Meeting No. 15
Special Board Meeting
March 27, 2007 at 3:00 a.m.
Student Center, SC 212, J. Walter Smith Building
SPECIAL BOARD OF TRUSTEES MEETING NO. 15
J. Walter Smith Student Center, SC 212
March 27, 2007 at 8:00 a.m.

AGENDA

In compliance with Education Code 72128-7213, the presiding officer of the Board of Trustees is calling a Special Meeting on Tuesday, March 27, 2007 at 8:00 a.m. in the Student Center, SC 212, located in the J. Walter Smith building.

ITEM PAGE

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CERTIFICATION OF COMPLIANCE

To accommodate the requirement of Government Code §54956 in accordance with the Brown Act Revisions, it is hereby declared that the agenda for the meeting was posted 24 hours prior to this meeting at three locations in the Administration Building, on a bulletin board on the outside wall of the Jon Gabriell Building at Glendale Community College and on the college’s website (http://www.gcccd.edu/board/documents).

COMMENTS FROM THE AUDIENCE – BOARD AGENDA ITEMS ONLY

[ADDRESSING THE BOARD OF TRUSTEES: An individual or group representative may address the Board of Trustees on any item on the agenda. A speaker must state his or her name and address prior to speaking to the Board. Not more than five minutes may be allotted to each speaker and no more than twenty minutes to each subject, except by unanimous consent of the Board of Trustees.]

CLOSED SESSION

1. Public Employee Performance Evaluation for Employee #07318072 pursuant to Government Code §54957

2. Conference with Labor Negotiator pursuant to Government Code §54957.6
   Employee designated representative: Dr. Mary Minch
   Employee organization: Glendale College Guild

RETURN TO OPEN SESSION – 9:00 a.m.
NEW BUSINESS REPORTS

1. Approval of an Agreement with Fiscal Crisis and Management Assistance Team

   It is recommended that an agreement with FCMAT (Fiscal Crisis and Management Assistance Team) for a College Budget, Fiscal Health Analysis, and a College Budget Policy and Process Review be approved.

2A., 2B and 2C. Amendment to Agreement with the City of Glendale Regarding Mountain Street Improvements

   New Business Report Nos. 2A, 2B, and 2C represent options for the funding of this amendment. Approval of one of the three options is recommended.

BOARD OF TRUSTEES REQUEST - INFORMATION AND/OR FUTURE AGENDA ITEMS

(This is an opportunity for the Board of Trustees to place items on future board agendas)

ADJOURNMENT

FUTURE REGULAR BOARD OF TRUSTEE MEETING DATES:

April 23, 2007
May 21, 2007
June 25, 2007
It is recommended that an agreement with FCMAT (Fiscal Crisis and Management Assistance Team) for a College Budget, Fiscal Health Analysis, and a College Budget Policy and Process Review, in the amount of $30,000 including out-of-pocket expenses, be approved.

At a request of the Board of Trustees and the Superintendent/President, the College requested a proposal to conduct an analysis of the College’s annual budget and prepare a multi-year financial forecast. In addition, the scope of the work will include a complete Fiscal Health Analysis of the College and a review of College Budget policies and processes. The project schedule is to be determined.

A copy of the agreement is available for review in the Purchasing Office.

Fiscal Impact: $30,000 including out-of-pocket expenses. Funds available in FY 06-07 Legal Services Budget.
GLENDALE COMMUNITY COLLEGE DISTRICT

MARCH 27, 2007

NEW BUSINESS REPORT NO. 28

REPORT OF RECOMMENDATION

TO: Board of Trustees

SUBMITTED BY: Dr. Audre Levy, Superintendent/President

REVIEWED BY: Lawrence R. Serot, Executive Vice President,
Administrative Services

PREPARED BY: William F. Taylor, Director, Business Services

SUBJECT: AMENDMENT TO AGREEMENT WITH THE CITY OF
GLENDALE REGARDING MOUNTAIN STREET
IMPROVEMENTS

It is recommended that an Amendment to the Agreement with the City of Glendale regarding Mountain Street Improvements, which increases the amount of the agreement to $1,668,062 plus potential added engineering costs, be approved.

