162.05 FEET IN THE NORTHWESTERLY BOUNDARY OF SAID PARCEL 1, SAID POINT ALSO BEING A POINT OF REVERSE CURVE WITH A CURVE CONCAVE SOUTHWESTERLY HAVING A RADIUS OF 25.00 FEET; THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 90°00'00" AN ARC DISTANCE OF 39.27 FEET TO THE INTERSECTION OF SAID CURVE WITH SAID NORTHWESTERLY BOUNDARY; THENCE TANGENT TO SAID CURVE AND ALONG SAID NORTHWESTERLY BOUNDARY THE FOLLOWING COURSES: WEST 6.50 FEET TO THE NORTHEASTERLY TERMINUS OF THAT CERTAIN COURSE SHOWN AS CONCAVE SOUTHEASTERLY AND HAVING A RADIUS OF 1553.00 FEET, SOUTHWESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 50°35'00" AN ARC DISTANCE OF 1371.06 FEET, TANGENT TO SAID CURVE SOUTH 39°25'00" WEST 675.00 FEET TO THE POINT OF BEGINNING.

JHH CONSULTANTS  
CJH/pn  
REVISED 9/3/85  
REVISED 9/6/85  
REVISED 9/4/85

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CURVE DATA

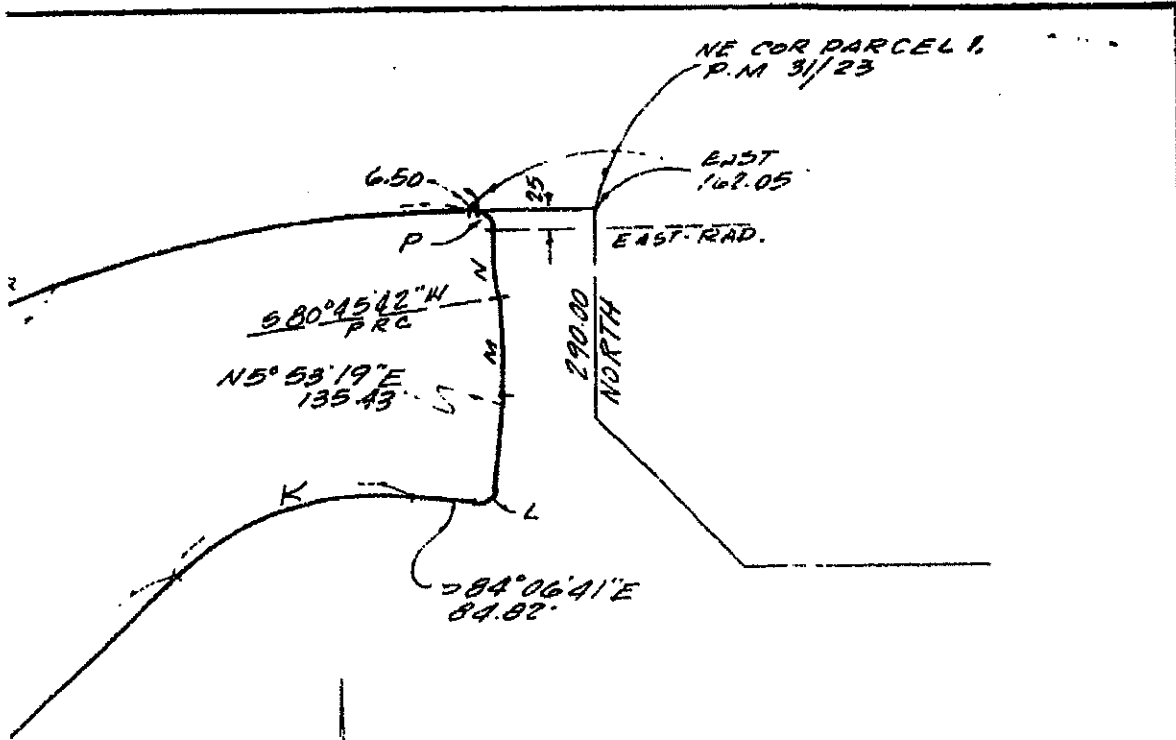
	A	R	L
A	23°51'38"	1553.00	646.14
B	11°29'02"	1553.00	311.27
C	12°22'36"	1553.00	335.47
D	92°37'13"	22.00	35.56
E	29°14'32"	267.00	133.72
F	28°33'30"	358.00	178.44
G	80°14'34"	19.00	26.14
H	26°56'30"	132.00	70.14
J	15°06'00"	244.00	64.31
K	50°33'05"	380.00	142.33
L	90°00'00"	19.00	29.84
M	15°07'57"	512.00	125.18
N	9°14'18"	608.00	98.08
P	90°00'00"	25.00	39.27
Q	50°35'00"	1553.00	1371.04



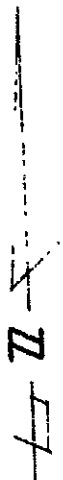
9/3/85

REVISIONS  
9-3-85 REVISED CURVE

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123



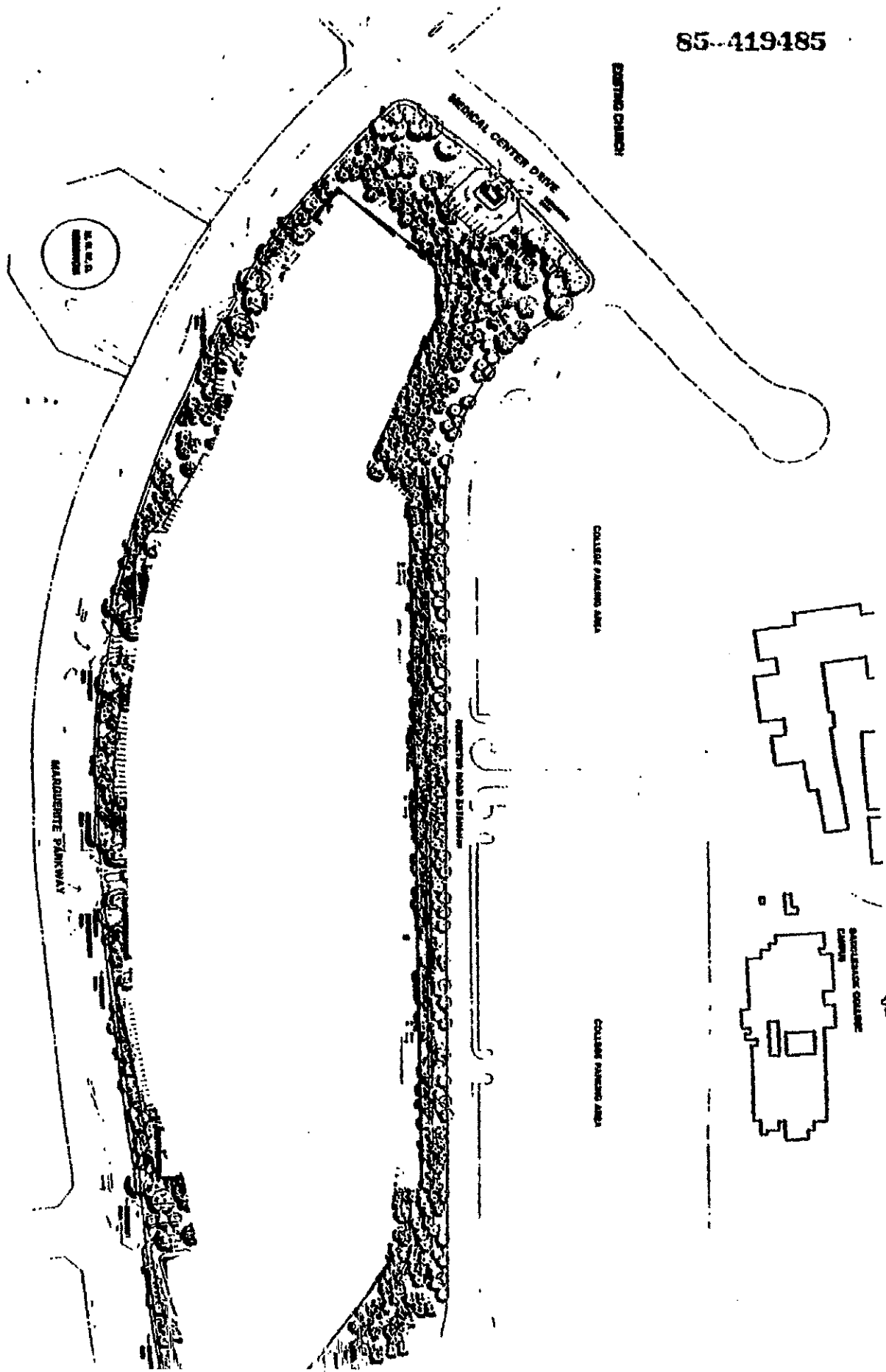
SCALE:  
1" = 200'

PREPARED FOR  
SADDLEBACK COMMUNITY  
COLLEGE, SOUTH CAMPUS  
28000 MARGUERITE PARKWAY  
MISSION VIEJO CA 92692

PREPARED BY  
JH H CONSULTANTS  
15540-D ROCKFIELD BLVD.  
IRVINE, CA 92718

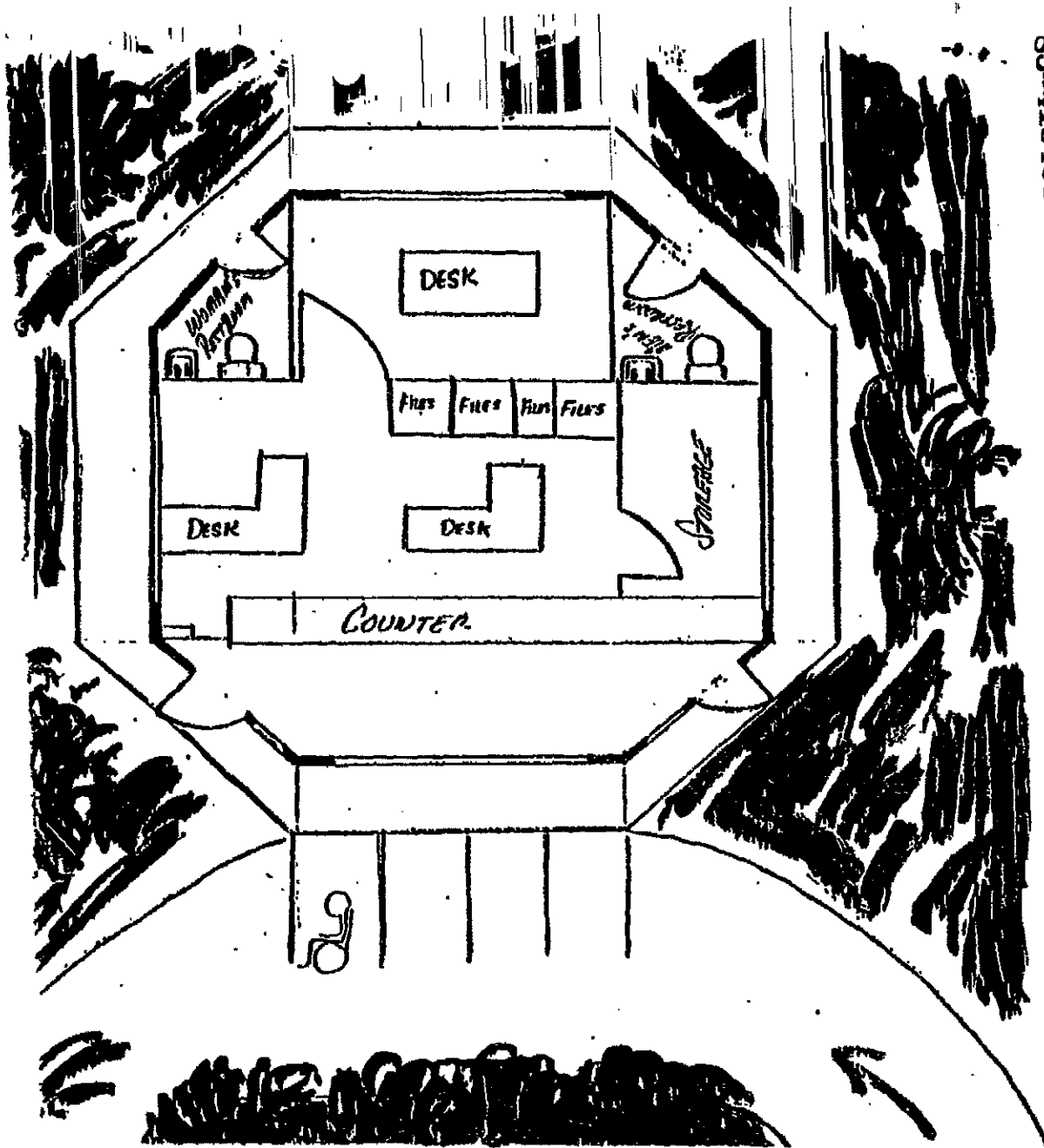
EXHIBIT A

85-419485





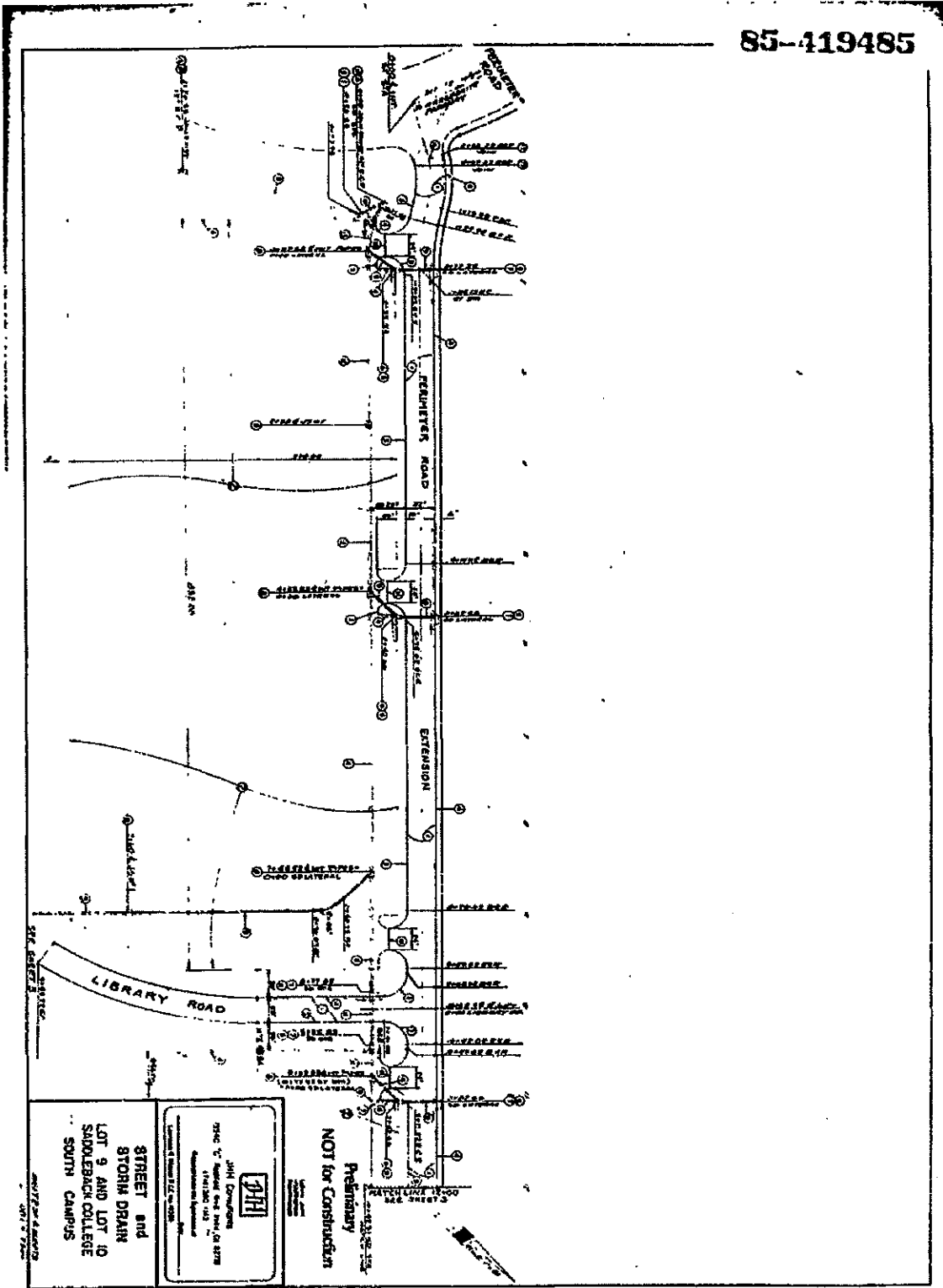
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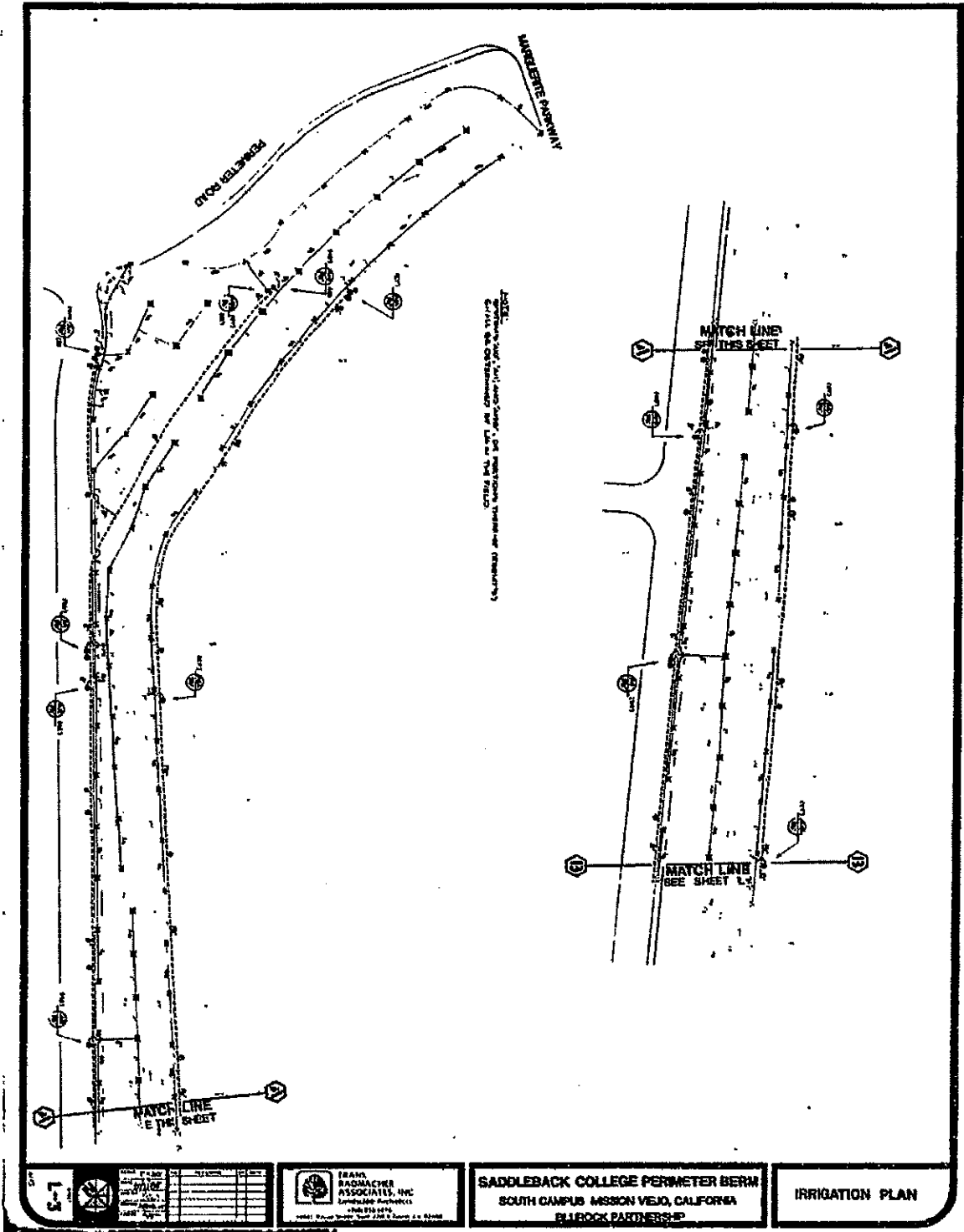








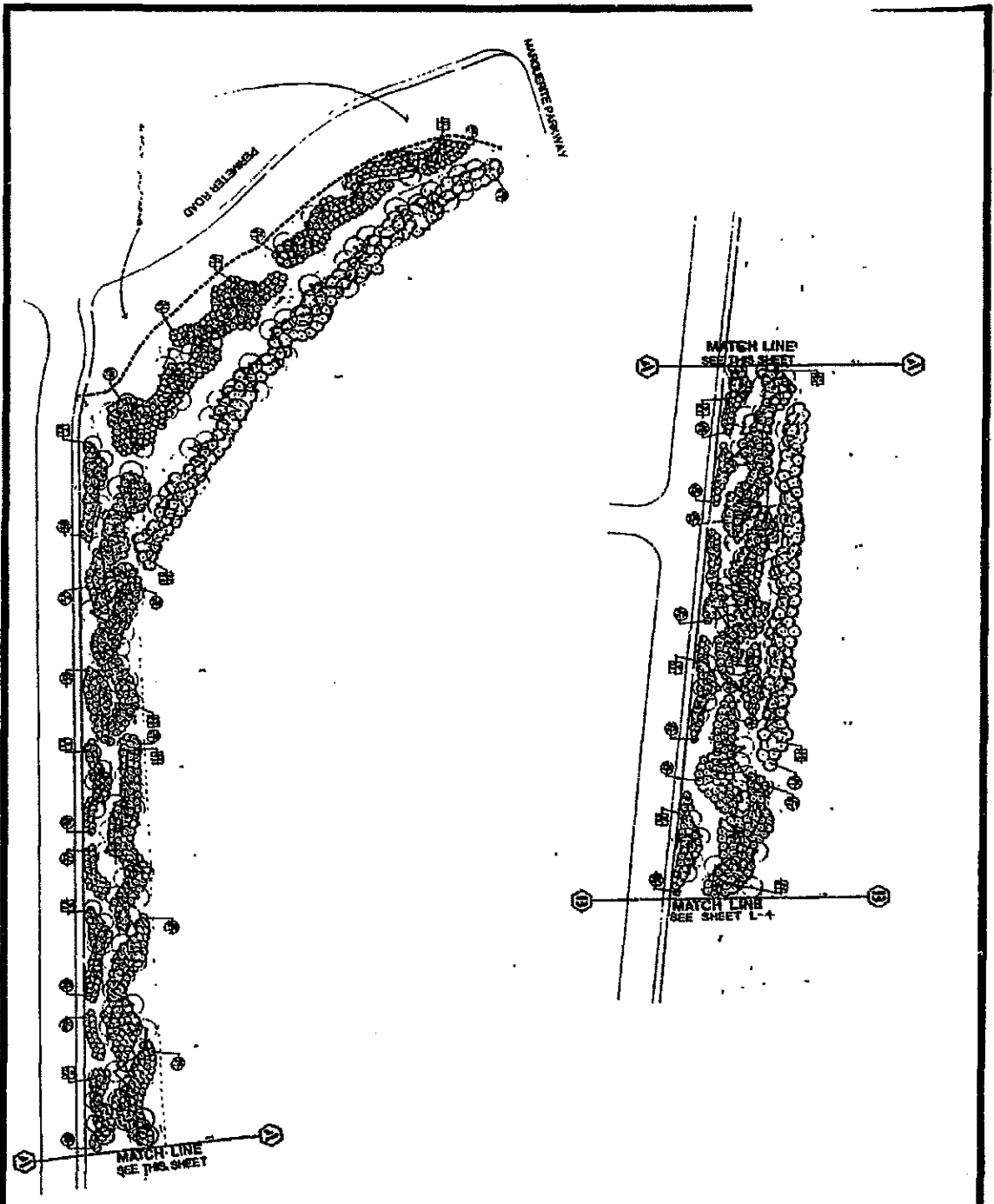
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85-419485



	DATE: 02/02/02	SCALE: AS SHOWN
	PROJECT: SADDLEBACK COLLEGE PERIMETER BERM	DESIGNED BY: [Signature]

	<b>SADDLEBACK COLLEGE PERIMETER BERM</b> SOUTH CAMPUS MISSION VIEJO, CALIFORNIA BLU ROCK PARTNERSHIP
--	--

<b>PLANTING PLAN</b>
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**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Trustees' Requests for Attending Conferences  
**ACTION:** Approval

---

**BACKGROUND**

The Orange County Department of Education requires that all travel/mileage expenses claimed by Trustees for official college business be approved by the Board of Trustees as well as their requests to attend upcoming conferences and meetings.

**STATUS**

The official trips reported in Exhibit A require Board approval for payment by the County of Orange.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve/ratify the Trustees' requests for attending conference(s) as shown in Exhibit A.

**TRUSTEE ATTENDANCE AT CONFERENCES AND MEETINGS**

Trustees wishing to attend:

EVENT/LOCATION	DATE(s)*	ESTIMATED COST** (per person)	TRUSTEE REQUESTED ITEM:	TRUSTEE(S) ATTENDING
CCLC – Annual Convention Westin Mission Hills Rancho Mirage, CA	11/20- 11/22/14 (3)	\$1,525.00	no	n/a
CCLC Effective Trusteeship Workshop Sheraton Grand Sacramento, CA	1/23-1/25/15 (2)	\$1,490.00	no	n/a
CCLC Annual Legislative Conference Sheraton Grand Sacramento, CA	1/25-1/26/15 (2)	\$1,390.00	no	n/a

\* The figure in parentheses is the estimated number of nights lodging

\*\* The amount listed includes estimated airfare, lodging, meals, and other expenditures

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Gifts to the District and Foundations  
**ACTION:** Approval

---

**BACKGROUND**

Pursuant to the California Education Code Section 72241 and Board Policy 3300, the Board of Trustees “receives and administers gifts to the District.” The division/school or office within the college receiving the donated item reviews all gifts.

**STATUS**

The gifts listed on EXHIBIT A have been reviewed by the appropriate district and college officials and have been determined to be of benefit to the receiving location.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees accept the donation(s) to the District and/or the Foundations listed on EXHIBIT A and further direct that its appreciation be appropriately conveyed to the donor(s).

DONATIONS  
August 25, 2014

**SADDLEBACK COLLEGE**

<b>Gift</b>	<b>Donated By:</b>
Miscellaneous tools and equipment along with computer accessories	Jeff Merage
Auto reference manuals, books and materials	C. G. Meyer
Fashion accessories, jewelry	Ann Buckley
Used Books	Bonnie Stephenson
Used Books	Susan Talevich
Used Books	Cadence Wynter
Used Books	Jim Stebbins

**IRVINE VALLEY COLLEGE**

<b>Gift</b>	<b>Donated By:</b>
Bookcases and table, supplies, two instrument cases	Stephen Rochford

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Purchase Orders/Confirming Requisitions

**ACTION:** Approval

---

**BACKGROUND**

In accordance with the provisions of Article 4 of Chapter 8 of the California Education Code, commencing with Sections 85230, purchase orders/confirming requisitions, and purchase change listings are submitted for approval of the Board of Trustees.

**STATUS**

Purchase orders numbered P14-04534 through P14-04544 amounting to \$755,953.46 and P15-00508 through P15-01296 amounting to \$9,835,473.39 are submitted to the Board of Trustees for approval. Confirming requisitions dated July 1, 2014 through August 5, 2014 totaling \$72,628.77 are also submitted.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the purchase orders/confirming requisitions listed in EXHIBIT A.

**Includes P14-04533 - P14-04544**

PO Number	Vendor Name	Loc	Description	Account Amount
P14-04534	LAW SCHOOL ADMISSIONS TESTING		Refund	225.00
P14-04535	CAMPUS-VOTE/VOTE-NOW JAMES CLA IBORNE		Campus-vote.com election system software	795.00
P14-04536	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.		Asbestos air monitoring at SM-108	500.00
P14-04537	RESOURCE ENVIRONMENTAL INC		Asbestos abatement at SM-108	3,695.00
P14-04538	TUSTIN UNIFIED SCHOOL DISTRICT		Reimbursement to Tustin USD	118.00
P14-04539	DR. NANCY CARRITTE INDUSTRIAL PSYCHOLOGIST		Coaching services	1,100.00
P14-04540	GOSS ENGINEERING INC	IVC Life Sci	Hvac warranty issues	12,000.00
P14-04541	KELLY KEYS		Organ repairs-Music	747.46
P14-04542	NINYO & MOORE	SC FineArts Ren	Inspection servcs - photo-radio-tv reno	16,373.00
P14-04543	C.E.M. LAB CORP. CIVIL ENGINEER	SC Science	Testing & inspection srvc Sciences building	330,000.00
P14-04544	RING MATERIAL LAB GKKWORKS		Const mgmt services for IVC projects	390,400.00
<b>Total Number of POs</b>			<b>11</b>	<b>Total 755,953.46</b>

**Fund Summary**

Fund	Description	PO Count	Amount
01	General Fund	7	2,013.00
40	Capital Outlay Fund	4	.00
<b>Total Fiscal Year 2014</b>			<b>2,013.00</b>
01	General Fund	4	5,167.46
40	Capital Outlay Fund	4	748,773.00
<b>Total Fiscal Year 2015</b>			<b>753,940.46</b>
<b>Total</b>			<b>755,953.46</b>

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE



Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-00508	HOME DEPOT		2014-2015 maintenance supplies	5,000.00
P15-00509	TOMARK SPORTS EQUIPMENT		Annual grounds supplies, field paint, mates, etc.	1,663.15
P15-00510	HORIZON		Annual ground supplies, fertilizer, grass seed	23,478.03
P15-00511	MATERIAL SALES UNLIMITED		Annual grounds supplies, infield mix stabilizer	4,720.05
P15-00512	SADDLEBACK MATERIALS COMPANY		Annual grounds supplies,poly sand bags	1,088.96
P15-00513	SIERRA SOIL, INC.		Yrly grounds supplies, seed cover, pltr mix, mulch	8,877.00
P15-00514	VISTA PAINT		Annual athletic field paints	3,380.40
P15-00515	DELTA BIOLOGICALS	IVC Life Sci	Preserved cats for Bio. 11 anatomy	5,759.10
P15-00516	OFFICESUPERSAVERS.COM		China markers, index cards, etc.	295.73
P15-00517	JOHNNY'S SELECTED SEEDS		Seeds for Biology lab program	205.43
P15-00518	RITE INC. dba THE PERFECT FIEL D		Striping paint for sports fields (year supply)	2,847.96
P15-00519	GORM, INC.		Exhaust filters for windsor vacuum cleaner	266.76
P15-00520	J. M. McCONKEY CO.		Injection molded containers, pots/Biology	729.22
P15-00521	SAFE-T-PROOF		Earthquake restraint for incubator	51.19
P15-00522	CHEMSEARCH		Rust converter,rubber coating/plumbing	686.72
P15-00523	EMPIRE CLEANING SUPPLY		Trash can liners	47.04
P15-00524	CHEMGLASS LIFE SCIENCES LLC	IVC Life Sci	Slides, beakers, tubes Biology	38.24
P15-00525	SCHOOL SUPPLY GIANT		Lab storage supplies,bulletin and lap boards	114.18
P15-00526	OPTICS PLANET, INC.		Applicators, inoculating loops/Biology	1,485.93
P15-00527	PBS VIDEO/SHOP PBS PBS EDUCATI ONAL VIDEO		DVD on plants for Biology 31	23.18
P15-00528	MIKE COLLINS		Reimbursement to set designer	4,000.00
P15-00529	GUEST ARTISTS		Guest Artists for "Godspell"	11,620.00
P15-00530	ADVANCED OFFICE SERVICES IMAGI NG PLUS		Annual maintenance contract	550.00
P15-00531	TECHNIC BUSINESS SOLUTIONS		Technic printer repair	2,000.00
P15-00532	ALL TECH SERVICE		AV equipment repairs	1,000.00
P15-00533	XEROX CORPORATION		Xerox machine lease	4,000.00
P15-00534	XEROX CORPORATION		Xerox maintenance services for custodial area	500.00
P15-00535	XEROX CORPORATION		XEROX-Maintenance Agreement	917.46
P15-00536	SCHOOLS EXCESS LIABILITY FUND		Excess liability coverage 2014-2015	57,171.66
P15-00537	TREE OF LIFE NURSERY		Blanket PO for plants for ES department	324.00
P15-00538	LAURA'S INT PLANTSCAPE SERV		Replacement plants	500.00
P15-00539	WELLS FARGO #3317 (DISTRICT)		Cloud chamber light	17.29
P15-00540	DANA POINT FUEL DOCK		Fuel expenses for MST classes	864.00
P15-00541	PORT SUPPLY		Instructional supplies for MST classes	756.00
P15-00542	SAFE NAVIGATION, INC.		Instructional supplies for MST classes	810.00
P15-00543	CALIFORNIA STAGE/LIGHTING, INC		Theatre supplies lighting	4,500.00
P15-00544	KELLY-WRIGHT HARDWOODS		Theatre supplies hardwoods	3,300.00
P15-00545	VEFO INCORPORATED		Theatre supplies	400.00

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 1 of 22

Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-00546	POWER CLEANERS	.	Theatre supplies	800.00
P15-00547	KELLY PAPER	.	Specialty paper	11,880.00
P15-00548	SMART & FINAL IRIS CO.	IVC Life Sci	2014-2015 items for the Biology program	650.00
P15-00549	PETCO ANIMAL SUPPLIES	IVC Life Sci	2014-2015 bio. lab. class supplies	710.00
P15-00550	CAROLINA BIOLOGICAL SUPPLY	IVC Life Sci	2014-2015 materials/supplies for bio. classes	1,470.00
P15-00551	J.W. PEPPER & SON, INC.	.	Choral music	2,500.00
P15-00552	GALE SUPPLY COMPANY	IVC Life Sci	Paper towel rolls	600.00
P15-00553	ARROWHEAD/NESTLE ATTN: TERRIS BARRON		Distilled water for radiators	400.00
P15-00554	CARQUEST AUTO PARTS		Auto supplies	1,500.00
P15-00555	INTERSTATE BATTERIES OF CALIFORNIA COAST		Battery supplies	100.00
P15-00556	MC FADDEN-DALE INDUSTRIAL		Vehicle parts	100.00
P15-00557	SADDLEBACK GOLF CARS, INC.		Vehicle supplies	500.00
P15-00558	TURF TIRE DISTRIBUTORS		Tires/tire parts	2,500.00
P15-00559	SOUTHERN COUNTIES OIL CO. DBA/ SC FUELS		Grounds supplies	4,000.00
P15-00560	ALLIED REFRIGERATION, INC.		Parts and Supplies	200.00
P15-00561	AAA ELECTRIC MOTOR SALES		Parts and supplies	2,000.00
P15-00562	W. W. GRAINGER		Maintenance Supplies	500.00
P15-00563	CLARK SECURITY PRODUCTS		Lock/door supplies	250.00
P15-00565	IRVINE PIPE & SUPPLY		Parts and supplies	1,000.00
P15-00566	REGENCY LIGHTING		Electrical supplies	100.00
P15-00567	WALTERS WHOLESALE ELECTRIC		Electrical supplies	500.00
P15-00568	WAXIE SANITARY SUPPLY		Custodial supplies	2,000.00
P15-00569	EWING IRRIGATION PRODUCTS		ATEP irrigation supplies	200.00
P15-00570	HOME DEPOT EAST IRVINE STORE # 8525		Grounds supplies	1,500.00
P15-00571	ORANGE CO. FARM SUPPLY		Grounds supplies	500.00
P15-00572	VILLAGE NURSERIES		Grounds supplies	1,000.00
P15-00573	LANDSCAPE CENTERS			
P15-00573	HARDY DIAGNOSTICS		Microbiology supplies	1,500.00
P15-00574	FISHER SCIENTIFIC		Biology supplies	1,000.00
P15-00575	WARD'S SCIENCE		Biology students supplies	200.00
P15-00576	WARD'S SCIENCE		Biology supplies	800.00
P15-00577	WARD'S SCIENCE		Microbiology supplies	500.00
P15-00578	SAFeway, INC. C/O PAVILIONS, STORE #210		Biology supplies	200.00
P15-00579	SAFeway, INC. C/O PAVILIONS, STORE #210		Biology supplies	600.00
P15-00580	GREEN THUMB INTERNATIONAL		Blanket Purchase Order for Biology Supplies	100.00
P15-00581	GREEN THUMB INTERNATIONAL		Biology supplies	200.00
P15-00582	DE NAULT'S TRUE VALUE HARDWARE		Biology supplies	350.00
P15-00583	KAREN KELLEY		Biology instructional supplies	100.00
P15-00584	BIO-RAD LABORATORIES, INC. LIFE SCIENCE GROUP		Biology supplies	500.00
P15-00585	FRY'S ELECTRONICS		Computer supplies	8,000.00

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PO Number	Vendor Name	Loc	Description	Account Amount
P15-00586	HOME DEPOT		ITC supplies	1,000.00
P15-00587	RDO WATER		Annual ground perennial rye, par 5 uncert	18,219.60
P15-00588	TED PELLA, INC.		Mini slide boxes, asst. colors/ Biology	597.05
P15-00589	FERGUSON ENTERPRISES, INC.		Fountain valve, brackets,etc/plumbing	1,375.54
P15-00590	W. W. GRAINGER		Batteries, lysol, tape, shelving/plumbing	725.66
P15-00591	W. W. GRAINGER		Safety storage cabinet/plumbing	895.97
P15-00592	W. W. GRAINGER		Caution tape/plumbing	18.36
P15-00593	SMARDAN SUPPLY - EL MONTE		Pumps, faucet, valve repair kitt	2,939.20
P15-00594	SPARTAN TOOL		Rooter heads/plumbing	188.05
P15-00595	SPARTAN TOOL		drain snake cable/plumbing	532.40
P15-00596	ORANGE CO. FARM SUPPLY		Promix, osmocoat Biology Greenhouse	349.39
P15-00597	W. W. GRAINGER		Light fixtures, pads, ointment, bandages	471.81
P15-00598	KERLEY CORPORATION		Super calipers	833.08
P15-00599	NEW YORK MICROSCOPE CO INC		Microscope parts	4,660.20
P15-00600	SCHILLER AMERICA, INC.	IVC Life Sci	Lab materials, mouth pieces, bio- 12 physiology	775.00
P15-00601	HAWK LABELING SYSTEMS		Biology labels	505.45
P15-00602	RAININ INSTRUMENTS LLC		Replacement boxes for pipet tips/Biology	110.16
P15-00603	ULINE, INC.		Resealable bags for Biology	59.22
P15-00604	SOUTH COAST DIST. CO.		Bleach and vinaegar, Biology	53.70
P15-00605	BATTERIES PLUS, #440 LAKE FORE ST STORE		Batteries/Biology	64.48
P15-00606	DENOYER-GEPPERT SCIENCE CO.		Heart, brain, digestive system, eye/Biology	2,707.56
P15-00607	QORPAK DIVISION OF ALL-PAK		Clear zip bags Biology	160.48
P15-00608	SIGMA-ALDRICH CHEMICAL CO.		Albimin, o stain, biology	146.34
P15-00609	USA SCIENTIFIC		Dry heat bath	449.98
P15-00610	WAXIE SANITARY SUPPLY		Roll towels, hepa back pack bags, pads	33,109.28
P15-00611	GALE SUPPLY COMPANY		Microfiber towels, floor pads	169.29
P15-00612	NORTHERN TOOL & EQUIPMENT CO.		Libman 13" commercial burshes	250.30
P15-00613	RPM CONSULTANT GROUP		OBEB trust consulting services	16,000.00
P15-00614	DURABLE SUPPLY COMPANY		High temp markers	83.65
P15-00615	MARKETLAB, INC.		Biology bins	206.07
P15-00616	MEDSUPPLY PARTNERS		Test tubes with colored caps	307.77
P15-00617	WALTERS WHOLESALE ELECTRIC		Electrical equipment, peerless lenses	3,423.08
P15-00618	NORTHWOOD HIGH SCHOOL		Ad for football program	250.00
P15-00619	W. W. GRAINGER		Janitorial/ extraction cleaner,can liners	966.82
P15-00620	ORKIN EXTERMINATING, INC. ACUR ID		Annual monthly bee box services	3,600.00
P15-00621	CA DEPT OF TOXIC SUBSTANCES C ONTROL		EPA ID and manifest fee 2013	272.50
P15-00622	SOUTH COAST A.Q.M.D. Californi a Air Toxics		"Hot Spots" program fee	118.94
P15-00623	HOME DEPOT MISSION VIEJO STORE #614		Materials for ES department	540.00
P15-00624	CHAMPION CHEMICAL CO.		IVC 1st yr renewal bid 305D-janitorial supplies	1,830.60
P15-00625	CONTINENTAL CHEM & SANITARY SU PPLY		IVC 1st yr renewal bid 305D-janitorial supplies	3,955.55

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PO Number	Vendor Name	Loc	Description	Account Amount
P15-00626	EMPIRE CLEANING SUPPLY		IVC 1st yr renewal bid 305D-janitorial supplies	616.31
P15-00627	GALE SUPPLY COMPANY		IVC 1st yr renewal bid 305D-janitorial supplies	14,829.24
P15-00628	GORM, INC.		IVC 1st yr renewal bid 305D-janitorial supplies	2,437.86
P15-00629	UNISOURCE WORLDWIDE		IVC 1st yr renewal bid 305D-janitorial supplies	23,629.21
P15-00630	WAXIE SANITARY SUPPLY		IVC 1st yr renewal bid 305D-janitorial supplies	11,201.64
P15-00631	FISHER SCIENTIFIC		Chemistry rplcmt glassware & lab materials	4,773.85
P15-00632	HARDY DIAGNOSTICS		Replacement glassware	487.15
P15-00633	BLAKE'S JANITORIAL SUPPLIES		SBC 1st yr renewal bid 305D janitorial supplies	166.32
P15-00634	CHAMPION CHEMICAL CO.		SBC 1st yr renewal bid 305D janitorial supplies	3,648.78
P15-00635	UNISOURCE CORPORATION FACILITI ES SUPPLY		SBC 1st yr renewal bid 305D janitorial supplies	43,934.88
P15-00636	CONTINENTAL CHEM & SANITARY SU PPLY		SBC 1st yr renewal bid 305D janitorial supplies	2,068.20
P15-00637	EMPIRE CLEANING SUPPLY		SBC 1st yr renewal bid 305D janitorial supplies	492.48
P15-00638	GORM, INC.		SBC 1st yr renewal bid 305D janitorial supplies	1,617.30
P15-00639	HILLYARD FLOOR CARE SUPPLY		SBC 1st yr renewal bid 305D janitorial supplies	1,564.95
P15-00640	P & R PAPER SUPPLY COMPANY		SBC 1st yr renewal bid 305D janitorial supplies	193.54
P15-00641	PIONEER CHEMICAL CO.		SBC 1st yr renewal bid 305D janitorial supplies	129.60
P15-00642	PYRAMID SCHOOL PRODUCTS		SBC 1st yr renewal bid 305D janitorial supplies	294.11
P15-00643	UNIPAK CORP.		SBC 1st yr renewal bid 305D janitorial supplies	8,996.40
P15-00644	GALE SUPPLY COMPANY		SBC 1st yr renewal bid 305D janitorial supplies	2,944.35
P15-00645	STAR MAINTENANCE SUPPLY		SBC 1st yr renewal bid 305D janitorial supplies	574.17
P15-00646	WAXIE SANITARY SUPPLY		SBC 1st yr renewal bid 305D janitorial supplies	3,878.40
P15-00647	JUNE MC LAUGHLIN		Paralegal advisory meeting	75.00
P15-00648	SWACC c/o KEENAN & ASSOC. ATTN : SETECH		SWACC WeTip	1,752.00
P15-00649	WESTERN GRAPHICS PLUS, INC.		Career Cafe reorder items	60,000.00
P15-00650	I3 SOLUTIONS		Project mgmt consulting services	118,800.00
P15-00651	ENAMIX, INC.		Workday Implemetaion QA consulting services	207,960.00
P15-00652	NORTH STATE ENVIRONMENTAL		Annual maintenance: hazardous waste removal	39,677.00
P15-00653	THOMSON WEST		TRG California practice books	2,500.00
P15-00654	IRVINE VALLEY COLLEGE BOOKSTOR E		EOPS bookstore billing 2014-2015	95,000.00

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-00655	IRVINE VALLEY COLLEGE BOOKSTOR E		CARE bookstore billing 2014-2015	2,000.00
P15-00656	L.A. TIMES		2014-2015 LA Times subscription renewal	213.20
P15-00657	ZOHO CORP.		NetFlow Analyzer license renewal	582.00
P15-00658	LIGHTNING TOOLS, LTD. 6 THE TE RRACE		DeliverPoint license renewal/maint (SharePoint)	1,100.00
P15-00659	ORKIN EXTERMINATING, INC. ACUR ID		Annual bi-weekly gopher services	5,250.00
P15-00660	ORKIN EXTERMINATING, INC. ACUR ID		Annual pest control	7,704.00
P15-00661	EMSI ECON. MODELING SPECIALIST S INC		District-wide EMSI license renewal	20,000.00
P15-00662	NEWPORT COMPUTER SOLUTIONS,INC		Tivoli Storage Mgr annual renewal	5,874.47
P15-00663	ASSESSMENT TECHNOLOGIES INSTI TUTE, LLC		Online ATI testing for Nursing	2,592.00
P15-00664	NEUDESIC, LLC		SIS-related software project consulting work	1,474,400.00
P15-00665	SYMPPLICITY CORPORATION		IVC/Saddleback shared software	11,445.63
P15-00666	INTERACT COMMUNICATIONS, INC.		Radio remix	100.00
P15-00667	SPECTRUM LABORATORY PRODUCTS		Chemicals to be phoned in as needed	1,500.00
P15-00668	SIGMA-ALDRICH CHEMICAL CO.		Chemicals to be phoned in as needed	1,500.00
P15-00669	PRAXAIR		Helium tank exchange	707.40
P15-00670	PACIFIC COLLEGE TESTING		CTEP site license	2,160.00
P15-00671	WELLS FARGO #3317 (DISTRICT)		LoJack for laptops theft recov svcs 6/2/13-6/1/14	31.99
P15-00672	WELLS FARGO #3317 (DISTRICT)		Lynda.com annual software license	500.00
P15-00673	SWACC c/o KEENAN & ASSOC. ATTN : SETECH		P&L SWACC Proforma	713,427.00
P15-00674	AT&T MOBILITY GOVERNMENT SALES		Courier cell phone service	180.00
P15-00675	WELLS FARGO #3317		Double lantern battery	40.90
P15-00676	MEDCO SUPPLY COMPANY		Athletic training supplies	8,500.93
P15-00677	J & J SUPPLY INC		Training room supplies: wrap	395.80
P15-00678	MEDCO SUPPLY COMPANY		Athletic training supplies 14/15	577.21
P15-00679	HENRY SCHEIN, INC.		Training room supplies 14/15	4,353.56
P15-00680	UNITED FABRICARE SUPPLY, INC.		Laundry supplies m/w teams 14/15	2,087.75
P15-00681	VICTORY CUSTOM ATHLETIC, INC		Laundry supplies m/w teams 14/15	392.80
P15-00682	CDW-G COMPUTER CENTERS		Yoga Thinkpad	10,493.10
P15-00683	FISHER SCIENTIFIC		Chemicals and glassware ordered as needed	5,500.00
P15-00684	WELLS FARGO #3317 (DISTRICT)		Surface pro 2 folio case and adapter	94.19
P15-00685	WELLS FARGO #3317 (DISTRICT)		Marbles	43.19
P15-00686	WELLS FARGO #3317		Bubbles and wand	19.14
P15-00687	TRUWEST, INC.		Repair of Truwest swim/water polo parkas	76.80
P15-00688	MARIA E. HUTCHINSON CERVANTES		FKCE translation	200.00

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PO Number	Vendor Name	Loc	Description	Account Amount
P15-00689	EWING IRRIGATION PRODUCTS		Irrigation supplies	2,000.00
P15-00690	NAUTICAL VENTURES ATTN: CHARLE S A. BUCKNER		Sail boat lease for MST class	1,305.00
P15-00691	SHEILA DUFRESNE		Research/edit/develop Career Cafe	8,333.00
P15-00692	INTERSTATE BATTERIES OF CALIFORNIA COAST		Batteries for Theatre Arts	2,000.00
P15-00693	JARED SCOTT		Piano tuning	2,700.00
P15-00694	BRAVO SIGN & DESIGN		Fabrication of campus signages	10,000.00
P15-00695	ADVANTA ENERGY		Energy consultant services	9,600.00
P15-00696	CAL BUILDING SYSTEMS		Campus wide Fire/Life Safety monitoring	696.00
P15-00697	SEGURA ASSOCIATES, INC.		Professional landscape services	22,095.00
P15-00698	SOUTH COAST SAILING TEAM ATTN: JIM WEHAN		Sailboat daily use leasing for MST classes	3,500.00
P15-00699	WATSON LABEL PRODUCTS		Barcodes labels	743.64
P15-00700	HITT MARKING DEVICES, INC.		Door name plates	22.98
P15-00701	CALIFORNIA STAGE/LIGHTING, INC		Supplies for perf. arts operations-1001	6,050.00
P15-00702	TIM SWISS		Sound/lighting supplies for SCLO-6891	1,000.00
P15-00703	TIM SWISS		Supplies for Perf. Arts operations-1001	750.00
P15-00704	TIM SWISS		Lighting and audio supplies-FY14/15-1007	900.00
P15-00705	HOME DEPOT MISSION VIEJO STORE #614		Set building supplies for SCLO-6891	500.00
P15-00706	HOME DEPOT MISSION VIEJO STORE #614		Supplies for theatre operations-1001	3,500.00
P15-00707	MARC JACKSON		SCLO props and scenic supplies-6891	500.00
P15-00708	MICHELLE JACKSON		Supplies for Perf. Arts operations-1001	300.00
P15-00709	BAKER & TAYLOR		Library books.	106.31
P15-00710	DISPLAYS 2GO ATTN: ACCOUNTS RE CEIVABLE		Display rack for Photo	101.52
P15-00711	RYDIN DECAL		Parking decals	2,067.37
P15-00712	PHILLIP VAN SAUN		BIT book payment	366.70
P15-00713	DEMCO INC.		Library book covers, ink refill	290.06
P15-00714	COMPUTERLAND OF SILICON VALLE Y		Adobe creative cloud ETLA site license	38,720.00
P15-00715	ORANGE CO. BUSINESS JOURNAL		2 Year subscription for OCBJ	158.00
P15-00716	WESTERN GRAPHICS PLUS, INC.		Career Cafe reorder items	20,000.00
P15-00717	GRAYBAR ELECTRIC CO.		Annual electrical parking lot supplies	4,681.51
P15-00718	HAIR CALIFORNIA BEAUTY ACADEMY		Cosmetology contract services	400,000.00
P15-00719	ADVANCE BEAUTY COLLEGE, INC.		Cosmetology contract services	500,000.00
P15-00720	PENN CORPORATE RELOCATION SERVICES, INC.		Moving services	15,000.00
P15-00721	YALE/CHASE EQUIPMENT AND SERVICES, INC	SC WAREHOUSE	Forklift/vehicle parts and repairs	7,500.00
P15-00722	COMMUNITY COLLEGE LEAGUE OF CA		Turnitin renewal for the Saddleback campus	53,655.54
P15-00723	MICHELLE JACKSON		Production supplies for FY14-15 season-1007	300.00
P15-00724	BULBTRONICS		Lighting supplies for PA Operations-1001	4,900.00

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-00725	DIANE LEWIS		Costume supplies for SCLO-6891	1,700.00
P15-00726	DIANE LEWIS		Supplies for Costume Shop-1001	300.00
P15-00727	DIANE LEWIS		Costume supplies for FY 14-15 season	10,600.00
P15-00728	DIANE LEWIS		Supplies for puppetry & makeup classes-1006	450.00
P15-00729	MICHAEL LOWELL MC CORMICK		Supplies for Shop	300.00
P15-00730	MICRO CENTER		Supplies for performing arts operations-1001	300.00
P15-00731	APEX AUDIO		Repair of sound equip FY14/15 season	3,000.00
P15-00732	DUNN-EDWARDS CORPORATION		Paint supplies for FY 14-15 academic season	5,000.00
P15-00733	INDUSTRIAL METAL SUPPLY CO.		Supplies for FY14-15 academic season-1007	3,500.00
P15-00734	McMASTER CARR SUPPLY COMPANY		Supplies for FY14-15 theatre arts season	900.00
P15-00735	PRAXAIR		Welding supplies for FY14-15 season	1,000.00
P15-00736	THEATRE HOUSE, INC.		Costuming supplies 14-15 theatre arts season	350.00
P15-00737	CINTAS CORPORATION		Maintenance of B400 Mat System	2,062.08
P15-00738	CONSORTIUM OF SO. CALIFORNIA COLLEGES & UNIVERSITIES		CSCCU membership 2014-15	250.00
P15-00739	ARTstor		Library e-book annual fee	2,610.00
P15-00740	COMMUNITY COLLEGE LEAGUE OF CA		Library e-books	87,754.76
P15-00741	MODERN POSTCARD		Mailer to "stop outs"	2,287.00
P15-00742	MODERN POSTCARD		Mailing service and postage	4,538.00
P15-00743	SPRINGSHARE, LLC		LibCal and LibAnswers subscription renewal	1,498.00
P15-00744	MARK IV COMMUNICATIONS, INC.		Cable installation at cm trailer	1,842.13
P15-00745	MODERN POSTCARD		Printing -- postcard to high school grads	527.20
P15-00746	MODERN POSTCARD		Postage and mailing services for high school card	601.00
P15-00747	SO. ORANGE CO. COMM. COL. DIST		Reimburse property and liability claims	100,000.00
P15-00748	SO. ORANGE CO. COMM. COL. DIST WORKERS COMPENSATION		Reimburse workers' compensation claims	80,000.00
P15-00749	HUMANSCALE C/O UNITED INTERIOR S		Ergonomic assistance for Tammy Rice	615.06
P15-00750	WELLS FARGO #1598		Developer license renewals - Apple	198.00
P15-00751	DICK BLICK COMPANY		Paint	30.30
P15-00752	SCANTRON CORPORATION		Scantron test form	549.76
P15-00753	SAN DIEGO BUSINESS JOURNAL		San Diego Business Journal subscription	99.00
P15-00754	ART SUPPLY WAREHOUSE		Art supplies for Photo	200.00
P15-00755	USITT		2014-2015 membership dues	280.00
P15-00756	PUBLIC ECONOMICS, INC.		ATEP and redevelopment	50,000.00
P15-00757	WELLS FARGO #3317		Hinged double picture frame	30.38
P15-00758	WELLS FARGO #3317 (DISTRICT)		6 quart storage boxes	84.22
P15-00759	PHOTOMATION PHOTO LAB		Photography charges for the Wall publication	216.00

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PO Number	Vendor Name	Loc	Description	Account Amount
P15-00760	TRABUCO HILLS CENTER CLEANERS		Laundry for Nursing Skills lab	851.00
P15-00761	WEST-LITE SUPPLY CO.		Annual electrical parking lot supplies	3,033.50
P15-00762	OFFICE MAX A BOISE COMPANY		Office supplies for fund 68	500.00
P15-00763	AMS WEATHER STUDIES		AMS weather studies license/2 instructor manuals	149.00
P15-00764	TUTTLE-CLICK FORD		Transportation parts	2,000.00
P15-00765	ALA STORE AMERICAN LIBRARY ASSOCIATION		RDA toolkit institutional license access renewal	180.00
P15-00766	SHRED-IT		Shredding services	659.40
P15-00767	XEROX CORPORATION	SC Science	Maintenance agreement for Xerox machine	750.00
P15-00768	SUN BADGE COMPANY		Badges - new lieutenant	201.24
P15-00769	TNR TECHNICAL, INC.		Physics supplies - batteries	325.15
P15-00770	ALERT SERVICES, INC.		Athletic training supplies 14/15	10,826.85
P15-00771	FEDERAL EXPRESS		Federal Express charges	10,000.00
P15-00772	MICROSOFT ITA		Surface Pro 3 for Tech Services	2,075.71
P15-00773	CDW-G COMPUTER CENTERS		Desktops for BST 115	39,626.97
P15-00774	MOTOROLA SOLUTIONS		Radio chargers	248.20
P15-00775	TOMARK SPORTS EQUIPMENT		Gym equipment maintenance	1,995.00
P15-00776	SEHI PROCOMP COMPUTER PRODUCTS		Monitor for accounting	420.13
P15-00777	B & H PHOTO		lklear pump spray, polishing cloth	48.92
P15-00778	BSN SPORTS		Baseballs for team	4,535.35
P15-00779	SHRED-IT		Shredding services	100.00
P15-00780	TROXELL COMMUNICATIONS, INC.		Projector	2,740.34
P15-00781	B & H PHOTO		Photo paper	5,078.16
P15-00782	WBCA MEMBERSHIP DEPT.		WBCA membership	130.00
P15-00783	AMERICAN VOLLEYBALL COACHES ASSOCIATION		AVCA membership	155.00
P15-00784	BJB ENTERPRISES, INC.		DMP supplies	1,000.00
P15-00785	WELLS FARGO #3317 (DISTRICT)		Lynda.com annual software license renewal	250.00
P15-00786	CCLC/CCCAA CONVENTION		CCCAA college annual membership	7,250.00
P15-00787	CCCMBAC		CCCMBAC membership	325.00
P15-00788	LOCK-TECH		Safe repair and combination reset	670.96
P15-00789	BRIAN MONACELLI		Supplies for photonics program	200.00
P15-00790	G/M BUSINESS INTERIORS		Ergonomic chair for G Garcia	524.24
P15-00791	A-1 AWARDS		Shared governance table name plates	63.72
P15-00792	CULVER-NEWLIN		Faculty office furniture	853.80
P15-00793	SAFEWAY, INC. C/O PAVILIONS, S TORE #210		2014-2015 Culinary Arts supplies - groceries	2,500.00
P15-00794	TOMARK SPORTS EQUIPMENT		PE equipment	339.20
P15-00795	SAMY'S CAMERA		Ink for photo classes	16,405.74
P15-00796	MUTUAL PROPANE		Custodian propane supplies	314.28
P15-00797	NEXGEN		Transportation supplies	436.60
P15-00798	XPEDX		Paper	327.66
P15-00799	SAMY'S CAMERA		Hubs and card readers	524.56
P15-00800	SUSAN M. COLEMAN DBA EDUCATION 4 WORK		Grant related SVCS	25,000.00

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PO Number	Vendor Name	Loc	Description	Account Amount
P15-00801	SUSAN M. COLEMAN DBA EDUCATION 4 WORK	.	Career Cafe proj. dir.	35,000.00
P15-00802	JENNIFER WIJNKER	.	Support the CA Career Cafe proj dir.	12,500.00
P15-00803	RJ COACHING AND CONSULTING RIT A M. JONES	.	Grant related contract svcs for ca career cafe	16,667.00
P15-00804	RJ COACHING AND CONSULTING RIT A M. JONES	.	Grant related contract svcs	23,333.00
P15-00805	JACKSTIN JACKSON KELLY	.	Career cafe website, email, & app	48,894.00
P15-00806	SHEILA DUFRESNE	.	Research/edit/develop career cafe	11,667.00
P15-00807	JACKSTIN JACKSON KELLY	.	Career cafe website, email, & app	33,446.00
P15-00808	SETON	.	Pool signs	396.47
P15-00809	FOUNDATION FOR CALIFORNIA COMM UNITY COLLEGES	.	Blackboard academic suite renewal FY2014/15	176,027.00
P15-00810	BOARD OF GOVERNORS CALIFORNIA COMMUNITY COLLEGES	.	Blackboard student services FY2014/15	102,733.38
P15-00811	BLACKBOARD INC.	.	Blackboard mobile FY2014/15	389,058.63
P15-00812	COMPUTERLAND OF SILICON VALLE Y	.	Creative cloud enterprise site license renewal	25,795.00
P15-00813	LABWEAR.COM	.	Lab coats	481.00
P15-00814	CAMPUS CONCERTS	.	Contracted musicians	10,000.00
P15-00815	PASCO SCIENTIFIC	.	Science workshop supplies	967.70
P15-00816	EXPEDEON INC.	IVC Life Sci	Protein stain for Bio 94	656.68
P15-00817	DAVE SMITH ENTERPRISE dba HOSP ITAL ASSOCIATES	.	Bins for biology	298.49
P15-00818	NEWPORT COMPUTER SOLUTIONS,INC	.	IBM post-warranty hardware maintenance	23,045.65
P15-00819	BIO-RAD LABORATORIES, INC. LIF E SCIENCE GROUP	IVC Life Sci	2014-2015 Biology class lab kits and supplies	3,610.00
P15-00820	W. W. GRAINGER	.	Bio 104: Forensics Biology Supplies	180.66
P15-00821	SHAREPOINT EXPERTS, INC.	.	Sharepoint training for webmaster	556.00
P15-00822	MAGNA PUBLICATIONS, INC.	.	Recruitment & retention subscription renewal	258.00
P15-00823	PADHRAIC SMYTH	.	Consultant agreement-predictive analytics project	50,000.00
P15-00824	MONOGRAM MAGIC	.	Costume supplies for Godspell	1,000.00
P15-00825	MICHELLE JACKSON	.	SCLO Hello Dolly supplies	210.00
P15-00826	SADDLEBACK BOOKSTORE - #296 FO LLETT HIGHER EDUCATION GROUP	.	Required textbooks for EOPS eligible students	56,904.00
P15-00827	WORKERS' COMP FIRST AID ACCOU NT	.	Workers' comp first aid account	10,000.00
P15-00828	HOME DEPOT MISSION VIEJO STORE #614	.	Paid-in-advance required for Home Depot purchase	537.36
P15-00829	RESTURANTS ON THE RUN	.	Classified senate retreat	299.39
P15-00830	D4 SOLUTIONS INC.	.	Data drops	2,053.56
P15-00831	SCOTT FARTHING	.	Godspell production supplies	2,000.00
P15-00832	INDUSTRIAL PLASTIC SUPPLY, INC	.	Instructional supplies for DMP	1,000.00
P15-00833	VIDEOMAKER MAGAZINE	Bldg W/Com Arts	Instructional DVD's for student training	165.15
P15-00834	BERTRAND'S MUSIC	.	Music books and supplies for FY 14-15	200.00
P15-00835	PEPPER MUSIC COMPANY	.	Sheet music for music classes-14-15	8,100.00

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-00836	CCLC/CCCAA ATTN:RIMA TROTTER		Annual membership renewal	10,225.00
P15-00837	KEENAN & ASSOCIATES		Media liability coverage	5,456.00
P15-00838	SYSCO LOS ANGELES		2013-2014 Culinary Arts supplies - groceries	4,000.00
P15-00839	THOMSON REUTERS - WEST		Subscription renewal - calif. comm. college code	170.00
P15-00840	ALBERT USTER IMPORTS		2013-2014 Culinary Arts supplies - groceries	500.00
P15-00841	KELLY PAPER		Adhesive for duplicating center	37.06
P15-00842	CHEFS' TOYS		Supply for department use	59.29
P15-00843	KEENAN & ASSOCIATES		Keenan w/c run off claim admin	3,500.00
P15-00844	KEENAN & ASSOCIATES		Loss control/risk mgmt. agreement	25,000.00
P15-00845	KEENAN & ASSOCIATES		Claims management	30,000.00
P15-00846	DE NAULT'S TRUE VALUE HARDWARE		Materials/supplies	200.00
P15-00847	ABC ICE HOUSE		Dry ice supplies	500.00
P15-00848	SHRED-IT		Document destruction service	700.00
P15-00849	MUSSER & ASSOCIATES, INC.		Optic table relocation at ATEP	2,800.00
P15-00850	XEROX CORPORATION		2014-2015 copier maintenance agreement	1,385.02
P15-00851	END2END, INC.		ARMS support & maintenance	3,810.00
P15-00852	EVIDENCE-BASED, INC		Background investigations	8,000.00
P15-00853	TASER INTERNATIONAL, INC.		Service agreement	1,000.00
P15-00854	DR. NANCY CARRITTE INDUSTRIAL PSYCHOLOGIST		Professional communication - staff dev.	1,000.00
P15-00855	MKH ELECTRONICS		Equipment maintenance serv. / athl. training room	155.00
P15-00856	CINTAS CORPORATION		Shredding service for IVC bins	3,215.00
P15-00857	SHRED-IT CAMPO ENTERPRISES, IN C.		Shredding services for A&R 2014-15	2,000.00
P15-00858	XEROX CORPORATION		Maintenance 2014/15 for ATEP copier Xerox 7665	2,700.00
P15-00859	XEROX CORPORATION		Maintenance 2014/15 for A-100 copier	1,830.00
P15-00860	XEROX CORPORATION		Maintenance 2014/15 for A-200 Copier	3,600.00
P15-00861	XEROX CORPORATION		Maintenance 2014/15 for B-200 copier	3,700.00
P15-00862	PHOENIX BUSINESS MACHINES, INC		Maintenance 2014/15 for A300 copier	500.00
P15-00863	XEROX CORPORATION		Maintenance 2014/15 for BSTIC copier	3,500.00
P15-00864	PHOENIX BUSINESS MACHINES, INC		Maintenance 2014/15 for Facilities copier	500.00
P15-00865	PHOENIX BUSINESS MACHINES, INC		Maintenance 2014/15 for Financial Aid copier	1,400.00
P15-00866	PHOENIX BUSINESS MACHINES, INC		Maintenance 2014/15 for Counseling copier	1,000.00
P15-00867	ARROWHEAD/NESTLE ATTN: TERRIS BARRON		Rental of ROHC water filtration system	648.00
P15-00868	VWR		Tray for ultrasonic cleaner	235.74
P15-00869	WARD'S SCIENCE		Physics supplies - optics	669.38
P15-00870	XEROX CORPORATION		Maintenance for LFS copier 2014/2015	2,500.00
P15-00871	PHOENIX BUSINESS MACHINES, INC		Maintenance for EOPS copier 2014/2015	700.00

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-00872	W. W. GRAINGER		Safety supplies for biology students	551.45
P15-00873	PSYCH CONSULT. ASSOC., INC.		2014-15 Consulting services for HR	3,000.00
P15-00874	PYRO-COMM SYSTEMS		Campus fire alarm monitoring service	960.00
P15-00875	NASCO WEST INDUSTRIES, INC.		Physics supplies - stopwatches	144.98
P15-00876	WARD'S NATURAL SCIENCE		Inst. supplies for ES dept	1,188.00
P15-00877	WARD'S NATURAL SCIENCE		Inst. supplies for ES dept.	540.00
P15-00878	INTERLIGHT INT'L LIGHTING CORP		Physics supplies - replacement microscope lamps	63.84
P15-00879	ULINE, INC.		Physics supplies - velcro dots	25.17
P15-00880	SARGENT-WELCH LLC VWR INTERNATIONAL COMPANY		Physics supplies - Helmholtz coils	111.38
P15-00881	ALLIED ELECTRONICS		Physics supplies - banana leads	171.35
P15-00882	CREATE FOR LESS		Physics supplies - thread	53.20
P15-00883	CARDIOLOGY SHOP		Supplies for Medical Assisting	95.51
P15-00884	CI SOLUTIONS, CARD INTEGRATORS CORPORATION		PD retired ID layout	85.00
P15-00885	STRATA INFORMATION GROUP		Professional services	75,000.00
P15-00886	PRO OFFICE AND FILING SUPPLIES		Medical record supplies	480.17
P15-00887	PETE'S ROAD SERVICE		Tire repair	18.55
P15-00888	DISCOUNT DANCE SUPPLY CO.		Dance costumes	500.00
P15-00889	ATKINSON, ANDELSON, LOYA, RUU D & ROMO		Professional services	600,000.00
P15-00890	SUPERIOR PRESS		Various bank supplies	2,000.00
P15-00891	HARVARD BUSINESS REVIEW		All-access Harvard Business Review	99.00
P15-00892	PRO OFFICE AND FILING SUPPLIES		Filing supplies	707.35
P15-00893	OFFICE MAX A BOISE COMPANY		Office supplies	9,365.00
P15-00894	ANTIMITE TERMITE & PEST CONTROL		2014-2015 maintenance: pest control	780.00
P15-00895	GUEST ARTISTS		Guest artists for SCLO-"Hello Dolly"	13,890.00
P15-00896	PHOENIX GROUP INFORMATION SYS.		Parking citations	2,736.60
P15-00897	CANON BUSINESS SOLUTIONS, INC.		SX1480 (transcript) fax maintenance agreement	600.00
P15-00898	PHOENIX BUSINESS MACHINES, INC		Maintenance 2014/15 for Matriculation copier	950.00
P15-00899	XEROX CORPORATION		Xerox A&R copier-2014-15 maint agree.	600.00
P15-00900	PITNEY BOWES PRESORT SERVICES		Bulk mail postage costs	15,000.00
P15-00901	KURZWEIL/INTELLITOOLS, INC.		Kurzweil renewal	3,000.00
P15-00902	PREMIER FITNESS SERVICES		LFC equipment maintenance	1,100.00
P15-00903	PHOENIX BUSINESS MACHINES, INC		RICOH: maint renewal IT copier - Aficio 3235C	1,990.00
P15-00904	XEROX CORPORATION		2014-2015 maintenance for EOPS copier	582.83
P15-00905	EDUCATIONAL INNOVATIONS INC.		Physics supplies - singing pipe	45.70
P15-00906	XEROX CORPORATION		Maintenance agreement - MFP856D01	1,716.00
P15-00907	INGARDIA BROTHERS PRODUCE, INC.		Culinary arts supplies, groceries	7,000.00
P15-00908	SMART & FINAL		2013-2014 Culinary Arts supplies - groceries	7,000.00

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-00909	XEROX CORPORATION		Annual maintenance agreement	300.00
P15-00910	KENT S. MC FANN		Refreshments for Godspell	500.00
P15-00911	LUCY'S LAUNDRY	IVC Life Sci	To wash microbiology lab coats.	300.00
P15-00912	ORANGE COUNTY REGISTER		Bid 308 rfq&p for elec catalog mgmt svcs	1,254.00
P15-00913	ORANGE COUNTY REGISTER		Bid 2020 workforce invstmnt brd svcs	1,190.00
P15-00914	ORANGE COUNTY REGISTER		Advertising with OC Register - FA events	1,500.00
P15-00915	PACIFIC CLIPPINGS		Media clipping service for FAMT	708.00
P15-00916	JEFF DORSZ		Reimbursement for internet services FY14/15	750.00
P15-00917	STEPHEN DUBAY		Reimbursement for internet services FY14/15	700.00
P15-00918	JIM GASTON		Reimbursement for internet services FY14/15	700.00
P15-00919	JIM PHANEUF		Reimbursement for internet services FY14/15	750.00
P15-00920	ERIK JENSEN WIRED PLANET		1-Year contract for District website maintenance	10,000.00
P15-00921	OFFICE MAX A BOISE COMPANY		Office supplies	415,000.00
P15-00922	BAKER & TAYLOR		Library books.	50.09
P15-00923	CANON BUSINESS SOLUTIONS, INC.		Purchasing office 14/15 fax rental and maint.	635.04
P15-00924	WELLS FARGO #3317 (DISTRICT)		Lunch during Schooldude training	238.31
P15-00925	CASEY'S CHARTERS SERVICES CASE Y LEATHERWOOD		Classified Senate retreat	100.00
P15-00926	HOME DEPOT MISSION VIEJO STORE #614		2014-2015 Art department supplies	500.00
P15-00927	3C4A MEMBERSHIPS TERESA QUILIC I		3C4A membership for IVC athletic counselor	125.00
P15-00928	NSCAA COLLEGE SERVICES PROGRAM		NSCAA membership/IVC m.soccer coaches	205.00
P15-00929	CCCSCA FRESNO CITY COLLEGE		CCCSCA membership m. soccer	75.00
P15-00930	CCCWBCA C/O QUI NGUY		CCCWBCA membership/IVC badminton	150.00
P15-00931	NSCAA COLLEGE SERVICES PROGRAM		2014 NSCAA membership/w. soccer	205.00
P15-00932	SALLIE MILLER		FKCE wkshp trainer	120.00
P15-00933	HOME DEPOT MISSION VIEJO STORE #614		Supplies/materials	400.00
P15-00934	HOME DEPOT MISSION VIEJO STORE #614		Supplies for kinesiology & athletics division	3,500.00
P15-00935	CCCSCA FRESNO CITY COLLEGE		CCCSCA membership, IVC w. soccer coach	75.00
P15-00936	SHEILA FORSBERG		Consulting services	25,000.00
P15-00937	MARLYS GRODT		2014-15 counseling services for Human Resources	10,000.00
P15-00938	MARKERTEK VIDEO SUPPLY 1 TOWER DRIVE	Bldg W/Com Arts	Wind screen replacements	401.11
P15-00939	CDW-G COMPUTER CENTERS		Vmware maintenance renewal	28,822.00
P15-00940	MIKE BROWN GRANDSTANDS, INC.		2014-2015 baseball bleacher	9,000.00
P15-00941	MOTOROLA C/O COMSERCO		Dual band radio	6,535.05
P15-00942	BSN SPORTS		Baseball hats	2,426.58

