

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: CONSENT CALENDAR - HUMAN RESOURCES

REQUESTED ACTION: APPROVAL

EMPLOYMENT 2018-2019

Regular Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
H. Craig Yamamoto	Director, Financial Aid	1/1/2019

Part-Time Adjunct Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Marissa Aquino	Adjunct Instructor – Nursing (not to exceed 67%)	1/11/2019
Vanessa Pimentel	Adjunct Instructor – Athletics (not to exceed 67%)	1/11/2019
Taryn Sigl	Adjunct Instructor – Athletics (not to exceed 67%)	1/11/2019
Ricky Silva	Adjunct Instructor – Athletics (not to exceed 67%)	1/11/2019

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Deidre Robinson	Special Project – HR	General Fund	10/31/18-12/31/18	\$25.00/hr.
Jeffrey Ryder	Journey Level Assistant; Special Projects	General Fund	01/07/19-06/30/19	\$25.00/hr.
Bryan Stewart	Academic Support Specialist	Student Equity	12/06/18-06/30/18	\$16.56/hr.

Mary Jones
Human Resources

November 26, 2018

Date Submitted

Celia Esposito-Noy, Ed.D.
Superintendent-President

December 05, 2018

Date Approved

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board
SUBJECT: CONSENT CALENDAR – FINANCE & ADMINISTRATION
REQUESTED ACTION: APPROVAL

PERSONAL SERVICES AGREEMENTS

**Academic Affairs
David Williams, Vice President**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Entrepreneurial Learning Initiative	Provide a professional development session on the topic of Entrepreneurship Beyond Business at California Community Colleges Business and Entrepreneurship Sector Strategic Planning Retreat.	November 28, 2018	Not to exceed \$1,500.00

**Student Services
Gregory Brown, Vice President**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Brenna Benjamin	Co-presenter for Foster Kinship Care Education (FKCE) Workshops/Seminars for the fiscal year 2018-2019.	December 6, 2018 – June 30, 2019	Not to exceed \$800.00
Leah Whatley	Statistician services during Solano Showdown Women’s Basketball Tournament.	December 7, 2018 – December 9, 2018	Not to exceed \$400.00

Robert V. Diamond
 Vice President, Finance & Administration

November 23, 2018
Date Submitted

Celia Esposito-Noy, Ed.D.
 Superintendent-President

December 5, 2018
Date Approved

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **NOTICE OF COMPLETION FOR CONSTRUCTION SERVICES FOR THE VACAVILLE CENTER HVAC UPGRADE PROJECT**

REQUESTED ACTION:

- Information** **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

Board approval is requested for the Vacaville Center HVAC Upgrade Project Notice of Completion. On March 21, 2018, the Board awarded Bel Air Mechanical, Inc. a contract for the Vacaville Center HVAC Upgrade Project. The scope of work included removal and replacement of most of the existing HVAC system in the Vacaville Center building, including all associated electrical work and structural upgrades to existing roof framing.

The work on this project is complete, and at this time the District gives notice and certifies that:

- The project has been inspected and complies with the plans and specifications;
- The contractor has completed the work;
- The contract for the project is accepted and complete; and
- Upon Board approval a Notice of Completion will be filed with Solano County for the project.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other: Necessary documentation for completed construction

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$0</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME
4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER
Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

November 20, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

December 5, 2018
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

RECORDING REQUESTED BY:

When recorded mail to:

Lucky Lofton, Executive Bonds Manager
Solano Community College District
4000 Suisun Valley Road
Fairfield, CA 94534

Notice of Completion

State/local governmental entity recording fee when document is for the benefit of the government entity – GC6103 (no fee)
Must be recorded within 10 days after completion

In execution of this Notice, notice is hereby given that:

1. The undersigned is an owner or agent of an owner of the estate or interest stated below.
2. The name of the owner is Solano Community College District.
3. The address of the owner is 4000 Suisun Valley Road, Fairfield, CA 94534.
4. The nature of the estate or interest is: Solano Community College District in fee.
5. The name and addresses of all co-owners, if any, who hold any title or interest with the above-named owner in the property are:

