

# 2008-2009

Annual Report | El Camino College







# Annual Report

July 1, 2008 – June 30, 2009



El Camino Community College District  
Citizens' Bond Oversight Committee



# Citizens' Bond Oversight Committee Annual Report 2008-2009

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# Executive Summary

The charter of the El Camino College Citizens' Bond Oversight Committee is to inform the public concerning bond revenue expenditures and to actively "review and report" on the expenditure of these funds. Our committee comprises a cross section of the citizenry who have volunteered their time to represent various constituencies, and fulfill the responsibilities listed above.

During this seventh year of existence, our committee has met on a regular basis; reviewing expenditures, touring campus renovations, asking questions, and expressing our concerns and recommendations. This Annual Report of the El Camino College Citizens' Bond Oversight Committee documents the results of these activities and serves to fulfill the basic tenets of our charter.

Within this report are the agendas and minutes of our open public meetings, as well as the independent audit for the fiscal year ending June 30, 2009, performed by the firm of Vicenti Lloyd Stutzman LLP. Our committee examined and reviewed this audit, the results of which are contained herein.

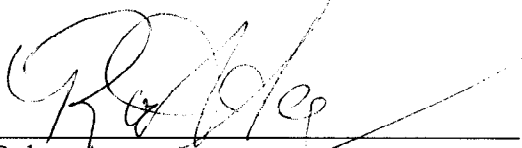
A summary of Bond Expenditures for the FY ending June 30, 2009:

Additional Classrooms & Modernization	\$ 5,146,155
Health & Safety Improvements	\$ 3,268,199
Information Technology & Equipment	\$ 3,769,617
Campus Site Improvements	\$ 14,776,700
Energy Efficiency Improvements	\$ 451,825
Physical Education Facilities Improvements	\$ 572
Subtotal	\$ 27,413,068
Bond Related Expenses	
Total Expenditures	\$ 27,413,068


Frances Mullan, Chair  
El Camino College Citizens' Bond Oversight Committee

# Statement of Compliance

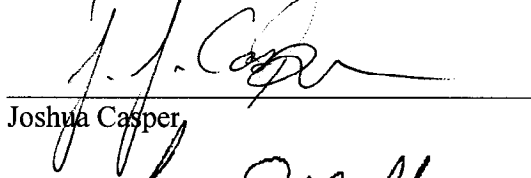
In compliance with requirements of Article XIII A, Section 1 (b)(3) of the California Constitution and meeting requirements of the Certificate of Disclosure contained herein, we the undersigned members of the Citizens' Bond Oversight Committee as of June 30, 2009 do verify that this is a true and valid Annual Report, July 1, 2008 through June 30, 2009. Dated this 17th day of March, 2010.



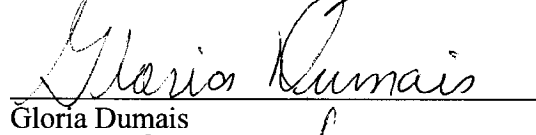
Robert Amos



Richard Browning



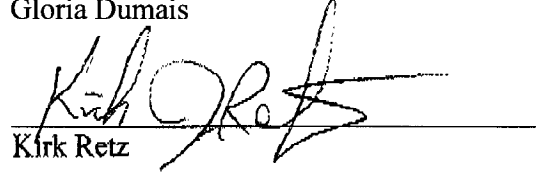
Joshua Casper



Gloria Dumais



Frances Mullan



Kirk Retz



# Citizens' Bond Oversight Committee 2009

**Robert Amos** is a regional manager with Carestream Health, Inc., and has more than 25 years experience in the healthcare, enterprise software, and consumer products industries. A resident of Palos Verdes Estates, he is active in his community, serving as the manager for the FramCQ Soccer Club as well as service to other organizations. He has also held leadership positions on the El Camino College Foundation Board of Directors for many years, most recently as board president.

**Richard Browning** is a licensed contractor who has worked on projects with federal, state, and city governments in several capacities. In the community, he is a member of the Torrance Planning Commission, and has served on the Torrance Airport Commission as a member and chairman, in addition to numerous Torrance sub-committees. He is also a past president and treasurer of Council of Homeowners Association of Torrance (CHAT).

**Joshua Casper** is the El Camino College Associated Students Organization (ASO) president, and is a former ASO senator. Mr. Casper is majoring in political science and history and is a member of the Honors Transfer Program, First Year Experience, and Alpha Gamma Sigma honor society at El Camino College.

