

## Letter from the Committee Chair



I am pleased to share with you the Cabrillo College Citizens' Measure D Bond Oversight Committee's fourth report to the community. In March 2004, a \$118.5 million general obligation bond request was approved by more than 62 percent of the voters.

Shortly after the bond measure was approved, the Cabrillo College Governing Board appointed a seven-member Bond Oversight Committee. The duties of the committee are:

- Review bond expenditures to ensure that proceeds have been expended for the purposes set forth in Measure D and ensure that no bond proceeds are used for any faculty or administrative salaries or other operating expenses
- Inform the public concerning the District's expenditures of bond proceeds
- Present to the Governing Board an annual report of the committee's proceedings and activities of the previous year
- Provide a statement indicating whether the District is in compliance with bond requirements.

With this report, the Citizens' Oversight Committee members assure voters that Measure D bond expenditures have been properly made, and only for projects identified in the bond measure, as delineated in California Education Code 15278.

I am pleased to announce that the third annual audit for 2006-07 was performed by Vavrinek, Trine, Day and Co., LLP, and the audit disclosed no instances of non-compliance with the terms of Proposition 39 or Measure D. The 2007-08 audit is scheduled for completion in December 2008.

This has been an exciting year for Cabrillo College and Measure D projects. The Barbara Samper Student Activities Center opened in fall 2007 and students are eagerly utilizing the new student services space. The new parking structure, adjacent to the new Allied Health facility site, opened in fall 2007. Construction has begun on the two new Allied Health classroom buildings and project completion is scheduled for fall 2010. The Arts Education Classrooms (AEC) project is also under construction. The classroom facilities are scheduled to open in fall 2008 and the theater and music buildings are scheduled to open in 2009. The college took possession of the Watsonville City Library adjacent to the Cabrillo College Watsonville Educational Center during summer 2008 and has begun planning for a new Industrial Technology Education Center (ITEC) facility which is also supported by \$2,500,000 of Federal Economic Development Agency funds.

Once these projects are completed, approximately 50,000 square feet of classroom and lab space will be available for reallocation to provide better access to instructional programs. These projects, along with the addition of a Scotts Valley facility will significantly complete the commitment made to voters in the Measure D bond election.

The committee looks forward to working with the District again in 2008-09 in the ongoing execution of the Facilities Master Plan.

As I conclude my service this term, I would like to thank the members of the Citizens' Oversight Committee and the community for the opportunity to serve as chair for the last four years. I look forward to seeing Cabrillo continue to grow and evolve as a valuable resource in Santa Cruz County.

Kris Reyes, *Chair*

Fourth Report to  
the Community  
on Measure D  
March 2004  
through  
June 2008

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Cabrillo  
College



From left: Lou Tuosto, Rodney Brooks, Bud Winslow, Kris Reyes, Diane Craddock and Bob Petersen

## Members of the Bond Oversight Committee

|                |  |
|----------------|--|
| Rodney Brooks  | Member At Large<br>(Two-year term expires 8/08)              |
| Bud Winslow    | Senior Citizen<br>(Two-year term expires 8/09)               |
| Diane Craddock | College Support Organization<br>(Two-year term expires 8/09) |
| Bob Petersen   | Member At Large<br>(Two-year term expires 8/08)              |
| Kris Reyes     | Business Representative<br>(Two-year term expires 8/08)      |
| Vacant         | Student<br>(Two-year term expires 8/09)                      |
| Lou Tuosto     | Taxpayers Association<br>(Two-year term expires 8/08)        |

## About a Proposition 39 Bond Measure

Supporters approved Cabrillo College Measure D under the provisions of Proposition 39, which requires a minimum 55 percent approval by the electorate. Proposition 39 bonds also call for the appointment of an independent Citizens' Oversight Committee within 60 days of election results certification. By statute, the committee must include:

- A member of the business community
- An active member of a senior citizens organization
- A member of a taxpayers association
- An enrolled student active in a community college group
- A member of a college support organization
- Two members representing the community at large

Committee members serve in an uncompensated capacity for terms of two years and may not exceed two consecutive terms. No District employee or vendor, contractor, or consultant to the District may serve on the committee.