On December 20, 2004 the Board of Trustees approved an agreement with the City of Glendale to pay for the City required changes and improvements on the south side of Mountain Street. At that time, the engineering cost estimate was $90,000 and the construction cost estimate was $820,000. The College Board of Trustees authorized a not to exceed amount of $910,000. The College made an initial payment of $100,000 to the City on 10/12/05 to start the engineering work. The City has now received construction bids on the project and the College's portion of the construction has now been determined to be $1,320,062. The City is also requesting the forwarding of a 15% Contingency Reserve ($198,006) to be refunded if not utilized and an estimated additional $50,000 for construction management for the College's share of the construction. Currently, $73,003 of the original $100,000 engineering payment has been spent. If final engineering costs exceed $150,000, the College would have to pay those additional costs.

The current total cost to the City of Glendale is $1,668,062 (cost - $1,320,062, engineering - $150,000, Contingency Reserve - $198,006). The City needs to receive a written confirmation before April 10, 2007 that the College will
deposit in the amount of $1,568,062 upon their demand. The City is scheduled to award the construction contract at the City Council meeting on April 10, 2007.

These improvements on the south side of Mountain Street are in addition to the improvements mandated by the City on the north side (including a new right-hand turning lane) which has been contracted by the College with the Parking Structure Contractor.

**Fiscal Impact:** $1,666,062 with a current encumbrance of $900,000 and a $100,000 expenditure, there is an additional $668,062 required. Funds available from Measure "G" reserves - $400,000 and $350,000 from unbudgeted FY 06-07 interest from new bond issuance. New funds of $750,000 less $668,062 = $81,938, to be applied to the Parking Project Contingency Reserve.

The current Contingency Reserve in the Project Fund ($723,000) must be retained to cover future additional Change Orders, (estimated at $622,000) for the off-site Mountain Street improvements being constructed by the Parking Structure Contractor.
GLENDALE COMMUNITY COLLEGE DISTRICT

MARCH 27, 2007

NEW BUSINESS REPORT NO. 28

REPORT OF RECOMMENDATION

TO: Board of Trustees

SUBMITTED BY: Dr. Audre Levy, Superintendent/President

REVIEWED BY: Lawrence R. Serot, Executive Vice President, Administrative Services

PREPARED BY: William F. Taylor, Director, Business Services

SUBJECT: AMENDMENT TO AGREEMENT WITH THE CITY OF GLENDALE REGARDING MOUNTAIN STREET IMPROVEMENTS

______________________________

It is recommended that an Amendment to the Agreement with the City of Glendale regarding Mountain Street Improvements, which increases the amount of the agreement to $1,668,062 plus potential added engineering costs, be approved.

On December 20, 2004 the Board of Trustees approved an agreement with the City of Glendale to pay for the City required changes and improvements on the south side of Mountain Street. At that time, the engineering cost estimate was $90,000 and the construction cost estimate was $820,009. The College Board of Trustees authorized a not to exceed amount of $910,000. The College made an initial payment of $100,000 to the City on 10/12/05 to start the engineering work. The City has now received construction bids on the project and the College’s portion of the construction has now been determined to be $1,320,062. The City is also requesting the forwarding of a 15% Contingency Reserve ($198,000) to be refunded if not utilized and an estimated additional $50,000 for construction management for the College’s share of the construction. Currently, $73,000 of the original $100,000 engineering payment has been spent. If final engineering costs exceed $150,000, the College would have to pay those additional costs.

The current total cost to the City of Glendale is $1,668,062 (cost - $1,320,062, engineering - $150,000, Contingency Reserve - $198,000). The City needs to receive a written confirmation before Apr 10, 2007 that the College will
deposit in the amount of $1,568,062 upon their demand. The City is scheduled to award the construction contract at the City Council meeting on April 10, 2007.