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-00943	POCKET NURSE ENTERPRISES, INC.		Supplies for Nursing	367.66
P15-00944	CA DEPT OF PARKS/RECREATION		Facility fee for volleyball class	475.00
P15-00945	BANG PRINTING		2014-2015 catalogs	4,980.96
P15-00946	UC REGENTS THE RAPID TECH CENTER		Bridge to engineering summer institute	20,000.00
P15-00947	INTUIT		QuickBooks 2014 upgrade	745.20
P15-00948	FASHION SUPPLIES, INC		Supplies for sewing class	246.84
P15-00949	TEXTILE FABRIC CONSULTANTS		Fabric swatches for student use	694.52
P15-00950	CHEFS' TOYS		Supply for department use	336.30
P15-00951	ARNETTE EDWARDS		FKCE wkshp trainer	1,200.00
P15-00952	CISCO WEBEX LLC		Cisco WebEx remote assist svc renewal	2,160.00
P15-00953	PARKHOUSE TIRE, INC.		Tires of police vehicle	316.81
P15-00954	NCMPR DISTRICT 6 CONF. ATTN: B ECKY OLSON		NCMPR membership renewal for IVC	450.00
P15-00955	CCPRO % KEVIN CHARD		CCPRO departmental membership renewal for IVC	175.00
P15-00956	GARTNER GROUP, INC.		Consultant services	47,800.00
P15-00957	ORANGE EMPIRE CONFERENCE		OEC dues for IVC athletic department	5,500.00
P15-00958	JOHN KEEVER, COMMISSIONER WELLS FARGO BANKS ACCOUNT ANALYSIS		Wells fargo bank fees	18,680.60
P15-00959	XEROX CORPORATION	IVC Warehouse	2013-2014 new copier lease/maint IVC warehouse	2,062.07
P15-00960	TOTTY PRINTING		Posters advert coun classes	574.88
P15-00961	DS WATERS OF AMERICA, INC.		Annual water service	8,000.00
P15-00962	KNORR SYSTEMS, INC.		Pool calcium hypochlorite	46,838.40
P15-00963	FISHER SCIENTIFIC		Lab Safety Supplies	567.71
P15-00964	CRI ELECTRIC, INC		Replace with led lights in l.r.c.	21,965.00
P15-00965	KRATOS HBE		Maint/support renewal h.s. bldg door security	7,441.80
P15-00966	FLINN SCIENTIFIC, INC.		Bio 104: forensics kits biology supplies	616.14
P15-00967	NORMAN S. WRIGHT/AIRELINK MECHANICAL EQUIPMENT, LLC		Electronic actuator	1,474.36
P15-00969	FOUNDATION FOR CA. COMM. COLL ATTN: TRACIE CALLAHAN/FUSION		Fusion annual license fee	16,768.70
P15-00970	EVIDENT, INC.		Bio 104: forensics biology supplies	833.17
P15-00971	COAST FITNESS REPAIR SHOP		Athletic equipment maintenance	2,400.00
P15-00972	FISHER SCIENTIFIC		Detergent and hand soap for biology labs	138.75
P15-00973	WARD'S SCIENCE		Bio 104: forensics biology supplies	168.46
P15-00974	DEMCO INC.		Library supplies- taping system, shipping labels	172.70
P15-00975	WAXIE SANITARY SUPPLY	IVC Life Sci	Anti-fatigue mats	224.14
P15-00976	COMPUTERLAND OF SILICON VALLEY		Software license for acrobat pro v11	69.00
P15-00977	SPECTRUM LABORATORY PRODUCTS		MarSci lab supplies (salt)	594.86
P15-00978	LOOMIS		Armored car service	8,400.00
P15-00979	WELLS FARGO #2496		Student registration cc processing fees: shift 4	10,000.00

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-00980	TRUSTWAVE		PCI compliance validation services renewal	6,600.00
P15-00981	MICHAEL LOWELL MC CORMICK		Supplies and props for 14-15 academic shows	3,000.00
P15-00982	MICHAEL LOWELL MC CORMICK		SCLO props and scenic supplies	1,500.00
P15-00983	ROYAL PLYWOOD CO., LLC		Lumber supplies for f.y. 14-15 academic shows	5,000.00
P15-00984	DICK BLICK COMPANY		Supplies for 14-15 academic season	500.00
P15-00985	ACE SAW & SUPPLY		Repair of shop saw blades	400.00
P15-00986	CALIFORNIA STAGE/LIGHTING, INC		Supplies for f.y. 14-15 academic season	1,900.00
P15-00987	CALIFORNIA STAGE/LIGHTING, INC		Rentals for f.y. 14-15 theatre arts season	6,000.00
P15-00988	EME ENTERPRISES LLC		Leg restraints	151.20
P15-00989	AUTONATION FORD TUSTIN		Maintenance of p.d. vehicle	80.00
P15-00990	DS WATERS OF AMERICA, INC.		Bottled water for a.t.e.p.	800.00
P15-00991	SNYDER MANUFACTURING CORP.		Glass clean, glove care/transportation	270.54
P15-00992	SALLIE MILLER		FKCE wkshp co-trainer	945.00
P15-00993	GALLADE CHEMICAL, INC.		Muriatic acid/sodum bicarbonate pool supplies	6,596.10
P15-00994	PETCO ANIMAL SUPPLIES		Pet supplies for the IVC CDC.	350.00
P15-00995	SMART & FINAL		Food and supplies for IVC CDC	7,000.00
P15-00996	SYSTEMS MAINTENANCE SERVICES		Dell server maintenance additions	1,120.00
P15-00997	CITY OF IRVINE		Sponsorship for Irvine Global Village Festival	1,500.00
P15-00998	INDUSTRIAL DOOR GROUP INC		Repair CP Roll-Up Door	2,870.00
P15-00999	AVENTURA SAILING ASSOC.		Sailboat Daily-Use Leases for MST Classes	3,000.00
P15-01000	META VIS TECHNOLOGIES, INC.		Metavis Maintenance Renewal	999.00
P15-01001	GOENGINEER, INC.		SolidWorks Maintenance Renewal	3,870.50
P15-01002	ACCURATE STAGING		Staging Rental for Godspell	3,662.00
P15-01003	XEROX CORPORATION		Maintenance Agreement Invoice of WC2424 Printer	660.96
P15-01004	AVALON TENT & PARTY		Rentals for Godspell Production	1,000.00
P15-01005	XEROX CORPORATION		Medical Assisting copier maintenance	506.76
P15-01006	SPECSEATS		Chairs for Gym	3,514.80
P15-01007	G/M BUSINESS INTERIORS		Chairs for IVC Life Sciences	578.49
P15-01008	BOUNDTREE MEDICAL LLC		Items for EMS Instructor	61.27
P15-01009	SIGMA-ALDRICH CHEMICAL CO.	IVC Life Sci	2014-2015 Biology Lab Class Supplies	500.00
P15-01010	VOLLEYHUT		Balls/Carl/Antennas for VB Team	895.33
P15-01011	GLAXO SMITH KLINE (GSK)		Vaccines	347.40
P15-01012	SETON		Trauma First Aid Kit/Pool	263.17
P15-01013	SMARDAN SUPPLY - EL MONTE		Water Heater, Heater Vents/Sensors	2,723.21
P15-01014	ECOLOGICAL FERTIGATION INC		Fertilizing Services	8,500.00
P15-01015	BESAFE TECHNOLOGIES, INC.		Building Subscription	8,857.80
P15-01016	PRODUPLICATOR.COM		Physics - Duplicator Copier	394.20
P15-01017	IGNACIO MORALES IGNACIO MORALE S SERVICES		Repair of Dishwasher	250.00
P15-01018	FISHER SCIENTIFIC		Bio104: Forensics Biology supplies	869.76

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-01019	SIMS-ORANGE WELDING SUPPLY		Gas - Supplies	500.00
P15-01020	RYDIN DECAL		Parking Permits - IVC	820.32
P15-01021	ARBOR SCIENTIFIC		Physics Supplies - Neodymium Magnets	277.04
P15-01022	HALBERT BROTHERS, INC		Crane Service	6,900.00
P15-01023	HITT MARKING DEVICES, INC.		Pre-inked Stamps	156.59
P15-01024	WELLS FARGO #3317		Headphones	184.41
P15-01025	MELISSA DATA CORPORATION D.B.A. MAILERS SOFTWARE		Data Quality WebSmart Renewal	5,490.00
P15-01026	MARIE DE LA PALME		Reimbursement Supplies Needed for Dance Program	500.00
P15-01027	KATHRYN MILOSTAN-EGUS		Reimbursement Misc. Dance Supplies	500.00
P15-01028	FACILITIES PLANNING & PROGRAM SERVICES, INC		Contract Consulting Svcs for Facilities Projects	45,000.00
P15-01029	NANCY BRACKEN		Reimbursement for Dance Costumes and Supplies	1,500.00
P15-01030	B & H PHOTO		Lens Adapter for Photo	75.55
P15-01031	WELLS FARGO #3317 (DISTRICT)		Video Cable	28.29
P15-01032	NANCY BRACKEN		Reimbursement for Dance Supplies	1,500.00
P15-01033	WELLS FARGO #2785		Tents for Godspell: Sears	383.49
P15-01034	TRAFFIC MANAGEMENT INC.		Signs	550.80
P15-01035	WELLS FARGO #3317		5.5 oz. Paper Souffle Cups	142.11
P15-01036	WELLS FARGO #3317 (DISTRICT)		Marbles	43.19
P15-01037	AMERICAN LIBRARY ASSOCIATION		RDA Toolkit Software Renewal	180.00
P15-01038	MARIE DE LA PALME		Reimbursement Dance Supplies	300.00
P15-01039	DITCH WITCH OF SO. CALIFORNIA		Parts-Starter for Honda Engine, Belts	316.57
P15-01040	BARNEY'S BLENDS		Clay for Baseball Field	615.00
P15-01041	ORANGE EMPIRE CONFERENCE JOHN KEEVER, COMMISSIONER		Annual Membership Dues 2014/2015	5,500.00
P15-01042	MARC JACKSON		Supplies and Props for 14-15 Academic Shows	2,000.00
P15-01043	W. W. GRAINGER		Theatre Supplies	500.00
P15-01044	VWR		Bio104: Forensics Biology Supplies	714.48
P15-01045	HITT MARKING DEVICES, INC.		Manual date received stamps	71.90
P15-01046	HITT MARKING DEVICES, INC.		Accounting stamp	71.90
P15-01047	WELLS FARGO #3317 (DISTRICT)		Book	68.28
P15-01048	HOPPER EQUIPMENT & SUPPLY		Auto dept supplies	300.00
P15-01049	DICK BLICK COMPANY		Multiple art supplies/paper/pencils/tape	2,138.82
P15-01050	DANIEL SMITH, INC.		Oil paints	1,617.81
P15-01051	HOME DEPOT MISSION VIEJO STORE #614		Hardware/cleaning supplies	500.00
P15-01052	O'REILLY AUTO PARTS STORE #393 2		Auto dept supplies	300.00
P15-01053	ARCHITECTURAL DIGEST EXEC. & PROFESSIONAL SVCS.		Magazine subscription renewal	39.95
P15-01054	ELLE DECOR ATTN: INTERIOR DESIGN		Magazine subscription for student use	9.00
P15-01055	HOUSE BEAUTIFUL		Magazine subscription for student use	15.00
P15-01056	DWELL		Magazine subscription for student use	19.95
P15-01057	INTERIOR DESIGN		Magazine subscription for student use	14.95

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-01058	VERANDA c/o HEARST MAGAZINE		Magazine subscription for student use	29.97
P15-01059	ALLURE		Magazine subscription for student use	10.00
P15-01060	CALIFORNIA APPAREL NEWS SUBSCRIPTION DEPT		Magazine subscription for student use	69.95
P15-01061	COSMOPOLITAN		Magazine subscription for student use	29.97
P15-01062	FAIRCHILD PUBLISHING dba: DETAILS		Magazine subscription for student use	8.00
P15-01063	ELLE MAGAZINE		Magazine subscription for student use	15.00
P15-01064	GLAMOUR		Magazine subscription for student use	12.00
P15-01065	BRANT PUBLICATIONS dba: INTERVIEW MAGAZINE		Magazine subscription for student use	19.97
P15-01066	LUCKY		Magazine subscription for student use	19.97
P15-01067	SELF		Magazine subscription for student use	9.97
P15-01068	SEW NEWS		Magazine subscription for student use	23.98
P15-01069	PEOPLE STYLEWATCH		Magazine subscription for student use	21.89
P15-01070	TEEN VOGUE		Magazine subscription for student use	10.00
P15-01071	THREADS		Magazine subscription for student use	32.95
P15-01072	VOGUE		Magazine subscription for student use	12.00
P15-01073	WOMEN'S WEAR DAILY		Magazine subscription for student use	99.00
P15-01074	CALIFORNIA ELECTRIC SERVICE		Repair steamer for fashion dept.	89.93
P15-01075	MAQUINSAL SEWING MACHINE CO.		Repair sewing machines for student use	250.00
P15-01076	CHEFS' TOYS		Repair of minipack vacuum machine	563.20
P15-01077	WESTWIND SAILING, LLC		Capri sailboat rental for summer 2014	364.00
P15-01078	AIR CLEANING TECHNOLOGY		Maintenance for exhaust system, culinary lab	2,200.00
P15-01079	S & B FOODS		Refreshments for district-wide meetings FY 14/15	500.00
P15-01080	FACILI-SERV		Check bleachers in PE-200 gym	65.00
P15-01081	PHARMEDIX		Purchase medications for students in 2014-15	3,000.00
P15-01082	INTERMOUNTAIN LOCK & SECURITY SUPPLY, INC.		BGS classroom door locks	7,646.40
P15-01083	JENNIFER ABRAHAMS	IVC Life Sci	Reimburse for fiscal year 2014-2015	100.00
P15-01084	SAMY'S CAMERA		FY 2014-2015 photo supplies	800.00
P15-01085	GEAR CONNECTIONS		Production rentals for Godspell	20,254.50
P15-01086	CDW-G COMPUTER CENTERS		VMware UPG to Enterprise	9,069.00
P15-01087	POCKET NURSE ENTERPRISES, INC.		Medical asst cold and warm packs	50.02
P15-01088	MATH WORKS, INC.		Matlab and Simulink software	3,522.24
P15-01089	HARDY DIAGNOSTICS	IVC Life Sci	2014-2015 blanket microbiology lab class supplies	4,000.00
P15-01090	CA DEPT OF TOXIC SUBSTANCES CONTROL		EPA ID and manifest fee 2014	287.50
P15-01091	CARQUEST AUTO PARTS		Vehicle fleet maintenance parts	3,766.46
P15-01092	HOME DEPOT MISSION VIEJO STORE #614		For electricity/constr department supplies	500.00
P15-01093	DICK BLICK COMPANY		Marker set, paper, temptra basic	348.58
P15-01094	PAPER 360, INC.	SC WAREHOUSE	Stores: canary paper	2,980.80
P15-01095	LIBERTY PAPER A DIVISION OF DD OFFICE PROD	SC WAREHOUSE	Stores paper: goldenrod	1,917.00

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-01096	ALLEN DISPLAY		Display cases	5,008.78
P15-01097	EASTBAY TEAM SPORTS		VB uni/shorts/prac Ts/sox/kneepds/liabero	2,813.31
P15-01098	WELLS FARGO #3317 (DISTRICT)		Batteries	21.19
P15-01099	WELLS FARGO #3317 (DISTRICT)		Monitor bag	56.27
P15-01100	SPORTS TURF MANAGERS ASSN.		Landscape subscription	35.00
P15-01101	SOUTHERN CALIFORNIA SANITATION		Fence rental for Godspell	1,500.00
P15-01102	PDQ RENTAL CENTER		Forklift rental for Godspell	1,358.00
P15-01103	BNI BUILDING NEWS		Books	248.95
P15-01104	C & H DISTRIBUTORS, INC.		Bin Windows	39.80
P15-01105	FISHER SCIENTIFIC		Safety Glasses for Biology Labs	306.61
P15-01106	USA SCIENTIFIC		Tubes for Biology DNA Lab	84.43
P15-01107	AMERICAN SCIENCE & SURPLUS		Physics- Pellets for Steam Engine	34.49
P15-01108	W. W. GRAINGER		Free Standing Counter Weight Anchor	2,479.14
P15-01109	WENGER CORPORATION		Replacement Parts for the Stage	191.07
P15-01110	MILLENNIUM BUSINESS SERVICES M arty Cohn		Receipt Books	2,322.95
P15-01111	HARDY DIAGNOSTICS		Bacterial Cultures	1,257.88
P15-01112	PARKWAY LAWNMOWER SHOP		Parts and Supplies	2,000.00
P15-01113	PRO OFFICE AND FILING SUPPLIES		Medical Record Supplies	542.96
P15-01114	PROGRESSIVE BUS. PUBLICATIONS		Facility Alert Subscription	253.00
P15-01115	MKH ELECTRONICS		Trainers Equipment Repair	607.80
P15-01116	CAROLINA BIOLOGICAL SUPPLY		Bid R-00712 - Biology supplies	1,313.58
P15-01117	FISHER SCIENTIFIC		Bid R-00712 - Biology supplies	6,426.89
P15-01118	NASCO WEST INDUSTRIES, INC.		Bid R-00712 - Biology supplies	3,168.93
P15-01119	SARGENT-WELCH LLC VWR INTERNAT IONAL COMPANY		Bid R-00712 - Biology supplies	3,220.50
P15-01120	SPECTRUM LABORATORY PRODUCTS		Bid R-00712 - Biology supplies	1,233.20
P15-01121	USA SCIENTIFIC		Bid R-00712 - Biology supplies	876.42
P15-01122	VWR		Bid R-00712 - Biology supplies	1,240.88
P15-01123	JENNIFER WIJNKER		Support the CA Career Cafe Proj Dir.	17,500.00
P15-01124	UNITED STATES PLASTIC CORP		Caps for Bottles	218.58
P15-01125	CACCRAO C/O ALLISON CURTIS		CACCRAO Membership 2014-15	200.00
P15-01126	QUEZADA PRO LANDSCAPE, INC.		Tree Service Campus Wide	20,000.00
P15-01127	BIO-RAD LABORATORIES, INC. LIF E SCIENCE GROUP		Bio 104: Forensics Fingerprinting Kit	337.28
P15-01128	NOELLE VARGAS BANUELOS		Research Component for AB86	40,000.00
P15-01129	VWR	IVC Life Sci	Dialysis Funnels for Bio Lab Exercise	261.60
P15-01130	AT&T MOBILITY GOVERNMENT SALES		AT&T Calnet Teleconferencing Services	150.00
P15-01131	RAININ INSTRUMENTS LLC		Pipette Tip Refills for Biology	430.46
P15-01132	ADCLUB ADVERTISING SERVICE		Advertising for 2014-2015 Recruitments	80,000.00
P15-01133	IRVINE CHAMBER OF COMMERCE		Irvine Chamber Board of Dir. Dues 2014-15	1,000.00
P15-01134	AT&T MOBILITY GOVERNMENT SALES		Annual: Telephone Service	26,000.00
P15-01135	LIEBERT CASSIDY WHITMORE		Employment Relations Consortium	3,250.00

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-01136	KRATOS PUBLIC SAFETY AND SECURITY SOLUTIONS INC		District IT Comp Cntr Biometric Lock Replacement	2,106.13
P15-01137	QUEST DIAGNOSTICS		Lab Tests	5,000.00
P15-01138	GREEN THUMB INTERNATIONAL	IVC Life Sci	2014-2015 Greenhouse Supplies for Bees Garden	300.00
P15-01139	MC KESSON GENERAL MEDICAL CORP		Medical Supplies 2014-15	5,000.00
P15-01140	MOORE MEDICAL CORP.		Purchase Medical supplies for Students for 2014-15	5,000.00
P15-01141	FISHER SCIENTIFIC		Rush for Testing Mutli Test	175.64
P15-01142	FISHER SCIENTIFIC		Rush Liners for Counters	380.45
P15-01143	CALIFORNIA STAGE/LIGHTING, INC		Dance Department Supplies	250.00
P15-01144	CAROLINA BIOLOGICAL SUPPLY	IVC Life Sci	Bid R-00714 - Biology supplies	26.74
P15-01145	DASH MEDICAL GLOVES	IVC Life Sci	Bid R-00714 - Biology supplies	732.67
P15-01146	DELTA BIOLOGICALS	IVC Life Sci	Bid R-00714 - Biology supplies	155.50
P15-01147	FISHER SCIENTIFIC	IVC Life Sci	Bid R-00714 - Biology supplies	12,125.95
P15-01148	HARDY DIAGNOSTICS	IVC Life Sci	Bid R-00714 - Biology supplies	579.76
P15-01149	NASCO WEST INDUSTRIES, INC.	IVC Life Sci	Bid R-00714 - Biology supplies	1,363.80
P15-01150	SARGENT-WELCH LLC VWR INTERNATIONAL COMPANY	IVC Life Sci	Bid R-00714 - Biology supplies	2,199.09
P15-01151	SCHOOL SPECIALTY, INC.	IVC Life Sci	Bid R-00714 - Biology supplies	718.42
P15-01152	SPECTRUM LABORATORY PRODUCTS	IVC Life Sci	Bid R-00714 - Biology supplies	2,590.26
P15-01153	VWR	IVC Life Sci	Bid R-00714 - Biology supplies	67.39
P15-01155	FACILITIES PLANNING & PROGRAM SERVICES, INC		Cnsltnt agrmnt for contract specialist srvc	24,560.00
P15-01156	FISHER SCIENTIFIC		Fee-based materials	2,523.41
P15-01157	HARDY DIAGNOSTICS		Fee-based materials	520.38
P15-01158	VWR		Fee-based materials	1,461.61
P15-01159	FISHER SCIENTIFIC		Annual chemistry instructional supplies	3,348.44
P15-01160	SARGENT-WELCH LLC VWR INTERNATIONAL COMPANY		Annual chemistry instructional supplies	132.45
P15-01161	SPECTRUM LABORATORY PRODUCTS		Annual chemistry instructional supplies	544.44
P15-01162	VWR		Annual chemistry instructional supplies	370.52
P15-01163	STANCIL CORPORATION		Voice Logging Recorder Maintenance Coverage	1,873.00
P15-01164	CADENZA ARTISTS, LLC		Guest Artist for IVC Music Department	2,500.00
P15-01165	BERTRAND'S MUSIC		Instrument Repairs	5,000.00
P15-01166	YABLA, INC.		LoMas TV Subscription (French & Spanish)	598.00
P15-01167	AT LAST WINDOW COVERINGS		Repair Blinds	500.00
P15-01168	ANTIMITE TERMITE & PEST CONTROL		Annual Maintenance: Bug Control (ATEP)	780.00
P15-01169	CHEVRON AND TEXACO BUSINESS CARD SERVICES		Gasoline Purchase by Various Depts.	10,000.00
P15-01170	SO. COAST FIRE PROTECTION		Ansul System Testing	588.04
P15-01171	DIGITALDECKCOVERS		Typewriter Cover	43.63
P15-01172	ELIVATE		Dance Supplies	250.00
P15-01173	BALANCED BODY		Dance Supplies	750.00

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-01174	OPTP		Dance Supplies	500.00
P15-01175	IRVINE RANCH WATER DIST.		Annual Water Service	149,000.00
P15-01177	SOUTHERN CALIFORNIA EDISON CO.		Annual Electric Service	1,175,000.00
P15-01178	SOUTHERN CALIFORNIA GAS CO.		Annual Gas Service	80,000.00
P15-01179	DIVERSIFIED BUSINESS SERVICES		Promo. Hand Sanitizer, Lip Balm, Pens	1,572.00
P15-01180	AHIMA		AHIMA Virtual Lab	4,150.00
P15-01181	NAT'L ASSO OF COLL/EMPLOYERS		2014/15 Membership Renewal	425.00
P15-01182	WELLS FARGO #3317 (DISTRICT)		Pencils	45.13
P15-01183	RICHARD ROTH, ESQ		Contract for Investigative Services	50,000.00
P15-01184	WELLS FARGO #3317 (DISTRICT)		Bearings	39.50
P15-01185	McMASTER CARR SUPPLY COMPANY		Hardware	183.87
P15-01186	TRL SYSTEMS, INC.		Blue Light Pole Repair before Commencement	450.00
P15-01187	LYNDA.COM, INC.		Lynda.com Online Training 2014-15	3,250.00
P15-01188	ANDREW BROOMELL		Contract services	750.00
P15-01189	WALSH & ASSOCIATES, APC		Professional services	500.00
P15-01190	ORANGE COUNTY REGISTER		Public Notice Ad for Budget	225.00
P15-01191	DOOLEY ENTERPRISES, INC.		Ammunition	3,585.60
P15-01192	QUALITY OFFICE FURNISHINGS		Furniture to Reconfigure Matriculation	660.96
P15-01193	ALLSTEEL, INC. C/O QUALITY OFFICE FURNISHINGS		Furniture to Reconfigure Matriculation	4,410.66
P15-01194	BSN SPORTS		Volleyballs, Shirts	2,025.78
P15-01195	PACIFIC COACHWAYS		SC Athletics Charter Bus Services	35,000.00
P15-01196	BSN SPORTS		Baseball Jerseys	1,127.00
P15-01197	BUDDY'S ALL STARS		Soccer Team Unis	2,507.80
P15-01198	BUDDY'S ALL STARS		Golf Unis	899.80
P15-01199	GREEN THUMB INTERNATIONAL		Lab Supplies	500.00
P15-01200	MISSION AUTO EQUIP & LIFTS		Diag and Repair Air Compressor	472.00
P15-01201	HOTSY OF SOUTHERN CALIFORNIA		Call Out Diag on 07/28/2014 Hosty Model 772	300.00
P15-01202	BUDDY'S ALL STARS		Scrimmage Vests and Balls	266.24
P15-01203	SEHI PROCOMP COMPUTER PRODUCTS		Replacement Printers & Desktop Scanner for IT	1,927.80
P15-01204	BON APPETIT		Magazine Subscription 2014 2015 for Student Use	17.00
P15-01205	COOKING LIGHT		Magazine Subscription 2014 2015 for Student Use	20.00
P15-01206	DANA POINT YACHT MAINTENANCE		Maintenance activities for Boston Whaler	750.00
P15-01207	ARAMARK UNIFORM SERVICES		Shop rags - Art	800.00
P15-01208	PROFORCE MARKETING INC. PROFOR CE LAW ENFORCEMENT		Weapons w/accessories	11,473.84
P15-01209	DirecTV		DirecTV service for Lifetime Fitness Center	1,452.00
P15-01210	SCHOOLOUTLET.COM		Student stools	875.05
P15-01211	YALE/CHASE EQUIPMENT AND SERVICES, INC		Parts to repair grounds cart #24	407.54

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Includes P15-00508 - P15-01296

PO Number	Vendor Name	Loc	Description	Account Amount
P15-01212	IBM	.	IBM SPSS statistics license subscription	12,250.00
P15-01213	EPIC SPORTS, INC		Soccer goals for stadium and E. practice field	7,607.68
P15-01214	PASCO SCIENTIFIC		Physics supplies - photogates	1,572.20
P15-01215	CAMBRIDGE DIAGNOSTIC PRODUCTS INC		Stain remover	249.96
P15-01216	SO. COAST FIRE PROTECTION		Semi annual hood inspection	225.00
P15-01217	J. M. McCONKEY CO.		Supplies: grower grade, vermiculite, perlite bag	1,011.93
P15-01218	KIMBALL INTERNATIONAL C/O UNIT ED INTERIORS		Facilities office equipment	547.78
P15-01219	OFFICE MAX A BOISE COMPANY		Furniture for LRC	9,738.14
P15-01220	HOME DEPOT MISSION VIEJO STORE #814		Lab supplies	700.00
P15-01221	HUMANSCALE C/O UNITED INTERIOR S		Ergonomic keyboard tray	107.06
P15-01222	EVENTS		Int'l student office Fall orientation	662.00
P15-01223	QUALTRICS, LLC		1 year subscription for Qualtrics survey software	3,000.00
P15-01224	GEARY PACIFIC SUPPLY		HVAC equipment in Vii 23-2	3,279.32
P15-01225	A-1 AWARDS		Engraved plates for plaques	30.00
P15-01226	CALIFORNIA PLACEMENT ASSN C/O WILDA WALLACE		Membership 2013-14	100.00
P15-01227	TRENCH PLATE RENTAL CO		Trench plate rental	480.00
P15-01228	THE COACHING SYMPOSIUM LLC		Management retreat consultant	1,135.00
P15-01229	SMART & FINAL IRIS CO.		2013-2014 Nutritional Supplies	5,500.00
P15-01230	TAMS-WITMARK MUSIC LIBRARY		Royalties and Rent for "Charlie Brown Christmas"	1,715.00
P15-01231	PETE'S ROAD SERVICE SANTA ANA		Equipment Repairs	1,500.00
P15-01232	AUTONATION FORD TUSTIN		ATEP Vehicle Maintenance and Repairs	500.00
P15-01233	HOFFMAN SOUTHWEST CORP. ROTO-R OOTER SERV. & PLUMBING		Plumbing Equipment Repairs	500.00
P15-01234	EAGLE COMMUNICATIONS		Radio Repairs for Crew Radios	500.00
P15-01235	BACKHAND, LLC dba SOCAL VACUUM & JANITORIAL		Custodial Equipment Repair	1,000.00
P15-01236	SEAWAY CONSULTING LLC		Speaker Administrator/Manager Retreat 7/30/2014	1,000.00
P15-01237	SAMUEL FRENCH		Royalties for "Picasso at Lapin Agile"	900.00
P15-01238	SAMUEL FRENCH		Royalties for "Lend Me a Tenor"	950.00
P15-01239	SAMUEL FRENCH		Royalties for "Talking With"	800.00
P15-01240	SARS SOFTWARE PRODUCTS, INC.		SARS Maintenance Renewal	6,600.00
P15-01241	REFRIGERATION UNLIMITED, INC		Refrigeration Maintenance	2,000.00
P15-01242	EQUAL EMP. OPPORTUNITY COMM. TRAINING INSTITUTE		EEO Training for Faculty	750.00
P15-01243	KATHRYN MILOSTAN-EGUS		Reimbursement for Dance Supplies	300.00
P15-01244	WELLS FARGO #1606		Refreshments: Admin, Manager, Gov, Leader Retreat	900.00
P15-01245	APPLE COMPUTER, INC. ATTN: HiE d SALES SUPPORT		Final Cut License Renewal	2,498.00

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PO Number	Vendor Name	Loc	Description	Account Amount
P15-01246	TASTE CATERING, INC.		Refreshments for SPAC Retreat	800.00
P15-01247	DAYLE McINTOSH CENTER FOR THE DISABLED		Interpreting Services Request for 2014/2015	8,576.00
P15-01248	DORINGER MANUFACTURING COMPANY		Repair of Shop Saw Blades	100.00
P15-01249	ROSE BRAND		Supplies FY14/15 Productions and Classes	1,000.00
P15-01250	DS WATERS OF AMERICA, INC.		HR/Financial Software System Implementation	1,000.00
P15-01251	JACQUELINE GOODE		FKCE Wkshp Trainer	240.00
P15-01252	ZOOM VIDEO COMMUNICATIONS		Zoom Video Communication 6 months	1,738.50
P15-01253	WELLS FARGO #3317	Bldg W/Com Arts	Public Domain Films	179.03
P15-01254	IRVINE VALLEY COLLEGE		Regular 30 Day Bus Passes for EOPS Students	3,450.00
P15-01255	MICHELE DUGAN		FKCE Wkshp Trainer	600.00
P15-01256	ACCREDITING COMMISSION FOR COMMUNITY & JUNIOR COLLEGES		ACCJC Membership Dues 2014-2015	31,434.00
P15-01257	LAGUNA GREENWORKS		Custodian Equipment	4,270.32
P15-01258	PEARSON CLINICAL (PsychCorp)		Test Kits for LD Assessment	2,395.79
P15-01259	FARNOOSH SORAYA		FKCE Wksp Trainer	240.00
P15-01260	OC TREASURER-TAX COLLECTOR REV ENUE RECOVERY/		Next Generation Partnership Cost	2,482.00
P15-01261	LILIANN PEREZ-STROUD		FKCE Wksp Trainer	600.00
P15-01262	SAMUEL FRENCH		Scripts for FY14/15 Season	515.81
P15-01263	MARKETLAB, INC.		medical supplies	282.05
P15-01264	SOUTHERN CALIFORNIA SOUND IMAGE		Sound System Repair for McKinney Theatre	2,000.00
P15-01265	DIVERSIFIED BUSINESS SERVICES		Shirts w/IVC Logo	1,282.01
P15-01266	THE GREAT GAZEBO, INC		Gazebo Booth	2,741.45
P15-01267	IRVINE RANCH WATER DIST.		Water for ATEP	4,000.00
P15-01268	SOUTHERN CALIFORNIA GAS CO.		Heating Gas for ATEP	700.00
P15-01269	PHOENIX GROUP INFORMATION SYS.		Printer Repair	167.28
P15-01270	ARS ENTERPRISES		PM Serv. Cont. for Autoclave 2014-2015	3,296.50
P15-01271	PAYAM-E-ASHENA		Ad in July Issue of the Payam-e-Ashena Magazine	250.00
P15-01272	MISSION VIEJO COUNTRY CLUB		Refreshments for DS Planning Workshop	1,720.44
P15-01273	FISHER SCIENTIFIC		Annual Chemistry Instructional Supplies	123.03
P15-01274	COMMUNITY COLLEGE ASSOCIATION ATTN: BONITA LOVELL		Refund 13-14 overpayment-P Jacobs reassignment	80.20
P15-01275	TROXELL COMMUNICATIONS, INC.		Projector Installation in SSC 212	2,100.00
P15-01276	GRANICUS, INC.		Managed Software Service - Board Meetings	12,900.00
P15-01277	AT&T MOBILITY GOVERNMENT SALES		AT&T Wireless	410.00
P15-01278	S & B FOODS		Refreshments-New FT Faculty Reception 8/13/14	200.00

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PO Number	Vendor Name	Loc	Description	Account Amount
P15-01279	ARS ENTERPRISES		Annual Parts for the Autoclave Services	3,381.76
P15-01280	ORANGE CO. FARM SUPPLY		Greenhouse Shrub Feed, Fertilizer	830.03
P15-01281	S & B FOODS		Refreshments-AcademicSenateFall KickoffMtg 8/13/14	260.00
P15-01282	S & B FOODS		Refreshments-New FT Faculty Orientation 8/14/14	180.00
P15-01283	KIMBALL INTERNATIONAL C/O UNIT ED INTERIORS		Parts for locksmith	124.61
P15-01284	G/M BUSINESS INTERIORS		Ergonomic Chair	479.81
P15-01285	JOHNSON FLOORING, INC.		PE-200 Gym Floor Maintenance	6,500.00
P15-01286	NASCO WEST INDUSTRIES, INC.		Instructional Supplies - Baking Cups	79.05
P15-01287	AT&T MOBILITY GOVERNMENT SALES		Telephone Lines for Fire Alarm	700.00
P15-01288	MOLE-RICHARDSON	Bldg W/Com Arts	Parts to Repair Lighting Fixtures	151.20
P15-01289	VOIGT GLOBAL DISTRIBUTION INC.		Media: Starch, Phenylalanine, Tryptic Soy Agar	769.52
P15-01290	POSTMASTER		Postage for Fall 2014 Perf. Arts Brochures	3,150.00
P15-01291	SAPLING LEARNING		Chemistry Learning Software for B2E Grant	1,800.00
P15-01292	REFRIGERATION UNLIMITED, INC		Service/Repair Ice Machines in PE Area	960.00
P15-01293	M-R MUSIC		Music	2,500.00
P15-01294	PITNEY BOWES	SC WAREHOUSE	Mail Machine Supplies	103.84
P15-01295	XEROX CORPORATION		2014-2015 maintenance for Couns Svcs copier	2,007.60
P15-01296	XEROX CORPORATION ATTN: ARDIE HOOD		Xerox services 7/1/14 - 6/30/15	375.00
<b>Total Number of POs</b>			<b>785</b>	<b>Total</b> <u><u>9,835,473.39</u></u>

**Fund Summary**

Fund	Description	PO Count	Amount
01	General Fund	749	7,347,415.30
12	Child Development Fund	6	23,370.00
40	Capital Outlay Fund	24	2,224,688.09
68	Self-Insurance Fund	6	224,000.00
71	Retiree Benefit Fund	1	16,000.00
		<b>Total</b>	<u><u>9,835,473.39</u></u>

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

## Listing

Includes 07/01/2014 - 08/05/2014

Requisition Number	Vendor Name	Description	Requisition Total
RQ14-07148	JANE ROSENKRANS	Reimbursement for dry cleaning for ISP event	72.00
RQ14-07199	S & B FOODS	Refreshments for IAB meeting	90.07
RQ14-07215	ANTHONY TENG	Reimbursement for New Equipment	930.66
RQ14-07219	WILLIAM DAVIS	Travel reimbursement	16.00
RQ14-07223	BARRY MILLER	Conference reimbursement-InfoComm 2014	614.89
RQ14-07225	KATHLEEN WERLE	PET Retreat - June 16-17, 2014	276.44
RQ14-07227	KATHERINE SCHMEIDLER	ASCB annual meeting	1,237.49
RQ14-07228	JACK APPLEMAN	39th AMATYC Conf.	317.48
RQ14-07229	LYNDSEY M. LEFEBVRE	American Studies Assoc.	708.99
RQ14-07230	EDWIN TIONGSON	NCA 99th annual conf.	766.60
RQ14-07231	MARY OPEL	Plans for various district & IVC projects	139.58
RQ14-07235	PAMELA YU	USA funds univeristy/student sucess conference	32.97
RQ14-07236	PHEOLIN TRUONG	USA funds univeristy/student sucess conference	32.97
RQ14-07238	ILKNUR ERBAS-WHITE	MATLAB fund. conference	200.00
RQ14-07239	ISABEL GUTIERREZ	UC counselors confeence	89.30
RQ14-07240	JULIE PEARCE	Scared Stiff conference	318.89
RQ14-07242	IRVINE VALLEY COLLEGE	Duplicating chargeback/CalWORKs	1,958.04
RQ14-07243	DAVID FRETZ	San Jacinto Mountains	107.55
RQ14-07244	DAVID FRETZ	Southern CA deserts	966.00
RQ14-07245	BARI RUDMANN	West Psych Assoc conf	700.00
RQ14-07246	BONNIE JOY MASSEY	Massey to CPFA Annual Conv.	65.99
RQ14-07247	BRIAN MONACELLI	Emergency req. for instruc. supplies	78.03
RQ14-07248	JOON KIL	2014 Online Teaching Conf.	1,230.98
RQ14-07249	JACK APPLEMAN	HTCCC Student Research Conference	57.74
RQ14-07250	JACK APPLEMAN	CMC3 29th Annual Conference	298.41
RQ14-07251	STEWART FRAME	National MUN Conference	681.66
RQ14-07252	MICHELLE LIVOTE	CATESOL Conference	77.33
RQ14-07253	TIFFANI EYCHANER	UC Comm College Counselor Conf	40.00
RQ14-07254	REBECCA GROFF	UC Conference	134.92
RQ15-00533	MARIANA DESARACHO	ConfReimb-AVID for HigherEducation SummerInstitute	394.00
RQ15-00886	CRAIG HAYWARD	Strengthening student success 2014 conf.	912.00
RQ15-00901	DAVIT S. KHACHATRYAN	Conference Business Managemnt Institute	2,120.08
RQ15-00931	ROXANNE METZ	Trade Adj. Com. Col.CareerTrain. Conference	1,475.46
RQ15-00942	CHERYL WEST	Trade Adj. Com. Col.CareerTrain. Conference	1,475.46
RQ15-00961	WELLS FARGO #1598	Teamwork enterprise subscription	1,393.15
RQ15-00965	WELLS FARGO #1598	Gnomon 1 year subscription	499.00
RQ15-00976	WELLS FARGO #1598	Stan Winston software subscription	299.99
RQ15-00979	BRIAN KIM	Asociation of Cheif Bus. Officials Budget Workshop	105.72
RQ15-00989	WELLS FARGO #1598	Wordpress hosting account	179.76
RQ15-01019	JAMES ROGERS	Design and Build Conference & expo	2,401.35
RQ15-01044	KEVIN M. DALLA BETTA	Kevin Dalla Betta to attend 2014 Budget Workshop	147.44
RQ15-01049	WELLS FARGO #1606	Booth rental for outreach of SRM Program-Fest.	150.00
RQ15-01052	WELLS FARGO #1598	MicroBlogPlus webpart for webmaster	90.00
RQ15-01053	KEEFE CARRILLO	Com. College League conference	1,000.00
RQ15-01095	S & B FOODS	Refreshments for A400 groundbreaking	271.62
RQ15-01096	WELLS FARGO #1598	Educause annual fee for IVC.edu	40.00

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ESCAPE ONLINE

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Includes 07/01/2014 - 08/05/2014

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-01097	GLENN ROQUEMORE	Santiago Cyn College event	40.00
RQ15-01115	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE	Reimburse for overpayment of w/c claim	100.17
RQ15-01119	WELLS FARGO #1598	Evernote premium subscription renewal	45.00
RQ15-01153	ERIC HILDEN	CPA executive board mtg reimbursement	263.95
RQ15-01167	WELLS FARGO #1598	Produce for Bio 94 lab exercise	11.48
RQ15-01177	ANGELA OROZCO-MAHANEY	Certified mail reimbursement	7.19
RQ15-01188	RAJBIR SINGH	Employee enrollment fee reimbursement	138.00
RQ15-01225	DEIDRE CAVAZZI	Reimburse for Yoga Alliance membership	100.00
RQ15-01228	WELLS FARGO #1598	Pack/shipping materials	45.57
RQ15-01236	WELLS FARGO #2785	Yoga Alliance membership	400.00
RQ15-01241	JOSEPH SAN JUAN	Employee enrollment fee reimbursement	92.00
RQ15-01254	WELLS FARGO #3317 (DISTRICT)	SOCCCD.edu domain registration - educause.edu	40.00
RQ15-01255	WELLS FARGO #3317 (DISTRICT)	Fiber Optics For Sale Co.	35.41
RQ15-01269	JEANNE HARRIS-CALDWELL	Emergency Management Training	1,229.32
RQ15-01274	ANDREW CRAVEN	Class b vehicle license	70.00
RQ15-01282	DON BUSCHE	Reimbursement for cell phone use	225.34
RQ15-01283	SCIENTIFIC REFRIGERATION	Service and repair of ultra-freezer.	1,202.70
RQ15-01290	LINDA FONTANILLA	Com. Col. League of Cal. Conference	1,368.61
RQ15-01302	WELLS FARGO #1606	Piano lock	102.59
RQ15-01315	PENNY SKAFF	Reimbursement for supplies	171.37
RQ15-01316	GINA SHAFFER	Reimburse Gina Shaffer for literary entry fee	60.00
RQ15-01317	IRVINE VALLEY COLLEGE BOOKSTORE	Supplies for veteran students graduation	384.00
RQ15-01337	LANDES, TAMARA	Reimb for Morae WL Session lunches - SC/IVC	140.03
RQ15-01350	DR. CRAIG JUSTICE	Dr. Craig Justice to CCCCIO Conf. Jul 15-17, 2014	676.00
RQ15-01377	THOMAS L. SMITH	Reimburse for static mats purchase	43.18
RQ15-01378	JOHN FELLNER	Reimbursement for vessel mooring - MST class	39.00
RQ15-01409	SCOTT KIM	Groceries for student use in Culinary class	80.62
RQ15-01421	SANTOS GARCIA	Seminar	17.18
RQ15-01424	KENNETH HARER	Seminar	13.27
RQ15-01436	SCOTT KIM	Groceries for student use in Culinary class	54.89
RQ15-01448	NICOLE ORTEGA	Tableau 8.2 Workshop	114.22
RQ15-01459	WELLS FARGO #1606	Annual state licensing fee	880.00
RQ15-01462	WELLS FARGO #2785	Printer	161.99
RQ15-01463	CANDIDATE	Candidate travel reimbursement	1,466.00
RQ15-01517	WELLS FARGO #1606	Prescription pads for doctors	377.40
RQ15-01520	RAJANPAL DHILLON	Reimbursement for trailer hire Kia soul e	69.34
RQ15-01525	BRETT MYHREN	Employee enrollment fee reimbursement	138.00
RQ15-01529	CANDIDATE	Candidate travel reimbursement	1,981.50
RQ15-01531	DAVID YOUNG	Police training	211.13
RQ15-01535	ESTER GRAHAM	SHRM 2015 ANNUAL CONFERENCE & EXPOSITION	3,295.00
RQ15-01536	TEDDI LORCH	SHRM 2015 ANNUAL CONFERENCE & EXPOSITION	3,295.00
RQ15-01542	DONALD DEAR	Police training	211.13
RQ15-01545	JAMES THERIAULT	Police training	211.13
RQ15-01558	RANDY W. PEEBLES	Conference CSUMB	1,750.00
RQ15-01559	DEBRA L. FITZSIMONS	Conference CSUMB	1,750.00

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Includes 07/01/2014 - 08/05/2014			
Requisition Number	Vendor Name	Description	Requisition Total
RQ15-01563	LOUIS SESSLER	Reimbursement for Beginning Fusion Training Conf.	332.55
RQ15-01564	JAMES ROGERS	Reimbursement for Beginning Fusion Training Conf.	309.68
RQ15-01577	JODI TITUS	Supplies for Geog. Field Course Trip	2,500.00
RQ15-01591	AMY L. STINSON	Reimb. for Field Studies Campsite Reservation	131.50
RQ15-01592	WELLS FARGO #3317 (DISTRICT)	Letter Box organizers	180.89
RQ15-01602	GLEN STEVENSON	Reimburse for supplies for MFG classes	499.37
RQ15-01607	JOYCE SPEAKMAN	Reimburse-pens	7.16
RQ15-01615	WELLS FARGO #2785	Ink cartridges for HP 4620	59.39
RQ15-01617	PACIFIC COACHWAYS	Bus for EI Field Trip	648.50
RQ15-01627	JAMES ROGERS	FMO supplies	24.27
RQ15-01630	JOHN OZUROVICH	Fac. Strat. for Acad. Allied Health Conference	4,591.00
RQ15-01635	ORANGE CO. BUSINESS COUNCIL	OCBC Workforce Development Event registration	1,500.00
RQ15-01677	JUAN AVALOS	Strengthening Student Success Conf	460.00
RQ15-01690	WELLS FARGO #3317 (DISTRICT)	Lunch for meetings on July 29, 2014	141.86
RQ15-01692	JAMES ROGERS	Conference for Jim Rogers	879.84
RQ15-01703	NICOLE ORTEGA SOCCCD	2014 Research and Planning Conference	615.00
RQ15-01711	WELLS FARGO #3317 (DISTRICT)	Refreshments for board meeting	300.00
RQ15-01715	DR. ROBERT BRAMUCCI	Innovation Insights 2014 Conference	950.00
RQ15-01717	DENICE INCIONG	Innovation Insights 2014 conference	950.00
RQ15-01718	NICOLE ORTEGA SOCCCD	Innovation Insights 2014 conference	950.00
RQ15-01721	SO. ORANGE CO. COMM. COL.DIST	Return of Title IV funds -Fall 2014	3,079.00
RQ15-01728	WELLS FARGO #3317	amazon.com	136.37
RQ15-01731	KIM ALLEN	Items for student use in Culinary baking class.	9.60
RQ15-01732	WELLS FARGO #3317 (DISTRICT)	Classapps.com (SelectSurvey)	250.00
RQ15-01750	ANGELA OROZCO-MAHANEY	Certified mail reimbursement	7.19
RQ15-01756	NICOLE ORTEGA	Reimbursement - Workshop Supplies	52.75
RQ15-01757	JOYCE BARTLOMAIN	Reimbursement - board meeting refreshments	67.85
RQ15-01760	DR. ROBERT BRAMUCCI	Strengthening Student Success Summit	560.00
RQ15-01761	DENICE INCIONG	Strengthening Student Success Conference	560.00
RQ15-01762	NICOLE ORTEGA SOCCCD	Strengthening Student Success Conference	590.00
RQ15-01779	DAWN PICKERING	Reimb fed ex	24.00
RQ15-01786	CHRISTIAN HANSON	Employee enrollment fee reimbursement	138.00
RQ15-01814	MARK MC ELROY	Reimburse purchase of beach VB for KN class F'14	129.56
RQ15-01816	NICOLE ORTEGA	Reimbursement - workshop supplies	6.48
RQ15-01817	WELLS FARGO #1598	Banners for CDC	1,437.24
RQ15-01827	ESTER GRAHAM	2015 annual law conference	159.00
RQ15-01839	SADDLEBACK BOOKSTORE - #296 FOLLETT HIGHER EDUCATION GROUP	payment for outstanding bookstore vouchers	800.00
RQ15-01844	SO. ORANGE CO. COMM. COL.DIST	R2T4 Summer 2014	286.00
		<b>Total</b>	<b>129</b>
			<b>72,628.77</b>

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

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Fund Summary			
Fund	Description	Requisition Count	Amount
01	General Fund	126	67,018.19
12	Child Development Fund	1	880.00
40	Capital Outlay Fund	2	4,730.58
		<b>Total</b>	<b>72,628.77</b>

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Transfer of Budget Appropriations  
**ACTION:** Ratify

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**BACKGROUND**

Title 5, California Code of Regulations, Section 58199 requires the Board of Trustees to approve, by a two-thirds (2/3) vote of its members, all transfers of funds from its contingency reserve to any expenditure classification, and ratify, by a majority vote, all transfers of funds between expenditure classifications other than that originating from the Contingency Reserve.

**STATUS**

For the current reporting period ending June 30, 2014, and in accordance with Administrative Regulation 3101, the Transfer of Budget Appropriations are summarized on EXHIBIT A and presented for ratification.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees ratify the Transfer of Budget Appropriations as detailed in EXHIBIT A.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
**TRANSFER OF BUDGET APPROPRIATIONS SUMMARY**

**For the period 06-01-14 to 06-30-14**

<b><u>General Fund</u></b>			
<b><u>Account</u></b>	<b><u>Description</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
1000	Academic Salaries		\$376,826
2000	Classified Salaries		\$14,034
3000	Fringe Benefits	\$44,004	
4000	Books and Supplies	\$1,380	
5000	Other Operating Expenses & Services	\$8,524	
6000	Capital Outlay	\$25,556	
7000	Other Outgo	\$311,396	
<b>Total Transfers - General Fund</b>		<b><u>\$390,860</u></b>	<b><u>\$390,860</u></b>
<b><u>Capital Outlay</u></b>			
<b><u>Account</u></b>	<b><u>Description</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
4000	Books and Supplies		\$5,000
5000	Other Operating Expenses & Services		\$17,262
6000	Capital Outlay	\$22,262	
		<b><u>\$22,262</u></b>	<b><u>\$22,262</u></b>
<b>Total Transfers</b>		<b><u>\$413,122</u></b>	<b><u>\$413,122</u></b>

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**ITEM: 5.22**  
**DATE: 8/25/14**

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Payment of Bills  
**ACTION:** Approval

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**BACKGROUND**

In accordance with the provisions of Article 4 of Chapter 8 of the California Education Code, Sections 85230-36, inclusive, vendor check listings are submitted at each meeting for the approval of the Board of Trustees.

**STATUS**

Checks No. 183010 through 184394 processed through the Orange County Department of Education, totaling \$11,287,597.11; and Checks No. 011138 through 011210 processed through Saddleback College Community Education, totaling \$131,820.50; and Checks No. 009261 through 009299, processed through Irvine Valley College Community Education, totaling \$28,099.28 are submitted for the approval of the Board of Trustees.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the payment of bills as listed in EXHIBIT A.

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183010	07/01/2014	ARROWHEAD DRINKING WATER	61.43
183011	07/01/2014	JACQUELINE BRATHWAITE	1,394.61
183012	07/01/2014	CANON SOLUTIONS AMERICA, INC.	29.70
183013	07/01/2014	MIKE COLLINS	1,689.94
183014	07/01/2014	CULLIGAN	62.35
183015	07/01/2014	DIVERSIFIED BUSINESS SERVICES	995.80
183016	07/01/2014	FLASHDEALER LLC	947.50 *
Cancelled on 07/01/2014, Cancel Register # AP07022014			
183017	07/01/2014	A-1 AWARDS	263.25
183018	07/01/2014	A.T. KRATTER & COMPANY, INC.	661.92
183019	07/01/2014	AAA ACCESS SMOG	150.00
183020	07/01/2014	AAA ELECTRIC MOTOR SALES	272.03
183021	07/01/2014	ADCLUB ADVERTISING SERVICE	1,344.02
183022	07/01/2014	ADVANCED OFFICE SERVICES IMAGING PLUS	43.18
183023	07/01/2014	AIR SOURCE INDUSTRIES, INC.	286.13
183024	07/01/2014	ALLIEDBARTON SECURITY SERVICES	3,999.04
183025	07/01/2014	ALLSTEEL INC.	30,880.57
183026	07/01/2014	AMER. RED CROSS	88.00
183027	07/01/2014	AMER. RED CROSS	456.00
183028	07/01/2014	AMERICAN GRIP INC.	566.38
183029	07/01/2014	AMTECH ELEVATOR SERVICES	94.36
183030	07/01/2014	JACK APPLEMAN	1,566.00
183031	07/01/2014	ARAMARK UNIFORM SERVICES	441.02
183032	07/01/2014	AT & T	63.60
183033	07/01/2014	AT&T	48.47
183034	07/01/2014	ATI	5,302.00
183035	07/01/2014	AVALON TENT & PARTY	2,776.22
183036	07/01/2014	B & H PHOTO VIDEO REMITTANCE PROCESSING	223.29
			Unpaid Sales Tax 17.86
			Expensed Amount 241.15
183037	07/01/2014	BAKER & TAYLOR	1,189.06
183038	07/01/2014	JOYCE BARTLOMAIN	22.98
183039	07/01/2014	BLAIR'S TOWING	165.00
183040	07/01/2014	BARBARA BLANCHARD	19.98
183041	07/01/2014	BLICK ART MATERIALS	281.40
183042	07/01/2014	THE BLIND FACTORY	295.00
183043	07/01/2014	BOUNDLESS NETWORK	9,069.95
183044	07/01/2014	NANCY BRACKEN	3,607.03
183045	07/01/2014	DEVON BRADLEY	575.12
183046	07/01/2014	DR. ROBERT BRAMUCCI	58.06
183047	07/01/2014	BUDOMART AMERICA	211.80
183048	07/01/2014	DON BUSCHE	619.31
183049	07/01/2014	BUTLER CHEMICALS, INC.	275.96
183050	07/01/2014	CALIFORNIA STAGE/LIGHTING, INC	794.12
183051	07/01/2014	CAL BUILDING SYSTEMS	2,111.04
183052	07/01/2014	CAPISTRANO UNIFIED SCHOOL DISTRICT	5,524.63
183053	07/01/2014	CAROLINA BIOLOGICAL SUPPLY	998.73
183054	07/01/2014	CARQUEST AUTO PARTS	93.89

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183055	07/01/2014	CAROLIN CAVERLY	547.33
183056	07/01/2014	CDW GOVERNMENT, INC.	16,651.54
183057	07/01/2014	GALE/CENGAGE LEARNING	236.23
183058	07/01/2014	CHEVRON AND TEXACO BUSINESS CARD SERVICES	1,744.25
183059	07/01/2014	CINTAS DOCUMENT MANAGEMENT	134.00
183060	07/01/2014	CINTAS CORPORATION	128.10
183061	07/01/2014	CITRIX ONLINE	1,740.60
183062	07/01/2014	CLARK SECURITY PRODUCTS	15.47
183063	07/01/2014	COASTLINE ROP	417.05
183064	07/01/2014	COLEMAN'S LANDSCAPE DAVID B. COLEMAN	12,862.00
183065	07/01/2014	COLLEGE BOARD ATTN: ACCTS. RECEIVABLE	64,633.69
183066	07/01/2014	CR&R INC.	983.88
183067	07/01/2014	CR&R INC.	983.88
183068	07/01/2014	CR&R	2,461.00
183069	07/01/2014	CR&R	1,941.92
183070	07/01/2014	CR&R	92.00
183071	07/01/2014	CR&R	92.00
183072	07/01/2014	CURTIS 1000 INC - WEST	650.64
183073	07/01/2014	DAKTRONICS SDS-12-2222	1,760.21
183074	07/01/2014	DANA POINT FUEL DOCK	95.87
183075	07/01/2014	DANA WHARF SPORTFISHING	1,200.00
183076	07/01/2014	SPECTRUM CHEMICAL MFG. CORP.	197.86
183077	07/01/2014	DELL MARKETING L.P. C/O DELL USA L.P.	182.47
183078	07/01/2014	DISCOUNT DANCE SUPPLY CO.	83.75
183079	07/01/2014	DIVERSIFIED BUSINESS SERVICES	1,384.18
183080	07/01/2014	DIVERSIFIED BUSINESS SERVICES	4,083.96
183081	07/01/2014	DIVERSIFIED BUSINESS SERVICES	1,103.80
183082	07/01/2014	DIVERSIFIED BUSINESS SERVICES	1,062.38
183083	07/01/2014	DIVERSIFIED BUSINESS SERVICES	4,789.89
183084	07/01/2014	DIVERSIFIED BUSINESS SERVICES	2,819.24
183085	07/01/2014	DIVERSIFIED BUSINESS SERVICES	1,339.20
183086	07/01/2014	DIVERSIFIED BUSINESS SERVICES	2,204.49
183087	07/01/2014	DIVERSIFIED BUSINESS SERVICES	2,542.60
183088	07/01/2014	DIVERSIFIED BUSINESS SERVICES	8,010.92
183089	07/01/2014	JEFF DORSZ	707.88
183090	07/01/2014	STEPHEN DUBAY	674.88
183091	07/01/2014	MICHELE DUGAN	240.00
183092	07/01/2014	DUNKEL BROTHERS	2,850.00
183093	07/01/2014	DUNN-EDWARDS CORPORATION	571.97
183094	07/01/2014	EAGLE COMMUNICATIONS	231.00
183095	07/01/2014	EN POINTE TECHNOLOGIES, INC.	532.85
183096	07/01/2014	EPLUS TECHNOLOGY, INC.	18,060.00
183097	07/01/2014	ESSENCE ENTERTAINMENT	4,116.00
183098	07/01/2014	EVIDENCE-BASED, INC	3,203.13
183099	07/01/2014	EWING IRRIGATION PRODUCTS	4,704.01
183100	07/01/2014	EXCELSIOR ELEVATOR CORPORATION	1,370.00
183101	07/01/2014	GARY FANGRAT	39.89
183102	07/01/2014	FARSTONE TECHNOLOGY INC	3,345.84
183103	07/01/2014	FASTENAL COMPANY	71.82

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183104	07/01/2014	FEDERAL EXPRESS	283.39
183105	07/01/2014	FISHER SCIENTIFIC	7,142.04
183106	07/01/2014	FLEWELLING & MOODY	742.50
183107	07/01/2014	FONTIS SOLUTIONS      div of IMAGE DISTRIBUTION SERV	550.80
183108	07/01/2014	FOSTER CARE AUXILIARY OF OC	120.00
183109	07/01/2014	FOUNTAIN VALLEY PAINTS	43.20
183110	07/01/2014	FREEWAY AUTO SUPPLY	792.02
183111	07/01/2014	FROMUTH TENNIS	90.01 *
Cancelled on 07/16/2014, Cancel Register # AP07172014			
183112	07/01/2014	FULLERTON CIVIC LIGHT OPERA CO	1,184.80
183113	07/01/2014	M. SCOTT GRABAU	113.31
183114	07/01/2014	W. W. GRAINGER	50.84
183115	07/01/2014	PIPS                      C/O KEENAN & ASSOCIATES	147,278.58
183116	07/01/2014	DAYLE McINTOSH CENTER FOR THE DISABLED	384.00
183117	07/01/2014	AUTONATION SHARED SERVICE CTR SOUTH CALIFORNIA	921.14
183118	07/01/2014	OFFICE MAX INCORPORATED	31,688.48
183119	07/01/2014	P2S ENGINEERING INC	2,425.50
183120	07/01/2014	PACIFIC COACHWAYS	997.12
183121	07/01/2014	PARKWAY LAWNMOWER SHOP	45.66
183122	07/01/2014	PASCO DOORS	5,655.08
183123	07/01/2014	PC MALL GOV. INC.	1,178.36
183124	07/01/2014	LILIANN PEREZ-STROUD	240.00
183125	07/01/2014	PETE'S ROAD SERVICE	299.02
183126	07/01/2014	PYRO-COMM SYSTEMS	240.00
183127	07/01/2014	RACEWAY FORD	129,221.36
183128	07/01/2014	REGISTRY FOR EXCELLENCE	3,174.15
183129	07/01/2014	REFRIGERATION UNLIMITED, INC	1,324.21
183130	07/01/2014	REILLY WORKPLACE      INVESTIGATIONS	21,714.00
183131	07/01/2014	RICHARD THE THREAD EMPIRE TAPE	1,075.27
183132	07/01/2014	RICOH USA, INC.	1,285.64
183133	07/01/2014	HOFFMAN SOUTHWEST CORP.      ROTO-ROOTER SERV. & PLUMBING	915.00
183134	07/01/2014	ROYAL PLYWOOD CO., LLC	1,299.50
183135	07/01/2014	S & B FOODS              CATERING DIVISION	21.60
183136	07/01/2014	SADDLEBACK GOLF CARS, INC.	134.60
183137	07/01/2014	SADDLEBACK MATERIALS COMPANY	1,088.96
183138	07/01/2014	SAFEWAY, INC.	71.86
183139	07/01/2014	SAN CLEMENTE ART SUPPLY	621.00
183140	07/01/2014	SAN DIEGO GAS & ELECTRIC	119,758.20
183141	07/01/2014	FHEG - SADDLEBACK BOOKSTORE      STORE NO. 296	301.13
183142	07/01/2014	SOUTHERN COUNTIES OIL CO.	4,781.09
183143	07/01/2014	SEHI PROCOMP COMPUTER PRODUCTS	231.40
183144	07/01/2014	CINDRA SMITH	2,257.00
183145	07/01/2014	PADHRAIC SMYTH	6,500.00
183146	07/01/2014	SOUTHERN CALIFORNIA EDISON CO.	3,071.66
183147	07/01/2014	SOUTHERN CALIFORNIA EDISON CO.	13,140.51
183148	07/01/2014	SOUTHERN CALIFORNIA EDISON CO.	24,930.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183149	07/01/2014	SOUTH COAST FAMILY MEDI-CENTER, INC.	235.00
183150	07/01/2014	BACKHAND, LLC dba SOCIAL VACUUM & JANITORIAL	120.00
183151	07/01/2014	BLAKE STEPHENS	395.55
183152	07/01/2014	BRUCE A. STEVENS	4,750.00
183153	07/01/2014	TECHNIC BUSINESS SOLUTIONS	382.00
183154	07/01/2014	ANTIMITE TERMITE & PEST CONTROL	1,052.00
183155	07/01/2014	THOMSON REUTERS WEST PAYMENT CENTER	458.16
183156	07/01/2014	JOHN TIMBERLAKE	1,666.67
183157	07/01/2014	TOMARK SPORTS, INC.	1,995.00
183158	07/01/2014	DIEMMY TRAN	240.00
183159	07/01/2014	TURF TIRE DISTRIBUTORS	300.24
183160	07/01/2014	TUTTLE-CLICK FORD	211.85
183161	07/01/2014	ULINE, INC. ATTN: ACCOUNTS RECEIVABLE	633.32
183162	07/01/2014	UNISOURCE WORLDWIDE INC.	4,832.70
183163	07/01/2014	UNITED RENTALS	2,672.25
183164	07/01/2014	UNITED SITE SERVICES OF CALIFORNIA, INC.	275.32
183165	07/01/2014	VERIZON	299.77
183166	07/01/2014	VERIZON	45.09
183167	07/01/2014	VERIZON	75.06
183168	07/01/2014	VILLAGE NURSERIES LANDSCAPE CENTERS	262.17
183169	07/01/2014	VISTA PAINT CORPORATE OFFICE	164.48
183170	07/01/2014	VWR INTERNATIONAL, INC.	3,300.77
183171	07/01/2014	WEST COAST LIGHTS & SIRENS	5,877.78
183172	07/01/2014	WALTERS WHOLESALE ELECTRIC	159.16
183173	07/01/2014	WARD'S NATURAL SCIENCE	1,216.32
183174	07/01/2014	WAWAK	345.75
183175	07/01/2014	WAWAK	1,536.22
183176	07/01/2014	XEROX CORPORATION	28,761.66
183177	07/01/2014	ALEJANDRA TOVAR	75.00
183178	07/01/2014	ANDREW PACHECO	226.00
183179	07/01/2014	ANDREW PACHECO	226.00
183180	07/01/2014	ANN VITARELLA	75.00
183181	07/01/2014	ASHLEY SPENCER	326.00
183182	07/01/2014	BERENICE ZOROGOZA	226.00
183183	07/01/2014	CANDICE RUTHERFORD	75.00
183184	07/01/2014	CAROLYN CHUNG	75.00
183185	07/01/2014	CAROLYN CHUNG	176.00
183186	07/01/2014	CHRISTINA MCDEVITT	226.00
183187	07/01/2014	DAVID VEVIA	75.00
183188	07/01/2014	DEBBY LE	75.00
183189	07/01/2014	DESIREE MARTINEZ	75.00
183190	07/01/2014	DIANA NGUYEN	301.00
183191	07/01/2014	DIANA NGUYEN	151.00
183192	07/01/2014	DILANI WIJAYAWEERA	75.00
183193	07/01/2014	GAIL CARLSON	151.00
183194	07/01/2014	HOMAIRA ASHRAFANIA	75.00
183195	07/01/2014	HOPE PETROZZI	75.00
183196	07/01/2014	JEANETTE GARCIA	75.00

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183197	07/01/2014	JENNIFER LEE	226.00
183198	07/01/2014	JENNIFER LEE	100.00
183199	07/01/2014	JOAN LA BOUFF-MACKER	226.00
183200	07/01/2014	JODI SABAKO	50.00
183201	07/01/2014	JOHN LE	301.00
183202	07/01/2014	JULIA GILMAN	75.00
183203	07/01/2014	JULIE SALERNO	75.00
183204	07/01/2014	JULIE SALERNO	226.00
183205	07/01/2014	KIMBERLY NIEMANN	125.00
183206	07/01/2014	LILANA DELA PORTILLA	100.00
183207	07/01/2014	LINDA BURKHOLLER	75.00
183208	07/01/2014	LUCIA WAI	100.00
183209	07/01/2014	MAMTA SHARMA	75.00
183210	07/01/2014	MARTINE SPECKLER	75.00
183211	07/01/2014	MARY BUSHMAN	75.00
183212	07/01/2014	MARY DARDIS	75.00
183213	07/01/2014	MEKENNA STEPHENSON	289.00
183214	07/01/2014	MICHAEL KAMINSKI	376.00
183215	07/01/2014	NAIRI MARDIROSSIAN	201.00
183216	07/01/2014	NEDA FARABI	226.00
183217	07/01/2014	NICOLE GAUTIER	50.00
183218	07/01/2014	PHYLLIS CHONG	226.00
183219	07/01/2014	RACHEL LEE	176.00
183220	07/01/2014	RHONDA CLELAND	75.00
183221	07/01/2014	ROBERT FULLERTON	75.00
183222	07/01/2014	ROWENA MARINA BORDEN	226.00
183223	07/01/2014	SANDRA BECERRA	75.00
183224	07/01/2014	SANDRA SHEARER	75.00
183225	07/01/2014	SARAH ST MARTIN	75.00
183226	07/01/2014	SHANNON PIRUS	176.00
183227	07/01/2014	SHARA GRECO	376.00
183228	07/01/2014	SHKULA ANGAR	151.00
183229	07/01/2014	TAMARA EASTWOOD	75.00
183230	07/01/2014	TERESE FLORES	50.00
183231	07/01/2014	ZAHRA GHAZIZADEH	289.00
183232	07/01/2014	ZAHRA GHAZIZADEH	263.00
183233	07/01/2014	BCH WATERWORKS	550.00
183234	07/01/2014	DAIRY DEPOT	43.30
183235	07/01/2014	SAFEWAY, INC.	297.21
183236	07/01/2014	ANTIMITE TERMITE & PEST CONTROL	130.00
183237	07/01/2014	U.S. TOY CO.,INC./CONSTRUCTIVE PLAYTHINGS	853.93
183238	07/01/2014	XEROX CORPORATION	36.12
183239	07/01/2014	ALVAREZ & MARSAL REAL ESTATE ADVISORY SERV.	24,646.16
183240	07/01/2014	ANDERSON & HOWARD ELECTRIC	575,178.00
183241	07/01/2014	ASSET SYSTEMS INC	13,629.08
183242	07/01/2014	CDW GOVERNMENT, INC.	6,959.65
183243	07/01/2014	CEDARCRESTONE INC	69,815.34

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183244	07/01/2014	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB	29,780.50
183245	07/01/2014	COLLEGESOURCE, INC.	6,912.50
183246	07/01/2014	CURTIS 1000 INC - WEST	268.57
183247	07/01/2014	DOUGHERTY + DOUGHERTY ARCHITECTS LLP	25,961.37
183248	07/01/2014	DOW DIVERSIFIED	1,268.80
183249	07/01/2014	ENAMIX, INC.	17,910.00
183250	07/01/2014	HUDSON PACIFIC SERVICES LLC c/o HUDSON PACIFIC PROPERTIES	22,750.00
183251	07/01/2014	I3 SOLUTIONS C/O IDEN SADEGHIEH	4,400.00
183252	07/01/2014	J. HARMON CONSTRUCTION INC.	7,950.00
183253	07/01/2014	KITCHELL CEM	46,718.00
183254	07/01/2014	LAGUNA GRAPHIC ARTS, INC.	401.76
183255	07/01/2014	MONTY MORRIS INSPECTIONS	16,260.00
183256	07/01/2014	NEUDESIC, LLC	138,394.50
183257	07/01/2014	P2S ENGINEERING INC	540.00
183258	07/01/2014	PARSONS BRINCKERHOFF, INC.	2,805.00
183259	07/01/2014	PENN CORPORATE RELOCATION SERVICES, INC.	336.00
183260	07/01/2014	PLANNET CONSULTING, INC.	2,245.33
183261	07/01/2014	QUEZADA PRO LANDSCAPE, INC.	1,220.00
183262	07/01/2014	S & B FOODS CATERING DIVISION	169.36
183263	07/01/2014	STUTZ ARTIANO SHINOFF & HOLTZ A.P.C.	1,298.50
183264	07/01/2014	TODD'S INSPECTION TESTING SERV TODD ROBINSON	14,583.00
183265	07/01/2014	TRANE	31,338.60
183266	07/01/2014	JANINE SABELLA	286.96
183267	07/02/2014	4CS C/O NORMA TALLEY	69.39
183268	07/02/2014	ALLIEDBARTON SECURITY SERVICES	2,128.64
183269	07/02/2014	ALLSTEEL INC.	8,951.74
183270	07/02/2014	ANIMAL CARE EQUIPMENT AND SERVICES	213.90
		Unpaid Sales Tax	15.42
		Expensed Amount	229.32
183271	07/02/2014	MARY ANSTADT	65.93
183272	07/02/2014	JUAN AVALOS	139.59
183273	07/02/2014	ERLYNNE BALLO	7.17
183274	07/02/2014	BIO-RAD LABORATORIES, INC. LIFE SCIENCE GROUP	897.90
183275	07/02/2014	DR. ROBERT BRAMUCCI	832.05
183276	07/02/2014	CAL BUILDING SYSTEMS	348.00
183277	07/02/2014	MICHAEL CASSENS	1,115.63
183278	07/02/2014	COAST FITNESS REPAIR SHOP	600.00
183279	07/02/2014	CALE CRAMMER	700.00
183280	07/02/2014	BREANNA DANIELS	504.62
183281	07/02/2014	CAROL DANNA	121.25
183282	07/02/2014	WILLIAM DAVIS	137.74
183283	07/02/2014	EDWARD DE LA O	85.80
183284	07/02/2014	JOANNE DE MARCHI	592.30
183285	07/02/2014	DUNN-EDWARDS CORPORATION	225.25
183286	07/02/2014	EBERHARD EQUIPMENT	1,181.66
183287	07/02/2014	SCHOOL HEALTH CORPORATION	310.74
183288	07/02/2014	MARIA FEOKTISTOVA	151.20

