

AGENDA
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES STUDY SESSION
January 8, 2014, 6:00 p.m.
District Office Board Room
3401 CSM Drive, San Mateo, CA 94402

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board welcomes public discussion.

- *The public's comments on agenda items will be taken at the time the item is discussed by the Board.*
- *To comment on items not on the agenda, a member of the public may address the Board under "Statements from the Public on Non-Agenda Items;" at this time, there can be discussion on any matter related to the Colleges or the District, except for personnel items. No more than 20 minutes will be allocated for this section of the agenda. No Board response will be made nor is Board action permitted on matters presented under this agenda topic.*
- *If a member of the public wishes to present a proposal to be included on a future Board agenda, arrangements should be made through the Chancellor's Office at least seven days in advance of the meeting. These matters will be heard under the agenda item "Presentations to the Board by Persons or Delegations." A member of the public may also write to the Board regarding District business; letters can be addressed to 3401CSM Drive, San Mateo, CA 94402.*
- *Persons with disabilities who require auxiliary aids or services will be provided such aids with a three day notice. For further information, contact the Executive Assistant to the Board at (650) 358-6753.*
- *Regular Board meetings are recorded; recordings are kept for one month.*
- *Government Code §54957.5 states that public records relating to any item on the open session agenda for a regular board meeting should be made available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to the members of the Board. The Board has designated the Chancellor's Office at 3401 CSM Drive for the purpose of making those public records available for later inspection; members of the public should call 650-358-6753 to arrange a time for such inspection.*

6:00 p.m. ROLL CALL

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

MINUTES

14-1-1 [Minutes of the Meeting of December 11, 2013](#)

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

14-1-1A [Approval of Personnel Actions: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel](#)

Other Recommendations

14-1-100B [Public Hearing on the Initial Study and Proposed Mitigated Negative Declaration for the Solar Photovoltaic Project at Cañada College; Adopt the Initial Study; Adopt the Mitigated Negative Declaration and Mitigation Monitoring Program; and Approve the Project](#)

14-1-101B Adoption of Resolution No. 14-1 Exempting the District from Division of State Architect Requirements for the Solar Photovoltaic Project at Cañada College

14-1-102B Approval of Solar Photovoltaic Project at Cañada College and Approval of Contract Award for the Project

STUDY SESSION

14-1-1C Discussion of Sources of Revenue

RECESS TO CLOSED SESSION

1. Closed Session Personnel Items
 - A. Administrative Appointment, Reappointment, Assignment and Reassignment: **College of San Mateo** – Interim Dean of Language Arts, Instruction
 - B. Public Employment
Employment: **Cañada College** – Librarian, Vice President of Instruction (2 positions); **Skyline College** – Instructional Aide II, Language Arts/Learning Center; History Instructor, Creative Arts/Social Science; Program Services Coordinator, Counseling Services; **Districtwide** – Financial Aide Reconciliation Specialist, Student Services
 - C. Public Employee Discipline, Dismissal, Release

CLOSED SESSION ACTIONS TAKEN

ADJOURNMENT

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
December 11, 2013, San Mateo, CA**

The meeting was called to order at 6:04 p.m.

Board Members Present: President Karen Schwarz, Vice President Patricia Miljanich, Trustees Richard Holober, Dave Mandelkern and Tom Mohr, Student Trustee David Latt

Others Present: Executive Vice Chancellor Kathy Blackwood, Skyline College President Regina Stanback Stroud, College of San Mateo President Michael Claire, Cañada College President Larry Buckley, District Academic Senate President Diana Bennett

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

SWEARING IN OF TRUSTEES

Trustee Holober's sons, Evan and Reuben Holober, administered the Oath of Office to Trustee Holober. Trustee Holober said he is thankful to the voters of San Mateo County for giving him another term in office which he hopes will be a time to accomplish great and innovative things. He said he takes his obligation to serve students seriously. He said the District has weathered a difficult economic time and he appreciates the sacrifices that staff, faculty, administrators and students have made. Trustee Holober congratulated Trustee Mohr and said he looks forward to working with him.

Assemblyman Kevin Mullin administered the oath of office to Trustee Mohr. Assemblyman Mullin said this is a capstone position for Trustee Mohr as he has seen education from all facets. He said he is proud to represent the District's three Colleges and he is proud of the work of the Board and Chancellor Galatolo. Assemblyman Mullin congratulated Trustee Holober on his re-election and Reuben Holober on his election to the Millbrae City Council. Trustee Mohr said it is a privilege to serve. He thanked Assemblyman Mullin and also thanked the residents of San Mateo County, many of whom shared how important community colleges are to them during his campaign. Trustee Mohr thanked those who served on his campaign committee and faculty and staff who supported him. He acknowledged his wife, Sandy, who offered great support throughout his campaign.

President Schwarz announced that there would be a 15-minute reception to celebrate the swearing in of Trustees Holober and Mohr. President Schwarz thanked Tom Bauer, Vice Chancellor of Auxiliary Services and Enterprise Operations, for sponsoring the reception.

ORGANIZATION OF THE BOARD OF TRUSTEES

President Schwarz announced that tonight is the annual organizational meeting of the Board to elect officers for the coming year, as required by the Education Code.

President Schwarz called for nominations for President. It was moved by Vice President Miljanich and seconded by Trustee Mohr to elect Karen Schwarz to serve as President. There were no other nominations. The motion carried, with President Schwarz abstaining and all other members voting "Aye."

President Schwarz called for nominations for Vice President-Clerk. It was moved by Trustee Mandelkern and seconded by Trustee Holober to elect Patricia Miljanich to serve as Vice President-Clerk. There were no other nominations. The motion carried, with Vice President Miljanich abstaining and all other members voting "Aye."

It was moved by Vice President Miljanich and seconded by Trustee Holober to reaffirm the appointment of Chancellor Galatolo as Secretary for the Board. The motion carried, all members voting "Aye."

President Schwarz called for nominations for the position of Representative of the Board to the County Committee on School District Organization. It was moved by Vice President Miljanich and seconded by Trustee Mandelkern to appoint Trustee Mohr to serve as Board Representative. There were no other nominations. The motion carried, with Trustee Mohr abstaining and all other members voting "Aye."

MINUTES

It was moved by Vice President Miljanich and seconded by Trustee Holober to approve the minutes of the regular meeting of November 12, 2013. The motion carried, with Trustee Mohr abstaining and all other members voting "Aye."

It was moved by Trustee Holober and seconded by Vice President Miljanich to approve the minutes of the Board Retreat of November 16, 2013. The motion carried, with Trustee Mohr abstaining and all other members voting "Aye."

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Chancellor Galatolo congratulated Trustee Holober on his re-election and welcomed Trustee Mohr.

Skyline College President Stanback Stroud congratulated Trustees Holober and Mohr. President Stanback Stroud said the Ceramics Club held its Empty Bowls Fundraiser which raised more than \$2,000 for SparkPoint at Skyline College. President Stanback Stroud cited two articles in her written report on the Center for Innovative Practices through Hip Hop Education and Research (CIPHER) focusing on the Hip Hop Think Tank in New York and the lecture by Dr. Tricia Rose at Skyline College. She said Hip Hop education is an emerging pedagogical approach for connecting with and empowering young people.

College of San Mateo President Claire congratulated Trustee Holober and Councilman Reuben Holober. He also congratulated Trustee Mohr and said he appreciates his absolute commitment to the community college system. President Claire recognized Gary Dilley who has done an outstanding job as Interim Vice President of Instruction. He introduced Sandra Comerford, Dean of Language Arts, who is being recommended for the position of Vice President of Instruction. He also recognized Jan Roecks, Vice President of Special Projects at the District, who is being recommended for the position of Vice President of Administrative Services at College of San Mateo.

Cañada College President Buckley thanked Trustees Holober and Mohr for having the courage to go before the voters of San Mateo County. He said the District is stronger because five Board members have made the choice to place their names on the ballot. President Buckley said Cañada College hosted a meeting of the Bay 10 at which Leroy Morishita, President of California State University-East Bay, discussed developing stronger relationships with community colleges. President Buckley said the women's golf team took third place in the State Championships. Cañada College partnered with the Save the Children Foundation to raise money for relief for the victims of Typhoon Haiyan. The effort was organized by classified staff member Jo'an Rosario Tanaka. In addition, faculty member Vera Quijano helped collect relief supplies. The fall dance production will also be used as a fundraiser for relief aid. More than 125 people attended a Hawaiian-themed holiday luncheon on campus; attendees brought donations for the Second Harvest Food Bank.

Executive Vice Chancellor Blackwood congratulated Trustees Holober and Mohr. Regarding the budget, Executive Vice Chancellor Blackwood said the Legislative Analyst's Office released revenue projections in late November and the Board of the Association of Chief Business Officials met with Department of Finance representatives on December 6. While it is difficult to predict how much money will be available, it is estimated that community colleges will receive \$300 million to \$700 million in one-time funds. The Governor reportedly wants to pay off the wall of debt, which for community colleges would include deferrals, and half of the one-time funds may be used for this purpose. This does not affect the District because deferrals represent a cash flow issue for apportionment and the District no longer receives apportionment. The other half of one-time money will most likely be used for instructional equipment and scheduled maintenance; the District would receive a share of this money.

