



A G E N D A

SANTA BARBARA COMMUNITY COLLEGE DISTRICT

Thursday, February 18, 2016

CITIZENS' BOND OVERSIGHT COMMITTEE MEETING

4:00 pm

Room 1

Luria Conference and Press Center

Santa Barbara City College

721 Cliff Drive

1. Call to order
2. Public comments
3. Approval of Minutes of the meeting of November 19, 2015 (Attachment 1)
4. 2015 Annual Report (Attachment 2)
5. Measure V Bond Construction Fund Financial Statements (Attachment 3)
6. Measure V Bond Fund (Attachment 4)
7. Project Status Report (Attachment 5)
8. Next meeting: June 16, 2016



MINUTES

SANTA BARBARA COMMUNITY COLLEGE DISTRICT

Thursday, November 19, 2015

CITIZENS' BOND OVERSIGHT COMMITTEE MEETING

4:00 pm

Room 1

Luria Conference and Press Center

Santa Barbara City College

721 Cliff Drive

1. Call to order

Jack Ostrander, Chair, called the meeting to order.

Members present:

Jack Ostrander, Business Organization

Bernice James, Community-at-Large

Alan Smith, Tax Payers Association

Dr. David Doner, Support Organization

Michael Just, Senior Citizen Organization

Member absent:

Luis Esparza, Community-at-Large

Others present:

Joe Sullivan, VP Business Services

Joan Galvan, Public Information Officer

2. Public comments

No citizen expressed a wish to address the Committee.

3. Election of Chair

Motion by Bernice James to nominate Jack Ostrander for another term as Chair, second by Dr. Doner, motion passes.

4. Election of Vice Chair

Motion by Bernice James to nominate Michael Just as Vice Chair, second by Alan Smith, motion passes.

5. Approval of Minutes of the meetings of February 19, 2015 and June 18, 2015

Motion by Bernice James, second by Dr. David Doner, motion passes.

6. Review of the 2015 Annual Report Draft

Vice President Sullivan presented the 2015 Annual Report. Mr. Sullivan provided highlights and noted that Mr. Ostrander will present the report to the Board of Trustees at their meeting of February 25, 2016 for their review.

7. Measure V Bond Fund

Mr. Sullivan reviewed the fund report with the committee members.

8. Project Status Report

Mr. Sullivan provided highlights from the Project Status report. The committee was reminded of the groundbreaking ceremony for the West Campus Classroom & Office Building that was taking place on December 2, 2015 at 12:30 pm.

Mr. Ostrander asked Mr. Sullivan the following questions:

- a. Has all monies been spent appropriately from Measure V. Vice President Sullivan responded yes.
- b. Was any money spent on academic salaries? Vice President Sullivan responded only as they pertain to Measure V projects.

9. Next meeting: June 16, 2016



2015 Annual Report TO THE BOARD OF TRUSTEES

Measure V Citizens' Bond Oversight Committee



2015 Annual Report TO THE BOARD OF TRUSTEES



SBCC Board of Trustees

*Santa Barbara Community College
District Board of Trustees*

Dr. Marianne Kugler—President

Ms. Marty Blum—Vice President

Ms. Marsha Croninger

Ms. Veronica Gallardo

Dr. Peter Haslund

Mr. Craig Nielsen

Mr. Jonathan Abboud

*Mr. Nicholas Steil
—Student Trustee (January–June)*

*William Tyler Gibson
—Student Trustee (July–December)*

Dr. Lori Gaskin—SBCC President

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Letter from the Chair

February 25, 2016

As Chair of the Measure V Citizens' Bond Oversight Committee, it is my pleasure to once again present the Measure V Annual Report to the Board of Trustees of the Santa Barbara Community College District. Upon passage of Measure V, the Board of Trustees established this committee in compliance with Education Code Section 15278 and Proposition 39. Our first meeting was held on November 6, 2008 and we have since met 22 times. I wish to express my heartfelt thanks to the members for their continued support and participation.

As in the past, the meetings of the Citizens' Bond Oversight Committee have been well-organized and informative. Information presented and reviewed at each meeting includes the most recent Financial Reports, updated Project Expenditure Summaries, and general Project Construction Updates. SBCC staff and administrators have been very helpful in providing timely information to the Committee as well as responding to the Committee's questions. As a Committee, we are excited about all of the projects completed and those currently under construction. On behalf of the District, this Committee would like to express its gratitude to the voters of the community, without whom the Measure V Bond Construction Program would not exist.

It is our opinion, based upon the Committee's oversight activities and a review of the independent financial and performance audits, that the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution. With the presentation of this Annual Report, the Bond Oversight Committee members assure voters that Measure V Bond expenditures have been properly made and have been utilized for projects consistent with those identified in the Bond Measure. It is our sincere hope that you will find this Annual Report informative and comprehensive.

Sincerely,



Jack Ostrander, Chairperson



Executive Summary

The number of active Measure V projects has been greatly reduced as the total number of completed Measure V projects increases and remaining bond funds decrease. Several projects were completed in 2015, most notably the removal of twenty modular buildings on the main campus. Progress continues towards completion of the new West Campus Classroom and Office building, the final major capital improvement project funded by Measure V. The following pages present updates on projects that have been completed or are under construction, several of which were also featured in previous years' Annual Reports.

During 2015, there were three Citizens' Bond Oversight Committee meetings, at which all aspects of ongoing and upcoming projects were presented.

The committee is excited about the progress to date and looks forward to completion of the final Measure V project. The committee also welcomes members of the public to its meetings and encourages everyone to continue supporting SBCC and Measure V through completion of the projects and beyond.