**Gloria L. Dumais**, of Torrance, is a longtime member of the El Camino College community. She retired from the college in 2000 after a 20-year career, serving most recently as a supervisor in the Admissions and Records Department. During her time at El Camino College, Ms. Dumais served on many committees, including the Facilities Improvement Team, Calendar Committee, Staff Development Advisory Committee, Ride Share Committee, and the initial Datatel fact-finding team.

**Frances Mullan** is the community representative to the oversight committee, and an active member of the Torrance Rotary Club, where she has held many leadership positions, including president. She is also a longtime member of the Torrance Chamber of Commerce, recently participating in the North Torrance High School mentor program. In the Torrance business community, she owned and operated two successful Curves for Women franchises and has been an outside sales representative in the printing industry.

**Kirk J. Retz** is the founder of the Law Offices of Kirk J. Retz and practices in the area of construction law, handling both transactional and litigation matters. He has published numerous articles on topics in this field and frequently speaks on construction issues. In the community, Mr. Retz serves on the board of directors for the Rotary Club, the Gift Planning Council for Loyola Marymount University, and the nonprofit organization "Trash for Teaching." He is also president of his homeowner's association.

# Citizens' Bond Oversight Committee

<i>Name</i>	<i>City of Residence</i>	<i>Occupation</i>	<i>Representing</i>	<i>Length of Term</i>
Mr. Robert Amos	Palos Verdes Estates	Healthcare Manager	Foundation Representative	Two Years 4/09-4/11
Mr. Richard Browning	Torrance	Licensed Contractor	Taxpayer Representative	Two Years 6/08-6/10
Mr. Joshua Casper	Los Angeles	ECC Associated Student President	Student Representative	One Year 7/09-7/10
Ms. Gloria Dumais	Torrance		Senior Representative	Two Years 4/09-4/11
Ms. Frances Mullan	Torrance		Community Representative	Two Years 4/08-4/10
Mr. Kirk Retz	Torrance	Construction Law	Community Member	Two Years 4/09-4/11

*Each Term may be repeated once. Student members serve one year only.*

# Year Seven Commentary

## July 1, 2008 through June 30, 2009

During the seventh year of El Camino College's facilities master plan work, the college completed several new substantial projects, began the design phase of many more, and continued construction on others. Funding for this work has come from 2003 Series A, 2005 Series A refinance, and the 2006 Series B issuance. In addition \$3,132,905 of interest was earned during the fiscal year.

### Milestones:

- Numerous **safety and security upgrades** continued throughout the year, at various locations around campus. Installation of high resolution video surveillance cameras, updates to our regular lighting maintenance program, creation of infrastructure for e-mail and text messages regarding emergencies, and a new campuswide telephone system have all been implemented to enhance the safety of our campus.
- Completed work on the new, 1,230-space **Parking Structure**. The five-level parking facility is also equipped with video surveillance cameras.
- **Tennis courts** and a **softball field** were also completed.
- The new **Learning Resources Center** opened for students in Fall 2008, featuring a basic skills lab, campus archives, the Ella Rose Madden Nursing Collection, and a digital processing center. In addition, it houses the Distance Education/Incubator Conference Center.
- The design was completed for a new four-story, 100,000-square-foot **Math, Business & Allied Health Building** and the plans were submitted to the Division of the State Architect for plan review.
- The design was completed for the **Social Sciences Building** and the plans were submitted to the Division of the State Architect for plan review.
- Campuswide **hardscape and landscape** design began.
- Cooling upgrades began for the **Math/Computer Science Computer Room**.
- Construction began on the **Bookstore/Cafeteria** building modernization project.
- Construction and design continued on the college's **infrastructure modernization** project.
- The **Humanities Mall Landscaping** and **Food Service Venue** project broke ground, representing the last phase of construction plans for this area.
- Field renovations to the **North Field** and the **Stadium Field** were completed.
- The **Behavioral Science Building, Auditorium, and South Gym** all had new roofs installed.
- Recycled water from the Hyperion Plant was funneled into **five athletic fields**: Stadium, Track, Softball, North and Baseball.
- The **photography program** moved to the basement of the Art & Behavioral Science Building, complete with new lab facilities.
- Repairs to 40 **restrooms** across campus continued throughout the year.

### Challenges:

The process of updating the Facilities Master Plan began in March 2009. This plan is being developed in conjunction with the Educational Master Plan. Both of these plans are components of the District's Comprehensive Plan, which also includes plans for human resources and technology.

A continuing challenge is minimizing the disruption to campus programs and operations stemming from the large amount of construction activities.