In terms of ongoing money, estimated at \$300 million to \$500 million, Executive Vice Chancellor Blackwood said a small amount will go to the statutory .9% COLA and some to growth. A portion might also be used for the Student Success and Support Program; this would affect the District and could be used to offset some expenses for

student support. Some ongoing money might also be used for categorical backfill, although the Governor is not generally supportive of categorical programs. Executive Vice Chancellor Blackwood said more information on the budget will be available on January 10 when the Governor releases his budget.

District Academic Senate President Bennett congratulated Trustees Holober and Mohr. She said the Academic Senate leaders met with the Vice Presidents Council this week. Among the items discussed were policies, plenary resolutions, and selection processes. The District Academic Senate will participate in a Warm Hug Drive with the Foundation and District Student Council; coats, scarves, hats and gloves will be collected for students within the District.

Hayley Sharpe, President of the Associated Students of College of San Mateo (ASCSM), distributed a list of members of the Student Senate. She said the Senate is made up of three boards: (1) the Cultural Awareness Board, which plans and carries out events that recognize and celebrate the diversity of the College community; (2) the Programming Board, which focuses on providing a broad range of events; and (3) the Advocacy Board, which focuses on researching political issues and advocating on behalf of students at the local, state and national levels. President Sharpe said ASCSM members represent students on College and District committees.

President Sharpe said there are 34 active clubs on campus. Any student currently enrolled at the College can start or participate in a club. Activities and events for the 2013 fall semester included the Summer Ice Cream Giveaway; the ASCSM Summer Retreat; Welcome Week; ASCSM Promo Day; Halloween Event; Club Fair; and the Women in Leadership Town Hall. The Holiday Angels Toy Drive began today and will take place again on December 18. ASCSM is currently participating in relief efforts for the victims of Typhoon Yolanda/Haiyan.

President Schwarz thanked President Sharpe for her excellent report.

BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND SUPPORT SERVICES: X-TREME SATURDAY AT SKYLINE COLLEGE

Joi Blake, Vice President of Student Services, said Skyline College launched X-Treme Saturday for the first time in August. She said the program provides an opportunity for students to come to the campus and receive all matriculation services in one day. Vice President Blake introduced Nohel Corral, Interim Dean of Counseling, and Dr. John Mosby, Dean of Enrollment Services.

Dean Corral said X-Treme Saturday is a one-day event for new students who can apply, matriculate and enroll in classes. Students receive application assistance, assessment testing, orientation and group counseling sessions, in addition to registering for classes. Instructional and Student Service Programs are highlighted, such as learning communities and career-technical programs. Instructional deans are available to add sections as needed. Students are also assisted with procuring financial aid clearances.

Dean Corral said X-Treme Saturday connects with the Board goals to (1) increase access to learning opportunities and increase flexibility to achieve student success and institutional effectiveness, and (2) build strong relationships with local cities and other school districts. Working with local high schools, the program provided resources to students on the Saturday before school started.

Dean Corral said the program also connects to College goals by providing pathways to students who leave the X-Treme Saturday program with full or partial schedules and specific educational goals. Students are also provided human, physical, technological and financial resources.

Dean Mosby discussed the program design. Morning activities included check-in and intake; welcome and program overview; English and math assessments; and Student Education Plan (SEP) breakouts with completed placement results. After lunch and a club program showcase, the program included orientation; a second session of SEP breakouts; and registration for classes.

Dean Mosby said program goals are to provide a warm, inviting welcome to the College and District; assist students in making their educational goals a reality; connect students to resources at the beginning of their Skyline College experience; and assist students in understanding their educational and financial responsibilities.

Dean Mosby said 177 students attended X-Treme Saturday. Of those students, 80% registered at Skyline College for fall; 83 registered part-time, 59 registered full-time and 39 did not register. Dean Mosby quoted students who attended X-Treme Saturday and viewed their experiences favorably. Dean Mosby said the next X-Treme Saturday will take place on January 11, 2014.

President Schwarz said she has always told students that there is much help available to them at the Colleges if they seek it. She said this program provides that assistance by reaching out to students and she commends Skyline College for this. President Schwarz asked what outreach was conducted for the program. Dean Mosby said outreach was conducted with local high schools. The Office of Marketing, Communications and Public Relations also communicated with the wider community. Current students provided word of mouth outreach to potential students and families. Trustee Mohr said the X-Treme Saturday program addresses factors that affect students' ability to do well in their first year. He encouraged the presenters to collect data on the success of participating students. Dean Corral said this will be done and will be reported to the Board. Student Trustee Latt commended Dean Corral and Dean Mosby for their presentation. He said students are getting a stronger start because the College is reaching out and providing resources to them.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

None

At this time, Vice President Miljanich temporarily stepped out of the meeting.

NEW BUSINESS

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (13-12-1A)

It was moved by Trustee Holoher and seconded by Trustee Mandelkern to approve the actions in Board Report No. 13-12-1A. The motion carried, all members present voting "Aye."

APPROVAL OF CONSENT AGENDA

President Schwarz said the Consent Agenda consists of the following Board Reports:

- 13-12-1CA Approval of Curricular Additions – Cañada College and College of San Mateo
- 13-12-2CA Adoption of District Academic Calendar for 2014-2015
- 13-12-3CA Approval of Community Services Classes, Spring/Summer 2014 – Cañada College, College of San Mateo and Skyline College
- 13-12-4CA Ratification of September and October 2013 District Warrants

It was moved by Trustee Holoher and seconded by Trustee Mandelkern to approve the Consent Agenda. The motion carried, all members present voting "Aye."

Other Recommendations

APPOINTMENT/REAPPOINTMENT OF DIRECTORS FOR THE SAN MATEO COUNTY COLLEGES EDUCATIONAL HOUSING CORPORATION (13-12-100B)

It was moved by Trustee Holoher and seconded by Trustee Mohr to approve the appointment/reappointment of Directors as detailed in the report. The motion carried, all members present voting "Aye."

AUTHORITY TO EXECUTE AN AGREEMENT WITH ELLUCIAN FOR ADMINISTRATIVE INFORMATION SYSTEMS MAINTENANCE SERVICES (13-12-101B)

It was moved by Trustee Holoher and seconded by Trustee Mohr to approve the agreement as detailed in the report. The motion carried, all members present voting "Aye."

APPROVAL OF SAN MATEO ATHLETIC FEES AND PLAN REVISIONS (13-12-102B)

It was moved by Trustee Mohr and seconded by Trustee Holoher to approve the revisions as detailed in the report. Trustee Holoher suggested that an update be provided at a future meeting regarding the status of the contract with the company that manages the facility, including when the contract will be up for renewal and the possible

implications. Chancellor Galatolo said this discussion will be included on the agenda for a future meeting. After this discussion, the motion carried, all members present voting “Aye.”

Vice President Miljanich rejoined the meeting at this time.

INFORMATION REPORTS

INFORMATION ON CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) REQUIREMENTS (13-12-2C)

Barbara Christensen, Director of Community/Government Relations, said the Board asked for additional information on CEQA requirements for the planned solar array project at Cañada College. Specifically, the Board wanted information on when an Environmental Impact Report (EIR) is required for a project versus when an Initial Study/Mitigated Negative Declaration (IS/MND) is sufficient documentation. Ms. Christensen said Sabrina Teller, the District’s attorney for CEQA matters, is available by telephone to address this matter and answer questions.

Ms. Teller said an EIR is required only when there is substantial evidence that shows a possibility of a significant environmental effect that cannot be mitigated. She said that most times an agency has a good sense of what the likely effects will be and will make a determination before preparing an Initial Study about whether the project is likely to be sustained on a Negative Declaration. If it is determined that the project can be fully mitigated or is mostly benign and will have no significant impact, this must be documented with sufficient explanation in the Initial Study. Sometimes an agency will undertake an Initial Study for the purpose of determining whether there will be a significant impact necessitating an EIR.

Ms. Christensen said the District engaged the services of ICF International; their experts in plants, biology and environmentally protected species surveyed the Cañada College site. Ms. Teller said consultants first rely on general knowledge and previous experience with this type of project. They then conduct the physical survey of the site. In this case, they determined that the site is a mostly disturbed site with no native or pristine characteristics and the project will not have any significant adverse biological effects. While there will be a change to the physical environment, there are no particular or unusual circumstances that would cause the change to rise to a threshold of significance and require an EIR. Ms. Teller said the project actually will be environmentally beneficial in that it will reduce the College’s dependence on electricity.

Ms. Teller said that during early discussions about what type of environmental review would be appropriate, one issue that arose was how visible the project would be from areas outside the campus; this could be a concern to neighbors or communities adjacent to the project. Ms. Teller said that in reviewing the draft of the Initial Study, she is satisfied with the level of analysis that ICF International did in determining that the potential aesthetic impacts are likely to be less than significant. She said the project will be somewhat visible from certain vantage points but not so visible as to dominate the view from those vantage points.