The Citizens' Bond Oversight Committee remains committed to the success of the college and will continue to monitor and provide reports on the status of the Measure V Bond Program. Through the judicious use of Measure V Funds, the Bond Program will allow SBCC to continue to educate and prepare students for the future by replacing and supplementing existing college infrastructure.

Planned Meetings

February 18, 2016
June 16, 2016

Past Meetings

November 6, 2008
February 19, 2009
June 18, 2009
November 12, 2009
February 18, 2010
June 17, 2010
November 10, 2010
February 17, 2011
June 16, 2011
November 8, 2011
February 16, 2012
June 21, 2012
November 15, 2012
February 20, 2013
June 20, 2013
November 14, 2013
February 20, 2014
June 19, 2014
November 20, 2014
February 19, 2015
June 18, 2015
November 19, 2015

A schedule of future meetings is available on the Measure V website
www.sbcc.edu/measureV

Meetings are held in the Luria Conference and Press Center on the College's East Campus, 721 Cliff Drive, Santa Barbara.

All Committee meetings are open to the public and are subject to the provisions of the Brown Act.

Measure V Bond Overview

Measure V is the Santa Barbara City College Construction Improvement Bond Measure passed on the June 3, 2008 ballot. Measure V asked voters to approve a \$77.2 million bond. Funding from the bond has helped the college modernize technology, upgrade the deteriorating infrastructure of aging classroom and office buildings, and improve existing teaching and learning environments.

Measure V was presented under the provisions of Proposition 39, requiring that at least 55% of voters approve a measure for its passage. Measure V received over 70% approval.

Citizens' Bond Oversight Committee Members

Current Board Members

- Jack Ostrander**, Business Organization (Chair) (Second term ends Nov. 2016)
- Charles "Tobe" Piough**, Taxpayers' Organization (Vice Chair) (Second term ends Nov. 2016)
- Dr. David Doner, Jr.**, Support Organization (Two year term beginning Nov. 2014)
- Luis Esparza**, Community-at-Large (Two year term beginning Nov. 2014)
- Bernice James**, Community-at-Large (Second term ends Nov. 2016)
- Michael Just**, Senior Citizen Representative (Second term ends Nov. 2016)
- Caleb Ransom**, Student Representative (One year term beginning Nov. 2014)

Former Board Members

- Sally Green**, Community-at-Large (Chair) (Second term ends Nov. 2014)
- Lee Moldaver**, Support Organization (Second term ends Nov. 2014)

The Role of the Citizens' Bond Oversight Committee

As promised to the voters, and as required by law, the Santa Barbara Community College District Board of Trustees has adopted a resolution establishing the Measure V Citizens' Bond Oversight Committee. There are seven established seats on the committee, the required minimum under the laws governing the establishment and implementation of the Citizens' Bond Oversight Committee.

Members are selected based upon criteria established by Proposition 39

- One active member from each of the following: a business organization representing the business community located in the district; a senior citizens' organization; a bona-fide taxpayers' association; a support organization for the college; and a student enrolled in a community college support group. Two members of the community at large.
- Members of the Citizens' Bond Oversight Committee are appointed for one- or two-year terms and may not serve more than two consecutive terms. Members serve on the committee without compensation. The committee is an advisory committee and does not have a legal capacity independent from the District. The duties of the committee are to review expenditures, to inform the public, and to provide an Annual Report to the Board of Trustees in an open session at a Board meeting.

Period Covered by the Report

To accurately reflect the information contained in the audited financial report, the financial analysis section of this report covers the time period from July 1, 2014 to June 30, 2015.

Report on Independent Financial and Performance Audits

The District has received, and the Citizens' Bond Oversight Committee has reviewed, the financial and performance audit for the Measure V Bond Construction Fund for the fiscal year ending June 30, 2015. Glenn, Burdette, Phillips & Bryson, an independent auditing firm, prepared the report to comply with Proposition 39 accountability within the California Constitution. The report stated:

"In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Measure V Bond Construction Fund of the Santa Barbara Community College District as of June 30, 2015, and the results of its operations for the year then ended, in conformity with accounting principles generally accepted in the United States of America."

Financial Compliance Confirmation

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

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

Oversight Committee Activities

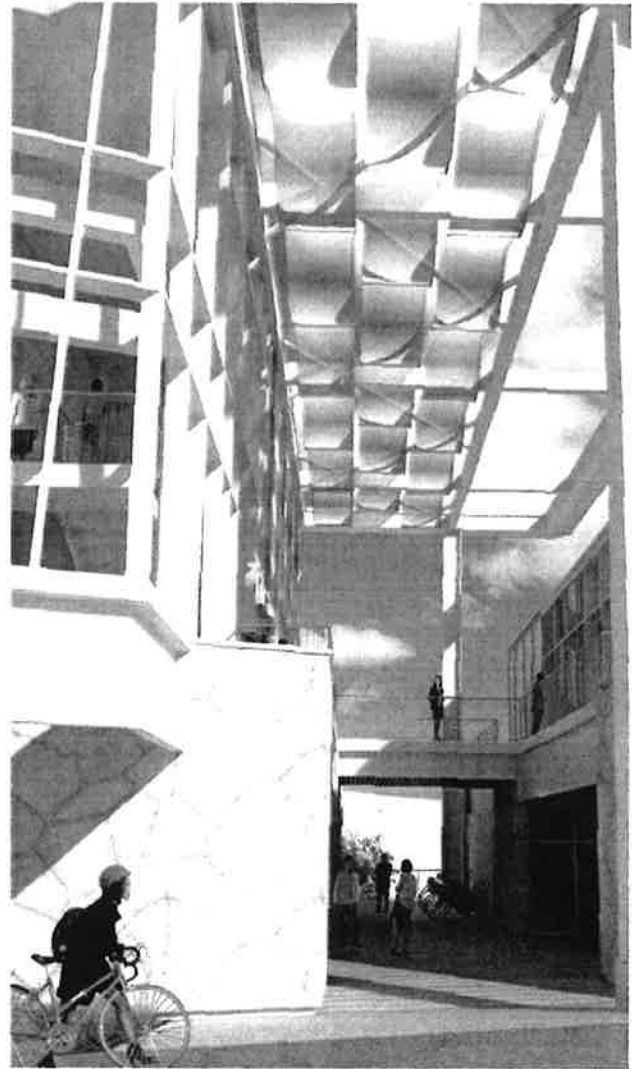
Over the past year, the committee has been an active participant overseeing Measure V expenditures and activities. The committee has reviewed various budget and project issues. In accordance with Proposition 39, the committee has regularly reviewed bond expenditures, as well as the independently conducted financial and performance audits.

