



AGENDA
**MEETINGS OF THE GOVERNING BOARD
CHAFFEY COMMUNITY COLLEGE DISTRICT**

Thursday, February 27, 2020

Board Room, Marie Kane

Center for Student Services/Administration

- I. **REGULAR SESSION**
 - A. CALL TO ORDER (2:05 p.m.)
- II. **CLOSED SESSION**
 - A. PUBLIC COMMENTS ON CLOSED SESSION AGENDA
 - B. RECESS TO CLOSED SESSION
- III. **STUDY SESSION**
 - A. CONVENE IN OPEN SESSION
 - B. AGENDA
 1. Board Partnership Report
 2. Design/Build Project Delivery Method
- IV. **REGULAR SESSION**
 - A. RECONVENE IN REGULAR SESSION
 1. Pledge of Allegiance
 - B. PUBLIC COMMENTS
 - C. COMMUNITY LINKAGES
 1. Governing Board
 2. Legislative Update
 3. Presentations
 4. Foundation
 - D. REPORTS
 1. Closed Session Actions
 2. Monitoring
 - a. Board Partnership Report
 - b. Recruitment Analysis Monitoring Report
 - c. Quarterly Investment Report
 - E. CONSENT AGENDA
 1. Governance Process
 - a. 2020-2021 Board Meeting Dates
 - b. Approval of Minutes, January 23, 2020
 - c. Approval of Minutes, January 31, 2020
 - d. Board Meeting Date Change
 - e. Biennial Election of Governing Board Members
 2. Academic Affairs
 - a. Curriculum
 - b. Educational Master Plan

E. CONSENT AGENDA (CONTINUED)

3. Business/Fiscal Affairs

- a. 2019-2020 California State Preschool (CSPP-9418) Amendment 02
- b. 2019-2020 Statewide Director – Advanced Manufacturing Grant
- c. 2020-2021 Nonresident Tuition and Capital Outlay Fee
- d. College Park Specific Plan Environmental Impact Report Addendum: Chino Campus Instructional Building Project
- e. Disposal of District Property: Electronic Equipment and Miscellaneous Materials
- f. Memorandum of Understanding for Workforce Accelerator Grant (WAF) 7.0

4. Human Resources

- a. California School Employees Association, Chapter 431, Contract Negotiations
- b. Management Personnel Plan/Employment Contract
- c. Memorandum of Understanding – Chaffey College Faculty Association

5. Student Services

- a. Student Discipline

F. ACTION AGENDA

1. Business/Fiscal Affairs

- a. Adoption of Resolution Authorizing the Issuance of Chaffey Community College District 2020 General Obligation Refunding Bonds
- b. Approval to Contract by On-Call Professional Services Agreement for Architect, Criteria Architect and Commissioning Services
- c. Approval to Contract by On-Call Professional Services Agreement for Underground Utilities Locate Services
- d. Approval to Designate Ocelot (CareerAmerica, LLC) as a Sole Source Procurement
- e. Approve and Authorize Professional Services Contract: ADA Assessment, Develop and Update Implementation Plan
- f. Contract Education Agreement – B. Braun Medical Inc.
- g. Contract, Purchase Order, and Warrant Lists

G. CEO/STAFF REPORTS

1. Superintendent/President
2. Faculty Senate
3. Classified Senate
4. California School Employees Association (CSEA)
5. Chaffey College Faculty Association (CCFA)
6. Child Development Center Faculty Association (CDCFA)

H. BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

V. **ADJOURNMENT**

The next regular meeting of the Governing Board will be Thursday, March 19, 2020.

Complete agenda may be viewed at [www.chaffey.edu/governing board](http://www.chaffey.edu/governing%20board)

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

(Information)

February 27, 2020
Board Meeting Date

TOPIC **BOARD PARTNERSHIP REPORT**

Communication No. IV.D.2.a

SUPPORTS BOARD POLICY

This item addresses Board Policy 2200 (Governing Board Duties and Responsibilities): The Governing Board shall strive to govern with excellence with an emphasis on outward vision, strategic leadership, and a future orientation and fulfill the responsibility to be stewards of the public's interests by recognizing and considering multiple perspectives from diverse communities in affirming a common vision for the District.

ACTIVITIES THAT ADDRESS THE BOARD POLICY

Chaffey College Governing Board members report on community linkages at each regular governing board session. Community linkage reports reflect community (governmental, service, and educational) and institutional activities and events that governing board members participate in each month.

MEANS OF ASSESSMENT

The Office of Institutional Research examined community linkage activities and events reported by governing board members in the 2019 calendar year (January 2019 through December 2019). Activities and events were quantified by type, nature, and location of each reported community linkage.

SUMMARY OF EVIDENCE

In the 2019 calendar year, Chaffey College governing board members reported participating in 378 events: 131 Chaffey College events (34.7%) and 247 community events (65.3%). Chaffey College events included: college-sponsored events (39.7%); club and group events (13.7%); student support (13.0%); athletic events (9.2%); foundation events (7.6%); and other general events (16.8%). Community events included: service events (49.4%); governmental events (31.6%); and educational events (19.0%). Approximately 74.3% of community events occurred within Chaffey Community College District boundaries. However, governing board members also represented Chaffey College at regional (18.0%), statewide (6.4%) and national (1.3%) functions.

USE OF RESULTS FOR PLANNING

Empirical evidence exists that Chaffey College Governing Board members maintain collaborative partnerships, are constantly learning about and identifying the needs of the communities within the district, and advocate for the college not only in these communities but also at regional, state, and national levels. Evidence exists that governing board partnerships address Board Policy 2200 and Accreditation Standard IV.C (Leadership and Governance, Governing Board).

Prepared by:	Jim Fillpot, Dean, Institutional Research, Policy, and Grants
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

(Information)

February, 27, 2020

Board Meeting Date

TOPIC RECRUITMENT ANALYSIS MONITORING REPORT

Communication No. IV.D.2.b

SUPPORTS BOARD POLICY

Board Policy 7120 Recruitment and Selection –The district will recruit and retain diverse faculty and staff who are: professionals in their respective fields, devoted to life-long learning, committed to work effectively with the diverse student/staff population, and qualified by appropriate education, training, and experience to support programs and services.

EXECUTIVE SUMMARY

Introduction

The Recruitment Analysis Monitoring Report provides data regarding the district’s recruitment and selection processes. The Report provides a recruitment analysis that details the applicant flow, recruitment source comparisons, and highlights of recruitment activities for the 2018–19 fiscal year.

Description of What Was Done

The Recruitment Analysis Monitoring Report provides a review of the activities conducted at each stage of the recruitment process. In addition to providing information on a district-wide basis, detailed information is also provided by employment groups which include management, faculty, classified staff, and part-time faculty. This report reflects the number of applicants in the applicant pool after preliminary verification of required documents and applicable testing. Further information is included by ethnicity, gender, disability status, and age.

The methods of recruitment are diverse. Recruitment sources include advertisements in print and Internet and on the California Community Registry. In addition, targeted recruitment in the form of associations, bulletins, and networking are used as appropriate.

Outcomes/Results

The overall composition of the selected candidates is included in the report.

Prepared by:	Susan Hardie, Director, Human Resources
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President



Recruitment Analysis Monitoring Report 2018 / 2019

**Susan Hardie
Director, Human Resources**

Contents Included

District Selection Results 2018/2019

Classified Staff

Faculty

Management

District Employee Demographics 2018/2019

Adjunct Faculty 2018/2019

Recruitment Sources 2018/2019

Classified Staff

Faculty

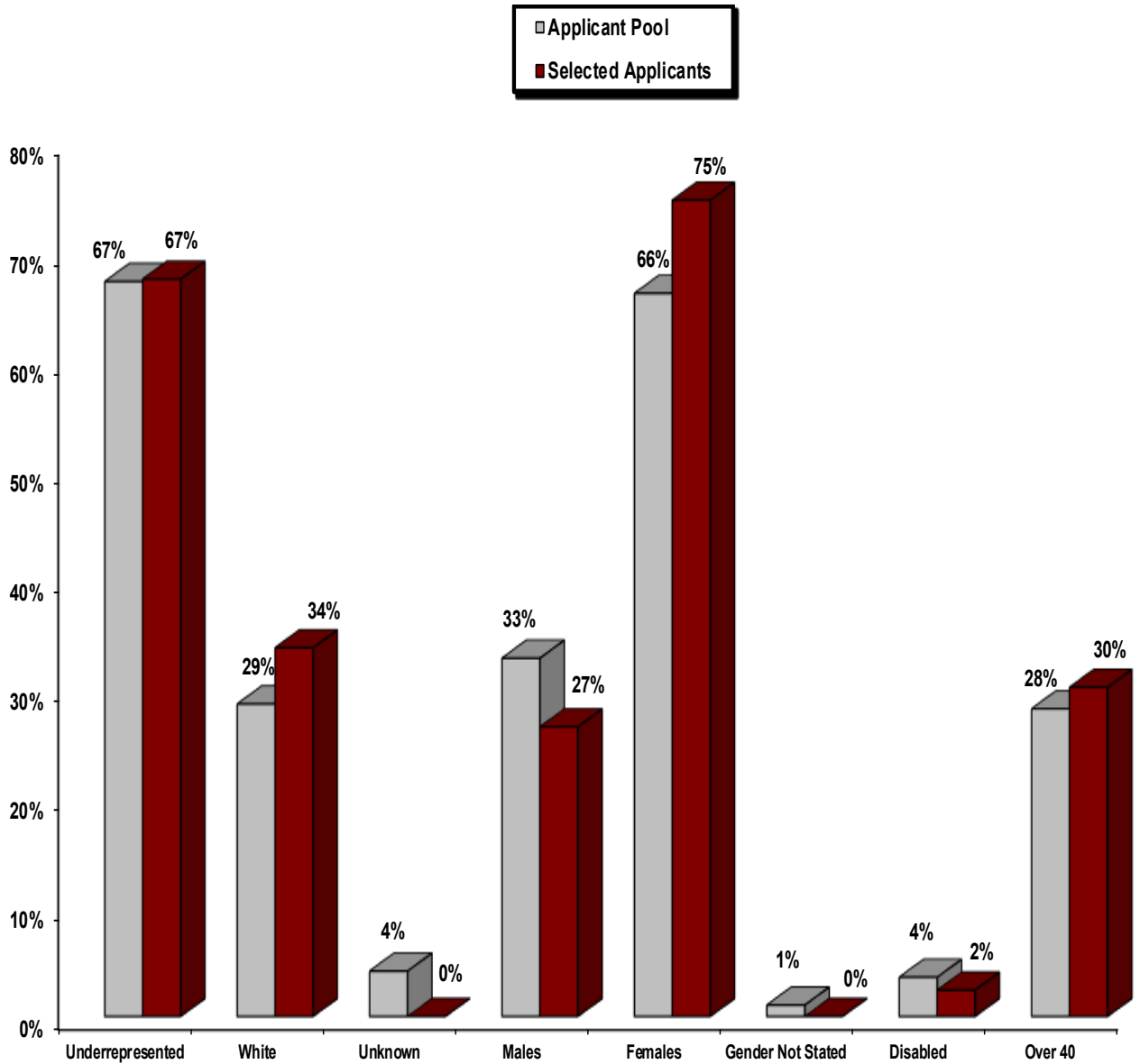
Management

Student Demographics

District Selection Results 2018/2019

The District recruited for and filled 83 positions: 18 faculty positions, 61 classified positions, and 4 management positions. The total applicant pool consisted of 4,599 applicants.

The District-wide applicant and selection results are displayed on the following page.



Total Pool	4599	100%
Underrepresented Total Pool	3093	67.3%
American Indian/Alaskan Native	30	0.7%
Asian Indian	80	1.7%
Black/African American	665	14.5%
Cambodian	10	0.2%
Chinese	99	2.2%
Filipino	120	2.6%
Guamanian	0	0.0%
Hawaiian	8	0.2%
Hispanic	1906	41.4%
Japanese	18	0.4%
Korean	26	0.6%
Laotian	1	0.0%
Other Asian	80	1.7%
Other Pacific Islander	9	0.2%
Samoaan	2	0.0%
Vietnamese	39	0.8%

Total Selected	83	100%
Underrepresented Total Selected	56	67.5%
American Indian/Alaskan Native	0	0.0%
Asian Indian	0	0.0%
Black/African American	9	10.8%
Cambodian	0	0.0%
Chinese	3	3.6%
Filipino	1	1.2%
Guamanian	0	0.0%
Hawaiian	0	0.0%
Hispanic	41	49.4%
Japanese	0	0.0%
Korean	1	1.2%
Laotian	0	0.0%
Other Asian	0	0.0%
Other Pacific Islander	0	0.0%
Samoaan	0	0.0%
Vietnamese	1	1.2%

Classified Staff Selection Results

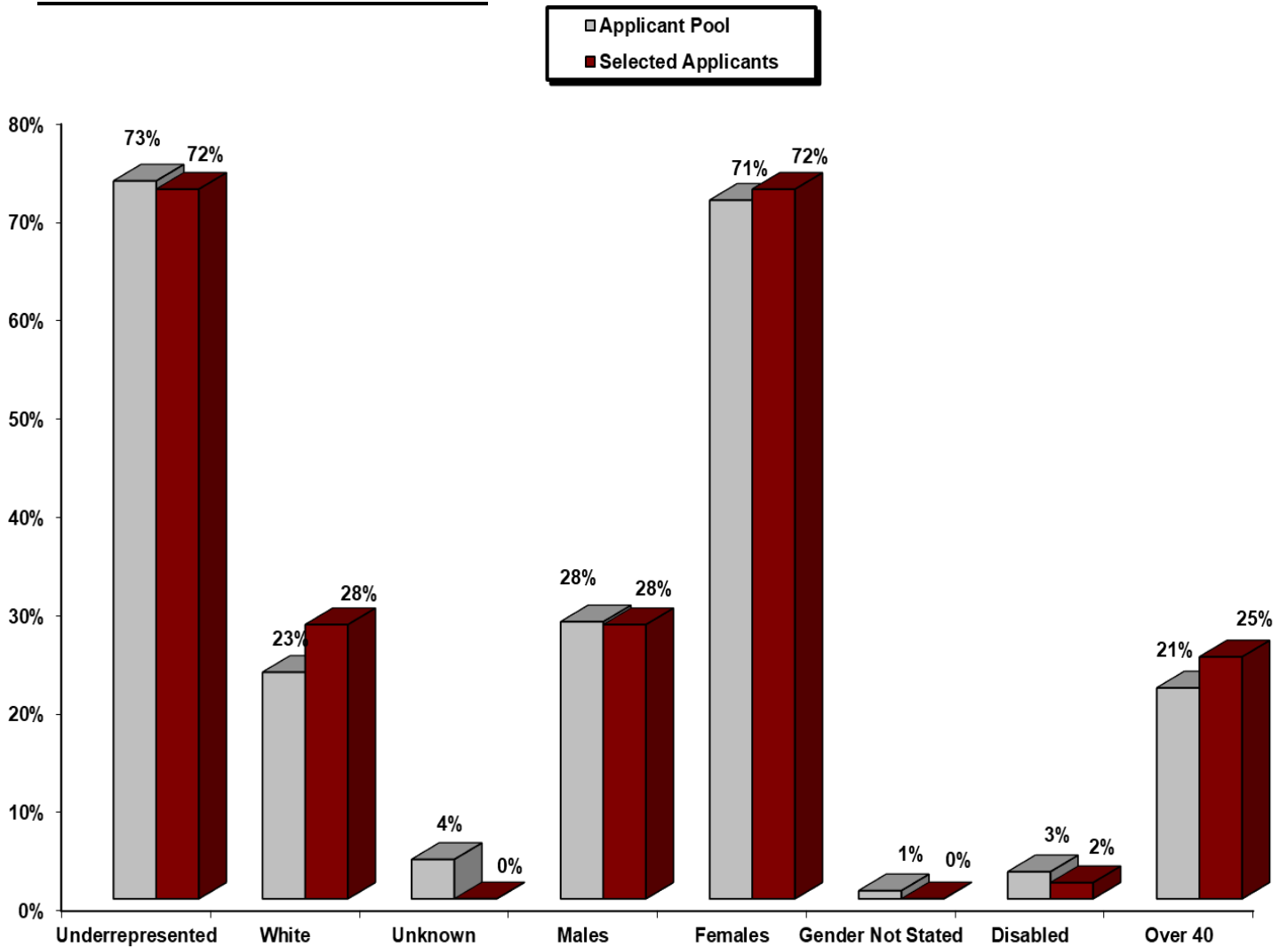
The District recruited and filled 61 classified/confidential staff positions. The total applicant pool consisted of 3,274 applicants. The classified/confidential staff applicant and selection results are displayed on the following page.

Positions filled:

- Accounting Technician
- Accounting Technician
- Administrative Assistant II, Admissions & Records
- Administrative Assistant II, Business & Applied Technology
- Administrative Assistant II, Campus Police
- Administrative Assistant II, Campus Police .475
- Administrative Assistant II, Classified Senate/Administrative Affairs .475
- Administrative Assistant II, Foundation
- Administrative Assistant II, Guided Pathways
- Administrative Assistant II, Health Sciences
- Administrative Assistant II, Instruction/Faculty Senate
- Administrative Assistant II, Language Arts
- Administrative Assistant II, Mathematics & Science
- Administrative Assistant II, School of Hospitality, Fashion, Interior, & Culinary Arts
- Administrative Assistant II, Transfer Center
- Bookstore Accounting Assistant .475 (Fontana)
- Buyer
- Campus Police Officer
- Campus Police Officer
- Educational Program Assistant, Fontana Campus
- Educational Program Assistant, Mathematics & Science
- Educational Program Assistant, School of Hospitality, Fashion, Interior & Culinary Arts
- Educational Program Assistant, Visual & Performing Arts
- Educational Services Generalist
- Educational Services Generalist
- Educational Services Generalist, Chino
- Facilities Specialist/Buyer
- Facility Maintenance Attendant
- Facility Maintenance Attendant, .475
- Financial Aid Advisor
- Financial Aid Coordinator
- Financial Aid Specialist
- Grant Generalist
- Human Resources Generalist
- Instructional Assistant II, Math Success Center .475
- Instructional Assistant III, Chemistry
- Instructional Assistant IV, Aeronautics
- Instructional Assistant IV, Industrial Electrical Technology
- Instructional Assistant IV, Language Success Center .475
- Library Clerk I
- Library Clerk I, .475
- Library Clerk I .475

- Network Technology Technician
- Outreach Specialist
- Program Assistant, Admissions & Records .475
- Program Assistant, Career Center
- Program Assistant, Counseling (Assessment/GPS Center)
- Program Assistant, Counseling (Assessment/GPS Center Chino)
- Program Assistant, Financial Aid
- Program Assistant, Financial Aid (Fontana)
- Program Assistant, Financial Aid .475
- Program Assistant, Financial Aid .475 (Fontana)
- Program Assistant, Language Arts/Journalism .475
- Programmer Analyst
- Research Analyst
- Research Analyst
- Senior Research Analyst
- Workforce Research Analyst

Classified Staff Selection Results



Total Classified Pool	3274	100%
Underrepresented Classified Pool	2389	73.0%
American Indian/Alaskan Native	20	0.6%
Asian Indian	48	1.5%
Black/African American	485	14.8%
Cambodian	6	0.2%
Chinese	64	2.0%
Filipino	97	3.0%
Guamanian	0	0.0%
Hawaiian	5	0.2%
Hispanic	1557	47.6%
Japanese	9	0.3%
Korean	14	0.4%
Laotian	1	0.0%
Other Asian	48	1.5%
Other Pacific Islander	6	0.2%
Samoan	2	0.1%
Vietnamese	27	0.8%

Total Classified Selected	61	100%
Underrepresented Classified Selected	44	72.1%
American Indian/Alaskan Native	0	0.0%
Asian Indian	0	0.0%
Black/African American	7	11.5%
Cambodian	0	0.0%
Chinese	2	3.3%
Filipino	1	1.6%
Guamanian	0	0.0%
Hawaiian	0	0.0%
Hispanic	33	54.1%
Japanese	0	0.0%
Korean	0	0.0%
Laotian	0	0.0%
Other Asian	0	0.0%
Other Pacific Islander	0	0.0%
Samoan	0	0.0%
Vietnamese	1	1.6%

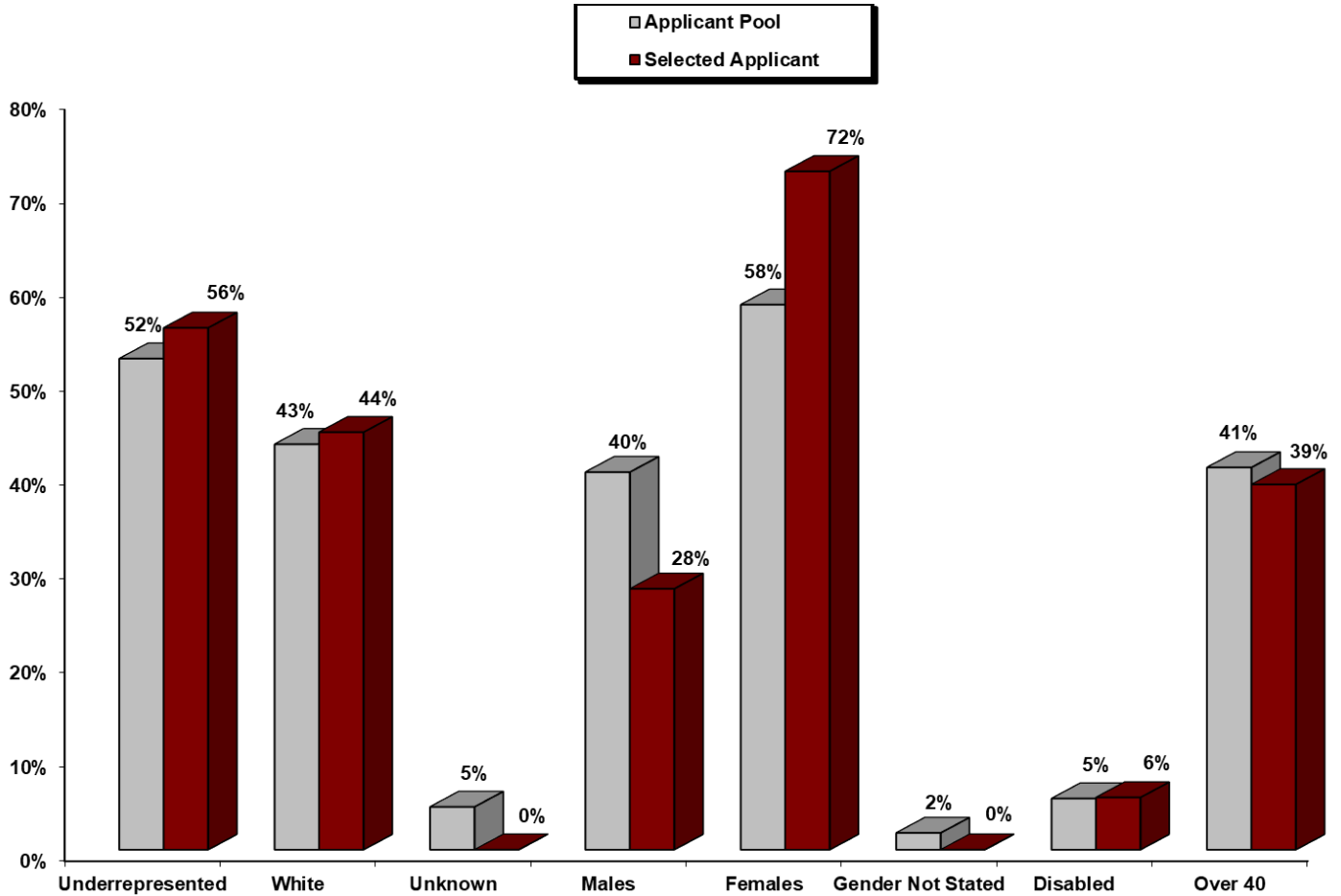
Faculty Selection Results

The District recruited and filled 18 faculty/CDC teacher positions. The total applicant pool consisted of 1,010 applicants. The faculty/CDC teacher applicant and selection results are displayed on the following page.