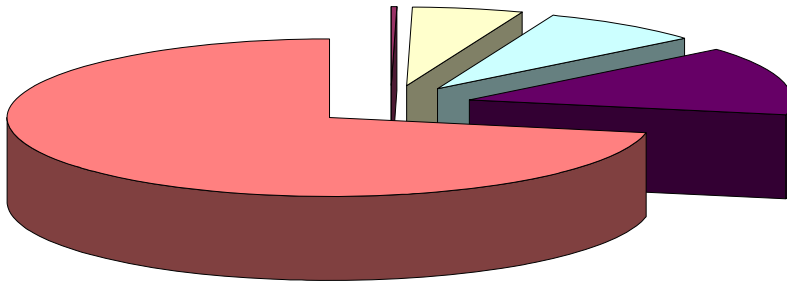
The District's construction projects that rely on state funding for a portion of the costs are being delayed due to the state's reduced ability to sell bonds.

## Facilities Master Plan Funding\*

Source	Total Income Budget	Income Received as of June 30, 2009	Uncollected Income as of July 1, 2009
State Capital Construction Program	\$33,900,000	\$11,618,652	\$22,281,348
State Scheduled Maintenance Program	15,600,000	2,815,135	12,784,865
State Hazardous Substance Abatement Program	2,200,000	412,414	1,787,586
Redevelopment Funds	1,300,000	827,926	472,074
Campus Center Fees	2,000,000	0	2,000,000
Parking Fees	700,000	300,000	400,000
Bookstore/Food Services	700,000	0	700,000
State Equipment & Library Materials Program	9,100,000	2,469,752	6,630,248
General Fund Unrestricted	2,036,947	2,036,947	0
Measure E Bond Funds	394,516,464	213,700,000	180,816,464
Interest	18,795,134	18,795,134	0
Refunding Income	<u>6,866,756</u>	6,866,756	<u>0</u>
<b>Total</b>	<b><u>\$487,715,301</u></b>	<b><u>\$259,842,716</u></b>	<b><u>\$227,872,585</u></b>

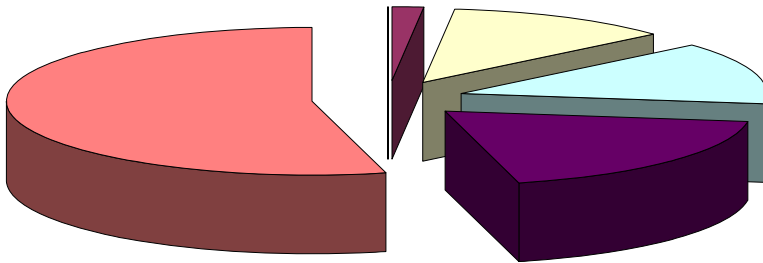
*\*This chart includes income from voter approved bond construction funds and other sources.*

### General Obligation Bond Fund Expenditures Year 2008-09 (by Type)



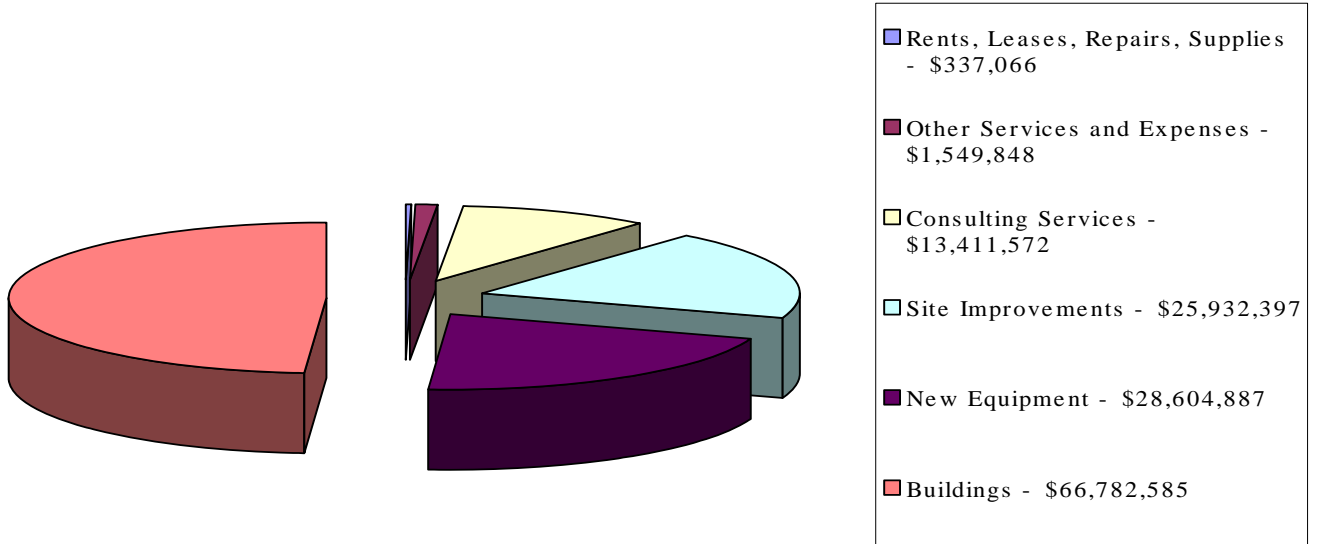
- Other Services and Expenses - \$40
- Rents, Leases, Repairs, Supplies - \$101,794
- Site Improvements - \$1,480,405
- Consulting Services - \$2,250,681
- New Equipment - \$3,834,801
- Buildings - \$19,745,347