NAMES

ADDRESSES

-
6. Work of modernization on the property hereinafter described was completed on 12/05/2018
 7. The Project Name is: Vacaville Center Intersection Improvements Project
 8. DSA Number (if applicable): N/A
 9. The contractor for such work of modernization is: Bel Air Mechanical, Inc.
 10. The name of the contractor's Surety Co. is: Developers Surety and Indemnity Company
 11. The date of contract between the contractor and the above owner is: March 21, 2018
 12. The street address of said property is: 2001 North Village Parkway, Vacaville, California 95688
 13. APN #: 0133-180-160
 14. The property on which said work of modernization was completed is in the City of Vacaville, County of Solano, State of California, and is described as follows: removal & replacement of HVAC equipment, including related electrical and structural work.

Date

Signature of Owner – Celia Esposito-Noy, Ed. D.
Solano Community College District

Verification

I, undersigned, say:

I am Executive Bonds Manager Lucky Lofton
("President," "Owner," "Manager," etc.)

Of the declarant of the foregoing completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is correct and true.

Executed on _____, at Fairfield, California.
(City or Town where signed)

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESIGNATION TO RETIRE

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

<u>Name</u>	<u>Assignment & Years of Service</u>	<u>Effective</u>
Emily Blair	Full-Time English Instructor 14 years and 11 months of service at SCC	12/17/2018
Nancy Blanc	Admissions & Records Analyst 10 years and 11 months of service at SCC	12/31/2018

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Human Resources

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Mary Jones
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

December 05, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

December 05, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: DEDUCTIVE CONTRACT CHANGE ORDER #10 TO
VACA VALLEY EXCAVATING & TRUCKING, INC. FOR
THE VACAVILLE CENTER INTERSECTION
IMPROVEMENTS PROJECT

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for deductive Change Order #10 to the contract with Vaca Valley Excavating & Trucking, Inc. for the Vacaville Center Intersection Improvements Project. On April 9, 2017 the Board approved a contract to Vaca Valley Excavating & Trucking, Inc. for the Vacaville Center Intersection Improvements Project.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Enhance safety for students, faculty, and staff

Ed. Code: Board Policy: Estimated Fiscal Impact: <\$842.83> Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert V. Diamond
Vice President, Finance and Administration

VICE PRESIDENT APPROVAL

November 20, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

December 5, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: DEDUCTIVE CONTRACT CHANGE ORDER #10 TO
VACA VALLEY EXCAVATING & TRUCKING, INC. FOR
THE VACAVILLE CENTER INTERSECTION
IMPROVEMENTS PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

On October 4, 2017 the Board approved Change Order #1 for additional work related to PGE facilities. On December 20, 2017 the Board approved Change Order #2 for a time extension due to weather conditions impacting ability to slurry coat. On February 7, 2018, the Board approved a no cost time extension Change Order #3. On March 7, the Board approved Change Order #4 for unforeseen conditions and an agency requirement. On April 4, the Board approved Change Order #5 no cost time extension for delay in City submittal approval for traffic loop detection wire, and on May 5, 2018 the Board approved Change Order #6 no cost time extension related to City approval of wire. On June 6, the Board approved Change Order #7, a no cost time extension due to further delay related to City approval for traffic loop detection wire and additional City requirements, the Board approved Change Order #8 for additional scope required by the City during the preliminary punch walk and labor for removal and replacement of wire.

On October 3, the Board approved Change Order #9, a time and materials allowance for additional monitoring by the electrical contractor that is now required by the City during the controls cabinet manufacturer's installation of additional components. That work has been completed, and proposed Change Order #10 credits back to the District \$842.83 unused balance of that allowance.