Positions filled:

- Counselor, Disability Programs and Services
- Counselor, General
- Counselor, General
- Counselor, General
- Instructional Specialist, Math Success Center
- Instructor, Criminal Justice
- Instructor, Associate Degree Nursing
- Instructor, Associate Degree Nursing
- Instructor, Associate Degree Nursing
- Instructor, Communications Studies
- Instructor, Culinary Arts (Baking and Pastry)
- Instructor, Earth Science
- Instructor, English
- Instructor, English
- Instructor, English
- Instructor, Industrial Electrical Technology
- Instructor, Radiologic Technology
- Reference Librarian

Faculty Selection Results



Total Faculty Pool	1010	100%
Underrepresented Faculty Pool	528	52.3%
American Indian/Alaskan Native	9	0.9%
Asian Indian	26	2.6%
Black/African American	113	11.2%
Cambodian	4	0.4%
Chinese	30	3.0%
Filipino	16	1.6%
Guamanian	0	0.0%
Hawaiian	3	0.3%
Hispanic	273	27.0%
Japanese	6	0.6%
Korean	11	1.1%
Laotian	0	0.0%
Other Asian	25	2.5%
Other Pacific Islander	2	0.2%
Samoan	0	0.0%
Vietnamese	10	1.0%

Total Faculty Selected	18	100%
Underrepresented Faculty Selected	10	55.6%
American Indian/Alaskan Native	0	0.0%
Asian Indian	0	0.0%
Black/African American	2	11.1%
Cambodian	0	0.0%
Chinese	1	5.6%
Filipino	0	0.0%
Guamanian	0	0.0%
Hawaiian	0	0.0%
Hispanic	6	33.3%
Japanese	0	0.0%
Korean	1	5.6%
Laotian	0	0.0%
Other Asian	0	0.0%
Other Pacific Islander	0	0.0%
Samoan	0	0.0%
Vietnamese	0	0.0%

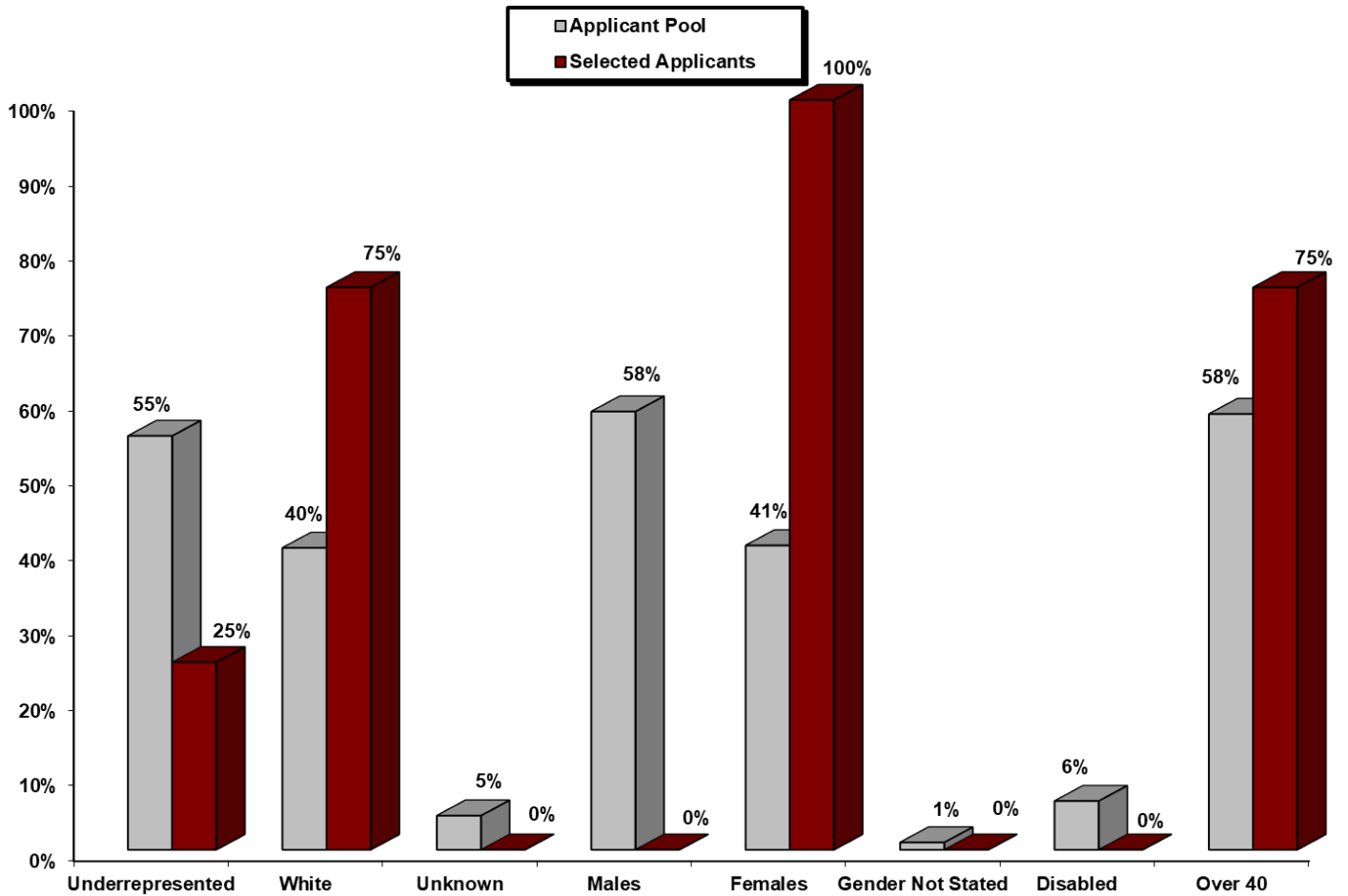
Management Selection Results

The District recruited and filled 4 management positions. The total applicant pool consisted of 308 applicants. The management applicant and selection results are displayed on the following page.

Positions filled:

- Administrator, Campus Store
- Campus Police Captain
- Director of Athletics
- Director, Transfer Center and High School Outreach

Management Selection Results



Category	Count	Percentage
Total Management Pool	308	100%
Underrepresented Management Pool	170	55.2%
American Indian/Alaskan Native	1	0.6%
Asian Indian	6	1.9%
Black/African American	66	21.4%
Cambodian	0	0.0%
Chinese	4	1.3%
Filipino	7	2.3%
Guamanian	0	0.0%
Hawaiian	0	0.0%
Hispanic	73	23.7%
Japanese	3	1.0%
Korean	1	0.3%
Laotian	0	0.0%
Other Asian	6	1.9%
Other Pacific Islander	1	0.3%
Samoa	0	0.0%
Vietnamese	2	0.6%

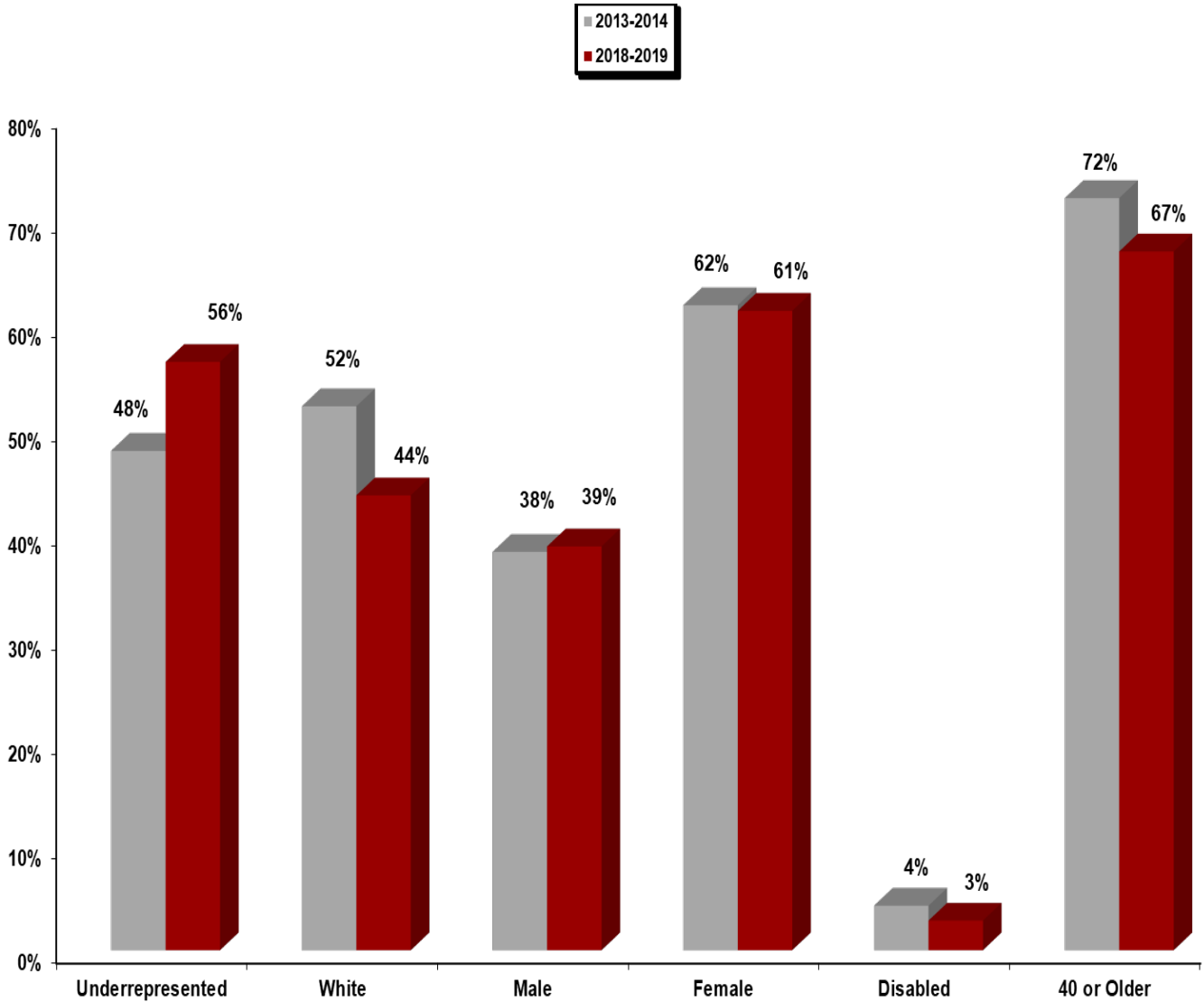
Category	Count	Percentage
Total Management Selected	4	100%
Underrepresented Management Selected	1	25.0%
American Indian/Alaskan Native	0	0.0%
Asian Indian	0	0.0%
Black/African American	0	0.0%
Cambodian	0	0.0%
Chinese	0	0.0%
Filipino	0	0.0%
Guamanian	0	0.0%
Hawaiian	0	0.0%
Hispanic	1	25.0%
Japanese	0	0.0%
Korean	0	0.0%
Laotian	0	0.0%
Other Asian	0	0.0%
Other Pacific Islander	0	0.0%
Samoa	0	0.0%
Vietnamese	0	0.0%

District Employee Demographics 2018/2019

The chart below provides a five-year comparison between the demographics of the District's classified staff, full-time faculty, and management employees.

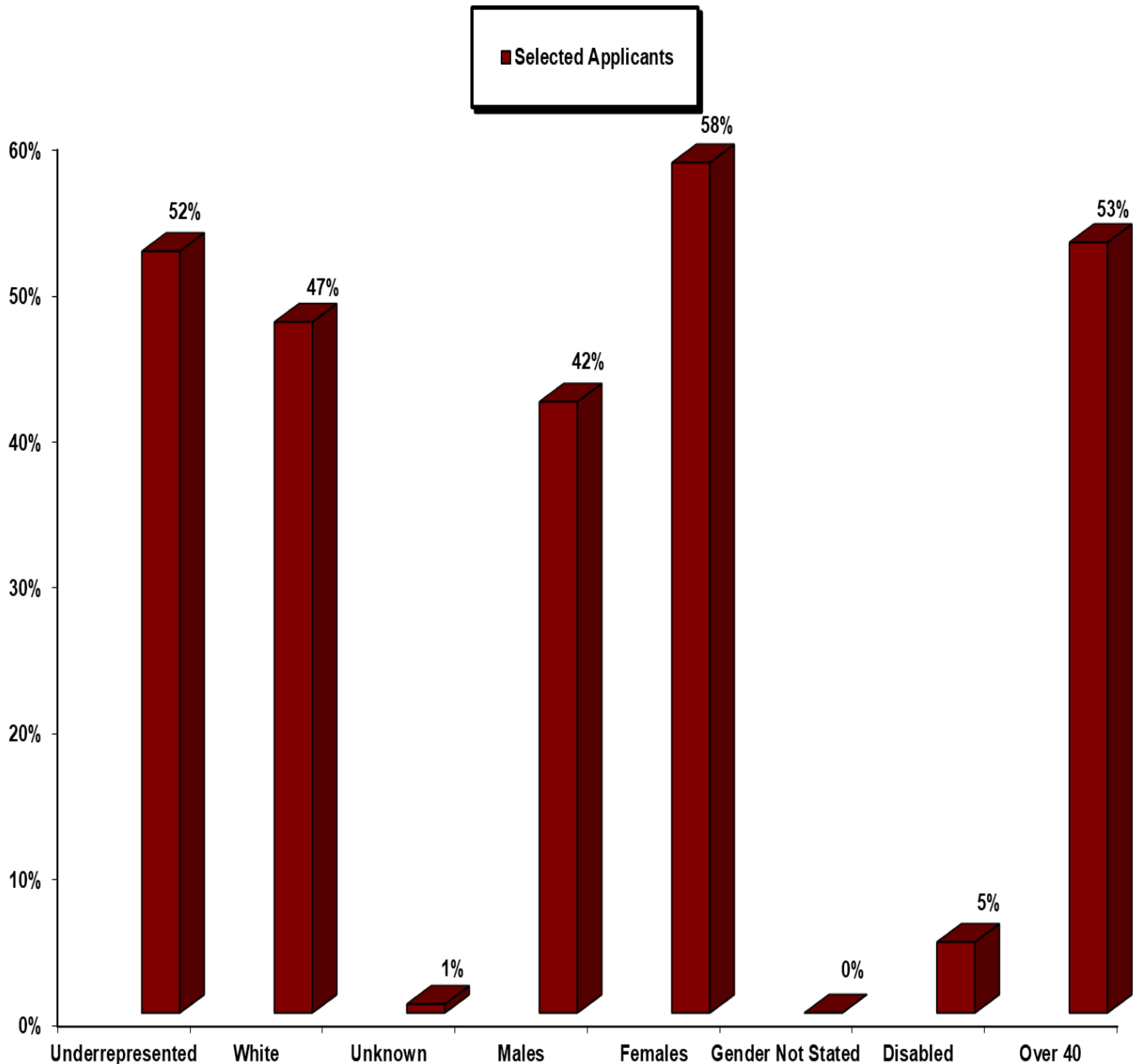
Total # of Employees 2013-2014: 516

Total # of Employees 2018-2019: 633



Adjunct Faculty Selection Results 2018/2019

The District utilizes the California Community Colleges Registry as our applicant pool for adjunct faculty. Utilizing approximately a 40 mile radius from the Rancho Cucamonga Campus, the District had access to approximately 1,034 adjunct applications. The District hired 165 adjunct faculty during the 2018/2019 academic year. The adjunct faculty applicant demographics were not available from the California Community Colleges Registry; however, our selection results are displayed below for this academic year.



Recruitment Sources

The District continues to use a variety of electronic and print advertising sources to reach a broad audience of potential applicants. The District expended a total of \$31,069 on advertising during the 2018/2019 academic year.

Our advertising sources included:

- AsiansInHigherEd
- BlacksInHigherEd
- CCC Registry
- Chaffey College Website
- DisabledInHigherEd
- EDJOIN.org
- HigherEdJobs
- HispanicsInHigherEd
- Indeed
- InsideHigherEd
- LGBTinHigherEd
- Monster
- VeteransInHigherEd
- WomenAndHigherEd

**Unduplicated Student Demographic Characteristics
2018-19 Academic Year**

Race/Ethnicity	Number	Percent
African American	2,425	7.94%
Asian	2,130	6.98%
Caucasian	4,396	14.40%
Hispanic	19,932	65.28%
Native American	50	0.16%
Pacific Islander	73	0.24%
Multi-Ethnic	913	2.99%
Unknown	615	2.01%
TOTAL	30,534	100.00%

Gender	Number	Percent
Male	12,230	40.05%
Female	17,633	57.75%
Unknown	671	2.20%
TOTAL	30,534	100.00%

Age Range	Number	Percent
19 or Younger	9,359	30.65%
20 to 24 Years Old	10,851	35.55%
25 to 29 Years Old	4,525	14.82%
30 to 34 Years Old	2,165	7.09%
35 to 39 Years Old	1,287	4.21%
40 to 49 Years Old	1,521	4.98%
50 or Older	825	2.70%
Unknown	1	0.00%
TOTAL	30,534	100.00%

Identified Disability	Number	Percent
Student Has An Identified Disability	1,841	6.03%
Student Not Disabled	28,693	93.97%
TOTAL	30,534	100.00%

Economically Disadvantaged Status	Number	Percent
Economically Disadvantaged	19,735	64.63%
Not Economically Disadvantaged	10,799	35.37%
TOTAL	30,534	100.00%

First Generation Status*	Number	Percent
First Generation College Student	7,499	43.70%
Not a First Generation College Student	9,663	56.30%
TOTAL	17,162	100.00%

* As this is a relatively new MIS data element (first reported in Fall 2017), data does not exist for all students

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

(Information)

February 27, 2020

Board Meeting Date

TOPIC **QUARTERLY INVESTMENT REPORT**

Communication No. IV.D.2.c

SUPPORTS BOARD POLICY

Board Policy 6320 Investments - The Superintendent/President is responsible for ensuring that invested district funds are not required for the immediate needs of the district. Investments shall be in accordance with law.

PROPOSAL

To present the quarterly investment report for the quarter ended December 31, 2019, for information only.

BACKGROUND

As recommended in Government Code 53646, the district investment reports may be presented to the board quarterly. The quarterly investment report for the period ended December 31, 2019 is attached.

BUDGET IMPLICATIONS

Funding Source – All funds

Status of Funds – N/A

Future Implications – N/A

RECOMMENDATION

To review the quarterly investment report for the quarter ended December 31, 2019 as presented.