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183289	07/02/2014	PATRICIA K. FLANIGAN	543.48
183290	07/02/2014	FLASHDEALER LLC	922.50
		Unpaid Sales Tax	73.80
		Expensed Amount	996.30
183291	07/02/2014	LINDA FONTANILLA	694.00
183292	07/02/2014	SCOTT FREDRICKSON	118.05
183293	07/02/2014	FRY'S ELECTRONICS	520.47
183294	07/02/2014	GLOCK PROFESSIONAL INC	195.00
183295	07/02/2014	DENNIS GORDON	97.18
183296	07/02/2014	ESTER GRAHAM	58.76
183297	07/02/2014	AMY V. GRIMM	1,400.00
183298	07/02/2014	REBECCA GROFF	747.32
183299	07/02/2014	RUBEN GUZMAN	525.87
183300	07/02/2014	EDGAR HALEY	158.29
183301	07/02/2014	LINDA HALL	113.67
183302	07/02/2014	COLLEEN HILDEBRAND	700.00
183303	07/02/2014	ANTHONY HUNTLEY	100.00
183304	07/02/2014	DIANA HURLBUT	81.00
183305	07/02/2014	DENICE INCIONG	714.60
183306	07/02/2014	IPSWITCH, INC.	2,477.35
183307	07/02/2014	IRVINE RANCH WATER DIST.	2,808.29
183308	07/02/2014	REBECCA KAMINSKY	100.00
183309	07/02/2014	REBECCA KNAPP	125.78
183310	07/02/2014	MELISSA KNOLL	100.00
183311	07/02/2014	PHILLIS KUCHARSKI	1,385.44
183312	07/02/2014	CHIN LAM	1,200.00
183313	07/02/2014	JOHN LICITRA	105.00
183314	07/02/2014	ANTHONY B. LIN	167.02
183315	07/02/2014	DAUNE MAIN	105.84
183316	07/02/2014	NICOLE MAJOR	133.42
183317	07/02/2014	MIROSLAVA MANCHIK	459.82
183318	07/02/2014	VICTOR MANCHIK	137.93
183319	07/02/2014	COURTYARD OAKLAND DOWNTOWN	749.46
183320	07/02/2014	COURTYARD OAKLAND DOWNTOWN	749.46
183321	07/02/2014	KAREN MARTIN	278.93
183322	07/02/2014	ROOPA MATHUR	461.82
183323	07/02/2014	BARRY MC CARTHY	107.52
183324	07/02/2014	KAYE MC DONALD	149.08
183325	07/02/2014	KURT MEYER	75.00
183326	07/02/2014	MARCIA MILCHIKER	72.18
183327	07/02/2014	ANNA MINNIECE	5.26
183328	07/02/2014	MOULTON-NIGUEL WATER DIST.	11,859.71
183329	07/02/2014	CALIFORNIA COMMUNICATION	2,628.00
183330	07/02/2014	KEVIN O'CONNOR	464.89
183331	07/02/2014	DIANE OAKS	39.14
183332	07/02/2014	NICOLE ORTEGA	496.31
183333	07/02/2014	LORI PARRA	236.58
183334	07/02/2014	GILLIAN PATELLA	54.01
183335	07/02/2014	POSTMASTER	23,221.00

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183336	07/02/2014	ANGELIA RIEDEL	201.09
183337	07/02/2014	MIKE SAUTER	220.88
183338	07/02/2014	TODD SCHMALTZ	204.00
183339	07/02/2014	KATHERINE SCHMEIDLER	380.82
183340	07/02/2014	DANIEL SCOTT	1,400.00
183341	07/02/2014	JOEY SELLERS	1,072.00
183342	07/02/2014	JOYCE SEMANIK	709.50
183343	07/02/2014	SUMMER SERPAS	100.00
183344	07/02/2014	PARISA SOLTANI	1,400.00
183345	07/02/2014	FELICIA STINSON	182.15
183346	07/02/2014	MATT SUAREZ	139.60
183347	07/02/2014	YEMMY TAYLOR	499.00
183348	07/02/2014	PHEOLIN TRUONG	45.36
183349	07/02/2014	KARI L. TUCKER	1,065.22
183350	07/02/2014	BOB URELL	27.00
183351	07/02/2014	WELLS FARGO #1598	2,098.26
183352	07/02/2014	WELLS FARGO #1606	2,921.95
		Unpaid Sales Tax	42.00
		Expensed Amount	2,963.95
183353	07/02/2014	WELLS FARGO #2496	1,126.57 *
	Cancelled on 07/03/2014, Cancel Register # AP07072014		
183354	07/02/2014	WELLS FARGO BANK #2785 PAYMENT REMITTANCE CENTER	245.86
		Unpaid Sales Tax	14.96
		Expensed Amount	260.82
183355	07/02/2014	DAVID YOUNG	15.12
183356	07/02/2014	SANDI SEMBIAZZA	425.49
183357	07/02/2014	DENISE AVILES	30.24
183358	07/03/2014	AAA ACCESS SMOG	250.00
183359	07/03/2014	AARDVARK CLAY AND SUPPLIES	126.61
183360	07/03/2014	ARAMARK UNIFORM SERVICES	220.51
183361	07/03/2014	AT&T	549.72
183362	07/03/2014	AT&T	366.47
183363	07/03/2014	AT&T	1,649.65
183364	07/03/2014	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	67,478.15
183365	07/03/2014	KEEFE CARRILLO	52.00
183366	07/03/2014	CINTAS DOCUMENT MANAGEMENT	134.00
183367	07/03/2014	CINTAS CORPORATION	199.10 *
	Cancelled on 07/03/2014, Cancel Register # AP07072014		
183368	07/03/2014	BARBARA COX	1,692.75
183369	07/03/2014	CARIE CRUZ	105.00
183370	07/03/2014	DANA POINT FUEL DOCK	25.16
183371	07/03/2014	DANA POINT YACHT MAINTENANCE	68.80
183372	07/03/2014	EBERHARD EQUIPMENT	643.60
183373	07/03/2014	EXCELSIOR ELEVATOR CORPORATION	1,370.00
183374	07/03/2014	FISHER SCIENTIFIC	8,855.04
183375	07/03/2014	FREEWAY AUTO SUPPLY	86.36
183376	07/03/2014	FROMUTH TENNIS	344.52
183377	07/03/2014	W. W. GRAINGER	196.32

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183378	07/03/2014	HOME DEPOT CREDIT SERVICES	1,949.72
183379	07/03/2014	MARIA E. HUTCHINSON CERVANTES	1,000.00
183380	07/03/2014	AUTONATION SHARED SERVICE CTR SOUTH CALIFORNIA	62.31
183381	07/03/2014	OFFICE MAX INCORPORATED	22,251.50
183382	07/03/2014	PACIFIC COACHWAYS	577.50
183383	07/03/2014	PACIFIC PARKING SYSTEMS, INC.	5,820.00
183384	07/03/2014	PENN CORPORATE RELOCATION SERVICES, INC.	126.00
183385	07/03/2014	JIM PHANEUF	185.97
183386	07/03/2014	PHOENIX GROUP	2,089.55
183387	07/03/2014	PRAXAIR DISTRIBUTION	867.65
183388	07/03/2014	PRESTO SPORTS, INC	3,000.00
183389	07/03/2014	PSYCH CONSULT. ASSOC., INC.	350.00
183390	07/03/2014	QUEST DIAGNOSTICS	1,591.03
183391	07/03/2014	DONNA RANE-SZOSTAK	32.60
183392	07/03/2014	NASSER H, RASHIDI	883.02
183393	07/03/2014	S & B FOODS CATERING DIVISION	614.14
183394	07/03/2014	SEHI PROCOMP COMPUTER PRODUCTS	129.75
183395	07/03/2014	SIMS-ORANGE WELDING SUPPLY	2,294.10
183396	07/03/2014	SMART & FINAL	98.06
183397	07/03/2014	SMARTBEAR SOFTWARE, INC.	8,602.32
183398	07/03/2014	SOUTHERN CALIFORNIA GAS CO.	19.11
183399	07/03/2014	TELEMANAGEMENT TECHNOLOGIES INC.	5,533.00
183400	07/03/2014	ANTIMITE TERMITE & PEST CONTROL	130.00
183401	07/03/2014	TRIARCH INC.	77.76
183402	07/03/2014	LAURIE M. VARTANIAN dba RELIABLE RESPONSE	1,400.00
183403	07/03/2014	WARD'S NATURAL SCIENCE	119.75
183404	07/03/2014	WATERLINE TECHNOLOGIES POOL SUPPLY OF ORANGE COUNTY	283.56
183405	07/03/2014	WAXIE	585.25
183406	07/03/2014	WELLS FARGO #2496	1,126.57
183407	07/03/2014	MICHAEL E. WILSON	12,988.00
183408	07/03/2014	XAP CORPORATION	4,732.00
183409	07/03/2014	XEROX EDUCATION SERVICES, INC.	175.45
183410	07/03/2014	YALE/CHASE EQUIPMENT AND SERVICES, INC.	2,257.02
183411	07/03/2014	JACQUELINE ZIMBALIST	318.73
183412	07/03/2014	HOME DEPOT CREDIT SERVICES	411.93
183413	07/03/2014	SMART & FINAL	527.66
183414	07/03/2014	ALTERNATIVE DELIVERY SOLUTIONS	7,992.00
183415	07/03/2014	G/M BUSINESS INTERIORS	19,913.72
183416	07/03/2014	KITCHELL CEM	46,718.00
183417	07/03/2014	NIMBLE CONSULTING	8,125.00
183418	07/03/2014	PENCO ENGINEERING	13,534.00
183419	07/03/2014	PRESIDIO NETWORKED SOLUTIONS	59,780.01
183420	07/03/2014	R2A ARCHITECTURE	55,383.34
183421	07/03/2014	REDISQ TECHNOLOGIES	5,225.00
183422	07/03/2014	S & B FOODS CATERING DIVISION	23.76
183423	07/03/2014	SO. COAST FIRE PROTECTION	900.00
183424	07/03/2014	SYNERGY SOFTWARE SOLUTIONS	6,840.00

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Check Number	Check Date	Pay to the Order of	Check Amount
183425	07/03/2014	SO. ORANGE CO. COMM. COL. DIST	21,277.57
183426	07/03/2014	RPM CONSULTANT GROUP	2,098.24
183427	07/07/2014	ACBO	85.00
183428	07/07/2014	JACK APPLEMAN	317.48
183429	07/07/2014	ELVA ARAIZA SADDLEBACK COLLEGE	230.50
183430	07/07/2014	AT & T	168.19 *
	Cancelled on 07/14/2014, Cancel Register # AP07142014		
183431	07/07/2014	AT & T	449.62 *
	Cancelled on 07/14/2014, Cancel Register # AP07142014		
183432	07/07/2014	AT & T	27.43
183433	07/07/2014	AT & T	78.56 *
	Cancelled on 07/14/2014, Cancel Register # AP07142014		
183434	07/07/2014	AT & T	78.56 *
	Cancelled on 07/14/2014, Cancel Register # AP07142014		
183435	07/07/2014	AT & T	78.56 *
	Cancelled on 07/14/2014, Cancel Register # AP07142014		
183436	07/07/2014	AT&T	12.41
183437	07/07/2014	CRAIG CONNOR	304.19
183438	07/07/2014	WILLIAM DAVIS	16.00
183439	07/07/2014	ILKNUR ERBAS-WHITE	200.00
183440	07/07/2014	TRISH FAIN	22.73
183441	07/07/2014	LISA MONTAGNE GALLOWAY	600.00
183442	07/07/2014	EDGAR GUADARRAMA	290.10
183443	07/07/2014	ISABEL GUTIERREZ	89.30
183444	07/07/2014	SHARON HAAS	595.00
183445	07/07/2014	RUTH HIGGINS	1,245.04
183446	07/07/2014	CAROL HILTON	118.80
183447	07/07/2014	HOME DEPOT CREDIT SERVICES	529.74
183448	07/07/2014	DR. CRAIG JUSTICE	462.62
183449	07/07/2014	LYNDSEY M. LEFEBVRE	708.99
183450	07/07/2014	BARRY MILLER	614.89
183451	07/07/2014	PACIFIC CLIPPINGS	59.00
183452	07/07/2014	PARKWAY LAWNMOWER SHOP	927.59
183453	07/07/2014	PAYAM-E-ASHENA	250.00
183454	07/07/2014	JULIE PEARCE	318.89
183455	07/07/2014	THE RAISE FOUNDATION	234.30
183456	07/07/2014	EVELIA RAMIREZ SADDLEBACK COLLEGE	43.00
183457	07/07/2014	JAMES ROGERS	1,801.00
183458	07/07/2014	SADDLEBACK GOLF CARS, INC.	55.19
183459	07/07/2014	SATOR SOCCER SATOR SPORTS, INC.	1,504.79
183460	07/07/2014	SOUTHERN COUNTIES LUBRICANTS LLC	361.23
183461	07/07/2014	SOUTHERN COUNTIES OIL CO.	802.14
183462	07/07/2014	KATHERINE SCHMEIDLER	1,237.49
183463	07/07/2014	SCHOOLS EXCESS LIABILITY FUND	57,171.66
183464	07/07/2014	SIGMA ALDRICH CHEMICAL CO.	329.35
183465	07/07/2014	SO COAST A.Q.M.D.	118.94
183466	07/07/2014	SO. ORANGE CO. COMM. COL.DIST	288.00
183467	07/07/2014	FARNOOSH SORAYA	240.00
183468	07/07/2014	SOUTHLAND INSTRUMENTS, INC.	3,609.01
183469	07/07/2014	JOYCE SPEAKMAN	50.00

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Check Number	Check Date	Pay to the Order of	Check Amount
183470	07/07/2014	STEDMAN COMPUTER SYSTEMS ROBERT K. STEDMAN	3,794.00
183471	07/07/2014	STEVE TEH	100.00
183472	07/07/2014	ANTHONY TENG	463.26
183473	07/07/2014	EDWIN TIONGSON	766.60
183474	07/07/2014	PHEOLIN TRUONG	32.97
183475	07/07/2014	TUTTLE-CLICK FORD	228.70
183476	07/07/2014	WALTERS WHOLESALE ELECTRIC	21,095.43
183477	07/07/2014	W A X I E	23.50
183478	07/07/2014	WELLS FARGO #3317	7,359.17
		Unpaid Sales Tax	37.49
		Expensed Amount	7,396.66
183479	07/07/2014	KATHLEEN WERLE	276.44
183480	07/07/2014	DOUGLAS WESTLAKE	1,300.00
183481	07/07/2014	WESTMINSTER PRESS, INC.	2,126.52
183482	07/07/2014	WITT COMPANY	1,351.58
183483	07/07/2014	WRIGHT LINE, LLC C/O EATON CORP	250.00
183484	07/07/2014	PAMELA YU	32.97
183485	07/07/2014	ANGELICA R. ZIKOOR	280.00
183486	07/07/2014	SMART & FINAL	510.82
183487	07/07/2014	ANDERSON & HOWARD ELECTRIC	104,310.00
183488	07/07/2014	MC KENNA LONG & ALDRIDGE, LLP	3,655.57
183489	07/07/2014	PENCO ENGINEERING	24,401.60
183490	07/07/2014	PUBLIC ECONOMICS, INC.	6,840.00
183491	07/07/2014	TYR	19,650.00
183492	07/07/2014	WELLS FARGO #3317	576.04
183493	07/07/2014	SO. ORANGE CO. COMM. COL. DISTWORKERS COMPENSATION	1,130.68
183494	07/08/2014	ADVANCE BEAUTY COLLEGE, INC.	42,609.38
183495	07/08/2014	AMERICAN FILING SYSTEMS INC	6,177.62
183496	07/08/2014	ALL-PRO COMMUNICATION TECHNOLOGIES INC	5,522.97
183497	07/08/2014	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO INC	1,287.00
183498	07/08/2014	ANIMAL CARE EQUIPMENT AND SERVICES	274.85
		Unpaid Sales Tax	20.39
		Expensed Amount	295.24
183499	07/08/2014	YVETTE ARBIZO	35.00
183500	07/08/2014	ARTstor	1,755.00
183501	07/08/2014	ASICS	279.36
183502	07/08/2014	AT & T MOBILITY	43.95
183503	07/08/2014	AT & T	853.49
183504	07/08/2014	LYNETTE BERK	820.85 *
Cancelled on 07/11/2014, Cancel Register # AP07112014			
183505	07/08/2014	DENISE BLAIR	945.00
183506	07/08/2014	BOSE CORPORATION-SST THE MOUNTAIN	569.07
183507	07/08/2014	BOUNDLESS NETWORK	1,814.43
183508	07/08/2014	TOD A. BURNETT	455.11
183509	07/08/2014	CALIFORNIA AUTO BODY SHOP SUPPLIES	344.13
183510	07/08/2014	CA DEPT OF PUBLIC HEALTH ACCOUNTING SECTION	113.00
183511	07/08/2014	CA DEPT OF TOXIC SUBSTANCES CONTROL	272.50

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183512	07/08/2014	VOTE-NOW.COM LLC	795.00
183513	07/08/2014	CAPITOL ADVOCACY PARTNERS LLC	3,500.00
183514	07/08/2014	CAREER CRUISING	595.00
183515	07/08/2014	CCCLGCA                   ATTN: DAVE NEER	150.00
183516	07/08/2014	CHRONICLE OF HIGHER EDUCATION	195.00
183517	07/08/2014	CINTAS DOCUMENT MANAGEMENT	134.00
183518	07/08/2014	CINTAS CORPORATION	65.10
183519	07/08/2014	EDUCATION 4 WORK       SUSAN M. COLEMAN	20,000.00
183520	07/08/2014	COLLEGESOURCE, INC.	27,420.00
183521	07/08/2014	DR. ANGELA COLOMBO	1,000.00
183522	07/08/2014	COMMITTEE ON ACCREDITATION OF EDU PROG FOR THE EMS PROFESSNS	1,200.00
183523	07/08/2014	DELL MARKETING L.P.    C/O DELL USA L.P.	1,699.00
183524	07/08/2014	SUSAN DROGO	315.00
183525	07/08/2014	EMBROIDME OF IRVINE	151.20
183526	07/08/2014	SCHOOL HEALTH CORPORATION	376.70
183527	07/08/2014	EWING IRRIGATION PRODUCTS	123.12
183528	07/08/2014	FISHER SCIENTIFIC	1,956.70
183529	07/08/2014	DAVID FRETZ	1,073.55
183530	07/08/2014	FRY'S ELECTRONICS	292.03
183531	07/08/2014	CANDID CAREER LLC	3,825.00 *
Cancelled on 07/10/2014, Cancel Register # AP07112014			
183532	07/08/2014	W. W. GRAINGER	841.28
183533	07/08/2014	MARY SUSAN HOMMA	569.60
183534	07/08/2014	ELIZABETH ININNS	448.78
183535	07/08/2014	JENNY LANGRELL	593.70
183536	07/08/2014	ROXANNE METZ	47.00
183537	07/08/2014	PITNEY BOWES PRESORT SERVICES	218.04
183538	07/08/2014	EMILY QUINLAN	1,330.52
183539	07/08/2014	RICOH AMERICAS CORP	72.96
183540	07/08/2014	BARI RUDMANN	700.00
183541	07/08/2014	S & B FOODS           CATERING DIVISION	599.99
183542	07/08/2014	S & B FOODS           CATERING DIVISION	90.07
183543	07/08/2014	NORA SHEA	600.00
183544	07/08/2014	SHOUTEM INC	1,764.00 *
Cancelled on 07/14/2014, Cancel Register # AP07142014			
183545	07/08/2014	ANTIMITE TERMITE & PEST CNTRL	987.00
183546	07/08/2014	TUSTIN UNIFIED SCHOOL DISTRICT	118.00
183547	07/08/2014	UNITED INTERIORS	201.60
183548	07/08/2014	JENNIFER WIJNKER	2,000.00
183549	07/08/2014	DAIRY DEPOT	61.80
183550	07/08/2014	SYMPPLICITY CORPORATION	11,445.63
183551	07/09/2014	ACADEMIC MARKETING SERVICES, LLC	36,987.86
183552	07/09/2014	BRITTANY ADAMS	1,139.44
183553	07/09/2014	AIR SOURCE INDUSTRIES, INC.	48.70
183554	07/09/2014	YVETTE ARBIZO	35.00
183555	07/09/2014	ARROWHEAD DRINKING WATER	61.43
183556	07/09/2014	ADVANTA ENERGY       C/O AVIVA ENERGY CORP	800.00
183557	07/09/2014	BALANCED BODY	1,775.76

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Check Number	Check Date	Pay to the Order of	Check Amount
183558	07/09/2014	PATRICIA BECKMANN	1,400.00
183559	07/09/2014	BIO-RAD LABORATORIES, INC. LIFE SCIENCE GROUP	111.24
183560	07/09/2014	TAMARA BOSTWICK	63.95
183561	07/09/2014	BOUNDLESS NETWORK	677.42
183562	07/09/2014	NAUTICAL VENTURES ATTN: CHARLES A. BUCKNER	1,305.00
183563	07/09/2014	AMBER CARAS	1,000.00
183564	07/09/2014	KEEFE CARRILLO	37.65
183565	07/09/2014	CDW GOVERNMENT, INC.	2,999.00 *
Cancelled on 07/11/2014, Cancel Register # AP07112014			
183566	07/09/2014	MARY CELESTE	85.38
183567	07/09/2014	CONSTELLATION NEWENERGY GAS DIVISION LLC BANK OF AMERICA	38,293.00
183568	07/09/2014	CR&R	2,461.00
183569	07/09/2014	CULLIGAN	51.15
183570	07/09/2014	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING	4,495.00
183571	07/09/2014	DirectTV	120.98
183572	07/09/2014	ECOLOGICAL FERTIGATION INC	702.45
183573	07/09/2014	ASHLEY ROXANNE ELLISON	2,000.00
183574	07/09/2014	FLEWELLING & MOODY	1,342.50
183575	07/09/2014	TERESA FLUEGEMAN	36.74
183576	07/09/2014	FREEWAY AUTO SUPPLY	257.92
183577	07/09/2014	JIM GASTON	104.51
183578	07/09/2014	VIANNEY GONZALEZ-DELGADO	45.36
183579	07/09/2014	ESTER GRAHAM	30.24
183580	07/09/2014	NADINE HERNANDEZ	150.00
183581	07/09/2014	HOME DEPOT CREDIT SERVICES	593.31
183582	07/09/2014	HOPPER EQUIPMENT & SUPPLY	732.96
183583	07/09/2014	IRVINE PIPE & SUPPLY	914.84
183584	07/09/2014	FHEG IVC BOOKSTORE STORE 895 M.A	1,971.63
183585	07/09/2014	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	2,058.00
183586	07/09/2014	BILL JAY	18.26
183587	07/09/2014	TIMOTHY JEMAL	56.26
183588	07/09/2014	KE DESIGNS	6,500.00
183589	07/09/2014	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE	100.17
183590	07/09/2014	DAVIT S. KHACHATRYAN	66.29
183591	07/09/2014	DAVID B. LANG	30.73
183592	07/09/2014	DEAN LE BEAU	236.93
183593	07/09/2014	MIROSLAVA MANCHIK	37.00
183594	07/09/2014	LORI MANGELS	105.84
183595	07/09/2014	MARSHALL MATERIALS	848.92
183596	07/09/2014	McMASTER CARR SUPPLY CO.	94.44
183597	07/09/2014	MEDCO SUPPLY COMPANY	6,581.52
183598	07/09/2014	MARCIA MILCHIKER	48.99
183599	07/09/2014	MILLENNIUM BUSINESS SERVICES Marty Cohn	247.32
183600	07/09/2014	D'LITA MILLER	90.00
183601	07/09/2014	JANET L. MILLER C/O IRVINE VALLEY COLLEGE	9.24
183602	07/09/2014	MODERN BIOLOGY	686.02

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Check Number	Check Date	Pay to the Order of	Check Amount
183603	07/09/2014	MARIA NUNEZ	105.25
183604	07/09/2014	NICOLE L. OGUREK	700.00
183605	07/09/2014	OC TREASURER-TAX COLLECTOR	14,077.00
183606	07/09/2014	ANGELA OROZCO-MAHANEY	226.47
183607	07/09/2014	JOHN OZUROVICH	41.20
183608	07/09/2014	SANDRA POPE	90.72
183609	07/09/2014	PRENDERGAST, T. J.	43.19
183610	07/09/2014	BRITTANY RAMCHANDANI	22.74
183611	07/09/2014	RJ COACHING AND CONSULTING RITA M. JONES	13,333.33
183612	07/09/2014	DENNIS STACHELSKI	215.41
183613	07/09/2014	MATT SUAREZ	16.20
183614	07/09/2014	BRIAN SVOBODA	2,000.00
183615	07/09/2014	SWACC c/o KEENAN & ASSOC. ATTN: SETECH	715,179.00
183616	07/09/2014	TASHA TRANKIEM	15.26 *
Cancelled on 07/16/2014, Cancel Register # AP07162014			
183617	07/09/2014	LISA ANH H WANG	61.02 *
Cancelled on 07/16/2014, Cancel Register # AP07162014			
183618	07/09/2014	JIM WRIGHT	33.57
183619	07/09/2014	XEROX CORPORATION	152.96
183620	07/09/2014	XEROX CORPORATION	6,065.91
183621	07/09/2014	XEROX CORPORATION	22.33
183622	07/09/2014	AMAZON WEB SERVICES INC	163.78
183623	07/09/2014	BRAVO SIGN & DESIGN	4,926.72
183624	07/09/2014	COLLEGESOURCE, INC.	131.25
183625	07/09/2014	E READ & ASSOCIATES INC	1,870.00
183626	07/09/2014	ENAMIX, INC.	14,600.00
183627	07/09/2014	KRATOS PUBLIC SAFTEY & SECURITY SOLUTIONS, INC.	30,414.60
183628	07/09/2014	SYNERGY SOFTWARE SOLUTIONS	2,280.00
183629	07/09/2014	UNITED SITE SERVICES OF CALIFORNIA, INC.	3,241.14
183630	07/09/2014	RUBY HAZZARD	30.24
183631	07/10/2014	AGILENT TECHNOLOGIES, INC.	5,232.00
183632	07/10/2014	ALLIEDBARTON SECURITY SERVICES	2,128.64 *
Cancelled on 07/11/2014, Cancel Register # AP07112014			
183633	07/10/2014	ALLSTEEL INC.	14.77
183634	07/10/2014	JACK APPLEMAN	57.74
183635	07/10/2014	ASICS	72.90
183636	07/10/2014	BOUNDLESS NETWORK	4,521.65
183637	07/10/2014	AMBER CARAS	1,000.00
183638	07/10/2014	DR. NANCY CARRITTE INDUSTRIAL PSYCHOLOGIST	1,100.00
183639	07/10/2014	ROGER CASTELLANO	2,000.00
183640	07/10/2014	CDW GOVERNMENT, INC.	1,003.09
183641	07/10/2014	CHRONICLE OF HIGHER EDUCATION BULLETIN BOARD	89.00
183642	07/10/2014	CORPORATE BUSINESS INTERIORS	27,072.70
183643	07/10/2014	CULLIGAN	61.35
183644	07/10/2014	EN4ORM OFFICE INTERIORS	15,877.94
183645	07/10/2014	STEWART FRAME	681.66
183646	07/10/2014	W. W. GRAINGER	18.27
183647	07/10/2014	RUSSELL HAMILTON	197.00

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183648	07/10/2014	HOME DEPOT CREDIT SERVICES	43.11
183649	07/10/2014	JOON KIL	1,230.98
183650	07/10/2014	MICHELLE LIVOTE	77.33
183651	07/10/2014	BONNIE JOY MASSEY	65.99
183652	07/10/2014	JANE ROSENKRANS	72.00
183653	07/10/2014	ROTO-ROOTER SERV. & PLUMBING HOFFMAN SOUTHWEST CORP	1,850.00
183654	07/10/2014	SMART & FINAL	112.11
183655	07/10/2014	SMART VEND CORPORATION	1,412.60
183656	07/10/2014	TASER INTERNATIONAL, INC.	5,917.39
183657	07/10/2014	TRUSTWAVE HOLDINGS, INC.	1,650.00
183658	07/10/2014	UNIVERSAL SPECIALTIES, INC.	1,125.98
183659	07/10/2014	VILLAGE NURSERIES	638.82
183660	07/10/2014	WARD'S NATURAL SCIENCE	143.37
183661	07/10/2014	DOUGLAS WESTLAKE	725.00
183662	07/10/2014	XEROX CORPORATION	2,610.47
183663	07/10/2014	ENVIRON INTERNATIONAL CORP.	5,293.11
183664	07/10/2014	GILBERT & STEARNS, INC.	5,736.00
183665	07/10/2014	HIGHMARK	17,614.31
183666	07/10/2014	MARY OPEL	139.58
183667	07/10/2014	PENN CORPORATE RELOCATION SERVICES, INC.	336.00
183668	07/10/2014	PLANNET CONSULTING, INC.	8,812.44
183669	07/10/2014	WORKDAY INC	1,270.00
183670	07/10/2014	SOUTH COAST FAMILY PRACTICE	445.00
183671	07/10/2014	STONERIVER - PHARMACY SOLUTIONS	47.95
183672	07/11/2014	AIRGAS NATIONAL CARBONATION	330.09
183673	07/11/2014	ATI	1,300.00
183674	07/11/2014	LYNETTE BERK	811.87
183675	07/11/2014	BUTLER CHEMICALS, INC.	307.21
183676	07/11/2014	CR&R	92.00
183677	07/11/2014	CR&R	395.00
183678	07/11/2014	CR&R	983.88
183679	07/11/2014	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING	256.00
183680	07/11/2014	EBERHARD EQUIPMENT	383.40
183681	07/11/2014	EWING IRRIGATION PRODUCTS	1,025.35
183682	07/11/2014	FACILITIES PLANNING & PROGRAM SERVICES, INC	420.00
183683	07/11/2014	JIM GASTON	636.00
183684	07/11/2014	JULIE GENTILE	240.00
183685	07/11/2014	GEORGE DONNELLY TESTING & INSPECTION	560.00
183686	07/11/2014	JACQUELINE GOODE	240.00
183687	07/11/2014	GOODWILL INDUSTRIES OF ORANGE COUNTY	1,095.00
183688	07/11/2014	GREEN THUMB INTERNATIONAL	666.90
183689	07/11/2014	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.	4,275.00
183690	07/11/2014	HAIR CALIFORNIA BEAUTY ACADEMY	18,444.87
183691	07/11/2014	HARDY DIAGNOSTICS	535.86
183692	07/11/2014	JODI HAYDEN	35.00
183693	07/11/2014	HEWLETT PACKARD	50,721.86
183694	07/11/2014	HORIZON	345.30

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Check Number	Check Date	Pay to the Order of	Check Amount
183695	07/11/2014	HUMANSCALE	993.57
183696	07/11/2014	IRVINE VALLEY COLLEGE COMMUNITY EDUCATION	1,795.00
183697	07/11/2014	DAVIT S. KHACHATRYAN	120.96
183698	07/11/2014	MICHAEL LOWELL MC CORMICK	469.80
183699	07/11/2014	AUTONATION SHARED SERVICE CTR SOUTH CALIFORNIA	245.05
183700	07/11/2014	PACIFIC RESEARCH & EVALUATION ATTN: STEVEN RIDER, PRES.	15,317.28
183701	07/11/2014	PETCO ANIMAL SUPPLIES, INC.	59.38
183702	07/11/2014	PROFESSIONAL PERSONNEL LEASING	1,842.60
183703	07/11/2014	QUALITY OFFICE FURNISHINGS	12,664.43
183704	07/11/2014	QUEST DIAGNOSTICS	926.21
183705	07/11/2014	MARTINA "TINA" RODGERS	35.00
183706	07/11/2014	GLENN ROQUEMORE	56.67
183707	07/11/2014	SAN DIEGO GAS & ELECTRIC	189,181.80 *
Cancelled on 07/14/2014, Cancel Register # AP07142014A			
183708	07/11/2014	SAN DIEGO GAS & ELECTRIC	1,580.89
183709	07/11/2014	CHARLES C. STILL SECURE LIVE SCAN	160.00
183710	07/11/2014	SHRED-IT USA -LA	139.38
183711	07/11/2014	SOUTHERN CALIFORNIA EDISON CO.	67,903.35
183712	07/11/2014	THOMSON REUTERS WEST PAYMENT CENTER	458.16
183713	07/11/2014	TASHA FRANKIEM	15.12
183714	07/11/2014	TUSTIN LOCK & SAFE	35.01
183715	07/11/2014	U.S. DATA TRUST CORPORATION	5,000.00
183716	07/11/2014	UNITED INTERIORS	756.00
183717	07/11/2014	USA MOBILITY WIRELESS, INC.	65.10
183718	07/11/2014	VIATRON SYSTEMS, INC.	19,510.00
183719	07/11/2014	JODY WALLACE	105.00
183720	07/11/2014	LISA ANH H WANG	60.48
183721	07/11/2014	CDW GOVERNMENT, INC.	3,174.12
183722	07/11/2014	ENOVIITY, INC ATTN: ACCOUNTS RECEIVABLE	637.50
183723	07/11/2014	GOSS ENGINEERING INC	2,062.50
183724	07/11/2014	DAVIT S. KHACHATRYAN	75.60
183725	07/11/2014	NEUDESIC, LLC	80,064.00
183726	07/11/2014	P2S ENGINEERING INC	1,350.00
183727	07/11/2014	TECTA AMERICA SOUTHERN CALIFORNIA, INC.	1,880.00
183728	07/11/2014	UNITED INTERIORS	1,053.00
183729	07/11/2014	SO. ORANGE CO. COMM. COL. DIST	5,431.33
183730	07/14/2014	SAN DIEGO GAS & ELECTRIC	69,423.60
183731	07/15/2014	MINN. MINING & MFG. CENTER	2,690.00
183732	07/15/2014	AACRAO MEMBERSHIP	1,045.00
183733	07/15/2014	AACRAO MEMBERSHIP	1,254.00
183734	07/15/2014	ACSIG/EDGE	142,186.24
183735	07/15/2014	ACSIG/EDGE	43,778.56
183736	07/15/2014	ACTT	210.60
183737	07/15/2014	BLUE BOOK OF COLLEGE ATHLETICS	166.61
183738	07/15/2014	BRIDGES TRANSITIONS, CO.	950.00 *
Cancelled on 08/04/2014, Cancel Register # AP08042014			
183739	07/15/2014	DANA POINT AQUATIC FOUNDATION	175.00

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183740	07/15/2014	DELL MARKETING L.P. C/O DELL USA L.P.	4,067.22
183741	07/15/2014	HYATT LEGAL	7,387.00
183742	07/15/2014	INDUSTRIAL DOOR GROUP INC	250.00
183743	07/15/2014	INDUSTRIAL METAL SUPPLY CO.	2,600.42
183744	07/15/2014	INDUSTRIAL PLASTIC SUPPLY, INC	599.83
183745	07/15/2014	LISA INLOW	12.44
183746	07/15/2014	INTERSTATE BATTERIES OF CALIFORNIA COAST	1,180.48
183747	07/15/2014	IRVINE PIPE & SUPPLY	82.81
183748	07/15/2014	IRVINE RANCH WATER DIST.	12,610.71
183749	07/15/2014	FHEG IVC BOOKSTORE STORE NO 895 MA	11,919.94
183750	07/15/2014	IRVINE VALLEY COLLEGE COMMUNITY EDUCATION	1,795.00
183751	07/15/2014	JACOBSEN WEST	625.81
183752	07/15/2014	JIM'S MUSIC CENTER, INC.	4,066.29
183753	07/15/2014	PIPS C/O KEENAN & ASSOCIATES	147,278.58
183754	07/15/2014	KELLY KEYS	747.46
183755	07/15/2014	ERIN KIM	980.00
183756	07/15/2014	KNORR SYSTEMS, INC.	658.33
183757	07/15/2014	LOS ANGELES TIMES	213.20
183758	07/15/2014	LAGUNA MUFFLER SERVICE	63.20
183759	07/15/2014	LAGUNA WOODS VILLAGE POTTERS	1,040.00
183760	07/15/2014	LAURA'S INT PLANTSCAPE SERV	268.04
183761	07/15/2014	LIBRARY ADVANTAGE	518.40
183762	07/15/2014	LIGHTNING TOOLS, LTD. 6 THE TERRACE	1,100.00
183763	07/15/2014	LOOMIS, FARGO & COMPANY	627.70
183764	07/15/2014	LYNDA.COM, INC.	1,750.00
183765	07/15/2014	MIROSLAVA MANCHIK	44.70
183766	07/15/2014	MATTERHACKERS, INC.	789.48
183767	07/15/2014	MC CALLUM GROUP, INC.	4,000.00
183768	07/15/2014	MC KESSON MEDICAL SURGICAL	1,187.92
183769	07/15/2014	McLOGAN SUPPLY COMPANY, INC.	380.81
183770	07/15/2014	MELROK, LLC	2,200.00
183771	07/15/2014	MOULTON-NIGUEL WATER DIST.	7,994.58
183772	07/15/2014	MUSIC THEATRE INTERNATIONAL	3,101.40
183773	07/15/2014	NORTHWOOD HIGH SCHOOL FOOTBALL	250.00
183774	07/15/2014	OC WEEKLY	4,200.00
183775	07/15/2014	ORANGE COUNTY BUSINESS COUNCIL	5,000.00
183776	07/15/2014	PRUDENTIAL INSURANCE COMPANY OF AMERICA	15,485.57
183777	07/15/2014	PRUDENTIAL INSURANCE COMPANY OF AMERICA	27,430.21
183778	07/15/2014	QUICK CAPTION	5,880.00
183779	07/15/2014	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	257,206.00 *
Cancelled on 07/16/2014, Cancel Register # AP07162014			
183780	07/15/2014	UNUM LIFE INSURANCE COMPANY	6,244.30
183781	07/15/2014	UNUM LIFE INSURANCE COMPANY	3,813.90
183782	07/15/2014	UNITED BEHAVIORAL HEALTH U.S. BEHAVIORAL HEALTH PLAN	3,177.30
183783	07/15/2014	ERIK JENSEN WIRED PLANET	75.00
183784	07/15/2014	ACSIG/EDGE	23,122.72
183785	07/15/2014	ACSIG/EDGE	5,723.06
183786	07/15/2014	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	320,550.00

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Check Number	Check Date	Pay to the Order of	Check Amount
183787	07/16/2014	A-1 AWARDS	63.72
183788	07/16/2014	AMERICAN LIBRARY ASSOCIATION	180.00
183789	07/16/2014	AMERICAN VOLLEYBALL COACHES ASSOCIATION	155.00
183790	07/16/2014	BERTRAND'S MUSIC	26.46
183791	07/16/2014	BLACKBOARD INC.	389,058.83
183792	07/16/2014	BOUNDTREE MEDICAL	159.60
183793	07/16/2014	FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES	102,733.38
183794	07/16/2014	FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES	176,027.00
183795	07/16/2014	CAREERBUILDER, LLC	10,000.00
183796	07/16/2014	CCLC/CCCAA CONVENTION	7,250.00
183797	07/16/2014	CCLC/CCCAA CONVENTION	10,225.00
183798	07/16/2014	CCCMB	325.00
183799	07/16/2014	COMMUNITY COLLEGE LEAGUE OF CA	83,180.76
183800	07/16/2014	COMMUNITY COLLEGE LEAGUE OF CA	4,574.00
183801	07/16/2014	COMMUNITY COLLEGE LEAGUE OF CA	53,655.54
183802	07/16/2014	CDW GOVERNMENT, INC.	66,325.72
183803	07/16/2014	CINTAS CORPORATION	65.10
183804	07/16/2014	COMPUTERLAND	1,097.00
183805	07/16/2014	CONSORTIUM OF SO. CALIFORNIA COLLEGES & UNIVERSITIES	250.00
183806	07/16/2014	CORPORATE BUSINESS INTERIORS	810.13
183807	07/16/2014	DANA POINT FUEL DOCK	237.71
183808	07/16/2014	DISH NETWORK	5.10
183809	07/16/2014	EPLUS TECHNOLOGY INC	18,060.00
183810	07/16/2014	FEDERAL EXPRESS	461.97
183811	07/16/2014	FONTIS SOLUTIONS	388.80
183812	07/16/2014	SHEILA FORSBERG	2,392.50
183813	07/16/2014	MARIA E. HUTCHINSON CERVANTES	200.00
183814	07/16/2014	OFFICE MAX INCORPORATED	3,312.72
183815	07/16/2014	SHELL FLEET CARD SERVICES PROCESSING CENTER	3,104.89
183816	07/16/2014	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	1,367,106.00
183817	07/16/2014	XEROX CORPORATION	4,495.92
183818	07/17/2014	AACRAO PUBLICATIONS	297.00
		Unpaid Sales Tax	21.60
		Expensed Amount	318.60
183819	07/17/2014	AMS WEATHER STUDIES	149.00
183820	07/17/2014	APPA	1,514.20
183821	07/17/2014	APPLE COMPUTER INC.	2,083.56
183822	07/17/2014	ARTstor	2,610.00
183823	07/17/2014	BAKER & TAYLOR	106.31
183824	07/17/2014	BANG PRINTING	2,566.85 *
	Cancelled on 07/18/2014, Cancel Register # AP07212014		
183825	07/17/2014	BISHOP COMPANY	2,305.59
183826	07/17/2014	BJB ENTERPRISES, INC.	594.16
183827	07/17/2014	BLACKBOARD CONNECT, INC.	68,000.00
183828	07/17/2014	BSN SPORTS	239.68
183829	07/17/2014	DAVID BUGAY	66.60
183830	07/17/2014	DELL MARKETING L.P. C/O DELL USA L.P.	1,643.09

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Check Number	Check Date	Pay to the Order of	Check Amount
183831	07/17/2014	DEMCO INC.	336.98
183832	07/17/2014	LOIS DI ALTO	245.00
183833	07/17/2014	SPARKLETTS	1,420.25
183834	07/17/2014	EDU BUSINESS SOLUTIONS	2,428.20
183835	07/17/2014	EMSI ECON. MODELING SPECIALISTS INC	20,000.00
183836	07/17/2014	END2END, INC.	3,810.00
183837	07/17/2014	EWING IRRIGATION PRODUCTS	518.40
183838	07/17/2014	EXPERIAN	127.00
183839	07/17/2014	KRIS LEPPHEN-CHRISTENSEN	343.83
183840	07/17/2014	MUSSER & ASSOCIATES, INC.	2,800.00
183841	07/17/2014	DAIRY DEPOT	50.05
183842	07/17/2014	C.W. DRIVER CONTRACTORS INC.	966,977.00
183843	07/17/2014	DVV ASSOCIATES, INC.	1,250.00
183844	07/17/2014	ENAMIX, INC.	2,400.00
183845	07/17/2014	EPD SOLUTIONS, INC.	9,641.69
183846	07/17/2014	EARTHSPECTIVES	24,406.00
183847	07/17/2014	HUDSON PACIFIC SERVICES LLC c/o HUDSON PACIFIC PROPERTIES	22,750.00
183848	07/17/2014	NEUDESIC, LLC	7,158.00
183849	07/17/2014	ORANGE COUNTY ELECTRIC, INC	3,200.00
183850	07/17/2014	REDISQ TECHNOLOGIES	3,850.00
183851	07/17/2014	SEGURA ASSOCIATES, INC.	7,953.75
183852	07/17/2014	SIERRA-CEDAR, INC.	72,225.43
183853	07/17/2014	STRATA INFORMATION GROUP	43,342.40
183854	07/21/2014	JOSTEN'S	431.37
183855	07/21/2014	KIMBALL OFFICE KIMBALL INT'L.	536.50
183856	07/21/2014	LIEBERT CASSIDY WHITMORE	2,371.00
183857	07/21/2014	MARK IV COMMUNICATIONS, INC.	2,990.58
183858	07/21/2014	MICHAEL LOWELL MC CORMICK	43.09
183859	07/21/2014	MICRO CENTER A/R	107.99
183860	07/21/2014	BRIAN MONACELLI	78.03
183861	07/21/2014	MONTGOMERY HARDWARE	2,995.80
183862	07/21/2014	MUSIC THEATRE INTERNATIONAL	21.77
183863	07/21/2014	NEUDESIC, LLC	23,156.50
183864	07/21/2014	NORTH STATE ENVIRONMENTAL C/O AEROFUND FINANCIAL, INC.	17,855.13
183865	07/21/2014	NORTHERN TOOL & EQUIPMENT CO. BLUETARP FINANCIAL	137.27
		Unpaid Sales Tax	10.00
		Expensed Amount	147.27
183866	07/21/2014	OC TREASURER-TAX COLLECTOR	210.00
183867	07/21/2014	OC TREASURER-TAX COLLECTOR REVENUE RECOVERY/	1,256.35
183868	07/21/2014	DURABLE SUPPLY COMPANY	78.03
		Unpaid Sales Tax	5.62
		Expensed Amount	83.65
183869	07/21/2014	ALLSTEEL INC.	3,823.71
183870	07/21/2014	ARAMARK UNIFORM SERVICES, INC	220.51
183871	07/21/2014	BAKER & TAYLOR	50.09
183872	07/21/2014	BARNES & NOBLE	278.42

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183873	07/21/2014	BATTERIES PLUS	64.48
183874	07/21/2014	BOUNDLESS NETWORK	394.51
183875	07/21/2014	BOUNDTREE MEDICAL	322.60
183876	07/21/2014	CASEY'S CHARTERS SERVICES CASEY LEATHERWOOD	100.00
183877	07/21/2014	DISCOUNT SCHOOL SUPPLY	65.32
183878	07/21/2014	SPARKLETTS	1,164.17
183879	07/21/2014	EAGLE COMMUNICATIONS	215.13
183880	07/21/2014	EASTBAY, INC DEPT 978835	2,373.78
183881	07/21/2014	ARNETTE EDWARDS	120.00
183882	07/21/2014	EMED COMPANY, INC.	165.75
		Unpaid Sales Tax	11.34
		Expensed Amount	177.09
183883	07/21/2014	EMPIRE CLEANING SUPPLY	781.08
183884	07/21/2014	ERC WIPING PRODUCTS, INC.	1,518.95
		Unpaid Sales Tax	121.52
		Expensed Amount	1,640.47
183885	07/21/2014	EUROCOM	5,604.00
		Unpaid Sales Tax	446.48
		Expensed Amount	6,050.48
183886	07/21/2014	FISHER SCIENTIFIC	2,449.26
183887	07/21/2014	FREEWAY AUTO SUPPLY	11.84
183888	07/21/2014	SOPHIE MILLER	750.00
183889	07/21/2014	OFFICE MAX INCORPORATED	4,530.23
183890	07/21/2014	ROBERT PACHECO	955.22
183891	07/21/2014	PACIFIC CLINICS TRAINING INSTITUTE	18,200.00
183892	07/21/2014	POINT AND CLICK SOLUTIONS INC	8,330.00
183893	07/21/2014	RESTURANTS ON THE RUN	299.39
183894	07/21/2014	SMART & FINAL	44.16
183895	07/21/2014	VICENTI, LLOYD & STUTZMAN LLP	45,935.72
183896	07/21/2014	DAIRY DEPOT	50.05
183897	07/21/2014	OFFICE MAX INCORPORATED	100.18
183898	07/21/2014	ALVAREZ & MARSAL REAL ESTATE ADVISORY SERV.	8,110.00
183899	07/21/2014	CDW GOVERNMENT, INC.	10,170.18
183900	07/21/2014	DLR GROUP	26,676.67
183901	07/21/2014	HARBOR CONSTRUCTION CO., INC.	174,891.20
183902	07/21/2014	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	57,353.05
183903	07/21/2014	TRANE U.S. INC.	525,858.25
183904	07/21/2014	WORKDAY INC	25,000.00
183905	07/21/2014	ZOOM VIDEO COMMUNICATIONS	3,282.00
183906	07/22/2014	3C4A MEMBERSHIPS TERESA QUILICI	125.00
183907	07/22/2014	ADVANCED OFFICE SERVICES IMAGING PLUS	49.34
183908	07/22/2014	AG CONSTRUCTION & CONTRACTING INC	13,152.00
183909	07/22/2014	AT & T	101.46
183910	07/22/2014	AT&T	5,871.81
183911	07/22/2014	AT&T	12.38
183912	07/22/2014	AT&T	12.38
183913	07/22/2014	UC REGENTS BIRCH AQUARIUM AT SCRIPPS	104.00

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183914	07/22/2014	STATE OF CA DOHENY BEACH ATTN: OFFICER ALEXIS PETTIGREW	475.00
183915	07/22/2014	CAMAYAK LTD	750.00
183916	07/22/2014	CAREER AMERICA, LLC	12,000.00
183917	07/22/2014	DEIDRE CAVAZZI	100.00
183918	07/22/2014	CCCSCA FRESNO CITY COLLEGE	75.00
183919	07/22/2014	CCCWBCA C/O QUI NGUY	150.00
183920	07/22/2014	SHERYL HERCHENROEDER, CCPRO TREASURE	175.00
183921	07/22/2014	CENTRAL POLICE SUPPLY	700.40
		Unpaid Sales Tax	56.03
		Expensed Amount	756.43
183922	07/22/2014	CHAMPION CHEMICAL CO.	5,479.38
183923	07/22/2014	CHEMGLASS LIFE SCIENCES LLC	38.24
183924	07/22/2014	CINTAS CORPORATION	65.10
183925	07/22/2014	CONTINENTAL CHEM & SANITARY SUPPLY	6,023.75
183926	07/22/2014	ANDREW CRAVEN	70.00
183927	07/22/2014	MATTHEW DALLAL	20.00
183928	07/22/2014	DELTA BIOLOGICALS	5,332.50
		Unpaid Sales Tax	426.60
		Expensed Amount	5,759.10
183929	07/22/2014	SPARKLETTS	27.06
183930	07/22/2014	DUNN-EDWARDS CORPORATION	861.12
183931	07/22/2014	JUSTIN GOEI	270.00
183932	07/22/2014	GRAYBAR ELECTRIC CO.	4,681.51
183933	07/22/2014	HAWK LABELING SYSTEMS	468.89
		Unpaid Sales Tax	36.56
		Expensed Amount	505.45
183934	07/22/2014	HITT MARKING DEVICES, INC.	22.98
183935	07/22/2014	HOME DEPOT MISSION VIEJO STORE #614	537.36
183936	07/22/2014	HUMANSSCALE	417.69
183937	07/22/2014	FHEG IVC BOOKSTORE STORE NO 895 MA	1,048.47
183938	07/22/2014	IRVINE VALLEY COLLEGE	3,238.00
183939	07/22/2014	J & J SUPPLY INC	366.48
		Unpaid Sales Tax	29.32
		Expensed Amount	395.80
183940	07/22/2014	EFAX CORPORATE c/o J2 GLOBAL, INC.	139.60
183941	07/22/2014	BRANDON JONES	20.00
183942	07/22/2014	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE	5,456.00
183943	07/22/2014	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE	1,875.00
183944	07/22/2014	PAUL KIM	20.00
183945	07/22/2014	LEWIS, DIANE	79.20
183946	07/22/2014	MATERIAL FLOW & CONVEYOR SYSTEMS, INC.	65.37
183947	07/22/2014	AUTONATION SHARED SERVICE CTR SOUTH CALIFORNIA	80.00
183948	07/22/2014	TOTTY PRINTING	1,090.71
183949	07/22/2014	MOORE MEDICAL, LLC	224.08
183950	07/22/2014	NEWPORT COMPUTER SOLUTIONS	5,874.47
183951	07/22/2014	ORANGE COUNTY REGISTER	200.00
183952	07/22/2014	PACIFIC RESEARCH & EVALUATION ATTN: STEVEN RIDER, PRES.	3,829.32

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
183953	07/22/2014	PBS DISTRIBUTION, LLC	23.18
183954	07/22/2014	TED PELLA, INC.	594.36 *
Cancelled on 07/23/2014, Cancel Register # AP07232014			
183955	07/22/2014	PERCEPTIVE SOFTWARE	51,200.00
183956	07/22/2014	EMMA PEREZ	300.00
183957	07/22/2014	PETE'S ROAD SERVICE	18.55
183958	07/22/2014	PHOTOMATION PHOTO LAB	216.00
183959	07/22/2014	PLANT DEPOT	733.08
183960	07/22/2014	PRENDERGAST, T. J.	73.99
183961	07/22/2014	PRO LINE GYMNASIUM FLOORS, INC	1,200.00
183962	07/22/2014	RAININ INSTRUMENTS LLC	110.16
183963	07/22/2014	KIM REZVANI	43.52
183964	07/22/2014	RICOH USA, INC.	1,277.92
183965	07/22/2014	SAFEWAY, INC.	49.55
183966	07/22/2014	SAN DIEGO BUSINESS JOURNAL	99.00
183967	07/22/2014	SOUTHERN COUNTIES OIL CO.	3,674.84
183968	07/22/2014	SCANTRON CORPORATION	222.70
183969	07/22/2014	SCHOOLOUTFITTERS.COM	886.00
183970	07/22/2014	SHRED-IT USA -LA	80.00
183971	07/22/2014	SIERRA SOIL, INC.	613.40
183972	07/22/2014	SMART & FINAL	315.78
183973	07/22/2014	SMART LEVELS MEDIA	1,165.32
183974	07/22/2014	SOUTHERN CALIFORNIA GAS CO.	8,620.37
183975	07/22/2014	SO. ORANGE CO. COMM. COL.DIST	2,112.00 *
Cancelled on 07/23/2014, Cancel Register # AP07232014			
183976	07/22/2014	SPORTS IMPORTS	205.92
183977	07/22/2014	SPRINGSHARE, LLC	1,498.00
183978	07/22/2014	TIM SWISS	50.46
183979	07/22/2014	SYSCO RIVERSIDE INC	605.92
183980	07/22/2014	HIROMI TAKIZAWA	359.98
183981	07/22/2014	TECHNIC BUSINESS SOLUTIONS	85.00
183982	07/22/2014	TECHNICAL SAFETY SERVICES	4,201.20
183983	07/22/2014	PRO OFFICE AND FILING SUPPLIES	1,187.52
183984	07/22/2014	JOHN TIMBERLAKE	1,666.67
183985	07/22/2014	TRABUCO HILLS CENTER CLEANERS	851.00
183986	07/22/2014	TRIARCH INC.	109.35
183987	07/22/2014	UNISOURCE WORLDWIDE INC.	23,418.84
183988	07/22/2014	USITT	280.00
183989	07/22/2014	PHILLIP VAN SAUN	366.70
183990	07/22/2014	VENTEK INTERNATIONAL	2,025.00
183991	07/22/2014	VERIZON	58.74
183992	07/22/2014	W A X I E	8,586.63
183993	07/22/2014	CISCO WEBEX LLC	2,160.00
183994	07/22/2014	WELLS FARGO BANKS      ACCOUNT ANALYSIS	18,680.60
183995	07/22/2014	WEST PAYMENT CENTER	1,157.80
183996	07/22/2014	BRIAN WIEGEL	20.00
183997	07/22/2014	JIM WRIGHT	61.99
183998	07/22/2014	XEROX CORPORATION	182.87
183999	07/22/2014	SAFEWAY, INC.	553.65

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
184000	07/22/2014	CDW GOVERNMENT, INC.	1,199.12
184001	07/22/2014	COLLEGESOURCE, INC.	2,625.00
184002	07/22/2014	GILBERT ENGINEERING & ASSOCIATES INC	7,700.00
184003	07/22/2014	HEWLETT PACKARD	204,910.00
184004	07/22/2014	HMC ARCHITECTS	15,000.00
184005	07/22/2014	NIMBLE CONSULTING	12,125.00
184006	07/22/2014	SYNERGY SOFTWARE SOLUTIONS	7,600.00
184007	07/22/2014	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE	5,968.26
184008	07/23/2014	AMBER CARAS	1,000.00
184009	07/23/2014	HAYAN CHARLSTON	1,040.00
184010	07/23/2014	EMPIRE CLEANING SUPPLY	47.04
184011	07/23/2014	JENNIFER E. GILBERT	700.00
184012	07/23/2014	LISA GRZANKA	1,040.00
184013	07/23/2014	ALEXANDER LEIGH	3,750.00
184014	07/23/2014	DAVID FRANCISCO LOPEZ	1,040.00
184015	07/23/2014	CHRISTOPHER LUEBECK	1,040.00
184016	07/23/2014	TYLER MC GEOUGH	1,040.00
184017	07/23/2014	LYNN MC QUOWN	1,800.00
184018	07/23/2014	OFFICE MAX INCORPORATED	5,473.95
184019	07/23/2014	CORINNE OLSEN	1,040.00
184020	07/23/2014	TED PELLA, INC.	597.05
184021	07/23/2014	CARLOS RIVERA JR.	1,040.00
184022	07/23/2014	SARA LEILA SHEYBANI % MSE DIVISION OFFICE	9.96
184023	07/23/2014	SO. ORANGE CO. COMM. COL.DIST	2,111.00
184024	07/23/2014	DANIELLE R. SQUYRES	1,240.00
184025	07/23/2014	BRIAN SVOBODA	2,000.00
184026	07/23/2014	TECHNIC BUSINESS SOLUTIONS	2,261.65
184027	07/23/2014	TWENTY SIX DESIGN	715.00
184028	07/23/2014	WBCA MEMBERSHIP DEPT.	130.00
184029	07/23/2014	OFFICE MAX INCORPORATED	29.14
184030	07/24/2014	AMERICAN LIBRARY ASSOCIATION	180.00
184031	07/24/2014	ALERT SERVICES, INC.	5,485.50
184032	07/24/2014	ARC AMER. REPROGRAPHICS CO.	126.60
184033	07/24/2014	AT & T	27.44
184034	07/24/2014	BISHOP COMPANY	637.52
184035	07/24/2014	SUZIE BUGAY	398.76
184036	07/24/2014	CHERYL DELSON	388.00
184037	07/24/2014	DEMCO INC.	290.06
184038	07/24/2014	DENOYER-GEPPERT SCIENCE CO.	642.00
		Unpaid Sales Tax	51.36
		Expensed Amount	693.36
184039	07/24/2014	STEPHANIE DIALTO	224.00
184040	07/24/2014	DISPLAYS 2GO ATTN: ACCOUNTS RECEIVABLE	94.64
		Unpaid Sales Tax	6.88
		Expensed Amount	101.52
184041	07/24/2014	EASTBAY, INC DEPT 978835	213.72
184042	07/24/2014	EMPIRE CLEANING SUPPLY	19.39
184043	07/24/2014	EXPEDEON INC.	656.68
184044	07/24/2014	FEDERAL EXPRESS	89.68

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Checks Dated 07/01/2014 through 08/05/2014			
Check Number	Check Date	Pay to the Order of	Check Amount
184045	07/24/2014	FERGUSON ENTERPRISES, INC.	1,375.54
184046	07/24/2014	FISHER SCIENTIFIC	1,023.32
184047	07/24/2014	SANTOS GARCIA	17.18
184048	07/24/2014	KENNETH HARER	13.27
184049	07/24/2014	IAN HOLMQUIST	1,040.00
184050	07/24/2014	DIANA HURLBUT	170.00
184051	07/24/2014	HYATT PALM SPRINGS	9,272.50
184052	07/24/2014	ROBERT JACOBSEN	673.01
184053	07/24/2014	DAYLE McINTOSH CENTER FOR THE DISABLED	128.00
184054	07/24/2014	MIKE BROWN GRANDSTANDS, INC.	29,000.00
184055	07/24/2014	JUNE M. MILLOVICH	621.82
184056	07/24/2014	MUSIC THEATRE INTERNATIONAL	944.84
184057	07/24/2014	ORANGE LABEL ART & ADVERTISING	15,000.00
184058	07/24/2014	PURETEC	177.70
184059	07/24/2014	SAFEWAY, INC.	46.97
184060	07/24/2014	SMART & FINAL	337.60
184061	07/24/2014	SOUTH COAST SAILING TEAM ATTN: JIM WEHAN	840.00
184062	07/24/2014	SPORTS FIELD SERVICES	51,543.00
184063	07/24/2014	STEVEN ROBERT WADE	1,040.00
184064	07/24/2014	DAIRY DEPOT	23.80
184065	07/24/2014	SMART & FINAL	134.95
184066	07/24/2014	ANTIMITE TERMITE & PEST CNTRL	65.00
184067	07/24/2014	ENAMIX, INC.	29,330.00
184068	07/24/2014	GARTNER GROUP, INC.	47,800.00
184069	07/24/2014	HMC ARCHITECTS	69.38
184070	07/24/2014	NEUDESIC, LLC	61,212.00
184071	07/24/2014	OCLC, INC. DEPT #34299	25,828.49
184072	07/24/2014	S & B FOODS CATERING DIVISION	34.56
184073	07/28/2014	AIRGAS NATIONAL CARBONATION	260.52
184074	07/28/2014	ALLIEDBARTON SECURITY SERVICES	1,330.40
184075	07/28/2014	ALLURE	10.00
184076	07/28/2014	SCHOOL SUPPLY GIANT	105.72
		Unpaid Sales Tax	8.46
		Expensed Amount	114.18
184077	07/28/2014	ARCHITECTURAL DIGEST EXEC. & PROFESSIONAL SVCS.	39.95
184078	07/28/2014	BESAFE TECHNOLOGIES, INC.	738.15
184079	07/28/2014	BSN SPORTS	1,190.25
184080	07/28/2014	BUTLER CHEMICALS, INC.	165.70
184081	07/28/2014	FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES	16,768.70
184082	07/28/2014	CA DEPT OF TOXIC SUBSTANCES CONTROL	287.50
184083	07/28/2014	CALIFORNIA STAGE/LIGHTING, INC	2,209.39
184084	07/28/2014	CAESAR'S APPLIANCE SERVICE, INC.	155.74
184085	07/28/2014	CALIFORNIA ELECTRIC SERVICE	89.93
184086	07/28/2014	DANIEL J. PREDOEHL	1,466.00
184087	07/28/2014	CARD INTEGRATORS CORPORATION DBA: CI SOLUTIONS	85.00
184088	07/28/2014	CCCSCA FRESNO CITY COLLEGE	75.00

## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
184089	07/28/2014	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA	515.00
184090	07/28/2014	CDW GOVERNMENT, INC.	26,822.00
184091	07/28/2014	CHEFS' TOYS	563.20
184092	07/28/2014	CHEMSEARCH	686.72
184093	07/28/2014	CINTAS CORPORATION	65.10
184094	07/28/2014	CONSOLIDATED ELECTRICAL DIST.	9,068.00
184095	07/28/2014	SPECTRUM CHEMICAL MFG. CORP.	192.90
184096	07/28/2014	DETAILS	8.00
184097	07/28/2014	DWELL	19.95
184098	07/28/2014	EBERHARD EQUIPMENT	583.31
184099	07/28/2014	ARNETTE EDWARDS	120.00
184100	07/28/2014	ELLE DECOR	9.00
184101	07/28/2014	ELLE MAGAZINE	15.00
184102	07/28/2014	FACILI-SERV	65.00
184103	07/28/2014	FREEWAY AUTO SUPPLY	4.45
184104	07/28/2014	GALE SUPPLY COMPANY	1,018.83
184105	07/28/2014	W. W. GRAINGER	2,352.96
184106	07/28/2014	HOME DEPOT CREDIT SERVICES	1,258.14
184107	07/28/2014	IBM CORPORATION	2,618.00
184108	07/28/2014	INGARDIA BROTHERS PRODUCE, INC.	472.94
184109	07/28/2014	ALEXANDER LEIGH	1,520.00
184110	07/28/2014	MEDCO SUPPLY COMPANY	411.14
184111	07/28/2014	ORANGE COUNTY BUSINESS COUNCIL	1,500.00
184112	07/28/2014	OPTICS PLANET, INC.	1,375.86
		Unpaid Sales Tax	110.07
		Expensed Amount	1,485.93
184113	07/28/2014	ORANGE EMPIRE CONFERENCE JOHN KEEVER, COMMISSIONER	5,500.00
184114	07/28/2014	NICOLE ORTEGA	114.22
184115	07/28/2014	P & R PAPER SUPPLY COMPANY	193.54
184116	07/28/2014	PACIFIC PARKING SYSTEMS, INC.	5,040.00
184117	07/28/2014	PHOENIX BUSINESS MACHINES, INC	5,840.00
184118	07/28/2014	PIONEER CHEMICAL CO.	129.60
184119	07/28/2014	PRAXAIR DISTRIBUTION	707.40
184120	07/28/2014	PYRAMID SCHOOL PRODUCTS	272.32
		Unpaid Sales Tax	21.79
		Expensed Amount	294.11
184121	07/28/2014	R & R SOCKS PLUS	293.74
		Unpaid Sales Tax	20.40
		Expensed Amount	314.14
184122	07/28/2014	RIDDELL ALL AMERICAN	3,837.27
184123	07/28/2014	S & B FOODS CATERING DIVISION	144.08
184124	07/28/2014	SAFEWAY, INC.	120.89
184125	07/28/2014	JOSEPH SAN JUAN	92.00
184126	07/28/2014	SANTA ANA COLLEGE	52.00
184127	07/28/2014	SANTA ANA COLLEGE	52.00
184128	07/28/2014	SANTA ANA COLLEGE	52.00
184129	07/28/2014	SCANTRON CORPORATION	673.06
184130	07/28/2014	SEHI PROCOMP COMPUTER PRODUCTS	664.16

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Check Number	Check Date	Pay to the Order of	Check Amount
184131	07/28/2014	SHERATON CERRITOS HOTEL	5,500.48
184132	07/28/2014	SIGMA ALDRICH CHEMICAL CO.	146.34
184133	07/28/2014	SIMS-ORANGE WELDING SUPPLY	261.89
184134	07/28/2014	RAJBIR SINGH	138.00
184135	07/28/2014	SMART & FINAL	135.30
184136	07/28/2014	SOUTH COAST DIST. CO.	53.70
184137	07/28/2014	SPARTAN TOOL	532.40
184138	07/28/2014	STAR MAINTENANCE SUPPLY	843.29
184139	07/28/2014	SUN BADGE COMPANY	201.24
184140	07/28/2014	SWISS, TIM	26.95
184141	07/28/2014	THEATRE COMPANY	3,900.00
184142	07/28/2014	TNR TECHNICAL, INC.	325.15
184143	07/28/2014	TROXELL COMMUNICATIONS, INC.	140.35
184144	07/28/2014	TRUWEST, INC.	76.80
184145	07/28/2014	ULINE, INC.                      ATTN: ACCOUNTS RECEIVABLE	84.39
184146	07/28/2014	UNIPAK CORP.	8,996.40
184147	07/28/2014	UNISOURCE WORLDWIDE INC.	26,693.15
184148	07/28/2014	USA SCIENTIFIC                      ACCOUNTS RECEIVABLES	449.98
184149	07/28/2014	VERIZON	75.06
184150	07/28/2014	VISTA PAINT                      CORPORATE OFFICE	291.58
184151	07/28/2014	WARD'S NATURAL SCIENCE	53.07
184152	07/28/2014	W A X I E	1,355.81
184153	07/28/2014	WEST-LITE SUPPLY CO.	2,950.56
184154	07/28/2014	WESTIN MISSION HILLS RESORT   AND SPA	539.34
184155	07/28/2014	CADENCE WYNTER	282.00
184156	07/28/2014	XEROX CORPORATION	106.39
184157	07/28/2014	XPEDX	327.66
184158	07/28/2014	SAFEWAY, INC.	453.90
184159	07/28/2014	SMART & FINAL	204.36 *
Cancelled on 07/29/2014, Cancel Register # AP07302014			
184160	07/28/2014	US FOODS	2,586.60
184161	07/28/2014	ALLANA BUICK & BERS, INC.	962.50
184162	07/28/2014	H2 ENVIRONMENTAL CONSULTING   SERVICES, INC.	2,000.00
184163	07/28/2014	LCC3 CONSTRUCTION SERVICES INC	14,308.00
184164	07/28/2014	PARSONS BRINCKERHOFF, INC.	2,865.00
184165	07/29/2014	AT&T	549.72
184166	07/29/2014	AT&T	1.78
184167	07/29/2014	AT&T	1.36
184168	07/29/2014	FHEG IVC BOOKSTORE              STORE NO 895 MA	4,842.40
184169	07/29/2014	J. M. MC CONKEY CO.	689.06
184170	07/29/2014	MICHELLE JACKSON	60.00
184171	07/29/2014	JOHNNY'S SELECTED SEEDS	190.09
			Unpaid Sales Tax                      13.93
			Expensed Amount                      204.02
184172	07/29/2014	SCOTT KIM	135.51
184173	07/29/2014	KIMBALL OFFICE                      KIMBALL INT'L.	3,688.21
184174	07/29/2014	LANDES, TAMARA	140.03
184175	07/29/2014	LAW SCHOOL ADMISSIONS TESTING	225.00
184176	07/29/2014	LESLIE'S POOLMART, INC.	157.89

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
184177	07/29/2014	LEWIS, DIANE	303.07
184178	07/29/2014	MAIN GRAPHICS	273.24
184179	07/29/2014	MARKETLAB, INC.	192.85
		Unpaid Sales Tax	13.22
		Expensed Amount	206.07
184180	07/29/2014	MICRO CENTER A/R	398.42
184181	07/29/2014	TOTTY PRINTING	1,467.88
184182	07/29/2014	NATURAL PIGMENTS	1,523.87
184183	07/29/2014	NAVIGATORS PRINT & DESIGN INC	864.00
184184	07/29/2014	NEUDESIC, LLC	6,237.00
184185	07/29/2014	NEW PIG CORPORATION	876.45
		Unpaid Sales Tax	64.00
		Expensed Amount	940.45
184186	07/29/2014	NORTHERN TOOL & EQUIPMENT CO. BLUETARP FINANCIAL	233.03
		Unpaid Sales Tax	17.27
		Expensed Amount	250.30
184187	07/29/2014	NSCAA COLLEGE SERVICES PROGRAM	205.00
184188	07/29/2014	ORANGE EMPIRE CONFERENCE JOHN KEEVER, COMMISSIONER	5,500.00
184189	07/29/2014	ANGELA OROZCO-MAHANEY	7.19
184190	07/29/2014	NEW VISION CONSTRUCTION DAVID PUF AHL	14,928.97
184191	07/29/2014	JAMES L. RYNNING	502.31
184192	07/29/2014	SELF	9.97
184193	07/29/2014	SEW NEWS	23.98
184194	07/29/2014	TAMS-WITMARK MUSIC LIBRARY	9,573.50
184195	07/29/2014	TANGRAM INTERIORS	1,567.29
184196	07/29/2014	TEEN VOGUE	10.00
184197	07/29/2014	THREADS	32.95
184198	07/29/2014	VERANDA INVOICING BUREAU	29.97
184199	07/29/2014	VOGUE	12.00
184200	07/29/2014	WOMEN'S WEAR DAILY	99.00
184201	07/30/2014	CALIFORNIA APPAREL NEWS SUBSCRIPTION DEPT	69.95
184202	07/30/2014	DAVID BUGAY	29.91
184203	07/30/2014	CANON SOLUTIONS AMERICA, INC.	92.85
184204	07/30/2014	COAST FITNESS REPAIR SHOP	600.00
184205	07/30/2014	COSMOPOLITAN	29.97
184206	07/30/2014	ERIC HILDEN	263.95
184207	07/30/2014	HOME DEPOT CREDIT SERVICES	554.77
184208	07/30/2014	JILL MARIE McGLYNN	200.00
184209	07/30/2014	RYAN ALEXANDER C. NAVALES	480.00
184210	07/30/2014	PEOPLE STYLEWATCH	21.89
184211	07/30/2014	PORT SUPPLY	8.62
184212	07/30/2014	PROGRESSIVE BUS. PUBLICATIONS	253.00
184213	07/30/2014	REFRIGERATION SUPPLIES DIST.	413.50
184214	07/30/2014	CARLOS RIVERA JR.	480.00
184215	07/30/2014	JAMES ROGERS	309.68
184216	07/30/2014	SAFEWAY, INC.	28.55
184217	07/30/2014	FHEG - SADDLEBACK BOOKSTORE STORE NO. 296	7,022.28