Measure V Project Status

For purposes of reporting current activity on the projects contained within the Measure V Bond Program, this report covers the calendar year ending December 31, 2015.

West Campus Classroom and Office Building (Construction)

After receiving Board of Trustee approval in October 2012 for utilizing remaining Measure V funds, the college began the planning and design of the new West Campus Classroom and Office building. This new building will house approximately 30 new state-of-the-art classrooms and will allow the college to remove many of the aging modular classroom buildings currently located throughout the Main Campus. Obtaining Leadership in Energy and Environmental Design (LEED) Silver certification as a minimum level of certification is a project requirement. The current estimated construction completion date is spring of 2018.



2015 Annual Report TO THE BOARD OF TRUSTEES



Completed Deferred Maintenance Projects

- Removal of Modular Buildings
- Campus Center Column Repair
- Keyless Entry/Electronic Locks
- Interdisciplinary Center—Paint Exterior
- Business Communications Building—Paint Exterior
- Orfaea Early Learning Center Improvements
- West Campus Parking Structure Pigeon Deterrence
- Student Services Building Trellis Repair and Refinish
- Physical Science Building Trellis Repair and Refinish
- Campus-Wide Energy Management System (EMS)
- ECC 1-15—Replace HVAC Units
- Landscape Improvements at Ramps and La Playa Stadium
- Sports Pavilion Hallways and Lobby Interior Painting
- Handrail at Sports Pavilion Upper Walkway
- Physical Education Building—Paint Exterior
- Marine Diving Technology Boat Storage Area
- New Flooring in A-183 and Marine Diving Tech Classroom
- OE-180 Replace Heating System
- ESL Roofing Repair/Replacement
- East Campus Classroom Roofing Repair and Exterior Painting
- Student Services Building Carpet Replacement
- Elevator Upgrades
- Wake Center Resurface Parking Lot
- Network Infrastructure Improvements
- Physical Education Interior Improvement Projects
- Sports Pavilion Door Replacement
- Upgrade Energy Management System
- Video Surveillance at Oak Restoration Area

Completed Capital Construction Projects

- Humanities Building Modernization
- Drama Music Building Modernization
- Luria Conference and Press Center
- La Playa Stadium Track and Field Replacement
- Pedestrian Bridge Repairs
- West Campus Snack Shop Remodel
- East Campus Snack Shop Remodel
- Learning Resource Center (LRC) Interior Improvements

This is a partial list of completed projects. This list is not intended to be all-inclusive. The Measure V project list remains subject to change in order to best fit the ongoing needs of the college. The Administration will continue to ensure that the Citizens' Bond Oversight Committee is informed of upcoming project changes as soon as information is available.

Santa Barbara Community College District Measure V Bond Construction Fund Balance Sheet

June 30, 2015

Assets

Cash in County Treasury	\$2,695,479
Accounts receivable	\$1,822
Total Assets	\$2,697,301

Liabilities and Fund Balance

Liabilities

Accounts payable and accrued liabilities	\$47,301
Total Liabilities	\$47,301

Fund Balance

Restricted	\$2,650,000
Total Fund Balance	\$2,650,000
Total Liabilities and Fund Balance	\$2,697,301

Santa Barbara Community College District Measure V Bond Construction Fund Statement of Revenues, Expenditures and Changes in Fund Balance

June 30, 2015

Revenues

Local revenue	\$10,559
Total Revenues	\$10,559

Expenditures

Academic salaries	\$29,694
Classified salaries	\$6,337
Employee benefits	\$3,742
Books and supplies	\$2,276
Services and other operating expenditures	\$51,850
Capital outlay	\$3,140,739
Total Expenditures	\$3,234,638
Excess of expenditures over revenues	(\$3,224,079)
Fund balance—Beginning of year	\$5,874,079
Fund balance—End of year	\$2,650,000

SANTA BARBARA CITY COLLEGE



**Santa Barbara Community College District
Measure V Bond Construction Fund
Financial Statements
and
Agreed-Upon Procedures
Year Ended June 30, 2015**

**Santa Barbara Community College District
Measure V Bond Construction Fund
Year Ended June 30, 2015**

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Independent Auditors' Report

Board of Trustees and
Citizens' Bond Oversight Committee
Santa Barbara Community College District
Santa Barbara, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Measure V General Obligation Bonds (the Bond Construction Fund) of the Santa Barbara Community College District (the District) as of and for the fiscal year ended June 30, 2015, and the related notes to the financial statements, as required by Proposition 39. These financial statements are the responsibility of the Santa Barbara Community College District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and the fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion.

**Board of Trustees and
Citizens' Bond Oversight Committee
Santa Barbara Community College District
Page 2**

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Measure V Bond Construction Fund of the Santa Barbara Community College District as of June 30, 2015, and the results of operations for the fiscal year then ended, in conformity with accounting principles generally accepted in the United States of America.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 23, 2015, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.