Prepared by:	Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

Chaffey Community College District Investment Report



Governing Board

Gloria Negrete McLeod, President
Gary C. Ovitt, Vice President
Lee C. McDougal, Clerk
Katherine Roberts, Member
Kathleen R. Brugger, Immediate Past President

Nikeenia Williams, Student Trustee

Dr. Henry D. Shannon, Superintendent/President

December 31, 2019

Chaffey Community College District

Investment Report

Summary

For The Period Ended December 31, 2019

General Portfolio	Fund Value	Market Value
General Portfolio		
District Funds Investment Pool	\$ 330,728,909	\$ 332,299,144
Other Investments	1,480,879	1,488,500
Irrevocable Trusts	8,557,936	10,711,605
Chaffey District Funds with Financial Institutions - Bank Deposits	1,928,420	1,928,420
Total General Portfolio	<u>\$ 342,696,144</u>	<u>\$ 346,427,669</u>

1. I hereby certify that the investments are in compliance with the investment guidelines statement adopted by the Governing Board.
2. The District has the ability to meet its budgeted expenditures for the next six months.
3. The market values for funds held in checking accounts and money market funds does not change.
4. The fiscal agent provided the market values for investments held in their accounts.
5. The checking accounts include Associated Student Body and other District cash funds.
6. This report meets the requirement of Government Code Sections 16481, 53646, and 53601.

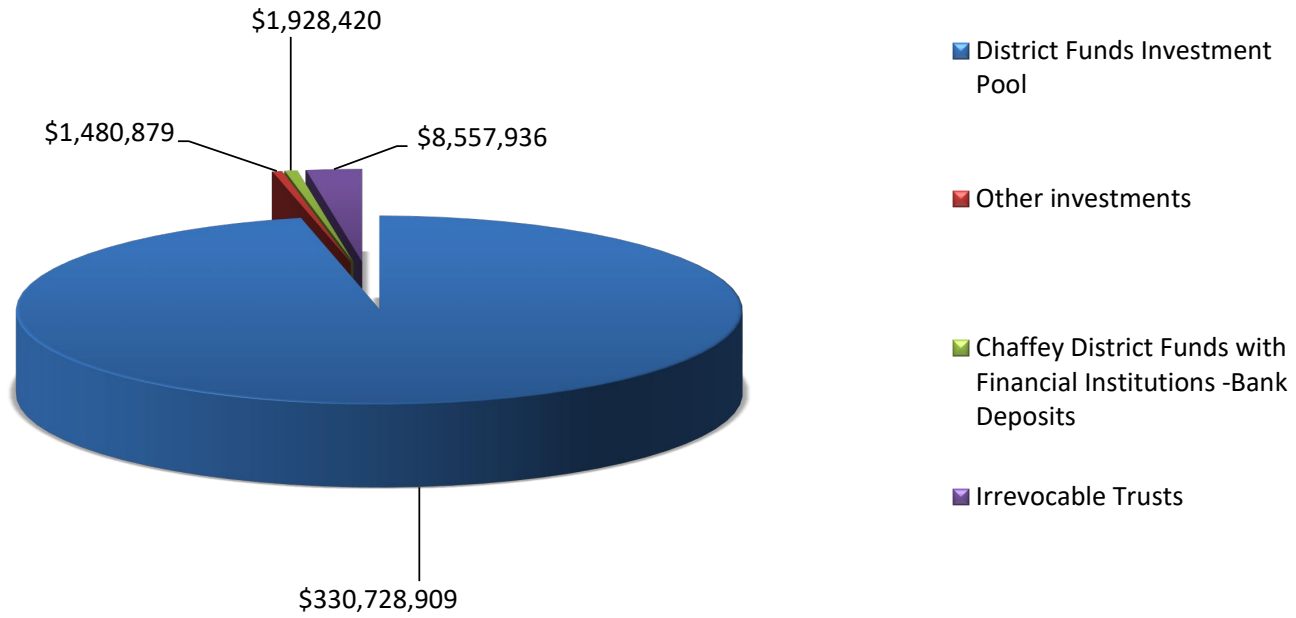


Lisa Bailey

Associate Superintendent, Business Services & Economic Development

Chaffey Community College District
Investment Report

Summary
For The Period Ended December 31, 2019



Chaffey Community College District

Investment Report

Chaffey District Funds in San Bernardino County Investment Pool

For The Period Ended December 31, 2019

Funds/Accounts in County Investment Pool	Fund Number	Account Number	Fund Total	
General Fund	10	9110	\$ 59,761,543	
Bond Debt Service Fund	21	9110	47,499,791	
Children's Center	33	9110	2,481,836	
Bond Fund - Measure L	40	9110	8,319,333	
Capital Projects	41	9110	12,003,763	
Scheduled Maintenance	42	9110	207,275	
Bond Fund - Measure P	43	9110	198,560,608	
Bond Fund - Measure L: Series D	45	9110	3,736	
Bond Fund - Measure L: Series E	46	9110	6,293	
Self-Insurance Fund	61	9110	1,375,935	
Vacation Liability	69	9110	508,794	
Total Funds in County Investment Pool			\$ 330,728,909	*Market Value Share \$ 332,299,144
Annualized Yield for Quarter Ended	12/31/2019	2.04%		
Annualized Yield for Quarter Ended	9/30/2019	2.16%		

Other Investments	Fund Total	Market Value
US Bank/Payden & Rygel - Series E	1,480,879	1,488,500
Total Other Investments	\$ 1,480,879	\$ 1,488,500

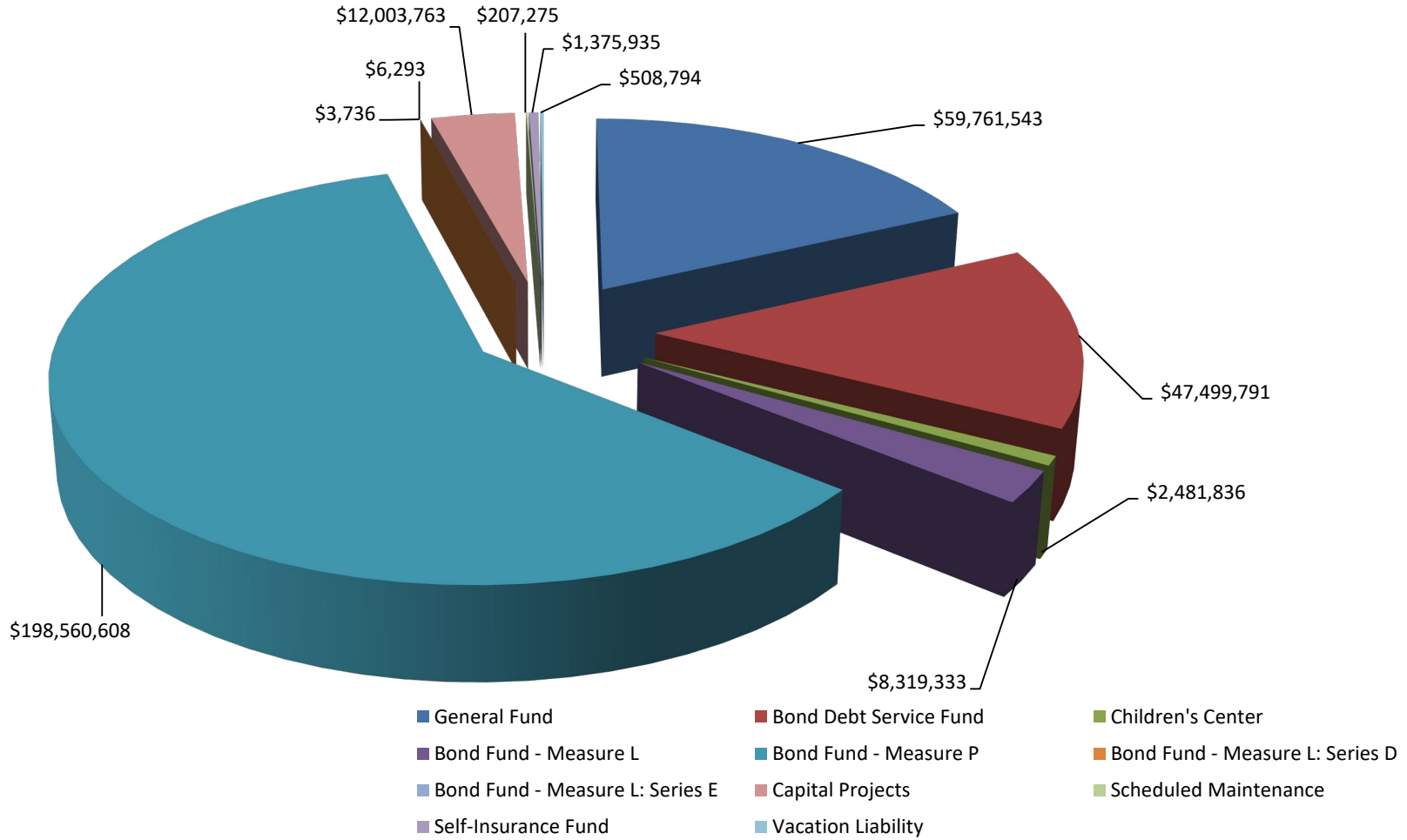
Irrevocable Trusts	Fund Total	Market Value
Benefit Trust Company - Other Post Employment Benefits (OPEB)	7,386,860	9,243,024
Benefit Trust Company - Pension Stabilization Trust (PST)	1,171,076	1,468,581
Total Irrevocable Trusts	\$ 8,557,936	\$ 10,711,605

*Note 1: Market value share equates to the District's pro-rata share of the market value of the entire County Pool.

*Note 2: See County Pool Summary on page 5 for further details of County Treasury Investments.

Chaffey Community College
Investment Report

Chaffey District Funds in San Bernardino County Investment Pool
For The Period Ended December 31, 2019



Chaffey Community College District

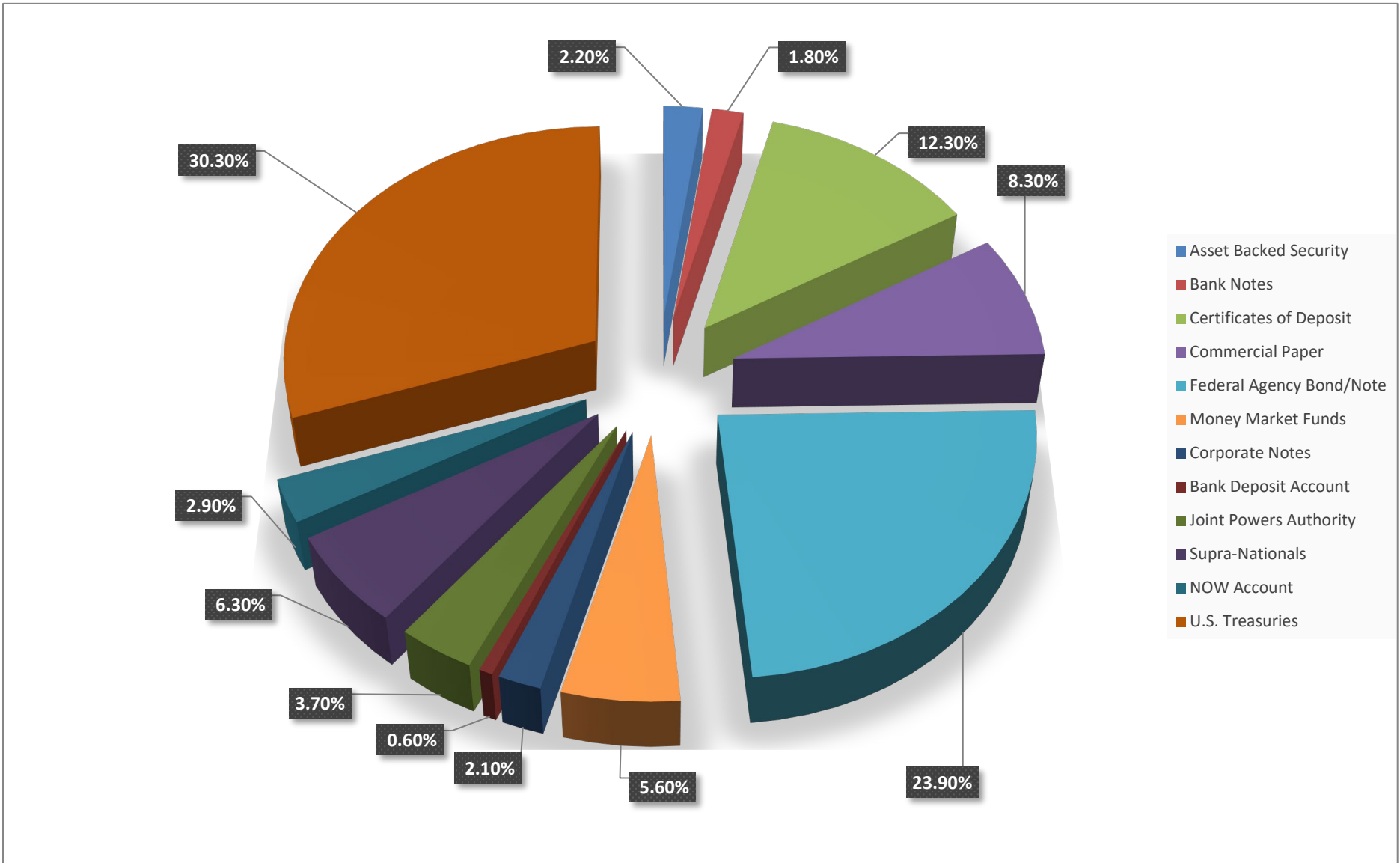
Investment Report

San Bernardino County Pool Summary

For The Period Ended December 31, 2019

Security Type	Par(\$)	Amortized Cost	Market Value	Yield to Maturity
Asset backed Security	\$ 170,161,511	\$ 170,367,485	\$ 170,895,583	2.26%
Bank Notes	137,000,000	137,035,409	137,886,884	2.56%
Certificates of Deposit	953,000,000	953,000,000	952,477,438	1.85%
Commercial Paper	645,000,000	642,869,433	642,723,505	1.78%
Corporate Notes	157,050,000	156,535,067	158,080,958	2.55%
Federal Agencies	1,824,038,000	1,829,012,244	1,844,734,480	2.21%
Supre - National	480,000,000	478,857,769	482,795,705	2.29%
Money Market Funds	429,000,000	429,000,000	429,000,000	1.49%
Bank Deposit Account	50,000,000	50,000,000	50,000,000	1.55%
Joint Powers Authority	282,000,000	282,000,000	282,000,000	1.78%
NOW Account	225,000,000	225,000,000	225,000,000	1.85%
U.S. Treasuries	2,325,000,000	2,318,239,315	2,334,537,700	2.08%
Total Securities	<u>\$ 7,677,249,511</u>	<u>\$ 7,671,916,722</u>	<u>\$ 7,710,132,253</u>	<u>2.04%</u>
Cash Balances	<u>\$ 350,939,643</u>	<u>\$ 350,939,643</u>	<u>\$ 350,939,643</u>	
Total Investments	<u>\$ 8,028,189,154</u>	<u>\$ 8,022,856,365</u>	<u>\$ 8,061,071,896</u>	
Accrued Interest		<u>26,247,622</u>	<u>26,247,622</u>	
Total Portfolio	<u>\$ 8,028,189,154</u>	<u>\$ 8,049,103,987</u>	<u>\$ 8,087,319,518</u>	

Chaffey Community College District
Investment Report
San Bernardino County Pool Summary Distribution
For The Period Ended December 31, 2019



Chaffey Community College District
Investment Report

Chaffey District Funds with Financial Institutions - Bank Deposits
For The Period Ended December 31, 2019

Institution	Account Name	Collateralized Deposits	Total Deposits	Interest Rate	Maturity Date
Citizen's Business Bank	Associated Student Body Bus. Analyzed Public Funds Acct.	395,041	395,041	*	N/A
Citizen's Business Bank	Associated Student Body Insured Money Market Public Acct.	150,107	150,107	0.35%	N/A
Citizen's Business Bank	Revolving Cash Fund Bus. Analyzed Public Funds Acct.	14,127	14,127	*	N/A
Citizen's Business Bank	Clearing Account Bus. Analyzed Public Funds Acct.	1,369,146	1,369,146	*	N/A
Total All Banking Institutions		<u>\$ 1,928,420</u>	<u>\$ 1,928,420</u>		

*Chaffey College's contract with Citizen's Business Bank includes Account Analysis, which applies interest income to account fees.

All funds are collateralized and fully insured.

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020

Board Meeting Date

TOPIC 2020–2021 BOARD MEETING DATES

Communication No. IV.E.1.a

SUPPORTS BOARD POLICY

Board Policy 2310 Regular Meetings of the Governing Board – The Governing Board shall adopt an annual calendar of governing board meetings.

PROPOSAL

To approve the following list of regular meeting dates of the Governing Board for the 2020–2021 academic year:

July 23, 2020
August 27, 2020
September 24, 2020
October 22, 2020
November 18, 2020
December 17, 2020
January 28, 2021
February 25, 2021
March 25, 2021
April 15, 2021
May 27, 2021
June 24, 2021

BACKGROUND

The Governing Board will meet on the above dates at 2 p.m. The listed dates are the fourth Thursday of the month with the following exceptions:

- November 18, the third Wednesday – changed because the fourth Thursday is Thanksgiving Day and to avoid a conflict with the Community College League of California’s annual convention.
- December 17, the third Thursday – changed because of winter break.
- April 15, the third Thursday – changed because of annual organizational meeting requirements.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended that the board approve the above list of regular meeting dates of the Governing Board for the 2020–2021 academic year.

Submitted by:	Henry D. Shannon, Superintendent/President
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020

Board Meeting Date

TOPIC **APPROVAL OF MINUTES, JANUARY 23, 2020**

Communication No. IV.E.1.b

SUPPORTS BOARD POLICY

Board Policy 2360 Minutes – The minutes shall record all actions taken by the Governing Board. The minutes shall be public records and shall be available to the public.

PROPOSAL

To approve the minutes of the January 23, 2020, regular meeting.

BACKGROUND

It is the practice of the board to approve the minutes of the board meeting(s) held the previous month. Those minutes are then made available to the public in the Chaffey College Library and on the college website.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

Approval of the minutes of the January 23, 2020, regular board meeting.

Submitted by: <u>Henry D. Shannon, Superintendent/President</u>
Recommended by: <u>Henry D. Shannon, Superintendent/President</u>

**OFFICIAL PROCEEDINGS
OF THE GOVERNING BOARD
CHAFFEY COMMUNITY COLLEGE DISTRICT**

A regular meeting of the Chaffey Community College District Governing Board was held on Thursday, January 23, 2020, at the Chaffey College Chino Community Center. Board President McLeod called the meeting to order at 2:00 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt, Ms. Roberts, Ms. Williams (Student Trustee)

Members absent: none

CLOSED SESSION

The public was given an opportunity to address the Governing Board regarding the posted closed session agenda.

No comments were made.

The Board convened in closed session at 2:01 p.m. Closed session was adjourned at 3:03 p.m.

STUDY SESSION

Laura Hope, associate superintendent of instruction and institutional effectiveness, introduced Dean Robert Frost who presented the Career Technical Education (CTE) Report. Dean Frost explained that CTE is increasingly tied to Guided Pathways. Dr. Frost thanked Jim Fillpot, dean of policy and grants, for preparing the data for the report. He also thanked Vanessa Thomas for her work with Strong Workforce. The presentation included: key contributors to CTE success, CTE programs in all schools and locations, CTE overview year-to-year, data overview, success and retention rates, Career Transitions Program, course agreements, articulation agreements, CTE program outcomes, core indicator performance, and top CTE programs.

Lisa Bailey, associate superintendent of business services and economic development, introduced Sandra Sisco, director, economic development, who presented the Economic Development and Contract Education Report. The presentation included: funding of the InTech Center through grant and contract awards, non-credit programs including HVACR and industrial electrical and mechanical pre-apprenticeship, contract education with 13 new employers, completer data, events and special recognition, and media and press. Ms. Sisco discussed the benefits of non-credit courses which include the College's ability to

offer classes at no charge, less intimidating for students, and the ability to disregard the immigration status of students. She further explained that non-credit classes could be a bridge to credit courses to receive a degree or certificate.

REGULAR SESSION

The regular session reconvened at 3:32, and Dr. Eric Bishop led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

Chaffey College Student Government (CCSG) Vice President Xochitl Escamilla addressed the Board regarding student government. Ms. Escamilla discussed successes within the organization and events sponsored by CCSG. These events included professional clothing drive, food for students during finals, refurbishing of formal wear to donate to students, and the purchase of scientific calculators for student checkout and tutoring. Ms. Escamilla mentioned that she and her son would be graduating from Chaffey College this May. She also spoke about the culinary program and the CCSG book grant.

Lisa Bailey introduced Patrick Cabildo, internal auditor, and he introduced Ryan Milligan, senior auditor with Eide Bailly CPAs and Business Advisors. Mr. Milligan presented the fiscal audit for 2018-2019. He reported that the College received an unmodified opinion and no significant weaknesses or deficiencies were found. An unmodified opinion, or clean opinion, is free from any material errors. Dr. Shannon thanked everyone who worked on the audit.

COMMUNITY LINKAGES

GOVERNING BOARD

Student Trustee Nikeenia Williams provided a written report which included information about the CCSG book grant, club rush, and the dress for success event. Ms. Williams made a statement about the pictures of former student government presidents (over 35 years of student history) being taken down from the Office of Student Life. Ms. Williams concluded by stating that she looked forward to the new year by the opening of a game room for students, the installation of a television under the shade structure, and benches for the plaza.

Trustee McDougal reported that he attended two basketball games, a Fontana City Council meeting, and distribution of ice cream to students on the Rancho Cucamonga campus.