Summary of Contract:

\$ 878,500.00 Original Contract Sum
\$ 49,655.62 Previous Approved Change Orders (9)
\$ (842.83) Proposed Change Order #10
\$ 927,312.79 New Contract Sum Including Change Order #10

The Board is asked to approve Change Order #10 to Vaca Valley Excavating & Trucking, Inc. in the deductive amount of (842.83).

The Change Order may be viewed online at: <http://www.solano.edu/measureq/planning.php>.



Change Order

Solano Community College District
 4000 Suisun Valley Road
 Fairfield, CA 94534
 Tel: 707-864-7189 Fax: 707-207-0423

Swinerton Management & Consulting

Change Order # 10
 Project No.: 17-007
 Date: 5-Dec-18

DSA File No.: N/A
 DSA App. No.: N/A

Project: Solano Community College District
 Vacaville Center Intersection Improvements Project

Omni-Means, Ltd.
 943 Reserve Drive, Suite 100
 Roseville, CA 95678

To: Vaca Valley Excavating & Trucking, Inc.
 2201 East Monte Vista Avenue
 Vacaville, CA 95688

The Contract is Changed as Follows:

COR No.

--- Credit unused portion of allowance for electrical subcontractor oversight of cabinet component install by manufacturer.

(\$842.83)

TOTAL COST OF CHANGE ORDER

**ADD
Deduct**

FINAL CHANGE ORDER AMOUNT

**(\$843)
-\$842.83**

Original Contract Sum:	\$ 878,500.00
Total change By Previous Change Orders:	\$ 49,655.62
Contract Sum Prior to This Change Order:	\$ 928,155.62
Original Contract Sum will be Increased by This Change Order:	-\$842.83
The New Contract Sum Including This Change Order Will Be:	\$ 927,312.79
The Original Contract Completion Date:	12-Dec-18
Contract Time Will be Changed by This Change Order:	0 days
The Current Contract Completion Date is:	18-Jul-18

CONTRACTOR:

Vaca Valley Excavating & Trucking, Inc.
2201 East Monte Vista Avenue
Vacaville, CA 95688

Date: _____

(Affix stamp here)

OWNER:

Lucky Lofton
Executive Bonds Manager
Solano Community College District

Date: _____

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board
SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #15

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

The Board is requested to approve the latest revision to the Measure Q Bond Spending Plan (BSP). The BSP will require periodic adjustments to accommodate the changing needs of the District over time. The original document was approved on August 20, 2014. Previous updates have been approved by the Board on the following dates:

Update #1 March 4, 2015	Update #5 March 1, 2017	Update #9 January 17, 2018
Update #2 March 16, 2016	Update #6 April 19, 2017	Update #10 March 21, 2018
Update #3 October 19, 2016	Update #7 December 6, 2017	Update #11 June 6, 2018
Update #4 January 18, 2017	Update #8 December 20, 2017	Update #12 June 20, 2018
Update #13 July 18, 2018	Update #14 September 5, 2018	

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

Ed. Code: Board Policy: Estimated Fiscal Impact: N/A. Projects are part of the total Measure Q expenditure of \$348,000,000, plus net interest revenues.

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

November 21, 2018

DATE SUBMITTED TO

SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

December 5, 2018

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #15

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Update #15 of the BSP includes adjustments for the following:

Net Interest Earned: post \$285,010 net interest earned from July 1, 2018 to September 30, 2018 to Program Reserve.

Performing Arts Project: final savings of \$2,972 is being returned to Program Reserve.

Vacaville HVAC Upgrade Project: savings of \$161,443 is being returned to Program Reserve.

Utility Infrastructure – Solar Voltaic Project: budget increase of \$299,729 is required to meet bank statement of final loan pay-off amount (from Program Reserve). The final interest calculation will be audited by the bank after payment is made. Any overpayment would be refunded to the College.

Adjustment	Amount	From	To
1	\$285,010	Add Net Interest Earned to 9/30/18	Program Reserve
2	\$2,972	Performing Arts Building Phase 1	Program Reserve
3	\$161,443	Vacaville Center HVAC Upgrade	Program Reserve
4	\$299,729	Program Reserve	Utility Infrastructure – Solar Voltaic Project

The Board is asked to approve the proposed revisions as described above and indicated in the Bond Spending Plan Update #15 attached.