Glenn Burdette Attest Corporation
San Luis Obispo, California

November 23, 2015

Santa Barbara Community College District
Measure V Bond Construction Fund
Balance Sheet
June 30, 2015

Assets

Cash in county treasury	\$ 2,695,479
Accounts receivable	<u>1,822</u>
Total assets	<u><u>\$ 2,697,301</u></u>

Liabilities and Fund Balance

Liabilities:

Accounts payable and accrued liabilities	\$ 47,301
Total liabilities	<u>47,301</u>

Fund balance:

Restricted	<u>2,650,000</u>
Total fund balance	<u>2,650,000</u>

Total liabilities and fund balance	<u><u>\$ 2,697,301</u></u>
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The accompanying notes are an integral part of the financial statements.

Santa Barbara Community College District
Measure V Bond Construction Fund
Statement of Revenues, Expenditures, and
Changes in Fund Balance
June 30, 2015

Revenues:	
Local revenue	\$ 10,559
Total revenues	10,559
 Expenditures:	
Academic salaries	29,694
Classified salaries	6,337
Employee benefits	3,742
Books and supplies	2,276
Services and other operating expenditures	51,850
Capital outlay	3,140,739
Total expenditures	3,234,638
Excess of expenditures over revenues	(3,224,079)
Fund balance - beginning of year	5,874,079
Fund balance - end of year	\$ 2,650,000

The accompanying notes are an integral part of the financial statements.

Santa Barbara Community College District
Measure V Bond Construction Fund
Notes to the Financial Statements
June 30, 2015

Note 1: Measure V Bond Construction Fund Background

The Board of Trustees of the Santa Barbara Community College District (the District) has established a Citizens' Bond Oversight Committee to ensure that the proceeds of the Measure V General Obligation Bonds issuance are used for the purposes stated in the resolution which placed Measure V on the 2008 ballot. The Measure V General Obligation Bonds initiative authorized the issuance of \$77,242,012 in bonds. The proceeds from the bonds are to be used for projects such as modernization of deteriorated classrooms, buildings, laboratories and instructional equipment and the construction of new classrooms and laboratories; expansion, renovation or conversion of existing space to expand existing vocational and continuing education training programs; technology upgrades, improvements for campus safety and repair; replace and upgrade electrical and mechanical system. All projects to be funded under the Measure V Bond Construction Fund must be approved by Board of Trustees. The bond proceeds and project costs are accounted for in the District's Bond Construction Fund. The District has established a Bond Charging Policy to outline the allowable expenditures for the Measure V Bond Construction Fund's related costs. Such policies specifically state that no funds will be spent for teacher or administrator salaries or for operating expenses.

All projects are managed by the District's Senior Director of Facilities, Planning and Campus Development or designee. The District's Senior Director of Facilities, Planning and Campus Development is responsible for managing all program-related activities, including the maintenance of the District's master schedule to the master program budget.

Note 2: Summary of Significant Accounting Policies

Basis of Presentation

The accounting and financial treatment applied to the Measure V Bond Construction Fund is determined by its measurement focus. The Measure V Bond Construction Fund is a governmental fund and is accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance for this fund presents increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

Fund Accounting

The operations of the Measure V Bond Fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. District resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

Santa Barbara Community College District
Measure V Bond Construction Fund
Notes to the Financial Statements
June 30, 2015
Page 2

Note 2: Summary of Significant Accounting Policies (Continued)

Cash in County Treasury

In accordance with Education Code Section 41001, the District maintains substantially all of its cash in the Santa Barbara County Treasury, an external investment pool. The County pools these funds with those of other governmental entities in the county and invests the cash. These pooled funds are carried at fair value. Interest is earned based on average daily balance and is deposited quarterly into participating funds. Any investment gains and losses are proportionately shared by all funds in the pool. The County is restricted by the California Government Code to invest in obligations issued by the United States Treasury; obligations, participations, or other instruments of or issued by a federal agency or a United States government sponsored enterprise; obligations of state and local agencies of this State; bankers acceptances; commercial paper; negotiable certificates of deposit; repurchase agreements; medium-term corporate notes; as well as other investments established by the California Government Code. The County's report discloses the required information in accordance with Governmental Accounting Standards Board Statements No. 3 and 40. Pooled investments are not required to be categorized by risk category.

Fund Balance

Fund balance for governmental funds is reported in classifications that comprise a hierarchy based on the extent to which the District is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Fund balance is reported in five components in accordance with GASB 54 – nonspendable, restricted, committed, assigned, and unassigned. The District has not formally adopted a spending policy regarding the order in which restricted, committed, assigned, and unassigned fund balances are spent when more than one amount is available for a specific purpose. The components applicable to the District's Measure V Bond Construction as of June 30, 2015 are as follows:

Restricted - The portion of fund balance representing resources subject to externally imposed and legally enforceable constraints imposed either by external resource providers, e.g. grantors or creditors, or by law through constitutional provisions or enabling legislation.

Note 3: Excess of Expenditures and Other Uses Over Appropriations

There was no excess of expenditures over appropriations in the Measure V Bond Construction Fund as of June 30, 2015.

Santa Barbara Community College District
Measure V Bond Construction Fund
Notes to the Financial Statements
June 30, 2015
Page 3

Note 4: General Obligation Bonds

On June 3, 2008, \$77,242,012 in General Obligation Bonds were authorized by an election held within the Santa Barbara Community College District. On December 11, 2008, \$47,000,000 of the general obligation bonds were sold under Proposition 39 (Measure V), which provides that proceeds of the bonds will be used to acquire, construct, renovate, furnish and equip school facilities and grounds, and made Santa Barbara Community College District eligible for millions in State matching funds. In May 2013, an additional \$15,000,000 of the general obligation bonds were sold under Proposition 39 (Measure V).