Mr. McDougal also commented on the Governing Board member candidates' forum. He stated that he thought it was well done and the questions were very thoughtful. He believes that the theme was communication, and he

discussed the opportunities available for students, faculty and staff to address the Board, such as at Board meetings, and during Dialogue with the Board, in which every constituent group is represented. Trustee McDougal mentioned that he was asked if California School Employees Association (CSEA) members received a cost of living adjustment (COLA) when the District received one from the state. He was told at the forum that this was not the case, and he contacted Dr. Shannon to verify this claim. In response, Dr. Shannon read from page 17 of the CSEA agreement, which states that CSEA would receive either 3% or COLA, whichever is higher. Dr. Shannon confirmed that CSEA members received 3.26%, effective July 1, 2019.

Mr. McDougal also asked about the Center for Culture and Social Justice. Dr. Shannon asked Alisha Rosas, executive director, equity, outreach, and communications, to address the concerns. Ms. Rosas stated that the center is generally used for social events and for the Panther Pantry. The District is currently looking into providing a private space, or meeting room, that can be checked out by students.

Mr. McDougal asked about arts programs being cut due to budget restraints. Laura Hope, associate superintendent, instruction and institutional effectiveness, stated that some arts courses were cancelled due to low enrollment, and not because the District made the conscious decision to make a reduction in art courses. She also mentioned that some courses need to be recalibrated to make students competitive in the job market; scheduling and renovations are also a factor. Strategies being worked on include: online classes, four-year scheduling, outreach, and building survey tools to determine what courses and what times fit students' needs.

Ms. Williams mentioned that in her experience, broadcasting courses are all filled beyond capacity.

Mr. McDougal also asked for an update on the system issues during the first week of classes, and Dr. Shannon asked Melanie Siddiqi, associate superintendent, administrative services, to address this issue. Ms. Siddiqi explained that Information Technology Services (ITS) had problems with the MyChaffeyView system. Students, staff, and faculty were unable to log into the portal to view classes, rosters, and student email. She explained the main issue was related to the LDAP directory, which is the database that is used to authenticate into the various systems, such as: the portal, MyChaffeyVIEW, student email, Canvas, student wireless, Colleague, and more. ITS management debriefed on the subject and developed a plan that incorporates various strategies to help prevent downtime in the future.

President McLeod stated that the Board has entrusted Dr. Henry Shannon, superintendent/president, to work through the technology problems.

Trustee Ovitt reported that he attended the spring welcome back event, and he enjoyed seeing the student discussion on their sense of belonging. Mr. Ovitt also reported attending the following events: Promise Scholars Reindeer Run; Purpose Church Christmas Program, Old Jerusalem; Ontario Chaffey Community Show Band concert; two Children's Fund Executive Committee meetings; Community Christian Fellowship caroling; City of Ontario Parks and Recreation Commission, Julie Dorey retirement; memorial service for Wayne Nelson, owner of Hoyt Lumber and Chaffey College Class of 1947; Esperanza Scholarship Foundation Board meeting; Chaffey High School Alumni Board meeting; Chaffey High School Class of '65 Reunion Planning meeting; Chaffey High School basketball game; YMCA Governance Committee meeting; Esperanza Scholarship Foundation, memorial service for Board member; Chaffey College policies meeting; Colony High School basketball game; Ontario Chaffey Community Show Band production meeting; Miles for Montclair Walk; and an Ontario Chaffey Community Show Band concert.

Trustee Brugger reported that she attended the Spring 2020 Welcome Back event and really enjoyed the keynote speaker, Dr. Daisy Gonzalez, deputy chancellor for the California Community College Chancellor's Office. She also found the student panel, which was moderated by Dr. Gonzales, to be very informative and insightful. Ms. Brugger mentioned that she contributes monthly to the Panther Care program and to the Wignall Museum, and she encouraged her fellow Board members to do the same.

Trustee Roberts reported that she had been in the hospital, but that she is back now, and encouraged everyone to attend the exhibition at the Wignall Museum.

Board President McLeod reported that she attended the LVN pinning ceremony. She also encouraged everyone to attend the Dialogue with the Board if they have issues they would like to bring to the Board's attention.

LEGISLATIVE UPDATE

Dr. Eric Bishop, associate superintendent of student services and legislative engagement, provided a PowerPoint presentation which included: 2020-2021 state budget; anticipated key 2020 legislative issues; Proposition 13 facilities bond; no changes in the student-centered funding formula funding; Proposition 98 increase: \$31.9 million; cost of living adjustment (COLA): \$167.2 million; \$10 million for Zero Coast Textbook Pathways; Statewide Fellowship Pilot Program; financial aid; faculty obligation number; 50% law; affordable housing and homelessness; Futures Act; strengthening community college training grants; and a Pell Grant increase.

PRESENTATIONS

Melanie Siddiqi, associate superintendent of administrative services, presented the Board with the *2019 Board of Governors Energy and Sustainability Award* for overall project for the solar carport installation project.

Lisa Nashua, executive director of the Foundation, introduced the following representatives from JPMorgan Chase: Sarah Bowles, vice president of global philanthropy; Schaffer Sunderland, middle market banker covering the Inland Empire; and Jarrod Ingle, Inland Empire market executive. Ms. Bowles presented a check in the amount of \$100,000 to the Governing Board. This donation is intended to support the InTech Center.

FOUNDATION

Lisa Nashua provided a written report which included: spring 2020 scholarship cycle; third cycle for Molly Adams Scholarship for disabled students; Chino Rotary Fund a Dream Scholarship; Foundation Board Finance and Investment Committee; planned giving; Chaffey College Foundation 30th Annual Golf Tournament, Monday, June 22, 2020; Foundation mini grants; Rome Study Abroad Program; and the InTech Center.

Ms. Hope and Misty Burruel, interim dean of visual and performing arts, discussed the *First Annual Hip Hop Studies Summit* designed for high school and college students. The summit is a collaboration of commercial music and dance programs, and the English department.

REPORTS

CLOSED SESSION ACTIONS

Board Secretary Henry Shannon announced that the Board took action in closed personnel session this evening to approve the following by a unanimous (5:0) vote.

Employment or Ratification of:

Cynthia Navarro to the position of child development center teacher, 1.0 FTE, 10 months, step 5 of the CDCFA salary schedule, effective February 3, 2020.

Jasmine Green to the position of instructional assistant IV, fashion design, .475 FTE, 10 months, range 19, step A of the CSEA salary schedule, effective January 2, 2020.

Kelly Kindred to the position of instructional assistant IV, Fontana Success Center 1.0 FTE, 10 months, range 19, step A of the CSEA salary schedule, effective February 3, 2020.

Kellsie Gifford to the position of library clerk I, .475 FTE, 12 months, range 5, step A of the CSEA salary schedule, effective February 3, 2020.

Imani Singleton to the position of library clerk II, .475 FTE, 10 months, range 9, step A of the CSEA salary schedule, effective February 3, 2020.

Hourly personnel including adjunct faculty, contract faculty overload, and short-term workers. Adalberto Rodriguez to the temporary, unclassified, professional expert position of manager, Panther Care, effective February 3, 2020, through June 30, 2020, under the terms and conditions of the employment agreement.

Marisa Israel to the temporary, unclassified, professional expert position of manager, student success teams/engagement, effective January 2, 2020, through June 30, 2020, under the terms and conditions of the employment agreement.

Sharlene Smith to the temporary, unclassified, professional expert position of transition facilitator, effective January 1, 2020, through June 30, 2020, under the terms and conditions of the employment agreement.

The Governing Board approved the utilization of volunteer services provided by individuals as set forth on the attached list.

Appointment of:

The Governing Board approved the revised educational services coordinator assignments for the 2019–20 academic year as identified on the attached list.

The Governing Board ratified the temporary increase in assignment of position listed below from .475 to 1.0 FTE for the period of January 6, 2020, through May 31, 2020.

MONITORING

The following reports were submitted to the Governing Board for their information:

2018-2019 Audit Report

Budget Monitoring Report

Career Technical Education Monitoring Report

Economic Development and Contract Education Monitoring Report

INFORMATIONAL

The following was submitted to the Governing Board for their information:

2020-2021 Budget Development Calendar

Board Policies for Information

CONSENT AGENDA

A motion was made by Mr. Ovitt, seconded by Mr. McDougal to approve the consent agenda as presented.

Yeas: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)

Nays: None

Absent: None

Through this action, the following were approved (Approval of Minutes, December 12, 2019, through Memorandum of Understanding – South Coast Community Services).

GOVERNANCE PROCESS

The minutes of the December 12, 2019, regular board meeting were approved as presented.

The Governing Board adopted the attached resolution to compensate Katherine Roberts, Governing Board member, for the December 12, 2019, meeting from which she was absent.

ACADEMIC AFFAIRS

The Governing Board approved seven new courses, 113 course modifications, 15 distance education courses, one course reactivation, five course deactivations, one new program of study, and five program of study modifications for the *Chaffey College 2020-2021 Catalog*.

BUSINESS/FISCAL AFFAIRS

The Governing Board approved the agreement between the Employment Training Panel (ETP) and Chaffey Community College District in the amount of \$749,994 to provide training in job-related skills designed to enhance career potential and long-term job security.

The Governing Board adopted Resolution No. 12320, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution. (This resolution has been made part of the minutes of this meeting.)

The Governing Board approved the collection of a student representation fee of \$2 per student per semester and the establishment of a Student Representation Fee Fund budget.

The Governing Board approved the partnership agreement between The Foundation for California Community Colleges and Chaffey Community College District in the amount of \$29,929 to expand or complement the activities of the Hunger Free Campus Initiative.

The Governing Board accepted as complete, per contract number 18PW40, the work of, and authorize the District to file a notice of completion with the county recorder for the Measure L Build Out Project, Theatre Renovation.

The Governing Board approved the Budget Transfer Report for the period of October 1, 2019 through December 31, 2019.

The Governing Board approved the Quarterly Financial Status Report for the period ending December 31, 2019.

HUMAN RESOURCES

The Governing Board accepted the bargaining topics in preparation to open negotiations with the California School Employees Association, Chapter 431, during the spring 2020 semester.

STUDENT SERVICES

The Governing Board approved the memorandum of understanding with South Coast Community Services to provide mental health services, materials, and products to the District from January 1, 2020 through June 30, 2020.

ACTION AGENDA

BUSINESS/FISCAL AFFAIRS

The Governing Board authorized the District to enter into two on-call professional services agreements with Placeworks of Santa Ana, California and ECORP Consulting of Redlands, California, for Request for Qualifications (RFQ) No. 2020PW274 California Environmental Quality Act (CEQA) Consulting Services, on the motion of Ms. Brugger, second of Mr. McDougal.

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)
Nays: None
Absent: None

The Governing Board authorized the District to enter into two on-call professional services agreements with Leighton Consulting Services, Inc., of Rancho Cucamonga, California, and Geocon West, Inc., of Redlands, California, for Request for Qualifications (RFQ) No. 2020PW273 Hazmat, Geotechnical, Special Testing and Inspection Services, on the motion of Ms. Brugger, second of Mr. McDougal.

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)
Nays: None
Absent: None

President McLeod announced that the amount printed in the Board booklet was incorrect, and the not to exceed amount of \$440,000 should be changed to \$650,000. The Governing Board authorized the District to enter into Contract No. 2020PW322 with SGH Architects of Redlands, California, for Architectural Design Services – Automotive Technology Laboratory Building, in

the amount not to exceed \$650,000 for all architectural and engineering services including reimbursable expenses, on the motion of Ms. Brugger, second of Mr. McDougal.

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)
Nays: None
Absent: None

The contract, purchase order, and warrant lists were ratified on the motion of Ms. Brugger, second of Mr. McDougal. (These lists have been made part of the minutes of this meeting.)

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Roberts, Ms. Williams (advisory)
Nays: None
Absent: None

CEO/STAFF REPORTS

Henry Shannon, superintendent/president, presented the Board with copies of his monthly report which included highlights from administrative services and student services. Dr. Shannon thanked Julie Sanchez, Eva Ramirez, Thomas Tucker, Michael O'Bannon, Tim McClaury, and Dennis O'Cleary for their work organizing and setting up today's Board meeting at the Chaffey College Chino Community Center. He further thanked Chef Forde and the culinary students for the refreshments.

Nicole DeRose provided Board Members with the Faculty Senate's monthly report, and she highlighted faculty member Stan Hunter, ceramics, visual and performing arts.

Trisha Albertsen, Classified Senate president, provided a monthly report and highlighted the backpack project and a candy apple fundraiser.

CSEA had no report.

CCFA President Jonathan Ausubel made a statement regarding network issues that occurred at the start of the current semester. He stated that faculty look forward to working with District managers to ensure that this does not occur in the future.

CDCFA had no report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

Mr. McDougal mentioned that the doors of the community building looked very nice after being stained.

Mr. McDougal also asked about the student government presidents' photographs that were hanging in the Student Life building. Dr. Bishop explained that students had commented that the Student Life building was cold and unwelcoming. The building is currently being renovated and the pictures were removed as part of the renovation. Ms. McLeod asked about a historical record of past student government presidents. Mr. Ovitt suggested that the photos be placed into a book with descriptions of each of the past presidents. Ms. Hope commented that *The Breeze* is a source of historical documentation that can be utilized.

Ms. Williams stated that she was not asked her opinion about the removal of the pictures. She further explained that the students' photos were not a source of the unwelcome feeling in the Student Life building.

Mr. McDougal stated that he believes it is important to the students that the student body presidents' pictures remain on the wall somewhere on campus. He would like to see the administration find a place for the pictures. This item will be added to the February 3 Dialogue with the Board agenda.

ADJOURNMENT

The meeting was adjourned at 5:17 p.m.

The next regular meeting of the Chaffey Community College District Governing Board will be Thursday, February 27, 2020.

President

Clerk

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020

Board Meeting Date

TOPIC **APPROVAL OF MINUTES, JANUARY 31, 2020**

Communication No. IV.E.1.c

SUPPORTS BOARD POLICY

Board Policy 2360 Minutes – The minutes shall record all actions taken by the Governing Board. The minutes shall be public records and shall be available to the public.

PROPOSAL

To approve the minutes of the January 31, 2020, special board meeting.

BACKGROUND

It is the practice of the board to approve the minutes of the board meeting(s) held the previous month. Those minutes are then made available to the public in the Chaffey College Library and on the college website.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

Approval of the minutes of the January 31, 2020, special board meeting.

Submitted by: <u>Henry D. Shannon, Superintendent/President</u>
Recommended by: <u>Henry D. Shannon, Superintendent/President</u>

**OFFICIAL PROCEEDINGS
OF THE GOVERNING BOARD CHAFFEY
COMMUNITY COLLEGE DISTRICT**

A special meeting of the Chaffey Community College District Governing Board was held on Friday, January 31, 2020, in the conference room of the Information Services Building, Board President McLeod called the meeting to order at 12:18 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. McLeod, and Mr. Ovitt

Members absent: Ms. Roberts and Ms. Williams (Advisory)

PUBLIC COMMENTS

There were no comments made.

ACTION AGENDA

Governance Process

A motion was made by Mr. McDougal, seconded by Mr. Ovitt to approve the action agenda as presented.

The Governing Board received Board Policies 2100, 2100, 3540, and 5010 for second reading and adoption.

ADJOURNMENT

The meeting was adjourned at 12:21 p.m.

The next regular meeting of the Chaffey Community College District Governing Board will be February 27, 2020.

President

Clerk

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020

Board Meeting Date

TOPIC BOARD MEETING DATE CHANGE

Communication No. IV.E.1.d

SUPPORTS BOARD POLICY

Board Policy 2310 Regular Meetings of the Governing Board – By Governing Board action taken at a prior meeting, any future meetings may be added, cancelled, or rescheduled.

PROPOSAL

To change the date of the March Board meeting to Thursday, March 19, 2020.

BACKGROUND

Because of a scheduling conflict, it is proposed that the date of the March board meeting be changed to facilitate attendance by the board members.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended that the Governing Board change the date of the March board meeting to Thursday, March 19, 2020.

Prepared by: <u>Henry D. Shannon, Superintendent/President</u>
Recommended by: <u>Henry D. Shannon, Superintendent/President</u>

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020

Board Meeting Date

TOPIC **BIENNIAL ELECTION OF GOVERNING BOARD MEMBERS**

Communication No. IV.E.1.e

SUPPORTS BOARD POLICY

Board Policy 2100 Governing Board Elections – Regular elections for the Governing Board shall be held biennially on the first Tuesday after the first Monday in March of each even-numbered year to fill the offices of those members whose terms expire on the first Friday in April following the election.

PROPOSAL

To approve a resolution ordering a school election for governing board members whose terms expire April 3, 2020.

BACKGROUND

The county superintendent has informed the District of requirements for the biennial election of Governing Board members to be held on Tuesday, March 3, 2020. The Board is required to approve an election order and specifications of the election order.

BUDGET IMPLICATIONS

Chaffey College is billed for its share of the election costs based on the number of registered voters, board member candidates, other agencies holding elections, and ballot initiatives.

Funding Source – Unrestricted general fund

Status of Funds – An estimate of \$650,000 is included in the 2019-20 adopted budget.

Future Implications - None

RECOMMENDATION

It is recommended that the Board, by the attached resolution, approve the Order of Election and Specifications of the Election Order for the election of Governing Board members to be held March 3, 2020.

Submitted by:	Henry D. Shannon, Superintendent/President
Recommended by:	Henry D. Shannon, Superintendent/President

**ORDER OF ELECTION
and
SPECIFICATIONS OF THE ELECTION ORDER**

**CHAFFEY COMMUNITY COLLEGE DISTRICT OF
SAN BERNARDINO COUNTY, CALIFORNIA**

**RESOLUTION ORDERING SCHOOL DISTRICT ELECTION FOR
GOVERNING BOARD MEMBERS WHOSE TERMS EXPIRE APRIL 3, 2020**

Resolved that, pursuant to Education Code, Section 5302, the County Superintendent of Schools of this County is hereby ORDERED to call an election for the purpose and in accordance with designations contained in the following specifications of the Election Order made under the authority of Education Code Sections 5304, 5320, and 5322.

SPECIFICATIONS OF THE ELECTION ORDER

Date of Election: Tuesday, March 3, 2020

Purpose: Election of one (1) Governing Board Member, Area 3,

One (1) Governing Board Member, Area 4, and

One (1) Governing Board Member, Area 5

Polls will open at 7:00 a.m. and close at 8:00 p.m.

I, Lee C. McDougal, Clerk/Secretary of the Governing Board of the Chaffey Community College District of San Bernardino County, California, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at its regular place of meeting on February 27, 2020.

Dated: _____

Clerk/Secretary

Submit one (1) copy to the San Bernardino County Elections office

Submit one (1) copy to the County Superintendent of Schools

Retain one (1) copy for your files

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020

Board Meeting Date

TOPIC **CURRICULUM**

Communication No. IV.E.2.a

SUPPORTS BOARD POLICY

Board Policy 4020 Program, Curriculum, and Course Development – The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. To that end, the Superintendent/President shall establish procedures for the development and review of all curricular offerings, including their establishment, modification, or discontinuance.

PROPOSAL

To approve the following changes to the *Chaffey College 2020-2021 Catalog*, as recommended by the Faculty Senate, the college Curriculum Committee, and the Associate Superintendent of Instruction and Institutional Effectiveness:

- 30 course modifications
- 2 distance education courses

BACKGROUND

AB 1725 and Section 53200(c) of Title 5 define the role of the Faculty Senate in assuming primary responsibility for making recommendations in the areas of curriculum and academic standards. The Curriculum Committee has reviewed the course modifications and distance education courses, which are not currently in the college curriculum. As a result of deliberations, the college Curriculum Committee, the Faculty Senate, and the Associate Superintendent of Instruction and Institutional Effectiveness are recommending these curriculum changes.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended that the Governing Board approve 30 course modifications and two distance education courses for the *Chaffey College 2020-2021 Catalog*.