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
184218	07/30/2014	SCHILLER AMERICA, INC.	719.00
		Unpaid Sales Tax	56.00
		Expensed Amount	775.00
184219	07/30/2014	LOUIS SESSLER	332.55
184220	07/30/2014	SARA LEILA SHEYBANI % MSE DIVISION OFFICE	3.89
184221	07/30/2014	SMARDAN SUPPLY - EL MONTE	1,856.53
184222	07/30/2014	THOMAS L. SMITH	43.18
184223	07/30/2014	SOUTHWEST OFFSET PRINTING CO.	10,464.12
184224	07/30/2014	GLEN STEVENSON	499.37
184225	07/30/2014	BRIAN SVOBODA	2,000.00
184226	07/30/2014	TOMARK SPORTS, INC.	339.20
184227	07/30/2014	TRIARCH INC.	79.93
184228	07/30/2014	UC REGENTS THE RAPID TECH CENTER	20,000.00
184229	07/30/2014	UNISOURCE WORLDWIDE INC.	210.37
184230	07/30/2014	WALTERS WHOLESALE ELECTRIC	3,423.08
184231	07/30/2014	W A X I E	112.07
184232	07/30/2014	WELLS FARGO #1598	1,054.91
		Unpaid Sales Tax	.39
		Expensed Amount	1,055.30
184233	07/30/2014	WELLS FARGO #1606	1,983.17
		Unpaid Sales Tax	6.40
		Expensed Amount	1,989.57
184234	07/30/2014	WELLS FARGO #2496	3,843.63
184235	07/30/2014	WELLS FARGO #1606	880.00
184236	07/30/2014	CITY OF TUSTIN ATTN: ACCOUNTS RECEIVABLE	550.00
184237	07/30/2014	MONTY MORRIS INSPECTIONS	16,550.00
184238	07/30/2014	OFFICE MAX INCORPORATED	54.84
184239	07/30/2014	PARSONS BRINCKERHOFF, INC.	660.00
184240	07/30/2014	TMCx SOLUTIONS, LLC	8,000.00
184241	08/01/2014	A TO Z CIRCUIT BREAKERS	642.61
184242	08/01/2014	ADCLUB ADVERTISING SERVICE	7,222.48
184243	08/01/2014	ALLIED ELECTRONICS INC. ACCTS. RECEIVABLE DEPT.	116.68
184244	08/01/2014	AT & T	99.87
184245	08/01/2014	AT&T	366.47
184246	08/01/2014	AT&T	4.97
184247	08/01/2014	AT&T	1,634.34
184248	08/01/2014	B & H PHOTO VIDEO REMITTANCE PROCESSING	45.30
		Unpaid Sales Tax	3.62
		Expensed Amount	48.92
184249	08/01/2014	BANG PRINTING	2,531.31
184250	08/01/2014	BLAKE'S JANITORIAL SUPPLIES	166.32
184251	08/01/2014	BOUNDTREE MEDICAL	61.27
184252	08/01/2014	ANDREW BROOMELL	750.00
184253	08/01/2014	DON BUSCHE	225.34
184254	08/01/2014	CHEVRON AND TEXACO BUSINESS CARD SERVICES	34.33
184255	08/01/2014	CITY OF IRVINE	1,500.00
184256	08/01/2014	DEMCO INC.	172.70
184257	08/01/2014	RAJANPAL DHILLON	69.34

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Check Number	Check Date	Pay to the Order of	Check Amount
184258	08/01/2014	EAGLE COMMUNICATIONS	555.22
184259	08/01/2014	EME ENTERPRISES LLC	151.20
184260	08/01/2014	EMPIRE CLEANING SUPPLY	82.08
184261	08/01/2014	JOHN FELLNER	39.00
184262	08/01/2014	FISHER SCIENTIFIC	1,058.00
184263	08/01/2014	DEBRA L. FITZSIMONS	637.50
184264	08/01/2014	PAULA FLEISCHER	200.00
184265	08/01/2014	FLINN SCIENTIFIC, INC.	616.14
184266	08/01/2014	GALE SUPPLY COMPANY	6,628.50
184267	08/01/2014	JIM GASTON	22.68
184268	08/01/2014	GLAMOUR	12.00
184269	08/01/2014	GORM, INC.	1,884.06
184270	08/01/2014	W. W. GRAINGER	1,453.75
184271	08/01/2014	CATHLEEN GREINER	406.76
184272	08/01/2014	KURT HAMERNIK	480.00
184273	08/01/2014	HARDY DIAGNOSTICS	2,950.77
184274	08/01/2014	HIRSCH PIPE & SUPPLY	293.92
184275	08/01/2014	HOUSE BEAUTIFUL	15.00
184276	08/01/2014	IACLEA	225.00
184277	08/01/2014	IGNACIO MORALES      IGNACIO MORALES SERVICES	250.00
184278	08/01/2014	INGARDIA BROTHERS PRODUCE, INC.	218.25
184279	08/01/2014	INTERACT COMMUNICATIONS, INC.	100.00
184280	08/01/2014	INTERIOR DESIGN	14.95
184281	08/01/2014	INTERMOUNTAIN LOCK & SECURITY SUPPLY, INC.	67.40
184282	08/01/2014	INTERVIEW MAGAZINE	19.97
184283	08/01/2014	INTUIT	745.20
184284	08/01/2014	J. M. MC CONKEY CO.	40.16
184285	08/01/2014	MARC JACKSON	111.86
184286	08/01/2014	JACKSTIN      JACKSON KELLY	34,285.00
184287	08/01/2014	KATANA FORENSICS INC.	599.00
184288	08/01/2014	KELLY PAPER	37.06
184289	08/01/2014	KEN'S SPORTING GOODS	491.65
184290	08/01/2014	KHUNDY, SAMIR	45.36
184291	08/01/2014	LESTER LITHOGRAPH	15,740.06
184292	08/01/2014	LOCK-TECH	670.96
184293	08/01/2014	LUCKY	19.97
184294	08/01/2014	MAQUINSAL SEWING MACHINE CO.	250.00
184295	08/01/2014	MARKET-BASED SOLUTIONS, INC.	31,790.80
184296	08/01/2014	MICHAEL LOWELL MC CORMICK	546.36
184297	08/01/2014	SHAUN MC GINLEY	1,159.25
184298	08/01/2014	JUNE MC LAUGHLIN	75.00
184299	08/01/2014	MELISSA DATA CORPORATION      D.B.A. MAILERS SOFTWARE	5,490.00
184300	08/01/2014	MICRO CENTER      A/R	46.31
184301	08/01/2014	SALLIE MILLER	120.00
184302	08/01/2014	MKH ELECTRONICS	607.80
184303	08/01/2014	MOUSER ELECTRONICS	233.27
184304	08/01/2014	BRETT MYHREN	138.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
184305	08/01/2014	NEWPORT COMPUTER SOLUTIONS	23,045.65
184306	08/01/2014	NSCAA COLLEGE SERVICES PROGRAM	205.00
184307	08/01/2014	O'MEARA, MICHAEL	15.12
184308	08/01/2014	ORANGE COUNTY REGISTER	2,444.00
184309	08/01/2014	OFFICE MAX INCORPORATED	8,501.02
184310	08/01/2014	ORACLE AMERICA, INC.	668.68
184311	08/01/2014	NICOLE ORTEGA	15.70
184312	08/01/2014	QUEST DIAGNOSTICS	894.78
184313	08/01/2014	RICOH AMERICAS CORP	72.96
184314	08/01/2014	JAMES ROGERS	24.27
184315	08/01/2014	RICHARD ROTH, ESQ	15,310.50
184316	08/01/2014	RP GROUP c/o MEETINGWISE LLC	400.00
184317	08/01/2014	RP GROUP c/o MEETINGWISE LLC	400.00
184318	08/01/2014	RP GROUP c/o MEETINGWISE LLC	400.00
184319	08/01/2014	RP GROUP c/o MEETINGWISE LLC	400.00
184320	08/01/2014	RP GROUP	550.00
184321	08/01/2014	S & B FOODS CATERING DIVISION	138.19
184322	08/01/2014	SAFEWAY, INC.	60.72
184323	08/01/2014	DAVID SCHIERMEYER	351.68
184324	08/01/2014	SHOUTEM INC	1,176.00
184325	08/01/2014	SMART & FINAL	204.36
184326	08/01/2014	SOUTHERN CALIFORNIA EDISON CO.	3,975.63
184327	08/01/2014	SOUTHERN CALIFORNIA EDISON CO.	15,816.50
184328	08/01/2014	SOUTHERN CALIFORNIA EDISON CO.	35,361.10
184329	08/01/2014	SOUTHERN CALIFORNIA GAS CO.	3,155.02
184330	08/01/2014	SOUTHERN CALIFORNIA GAS CO.	1,788.34
184331	08/01/2014	SOUTHERN CALIFORNIA GAS CO.	50.89
184332	08/01/2014	STANCIL CORPORATION	1,873.00
184333	08/01/2014	TAMS-WITMARK MUSIC LIBRARY	31.00
184334	08/01/2014	TAMS-WITMARK MUSIC LIBRARY	608.26
184335	08/01/2014	TEXTHELP SYSTEMS, INC.	1,250.00
184336	08/01/2014	TIFFANY TRAN	295.19
184337	08/01/2014	UNISOURCE WORLDWIDE INC.	4,437.67
184338	08/01/2014	UNITED FABRICARE SUPPLY, INC.	2,087.75
184339	08/01/2014	WALSH & ASSOCIATES, APC	500.00
184340	08/01/2014	WALTERS WHOLESALE ELECTRIC	942.75
184341	08/01/2014	W A X I E	371.92
184342	08/01/2014	WELLS FARGO BANK #2785 PAYMENT REMITTANCE CENTER	1,416.20
184343	08/01/2014	WELLS FARGO #3317	2,725.90
		Unpaid Sales Tax	21.84
		Expensed Amount	2,747.74
184344	08/01/2014	YALE/CHASE EQUIPMENT AND SERVICES, INC.	2,064.93
184345	08/01/2014	DAIRY DEPOT	50.05
184346	08/01/2014	GENERAL BINDING CORP. ACCO BRANDS	794.72
184347	08/01/2014	OFFICE MAX INCORPORATED	123.73
184348	08/01/2014	CDW GOVERNMENT, INC.	38,427.85
184349	08/01/2014	HEWLETT PACKARD	14,451.76
184350	08/01/2014	SIERRA-CEDAR, INC.	85,583.70

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
184351	08/01/2014	WELLS FARGO #3317	483.60
184352	08/01/2014	KEENAN & ASSOCIATES      ACCOUNTS RECEIVABLE	3,500.00
184353	08/01/2014	OFFICE MAX INCORPORATED	22.64
184354	08/04/2014	ARC                      AMER. REPROGRAPHICS CO.	99.90
184355	08/04/2014	ARAMARK UNIFORM SERVICES, INC	220.51
184356	08/04/2014	AT & T	782.40
184357	08/04/2014	BON APPETIT	17.00
184358	08/04/2014	BRIDGES TRANSITIONS, CO.    c/o BANK OF AMERICA	950.00
184359	08/04/2014	CACCRAO                      KATHY LUCERO	200.00
184360	08/04/2014	CARDIOLOGY SHOP/ HARRIS HEALTHCARE, INC	88.95
		Unpaid Sales Tax	6.56
		Expensed Amount	95.51
184361	08/04/2014	DR. NANCY CARRITTE      INDUSTRIAL PSYCHOLOGIST	900.00
184362	08/04/2014	CINTAS CORPORATION	65.10
184363	08/04/2014	DANA POINT YACHT MAINTENANCE	113.05
184364	08/04/2014	FASHION SUPPLIES INC	246.84
184365	08/04/2014	FREEWAY AUTO SUPPLY	564.87
184366	08/04/2014	HOME DEPOT CREDIT SERVICES	516.06
184367	08/04/2014	PASCO SCIENTIFIC	987.70
184368	08/04/2014	PHOENIX GROUP	1,405.88
184369	08/04/2014	SYSTOR SYSTEMS INC.      dba PRODUPLICATOR.COM	394.20
184370	08/04/2014	RITE INC.                      dba THE PERFECT FIELD	2,847.96
184371	08/04/2014	SMART & FINAL	54.31
184372	08/04/2014	XEROX CORPORATION	4,289.10
184373	08/05/2014	EZEKIEL HALL	642.05
184374	08/05/2014	MICHAEL LONG	233.03
184375	08/05/2014	ROXANNE METZ	228.00
184376	08/05/2014	BRIAN MONACELLI	1,620.21
184377	08/05/2014	RIDDELL ALL AMERICAN	1,662.11
184378	08/05/2014	SAFE-T-PROOF	51.19
184379	08/05/2014	SAMY'S CAMERA              ATTN: ACCOUNTS RECEIVABLES	16,619.26
184380	08/05/2014	SOUTHERN COUNTIES OIL CO.	4,989.57
184381	08/05/2014	SETON	302.57
		Unpaid Sales Tax	17.72
		Expensed Amount	320.29
184382	08/05/2014	SNYDER MANUFACTURING CORP.	270.54
184383	08/05/2014	SPARTAN TOOL	188.05
184384	08/05/2014	WELLS FARGO BANK              C/O SPECSEATS INTL CORP	3,270.00
		Unpaid Sales Tax	244.80
		Expensed Amount	3,514.80
184385	08/05/2014	TEXTILE FABRIC CONSULTANTS	645.00
		Unpaid Sales Tax	49.52
		Expensed Amount	694.52
184386	08/05/2014	WATSON LABEL PRODUCTS	690.16
		Unpaid Sales Tax	53.48
		Expensed Amount	743.64
184387	08/05/2014	W A X I E	2,379.36
184388	08/05/2014	CHERYL WEST	264.00

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Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
184389	08/05/2014	WEST-LITE SUPPLY CO.	82.94
184390	08/05/2014	DESIGN SPACE MODULAR BUILDINGS	10,040.00
184391	08/05/2014	LIONAKIS	2,687.70
184392	08/05/2014	MC KENNA LONG & ALDRIDGE, LLP	3,864.00
184393	08/05/2014	JOHN OZUROVICH	3,443.25
184394	08/05/2014	TODD'S INSPECTION TESTING SERV	TODD ROBINSON 14,583.00
<b>Total Number of Checks</b>			<b>1,385</b>
			<b>11,755,242.92</b>

Includes checks for only Bank Account COUNTY

	Count	Amount
Cancel	23	467,645.81
Net Issue		11,287,597.11

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	1,203	6,613,142.29
12	Child Development Fund	24	9,311.78
40	Capital Outlay Fund	120	4,277,653.95
68	Self-Insurance Fund	11	38,169.77
71	Retiree Benefit Fund	4	351,494.02
<b>Total Number of Checks</b>		<b>1,362</b>	<b>11,289,771.81</b>
<b>Less Unpaid Sales Tax Liability</b>			<b>2,174.70</b>
<b>Net (Check Amount)</b>			<b>11,287,597.11</b>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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## Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
011138	07/03/2014	SADDLEBACK GOLF DRIVING RANGE	8,080.00
011139	07/09/2014	MC DONOUGH, ROBERT	475.20
011140	07/16/2014	WIKI THINK	11,083.84
011141	07/16/2014	COHEN-NAGLESTAD ENTERPRISES LLC	507.50
011142	07/16/2014	CONVERSA INC	424.50
011143	07/16/2014	STEVEN DILLEY	254.76
011144	07/16/2014	EDUCATION TO GO	4,154.00
011145	07/16/2014	KAYLAA FOX	1,433.25
011146	07/16/2014	TGA OF SOUTH ORANGE COUNTY C/O ANTHONY LEONE	549.17
011147	07/16/2014	MASTERS NOTARY ACADEMY	595.00
011148	07/16/2014	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	2.40
011149	07/16/2014	WARD'S NATURAL SCIENCE	34.02
011150	07/16/2014	XEROX CORPORATION	584.64
011151	07/21/2014	CULINARY COOKING KIDS, LLC	1,240.00
011152	07/21/2014	ATTN: JAVIER RIVAS HERNANDEZ ONE ON ONE BASKETBALL	2,763.00
011153	07/21/2014	GOOD TIMES TRAVEL, INC.	2,030.00
011154	07/22/2014	ACADEMIC CHESS C/O ADAM BRODY	809.50
011155	07/22/2014	JOSHUA BALLARD SEMINARS	1,775.00
011156	07/22/2014	BILLY TEES	177.33
011157	07/22/2014	BOUNDLESS NETWORK	351.85
011158	07/22/2014	COHEN-NAGLESTAD ENTERPRISES LLC	100.00
011159	07/22/2014	CONVERSA INC	1,398.00
011160	07/22/2014	PETER COSMAKOS, LLC	5,551.29
011161	07/22/2014	CULINARY COOKING KIDS, LLC	2,860.00
011162	07/22/2014	FIT KIDS AMERICA	4,200.02
011163	07/22/2014	ANTHONY GARCIA	1,620.00
011164	07/22/2014	ESTELLA GARRISON	20.97
011165	07/22/2014	MATHOBOTIX	8,415.40
011166	07/22/2014	INCREDIFLIX, INC.	4,317.89
011167	07/22/2014	NANCY Y. LARRAGOITI	168.00
011168	07/22/2014	TGA OF SOUTH ORANGE COUNTY C/O ANTHONY LEONE	1,342.86
011169	07/22/2014	DENISE LUDES	32.40
011170	07/22/2014	MAD SCIENCE OF ORANGE COUNTY	4,200.00
011171	07/22/2014	CHRISTY NELSON C/O MEMORY SCHOOL	364.00
011172	07/22/2014	PANDARIN ACADEMY LORALYN WOLF	733.34
011173	07/22/2014	JAN WOOD	161.00
011174	07/22/2014	ALAN DONATO	79.00
011175	07/22/2014	CANDICE RODITI	125.00
011176	07/22/2014	MADISON LEIVA	140.00
011177	07/22/2014	MARLISE KORZEP	79.00
011178	07/22/2014	SANDY CONNELL	125.00
011179	07/22/2014	SANDY CONNELL	125.00
011180	07/28/2014	BRICKS 4 KIDZ ALC ENTERPRISES	4,050.00
011181	07/28/2014	YOUNG REMBRANDTS KATHLEEN M. ANGEL	495.00
011182	07/28/2014	PETER COSMAKOS, LLC	169.50

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**Checks Dated 07/01/2014 through 08/05/2014**

Check Number	Check Date	Pay to the Order of	Check Amount
011183	07/28/2014	MATHOBOTIX	1,320.00
011184	07/28/2014	LIL' CHEF SCHOOL	576.00
011185	07/28/2014	DENISE LUDES	14.61
011186	07/28/2014	OFFICE MAX INCORPORATED	213.06
011187	07/28/2014	ARRON SEARCY	71.48
011188	07/28/2014	WARD'S NATURAL SCIENCE	35.17
011189	08/01/2014	ACADEMIC CHESS C/O ADAM BRODY	2,736.00
011190	08/01/2014	BRICKS 4 KIDZ ALC ENTERPRISES	1,350.00
011191	08/01/2014	YOUNG REMBRANDTS KATHLEEN M. ANGEL	693.00
011192	08/01/2014	PETER COSMAKOS, LLC	8,824.60
011193	08/01/2014	CULINARY COOKING KIDS, LLC	4,160.00
011194	08/01/2014	MOLLY DRADER	14.78
011195	08/01/2014	FIT KIDS AMERICA	2,826.08
011196	08/01/2014	ANTHONY GARCIA	1,680.00
011197	08/01/2014	GOOD TIMES TRAVEL, INC.	4,410.00
011198	08/01/2014	MATHOBOTIX	10,802.10
011199	08/01/2014	INCREDIFLIX, INC.	4,509.00
011200	08/01/2014	VICTORIA JACKSON	29.34
011201	08/01/2014	ERIKA KAMHOLZ	40.32
011202	08/01/2014	NANCY Y. LARRAGOITI	175.00
011203	08/01/2014	TGA OF SOUTH ORANGE COUNTY C/O ANTHONY LEONE	759.30
011204	08/01/2014	LIL' CHEF SCHOOL	1,344.00
011205	08/01/2014	DENISE LUDES	8.79
011206	08/01/2014	MAD SCIENCE OF ORANGE COUNTY	6,813.00
011207	08/01/2014	ARRON SEARCY	23.93
011208	08/01/2014	KAITLIN SHEDD	8.62
011209	08/01/2014	SCOTT WOJACZYNSKI	2.69
011210	08/01/2014	JAN WOOD	182.00
		<b>Total Number of Checks</b>	<b>73</b>
			<b>131,820.50</b>

Includes checks for only Bank Account SC-CMED

**Fund Summary**

Fund	Description	Check Count	Expensed Amount
09	SC Community Education Fund	73	131,820.50
<b>Total Number of Checks</b>		<b>73</b>	<b>131,820.50</b>
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>131,820.50</b>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
009261	07/15/2014	BRUBAKER, REBECCA MAY	14.25
009262	07/15/2014	ADVANCED TUTORING AMANDA CLICK	3,300.00
009263	07/15/2014	EDUCATION TO GO	1,557.75
009264	07/15/2014	GOOD TIMES TRAVEL, INC.	568.00
009265	07/15/2014	IRVINE VALLEY COLLEGE	294.56
009266	07/15/2014	NR COMPUTER LEARNING CENTER	348.60
009267	07/15/2014	VISION STRIKE, INC	675.00
009268	07/15/2014	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	103.20
009269	07/15/2014	TIM SOHN	77.42
009270	07/15/2014	BARBARA NOYES	15.00
009271	07/15/2014	BONNIE MOONEY	37.50
009272	07/15/2014	CHANG HONG	15.00
009273	07/15/2014	DARLENE WARE	15.00
009274	07/15/2014	DENISE TOPAZ	15.00
009275	07/15/2014	DIANN BRASHIER	15.00
009276	07/15/2014	JOSEF CHAZAN	15.00
009277	07/15/2014	JOYCE SCHIED	37.50
009278	07/15/2014	KERRI STONER	15.00
009279	07/15/2014	LAUREN PANNO	15.00
009280	07/15/2014	LINDA CHAZAN	15.00
009281	07/15/2014	LISA QUATTROCHI	15.00
009282	07/15/2014	NIKKI GRANT	15.00
009283	07/15/2014	PATRICIA CARLSON	86.91
009284	07/15/2014	PHILIP MCLEWIN	37.50
009285	07/15/2014	RITA CROSS	20.00
009286	07/15/2014	RUSHUOH LOU	22.50
009287	07/15/2014	SHIRLEY MCLAUGHLIN	15.00
009288	07/15/2014	SUE FREEMAN	15.00
009289	07/15/2014	SYLVIA MCGREGOR	15.00
009290	07/15/2014	VICKI BORTHWICK	37.50
009291	07/21/2014	FHEG IVC BOOKSTORE STORE NO 895 MA	16,504.67
009292	07/21/2014	WELLS FARGO #1606	100.00
009293	07/28/2014	L. JOYCE ARNTSON	1,500.00
009294	07/28/2014	BRUBAKER, REBECCA MAY	35.95
009295	07/28/2014	KAMPS INC.	1,518.00
009296	07/28/2014	PURE FINANCIAL ADVISORS INC ATTN: THOMAS VANCE	683.50
009297	08/01/2014	A.G. WEALTH MANAGEMENT ADVISORS, INC.	290.00
009298	08/01/2014	BRUBAKER, REBECCA MAY	31.09
009299	08/01/2014	SHARON LOUIE	7.88
<b>Total Number of Checks</b>			<b>39</b>
			<b>28,099.28</b>

Includes checks for only Bank Account IVC-CMED

**Fund Summary**

Fund	Description	Check Count	Expensed Amount
07	IVC Community Education Fund	39	28,099.28

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 07/01/2014 through 08/05/2014

Check Number	Check Date	Pay to the Order of	Check Amount
		Total Number of Checks	39
			28,099.28
		Less Unpaid Sales Tax Liability	.00
		Net (Check Amount)	<u>28,099.28</u>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: July/August 2014 Contracts

**ACTION:** Ratification

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### **BACKGROUND**

On January 16, 2007, the board authorized the Chancellor/designee to approve individual business contracts up to a maximum limit of \$100,000, with the following exceptions: contracts involving bid limits, the Chancellor/designee shall be limited to less than \$15,000 for public works projects and \$83,400 for equipment, supplies and maintenance projects. During July/August 2014, the following contracts were reviewed and approved by the Vice Chancellor of Business Services, following review by legal counsel, when appropriate.

### **CONTRACTOR NAME**

### **CONTRACT AMOUNT**

<u>Peak Performance Tennis</u> Educational Services Agreement – To provide tennis classes for community education FY 2014-2015. Irvine Valley College	\$60,000.00 (Estimated based upon anticipated attendance)
<u>Noelle Banuelos</u> Independent Contractor Agreement – To assist with the research component of the AB 86 grant. Irvine Valley College	\$40,000.00
<u>Department of Justice</u> Independent Contractor Agreement – For state and federal Department of Justice fingerprinting annual fees. Irvine Valley College	\$40,000.00
<u>Straight Talk</u> Independent Contractor Agreement – To provide mental health counseling services to students in the Health and Wellness Center. Irvine Valley College	\$34,000.00
<u>Mike Brown Grandstands, Inc.</u> Agreement – For football stadium bleacher rentals for August 2013 through August 2014. Saddleback College	\$29,000.00

<u>Mike Brown Grandstands, Inc.</u> Agreement – For football stadium bleacher rentals for August 2014 through August 2015. Saddleback College	\$29,000.00
<u>Academic Bridge Academy</u> Educational Services Agreement – To provide academic bridge classes for community education during the summer semester for 2014.. Saddleback College	\$28,800.00 (Estimated based upon anticipated attendance)
<u>Haitbrink Asphalt Paving</u> Agreement – For perimeter road repairs, reseal, restripe and road widening. Irvine Valley College	\$27,600.00
<u>CRI Electric, Inc.</u> Agreement – To replace existing lights with LED lights at LRC. Saddleback College	\$22,624.00
<u>Excelsior Elevator</u> Maintenance Agreement – For one year of monthly maintenance of all elevators at IVC beginning August 1, 2014. Irvine Valley College	\$20,820.00
<u>Dr. Nancy Carritte</u> Independent Contractor Agreement – For professional communication coaching for employees. Irvine Valley College	\$16,500.00
<u>Penn Corp. Relocation Services, Inc.</u> Independent Contractor Agreement – For moving services campus-wide FY 2014-2015 which may include packing, supplies and furniture relocation. Saddleback College	\$15,000.00
<u>Becky Rigali</u> Educational Services Agreement – To provide physical fitness classes for community education FY 2014-2015. Irvine Valley College	\$15,000.00 (Estimated based upon anticipated attendance)
<u>Troxell Communications</u> Independent Contractor Agreement – To install projectors, run wiring, install panels, mount plates and design work for custom installations campus wide. Saddleback College	\$13,500.00
<u>Antimite Termite &amp; Pest Control</u> Service Agreement – For pest control services. Irvine Valley College	\$12,624.00
<u>IBM</u> Online Agreement – For statistics license subscription. Saddleback College	\$12,250.00

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

<u>Wired Planet</u> Independent Contractor Agreement – For SOCCCD website design, maintenance, updates and troubleshooting for FY 2014-2015.  District Services	\$10,000.00
<u>Maryls Grodt</u> Independent Contractor Agreement – To provide professional services related to human resources.  District Services	\$10,000.00
<u>Advanta Energy Corp.</u> Independent Contractor Agreement – For consulting services to find lowest priced vendor for the purchase of natural gas.  Saddleback College	\$9,600.00
<u>Mike Brown Grandstands, Inc.</u> Agreement – For annual bleacher seating rentals for the baseball stadium FY 2014-2015.  Saddleback College	\$9,000.00
<u>Besafe Technologies, Inc.</u> Independent Contractor Agreement – To update building layouts and drawings campus-wide for public safety purposes.  Saddleback College	\$8,857.80
<u>Evidence-Based, Inc.</u> Independent Contractor Agreement – For background investigation services for police officers and dispatchers.  Irvine Valley College	\$8,000.00
<u>Helen Tung</u> Educational Services Agreement – To provide badminton classes for community education FY 2014-2015.  Irvine Valley College	7,200.00 (Estimated based upon anticipated attendance)
<u>Halbert Brothers, Inc.</u> Independent Contractor Agreement – For crane rental with operator to lift ladders from ground floor to LRC roof.  Saddleback College	\$6,900.00
<u>Johnson Flooring, Inc.</u> Independent Contractor Agreement – For annual PE-200 gym floor maintenance.  Saddleback College	\$6,500.00

<u>Fit Kids America</u> Educational Services Agreement – To provide basketball, cheerleading and volleyball classes for community education during the summer semester for 2014. Saddleback College	\$6,300.00 (Estimated based upon anticipated attendance)
<u>Watry Design, Inc.</u> Amendment – To augment original agreement to a new total of \$11,675.00 for assessment of converting green space areas to temporary parking. Saddleback College	\$5,985.00
<u>California Stage &amp; Lighting</u> Rental Agreement – For lighting rentals for the production of “Godspell” July 25, 2014 through August 5, 2014. Saddleback College	\$5,894.40
<u>Beejay Janiga</u> Educational Services Agreement – To provide physical fitness classes for community education FY 2014-2015. Irvine Valley College	\$5,625.00 (Estimated based upon anticipated attendance)
<u>TeleManagement Technologies</u> Maintenance Agreement – For annual renewal of telephone tracking, expenses, and reporting software. District Services	\$5,533.00
<u>Puretec</u> Agreement – For service and repairs of the high purity water system for math, science building. Saddleback College	\$5,500.00
<u>Culinary Kids</u> Educational Services Agreement – To provide culinary classes for community education during the summer semester for 2014. Saddleback College	\$5,000.00 (Estimated based upon anticipated attendance)
<u>Shakespeare by the Sea</u> Independent Contractor Agreement – For the productions of “Hamlet” on August 1, 2014 and “A Midsummer Night’s Dream” on August 2, 2014. Irvine Valley College(50% Foundation Funds)	\$5,000.00
<u>Avid Technology, Inc.</u> Online Agreement – For editing systems support and maintenance system. Irvine Valley College	\$4,950.00

<u>Segura Associates, Inc.</u> Amendment – To augment original contract to a new total of \$22,095 for additional landscape design for two areas adjacent to the Central Plant. Saddleback College	\$4,945.00
<u>Lynda.Com</u> Online Agreement – For unlimited access to online training courses. Irvine Valley College	\$4,875.00
<u>TASER International, Inc.</u> Independent Contractor Agreement – For Taser equipment and 5-year assurance plan for IVC Campus Safety. Irvine Valley College	\$4,625.00
<u>Carolin Caverly</u> Educational Services Agreement – To provide quilting classes for community education FY 2014-2015. Irvine Valley College	\$4,400.00 (Estimated based upon anticipated attendance)
<u>Institute of Reading Development</u> Educational Services Agreement – To provide reading programs for community education FY 2014-2015. Irvine Valley College	\$4,000.00 (Estimated based upon anticipated attendance)
<u>Solidworks</u> Online Agreement – For education user subscription services for 3D CAD software. Irvine Valley College	\$3,870.50
<u>Incrediflix</u> Educational Services Agreement – To provide educational services for after-school programs for community education during the summer semester for 2014. Saddleback College	\$3,720.00 (Estimated based upon anticipated attendance)
<u>Accurate Staging</u> Rental Agreement – For staging rental for the production of “Godspell”, August 1-2, 2014. Saddleback College	\$3,662.00
<u>Fleur Fong</u> Educational Services Agreement – To provide physical fitness classes for community education FY 2014-2015. Irvine Valley College	\$3,500.00 (Estimated based upon anticipated attendance)
<u>South Coast Sailing Team</u> Charter Agreement – For sailboat leases/rental and related expenses as needed for the MST Classes FY 2014-2015. Saddleback College	\$3,500.00

<u>Joshua Ballard</u> Educational Services Agreement – To provide future millionaire and junior entrepreneur classes for community education during the summer semester for 2014. Saddleback College	\$3,450.00 (Estimated based upon anticipated attendance)
<u>Psychological Consulting Associates, Inc.</u> Independent Contractor Agreement – To provide professional services related to pre-employment psychological evaluations of police officers FY 2014-2015. District Services	\$3,000.00
<u>Psychological Consulting Associates, Inc.</u> Independent Contractor Agreement – To provide professional services related to pre-employment psychological evaluations of police officers FY 2013-2014. District Services	\$3,000.00
<u>Ernest Hackmon</u> Independent Contractor Agreement – To give a presentation at an administrator, manager and governance leader retreat on July 30, 2014. Irvine Valley College	\$3,000.00
<u>Musser and Associates, Inc.</u> Independent Contractor Agreement – For relocation of optic table from ATEP campus to IVC campus. Irvine Valley College	\$2,800.00
<u>Sandra Casado</u> Educational Services Agreement – To provide physical fitness classes for community education FY 2014-2015. Irvine Valley College	\$2,700.00 (Estimated based upon anticipated attendance)
<u>Cal Building Systems</u> Service Agreement – For annual inspection and testing and certification of fire pump for Performing Arts Center. Irvine Valley College	\$2,687.00
<u>Alexander Leigh</u> Amendment – To augment original agreement to a new total of \$7,520.00 for extended performances of “Hello Dolly” and “Godspell” through August 9, 2014. Saddleback College	\$2,520.00
<u>Cadenza Artists, LLC</u> Independent Contractor Agreement – For pianist master class performance on December 4, 2014 and public performance on December 7, 2014. Irvine Valley College	\$2,500.00

<u>Apple Computer, Inc.</u> Online Agreement – For editing software license renewal. Irvine Valley College	\$2,498.00
<u>Confidence in the Spotlight</u> Educational Services Agreement – To provide performing arts program for community education during the summer semester for 2014. Saddleback College	\$2,490.00 (Estimated based upon anticipated attendance)
<u>Coast Fitness Repair Shop</u> Maintenance Agreement – For quarterly routine maintenance of fitness equipment. Saddleback College	\$2,400.00
<u>Quick Caption</u> Amendment – To augment original contract to a new total of \$12,000.00 to provide additional time captioning services. Saddleback College	\$2,000.00
<u>Refrigeration Unlimited, Inc.</u> Independent Contractor Agreement – For repair and maintenance for the Saddleback College cafeteria equipment for the 2014/2015 fiscal year. Saddleback College	\$2,000.00
<u>Professional Personnel Leasing, Inc.</u> Amendment – Extend employment service agreement to July 31, 2014, for total contract amount of \$20,500. *Commission cost will continue to be paid if employee continues employment at IVC after July 31, 2014. Irvine Valley College	\$1,900.00 (estimated)
<u>Zoom Video</u> Online Agreement – For host education site license with. Irvine Valley College	\$1,738.50
<u>Kimberly Pugh</u> Independent Contractor Agreement – To assist the dance department with supportive tasks such as flyers, event calendars and promotions for the 2014 summer/fall semester. Irvine Valley College	\$1,600.00
<u>Brian Svoboda</u> Amendment – To augment original contract to a new total of \$7,500 for extended duties of sound engineer for the production of “Godspell Jr.”. Saddleback College	\$1,500.00



<u>Avalon Tent &amp; Party</u> Rental Agreement – For staging rentals for the production of “Godspell” July 25, 2014 through August 4, 2014. Saddleback College	\$1,471.90
<u>Phoenix Business Solutions</u> Maintenance Agreement – For annual maintenance for financial aid copier. Irvine Valley College	\$1,400.00
<u>PDQ Rental Center</u> Rental Agreement – For forklift and operator rental for the production of “Godspell” July 25, 2014 through August 2, 2014. Saddleback College	\$1,358.00
<u>Nautical Ventures</u> Charter Agreement – For sail boat lease of the vessel Cabernet Sky for July 11, 2014 through July 13, 2014 for the MST 224 Class. Saddleback College	\$1,305.00
<u>Danielle Squyres</u> Independent Contractor Agreement – To perform as guest artist for Saddleback Civic Light Opera’s “Hello Dolly” July 11-27, 2014. Saddleback College	\$1,240.00
<u>LeeAnne Krusemark</u> Educational Services Agreement – To provide personal enrichment classes for community education FY 2014-2015. Irvine Valley College	\$1,200.00 (Estimated based upon anticipated attendance)
<u>Premier Fitness Service</u> Maintenance Agreement – For quarterly maintenance services for the IVC Life Fitness Center. Irvine Valley College	\$1,100.00
<u>Corinne Olsen</u> Independent Contractor Agreement – To perform as guest artist for Saddleback Civic Light Opera’s “Hello Dolly” July 11-27, 2014. Saddleback College	\$1,040.00
<u>Tyler McGeough</u> Independent Contractor Agreement – To perform as guest artist for Saddleback Civic Light Opera’s “Hello Dolly” July 11-27, 2014. Saddleback College	\$1,040.00

<u>Steven Wade</u> Independent Contractor Agreement – To perform as guest artist for Saddleback Civic Light Opera’s “Hello Dolly” July 11-27, 2014. Saddleback College	\$1,040.00
<u>Lisa Grzanka</u> Independent Contractor Agreement – To perform as guest artist for Saddleback Civic Light Opera’s “Hello Dolly” July 11-27, 2014. Saddleback College	\$1,040.00
<u>Hayan Charlston</u> Independent Contractor Agreement – To perform as guest artist for Saddleback Civic Light Opera’s “Hello Dolly” July 11-27, 2014. Saddleback College	\$1,040.00
<u>Ian Holmquist</u> Independent Contractor Agreement – To perform as guest artist for Saddleback Civic Light Opera’s “Hello Dolly” July 11-27, 2014. Saddleback College	\$1,040.00
<u>Carlos Rivala</u> Independent Contractor Agreement – To perform as guest artist for Saddleback Civic Light Opera’s “Hello Dolly” July 11-27, 2014. Saddleback College	\$1,040.00
<u>David Lopez</u> Independent Contractor Agreement – To perform as guest artist for Saddleback Civic Light Opera’s “Hello Dolly” July 11-27, 2014. Saddleback College	1,040.00
<u>Chris Luebeck</u> Independent Contractor Agreement – To perform as guest artist for Saddleback Civic Light Opera’s “Hello Dolly” July 11-27, 2014. Saddleback College	\$1,040.00
<u>Phoenix Business Solutions</u> Maintenance Agreement – For annual maintenance for counseling department copier. Irvine Valley College	\$1,000.00
<u>Seaway Consulting, LLC</u> Independent Contractor Agreement – To give a presentation titled “Building Trust” on July 30, 2014. Irvine Valley College	\$1,000.00

<u>Voice Thread</u> Online Agreement – For web-based integration application for group sharing and learning. Irvine Valley College	\$999.00
<u>MetaVis</u> Online Agreement – For SharePoint annual maintenance. Irvine Valley College	\$999.00
<u>Pyro-Comm Systems</u> Independent Contractor Agreement – For campus wide fire alarm monitoring services. Saddleback College	\$960.00
<u>Biometrics4All</u> Independent Contractor Agreement – For telephone support and hardware cross ship support LiveScan annual maintenance. Irvine Valley College	\$960.00
<u>Phoenix Business Solutions</u> Maintenance Agreement – For annual maintenance for matriculation copier. Irvine Valley College	\$950.00
<u>True Golf Company, LLC</u> Independent Contractor Agreement – For golf instruction for the men’s and women’s golf teams. Irvine Valley College (Foundation)	\$800.00
<u>Andrew Broomell</u> Independent Contractor Agreement – To produce technical theatre drafting services for the Performing Arts Center main stage. Irvine Valley College	\$750.00
<u>Dana Point Yacht Maintenance</u> Independent Contractor Agreement – For hull maintenance on 15’ whaler in Dana Point harbor. Saddleback College	\$750.00
<u>INTUIT</u> Online Agreement – To upgrade to the latest version of Quickbooks (2014). Irvine Valley College	\$745.20
<u>Jenni Gilbert</u> Independent Contractor Agreement – To perform as guest artist for Saddleback Civic Light Opera’s “Hello Dolly” July 11-27, 2014. Saddleback College	\$700.00

<u>CRH California Water</u> Agreement – For portable water softener services in microbiology lab.  Saddleback College	\$686.40
<u>SoCal Industries</u> Rental Agreement – For panel fence and windscreen rental for the production of “Godspell” July 31, 2014 through August 4, 2014.  Saddleback College	\$650.00
<u>Yabla, Inc.</u> Online Agreement – For subscription for online French and Spanish lesson.  Irvine Valley College	\$598.00
<u>South Coast Fire Protection, Inc.</u> Service Agreement – To provide fire system testing, twice per year in two locations.  Irvine Valley College	\$588.04
<u>HarePoint</u> Online Agreement – For workflow software purchase for Technology Services department.  Irvine Valley College	\$576.00
<u>Cathy Segal-Garcia</u> Independent Contractor Agreement – To perform as guest artist for the jazz program on September 8, 2014.  Saddleback College	\$550.00
<u>Walsh &amp; Associates, APC</u> Independent Contractor Agreement – For legal services for human resources.  District Services	\$500.00
<u>Phoenix Business Solutions</u> Maintenance Agreement – For annual maintenance for facilities copier.  Irvine Valley College	\$500.00
<u>At Last Window Coverings</u> Agreement – To repair blinds in HS-223 and in SSC-207.  Saddleback College	\$500.00
<u>Carlos Rivera</u> Amendment – To augment original agreement to a new total of \$1,520.00 to be extended include rehearsals and performances for the production of “Godspell” August 1-2, 2014.  Saddleback College	\$480.00
<u>Kurt Hamernik</u> Independent Contractor Agreement – To perform as guest artist musician for the production of “Godspell” August 1-2, 2014.	\$480.00

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

Saddleback College	
<u>Ryan Navales</u> Independent Contractor Agreement – To perform as guest artist for the production of “Godspell” August 1-2, 2014. Saddleback College	\$480.00
<u>State of California Parks &amp; Recreation</u> Special Event Permit – For the use of the beach volleyball courts at Doheny State Beach for classes from August 22, 2014 through December 19, 2014. Saddleback College	\$475.00
<u>Carlos Rivera</u> Amendment – To augment original contract to a new total of \$1,760 for extended performance as guest artist for the production of “Godspell Jr.”. Saddleback College	\$240.00
<u>Kurt Hamernik</u> Amendment – To augment original contract to a new total of \$720 for extended performance as guest musician for the production of “Godspell Jr.”. Saddleback College	\$240.00
<u>Ryan Navales</u> Amendment – To augment original contract to a new total of \$720 for extended performance as guest musician for the production of “Godspell Jr.”. Saddleback College	\$240.00
<u>Paula Fleischer</u> Independent Contractor Agreement – To perform as costume construction assistant for the production of “Godspell” July 28, 2014 through August 2, 2014. Saddleback College	\$200.00
<u>Alexander Leigh</u> Amendment – To augment original contract to a new total of \$7,720 for extended performance as music director for the production of “Godspell Jr.”. Saddleback College	\$200.00
<u>Jill McGlynn</u> Independent Contractor Agreement – To perform as costume construction assistant for the production of “Godspell” July 28, 2014 through August 2, 2014. Saddleback College	\$200.00

<u>Rockwood Communications Counsel, Inc.</u> Independent Contractor Agreement – To provide the IVC summer bridge students a presentation on business etiquette during their class on July 16, 2014. Irvine Valley College (Foundation)	\$103.00
<u>John Thomas</u> Independent Contractor Agreement – To host a lecture on interview skills and conducting mock interviews for students in the sports medicine lab/Perking Grant. Saddleback College	\$100.00
<u>Language Line Services</u> Independent Contractor Agreement – For translation services for police department dispatch. Irvine Valley College	\$100.00
<u>CI Solutions</u> Independent Contractor Agreement – For technical support and maintenance for a printer. Irvine Valley College	\$85.00
<u>Karacters 4 Kids</u> Agreement – For pre-show activities for the “Godspell” production, including face painting and balloon twisting. Saddleback College	\$0.00
<u>Brandman University</u> Campus Rental Agreement – For IVC to use Brandman University facility for strategic planning committee retreat on August 1, 2014. Irvine Valley College	\$0.00
<u>Coastal Communities Hospital</u> Agreement – To provide clinical/internship experience to enhance student experiences in the Health Sciences program. Saddleback College	\$0.00
<u>TLC Allergy and Asthma Associates, Inc.</u> Agreement – To provide clinical and internship experience to enhance student experiences in the Health Sciences program. Saddleback College	\$0.00
<u>Card Meter Services</u> Amendment – To change agreement from a yearly contract to a month to month contract to increase quantity of print stations. Irvine Valley College	\$0.00

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Adopted Budget for Fiscal Year 2014-2015  
**ACTION:** Approval

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### **BACKGROUND**

Title 5, California Code of Regulations, Section 58305 requires that each September the Board of Trustees of each community college district shall adopt a final budget. Enclosed for approval is the proposed Adopted Budget for the FY 2014-2015. As required by Section 58301 of Title 5, this document has been available for public inspection at each college library.

### **STATUS**

On June 23, 2014, the Board of Trustees approved a Tentative Budget for FY 2014-2015. Since that time, total unrestricted resources have increased from \$226,772,300 to \$234,568,897. The unrestricted General Fund ending balance on June 30, 2014 is \$37,322,828. The District Reserve for economic uncertainties has been set at 7.5% (\$11,452,534).

The SOCCCD Adopted Budget for FY 2014-2015 will be presented by Dr. Debra Fitzsimons which will include additional highlights.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the FY 2014-2015 Adopted Budget as presented in EXHIBIT A.

# THE DISTRICT . . . . .



**Overview:** The South Orange County Community College District is a multi-campus district encompassing Saddleback College in Mission Viejo, Irvine Valley College in Irvine, and the Advanced Technology & Education Park (ATEP) in Tustin. Founded in 1967, the 382-square mile district covers almost 50 percent of Orange County and is governed by a seven-member elected Board of Trustees and a Chancellor.

Over the past four years, SOCCCD enrollments have remained stable. Total headcount is over 43,000 and full time equivalent students (FTES) number over 27,000. Demand for online courses and certificate programs continue to increase dramatically.

**Planning Efforts:** During the last several years, great strides have been made to district-wide planning and budgeting processes. The district-wide planning processes were developed and became integral to all aspects of college and district-wide decision-making and resource allocations in a transparent, inclusive and open process. This was in response to accreditation recommendations. The District-wide Planning Council (DWPC) continues to implement the recommendations and oversee the strategic planning processes.

**Major Capital Projects:** Major projects at Saddleback College include a) continued design of the Technology and Applied Sciences (ATAS) Swing Space and Renovation projects; b) preparation for construction on the Communication Arts project; and c) initial studies on the Site Improvement project, the Fine Arts Complex HVAC & Interior Improvements project and the Athletic Stadium Renovation project.

Irvine Valley College projects include: a) surety negotiation and close out of the Life Sciences Building project; b) jurisdictional approval and construction preparation for the Barranca Road connection; c) construction on the A400 Design/Build project; d) design for A200 project and design for the New IVC Building project at ATEP.

The ATEP project also continues with demolition and planning projects. District-wide projects include IT fiber cabling and phase 2 conditions assessments/survey of utility and infrastructure.

With the advent of the Capital Improvement Committee (CIC) and Basic Aid Allocation Recommendation Committee (BAARC) process and the addition of two construction managers at district level and one at Saddleback College, the resources are being planned and brought into place to address many additional projects including at Saddleback College: a) the unexpected BGS Fire Repair; b) Learning Resource Construction Defects; c) Central Plant/CoGen Upgrade, and; d) Exterior Campus Lighting.

At Irvine Valley College: additional projects included a) Campus Lighting/Walkways; b) Field Repairs, and; c) Student Services Center HVAC.



**Major Technology Initiatives:** This year's proposed technology projects recommended by the District-wide Technology Committee (DTC) fall into five general categories. The first category is improvements to network infrastructure, typified by projects such as the district-wide replacement of desktop computers, servers, fiber optic cabling, network switches, and digital phones. The second category is enterprise resource planning (ERP) software, where we are replacing aging software for human resources and finance with modern versions as well as adding new capabilities such as e-transcripts, email archiving and college-prioritized enhancements to our student information system. The third category builds upon SOCCCD's national reputation in creating software to increase student success, exemplified by systems such as My Academic Plan (MAP) and Sherpa, to re-architect the online class schedule to add intelligent recommendations for student success. The fourth category consists of security-related items and ranges from software that helps student services coordinate assistance for troubled students to improvements in network security and role management. Finally, some technology funds are reserved to implement unfunded statewide mandates such as changes in registration priorities and the handling of course prerequisites.

**Human Resources:** Human Resources has been extremely busy this past academic year and has completed the 2014 recruiting season for faculty positions, again leading other community colleges in California with the highest number of new faculty positions. A faculty member serves an average of 20.6 years in the District. This long-term investment represents an annual expenditure for salaries and benefits of 85% to 89% of the entire fiscal budget.

**State Budget and the Community College System:** The final State budget was enacted on June 20, 2014. The passage of Proposition 30 in fall of 2012 created the Educational Protection Account (EPA) and provided temporary funding for education through 2016 and 2019. The spending plan for EPA funds received by SOCCCD is included in the adopted budget.

Some of the highlights of the adopted budget related to community colleges are:

- Enrollment fees remain at \$46 per unit
- \$ 102 million for .85% COLA
- \$ 162.8 million for 2.75% growth; the governor will push back the implementation of a revised growth formula until the 2015-16 fiscal year
- Beginning in 2015-2016, a proposed increase in the funding rate for enhanced non-credit courses
- \$30 million increase for DSPS
- \$50 million (one-time) for Economic and Workforce Development Programs (categorical)
- \$70 million for student equity plans
- \$100 million for the Student Success and Support Program
- \$37.5 million for Prop 39 energy efficiency projects

- \$49.5 million for earlier mandate reimbursement claims
- \$148 million for Scheduled Maintenance and Instructional Equipment with no local match requirement; districts have flexibility on spending categories that must be fully committed this year

The biggest policy issue that was included in the State budget is a plan for fully funding the CalSTRS defined benefit program over the next 30 years. The unfunded liability is estimated at \$74.4 billion. The Governor's plan will begin closing the funding gap, which includes increasing the state's share of funding the Defined Benefit Plan from the current level of 3 percent of payroll to 6.3 percent of payroll, phase in of an increase in teacher/employee contributions from 8 percent of pay to 10.25 percent over a three-year period, and phase in of an increase in employer contributions over a seven-year period. The initial cost increase for districts would be approximately \$28 million. Eventually, employer contributions will increase from the current 8.25% to 19.1% over 7 years.

**SOCCCD Budget:** The District budget for all funds totals over \$655 million. Because the District is self-sufficient and is a basic aid district, it is essential that the budget is conservative, and the district continues to maintain stable funding for the colleges by closely monitoring income and expenses. For this coming year, property tax revenues remain a constant, reliable funding stream. The adopted budget includes conservative estimates for property tax revenues, enrollment fees, non-resident tuition, EPA funds, Lottery, interest, and other miscellaneous revenue. Due to the short-term nature of the EPA funds, they continue to be budgeted for part-time faculty salary and benefits at both colleges.

The major changes between the tentative budget and the adopted budget include a reduction in COLA from 0.86% to 0.85%, a reduction in growth from 3% to 2.75%, an increase in the Unrestricted General Fund beginning balance (\$4.4M), and an overall increase in the Restrict General Fund.

After following the SB361 funding formula for the colleges through the District Resource Allocation Council (DRAC) model, excess property tax revenues available for basic aid distribution this fiscal year total over \$38 million. These funds are used for capital expenditures and other one-time projects in lieu of bonds that other community colleges use.

The District continues to face challenges balancing a budget where the increases in commitments for salaries, benefits, and retirement contributions to STRS and PERS surpass the new available income. On top of very low COLA increases in recent years, the EPA funds will go away after 2019 causing additional fiscal constraints.

The general fund budget provides for colleges' operations, district-wide general expenses, District Services, and a general reserve of 7.5%. The strong reserve is necessary for a self-sufficient district and allows the District to manage cash-flow throughout the year as well as prepare for unforeseen expenditures and emergencies.

Chancellor Poertner has reviewed the adopted budget and confirms that it is balanced as is required by law. It is consistent with the Board of Trustees' budget guidelines that are contained in this document.

***Dr. Debra L. Fitzsimons***

*Vice Chancellor, Business Services*

*South Orange County Community College District*

## SADDLEBACK COLLEGE BUDGET MESSAGE



Saddleback College is pleased to submit its Adopted Budget to the Board of Trustees and Chancellor. This budget uses income and expenditure simulations in accordance with the Adopted State budget.

Saddleback is primarily funded through the State SB361 apportionment calculation, and the budget proposes a 0.85% cost-of-living-adjustment (COLA), and 2.75% for growth. The college has used these assumptions to develop income and expenditure projections. Expenditure assumptions include funding for all existing personnel; replacement of vacant faculty, classified and management positions; step and column increases, and projected fringe benefit and health and welfare increases. The college must invest growth income into achieving enrollment growth to continue to secure this growth funding. Expenditure simulations include the replacement of thirteen and the addition of six new full-time faculty positions.

Ongoing expenditure increases in salaries, to include step and column, retirement contributions, and health and welfare benefit increases exceed COLA income of 0.85%, as proposed in the State budget. Both the State Teachers Retirement System (STRS) and Public Employee Retirement System (PERS) have adopted revised contribution rates through 2020-2021, and the projected employer contribution rates rise sharply over that period. The increase for 2014-2015 is minimal; however, it is projected that by 2020-21, Saddleback College will be required to pay an additional \$3,692,601 for STRS and \$1,437,264 for PERS, based on 2013-2014 expenditures. Below is a summary of COLA revenue and ‘automatic’ salary and benefit expenditure increases:

COLA (0.85%) Revenue	\$612,713
Step and Column Increases	\$702,376
Health and Welfare Increase	\$605,732
STRS/PERS Increase	<u>\$267,195</u>
Total Increased Expenditures	<u>\$1,575,303</u>

The college completed the second year of a revised College Resource Prioritization Process in May. This revised process prioritizes requests by division and unit, rather than by college-wide committee. This ensures those more knowledgeable and familiar with the requests set funding priorities. This process also ensures completion of program and administrative unit reviews by December 31<sup>st</sup>, with resource requests completed by January. Requests relating to personnel, equipment, facilities, technology and ‘other’ must be delineated as a need in the program or administrative unit review and/or be linked to the college strategic plan. As the College Adopted Budget is developed, these prioritized requests are considered for funding.

The district-wide strategic plan for 2014-2020 includes an objective, ‘to develop and initiate multi-year financial planning.’ This will be an important process and tool for multi-year budget simulation from both a district-wide and college perspective, and the college looks forward to partnering in its development. This tool will be especially critical as the district faces rising health and welfare, STRS and PERS rates.

The continuing trend of annually increasing costs for existing personnel in the areas of step and column movement, fringe benefit increases, health and welfare increases, and the need to invest growth income into achieving increased FTES, presents an ongoing challenge. These budget pressures coupled with substantially increased demands placed on faculty, staff and management, have created a challenge as the college pursues its top goal to significantly improve student success numbers and rates of degrees, certificates, and transfers.

Although Saddleback has continued funding and fiscal challenges, this Adopted Budget is balanced. Faculty, staff and management remain committed to meeting the college mission and moving towards its vision of 'being the first choice.' We appreciate our successful partnership with the Board of Trustees, Chancellor, District Services, Irvine Valley College and the South Orange County community.

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*Tod A. Burnett, Ed.D. President, Saddleback College and Carol Hilton, Vice President for Administrative Services*

## IRVINE VALLEY COLLEGE BUDGET MESSAGE



Irvine Valley College (IVC) is pleased to present to the Board of Trustees and the Chancellor a balanced FY 2014-15 Adopted Budget. It is the philosophy of IVC to establish a budget in a transparent and collaborative manner, and the current budget is a product of an open dialogue between all college constituent groups and dedicated staff.

The unrestricted General Fund budget recommended through the District Resource Allocation Council (DRAC) is \$53.2 million. Major components of the budget are a \$49.3-million allocation based on the SB361 state apportionment model, a \$4.1-million projected revenue from non-resident tuition, and assessments for district services and general expenses totaling \$6.4 million. Of the total budget, \$46 million, or 86.5%, has been committed to salaries and benefits, with the remainder budgeted for non-personnel expenditures and a contingency reserve.

Following the state apportionment model, the budget includes funding for a 2.75% enrollment growth. This will allow the college to serve approximately 250 additional full-time equivalent students (FTES) beginning in 2014-15. The budget also includes funding for a cost of living adjustment (COLA) of 0.85% for classified, administrators, and managers.

With the passage of Proposition 30 in 2012, the colleges began to receive funding in 2012-13, which allowed IVC to pre-pay its entire retirement incentive obligation of \$1.8M at the end of 2012-13. Although this large payment left a small amount of ending fund balance, the resulting freed-up funds will allow the college to maintain a healthy reserve in 2013-14 and thereafter. In 2014-15, the college was able to set aside a contingency reserve of \$1 million taking advantage of these savings achieved in 2013-14.

The budget also includes \$493,350 to match the B100 Roof and HVAC Maintenance scheduled maintenance project. Other new projects proposed for basic aid funding are the new ATEP building, the B400 Life Sciences Building Labs and Entrance Control project, and the B200 Rebuild Classroom Wing and Labs project. IVC is grateful to the District and the Board of Trustees for their continued support of the College's capital improvement projects.

The state budget also includes additional funding for Extended Opportunity Programs and Services (EOPS), Disabled Students Programs and Services (DSPS), the California Work Opportunity and Responsibility to Kids (CalWORKs), and Student Success and Support Program (SSSP). Although College-specific allocation amounts will be announced later this fall, the SSSP program augmentation will likely exceed \$1 million, which would come with additional matching requirements from the State. The college is strategizing as to how to meet the SSSP mandates, while leveraging college resources to match the State allocation. Lastly, the State budget includes \$1.1 million for the 2014-15 Physical Plant and Instructional Support, which will fund equipment purchases in support of instruction as well as provide supplemental funding for building maintenance.

Irvine Valley College is thankful to the Board of Trustees and the Chancellor for their support during this unstable economic period. This support goes a long way in empowering IVC to remain devoted to student learning through exemplary teaching, integrated support services, effective stewardship, and continued accessibility in a diverse community.

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*Dr. Glenn Roquemore, President, Irvine Valley College*  
*Davit Khachatryan, Vice President for Administrative Services*

## ADVANCED TECHNOLOGY AND EDUCATION PARK BUDGET MESSAGE



In 2004, the SOCCCD was conveyed 68.37-acres of land from the Department of the Navy on the former Marine Helicopter Base in Tustin and named the Advanced Technology & Education Park (ATEP). The District opened with a 1-1/2 acre temporary campus in fall 2007 to begin serving students and the community while the 68-acre development planning is under way. Irvine Valley College oversees the day-to-day operations of the 14,088 square feet of buildings at the ATEP site while the district services ATEP development team at South Orange County Community College District oversees development of site planning and partnerships for the full site. Much has happened this year that will support future development and increase the efficiencies for development of the site. An overview of these changes is listed below under accomplishments.

### *Mission*

The stated mission of ATEP is to provide development opportunities for Irvine Valley College and Saddleback College as well as land use partners to support community, business and industry workforce development needs. This campus site will focus on Career Technology Education (CTE).

### *Accomplishments*

Recent accomplishments in the planning and development of the ATEP site include:

- The land exchange agreement between the City of Tustin, the County of Orange, and the District were approved providing a campus development site that includes: reconfiguration for campus development; improved infrastructure options; shared costs for constructing Bell Avenue for better access and added Average Daily Trips (ADTs); and supporting the eventual exchange of 10 acres with the County of Orange.
- A development agreement was approved by the City of Tustin and the SOCCCD Board of Trustees that will be for a period of 20 years that will: support a more uniform and orderly development of the property; provide for new entitlements and permitted use including up to 49% of non-education use; significantly increase the density and intensity of use on the site; eliminate uncertainty in the application of the rules and regulations in the MCAS Tustin Specific Plan; and, provide for public services appropriate for the development and use of the SOCCCD property.





- The temporary ATEP campus buildings were transferred to the City of Tustin as the land exchange became final during the summer 2013. The agreement includes a three-year lease back to the District for IVC to continue to utilize the current campus for instruction, at a cost of \$1 per year. IVC is developing a contingency plan to support key programs now operating at the ATEP site.
- A national search for education institution partners continues as C.B. Richard Ellis, commercial real estate brokers, provides efforts on the District's behalf to advertise partnership opportunities at the development site. A plan is being developed to seek non-education ground lease partners for the site. These partnerships will embrace opportunities for college program synergies to support student training and success. These future partners will provide important ground lease income to the District in support of the ongoing and future costs related to site infrastructure and buildings.
- Demolition of the base buildings and at ground structures continues on schedule. With the finalization of the land exchange agreement and development agreement with the City of Tustin and County of Orange, demolition of all structures, ground and in-ground structures, and surface grading on these parcels will commence with the appropriate environmental and remediation consultants. The next phase of building and facility demolitions at the ATEP site is moving forward. Navy review of the plans and their approval to proceed is our next step. Once this has occurred an announcement will go out using our regular district process to obtain bids and pricing by interested qualified contractors.
- The City of Tustin and the District will construct an extension of Bell Avenue going through the ATEP development area. The road will be dedicated to the city upon completion and provide for important access and increases in average daily trips. Related demolition will begin in 2014 and the road could be completed in 2015.
- Recently ATEP was included in the new District-wide Strategic Plan: 2011-2014 and Long Range Education & Facilities Master Plan: 2011-2031. Staff from both colleges along with District Services staff participated in these planning efforts.
- A number of Board of Trustee decisions have been made to clarify and direct the development of the ATEP site. These include: assignment of future construction space for each college; the District will coordinate and operate all site ground lease related activities; the colleges will pursue instructional partnership opportunities; the colleges will coordinate program and course offerings at the ATEP site; and the identification of external funding to support site development will be a high priority.

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*Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

*Dr. Randy Peebles, Associate Vice Chancellor, ATEP*



## BUDGET DEVELOPMENT GUIDELINES

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### **Board Philosophy:**

The Board of Trustees shall support and follow fiscal policies that:

1. Ensure wise and prudent use of public resources.
2. Promote financial strength and stability.
3. Maximize educational opportunities for students, in accordance with the district's mission statement.

### **Participatory Governance:**

An opportunity for review and input will be provided to the appropriate participatory governance groups prior to adoption of the final budget.

### **Guiding Principles:**

The following guiding principles are provided to the District Resources Allocation Council (DRAC) and the college budget committees for use when recommendations are made about the budget.

#### **1. Reserve for Economic Uncertainties**

The general fund reserve for economic uncertainties shall be no less than 7.5% of the projected unrestricted revenue. A monthly update will be provided to the Board of Trustees that reviews current revenue, expenditure, and ending balance projections. Any action proposed by a staff member, a Board member, or the Board of Trustees as a governing body, which could potentially reduce the reserve, will be reported to the Board in the monthly update. A reported reduction in the reserve below 7.5% shall be accompanied by a plan that indicates how the reserve shall be restored.

#### **2. Future Long-Term Debt Issues**

No additional COP, or other long-term debt, will be issued until:

- a. An ongoing revenue stream has been identified that covers the full payment for the existing issues.
- b. A dedicated revenue stream has been identified for the payments for the new issue.

The Board has identified this principle as having a very high priority.

#### **3. Retirement Incentives**

No retirement incentives will be provided unless one-time funds have been identified that will cover the full cost or the plan savings are sufficient to pay the cost of the incentive.

**4. Area/College Allocations**

The expenditure budgets for each area/college shall not exceed the projected resource allocations. Any college or district balances existing at the end of each fiscal year, either positive or negative, will result in an equivalent adjustment in the allocation in the subsequent year. In addition, the Vice Chancellor of Business Services and College Business Officers shall monitor the college budgets to ensure there are no negative balances.

**5. Deficit Financing**

Deficit financing is defined as a budget in which projected expenditures exceed projected revenue for the year. Deficit financing should not occur for ongoing expenses such as salary increases. The amount of deficit financing should always be clearly presented in the budget document. Deficit financing shall not result in a reserve balance that is less than 7.5%.

**6. Retiree Medical, Dental, Vision, and Medicare Coordination of Benefits (COB) Plans**

To be compliant with GASB 43 and 45, an irrevocable trust was formed in FY 2007-2008 to fund medical, dental, vision, and Medicare plans for SOCCCD retirees. An actuarial study is conducted at a minimum of every two years to update the District's OPEB (other post-employment benefits) liability. It is the Board's intent to fully fund the liability once it is identified.

**7. Basic Aid**

While the District is a basic aid district:

- a. The expenditure budgets for ongoing purposes shall be the resources that would have been available from state apportionment.
- b. Excess revenue above apportionment shall be allocated at the college or district level for one-time purposes, such as to cover some of the unfunded obligation for the retiree benefit plans.
- c. Excess revenue above apportionment shall not be used for regular ongoing expenditures, such as salaries.
- d. Excess revenue above apportionment shall not be used for any other purposes that will jeopardize the District's future financial stability.
- e. BP and AR 3110 will be followed when allocating basic aid funds.

**8. One-time Cost Savings**

One-time cost savings shall be allocated to purposes such as the unfunded obligation for the retiree benefit plans, or to one-time expenditures.

**9. Full Time Equivalent Student Targets**

When developing the target FTES, consideration will be given to the following:

- a. The needs of students and the community.
  
- b. The percentage of growth allocation in the state apportionment formula.
- c. The FTES generated in the most recent academic year.
- d. The number of FTES the college administration realistically believes can be generated.

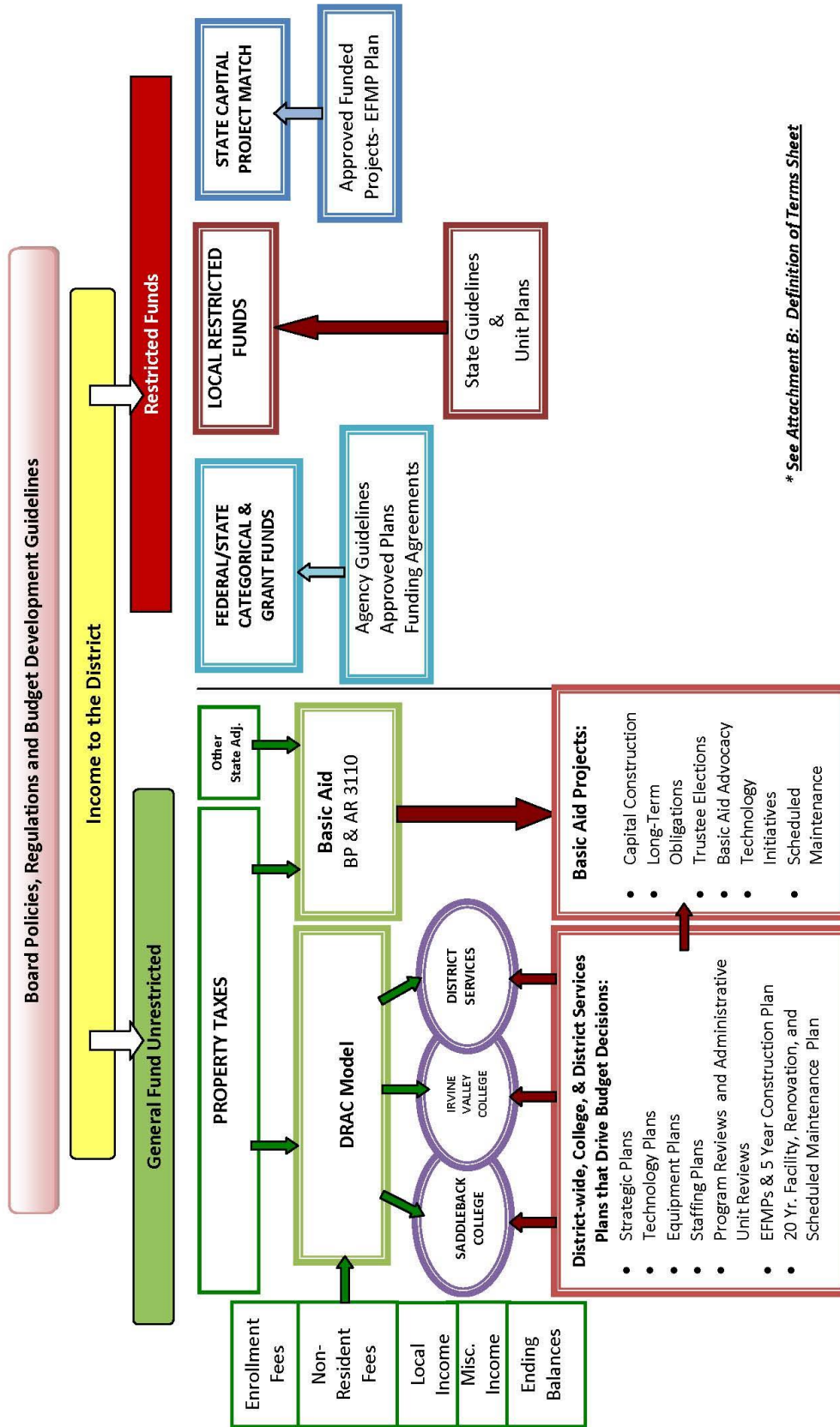
**10. Funding for Growth**

The District resource allocation model shall limit funding for growth FTES to a maximum of the SOCCCD individual adjusted growth rate published by California Community College System Office, adjusted by subsequent System Office revisions. District growth funding shall also be constrained by FTES growth achieved by the District up to the maximum amount funded through the SB 361 allocation formula.

**11. Budget Planning**

College budget planning will take into consideration the 50% Law and Faculty Obligation Number (FON).

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT RESOURCE ALLOCATION PROCESS



\* See Attachment B: Definition of Terms Sheet

dif 8/11/2011

## SUMMARY OF GENERAL FUND BUDGET ALLOCATIONS

Allocated Area	* Unrestricted	*Restricted	Total
Saddleback College	\$ 91,994,081	\$24,008,174	\$116,002,255
Irvine Valley College	\$ 53,234,436	\$10,600,111	\$ 63,834,547
ATEP Operating & Capital Project	\$ 697,083	\$ 3,973	\$ 701,056
District Services	\$ 14,867,265	\$ 314,797	\$ 15,182,062
District-wide General Expense	\$ 3,713,692		\$ 3,713,692
Part-Time Faculty Parity Funds	\$ 509,463		\$ 509,463
Basic Aid Funds**			
- Capital Outlay Projects	\$ 43,761,973		\$ 43,761,973
- Other Basic Aid Expenses	\$ 1,552,872		\$ 1,552,872
- Contingency and Unallocated	\$ 12,785,498		\$ 12,785,498
Reserves for Economic Uncertainties	\$ 11,452,534		\$ 11,452,534
<b>TOTALS***</b>	<b><u>\$ 234,568,897</u></b>	<b><u>\$ 34,927,055</u></b>	<b><u>\$269,495,952</u></b>

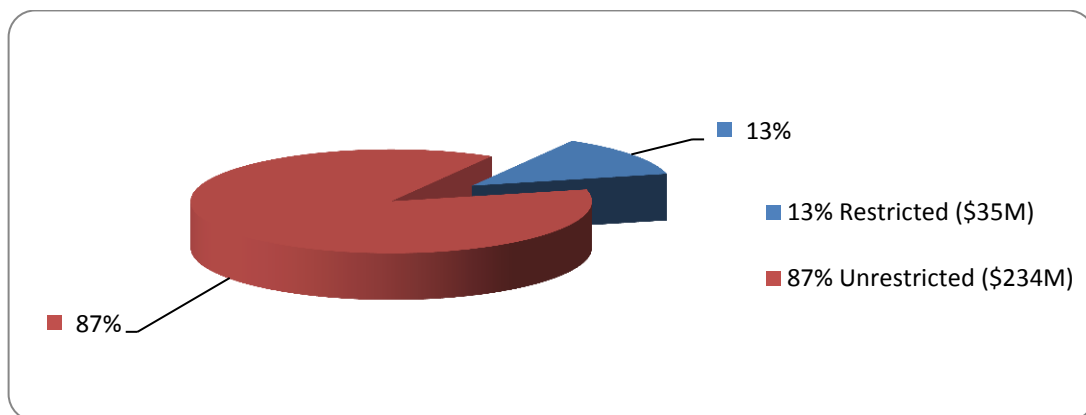
\* See pages 25 through 29 (Total of revenue, expenditures and ending balance for each budget location)

\*\*Prior Year Beginning balance of Basic Aid funds (\$2.4 M) is in the Capital Outlay fund.