The outstanding general obligation bonded debt for the Measure V Bond Construction fund of the District at June 30, 2015 was as follows:

<u>Date of Issue</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Amount of Original Issue</u>	<u>Bonds Outstanding June 30, 2014</u>	<u>Issued During Year</u>	<u>Redeemed During Year</u>	<u>Bonds Outstanding June 30, 2015</u>
2008	3.50% - 5.25%	2034	\$ 47,000,000	\$ 44,340,000	\$ -	\$ 445,000	\$ 43,895,000
2013	1.25% - 5.00%	2039	\$ 15,000,000	\$ 15,000,000	\$ -	\$ 1,295,000	\$ 13,705,000

At June 30, 2015, the annual requirements to amortize the above general obligation bonds outstanding were as follows:

<u>For the Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 1,825,000	\$ 2,762,881	\$ 4,587,881
2017	1,230,000	2,714,351	3,944,351
2018	1,305,000	2,662,613	3,967,613
2019	1,460,000	2,600,900	4,060,900
2020	1,620,000	2,523,750	4,143,750
2021-2025	11,485,000	11,126,750	22,611,750
2026-2030	17,350,000	7,605,713	24,955,713
2031-2035	18,345,000	2,711,438	21,056,438
2036-2039	2,980,000	307,250	3,287,250
Total	\$ 57,600,000	\$ 35,015,646	\$ 92,615,646



**Independent Auditors' Report on Internal Control Over Financial Reporting and
on Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards***

Board of Trustees

The Citizens' Bond Oversight Committee
Santa Barbara Community College District
Santa Barbara, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial statements contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Measure V General Obligation Bonds (the Bond Construction Fund) of the Santa Barbara Community College District (the District) as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Bond Construction Fund's basic financial statements and have issued our report thereon dated November 23, 2015.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

**Board of Trustees and
Citizens' Bond Oversight Committee
Santa Barbara Community College District
Page 2**

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purposes.



Glenn Burdette Attest Corporation
San Luis Obispo, California

November 23, 2015

**Santa Barbara Community College District
Measure V Bond Construction Fund
Schedule of Audit Findings and Questioned Costs
Year Ended June 30, 2015**

There were no findings and questioned costs related to the financial audit of the Measure V Bond Construction Fund for the fiscal year ended June 30, 2015.

Santa Barbara Community College District
Measure V Bond Construction Fund
Summary Schedule of Prior Year Audit Findings - June 30, 2014
Year Ended June 30, 2015

There were no findings and questioned costs related to the financial audit of the Measure V Bond Construction Fund for the fiscal year ended June 30, 2014.

Agreed-Upon Procedures



**Independent Accountants' Report on
Applying Agreed-Upon Procedures**

Board of Trustees and
Citizens' Bond Oversight Committee
Santa Barbara Community College District
Santa Barbara, California

We have performed the procedures enumerated below, which were agreed to by the Santa Barbara Community College District Board of Trustees and Citizens' Bond Oversight Committee, solely to assist you with respect to the accounting records of the Santa Barbara Community College District's (District) Measure V Bond Construction Program under Proposition 39 requirements as of and for the year ending June 30, 2015. The District's management is responsible for the accounting records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

A. Procedure

Review compliance with the expenditure provision/restrictions in the Measure V Bond Issuance, including testing that teacher and administrative salaries, and operating costs have not been charged against Measure V monies.

Results

We obtained and inspected the expenditure provisions/restrictions imposed by the Measure V Bond Issuance. Of the transactions we tested (See Procedures C-G below), we noted that the District was in compliance with the expenditure provisions/restrictions in the Measure V Bond Construction Program.

B. Procedure

Reconcile Measure V Bond Issuance project costs of the Santa Barbara Community College District General Obligation Bonds, Election of 2008 as of June 30, 2015, with the general ledger prepared by Santa Barbara Community College District staff.

Results

We obtained the general ledger prepared by District staff and reconciled it to the Measure V Bond Construction Fund's project costs for the year ended June 30, 2015.

We obtained the total project costs summarized in the Banner Financial Reports (Banner) for the District's Bond Construction Fund as of and for the year ended June 30, 2015 and compared them to the District's expenditures for the same time period. We noted no exceptions.

C. Procedure

Haphazardly select fifteen (15) expenditures and test the appropriateness of the classification to the project list of the Measure V Bond Issuance list of projects and that the project was listed in the Bond approved by the voters.

Results

Utilizing a listing of Measure V Bond Construction Fund expenditures provided to us by the District's management, we compared fifteen (15) Measure V expenditures (object codes 10-60) to Measure V expenditure classifications (projects and programs). We further reviewed the project list approved by voters for the Bond and ensured that expenditures related to a project approved by voters.

Based on the testwork performed, we noted no exceptions.

D. Procedure

Select five (5) change orders and review for appropriate authorization.

Results

For the year ended June 30, 2015, there were only two change orders. We selected the two (2) change orders noting appropriate authorization by the District's board.

Based on the testwork performed, we noted no exceptions.

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E. Procedure

Prepare a schedule of all costs incurred between July 1, 2014 and June 30, 2015, by project, for the Measure V Bond funding.