### General Obligation Bond Fund Expenditures Year 2008-09 (by Category)

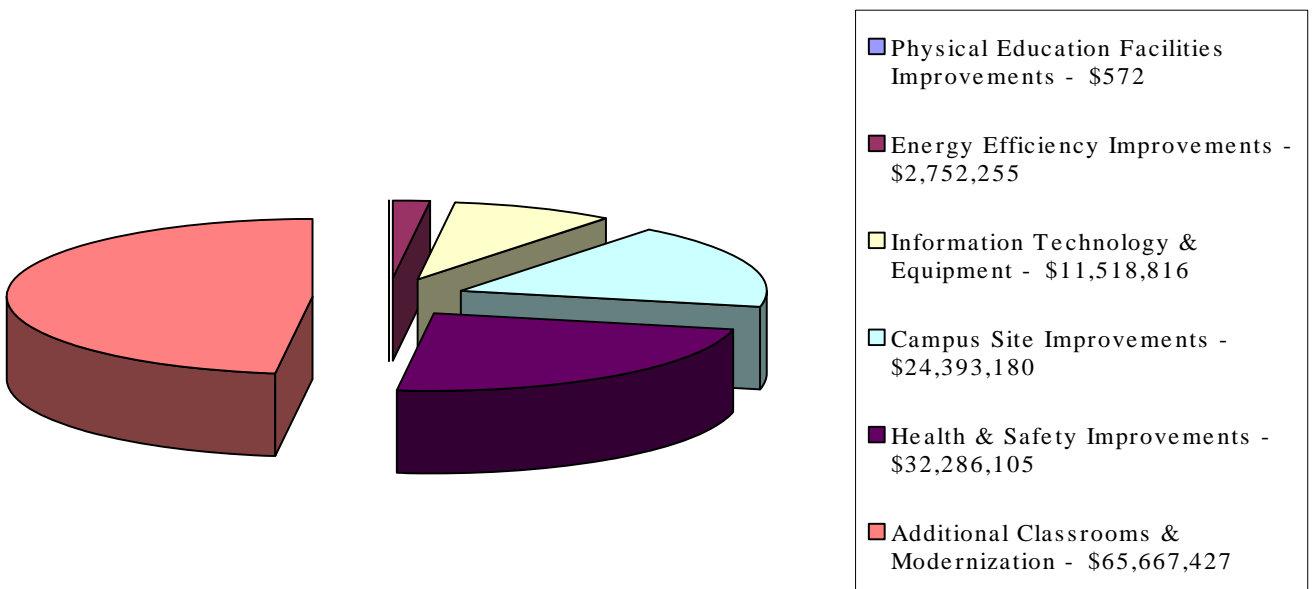


- Physical Education Facilities Improvements - \$572
- Energy Efficiency Improvements - \$451,825
- Health & Safety Improvements - \$3,268,199
- Information Technology & Equipment - \$3,769,617
- Additional Classrooms & Modernization - \$5,146,155
- Campus Site Improvements - \$14,776,700