Trustee Holober said recent experience with lawsuits causes him to believe that adverse responses should be anticipated. He asked what the requirement is in terms of public notice to provide the public with sufficient opportunity to bring their concerns forward. Ms. Teller said that when an agency decides to prepare a Negative Declaration, CEQA requires that it use one of three different methods of notice to the public and must allow a public comment period of at least 20 days. If, at the end of the public comment period, the District is inundated with comments, a decision can be made to proceed with an EIR. Trustee Holober asked if the public’s opportunity to oppose the project in court at a later date is exhausted if no unsupportive comments are received by the end of the public comment period. Ms. Teller said that if no one sends comments or comes in with comments at the point of project approval, any lawsuit would be very likely to lose because of the failure to exhaust administrative remedies. She said that, because of the formality of the Negative Declaration process, the law is very clear on the failure to exhaust administrative remedies. The tree removal case was different because an addendum was submitted which did not require a formal public comment period; therefore, those who objected said they were not required to exhaust administrative remedies. Trustee Holober asked if the project represents a change to a previous master plan which had a completed Negative Declaration process. Ms. Teller said the most recent master plan that mentioned putting a solar project on the site was not subject to environmental review and, therefore, this is a project of first impression under CEQA.

For clarification, Trustee Mandelkern noted that an EIR is required when the possibility of a significant environmental effect cannot be mitigated. Therefore, if parts of the solar array projects are visible from the campus but can be mitigated by planting trees, for example, it would be appropriate to proceed with a Mitigated Negative Declaration. Ms. Teller said this analysis is correct.

Trustee Mandelkern asked Ms. Teller what factors she would consider if she were representing someone who might have concerns about it. Ms. Teller said she would hope any client would contact her before the public comment period ran out and would provide input from neighbors explaining why there would be significant impact. If that were to happen, she would advise the District to do an EIR.

Ms. Teller said she has worked with District staff to make sure the letter of the law is followed. Trustee Mandelkern said it would be wise to make sure the intent of the law is followed as well. Ms. Christensen said the District has gone far beyond the requirement to use one of three methods of notice to the public, with prominent posting of signs and prominent placement on the District's website as well as the public notice in the newspaper. Ms. Teller said the Initial Study also includes visual simulation which is not required. Trustee Mandelkern asked if the simulation considers the reflection of the sun off of the panels. Ms. Teller said the Negative Declaration addresses the question of whether there will be light and glare impact; she said the panels have shading or coating that prevents them from being highly reflective.

President Schwarz thanked Ms. Christensen and Ms. Teller for the presentation.

CAÑADA COLLEGE SOLAR PROJECT PLAN UPDATE (13-12-3C)

Karen Powell, Director of Maintenance and Operations, said solar energy is clearly and distinctly aligned with the goals of the Board. It is also in alignment with the intent of Proposition 39 which is one of the funding sources for the project. Proposition 39 specifies the loading order for entities that want to utilize energy efficiency funds for projects. First in loading order are projects that are designed for energy efficiency; the District was an early leader in this area and has continued down that path. Second in loading order is demand response which is the ability of the District or each of the Colleges to reduce electrical consumption in response to heavy demand on the grid and brownouts. In this area, the District has installed direct digital controls over all buildings so that consumption can be reduced in response to events. The District also participated in a nationwide pilot project at College of San Mateo with Lawrence Berkeley Labs. Because the District has been successful in addressing energy efficiency and demand response, it now has the opportunity to utilize first-year Proposition 39 funding for a generation project such as solar. This is a unique opportunity to leverage both State (Proposition 39) and utility funding. In order to preserve Proposition 39 funding, the project must be substantially complete by June 30, 2014. The utility funding is provided by the California Solar Initiative which offers an incentive program. The solar project has been approved for the funding at this time; it is not clear that the funding will continue into the future.

Joe Fullerton, Energy Management Coordinator, said the project is a Design-Build project to build a ~1.+ MW Solar Photovoltaic system at Cañada College, shifting one-third to one-half of the campus electrical consumption off the grid. He said the project budget is \$5,250,000. Approximately \$3.8 million will come from local funds (various energy efficiency rebate and incentive funds). \$961,579 in California Solar Initiative funds is reserved for the project; the final incentive payment amount will be based upon actual system production. Approximately \$500,000 will come from Proposition 39 funds.

Mr. Fullerton said a vendor will be selected in winter 2013 utilizing Government Code 4217.12-Best Value selection process. Request for approval of the project and contract award will be brought to the Board in January 2014.

Trustee Mandelkern asked where the solar panels are made. Mr. Fullerton said each vendor uses different panels. Many are made in China and some have component and construction methodologies that are made in the United States or Canada. Mr. Fullerton said he is very mindful of concerns about some panels that are made in China.

Following a question from Trustee Mandelkern, the Facilities staff stated they would bring a payback analysis to the Board at the next meeting.

Trustee Mohr asked for information about maintenance costs over a period of time. Mr. Fullerton said operations and maintenance costs are included in the proposals and will most likely be for a twenty-year period. He said that, unlike many construction projects, solar photovoltaic array projects typically come with an operations and maintenance contract in place. The California Solar Initiative also requires a performance guarantee; to meet this requirement, vendors subscribe to a specific operations and maintenance protocol. Vice Chancellor Nuñez said the cost of fencing and cameras are also included in the proposals. Cameras and motion sensing lights will be utilized in order to protect the investment.

Trustee Mohr asked if the technology in this area is changing rapidly. Mr. Fullerton said he believes this is the right time to invest in the technology. He said the technology is not new and there has been a tremendous jump in efficiency in recent years. He said the panels and infrastructure will be at Cañada College for a very long time. Chancellor Galatolo said it is becoming more cost effective to purchase panels and, with Proposition 39 funds and rebates, the District can recoup the investment in many fewer years. Mr. Fullerton added that the cost of energy is rising while the cost of panels is decreasing.

Trustee Holober said it is his understanding that funding by the California Solar Initiative and Proposition 39 has already been approved. Mr. Fullerton said this is correct. He said the California Solar Initiative requires that the agency must be in contract by the middle of January. Proposition 39 funding requires that the project must be complete by the end of the fiscal year. California Solar Initiative funds will be distributed over a five-year period, based on the performance of the system. Therefore, District funds must be used and will be reimbursed. Chancellor Galatolo noted that if the District is not reimbursed by the California Solar Initiative, it will be reimbursed by the vendor because of the performance guarantee.

Trustee Holober asked if adoption of a Mitigated Negative Declaration is required before the Board can award the contract. Chancellor Galatolo said it is. He said that on January 8, the Board will be asked to approve a Mitigated Negative Declaration and then will be asked to approve a contract.

Trustee Mohr said he would like to see charts that demonstrate efficiencies. Trustee Holober said it would also be helpful to see payback projections. Ms. Powell said the District engaged the services of a consultant, Newcomb Anderson McCormick, to help with development of the RFP and to do technical analysis of payback periods and generation models. She said some of their reports and graphics will be included in the report on January 8.

REVIEW OF/RESPONSE TO ACCJC REPORTS TO THE COLLEGES (13-12-4C)

Chancellor Galatolo said the District and Colleges received external evaluation reports from the visiting teams and had the opportunity to respond to omissions and errors of fact. The District received three Recommendations for Improvement, meaning the accreditation standard is met but improvements can be made. The recommendations concerned (1) the need to broadly communicate modifications to the faculty evaluation process; (2) increasing Board professional development and orientation of new trustees; and (3) evaluation of District services and documentation regarding the outcomes of the evaluations. District responses are incorporated into the three Colleges' responses.

Chancellor Galatolo asked each College President to provide highlights of their responses. Copies of the responses were distributed to the Board and are attached the official minutes of record.

President Buckley said Cañada College received one Recommendation to Correct a Deficiency; the recommendation concerned an effective process to address the currency of course outlines of record (CORs). President Buckley said the College's response pointed out that, while there are CORs that are not up-to-date, the College began addressing this issue in September. The Curriculum Committee adopted a revised process for identifying CORs that are out-of-date and the revised process will be included as a revision to the *Curriculum Committee Handbook*. Therefore, the College has already corrected this deficiency.

President Buckley said the College received one Recommendation for Improvement which suggested the College do more to record and communicate the robust dialogue that exists between planning councils and governance groups. In response, the College has expanded the system of documenting discussions and is currently implementing this process.

President Buckley said there were instances in which the visiting team contradicted itself. He said the College's response included a separate document outlining additional errors of fact. He said he confirmed today that the response was received by Dr. Pam Luster, President of San Diego Mesa College and Cañada College Team Chair; she informed President Buckley that she incorporated changes where she "felt it appropriate." President Buckley also confirmed that the response was received by Jack Pond, ACCJC Vice President of Team Operations and Communication; Mr. Pond informed President Buckley that he will receive a letter shortly with "further instructions" and the date and time at which the Commission will be reviewing the report.

President Claire said College of San Mateo's response includes many corrections of errors of fact, including misapplication of statistical principles. He said he was disappointed in the report. He said the visiting team was small and unprepared and most errors of fact were in areas where there were two inexperienced team members. President Claire said the section of the report addressing Standard III.C (Information Technology) was so riddled with errors that the College created a separate document in response to that section.