\*\*\*The basic aid total was based on conservative property tax estimates.

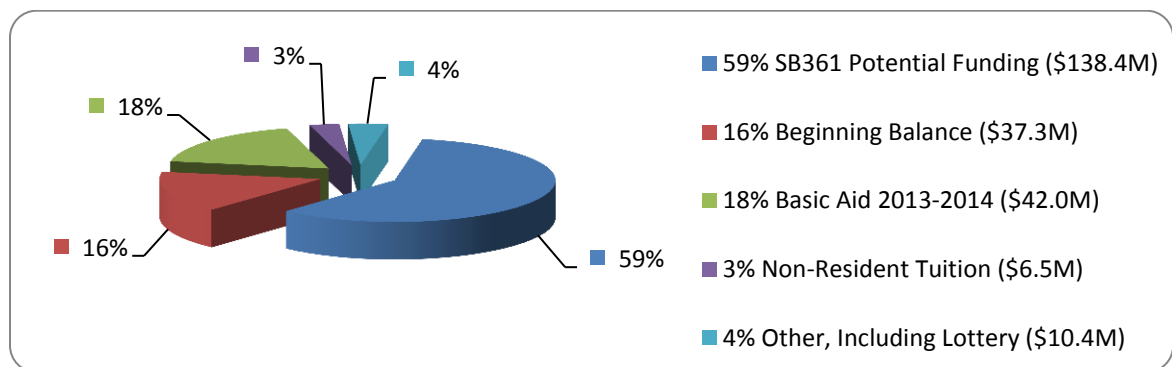
## GENERAL FUND REVENUE

The general fund, which totals \$269 million, consists of accounts that are not required to be recorded in a separate fund. There are two segments of the general fund: “Unrestricted” and “Restricted.”

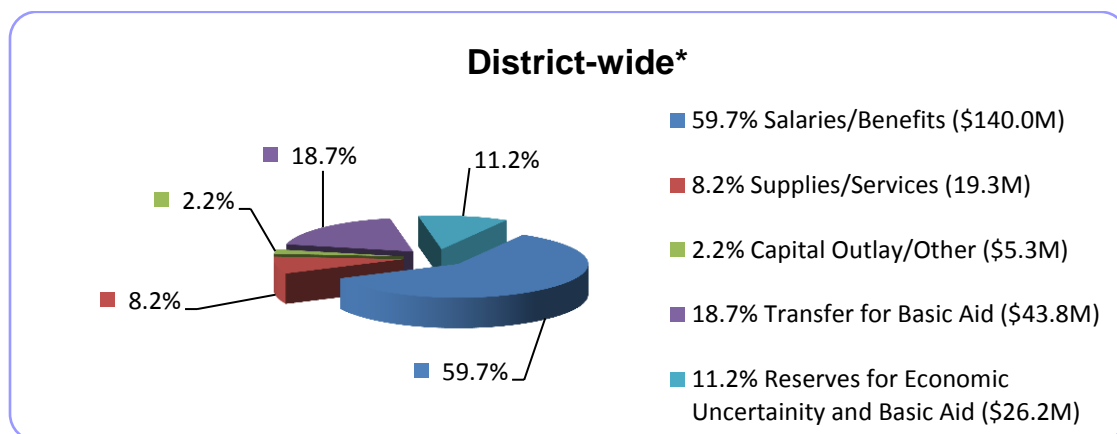


## UNRESTRICTED GENERAL FUND REVENUE

The largest segment of the general fund is the *unrestricted portion*, which accounts for resources for the general purpose programs of the District, approximately \$234.6 million (87% of the activity). This is an increase of \$16 million over last year due to state funded COLA, growth, and increased beginning balance. Of the resources, 59% is equivalent to the amount that would be calculated in the state-developed funding formula established by SB361. The total amount that is equivalent to what would be potentially received from state apportionment funding (SB361) is determined by the State Budget Act and is distributed to the 72 community college districts by formulas developed by the California Community College Chancellor's Office. The computational revenue recognizes changes in the COLA and student enrollment growth and/or decline. The District will not receive state apportionment funding because local property taxes and student enrollment fees exceed the calculation entitlement. The remaining part of the unrestricted resources comes from Basic Aid (18%), Non-Resident Tuition (3%), and other sources, including Prop 30 EPA funds and Lottery (4%). The beginning balance, carried forward from the prior year, is (16%) of available unrestricted funds.



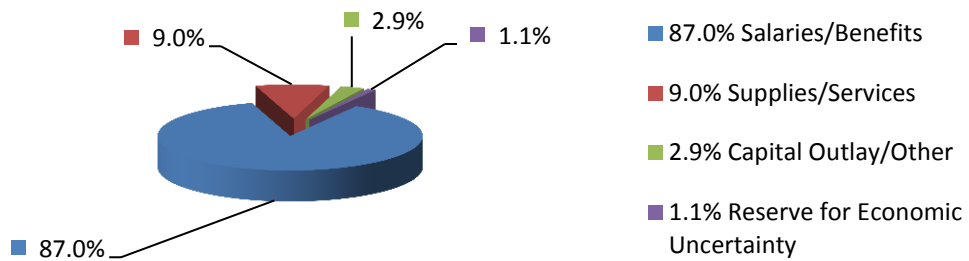
## UNRESTRICTED GENERAL FUND OPERATING EXPENDITURES



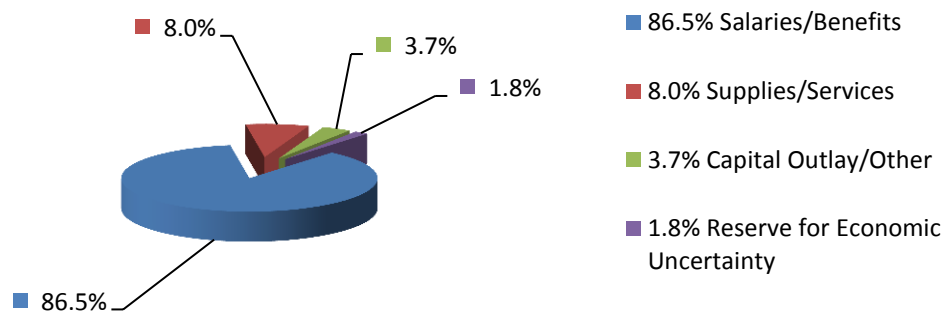
\*Note: These percentages are based on the entire District budget that includes all reserves and Basic Aid funds. Without reserves and Basic Aid funds, the percentage for salaries and benefits would be 85.1%.

Most of the expenditures in the general fund operating budgets are for employee salaries/benefits as seen below. Compared to last fiscal year, Saddleback College salaries and benefits are up to 87.0% of its operating budget (from 86.1%) and Irvine Valley College salaries and benefits are down to 86.5% (from 89.0%) of its operating budget. District Services salaries and benefits equal 86.9% (up from 84.5%) of its operating budget.

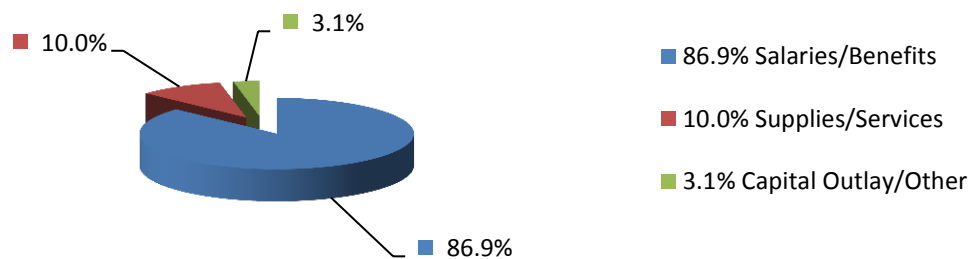
### Saddleback College



### Irvine Valley College

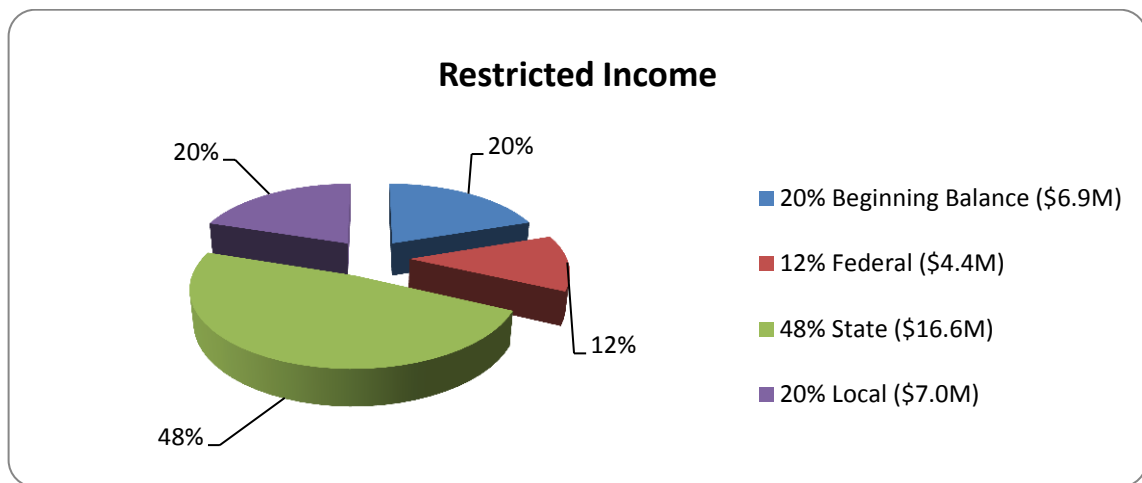


### District Services



## RESTRICTED GENERAL FUND

The other segment of the general fund is the *restricted portion (categorical aid and grants)*, approximately \$34.9 million (13% of the general fund activity); this accounts for federal, state, and local money that must be spent for a specific purpose by law or agreement. Examples of these programs, which are mostly services targeted for specific population groups, are: Perkins Title I-C, Student Success and Support (formerly Matriculation), Extended Opportunity Programs and Services (EOPS), Disabled Students Programs and Services (DSPS), and Cooperative Agencies Resources for Education (CARE). The restricted general fund decreased by \$1 million from the prior year due to a smaller beginning balance and decreased federal revenue.



## NOTEWORTHY GENERAL FUND ASSUMPTIONS

- FTES targets have been increased by 2.75% to align with the State apportionment formula, and growth funds were provided to the colleges in the DRAC funding model.

	FY 2010-2011 Actual	FY 2011-2012 Actual	FY 2012-2013 Actual	FY 2013-2014 Actual (Annual)	FY 2014-2015 Target
IVC	10,373	9,354	9,329	9,419	9,721
SC	18,126	18,484	18,475	15,541	18,253
<b>TOTAL</b>	<b>28,499</b>	<b>27,838</b>	<b>27,804</b>	<b>24,960</b>	<b>27,974</b>

- Proposition 30 Education Protection Act (EPA) funds are budgeted at \$2.8 million based on \$100 per FTES. These revenues are from temporary taxes that will expire in FY 2015-2016 and FY 2018-2019 and are budgeted for part-time faculty salaries and benefits.



- Enrollment fees remain at \$46 per unit. Budgeted revenue decreased from prior year to reflect an increased number of students receiving State fee waivers. This assumes that the colleges will meet their DRAC model enrollment targets.
- Lottery revenue is budgeted at \$3.6 million based on a conservative estimate of \$125 per FTES funding. This is a slight increase over last year's adopted budget. Lottery funds are paid on all FTES, including non-resident.
- Employee movement on the salary schedule (step and column increases) is included for all employee groups. The State COLA of 0.85% is added to the salary schedules for classified employees, administrators and managers.
- The budget includes an overall cost increase of 5.9% for employee benefits including PPO medical insurance, HMO medical insurance, dental insurance, vision insurance and life insurance.
- Workers' compensation insurance remains budgeted at 1.8% of salaries.
- The unemployment insurance rate remains at 0.05% of salaries.
- The Public Employees' Retirement System (PERS) contribution rate is budgeted at 11.771% of salaries, which is up from 11.442% last year.
- The State Teachers' Retirement System (STRS) contribution rate increased from last year from 8.25% of salaries to 8.88%.
- The budget for property and liability insurance coverage increased \$90,000 to \$1,150,000.
- Instructional equipment and scheduled maintenance funds of 3.2 million are included in the budget.

The General Expenses have the following budgeted amounts:

<u>EXPENSE</u>	<u>AMOUNT</u>
District Office Facilities and Maintenance	\$ 300,000
Discrimination/Harassment Investigation Services	\$ 100,000
District-wide IT Maintenance Agreements	\$ 676,346 *
District-wide Strategic Planning	\$ 110,000
Faculty Job Fair	\$ 25,520
Financial Audit	\$ 135,000
IT Projects Carry-over	\$ 243,826
Labor Contract Negotiators	\$ 100,000
Legal Advertising	\$ 30,000
Legal Fees	\$ 475,000
Mandated Costs	\$ 0
Offsite Technology Security	\$ 115,000
Personnel Advertising	\$ 130,000
Phone System Maintenance Agreement	\$ 200,000 *
Property & Liability Insurance	\$ 1,150,000
Recruitment	\$ 125,000
Sabbatical Bond Payments	\$ 18,000
Safety Compliance Cost	\$ 40,000
Taxpayer Relief Act Compliance	\$ 40,000 *
<b>TOTAL GENERAL EXPENSE ACCOUNTS</b>	<b><u>\$4,013,692</u></b>
District Office Facilities and Maintenance**	\$ <300,000>
<b>ADJUSTED GENERAL EXPENSE ACCOUNTS</b>	<b><u>\$3,713,692</u></b>

\*Change in fixed expenses compared to the Tentative Budget

\*\*Paid to Saddleback College for expenses related to District Services space in the Health Sciences Building

The FY 2014-2015 Adopted Budget includes inter-fund transfers as follows:

<b>From Unrestricted General Fund:</b>	<b>To Other Funds:</b>			<b>Total</b>
	<b>Child Development</b>	<b>Capital Outlay</b>	<b>Self Insurance</b>	
Irvine Valley College (a)	\$154,000	\$493,350		\$647,350
Saddleback College (b)	\$250,000			\$250,000
District Service (c)			\$200,000	\$200,000
Basic Aid (d)		\$43,761,973	\$100,000	\$43,861,973
<b>Total Transfers</b>	<b>\$404,000</b>	<b>\$44,255,323</b>	<b>\$300,000</b>	<b>\$44,959,323</b>

(a) Transfer from IVC General Fund to support Child Development and Scheduled Maintenance Match

(b) Transfer from SC General Fund to support Child Development

(c) DS Insurance Department expenses

(d) Basic Aid funds allocated for approved capital outlay projects and insurance deductibles based on BAARC recommendations

## FISCAL STABILITY AND RESERVE FOR ECONOMIC UNCERTAINTIES

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Reserve funds are an important financial solvency safeguard. Examples of needs for the reserve for economic uncertainties are revenue shortfalls, unexpected repairs, and enrollment declines.

Based on BP 3100, the FY 2014-2015 Adopted Budget includes a reserve of 7.5% of unrestricted operating funds, with a total amount of \$11,452,534. The amount in the SOCCCD reserve is higher than the minimum recommended by the State Chancellor's Office, which is 5%. The colleges also maintain their own reserves. This year each college has budgeted \$1 million for reserves.

### BASIC AID STATUS

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A "basic aid" district is one that receives more revenue from local sources (property taxes and student enrollment fees) than it would receive in total for State computational revenue. The District, therefore, is self-sufficient and does not rely on state apportionment. The portion of property taxes received above the State calculated allocation is referred to as **Basic Aid Receipts**. The District returned to its status as a basic aid district in the FY 1999-2000 and has received basic aid receipts as follows:

<u>Fiscal Year</u>	<u>Basic Aid Receipts</u>	<u>% Change</u>
1999 – 2000	\$ 5,676,800	
2000 – 2001	\$ 9,192,300	61.9%
2001 – 2002	\$ 13,719,277	49.2%
2002 – 2003	\$ 18,419,919	34.3%
2003 – 2004	\$ 27,356,952	48.5%
2004 – 2005	\$ 40,162,878	46.8%
2005 – 2006	\$ 46,899,203	16.8%
2006 – 2007	\$ 52,896,017	12.8%
2007 – 2008	\$ 50,692,873	(4.2%)
2008 – 2009	\$ 51,179,365	1.0%
2009 – 2010	\$ 39,022,021	(23.8%)
2010 – 2011	\$ 38,737,963	(0.7%)
2011 – 2012	\$ 39,301,044	1.5%
2012 – 2013	\$ 46,888,399	19.3%
2013 - 2014	\$ 43,788,270	(6.6%)

The District estimates that property tax receipts above the state-calculated allocation amount for FY 2014-2015 and future years to be as follows:

<u>Fiscal Year</u>	<u>Basic Aid Receipts</u>	<u>% Change</u>
2014 - 2015	\$ 41,457,317	(5.3%)
2015 - 2016	\$ 39,090,303	(5.7%)
2016 – 2017	\$ 36,560,262	(6.5%)
2017 - 2018	\$ 33,859,311	(7.4%)

The FY 2013-2014 Basic Aid Receipts were increased after final property tax receipts were posted.

The assumptions used to estimate basic aid funds in future years are: for FY 2014-2015, SB361 funding COLA is estimated at 0.85%, growth is 2.75% and enrollments fees are \$46 per unit. For the following years, SB361 COLA is estimated at 2% and growth is estimated at 2%.

The Orange County Auditor-Controller's office is consulted regularly in order to conservatively project the District's property tax revenue. The FY 2014-2015 estimates are based on that information and historical trends. For the FY 2014-2015, property taxes are budgeted with a 1% increase over FY 2013-2014. For the following three years, secured taxes are estimated to increase 2% per year. Unsecured, homeowners, and supplemental taxes are estimated to remain constant with no increase.

During FY 2011-2012, BP 3110 and AR 3110 were developed to guide the Basic Aid allocation process. The Basic Aid Allocation Recommendation Committee (BAARC) followed this process in its recommendation for allocating the FY 2014-2015 basic aid funds. As this process was begun early in the budget cycle and was based on estimates, the adopted budget reflects a balance of unallocated funds.

The schedule below shows basic aid funds and projects that were approved and are included in the FY 2014-2015 Adopted Budget.

**ESTIMATED BASIC AID RESOURCES & PLANNED EXPENDITURES**

<b><u>FY 2014-2015 RESOURCES</u></b>	<b><u>AMOUNT</u></b>
Balance at July 1, 2014	\$ 18,591,571
Receipts FY 2014-2015	\$ 41,457,317
Estimated Property Taxes for Basic Aid	\$ 60,048,888
Contingency for Unrealized Tax Collections (20%)	(\$ 8,291,463)
<b>TOTAL AVAILABLE FY 2014-2015</b>	<b><u>\$51,757,425</u></b>
<b><u>BUDGETED EXPENDITURES</u></b>	
FY 2014-2015 Board of Trustee Election	\$ 400,000
FY 2014-2015 Legislative Advocacy Services	\$ 75,000
FY 2014-2015 Insurance Deductibles	\$ 100,000
Funding for Capital & IT Projects	\$46,688,390
Total Budgeted Expenditures	\$47,263,390
Unallocated Funds	\$ 4,494,035
<b>TOTAL APPROVED AND BUDGETED PROJECTS</b>	<b><u>\$51,757,425</u></b>

The following projects were previously approved by the Board of Trustees and are in various stages of completion. The project total includes prior year expenditures and remaining balances budgeted in FY 2014-2015.

<u>BASIC AID PROJECT NAME</u>	<u>PROJECT TOTAL</u>
<b>CLOSED PROJECTS</b>	\$171,397,951
<b>PRIOR APPROVED BASIC AID PROJECTS</b>	\$333,943,758
<b><u>NEW FY 2014-2015 PROJECTS</u></b>	<b><u>PROJECT TOTAL</u></b>
<b><u>Long Term Obligations &amp; Fixed Expenses</u></b>	
Insurance Deductibles*	\$100,000
SOCCCD – Legislative Advocacy Services*	\$75,000
Board of Trustee Election*	\$400,000
<b><u>Capital Projects/Defects/Scheduled Maintenance/Renovation</u></b>	
IVC – ATEP Building*	\$8,950,000
IVC – Fine Arts*	\$795,000
IVC – A200 Student Success Center	\$458,910
IVC – B200 Rebuild Classroom Wing and Labs	\$400,000
IVC – B400 Life Science Labs & Entrance Controls	\$410,000
IVC – Scheduled Maintenance-B100 Roof & HVAC Maint (50% Coll Match)	\$493,350
SC - ATAS Renovation *	\$11,225,000
SC – ATAS Swing Space*	\$729,000
SC – Athletics Stadium Renovation	\$950,000
SC – Central Plant/CoGen Upgrade	\$750,000
SC – Digital Security Access	\$650,000
SC – Fire Alarm System Upgrade	\$500,000
SC – Gateway Building*	(\$655,115)
SC – LRC Defects*	\$750,000
<b><u>ATEP Development &amp; Operations</u></b>	
ATEP Support (security, maintenance and operations support)*	\$509,058
<b><u>Capital Programs Planning, Technical, Specialty, Legal Consulting</u></b>	
ATEP Site Development*	\$1,900,000
DSA Project Close Out*	\$60,000
DSA Inspector, Engineering and PM Services*	\$175,000
Design/Build Specialty Consultant*	\$175,000
District-wide Mapping	\$400,000
Facilities System*	\$125,000
FPP, IPP, 5 Year Plans*	\$35,000
Lease/Lease Back Consultant*	\$75,000
Legal Counsel for Facilities Related Issues*	\$300,000
Project Pre-planning and Investigation	\$200,000
<b><u>IT Projects</u></b>	
End-of-Life Core Network/Tech Refresh*	\$1,484,658

Campus Desktop Refresh*	\$1,999,334
Student Information System Enhancements*	\$1,512,000
HR/Business Services Integrated Software*	\$6,250,000
Automate Electronic Transcript Receiving	\$453,600
Automated Password Reset & Single Sign On Assessment	\$115,600
Class Schedule Upgrade & Recommendation	\$735,000
Degree Audit/MAP Upgrade*	\$332,640
DW Automatic Email Archive	\$165,000
DW Network Security	\$369,895
DW Server/Storage Maintenance	\$950,000
MySite Security Phase II*	\$252,000
SIS AR Enhancement/Electronic Refunds	\$600,000
Student Conduct & Incident Reporting	\$13,060
Support Multiple Prerequisites	\$302,400
Wireless Coverage Expansion	\$738,000
IT Contingency *	\$55,000
<b>TOTAL FY 2014-2015 PROJECTS</b>	<b>\$47,263,390</b>
<b>CUMULATIVE TOTAL – BASIC AID PROJECTS</b>	<b><u>\$552,605,099</u></b>

\*Reflects an augmentation to an existing project

## OTHER FUNDS

### **Community Education Fund (Fund #07 and Fund #09)**

The Community Education funds are intended to be self-supporting from income derived by community education fees. Both colleges provide community education seminars, short courses, workshops, and programs to support community needs not met by the traditional college curriculum; the instruction is consistent with the primary mission of the District. The income and expenses from the activities of these programs at Irvine Valley College is accounted for in Fund #07, and at Saddleback College in Fund #09. Currently, the Saddleback College Community Education Fund is self-supporting. The Irvine Valley College Community Education Fund has one program that is being restructured and has been moved to the General Fund for additional college support for program expansion. The remaining programs in the Community Education Fund are self-supporting.

### **Child Development Fund (Fund #12)**

The Child Development funds are intended to be self-sufficient. The District operates child development programs at both colleges for the benefit of children aged 18 months to 5 years. Services are provided to students and the community on a fee basis. Although the intent is for self-sufficiency, Irvine Valley College provides \$184,000 of support from the unrestricted general fund (16% of funding), and Saddleback College provides \$250,000 (26% of funding). The child development program is also not charged for administration or operations, so it is currently not self-supporting.

### **Capital Outlay Projects Fund (Fund #40)**

The District maintains the capital outlay projects fund to account for the expenditures of capital outlay and scheduled maintenance projects. This fund is further divided by funding

sources, i.e., state apportionment for new construction, state scheduled maintenance, local redevelopment funds, and district funded projects. The next table is a schedule of planned projects.

## CAPITAL OUTLAY PROJECTS – FUND 40

	<b>FY 2014-2015</b>
<u>Project Description</u>	<b>Adopted</b>
	<b>Budget</b>
<b>BASIC AID PROJECTS Balance (Including required college match)</b>	\$220,265,767
<b><u>LOCAL PROJECTS</u></b>	
District-wide Video Conferencing	\$190,615
District Technology Enhancement	\$45,622
DSA Closeout/Five Year Plan/CEQA	\$73,983
State Scheduled Maintenance Projects (including required college match)	\$396,381
SC - Future Parking Lot Projects	\$656,198
SC - Future Capital Outlay Projects	\$5,027,169
District - Future Capital Outlay Projects	\$23,237,460
Redevelopment Funds Reserved for Future Capital Projects (Lake Forest, Mission Viejo, Tustin, Orange County, Irvine, Santa Ana, San Clemente, San Juan Capistrano)	\$25,652,212
<b>Total Fund 40</b>	<b>\$275,545,407</b>

### **Facilities Corporation Capital Outlay Projects Fund (Fund #41)**

The District established the Facilities Corporation capital outlay projects fund to account for the transactions related to the New Markets Tax Credit (NMTC) funding that was being explored to assist with the funding of the development of ATEP. Since there currently are no NMTC funding opportunities anticipated for FY 2014-2015, no budget has been established.

### **Self-Insurance Fund (Fund #68)**

The self-insurance fund is used to account for the activities of the District's risk management department and the self-funded programs for property/liability and workers' compensation.

### **Retiree Benefit Fund (Fund #71)**

The District pays premiums for health care coverage for retirees according to Board policies and contract agreements with employee groups. The Retiree Benefit Fund is used to pay retiree benefit premiums that are reimbursed from the OPEB Trust fund. The current year's annual accrual of retiree benefits for existing employees is also made in this fund.

An actuarial study is conducted at a minimum of every two years to update the status of the District's irrevocable trust and determine any unfunded liabilities. The study provides two estimates: 1) the annual accrual to cover the value of benefits "earned" in the current year for existing employees, and 2) the total projected benefits accrual for employees' past service. The current study estimates the cost for the annual accrual for current employees to be \$3,250,000. The District's actuarial accrued liability for past service is estimated at \$80,372,000 and is sufficiently funded that no additional funds are needed for FY 2014-

2015. An irrevocable trust was established in FY 2007-2008 to fund the OPEB obligation in accordance with GASB 43 and 45. A new updated actuarial study will be conducted in January 2015 so that planning can be done for the OPEB Trust for FY 2015-2016.

**Retiree OPEB Trust Fund (Fund #72)**

The Retiree OPEB Trust Fund is used to account for the activities of the District's irrevocable trust. It was established for the purpose of investment and disbursement of funds irrevocably designated for the payment of obligations to eligible employees, former employees, and their eligible dependents for medical, dental, and vision upon retirement. The District's OPEB liability was updated in January 2014 with the completion of a required actuarial study.

**Foundation Funds (Funds #73 through 76)**

These are funds that account for the operations of Saddleback College, Irvine Valley College, District, and ATEP foundations which are overseen by each of their respective boards of directors. The foundations are auxiliary organizations and are considered component units of the District. The foundation budgets are brought annually to the Board of Trustees for their approval at the Adopted Budget stage in August.

**ASG Funds (Funds #95 and #96)**

The ASG organizations are auxiliaries of the District. The budgets are brought to the Board of Trustees independently from the SOCCCD Tentative Budget for board approval.

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## BUDGET TABLES

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The Adopted Budget FY 2014-2015 for all District funds is summarized on the following pages. A new chart displaying the changes between the Tentative Budget and Adopted Budget for the General Fund is included.

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*Dr. Debra L. Fitzsimons, Vice Chancellor of Business Services*  
*Kim McCord, Executive Director of Fiscal Services*



**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
**ADOPTED BUDGET - FISCAL YEAR 2014-2015**  
**Revenues, Expenditures and Change in Fund Balance**

	General Fund	Community Education	Child Development	Capital Outlay	Self-Insurance	Retiree Benefit	Retiree OPEB	TOTAL ALL FUNDS
	(01)	(07) & (09)	(12)	(40)	(68)	(71)	(72)	
<b>SOURCES OF FUNDS</b>								
BEGINNING FUND BALANCE:	\$ 44,236,531	\$ 1,021,864	\$ 34,579	\$ 226,994,749	\$ 1,697,976	\$ 1,445,786	\$ 95,537,245	\$ 370,968,730
REVENUES:								
SB361 Revenue	\$ 138,366,683	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 138,366,683
Basic Aid	41,957,317	-	-	-	-	-	-	41,957,317
Federal Sources	4,402,878	-	-	-	-	-	-	4,402,878
Other State Sources	24,490,086	-	-	-	-	-	-	24,490,086
Other Local Sources	16,042,457	2,519,125	1,665,614	4,195,335	4,500	5,000	6,000,000	30,432,031
Total Revenues	225,259,421	2,519,125	1,665,614	4,195,335	4,500	5,000	6,000,000	239,648,995
BASIC AID INCOMING TRANSFERS	8980-8989	-	-	43,861,973	100,000	-	-	43,961,973
INCOMING TRANSFERS	8980-8989	-	404,000	493,350	200,000	-	-	1,097,350
<b>TOTAL SOURCES OF FUNDS</b>	<b>\$ 269,495,952</b>	<b>\$ 3,540,989</b>	<b>\$ 2,104,193</b>	<b>\$ 275,545,407</b>	<b>\$ 2,002,476</b>	<b>\$ 1,450,786</b>	<b>\$ 101,537,245</b>	<b>\$ 655,677,048</b>
<b>USES OF FUNDS</b>								
EXPENDITURES:								
Academic Salaries	1000-1999	\$ 70,886,553	\$ 149,001	\$ -	\$ -	\$ -	\$ -	\$ 71,035,554
Other Staff Salaries	2000-2999	46,086,852	790,708	1,504,933	1,418,080	-	-	49,939,513
Employee Benefits	3000-3999	39,578,000	208,072	506,493	168,020	-	3,950,000	44,457,788
Supplies & Materials	4000-4999	5,637,251	94,549	61,831	6,543	-	-	5,802,174
Services & Other Operating	5000-5999	23,397,149	1,580,444	11,690	9,084,189	90,000	390,000	35,098,114
Capital Outlay	6000-6999	11,856,016	718,215	19,246	264,571,320	-	-	277,190,797
Payments to Students	7500-7699	756,776	-	-	26,000	-	-	756,776
Total Expenditures	198,198,597	3,540,989	2,104,193	275,248,152	758,785	90,000	4,340,000	484,280,716
<b>OTHER FINANCING USES:</b>								
Transfers Out	7300-7400	\$ 1,197,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,197,350
Basic Aid Transfers Out	7300-7400	43,861,973	-	-	-	-	-	43,861,973
Debt Service	7100-7199	-	-	-	-	-	-	-
Total Other Uses	45,059,323	-	-	-	-	-	-	45,059,323
<b>TOTAL USES OF FUNDS</b>	<b>\$ 243,257,920</b>	<b>\$ 3,540,989</b>	<b>\$ 2,104,193</b>	<b>\$ 275,248,152</b>	<b>\$ 758,785</b>	<b>\$ 90,000</b>	<b>\$ 4,340,000</b>	<b>\$ 529,340,039</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 26,238,032</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 297,255</b>	<b>\$ 1,243,691</b>	<b>\$ 1,360,786</b>	<b>\$ 97,197,245</b>	<b>\$ 126,337,009</b>
COMPONENTS OF ENDING BALANCE								
Reserve, Economic Uncertainties/Fund Bal.	\$ 13,452,534	\$ -	\$ -	\$ 297,255	\$ 1,243,691	\$ 1,360,786	\$ 97,197,245	\$ 113,551,511
Reserve, Unrealized Tax Collections (Basic Aid)	12,785,498	-	-	-	-	-	-	12,785,498

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
ADOPTED BUDGET - FISCAL YEAR 2014-2015**

**Revenues, Expenditures and Change in Fund Balance**

	Saddleback College			Irvine Valley College			District Services		
	General Fund		Total	General Fund		Total	General Fund		Total
	Unrestricted	Restricted		Unrestricted	Restricted		Unrestricted	Restricted	
<b>SOURCES OF FUNDS</b>									
BEGINNING FUND BALANCE: 9712	\$ 5,134,233	\$ 5,020,559	\$ 10,154,792	\$ 2,577,143	\$ 1,594,967	\$ 4,172,110	\$ 945,008	\$ 296,054	\$ 1,241,062
<b>REVENUES:</b>									
SB361 Revenue									
Basic Aid	\$ 78,263,141	-	\$ 78,263,141	\$ 42,841,394	-	\$ 42,841,394	\$ 13,922,257	-	\$ 13,922,257
Federal Sources	-	3,833,648	3,833,648	-	569,230	569,230	-	-	-
Other State Sources	4,788,487	10,869,509	15,657,996	2,550,190	5,753,694	8,303,884	-	18,743	18,743
Other Local Sources	3,808,220	4,284,458	8,092,678	5,265,709	2,682,220	7,947,929	-	-	-
Total Revenues	86,859,848	18,987,615	105,847,463	50,657,293	9,005,144	59,662,437	13,922,257	18,743	13,941,000
<b>RESTRICTED BASIC AID</b>									
8980-8989	-	-	-	-	-	-	-	-	-
<b>INCOMING TRANSFERS</b>									
8980-8989	-	-	-	-	-	-	-	-	-
<b>TOTAL SOURCES OF FUNDS</b>	<b>\$ 91,994,081</b>	<b>\$ 24,008,174</b>	<b>\$ 116,002,255</b>	<b>\$ 53,234,436</b>	<b>\$ 10,600,111</b>	<b>\$ 63,834,547</b>	<b>\$ 14,867,265</b>	<b>\$ 314,797</b>	<b>\$ 15,182,062</b>

**USES OF FUNDS**

**EXPENDITURES:**

Academic Salaries	\$ 42,340,503	\$ 3,262,518	\$ 45,603,021	\$ 22,680,058	\$ 970,879	\$ 23,650,937	\$ 1,180,342	\$ -	\$ 1,180,342
Other Staff Salaries	17,707,968	6,345,696	24,053,664	11,472,451	2,470,382	13,942,833	7,747,558	-	7,747,558
Employee Benefits	19,999,051	2,372,264	22,371,315	11,878,155	1,134,637	13,012,792	3,996,551	-	3,996,551
Supplies & Materials	1,485,077	2,309,162	3,794,239	679,273	971,896	1,651,169	158,743	-	158,743
Services & Other Operating	6,803,306	3,999,455	10,802,761	3,561,104	2,130,345	5,691,449	1,320,806	314,797	1,635,603
Capital Outlay	2,408,176	5,131,889	7,540,065	1,316,045	2,652,386	3,968,431	263,265	-	263,265
Payments to Students	-	487,190	487,190	-	269,586	269,586	-	-	-
Total Expenditures	90,744,081	23,908,174	114,652,255	51,587,086	10,600,111	62,187,197	14,667,265	314,797	14,982,062

**OTHER FINANCING USES:**

Transfers Out	\$ 250,000	\$ 100,000	\$ 350,000	\$ 647,350	\$ -	\$ 647,350	\$ 200,000	\$ -	\$ 200,000
Basic Aid Transfers Out	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
Total Other Sources (Uses)	250,000	100,000	350,000	647,350	-	647,350	200,000	-	200,000

**TOTAL USES OF FUNDS**

	<b>90,994,081</b>	<b>24,008,174</b>	<b>115,002,255</b>	<b>52,234,436</b>	<b>10,600,111</b>	<b>62,834,547</b>	<b>14,867,265</b>	<b>314,797</b>	<b>15,182,062</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**COMPONENTS OF ENDING BALANCE**

Reserve, Economic Uncertainties/Fund Bal.	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -
Reserve, Unrealized Tax Collections (Basic Aid)	-	-	-	-	-	-	-	-	-

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
**ADOPTED BUDGET - FISCAL YEAR 2014-2015**  
**Revenues, Expenditures and Change in Fund Balance**

	ATEP			OTHER*			Total General Fund		
	General Fund		Total	General Fund		Total	General Fund		Total
	Unrestricted	Restricted		Unrestricted		Unrestricted	Restricted		
<b>SOURCES OF FUNDS</b>									
BEGINNING FUND BALANCE:	\$ 188,025	\$ 2,123	\$ 190,148	\$ 28,478,419	\$ 37,322,828	\$ 6,913,703	\$ 44,236,531		
REVENUES:									
SB361 Revenue	\$ -	\$ -	\$ -	\$ 3,339,891	\$ 138,366,683	\$ -	\$ 138,366,683		
Basic Aid	509,058	-	509,058	41,448,259	41,957,317	-	41,957,317		
Federal Sources	-	-	-	-	-	4,402,878	4,402,878		
Other State Sources	-	-	-	509,463	7,848,140	16,641,946	24,490,086		
Other Local Sources	-	1,850	1,850	-	9,073,929	6,968,528	16,042,457		
Total Revenues	509,058	1,850	510,908	45,297,613	197,246,069	28,013,352	225,259,421		
RESTRICTED BASIC AID	-	-	-	-	-	-	-		
INCOMING TRANSFERS	-	-	-	-	-	-	-		
<b>TOTAL SOURCES OF FUNDS</b>	<b>\$ 697,083</b>	<b>\$ 3,973</b>	<b>\$ 701,056</b>	<b>\$ 73,776,032</b>	<b>\$ 234,568,897</b>	<b>\$ 34,927,055</b>	<b>\$ 269,495,952</b>		
<b>USES OF FUNDS</b>									
EXPENDITURES:									
Academic Salaries	\$ -	\$ -	\$ -	\$ 452,253	\$ 66,653,156	\$ 4,233,397	\$ 70,886,553		
Other Staff Salaries	237,797	-	237,797	105,000	37,270,774	8,816,078	46,086,852		
Employee Benefits	120,132	-	120,132	77,210	36,071,099	3,506,901	39,578,000		
Supplies & Materials	20,000	100	20,100	13,000	2,356,093	3,281,158	5,637,251		
Services & Other Operating	312,154	3,873	316,027	4,951,309	16,948,679	6,448,470	23,397,149		
Capital Outlay	7,000	-	7,000	77,255	4,071,741	7,784,275	11,856,016		
Payments to Students	-	-	-	-	-	756,776	756,776		
Total Expenditures	697,083	3,973	701,056	5,676,027	163,371,542	34,827,055	198,198,597		
OTHER FINANCING USES:									
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ 1,097,350	\$ 100,000	\$ 1,197,350		
Basic Aid Transfers Out	-	-	-	43,861,973	43,861,973	-	43,861,973		
Debt Service	-	-	-	-	-	-	-		
Total Other Sources (Uses)	-	-	-	43,861,973	44,959,323	100,000	45,059,323		
<b>TOTAL USES OF FUNDS</b>	<b>697,083</b>	<b>3,973</b>	<b>701,056</b>	<b>49,538,000</b>	<b>208,330,865</b>	<b>34,927,055</b>	<b>243,257,920</b>		
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 24,238,032</b>	<b>\$ 26,238,032</b>	<b>\$ -</b>	<b>\$ 26,238,032</b>		
COMPONENTS OF ENDING BALANCE									
Reserve, Economic Uncertainties/Fund Bal.	\$ -	\$ -	\$ -	\$ 11,452,534	\$ 13,452,534	\$ -	\$ 13,452,534		
Reserve, Unrealized Tax Collections (Basic Aid)	-	-	-	12,785,498	12,785,498	-	12,785,498		

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
**ADOPTED BUDGET - FISCAL YEAR 2014-2015**  
**Revenues, Expenditures and Change in Fund Balance**

	Community Education Fund		Child Development Fund		
	Saddleback College (09)	Irvine Valley College (07)	Saddleback College (12)	Irvine Valley College (12)	Total
<b><u>SOURCES OF FUNDS</u></b>					
BEGINNING FUND BALANCE:	\$ 1,001,492	\$ 20,372	\$ 1,021,864	\$ 11,641	\$ 34,579
REVENUES:					
SB361 Revenue	-	-	-	-	-
Basic Aid	-	-	-	-	-
Federal Sources	-	-	-	-	-
Other State Sources	-	-	-	-	-
Other Local Sources	1,951,200	567,925	2,519,125	954,573	1,665,614
Total Revenues	1,951,200	567,925	2,519,125	711,041	1,665,614
RESTRICTED BASIC AID	-	-	-	-	-
INCOMING TRANSFERS	-	-	-	250,000	404,000
<b>TOTAL SOURCES OF FUNDS</b>	<b>\$ 2,952,692</b>	<b>\$ 588,297</b>	<b>\$ 3,540,989</b>	<b>\$ 972,682</b>	<b>\$ 2,104,193</b>
<b><u>USES OF FUNDS</u></b>					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 134,844	\$ 14,157	\$ 149,001	-
Other Staff Salaries	2000-2999	611,299	179,409	790,708	1,504,933
Employee Benefits	3000-3999	141,957	66,115	208,072	506,493
Supplies & Materials	4000-4999	87,000	7,549	94,549	61,831
Services & Other Operating	5000-5999	1,435,950	144,494	1,580,444	11,690
Capital Outlay	6000-6999	541,642	176,573	718,215	19,246
Payments to Students	7500-7699	-	-	-	-
Total Expenditures		2,952,692	588,297	3,540,989	2,104,193
OTHER FINANCING USES:					
Transfers Out	7300-7400	-	-	-	-
Basic Aid Transfers Out	7300-7400	-	-	-	-
Debt Service	7100-7199	-	-	-	-
Total Other Sources (Uses)		-	-	-	-
<b>TOTAL USES OF FUNDS</b>		<b>2,952,692</b>	<b>588,297</b>	<b>3,540,989</b>	<b>2,104,193</b>
<b>ENDING FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -	\$ -
COMPONENTS OF ENDING BALANCE					
Reserve, Economic Uncertainties/Fund Bal.	\$ -	\$ -	\$ -	\$ -	\$ -
Reserve, Unrealized Tax Collections (Basic Aid)	-	-	-	-	-

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
**Changes from Tentative Budget to Adopted Budget**  
**Revenues, Expenditures and Change in Fund Balance**  
**GENERAL FUND**

	Unrestricted General Fund		Restricted General Fund	
	Tentative Budget	Adopted Budget	Tentative Budget	Adopted Budget
<b>SOURCES OF FUNDS</b>				
BEGINNING FUND BALANCE:	\$ 32,897,491	\$ 37,322,828	\$ 4,862,224	\$ 6,913,703
REVENUES:				
SB361 Revenue	\$ 138,698,686	\$ (332,003)	\$ -	\$ -
Basic Aid	39,207,314	2,750,003	41,957,317	-
Federal Sources	-	-	4,080,289	322,589
Other State Sources	7,409,049	439,091	7,848,140	4,402,878
Other Local Sources	8,559,760	514,169	10,059,680	16,641,946
Total Revenues	193,874,809	3,371,260	20,133,133	6,968,528
RESTRICTED BASIC AID	-	-	-	-
INCOMING TRANSFERS	-	-	-	-
<b>TOTAL SOURCES OF FUNDS</b>	<b>\$ 226,772,300</b>	<b>\$ 7,796,597</b>	<b>\$ 24,995,357</b>	<b>\$ 9,931,698</b>
<b>USES OF FUNDS</b>				
EXPENDITURES:				
Academic Salaries	\$ 67,077,924	\$ (424,768)	\$ 66,653,156	\$ 4,233,397
Other Staff Salaries	36,667,136	603,638	37,270,774	8,816,078
Employee Benefits	36,153,062	(81,963)	36,071,099	3,506,901
Supplies & Materials	2,207,435	148,658	2,356,093	261,402
Services & Other Operating	16,128,204	820,475	16,948,679	1,410,128
Capital Outlay	2,624,325	1,447,416	4,071,741	3,281,158
Payments to Students	-	-	743,638	6,448,470
Total Expenditures	160,858,086	2,513,456	163,371,542	7,784,275
OTHER FINANCING USES:				
Transfers Out	\$ 789,450	\$ 307,900	\$ 1,097,350	\$ 100,000
Basic Aid Transfers Out	43,861,973	-	43,861,973	-
Debt Service	-	-	-	-
Total Other Sources (Uses)	44,651,423	307,900	44,959,323	100,000
<b>TOTAL USES OF FUNDS</b>	<b>\$ 205,509,509</b>	<b>\$ 2,821,356</b>	<b>\$ 208,330,865</b>	<b>\$ 9,931,698</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 21,262,791</b>	<b>\$ 4,975,241</b>	<b>\$ -</b>	<b>\$ -</b>
COMPONENTS OF ENDING BALANCE				
Reserve, Economic Uncertainties/Fund Bal.	\$ 13,444,502	\$ 8,032	\$ 13,452,534	\$ -
Reserve, Unrealized Tax Collections (Basic Aid)	7,818,289	4,967,209	12,785,498	-

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
**Changes from Adopted Budget to Adopted Budget**  
**Revenues, Expenditures and Change in Fund Balance**  
**GENERAL FUND**

		Unrestricted General Fund		Restricted General Fund	
		Adopted Budget FY 2013-2014	Adopted Budget FY 2014-2015	Adopted Budget FY 2013-2014	Adopted Budget FY 2014-2015
<b>SOURCES OF FUNDS</b>					
BEGINNING FUND BALANCE:	9712	\$ 27,594,916	\$ 37,322,828	\$ 6,724,707	\$ 6,913,703
REVENUES:					
SB361 Revenue	Various	\$ 134,939,936	\$ 138,366,683	\$ -	\$ -
Basic Aid		39,269,228	41,957,317	-	-
Federal Sources	8100-8199	-	-	1,437,406	2,965,472
Other State Sources	8600-8699	7,769,806	7,848,140	7,591,748	9,050,198
Other Local Sources	8800-8899	8,438,713	9,073,929	5,777,753	1,190,775
Total Revenues		190,417,683	197,246,069	14,806,907	13,206,445
RESTRICTED BASIC AID	8980-8989	-	-	-	-
INCOMING TRANSFERS	8980-8989	-	-	-	-
<b>TOTAL SOURCES OF FUNDS</b>		<b>\$ 218,012,599</b>	<b>\$ 234,568,897</b>	<b>\$ 21,531,614</b>	<b>\$ 13,395,441</b>
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 64,055,996	\$ 66,653,156	\$ 3,276,622	\$ 956,775
Other Staff Salaries	2000-2999	36,307,416	37,270,774	4,942,527	3,873,551
Employee Benefits	3000-3999	33,485,916	36,071,099	2,330,264	1,176,637
Supplies & Materials	4000-4999	2,750,359	(394,266)	2,340,380	940,778
Services & Other Operating	5000-5999	15,592,079	16,948,679	5,068,288	1,380,182
Capital Outlay	6000-6999	2,706,789	1,364,952	3,075,092	4,709,183
Payments to Students	7500-7699	-	-	398,441	358,335
Total Expenditures		154,898,555	163,371,542	21,431,614	13,395,441
OTHER FINANCING USES:					
Transfers Out	7300-7400	\$ 3,109,000	\$ 1,097,350	\$ 100,000	\$ -
Basic Aid Transfers Out	7300-7400	33,804,051	43,861,973	-	-
Debt Service	7100-7199	2,254,321	(2,254,321)	-	-
Total Other Sources (Uses)		39,167,372	44,959,323	100,000	100,000
<b>TOTAL USES OF FUNDS</b>		<b>194,065,927</b>	<b>208,330,865</b>	<b>21,531,614</b>	<b>13,395,441</b>
<b>ENDING FUND BALANCE</b>		<b>\$ 23,946,672</b>	<b>\$ 26,238,032</b>	<b>\$ -</b>	<b>\$ -</b>
COMPONENTS OF ENDING BALANCE					
Reserve, Economic Uncertainties/Fund Bal.		\$ 12,229,176	\$ 13,452,534	\$ -	\$ -
Reserve, Unrealized Tax Collectors (Basic Aid)		11,717,496	12,785,498	-	-

APPENDIX A

The following Funds are used at South Orange County Community College District:

FUND NUMBER	DESCRIPTION	DEFINITION
01	General Fund	Used to account for the ordinary operational expenses of the District. These funds are available for any legally authorized purpose not specified for payment by other funds.
07	Community Education Fund – Irvine Valley College	Irvine Valley College provides community education seminars, short courses, workshops, and programs to support community needs not met by the traditional college curriculum.
09	Community Education Fund – Saddleback College	Saddleback College provides community education seminars, short courses, workshops, and programs to support community needs not met by the traditional college curriculum.
12	Child Development Fund	The District operates child development programs at both colleges for the benefit of children ages 18 months to 5 years. Services are provided to students and the community on a fee basis. The child development program is not charged for administration and operations.
40	Capital Outlay Fund	The District maintains the capital outlay projects fund to account for the expenditures of capital outlay and scheduled maintenance projects. This fund is further divided by funding sources; i.e., state apportionment for new construction, state scheduled maintenance, local redevelopment funds, American with Disabilities Act, and District funded projects.
41	Facilities Corporation Capital Outlay Projects Fund	The District established the Facilities Corporation capital outlay projects fund to account for the transactions related to funding for the development of ATEP, when it is needed.
68	Self-Insurance Fund	The self-insurance fund is used to account for the activities of the District’s self-funded programs for property/liability and workers’ compensation programs.

APPENDIX A

FUND NUMBER	DESCRIPTION	DEFINITION
71	Retiree Benefits Fund	The District pays premiums for health care coverage for retirees according to Board Policies and contract agreements with employee groups. This fund is used to pay premiums. The current year's annual accrual of retiree benefits for existing employees is also made in this fund.
72	Retiree (OPEB) Trust	This fund is used to account for the activities of the District's irrevocable trust, established for the purpose of investment and disbursement of funds irrevocably designated for the payment of obligations to eligible employees, former employees, and their eligible dependents for medical, dental, and vision upon retirement.
73	Saddleback College Foundation	This fund is used to account for the activities of organizations known as foundations. The foundation provides scholarships for students and supplements the needs of the college.
74	Irvine Valley College Foundation	This fund is used to account for the activities of organizations known as foundations. The foundation provides scholarships for students and supplements the needs of the college.
75	District Foundation	This fund is used to account for the activities of organizations known as foundations. The foundation supplements any needs the District may have.
76	ATEP Foundation	This fund is used to account for the activities of organizations known as foundations. This account may supplement needs the District may have related to ATEP.
84	Student Financial Aid Fund	This clearing account is used to account for the deposit and direct payment of government-funded student financial aid, including grants and loans.



APPENDIX A

FUND NUMBER	DESCRIPTION	DEFINITION
95	Associated Student Government – Saddleback College	This fund is used to account for monies held in trust by the college for organized student body associations. The fund is subjected to the approval of the governing board.
96	Associated Student Government - IVC	This fund is used to account for monies held in trust by the college for organized student body associations. The fund is subjected to the approval of the governing board.
99	District Depository	This fund is a clearing account used to deposit bank card payments, cash, and checks received by the District for enrollment fees, material fees, applications, parking fees and fines, health center business, fine arts tickets sales, Child Development Center fees, library fines, and career center testing fees. The District deposits this money in Fund 99 and promptly issues a check for deposit by the Orange County Department of Education into the Orange County Treasurer Educational Pool. This process is used because the Orange County Department of Education does not accept bank card payments or cash for deposit, nor do they accept the large volume of personal checks processed by the District daily.

APPENDIX B  
*South Orange County Community College District*

**RESOURCE ALLOCATION DEFINITION OF TERMS**

*(To accompany the Flow Chart outlining the Resource Allocation Process)*

- **Administrative Unit Reviews (AURs)** are conducted to examine the effectiveness of an administrative unit. Beginning FY 2011-2012, they are conducted at District Services.
- **Basic Aid** occurs when the local property tax revenue in a community college district exceeds the total funding that the state would have provided, as calculated by SB361 apportionment. Apportionment is the method by which the CCC system office distributes federal, state and local monies to community college districts according to a specified formula. Under Basic Aid, there is no need to factor in any state aid because the property taxes and student fees surpass the minimum funding level established by the state. K-12 school districts also can be basic aid districts.
- **Capital Construction** refers to large scale building construction projects. They include specific construction projects such as site development, utilities, roads, buildings, and equipment projects. Capital projects may also be thought of in terms of “facilities systems.”
- **DRAC** is the SOCCCD’s District Resource Allocation Council, which is a district-wide participatory governance council, approved by the Board of Trustees and charged with recommendations for the income allocation model on which the budget is based. It is charged with development and oversight of the allocation process for Unrestricted General Funds and it makes recommendations to the Chancellor.
- **DRAC Model** is an allocation model for the District. It distributes available general fund unrestricted resources (according to the state funding formula SB 361) and other funding such as enrollment fees, non-resident fees, local income, miscellaneous income, and ending balances. It is distributed to five areas: 1) Saddleback College, 2) Irvine Valley College, 3) Contingency Reserve, 4) General Expenditures, and 5) District Services. The intention of the model is to guarantee the colleges a predictable, fair, and equitable distribution of revenues.
- **Education and Facilities Master Plan (EFMP)** is a facilities planning endeavor with major updates conducted every five years. Information is captured from a variety of sources, both internal and external, to facilitate data driven decision making. Meetings were hosted with participatory governance groups and with community involvement. The results connect capital expenditure decisions directly to planning efforts. The District-wide Education and Facilities Master Plan (EFMP) 2011-2031 is in a 5-volume comprehensive document. The product is a long-term plan for continuous quality improvements focusing on strategies for academic excellence and facilities improvements.

APPENDIX B  
*South Orange County Community College District*

**RESOURCE ALLOCATION DEFINITION OF TERMS**

*(To accompany the Flow Chart outlining the Resource Allocation Process)*

- **Ending Balances** are one-time remaining funds that are unspent at the end of the fiscal year and are available to be rolled over into the new fiscal year within the fund. They should only be available for one-time purposes. If negative ending balances should occur, they are deducted from the budget for the respective entity in the next year's budget process.
- **Enrollment Fees** are charged to a student for instructional services provided to that student and these fee levels are set by the state.
- **Federal, State, Categorical, and Grant Funds** include restricted revenues received from a government or a private or non-profit organization to be used or expended for a specified purpose.
- **General Funds** are used to account for the ordinary operational expenses of the District. These funds are available for any legally authorized purpose not specified for payment by other funds.
- **Local Income** is income derived from non-state and non-federal sources, such as material fees, facility rental, and application fees.
- **Local Restricted Funds** are funds that are non-state and non-federal, but have restrictions or limitations based on their use by the funding source or funding agency. Examples are community education, parking income, and child development funds.
- **Long-Term Obligations** are amounts that an entity may be legally required to pay out of its resources over a longer period of time in the future. Included are not only actual liabilities, but also un-liquidated encumbrances. An example of a long term obligation that community colleges typically have is the future retiree benefit liability obligation, as required by GASB 43 and 45. Other examples could include Certificates of Participation (COPs) and debt.
- **Miscellaneous Income** is income that is outside of the SB 361 formula. Examples are unrestricted lottery, interest, mandated costs, and enrollment fee administration.
- **Non-Resident Fees** are charged to a student for instructional services provided to a student who resides outside of California. Revenues are retained by the colleges in addition to revenues received through the DRAC model.
- **Other State Adjustments** include state funds such as the excess funds provided to basic aid districts distributed by the State Chancellor's Office when Partnership for Excellence (PFE) was folded into SB 361 for other districts. These monies are not legislatively guaranteed.

APPENDIX B  
*South Orange County Community College District*

**RESOURCE ALLOCATION DEFINITION OF TERMS**

*(To accompany the Flow Chart outlining the Resource Allocation Process)*

- **Program Reviews** are a process to examine the effectiveness of an academic program. The process typically provides feedback (a) to the academic unit primarily responsible for the program, (b) to the appropriate academic administrators, and (c) to external units in the form of confirmation of the existence of a review process and in the form of summaries of the outcomes.
- **Property Taxes** are compulsory charges levied within boundaries by a governmental unit against the property of persons, natural or corporate, to finance services performed for the common benefit.
- **Reserve** is an amount set aside to provide for estimated future expenditures or losses for working capital, or for other specified purposes. The Budget Guidelines approved by the Board of Trustees require a general fund reserve for economic uncertainties shall be no less than 7.5% of the projected unrestricted revenue.
- **Restricted Funds** are used to account for resources available for the operation and support of educational programs specifically restricted by law, regulations, donors, or other outside agencies. Examples of Restricted Funds at SOCCCD are EOPS, DSPS, and grants.
- **Scheduled Maintenance** The state refers to scheduled maintenance as state funds that were formerly provided for major repairs of buildings and equipment and had required a local match. For the last few years, state scheduled maintenance funds had not been allocated to community colleges. However, in the current state budget year, scheduled maintenance funds are being distributed to the districts again. At the District, the local definition of scheduled maintenance for basic aid purposes includes scheduled maintenance or repair of major building systems at the end of their life cycle that require planning, allocation of a significant amount of time and funds, and a high degree of coordination.
- **State Capital Project Match** are match funds provided by the California Community College Chancellor's Office for district capital construction projects that meet their criteria for receiving a match of dollars from the state. These matching funds are matched by the local district.
- **Strategic Plans** refer to the Strategic Plans at both the colleges and the SOCCCD District-wide Strategic Plan being developed based on several planning documents at both the colleges and district-wide.
- **Unrestricted Funds** are funds that do not have limitations on their use or disposition by their funding source (i.e., do not have specific restrictions placed upon them). These funds can be used for general purpose operating expenses and support of educational programs of the District.

APPENDIX B:  
*South Orange County Community College District*

**RESOURCE ALLOCATION DEFINITION OF TERMS**

*(To accompany the Flow Chart outlining the Resource Allocation Process)*

- **5 Year Construction Plan** uses the project lists developed during the Education and Facilities Master Planning process. The college presidents work every year with their campuses to provide revisions to the two colleges' project priorities. The separate campus priority lists are merged into one district-wide project priority list vetted through SOCCCD Chancellor's Executive Team and approved by the Board of Trustees for submittal to the State Chancellor's office. This Five Year Construction Plan is the basis for the State Chancellor's Office determination of which projects they will consider for funding. All Initial Project Proposal (IPP) and Final Project Proposal (FPP) submittals must be drawn from this list.
- **20 Year Facility, Renovation, & Scheduled Maintenance Plan** will be a plan developed by the Capital Improvement Committee to create a 20 year projection of District-wide facility needs including projected cost and revenue. Facility needs are defined as new facilities, renovation of existing facilities, scheduled maintenance and maintenance backlog. This plan will be developed objectively by applying uniform data driven criteria to assess facility needs District-wide. This plan will be reviewed annually by the committee.

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** Saddleback College and Irvine Valley College: FY 2014-2015 Student Government Adopted Budgets

**ACTION:** Approval

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### **BACKGROUND**

On June 23, 2014, the Board of Trustees approved the Saddleback College Associated Student Government (ASG) and Associated Student Government of Irvine Valley College (ASIVC) tentative budgets for FY 2014-2015. Income is derived from the sale of student government activity stickers as well as bookstore and food service commissions. The budgets are established to fund student activities that are educational, social, and/or supportive of student clubs and co-curricular programs. In addition, the budgets provide support for student scholarships

### **STATUS**

Since approval of the Tentative budgets by the Board of Trustees, the beginning balance for Saddleback College ASG has decreased from \$145,386 to \$84,096. The unrestricted beginning balance for ASIVC has increased from \$60,000 to \$110,537. Expenses have been adjusted to match the total available resources. The SC ASG and ASIVC emergency reserve accounts are set according to each college's policy.

The Saddleback College ASG and ASIVC Adopted budgets for FY 2014-2015 are presented as EXHIBITS A and B. The presentation of the ASG and ASIVC budgets will include a table comparing the Tentative Budget to the Adopted Budget.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the FY 2014-2015 student government Adopted budgets as presented in EXHIBITS A and B.



# SADDLEBACK COLLEGE ASSOCIATED STUDENT GOVERNMENT 2014-2015 BUDGET PRESENTATION

SOCCCD BOARD OF TRUSTEES  
AUGUST 25, 2014

PRESENTED BY:  
SARVY PAHLAVAN, ASG PRESIDENT

# ADOPTED BUDGET CHART

Sources and Uses of Funds	FY 2013-2014 Adopted Budget	FY 2014-2015 Tentative Budget	FY 2014-2015 Adopted Budget	Change	Note
<b>Sources of Funds</b>					
Beginning Fund Balance	145,386	145,386	84,096	(61,290)	a
<i>Revenue</i>					
Bookstore/Caferia Vending	265,983	265,983	221,066	(44,917)	b
ASB Activity Sticker Sales	65,000	65,000	70,000	5,000	c
<b>Total Sources of Funds</b>	<b>476,369</b>	<b>476,369</b>	<b>375,162</b>	<b>(101,207)</b>	<b>d</b>
<b>Uses of Funds</b>					
Campus Life	102,121	122,121	56,913	(65,208)	e
Co-Curricular Programs	35,781	35,781	56,913	21,132	f
ASG Operations	11,000	11,000	11,000	-	
ASG Operations (Personnel, Non-Discretionary)	113,368	113,368	96,595	(16,773)	g
Mid-Year Requests	20,000	-	-		
Scholarships	110,000	110,000	75,000	(35,000)	h
Student Support	54,099	54,099	56,912	(2,813)	i
Emergency Reserve	30,000	30,000	21,829	(8,171)	j
<b>Total Uses of Funds</b>	<b>476,369</b>	<b>476,369</b>	<b>375,162</b>	<b>(101,207)</b>	
a/ Beginning fund balance lower than expected					
b/ Bookstore contract revenue decreased					
c/ ASG made goals for fundriasing and increased the bar again for the coming year					
d/ Total sources of funds decreased do to lower beginning balance and decrease in Bookstore contract revenue					
e/ Decrease due to lower Bookstore contract revenue					
f/ Increase to programming area due to campus needs					
g/ Decrease due to lower Bookstore contract revenue					
h/ Decrease due to lower Bookstore contract revenue					
i/ Decrease due to lower Bookstore contract revenue					

SADDLEBACK





# BUDGET HIGHLIGHTS

- **Beginning Fund Balance:** The amount was lower than expected due to decreased Bookstore revenue and more robust spending executed by grant awardees.
- **GaUCHO Stamp Revenue:** In line with our fundraising success this past year, we've increased our estimate for our GaUCHO Stamp revenue to \$70,000 for the upcoming fiscal year.
- **Reserve for Mid-Year Allocations:** ASG decided to directly grant funds to promising areas promoting student success instead of maintaining a mid-year fund.
- **Emergency Reserve:** ASG, to be most prudent, has once again decided to leave the Emergency Reserve at 7.5% of subtotal projected revenue, a figure that is easy to use and maintain for the long term.

# 2014 -2015 ASG GOALS

- Increase ASB Stamp Revenue
- Fund and grow new initiatives focused on student success and student engagement
- Grow the Veterans, Honors, Inter-Club, and Diversity Student Councils, engaging and representing major student populations across the campus
- Expand peer-to-peer mentoring opportunities on campus
- Increase student representation and feedback opportunities
- Create a local high school partnership program for student leadership development



**USES OF FUNDS**

ASG GRANT/ALLOCATION (Title by Area/Division Awarded)	Category*	2013-2014 ADOPTED BUDGET Grant/Allocation	2014-2015 ADOPTED BUDGET Grant/Allocation
<b>Advanced Technology &amp; Applied Science</b>			
1. Earth Week	CL	5,000.00	
<b>TOTAL</b>		<b>\$5,000.00</b>	<b>\$3,000.00</b>
<b>Business Science</b>			
1. Business Development Project	CC	1,000.00	
<b>TOTAL</b>		<b>\$1,000.00</b>	<b>\$1,000.00</b>
<b>Counseling Services</b>			
1. New Student/Parent Orientation	SS	300.00	
2. Student Athlete Mentorship Program	SS	500.00	
<b>TOTAL</b>		<b>\$800.00</b>	<b>\$500.00</b>
<b>Emeritus Institute</b>			
1. Emeritus Institute Art Show	CC	199.00	
<b>TOTAL</b>		<b>\$199.00</b>	<b>\$0.00</b>
<b>Outreach</b>			
1. Outreach -- Welcome Fest	CL	3,500.00	
<b>TOTAL</b>		<b>\$3,500.00</b>	<b>\$0.00</b>
<b>Fine Arts</b>			
1. Noon Concert Hour Series	CL	1,720.00	
2. Guest Artists	CC	5,160.00	
3. Jazz Program	CL	3,440.00	
4. Readers Theater (Speech/Forensics)	CC	430.00	
5. Art Lecture Series	CC	860.00	
6. Speech/Forensics Team Lodging, Meals, & Fees	SS	8,600.00	
7. Theater Arts: Travel & Registration	SS	1,720.00	
8. Film Festival	CL	1,720.00	
9. CBI National College Media	SS	3,440.00	
10. FILM II Grants	SS	1,720.00	
<b>TOTAL</b>		<b>\$28,810.00</b>	<b>\$18,000.00</b>
<b>Health Sciences &amp; Human Services</b>			
1. Medical Assistant Graduation	SS	\$270.00	
2. Human Services Graduation Reception	SS	400.00	
3. Red Ribbon Substance Abuse Criminal Justice Career Fair	CC	1,169.00	
4. CNSA General Meetings	CL	147.00	
5. CNSA Nursing Orientation	CC	100.00	
6. Nursing Pinning Ceremony	SS	2,500.00	
7. CAADE Conference	SS	1,124.00	
8. Mid-Year NSNA Convention (CNSA Club)	SS	78.00	
9. Annual NSNA Convention (CNSA Club)	SS	7,437.00	
10. CNSA State Convention	SS	2,444.00	
<b>TOTAL</b>		<b>\$15,669.00</b>	<b>\$12,500.00</b>
<b>Liberal Arts</b>			
1. Annual Journalism Banquet	CL	850.00	
2. Dia De Los Muertos Event	CL	800.00	
3. Gender Conference	CC	1,500.00	
4. Ramadan Event	CL	1,200.00	
5. International Film Festival	CL	1,500.00	
6. Latin Film Festival	CL	1,000.00	
7. Day of Silence	CL	800.00	
8. Student Journalism Scholarships	SS	800.00	
9. PTK Conference/Travel	SS	2,542.00	
<b>TOTAL</b>		<b>\$10,992.00</b>	<b>\$9,000.00</b>

ASG GRANT/ALLOCATION (Title by Area/Division Awarded)	Category*	2013-2014 ADOPTED BUDGET Grant/Allocation	2014-2015 ADOPTED BUDGET Grant/Allocation
<b>Online and Learning Resources</b>			
1. Student Study Session	SS	1,000.00	
<b>TOTAL</b>		<b>\$1,000.00</b>	<b>\$1,000.00</b>
<b>Math, Science &amp; Engineering</b>			
1. Science Lecture Series	CC	12,500.00	
2. SM Lobby Furniture	CL	229.00	
3. MSE Academic Triathlon	CC	3,200.00	
<b>TOTAL</b>		<b>\$15,929.00</b>	<b>\$14,000.00</b>
<b>Office of Instruction</b>			
1. Honors Program Awards	SS	\$106.00	
2. Honors Recognition Ceremony	SS	61.00	
3. Honors Conference	SS	960.00	
<b>TOTAL</b>		<b>\$1,127.00</b>	<b>\$1,000.00</b>
<b>Physical Education, Kinesiology &amp; Athletics</b>			
1. Tim Cartmell/Taiji Workshop	CC	500.00	
2. American College Dance Festival	CL	2,000.00	
3. Athletics Pep Squad Camp Workshop	SS	6,500.00	
<b>TOTAL</b>		<b>\$9,000.00</b>	<b>\$7,000.00</b>
<b>Social &amp; Behavioral Sciences</b>			
1. Anthropology/Cross-Cultural Studies Brown Bag Lunch Speaker Series	CC	2,500.00	
2. Sociology - ASF and PFLAG	CL	1,000.00	
3. Women's and Gender Studies	CL	3,000.00	
4. CD/EDUC - Speaker Series	CC	2,000.00	
5. Psychology - Speaker Series	CC	3,663.00	
6. GEOG Poster Session	CC	1,000.00	
7. Anthropology Conference Student Scholarship Program	SS	2,500.00	
8. Geography - Conference	SS	1,000.00	
<b>TOTAL</b>		<b>\$16,663.00</b>	<b>\$14,000.00</b>
<b>Transfer, Career and Special Programs</b>			
1. DSPS Ability Awareness Week	CL	\$1,500.00	
2. DSPS Student & Volunteer Recognition Dinner	CL	1,500.00	
3. DSPS Student/Co-Curricular Support Program	SS	500.00	
4. Transfer College Fairs	CL	300.00	
5. Transfer Day	CL	250.00	
6. Transfer Celebration	CL	2,900.00	
7. Women's Conference	CL	1,500.00	
8. VETS Resource Fair/VETS Day/Recognition	CL	3,250.00	
9. EOPS Student Recognition	SS	1,500.00	
10. EOPS Winter Workshop	CL	1,250.00	
11. Learning Resources (Re-Entry/Women)	SS	225.00	
12. Career Packets for Students with Needs	SS	122.00	
12. EOPS Graduation Caps & Gowns	SS	750.00	
13. Adaptive Kinesiology Mentorship Program	SS	1,500.00	
14. VETS Mentorship Program	SS	1,500.00	
<b>TOTAL</b>		<b>\$18,547.00</b>	<b>\$16,000.00</b>
<b>ASG (Contract Revenue)</b>			
1. Office Assistant Assessment	OP/ND	79,000.00	78,868.00
2. Student Employees	OP	0.00	17,727.00
3. Homecoming Celebration	OP	5,000.00	0.00
4. Commencement	OP/ND	8,000.00	4,000.00
5. Campus Life Program	CL	27,265.00	19,000.00

ASG GRANT/ALLOCATION (Title by Area/Division Awarded)	Category*	2013-2014 ADOPTED BUDGET Grant/Allocation	2014-2015 ADOPTED BUDGET Grant/Allocation
<b>TOTAL</b>		<b>\$119,265.00</b>	<b>\$119,595.00</b>
<b>ASG (Student Activities Fee Revenue)</b>			
1. ASB Fund Card Purchase Agreement (revenue generating)	OP/ND	13,550.00	13,550.00
2. ASG Leadership Training Retreats	OP	3,000.00	3,000.00
3. Duplication	OP/ND	2,000.00	2,000.00
4. Clothing	OP	2,000.00	2,000.00
5. Supplies	OP	1,500.00	2,000.00
6. Copier Agreement	OP/ND	500.00	500.00
7. Credit Card Fee	OP/ND	45.00	45.00
8. Postage	OP/ND	500.00	500.00
9. Judiciary Budget	OP	500.00	500.00
10. End of the Year Banquet	SS	2,000.00	0.00
11. Marketing/Publicity Committee Budget	OP	1,000.00	1,000.00
12. Move Ticket Consignment (revenue generating)	OP/ND	3,500.00	2,000.00
13. Board of Directors Programming Budget	CL	5,000.00	2,500.00
14. Events Committee Budget	CL	5,000.00	3,500.00
15. Symplicity (online students engagement and communications system)	OP/ND	6,273.00	6,143.00
16. Veterans Student Council	CL	3,000.00	3,000.00
17. Honors Student Council	CL	3,000.00	3,000.00
18. International & Diversity Student Council	CL	3,000.00	3,000.00
19. Inter-Club Council	CL	3,000.00	3,000.00
20. Student Clubs Executive Board Budget	CL	10,500.00	5,000.00
21. Crunch Time (Board of Directors)	SS	0.00	5,500.00
22. Special Topic Grants (Budget Committee)	CL/SS	0.00	0.00
<b>ASG TOTAL</b>		<b>\$68,868.00</b>	<b>\$61,738.00</b>
<b>Student Scholarships</b>			
1. SCHOLARSHIPS: SC Foundation Scholarships		70,000.00	40,000.00
2. SCHOLARSHIPS: Book Loan Program		20,000.00	15,000.00
3. SCHOLARSHIPS: Student Parent/CDC		20,000.00	20,000.00
<b>TOTAL</b>		<b>110,000.00</b>	<b>75,000.00</b>
<b>Mandatory Minimum Allocations PER ASG BYLAWS (percentage taken of subtotal projected revenue)</b>			
1. Reserve for Mid-Year Allocations		20,000.00	0.00
2. Emergency Reserve		30,000.00	21,829.00
<b>TOTAL</b>		<b>50,000.00</b>	<b>21,829.00</b>
<b>TOTAL USES OF FUNDS</b>		<b>\$476,369.00</b>	<b>\$375,162.00</b>
<b>SOURCES OF FUNDS</b>			
Contract Revenue		\$265,983.00	\$221,066.00
ASB Stamp Student Activities Fee		\$65,000.00	\$70,000.00
<b>SUBTOTAL PROJECTED REVENUE</b>		<b>\$330,983.00</b>	<b>\$291,066.00</b>
Emergency Reserve		\$30,000.00	\$21,829.00
Beginning Balance		\$115,386.00	\$62,267.00

ASG GRANT/ALLOCATION (Title by Area/Division Awarded)	Category*	2013-2014 ADOPTED BUDGET Grant/Allocation	2014-2015 ADOPTED BUDGET Grant/Allocation
<b>TOTAL SOURCES OF FUNDS</b>		<b>\$476,369.00</b>	<b>\$375,162.00</b>

**NOTES:**

CC = Co-Curricular, CL = Campus Life, SS = Student Support, OP = ASG Operations, OP/ND = ASG Operations, Non-Discretionary



# Irvine Valley College Associated Student Government Adopted Budget – FY 2014-2015 Safar Khardiyatulloi – President Robert Segarra - Treasurer



Sources and Uses of Funds	FY 2013-2014 Adopted Budget	FY 2014-2015 Tentative Budget	FY 2014-2015 Adopted Budget	Change	Note
<b>Sources of Funds</b>					
Beginning Fund Balance	101,713	60,000	110,537	50,537	a
<b>Revenue</b>					
Bookstore/Cafeteria Vending	370,000	410,000	410,000	-	
ASB Activity Sticker Sales	55,000	55,000	55,000	-	
<b>Total Sources of Funds</b>	<b>526,713</b>	<b>525,000</b>	<b>575,537</b>	<b>50,537</b>	
<b>Uses of Funds</b>					
Campus Life	36,500	52,500	56,500	4,000	b
Co-Curricular Programs	235,000	235,000	235,000	-	
ASIVC Operations	28,700	22,800	32,337	9,537	c
ASIVC Operations (Personnel, Non-Discretionary)	80,200	81,500	81,500	-	
Mid-Year Requests	8,000	8,000	10,000	2,000	d
Scholarships	30,000	30,000	30,000	-	
Student Support	55,613	51,200	72,600	21,400	e
Emergency Reserve	52,700	44,000	57,600	13,600	f
<b>Total Uses of Funds</b>	<b>526,713</b>	<b>525,000</b>	<b>575,537</b>	<b>50,537</b>	
a/ Beginning fund balance increased after final revenues booked at District Accounting					
b/ Adjustment due to available funding					
c/ Adjustment due to available funding					
d/ Adjustment due to available funding					
e/ Adjustment due to available funding					
f/ Increase in Contingency funds based on higher revenues					



# Budget Highlights

- **Campus Life: \$56,500**  
Campus Life programs include the annual Scholarship Awards and Commencement programs, Club Day, Multicultural Day, Student Conferences and our new Student Ambassador Program.
- **Co-Curricular Programs: \$235,000**  
Co-curricular funds support the competitive academic programs that enhance student success, contribute to student retention, offer national and state academic experience, promote involvement on campus and fulfill Accreditation requirements. Programs include Forensics, Administration of Justice, Dance, Phi Theta Kappa, Wind Symphony, Political Science and Athletics.
- **ASIVC Operations: \$113,837**  
ASIVC funding covers operational costs of the student government offices, contract maintenance agreements for computers and copiers, and the repairs and maintenance of equipment in the cafeteria and bookstore.