Prepared by:	<u>Angela Burk-Herrick, Curriculum Chairperson</u>
Submitted by:	<u>Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness</u>
Recommended by:	<u>Henry D. Shannon, Superintendent/President</u>

Curriculum 2019-2020

COURSES – MODIFICATIONS					
	Discipline	Course ID	TOP Code	Title	Units
1.	Computer Information Systems	CIS-420	0701.00	Computer Security Basics	1.5
2.	Computer Information Systems	CIS-431	0702.10	Project Management for Information Technology	3
3.	Computer Information Systems	CIS-460	0702.00	Fundamentals of Coding	1.5
4.	Computer Information Systems	CIS-496ABCD	0702.00	Internships in Computer Information Systems	1-4
5.	Computer Information Systems: Programming	CISCO-1	0708.00	Cisco Internetworking I	4
6.	Computer Information Systems: Programming	CISCO-2	0708.00	Cisco Internetworking II	4
7.	Computer Information Systems: Programming	CISCO-3	0708.00	Cisco Internetworking III	4
8.	Computer Information Systems: Programming	CISCO-4	0708.00	Cisco Internetworking IV	4
9.	Computer Information Systems: Programming	CISCO-415	0708.00	Cisco Internetworking V	4
10.	Computer Information Systems: Programming	CISCO-416	0708.00	Cisco Internetworking VI	4
11.	Computer Information Systems: Programming	CISCO-417	0708.00	Cisco Internetworking VII	4
12.	Computer Information Systems: Programming	CISCO-418	0708.00	Cisco Internetworking VIII	4
13.	Computer Information Systems: Programming	CISCO-419	0708.10	Cisco Internetworking IX	4
14.	Computer Information Systems: Programming	CISCO-420	0708.00	Cisco Internetworking X	4
15.	Computer Information Systems: Hardware and Support	CISHDSP-40	0708.20	Microcomputer Hardware	3
16.	Computer Information Systems: Internet and Web Development	CISIWEB-72	0707.10	Web Page Development and Publishing	3
17.	Computer Information Systems: Internet and Web Development	CISIWEB-74	0707.10	Creating Dynamic Applications using Javascript	3

18.	Computer Information Systems: Networking	CISNTWK-12	0708.10	Introduction to Network Security	3
19.	Criminal Justice	CJ-10	2105.10	Violence in America	3
20.	Criminal Justice	CJ-2	2105.00	Concepts of Criminal Law	3
21.	Criminal Justice	CJ-410	2105.00	Narcotics and Vice Investigation	3
22.	Criminal Justice	CJ-413	2105.00	Police Supervision, Leadership and Management	3
23.	Criminal Justice	CJ-5	2105.00	Legal Aspects of Evidence	3
24.	Criminal Justice	CJ-51	2105.10	Introduction to Corrections	3
25.	Criminal Justice	CJ-53	2105.10	Correctional Law	3
26.	Criminal Justice	CJ-54	2105.10	Public Relations and Corrections	3
27.	Criminal Justice	CJ-55	2105.10	Crime and Delinquency	3
28.	Criminal Justice	CJ-56	2105.10	Correctional Interviewing and Counseling	3
29.	Nursing: Associate Degree	NURADN-403	1230.00	Pathophysiology for Nursing	3
30.	Nursing: Associate Degree	NURADN-428	1230.00	Basic Pharmacology	3
COURSES – DISTANCE EDUCATION					
	Discipline	Course ID	TOP Code	Title	Units
1.	Nursing: Associate Degree	NURADN-403	1230.00	Pathophysiology for Nursing	3
2.	Nursing: Associate Degree	NURADN-428	1230.00	Basic Pharmacology	3

February 27, 2019 Curriculum Board Report

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020
Board Meeting Date

TOPIC **EDUCATIONAL MASTER PLAN**

Communication No. IV.E.2.b

SUPPORTS BOARD POLICY

Board Policy 3250 Institutional Planning – The Superintendent/President shall ensure that the District has and implements a broad-based comprehensive, systematic, and integrated system of planning and evaluation that involves appropriate segments of the college community and is supported by institutional effectiveness research. The planning system shall include plans required by law, including but not limited to:

- Long Range Educational Vision which shall be updated as deemed necessary by the Governing Board
- Facilities Plan
- Equal Employment Opportunity Plan
- Student Equity Plan
- Student Success and Support Plan
- Transfer Center Plan
- Cooperative Work Experience Plan
- Extended Opportunity Programs and Services (EOPS) Plan
- Integrated Planning Manual

The Superintendent/President shall inform the Governing Board about the status of planning and the various plans and ensure that the Governing Board has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

PROPOSAL

To receive the draft of the Educational Master Plan for first reading and discussion.

BACKGROUND

Since the fall of 2018, College Planning Council has been working on an updated Educational Master Plan. This participatory governance group, with representation from all College stakeholders, monitors and assesses all College-wide planning efforts. This group, co-chaired by Garrett Kenehan (faculty), David Karp (faculty), Timothy McClaury (classified professional), and Laura Hope (administration), provided direction and input throughout the development of the Chaffey Goals and the planning process. Specifically, the group was charged with the following tasks:

- Foster openness and inclusion in the educational planning process through dialogue and communication with the College's stakeholders
- Participate in the discussion of key finding and recommendations
- Ensure that the master planning process was coordinated with other campus planning processes and was consistent with the established direction and focus of the College
- Guide and review the College-wide vetting of Vision 2030, including gathering feedback on the challenges and opportunities supporting the Chaffey Goals
- Provide feedback on the drafts of the chapters that comprise Vision 2030

With the draft now complete, the College Planning Council submits it to the Chaffey College Governing Board for formal consideration and approval.

As a result of these efforts and with support of HMC Architects and the College’s consultant, former Chancellor, Dr. Eva Conrad, College Planning Council has completed a draft of the Educational Master Plan.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended that the Governing Board receive the draft of the educational master plan for first reading and discussion.

Prepared by:	<u>Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness</u>
Submitted by:	<u>Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness</u>
Recommended by:	<u>Henry D. Shannon, Superintendent/President</u>

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020
 Board Meeting Date

TOPIC 2019-2020 CALIFORNIA STATE PRESCHOOL (CSPP-9418) AMENDMENT 02

Communication No. IV.E.3.a

SUPPORTS BOARD POLICY

Board Policy 3280 (Grants) – The Governing Board shall be informed about all grant awards received by the District. The Superintendent/President shall establish procedures to assure the timely application and processing of grant proposal applications and awards, and that the grants that are submitted directly support the purposes of the District.

PROPOSAL

To approve Amendment 02 to increase the amount of the California Department of Education 2019-2020 California State Preschool program (CSPP-9418) by \$131,305.

BACKGROUND

In November 2019, the Governing Board approved contract CSPP with the California Department of Education (CDE) amendment 01 in the amount of \$374,152. The CDE has amended the contract by increasing the maximum reimbursable amount by \$131,305, due to the minimum days of enrollment increasing from 7,505.6 to 10,140.0.

BUDGET IMPLICATIONS

Funding Source – California Department of Education, Child Development Division.

Status of Funds – The 2019-2020 Child Development Center fund budget will be increased by \$131,305 for this amendment as indicated below:

48xxx	Income	<u>\$131,305</u>
51xxx	Academic Salaries	\$51,455
52xxx	Classified Salaries	50,000
53xxx	Benefits	9,850
54xxx	Supplies	<u>20,000</u>
	Total	<u>\$131,305</u>

Future Implications – It is anticipated the Child Development Center will continue to receive funds from the California Department of Education (CDE), Child Development Division in the future.

RECOMMENDATION

It is recommended that the Governing Board approve Amendment 02 to increase the amount of the California Department of Education 2019-2020 California State Preschool program by \$131,305.

Prepared by:	Birgit Monks, Director, Child Development Center
Submitted by:	Jim Fillpot, Dean, Institutional Research, Policy and Grants
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020
 Board Meeting Date

TOPIC 2019-2020 STATEWIDE DIRECTOR – ADVANCED MANUFACTURING GRANT

Communication No. IV.E.3.b

SUPPORTS BOARD POLICY

Board Policy 3280 Grants – The Governing Board shall be informed about all grant awards received by the District. The Superintendent/President shall establish procedures to assure the timely application and processing of grant proposal applications and awards, and that the grants that are submitted directly support the purposes of the District.

PROPOSAL

To approve the Statewide Director, Advanced Manufacturing Grant from the California Community Colleges Chancellor’s Office in the amount of \$372,000 for the period of October 7, 2019 through September 30, 2020.

BACKGROUND

In response to the California Community Colleges Chancellor’s Office initiative to host statewide directors at Community colleges and the need to align with the system’s Vision for Success, this grant funding is designed to supply in-demand skills for employers by convening statewide industry employer led skills panels and advisory groups to create relevant career pathways and stackable credentials, promote student success, and place Californians into in-demand jobs. Key activities under this framework include: a focus on statewide priority/emergent sectors and industry clusters in the area of Advanced Manufacturing; take effective strategies to scale statewide; integrate and leverage programming between funding streams; promote common metrics for student success; and remove structural barriers to execution.

BUDGET IMPLICATIONS

Funding Source – California Community Colleges Chancellor’s Office

Status of Funds – The 2019-2020 restricted general fund budget will be increased by \$372,000 as indicated below:

48xxx	Income	<u>\$372,000</u>
52xxx	Classified Salaries	130,380
53xxx	Benefits	40,900
54xxx	Supplies	10,000
55xxx	Other Services	186,720
6xxxx	Capital Outlay	<u>4,000</u>
	Total	<u>\$372,000</u>

Future Implications – None

RECOMMENDATION

It is recommended that the Governing Board approve the Statewide Director, Advanced Manufacturing Grant from the California Community Colleges Chancellor's Office in the amount of \$372,000 for the period of October 7, 2019 through September 30, 2020.

Prepared by:	Alan Braggins, Deputy Sector Navigator, Advanced Manufacturing
Submitted by:	Jim Fillpot, Dean, Institutional Research, Policy and Grants
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020
Board Meeting Date

TOPIC 2020-2021 NONRESIDENT TUITION AND CAPITAL OUTLAY FEE

Communication No. IV.E.3.c

SUPPORTS BOARD POLICY

Board Policy 5020 Nonresident Tuition – The Superintendent/President shall bring to the Governing Board for approval an action to establish nonresident tuition for the following fiscal year. The fee shall be calculated in accordance with guidelines contained in applicable state regulations and/or the California Community College Attendance Accounting Manual.

The Superintendent/President shall establish procedures regarding collection, waiver, and refunds of nonresident tuition.

PROPOSAL

To adopt the non-resident tuition fee of \$290 per semester unit for the 2020-2021 fiscal year with a capital outlay fee of \$16.

BACKGROUND

Education Code Section 76140 requires each community college district to establish a nonresident tuition fee to be effective on July 1 of the succeeding fiscal year (effective fall semester). The District's rate is determined using the statewide average, or Chaffey's calculated rate, and/or comparison to contiguous districts. In addition to the non-resident rate, Education Code also allows an additional fee for capital outlay for nonresident students. This fee is determined using a formula provided by the Chancellor's Office. The current year fees are \$265 per unit with a capital outlay fee of \$20.

BUDGET IMPLICATIONS

Funding Source – Nonresident students' tuition payments.

Status of Funds – Income from these fees will be deposited in the unrestricted general fund. The actual non-resident income received in 2018-2019 was \$1,820,254. This income is not included in the District's state apportionment formula.

Future Implications – This is ongoing income for the District, based on the number of nonresident students enrolled.

RECOMMENDATION

It is recommended the Governing Board approve the nonresident tuition fee of \$290 per semester unit with a capital outlay fee of \$16.

Prepared by:	Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020

Board Meeting Date

TOPIC **COLLEGE PARK SPECIFIC PLAN ENVIRONMENTAL IMPACT REPORT ADDENDUM:
CHINO CAMPUS INSTRUCTIONAL BUILDING PROJECT**

Communication No. IV.E.3.d

SUPPORTS BOARD POLICY

Board Policy 6600 Capital Construction - The District will improve the physical learning environment and access by upgrading and renovating current facilities and adding additional facilities as appropriate, within the limits of District resources.

PROPOSAL

To approve the determination that the Chino Campus Instructional Building project does not meet any of the circumstances from Section 15162 of the California Environmental Quality Act (CEQA) Guidelines and that an Addendum (per Section 15164 of the CEQA Guidelines) to the previously-certified College Park Specific Plan Environmental Impact report (EIR) is the appropriate CEQA compliance document for the project.

BACKGROUND

The Chino Campus Instructional Building project consists of an approximate 35,000 GSF/23,540 ASF building that includes classroom and faculty office spaces, student success center space, restrooms, student gathering spaces, a staff break room and a mother's room. Outdoor amenities include pedestrian walkways and bicycle racks as well as installation of a signage wall, landscape, bio-retention basins, security lighting, and infrastructure improvements. The bio-retention basins will convey flows to downstream receiving waters.

Parking will be served by the existing surface parking lots immediately northwest of the site. Pedestrian pathways will be constructed along each side of the building, connecting the site to the northwest parking lot and connecting the site to the sidewalk along College Park Avenue and to the east parking lot. The construction and operation of Instructional Building 1 will repurpose existing space in the Main Instructional Building (CHMB). This facility will serve the existing students/staff on campus and the projected growth already contemplated by Chaffey College in its Vision 2025 document.

The purpose of the proposed project is to provide more multi-discipline classroom space, expanded learning resources, faculty office space near classrooms, as well as outdoor courtyards providing for study space and areas for gathering.

The California Department of General Services (CDGS) identified 710 acres of the California Institution for Men (CIM) facility as surplus property to be conveyed, sold, or otherwise transferred from State ownership to three parties: City of Chino, Chaffey College, and a private developer. The City and its Community Development Department, Chaffey College, and the CDGS signed a Memorandum of Understanding to carry forth the planning, entitlement, and ultimately, the development of the surplus property.

A Final Environmental Impact Report (FEIR) Specific Plan for the Development of State Surplus Property and Amendment to the Redevelopment Plan for the Merged Chino Redevelopment Project Area was prepared for the College Park Specific Plan (SP) which was certified by the City of Chino on September 7, 2004.

In instances where a California Environmental Quality Act (CEQA) compliance document was previously prepared for a project, the CEQA Guidelines allow for the updating and re-use of the previously approved/certified CEQA document when a subsequent project has been identified, has changed, or differs from the previous project or conditions analyzed in the original CEQA document. Where changes

or additions to the subsequent project occur with no new significant environmental impacts, an addendum to the previously approved/certified CEQA document may be prepared, if the following conditions/requirements can be met as defined by CEQA Guidelines Section 15164.

Section 15164(a) of the CEQA Guidelines allows for the preparation of an addendum if none of the conditions described in Section 15162 of the CEQA Guidelines are met. Section 15162 of the CEQA Guidelines describe the conditions under which a Subsequent EIR must be prepared. If none of the circumstances listed in Section 15162 of the CEQA Guidelines occur and only minor technical changes or additions are necessary to update the previously approved/certified CEQA document, an addendum may be prepared per Section 15164 of the CEQA Guidelines.

Chaffey College, serving as the CEQA Lead Agency, determined that the proposed project does not meet any of the circumstances from Section 15162 of the CEQA Guidelines and that an addendum to the previously-certified College Park SP EIR is the appropriate CEQA compliance document for the project. Chaffey College's findings are noted in the addendum.

BUDGET IMPLICATIONS

Funding Source – N/A

Status of Funds – N/A

Future Implications – N/A

RECOMMENDATION

It is recommended that the Governing Board approve the determination that the Chino Campus Instructional Building project does not meet any of the circumstances from Section 15162 of the California Environmental Quality Act (CEQA) Guidelines and that an Addendum (per Section 15164 of the CEQA Guidelines) to the previously-certified College Park Specific Plan Environmental Impact report (EIR) is the appropriate CEQA compliance document for the Project.

Prepared by:	Troy Ament, Executive Director, Facilities and Construction
Submitted by:	Melanie Siddiqi, Associate Superintendent, Administrative Services
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020

Board Meeting Date

TOPIC **DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS**

Communication No. IV.E.3.e

SUPPORTS BOARD POLICIES

Supports and complies with Policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts, and 6550 Disposal of Property.

PROPOSAL

To adopt Resolution 22720, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution.

BACKGROUND

The Chaffey Community College District is owner of the electronic equipment and miscellaneous materials listed on Exhibit A, attached to the resolution. The listed items have exceeded their useful life and are no longer suitable for district purposes and may be disposed of through auction sale.

Pursuant to California Education Code Section 81450 et seq., the resolution must be adopted by majority vote of those members present to be valid.

In accordance with the district's Governing Board Policy 6550 and California Education Code Section 81450 et seq., Resolution 22720 delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the listed items and to execute all documents in connection therewith, subject to the terms and conditions of the resolution.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended that the Governing Board adopt Resolution 22720, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution.

Attachment: Resolution 22720

Prepared by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

RESOLUTION NO. 22720

**A RESOLUTION OF THE GOVERNING BOARD OF CHAFFEY
COMMUNITY COLLEGE DISTRICT AUTHORIZING THE DISPOSAL OF
ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS**

WHEREAS, the Chaffey Community College District (“District”) is owner of the electronic equipment and miscellaneous materials listed on the attached Exhibit A; and

WHEREAS, the listed items have exceeded their useful life and are no longer suitable for district purposes and may be disposed of through auction sale; and

WHEREAS, pursuant to California Education Code Section 81450 et seq., this resolution must be adopted by majority vote of those members present to be valid; and

WHEREAS, in accordance with the District’s Governing Board Policy 6550, this resolution delegates authority to the superintendent/president, or his designee, to sell or otherwise dispose of the listed items, and to execute all documents in connection therewith, in accordance with Education Code Sections 81450 and 81452.

NOW, THEREFORE, BE IT RESOLVED BY CHAFFEY COMMUNITY COLLEGE DISTRICT, AS FOLLOWS:

Section 1. The Governing Board finds and determines that all of the recitals set forth above are true and correct.

Section 2. The Governing Board approves the delegation of authority to the district’s superintendent/president, or his designee, to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in the attached Exhibit A, and to execute all documents in connection therewith, in accordance with Education Code Sections 81450 and 81452.

Section 3. That this delegation of authority shall be valid for the sale or disposal of the items listed in the attached Exhibit A, or until rescinded by the Governing Board.

Section 4. That this resolution shall become effective upon its adoption.

PASSED AND ADOPTED by the Governing Board of the Chaffey Community College District at Rancho Cucamonga, California, this 27th day of February 2020, at a regular meeting by the following vote:

Ayes:
Noes:
Abstentions:
Absent:

I, Lee McDougal, Clerk of the Governing Board of the Chaffey College Community College District of San Bernardino County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said board at the regular meeting thereof at the date and place and by vote stated, which resolution is on file and of record in the office of said board.

Lee McDougal
Clerk, Governing Board

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020
 Board Meeting Date

TOPIC MEMORANDUM OF UNDERSTANDING FOR WORKFORCE ACCELERATOR GRANT (WAF) 7.0

Communication No. IV.E.3.f

SUPPORTS BOARD POLICY

Board Policy 3280 Grants – The Governing Board shall be informed about all grant awards received by the District. The Superintendent/President shall establish procedures to assure the timely application and processing of grant proposal applications and awards, and that the grants that are submitted directly support the purposes of the District.

PROPOSAL

To approve the Memorandum of Understanding between the Riverside Community College District (RCCD) and the Chaffey College Community District for the Workforce Accelerator Grant (WAF) 7.0 award in the amount of \$25,000 from the date executed until the expiration of funds and/or October 31, 2020.

BACKGROUND

Through a partnership with the Riverside Community College District and the Chaffey Community College District received a \$25,000 award to plan and coordinate apprenticeship efforts between the participating agencies and community colleges. The budget will include stipends, travel expenses and instructional materials for student support. The Consortium will develop individual college plans to spur opportunities in Early Educator Apprenticeships for students and job-seekers in the Riverside and San Bernardino Counties.

BUDGET IMPLICATIONS

Funding Source – State of California – Workforce Accelerator Grant (WAF) 7.0

Status of Funds – The 2019-2020 restricted general fund budget will be increased by \$25,000 as indicated below:

48xxx	Income	<u>\$25,000</u>
51xxx	Academic Salaries	\$5,000
53xxx	Benefits	1,023
54xxx	Supplies	<u>18,977</u>
	Total	<u>\$25,000</u>

Future Implications – None

RECOMMENDATION

It is recommended that the Governing Board approve the Memorandum of Understanding between the Riverside Community College District (RCCD) and the Chaffey College Community District for the Workforce Accelerator Grant (WAF) 7.0 award in the amount of \$25,000 from the date executed until the expiration of funds and/or October 31, 2020.

Prepared by:	Birgit Monks, Director, Child Development Center Cory Schwartz, Dean, Social and Behavioral Science
Submitted by:	Jim Fillpot, Dean, Institutional Research, Policy and Grants
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020

Board Meeting Date

TOPIC CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 431, CONTRACT NEGOTIATIONS

Communication No. IV.E.4.a

SUPPORTS BOARD POLICY

BP 7140 Collective Bargaining – If eligible employees of the District select an employee organization as their exclusive representative, and if after recognition by the District or after a properly conducted election, an exclusive representative is certified as the representative of an appropriate unit of employees under the provisions of the Educational Employment Relations Act, Government Code Sections 3540 et seq., the District will meet and negotiate in good faith on matters within the scope of bargaining as defined by law. The District will assure that employees are treated equitably and evaluated regularly and systematically. Negotiated agreements with employee groups shall be fair, equitable, and affordable.

PROPOSAL

To adopt the District’s initial proposal and to open contract negotiations with the California School Employees Association, Chapter 431.

BACKGROUND

The California School Employees Association, Chapter 431, and representatives of the District have exchanged bargaining topics in preparation to open negotiations on the next California School Employees Association, Chapter 431 agreement.

Article 8, Section 3547 of the Government Code requires that the public be given an opportunity to express itself regarding the initial proposals of the representatives at a public meeting of the public-sector employer.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended that the Governing Board adopt the District’s initial proposal and to open contract negotiations with the California School Employees Association, Chapter 431.

Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020
Board Meeting Date

TOPIC MANAGEMENT PERSONNEL PLAN/EMPLOYMENT CONTRACT

Communication No. IV.E.4.b

SUPPORTS BOARD POLICY

Board Policy 7250, Educational Administrators - Educational administrators shall be compensated in the manner provided for by the appointment or contract of employment.

PROPOSAL

To approve the employment contract between the Governing Board of the Chaffey Community College District and the management employee in position listed below:

Superintendent/President	Proposed Contract <u>Expiration Date</u> February 28, 2024
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BACKGROUND

The Chaffey Community College District Management Professional Development/Evaluation Personnel Plan approved by the Governing Board on May 24, 2018, consistent with the provisions of California Education Code, Section 72411, a provision enacted under AB1725, requires all instructional and student services administrators to be employed, and all other administrators may be employed, by the Governing Board of the district by an appointment or contract not to exceed four years. The applicable provisions of the Management Professional Development/Evaluation Personnel Plan approved by the Governing Board provides that managers appointed to Level I positions may be employed by the Governing Board under contract for a period not greater than four (4) years. Managers appointed to Level II, Level III, and Level IV positions may be employed by the Governing Board under contract for a period not greater than three (3) years.