President Claire said three recommendations, including recommendations concerning SLOs and assessment of plans, will be completely addressed before the Commission meets in January; this information is included in the College's response as supplemental information. Trustee Holober asked if there were findings of deficiency at College of San Mateo. President Claire said the wording around assessment planning indicates that the standard is not fully met but this statement was made without a trail of evidence; therefore, President Claire has requested clarification. President Claire said there have been instances at other colleges in which standards were not fully met but sanctions were not imposed.

President Claire said the Commission requires publication of its final reports. He said the Commission has a standard with regard to presenting information to the public that is correct. Vice President Miljanich suggested that the Colleges' responses be published along with the Commission's reports.

President Claire recognized the work of his leadership team, including Sandra Comerford and Jan Roecks, in preparing the response.

President Stanback Stroud said the Skyline College visiting team was inexperienced. She said the report has multiple errors of fact, inconsistencies and contradictions. She outlined some of the statements in the report and the College's response to them, including comments about the number of people who attended meetings requested by the site visit team, actionable improvement plans, Distance Education programs, SLOs, incomplete citing of evidence, and problems with technology for team members.

President Stanback Stroud said Skyline College received four Recommendations to Improve. The first recommendation concerns evaluation of the planning process; there is an error of fact which is addressed in the response. The second recommendation concerns substantive interaction with students in Distance Education courses; clarifying information is provided in the response. The third recommendation concerns performance evaluations for adjunct faculty members; the response explains how this has been addressed. The fourth recommendation concerns a Code of Professional Ethics for each employee group; this contains an error of fact which is corrected in the response.

President Stanback Stroud outlined several additional errors of fact in the report and the College's response to them. She said she believes the site visit team tried to do good work but she does not believe they thoroughly read the evidence provided because they asked for information that had already been supplied to them.

Trustee Mohr said ACCJC has created a culture of double jeopardy and of never being satisfied with what colleges provide. He said the culture of the Commission has changed dramatically over the past six to seven years and it is now not possible to predict what the Commission might single out as not meeting a standard. Trustee Mohr said staff at the District and Colleges put forth a great deal of effort and it is unforgivable to have so many errors in the external evaluation reports. He asked the College Presidents if they believe part of the problem could be that community college leaders around the State have become so frustrated that they are not participating as site visit team members. President Buckley said he believes some leaders are frustrated and are not participating and some who are participating are unprepared; he said there is a wide variation in teams. President Stanback Stroud said the

overall culture of the Commission and the training of site visit team members is not the same as it used to be. She said the process has now become an audit and compliance exercise.

Trustee Mandelkern commended faculty, staff and administrators for all the work they did in preparation for the accreditation cycle. He said the entire process is frustrating and completely arbitrary. He said it seems that no matter what colleges prepare, they have no idea what the Commission will do in private. He said that even if a college has met the intent of a standard, the Commission can say it is not met 100% and can impose a sanction. Trustee Mandelkern said he appreciates that the Colleges have corrected errors of fact but he believes they should not “beat themselves up” over the reports. Trustee Mohr said he agrees with Trustee Mandelkern’s statement but is concerned that the reports could affect how the Colleges are perceived by the public.

Trustee Holober said the College Presidents do a fabulous job. He said they are dealing with real issues all the time and the accreditation process has become an unreal process that is completely detached from the work the Presidents and their teams do. Trustee Holober said the Board understands that this is a separate reality.

Vice President Miljanich said she shares the concern about public perception. She said the Board will be prepared to deal with whatever happens and will do their best to communicate with the public.

President Schwarz said she has been through many accreditation cycles before and has never been more impressed with the Colleges’ Self Evaluation Reports than she was this time. She said it is frustrating and disheartening to receive External Evaluation Reports of the type received by the Colleges. President Schwarz said the Board is fully supportive of the District and Colleges.

FULL ABSORPTION BUDGET (13-12-5C)

Executive Vice Chancellor Blackwood said she prepared the full absorption budget in response to a request from the Board after the 2013-14 Final Budget Report was presented. The full absorption budget allocates District Office Facilities and Central Services expenses to each of the Colleges in order to get a true picture of the total costs at each College. The Board thanked Executive Vice Chancellor Blackwood for the report.

FIRST QUARTER REPORT OF AUXILIARY OPERATIONS, 2013-14 (13-12-6C)

The Board accepted the report. President Schwarz complimented Vice Chancellor Tom Bauer on the excellent Auxiliary Services and Enterprise Operations Annual Report given to the Board at their last meeting. She said the progress over the years has been impressive.

DISTRICT FINANCIAL SUMMARY FOR THE QUARTER ENDING SEPTEMBER 30, 2013 (13-12-7C)

The Board accepted the report.

STATEMENTS FROM BOARD MEMBERS

Student Trustee Latt said Chancellor Galatolo attended the last District Student Council meeting to discuss changes to the bylaws as requested by the Board. Student Trustee Latt said it was a privilege to have President Schwarz attend the Women in Leadership event. He congratulated Trustees Holober and Mohr and wished everyone happy holidays.

Vice President Miljanich welcomed back Trustee Holober and welcomed Trustee Mohr.

Trustee Mohr said it is a privilege to be a partner with the other Board members, Chancellor Galatolo and staff. Trustee Mohr said he attended the Millbrae City Council induction ceremony and said new Councilman Reuben Holober is a talented young man who received a tremendous response at the ceremony.

Trustee Mandelkern welcomed Trustee Mohr to the Board and said he looks forward to working with him. He congratulated Trustee Holober and said he looks forward to continuing to work with him. Trustee Mandelkern said he witnessed the moving swearing in ceremony of Reuben Holober to the Millbrae City Council. Earlier today, Trustee Mandelkern attended the Skyline College Automotive Luncheon. He said this is an example of a program that is working in the community. Trustee Mandelkern wished everyone a happy holiday season.

Trustee Holober congratulated Trustee Mohr and said he ran a great campaign. He said Trustee Mohr brings a great deal of wisdom and knowledge to the Board and he looks forward to working with him. Trustee Holober thanked people for their comments on Councilman Reuben Holober; he said it is gratifying to see him moving forward in public service. Trustee Holober said he attended the Community College League of California convention. At the convention, he saw San Diego Community College District Chancellor Constance Carroll, Accreditation Site Visit Team Chair for the District Office, who told him this is a wonderful district and has nothing to fear. Trustee Holober distributed information to the Board about the Excellence in Trusteeship Program, through which trustees can earn units for participating in educational programs. Trustee Holober wished everyone a happy holiday season.

President Schwarz thanked CSEA for a wonderful holiday luncheon. She said she attended the Skyline College Automotive Luncheon and the Women in Leadership event. President Schwarz welcomed Trustee Mohr to the Board and said she is very pleased that Trustee Holober is also back on the Board. She said Trustee Holober should be very proud of his sons. President Schwarz wished everyone a happy holiday season.

Chancellor Galatolo said the world lost a great leader when Nelson Mandela passed away. He suggested the Board adjourn this meeting in his memory and the Board agreed.

COMMUNICATIONS

None

MEETING OF THE BOARD OF DIRECTORS OF THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT FINANCING CORPORATION

The meeting was called to order at 10:25 p.m. by President Schwarz.

Present: President Karen Schwarz, Vice President Ron Galatolo, Secretary Patricia Miljanich, Treasurer Kathy Blackwood, Director Richard Holober, Director Dave Mandelkern

Approval of Minutes of the December 6, 2012 meeting

It was moved by Director Holober and seconded by Director Mandelkern to approve the minutes as presented. The motion carried, all members voting "Aye."

Naming of Officers for 2014

President Schwarz said that in accordance with the bylaws of the Financing Corporation, the officers for 2014 will be:

President – Board of Trustees President Schwarz
 Vice President – District Chancellor Ron Galatolo
 Secretary – Board of Trustees Vice President-Clerk Miljanich
 Treasurer – District Executive Vice Chancellor Blackwood

It was moved by Director Holober and seconded by Director Mandelkern to approve the new officers. The motion carried, all members voting "Aye."

President Schwarz announced that the next scheduled meeting of the Financing Corporation will be held on December 10, 2014.

It was moved by Secretary Miljanich and seconded by Director Holober to adjourn the meeting. The meeting was adjourned at 10:27 p.m.

RECESS TO CLOSED SESSION OF BOARD OF TRUSTEES

President Schwarz announced that during Closed Session, the Board will consider the personnel items listed as 1A, 1B, 1C and 1D on the printed agenda.

The Board recessed to Closed Session at 10:45 p.m. and reconvened to Open Session at 11:05 p.m.

CLOSED SESSION ACTIONS TAKEN

President Schwarz reported that at the Closed Session just concluded, the Board considered the personnel items listed on the printed agenda and voted 5-0 to approve the items listed as 1A, 1B, 1C and 1D.

ADJOURNMENT

It was moved by Trustee Holober and seconded by Trustee Mohr to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 11:06 p.m. in memory of Nelson Mandela.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the January 8, 2014 meeting.