These improvements on the south side of Mountain Street are in addition to the improvements mandated by the City on the north side (including a new right-hand turning lane) which has been contracted by the College with the Parking Structure Contractor.

**Fiscal Impact:** $1,668,062 with a current encumbrance of $900,000 and a $100,000 expenditure. There is an additional $668,000 required. Funds available from un-budgeted FY 06-07 interest on new bond issuance of $350,000 and $400,000 from an increase in Certificate of Participation (COP) to $3,400,000 by extending the term of the COP to 20 years, at a cost of $530,000 in interest over the life of the COP. The COP to be repaid from parking fees.

New funds of $750,000 less $668,002 equals $81,938, to be applied to the Parking Project Contingency Reserve.

The current Contingency Reserve in the Project Fund ($723,000) must be retained to cover future additional Change Orders (estimated at $622,000 for the off-site Mountain Street Improvements being constructed by the Parking Structure Contractor.)
GLENDALE COMMUNITY COLLEGE DISTRICT

MARCH 27, 2007

NEW BUSINESS REPORT NO. 3C

REPORT OF RECOMMENDATION

TO: Board of Trustees

SUBMITTED BY: Dr. Andre Levy, Superintendent/President

REVIEWED BY: Lawrence R. Serot, Executive Vice President, Administrative Services

PREPARED BY: William F. Taylor, Director, Business Services

SUBJECT: AMENDMENT TO AGREEMENT WITH THE CITY OF GLENDALE REGARDING MOUNTAIN STREET IMPROVEMENTS

It is recommended that an Amendment to the Agreement with the City of Glendale regarding Mountain Street Improvements, which increases the amount of the agreement to $1,668,062 plus potential added engineering costs, be approved.

On December 20, 2004 the Board of Trustees approved an agreement with the City of Glendale to pay for the City required changes and improvements on the south side of Mountain Street. At that time, the engineering cost estimate was $90,000 and the construction cost estimate was $820,000. The College Board of Trustees authorized a not to exceed amount of $910,000. The College made an initial payment of $100,000 to the City on 10/12/05 to start the engineering work. The City has now received construction bids on the project and the College's portion of the construction has now been determined to be $1,320,062. The City is also requesting the forwarding of a 15% Contingency Reserve ($198,000) to be refunded if not utilized and an estimated additional $50,000 for construction management for the College's share of the construction. Currently, $73,600 of the original $100,000 engineering payment has been spent. If final engineering costs exceed $150,000, the College would have to pay those additional costs.

The current total cost to the City of Glendale is $1,668,062 (cost - $1,320,062, engineering - $150,000, Contingency Reserve - $198,000). The City needs to receive a written confirmation before April 10, 2007 that the College will
deposit in the amount of $1,668,062 upon their demand. The City is scheduled to award the construction contract at the City Council meeting on April 10, 2007.

These improvements on the south side of Mountain Street are in addition to the improvements mandated by the City on the north side (including a new right-hand turning lane) which has been contracted by the College with the Parking Structure Contractor.

**Fiscal Impact:** $1,668,062 with a current encumbrance of $900,000 and a $768,062 expenditure, there is an additional $668,062 required. Funds available from un-budgeted FY 03-07 interest on new bond issuance of $350,000 and from an increase in the Certificate of Participation (COP) amount to $3,060,000, keeping the term of the COP at 17 years and provide a College General Fund contribution of $36,000 per year for 17 years at a cost of $213,000 in additional interest. New funds of $750,000 less $668,062 equal $81,938 to be applied to the Parking Project Contingency Reserve.

The current Contingency Reserve in the Project Fund ($723,000) must be retained to cover future additional Change Orders (estimated at $622,000 for the off-site Mountain Street improvements being constructed by the Parking Structure Contractor.