BUDGET IMPLICATIONS

Funding Source – Unrestricted general fund
Status of Funds – The personnel costs associated with this position are included in the 2019–20 budget and will be included in the 2020-21 tentative budget.
Future Implications – It is anticipated that these costs will be ongoing.

RECOMMENDATION

It is recommended the Governing Board approve the employment contract between the Governing Board of the Chaffey Community College District and management employee in position listed above.

Prepared by:	Susan Hardie, Director, Human Resources
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

**AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD**

February 27, 2020

Board Meeting Date

TOPIC MEMORANDUM OF UNDERSTANDING – CHAFFEY COLLEGE FACULTY ASSOCIATION

Communication No. IV.E.4.c

SUPPORTS BOARD POLICY

Board Policy 7140, Collective Bargaining – The superintendent/president shall:

- Conduct collective bargaining in a manner that is fair, applies principles of interest-based bargaining, and complies with Governing Board-established parameters.
- Approve collective bargaining contracts.

PROPOSAL

It is recommended that the Governing Board approve the attached memorandum of understanding between the Chaffey Community College District and the Chaffey College Faculty Association (CCFA).

BACKGROUND

The District and CCFA agree that instruction at the Chino Institute for Men and Chino Institute for Women requires clearance time for each site visit and also agree that extraordinary circumstances sometimes require extra clearance time.

The District and CCFA have concluded negotiations on this matter and have developed the attached MOU which amends Article 21.2.3 of the collective bargaining agreement between the District and CCFA.

BUDGET IMPLICATIONS

Funding Source – Unrestricted general fund

Status of Funds – The personnel costs associated with this memorandum of understanding are included in the 2019–20 budget.

Future Implications – It is anticipated that these costs will be ongoing.

RECOMMENDATION

It is recommended the Governing Board approve the attached memorandum of understanding between the Chaffey Community College District and the Chaffey College Faculty Association (CCFA).

Prepared by:	Susan Hardie, Director, Human Resources
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

CHAFFEY COMMUNITY COLLEGE DISTRICT
MEMORANDUM OF UNDERSTANDING
REGARDING

Turning Point Clearance Compensation
Section 21.2.3 (e) of the 2017-2020 CBA

This Memorandum of Understanding is made by and between the Chaffey Community College District ("District") and the Chaffey College Faculty Association ("CCFA") regarding Insertion of a new Section 21.2.3 (e) of the 2017-2020 Collective Bargaining Agreement ("CBA").

The District and CCFA agree that instruction at CIM and CIW requires clearance time for each site visit and also agree that extraordinary circumstances sometimes require extra clearance time. Therefore, the following language should be inserted at 21.2.3 (e).

Turning Point Clearance Compensation

Turning Point faculty working at the California Institution for Men or the California Institution for Women shall be compensated for actual clearance time up to one hour at the trainee rate for each entry into the facility and up to one hour at the trainee rate for each exit from the facility. This section does not apply to travel time. This compensation is also excluded from a faculty member's load equation. Additional compensation due to extraordinary circumstances may be authorized by the appropriate associate superintendent.

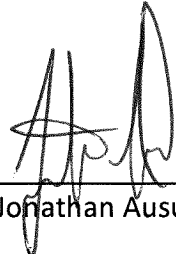
Effective January 13, 2020.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding this 13th day of February 2020.

Chaffey Community College District

Chaffey College Faculty Association

Laura Hope, Associate Superintendent



Jonathan Ausubel, CCFA President

Date

2/13/2020

Date

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020
Board Meeting Date

TOPIC STUDENT DISCIPLINE

Communication No. IV.E.5.a

SUPPORTS BOARD ENDS STATEMENT/POLICY

Board Policy 5500 Standards of Student Conduct – The Superintendent/President shall establish procedures for discipline of students in accordance with the requirements for due process of the federal and state law and regulations. The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student. The Superintendent/President shall provide due process to students prior to suspension or expulsion. The Governing Board shall consider any recommendation for expulsion from the Superintendent/President. The Governing Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Governing Board on the expulsion shall be taken at a public meeting.

PROPOSAL

To deny readmission to non-student with identification number 6276 from the Chaffey Community College District effective immediately.

BACKGROUND

A non-student was suspended on January 22, 2020, due to violations of the following:

Behavior Code Violation A. – *Obstruction or disruption of the college’s educational process, administrative process, or other college function; disruptive behavior or willful disobedience; open defiance of authority or abuse of Chaffey College personnel*

Behavior Code Violation C. – *Continued disruptive behavior, continued willful disobedience, habitual profanity or vulgarity; the open and persistent defiance of authority or persistent abuse of Chaffey College personnel and/or persistent, serious misconduct where other means of correction have failed to bring about proper conduct*

Behavior Code Violation D. – *Causing, attempting to cause, or threatening to cause physical injury to another person, including but not limited to assault, battery, or any threat of force or violence upon a student, Chaffey College personnel, or any other person*

The non-student was involved in multiple student conduct cases on the Rancho campus, sending profanity laced and threatening emails to the Associate Superintendent of Student Services/Legislative Engagement, and the Dean of Student Life. These and other actions resulted in the Chaffey College Police Department opening an investigation and referring the matter to the District Attorney’s Office.

There were multiple scheduled meetings for the non-student, some per their request, with the Dean of Student Life to address the charges brought before them. However, the non-student did not attend the meetings scheduled on their behalf, nor did they provide any written statements in-lieu of attending the meetings. Additionally, notification has been sent to the non-student on January 28, 2020, informing them of their rights to request a hearing; however, the non-student has failed to request a hearing.

STUDENT DISCIPLINE
February 27, 2020
Page 2

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended the Governing Board to deny future readmission to the college for the non-student with identification number 6276 from the Chaffey Community College District for violations of the Student Behavior Code and California Penal Code sections noted above.

Prepared by:	Chris Brunelle, Dean, Student Life and Discipline
Submitted by:	Eric Bishop, Associate Superintendent of Student Services and Legislative Engagement
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020
Board Meeting Date

TOPIC **ADOPTION OF RESOLUTION AUTHORIZING THE ISSUANCE OF CHAFFEY COMMUNITY COLLEGE DISTRICT 2020 GENERAL OBLIGATION REFUNDING BONDS**

Communication No. IV.F.1.a

SUPPORTS BOARD POLICIES

Supports and complies with Policies: 6100 Delegation of Authority, 6300 Fiscal Management and 6600 Capital Construction.

PROPOSAL

To adopt Resolution No. 22720A, a Resolution of the Governing Board of Chaffey Community College District authorizing the issuance of Chaffey Community College District (San Bernardino County, California) 2020 general obligation refunding bonds.

BACKGROUND

On March 5, 2002, the voters of the Chaffey Community College District (the "District") approved the issuance of not-to-exceed \$230,000,000 of general obligation bonds ("Measure L"). Pursuant to Measure L, the District previously issued (i) \$68,035,000 of its 2014 General Obligation Refunding Bonds, Series A, and (ii) \$16,640,000 of its 2014 General Obligation Refunding Bonds, Series B (collectively, the "Prior Bonds"). The District now desires to advance refund the outstanding Prior Bonds (so refinanced, the "Refunded Bonds"), thereby generating savings for District taxpayers, through the issuance of general obligation refunding bonds (the "Refunding Bonds") pursuant to Government Code Section 53550 *et seq.*

All benefits from the refunding will be delivered to the property owners in the District. The final maturity of the Refunding Bonds will not be later than the final maturity date of the Refunded Bonds.

(a) Bond Resolution. This Resolution authorizes the issuance of the Refunding Bonds, in one or more series of federally taxable bonds. The Resolution authorizes the issuance of the Refunding Bonds, specifies the basic terms, parameters and forms of the Refunding Bonds, and approves the forms of the Purchase Contract, Continuing Disclosure Certificate, Escrow Agreement and Preliminary Official Statement described below. In particular, Section 1 of the Resolution establishes the maximum aggregate principal amount of the Refunding Bonds to be issued (\$65,000,000). Section 4 of the Resolution states the maximum underwriting discount (0.40%) with respect to the Refunding Bonds and authorizes the Refunding Bonds to be sold at a negotiated sale to RBC Capital Markets, LLC, as underwriter (the "Underwriter"). The Resolution authorizes the issuance of current interest bonds only; capital appreciation bonds are not authorized.

(b) Form of Purchase Contract. Pursuant to the Purchase Contract, the Underwriter will agree to buy the Refunding Bonds from the District. All of the conditions of closing the transaction are set forth in this document, including the documentation to be provided at the closing by various parties. Upon the pricing of the Refunding Bonds, the final execution copy of the Purchase Contract will be prepared following this form.

(c) Form of Preliminary Official Statement. The Preliminary Official Statement (“POS”) is the offering document describing the Refunding Bonds which may be distributed to prospective purchasers of the Refunding Bonds. The POS discloses information with respect to, among other things, (i) the proposed uses of proceeds of the Refunding Bonds, (ii) the terms of the Refunding Bonds (interest rate, redemption terms, etc.), (iii) the bond insurance policy for the Refunding Bonds, if any, (iv) the security for repayment of the Refunding Bonds (the tax levy), (v) information with respect to the District’s tax base (upon which such *ad valorem* property taxes may be levied), (vi) District financial and operating data, (vii) continuing disclosure with respect to the Refunding Bonds and the District, and (viii) absence of litigation and other miscellaneous matters expected to be of interest to prospective purchasers of the Refunding Bonds. Following the pricing of the Refunding Bonds, a final Official Statement for the Refunding Bonds will be prepared, substantially in the form of the POS.

(d) Form of the Continuing Disclosure Certificate. The form of the Continuing Disclosure Certificate can be found in APPENDIX C to the POS. Effective July 3, 1995, all underwriters of municipal bonds are obligated to procure from a bond issuer a covenant that such bond issuer will annually file material financial information and operating data with respect to the issuer, as well as notices of the occurrence of certain enumerated events, through the web-based Electronic Municipal Market Access (“EMMA”) system maintained by the Municipal Securities Rulemaking Board (which is the federal agency that regulates “broker-dealers,” including investment bank firms that underwrite municipal obligation issuances). This requirement is expected to be satisfied annually by the filing of the District’s audited financial statements and other operating information about the District, and from time to time by the filing of notices of enumerated events, in the same manner the District has filed in connection with prior bond issuances. The purpose of the law is to provide investors in the Refunding Bonds with current information regarding the District.

(e) Escrow Agreement. Pursuant to the Escrow Agreement, proceeds from the sale of the Refunding Bonds will be deposited in an escrow fund (the “Escrow Fund”) held by U.S. Bank National Association (acting as “Escrow Agent”). The monies in the Escrow Fund will be used by the Escrow Agent to refund the Refunded Bonds on the first optional redemption date therefor. Following the deposit of proceeds into the Escrow Fund, the Refunded Bonds will be defeased, and the obligation of San Bernardino County to levy a tax for the payment thereof will cease.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

Staff recommends approval of Resolution No. 22720A, a Resolution of the Governing Board of Chaffey Community College District authorizing the issuance of Chaffey Community College District (San Bernardino County, California) 2020 general obligation refunding bonds.

Prepared by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

CHAFFEY COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 22720A

RESOLUTION AUTHORIZING THE ISSUANCE OF THE CHAFFEY COMMUNITY COLLEGE DISTRICT (SAN BERNARDINO COUNTY, CALIFORNIA) 2020 GENERAL OBLIGATION REFUNDING BONDS

WHEREAS, a duly called election was held in the Chaffey Community College District (the “District”), San Bernardino County, California (the “County”), on March 5, 2002 (the “Election”) and thereafter canvassed pursuant to law;

WHEREAS, at the Election there was submitted to and approved by the requisite fifty-five percent or more of the voters of the District voting on a question as to the issuance and sale of general obligation bonds of the District for various purposes set forth in the ballot submitted to the voters, in the maximum amount of \$230,000,000, payable from the levy of an *ad valorem* property tax against the taxable property in the District (the “Authorization”);

WHEREAS, pursuant to Government Code Section 53550 *et seq.* (the “Act”), the District previously caused the issuance of several series of refunding bonds, including: (i) \$68,035,000 of its 2014 General Obligation Refunding Bonds, Series A (the “Series A Bonds”), (ii) \$16,640,000 of its 2014 General Obligation Refunding Bonds, Series B (the “Series B Bonds”, and together with the Series A Bonds, the “Prior Bonds”);

WHEREAS, pursuant to the Act, the Governing Board (the “Board”) finds that the District is authorized to issue general obligation refunding bonds (the “Refunding Bonds”) to refund all or a portion of the outstanding Prior Bonds (so refunded, the “Refunded Bonds”);

WHEREAS, this Board desires to authorize the issuance of the Refunding Bonds in one or more Series of Taxable or Tax-Exempt Current Interest Bonds (as such terms are defined herein);

WHEREAS, all acts, conditions and things required by law to be done or performed have been done and performed in strict conformity with the laws authorizing the issuance of general obligation refunding bonds of the District, and whereas the indebtedness of the District, including this proposed issue of Refunding Bonds, is within all limits prescribed by law;

WHEREAS, at this time the Board desires to appoint professionals related to the issuance of the Refunding Bonds; and

NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED BY THE BOARD OF EDUCATION OF THE CHAFFEY COMMUNITY COLLEGE DISTRICT, SAN BERNARDINO COUNTY, CALIFORNIA AS FOLLOWS:

SECTION 1. Purpose. To refund all or a portion of the currently outstanding principal amount of the Prior Bonds and to pay all necessary legal, financial, and contingent costs in connection therewith, the Board hereby authorizes the issuance of the Refunding Bonds pursuant to the Act in an aggregate principal amount not-to-exceed \$65,000,000, in one or more Series of Taxable or Tax-Exempt Current Interest Bonds (each as defined herein), to be styled as the “Chaffey Community College District (San Bernardino County, California) 2020 General Obligation Refunding Bonds,” with appropriate additional

Series designation if more than one Series of Refunding Bonds are issued. Additional costs authorized to be paid from the proceeds of the Refunding Bonds are all of the authorized costs of issuance set forth in Government Code Section 53550(e) and (f) and Government Code Section 53587.

SECTION 2. Paying Agent. The Board hereby appoints the Paying Agent, as defined in Section 5 hereof, to act as paying agent, bond registrar, authentication agent and transfer agent for the Refunding Bonds on behalf of the District. The Board hereby authorizes the payment of the reasonable fees and expenses of the Paying Agent, as they shall become due and payable. The fees and expenses of the Paying Agent which are not paid as a cost of issuance of the Refunding Bonds may be paid in each year from *ad valorem* property taxes levied and collected for the payment thereof, insofar as permitted by law, including specifically Education Code Section 15232.

SECTION 3. Terms and Conditions of Sale. The Refunding Bonds are hereby authorized to be sold at a negotiated sale to the Underwriter (as defined herein), upon the direction of the Superintendent/President, Associate Superintendent, Business Services and Economic Development, or such other officer or employee of the District as may be designated by the Superintendent/President or Associate Superintendent, Business Services and Economic Development for such purpose (collectively, the "Authorized Officers"). The Refunding Bonds shall be sold pursuant to the terms and conditions set forth in the Purchase Contract, as described below.

SECTION 4. Approval of Purchase Contract. The form of Purchase Contract by and between District and the Underwriter, substantially in the form on file with the Secretary to the Board, is hereby approved and the Authorized Officers, each alone, are hereby authorized to execute and deliver the Purchase Contract, with such changes therein, deletions therefrom and modifications thereto as the Authorized Officer executing the same may approve, such approval to be conclusively evidenced by his or her execution and delivery thereof; provided, however, that (i) the maximum interest rates on the Refunding Bonds shall not exceed that authorized by law, and (ii) the underwriting discount, excluding original issue discount, shall not exceed 0.40% of the aggregate principal amount of the Refunding Bonds issued. The Authorized Officers, each alone, are further authorized to determine the principal amount of the Refunding Bonds to be specified in the Purchase Contract for sale by the District up to \$65,000,000 and to enter into and execute the Purchase Contract with the Underwriter, if the conditions set forth in this Resolution are satisfied.

SECTION 5. Certain Definitions. As used in this Resolution, the terms set forth below shall have the meanings ascribed to them (unless otherwise set forth in the Purchase Contract):

(a) **"Authorizing Documents"** means the authorizing resolution(s), indenture, agreement or other legal document(s) pursuant to which the Prior Bonds were authorized and issued.

(b) **"Act"** means California Government Code Sections 53550 *et seq.*

(c) **"Beneficial Owner"** means, when used with reference to book-entry Refunding Bonds registered pursuant to Section 6 hereof, the person who is considered the beneficial owner of such Refunding Bonds pursuant to the arrangements for book-entry determination of ownership applicable to the Depository.

(d) **"Bond Insurer"** means any insurance company which issues a municipal bond insurance policy insuring the payment of principal of and interest on the Refunding Bonds.

(e) **“Bond Payment Date”** means, unless otherwise provided by the Purchase Contract, June 1 and December 1 of each year commencing June 1, 2020, with respect to the interest on the Refunding Bonds, and the stated maturity dates of the Bonds with respect to payments of Principal of the Bonds.

(f) **“Bond Register”** means the registration books which the Paying Agent shall keep or cause to be kept on which the registered ownership, transfer and exchange of Refunding Bonds will be recorded.

(g) **“Code”** means the Internal Revenue Code of 1986, as the same may be amended from time to time. Reference to a particular section of the Code shall be deemed to be a reference to any successor to any such section.

(h) **“Continuing Disclosure Certificate”** means that certain contractual undertaking executed by the District in connection with the issuance of the Refunding Bonds pursuant to paragraph (b)(5) of Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities and Exchange Act of 1934, dated as of the date of issuance of the Refunding Bonds, as amended from time to time in accordance with the provisions thereof.

(i) **“Current Interest Bonds”** means Refunding Bonds, the interest on which is payable semiannually on each Bond Payment Date specified for each such Refunding Bond as designated and maturing in the years and in the amounts set forth in the Purchase Contract.

(j) **“Date of Delivery”** means the date of initial issuance and delivery of the Refunding Bonds, or such other date as shall be set forth in the Purchase Contract or Official Statement.

(k) **“Depository”** means the entity acting as securities depository for the Refunding Bonds pursuant to Section 6(c) hereof.

(l) **“DTC”** means The Depository Trust Company, a limited purpose trust company organized under the laws of the State of New York, in its capacity as the initial Depository for the Refunding Bonds.

(m) **“Escrow Agent”** means U.S. Bank National Association.

(n) **“Escrow Agreement”** means the Escrow Agreement relating to the Refunded Bonds, by and between the District and the Escrow Agent.

(o) **“Federal Securities”** means securities as permitted, in accordance with the Authorizing Documents, to be deposited with the Escrow Agent for the purpose of defeasing the Refunded Bonds.

(p) **“Holder”** or **“Owner”** means the registered owner of a Refunding Bond as set forth in the Bond Register maintained by the Paying Agent pursuant to Section 6 hereof.

(q) **“Information Services”** means the Municipal Securities Rulemaking Board’s Electronic Municipal Market Access System; or, such other services providing information with respect to called municipal obligations as the District may specify in writing to the Paying Agent or, in the absence of such written specification, as the Paying Agent may select.

(r) **“Moody’s”** means Moody’s Investors Service, Inc., a corporation organized and existing under the laws of the State of Delaware, its successors and assigns, or, if such corporation shall be dissolved or liquidated or shall no longer perform the functions of a securities rating agency, any other nationally recognized securities rating agency designated by the District.

(s) **“Nominee”** means the nominee of the Depository, which may be the Depository, as determined from time to time pursuant to Section 6(c) hereof.

(t) **“Official Statement”** means the Official Statement for the Refunding Bonds, as described in Section 17 hereof.

(u) **“Outstanding”** means, when used with reference to the Refunding Bonds, as of any date, Bonds theretofore issued or thereupon being issued under this Resolution except:

(i) Refunding Bonds canceled at or prior to such date;

(ii) Refunding Bonds in lieu of or in substitution for which other Refunding Bonds shall have been delivered pursuant to Section 8 hereof; or

(iii) Refunding Bonds for the payment or redemption of which funds or Government Obligations in the necessary amount shall have been set aside (whether on or prior to the maturity or redemption date of such Refunding Bonds), in accordance with Section 19 of this Resolution

(v) **“Participants”** means those broker-dealers, banks and other financial institutions from time to time for which the Depository holds book-entry certificates as securities depository.

(w) **“Paying Agent”** means initially U.S. Bank National Association, or any other Paying Agent as shall be identified in the Purchase Contract or Official Statement, and afterwards any successor financial institution, acting as paying agent, transfer agent, authentication agent and bond registrar for the Refunding Bonds.

(x) **“Principal”** or **“Principal Amount”** means, with respect to any Refunding Bond, the initial principal amount thereof.

(y) **“Purchase Contract”** means the contract or contracts for purchase and sale of the Refunding Bonds, by and between the District and the Underwriter. To the extent the Refunding Bonds are sold pursuant to more than one Purchase Contract, each shall be substantially in the form presented to the Board, with such changes therein, deletions therefrom and modifications thereto as the Authorized Officer executing the same shall approve.

(z) **“Record Date”** means the close of business on the fifteenth day of the month preceding each Bond Payment Date.

(aa) **“Series”** means any Refunding Bonds executed, authenticated and delivered pursuant to the provisions hereof and identified as a separate series of bonds.