Patricia Miljanich
Vice President-Clerk

BOARD REPORT NO. 14-1-1A

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Harry W. Joel, Vice Chancellor, Human Resources and Employee Relations
(650) 358-6767

APPROVAL OF PERSONNEL ITEMS

Changes in assignment, compensation, placement, leaves, staff allocations and classification of academic and classified personnel:

A. REASSIGNMENTS

Skyline College

Adriana Armas Staff Assistant Enrollment Services

Reassigned through the hiring process from a full-time Career Resources/Counseling Aide position (Grade 19 of Salary Schedule 60) into this full-time, 12-month position at Grade 21 of the same salary schedule, effective January 6, 2014. The change in staff allocation was Board approved on November 12, 2013.

District Office

Romulus Langi Senior Maintenance Engineer Facilities

Reassigned through the hiring process from a full-time Maintenance Engineer position (Grade FF of Salary Schedule 70) into this full-time, 12-month position at Grade HH of the same salary schedule, effective December 16, 2013, replacing John Galvin who left employment.

Paul Barbosa Campus Public Safety Officer Public Safety

Reassigned from a full-time Campus Public Safety Lieutenant position (Grade 184S of Classified Professional Salary Schedule 40) into this full-time, 12-month position at Grade 27 of the Classified Salary Schedule (60), effective December 9, 2013.

B. CHANGE IN STAFF ALLOCATION

District Office

Recommend a change in staff allocation to increase one part-time Staff Assistant position (1C0053) in the Community Education Department to full-time, 12 months per year, effective January 9, 2014. Also recommend an increase in assignment for the incumbent, Charity Aughenbaugh, effective January 9, 2014.

C. SHORT-TERM, NON-CONTINUING POSITIONS

The following is a list of requested classified short-term, non-continuing services that require Board approval prior to the employment of temporary individuals to perform these services, pursuant to Assembly Bill 500 and its revisions to Education Code 88003:

<i>Location</i>	<i>Division/Department</i>	<i>No. of Pos.</i>	<i>Start and End Date</i>		<i>Services to be performed</i>
Cañada	Vice President of Instruction/Learning Center	1	2/1/2014	6/30/2014	Instructional Aide II: Provide individual and group tutoring for all levels of math during evening and Saturday hours.
Skyline	Business Services	2	1/9/2014	6/30/2014	Accounting Technician: Collect fees, issue parking permits, and perform cashiering functions during peak registration periods and for office coverage.
Skyline	Language Arts/The Learning Center	1	1/9/2014	5/31/2014	Program Services Coordinator: Assist with planning, coordinating, and directing activities related to essential functions of Supplemental Instruction.

BOARD REPORT NO. 14-1-100B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Barbara Christensen, Director of Community/Government Relations, 574-6510

PUBLIC HEARING ON THE INITIAL STUDY AND PROPOSED MITIGATED NEGATIVE DECLARATION FOR THE SOLAR PHOTOVOLTAIC PROJECT AT CAÑADA COLLEGE; ADOPT THE INITIAL STUDY; ADOPT THE MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING PROGRAM; AND APPROVE THE PROJECT

The San Mateo County Community College District (District) is the Lead Agency for the Solar Photovoltaic System Project at Cañada College. The District has prepared an Initial Study/Draft Mitigated Negative Declaration finding that, although the proposed project could result in potentially significant effects on the environment, there will not be a significant effect in this case because mitigating measures will be incorporated into the project description.

Pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15072, the District filed a Notice of Intent with the San Mateo County Clerk and mailed it to all responsible and trustee agencies and to all organizations and individuals who have requested such notice in writing. The District also provided the notice of intent by the following means to allow the public the 20-day review period provided under Section 15105 of the CEQA:

- Publication once (December 9) in the San Mateo Daily Journal, a newspaper of general circulation in the area.
- Posting the notice at the District Office and on the District website; posting at the Town of Woodside and the City of Redwood City; posting at three locations on the Cañada College campus; and posting two 11"x17" notices on the solar voltaic project site. All postings were maintained from December 9 to December 30.

The public review period started on December 9, 2013 and ended at 5 p.m. on December 30, 2013. No comments were received during this period.

This project involves installation of ground-mounted solar panels on the 3.5-acre vacant project site at Cañada College. The approximately 1 megawatt Solar Photovoltaic System was part of the 2011 Facilities Master Plan for Cañada College. The goal of the project is to utilize available space to produce the maximum annual amount of energy from the allowable capacity of 1.2 megawatt direct current (MW-DC) solar photovoltaic installation in order to reduce operating costs. The Solar Photovoltaic System will tie into the existing main power house located at the north end of the project site. The project also includes installation of a 6-foot black chain link security fence around the perimeter of the panels and three 12-foot high poles along the western side of the site (north end, middle and south end) to support motion-activated, downward-directed security lights and cameras.

Board members received copies of the Initial Study, Proposed Mitigated Negative Declaration and Mitigation and Monitoring Program for their review in mid-December 2013.

RECOMMENDATION

It is recommended that the Board hold a public hearing on the Initial Study and Proposed Mitigated Negative Declaration for the Solar Photovoltaic Project at Canada College; adopt the Initial Study; adopt the Mitigated Negative Declaration and Mitigation Monitoring Program as shown on the attached; and approve the project.

***San Mateo County
Community College District***

**Construction Planning Department
3401 CSM Drive, San Mateo, CA 94402**

Mitigated Negative Declaration

Date: January 8, 2014

Project Description

Project Title: Solar Photovoltaic System Project at Cañada College

Project Applicant: San Mateo County Community College District (District)
3401 CSM Drive, San Mateo, CA 94402

Applicant Contact: Barbara Christensen, Director of Community/Gov't Relations
(650) 574-6510, christensen@smccd.edu

Project Location: The Solar Photovoltaic System Project would be located on Cañada College campus at 4200 Farm Hill Boulevard, Redwood City, CA 94061. The 3.5-acre project site, which is located on the eastern edge of the main campus northeast of the soccer field, is largely undeveloped, except for a small power house structure at the far north end, and is disturbed from 45 years of stockpiling dirt.

Project Description: The District, which operates Cañada College in Redwood City, College of San Mateo and Skyline College in San Bruno, is planning to install ground-mounted solar panels on the 3.5-acre project site at Cañada College. The approximately 1 megawatt Solar Photovoltaic System is part of the 2011 Facilities Master Plan for Cañada College. The goal of the project is to utilize available space to produce the maximum annual amount of energy from the allowable capacity of 1.2 megawatt direct current (MW-DC) photovoltaic installation in order to reduce operating costs. The Solar Photovoltaic System would connect or tie-in to the existing main power house located at the north end of the project site, and the transmission lines would be installed in an underground conduit (approximately 3-feet deep), extending down the middle or along the eastern edge of the site. The project would also include installation of a 6-foot black chain link security fence around the perimeter of the panels and three 12-foot high poles along the western side of the site (north end, middle and south end) to support motion-activated, downward-directed security lights and cameras.

Findings

An Initial Study was prepared for the proposed project to determine whether the project might have a significant effect on the environment. A copy of this initial study is available for review at San Mateo County Community College District Chancellor's Office (3401 CSM Drive, San Mateo, CA 94402), the Cañada College President's Office (4200 Farm Hill Boulevard, Redwood City, California, 94061), and on-line at <http://www.smccd.edu>.

The Initial Study identified potentially significant impacts on the environment. However, all potential impacts of the proposed project can be avoided or reduced to a less-than-significant level with implementation of mitigation measures that would be incorporated into the project description.

Therefore, the District Board of Trustees finds that this project has been mitigated to a point where no significant impacts would occur, and there is no substantial evidence the project would have a significant effect on the environment. The specific mitigation measures to avoid or reduce impacts are included in the Mitigation Monitoring Program.

Mitigation and Monitoring Program

The attached mitigation and monitoring program (MMP) is based on the mitigation measures identified in the project initial study. These mitigation measures are designed to eliminate or reduce significant adverse environmental effects to less than significant levels. These mitigation measures become conditions of project approval and will be completed before, during, and after implementation of the proposed project.

The following MMP includes all required mitigation measures and identifies the party responsible for implementing and monitoring the measures. The mitigation numbers are the same as those used in the initial study.

The District will be responsible for coordination of the MMP. The District's Energy Management Coordinator will distribute the MMP to the responsible individuals or agencies for their use in implementing and monitoring the mitigation measures. The District's Energy Management Coordinator is responsible for ensuring all mitigation is implemented and will review the checklist to ensure that appropriate mitigation measures and any additional conditions of project approval have been implemented at the appropriate time (e.g. prior to initial grading activities). Compliance with mitigation measures is required for project approval.

Adopted by the Board of Trustees, January 8, 2014.