Results

<u>Project Number</u>	<u>Project Description</u>	<u>Expenditures Incurred</u>
4600	Bond Administration	\$ 569,922
6480	Modular Bldg Removal/Site Restoration	646,658
6582	Drama Music Modernization	44,823
6587	Bridge Seismic Eval and Repairs	48,501
6700	Humanities Modernization	1,711,486
6734	West Campus Classroom Building	213,248
		<u>\$ 3,234,638</u>

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F. Procedure

Prepare a schedule of all projects started and/or completed since the inception of the bond and the total costs incurred from inception of the bond.

Results

Project Description	Total Incurred Expenditures
Bond Administration	\$ 3,751,883
Modular Bldg Removal/Site Restoration	841,954
Horticulture Fencing and Path ADA	89,584
Paint IDC and Bus Comm	167,042
High Tech School of Media Arts	665,477
East Campus All-Weather Bus Stop	2,500
Drama Music Modernization	17,187,131
Luria Conference and Press Center	1,204,164
Bridge Seismic Eval and Repairs	4,677,252
Portable Building Swing Space	1,467,475
Install Electronic Locks	270,446
Cafeteria Grease Trap and GDR Drains	475
Update ADA Compliance	6,918
EBS Hazardous Materials Storage	11
Early Learning Ctr. Modernization	185,356
Pigeon Decontamination	64,525
Replace Bleacher Seating La Playa	2,205
Repair and Refinish Trellis	164,307
Pershing Park Softball Upgrade	618,175
Upgrade Energy Mgmt. System	202,622
Replace Doors Sports Pavilion	221,416
Replace HVAC Units ECC1-15	56,140
Replace Locker Room Lockers	38,888
Landscape Ramps, 3rd Floor La Playa	83,082
PE Paint Hallways 1st and 2nd Floors	24,418
PE Recarpet Team/Locker Rooms	8,228
Sports Pavilion Paint	7,700
PE Exterior Paint	82,683
Emergency Notification System	301,647
LRC Heating Install Reheat System	998
LRC Remodel Phase I	931,649
Schott Ctr Parking Lot Resurface	3,200
MDT Resurface Driveway	36,966
MDT New Carpet	8,519
PE Upstairs Locker Room	2,290
OE 180 Replace Heating System	24,764

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Results (continued)

<u>Project Description</u>	<u>Total Incurred Expenditures</u>
Campus Center Repair Columns	\$ 4,144
ECC and ESL	61,964
Replace Urinals, Toilets and Fountains	110,822
La Playa Track and Field Replacement	2,343,171
Snack Shop East Campus	295,284
Snack Shop West Campus	339,103
Student Services Replace Carpet	46,835
HRC, MDT, Admin Elevator Upgrade	121,213
Upgrade Emergency Phone System	66,017
Oak Restoration Video Surveillance	133,454
Wake Cosmetology Conversion	58,867
Wake - Resurface Parking Lot	126,616
Generator Supported Services	108,822
GDR Interior Upgrade	85,425
Physical Science Repair Columns	48,248
Energy Management System Phase II	1,598,106
East Campus Water Systems Upgrade	361,349
Network Infrastructure	500,000
Humanities Modernization	17,449,782
Portable Building Permitting	151,428
Campus Center Modernization	324,379
Parking Pay Stations	128,977
ECC Exterior Paint	15,251
Humanities Swing Space	1,203,586
West Campus Classroom Building	1,589,600
	<u>\$ 60,674,533</u>

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G. Procedure

Prepare a schedule that summarizes the makeup of Other Operating Expenses and Services for the year ended June 30, 2015.

Results

Other Operating Expenses & Services			
560170	Moving and Storage	\$	30,304
562000	Contacts - Other		7,500
573100	Legal Expenses		<u>14,046</u>
		\$	<u>51,850</u>

H. Procedure

Calculate the balance available for expenditure of bond proceeds related to the approved projects within the Bond Construction Fund at June 30, 2015. (This will include a review of the open contracts, notices of completion and retention balances, and analysis of the work in process.)

Results

<u>Fund 42</u>	
Beginning fund balance	\$ 5,874,079
Current period interest revenue	10,559
Expenditures (July 1, 2014 through June 30, 2015)	<u>(3,234,638)</u>
Calculated fund balance at June 30, 2015	<u>\$ 2,650,000</u>

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We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion on the District's administration of the Measure V Bond Construction Program. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Board of Trustees and management of the Santa Barbara Community College District, and the Citizen's Bond Oversight Committee, and is not intended to be, and should not be, used by anyone other than these specified parties.