(bb) **“S&P”** means S&P Global Ratings, its successors and their assigns, or, if such entity shall be dissolved or liquidated or shall no longer perform the functions of a securities rating agency, any other nationally recognized securities rating agency designated by the District.

(cc) **“Taxable Bonds”** means any Refunding Bonds not issued as Tax-Exempt Bonds.

(dd) **“Tax-Exempt Bonds”** means any Refunding Bonds the interest on which is excludable from gross income for federal income tax purposes and is not treated as an item of tax preference for purposes of calculating the federal alternative minimum tax, as further described in an opinion of Bond Counsel supplied to the original purchasers of such Refunding Bonds.

(ee) **“Term Bonds”** means those Refunding Bonds for which mandatory sinking fund redemption dates have been established in the Purchase Contract.

(ff) **“Transfer Amount”** means, with respect to any Outstanding Refunding Bond, the Principal Amount.

(gg) **“Treasurer”** means the Treasurer-Tax Collector of the County.

(hh) **“Underwriter”** means RBC Capital Markets, LLC.

SECTION 6. Terms of the Refunding Bonds.

(a) Denomination, Interest, Dated Dates. The Refunding Bonds shall be issued as bonds registered as to both principal and interest, in the denominations of \$5,000 principal amount or any integral multiple thereof. The Refunding Bonds will be initially registered in the name of “Cede & Co.,” the Nominee of DTC.

Each Refunding Bond shall be dated the Date of Delivery, and shall bear interest at the rates set forth in the Purchase Contract, from the Bond Payment Date next preceding the date of authentication thereof unless it is authenticated as of a day during the period from the 16th day of the month next preceding any Bond Payment Date to that Bond Payment Date, inclusive, in which event it shall bear interest from such Bond Payment Date, or unless it is authenticated on or before the first Record Date, in which event it shall bear interest from the Date of Delivery. Interest on the Refunding Bonds shall be payable on the respective Bond Payment Dates and shall be computed on the basis of a 360-day year of twelve 30-day months.

No Refunding Bond shall mature later than the final maturity date of the Refunded Bonds to be refunded from proceeds of such Refunding Bond.

(b) Redemption.

(i) Optional Redemption. The Refunding Bonds shall be subject to optional redemption prior to maturity as provided in the Purchase Contract or the Official Statement.

(ii) Mandatory Redemption. Any Refunding Bonds issued as Term Bonds shall be subject to mandatory sinking fund redemption as provided in the Purchase Contract or the Official Statement.

(iii) Selection of Refunding Bonds for Redemption. Whenever provision is made in this Resolution for the redemption of Refunding Bonds and less than all Outstanding Refunding Bonds are to be redeemed, the Paying Agent, upon written instruction from the District, shall select Refunding Bonds for redemption as so directed and if not directed, in inverse order of maturity. Within a maturity, the Paying Agent shall select Refunding Bonds for redemption by lot. Redemption by lot shall be in such manner as the Paying Agent shall determine; provided, however, that with respect to redemption by lot, the portion of any Refunding Bond to be redeemed in part shall be in the principal amount of \$5,000 or any integral multiple thereof.

The Purchase Contract may provide that (i) in the event that a portion of any Term Bond is optionally redeemed prior to maturity pursuant to Section 6(b)(i) hereof, the remaining mandatory sinking fund payments with respect to such Term Bonds shall be reduced proportionately or as otherwise directed by the District, in integral multiples of \$5,000 principal amount, in respect to the

portion of such Term Bond optionally redeemed, or (ii) within a maturity, Refunding Bonds shall be selected for redemption on a “Pro Rata Pass-Through Distribution of Principal” basis in accordance with DTC procedures, provided further that, such pro-rata redemption is made in accordance with the operational arrangements of DTC then in effect.

(iv) Redemption Notice. When redemption is authorized pursuant to this Resolution, the Paying Agent, upon written instruction from the District, shall give notice (a “Redemption Notice”) of the redemption of the Refunding Bonds. Such Redemption Notice shall specify: the Refunding Bonds or designated portions thereof (in the case of redemption of the Refunding Bonds in part but not in whole) which are to be redeemed; the date of redemption; the place or places where the redemption will be made, including the name and address of the Paying Agent; the redemption price; the CUSIP numbers (if any) assigned to the Refunding Bonds to be redeemed, the Refunding Bond numbers of the Refunding Bonds to be redeemed in whole or in part and, in the case of any Refunding Bond to be redeemed in part only, the portion of the principal amount of such Refunding Bond to be redeemed; and the original issue date, interest rate and stated maturity date of each Refunding Bond to be redeemed in whole or in part. Such Redemption Notice shall further state that on the specified date there shall become due and payable upon each Refunding Bond or portion thereof being redeemed at the redemption price thereof, together with the interest accrued to the redemption date thereon, and that from and after such date, interest thereon shall cease to accrue.

With respect to any Redemption Notice of Refunding Bonds, unless upon the giving of such notice such Refunding Bonds shall be deemed to have been defeased pursuant to Section 19 hereof, such notice shall state that such redemption shall be conditional upon the receipt by the Paying Agent (or an independent escrow agent selected by the District) on or prior to the date fixed for such redemption of the moneys necessary and sufficient to pay the principal of, premium, if any, and interest on, such Refunding Bonds to be redeemed, and that if such moneys shall not have been so received said notice shall be of no force and effect, the Refunding Bonds shall not be subject to redemption on such date and the Refunding Bonds shall not be required to be redeemed on such date. In the event that such Redemption Notice contains such a condition and such moneys are not so received, the redemption shall not be made and the Paying Agent shall within a reasonable time thereafter give notice, to the persons to whom and in the manner in which the Redemption Notice was given, that such moneys were not so received. In addition, the District shall have the right to rescind any Redemption Notice, by written notice to the Paying Agent, on or prior to the date fixed for such redemption. The Paying Agent shall distribute a notice of such rescission in the same manner as the Redemption Notice was originally provided.

The Paying Agent shall take the following actions with respect to such Redemption Notice:

(1) At least 20 but not more than 45 days prior to the redemption date, such Redemption Notice shall be given to the respective Owners of Refunding Bonds designated for redemption by registered or certified mail, postage prepaid, at their addresses appearing on the Bond Register.

(2) At least 20 but not more than 45 days prior to the redemption date, such Redemption Notice shall be given by (i) registered or certified mail, postage prepaid, (ii) telephonically confirmed facsimile transmission, or (iii) overnight delivery service to the Depository.

(3) At least 20 but not more than 45 days prior to the redemption date, such Redemption Notice shall be given by (i) registered or certified mail, postage prepaid, or (ii) overnight delivery service to one of the Information Services.

(4) The Paying Agent shall provide a Redemption Notice to such other persons as may be required pursuant to the Continuing Disclosure Certificate.

A certificate of the Paying Agent to the effect that a Redemption Notice has been given as provided herein shall be conclusive as against all parties. Neither failure to receive any Redemption Notice nor any defect in any such Redemption Notice so given shall affect the sufficiency of the proceedings for the redemption of the affected Refunding Bonds. Each check issued or other transfer of funds made by the Paying Agent for the purpose of redeeming Refunding Bonds shall bear or include the CUSIP number identifying, by issue and maturity, the Refunding Bonds being redeemed with the proceeds of such check or other transfer. Such Redemption Notice may state that no representation is made as to the accuracy or correctness of CUSIP numbers printed thereon.

(v) Partial Redemption of Refunding Bonds. Upon the surrender of any Refunding Bond redeemed in part only, the Paying Agent shall execute and deliver to the Owner thereof a new Refunding Bond or Refunding Bonds of like tenor and maturity and of authorized denominations equal in principal amounts to the unredeemed portion of the Refunding Bond surrendered. Such partial redemption shall be valid upon payment of the amount required to be paid to such Owner, and the District shall be released and discharged thereupon from all liability to the extent of such payment.

(vi) Effect of Redemption Notice. Notice having been given as aforesaid, and the moneys for the redemption (including the interest accrued to the applicable date of redemption) having been set aside as provided in Section 19 hereof, the Refunding Bonds to be redeemed shall become due and payable on such date of redemption.

If on such redemption date, money for the redemption of all the Refunding Bonds to be redeemed as provided in Section 6(b)(i) hereof, together with interest accrued to such redemption date, shall be held in trust as provided in Section 19 hereof, so as to be available therefor on such redemption date, and if a Redemption Notice thereof shall have been given as aforesaid, then from and after such redemption date, interest on the Refunding Bonds to be redeemed shall cease to accrue and become payable. All money held for the redemption of Refunding Bonds shall be held in trust for the account of the Owners of the Refunding Bonds so to be redeemed.

All Refunding Bonds paid at maturity or redeemed prior to maturity pursuant to the provisions of this Section 6 shall be cancelled upon surrender thereof and be delivered to or upon the order of the District. All or any portion of a Refunding Bond purchased by the District shall be cancelled by the Paying Agent.

(vii) Refunding Bonds No Longer Outstanding. When any Refunding Bonds (or portions thereof), which have been duly called for redemption prior to maturity under the provisions of this Resolution, or with respect to which irrevocable instructions to call for redemption prior to maturity at the earliest redemption date have been given to the Paying Agent, in form satisfactory to it, and sufficient moneys shall be irrevocably held in trust as provided in Section 19 hereof for the payment of the redemption price of such Refunding Bonds or portions thereof, and accrued interest thereon to the date fixed for redemption, all as provided in this Resolution, then such Refunding Bonds shall no longer be deemed Outstanding and shall be surrendered to the Paying Agent for cancellation.

(c) Book-Entry System.

(i) Election of Book-Entry System. The Refunding Bonds shall initially be delivered in the form of a separate single fully-registered bond (which may be typewritten) for each maturity date of such Refunding Bonds in an authorized denomination. The ownership of each such Refunding Bond shall be registered in Bond Register maintained by the Paying Agent in the name of the Nominee, as nominee of the Depository and ownership of the Refunding Bonds, or any portion thereof may not thereafter be transferred except as provided in Section 6(c)(i)(4).

With respect to book-entry Refunding Bonds, the District and the Paying Agent shall have no responsibility or obligation to any Participant or to any person on behalf of which such a Participant holds an interest in such book-entry Refunding Bonds. Without limiting the immediately preceding sentence, the District and the Paying Agent shall have no responsibility or obligation with respect to: (i) the accuracy of the records of the Depository, the Nominee, or any Participant with respect to any ownership interest in book-entry Refunding Bonds; (ii) the delivery to any Participant or any other person, other than an Owner as shown in the Bond Register, of any notice with respect to book-entry Refunding Bonds, including any Redemption Notice; (iii) the selection by the Depository and its Participants of the beneficial interests in book-entry Refunding Bonds to be prepaid in the event the District redeems such Refunding Bonds in part; (iv) or the payment by the Depository or any Participant or any other person, of any amount with respect to principal, premium, if any, or interest on book-entry Refunding Bonds. The District and the Paying Agent may treat and consider the person in whose name each book-entry Refunding Bond is registered in the Bond Register as the absolute Owner of such Refunding Bond for the purpose of payment of principal of and premium and interest on and to such Refunding Bond, for the purpose of giving notices of redemption and other matters with respect to such Refunding Bond, for the purpose of registering transfers with respect to such Refunding Bond, and for all other purposes whatsoever. The Paying Agent shall pay all principal of and premium, if any, and interest on book-entry Refunding Bonds only to or upon the order of the respective Owner, as shown in the Bond Register, or his respective attorney duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to payment of principal of, premium, if any, and interest on book-entry Refunding Bonds to the extent of the sum or sums so paid. No person other than an Owner, as shown in the Bond Register, shall receive a certificate evidencing the obligation to make payments of principal of, premium, if any, and interest on book-entry Refunding Bonds. Upon delivery by the Depository to the Owner and the Paying Agent, of written notice to the effect that the Depository has determined to substitute a new nominee in place of the Nominee, and subject to the provisions herein with respect to the Record Date, the word "Nominee" in this Resolution shall refer to such nominee of the Depository.

(1) Delivery of Letter of Representations. In order to qualify the Refunding Bonds for the Depository's book-entry system, the District and the Paying Agent shall execute and deliver to the Depository a Letter of Representations. The execution and delivery of a Letter of Representations shall not in any way impose upon the District or the Paying Agent any obligation whatsoever with respect to persons having interests in the Refunding Bonds other than the Owners, as shown on the Bond Register. By executing a Letter of Representations, the Paying Agent shall agree to take all action necessary at all times so that the District will be in compliance with all representations of the District in such Letter of Representations. In addition to the execution and delivery of a Letter of Representations, the District and the Paying Agent shall take such other actions, not inconsistent with this Resolution, as are reasonably necessary to qualify the Refunding Bonds for the Depository's book-entry program.

(2) Selection of Depository. In the event (i) the Depository determines not to continue to act as securities depository for the Refunding Bonds, or (ii) the District determines that continuation of the book-entry system is not in the best interest of the Beneficial Owners of the

Refunding Bonds or the District, then the District will discontinue the book-entry system with the Depository. If the District determines to replace the Depository with another qualified securities depository, the District shall prepare or direct the preparation of a new single, separate, fully registered bond for each maturity date of such Refunding Bond, registered in the name of such successor or substitute qualified securities depository or its Nominee as provided in subsection (4) hereof. If the District fails to identify another qualified securities depository to replace the Depository, then the Refunding Bonds shall no longer be restricted to being registered in such Bond Register in the name of the Nominee, but shall be registered in whatever name or names the Owners transferring or exchanging such Refunding Bonds shall designate, in accordance with the provisions of this Section 6(c).

(3) Payments and Notices to Depository. Notwithstanding any other provision of this Resolution to the contrary, so long as all Outstanding Refunding Bonds are held in book-entry and registered in the name of the Nominee, all payments by the District or Paying Agent with respect to principal of and premium, if any, or interest on book-entry Refunding Bonds and all notices with respect to such Refunding Bonds, including notices of redemption, shall be made and given, respectively to the Nominee, as provided in the Letter of Representations or as otherwise instructed by the Depository and agreed to by the Paying Agent notwithstanding any inconsistent provisions herein.

(4) Transfer of Refunding Bonds to Substitute Depository.

(A) The Refunding Bonds shall be initially issued as described in the Official Statement. Registered ownership of such Refunding Bonds, or any portions thereof, may not thereafter be transferred except:

(1) to any successor of DTC or its Nominee, or of any substitute depository designated pursuant to Section 6(c)(i)(4)(A)(2) (“Substitute Depository”); provided that any successor of DTC or Substitute Depository shall be qualified under any applicable laws to provide the service proposed to be provided by it;

(2) to any Substitute Depository, upon (a) the resignation of DTC or its successor (or any Substitute Depository or its successor) from its functions as depository, or (b) a determination by the District that DTC (or its successor) is no longer able to carry out its functions as depository; provided that any such Substitute Depository shall be qualified under any applicable laws to provide the services proposed to be provided by it; or

(3) to any person as provided below, upon (a) the resignation of DTC or its successor (or any Substitute Depository or its successor) from its functions as depository, or (b) a determination by the District that DTC or its successor (or Substitute Depository or its successor) is no longer able to carry out its functions as depository.

(B) In the case of any transfer pursuant to Section 6(c)(i)(4)(A)(1) or (2), upon receipt of all Outstanding Refunding Bonds by the Paying Agent, together with a written request of the District to the Paying Agent designating the Substitute Depository, a single new Refunding Bond, which the District shall prepare or cause to be prepared, shall be executed and delivered for each maturity of Refunding Bonds then Outstanding, registered in the name of such successor or such Substitute Depository or their Nominees, as the case may be, all as specified in such written request of the District. In the case of any transfer pursuant to Section 6(c)(i)(4)(A)(3), upon receipt of all Outstanding Refunding Bonds by the Paying Agent, together with a written request of the District to the Paying Agent, new Refunding Bonds, which the District shall prepare or cause to be prepared,

shall be executed and delivered in such denominations and registered in the names of such persons as are requested in such written request of the District, provided that the Paying Agent shall not be required to deliver such new Refunding Bonds within a period of less than sixty (60) days from the date of receipt of such written request from the District.

(C) In the case of a partial redemption or advance refunding of any Refunding Bonds evidencing a portion of the principal maturing in a particular year, DTC or its successor (or any Substitute Depository or its successor) shall make an appropriate notation on such Refunding Bonds indicating the date and amounts of such reduction in principal, in form acceptable to the Paying Agent, all in accordance with the Letter of Representations. The Paying Agent shall not be liable for such Depository's failure to make such notations or errors in making such notations.

(D) The District and the Paying Agent shall be entitled to treat the person in whose name any Refunding Bond is registered as the Owner thereof for all purposes of this Resolution and any applicable laws, notwithstanding any notice to the contrary received by the Paying Agent or the District; and the District and the Paying Agent shall not have responsibility for transmitting payments to, communicating with, notifying, or otherwise dealing with any Beneficial Owners of the Refunding Bonds. Neither the District nor the Paying Agent shall have any responsibility or obligation, legal or otherwise, to any such Beneficial Owners or to any other party, including DTC or its successor (or Substitute Depository or its successor), except to the Owner of any Refunding Bonds, and the Paying Agent may rely conclusively on its records as to the identity of the Owners of the Refunding Bonds.

SECTION 7. Execution of Refunding Bonds. The Refunding Bonds shall be signed by the President of the Governing Board, or by such other member of the Board authorized to sign on behalf of the President, by his or her manual or facsimile signature, and countersigned by the manual or facsimile signature of the Secretary to or Clerk of the Board, or the designees thereof, all in their official capacities. No Refunding Bond shall be valid or obligatory for any purpose or shall be entitled to any security or benefit under this Resolution unless and until the certificate of authentication printed on the Refunding Bond is signed by the Paying Agent as authenticating agent. Authentication by the Paying Agent shall be conclusive evidence that the Refunding Bond so authenticated has been duly issued, signed and delivered under this Resolution and is entitled to the security and benefit of this Resolution.

SECTION 8. Paying Agent; Transfer and Exchange. So long as any of the Refunding Bonds remain Outstanding, the District will cause the Paying Agent to maintain and keep at its designated corporate trust office all books and records necessary for the registration, exchange and transfer of the Refunding Bonds as provided in this Section. Subject to the provisions of Section 9 below, the person in whose name a Refunding Bond is registered on the Bond Register shall be regarded as the absolute Owner of that Refunding Bond for all purposes of this Resolution. Payment of or on account of the principal of and premium, if any, and interest on any Refunding Bond shall be made only to or upon the order of that person; neither the District nor the Paying Agent shall be affected by any notice to the contrary, but the registration may be changed as provided in this Section. All such payments shall be valid and effectual to satisfy and discharge the District's liability upon the Refunding Bonds, including interest, to the extent of the amount or amounts so paid.

Any Refunding Bond may be exchanged for Refunding Bonds of like tenor, Series, maturity and principal amount upon presentation and surrender at the principal corporate trust office of the Paying Agent, together with a request for exchange signed by the Owner or by a person legally empowered to do so in a form satisfactory to the Paying Agent. A Refunding Bond may be transferred on the Bond Register only upon presentation and surrender of the Refunding Bond at the principal corporate trust office of the Paying Agent together with an assignment executed by the Owner or by a person legally empowered to do so in a

form satisfactory to the Paying Agent. Upon exchange or transfer, the Paying Agent shall complete, authenticate and deliver a new Refunding Bond or Refunding Bonds of like tenor and of any authorized denomination or denominations requested by the Owner equal to the principal amount of the Refunding Bond surrendered and bearing or accruing interest at the same rate and maturing on the same date.

If any Refunding Bond shall become mutilated, the District, at the expense of the Owner of said Bond, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Refunding Bond of like Series, tenor, maturity and principal amount in exchange and substitution for the Refunding Bond so mutilated, but only upon surrender to the Paying Agent of the Refunding Bond so mutilated. If any Refunding Bond issued hereunder shall be lost, destroyed or stolen, evidence of such loss, destruction or theft may be submitted to the Paying Agent and, if such evidence be satisfactory to the Paying Agent and indemnity for the Paying Agent and the District satisfactory to the Paying Agent shall be given by the Owner, the District, at the expense of the Owner, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Refunding Bond of like Series, tenor, maturity and principal amount in lieu of and in substitution for the Refunding Bond so lost, destroyed or stolen (or if any such Refunding Bond shall have matured or shall have been called for redemption, instead of issuing a substitute Refunding Bond, the Paying Agent may pay the same without surrender thereof upon receipt of indemnity satisfactory to the Paying Agent and the District). The Paying Agent may require payment of a reasonable fee for each new Refunding Bond issued under this paragraph and of the expenses which may be incurred by the District and the Paying Agent.

If signatures on behalf of the District are required in connection with an exchange or transfer, the Paying Agent shall undertake the exchange or transfer of Refunding Bonds only after the new Refunding Bonds are signed by the authorized officers of the District as provided in Section 7. In all cases of exchanged or transferred Refunding Bonds, the District shall sign and the Paying Agent shall authenticate and deliver Refunding Bonds in accordance with the provisions of this Resolution. All fees and costs of transfer shall be paid by the requesting party. Those charges may be required to be paid before the procedure is begun for the exchange or transfer. All Refunding Bonds issued upon any exchange or transfer shall be valid obligations of the District, evidencing the same debt, and entitled to the same security and benefit under this Resolution as the Refunding Bonds surrendered upon that exchange or transfer.