## Committee Meetings

The Citizens' Oversight Committee met five times in the 2007-08 fiscal year. Meeting dates, agendas and minutes are available at: <http://www.cabrillo.edu/internal/facilities/measured/index.html>. For questions or comments about the committee and its activities, please call (831) 479-6406. All meetings are open to the public.

## Bond Issuance and Expenditures through June 2008

The Cabrillo Community College District issued the first series of bonds, Series A, in the amount of \$60 million in May 2004. The District issued the second and final Series B in April 2007 in the amount of \$58.5 million.

Facilities projects are publicly bid as required by contract code and the District has endeavored to make qualified local contractors aware of the projects and assist them with the public bidding process to facilitate work for local residents.

Measure D funded projects that have been completed or were in progress as of June 30, 2008 are on the next page.

## Measure D Funded Facilities Master Plan Projects<sup>1,2</sup> As of June 30, 2008

### Schedule A

| Projects in Progress              | Measure D Funding Category | Amount Budget        | Paid to Date (thru 6/30/08) |
|-----------------------------------|----------------------------|----------------------|-----------------------------|
| Arts Education Classrooms         | AEC Project                | \$44,913,344         | \$32,051,494                |
| Allied Health Classroom Buildings | Health and Wellness        | \$19,056,637         | \$3,603,693                 |
| Allied Health Parking Structure   | Health and Wellness        | \$10,865,000         | \$10,616,214                |
| Student Services Complex          | Student Services           | \$20,506,513         | \$18,861,476                |
| Space Planning                    | Building Upgrades          | \$300,000            | \$159,239                   |
| Building 300 Renovation           | Building Upgrades          | \$2,166,000          | \$1,283                     |
| Building 300 Equipment            | Equipment                  | \$931,000            | \$0                         |
| Purchase Watsonville Library      | Building Upgrades          | \$7,000,000          | \$170,840                   |
| Stadium ADA Seating               | ADA Accessibility          | \$351,789            | \$26,776                    |
| Campus Wide Signage               | ADA Accessibility          | \$400,000            | \$174,632                   |
| Building 2100 Upgrades            | Building Upgrades          | \$10,000             | \$0                         |
| Building 2100 Equipment           | Equipment                  | \$80,000             | \$51,835                    |
| <b>Total in Progress</b>          |                            | <b>\$106,580,282</b> | <b>\$65,717,482</b>         |

### Schedule B

| Project in Planning                                   | Measure D Funding Category | Amount Budget      | Paid to Date (thru 6/30/08) |
|---|----------------------------|--------------------|-----------------------------|
| Allied Health Secondary Effects (Building 200)        | Building Upgrades          | \$6,432,000        | \$18,308                    |
| Allied Health Secondary Effects Furniture & Equipment | Furniture & Equipment      | \$293,000          | \$164,427                   |
| West Soquel Pedestrian Overcrossing                   | ADA Accessibility          | \$300,000          | \$148,027                   |
| <b>Total in Planning</b>                              |                            | <b>\$7,025,000</b> | <b>\$330,761</b>            |

### Schedule C

| Completed Projects   | Measure D Funding Category | Expensed Amount |
|--|----------------------------|-----------------|
| Enrollment Center<br>Faculty Offices<br>Smart Classrooms<br>Staff Offices  | Equipment                  | \$469,746       |
| Utility Relocation Project<br>Southwest Power and Communication<br>Southeast Perimeter Road<br>Parking Lot R<br>New Fire Water Line Building 100 | Road and Utilities         | \$1,100,053     |

<sup>1</sup> Only Measure D funding is shown. Funding from other sources is excluded.