# Budget Highlights

- **Scholarships: \$30,000**  
ASIVC provides an annual funding amount for scholarships to recognize IVC students for their scholastic and campus leadership achievements.
- **Student Support: \$72,600**  
ASIVC provides funding for student programs that encompass all IVC students, validates their success, and provides opportunities to enhance their majors, such as: the Transfer and Career Center, Theater, Music Choral, Honors Program, Music Recitals, Senior Day, Guest Speakers, DSP&S Awareness Day, the Student Success Summit, Veteran's Center and the like.
- **Contingency and Mid-Year requests: \$67,600**  
ASIVC provides a reserve amount for any unseen contingencies and also provides for any mid-year requests that may require funding.

# ASIVC Goals and Objectives

- Goal 1 – Provide ongoing education and training for ASIVC student leaders to enhance institutional effectiveness
  - Objective 1 – We have adopted a Student Ambassador Program to provide key student leaders an opportunity to gain an understanding of the planning, organization and functions of the campus community. Student Ambassadors have attend 20 hours of orientation and leadership training and will be required to participate in five campus events
  - Objective 2 – Coordinate an annual event for ASIVC members and club leaders in 2014 to assist in the development of leadership skills
- Goal 2 – Improve student activity and participation in campus outreach events
  - Objective 1 – ASIVC will host a Welcome Week for all students in Fall 2014
  - Objective 2 – ASIVC and the Inter Club Council (ICC) will jointly sponsor club days in Fall 2014 and Spring 2015
  - Objective 3 – Clubs will participate in Homecoming and the nomination of the Homecoming Court, Senior Day, Multi-culture Day, and other campus events
- Goal 3 - ASIVC will support a vibrant, effective student government by enhancing the teaching and learning environment and governance process
  - Objective 1 – The ASIVC cabinet will assess the functions of the Student Officer positions and begin the process of updating the ASIVC Constitution and Bylaws
  - Objective 2 – The students and advisor will hold monthly workshops on governance and committee participation

# Thank you for your support of ASIVC!





<b>STUDENT SUPPORT</b>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>Allocation</b>	<b>Allocation</b>
<b>Description</b>	<b>2013-2014</b>	<b>2014-2015</b>
Transfer/Career Center	\$2,800	\$6,000
Choral Music	\$6,000	\$4,000
Theater	\$6,000	\$6,000
Honors	\$2,500	\$6,000
Journalism	\$3,500	\$500
International Student Center	\$500	\$1,500
Music Department Recital /Ads/Transportation	\$7,000	\$7,000
Supportive Services	\$5,000	\$5,000
Senior Day	\$12,000	\$17,000
Guest Speakers	\$7,000	\$7,000
DSP&S - Awareness Day	\$2,000	\$2,000
Fine Arts/Music	\$800	\$0
Art Gallery	\$0	\$500
French Film Festival	\$513	\$600
Student Success Summit	\$0	\$6,000
Veteran's Center	\$0	\$3,000
Music/Music Theory	\$0	\$500
<b>TOTAL</b>	<b>\$55,613</b>	<b>\$72,600</b>

<b>ASIVC CAMPUS LIFE</b>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>Allocation</b>	<b>Allocation</b>
<b>Description</b>	<b>2013-2014</b>	<b>2014-2015</b>
Scholarship Award Ceremony	\$6,000	\$7,000
Commencement	\$10,000	\$14,000
ASIVC Events	\$6,000	\$7,000
Clubs	\$7,000	\$8,000
Multicultural Days	\$3,000	\$3,000
Conferences	\$4,000	\$5,000
Banquet	\$0	\$3,000
Awards	\$500	\$500
Student Ambassador Program	\$0	\$9,000
<b>TOTAL</b>	<b>\$36,500</b>	<b>\$56,500</b>

<b>ASIVC OPERATIONS</b>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>Allocation</b>	<b>Allocation</b>
<b>Description</b>	<b>2013-2014</b>	<b>2014-2015</b>
Office Supplies	\$3,000	\$4,537
Student Lounge Worker	\$7,000	\$8,000
Contract Services	\$5,000	\$5,000
Equipment Repairs	\$13,000	\$13,500
Duplicating	\$100	\$200
Mileage	\$100	\$100
Office Equipment	\$500	\$1,000
<b>TOTAL</b>	<b>\$28,700</b>	<b>\$32,337</b>

<b>CO-CURRICULAR PROGRAMS</b>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>Allocation</b>	<b>Allocation</b>
<b>Description</b>	<b>2013-2014</b>	<b>2014-2015</b>
Forensics	\$28,000	\$28,000
Administration of Justice	\$27,000	\$27,000
Wind Symphony	\$8,000	\$8,000
Dance	\$21,000	\$21,000
Phi Theta Kappa	\$15,000	\$15,000
Political Science	\$25,000	\$25,000
Athletics	\$111,000	\$111,000
<b>TOTAL</b>	<b>\$235,000</b>	<b>\$235,000</b>
<b>ASIVC Operations (Personnel, Non-Discretionary)</b>		
Office Assistant/Utilities	\$80,200	\$81,500
<b>TOTAL</b>	<b>\$80,200</b>	<b>\$81,500</b>
<b>CONTINGENCY, MID-YEAR REQUESTS, AND SCHOLARSHIPS</b>		
Emergency Reserve	\$52,700	\$57,600
Scholarships	\$30,000	\$30,000
Mid-Year Request	\$8,000	\$10,000
<b>TOTAL</b>	<b>\$90,700</b>	<b>\$97,600</b>
Total Request		
Total Income	<b>\$526,713</b>	<b>\$575,537</b>
Total Allocation	<b>\$526,713</b>	<b>\$575,537</b>

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College, Student Services Center Air Handling Units Replacement Project, Notice of Completion, Trane U.S., Inc.

**ACTION:** Approval

---

**BACKGROUND**

The Board of Trustees approved basic aid funding for the Irvine Valley College Student Services Center Air Handling Units Replacement project for a total budget of \$780,000. On February 24, 2014, the Board of Trustees approved a \$590,010 construction contract with Trane U.S., Inc. Previously approved change orders increased the contract by \$4,281. Pending August board approval, change order request No. 4 is recommended for an increase of \$4,192 resulting in a final contract amount of \$598,483.

**STATUS**

The project work is complete and staff recommends that a Notice of Completion (EXHIBIT A) be filed for the IVC Student Services Center Air Handling Units Replacement project.

Funds are available in the approved basic aid project budget which is \$780,000.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees authorize the filing of the Notice of Completion (EXHIBIT A) for Irvine Valley College Student Services Center Air Handling Units Replacement project to Trane U.S., Inc. for a final contract amount of \$598,483.

Recording Requested  
By and Mail to:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
28000 Marguerite Parkway  
Mission Viejo, California 92692  
Attn: Purchasing & Facilities Planning

EXEMPT PER GOVERNMENT CODE 6103

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN, that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, as Owner with vested title in the property hereinafter described, caused improvements to be made to said property to wit: STUDENT SERVICES CENTER AIR HANDLING UNITS REPLACEMENT at IRVINE VALLEY COLLEGE, the contract for the doing of which was heretofore entered into the 24th day of February, 2014, which contract was made with TRANE U.S., INC. as Contractor; that said improvements were completed and accepted by formal action of the governing board of said District on the 25th day of August, 2014, that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above-named Contractor is FIDELITY AND DEPOSIT COMPANY OF MARYLAND; that the property hereinafter referred to and on which said improvements were made is described as follows:

IRVINE VALLEY COLLEGE  
5500 IRVINE CENTER DRIVE  
IRVINE, CA 92618

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SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT OF ORANGE COUNTY, CA

By \_\_\_\_\_ Dated \_\_\_\_\_  
Gary L. Poertner  
Chancellor

STATE OF CALIFORNIA] ] ss.  
COUNTY OF ORANGE ]

Gary L. Poertner being first duly sworn, deposes and says:

That he is Secretary of the Board of Trustees of the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of the Orange County, California;

That he has read the foregoing Notice of Completion and knows the contents thereof and that the facts stated therein are true and correct.

By \_\_\_\_\_ Dated \_\_\_\_\_  
Gary L. Poertner  
Chancellor

State of California  
County of Orange

Subscribed and sworn to (or affirmed) before me on  
this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_  
by Gary L. Poertner  
be the person who appeared before me.

\_\_\_\_\_  
Signature

(Seal)



**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College Lighting Retrofit for Roadways, Walkways & Parking Lots Project, Change Order No.2, Anderson & Howard Electric, Inc.

**ACTION:** Approval

---

### **BACKGROUND**

Irvine Valley College is using scheduled maintenance funds for the Lighting Retrofit for Roadways, Walkways & Parking Lots Project. On March 31, 2014, the Board of Trustees approved a \$1,300,000 construction contract with Anderson & Howard Electric, Inc. On July 21, 2014, the Board approved change order no. 1 which did not increase the contract value and extended the completion date to August 15, 2014.

### **STATUS**

Board change order no. 2 (EXHIBIT A) describes the required modifications contained in Change Order Requests (COR) numbers 3, 4 and 14-065 and closes out the allowances provided for in the contract. Approval of Board change order no. 2 will result in an increase of \$127,876 and extend the contract to November 7, 2014.

The total change to the contract does not exceed the 10% limit allowed by Public Contract Code. Approval will bring the revised contract to \$1,427,876.

Irvine Valley College scheduled maintenance funds are available for this project.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Change Order Request No. 2 (EXHIBIT A) for the Irvine Valley College Lighting Retrofit for Roadways, Walkways & Parking Lots project and authorize staff to execute the corresponding change order with the contractor which will result in an increase of \$127,876 in the total project cost. The revised contract amount is \$1,427,876.

IVC - Lighting Retrofit for Roadways, Walkways  
Parking Lots Project

Bid #314D  
Board Change Order No. 2

August 25, 2014

Bid #	BID PACKAGE DESCRIPTION	CONTRACTOR	CONTRACT AMOUNT	Previously Approved COR's	BCO COR Total	REVISED CONTRACT AMOUNT	Approved Time Extension (cal days)
314D	General Contractor	Anderson & Howard Electric, Inc.	\$1,300,000.00	\$0.00	\$127,876.00	\$1,427,876.00	Previous - 47
		1791 Reynolds Avenue Irvine, CA 92614	<b>TOTAL</b>	<b>1,300,000.00</b>		<b>1,427,876.00</b>	<b>131</b>

COR No.	Date	Description	Requested	Status	Amount	Time Extension
3	7/29/2014	Repair splices at numbers poles throughout the campus and remove all splices within the poles and replace with new un-spliced wired.	by College	reviewed	\$10,725.00	0
4	7/30/2014	Provide labor and materials to repair the constant electrical back-feeding originating from the primary electrical room. Wire was damaged underground with crossed lines, broken wires and damaged insulation	by College	reviewed	\$20,078.00	0
14-065	8/5/2014	Install (16) light poles bases, (8) lights installed, wired and operational, and (4) flood lights installed at PAC.	by College	reviewed	\$98,980.00	
	8/4/2013	Close out contract allowances	by Engineer	reviewed	(\$1,907.00)	84
<b>TOTAL THESE CHANGE ORDER REQUESTS</b>					<b>\$127,876.00</b>	<b>84</b>

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Division of State Architect (DSA) Resident Inspector, Inspection Services Amendment No. 1, Todd's Inspection Testing Service and Associates

**ACTION:** Approval

---

### **BACKGROUND**

On August 26, 2013, the Board of Trustees approved the first year of a five year contract for DSA Resident Inspector, Inspection Services with Todd's Inspection Testing Service and Associates.

The DSA Resident Inspector provides: on-going services including acting as a liaison with the Division of the State Architect, oversight for smaller miscellaneous projects and consistency between larger projects.

### **STATUS**

Staff requests the Board approve renewal of the DSA Resident Inspector, Inspection Services agreement (EXHIBIT A) for the final four years beginning August 27, 2014 and ending August 26, 2018 for a total amendment value of \$800,000. The original agreement is available for review in the district purchasing department.

Funds are assigned via the FY 2014-2015 basic aid requests to address project budgets that were not originally designed to absorb these costs for a total of \$175,000. Current and future project budgets have been evaluated to include a line item to encumber remaining fees.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 1 (EXHIBIT A) with Todd's Inspection Testing Service and Associates through August 26, 2018, for the DSA Resident Inspector, Inspection Services in the amount of \$800,000, for a total contract value of \$975,000.

**AMENDMENT No. 1**  
**TO DSA RESIDENT INSPECTOR INSPECTION SERVICES AGREEMENT**  
**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**August 25, 2014**

**THIS AMENDMENT** shall modify the original agreement dated August 27, 2013, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and Todd's Inspection Testing Service and Associates" hereinafter referred to as "CONSULTANT."

**WHEREAS**, the original Agreement establishes the term for one year at \$175,000 with the option for renewal under the same terms and conditions for four additional one-year periods offered at the DISTRICT'S option; and

**WHEREAS**, the DISTRICT desires to renew the Agreement for four one-year extensions; and

**WHEREAS**, CONSULTANT is able and willing to extend the term of the Agreement for four years; and

**WHEREAS**, DISTRICT desires to modify annual contract amount over the four years as follows:

August 27, 2014 – August 26, 2015	\$191,000
August 27, 2015 – August 26, 2016	\$197,000
August 27, 2016 – August 26, 2017	\$203,000
August 27, 2017 – August 26, 2018	\$209,000

and

**WHEREAS**, DISTRICT will accommodate a two week black out dates of services during normal business hours annually; and

**NOW, THEREFORE**, the Parties agree to modify the original agreement as follows:

The term of this agreement is hereby extended from August 27, 2014, to August 26, 2018, under the same terms and conditions as the original agreement and as adjusted in this Amendment No. 1.

**FIXED FEE FOR SERVICES AS DESCRIBED HEREIN:**

1. Extend the DSA Resident Inspection Services from August 27, 2014, to August 26, 2018 for the same terms and conditions as the original contract and as adjusted in this Amendment No. 1 for a fee of: \$800,000
- Total: \$800,000**

for a total contract amount of \$975,000.

**IN WITNESS HEREOF**, the Parties have executed this Amendment as of the date set forth above.

"DISTRICT"  
South Orange County Community College District

"CONSULTANT"  
Todd's Inspection Testing Service and Associates

Amendment No. 1 - August 25, 2014  
DSA Resident Inspector, Inspection Services  
Todd's Inspection Testing Service and Assoc.

By: \_\_\_\_\_  
Dr. Debra L. Fitzsimons  
Vice Chancellor, Business Services

By: \_\_\_\_\_  
Todd Robinson  
President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** Saddleback College: Grant Acceptance, Orange County Career Pathways Partnership program

**ACTION:** Approval

---

## **BACKGROUND**

In March 2014, the Orange County Department of Education in collaboration with Saddleback College submitted a proposal in response to the California Department of Education's (CDE) issued Request for Application for the California Career Pathways Trust (CCPT) grant. The proposal requested funds to support the development and implementation of a county wide consortium of K-14 educational institutions, ROPs, industry and workforce partners who will work collaboratively to implement the goals of the California Career Pathways Trust grant. The goals of the CCPT include development, expansion and enhancement of CTE pathways which provide students a sequenced pathway of integrated academic and career-based education and training, aligned to current or emerging regional economic needs. It is the goal of the CDE that funds awarded for CCPT will support career pathway programs designed to lead students to a postsecondary degree or certification in a high-skill, high-wage, and high-growth field.

## **STATUS**

July 24, 2014 Orange County Department of Education notified Saddleback College of its' intent to award \$1,297,862 for the period July 1, 2014 through June 30, 2018 to fund the project efforts as presented in Exhibit A. In order to accomplish the goals identified in Exhibit A, funds from the grant will be utilized to fund equipment, faculty, and classified staff.

## **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees accept this award of \$1,297,862 from the Orange County Department of Education for the Orange County Career Pathways Trust program.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
UNIT APPLYING: SADDLEBACK COLLEGE

- ( ) GRANT APPLICATION ABSTRACT  
(X) GRANT ACCEPTANCE ABSTRACT  
( ) GRANT RENEWAL ACCEPTANCE ABSTRACT  
( ) REVISIONS TO ACCEPTANCE ABSTRACT

1. PROJECT TITLE: Orange County Career Pathways Partnership
2. PROJECT DIRECTOR: Kathy Werle
3. PROJECT ADMINISTRATOR: Kathy Werle
4. GRANTOR AGENCY: Orange County Department of Education
5. FUNDING SOURCE: California Department of Education
6. STARTING AND ENDING DATES OF THE PROJECT: July 1, 2014- June 30, 2018.
7. EXECUTIVE SUMMARY OF THE PROJECT (limit 125 words):

Saddleback College will address the goals of the California Department of Education's California Career Pathways Trust grant as a partner to the Orange County Department of Education through the development and implementation of the Orange County Career Pathways Partnership program. Funds provided by the grant will support Saddleback College's role as coordinator and lead representative of the nine Orange County community colleges participating in the grant. Funds provided will also support faculty professional development, curriculum design, equipment and articulation of CTE courses with secondary schools.

8. SUMMARY BUDGET

Grant Award	In Kind Matching	Indirect Costs	Project Total
\$1,297,862	\$1,188,000		\$2,485,862

9. APPROVALS

\_\_\_\_\_  
Division/School Dean

*K. Werle*  
\_\_\_\_\_  
Vice President of Instruction

*R. Smith for Carol Hilton 8/14/14*  
\_\_\_\_\_  
Vice President for College Administrative Services

*T. KW*  
\_\_\_\_\_  
President

*M. Britton*  
\_\_\_\_\_  
Chancellor

*Adrian Ramirez*  
\_\_\_\_\_  
Vice Chancellor of Technology & Learning Services

**EXPENDITURES SUMMARY**

The Expenditures Summary should follow the standard expenditure categories as used in the operating budget.

	<b>GRANT</b> (Amount)	<b>MATCHING*</b> (In-Kind/Actual)	<b>SOURCE OF MATCH</b> (Partnership/ College/Vendor)
<b>1000 Certificated Salaries</b>	<u>\$23000</u>	<u>\$192850</u>	<u>College/ grants</u>
<b>2000 Classified Salaries</b>	<u>\$724000</u>	<u>\$625000</u>	<u>College/ grants</u>
<b>3000 Benefits</b>	<u>\$248362</u>	<u>\$270150</u>	<u>College/ grants</u>
<b>4000 Supplies</b>	<u>\$8800</u>		<u>College/ grants</u>
<b>5000 Contracted Services and Other Expenses</b>	<u>\$43700</u>		<u>College/ grants</u>
<b>6000 Capital Outlay</b>	<u>\$250000</u>	<u>\$100000</u>	<u>College/ grants</u>
<b>7000 Other Outgo</b>			
<b>Other Charges</b> (e.g.: Indirect Costs)			
<b>TOTALS</b>	<u>\$1,297,862</u>	<u>\$1,188,000</u>	

\*Matching Funds: "In-Kind" matching funds are usually allocations of existing personnel, space, supplies, and equipment.

**PROJECT PERSONNEL** (reflects the Expenditure Detail above)

<u>Positions</u>	<u>Full-Time</u>	<u>Part-Time</u>	<u>New</u>	<u>Existing</u>
1. <b>Faculty</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. <b>Project Coordinator</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. <b>Career Placement Officer</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. <b>Administrative Assistant</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: 2015-2016 Academic Calendar  
**ACTION:** Approval

---

**BACKGROUND**

Annually the South Orange County Community College District Academic Calendar Committee convenes to review the development of the academic calendar. During the 2013-2014 academic year, representatives from the governance groups studied calendar options for 2015-2016.

On May 15, 2014, the District-wide Academic Calendar Committee met and voted to approve the proposed calendar, which is presented as Exhibit A. On July 21, 2014, the Board of Trustees accepted for review and study the proposed 2015-2016 Academic Calendar.

**STATUS**

The proposed 2015-2016 Academic Calendar meets Education Code requirements, accounts for holidays mandated by the California Community College Chancellor's Office (Exhibit B), and includes classified staff holidays in compliance with Article 10 of the California School Employees Association (CSEA) contract and Article 9 of the Police Officers Association Master Agreement.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the proposed Academic Calendar for 2015-2016 (Exhibit A).



# ACADEMIC CALENDAR 2015 – 2016

## FALL SEMESTER 2015

AUGUST 2015						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	*17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2015						
S	M	T	W	T	F	S
		1	2	3	4	5
6	*7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER 2015						
S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	*12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2015						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	*11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	*26	*27	28
29	30					

DECEMBER 2015						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	*23	*24	*25	26
27	*28	*29	*30	*31		

## SUMMER SESSION 2016

JUNE 2016						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JULY 2016						
S	M	T	W	T	F	S
					1	2
3	*4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST 2016						
S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	

LEGEND		
<span style="background-color: #800000; color: white; padding: 2px;"> </span> Classes Not in Session	<span style="background-color: #ADD8E6; padding: 2px;"> </span> Instructional Days	● Holidays for Classified and 12-Month Employees
<span style="background-color: #008080; color: white; padding: 2px;"> </span> Staff Development Days	<span style="background-color: #000080; color: white; padding: 2px;"> </span> Final Examinations	* Start of 8-Week Session
<span style="background-color: #FF8C00; color: white; padding: 2px;"> </span> Sunday Classes Meet	<span style="background-color: #800080; color: white; padding: 2px;"> </span> Faculty Contractual Days/Classes Not in Session	+ SC Commencement IVC Commencement
<span style="background-color: #FFD700; color: white; padding: 2px;"> </span> Saturday Classes Meet		

Each college may develop a special final exam schedule.

*Vision: To be a leader in exemplary teaching and learning, student success and community partnerships.*

*Mission: To provide a dynamic and innovative learning environment dedicated to student success and economic growth of the region.*

## SPRING SEMESTER 2016

JANUARY 2016						
S	M	T	W	T	F	S
					*1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	*18	*19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY 2016						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	*12	13
14	*15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

MARCH 2016						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	*25	26
27	*28	29	30	31		

APRIL 2016						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY 2016						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	*24	25	26	27	28
29	*30	31				





## ACADEMIC CALENDAR 2015 – 2016

### FALL SEMESTER 2015

August 10-14 (Monday-Friday)	Staff Development Days
August 17 (Monday)	Instruction Begins
* August 17-October 10 (Monday-Saturday)	8-Week Session
• September 7 (Monday)	Labor Day — Holiday
September 8 (Tuesday)	Faculty Contractual Day/Classes Not in Session
* October 12-December 16 (Monday-Wednesday)	8-Week Session
• November 11 (Wednesday)	Veterans Day — Holiday
• November 26-27 (Thursday/Friday)	Thanksgiving — Holiday
December 10-16 (Thursday-Wednesday)	Final Examinations
December 17-January 18 (Thursday-Monday)	Classes Not in Session
• December 23-January 1 (Wednesday-Friday)	District/Colleges Closed

### SPRING SEMESTER 2016

• January 1 (Friday)	New Year's Day Holiday
January 11 (Monday)	Faculty Contractual Day/Classes Not in Session
January 12-15 (Tuesday-Friday)	Staff Development Days
• January 18 (Monday)	Martin Luther King, Jr. — Holiday
January 19 (Tuesday)	Instruction Begins
* January 19-March 19 (Tuesday-Saturday)	8-Week Session
• February 12 (Friday)	Lincoln's Day — Holiday
• February 15 (Monday)	Presidents' Day — Holiday
March 20-26 (Sunday-Saturday)	Spring Break/Classes Not in Session
• March 25 (Friday)	Friday of Spring Break — Holiday
* March 28-May 21 (Monday-Saturday)	8-Week Session
May 17-23 (Tuesday-Monday)	Final Examinations
May 24 (Tuesday)	Faculty Contractual Day/Classes Not in Session
+ May 24 (Tuesday)	Irvine Valley College/Saddleback College Commencements

### SUMMER SESSION 2016

• May 30 (Monday)	Memorial Day — Holiday
May 31-August 12 (Tuesday-Friday)	Summer Session
• July 4 (Monday)	Fourth of July — Holiday

SUMMARY			
	Fall	Spring	Total
<i>Instructional Days</i>			
Monday	17	16	33
Tuesday	17	17	34
Wednesday	17	17	34
Thursday	16	17	33
Friday	16	16	32
<b>SUBTOTAL</b>	<b>83</b>	<b>83</b>	<b>166</b>
Staff Development	5	4	9
Staff Contractual Days	1	2	3
Finals	0	0	0
<b>TOTAL</b>	<b>89</b>	<b>89</b>	<b>178</b>

*Summer 2016 start dates and session lengths may vary. See college online schedules for more information.*

STATE OF CALIFORNIA

BRICE W. HARRIS, CHANCELLOR

CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE  
1102 Q STREET  
SACRAMENTO, CA 95811-6549  
(916) 445-8752  
<http://www.cccco.edu>



September 27, 2013

TO: District Superintendent/President

FROM: Diane Brady, Administrator   
Fiscal Policy

SUBJECT: Mandated Holidays for Fiscal Years 2013-14, 2014-15, 2015-16 and 2016-17

**Synopsis:** A list of the official academic holidays, as specified by Education Code Section 79020, is provided for convenience in establishing your future academic calendars. Included are the mandated holiday dates for fiscal years 2013-14, 2014-15, 2015-16 and 2016-17 based on the current statute (ECS 79020).

**Fiscal Year 2013-14**

July 4, 2013	(Thursday)	Independence Day
September 2, 2013	(Monday)	Labor Day
November 11, 2013	(Monday)	Veterans Day
November 28, 2013	(Thursday)	Thanksgiving Day
December 25, 2013	(Wednesday)	Christmas
January 1, 2014	(Wednesday)	New Year's Day
January 20, 2014	(Monday)	Dr. Martin Luther King, Jr. Day
February 7, 10, 12, or 14, 2014	(Friday, Monday, Wednesday, or Friday)	Lincoln Day
February 17, 2014	(Monday)	Washington Day
May 26, 2014	(Monday)	Memorial Day

A college MAY close on March 31, known as "Cesar Chavez Day," and the fourth Friday in September, known as "Native American Day," if the governing board of the district agrees to close the college for that purpose. The district shall continue to maintain the minimum required 175 days of instruction.

If the district does not close for "Cesar Chavez Day" or "Native American Day," appropriate observances should be held in commemoration.

(Continued)

**Fiscal Year 2014-15**

July 4, 2014	(Friday)	Independence Day
September 1, 2014	(Monday)	Labor Day
November 10 or 11, 2014	(Monday or Tuesday)	Veterans Day
November 27, 2014	(Thursday)	Thanksgiving Day
December 25, 2014	(Thursday)	Christmas
January 1, 2015	(Thursday)	New Year's Day
January 19, 2015	(Monday)	Dr. Martin Luther King, Jr. Day
February 6, 12, or 13, 2015	(Friday, Thursday, or Friday)	
February 16, 2015	(Monday)	Lincoln Day
May 25, 2015	(Monday)	Washington Day
		Memorial Day

**Fiscal Year 2015-16**

July 3, 2015	(Friday)	Independence Day (Observance)
September 7, 2015	(Monday)	Labor Day
November 9, 11, or 13, 2015	(Monday, Wednesday or Friday)	Veterans Day
November 26, 2015	(Thursday)	Thanksgiving Day
December 25, 2015	(Friday)	Christmas
January 1, 2016	(Friday)	New Year's Day
January 18, 2016	(Monday)	Dr. Martin Luther King, Jr. Day
February 12, 2016	(Friday)	Lincoln Day
February 15, 2016	(Monday)	Washington Day
May 30, 2016	(Monday)	Memorial Day

**Fiscal Year 2016-17**

July 4, 2016	(Monday)	Independence Day
September 5, 2016	(Monday)	Labor Day
November 11, 2016	(Friday)	Veterans Day
November 24, 2016	(Thursday)	Thanksgiving Day
December 26, 2016	(Monday)	Christmas (Observance)
January 2, 2017	(Monday)	New Year's Day (Observance)
January 16, 2017	(Monday)	Dr. Martin Luther King, Jr. Day
February 10, 13, 14, or 17 2017	(Friday, Monday, Tuesday, Friday)	
February 20, 2017	(Monday)	Lincoln Day
May 29, 2017	(Monday)	Washington Day
		Memorial Day

**Action/Date Requested:** Information

**Contact:** For holiday or academic calendar configuration questions, call Elias Regalado, Fiscal Services, at (916) 445-1165 or e-mail at [eregalad@cccco.edu](mailto:eregalad@cccco.edu).

cc: Chief Business Officer  
 Chief Instructional Officer  
 Dean of Admissions and Records, Registrar  
 Chief Information System Officer  
 Dan Troy  
 Elias Regalado



**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Board Policy Revision: BP-3002 Audits, BP-4101.2 Number of Pay Installments Academic Personnel, BP 4207 Payroll Period for Classified Management Personnel, BP-4019 Elder and Dependent Adult Abuse Reporting, BP-5520 Accreditation

**ACTION:** Discussion / Approval

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### **BACKGROUND**

Board policies and administrative regulations are periodically reviewed to ensure that they are satisfactory, meet the District's needs, and are in compliance with current laws and regulations.

### **STATUS**

Five board policies are presented to the Board of Trustees for "discussion/approval." The new language and amendments to the board policies were reviewed and revised by the District's Board Policy and Administrative Regulation Advisory Council and includes collegial consultation with the Academic Senates, pursuant to Title 5 Section 53200 et. seq.

Legal counsel has been involved throughout the review process. The proposed policies were presented to the Chancellor's Council on July 10, 2014 for review and recommendation to the Chancellor.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees accept for discussion and approval the board policies, as shown in EXHIBITS A through E.

# BOARD POLICY

3002 6400

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

BUSINESS

## AUDITS

There shall be an annual ~~outside~~ audit of all funds, books and accounts of the District in accordance with the regulations of Title 5. The Chancellor or his/her designee shall assure that an annual audit is completed by an outside agency. ~~audit is completed.~~ The Chancellor or his/her designee shall recommend a certified public accountancy firm to the Board Audit Committee with which to contract for the annual audit. This firm will be selected via the approved district RFP process. ~~The Chancellor or his/her designee will select a certified public accountancy firm~~ The contract for the external audit firm will be for a period not to exceed a 5 years period., and no certified public accountancy firm will be eligible for engagement by the district for consecutive contracts.

### *Reference:*

*Education Code Section 84040(b)*

*Title 5, Sections 59014, 59102, 59106*

# BOARD POLICY

4101.2

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

PERSONNEL

## NUMBER OF PAY INSTALLMENTS FOR ACADEMIC PERSONNEL

### I. FULL TIME FACULTY

~~Full-time faculty are ten (10) month employees. Their annual salaries must be paid and reported only for the months in which they have scheduled duty days. They are paid ten (10) five (5) equal payments for the academic year each semester as follows:~~

~~Fall Semester—August, September, October, November, and December.~~

~~January, February, March, April, and May. \* Spring Semester—~~

~~January, February, March, April and May~~

### II. PART TIME/OVERLOAD/STIPEND

~~Part-time faculty, overload, OSH (one semester hour) and stipend payments are paid according to the class schedule, in five (5) equal payments as follows:~~

~~Fall Semester—September, October, November, December\* and January~~

~~Spring Semester—February, March, April, May and June~~

~~Summer (OSH and Stipend are paid by the class schedule start date and pay periodsession) First~~

~~Session—July~~

~~Second Session—August~~

~~\*December payments are issued the first business day in January. All other months are paid on the last working day of that month.~~

#### *Reference:*

~~Education Code Section 87821~~

~~Government Code Section 20630~~

~~CalSTRS Teachers Retirement Law, Section 23005~~

DELETE BOARD POLICY – Move language to AR 4101.2

Adopted: 8-24-82

Revised: 5-15-89

Technical Update: 4-26-99

Revised: 4-28-08



# BOARD POLICY

4207

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

## PAYROLL PERIOD FOR CLASSIFIED MANAGEMENT PERSONNEL

~~All full-time, classified management employees who are not members of a collective bargaining unit may shall be paid twice per month. If the normal pay period date falls on a Saturday, Sunday, or holiday, the paycheck shall be issued on the work day preceding the Saturday or holiday. If there is a change in the pay procedures used by the Orange County Department of Education, the issuance of District paychecks will be in accordance with the new procedures.~~

DELETE BOARD POLICY – Move language to NEW Administrative Regulation 4207

Adopted: 9-29-69  
Revised: 2-24-76  
Revised: 4-10-89  
Revised: 4-26-99  
Revised: 5-24-04  
Revised: 1-31-05

Reviewed by BPARAC & Chancellor on 7-6-11 No Recommended Change to Policy
--

# BOARD POLICY

4019

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

## ELDER AND DEPENDENT ADULT ABUSE REPORTING

It is the policy of the South Orange County Community College District to treat reports of violence against elderly persons or dependent adults as high priority criminal activity that is to be fully investigated regardless of the relationship between the victim and the suspect(s).

The Chancellor or designee shall establish administrative regulations related to the responsibility of employees, within the scope of employment or in their professional capacity, to report suspected abuse and neglect of the elderly.

### References:

Welfare and Institution Code 15610 et seq.;

Penal Code § 368; Health and Safety Code §§ 1250, 1250.2, and 1250.3;

Welfare and Institutions Code § 15630

NEW BOARD POLICY WILL NOT BE IMPLEMENTED UNTIL COMPANION AR-4019 HAS BEEN APPROVED

# BOARD POLICY

5520

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

STUDENTS

## ACCREDITATION

The College Presidents shall ensure the College complies with the accreditation process and standards of the Accrediting Commission of Community and Junior Colleges and of other District programs that seek special accreditation.

The Chancellor shall keep the Board of Trustees informed of approved accrediting organizations and the status of accreditations.

The Chancellor shall ensure that the District and the Board of Trustees are involved in any accreditation process in which the District and the Board of Trustees' participation is required.

The Chancellor shall provide the Board of Trustees with the accreditation reports, and any actions taken or to be taken in response to recommendations in an accreditation report.

### *Reference:*

*Accreditation Eligibility Requirement-2021, Standard IV.B.1.i  
Title , Section 51016*

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting

**ACTION:** Approval

---

**BACKGROUND**

Education Code Section 72024 (d) was amended to read “A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district.”

**STATUS**

Trustee Nancy Padberg was absent from the July 21, 2014 board meeting due to medical reasons.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt resolution 14-24 (Exhibit A) authorizing payment to Trustee Padberg who was absent from the July 21, 2014 meeting of the Board of Trustees.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

**RESOLUTION AUTHORIZING PAYMENT TO TRUSTEE ABSENT  
FROM BOARD MEETING**

**RESOLUTION 14-24**

Section 72024 (d) provides that "A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district;" and

WHEREAS, on July 21, 2014, the Board of Trustees of the South Orange County Community College District held a meeting; and

WHEREAS, Trustee Nancy Padberg could not be present at the meeting; and  
WHEREAS, it was determined that Trustee Padbergs' absence was due to a hardship;

NOW, THEREFORE, BE IT RESOLVED that Trustee Padberg shall be paid at the regular rate of compensation for the meeting of the Board of Trustees held on Monday, July 21, 2014.

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting

**ACTION:** Approval

---

### **BACKGROUND**

Education Code Section 72024 (d) was amended to read "A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district."

### **STATUS**

Trustee Marcia Milchiker was absent from the July 21, 2014 board meeting due to out of town family matters.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt resolution 14-25 (Exhibit A) authorizing payment to Trustee Milchiker who was absent from the July 21, 2014 meeting of the Board of Trustees.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

**RESOLUTION AUTHORIZING PAYMENT TO TRUSTEE ABSENT  
FROM BOARD MEETING**

**RESOLUTION 14-25**

Section 72024 (d) provides that "A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district;" and

WHEREAS, on July 21, 2014, the Board of Trustees of the South Orange County Community College District held a meeting; and

WHEREAS, Trustee Marcia Milchiker could not be present at the meeting; and WHEREAS, it was determined that Trustee Milchikers' absence was due to a hardship;

NOW, THEREFORE, BE IT RESOLVED that Trustee Milchiker shall be paid at the regular rate of compensation for the meeting of the Board of Trustees held on Monday, July 21, 2014.

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting

**ACTION:** Approval

---

**BACKGROUND**

Education Code Section 72024 (d) was amended to read “A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district.”

**STATUS**

Trustee Bill Jay was absent from the July 21, 2014 board meeting due to medical reasons.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt resolution 14-26 (Exhibit A) authorizing payment to Trustee Jay who was absent from the July 21, 2014 meeting of the Board of Trustees.



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

**RESOLUTION AUTHORIZING PAYMENT TO TRUSTEE ABSENT  
FROM BOARD MEETING**

**RESOLUTION 14-26**

Section 72024 (d) provides that "A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district;" and

WHEREAS, on July 21, 2014, the Board of Trustees of the South Orange County Community College District held a meeting; and

WHEREAS, Trustee Bill Jay could not be present at the meeting; and  
WHEREAS, it was determined that Trustee Jays' absence was due to a hardship;

NOW, THEREFORE, BE IT RESOLVED that Trustee Jay shall be paid at the regular rate of compensation for the meeting of the Board of Trustees held on Monday, July 21, 2014.

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** Academic Personnel Actions – Regular Items  
**ACTION:** Approval/Ratification

---

**BACKGROUND**

In accordance with Education Code Section 70902(b)(4), all employee actions must be approved or ratified by the Board of Trustees of each respective community college district.

**STATUS**

Personnel are employed in the South Orange County Community College District for the purpose of meeting the needs of students.

Those academic personnel actions shown in Exhibits A and B are presented to the Board of Trustees for approval/ratification to be effective on the dates as shown on the Exhibits.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve/ratify the academic personnel actions as shown in Exhibits A and B.

Item Submitted By: *David Bugay, Ph.D., Vice Chancellor, Human Resources & Employer/Employee Relations*

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS**

**A. NEW PERSONNEL APPOINTMENTS**

1. **ADMINISTRATIVE EMPLOYMENT** (Ratified – Pursuant to Board Policy 4002.1)

- a. HINKLE, CHRISTINA, is to be employed as Director of Learning Assistance, Pos #4640, Academic & Classified Administrators/Classified Managers Salary Range 17, Step 1, Division of Online Education & Learning Resources, Saddleback College, effective August 11, 2014. This is a replacement position for Patricia Weekes, who retired. (Exhibit B, Attachment 1)

2. **ACADEMIC EMPLOYMENT** (Ratified – Pursuant to Board Policy 4002.1)

- a. DUPREE, NICOLE is to be employed as Nursing Instructor (Categorical), Pos #4997, Division of Health Sciences & Human Services, Saddleback College, effective August 11, 2014. Approximate Salary Placement: Class I, Step 1. This is a new position approved by the Board of Trustees on May 19, 2014. (Exhibit B, Attachment 2)
- b. GROSS, CYNTHIA, is to be employed as Nursing Instructor, Pos #4701, Division of Health Sciences & Human Services, Saddleback College, effective August 11, 2014. Approximate Salary Placement: Class II, Step 1. This is a new position approved by the Board of Trustees on November 19, 2012. (Exhibit B, Attachment 3)
- c. QUINLAN, EMILY, is to be employed as Business Law Instructor, Pos #3911, Division of Business Science and Economic & Workforce Development, Saddleback College, effective August 11, 2014. Approximate Salary Placement: Class V, Step 1. This is a replacement position for Patrizia Goldberg, who retired. (Exhibit B, Attachment 4)

3. **ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF**

**EQUIVALENCY**

As outlined in the Academic Hiring Policies, Division 1, Part 4, Section 3B, Review of Equivalent Minimum Qualifications, members of the hiring committee, including faculty with discipline expertise, have met and rendered an affirmative decision that each recommended candidate possesses the educational background equivalent to the minimum qualifications for each respective position. As such, the following individuals are submitted for approval/ratification as part-time instructors under Equivalencies as outlined in the Title 5 Regulations and Minimum Qualifications, Article 2, Section 53430.

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Sandler, Monica	MA/Cinema Studies	CTVR/SC	II/1	10/13/14

Equivalency is based on a Master's Degree from Chapman University along with years of actual filmmaking experience.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Gluckson, Robert	MA/Communications	CTVR/SC	II/1	10/13/14

Equivalency is based on Mr. Gluckson possessing multiple Master's Degrees in Communications and Television along with his extensive academic research and development including full online classes in film history and appreciation.

**4. ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF (Ratified - Pursuant to Board Policy 4002.1)**

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Abdel Haq, M.	MA/Sociology	Sociology/SC	II/1	08/18/14
Arciniega, Charlotte	MA/Geography	Geography/SC	II/1	08/18/14
<sup>1</sup> Bishopp, Gregory	MA/Art History	Art History/SC	II/1	08/18/14
Bowman, Sean	MS/Accounting	Accounting/SC	II/1	08/18/14
Christen, Leslie	AA/Merch. Marketing	Fashion/SC	I/1	08/18/14
Cooper, Grant	BA/History, Urb. Plan	Electrical/IVC	I/1	08/18/14
Craig, Erin	EdD/K-12 Urban Edu.	Math/SC	V/1	08/18/14
Crampton, Steven	PhD/Molecular Bio.	Biology/SC	V/1	08/18/14
Cummins, Megan	MA/Int'l Economics	Economics/IVC	II/1	08/18/14
DaSilva, Claudia	MA/Adult Education	CIM/SC	II/1	08/18/14
DeAraujo, Erin	MFA/Screenwriting	CTVR/SC	IV/1	08/18/14
Douglas, Denice	BS/Accounting/CPA	Accounting/SC	I/1	08/18/14
Easton, Benjamin	MA/Philosophy	Philosophy/IVC	III/1	08/18/14
Famalette, Dwynn	MS/Forensic Science	Forensic Bio/SC	II/1	08/18/14
Hawkins, Frances	MS/Counseling	Counseling/SC	III/1	08/18/14
Ho, Jen Yong	MA/English	English/SC	II/1	08/18/14
Hodge, Philip	BA/Physics	HIT/SC	I/1	08/18/14
Hornung, Erica	MA/Film	Drama/IVC	IV/1	08/18/14
Hurt, Nicholas	MA/Mathematics	Mathematics/SC	II/1	08/18/14
Jenkins, Christina	MA/Clinical Psych.	Psychology/SC	II/1	08/18/14
Kehlenbach, Stefan	MA/Political Science	Political Sci/IVC	II/1	08/18/14
Kern, Christopher	MFA/Photography	Photography/IVC	II/1	08/18/14
Keup, Charissa	PhD/History	History/SC	V/1	08/18/14
King, Emily	MA/English	English/SC	II/1	08/18/14
Kiszely, Elizabeth	PhD/Engl: Comp. Lit.	Writing/IVC	V/1	08/18/14
Klingbeil, Candice	PhD/Chemistry	Biology/SC	V/1	08/18/14
Leon, Juan	MA/Applied Math	Computer Sci/SC	II/1	08/18/14
Li, Janny	MA/Anthropology	Anthropology/SC	II/1	08/18/14
Martinez, Marc	BA/Theatre Arts	Fashion/SC	I/1	08/18/14
MacMillan, Kurt	PhD/History	History	V/1	08/18/14
Maynard, Linda	MA/Psychology	Psychology/SC	II/1	08/18/14
McMurtrey, Megan	MA/English	English/SC	II/1	08/18/14
Mosquera, Luis	MA/Spanish Lit/Cult.	Spanish/SC	II/1	08/18/14
Moss, Jessica	MS/Sociology	Sociology/SC	II/1	08/18/14
McIntire, Theresa	PhD/Chemistry	Chemistry/SC	V/1	08/18/14
Nezafati, Peter	MFA/English	English/SC	II/1	08/18/14

<sup>1</sup> SOCCCD Retiree

**A. NEW PERSONNEL APPOINTMENTS** - Continued

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Pacheco Garcia, A.	MFA/Art	Photography/SC	II/1	08/18/14
Parrish, Peter	PhD/Physics	Elec. Tech/IVC	V/1	08/18/14
Perlin Lee, Julie	MFA/Exhibition Des.	Art History/IVC	II/1	08/18/14
Pichedvanichok, T.	MA/Int'l Business	Foods/SC	II/1	08/18/14
Poladian, Laura	MA/English	Writing/IVC	II/1	08/18/14
Pruett, William	MFA/Drama	Theatre/IVC	IV/1	08/18/14
Richardson, Erynn	MFA/Studio Art	Art/IVC	II/1	08/18/14
Rives, Nicky	MA/Public Admin.	Accounting/SC	II/1	08/18/14
Rohr, Steven	MA/Communications	Speech/SC	II/1	08/18/14
Rokni, Sara	MFA/Art (Jewelry)	Beg. Jewelry/SC	III/1	08/18/14
Russo, Brent	MA/English	English/SC	V/1	08/18/14
Schlenker, Kenneth	MA/Gen. Pastoral	HIT/SC	II/1	08/18/14
Schulze, Michael	MA/English	Writing/IVC	II/1	08/18/14
Scott, Elizabeth	MA/Geology	Geology/SC	II/1	08/18/14
Shelton, Alison	EdD/Education	Math/SC	V/1	08/18/14
Shriver, Juliea	MA/Art	Art/SC	II/1	08/18/14
Sirossian, Shahrokh	MA/Chemistry	Chemistry/IVC	II/1	08/18/14
Smith, Robin	MFA/Drawing	Art/IVC	II/1	08/18/14
Somers, Bernard	MA/Counseling	Vets Couns./SC	II/1	08/18/14
Stephens, Carmen	MA/Counseling	DSPS Couns./IVC	IV/1	08/18/14
Tripp, Allison	MA/Archaeology	Anthropology/SC	II/1	08/18/14
Tuggle, Scott	MA/Comm. Studies	Communic./IVC	II/1	08/18/14
Uvalle, Amanda	MA/English	Writing/IVC	II/1	08/18/14
Victoria Torres, P.	MA/Sociology	Sociology/SC	II/1	08/18/14
Walker, Maria J.	PhD/Oceanography	Marine Sci./SC	V/1	08/18/14
Ward, Robert	MA/Mathematics	Math/SC	II/1	08/18/14
Wencel, Marie	BA/Anthropology	Fashion/SC	I/1	08/18/14
Youngren, Whitney	MA/Sociology	Sociology/SC	II/1	08/18/14

**EQUIVALENCY**

As outlined in the Academic Hiring Policies, Division 1, Part 4, Section 3B, Review of Equivalent Minimum Qualifications, members of the hiring committee, including faculty with discipline expertise, have met and rendered an affirmative decision that each recommended candidate possesses the educational background equivalent to the minimum qualifications for each respective position. As such, the following individuals are submitted for approval/ratification as part-time instructors under Equivalencies as outlined in the Title 5 Regulations and Minimum Qualifications, Article 2, Section 53430.

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Arntson, Jay	BA/Rhetoric	Speech/SC	I/1	08/18/14

Equivalency is based on years of coaching debate. Mr. Arntson was a member of our national championship squad in 2003 and volunteered to help coach our national champion squad in 2006. He is a leader in community college debate and public speaking.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Aschtiani, Nakisa	BA/Theatre Arts	Theatre Arts/IVC	I/1	08/18/14

Equivalency is based on Ms. Aschtiani's expertise in the areas of Stage Direction, Make Up and Design, and Theatre Production including working as a producer, director, and makeup artist. She has worked for several theatre companies in Southern California.

Dowd, Jason	BFA/Illustration	Art/IVC	I/1	08/18/14
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Equivalency is based on working as an Illustrator in the industry since 1991 with clients such as McDonalds, Coca-Cola, Readers Digest, Simon & Shuster, and many more. His skills have earned him a job at the Laguna College of Art and Design, as well as community colleges.

Hodge, Philip	BA/Physics	HIT/SC	I/1	08/18/14
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Equivalency is based on his experience in revenue cycle claims management, medical practice operations & analysis, and 15+ years of experience in healthcare. His experience includes his current position as Managing Partner of CAREForce LLC, a medical practice management firm and previous experience as CEO of a medical staffing firm.

McElroy, Leslie	HS Diploma/Gen Edu.	Foods/SC	I/1	08/18/14
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Equivalency is based on a total of 92.5 units earned from Orange Coast College, Costa Mesa, a Certificate of Achievement in Culinary Arts from Orange Coast College, including a level one sommelier certification. Ms. McElroy's experience includes over twenty years of commercial kitchen experience. She was a pastry chef at Haute Cakes, Aubergine, Windows and Aramark. In addition to her professional cooking experience, she has taught culinary arts to adults at HomeChef and teens in Coastline ROP at Laguna Hills High School. She has worked as a food writer for Lemonade Magazine and hosted a radio talk show. Ms. McElroy is in the process of receiving her Associates Degree from Orange Coast College.

Raz (Lange), Julia	BA/Communication	Business/SC	I/1	08/18/14
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Equivalency is based on completing the requirements for candidacy for the doctorate in Communication Studies, as well as her educational experience exceeding the Master's degree level. Mrs. Raz has over three years of previous teaching experience at both community college and university levels, as well as multiple publications and public presentations.

<sup>2</sup> Samuelsen, Cara	BA/Environ'l Studies	Enrepr.Sustain./SC	I/1	08/18/14
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Equivalency is based on a Bachelor of Arts degree in Environmental Studies and Legal Studies from the University of California, Santa Cruz, with strengths in environmental law and regulatory compliance. Ms. Samuelsen has training and supervisory experience with minerals compliance, environmental health and safety, water quality, air emissions, hazardous materials, and supply chain compliance. She has four years of research experience, including energy, water and waste retrofits, as well as assessing 3TG minerals. Her expertise is needed for instruction related to business management for sustainability.

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<sup>2</sup> Niece of Emily Quinlan, Associate Faculty, Division of Business Science & Vocational Education & Economic Development, Saddleback College

**A. NEW PERSONNEL APPOINTMENTS - Continued**

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Trabattoni, Claudio	BA/PE	Kinesiology/IVC	I/1	08/18/14

Equivalency is based on over 20 years of domestic and international experience at fitness and conditioning training for competition and recreation, Mr. Trabattoni has coached a wide array of sport disciplines such as soccer, basketball, tennis, swimming and gymnastics. In addition, he has vast experience in personal training for both fitness and rehab purposes, using both outdoor and indoor routines. These two areas of expertise have helped develop programs to target specific training needs for a particular discipline and contribute to the sportsmen/teams success in achieving their objectives. Mr. Trabattoni complements these programs with sophisticated, personalized reports and charts, using a combination of evaluation techniques and high tech tools such as plyometric jumps on a specialized carpet, infrared light tracking, endurance testing, and real time heart rate tracking.

Wang, Jenny	BA/Mathematics	Architect/Draft./SC	I/1	08/18/14
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Equivalency is based on a Bachelor of Sciences degree in 3-D Animation from the University of Southern California with an emphasis on courses in Animation, 3-D Modeling, Software Applications, AutoCAD, and Digital Design. Ms. Wang also has a Bachelor of Arts degree in Art from the Kirk Miller Art Studio. She has over 24 years of experience in software applications, AutoCAD, 3-D Software applications, and over 6 years in corporate training of employees and clients in CAD Drafting, 3-D drafting, CAD applications, and visualization software. Ms. Wang is currently a teacher, classroom aide, and trainer in emerging advanced drafting technology at a California Community College.

Whitson, Stephen	MS/Business & Tax	Accounting/SC	II/4	08/18/14
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Equivalency is based on two Master's, one in Business Administration (MBA Capella University) and one in Taxation (MS, Golden Gate University). Mr. Whitson has 5 years of tax service firm experience, as well as over 20 years as a Financial Consultant dealing with complex tax, accounting, and other business areas. He has taught at Coastline Community College from 2003 to present, where he was Department Chair of the Accounting Department from 2009-2013. He has also served on many committees including Chair-LA/OC Region of Business Education Statewide Advisory Committee, Academic Senate, Students Success Committee, and Curriculum Committee.

**B. ADDITIONAL COMPENSATION: GENERAL FUND**

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for the 2013/2014 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Aguilar, Amara	New Faculty Recruiting/SC	628.20	06/22/14-08/08/14
Allen, Jonelle	Perform in Hello Dolly/SC	3,000.00	07/11/14-07/31/14
Aminy, Marina	New Faculty Recruiting/SC	837.60	06/22/14-08/08/14
Banga, Shellie	Faculty Readiness Wkshop/SC	628.20	06/02/14-08/08/14
Beckham, Jack	New Faculty Recruiting/SC	628.20	06/22/14-08/08/14
Bradley, Devon	Facilitator, Biol. Outdoor Lrng/IVC	3,483.00	08/11/14-12/20/14
Brady Jenner, Julie	HS Students Online Curric. Dev./SC	5,560.00	05/27/14-08/10/14

**B. ADDITIONAL COMPENSATION: GENERAL FUND** – Continued

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Brady Jenner, Julie	HS Students Online Curric. Dev./SC	2,322.00	08/18/14-12/20/14
Brass, Monique	Facilitator, Fitness Ctr/IVC	2,902.50	08/18/14-12/20/14
Crammer, Cale	Co-Facilitator, Model UN/IVC	1,161.00	08/18/14-12/20/14
Hernandez-Bravo, C.	New Faculty Recruiting/SC	628.20	06/22/14-08/08/14
Knapp, Rebecca	Chairs/Deans Online Training/SC	251.28	06/02/14-08/08/14
Langrell, Jenny	Chairs/Deans Online Training/SC	251.28	06/02/14-08/08/14
McDonough, Mary	Facilitator, Hum. Dev. (CTE)/IVC	2,322.00	08/18/14-12/20/14
MontagneGalloway, L	Chairs/Deans Online Training/SC	251.28	06/02/14-08/08/14
Myhren, Brett	Chairs/Deans Online Training/SC	251.28	06/02/14-08/08/14
Myhren, Brett	Faculty Readiness Wkshop /SC	628.20	06/02/14-08/08/14
Sahani, Navneet S.	Co-Facilitator, Model UN/IVC	580.50	08/18/14-12/20/14
Stevenson, William	New Faculty Recruiting/SC	1,047.00	06/22/14-08/08/14
Whitson, James	Perform in Hello Dolly/SC	2,000.00	07/11/14-07/31/14

**C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND**

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2013/2014 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Gonzalez, Frank	B2E Program Math Lead/SC	7,811.00	01/13/15-05/21/15
Guy, Georgina	CalWORKs Coordinator/SC	5,013.00	01/20/15-05/14/15
Hughes, Luther	Jazz Camp/SC	1,070.00	07/07/14-07/11/14
Monacelli, Brian	Develop OP-TEC Reg. Ctr/IVC	1,000.00	07/01/14-08/08/14
Sellers, Joey	Director, Jazz Camp/SC	2,300.00	07/07/14-07/11/14
Stout, Ronald	Jazz Camp/SC	1,195.00	07/07/14-07/11/14
Zoval, James	B2E Program Science Lead/SC	7,811.00	01/13/15-05/21/15



**ATTACHMENT 1**

NAME: CHRISTINA HINKLE

POSITION: DIRECTOR OF LEARNING ASSISTANCE  
Online Education & Learning Resources  
Saddleback College

EDUCATION:

M.A. Political Science  
Northeastern University  
Boston, MA

B.A. Political Science  
University of California, Los Angeles  
Los Angeles, CA

B.A. History  
University of California, Los Angeles  
Los Angeles, CA

EXPERIENCE:

Christina Hinkle has been a part-time instructor in the political science department at Saddleback College since 2010 and has taught a wide variety of political science and history courses. Additionally, until 2013 she taught a number of history courses at Santiago Canyon College in Orange. While completing her Masters at Northeastern, Christina served as Operations and Development Manager for the Boston AIMS Project in Northeastern's Education Department. Prior to her work at Northeastern, Christina taught HIV/AIDS education in Arusha, Tanzania.

Christina's work in the Saddleback Tutoring Center began as a faculty tutorial specialist in the village with the Learning Assistance Program. Since then she has worked with her colleagues to improve tutoring services, including the development of the PASS program, embedded tutoring for social and behavioral sciences and the implementation of the LRC tutoring's online scheduling software.

HONORS/AWARDS:

- Saddleback College, President's innovation award 2013

**ATTACHMENT 2**

NAME: DUPREE, NICOLE

POSITION: NURSING INSTRUCTOR (CATEGORICAL)  
Health Sciences & Human Services  
Saddleback College  
Full-Time, Tenure Track

EDUCATION:

B.S.N. Nursing  
California State University, Dominguez Hills  
Dominguez Hills, CA

A.S.N. Nursing  
Saddleback College  
Mission Viejo, CA

EXPERIENCE:

Nicole “Nic” DuPree has been a part-time clinical instructor in the Nursing Department at Saddleback College since 2013. She began her nursing education at Saddleback College in 2004 and at that time was actively involved as a peer mentor in the Student Success program. She has continued to precept and educate new graduate nurses and nursing students during her employment as a registered nurse. She has over eight years of clinical experiences including critical care, trauma, neurosurgery, street outreach medicine, neuropsychiatry and correctional mental health services. In addition to rewarding clinical work, she achieved her BSN and will finalize her MSN and Nurse Practitioner post-grad certificate December 2014. She is dedicated to serving vulnerable, culturally diverse populations and advocacy to reduce the stigma and shame for those impacted by mental illness.

HONORS/AWARDS:

Sigma Theta Tau International Nursing Honor Society, Iota Eta Chapter; Phi Kappa Phi National Honor Society; Golden Key Honor Society; Student Stipend recipient UCSF graduate studies; Dorothy Washington Nursing Scholarship Award, San Francisco General Hospital; Gordon & Betty Moore Grant: RN Internship recipient, SF General Hospital; United States Achievement Academy Scholarship; California Nursing Student Association Student Success Scholarship, Saddleback College; Student Success Grant: Peer Mentor, Saddleback College; Army Nurse Corps and National Student Nurse Association Spirit of Nursing Award

LICENSES AND CERTIFICATES:

California Registered Nurse License Number 683616—Current; California Public Health Nurse Certification Number 77337—Current; American Nurse Credentialing Center Board Certification - PMHNP - July 2014; California Nurse Practitioner Certificate # - Pending ; Drug Enforcement Administration Registration # – Pending; California Nurse Practitioner Furnishing # Pending

PROFESSIONAL AFFILIATIONS:

CANP- California Association for Nurse Practitioners - 2011 to present; CANP- Board Member 2012-2014 Student Representative, Orange County Chapter; APNA - American Psychiatric Nurses Association - 2010 to present; Neuroscience Education Institute—2012 to present; GLMA - Gay & Lesbian Medical Association - 2011 to present; CNSA - California Nursing Student Association - Board Member 2004-2006; NAMI: National Alliance for Mental Illness

**ATTACHMENT 3**

NAME: GROSS, CYNTHIA

POSITION: NURSING INSTRUCTOR  
Health Sciences & Human Services  
Saddleback College  
Full-Time, Tenure Track

EDUCATION:

M.S.N. Nursing Administration  
University of California, Los Angeles  
Los Angeles, CA

B.S.N. Nursing  
City University of New York  
Bronx, NY

A.A.S. Nursing  
Misericordia College of Nursing  
Bronx, New York

EXPERIENCE:

Cindy Gross has been an adjunct faculty in the Health Sciences Division of the Nursing Department at Saddleback College since 2009, as well as an adjunct faculty at Concordia University's Nursing Program. She has extensive experience in health administration and directing education in the acute and homecare settings. Her experience has included collaborative program development, working with various audiences such as medical staff, healthcare administrators, as well as the direct teaching and education for staff orientation and clinical competence. Ms. Gross has volunteered her services with the American Heart Association since 1987 serving on the Orange County/Long Beach Task Force Committee, as a Training Center Coordinator and as a Regional Faculty and Instructor for Basic Life Support, Advanced Life Support and Pediatric Life Support. On alternate years, she serves as a Baldrige/CAPE Examiner for organizational quality excellence.

HONORS/AWARDS:

- Saddleback Memorial Medical Center – Leadership Award, 2011
- Saddleback College Occupational Skill Award for the Online Educator Certificate, 2012

LICENSES AND CERTIFICATES:

Licensed Registered Nurse-California & Arizona; Board Certification Nurse Executive-Advanced; Certification Emergency Nursing-National; Certification Public Health Nursing-California; Certification National Association Emergency Medical Services (NAEMS)

PROFESSIONAL AFFILIATIONS:

Malcolm Baldrige - California Achievement Performance Excellence- Examiner; American Heart Association, Orange County/ Long Beach, Task Force Committee, AHA Training Center and Coordinator, Regional Faculty and Instructor for Basic Life Support, Advanced Life Support & Pediatric Life Support Programs; Emergency Nurses Association-Member

**ATTACHMENT 4**

NAME: QUINLAN, EMILY

POSITION: BUSINESS LAW INSTRUCTOR  
Business Science and Economic & Workforce Development  
Saddleback College  
Full-Time, Tenure Track

EDUCATION:

J.D. Law  
Western State University, College of Law  
Fullerton, CA

B.S.L. Law  
Western State University, College of Law  
Fullerton, CA

EXPERIENCE:

Emily Quinlan is an attorney and has been an associate professor of law at Saddleback College periodically since 1993. She has been practicing law for most of the last 26 years in Orange County. Her practice has been primarily focused on business and business litigation, insurance bad faith and business related tort claims. Ms. Quinlan's recent teaching assignments include Business Law, Legal Environment of Business and Introduction to Business, Honors, HR & Employment Law and Personal Law/Street Law.

In her law practice, Ms. Quinlan has litigated numerous cases to successful conclusion and was lead trial counsel on the case of American Home Assurance v. Hagadorn which established the rights of California employers to receive notice when an employee enters into a settlement with a third party for injuries suffered on the job. Ms. Quinlan was recently honored to be selected as one of 60 teachers from across the nation who traveled to Washington D.C. this summer to attend the 2014 Supreme Court Summer Institute at Georgetown Law Center. While there, she studied constitutional law and visited the U.S. Supreme Court to hear the court deliver its opinion in noteworthy cases including Burrell v. Hobby Lobby.

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** Classified Personnel Actions – Regular Items  
**ACTION:** Approval/Ratification

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**BACKGROUND**

In accordance with Education Code Section 70902(b)(4), all employee actions must be approved or ratified by the Board of Trustees of each respective community college district.

**STATUS**

Personnel are employed in the South Orange County Community College District for the purpose of meeting the needs of students.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve/ratify the classified personnel actions as shown in Exhibit A and Exhibit B.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**CLASSIFIED PERSONNEL ACTIONS/RATIFICATIONS**

**A. NEW PERSONNEL APPOINTMENTS**

1. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4002.1)

- a. BODANE, LILLIAN is to be employed as Laboratory Technician, Consumer Sciences, Pos. #4830, Division of Technology and Applied Sciences, Saddleback College, Classified Bargaining Unit Salary Schedule Range 122, Step 1, 29 hours per week, 12 months per year, effective July 21, 2014. This position was approved by the Board of Trustees on August 26, 2013.
- b. MILLER, MATTHEW is to be employed as Office Assistant, Pos. #4963, Learning Resource Center, Division of Online Education and Learning Resources, Saddleback College, Classified Bargaining Unit Salary Schedule Range 113, Step 1, 25 hours per week, 12 months per year, effective July 21, 2014. This position was approved by the Board of Trustees on February 27, 2014.
- c. MUNOZ, MARINA is to be employed as Program Assistant, Categorical, Pos. #4946, Supportive Services, School of Guidance and Counseling, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 118, Step 1, 29 hours per week, 12 months per year, effective August 12, 2014. This position was approved by the Board of Trustees on September 23, 2013, with employment contingent upon funding through the State Extended Opportunity Program and Service (EOPS).
- d. NUTTING, PATRICIA is to be employed as Admissions and Records Specialist I, Pos. #2727, School of Admissions, Records and Enrollment Services, Saddleback College, Classified Bargaining Unit Salary Schedule Range 116, Step 1, 25 hours per week, 12 months per year, effective July 21, 2014. This is a replacement for Inna Link, who resigned.
- e. PEARSON, JENNIFER is to be employed as Student Development Office Assistant, Categorical, Pos. #4481, Student Development, Office of Student Services, Saddleback College, Classified Bargaining Unit Salary Schedule Range 121, Step 1, 29 hours per week, 12 months per year, effective August 4, 2014. This is a replacement for Natalie Hart.
- f. SNYDER, DEBORAH is to be employed as Administrative Assistant, Pos. #4784, Division of Online Education and Learning Resources, Saddleback College, Classified Bargaining Unit Salary Schedule Range 121, Step 1, 25 hours per week, 12 months per year, effective July 21, 2014. This position was approved by the Board of Trustees, May 20, 2013.
- g. SWANSON, CHRISTINE is to be employed as Senior Administrative Assistant, Pos. #3395, Division of Kinesiology and Athletics, Saddleback College, Classified Bargaining Unit Salary Schedule Range 127, Step 1, 40 hours per week, 12 months per year, effective August 14, 2014. This is a replacement for Magaly Cheng, who retired.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

- h. WANG, LISA ANH is to be employed as Senior Research and Planning, Pos. #4964, School of Research, Planning and Accreditation, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 144, Step 1, 40 hours per week, 12 months per year, effective August 1, 2014. This position was approved by the Board of Trustees on February 24, 2014.
2. The following individuals are to be employed as **Substitutes** in the classification noted below, on an if-and-as-needed basis. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Classification</u>	<u>Range</u> <u>/Step</u>	<u>Start</u> <u>Date</u>
Anderson, Stacy	Program Assistant, Categorical/SC	118/1	07/01/14
Blye, Melissa	Health Center Nurse/IVC	136/1	07/31/14
Boyer, Gary	Ticket Office Operations Assistant/SC	116/1	07/01/14
Chandler, Kristine	FKCE Program Assistant, Cat./SC	121/1	07/01/14
Christian Summers, Jystiinn	Senior Administrative Assistant/SC	127/1	07/01/14
Dobczyk, Melissa	Senior Administrative Assistant/IVC	127/1	07/28/14
Garey, Jason	Athletic Equipment Spec./Driver/IVC	121/1	09/01/14
Kredel, Ashley	FKCE Program Assistant, Categ./SC	121/1	07/07/14
McMahon, Carrie	Child Development Specialist/IVC	122/1	07/01/14
McMahon, Carrie	Sr. Child Development Specialist/IVC	128/1	07/01/14
Netzley, Denise	Custodian/SC	113/1	07/01/14
Oliveras, Robert	Automotive Diagnostic Technologist/SC	128/1	06/30/14
Peraza, Jose	Custodian/SC	113/1	07/03/14
<sup>1</sup> Schiffelbein, Mark	Director of College Broadcast Svc./SC	16/8	08/18/14
Smith, Jason	Laboratory Tech., Life Fitness Ctr./IVC	122/1	09/01/14
Snyder, Deborah	Administrative Assistant/SC	121/1	07/14/14
Swanson, Sherrie	Executive Assistant/Dist.	133/1	08/04/14
<sup>2</sup> Watt, Sara	Office Assistant/IVC	113/1	07/14/14

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2013/2014 and 2014/2015** academic year, on an if-and-as-needed basis, and shall work no more than 160 days in any fiscal year. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Hourly</u> <u>Rate (\$)</u>	<u>Start/End Date</u>
Abraham, Laurie	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Agortsas, Alex	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
<sup>3</sup> Aldape, Monica	Adapted Kines. Aide/SC	14.00/hr	07/31/14-06/30/15
Artemov, Juliana	Project Specialist/SC	11.50/hr	07/01/14-06/30/15
Artemov, Tatiana	Project Specialist/SC	20.00/hr	07/01/14-06/30/15
<sup>1</sup> Baggs, Trudi	Special Project Coord./SC	40.00/hr	07/01/14-06/30/15

<sup>1</sup> CalPERS Retiree.