BOND SPENDING PLAN

PROJECT NAME	08/20/14	9/5/18	UPDATE 15	UPDATE 15
	BOT APPROVED	APPROVED BSP	12/5/18 PROPOSED REVISION	12/5/18 PROPOSED BSP
FF CAMPUS	\$ 87,800,000	\$ 93,832,690		\$ 93,829,718
Performing Arts Building (Phase 1 B1200 Renov)	\$ 6,200,000	\$ 6,232,690	\$ (2,972)	\$ 6,229,718
Science Building (Phase I)	\$ 33,100,000	\$ 36,600,000		\$ 36,600,000
Agriculture (Horticulture)	\$ 2,000,000	\$ 2,000,000		\$ 2,000,000
Library/Learning Resource Center	\$ 21,800,000	\$ 24,300,000		\$ 24,300,000
Science & Math Building (Phase 2)	\$ 8,000,000	\$ 8,000,000		\$ 8,000,000
Performing Arts Building (Phase 2)	\$ 13,700,000	\$ 13,700,000		\$ 13,700,000
Career Technology Building (CTE)	\$ 3,000,000	\$ 3,000,000		\$ 3,000,000
VV CAMPUS	\$ 80,200,000	\$ 80,648,435		\$ 80,486,992
VV Classroom Building Purchase & Renovation	\$ 8,200,000	\$ 8,200,000		\$ 8,200,000
Biotechnology & Science Building	\$ 28,000,000	\$ 33,383,435		\$ 33,383,435
Aeronautics & Workforce Development Building	\$ 15,000,000	\$ 15,000,000		\$ 15,000,000
Student Success Center/LRC	\$ 22,000,000	\$ 15,500,000		\$ 15,500,000
Fire Training	\$ 7,000,000	\$ 6,250,000		\$ 6,250,000
Vacaville Center HVAC Upgrade	\$ -	\$ 2,315,000	\$ (161,443)	\$ 2,153,557
VJ CAMPUS	\$ 80,200,000	\$ 82,161,953		\$ 82,161,953
Vallejo Prop Purchase Belvedere	\$ 4,800,000	\$ 4,794,343		\$ 4,794,343
Autotechnology Building	\$ 19,600,000	\$ 23,735,961		\$ 23,735,961
Site Improvements	\$ 5,100,000	\$ 2,825,000		\$ 2,825,000
Vallejo Prop Purchase Northgate	\$ 6,800,000	\$ 6,871,471		\$ 6,871,471
Student Success Center/LRC	\$ 22,000,000	\$ 22,000,000		\$ 22,000,000
Career Technology Building	\$ 21,900,000	\$ 19,800,000		\$ 19,800,000
Vallejo Center HVAC Upgrade	\$ -	\$ 2,135,178		\$ 2,135,178
INFRASTRUCTURE IMPROVEMENTS	\$ 37,800,000	\$ 38,571,602		\$ 38,871,331
IT Infrastructure Improvements	\$ 14,000,000	\$ 14,200,000		\$ 14,200,000
Utility Infrastructure Upgrade (Energy)	\$ 23,800,000	\$ 24,371,602	\$ 299,729	\$ 24,671,331
ADA & CLASSROOM IMPROVEMENTS	\$ 19,200,000	\$ 19,653,246		\$ 19,653,246
Small Capital Projects	\$ 8,300,000	\$ 8,753,246		\$ 8,753,246
ADA Improvements	\$ 10,900,000	\$ 10,900,000		\$ 10,900,000
PLANNING, ASSESSMENTS & PROGRAM MGMT	\$ 25,400,000	\$ 25,400,000		\$ 25,400,000
Program Management, District Support & Planning	\$ 25,400,000	\$ 25,400,000		\$ 25,400,000
RESERVE & INTEREST*	\$ 17,400,000	\$ 10,922,970		\$ 11,072,666
Program Reserve (5%)	\$ 17,400,000	\$ 10,922,970	\$ 149,696	\$ 11,072,666
TOTAL BOND SPENDING PLAN	\$ 348,000,000	\$ 351,190,896	\$ -	\$ 351,475,906
*Net Interest Earned & Unallocated (9/30/18)		\$ -	\$ -	\$ -