San Mateo County Community College District
President, Board of Trustees

Date

Mitigation Measure	Implementation and Monitoring Responsibility ¹	Checklist and Notes
Implementation Timing for all Measures: Prior to or During Construction		
AQ-1. Implement BAAQMD Basic Construction Mitigation Measures	<p>The District or their contractor will ensure the following measures are implemented during construction.</p> <ul style="list-style-type: none"> • All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day. • All haul trucks transporting construction waste, or other loose material off-site shall be covered. • All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited. • All vehicle speeds on unpaved roads shall be limited to 15 mph and the roads so posted. • Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points. • All construction equipment shall be maintained and properly tuned in accordance with manufacturer’s specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation. • Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Air District’s phone number shall also be visible to ensure compliance with applicable regulations. 	District Energy Management Coordinator
BIO-1. Implement Nesting Bird Impact Avoidance Measures	<p>The District or their contractor will ensure initial grading and routine tree trimming activities will be conducted during the non-nesting season for birds (September 1 to January 31) to the extent possible. If initial grading and routine tree trimming activities must occur during the bird nesting season (February 1 to August 31), the District will retain a qualified biologist to conduct pre-construction surveys for nesting birds to ensure that no nests will be disturbed during Project</p>	District Energy Management Coordinator

	Mitigation Measure	Implementation and Monitoring Responsibility ¹	Checklist and Notes
	<p>construction and afterwards during operation if tree trimming is required. These surveys will be conducted no more than two days prior to the initiation of tree trimming activities. During these surveys, the biologist will inspect trees, shrubs, and other potential nesting habitats in and immediately adjacent to the tree trimming (vegetation management) areas for nests. If an active nest is found sufficiently close to the proposed location of tree trimming activities to be potentially disturbed by these activities, the biologist will determine the extent of a buffer zone to be established around the nest, which can range from 100 to 300 feet or more depending on the sensitivity of the nest and/or species. The nest protection buffer will be removed only when biologist determines the nest is inactive or the nesting season is over.</p>		
<p>CR-1. Implement Measures to Protect Previously Unidentified Cultural Resources During Construction</p>	<p>In order to minimize or avoid impacts on buried cultural resources, including human remains, should any be present on the project site, the District has committed to the following measures.</p> <ul style="list-style-type: none"> • Stop Work if Buried Cultural Resources Are Discovered. If buried cultural resources, such as chipped or ground stone, historic debris, building foundations, or human bone or paleontological resources are discovered inadvertently during ground-disturbing activities, work will stop in that area and within 100 feet of the find until a qualified professional archaeologist can assess the significance of the find and develop appropriate treatment measures in consultation with the District. The District will be responsible for ensuring that treatment measures are implemented prior to the resumption of construction on that portion of the site. • Comply with State Laws Relating to Human Remains. According to the California Health and Safety Code, six or more human burials at one location constitute a cemetery (Section 8100); disturbance of Native American cemeteries is a felony (Section 7052). Section 7050.5 requires that construction or excavation be stopped in the vicinity of discovered human remains until the coroner can determine whether the remains are those of a Native American. If the remains are determined to be Native American, the coroner must contact the Native American Heritage Commission (NAHC). <p>If human remains of Native American origin are discovered during project construction, it will be necessary to comply with state laws relating to the</p>	<p>District Energy Management Coordinator</p>	

	Mitigation Measure	Implementation and Monitoring Responsibility ¹	Checklist and Notes
	<p>disposition of Native American burials, which fall under the jurisdiction of the NAHC (Public Resources Code [PRC] Section 5097). Consequently, if any human remains are discovered or recognized in any location other than a dedicated cemetery, there will be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent human remains (1) until the San Mateo County Coroner has been informed and has determined that no investigation of the cause of death is required; and (2) if the remains are of Native American origin:</p> <ul style="list-style-type: none"> ○ the descendents of the deceased Native American(s) have made a recommendation to the landowner or the person responsible for the excavation work regarding means of treating or disposing of, with appropriate dignity, the human remains and any associated grave goods as provided in PRC Section 5097.98; or ○ the NAHC has been unable to identify a descendent or the descendent failed to make a recommendation within 24 hours after being notified by the NAHC. 		
<p>H-1. Prepare and Implement a Spill Prevention, Control, and Countermeasure Program for Construction Activities</p>	<p>The District or its contractor will develop and implement a Spill Prevention, Control, and Countermeasure Program (SPCCP) to minimize the potential for and effects from spills of hazardous, toxic, or petroleum substances during construction and demolition activities. The SPCCP will be completed before any construction activities begin. Implementation of this measure will comply with state and federal water quality regulations.</p> <p>The District will review and approve the SPCCP before onset of construction activities. The District will routinely inspect the construction area to verify that the measures specified in the SPCCP are properly implemented and maintained. The District will notify its contractors immediately if there is a noncompliance issue and will require compliance.</p> <p>The federal reportable spill quantity for petroleum products, as defined in 40 CFR 110, is any oil spill that does any of the following.</p> <ul style="list-style-type: none"> ● Violates applicable water quality standards. ● Causes a film or sheen on or discoloration of the water surface or adjoining shoreline. 	<p>District Energy Management Coordinator</p>	

Mitigation Measure	Implementation and Monitoring Responsibility ¹	Checklist and Notes	
<ul style="list-style-type: none"> • Causes a sludge or emulsion to be deposited beneath the surface of the water or adjoining shorelines. <p>If a spill is reportable, the contractor’s superintendent will notify the District, and the District will take action to contact the appropriate safety and clean-up crews to ensure that the SPCCP is followed. A written description of reportable releases must be submitted to the San Francisco Bay RWQCB. This submittal must contain a description of the spill, including the type of material and an estimate of the amount spilled, the date of the release, an explanation of why the spill occurred, and a description of the steps taken to prevent and control future releases. The releases will be documented on a spill report form.</p> <p>If a reportable spill has occurred and results determine that project activities have adversely affected surface water or groundwater quality, a detailed analysis will be performed by a registered environmental assessor to identify the likely cause of contamination. This analysis will conform to American Society for Testing and Materials (ASTM) standards, and will include recommendations for reducing or eliminating the source or mechanisms of contamination. Based on this analysis, the District and its contractors will select and implement measures to control contamination, with a performance standard that groundwater quality must be returned to baseline conditions. These measures will be subject to approval by the District.</p>			
<p>T-1. Implement a Traffic Control Plan During Construction</p>	<p>The District will require the construction contractor(s) to develop a traffic control plan to minimize the effects of construction traffic on the surrounding areas. The plan will be subject to review and approval by the District. The District will be responsible for monitoring to ensure that the plan is effectively implemented by the construction contractor. The construction traffic control plan will include the following requirements.</p> <ul style="list-style-type: none"> • Provide clearly marked pedestrian detours if any sidewalk or pedestrian walkway closures are necessary. • Provide clearly marked bicycle detours if heavily used bicycle routes must be closed, or if bicyclist safety would otherwise be compromised. • Provide crossing guards and/or flag persons as needed to avoid traffic conflicts and ensure vehicular, pedestrian and bicyclist safety (e.g., The Loop Road 	<p>District Energy Management Coordinator</p>	

	Mitigation Measure	Implementation and Monitoring Responsibility ¹	Checklist and Notes
	<p>between the main campus entrance and the project site driveway).</p> <ul style="list-style-type: none"> • Use nonskid traffic plates over open trenches to minimize hazards. • Locate all stationary equipment as far away as possible from areas used heavily by vehicles, bicyclists, and pedestrians. • Notify and consult with emergency service providers and provide emergency access by whatever means necessary to expedite and facilitate the passage of emergency vehicles. • Avoid routing construction traffic through residential areas to the extent feasible. Prohibit mobilization and demobilization of heavy construction equipment during AM and PM peak traffic hours. • Restrict the travel routes of heavy construction vehicles to the portion of Farm Hill Boulevard between Interstate 280 and the main campus entrance at the Farm Hill Boulevard/Woodhill Drive intersection. 		
<p>WQ-1. Implement Erosion-Control Measures to Protect Water Quality During Construction</p>	<p>The District or their contractor will ensure erosion- and sediment-control measures will be included in the project's construction specifications to minimize the mobilization of sediment to storm drains. The measures will include, but may not be limited to the following, and will be consistent with the District's NPDES permit requirements.</p> <ul style="list-style-type: none"> • Cover or apply nontoxic soil stabilizers to inactive construction areas (previously graded areas inactive for ten days or more) that could contribute sediment to waterways. • Enclose and cover exposed stockpiles of dirt or other loose, granular construction materials that could contribute sediment to waterways. <p>Contain soil and filter runoff from disturbed areas by berms, vegetated filters, silt fencing, straw wattle, plastic sheeting, catch basins, or other means necessary to prevent the escape of sediment from the disturbed area.</p> <ul style="list-style-type: none"> • Prohibit the placement of earth or organic material where it may be directly carried into a stream, marsh, slough, lagoon, or body of standing water. • Prohibit the following types of materials from being rinsed or washed into streets, shoulder areas, or gutters: concrete, solvents and adhesives, fuels, dirt, gasoline, asphalt, and concrete saw slurry. 	<p>District Energy Management Coordinator</p>	

Mitigation Monitoring Program for the Solar Photovoltaic System Project at Cañada College

Mitigation Measure		Implementation and Monitoring Responsibility ¹	Checklist and Notes
WQ-2. Implement Site Design Measures to Ensure a Zero Net Increase in Storm Water Runoff	The District or their contractor will develop and implement design measures to ensure a zero net increase in storm water runoff, consistent with the District's 2013 Storm Water Management Program. These measures will include a mixture of the most appropriate mechanical, geotechnical, and/or biologic controls and may include bioswales along the perimeter of the site and permeable pavement.	District Energy Management Coordinator	

BOARD REPORT NO. 14-1-101B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Josè D. Nuñez, Vice Chancellor of Facilities Planning, Maintenance and Operations, 358-6836

**ADOPTION OF RESOLUTION NO. 14-1 EXEMPTING THE
DISTRICT FROM DIVISION OF STATE ARCHITECT
REQUIREMENTS FOR THE SOLAR PHOTOVOLTAIC
PROJECT AT CAÑADA COLLEGE**

On December 11, 2013, the Board was presented an information report (Board Report 13-12-3C) on the Solar Photovoltaic Project at Cañada College. This Design-Build Project will provide for the construction of a 1.25 megawatt DC solar PV panel system. The installation will be located in the southeast quadrant of the campus, in a valley area approximately three acres in size, between the Farm Hill Drive campus entrance and the Athletic Fields.