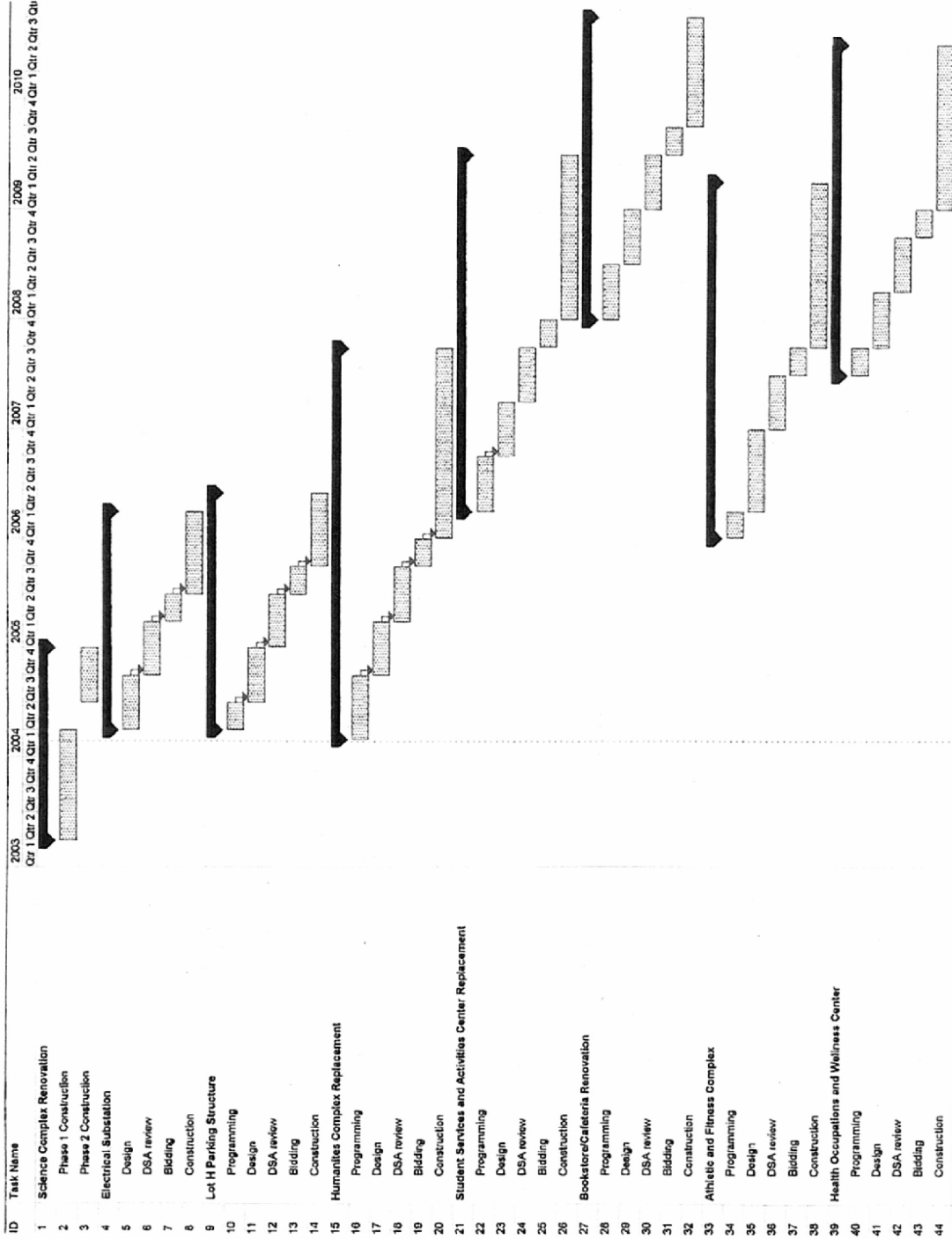
### General Obligation Bond Fund Expenditures Years 2002-2009 (by Type)



### General Obligation Bond Fund Expenditures Years 2002-2009 (by Category)



# FACILITIES MASTER PLAN INITIAL PROJECTS TIMELINE







# Continuing Disclosure Certificate

The Continuing Disclosure Certificate is executed and delivered by the El Camino Community College District in connection with issuance of \$63,700,000 General Obligation Bonds, Election of 2002, Series 2003A, \$40,252,335 in Refunding Bonds issued in 2005, and \$150,000,000 General Obligation Bonds, Series 2003B issued in 2006.

The Bonds are issued pursuant to a resolution of the Board of Supervisors of Los Angeles County adopted on February 11, 2003. The District Resolution and the County Resolution are heretofore referred to as the Resolution. *(See appendix iv for full text of the Continuing Disclosure Certificate)*

In compliance with Section 4, Number 2 of the Certificate of Disclosure, here are specific answers relating to the period of July 1, 2008 through June 30, 2009.