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO ENVISE FOR DESIGN AND CONSTRUCTION SERVICES FOR THE BUILDING AUTOMATION SYSTEM (BAS) RETROFIT PROJECT, PHASE 2

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for award of a contract to Enviser, for the Building Automation System (BAS) Retrofit Project Phase 2. In 2015, the District successfully completed the project's first phase to convert the building automation systems for approximately half of the buildings on the Fairfield campus. This project is to complete the conversion for the remaining buildings that were not converted in 2015, with the exception of Building 300, for a single campus wide HVAC control system.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other: Update infrastructure that supports classrooms or related College facilities.

<i>Ed. Code:</i>	<i>Board Policy: 3225; 3520</i>	<i>Estimated Fiscal Impact: \$243,688 Proposition 39 Funds \$68,318 Redevelopment Funds</i>
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SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Lucky Lofton
 Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert V. Diamond
 VP, Finance & Administration

VICE PRESIDENT APPROVAL

November 26, 2018

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

November 26, 2018

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO ENVISE FOR DESIGN AND
CONSTRUCTION SERVICES FOR THE BUILDING
AUTOMATION SYSTEM (BAS) RETROFIT PROJECT,
PHASE 2**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

A Request for Qualifications/Request for Proposals was issued to solicit a Statement of Qualifications/Proposal from qualified contractors and submissions were due by November 20, 2018. Only one proposal was received, from Enviser. The submitted Statement of Qualifications/Proposal was evaluated and Enviser was determined to be qualified to perform the work requested and proposed fee was determined to be reasonable.

The majority of the project's budget will be funded using the State's Proposition 39 California Clean Energy Jobs Act (\$243,688), and will be supplemented using the District's Redevelopment Funds (\$68,318). The Board is asked to approve a contract to Enviser in the amount of \$312,006.

The contract is available online at <http://www.solano.edu/measureq/planning.php>

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board
SUBJECT: SABBATICAL LEAVE ACADEMIC YEAR 2019-2020

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

The Sabbatical Leave Committee recommends that the following instructors be granted a Sabbatical Leave for the 2019-2020 academic year:

- Professor James DeKloe (Fall 2019)
- Professor Lisa Giambastiani (Fall 2019)
- Professor Marc Lancet (Spring 2020)

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

<i>Ed. Code: 87767</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$130,000</i>
SUPERINTENDENT'S RECOMMENDATION:	<input checked="" type="checkbox"/> APPROVAL	<input type="checkbox"/> DISAPPROVAL
	<input type="checkbox"/> NOT REQUIRED	<input type="checkbox"/> TABLE
David Williams, Ph.D. Vice President, Academic Affairs		
PRESENTER'S NAME		
4000 Suisun Valley Road Fairfield, CA 94534		
ADDRESS		
(707) 864-7102		
TELEPHONE NUMBER		
David Williams, Ph.D., Vice President Academic Affairs		
VICE PRESIDENT APPROVAL		
November 23, 2018		
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT		
Celia Esposito-Noy, Ed.D. Superintendent-President		
December 5, 2018		
DATE APPROVED BY SUPERINTENDENT-PRESIDENT		

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: CCFS-311Q FINANCIAL REPORT, FIRST QUARTER,
 FY 2018-2019

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

AB 2910, Chapter 1486, Statutes of 1986, requires California community college districts to report quarterly on their financial condition. The CCFS-311Q quarterly financial report for the first quarter of FY 2018-2019 is attached for the Board’s review and information.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