<sup>2</sup> Daughter of Deborah Watt, Substitute Senior Administrative Assistant, Division of Counseling Services, Saddleback College; and Sister of James Watt, Recreation Aid, Division of Community Education, Emeritus Institute and K-12 Program, Saddleback College..

<sup>3</sup> Wife of Timothy Aldape, Adapted Kinesiology Aide, Division of Transfer, Career and Special Programs, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS** - Continued

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2013/2014 and 2014/2015** academic year, on an if-and-as-needed basis, and shall work no more than 160 days in any fiscal year. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Hourly Rate (\$)</u>	<u>Start/End Date</u>
Bilsborough, Alan	Project Specialist/IVC	15.50/hr	07/01/14-06/30/15
Carey, Peter	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Comer, Louise	Spec. Proj. Coord./Dist.	45.00/hr	07/01/14-06/30/15
Cram, Michael	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Darby, Lucy	Project Specialist/SC	14.00/hr	07/15/14-06/30/15
Dehnke, Allen	Project Specialist (IT)/Dist.	20.00/hr	07/21/14-06/30/15
Directo, Brandon	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Duncan, Stuart	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Dunn, Nicole	Project Specialist/IVC	9.50/hr	07/07/14-06/30/15
Faulkner, Richard	Project Specialist/IVC	12.50/hr	07/01/14-06/30/15
Gillenwater, Alexis	Project Specialist/Dist.	15.00/hr	07/14/14-06/30/15
Hammer, Alexandra	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Harris, Ashley	Adapted Kines. Aide/IVC	12.50/hr	07/01/14-06/30/15
Hume, Juliette	Clerk, Short-Term/SC	14.00/hr	07/01/14-06/30/15
Jackson, Leandra	Project Specialist/SC	20.00/hr	07/29/14-06/30/15
Johnson, Matthew	Project Specialist/SC	12.50/hr	07/01/14-06/30/15
Johnson, Tess	Project Specialist (IT)/Dist.	12.00/hr	06/26/14-06/30/14
Johnson, Tess	Project Specialist (IT)/Dist.	12.00/hr	07/01/14-06/30/15
Joslyn, Brianna	Project Specialist/IVC	16.00/hr	07/03/14-06/30/15
Kaplan, Jeffrey	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Kayal, Sagarika	Project Specialist(IT)/Dist.	12.00/hr	07/30/14-06/30/15
Lancaster, Thomas	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Larson, Derek	Project Specialist (IT)/Dist.	12.00/hr	06/26/14-06/30/14
Larson, Derek	Project Specialist (IT)/Dist.	12.00/hr	07/01/14-06/30/15
Lerman, Carol	Comm. Ed./SC	2500.00/cs	07/01/14-06/30/15
Loria, Natalie	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Loveless, Robert	Project Specialist/IVC	14.00/hr	08/01/14-06/30/15
Mapendo, Esperance	Project Specialist/IVC	12.50/hr	07/01/14-06/30/15
Marmolejo, Jennifer	Project Specialist//IVC	9.50/hr	07/01/14-06/30/15
Martinez, Jacqueline	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Martinez, Michael	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
May, Robert	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
McClure, Tyne	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Meyers, Cole	Project Specialist/IVC	12.50/hr	07/01/14-06/30/15
Monterola, Miguel	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Moran, Linda	TMD Aide/IVC	20.00/hr	07/01/14-06/30/15
<sup>4</sup> Moreno, Deisy	Project Specialist/SC	20.00/hr	07/01/14-06/30/15
<sup>3</sup> Moreno, Mariana	Project Specialist/SC	20.00/hr	07/01/14-06/30/15
Mortensen, Tina	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Nakamura, Gary	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Nguyen, Dolly	Project Specialist/SC	20.00/hr	07/01/14-06/30/15

<sup>4</sup> Sisters, both work in Matriculation, Division of Counseling Service, Saddleback College.



**A. NEW PERSONNEL APPOINTMENTS - Continued**

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2013/2014 and 2014/2015** academic year, on an if-and-as-needed basis, and shall work no more than 160 days in any fiscal year. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Hourly Rate (\$)</u>	<u>Start/End Date</u>
Nisperos, Leilani	Project Specialist/IVC	20.00/hr	07/01/14-06/30/15
Norlin, Kacy	Project Specialist/IVC	20.00/hr	07/15/14-06/30/15
Ochiai, Alan	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
O'Donnell, Leah	Project Specialist/IVC	15.50/hr	07/01/14-06/30/15
Palmer, James	Project Specialist/IVC	20.00/hr	07/14/14-06/30/15
Pouresfandiari, Shahram	Project Specialist/SC	15.00/hr	08/04/14-06/30/15
Robinson, Terrill	Spec. Proj. Coord./SC	25.00/hr	07/28/14-06/30/15
Sanchez, Phillip	Project Specialist/SC	16.00/hr	07/01/14-06/30/15
Sevcik, Stacie	Spec. Proj. Coord./IVC	25.00/hr	08/01/14-06/30/15
Severin, Lynn	Project Specialist/SC	20.00/hr	07/28/14-06/30/15
Sharifrazi, Nariman	Project Specialist/SC	20.00/hr	07/29/14-06/30/15
Sierra, Sergio	Project Specialist/SC	20.00/hr	07/29/14-06/30/15
Simpson, Michael	Project Specialist/IVC	12.00/hr	07/07/14-06/30/15
Sparkuhl, Julie	Project Specialist/SC	20.00/hr	08/18/14-06/30/15
Susnjara, Anthony	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Thampi, Advait	Project Specialist/IVC	13.00/hr	07/01/14-06/30/15
Tintcheva, Milena	Project Specialist/IVC	20.00/hr	08/01/14-06/30/15
Trabattoni, Claudio	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Tung, Haiyun	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Vann, Amber	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Wallace, Kyle	Coaching Aide/SC	25.00/hr	07/01/14-06/30/15
Watt, Deb	Project Specialist/SC	16.00/hr	07/21/14-06/30/15
Yaganeh, Samira	Project Specialist/SC	16.00/hr	07/01/14-06/30/15
Yi, Ki	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15
Yip, Vienna	Project Specialist/SC	20.00/hr	07/01/14-06/30/15
Zarro, Lucas	Project Specialist (IT)/Dist.	12.00/hr	06/26/14-06/30/14
Zarro, Lucas	Project Specialist (IT)/Dist.	12.00/hr	07/01/14-06/30/15
Zotınca, Alexandru	Coaching Aide/IVC	25.00/hr	07/01/14-06/30/15

4. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2014/2015** academic year.

<u>Name</u>	<u>Start/End Date</u>
Beltran-Castillo	08/01/14-06/30/15
Bettingen, Murray Grant	07/30/14-06/30/15
Bravo-Daga, Diego	07/10/14-06/30/15
Brito, Andrea	07/01/14-06/30/15
Hanna, Joseph	07/03/14-06/30/15
Pizana, Lizbet	07/01/14-06/30/15
Rey, Adam	07/01/14-06/30/15
Shibata, Angelica	07/01/14-06/30/15
Yearwood, Drew	07/01/14-06/30/15

**A. NEW PERSONNEL APPOINTMENTS** - Continued

5. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2013/2014 and 2014/2015** academic year. Each individual's rate of pay not to exceed the amount as defined below. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Not to Exceed (\$)</u>	<u>Start/End Date</u>
Adams, Theresa	Comm. Ed./SC	2500.00/cs	07/03/14-06/30/15
Appleman, Jack	Comm. Ed./IVC	2500.00/cs	07/01/14-06/30/15
Araiza, Nicholas	Clinical Skills Spec./SC	30.00/hr	07/01/14-06/30/15
Blye, Melissa	Med. Professional/IVC	100.00/hr	07/31/14-06/30/15
Bolick, Melissa	Clinical Skills Spec./SC	30.00/hr	07/28/14-06/30/15
Clarke, Amy	Comm. Ed./SC	2500.00/cs	07/01/14-06/30/15
Conover, Nancy	Comm. Ed./SC	2500.00/cs	06/01/14-06/30/14
Conover, Nancy	Comm. Ed./SC	2500.00cs	07/01/14-06/30/15
Cranke, David	Clinical Skills Spec./SC	30.00/hr	07/01/14-06/30/15
Cruz, Edward	Cert. Test Proctor/IVC	16.00/hr	07/08/14-06/30/15
Cruzado, Ann	Tutor/IVC	12.00/hr	08/01/14-06/30/15
De La Palme, Marie	Comm. Ed./IVC	2500.00/cs	07/01/14-06/30/15
Dollar, Al	Firearms Trainer/IVC	70.00/hr	08/18/14-06/30/15
Downing, Kimberly	Comm Ed./SC	2500.00/cs	07/10/14-06/30/15
Forehan, Marjorie	Comm. Ed./IVC	2500.00/cs	07/01/14-06/30/15
Fournier, Peter	Comm Ed./IVC	2500.00/cs	07/01/14-06/30/15
Gable, Chaye	Tutor/SC	12.00/hr	07/29/14-06/30/15
Garcia, Ashley	Cert. Test Proctor/IVC	16.00/hr	07/14/14-06/30/15
Gluckson, Rutuhe	Comm. Ed./IVC	2500.00/cs	07/01/14-06/30/15
Henderson, Carrie	Comm. Ed./IVC	2500.00/cs	07/01/14-06/30/15
Hernandez, Annette	Comm. Ed./IVC	2500.00/cs	07/01/14-06/30/15
Huerta, Luis	Tutor/SC	12.00/hr	07/31/14-06/30/15
Jacobs, Louise	Comm. Ed./IVC	2500.00/cs	07/01/14-06/30/15
Janiga, Beejay	Comm. Ed./IVC	2500.00/cs	07/01/14-06/30/15
Keith, Brooks	Comm. Ed./SC	2500.00/cs	07/01/14-06/30/15
Kim, Cecelia	Comm Ed./IVC	2500.00/cs	07/01/14-06/30/15
Kramer, Kathryn	Comm. Ed./IVC	2500.00/cs	07/01/14-06/30/15
Kussoy, Carolina	Comm. Ed./IVC	2500.00/cs	08/01/14-06/30/15
Lawson, Justine	Comm. Ed./SC	2500.00/cs	07/01/14-06/30/15
Lerman, Carol	Comm. Ed./SC	2500.00/cs	07/01/14-06/30/15
Martin, Paul	Comm. Ed./SC	2500.00/cs	07/10/14-06/30/15
McKim, Brett	Comm. Ed./IVC	2500.00/cs	07/01/14-06/30/15
McLaughlin, June	Workforce Trainer/IVC	72.00/hr	07/30/14-06/30/15
Michel, Loren	Aquatic Aide/SC	10.00/hr	07/01/14-06/30/15
Milostan-Egus, Kathryn	Comm. Ed./IVC	2500.00/cs	07/01/14-06/30/15
Murphy, Bill	Firearms Trainer/IVC	70.00/hr	08/18/14-06/30/15
Nguyen, Linda	Comm. Ed./SC	2500.00/cs	06/26/14-06/30/14
Nguyen, Linda	Comm. Ed./SC	2500.00/cs	07/01/14-06/30/15
Noceda, Dylan	Tutor/SC	12.00/hr	07/29/14-06/30/15
Norwood, Wendy	Clinical Skills Spec./SC	30.00/hr	07/30/14-06/30/15

**A. NEW PERSONNEL APPOINTMENTS - Continued**

5. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2013/2014 and 2014/2015** academic year. Each individual's rate of pay not to exceed the amount as defined below. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Not to Exceed (\$)</u>	<u>Start/End Date</u>
Pagani, Stephanie	Tutor/SC	12.00/hr	08/01/14-06/30/15
Robinson, Jack	Clinical Skills Spec./SC	30.00/hr	07/01/14-06/30/15
Siglock, Kylie	Comm. Ed./SC	2500.00/cs	07/01/14-06/30/15
Skahill, Chris	Firearms Trainer/IVC	70.00/hr	08/18/14-06/30/14
Suveiu, Virginia	Workforce Trainer/IVC	72.00/hr	07/30/14-06/30/15
Sweet, Shane	Aquatic Aide/SC	10.00/hr	07/01/14-06/30/15
Takemoto, Jack	Firearms Trainer/IVC	70.00/hr	08/18/14-06/30/14
Tamanaha, Robyn	Cert. Test Proctor/IVC	16.00/hr	07/01/14-06/30/15
Tidrick, Brain	Firearms Trainer/IVC	70.00/hr	08/18/14-06/30/14
Uesugi, Guy	Comm. Ed./SC	2500.00/cs	06/26/14-06/30/14
Uesugi, Guy	Comm. Ed./SC	2500.00/cs	07/01/14-06/30/15
Valdez-Johnson, Shanne	Tutor/IVC	12.00/hr	07/01/14-06/30/15
Van De Mortel, Kurt	Tutor/SC	12.00/hr	07/29/14-06/30/15
Weckerle, Diane	Comm. Ed./SC	2500.00/cs	07/03/14-06/30/15
Young, Annie	Comm. Ed./SC	2500.00/cs	06/26/14-06/30/14
Young, Annie	Comm. Ed./SC	2500.00/cs	07/01/14-06/30/15
Zadoorian, Teddy	Rec. Aide/SC	10.00/hr	05/04/14-06/30/14
Zadoorian, Teddy	Rec. Aide/SC	10.00/hr	07/01/14-06/30/15

**B. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION**

1. LEAD HUMAN RESOURCES SPECIALIST, Classified Bargaining Unit Salary Schedule Range 131, Office of Human Resources, District, seeks authorization to establish a full-time, 40 hours per week, 12 months per year position to its staff complement effective August 26, 2014. (Exhibit B, Attachment 1)
2. MANAGER OF COLLEGE FISCAL SERVICES (Temporary), Integrated Academic/Classified Administrator and Manager Salary Schedule Range 10, Office of College Fiscal Services, Irvine Valley College seeks authorization to establish a full-time, 40 hours per week, temporary position to its staff complement, pursuant to a reorganization as defined in Title 5 Education Regulation, Section (c), Recruitment 53021 effective August 26, 2014. This position is temporary, not to exceed two years. Employment is contingent upon District specially funded program. (Exhibit B, Attachment 2)
2. <sup>5</sup>PROGRAM COORDINATOR, Categorical, a temporary grant funded position, Classified Bargaining Unit Salary Range 134, Division of Business Sciences, and Vocational Education and Economic Development, Saddleback College, seeks authorization to establish a full-time, 40 hours per week position, to its staff complement, for the period of July 1, 2012 through February 28, 2014. Employment in this categorical, temporary grant funded position was contingent upon funding by the Perkins Grant.

<sup>5</sup> This item is a correction to the dates originally presented to the Board of Trustees on July 22, 2013, extending the period of time for compensation.

**C. CHANGE REPORTING STRUCTURE**

1. SADDLEBACK COLLEGE seeks authorization to change the reporting structure for the following classified position within their organization as defined by Title 5 Education Regulation, Section (a) and (b), Recruitment 53021.
  - a. **CHANGE LABORATORY TECHNICIAN, COMPUTERS**, Pos. #3452, Division of Online Education and Learning Resources, from directly reporting to the Dean of Online Education and Learning Resources, to begin reporting to the Director of Learning Assistance Program, effective August 18, 2014. Pos. #3452 is appointed to John McCotter, Employee ID #7153.

**D. REORGANIZATION**

1. IRVINE VALLEY COLLEGE seeks authorization to eliminate and create the following Classified positions, within their organization as defined by Title 5 Education Regulation, Section (a) and (b), Recruitment 53021.
  - a. **ELIMINATE ADMINISTRATIVE ASSISTANT**, Pos. #4746, Office of Marketing, Communications and Broadcast Services, Classified Bargaining Unit Salary Schedule Range 121, full-time, 40 hour per week, 12 months per year from its staff complement, and **CREATE SENIOR ADMINISTRATIVE ASSISTANT**, Office of Marketing, Communications and Broadcast Services, Classified Bargaining Unit Salary Schedule Range 127, full-time, 40 hour per week, 12 months per year position to its staff complement, effective September 1, 2014. (Pos. #4746 was approved by the Board of Trustees on February 25, 2013)
    - i. **PROMOTE BRITTANY RAMCHANDANI**, ID #19457, from Administrative Assistant, Pos. #4746, Office of Marketing, Communications and Broadcast Services, Classified Bargaining Unit Salary Schedule Range 121, Step 2, 40 hours per week, 12 months per year; to Senior Administrative Assistant, Office of Marketing, Communications and Broadcast Services, Classified Bargaining Unit Salary Schedule Range 127, Step 1, 40 hours per week, 12 months per year, effective September 1, 2014.
  - a. **ELIMINATE LABORATORY TECHNICIAN, LIFE AND PHYSICAL SCIENCE**, Pos. #3923, School of Mathematics, Sciences and Engineering, Classified Bargaining Unit Salary Schedule Range 122, full-time, 40 hour per week, 12 months per year from its staff complement, and **CREATE SENIOR LABORATORY TECHNICIAN, LIFE AND PHYSICAL SCIENCE**, School of Mathematics, Sciences and Engineering, Classified Bargaining Unit Salary Schedule Range 130, full-time, 40 hour per week, 11 months per year position to its staff complement, effective August 26, 2014. (Pos. #3923 was approved by the Board of Trustees on August 26, 2008)
    - i. **PROMOTE JENNIFER ABRAHAMS**, ID #17517, from Laboratory Technician, Life and Physical Science, Pos. #3923, School of Mathematics, Sciences and Engineering, Classified Bargaining Unit Salary Schedule Range 122, Step 5, full-time, 40 hour per week, 12 months per year; to Senior Laboratory Technician, Life and Physical Science, School of Mathematics, Sciences and Engineering, Classified Bargaining Unit Salary Schedule Range 130, Step 2, 40 hours per week, 11 months per year, effective August 26, 2014.

**E. OUT OF CLASS ASSIGNMENTS**

1. ALVAREZ, STEFANIE, ID #13181, Senior Administrative Assistant, Pos. #5015, a temporary assignment, Classified Bargaining Unit Salary Schedule Range 127, Step 4, 40 hours per week, School of Extended Education, Irvine Valley College, temporary assignment ended on June 15, 2014, and returned to permanent assignment as Administrative Assistant, Pos. #4012, Classified Bargaining Unit Salary Schedule Range 121, Step 6, 40 hours per week, 12 months per year, Office of Academic Senate, Saddleback College, effective June 16, 2014.
2. AVRAM, NICUSOR, ID #13864, Custodian, Pos. #1746, Classified Bargaining Unit Salary Schedule Range 113, Step 6, 40 hours per week, 12 months per year, Office of Physical Plant, Saddleback College, has been given a temporary change in assignment to Groundskeeper/Swimming Pool Maintenance Worker, Pos. #2804, Classified Bargaining Unit Salary Schedule Range 120, Step 4, 40 hours per week, Office of Physical Plant, Saddleback College, effective July 6, 2014 through August 2, 2014. This is a temporary reassignment for Raul Leal, who was on leave.
3. AVRAM, NICUSOR, ID #13864, Groundskeeper/Swimming Pool Maintenance Worker, Pos. #5037, a temporary assignment, Classified Bargaining Unit Salary Schedule Range 120 , Step 4, 40 hours per week, Office of Physical Plant, Saddleback College, temporary assignment ended August 2, 2014, and has been given a temporary change in assignment to Groundskeeper, Pos. #2493, Classified Bargaining Unit Salary Schedule Range 118, Step 5, 40 hours per week, Office of Physical Plant, Saddleback College effective August 3, 2014 through August 16, 2014. This is a temporary reassignment for Patrick Eades, who was on leave.
4. BERMUDEZ, ALFRED, ID #6093, Custodian, Pos. #1829, Classified Bargaining Unit Salary Schedule Range 113, Step 6, 40 hours per week, 12 months per year, Office of Physical Plant, Saddleback College, has been given a temporary change in assignment to Lead Custodian, Pos. #3276, Classified Bargaining Unit Salary Schedule Range 119, Step 4, 40 hours per week, Office of Physical Plant, Saddleback College, effective July 28, 2014 through August 12, 2014. This is a temporary reassignment for Alex Isai, who is in a temporary assignment.
5. <sup>6</sup>BRENNAN, KATHLEEN, ID #6351, Administrative Assistant, Pos. #3490, a temporary assignment, Classified Bargaining Unit Salary Schedule Range 121, Step 6, 40 hours per week, Division of Kinesiology and Athletics, Saddleback College, temporary assignment ended June 30, 2014, and has been given a temporary change in assignment to Senior Administrative Assistant, Pos. #5038, Classified Bargaining Unit Salary Schedule Range 127, Step 4, 40 hours per week, Division of Kinesiology and Athletics, Saddleback College, effective July 1, 2014 through August 13, 2014. This is a temporary reassignment for a Magaly Cheng, who retired.

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<sup>6</sup> Permanent assignment is Athletic Equipment Specialist/Driver, Pos. 2782, 40 hours per week, 10 months per year, Kinesiology and Athletics, Saddleback College.

**E. OUT OF CLASS ASSIGNMENTS - Continued**

6. CHENG, DAVID, ID #11305, International Student Program Technician, Pos. #3776, Classified Bargaining Unit Salary Schedule Range 125, Step 6, 40 hours per week, 12 months per year, International Student Center, School of Admissions, Records and Enrollment Services, Irvine Valley College, has been given a temporary change in assignment to International Student Program Specialist, Pos. #3342, Classified Bargaining Unit Salary Schedule Range 129, Step 5, 40 hours per week, International Student Center, School of Admissions, Records and Enrollment Services, Irvine Valley College, effective July 24, 2014. This is a temporary reassignment for Maria Lopez, who is on leave.
7. ISAI, ALEX, ID #12373, Lead Custodian, Pos. #3276, Classified Bargaining Unit Salary Schedule Range 119, Step 6, 40 hours per week, 12 months per year, Office of Physical Plant, Saddleback College, has been given a temporary change in assignment to Night Facilities Operations Supervisor, Pos. #4592, Integrated Academic/Classified Administrator and Manager Salary Schedule Range 08, Step 1, 40 hours per week, Office of Physical Plant, Saddleback College, effective July 28, 2014 through August 12, 2014. This is a temporary reassignment for Anthony Rodgers, who is on leave.
8. JENSEN, BICHTUYEN, ID #10941, Human Resources Specialist, Pos. #3422, Classified Bargaining Unit Salary Schedule Range 127, Step 6, 40 hours per week, 12 months per year, Office of Human Resources, District, has been given a temporary change in assignment to Temporary Human Resources Project Supervisor, Pos. #4951, Classified Bargaining Unit Salary Schedule Range 8, Step 2, 40 hours per week, Office of Human Resources, District, effective July 17, 2014 through July 30, 2014. This is a temporary reassignment for Ann Buckley, who was on leave.
9. LEOWIDJAJA, SILVERIUS, ID #14272, Admissions and Records Specialist III, Pos. #3394, Classified Bargaining Unit Salary Schedule Range 122, Step 6, 40 hours per week, 12 months per year, School of Admissions, Records and Enrollment Services, Irvine Valley College, has been given a temporary change in assignment to International Student Program Technician, Pos. #3776, Classified Bargaining Unit Salary Schedule Range 125, Step 6, 40 hours per week, International Student Center, School of Admissions, Records and Enrollment Services, Irvine Valley College, effective July 24, 2014. This is a temporary reassignment for David Chang, who is in a temporary assignment.
10. <sup>7</sup>MANCHIK, MIRA, ID #10951, Senior Administrative Assistant, Pos. #3332, Classified Bargaining Unit Salary Range 127, Step 6, 40 hours per week, 12 months per year, Division of Business Sciences, and Vocational Education and Workforce Development, Saddleback College, has been given a temporary change in assignment to Program Coordinator, Categorical, Classified Bargaining Unit Salary Range 134, Step 4, 40 hours per week, Division of Business Sciences, and Vocational Education and Workforce Development, Saddleback College, effective July 1, 2012 through February 28, 2014. This assignment is contingent upon approval by the Board of Trustees of item B2 of this agenda. Employment in this categorical, grant funded position is contingent upon funding by the Perkins Grant.

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<sup>7</sup> Ms. Manchik was paid from July 1, 2013 through February 28, 2014. Compensation due from July 1, 2012 through June 30, 2013.

**E. OUT OF CLASS ASSIGNMENTS - Continued**

11. MOSQUEDA, RICHARD, ID #18077, Building Maintenance Worker, Pos. #5030, a temporary assignment, Classified Bargaining Unit Salary Schedule Range 124, Step 1, 40 hours per week, Office of Physical Plant, Irvine Valley College, temporary assignment ended on August 1, 2014, and returned to permanent assignment as Custodian, Pos. #1315, Classified Bargaining Unit Salary Schedule Range 113, Step 3, 40 hours per week, 12 months per year, Office of Physical Plant, Irvine Valley College, effective August 2, 2014.
12. RAMIREZ, ESTEBAN, ID #5758, Lead Custodian, Pos. #5012, a temporary assignment, Classified Bargaining Unit Salary Schedule Range 119, Step 4, 40 hours per week, Office of Physical Plant, Irvine Valley College, temporary assignment ended on June 16, 2014, and returned to permanent assignment as Custodian, Pos. #1268, Classified Bargaining Unit Salary Schedule Range 113, Step 6, 40 hours per week, 12 months per year, Office of Physical Plant, Irvine Valley College, effective June 17, 2014.
13. ROBINSON, TERRILL, ID #1035, Acting Director of Emeritus Instructional Program, Pos. #4957, Integrated Academic/Classified Administrator and Manager Salary Schedule Range 14, Step 8, 20 hours per week, Division of Community Education, Emeritus Institute and K-12 Programs, Saddleback College, temporary assignment ended on July 31, 2014.

**F. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT**

1. ALHADEFF, ANDREW, ID #15232, Athletic Equipment Specialist/Driver, Pos. #2785, Classified Bargaining Unit Salary Schedule Range 121, Step 6, 40 hours per week, 12 months per year, School of Health, Kinesiology and Athletics, Irvine Valley College, resignation effective August 15, 2014. Payment is authorized for any compensated time off. (Permanent Start date: February 1, 2008)
2. CICCONE, ANTHONY, ID #19914, Laboratory Technician, Physical Education and Athletics, Pos. #3427, Classified Bargaining Unit Salary Schedule Range 122, Step 1, 20 hours per week, 12 months per year, School of Health, Kinesiology and Athletics, Irvine Valley College, resignation effective July 31, 2014. (Probation Start date: February 11, 2014)
3. HAMILTON, RUSSELL, ID #6737, Network Systems Technician I, Pos. #4070, Innovation Technology Center, Classified Bargaining Unit Salary Schedule Range 132, Step 6, 40 hours per week, 12 months per year, Office of College Technology, Saddleback College, resignation effective October 2, 2014, and retirement effective October 3, 2014. Payment is authorized for any compensated time off. (Permanent Start date: April 1, 1999)
4. LOONEY, MICHAEL, ID #3142, Police Officer, Pos. #2577, Office of Campus Safety and Security, Saddleback College, Police Officer Association Bargaining Unit Salary Schedule Range 2, Step 6, 40 hours per week, 12 months per year, resignation effective August 13, 2014, and retirement effective August 16, 2014. Payment is authorized for any compensated time off. (Permanent Start date: December 5, 1989)

**G. VOLUNTEERS**

1. The following individuals are to be approved as Volunteers for the 2013/2014 and 2014/2015 academic year.

Advanced Technology and Education Park, Irvine Valley College

Gallegos, Humberto

Community Education, Emeritus Institute, K-12 Partnership, Saddleback College

Maimone, Laura                      Saalberg, Lauren                      Saalberg, Olivia

Counseling Services, Saddleback College

Galanti, Vanessa

Fine Arts and Media Technology, Saddleback College

Baird, Katelynn	Barad, Carina	Barad, Tina
Bartlett, Gregory	Benrubi, Kelin	Benrubi, Rina
Berkson, Brianna	Berkson, Nancy	Bicocca, Natasha
Bennett, James	Byers, Kyle	Campos, Robert
Caspary, Mark	Dowd, Lesley	Dowd, Mackenzie
Dowd, Madeleine	Eidl, Olivia	Eidl, Vanessa
Fallon, Caroline	Fallon, Ruth	Forino, Jen
Glotfelty, Chris	Gomez, Alissa	Gomez, Brianna
Gomez, Erika	Hall, Elyse	Hall, Irena
Howe, Bailey	Howe, Teresa	Hunt, Delaney
Hunt, Kristin	Johnson, Jenny	Lee, Alexandra
Lee, Cyndi	Levinson, Erin	Levinson, Kathleen
Lustig, Alex	Mattocks, Joseph	McCoy, Karen
Miller, Jacky	Minter, Thomas	Most, Jodi
O'Connor, Sean	Quinu, Ara	Quinu, Dawn
Sheraton, David	Spencer, Kate	Spencer, Susan
Stuck, Bert	Trumble, Michaela	Weaver, Wynn
Wellen, Carley	Wellen, Kim	Werner, Jenna
Wiederkehr, Christine	Wiedekehr, Sydney	Yip, Vienna
Zani, Courtney	Zani, Medora	

Guidance and Counseling, Irvine Valley College

Canas, Fritzie                      Miller, Jodie

Health Sciences and Human Services, Saddleback College

Robinson, Jack

Humanities and Languages, Irvine Valley College

Ikeda, Akane	Kanda, Ayano	Miki, Mai
Moriwaki, Chiyoko	Murakami, Satsuki	Nakayama, Kokoro
Okada, Toko	Sakuma, Kazuko	Sonoyama, Yoshie
Tanaka, Satako	Tashima, Megumi	Tatsumi, Asuka
Wang, Taemi		

Kinesiology and Athletics, Saddleback College

Abe, Robert	Brown, Evan	Holt, Larry
Padgett, Matt	Padian, Michael	Shibata, Takeo



**G. VOLUNTEERS** – Continued

1. The following individuals are to be approved as Volunteers for the 2013/2014 and 2014/2015 academic year.

Library Science, Irvine Valley College

Alcala, Zeke

Marketing, Communications and Broadcast Services, Irvine Valley College

Habbal, Leen

Online Education and Learning Resources, Saddleback College

Shepard-Howell, Susan

Social and Behavioral Sciences (Geography), Irvine Valley College

Bonetto, Natalie                      Mrkonjic, Ivana

Transfer, Career and Special Programs, Saddleback College

Jennriu, Phillip                      Li, Simon                      Martin, Ivoryee  
Thaete, Nicole

**ATTACHMENT 1**

South Orange County Community College District

**LEAD HUMAN RESOURCES SPECIALIST, JC ID # , Classified Bargaining Unit Salary Schedule Range 131**

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

**SUMMARY DESCRIPTION**

Under direction from the Executive Director of Human Resources, Employer and Employee Relations, leads, oversees, and performs the more complex and difficult work of staff responsible for performing a variety of technical and paraprofessional duties involved in human resources program areas including recruitment, selection, and placement, compensation, employee training, and administration of leave benefits for classified and certificated personnel; performs a variety of professional, technical, and analytical human resources duties related to basic office operations; and provides technical assistance to higher level administrative staff.

This is a broad classification with individual positions assigned to specific functional areas; duties and assignments may overlap depending on the operational needs of the department and staffing levels.

**DISTINGUISHING CHARACTERISTICS**

This is the advanced journey level class in the Human Resources Specialist series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed and the complexity of duties assigned. Employees perform the most difficult and responsible types of duties assigned to classes within this series including the provision of functional and technical supervision over lower level human resources staff. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility.

**REPRESENTATIVE DUTIES**

1. The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.
2. Lead, plan, train, and review the work of staff responsible for performing a variety of technical and paraprofessional duties involved in recruitment, selection, and placement, compensation, employee training, and administration of leave benefits for classified and certificated personnel; participate in performing the most complex work of the unit.
3. Plan and coordinate the work of assigned staff to meet office needs, priorities, and deadlines; establish priorities; maintain work and leave schedules; schedule additional part-time staff to ensure adequate office coverage.
4. Plan, develop, and implement training activities for assigned employees in areas of work including District policies, federal and state laws, and the maintenance of confidential personnel files and records; verify the work of assigned employees for accuracy, proper work methods, techniques, and compliance with applicable standards and specifications.
5. Serve as central point of contact for assigned functions and area; provide technical assistance and respond to questions including those regarding employment practices, policies, and procedures; as assigned, develop and provide mentoring, coaching, and in-house training programs to ensure District employees understand and comply with various employment laws; identify the need and provide suggestions for new training programs.
6. Interpret, explain, and apply policies, procedures, codes, regulations, and federal and state laws relating to the Office of Human Resources.

South Orange County Community College District  
Page 2 - Lead Human Resources Specialist

7. Ensure that all written office procedures are current and maintained; recommend changes to internal workflow procedures as appropriate; review office forms and paper flow procedures and recommend changes as needed.
8. Research and prepare statistical data, reports, and surveys; track and maintain metrics; prepare institutional reports; perform human resources-related studies as directed; make recommendations based on data.
9. Compose, proofread, and edit a variety of correspondence, manuals, and forms; maintain pertinent files and records.
10. Provide assistance in the research and preparation of documents and information in the administration of collective bargaining agreements.
11. Act and serve as a college and department liaison for recruitment and placement or other human resources related functional area as assigned to ensure reliability; ensure successful completion of assigned recruitment process and hiring efforts or other human resources related functions in compliance with the District's hiring policies; keep assigned recruitments or other assignments on task and on time.
12. Communicate with the District payroll department for a variety of requests including employee status changes, step increases and column adjustments, and salary schedules as directed.
13. Assist in the evaluation of transcripts and work experience of new employees to determine proper placement on salary schedule.
14. Maintain and update a variety of documents including seniority lists, employee evaluation schedules, TB Tests, active positions report, tenure report, and authorized position lists; track all recruitment and placement or other human resources related procedural documents as assigned.
15. Perform job specification analysis and coordinate job announcement preparation.
16. Coordinate sabbatical leave process; may serve as liaison with Sabbatical Leave Committee; prepare Sabbatical Leave agreements and contracts for participants as directed.
17. Analyze and identify opportunities for improving business processes in partnership with Human Resources Specialists and the Human Resources management team through resource planning and the human resources information system.
18. Perform related duties as required.

**QUALIFICATIONS**

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

**Knowledge of:**

Operations, programs, services, and activities of a public human resources program.

Fundamental principles and practices of human resource administration including recruitment, selection, and placement, retention, equal employment opportunity practices, leave benefits administration, compensation, and labor relations.

Principles and practices of lead supervision, training, and team building.

South Orange County Community College District  
Page 3 - Lead Human Resources Specialist

Knowledge of:

Pertinent federal, state, and local codes, laws, and regulations pertaining to human resource employment operations and practices including those related to non-discrimination, equal employment opportunity, and public personnel administration.

District personnel policies and procedures.

Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.

Computer applications used in the management and reporting of human resources data.

Principles of data collection and analysis.

Principles of business letter writing and report preparation.

Principles and procedures of confidential record keeping and filing.

Oral and written communication skills.

Interpersonal skills using tact, diplomacy, patience and courtesy.

Mathematical principles.

Principles and practices of organization and management.

Principles, current developments and trends, practices, programs, procedures, methods, and techniques of human resources management in the public sector.

Ability to:

Coordinate, organize, oversee, review, evaluate, and perform high-level and confidential work involved in day-to-day District-wide human resources office activities and operations for academic and/or classified personnel.

Review and evaluate detailed project management plans and project progress; plan and organize work to meet changing priorities and deadlines.

Demonstrate expertise in human resources operations; independently perform the most difficult para-professional and technical human resource functions.

Lead, organize, and review the work of staff; assign and schedule staff.

Interpret, explain, and apply federal, state, and local laws, codes, rules, and regulations related to area of assignment.

Interpret, explain, apply, and assist in implementing District operations, policies, procedures, and objectives related to classified and/or certificated personnel including diversity and non-discrimination employment.

Provide technical training, information, and assistance to others concerning assigned human resources operations.

Collect, compile, and analyze data.

Prepare clear and comprehensive of administrative or technical reports.

Maintain records and files; maintain confidentiality of sensitive information.

Compose correspondence and written materials independently.

Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.

Understand the organization, operation and services of the District and of outside agencies as necessary to assume assigned responsibilities.

Use sound judgment in recognizing scope of authority.

Exercise good judgment, initiative, and discretion in analyzing and resolving confidential, difficult, and sensitive situations.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

South Orange County Community College District  
Page 4 - Lead Human Resources Specialist

EDUCATION AND EXPERIENCE GUIDELINES - *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Education/Training:

Equivalent to a Bachelor's degree from an accredited college or university with course work in human resources, business administration, industrial organization psychology, or a related field.

Experience:

Four years of increasingly responsible human resources generalist experience that includes recruitment responsibility and experience in a public agency, preferably a community college.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting. Duties are typically performed at a desk or computer terminal; subject to noise from office equipment operation; frequent interruptions and contact in person and on the telephone with academic and classified staff and others. At least minimal environmental controls are in place to assure health and comfort.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

Finalized by Forsberg Consulting Services, August 2014

**ATTACHMENT 2**

South Orange County Community College District

**MANAGER OF COLLEGE FISCAL SERVICES, JC #, Integrated Academic/Classified Administrator and Manager Salary Schedule Range 10 (Classified Management)**

DEFINITION

To organize, manage and implement fiscal services at a community college, with an emphasis on budget and cash control, in accordance with policies and procedures of the District's Business Services division; work with District and other College personnel to develop, revise or update policies, procedures and programs to meet operating, capital improvement, administrative and staffing budget requirements; coordinate assigned activities with the District and other divisions and departments; provide financial forecasts, advice, assistance and information to the Vice President for College Administrative Services and other College administrators regarding budget and finance matters; monitor programs to ensure that they are operating within the appropriate fiscal parameters and remain in compliance with District, local, State and/or federal requirements; and ensure timely and accurate completion and submission of all College financial reports.

To foster a culture of collaboration, mutual respect, innovation, and continuous improvement throughout the District; lead by example; actively participate in and support District-wide participatory governance components and activities and other collaborative processes; encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.

DISTINGUISHING CHARACTERISTICS

This is a single-position, limited-term categorical classification paid out of a limited-term project funds as authorized by the Vice Chancellor of Business Services. The employee assigned to this classification will represent the college during the Human Resources and Financial Systems project design and implementation meetings and manage day-to-day fiscal operations and services at Irvine Valley College. The incumbent assigned to this classification also serves as a liaison between college personnel and SOCCCD Business Services regarding budget and other fiscal matters.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Vice President for College Administrative Services or the President's designee. Fiscal policy directives are received from the SOCCCD Business Services division.

Exercises direct supervision over assigned fiscal services technical and clerical staff, including student and temporary employees.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Assist the VPCAS by organizing, coordinating and managing fiscal programs, services, operations and activities of the College Fiscal Services Office, involving College-wide fiscal and budgeting; develop and implement fiscal office procedures and policies. ensuring that all fiscal and budgeting work is performed according to established timelines and according to Title 5, Section 59011 of the California Code of Regulations and board and district policies and procedures; ensure the timely and accurate maintenance of all college budget and fiscal records; may include ancillary organizations, such as Associated Student Government (ASG) and Foundation.

Assist the VPCAS in forecasting short-range and long-range College revenues and expenditures and prepare data for multi-year financial projections and financial analysis for the VPCAS as requested; and compile and analyze data related to area of assignment.

Assist college administrators in budget preparation and fiscal matters, ensuring fiscal integrity of college funds; approve assigned expenditures against College budget according to District policies and applicable regulations; and make budget transfers and journal entries as needed.

South Orange County Community College District  
Page 2 - Manager of College Fiscal Services

Ensure the timely and accurate maintenance of students' accounts; manage cashiering and record keeping function through the Bursar's Office which collects student fees, fines and other payments; organize cashiering and security procedures; administer petty cash, expense advances and reimbursements; institute collection proceedings as necessary for defaults, non-sufficient fund checks, and other debts; and issue checks, deferments and refunds.

Review, approve and submit assigned purchases requisitions; approve assigned expenditures against the college budget and a variety of other purchasing and personnel-related requests and forms as authorized; receive, process and submit payroll documents; and receive and distribute paychecks.

Coordinate College fiscal affairs with District offices and personnel; work cooperatively with District Business Services departments and personnel on behalf of the College to develop, implement and maintain appropriate criteria, methods and procedures to optimize efficient and effective delivery of services related to assigned functions; monitor and evaluate operations and activities and take corrective actions as necessary.

Provide technical advice, expertise, guidance and problem-solving assistance to College management and staff on fiscal matters, including the development, preparation, maintenance and reporting of accounting, budget and other fiscal records; research and resolve problems; ensure compliance with established procedures and improve operational functions.

Train, supervise and evaluate the performance of assigned personnel; delegate and review assignments and projects; evaluate work products and results; establish and monitor timelines and prioritize work; interview and select employees and recommend transfers, reassignment, termination and disciplinary action.

Coordinate and communicate with District and College personnel and representatives of State and federal agencies, educational institutions, social service organizations and others to coordinate and manage assigned programs and activities effectively.

Represent the College on committees as assigned; provide technical expertise concerning the fiscal operations of the College as required or assigned; conduct college-wide training of staff on fiscal and business matters,

Ensure the timely and accurate preparation and submittal of a variety of statistical and narrative reports, proposals, recommendations and other materials, as needed or requested, including budget reports.

Maintain current knowledge of changes, concepts, methods, requirements, regulations and policies for assigned programs, including computer programs and software enhancements.

Perform related duties as assigned.

## QUALIFICATIONS

### EDUCATION AND EXPERIENCE GUIDELINES

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

#### Education:

Bachelor's degree from an accredited college or university with major course work in finance, accounting or closely related field.

South Orange County Community College District  
Page 3 - Manager of College Fiscal Services

Experience:

At least three years of increasingly responsible experience involving the development and administration of complex and comprehensive budgets and accounting programs for a public agency, including at least one year in a lead or supervisory capacity.

Other Requirements:

Valid California driver's license.

Knowledge of:

Applicable District policies and procedures and local, State and federal laws, codes and regulations.

Automated accounting systems.

Computer systems and software applications related to area of assignment, including capabilities and limitations.

District and College organization, operations and objectives.

Institutional purchasing practices and procedures.

Interpersonal skills including tact, patience and diplomacy.

Methods and techniques used in financial research and revenue forecasting.

Modern office practices, procedures, methods, and equipment.

Modern principles, practices, methods and techniques of finance administration involving accounting, budget development and administration.

Oral and written communication skills.

Organizational and management practices as applied to analysis and evaluation of assigned fiscal programs, policies and operational needs.

Principles and practices of fiscal operations.

Principles and practices of mathematics, statistics and financial analysis.

Principles and practices of training, supervision and performance evaluation.

Ability to:

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.

Analyze, interpret and prepare budgets and financial reports.

Assist in forecasting current and future revenues and expenditures affecting the College's financial condition.

Collect, compile and analyze data.

Communicate clearly, concisely and effectively, both orally and in writing.

Coordinate the development and administration of a community college budget.

Develop policies and procedures for areas of assignment.

Develop, organize, coordinate, manage, review, monitor, control and evaluate assigned fiscal functions and services.

Encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.

Establish and maintain cooperative and effective working relationships with those contacted in the course of work.

Evaluate the financial stability of the College and prepare complex statistical and financial statements, reports and analyses.

Interpret and analyze financial and budget data and draw logical conclusions.

Interpret, apply and explain applicable District policies and procedures and local, State and federal laws and regulations.

Learn college and district organization, operations and policies.

Learn, interpret and implement policies and regulations relevant to the use of various restricted funds;



South Orange County Community College District  
Page 4 - Manager of College Fiscal Services

Ability to:

Operate computer and applications software, including database management, spreadsheet, word processing and software related to area of assignment.

Operate modern office equipment such as computer, printer, calculator, copier and facsimile machine.

Plan and organize work.

Prepare and administer budgets for assigned program areas.

Prepare complex and comprehensive financial summaries, statements, reports and analyses.

Prepare oral and written reports and recommendations.

Relate effectively to people of varied academic, cultural and socio-economic background using tact, diplomacy and courtesy.

Train, lead, supervise and evaluate the performance of assigned personnel.

Understand and effectively and collaboratively work in a complicated multi-college environment, as well as within a system of community college districts.

Work effectively with contacts, including administrators, faculty, staff, students, vendors, and government agencies with whom the college does business.

Work independently with minimum administrative direction.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

The work environment and physical demands described here are representative of those required by an employee to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment

Standard office setting. Typically, duties are performed in an office environment while sitting at a desk or computer terminal. Incumbents are subject to contact with administrators and other District and college personnel, frequent interruptions, noise from talking or office equipment and demanding legal timelines. At least minimal environmental controls to assure health and comfort.

Physical Demands

Incumbents regularly sit for long periods of time, walk short distances on a regular basis, travel to various locations to attend meetings and conduct work, use hands and fingers to operate an electronic keyboard or other office machines, reach with hands and arms, stoop or kneel or crouch to file, speak clearly and distinctly to answer telephones and to provide information; see to read fine print and operate computer; hear and understand voices over telephone and in person; and lift, carry, and/or move objects weighing up to 10 pounds.

Finalized by Marlys Grodt and Associates, August 12, 2014.

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback and Irvine Valley College Foundation Annual Report

**ACTION:** Information

---

**BACKGROUND**

Both Saddleback College and Irvine Valley College Foundations provide an annual report to the Board of Trustees.

**STATUS**

Dr. Donald L. Rickner, Executive Director of Saddleback College Foundation and Richard Morley, Executive Director of Irvine Valley College Foundation will provide summary information (EXHIBIT A) on the accomplishments FY 2013-2014, financial summary, and highlights of major initiatives planned FY 2014-2015.

Item Submitted By: *Dr. Glenn R. Roquemore and Dr. Tod A. Burnett, Presidents  
Debra L. Fitzsimons, Vice Chancellor, Business Services*

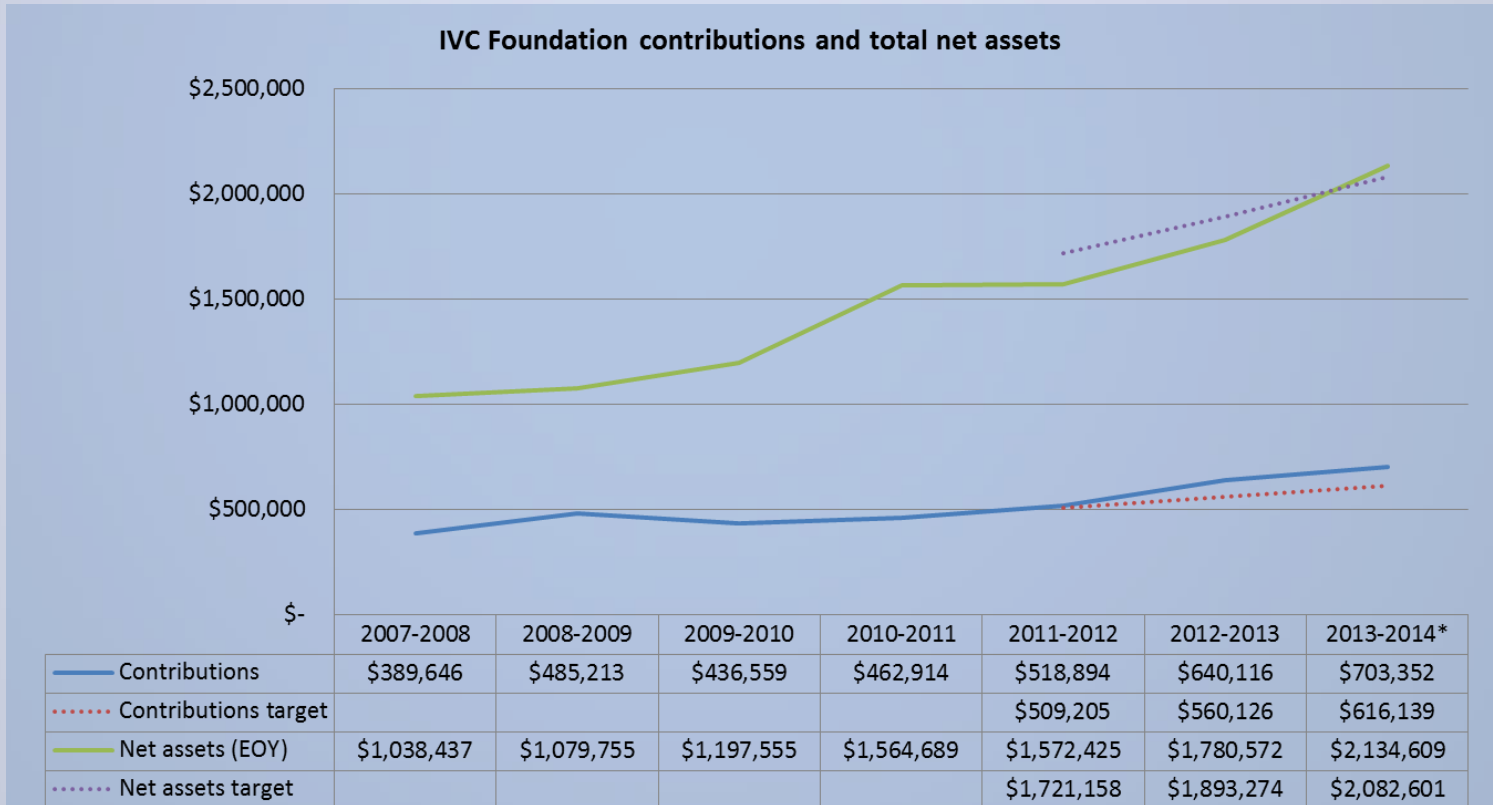


**Annual Foundation Report to the  
Board of Trustees**  
**South Orange County Community College District**  
**August 25, 2014**



# From the IVC Strategic Plan Update

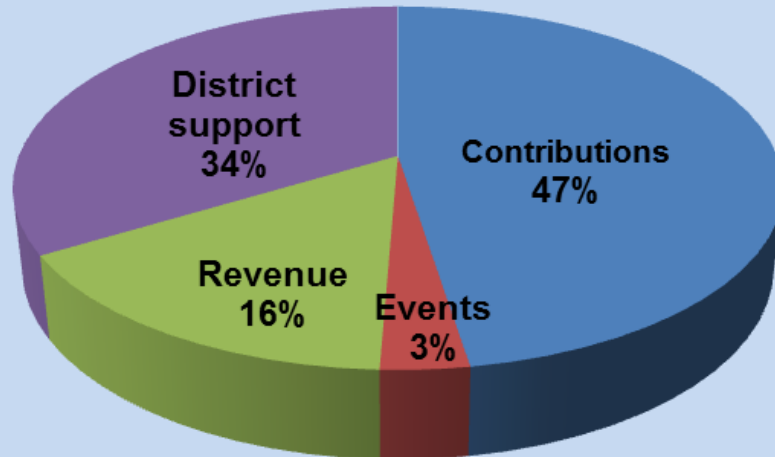
***“As of 2013-2014 The IVC Foundation has met (and slightly exceeded) its 10% annual growth target relative to the baseline year for both contributions and total net assets.”***





# 2013-2014 Income

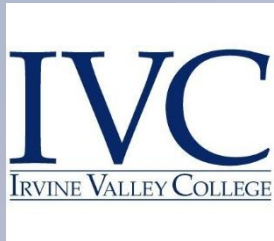
Contributions	\$703,352
Events	\$46,678
Revenue	\$233,284
District support	\$498,015
<i>Total</i>	<i>\$1,481,329</i>



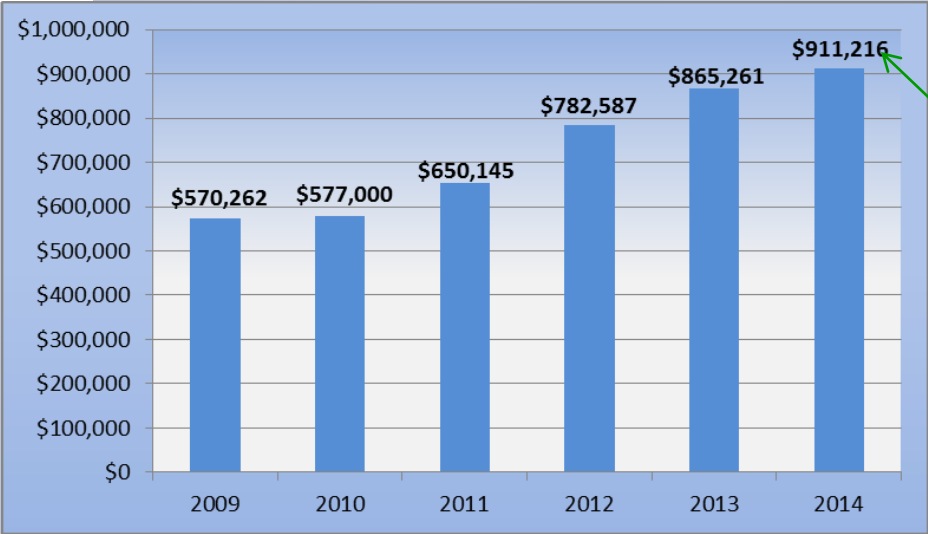


# Financial Position

	Income 2013-2014
<b>Support and Revenue</b>	
<hr/>	
Contributions	\$703,352
Events	\$46,678
Revenue	\$233,284
District support	\$498,015
<b>Total</b>	<b>\$1,481,329</b>
<b>Expenses</b>	
<hr/>	
Program Support to IVC	\$911,216
General and Administrative	\$216,802
Fundraising	\$42,545
<b>Total</b>	<b>\$1,170,563</b>
Change in net assets	\$310,766
<b>Net Assets</b>	
<hr/>	
Beginning July 1	\$1,780,572
Ending June 30, 2014	\$2,091,338
Includes Investments of \$1,753,422	

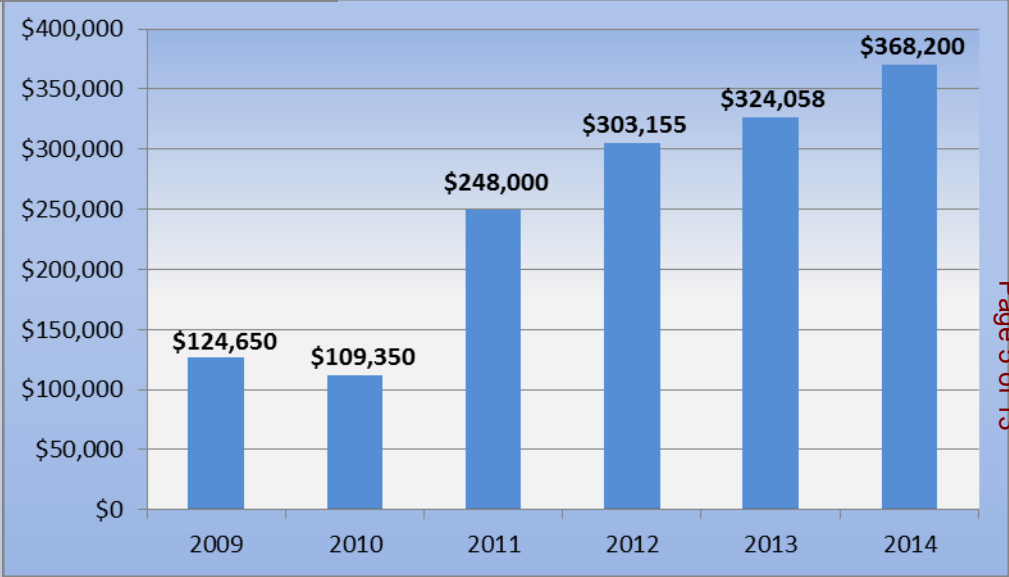


# Return to IVC from Foundation



**Overall Return  
(Including  
scholarships)**  
**NOTE: Cost to District is  
\$498,015**

**Scholarship Growth  
(As a portion of overall  
return above)**





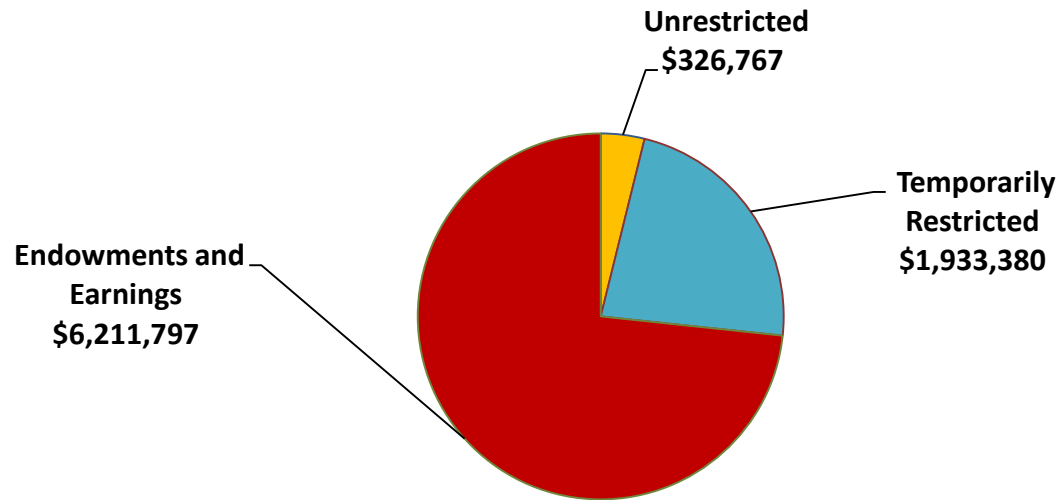
# Significant Accomplishments

- ❑ **Total assets reach over \$2 million first time ever**
- ❑ **Significant revenue:**
  - ❑ **\$100,000 from City of Irvine for scholarships and summer college (\$300,000 total over 3 years)**
  - ❑ **\$50,000 Wells Fargo Veterans Center**
  - ❑ **\$25,000 Edison STEM scholarships and summer bridge**
  - ❑ **\$15,000 for Veterans Leadership Academy**
- ❑ **A true donor database with online giving**
  - ❑ **44,950 records; 15,160 emails of alumni and community**
  - ❑ **Wealth research and contacting of 493 individuals**
- ❑ **Planned giving information online**
- ❑ **PRO IVC online giving “friends asking friends”**
- ❑ **New corporate level board involvement**



## Foundation Assets 2013-2014

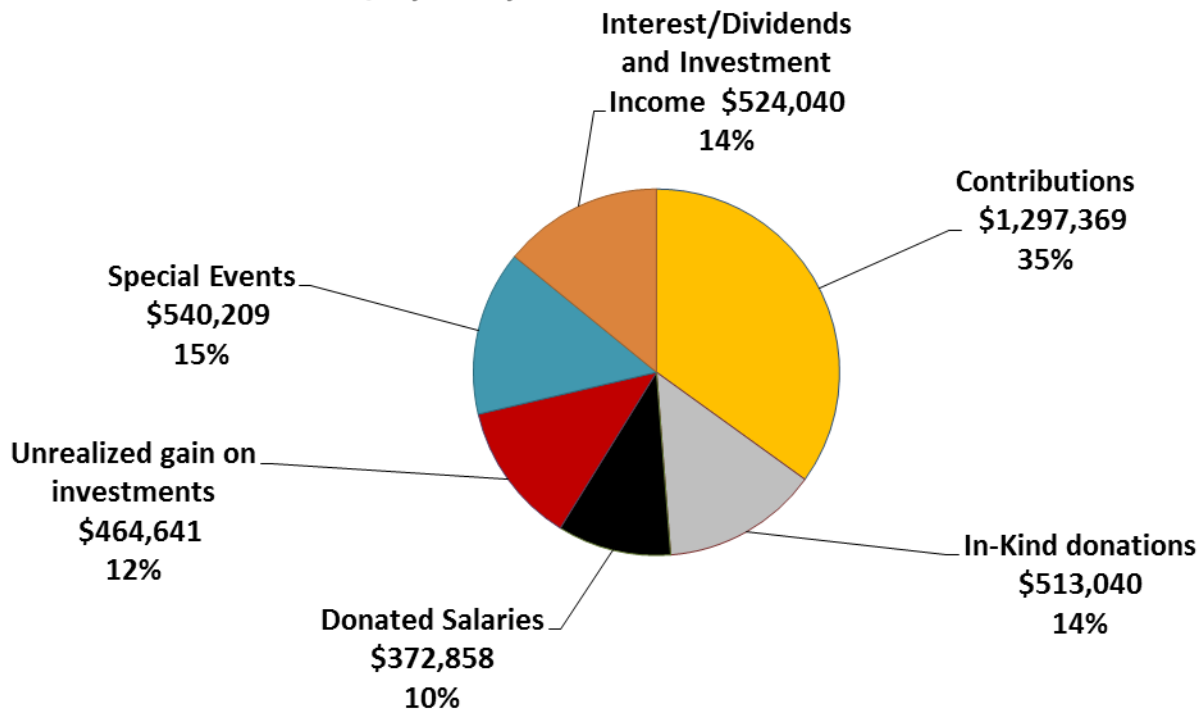
**\$8,471,944\***



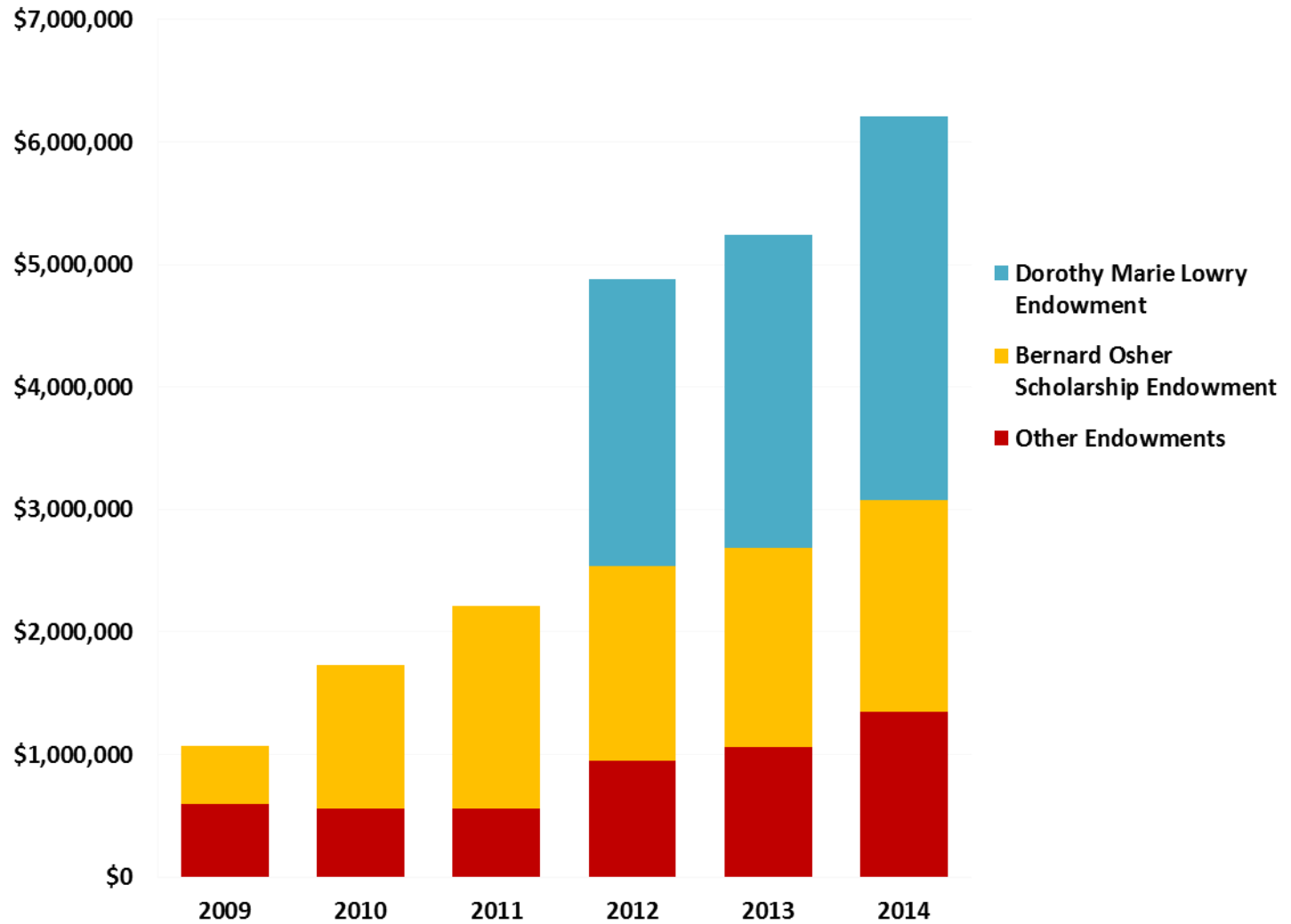
\*Foundation assets are \$759,789 higher than the ending balance because we have included the amount held in trust for Saddleback by the Foundation for the California Community Colleges, Osher Scholarships fund.

## Revenue and In-Kind Gifts 2013-2014

**\$3,712,157**



# Endowments 2009-2014



\*Amounts represent unaudited numbers.

**Saddleback College Foundation  
Statement of Activities  
Fiscal Year 7/1/2013-6/30/2014**

<b>Beginning Balance</b>		6,660,373
Income		
Contributions		1,297,369
In-Kind donations		513,040
Other earned income		540,209
Investment income		988,681
District support		372,858
<b>Total Income</b>		<b>3,712,157</b>
Expenses		
Fundraising expenses		367,505
General and Administrative		233,137
Program Support for College:		
Scholarships	543,338	
Other program support	1,516,395	2,059,733
<b>Total Expenses</b>		<b>2,660,375</b>
<b>Projected Ending Balance</b>		<b>7,712,155</b>

# 2013-2014 Significant Accomplishments

- Funded a new development officer and two part time positions
- Gifts up 74%
- Scholarship awards up 42% (\$720,000 total)
- Number of students receiving scholarships up 24% (79 more, total of 405)
- Endowments grew \$1,000,000
- Gala net proceeds up 176% (\$127,000 gross, \$86,000 net)
- Invested funds earned 12.4%
- Sue and Bill Gross Technical Education Scholarship program established with a gift of \$240,000
- Anthony Ferry, Founding Partner of Neudesic, LLC, Alumnus of the Year
- Food bank established, over 2,000 students served
- 2 new board governors , M. Mahboob Akhter and Jeanne Harris-Caldwell

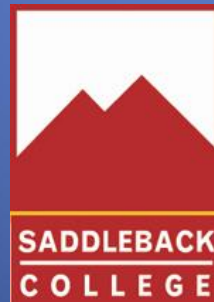
# Face to Face or Events Fundraising

Method	Time	Raised
Saddleback Gala	2,000 staff hours	\$90,000 = \$4.50 hourly
Face to face	250 staff hours	\$900,000 = \$3,600 hourly



# Thank You

Thank you for your donations,  
your attendance, your referrals  
and your leadership in support  
of both foundations.



**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** Saddleback College and Irvine Valley College: Speakers  
**ACTION:** Information

---

**BACKGROUND**

Outside speakers may be invited by administrators, faculty members, or recognized student groups to speak at events open to the public.

**STATUS**

Administrative Regulation 6140 requires that the Board of Trustees be notified, at each board meeting, of speakers who have been invited to speak and/or who have spoken at the colleges since the last board meeting. Exhibit A lists invited speakers and other pertinent information.



**SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT****SADDLEBACK COLLEGE**

<b><i>Presentation Date/Time</i></b>	<b><i>Location</i></b>	<b><i>Faculty Member</i></b>	<b><i>Course Title/Activity</i></b>	<b><i>Speaker</i></b>	<b><i>Topic</i></b>

**IRVINE VALLEY COLLEGE**

<b><i>Presentation Date/Time</i></b>	<b><i>Location</i></b>	<b><i>Faculty Member</i></b>	<b><i>Course Title/Activity</i></b>	<b><i>Speaker</i></b>	<b><i>Topic</i></b>
Sept. 10, 2014 7:00pm	BSTIC 120	Antonia Castro- Graham	SRM 180	Bob Williams, CR&R Waste	Recycled Material Markets, Commodity Pricing

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Basic Aid Report  
**ACTION:** Information

---

### **BACKGROUND**

The District returned to Basic Aid status in FY 1999-2000. The Board of Trustees has requested regular information reports about projected basic aid receipts and approved projects.

### **STATUS**

As of July 31, 2014, total estimated Basic Aid receipts are \$565.4M and total approved projects are \$552.6M. The balance of \$12.8M includes the reserve of \$8.3M and unallocated funds of \$4.5M.

It should be noted that some of the approved projects are for state funded project match. Although approved, these funds will not be needed until the projects are approved by the State for funding.

Changes from the July, 2014 report includes \$46.0M of new receipts and \$47.3M of new project allocations approved at the June 23, 2014 board of trustees meeting. This annual report (EXHIBIT A) also displays the detail of all closed projects totaling \$171.4M.