- (A) *State funding received by the District for the last completed fiscal year (2008-2009)*  
**Combined General Fund unrestricted and restricted - \$82,598,036**
  
- (B) *Enrollment for the District for the last completed fiscal year (2008-2009)*  
**Average enrollment – 27,234**
  
- (C) *Outstanding District indebtedness*  
**The District had \$194,980,285 of general obligation bonds outstanding as of June 30, 2009.**
  
- (D) *Assessed valuation for real property in the District for the last completed fiscal year (2008-2009)*  
**Assessed Valuation - \$80,188,274,640**
  
- (E) *List of 10 largest taxpayers, together with their assessed valuation of percentage of total assessed valuation for the District for the last completed fiscal year; to the extent such information is available from Los Angeles County.*  
**On file in the County Assessor's office**
  
- (F) *Summary financial information on revenues, expenditures and fund balances for the District's general fund reflecting adopted budget for the fiscal year.*  
**Information contained in annual reports from the District is available through the Office of the Vice President of Administrative Services.**

# General Obligation Bond Fund Categories and Projects as of 6/30/09

		ORIGINAL BUDGET	REVISED BUDGET 03/16/09	TOTAL EXPENDED	COMMITTED	BALANCE
<b><u>Additional Classrooms and Modernization (ACM)</u></b>						
Acquisitions (0201)	\$	5,000,000	705,867	705,867	-	-
Architectural Barrier Removal Phase 2 (0202)		1,529,000	18,582	18,520	-	62
Athletic Education and Fitness Complex (0203)		15,718,000	15,718,000	317,610	376,216	15,024,174
Bookstore/Cafeteria Conversion to Administration (0204)		10,700,000	14,100,000	1,604,864	4,729,215	7,765,921
Business Building Replacement (0205)		10,700,000	63,442,427	2,974,356	1,251,788	59,216,283
Central Plant (0206)		14,274,000	15,085,000	14,288,502	77,337	719,161
Child Development Center Phase 2 (0207)		2,525,000	30,573	30,470	-	103
Crenshaw Blvd. Frontage Enhancement (0208)		1,100,000	13,373	13,373	-	-
Fire Academy Structure (0209)		791,375	791,375	164,893	-	626,482
Fire Program Facility (0210)		123,000	123,000	1,651	-	121,349
Health Occupations and Wellness Center (0211)		12,200,000	-	(490)	-	490
Humanities Complex Replacement (0212)		20,500,000	30,896,287	27,562,967	2,300,157	1,033,163
Learning Resource Center Addition (0213)		7,100,000	5,099,964	5,030,890	34,636	34,438
Manhattan Beach Blvd. Parking Structure and Entrance (0214)		10,400,000	216,232	471	-	215,761
Remodeling Phase One-Three (0215-0217)		46,177,500	876,554	818,069	48,278	10,207
Reproduction and Publishing Center (0218)		668,000	-	-	-	-
Science Complex Renovation (0219)		3,986,000	6,721,738	6,580,311	3,055	138,372
Signage and Wayfinding (0224)		-	2,600,000	239,712	88,607	2,271,681
Student Services and Activities Replacement (0220)		20,300,000	26,492,800	1,881,163	691,123	23,920,514
Temporary Space and Relocation Costs (0221)		2,000,000	3,469,200	3,405,004	10,090	54,106
Vocational Education Complex (0222)		11,500,000	-	(906)	-	906
Master Planning (0223)			-	29,494	1,050,903	(1,080,397)

Activities Center (0225)		-	24,718,000	-	-	24,718,000
Reserve for Contingencies (0299)		7,339,027	-	-	-	-
<b>Total Additional Classrooms and Modernization</b>		<b>204,630,902</b>	<b>211,118,972</b>	<b>65,666,791</b>	<b>10,661,405</b>	<b>134,790,776</b>
<b><u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u></b>						
Asphalt Resurfacing - All Lots (0301)		400,000	400,000	14,975	-	385,025
Emergency Generators and Distribution (0302)		1,400,000	122,673	116,173	-	6,500
Emergency Power to Security Lighting (0303)		175,000	4,289	4,289	-	-
Entrance - Redondo Beach Blvd. to Lot H (0304)		400,000	400,000	30,208	-	369,792
Fencing Replacement and Additions (0305)		375,000	375,000	5,777	-	369,223
Landscaping and Irrigation System Replacements (0306)		2,540,000	1,940,000	49,932	-	1,890,068
Lighting - Redondo Beach Blvd. (0307)		230,000	-	-	-	-
Lighting - Upgrade / Replace All Lots (0308)		2,500,000	2,440,000	59,807	-	2,380,193
Lot F Parking Structure Improvements (0309)		1,632,000	1,632,000	32,732	-	1,599,268
Lot H Parking Structure (0310)		10,400,000	25,600,000	23,892,627	126,682	1,580,691
Paving Replacement - All Walks and Driveways (0311)		2,187,000	1,487,000	61,062	-	1,425,938
Pedestrian Walks at Manhattan Beach Blvd. and Lot E (0312)		81,600	81,600	637	-	80,963
Security Video (0313)		180,000	7,831	7,831	-	-
Voice / Data / Signal Site Duct Bank (0314)		1,200,000	117,130	117,130	-	-
Reserve for Contingencies (0399)		4,734,548	-	-	-	-
<b>Total Campus Site Improvements: Accessibility, Safety / Security</b>		<b>28,435,148</b>	<b>34,607,523</b>	<b>24,393,180</b>	<b>126,682</b>	<b>10,087,661</b>
<b><u>Energy Efficiency Improvements (EEI)</u></b>						
Energy Efficiency Improvements Phase One (401)		9,184,855	-	-	-	-
Energy Efficiency Improvements Phase Two (0402)		4,496,995	2,818,000	2,752,255	15,543	50,202
Reserve for Contingencies (0499)		3,137,248	-	-	-	-
<b>Total Energy Efficiency Improvements</b>		<b>16,819,098</b>	<b>2,818,000</b>	<b>2,752,255</b>	<b>15,543</b>	<b>50,202</b>