<sup>2</sup> Unaudited figures reported.

# Measure D Funded Facilities Master Plan Projects<sup>1,2</sup> As of June 30, 2008

## Schedule C (cont'd)

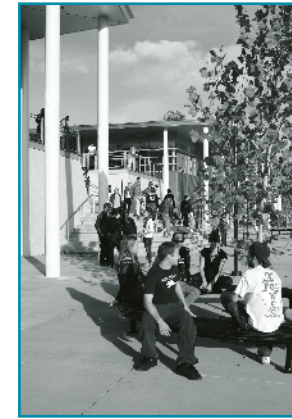
| Completed Projects   | Measure D Funding Category | Expensed Amount    |
|--|----------------------------|--------------------|
| Enrollment Center<br>Building 400 Improvements<br>Exterior Painting Buildings 100, 900, 1000, 1500, 1550, 1300, 1400, 1400, & 1600<br>HVAC Buildings 400, 450, 500, 700<br>Building 900 Restrooms<br>Building 400 Boiler Pipe Replacement<br>Smart Classrooms<br>Stadium Bathroom<br>ADA Upgrades<br>Faculty and staff offices | Building Upgrades          | \$3,269,711        |
| Building 100, 900, 1100 ADA Access<br>Stair Replacement Parking Lots E, F, and G<br>Land Bridge<br>Safety Phones Parking Structure<br>Stadium Field House Bathroom Remodel<br>Building 100 Plaza   | ADA Access and Safety      | \$1,087,675        |
| Bond Fee, Audits   | Interest                   | \$425,373          |
| <b>Total</b>   | <b>All</b>                 | <b>\$6,352,558</b> |

## Schedule D

| Projects in Planning  | Schedule                           | Planning Budget Reserve |                |
|---|------------------------------------|-------------------------|----------------|
| ADA Access & Safety Improvements                                | Schedule to be determined          | \$627,807               |                |
| Classroom & Lab Renovation                                      | Schedule to be determined          | \$1,376,864             |                |
| Upgrade Buildings   | Schedule to be determined          | \$1,124,512             |                |
| Road & Utilities Improvements                                   | Detailed schedule to be determined | \$249,947               |                |
| Equipment   | Detailed schedule to be determined | \$3,248,278             |                |
| <b>Total Budget Measure D Future Projects (Above)</b>           |                                    | <b>\$6,627,407</b>      |                |
| <b>Total Budget Measure D Projects in Progress (Schedule A)</b> |                                    | <b>\$106,580,282</b>    |                |
| <b>Total Budget Measure D Projects in Planning (Schedule B)</b> |                                    | <b>\$7,025,000</b>      |                |
| <b>Total Budget Measure D Projects Completed (Schedule C)</b>   |                                    | <b>\$6,352,558</b>      |                |
| <b>Total Measure D Funding</b>                                  |                                    | <b>\$126,585,247</b>    |                |
| <b>Interest</b>   | <b>Total</b>                       | <b>Allocated</b>        | <b>Balance</b> |
| Interest  | \$7,923,708                        | \$7,918,080             | \$5,628        |
| <b>Measure D Bond Sales</b>                                     |                                    | <b>\$118,661,539</b>    |                |
| <b>Interest Through 6/30/07</b>                                 |                                    | <b>\$7,923,708</b>      |                |
| <b>Total Measure D Funding</b>                                  |                                    | <b>\$126,585,247</b>    |                |

<sup>1</sup> Only Measure D funding is shown. Funding from other sources is excluded.

<sup>2</sup> Unaudited figures reported.



## Student Activities Center

The Student Activities Center, a new 50,000-square foot, two-level building located in the very center of the Aptos campus on Soquel Drive opened in fall 2007. The center area around the building project has been landscaped to make this area a hub of student activity. Highlights of the new center are the new bookstore,

the student assessment and orientation services, student government, student activities, and related programs. The project includes three new elevators which significantly improve accessibility on campus to and from Soquel Drive. Covered parking is on the ground level to accommodate access to the bookstore and to enrollment services.