Per the Division of State Architect's (DSA) published Interpretation of Regulations number 16-8, DSA requires a resolution of the Board regarding the details of the solar project as contained in this report.

The intention of the system is to generate clean, renewable and sustainable electrical power to be used at Cañada College. The construction of this new ground mounted photovoltaic panel installation at Cañada College shall not be used for instructional purposes, and no pupils or teachers or the public will be permitted to use or enter the said panel fenced enclosure for said purposes or be subject to a hazard resulting from its collapse.

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 14-1, as shown on the attached.

**RESOLUTION NO. 14-1
BY THE GOVERNING BOARD OF THE
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
STATE OF CALIFORNIA**

**EXEMPTING THE DISTRICT FROM DIVISION OF STATE ARCHITECT
REQUIREMENTS FOR THE SOLAR PHOTOVOLTAIC PROJECT AT CAÑADA COLLEGE**

WHEREAS, the San Mateo County Community College District is committed to building energy efficient infrastructure and facilities, sustainability through LEED certification of new construction and renovation projects, promotion of energy efficiency initiatives and green management practices; and

WHEREAS, the intention of the solar photovoltaic system is to generate clean, renewable and sustainable electrical power to be used at Cañada College. The construction of this new ground mounted photovoltaic panel installation at Cañada College shall not be used for instructional purposes, and no pupils or teachers or the public will be permitted to use or enter the said panel fenced enclosure for said purposes or be subject to a hazard resulting from its collapse; and

WHEREAS, per the Division of State Architect's (DSA) published Interpretation of Regulations number 16-8, DSA requires a resolution of the Board regarding the details of the Cañada College Solar Photovoltaic Project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the San Mateo County Community College District directs the District administration as follows, to be in compliance with code regulations:

- 1) Plans shall be prepared by a California licensed Architect or Engineer.
- 2) The District assumes responsibility for adequate inspection of the materials and work of construction to ensure compliance with the provisions of Parts 2, 3, 4, 5, 6, 7, 11, and 12, Title 24, C.C.R., as adopted by the California Building Standards Commission.
- 3) The photovoltaic panels shall be ground mounted, less than or equal to 8 feet maximum in height, entirely fenced from student and public use, not associated with public viewing areas, not located in required side yards, not encroaching into fire access lanes, and provide signage stating "Not Open to the Public – Maintenance Personnel Only."
- 4) To provide a fence such that the project is entirely fenced off from the rest of the campus and the fence is located at a distance from the equipment equal to or greater than the maximum height of the equipment. The maximum height shall be measured from the finish grade or surface at the equipment to the top of the equipment at its highest point. A fire access gate with a lock that is capable of being cut away during emergency operations or a security lock such as "Knox Lock" shall be provided which meets the requirements of the local fire authority having jurisdiction. A ten foot clearance from all vegetation on all sides of the photovoltaic system shall be provided.
- 5) To provide a disconnect location which is identified and accessible for fire department fire-fighting operations. Architect/Engineer of record to coordinate with local utility provider for requirements regarding connection to service.

BE IT FURTHER RESOLVED THAT the San Mateo County Community College District will provide for the construction of a ground mounted, fixed tilt, ~1.2 megawatt solar photovoltaic system to be located at Cañada College.

REGULARLY PASSED AND ADOPTED this 8th day of January, 2014.

Ayes:

Noes:

Abstentions:

Attest:

Patricia Miljanich, Vice President-Clerk
Board of Trustees

BOARD REPORT NO. 14-1-102B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Josè D. Nuñez, Vice Chancellor of Facilities Planning, Maintenance and Operations,
358-6836

**APPROVAL OF SOLAR PHOTOVOLTAIC PROJECT AT CAÑADA COLLEGE AND
APPROVAL OF CONTRACT AWARD FOR THE PROJECT**

On December 11, 2013, the Board was presented an information report (Board Report 13-12-3C) on the Solar Photovoltaic Project at Cañada College. This Design-Build Project will provide for the construction of a 1.25 megawatt DC solar PV panel system at Cañada College. The installation will be located in the southeast quadrant of the campus, in a valley area approximately three acres in size, between the Farm Hill Drive campus entrance and the Athletic Fields.

Government Code Sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services from an energy conservation facility to the District, if the anticipated cost to the District for said electrical energy (in this case) provided by the energy conservation facility provided under the contract will be less than the anticipated marginal cost to the District of electrical energy that would have been consumed by the District in the absence of those energy service contracts.

District staff have worked with the engineering professional consultant Newcomb Anderson McCormick ("NAM") to conduct a feasibility study for the District assessing the District's energy usage, energy needs and opportunities to reduce energy expenses, including opportunities to develop a solar photovoltaic facility to generate renewable electrical energy for the District's use in order to reduce the District's consumption of utility-provided electrical energy.

The District has sought proposals for the design and construction of a Solar PV System meeting technical criteria developed by NAM through a Request for Proposal issued October 28, 2013 ("RFP"). Ten different Bay Area solar providers were sent the RFP and invited to submit proposals. A mandatory pre-proposal conference was held on October 31, 2013 which seven of the invited solar providers attended. The District received written proposals from four solar providers on November 21, 2013. The District held interviews with each of the four firms on December 5, 2013, to consider the merits of each firm's proposal.

District staff have reviewed and analyzed the qualifications of those submitting the proposals and the value reflected in the proposals to the RFP in consultation with NAM and with Swinerton Management & Consulting, and has identified the Solar Proposal from ALLANA BUICK & BERS, INC. as best responding to the RFP and the District's needs for a Solar PV System to be delivered under an energy conservation contract for a not to exceed price of \$4,531,046.

NAM conducted a detailed economic analysis based on utility information obtained from the District and the proposed PV output and pricing from the vendors. The Economic Analysis of NAM dated December 17, 2013, indicates that the Cañada Solar PV System reflected in the Allana Buick & Bers Solar Proposal would cost less than the anticipated marginal cost to the District of electrical energy that would be consumed by the District in the absence of the Cañada Solar PV System reflected in the Solar Proposal. The anticipated payback period for the Cañada College Solar Photovoltaic System Project is just under 12 years. Using an expected life of 25 years (which the system and components are expected to exceed), the system will provide nearly \$0.06 per kilowatt hour life cycle energy cost benefit to the District. This equates to over \$5 million in savings in addition to the recovery of the initial project investment.

Based upon the Solar Proposal found to best respond to the RFP, and the Economic Analysis, the District staff finds it is in the best interest of the District to procure the energy conservation facility reflected in the Solar Proposal at a cost not to exceed \$4,531,046 as an energy service contract pursuant to Government Code sections 4217.10 through 4217.18. Pursuant to the code, public notice has also been given in a local newspaper publication two weeks prior to this regularly scheduled board meeting regarding the intent to take this action to establish an alternative energy conservation facility purchase contract.

This project will be funded by local funds held in the PG&E Savings By Design account fund, and by California Solar Initiative utility rebate funds of approximately \$900,000, and by California Proposition 39 funds of approximately \$500,000.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Executive Vice Chancellor to execute a contract for the Cañada College Solar Photovoltaic System Design-Build Project in an amount not to exceed \$4,531,046 as an energy service contract pursuant to Government Code sections 4217.10 through 4217.18.

BOARD REPORT NO. 14-1-1C

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Kathy Blackwood, Executive Vice Chancellor, 358-6869

DISCUSSION OF SOURCES OF REVENUE

The attached information provides background material for a board discussion on revenues. Some of the topics might include:

1. What effect does the change to community-supported status have on the District's financial stability?
2. How will the Colleges meet student needs with the loss of Measure G?
3. What other resources can the District use to meet student and community needs?
4. How will the District fund its Facilities Master Plan?

Discussion of Sources of Revenue

Unrestricted General Fund

The District's financial situation has changed quite dramatically in the last 18 months due to the achievement of "community-supported status" which is in large part due to the demise of Redevelopment Agencies (RDAs) which has returned millions in property taxes to the District. In a community-supported status, the District's operating funds are derived primarily from two sources – property taxes and student fees. In addition, the District is still receiving funds from Proposition 30. This amounts to about \$2M annually but Proposition 30 sunsets in 2018/19.