Glenn Burdette Attest Corporation
San Luis Obispo, California

November 23, 2015

SANTA BARBARA COMMUNITY COLLEGE DISTRICT
MEASURE V BOND FUND
REVENUE and EXPENDITURES
As of 10/31/2015

BUDGET	ACTUALS		Remaining BUDGET after Expenditures	Encumbrances	Remaining BUDGET after Expenditures and Encumbrances	Project Closed
	TOTAL as of 12/31/2015					
REVENUE						
Bond proceeds	77,240,000.00	62,000,000.00	15,240,000.00		15,240,000.00	
Interest	1,354,536.43	1,327,251.84	27,284.59		27,284.59	
TOTAL REVENUE	78,594,536.43	63,327,251.84	15,267,284.59	0.00	15,267,284.59	
EXPENDITURES						
4600 -- Bond Administration	3,751,885.88	3,756,083.35	(4,197.47)	0.00	(4,197.47)	
6480--Modular Bldg Removal/Site Restoration	863,554.21	854,554.21	9,000.00	0.00	9,000.00	X
6531 -- Air Handler Student Services	0.00	-	0.00		0.00	X
6555 -- Horticulture Fencing And Path ADA	89,583.92	89,583.92	0.00		0.00	X
6561 -- Paint IDC & Bus Comm	167,042.06	167,042.06	0.00		0.00	X
6567 -- High Tech School of Media Arts	665,477.17	665,477.17	0.00		0.00	X
6576 -- East Campus All-Weather Bus Stop	2,500.00	2,500.00	0.00		0.00	X
6582 -- Drama Music Modernization	17,187,130.57	17,187,130.57	0.00		0.00	X
6586 -- Luria Conference and Press Center	1,204,164.00	1,204,164.00	0.00		0.00	X
6587 -- Bridge Seismic Eval and Repairs	4,695,546.69	4,695,546.26	0.43		0.43	X
6599 -- Portable Building Swing Space	1,467,475.49	1,467,475.49	0.00		0.00	X
6611 -- Install Electronic Locks	270,446.94	270,446.94	0.00		0.00	X
6619 -- Update ADA Compliance	6,917.56	6,917.56	0.00		0.00	X
6633 -- EBS Hazardous Materials Storage	10.88	10.88	0.00		0.00	X
6637 -- Early Learning Ctr. Modernization	185,355.66	185,355.66	0.00		0.00	X
6638 -- Cafeteria Grease Trap & GDR Drains	475.00	475.00	0.00		0.00	X
6639 -- Pigeon Decontamination	64,524.56	64,524.56	0.00		0.00	X
6640 -- Replace Bleacher Seating LaPlaya	2,204.76	2,204.76	0.00		0.00	X
6643 -- Repair and Refinish Trellis	164,307.06	164,307.06	0.00		0.00	X
6644 -- Pershing Park Softball Upgrade	618,174.73	618,174.73	0.00		0.00	X
6645 -- Upgrade Energy Mgmt System	202,621.89	202,621.89	0.00		0.00	X
6646 -- Replace Doors Sports Pavilion	221,416.70	221,416.70	0.00		0.00	X
6647 -- Replace HVAC units ECC1-15	56,139.57	56,139.57	0.00		0.00	X
6648 -- Replace Locker room lockers	38,887.90	38,887.90	0.00		0.00	X
6649 -- Landscape ramps, 3rd Flr La Playa	83,082.12	83,082.12	0.00		0.00	X
6650 -- PE-paint hallways 1st & 2nd floors	24,418.29	24,418.29	0.00		0.00	X
6651 -- PE recarpet team/locker rooms	8,227.92	8,227.92	0.00		0.00	X
6653 -- Sports Pavilion handrail walkway	7,700.00	7,700.00	0.00		0.00	X
6655 -- PE - paint exterior	82,683.11	82,683.11	0.00		0.00	X
6659 -- PE - Repair patio at Gym entry	0.00	-	0.00		0.00	X
6660 -- Emergency Notification System	301,647.07	301,647.07	0.00	0.00	0.00	X
6662 -- LRC Heating install reheat system	997.50	997.50	0.00		0.00	X
6663 -- LRC Remodel	931,648.35	931,648.35	0.00		0.00	X
6665 -- MDT resurface driveway	36,966.00	36,966.00	0.00		0.00	X
6666 -- MDT new carpet	8,519.00	8,519.00	0.00		0.00	X
6667 -- PE upstairs locker room	2,290.00	2,290.00	0.00		0.00	X
6668 -- OE 180 replace heating system	24,764.00	24,764.00	0.00		0.00	X
6671 -- Campus Center repair columns	4,143.96	4,143.96	0.00		0.00	X
6672 -- ECC & ESL Roofing	61,964.56	61,964.56	0.00		0.00	X
6675 -- Replace urinals, toilets, & fountain	110,821.97	110,821.97	0.00		0.00	X
6677 -- La Playa Track & Field Replacement	2,343,170.26	2,343,170.26	0.00		0.00	X
6678 -- Schott Ctr parking lot resurface	3,200.00	3,200.00	0.00	0.00	0.00	X
6680 -- Snack Shop East Campus	295,283.43	295,283.43	0.00		0.00	X
6681 -- Snack Shop West Campus	339,103.20	339,103.20	0.00		0.00	X
6682 -- Student Services replace carpet	46,834.61	46,834.61	0.00		0.00	X
6684 -- HRC,MDT,Admin elevator upgrade	121,213.00	121,213.00	0.00		0.00	X
6685 -- Upgrade Emergency Phone System	66,016.85	66,016.85	0.00		0.00	X
6686 -- Oak restoration video surveillance	133,454.02	133,454.02	0.00		0.00	X
6687 -- Wake Cosmetology Conversion	58,867.17	58,867.17	0.00		0.00	X
6688 -- Wake - resurface parking lot	126,616.09	126,616.09	0.00		0.00	X
6694 -- Generator Supported Services	108,822.05	108,822.05	0.00		0.00	X
6695 -- GDR Interior Upgrade	85,425.63	85,425.63	0.00		0.00	X
6696 -- Physical Science Repair Columns	48,247.48	48,247.48	0.00		0.00	X
6697 -- Energy Management system PHASE II	1,598,106.00	1,598,106.00	0.00		0.00	X
6698 -- East Campus Water systems Upgrade	361,348.20	361,348.20	0.00		0.00	X
6699 -- Network Infrastructure	500,000.00	500,000.00	0.00		0.00	X
6700 -- Humanities Modernization	17,651,667.97	17,451,666.10	200,001.87	0.00	200,001.87	X
6701 -- Portable Building Permitting	151,428.21	151,428.21	0.00		0.00	X
6702 -- Campus Center Modernization	324,379.01	324,379.01	0.00		0.00	X
6703 -- Parking Pay Stations	128,977.76	128,977.76	0.00		0.00	X
6704 -- ECC Exterior Paint	15,250.84	15,250.84	0.00		0.00	X
6722 -- Humanities Swing Space	1,203,586.29	1,203,586.29	0.00		0.00	X
6734 -- West Campus Classroom Building	19,237,715.04	2,433,343.10	16,804,371.94	9,875,817.13	6,928,554.81	
TOTAL EXPENDITURES	78,564,430.16	61,555,253.39	17,009,176.77	9,875,817.13	7,133,359.64	
REVENUE less EXPENDITURES	30,106.27	1,771,998.45				