<b><u>Health and Safety Improvements (HSI)</u></b>					
Administration (0501)	3,736,372	4,367,732	111,553	-	4,256,179
Art & Behavioral Sciences (0502)	5,046,800	12,247,136	369,565	894	11,876,677
Infrastructure Phase I (0503)	1,119,716	37,000,000	20,962,306	9,280,668	6,757,026
Auxiliary Warehouse (0504)	105,042	105,042	1,301	-	103,741
Campus Theatre (0505)	1,814,262	-	-	-	-
Chilled Water System (0506)	3,574,600	-	-	-	-
Communications (0507)	1,359,812	219,262	219,262	-	-
Construction Technology (0508)	1,140,822	943,970	16,466	-	927,504
Domestic Water System (0509)	2,488,800	110,208	110,208	-	-
Facilities and Receiving (0510)	1,046,150	1,985,416	204,142	-	1,781,274
Fire Alarm (0511)	286,700	279,694	277,817	-	1,877
Firelines (0512)	3,580,700	119,905	119,905	-	-
Hazardous Materials Abatement (0513)	2,400,000	200,000	143,590	32,874	23,536
Heating Water System (0514)	1,252,330	-	-	-	-
Library (0515)	2,326,540	7,876,509	452,758	-	7,423,751
Marsee Auditorium (0516)	5,225,992	6,670,843	148,551	289,870	6,232,422
Math & Computer Sciences (0517)	4,330,512	12,600,000	281,001	315,000	12,003,999
Music (0518)	2,832,840	8,896,846	240,600	-	8,656,246
Natural Gas System (0519)	341,600	13,852	13,852	-	-
North Gymnasium (0520)	2,145,126	3,248,993	262,095	-	2,986,898
Physical Education and Men's Shower (0521)	2,462,936	4,216,871	78,178	-	4,138,693
Planetarium (0522)	285,480	559,465	12,815	-	546,650
Pool and Health Center (0523)	2,018,573	8,273,592	371,269	112,436	7,789,887
Primary Electrical Distribution System (0524)	18,934,400	5,480,458	5,061,211	808	418,439
Reimbursements (0525)	1,800,000	1,456,353	1,414,353	-	42,000
Security Systems (0526)	1,363,350	30,245	30,245	-	-
Sewer System (0527)	1,964,200	55,449	55,449	-	-

Social Sciences (0528)		1,807,918	7,415,520	686,820	172,110	6,556,590
South Gymnasium (0529)		733,586	-	-	-	-
Storm Drain System (0530)		481,656	30,644	30,644	-	-
Technical Arts (0531)		1,891,976	1,927,800	397,447	-	1,530,353
Women's Shower and Locker (0532)		2,918,484	-	-	-	-
Shops (0533)		-	10,600,000	213,338	-	10,386,662
Reserve for Contingencies (0599)		1,190,001	-	-	-	-
<b>Total Health and Safety Improvements</b>		<b>84,007,276</b>	<b>136,931,805</b>	<b>32,286,741</b>	<b>10,204,660</b>	<b>94,440,404</b>
<b><u>Information Technology and Equipment (ITE)</u></b>						
Behavioral and Social Sciences (0601)		579,077	654,077	125,031	-	529,046
Business (0602)		1,123,650	1,143,650	489,657	-	653,993
Facilities Planning and Services (0603)		1,818,724	1,925,724	386,008	-	1,539,716
Fine Arts (0604)		2,805,096	2,870,096	444,195	-	2,425,901
Health Sciences and Athletics (0605)		1,203,993	1,269,987	298,264	(1,125)	972,848
Humanities (0606)		607,033	625,978	217,287	-	408,691
Industry and Technology (0607)		1,771,641	1,883,641	586,941	-	1,296,700
Information Technology (0608)		14,557,510	14,557,510	7,250,621	4,169	7,302,720
Learning Resources (0609)		4,665,775	4,940,775	260,085	-	4,680,690
Math (0610)		688,661	723,061	231,191	-	491,870
Natural Sciences (0611)		3,002,285	3,063,431	666,421	-	2,397,010
Nursing (0612)		252,651	252,651	116,478	-	136,173
Student and Community Advancement (0613)		567,500	645,925	229,070	-	416,855
Interfund Transfer (0614)		-	141,150	141,150	-	-
Campus Police (0621)		-	68,500	66,650	-	1,850
Purchasing (0622)		-	10,000	9,418	-	582
Phase II, III, IV Purchases (0697)		17,025,000	-	-	-	-
Installation Contingency (0698)		4,464,194	-	349	-	(349)