<i>Ed. Code:</i>	<i>Board Policy: 3020</i>	<i>Estimated Fiscal Impact:</i>
SUPERINTENDENT’S RECOMMENDATION:		<input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL <input checked="" type="checkbox"/> NOT REQUIRED <input type="checkbox"/> TABLE
Robert V. Diamond Vice President, Finance and Administration		
PRESENTER’S NAME		
4000 Suisun Valley Road Fairfield, CA 94534		
ADDRESS		Celia Esposito-Noy, Ed.D. Superintendent-President
(707) 864-7209		
TELEPHONE NUMBER		
Robert V. Diamond Finance & Administration		December 5, 2018
VICE PRESIDENT APPROVAL		DATE APPROVED BY
November 23, 2018		SUPERINTENDENT-PRESIDENT
DATE SUBMITTED TO		
SUPERINTENDENT-PRESIDENT		

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA**

CHANGE THE PERIOD
Fiscal Year: 2018-2019

District: (280) SOLANO

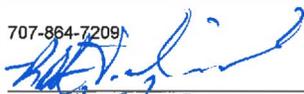
Quarter Ended: (Q1) Sep 30, 2018

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

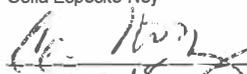
CBO Name: Robert V. Diamond

CBO Phone: 707-864-7209

CBO Signature: 

Date Signed: 11/15/18

Chief Executive Officer Name: Celia Esposito-Noy

CEO Signature: 

Date Signed: 11/15/18

Electronic Cert Date: 11/15/2018

District Contact Person

Name: Robert V. Diamond

Title: Vice President of Finance and Administration

Telephone: 707-864-7209

Fax: 707-646-2056

E-Mail: robert.diamond@solano.edu

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4550
Sacramento, California 95811

Send questions to:
Christine Atalig (916)327-5772 atalig@cccco.edu or Tracy Britten (916)324-9794 tritten@cccco.edu

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**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2018-2019

District: (280) SOLANO

Quarter Ended: (Q1) Sep 30, 2018

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2015-16	Actual 2016-17	Actual 2017-18	Projected 2018-2019
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	56,343,972	52,754,590	43,050,997	55,993,660
A.2	Other Financing Sources (Object 8900)	0	0	418	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	56,343,972	52,754,590	43,051,415	55,993,660
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	48,727,219	50,352,832	51,824,322	55,766,401
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	24,972	89,454	0	33,000
B.3	Total Unrestricted Expenditures (B.1 + B.2)	48,752,191	50,442,286	51,824,322	55,799,401
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	7,591,781	2,312,304	-8,772,907	194,259
D.	Fund Balance, Beginning	3,178,227	10,769,973	13,082,280	14,048,899
D.1	Prior Year Adjustments + (-)	-35	3	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	3,178,192	10,769,976	13,082,280	14,048,899
E.	Fund Balance, Ending (C. + D.2)	10,769,973	13,082,280	4,309,373	14,243,158
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	22.1%	25.9%	8.3%	25.5%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	8,576	7,232	7,985	8,078
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2015-16	2016-17	2017-18	2018-2019
H.1	Cash, excluding borrowed funds		11,436,349	15,561,844	9,211,094
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	4,234,510	11,436,349	15,561,844	9,211,094

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	56,535,233	56,535,233	7,222,158	12.8%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	56,535,233	56,535,233	7,222,158	12.8%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	55,669,571	55,669,571	12,209,252	21.9%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	239,830	239,830	13,899	5.8%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	55,909,401	55,909,401	12,223,151	21.9%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	625,832	625,832	-5,000,993	
L.	Adjusted Fund Balance, Beginning	14,048,899	14,048,899	14,048,899	
L.1	Fund Balance, Ending (C. + L.2)	14,674,731	14,674,731	9,047,906	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	26.2%	26.2%		

V. Has the district settled any employee contracts during this quarter?

NO

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify)	Management	Academic	Classified
		Permanent Temporary	

YYYY-YY	Total Cost Increase	% *						
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed?

This year?

NO

Next year?

NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)