**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
August 25, 2014**

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>2012/13 Actual</i>	<i>2013/14 Actual</i>	<i>Balance Remaining for 2014/15</i>	
<b>CLOSED PROJECTS</b>								
District Svcs 2005/06 Allocation for Salary Schedule Restructure (2005)	354,301	354,301					-	
IVC 2005/06 Allocation for Salary Schedule Restructure (2005)	1,422,791	1,422,791					-	
SC 2005/06 Allocation for Salary Schedule Restructure (2005)	2,467,908	2,467,908					-	
2005/06 Allocation for Salary Schedule Restructure (2005)	4,245,000	4,245,000	-				-	
District Svcs: Contributions for Debt Retirement - COPS (2003)	101,000	101,000					-	
IVC: Contributions for Debt Retirement - COPS (2003)	1,727,469	1,727,469					-	
SC: Contributions for Debt Retirement - COPS (2003)	2,552,232	2,552,232					-	
College/District Contributions for Debt Retirement - COPS (2003)	4,380,701	4,380,701	-				-	
IVC 2004/05 College Scheduled Maintenance Projects (2005)	343,000	318,715		24,285			-	
SC 2004/05 College Scheduled Maintenance Projects (2005)	657,000	657,000					-	
College Scheduled Maintenance Projects (2005)	1,000,000	975,715	-	24,285	-	-	-	
IVC 2005/06 College Scheduled Maintenance Projects (2006)	1,327,331	1,050,219	207,259	40,735	29,117		-	
SC 2005/06 College Scheduled Maintenance Projects (2006)	2,504,519	2,461,634	42,885	-			-	
College Scheduled Maintenance Projects (2006)	3,831,850	3,511,853	250,144	40,735	29,117	-	-	
IVC: 2005/06 College Instructional Equipment Needs (2005)	465,315	463,468		1,847			-	
SC: 2005/06 College Instructional Equipment Needs (2005)	924,000	924,000					-	
College (SC) Instructional Equipment Needs (2005)	1,389,315	1,387,468	-	1,847			-	
ATEP Development (2008)	3,719,976	2,357,481	735,035	555,174	72,285		-	
ATEP Hangar & Chapel Utilities (2007)	-	\$1M approved 2007, transferred to ATEP First Bldg Phase 3A 2011						-
ATEP Parking Lot Renovation (2009)	176,413	176,205	209				-	
ATEP Renovation (2002)	7,940,360	7,746,498	153,872	29,990	10,000		-	
IVC A-300 Bldg Remodel (2007)	1,902,389	1,901,922	467				-	
IVC Business & Technology Innovation Center (2002)	8,887,615	8,887,961	-	(346)			-	
IVC Early College Program (2007)	60,000	60,000					-	
IVC Floor Repairs (2003)	58,340	58,340					-	
IVC Landscaping PAC & BSTIC (2009)	1,545,531	105,493	146,485	1,286,761	6,792		-	
IVC Lot Expansion and Phase 1 of Lot 6 (2003)	1,476,759	1,476,759					-	
IVC Maintenance and Police Facility (2005)	4,553,656	4,553,656					-	
IVC Modular Building (2003)	370,000	370,000					-	
IVC Modular Bldg Replacement (CEC) (2006)	197,402	197,402					-	
IVC Performing Arts Center (2001)	17,006,209	17,006,209					-	
IVC Remove/Relocate IVC Maint., Police, Whse, & A-500 Bldgs (2006)	484,123	484,123					-	
IVC Science Equip & TV Studio (2000)	500,000	500,000					-	
IVC Science Lab Addition & Remodel (2006)	5,172,990	4,760,461	412,530	-	-		-	
IVC Sports Facilities (2000)	896,000	896,000					-	
IVC Utility Service Project (2006)	346,223	346,223					-	
SC BGS Mold Abatement and Air Quality Improvements (2005)	8,724,200	8,724,200					-	
SC Bridge Replacement (2010)	818,583	2,693	97,266	661,721	56,903		-	
SC Demolition of Lower Campus Buildings (2002)	1,718,545	1,718,545					-	
SC Hire Consultant for Parking/Traffic Study (2005)	24,250	24,250					-	
SC M/S/E Bldg, Soil, & Slab Repairs (2003)	128,710	128,710					-	
SC M/S/E Bldg Ventilation System Upgrade (2010)	-	\$5M approved 2010, transferred to SC Sciences bldg 2011						-
SC M/S/E Plaza Repairs (2008)	69,288	69,288					-	
SC M/S/E Renovation (2009)	39,000	39,000					-	
SC McKinney Theater Lighting and Sound Systems Upgrade (2004)	1,335,000	1,335,000					-	
SC McKinney Theater Restroom remodel (2007)	2,372,796	2,364,431	121	8,244			-	
SC Science Equip & TV Studio (2000)	500,000	500,000					-	
SC Science/Applied Science Bldg (2005)	14,850	14,850					-	
SC Sports Facilities (2000)	817,310	817,310					-	
SC Temporary Classroom Facilities (2005)	7,177,117	7,177,117		-			-	
SC Village Expansion (2009)	3,846,581	3,405,706	474,450	(33,574)			-	
SC Village Remodel (2007)	3,711,778	3,571,148	124,943	13,762	1,925		-	
Distr Svc Health Science/District Office Building (2002)	7,012,875	7,012,875					-	
SC Health Science/District Office Building (2002)	8,238,781	8,238,781					-	

**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
August 25, 2014**

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>2012/13 Actual</i>	<i>2013/14 Actual</i>	<i>Balance Remaining for 2014/15</i>
Distr Svc/SC Health Science/District Office Building (2002)	15,251,656	15,251,656					-
SOCCCD Additional 1% Contingency (2009)	1,278,101	-	1,278,101	-			-
SOCCCD Consultant District Educational & Facilities Master Plan (2005)	712,420	370,010	321,010	21,400			-
SOCCCD Debt Retirement Contribution (2001)	34,400,000	34,400,000					-
SOCCCD Districtwide Telephone System (2004)	4,499,498	4,499,498					-
SOCCCD Enrollment Mgmt/Mktg, Outreach & Recruit Strategy (2005)	329,830	329,830					-
SOCCCD Fiscal and HR Systems Repl. (2005)	27,500	27,500					-
SOCCCD HR Recruitment Work Plan (2005)	85,911	85,911					-
SOCCCD Legal Defense for Invocation Complaint (2010)	1,208,817	-		1,208,817			-
SOCCCD Replace HR & Bdgt Dev Systems (2006)	897,740	897,740					-
IVC 2004/05 Technology Needs (2005)	1,413,275	1,413,275					-
SC 2004/05 Technology Needs (2005)	1,470,140	1,470,140					-
District 2004/05 Technology Needs (2005)	665,000	665,000					-
SOCCCD Technology Needs 2004/05 (2005)	3,548,415	3,548,415					-
IVC 2005/06 Technology Needs (2006)	1,095,000	1,095,000					-
SC 2005/06 Technology Needs (2006)	1,497,203	1,497,203					-
District 2005/06 Technology Needs (2006)	732,000	732,000					-
SOCCCD Technology Needs 2005/06 (2006)	3,324,203	3,324,203					-
IVC 2006/07 Technology Needs (2007)	1,095,000	1,095,000					-
SC Technology Needs (2007)	2,500,000	2,500,000					-
District Technology Needs (2007)	800,000	800,000					-
SOCCCD Technology Needs 2006/07 (2007)	4,395,000	4,395,000	-	-	-	-	-
<b>CLOSED PROJECTS TOTAL</b>	<b>171,397,951</b>	<b>163,407,481</b>	<b>3,994,632</b>	<b>3,818,817</b>	<b>177,022</b>	<b>-</b>	<b>-</b>

<b>CAPITAL PROJECTS</b>							
Campus Appearance Improvement IVC & SC (2009)	1,000,000	594,149	144,365	738	140,555	29,330	90,863
ATEP Building Demolition (2007)	13,700,000	73,885	1,439,404	781,124	109,025	1,744,947	9,551,614
ATEP First Building Phase 3A (2011)	21,450,000					761	21,449,239
ATEP Operating Budget* (2006)	12,706,616	8,599,864	1,798,762	507,119	564,290	579,960	656,621
ATEP Site Development (2012)	340,436			31,948	98,851	209,637	-
ATEP Site Development (2013)	6,000,000				693,427	681,207	4,625,365
ATEP Site Development Negotiations (2008)	4,265,883	2,572,209	618,846	322,921	652,433	99,475	-
ATEP Staffing, Equipment, Program Development (2007)	891,611	191,974	346,066	291,119	7,785	14,204	40,463
IVC A200 Success Center (2014)	505,005						505,005
IVC A400 Bldg Remodel (2011)	13,013,000			28,153	608,333	953,102	11,423,412
IVC ATEP Swing Space (2014)	984,000						984,000
IVC B200 Classroom Wing & Labs (2015)	400,000						400,000
IVC B400 Labs and Entrance Controls (2015)	410,000						410,000
IVC Defects Performing Arts Center (2014)	1,400,000					2,611	1,397,389
IVC Design and Install Entrance from Barranca (2003)	2,850,000	51,526	45,644	143,803	25,074	67,052	2,516,900
IVC Fine Arts Building (2008) - State Delay, Future Project request	856,278	61,278					795,000
IVC Life Sciences Project (2004)	13,490,000	875,136	448,231	(1,169,892)	693,544	2,416,169	10,226,813
IVC New Parking Lot (2013)	2,026,000						2,026,000
IVC Performing Arts Center Waterproofing (2013)	470,000						470,000
IVC Repair Exteriors A100, A200, A300, A400, B100 (2010)	400,000		215,836	34,022	57,439	91,367	1,336
IVC Replace Main Water Valves (2010)	275,000	6,035	76,957	97,311	17,485	75,117	2,096
IVC Replace Natural Gas Piping A&B Quads (2010)	230,000	3,088	41,368		78,605	74,349	32,590
IVC SSC HVAC System (2010)	800,000	1,346	19,668	732	12,124	635,534	130,597
IVC Upgrade Exterior & Entries to B300 (2013)	680,000						680,000
SC Athletic Stadium (2015)	950,000						950,000
SC Building Repairs - Library Remodel (2003)	9,819,000	589,404	745,863	1,817,215	(630,004)	4,864,713	2,431,809
SC Building Repairs - LRC Comm Arts Renovation (2013)	2,622,000				12,320	14,990	2,594,689
SC Building Repairs - ATAS Building (2003)	17,435,313	153,424	13,800	94,380	167,292	405,643	16,600,774
SC Building Repairs - ATAS Swing Space Renov (2013)	10,249,687				124,917	519,146	9,605,624
SC Central Plant/CoGen Upgrade (2015)	750,000						750,000
SC Demolition and Upper Quad Remodel (2008)	1,000,000						1,000,000

**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
August 25, 2014**

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>2012/13 Actual</i>	<i>2013/14 Actual</i>	<i>Balance Remaining for 2014/15</i>
SC Digital Security Access (2015)	650,000						650,000
SC Fine Arts HVAC Renovation (2013)	4,950,000				2,754	76,091	4,871,155
SC Fire Alarm System (2015)	500,000						500,000
SC Golf Driving Range Net Replacement (2005)	300,000	101,800	4,950	19,300	42,520		131,430
SC Health Sciences/DS Waterproofing (2013)	1,000,000					5,209	994,791
SC LRC Defects (2015)	750,000						750,000
SC New Gateway Building (2013) (Match)	890,000						890,000
SC Pool Deck Replacement (2010)	1,500,000	23	1,276,844	189,784	8,121	20,950	4,278
SC Roof Replace Tech & Applied Science, Village Bldg 3-8 (2010)	1,500,000	166,833	851,935	337,751	63,860	51,229	28,392
SC Sciences Building (M/S/E annex) (2003)	67,358,346	29,595	258,563	1,840,003	295,740	7,324,533	57,609,911
SC Site Improvements (2008)	12,580,000	5,740	212,701	-	1,464	107,278	12,252,816
SC PE 200 and 300 Interior Renovation (2014)	1,000,000						1,000,000
SC PE 400 and 500 Renovation (2014)	800,000						800,000
SC Water Damages/Storm Drainage Issues (2013)	750,000				10,710	3,495	735,795
<b>CAPITAL PROJECTS TOTAL</b>	<b>236,498,175</b>	<b>14,077,308</b>	<b>8,559,803</b>	<b>5,367,531</b>	<b>3,858,665</b>	<b>21,068,099</b>	<b>183,566,768</b>
<b>SCHEDULED MAINTENANCE</b>							
IVC Library Exterior (2013)	275,000					1,830	273,171
IVC Lighting & Walkways (2013)	795,055					332,278	462,777
IVC SM B100 Roof & HVAC (2015)	493,350						493,350
IVC Sports Facilities (2012)	342,600				702	43,312	298,586
SC 12KV Elec Distr Repair (2014)	200,000						200,000
SC Central Plant (2013)	750,000				61,780	23,875	664,345
SC Energy Management System (2012)	657,400			323,678	333,722		-
SC HVAC PE 100 (2014)	800,000						800,000
SC PE 200 Bleacher Repairs (2014)	725,000						725,000
SC PE Complex (2013)	500,000						500,000
<b>SCHEDULED MAINTENANCE PROJECTS TOTAL</b>	<b>5,538,405</b>	<b>-</b>	<b>-</b>	<b>323,678</b>	<b>396,204</b>	<b>401,295</b>	<b>4,417,228</b>
<b>IT PROJECTS</b>							
Campus Desktop Refresh (2013)	4,249,334				648,198	843,987	2,757,148
SOCCCD Automate Electronic Transcript Receiving (2015)	453,600						453,600
SOCCCD Automated Password Reset & Single Sign-On Assess (2015)	115,600						115,600
SOCCCD Awards Management System (2013)	500,000				303,641	154,230	42,129
SOCCCD Blackboard Plug-ins (2013)	150,000				2,000		148,000
SOCCCD Class Schedule Upgrade & Recommendation (2015)	735,000						735,000
SOCCCD Degree Audit/MAP Upgrade (2013)	1,332,640				230,118	396,373	706,149
SOCCCD Document Management Solution (2011)	659,202			622,823	18,731		17,648
SOCCCD District-wide Automatic Email Archive (2015)	165,000						165,000
SOCCCD District-wide Hardware Refresh (2014)	505,000					484,919	20,081
SOCCCD District-wide Network Security (2015)	369,895						369,895
SOCCCD District-wide Server/Storage Maintenance (2015)	950,000						950,000
SOCCCD End-of-Life Core Network/Tech Refresh (2013)	6,984,658				446,032	3,496,228	3,042,398
SOCCCD Enterprise Backup Solution (2014)	150,000					24,933	125,067
SOCCCD Enterprise Content Mgmt Expansion (2013)	150,000				31,386		118,614
SOCCCD HR/Bus Svcs Integrated Software (2013)	11,500,000			16,131	150,433	1,971,236	9,362,199
SOCCCD Intl and Student Scholar Mgmt (2014)	54,500						54,500
HRIS Data Migration	20,000				15,000		5,000
IT Governance - TeamDymanixHE Software	50,000				14,400		35,600
TracDat Integration with SharePoint	36,000				35,964		37
DW Infrastructure Inventory System	75,000						75,000
MySite Help System	20,000				420	5,946	13,635
Unified Communications System	50,000				28,928		21,072
IT Contingency	361,855				31,800	32,800	297,255
SOCCCD IT Basic Aid Projects (2013)	612,855			-	126,511	38,746	447,599
SOCCCD IT Projects SC/IVC/A/TEP Instruct & Student Svc (2010)	8,744,770	2,906,089	2,665,868	1,745,944	888,629	136,099	402,141
SOCCCD Master Calendar Integration (2014)	300,000					58,500	241,500

**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
August 25, 2014**

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>2012/13 Actual</i>	<i>2013/14 Actual</i>	<i>Balance Remaining for 2014/15</i>
SOCCCD Matriculation SEP System (2013)	100,000				332		99,668
SOCCCD MySite Message Customization (2014)	150,000						150,000
SOCCCD MySite Security (2014)	302,000					47,280	254,720
SOCCCD New Library System (2014)	100,000					21,909	78,091
SOCCCD Online Catalog (2014)	125,000						125,000
SOCCCD Predictive Analytics (2013)	250,000				54,052		195,948
SOCCCD Student Conduct & Incident Reporting (2015)	13,060						13,060
SOCCCD Student Info Sys AR Enhancement/Electronic Refunds (2015)	600,000						600,000
SOCCCD Student Information System Enhancement (2013-2015)	4,512,000				1,047,013	1,720,024	1,744,963
SOCCCD Student Information System Upgrade-Phase I/Phase II (2006)	14,102,260	14,031,285	4,250	22,466	1,350	6,531	36,378
SOCCCD Student Success Dashboard (2014)	550,000					52,324	497,676
SOCCCD Support Multiple Prerequisites (2015)	302,400						302,400
SOCCCD Technology Needs 2007/08 (2008)	8,036,477	6,680,995	923,579	392,177	28,547	2,020	9,159
SOCCCD Virtual Desktop (2014)	50,000					13,050	36,950
SOCCCD Waitlist Modification (2014)	250,000					249,920	81
SOCCCD Wireless Coverage Expansion (2015)	738,000						738,000
<b>IT PROJECTS TOTAL</b>	<b>68,863,251</b>	<b>23,618,369</b>	<b>3,593,697</b>	<b>2,799,541</b>	<b>3,976,974</b>	<b>9,718,309</b>	<b>25,156,361</b>

<b>OTHER ALLOCATIONS</b>							
IVC Debt Retirement - Energy Loans (2014)	2,316,647					2,316,647	-
SOCCCD Design/Build Specialty Consultant (2013)	525,000			13,300	91,725		419,975
SOCCCD Dist Union Offices (2014)	100,000						100,000
SOCCCD District-wide Mapping (2015)	400,000						400,000
SOCCCD DSA Inspec, Engineer, and PM Svcs (2014)	350,000					145,830	204,170
SOCCCD DSA Project Close Out (2013)	340,000				12,256	14,334	313,409
SOCCCD Facilities Software System (2013)	1,129,000				309,248	65,550	754,202
SOCCCD FPP, IPP, 5 Year Plans (2013)	210,000					3,040	206,960
SOCCCD Insurance Deductibles (2014)	200,000					100,000	100,000
SOCCCD Lease/Leaseback Consultant (2013)	425,000				8,531	9,265	407,204
SOCCCD Legislative Advocacy Services - Basic Aid (2004 - present)	585,000	149,494		117,900	100,578	110,074	106,953
SOCCCD Legal Counsel Facility Related Issues (2013)	900,000				35,073	2,804	862,123
SOCCCD Pre-Planning and Investigation (2015)	200,000						200,000
SOCCCD Trustee Election/General Election Expense (2004 - present)	2,598,988	981,697	417,291	-	354,083	-	845,917
SOCCCD Retiree Benefits (2001 - present)	60,027,683	27,417,938	8,000,000	2,600,000	18,489,745	3,520,000	-
<b>OTHER ALLOCATIONS TOTAL</b>	<b>70,307,318</b>	<b>28,549,129</b>	<b>8,417,291</b>	<b>2,731,200</b>	<b>19,401,240</b>	<b>6,287,545</b>	<b>4,920,913</b>

<b>BASIC AID PROJECT TOTALS</b>	<b>552,605,100</b>	<b>229,652,287</b>	<b>24,565,423</b>	<b>15,040,767</b>	<b>27,810,106</b>	<b>37,475,247</b>	<b>218,061,270</b>
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Commitments	349,516,741	41,176,493	(9,951,045)	70,406,108	54,193,413	47,263,390
Cumulative Commitments	349,516,741	390,693,234	380,742,189	451,148,297	505,341,710	552,605,100
Receipts	355,217,605	38,737,963	39,301,044	46,888,399	43,788,270	41,457,317
Cumulative Receipts	355,217,605	393,955,568	433,256,612	480,145,011	523,933,281	565,390,598
Cumulative Expenses	229,652,287	254,217,711	269,258,477	297,068,583	334,543,830	552,605,100
Uncommitted Basic Aid Funds	125,565,318	139,737,857	163,998,135	183,076,428	189,389,451	12,785,498

<i>Change from July 2014 Report:</i>						<i>Receipts Change</i>	<i>Allocation Change</i>
<b>FY 2014-2015 Basic Aid Allocation Approved Tentative Budget</b>							<b>47,263,390</b>
<b>FY 2013-2014 Increase in Receipts</b>						<b>4,519,042</b>	
<b>FY 2014-2015 Estimated Receipts</b>						<b>41,457,317</b>	
<b>Total Change from July 2014 Report</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,976,359</b>	<b>47,263,390</b>

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Facilities Plan Status Report  
**ACTION:** Information

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**BACKGROUND**

On August 30, 2004, the Board of Trustees received a list of projects under consideration for local funding and a report on the status of each project. The Board requested to be kept informed about these and other facilities projects.

**STATUS**

EXHIBIT A provides an up-to-date report on the status of current construction projects.

FACILITIES PLAN STATUS REPORT  
August 25, 2014

**SADDLEBACK COLLEGE**

**1. SCIENCES BUILDING**

	Original	Revision	Total
Project Budget:	\$52,234,000	\$8,308,000	\$67,358,000
State Match:	\$36,564,000	(\$36,564,000)	-
Basic Aid Allocation:	\$3,867,000	\$63,491,000	\$67,358,000

Budget Narrative: Budget reflects Board agenda action on 8/26/08, 10/27/08, 4/27/09, 6/22/09, 5/24/10, 2/28/2011 and 8/24/2012. On February 28, 2011, the Board reassigned \$14,789,346 from other Saddleback College projects and applied \$29,000,000 from basic aid dollars to partially fund the Sciences building after three years running with no state funding. On August 27, 2012, the Board approved \$11,179,000 to fund the remainder of the project budget. In August, the state chancellor's office has escalated the project budget to \$59,050,000 resulting in the unassigned amount of \$215,000. On October 28, 2013, the Board approved reassignment of funds from existing encumbered funding from the ATAS renovation project for an amount of \$8,523,000 for a new project budget equaling \$67,358,000.

Status: Pile installation prolonged due anomalies. *Contract work at the Central Plant is progressing ahead of schedule. Site work inside the Central Plant equipment area is complete and a majority of the new equipment has been delivered and placed.*

In Progress: Structural steel fabrication *continues*. Retaining wall mock ups are under review. Building mock up construction *is under review by the project team including the building envelope consultant*. Pile drilling and construction are underway. *Pile remediation work is underway*. Temporary chillers are supplying campus cooling while central plant work is in progress. Retaining wall installation along College Drive East and Library Road *continues*. *Furniture showroom visits were conducted with department, college, consultants, and district representatives.*

Recently Completed: *Underground utilities, concrete site work, equipment platforms, and setting new equipment at Central Plant. Excavation and soil preparation for retaining walls and foot traffic bridge abutments continues. Investigating solution to repair pile anomalies is completed.*

Focus: *DSA coordination for acceptable methods of remediation of pile anomalies continues. Retaining walls at the site perimeter and the completion of the Central Plant portion of the work.*

Project Start: March 2011	Scheduled Finish: December 2015
Projected Finish: December 2015	DSA Close Out: Pending



## 2. SITE IMPROVEMENTS

	Original	Revision	Total
Project Budget:	\$11,697,000	\$1,883,000	\$13,580,000
State Match:	-	-	-
Basic Aid Allocation:	\$3,442,000	\$10,138,000	\$13,580,000

Budget Narrative: Budget reflects Board agenda action on 3/24/08. Several previously budgeted projects are integrated into a single project budget: Upper Quad (2008 - \$1M) incorporated into work scope with isolated budget, Loop Road (2008 - \$3,442,000), Storm Drain Repairs (2013 - \$1,500,000) and Storm Drain, Parking, Practice Fields (2014 - \$7,638,000) for a total project budget of \$13,580,000.

Status: Criteria Architect is working to develop *a statement of probable cost based on the project scope defined in programming meetings.*

In Progress: Review of golf driving range survey, practice fields and quad comparative analysis of preliminary scope in establishment of a preliminary cost estimate.

Recently Completed: Jurisdictional Delineation report defining agencies coordination for downstream storm drain repair on County of Orange property.

Focus: Project scope development in accordance with project budget.

Project Start: Phase I-Feb 2010	Scheduled Finish: June 2016
Projected Finish: On Hold	DSA Close Out: On Hold

## 3. TECHNOLOGY AND APPLIED SCIENCE (TAS) RENOVATION PROJECT

	Original	Revision	Total
Project Budget:	\$8,755,055	\$8,679,945	\$17,435,000
State Match:	-	-	-
Basic Aid Allocation:	\$1,956,000	\$15,479,000	\$17,435,000

Budget Narrative: Budget reflects Board agenda action on 2/28/11, 8/27/2012, 10/25/2013, and 6/23/2014. The original basic aid assignment of \$1,956,000 met design costs. The scope was revised to include both the North and South wing with a new budget estimated at \$14,733,000. On August 27, 2012, the Board approved \$12,777,000 to fully fund the project budget. On October 25, 2013, the Board approved reassignment of funds for an amount of \$8,523,000 for the Saddleback College Sciences Building project for a reduced budget equaling \$6,210,000. On June 23, 2014 the Board approved restored funding of \$8,523,000 and an additional \$2,702,000 to fully fund the project.

Status: DSA has provided review comments, and architect is revising drawings to resubmit.

In Progress: Color selection underway, CD milestone approvals.

Recently Completed: Courtyard oak tree to remain with courtyard design modifications.

Focus: Final selection of building colors, native plants, campus milestone approval. Construction start anticipated April 2016 upon completion of the TAS Auto Tech Swing Space project.

Project Start: September 2011	Scheduled Finish: March 2015
Projected Finish: April 2017	DSA Close Out: Pending

#### **4. TECHNOLOGY AND APPLIED SCIENCE (TAS) SWING SPACE PROJECT**

	Original	Revision	Total
Project Budget:	\$5,807,000	\$4,443,000	\$10,250,000
State Match:	-	-	-
Basic Aid Allocation:	\$5,807,000	\$4,443,000	\$10,250,000

Budget Narrative: Budget reflects Board agenda action on 8/27/2012, 6/17/13 and 6/23/2014. On August 27, 2012, the Board approved \$5,807,000 to fund the original project budget. On June 17, 2013, and June 23, 2014 the Board approved additional funding of \$3,714,000 and \$729,000 respectively.

Status: 99% construction documents submitted to DSA.

In Progress: DSA review of construction documents.

Recently Completed: ATAS department and college facilities approved 5099% Construction Document.

Focus: Obtain remaining approvals for the 99% Construction Documents.

Project Start: May 2012	Scheduled Finish: December 2014
Projected Finish: January 2016	DSA Close Out: Pending

#### **5. FINE ARTS HVAC UPGRADES AND INTERIOR RENOVATION PROJECT**

	Original	Revision	Total
Project Budget:	\$1,000,000	\$3,950,000	\$4,950,000
State Match:	-	-	-
Basic Aid Allocation:	\$1,000,000	\$3,950,000	\$4,950,000

Budget Narrative: Budget reflects Board agenda action on 5/21/2012 and 6/17/13. On May 21, 2012, the Board approved \$1,000,000 to fund the original project budget. On June 17, 2013, the Board approved additional funding of \$3,950,000.

Status: Schematic Design phase completed.

In Progress: Design Development *drawing presentation*.

Recently Completed: College approval for schematic design.

Focus: Obtain college sign off on ~~schematic~~ *Document Development design documents*.

Project Start: July 2012	Scheduled Finish: September 2015
Projected Finish: September 2015	DSA Close Out: Pending

## 6. ATHLETICS STADIUM PROJECT

	Original	Revision	Total
Project Budget:	\$18,800,000	-	\$18,800,000
State Match:	-	-	-
Basic Aid Allocation:	\$950,000	-	\$950,000
Unallocated Amount:	\$17,850,000		\$17,850,000

Budget Narrative: Budget reflects Board action on 6/23/2014.

Status: *President Burnett has designated committee members to begin programming.*

In Progress: *An RFP is being drafted to hire a Criteria Architect for the project.*

Recently Completed: College approval for programming scope of work.

Focus: Begin project programming. Additional project progress will occur after funding is assigned.

Project Start: July 2014	Scheduled Finish: Pending
Projected Finish: Pending	DSA Close Out: Pending

## 7. GATEWAY PROJECT

	Original	Revision	Total
Project Budget:	\$42,867,000	\$1,612,000	\$44,479,000
<b>Anticipated</b> State Match:	\$30,053,000	\$1,129,000	\$31,182,000
Basic Aid Allocation:	\$1,545,115	\$(655,115)	\$890,000
Unallocated Amount:	\$41,321,885		\$43,589,000

Budget Narrative: Budget reflects Board action on 6/17/2013 and 6/23/2014.

Status: Awaiting results of November election and a potential \$2 billion facilities bond approval.

In Progress: There are \$1.8 billion in projects listed for Legislative Analyst review and approval in the event of bond approval. Not all listed projects will be accepted as the \$2 billion bond is a multi-year bond. This Saddleback College Gateway project is on the list for consideration.

Recently Completed: The Board approved the reduction in funds allocated in 2013 to meet the local match for the design portion.

Focus: If the bond is approved in November election and the Saddleback College Gateway project is approved for funding, the remainder of the local match must be a top priority for FY 2015 basic aid fund distribution.

Project Start: Pending	Scheduled Finish: Pending
Projected Finish: Pending	DSA Close Out: Pending

**8. PHOTO RADIO TELEVISION RENOVATION PROJECT**

	<i>Original</i>	<i>Revision</i>	<i>Total</i>
<i>Project Budget:</i>	\$2,622,000	\$0	\$2,622,000
<i>State Match:</i>	\$0	\$0	\$0
<i>Basic Aid Allocation:</i>	\$2,622,000	\$0	\$2,622,000

Budget Narrative: Budget reflects Board action on 8/27/2012.

Status: Construction is underway and progressing on schedule.

In Progress: Interior walls and ceiling framing; electrical rough into penthouses; installation of fencing system at exterior HVAC units; exterior HVAC equipment foundations and pad installation; one side drywall installation at new stud walls; doors and window frames are on site.

Recently Completed: The contractor has requested to delist their HVAC subcontractor and replace them pursuant to public contract code requirements. There is a Board Agenda item this month addressing this request.

Focus: The project team is working through the submittal and RFI processes assuring timely turnarounds.

Project Start: January 2012	Scheduled Finish: November 2014
Projected Finish: November 2014	DSA Close Out: Pending

**IRVINE VALLEY COLLEGE**

**1. PERFORMING ARTS CENTER AND PARKING LOT 5 EXTENSION**

	Original	Revision	Total
Project Budget:	\$16,304,000	\$17,309,000	\$33,613,000
State Match:	\$14,472,000	-	\$14,472,000
Basic Aid Allocation:	\$1,832,000	\$17,309,000	\$19,141,000

Budget Narrative: Budget reflects Board agenda action on 4/30/2001, 10/28/2002, 1/20/2004, 2/23/2004, 12/13/2004, and 1/31/2006. Budget also reflects reporting as shown on State Chancellor’s Office FUSION report fiscal year 03-04 and 07-08.

Status: The final Notice of Completion was filed on September 24, 2007.

In Progress: Six change orders remain in “Pending” status and must be closed to arrive at DSA close out.

Recently Completed: Resubmittal of required documents to DSA for close out.

Focus: Change order close-out. DSA Close-Out Consultant is engaged to work with the architect to complete this effort.

Project Start: October 2003	Scheduled Finish:
Finish: Complete: July 2007	DSA Close Out: Underway

**2. LIFE SCIENCES PROJECT**

	Original	Revisions	Total
Project Budget:	\$24,861,000	(\$4,371,000)	\$20,490,000
State Match:	\$17,393,000	(\$3,825,000)	\$13,568,000
Basic Aid Allocation:	\$1,113,000	\$1,780,000	\$13,490,000

Budget Narrative: Budget reflects Board agenda action on 6/22/2004, 5/23/2005, 3/24/2008, 4/27/2009, 5/24/2010 and 6/17/2013. The original project budget totaled \$24,861,000. The project budget was reduced to \$20,490,000 when a lower-than-estimated bid was received and the state reduced their match to \$13,568,000. When the state indicated they may not have funds for their match, the Board allocated a portion of the state’s short fall using basic aid funding for a funded total of \$17,410,000. The state has reimbursed the district \$13,568,000 resulting in no need for additional basic aid funding. \$5,700,000 of the state reimbursement has been returned to basic aid project funds.

Status: Project construction is complete and occupied. DSA certification and project file close out. Surety legal counsel is developing claim and has not responded to request to set date for negotiations.

In Progress: Warranty corrections and surety negotiations.

Recently Completed: DSA Closeout.

Focus: Negotiations between Surety and District to resolve added costs of schedule delay.

Project Start: December 2008	Scheduled Finish: July 2012
Projected Finish: February 28, 2014	DSA Close Out: May 8, 2014

### 3. BARRANCA ENTRANCE

	Original	Revision	Total
Project Budget:	\$2,850,000	-	\$2,850,000
State Match:	-	-	-
Basic Aid Allocation:	\$2,850,000	-	\$2,850,000

Budget Narrative: Budget reflects Board agenda action on 4/27/2009. The current basic aid assignment of \$2,850,000 is considered sufficient to meet project costs.

Status: Construction documents are at the City of Irvine for final back-check approval.

In Progress: Legal review and negotiation with the City of Irvine for required Easement Deed and Agreements. *Southern California Edison Title Group is finalizing their easement for submission to the District for review and signature.*

Recently Completed: Assignment of Agreement with the Irvine Company submitted to the County of Orange for filing.

Focus: Conclude agency negotiations and prepare documents to bid. Southern California Edison to prepare 3<sup>rd</sup> and final easement needed for project.

Project Start: March 2010	Scheduled Finish: Summer/Fall 2015
Projected Finish: Early 2016	DSA Close Out: Pending

### 4. A400 RENOVATION AND EXPANSION PROJECT

	Original	Revision	Total
Project Budget:	\$3,004,051	\$10,008,949	\$13,013,000
State Match:	-	-	-
Basic Aid Allocation:	\$1,000,000	\$12,013,000	\$13,013,000

Budget Narrative: Budget reflects Board agenda action on 2/28/2011, 8/27/2012 and 6/17/2013. On 8/27/2012, the Board approved \$10,463,000 additional to fund the project

budget. Staff analyzed the budget identified in the Education and Facilities Master Plan and determined there was no allowance for equipment. On 6/17/13 the Board approved \$1,550,000 for furniture, fixtures and equipment.

Status: *Construction Notice to Proceed issued on 7/18/2014*

In Progress: *Building underground utilities and structural footings in process.*

Recently Completed: *Building pad completed and certified*

Focus: Design-Builder completing *final contracts* with subcontractors. *Complete underground utilities and structural footings.* Ongoing furniture, fixture and equipment selection.

Project Start: December 2012	Scheduled Finish: May 2015
Projected Finish: May 2015	DSA Close Out: Pending

## 5. FINE ARTS PROJECT

	Original	Revision	Total
Project Budget:	\$35,703,000	\$2,053,000	\$37,756,000
<b>Anticipated</b> State Match:	\$25,141,000	\$1,447,000	\$26,588,000
Basic Aid Allocation:	\$795,000	-	\$795,000
Unallocated Amount:	\$34,908,000		\$36,961,000

Budget Narrative: Budget reflects Board action on 6/23/2014.

Status: Awaiting results of November election and a potential \$2 billion facilities bond approval.

In Progress: There are \$1.8 billion in projects listed for Legislative Analyst review and approval in the event of bond approval. Not all listed projects will be accepted as the \$2 billion bond is a multi-year bond. This IVC Fine Arts project is on the list for consideration.

Recently Completed: The Board approved the local match for the design portion.

Focus: If the bond is approved in November election and the IVC Fine Arts project is approved for funding, the remainder of the local match must be a top priority for FY 2015 basic aid fund distribution.

Project Start: Pending	Scheduled Finish: Pending
Projected Finish: Pending	DSA Close Out: Pending

**ATEP**

**1. ATEP DEMOLITION**

	Original	Revision	Total
Project Budget:	\$7,000,000	\$6,700,000	\$13,700,000
State Match:	-	-	-
Basic Aid Allocation:	\$7,000,000	\$6,700,000	\$13,700,000
<i>Unallocated:</i>	<i>\$10,500,000</i>		<i>\$1,550,000</i>

Budget Narrative: Budget reflects Board action on 4/22/2004 and 6/17/2013.

Status: Six demolition projects including the ATEP Building Foundations and Infrastructure Demolition are complete.

In Progress: City of Tustin land exchange demolition plan review.

Recently Completed: Land exchange demolition construction documents reviewed by City of Tustin for grading permit. Team is addressing minor comments for back check and permit.

Focus: Bid Land Exchange Demolition project.

Project Start: September 2010	Scheduled Finish: March 2013
Projected Finish: On-going	DSA Close Out: N/A

**2. ATEP - IVC FIRST BUILDING**

	Original	Revision	Total
Project Budget:	\$23,000,000	-	\$23,000,000
State Match:	-	-	-
Basic Aid Allocation:	\$12,500,000	8,950,000	\$21,450,000

Budget Narrative: Budget reflects Board action on 2/28/2011 and 6/23/2014. \$12,500,000 was originally allocated to the Phase 3A project budget and transferred to the IVC ATEP First Building budget of \$12,500,000 with \$8,950,000 additional funds approved on 6/23/14.

Status: Board approved two 30,000 square feet buildings, one for Saddleback College and one for Irvine Valley College. Board approved Design-Build as a delivery method for these projects. IVC Technical Specifications approved during A400 project development. IVC First Building approved to move forward.



In Progress: Five proposals from potential Criteria Architecture firms are being evaluated with interviews to follow. Programming meetings will continue through September.

Recently Completed: The Board approved funding for the ATEP – IVC First Building.

Focus: Begin programming immediately to meet target deadline for construction.

Project Start: July 2014	Scheduled Finish: February 2018
Projected Finish: December 2017	DSA Close Out: Pending

**DISTRICT WIDE**

**1. 20 YEAR FACILITIES, RENOVATION AND SCHEDULED MAINTENANCE FACILITIES SYSTEM**

	Original	Revision	Total
Project Budget:	\$704,000	\$425,000	\$1,129,000
State Match:	-	-	-
Basic Aid Allocation:	\$704,000	\$425,000	\$1,129,000

Budget Narrative: Budget reflects Board action on 6/25/2012, 6/17/2013 and 6/23/2014.

Status: Irvine Valley College is employing the Maintenance Direct portion of the software modules.

In Progress: Develop contract for infrastructure condition assessment.

Recently Completed: Training with Planning Direct Module and Onuma graphic interface.

Focus: Upload information with State Chancellor’s Office FUSION website. Perform infrastructure condition assessment.

Project Start: July 2012	Scheduled Finish: June 2013
Projected Finish: September 2014	DSA Close Out: N/A

Project updates for active projects may be viewed at:  
<http://www.socccd.edu/businessservices/ProjectUpdates.html>.

Definitions:

Project Start:	Month Architect/Consultant(s) are brought on board for design of project
Scheduled Finish:	Assumed duration of project depending on variables, such as agency review, etc. outside District and consultant control
Projected Finish:	Identified finish at the time of the report
DSA Close Out:	The process of sending required documents to DSA to obtain project certification.

Note: When state matches are identified, the project budgets reflect the allocated state match as reported in FUSION for the latest planning year 2016-2017. (FUSION is the State Chancellor's Office database for Capital Outlay.) The word "Anticipated" is included in project budget table when money has not yet been allocated but the amount has been identified by the state.

The "Revisions" column for the State Match category includes changes due to escalation and changes that may have occurred to the state's percentage (i.e. going from an 80% match down to a 70% match and so on as the economy changes) from the original project approvals to current date. The "Revisions" column for the Basic Aid Allocation will show a total variation to date taking into account both increased and decreased basic aid allocations.

The Unassigned category identifies an underfunded budget.

The Budget Narrative paragraph for each project discusses the history of change to all category amounts over the life of the project.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**ITEM: 7.5**  
**DATE: 8/25/14**

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Monthly Financial Status Report  
**ACTION:** Information

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### **BACKGROUND**

Monthly General Fund financial reports (EXHIBIT A) for the two colleges and the District are provided to the Board of Trustees to keep members regularly informed of current information and provide an alert to any significant changes in the projected year ending balance.

### **STATUS**

The reports display the adopted budget, revised budget and transactions through June 30, 2014 (EXHIBIT A). A review of final revenues and expenditures for FY 2013-2014 show they are in line with the budget.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
General Fund Income and Expenditure Summary  
As of June 30, 2014

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Actual Beg Bal & Receipts/ Expenditures	% Actual to Revised
<b>SOURCES OF FUNDS</b>					
BEGINNING FUND BALANCE:		\$ 34,319,623	34,319,623	34,319,623	100.00%
REVENUES:					
Federal Sources	8100-8199	\$ 1,437,406	4,686,646	1,514,722	32.32%
State Sources	8600-8699	16,576,274	20,258,576	18,029,721	89.00%
Local Sources	8800-8899	187,210,910	187,658,096	193,087,027	102.89%
Other Financing Sources	8900-8912			8,682	
Total Revenue		205,224,590	212,603,318	212,640,152	100.02%
INCOMING TRANSFERS	8980-8989	0	0	0	
<b>TOTAL SOURCES OF FUNDS</b>		\$ 239,544,213	246,922,941	246,959,775	100.01%
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 67,332,618	68,771,876	66,455,146	96.63%
Other Staff Salaries	2000-2999	41,249,943	43,311,810	40,077,558	92.53%
Employee Benefits	3000-3999	35,816,180	36,535,951	34,298,497	93.88%
Supplies & Materials	4000-4999	5,090,739	5,083,411	2,834,962	55.77%
Services & Other Operating	5000-5999	20,660,367	22,704,236	15,410,694	67.88%
Capital Outlay	6000-6999	5,781,881	6,662,833	3,561,861	53.46%
Payments to Students	7500-7699	398,441	1,021,843	543,266	53.17%
Total Expenditures		\$ 176,330,169	184,091,960	163,181,984	88.64%
OTHER FINANCING USES:					
Debt Service	7100-7199	2,254,321	2,316,647	2,316,647	100.00%
Inter Fund Transfers Out	7300-7399	\$ 3,209,000	3,178,406	3,411,880	107.35%
Basic Aid Transfers Out	7300-7399	33,804,051	33,804,051	33,804,051	100.00%
Intra Fund Transfers Out	7400-7499	0	8,682	8,682	0.00%
Total Other Uses		39,267,372	39,307,786	39,541,260	100.59%
<b>TOTAL USES OF FUNDS</b>		215,597,541	223,399,746	202,723,244	90.74%
<b>ENDING FUND BALANCE</b>		\$ 23,946,672	23,523,195	44,236,531	
<b>RESERVES</b>					
Reserve for Unrealized Tax Collections (Basic Aid)		\$ 11,717,496	11,655,170		
Reserve for Economic Uncertainties		11,296,568	11,296,568		
College Reserves for Economic Uncertainties		932,608	571,457		
<b>TOTAL RESERVES</b>		\$ 23,946,672	23,523,195		

NOTE: As of June 30, 2013, actual revenues to date were **102.39%** and actual expenditures to date were **92.67%** of the revised budget to date.

**SADDLEBACK COLLEGE**  
General Fund Income and Expenditure Summary  
As of June 30, 2014

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Beg Bal & Receipts/ Expenditures	% Actual to Revised
<b>SOURCES OF FUNDS</b>					
LOCATION BEGINNING BALANCE		\$ 9,959,945	9,959,945	9,959,945	100.00%
REVENUES:					
Unrestricted Budget Allocation		\$ 85,095,866	84,921,070	85,269,615	100.41%
Restricted Budget Allocation		9,097,454	14,549,070	9,547,419	65.62%
Total Revenue		94,193,320	99,470,140	94,817,034	95.32%
INCOMING TRANSFERS                      8980-8989		0	0	0	
<b>TOTAL SOURCES OF FUNDS</b>		<b>\$ 104,153,265</b>	<b>109,430,085</b>	<b>104,776,979</b>	<b>95.75%</b>
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries                      1000-1999		\$ 43,634,681	44,191,978	41,943,291	94.91%
Other Staff Salaries                    2000-2999		20,664,930	22,043,066	19,856,113	90.08%
Employee Benefits                      3000-3999		20,323,819	20,929,081	19,204,347	91.76%
Supplies & Materials                    4000-4999		3,643,373	3,808,191	1,848,099	48.53%
Services & Other Operating            5000-5999		8,977,419	10,548,861	6,952,324	65.91%
Capital Outlay                          6000-6999		4,110,114	4,386,492	2,172,586	49.53%
Payments to Students                   7500-7699		223,929	686,750	272,161	39.63%
Total Expenditures		\$ 101,578,265	106,594,419	92,248,921	86.54%
OTHER FINANCING SOURCES/(USES):					
Debt Service                            7100-7199		0	0	0	
Transfers Out                           7300-7399		\$ 2,075,000	2,326,984	2,364,584	101.62%
Other Transfers                         7400-7499		0	8,682	8,682	100.00%
Total Other Uses		2,075,000	2,335,666	2,373,266	101.61%
<b>TOTAL USES OF FUNDS</b>		<b>103,653,265</b>	<b>108,930,085</b>	<b>94,622,187</b>	<b>86.87%</b>
<b>LOCATION OPERATING BALANCE</b>		<b>\$ 500,000</b>	<b>500,000</b>	<b>10,154,792</b>	
<b>RESERVES</b>					
Reserve for Economic Uncertainties		\$ 500,000	500,000		

NOTE: As of June 30, 2013, actual revenues to date were **98.47%** and actual expenditures to date were **89.47%** of the revised budget to date.

**IRVINE VALLEY COLLEGE**  
General Fund Income and Expenditure Summary  
As of June 30, 2014

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Beg Bal & Receipts/ Expenditures	% Actual to Revised	
<b>SOURCES OF FUNDS</b>						
LOCATION BEGINNING BALANCE		1,544,479	1,544,479	1,544,479	100.00%	
REVENUES:						
Unrestricted Budget Allocation		\$ 47,898,208	47,806,222	49,214,125	102.95%	
Restricted Budget Allocation		5,674,197	7,891,550	6,753,189	85.57%	
Total Revenue		53,572,405	55,697,772	55,967,314	100.48%	
INCOMING TRANSFERS						
	8980-8989	0	0	0		
<b>TOTAL SOURCES OF FUNDS</b>		<u>55,116,884</u>	<u>57,242,251</u>	<u>57,511,793</u>	100.47%	
<b>USES OF FUNDS</b>						
EXPENDITURES:						
Academic Salaries		1000-1999	21,888,688	22,770,649	22,698,622	99.68%
Other Staff Salaries		2000-2999	12,795,573	13,401,756	12,989,264	96.92%
Employee Benefits		3000-3999	11,506,470	11,620,979	11,368,890	97.83%
Supplies & Materials		4000-4999	1,200,271	1,026,845	880,505	85.75%
Services & Other Operating		5000-5999	5,092,095	5,764,653	3,919,212	67.99%
Capital Outlay		6000-6999	1,142,667	1,649,397	1,014,789	61.52%
Payments to Students		7500-7699	174,512	335,093	271,105	80.90%
Total Expenditures			53,800,276	56,569,372	53,142,387	93.94%
OTHER FINANCING SOURCES/(USES):						
Debt Service		7100-7199	0	0	0	
Transfers Out		7300-7399	884,000	601,422	197,296	32.80%
Other Transfers		7400-7499	0	0	0	
Total Other Uses			884,000	601,422	197,296	32.80%
<b>TOTAL USES OF FUNDS</b>			<u>54,684,276</u>	<u>57,170,794</u>	<u>53,339,683</u>	93.30%
<b>LOCATION OPERATING BALANCE</b>			<u>432,608</u>	<u>71,457</u>	<u>4,172,110</u>	
<b>RESERVES</b>						
Reserve for Economic Uncertainties			<u>432,608</u>	<u>71,457</u>		

NOTE: As of June 30, 2013, actual revenues to date were **99.21%** and actual expenditures to date were **96.5%** of the revised budget to date.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 7.6  
DATE: 8/25/14

TO: Board of Trustees  
FROM: Gary L. Poertner, Chancellor  
RE: SOCCCD: Quarterly Financial Status Report  
ACTION: Information

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### **BACKGROUND**

Title 5, California Code of Regulations, Section 58310 requires each community college district to prepare a Quarterly Financial Status Report based on measurements and standards as established by the Board of Governors and certified on forms provided by the Chancellor no later than forty-five days following completion of each quarter.

### **STATUS**

The California Community Colleges Quarterly Financial Status Report for SOCCCD, as of June 30, 2014 for FY 2013-2014, is attached (EXHIBIT A) for the Board of Trustees' information and review.

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-31 IQ

VIEW QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2013-2014

District: (890) SOUTH ORANGE

Quarter Ended: (Q4) Jun 30, 2014

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2010-11	Actual 2011-12	Actual 2012-13	Projected 2013-2014
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
A.	<b>Revenues:</b>				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	179,153,234	178,949,792	192,456,241	196,304,963
A.2	Other Financing Sources (Object 8900)	0	0	3,877	0
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	<b>179,153,234</b>	<b>178,949,792</b>	<b>192,460,118</b>	<b>196,304,963</b>
B.	<b>Expenditures:</b>				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	143,192,286	138,718,862	148,087,433	147,552,068
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	41,067,999	40,871,237	37,873,228	39,024,983
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	<b>184,260,285</b>	<b>179,590,099</b>	<b>185,960,661</b>	<b>186,577,051</b>
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	<b>-5,107,051</b>	<b>-640,307</b>	<b>6,499,457</b>	<b>9,727,912</b>
D.	<b>Fund Balance, Beginning</b>	<b>26,842,817</b>	<b>21,735,766</b>	<b>21,095,459</b>	<b>27,594,916</b>
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	<b>26,842,817</b>	<b>21,735,766</b>	<b>21,095,459</b>	<b>27,594,916</b>
E.	<b>Fund Balance, Ending (C. + D.2)</b>	<b>21,735,766</b>	<b>21,095,459</b>	<b>27,594,916</b>	<b>37,322,828</b>
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	11.8%	11.7%	14.8%	20%



**II. Annualized Attendance FTES:**

G.1	Annualized FTES (excluding apprentice and non-resident)	28,199	27,828	27,803	24,960
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**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

		As of the specified quarter ended for each fiscal year			
		2010-11	2011-12	2012-13	2013-2014
H.1	Cash, excluding borrowed funds		58,147,615	29,699,290	37,976,386
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	29,287,915	58,147,615	29,699,290	37,976,386

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	<b>Revenues:</b>				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	190,417,683	190,123,416	196,304,963	103.3%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	190,417,683	190,123,416	196,304,963	103.3%
J.	<b>Expenditures:</b>				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	154,898,555	155,366,033	147,552,068	95%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	39,167,372	38,829,104	39,024,983	100.5%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	194,065,927	194,195,137	186,577,051	96.1%
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	-3,648,244	-4,071,721	9,727,912	
L	Adjusted Fund Balance, Beginning	27,594,916	27,594,916	27,594,916	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	23,946,672	23,523,195	37,322,828	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	12.3%	12.1%		

V. Has the district settled any employee contracts during this quarter? **NO**

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

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

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

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

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

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

VII. Does the district have significant fiscal problems that must be addressed? **NO**

This year? **NO**  
Next year? **NO**

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

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CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-31 IQ  
CERTIFY QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2013-2014

Quarter Ended: (Q4) Jun 30, 2014

District: (890) SOUTH ORANGE

Your Quarterly Data is ready for certification.  
Please complete the fields below and click on the 'Certify This Quarter' button

**Chief Business Officer**

**CBO Name:**

**CBO Phone:**

**CBO Signature:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

**Chief Executive Officer Name:**

**CEO Signature:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

**Electronic Cert Date:** \_\_\_\_\_

**District Contact Person**

**Name:**

**Title:**

**Telephone:**

**Fax:**

**E-Mail:**

**Certify This Quarter**

---

California Community Colleges, Chancellor's Office  
Fiscal Services Unit  
1102 Q Street, Suite 4554  
Sacramento, California 95814-6511

Send questions to:  
Christine Atalig (916)327-5772 [ataliq@cccco.edu](mailto:ataliq@cccco.edu) or Tracy Britten (916)323-6899 [tbritten@cccco.edu](mailto:tbritten@cccco.edu)  
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**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Quarterly Investment Report  
**ACTION:** Information

---

### **BACKGROUND**

Senate Bill Number 564 added Government Code Section 53646 requiring the local agencies in California, including educational institutions, to render a statement of investment policy to their local governing Board on an annual basis. In addition, a quarterly report in compliance with the investment policy is to be rendered to the governing Board with respect to the agency's investments. The Board approved the District's investment policy on September 16, 1996, and since then, quarterly reports have been rendered for the Board's information.

### **STATUS**

This report is for the quarter ending on June 30, 2014. Our cash balances at the end of June 30, 2014 were \$262,062,830.04 in the Orange County Investment Pool (OCIP) and \$26,005,168.23 in the Local Agency Investment Fund (LAIF) Pooled Investment Account. The OCIP investment pool is yielding an average of 0.42% compared to prior quarter of 0.35% and the LAIF investment pool is yielding an average of 0.22% compared to prior quarter of 0.23% for the fiscal quarter ending June 30, 2014. Both pools are highly liquid, with overnight wire transfers available upon request.

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Retiree (OPEB) Trust Fund  
**ACTION:** Information

---

### **BACKGROUND**

In April 2008 the SOCCCD Board of Trustees authorized the establishment of an irrevocable trust to comply with GASB No. 43 (Financial Reporting for Postemployment Benefit Plans Other Than Pensions) and GASB No. 45 (Accounting and Financial Reporting by Employers for Postemployment Benefits other than Pensions). The trust was established with the Benefit Trust Company and is administered through the Futuris Public Entity Trust Program.

### **STATUS**

This report is for the period ending July 31, 2014 (EXHIBIT A). The portfolio is comprised of 49.5% Fixed Funds (Bonds) and 50.5% Common Stocks (Domestic and International). The portfolio's performance decreased 1.10% in the month of July, 2014, ending with a fair market value of \$94,769,733. Since inception, the trust has earned a 6.46% annualized return which is consistent with the market.

August 6, 2014

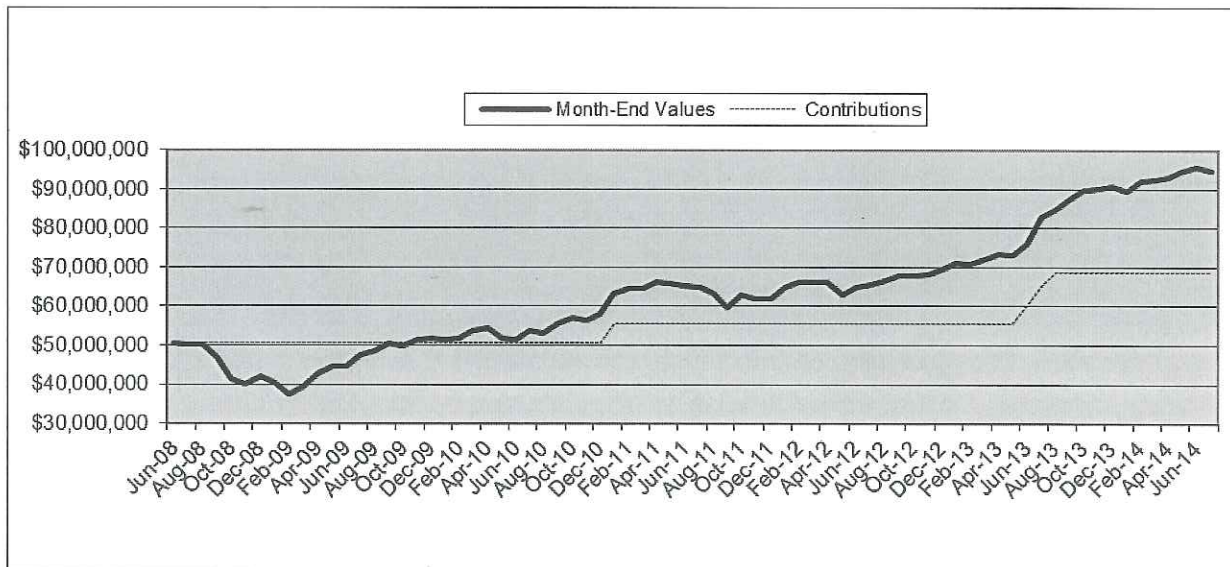
South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, CA 92692

Re: South Orange County CCD Retiree (OPEB) Irrevocable Trust

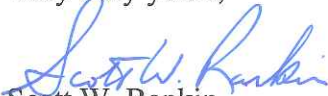
With a fair market value on July 31st of \$94,769,732.61 your portfolio's performance was down -1.10% for the month and up 6.46% on an annualized basis since the June 24<sup>th</sup>, 2008 inception date net of program fees.

Your portfolio ended the month as a diversified mix of bond funds (49.5%), and common stock funds (50.5%). It was designed to be invested over a long time frame. Deposits included the initial contribution of \$50,791,103 in June 2008, and additional contributions of \$4,618,708 on January 10, 2011, \$5,000,000 on June 17, 2013, \$5,000,000 on July 31, 2013 and \$3,389,912.76 on August 20, 2013 for a total of \$68,799,723.76. Below is the performance of your portfolio for various time frames since inception.

<u>Performance</u>	<u>July 2014</u>	<u>Year-To-Date</u>	<u>Annualized Since Inception</u>
South Orange CCCD	-1.10%	4.40%	6.46% annualized return
S&P 500	-1.38%	5.66%	9.37% (Domestic Stocks)
MSCI EAFE	-1.97%	2.72%	2.67% (International stocks)
Barclays Aggregate	-0.25%	3.66%	4.95% (Domestic Bonds)
Barclays Global	0.27%	5.22%	4.26% (Global Bonds)



Very truly yours,

  
Scott W. Rankin  
Senior Vice President

## Benefit Trust - Retiree (OPEB) Trust

EXHIBIT A  
Page 2 of 2

Month - Year	Contributions	Contribution Balance	Month-End Investment Values
June-08	\$ 50,791,103	\$ 50,791,103	\$ 50,589,708
June-09	\$ -	\$ 50,791,103	\$ 44,706,214
June-10	\$ -	\$ 50,791,103	\$ 51,342,419
June-11	\$ 4,618,708	\$ 55,409,811	\$ 65,060,898
June-12	\$ -	\$ 55,409,811	\$ 64,788,984
July-12	\$ -	\$ 55,409,811	\$ 65,563,930
August-12	\$ -	\$ 55,409,811	\$ 66,464,346
September-12	\$ -	\$ 55,409,811	\$ 67,752,206
October-12	\$ -	\$ 55,409,811	\$ 67,885,330
November-12	\$ -	\$ 55,409,811	\$ 68,138,640
December-12	\$ -	\$ 55,409,811	\$ 69,357,729
January-13	\$ -	\$ 55,409,811	\$ 70,991,112
February-13	\$ -	\$ 55,409,811	\$ 70,937,479
March-13	\$ -	\$ 55,409,811	\$ 71,945,351
April-13	\$ -	\$ 55,409,811	\$ 73,452,895
May-13	\$ -	\$ 55,409,811	\$ 72,940,697
June-13	\$ 5,000,000	\$ 60,409,811	\$ 76,038,439
July-13	\$ 5,000,000	\$ 65,409,811	\$ 82,877,790
August-13	\$ 3,389,913	\$ 68,799,724	\$ 84,697,024
September-13	\$ -	\$ 68,799,724	\$ 87,424,231
October-13	\$ -	\$ 68,799,724	\$ 89,609,089
November-13	\$ -	\$ 68,799,724	\$ 89,951,634
December-13	\$ -	\$ 68,799,724	\$ 90,697,726
January-14	\$ -	\$ 68,799,724	\$ 89,457,863
February-14	\$ -	\$ 68,799,724	\$ 92,015,106
March-14	\$ -	\$ 68,799,724	\$ 92,418,028
April-14	\$ -	\$ 68,799,724	\$ 93,035,180
May-14	\$ -	\$ 68,799,724	\$ 94,606,053
June-14	\$ -	\$ 68,799,724	\$ 95,689,395
July-14	\$ -	\$ 68,799,724	\$ 94,769,733
	<b>\$ 68,799,724</b>		



**TO:** Gary L. Poertner, Chancellor, and Members of the Board of Trustees

**FROM:** Glenn R. Roquemore, President

**DATE:** August 14, 2014

**SUBJECT: President's Report for the August 25, 2014 Board of Trustees Meeting**

### **A400 Groundbreaking Ceremony**

On August 12, Irvine Valley College held its groundbreaking ceremony for the A400 building. President Roquemore welcomed students, faculty, staff, South Orange County Community College District (SOCCCD) Trustees and Saddleback guests to the building construction site for the School of Humanities, the School of Languages and Learning, and the Honors Program. Members of the Board of Trustees, Chancellor Poertner, State Chancellor, Brice Harris, Karima Feldhus, Dean of the School of Humanities and the School of Languages and Learning, and Brandye D'Lena, Executive Director for Facilities and Purchasing, took part in the groundbreaking.

### **Black Chamber Recognizes Nancy Montgomery**

The Black Chamber of Orange County held their 30<sup>th</sup> Anniversary gala at the City National Grove of Anaheim. The evening marked a celebration of success for the Black Chamber with their community partners. The Black Chamber presented IVC's Director of Health, Wellness and Veterans Nancy Montgomery the 2014 Community Leadership Award for her continued efforts in the area of community involvement.

### **Kids' College at IVC**

IVC Extended Education offered College for Kids classes during Summer 2014. College for Kids completed its ninth year at IVC. This summer, nearly 1,000 K-12 students in the South Orange County area attended classes at IVC. Courses included computer camps, Spanish language intensive camps, science camps, sports camps, and other academic program areas.

### **AACC MentorLinks Awards IVC**

IVC has been awarded a grant that will provide mentoring and guidance to train IVC faculty in the latest tissue culture techniques to develop tissue culture course and to complete the curriculum for a biotechnology certificate and A.S. transfer degree program at IVC. *MentorLinks* is funded by the National Science Foundation (NSF) and is administered through the American Association of Community Colleges (AACC). This grant will award \$20,000 over the two-year project, offering professional development and technical assistance for programs that prepare technicians in Science, Technology, Engineering and Mathematics (STEM) fields. IVC faculty member Emalee Mackenzie and Dean, Math, Science and Engineering, Lianna Zhao, will team up to work with an assigned NSF mentor to receive professional development and technical assistance with their program development.



### **Irvine Public Schools Foundation Awards Beatrice Tseng**

Spanish Instructor Beatrice Tseng was awarded the Spirit of Community award at the Irvine Public School's annual Spirit of Community Luncheon. Professor Tseng was recognized for her continued support and contributions to the Irvine Unified School District.

### **President Roquemore Speaks at PASI Conference**

From July 19 through July 22, President Roquemore attended the American Association of Community Colleges (AACC) Presidents Academy Summer Institute (PASI) Conference held in Napa Valley, CA. President Roquemore spoke on "Business to Education Partnership that Close the Skills Gap and Increase the Number of Qualified Workers." This talk was presented in coordination with other speakers under the overarching theme of "Designing the 21<sup>st</sup> Century Community College." The conference focused on providing CEOs and college presidents the opportunity to understand, navigate and build a network of resources to help them survive and thrive in the future.

### **IVC Police Department Performs Emergency Preparedness Exercise**

On July 16, the IVC Campus Police Department conducted a full-scale emergency preparedness exercise involving a child abduction hostage situation at the IVC Child Development Center (CDC). The exercise, which included participation by the Irvine Police Department and the OC Sheriff's Department, simulated a scenario where a non-custody rights parent went to the CDC and took a child hostage with a handgun and an improvised explosive device. The responding units included SWAT, a hostage negotiating team, and the bomb squad. The goal of this training was to evaluate response tactics, interagency communications, Incident Command Post operations, testing of the campus mass notification system and learning to work together effectively.

### **President Roquemore Hosts Leadership Retreat**

On July 30, President Roquemore held the annual administrators and managers' leadership retreat was held at the Irvine Ranch Water District Duck Club. Speakers included author of *A Walk Through Leadership*, Rocky Young, and IVC Foundation Board President, Ernest Hackmon, speaking on how businesses and higher education can partner together for student success.

### **SPAC Retreat**

On August 1, IVC held its annual Strategic Planning and Accreditation Committee (SPAC) retreat at Brandman University. The day-long retreat focused on strategic planning goals for the college and developing action steps for the college strategies.

### **Shakespeare by the Sea to Perform at IVC in August**

Shakespeare by the Sea brought two productions to the Irvine Valley College Live Oak Terraces. *Hamlet* was performed on Friday, August 1, at 7 p.m. and *A Midsummer Night's Dream* was performed on Saturday, August 2, at 7 p.m.

**President Roquemore Hosts Fall 2014 Opening Session**

On August 11, President Roquemore welcomed faculty, staff, members of the Board of Trustees, District and Saddleback guests to the annual President's Welcome to provide an update of campus activities and accomplishments. The keynote speaker, Kay M. McClenney, spoke on "Reclaiming the American Dream: Strengthening Success of Irvine Valley College Students." This interactive session focused in on particular recommendations and related implementation strategies that address the needs for substantial change in students' educational experiences.



## SADDLEBACK COLLEGE

28000 Marguerite Parkway • Mission Viejo, CA 92692  
949.582.4500 • [www.saddleback.edu](http://www.saddleback.edu)

**TO:** Members of the Board of Trustees  
Gary L. Poertner, Chancellor

**FROM:** Dr. Tod A. Burnett, President

**SUBJECT:** Report for August 25, 2014 Board of Trustees Meeting

Saddleback College's professional development week was once again a success. Thank you to faculty in-service coordinator Jane Horlings for her wonderful work in organizing the week.

At the chancellor's opening session at Irvine Valley College on Tuesday, August 12<sup>th</sup>, President Burnett was joined by Dr. Kevin O'Connor, dean of liberal arts, Penny Skaff and Bruce Gilman, Student Success Committee co-chairs, Leslie Humphrey, director of outreach and recruitment, and other administrators in a presentation on Saddleback's K-12 partnership program. The group was thrilled to present the information to State Chancellor Brice Harris.

President Burnett held a faculty breakfast on Wednesday, August 13<sup>th</sup>, an associate faculty dinner on Thursday, August 14<sup>th</sup>, and a classified staff luncheon on Friday, August 15<sup>th</sup>. At these events, Dr. Burnett presented his Annual State of the College address, which included his top 10 projects for 2014-2015 and an overview of the college's plans for enrollment management, student success, and economic and workforce development. Also highlighted in the presentation was the Saddleback Safety Video Series, which was unveiled by Vice President for Administrative Services Carol Hilton, who thanked the cinema/television/radio department students, Professor Charlie Myers, and Police Chief Chris Wilkinson for their efforts in the production of the series.

President Burnett's top ten projects for 2014-2015 are: enrollments; economic and workforce development; strategic planning; Career Technical Education collaboration, K-12 outreach, Freshman Advantage, 21<sup>st</sup> Century workforce for student success; employee training and development; Center for Innovation in Healthcare Education; South Orange County economic forecast.

Saddleback College welcomed 16 new full-time faculty: Shannon Alfaro, computer science; Ann Marie Breslin, learning disability specialist/DSPS counselor; Nicole Dupree, nursing; Christina Ghanbarpour, history; Cynthia Gross, nursing; Catherine Hayter, English composition; Jason Hole, mathematics; Sean Osborn, human services; Brenda Plascencia-Carrizosa, child development; Emily Quinlan, business law; Efren Rangel, counselor; Brockton Schermerhorn, real estate; Carolyn Seaman, librarian; Jacob Tracy, mathematics; Erica Vogel, anthropology; and Jake Williams, English composition.

### **Office of Instruction**

Fine Arts and Media Technology - On August 1<sup>st</sup> and 2<sup>nd</sup>, the Division of Fine Arts and Media Technology realized a dream by presenting its first-ever free outdoor theatre, *Godspell*, on the upper campus lawn. The event was attended by over 600 people each night and included booths, a fun zone for the kids, and food trucks. Patrons bought picnics and spread out blankets. The patrons loved the production so much

they didn't even leave on Saturday night when a light, warm rain became part of the ambience along with birds and crickets. On August 4, the Division hosted a Terry Wedel Retirement and Scholarship Program Reception from 4-6 pm in the Fine Arts courtyard. On August 8<sup>th</sup> and 9<sup>th</sup>, Fine Arts and Community Education collaborated with a production of *Godspell, Jr.* in the McKinney Theatre. On August 9<sup>th</sup> KSBK's Breakfast with Gary and Kelly presented jazz saxophonist Najee as their special guest. Also in August, the Department of Theatre Arts held auditions for *The 25<sup>th</sup> Annual Putnam County Spelling Bee*, *Lend Me a Tenor*, and *A Charlie Brown Christmas*. Jazz, choirs, commercial music, wind ensemble, symphony and applied music auditions also took place in August. Joey Sellers and the Saddleback Jazz Faculty performed a rousing concert in the McKinney Theatre on August 25<sup>th</sup>. The Concert Hour series presented a free concert on August 28<sup>th</sup> in FA 101 where former student and opera singer Michelle Ferrara performed.



## Workday Implementation Project Summary Overview for the Period of May 1, 2014 to July 31, 2014

### **1. Overview:**

---

The following is a summary of major activities for the HR/Financial System Software Project (Workday) Implementation, for the period of May 1 through July 31, 2014:

- Project Plan and Charter
- Workday Business Process Design
- Business Process Innovation
- College and Faculty Open Houses
- Development of the Workday Prototypes
- Integration Design and Development
- Report Design and Development
- Identification of Training and Testing Leads
- Enhancements of Project SharePoint Site

See below for further detail regarding these activities.

### **2. Major Activities:**

---

#### Project Plan and Charter

The detailed project plan that was developed in collaboration with SOCCCD, Sierra-Cedar (SCI), and Workday, was approved by Workday's Delivery Assurance manager, and was activated in a pilot mode in late April. Final changes to the project plan were completed in mid-May, and the plan was fully activated. The project plan will be adjusted as necessary throughout the project to accommodate changes in resources, due dates, and priorities. In addition, the Project Charter was finalized and signed off by the Project Sponsors, Team Leads, and Project Managers.

#### Workday Business Process Design

Multiple sessions were held involving SOCCCD staff and SCI consultants to facilitate the design of business processes in Workday. Business processes are the heart of the Workday system, and define the workflows for various activities such as hiring an employee, assigning benefits, requesting time off, etc., along with the approvals and notifications associated with those activities. Several representatives from the colleges attended the sessions, and their contributions to the design were extremely helpful in accomplishing the goal of designing the system with a focus on the consumer. The final session was completed the week of June 2, and a comprehensive review of the design was held with the project team on June 10 and 11.

#### Business Process Innovation

A checklist for the goals of the implementation process was developed, based on the principles discussed in the Business Process Innovation (BPI) Team. The checklist was reviewed at the beginning of each day during the design sessions, and frequently referenced throughout the sessions to ensure that the design followed BPI guidelines established by SOCCCD. In addition, the BPI team has been developing a Communication Plan and Messaging for the project, including identifying targeted meetings, dates, and audiences.



### College and Faculty Open Houses

Two very successful and well-attended Open Houses were held on June 17 (Irvine Valley College) and June 18 (Saddleback College). The purpose of the Open Houses was to introduce faculty, staff, and administrators to the project, including the structure of the project team, timeline, and progress to-date. In addition, demonstrations were given of key business processes in the system, as well as the opportunity for hands-on navigation. Two similar Open Houses are planned for Faculty during Flex Week beginning August 11.

### Development of Workday Prototypes

The initial Workday prototype was used as a testing environment through the month of June. The results of the core design, business process design, and integration design sessions over the prior few weeks were applied to the prototype to validate outcomes of the various design sessions. An overview of the results was presented at the review sessions on June 10 and June 11 mentioned above.

The second Workday prototype was created during the months of July and August. This prototype included more complete data extracted from the SOCCCD legacy system, as well as data from the County payroll system. Additional configuration resulting from the business process design sessions was applied to this prototype, and extensive data validation testing was performed by the core project team. Review sessions for a wider audience of SOCCCD staff of this more comprehensive iteration of the system are scheduled for the weeks of August 4 and August 18.

### Integration Design and Development

Significant progress was made in the development of design specifications for integrations between Workday and external systems, such as the County payroll system, People Admin, benefit providers, and the SOCCCD Student system. A two-day session was held in July to review and refine the design, and included a representative from the County to assist in defining the specifications. In addition, a technical representative from Coast Community College District, who developed a similar integration, joined the session to provide guidance and advice based on his experience. Further sessions will be held to finalize the design, and development of integrations will begin in mid-August. Three technical members of the SOCCCD project team attended Workday integration training, as several integrations will be developed by SOCCCD. This will also prepare the staff for future maintenance of the integrations after the system is live.

### Report Design and Development

An SOCCCD team prepared an inventory of reports currently in use for Human Resources, Payroll, and benefit reporting. This inventory and sample reports were provided to SCI for analysis. A session was held in July with SCI consultants and the SOCCCD team to review the inventory, and determine if the reporting need could be met with a Workday delivered report, if a custom report was required, and if reports could be combined. In addition, several members of the SOCCCD team attended Workday report training. An additional session scheduled in early August will further review the inventory, and determine a schedule for development of reports by both SOCCCD staff and SCI consultants.

### Identification of Workday Project Training and Testing Leads

Several interviews were held to identify a training lead and a testing lead for the project. A candidate for each position was identified and added to the team, and extensive progress has been made in both areas. A training strategy has been drafted in conjunction with an SCI consultant, which is the review stage. A kickoff for the training team will be scheduled in August.

A testing strategy document was also developed, and the principles in that document were applied to the first formal testing process for validation of the converted data in the second Workday prototype.



### Enhancements of Workday Project SharePoint Site

The SharePoint site in use by SOCCCD staff and outside consultants has been enhanced in several areas. The calendar was color-coded by category of event to make for easier reading, and all events, including meetings, activities, design sessions, training, time off, and project milestones, are being tracked in one place for easy visibility. The Action Items list was re-designed to add several new data elements, and different views of the list were developed to assist in tracking assignments and status.

SharePoint is also being used to assign and manage testing scenarios and issues, using a comprehensive listing and workflow application developed by the testing lead. The link to the project SharePoint site is <https://sharepoint.socccd.edu/bs/WDIImplementation/default.aspx>

We highly encourage everyone to familiarize themselves with the site.

### **3. Observations:**

The last three months have been extremely busy for the project team, but the project is on target and on schedule, due in no small part to the dedication and enthusiasm of the SOCCCD participants on the team. In the vast majority of cases, tasks assigned to them are completed on or ahead of time. In the few cases where a team member has required assistance to complete a task, the project team works together very effectively to provide assistance. SCI consultants have noted that the information provided has exceeded their expectations for completeness and accuracy.

The development of the Business Process Innovation checklist was an important step in ensuring that the implementation of Workday adheres to the guidelines of true innovation in systems implementation. The checklist has been used effectively as a tool to constantly remind participants in the sessions of the project goals.

The addition of a training and testing lead to the team also met an important goal. These individuals will be key to the success of the project, and it is highly advantageous that SOCCCD is involving them early in the implementation.

A major milestone was attained for the project in June with the completion of the Plan stage of the HCM phase of the project, on schedule per the project timeline. All training sessions provided by Workday, and all design sessions led by SCI, were completed. This on-time completion was due to the hard work, diligence, organization, and teamwork of the SOCCCD and SCI project teams.

Significant progress has been made on the Communication plan for the project as well. This aspect of the project is critical to ensure that SOCCCD faculty and staff are well informed regarding the purpose and progress of the implementation. The Open Houses held at Saddleback College and Irvine Valley College in June were well attended and well received, and were important steps in this aspect of the project.