The assessed valuation (AV) of property (which determines the amount of property tax collected) increases have far exceeded the state revenue COLAs given to community colleges over the last three decades (see Attachment A). In the past 28 years, AV increases have averaged 6.35% per year, with a high of 12.47% in 2001-2002 and a low of -1.37% during the "Great Recession" in 2009-2010. State revenue COLAs averaged 2.3% during the same period; there were six years when the COLA was zero and two years of negative COLA (netting the deficit factors into the COLA) in the 28 year period. The assessed valuation increase in 2012-13 was 6.33% compared to a zero revenue COLA. Needless to say, property tax is a much more stable source of income than State Apportionment.

The demise of Redevelopment Agencies has netted the District more than \$4.5M annually in new operational funds and \$6.8M in one-time funds—and those amounts will grow as former RDAs pay off obligations and sell off assets.

RDA Dissolution

Effective February 1, 2012, Redevelopment Agencies (RDAs) in California were dissolved, following a California Supreme Court decision that determined that it was legal for the State to pass legislation eliminating redevelopment agencies and invalidated a second law that would have allowed RDAs to remain open if they made certain payments to the State.

There were 13 RDAs in San Mateo County, and Oversight Boards have been formed for each agency, charged with overseeing the unwinding of RDA assets and operations. The Oversight Boards are composed of representatives from taxing entities which benefit from the dissolution, including the College District.

One Time Funds

To date, the College District has received the following one-time funds from RDAs:

Former Housing Funds:	\$3,978,006
Former Other Funds:	\$1,382,152
Sale of Assets:	<u>\$ 435,314</u>
Total:	\$6,825,701

The College District will continue to receive one time funds over the next several years as former RDAs sell property that had been owned by the RDA.

On-Going Funds

To date, the College District has received the following in on-going funds (property taxes that formerly went to the RDA):

2011-12	\$3.2M
2012-13	\$4.7M

It is anticipated that the on-going funds will continue to increase each year, as the former RDAs pay off obligations and assessed value increases. During the next four years, we anticipate that the on-going revenues from RDAs will increase by approximately \$1.5M, plus appreciation. Many of the RDAs have long term debt that extends out 5 to 20 years; as that is paid off, revenues for the District will increase.

Measure G

Measure G was approved by the voters in June 2010 and allows for the assessment of \$34 per parcel for a period of 4 years. The funds – approximately \$7 million per year – have been split between the colleges and have been used according to the terms of the ballot measure. The funds have been primarily used to support sections of classes that would not have been offered without Measure G. In addition, the funds have been used to support student success measures and classroom innovation. Each of the colleges has been able to stretch the funds to partially cover a fifth year such that they will have some carryover into 2014/15.

Restricted General Fund

The District receives about \$19M in restricted funds. Over a quarter of these are federal grants that serve special programs and include Federal Work Study. Another third of these funds are state categorical funds that primarily serve special populations of students. These funds include programs such as EOPS, DSPS and CalWORKS. The new Student Success and Support Program that has replaced Matriculation grew by \$50M statewide this year, and we anticipate that it will receive additional funding in 2014/15 as well. This new increase in funding will help fund some of the student success services that have been funded by Measure G. The remaining funding consists of local funds, including student health and parking fees, and grants and donations to KCSM FM and TV.

Enterprise Fund

The Enterprise Fund includes the three bookstores, dining hall operations, vending and the operation of the San Mateo Athletic Club at College of San Mateo. Each of the enterprise operations is financially stable. Despite the changing marketplace and the impact of lower enrollment, the bookstores have made operational enhancements including but not limited to the addition of the coffee operations, the copy centers and a growing textbook rental program allowing the bookstores to remain financially viable. Although the bookstore has a cash reserve that will support it in tough economic times if needed, it is imperative that the bookstore team continues to respond to the changes in the market to maintain their position. Similarly, operational changes in food service have strengthened its financial position at each college. The catering operations in the Bayview Dining Room at College of San Mateo continues to bring in added revenue as well as open the campus up to thousands of people who may not otherwise have visited one of our colleges.

The strongest financial performance comes from the San Mateo Athletic Club at College of San Mateo. With 5,000 members, the club is currently earning a surplus (after expenses) of approximately \$700,000. It is expected that the operation will continue to achieve this amount annually and could significantly exceed it if the physical space were augmented in some way. Because of the success achieved at SMAC, not only financially but also with the direct engagement and involvement in the lives of our local community members, the District commissioned a market study to determine the feasibility of another athletic club/facility operation at Cañada College as well as at Skyline College. The results of the study were very favorable and show that an athletic club/facility located at Cañada College could achieve membership levels between four and five thousand, depending on the size of the facility. The revenue projections range from \$600K to over \$1 million dollars each year depending on the size of the facility built. A location at Cañada College would have a very successful aquatic program due to the weather conditions. Should the District pursue a location at Cañada College, there is no doubt it will be successful. The Skyline College survey was just as positive. There is little competition in the area, and there is a significant need for programming that an athletic club/facility enterprise could bring to that community. Initial thoughts about an operation at Skyline College tend toward a different model than we have at CSM or would have at Cañada College. A Skyline College facility would be a family facility with programming for adults and children alike. We see a significant opportunity to enhance the lives of families in the area with such a facility, with opportunities for partnerships between a club there and the local K-12 schools a real possibility. In short, expanding on the SMAC model at one or both of the other colleges will be a financial win for the District as well as an extraordinary opportunity to engage our local community members.

Capital Outlay Fund

The voters of San Mateo County approved Measure C in 2001 authorizing the issuance of \$207 million in bonds for "for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of rental property for school facilities." These funds have been fully expended. In 2005, the voters again approved a bond measure, Measure A, authorizing the issuance of \$468 million in bonds "to upgrade nursing, health career, science, computer, and biotechnology labs; improve accessibility for disabled students; make earthquake safety improvements; repair/modernized libraries, classrooms, and aging facilities, and other projects." Almost all of the Measure A funds are spent, encumbered or committed to current projects with less than 2% remaining at this time. Among the committed funds are about \$17 million set aside for instructional equipment, emergency building repairs and instructional computer lab replacements. However, even these funds will be fully expended by 2017/18.

The state has not authorized a school bond proposition since 2006, and in the current political climate, none are expected before 2016. The District's 2011 Facilities Master Plan calls for over \$500M in proposed modernization and new construction projects. It is not realistic to assume that funding will be available from the state to address these unmet needs.

Comparison Good Times and Bad

Year	State COLA*	Deficit Factor #	Net COLA	Local AV**	SM COLA***	
85-86	6.20%		6.20%	10.53%	5.00%	
86-87	5.49%		5.49%	10.00%	3.50%	
87-88	2.54%		2.54%	8.98%	5.00%	
88-89	4.70%		4.70%	9.95%	5.00%	
89-90	4.64%		4.64%	12.08%	7.50%	
5 year total	23.57%		23.57%	51.54%	26.00%	
90-91	4.66%		4.66%	6.19%	6.50%	
91-92	0.00%		0.00%	4.55%	0.00%	
92-93	0.00%		0.00%	4.68%	0.00%	
93-94	0.00%		0.00%	2.39%	2.00%	
94-95	0.00%		0.00%	2.92%	2.00%	
5 year total	4.66%		4.66%	20.73%	10.50%	
95-96	3.07%		3.07%	2.71%	4.00%	
96-97	3.06%		3.06%	5.32%	3.00%	
97-98	2.97%		2.97%	8.43%	3.00%	
98-99	2.26%		2.26%	8.64%	2.26%	
99-00	1.41%		1.41%	9.88%	3.00%	
5 year total	12.77%		12.77%	34.98%	15.26%	
00-01	4.17%		4.17%	12.47%	5.00%	
01-02	3.87%	-0.08%	3.79%	5.93%	7.00%	
02-03	2.00%	-0.59%	1.41%	5.46%	3.00%	
03-04	0.00%	-1.06%	-1.06%	4.76%	3.00%	
04-05	2.41%		2.41%	7.30%	2.75%	2.75% AFT
5 year total	12.45%	-1.73%	10.72%	35.92%	20.75%	
05-06	4.23%		4.23%	8.65%	4.23%	
06-07	5.92%		5.92%	7.85%	5.92%	
07-08	4.53%	-0.33%	4.20%	8.10%	3.53%	3.0% AFT
08-09	0.68%	-1.19%	-0.51%	0.69%	3.00%	.18% AFT
09-10	0.00%		0.00%	-1.37%	0.00%	
5 year total	15.36%	-1.52%	13.84%	23.92%	16.68%	
10-11	0.00%	-0.32%	-0.32%	1.10%	0.00%	
11-12	0.00%		0.00%	3.35%	0.00%	
12-13	0.00%		0.00%	6.32%	2.81%	2.34% CSEA
3 year total	0.00%	-0.32%	-0.32%	10.77%	2.81%	
GRAND TOTAL:	68.81%	-3.57%	65.24%	177.86%	92.00%	
AVERAGE:	2.46%		2.33%	6.35%	3.29%	

Sources:

* confirmed with Second Principal Apportionment

** Assessed Value History from County Controller; Assessment Roll Tracker - <https://secure.smcare.org/apps/art/LandImprovements/LandImprovements>

*** HR data; this does not include normal advancement on step and column which averages .8% annually

- data from CCC Recalculation Apportionment Exhibit E -

<http://extranet.cccco.edu/Divisions/FinanceFacilities/FiscalServicesUnit/Reports/ApportionmentReports.aspx>