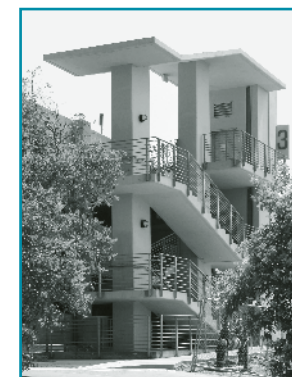


## Arts Education Classrooms

The Arts Education Classrooms project consists of five buildings totaling 122,300 square feet. The

project includes a 540-seat theater, a 385-seat music classroom and recital hall, an instructional forum building, a building dedicated to two-dimensional art and one for three-dimensional art. This project will provide triple the number of music practice rooms for students, five music rehearsal spaces, an acting studio, drawing and design studios, dance studios, and classroom space for experimental theater.

The Forum, 2D and 3D art buildings are scheduled to open for classes in fall 2008. The Theater and Music Recital Hall have made significant progress and occupancy is anticipated in 2009.



## Allied Health Classrooms & Parking

Construction of a 57,000+ square foot Allied Health classroom facility has begun to bring together all health-related disciplines to include nursing, dental hygiene, medical assisting, radiologic technology, the Stroke and

Acquired Disabilities Center, health science, and a new Wellness Center.

The Allied Health Facility parking structure opened in 2007. The parking structure provides 510 parking spaces in the northeast corner of the campus for those students attending classes on upper campus.



## Watsonville Library Acquisition

District representatives reached agreement with officials from the City of

Watsonville regarding the purchase of the existing library adjacent to the Cabrillo College Watsonville Center. In addition, the District has been awarded an Economic Development Agency grant for \$2.5 million to be used to provide career technical education in Watsonville. The plan is to demolish the existing library facility and construct a 13,000-14,000 square foot training facility. Escrow was completed July 2008. Kasavan Architecture from Salinas is working with program faculty to design an Industrial Technology Education Center. The current timetable is to bid the construction of the new building in fall 2010, and have the building completed in 2011.

## Space Allocation

The Governing Board at the January 2008 meeting approved the selection of bfgc Architects from San Jose to conduct the facilities assessment and to formulate recommendations for the reallocation of space made available by moving programs to new facilities. bfgc staff has met with all instructional divisions and all staff departments. The goal is to develop a master plan for space allocation during 2008-09.



## Aptos Campus Signage

The District has contracted with Kate Keating Associates of San Francisco to prepare a signage plan for the Aptos campus to include signage to identify handicap accessible routes and signage to assist students, faculty, staff and visitors

to find desired campus locations. The handicap accessible routes have been identified with the assistance of the Disabled Student Program & Services staff. The goal is to bid the construction and installation of the campus wide signs during 2008-09.

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## Examination of Expenditures

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Cabrillo College provides the Citizens' Oversight Committee with comprehensive financial and project updates at committee meetings. Monthly Facilities Master Plan status reports are submitted to the Cabrillo College Governing Board for review. Revisions to the plan are approved by the Governing Board as necessary or at the March and September Board meetings. The Citizens' Oversight Committee also receives copies of the monthly reports to the Governing Board.

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## Issues

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The high cost of construction continues to be a challenge facing Cabrillo College. Cabrillo College staff continues to diligently work with consultants and contractors to keep the projects on schedule and on budget. The California Division of the State Architect (DSA) must approve community college construction projects that affect structural integrity, safety, and access. The DSA's approval process continues to provide challenges to the goal of minimizing delays and additional costs to the projects.

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## Conclusions

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The Citizens' Oversight Committee finds that Cabrillo College has complied with the spirit and requirements of state law in accounting for and expending public bond funds. It has exercised proficient fiscal discretion in selecting best practices to facilitate projects through planning and contract management.