Reserve for Contingencies (0699)		3,541,949	-	-	-	-
<b>Total Information Technology and Equipment</b>		<b>58,674,739</b>	<b>34,776,156</b>	<b>11,518,816</b>	<b>3,044</b>	<b>23,254,296</b>
<b><u>Physical Education Facilities Improvements (PEFI)</u></b>						
Baseball Field (0701)		1,091,800	1,091,800	572	-	1,091,228
North Field (0702)		481,600	481,600	-	-	481,600
Sand Volleyball (0703)		12,300	12,300	-	-	12,300
Reserve for Contingencies (0799)		363,601	-	-	-	-
<b>Total Physical Education Facilities</b>		<b>1,949,301</b>	<b>1,585,700</b>	<b>572</b>	<b>-</b>	<b>1,585,128</b>
<b>Total Allocated</b>		<b>394,516,464</b>	<b>421,838,156</b>	<b>136,618,355</b>	<b>21,011,334</b>	<b>264,208,467</b>
<b>Unallocated Funds</b>		<b>6,866,776</b>	<b>1,292,767</b>	<b>-</b>	<b>-</b>	<b>1,292,767</b>
	\$	<b>401,383,240</b>	<b>423,130,923</b>	<b>136,618,355</b>	<b>21,011,334</b>	<b>265,501,234</b>

# Appendix

## **Independent Auditor's Report**

<http://www.elcamino.edu/administration/bond/docs/prop-39-performance-audit.pdf>

## **Independent Auditor's Financial Audit**

<http://www.elcamino.edu/administration/board/boarddocs/prop-39-financial-audit.pdf>

## **Citizens' Bond Oversight Committee Agendas**

[www.elcamino.edu/administration/bond/minutes.asp](http://www.elcamino.edu/administration/bond/minutes.asp)

## **Citizens' Bond Oversight Committee Minutes**

[www.elcamino.edu/administration/bond/minutes.asp](http://www.elcamino.edu/administration/bond/minutes.asp)

## **Citizens' Bond Oversight Committee Bylaws**

[www.elcamino.edu/administration/bond/docs/Ositebylaws406.pdf](http://www.elcamino.edu/administration/bond/docs/Ositebylaws406.pdf)

## **Measure E Expenditures Approved by Board of Trustees, El Camino Community College District**

[www.elcamino.edu/administration/bond/minutes.asp](http://www.elcamino.edu/administration/bond/minutes.asp)

## **Original Resolution 2002-1 and Exhibit B**

[www.elcamino.edu/administration/bond/cboc\\_resolutions/](http://www.elcamino.edu/administration/bond/cboc_resolutions/)

## **Resolution Authorizing the Issuance of General Obligation Bonds, Series 2006B**

[www.elcamino.edu/administration/bond/cboc\\_resolutions/](http://www.elcamino.edu/administration/bond/cboc_resolutions/)

## **Resolution Authorizing General Obligation Bonds, 2005-1**

[www.elcamino.edu/administration/bond/cboc\\_resolutions/](http://www.elcamino.edu/administration/bond/cboc_resolutions/)

*“The Citizens’ Bond Oversight Committee acknowledges with gratitude the cooperation of many departments within El Camino College throughout the past year. The Committee is particularly grateful to the following: Tom Brown, Janice Ely, Bob Gann, Ann Garten, Jo Ann Higdon, Bruce Hoerning, Ellen Lorenz, Heather Parnock, and Ruth Sanchez.”*









*The El Camino Community College District is committed to providing equal opportunity in which no person is subjected to discrimination on the basis of ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, physical or mental disability, or retaliation.*