Measure V Project Status:

#6734 West Campus Classroom & Office Building:

- After receiving Board approval in October 2012 for utilizing remaining Measure V funds, the college embarked on the planning, design and construction of the new West Campus Classroom and Office building.
- The building location is to the north of the Garvin Theater and the Facilities & Operations building, and adjacent to the West campus bus turnaround. Several portable buildings are currently located on this site which were used for swing space for the Humanities Modernization project. These buildings along with several others will be removed from campus over the summer.
- Based on their excellent qualifications and capable management of the Humanities Modernization project, the District selected Lundgren Management (LM) to provide project management and preconstruction services. These services include, but are not limited to, user group coordination with architect and District, District consultant coordination, review of design documents, project scheduling, project cost estimating, and constructability review and coordination.
- Concurrently the District issued a Request for Proposal (RFP) to ten qualified architectural firms for providing programming, design and construction document development, DSA approval, and construction oversight services for the project. Firms had approximately two weeks to prepare their proposals which were then reviewed by a selection committee comprised of representatives from P&R, Instructional Programs, Information Technology and Facilities & Campus Development. Kruger Bensen Ziemer (KBZ) Architects was selected by this group and a contract was approved at the December 2012 Board meeting.
- Obtaining Leadership in Energy and Environmental Design (LEED) Silver certification as a minimum level of certification is a project requirement and included in the architect's contract. A LEED charrette was held in May 2013 with all project team members to overlay the LEED checklist on the current design to identify achievable points and potential design strategies. An RFP for commissioning services was issued to five firms in early June 2013. Glumac was selected as the successful firm and an agreement was subsequently approved by the Board.
- KBZ, LM and college staff worked closely with the designated user group, primarily comprised of the college's Planning and Resources (P&R) committee, to establish the basic programmatic requirements for this new building. KBZ also provided several color renderings to the college for review by the Executive Committee and the Board of Trustees. The design was well received by both groups.
- College staff and the college's environmental consultant, Dudek, met with the City of Santa Barbara Planning Department staff in April and May 2014 in preparation of completing the project Mitigated Negative Declaration (MND). The project was also submitted for courtesy review by the City Architectural Board of Review (ABR) as required by the college's Long Range Development Plan. ABR members responded very positively towards the design and generally supported the project.
- The project Draft MND followed the required public noticing period in June and the Final MND was approved by the Board at the June 2014 meeting. A Notice of Impending Development and Public Works Plan Amendment were approved by the Board in September 2014 and were submitted to the California Coastal Commission (CCC) for review and response. The college received the CCC's comments in December 2014 and worked collaboratively with CCC staff over the following months to resolve and respond to concerns regarding parking, circulation and transit associated with the project. After successfully demonstrating intent to implement multiple alternative transportation measures identified in the college's Transportation Demand Management Plan the project was approved by the CCC at the May 2015 meeting.
- The project received DSA approval in October 2014.

PROJECT STATUS REPORT

Through February 2016

- The previously anticipated construction completion date was extended from May to October 2017 to reflect the time required to obtain all government agency approvals and anticipated construction duration. LM will continue to refine the project schedule based on construction progress.
- Over the course of the Preliminary Design and Design Development phases of the project the project team continually worked to develop the associated construction cost estimate to ensure project costs remained within acceptable limits established by the college. Project cost estimate at this phase is \$19,686,105 which includes construction, architectural fees, government agency approval costs, project management fees, testing and inspection fees, specialty consultant fees and furniture and equipment, and represents all costs anticipated to be associated with the project. The estimated construction cost included in this amount is \$14,888,468.
- The Board approved the utilization of the Construction Management Multi Prime project delivery method for construction of the project on 8/13/15 and an agreement with Lundgren Management for these services was approved at the 8/27/15 Board meeting.
- The first and primary bid phase of the project was divided into nineteen prime contracts (referred to as bid packages). The bid packages were advertised on September 29, 2015, a non-mandatory job-walk was held on October 7, 2015 and bids were due and received on October 21, 2015. Due diligence was performed by Lundgren Management on the bids received and after careful evaluation four of the bid packages were recommended for re-bid. The Board of Trustees approved bids and awarded contracts for fifteen bid packages at the 11/12/15 meeting.
- A subsequent bid phase was conducted for the plumbing bid package which was divided into two separate bid packages, one for site plumbing and the other for building plumbing. The scope of work for each was refined and further clarified during the rebid process to help obtain lower contractor pricing. Bids were advertised on November 5, 2015, a non-mandatory job-walk was held on November 13, 2015 and bids were due and received on December 1, 2015. The Board of Trustees approved bids and awarded contracts for these packages at the 12/10/15 meeting. As anticipated, by dividing the original bid package into two packages and refining the scope of each package the total bid amount for this work was significantly reduced and better aligns with the estimated cost.
- Unfortunately bid amounts for several of the bid packages were higher than anticipated due, most likely, to the strength of the current economy and the large volume of construction projects throughout the state. This resulted in a low number of bids for several of the bid packages thereby reducing the competitive nature of the low bid methodology. The college is evaluating the anticipated total cost of the project against remaining Measure V funds to determine the amount in excess and identify solutions for funding the project.
- Current construction activities include site demolition, over excavation and compaction, site grading and terracing, utilities, and concrete footings.