Any Refunding Bond surrendered to the Paying Agent for payment, retirement, exchange, replacement or transfer shall be cancelled by the Paying Agent. The District may at any time deliver to the Paying Agent for cancellation any previously authenticated and delivered Refunding Bonds that the District may have acquired in any manner whatsoever, and those Refunding Bonds shall be promptly cancelled by the Paying Agent. Written reports of the surrender and cancellation of Refunding Bonds shall be made to the District by the Paying Agent as requested by the District. The cancelled Refunding Bonds shall be retained for three years, then destroyed by the Paying Agent as directed by the District.

Neither the District nor the Paying Agent will be required (a) to issue or transfer any Refunding Bonds during a period beginning with the opening of business on the 16th day next preceding either any Bond Payment Date or any date of selection of Refunding Bonds to be redeemed and ending with the close of business on the Bond Payment Date or any day on which the applicable Redemption Notice is given or (b) to transfer any Refunding Bonds which have been selected or called for redemption in whole or in part.

SECTION 9. Payment. Payment of interest on any Refunding Bond on any Bond Payment Date shall be made to the person appearing on the registration books of the Paying Agent as the Owner thereof as of the Record Date immediately preceding such Bond Payment Date, such interest to be paid by wire transfer to the bank and account number on file with the Paying Agent as of the Record Date. The principal of and redemption premium, if any, payable on the Refunding Bonds shall be payable upon maturity or redemption upon surrender at the principal corporate trust office of the Paying Agent. The principal of,

premiums, if any, and interest on the Refunding Bonds shall be payable in lawful money of the United States of America. The Paying Agent is hereby authorized to pay the Refunding Bonds when duly presented for payment at maturity, and to cancel all Refunding Bonds upon payment thereof. Except as otherwise required by the Act, the Refunding Bonds are obligations of the District payable solely from the levy of *ad valorem* property taxes upon all property subject to taxation within the District, which taxes are unlimited as to rate or amount. The Refunding Bonds do not constitute an obligation of the County and no part of any fund of the County is pledged or obligated to the payment of the Refunding Bonds.

SECTION 10. Form of Refunding Bonds. The Refunding Bonds shall be in substantially the form attached as Exhibit A, allowing those officials executing the Refunding Bonds to make the insertions and deletions necessary to conform the Refunding Bonds to this Resolution, the Purchase Contract and the Official Statement, or to correct or cure any defect, inconsistency, ambiguity or omission therein. The Paying Agent is authorized to deliver the Refunding Bonds in temporary form and, if so, the Paying Agent shall execute and deliver definitive Bonds in an equal aggregate principal amount of authorized denominations, when available, and thereupon the temporary Refunding Bonds shall be surrendered to the Paying Agent. Until so exchanged, the temporary Refunding Bonds shall be entitled to the same benefits hereunder as definitive Refunding Bonds.

SECTION 11. Delivery of Refunding Bonds. The proper officials of the District shall cause the Refunding Bonds to be prepared and, following their sale, shall have the Refunding Bonds signed and delivered, together with a final transcript of proceedings with reference to the issuance of the Refunding Bonds, to the Underwriter upon payment of the purchase price therefor.

SECTION 12. Deposit of Proceeds of Refunding Bonds; Escrow Agreement. An amount of proceeds from the sale of the Refunding Bonds necessary to purchase certain Federal Securities, or to otherwise refund the Refunded Bonds, shall be transferred to the Escrow Agent for deposit in the escrow fund established under the Escrow Agreement (the “Escrow Fund”), which amount, if uninvested, shall be sufficient, or if invested, together with an amount or amounts of cash held uninvested therein, shall be sufficient to refund the Refunded Bonds. The Board hereby authorizes the deposit of all or a portion of the premium received from the sale of the Refunding Bonds into the Escrow Fund. Premium or proceeds received from the sale of the Refunding Bonds desired to pay all or a portion of the costs of issuing the Refunding Bonds are hereby authorized to be deposited in the fund of the District held by a fiscal agent selected thereby and shall be kept separate and distinct from all other District funds, and those proceeds shall be used solely for the purpose of paying costs of issuance of the Refunding Bonds.

Any accrued interest received by the District from the sale of the Refunding Bonds shall be kept separate and apart in the fund hereby created and established and to be designated as the “Chaffey Community College District 2020 General Obligation Refunding Bonds Debt Service Fund” (the “Debt Service Fund”) for the Refunding Bonds and used only for payments of principal of and interest on the Refunding Bonds. At the election of the District (i) to the extent the Refunding Bonds are sold in the more than one Series, there shall be created a separate Debt Service Fund for each such Series of Refunding Bonds, and all references herein to a Debt Service Fund shall be deemed to include each Debt Service Fund created for a Series of Refunding Bonds, and (ii) the Debt Service Fund may be established as a subaccount of, or otherwise combined with, any fund established by the County for the purpose of holding proceeds of *ad valorem* tax levies made to pay any bonds issued pursuant to the Authorization. A portion of the premium received by the District from the sale of the Refunding Bonds may be transferred to the Debt Service Fund or applied to the payment of cost of issuance of the Refunding Bonds, or some combination of deposits. Any excess proceeds of the Refunding Bonds not needed for the authorized purposes set forth herein for which the Refunding Bonds are being issued shall be transferred to the Debt Service Fund and applied to the payment of the principal of and interest on the Refunding Bonds. If, after payment in full of the Bonds, there remain any such excess proceeds, such amounts will be transferred to any other debt

service fund for general obligation bond indebtedness of the District and in the event there is no such debt outstanding, shall be transferred to the general fund of the District upon the order of the County Auditor/Controller, as provided in Education Code Section 15234.

The moneys in the Debt Service Fund, to the extent necessary to pay the principal of and interest on the Refunding Bonds as the same become due and payable, shall be transferred by the Treasurer to the Paying Agent which, in turn, shall pay such moneys to DTC to pay the principal of and interest on the Refunding Bonds. DTC will thereupon make payments of principal of and interest on the Refunding Bonds to the DTC Participants who will thereupon make payments of such principal and interest to the Beneficial Owners of the Refunding Bonds. Any moneys remaining in the Debt Service Fund after the Refunding Bonds and the interest thereon have been paid in full, or provision for such payment has been made, shall be transferred to the general fund of the District.

Except as required below to satisfy the requirements of Section 148(f) of the Code, interest earned on the investment of monies held in the Debt Service Fund shall be retained in the Debt Service Fund and used to pay principal of and interest on the Refunding Bonds when due.

SECTION 13. Rebate Fund.

(a) General. If necessary, there shall be created and established a special fund designated the “Chaffey Community College District 2020 General Obligation Refunding Bonds Rebate Fund” (the “Rebate Fund”). All amounts at any time on deposit in the Rebate Fund shall be held in trust, to the extent required to satisfy the requirement to make rebate payments to the United States (the “Rebate Requirement”) pursuant to Section 148 of the Code, as the same may be amended from time to time, and the Treasury Regulations promulgated thereunder (the “Rebate Regulations”). Such amounts shall be free and clear of any lien hereunder and shall be governed by this Section and Section 14 of this Resolution and by the that certain tax certificate concerning certain matters pertaining to the use and investment of proceeds of the Refunding Bonds, executed and delivered to the District on the date of issuance of the Refunding Bonds, including any and all exhibits attached thereto (the “Tax Certificate”).

(b) Deposits.

(i) Within forty-five (45) days of the end of each fifth Bond Year (as such term is defined in the Tax Certificate) (1) the District shall calculate or cause to be calculated with respect to the Refunding Bonds the amount that would be considered the “rebate amount” within the meaning of Section 1.148-3 of the Rebate Regulations, using as the “computation date” for this purpose the end of such five Bond Years, and (2) the District shall deposit to the Rebate Fund from deposits from the District or from amounts available therefor on deposit in the other funds established hereunder, if and to the extent required, amounts sufficient to cause the balance in the Rebate Fund to be equal to the “rebate amount” so calculated.

(ii) The District shall not be required to deposit any amount to the Rebate Fund in accordance with the preceding sentence if the amount on deposit in the Rebate Fund prior to the deposit required to be made under this subsection (b) equals or exceeds the “rebate amount” calculated in accordance with the preceding sentence. Such excess may be withdrawn from the Rebate Fund to the extent permitted under subsection (g) of this Section.

(iii) The District shall not be required to calculate the “rebate amount” and the District shall not be required to deposit any amount to the Rebate Fund in accordance with this subsection (b), with respect to all or a portion of the proceeds of the Refunding Bonds (including amounts treated as the proceeds of the Refunding Bonds) (1) to the extent such proceeds satisfy the

expenditure requirements of Section 148(f)(4)(B) or Section 148 (f)(4)(C) of the Code or Section 1.148-7(d) of the Treasury Regulations or the small issuer exception of Section 148(f)(4)(D) of the Code, whichever is applicable, and otherwise qualify for the exception of the Rebate Requirement pursuant to whichever of said sections is applicable, or (2) to the extent such proceeds are subject to an election by the District under Section 148(f)(4)(C)(vii) of the Code to pay a one and one-half percent (1½%) penalty in lieu of arbitrage rebate in the event any of the percentage expenditure requirements of Section 148(f)(4)(C) are not satisfied, or (3) to the extent such proceeds qualify for the exception to arbitrage rebate under Section 148(f)(4)(A)(ii) of the Code for amounts in a “bona fide debt service fund.” In such event, and with respect to such amounts, the District shall not be required to deposit any amount to the Rebate Fund in accordance with this subsection (b).

(c) Withdrawal Following Payment of Refunding Bonds. Any funds remaining in the Rebate Fund after redemption of all the Refunding Bonds and any amounts described in paragraph (ii) of subsection (d) of this Section, including accrued interest, shall be transferred to the General Fund of the District.

(d) Withdrawal for Payment of Rebate. Subject to the exceptions contained in subsection (b) of this Section to the requirement to calculate the “rebate amount” and make deposits to the Rebate Fund, the District shall pay to the United States, from amounts on deposit in the Rebate Fund,

(i) not later than sixty (60) days after the end of (a) the fifth (5th) Bond Year, and (b) each fifth (5th) Bond Year thereafter, an amount that, together with all previous rebate payments, is equal to at least 90% of the “rebate amount” calculated as of the end of such Bond Year in accordance with Section 1.148-3 of the Rebate Regulations; and

(ii) not later than sixty (60) days after the payment of all Refunding Bonds, an amount equal to one hundred percent (100%) of the “rebate amount” calculated as of the date of such payment (and any income attributable to the “rebate amount” determined to be due and payable) in accordance with Section 1.148-3 of the Rebate Regulations.

(e) Rebate Payments. Each payment required to be made pursuant to subsection (d) of this Section shall be made to the Internal Revenue Service Center, Ogden, Utah 84201, on or before the date on which such payment is due, and shall be accompanied by Internal Revenue Service Form 8038-T, such form to be prepared or caused to be prepared by or on behalf of the District.

(f) Deficiencies in the Rebate Fund. In the event that, prior to the time of any payment required to be made from the Rebate Fund, the amount in the Rebate Fund is not sufficient to make such payment when such payment is due, the District shall calculate the amount of such deficiency and deposit an amount equal to such deficiency into the Rebate Fund prior to the time such payment is due.

(g) Withdrawals of Excess Amount. In the event that immediately following the calculation required by subsection (b) of this Section, but prior to any deposit made under said subsection, the amount on deposit in the Rebate Fund exceeds the “rebate amount” calculated in accordance with said subsection, upon written instructions from the District, the District may withdraw the excess from the Rebate Fund and credit such excess to the Debt Service Fund.

(h) Record Retention. The District shall retain records of all determinations made hereunder until three years after the retirement of the Refunding Bonds.

(i) Survival of Defeasance. Notwithstanding anything in this Resolution to the contrary, the Rebate Requirement shall survive the payment in full or defeasance of the Refunding Bonds.

SECTION 14. Security for the Refunding Bonds. There shall be levied on all the taxable property in the District, in addition to all other taxes, a continuing direct *ad valorem* property tax annually during the period the Refunding Bonds are Outstanding in an amount sufficient to pay the principal of and interest on the Refunding Bonds when due, which moneys when collected will be deposited in the Debt Service Fund of the District, and which moneys shall be applied to the payment of the principal of and interest on the Refunding Bonds when and as the same fall due, and for no other purpose. The District covenants to cause the County to take all actions necessary to levy such *ad valorem* property tax in accordance with this Section 14 and Section 53559 of the Act. Pursuant to Government Code Section 53515, the Refunding Bonds shall be secured by a statutory lien on all revenues received pursuant to the levy and collection of *ad valorem* property taxes for the payment thereof.

Pursuant to Government Code Sections 5450 and 5451, the District hereby pledges all revenues received from the levy and collection of *ad valorem* property taxes for the payment of the Refunding Bonds and all amounts on deposit in the Debt Service Fund to the payment of the Refunding Bonds. Such pledge shall constitute a lien on and security interest in such taxes and amounts in the Debt Service Fund. This pledge shall constitute an agreement between the District and the Owners of the Refunding Bonds to provide security for the payment of the Refunding Bonds in addition to any statutory lien that may exist.

The moneys in the Debt Service Fund, to the extent necessary to pay the principal of and interest on the Refunding Bonds as the same become due and payable, shall be transferred by the Treasurer to the Paying Agent which, in turn, shall pay such moneys to DTC to pay such principal and interest. DTC will thereupon make payments of principal of and interest on the Refunding Bonds to the DTC Participants who will thereupon make payments of such principal and interest to the Beneficial Owners of the Refunding Bonds. Any moneys remaining in the Debt Service Fund after the Refunding Bonds and the interest thereon have been paid in full, or provision for such payment has been made, shall be transferred to the general fund of the District.

SECTION 15. Arbitrage Covenant. The District covenants that it will restrict the use of the proceeds of the Refunding Bonds in such manner and to such extent, if any, as may be necessary, so that the Refunding Bonds will not constitute arbitrage bonds under Section 148 of the Code and the applicable regulations prescribed under that Section or any predecessor section. Calculations for determining arbitrage requirements shall be the sole responsibility of the District.

SECTION 16. Legislative Determinations. The Board hereby determines that all acts and conditions necessary to be performed thereby or to have been met precedent to and in the issuing of the Refunding Bonds in order to make them legal, valid and binding general obligations of the District have been performed and have been met, or will at the time of delivery of the Refunding Bonds have been performed and have been met, in regular and due form as required by law; and that no statutory or constitutional limitation of indebtedness or taxation will have been exceeded in the issuance of the Refunding Bonds. Furthermore, the Board hereby finds and determines pursuant to Section 53552 of the Act that the prudent management of the fiscal affairs of the District requires that it issue the Refunding Bonds without submitting the question of the issuance of the Refunding Bonds to a vote of the qualified electors of the District.

SECTION 17. Official Statement. The Preliminary Official Statement relating to the Refunding Bonds, substantially in the form on file with the Secretary to the Board is hereby approved and the Authorized Officers, each alone, are hereby authorized and directed, for and in the name and on behalf of the District, to deliver such Preliminary Official Statement to the Underwriter to be used in connection with the offering and sale of the Refunding Bonds. The Authorized Officers, each alone, are hereby authorized and directed, for and in the name and on behalf of the District, to deem the Preliminary Official Statement “final” pursuant to 15c2-12 of the Securities Exchange Act of 1934, prior to its distribution and

to execute and deliver to the Underwriter a final Official Statement, substantially in the form of the Preliminary Official Statement, with such changes therein, deletions therefrom and modifications thereto as an Authorized Officer executing such final Official Statement shall approve. The Underwriter is hereby authorized to distribute copies of the Preliminary Official Statement to persons who may be interested in the purchase of the Refunding Bonds and is directed to deliver copies of any final Official Statement to the purchasers of the Refunding Bonds. Execution of the Official Statement shall conclusively evidence the District's approval of the Official Statement.

SECTION 18. Insurance. In the event the District purchases bond insurance for the Refunding Bonds, and to the extent that the Bond Insurer makes payment of the principal of or interest on the Refunding Bonds, it shall become the Owner of such Refunding Bonds with the right to payment of principal or interest on the Refunding Bonds, and shall be fully subrogated to all of the Owners' rights, including the Owners' rights to payment thereof. To evidence such subrogation (i) in the case of subrogation as to claims of past due interest, the Paying Agent shall note the Bond Insurer's rights as subrogee on the registration books for the Refunding Bonds maintained by the Paying Agent upon receipt of a copy of the cancelled check issued by the Bond Insurer for the payment of such interest to the Owners of the Refunding Bonds, and (ii) in the case of subrogation as to claims for past due principal, the Paying Agent shall note the Bond Insurer as subrogee on the registration books for the Refunding Bonds maintained by the Paying Agent upon surrender of the Refunding Bonds by the Owners thereof to the Bond Insurer or the insurance trustee for the Bond Insurer.

SECTION 19. Defeasance. All or any portion of the Outstanding maturities of the Refunding Bonds may be defeased prior to maturity in the following ways:

(a) Cash: by irrevocably depositing with an independent escrow agent selected by the District an amount of cash which, together with any amounts transferred from the Debt Service Fund, is sufficient to pay all Refunding Bonds Outstanding and designated for defeasance (including all principal thereof, accrued interest thereon and redemption premiums, if any) at or before their maturity date; or

(b) Government Obligations: by irrevocably depositing with an independent escrow agent selected by the District noncallable Government Obligations together with any amounts transferred from the Debt Service Fund and any other cash, if required, in such amount as will, together with interest to accrue thereon, in the opinion of an independent certified public accountant, be fully sufficient to pay and discharge all Refunding Bonds Outstanding and designated for defeasance (including all principal thereof, accrued interest thereon and redemption premiums, if any) at or before their maturity date;

then, notwithstanding that any of such Refunding Bonds shall not have been surrendered for payment, all obligations of the District with respect to all such designated Outstanding Refunding Bonds shall cease and terminate, except only the obligation of the independent escrow agent selected by the District to pay or cause to be paid from funds deposited pursuant to paragraphs (a) or (b) of this Section, to the Owners of such designated Refunding Bonds not so surrendered and paid all sums due with respect thereto.

For purposes of this Section, "Government Obligations" shall mean:

Direct and general obligations of the United States of America, obligations that are unconditionally guaranteed as to principal and interest by the United States of America (which may consist of obligations of the Resolution Funding Corporation that constitute interest strips), or obligations secured or otherwise guaranteed, directly or indirectly, as to principal and interest by a pledge of the full faith and credit of the United States of America. In the case of direct and general obligations of the United States of America,

Government Obligations shall include evidences of direct ownership of proportionate interests in future interest or principal payments of such obligations. Investments in such proportionate interests must be limited to circumstances where (a) a bank or trust company acts as custodian and holds the underlying United States obligations; (b) the owner of the investment is the real party in interest and has the right to proceed directly and individually against the obligor of the underlying United States obligations; and (c) the underlying United States obligations are held in a special account, segregated from the custodian's general assets, and are not available to satisfy any claim of the custodian, any person claiming through the custodian, or any person to whom the custodian may be obligated; provided that such obligations are rated or assessed at least as high as direct and general obligations of the United States of America by either Moody's or S&P.

SECTION 20. Other Actions, Determinations and Approvals.

(a) Officers of the Board, District officials and staff are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to proceed with the issuance of the Refunding Bonds and otherwise carry out, give effect to and comply with the terms and intent of this Resolution. Such actions heretofore taken by such officers, officials and staff are hereby ratified, confirmed and approved.

(b) The Board hereby finds and determines that both the total net interest cost to maturity on the Refunding Bonds plus the principal amount of the Refunding Bonds will be less than the total net interest cost to maturity on the Refunded Bonds plus the principal amount of the Refunded Bonds.

(c) The Board anticipates that the Refunded Bonds will be redeemed on the first optional redemption date therefor following the issuance of the Refunding Bonds.

(d) The Board hereby appoints U.S. Bank National Association as the Escrow Agent for the Refunded Bonds, and further approves the form of the Escrow Agreement, substantially in the form on file with the Secretary to the Board. The Authorized Officers, each alone, are hereby authorized to execute the Escrow Agreement with such changes as they shall approve, such approval to be conclusively evidenced by such individual's execution and delivery thereof.

(e) The Board hereby appoints RBC Capital Markets, LLC, as Underwriter and Stradling Yocca Carlson & Rauth, a Professional Corporation, as Bond Counsel and Disclosure Counsel, each with respect to the issuance of the Refunding Bonds.

(f) The provisions of this Resolution as they relate to the terms of the Refunding Bonds may be amended by the Purchase Contract. If the Purchase Contract so provides, the Refunding Bonds may be issued as crossover refunding bonds pursuant to Government Code Section 53558(b). All or a portion of the Refunding Bonds are further authorized to be issued on a forward delivery basis.

(g) Based on a good faith estimate received by the District from the Underwriter, the Board hereby finds that (i) the True Interest Cost of the Refunding Bonds (as defined in Government Code Section 5852.1(a)(1)(A)) is expected to be approximately 2.32%, (ii) the total Finance Charge of the Refunding Bonds (as defined in Government Code Section 5852.1(a)(1)(B)) is expected to be \$435,160, (iii) the total proceeds expected to be received by the District from the sale of the Refunding Bonds, less the Finance Charge of the Bonds, is \$60,854,840, and (iv) the District expects that the Total Payment Amount (as defined in Government Code Section 5852.1(a)(1)(D)), calculated to the final maturity of the Refunding Bonds, will be \$72,705,110. The information presented in this section is included in satisfaction of Government Code Section 5852.1, and shall not abrogate or otherwise limit any other provision of this Resolution.

SECTION 21. Resolution to Treasurer. The Secretary to the Board is hereby directed to provide a certified copy of this Resolution to the Treasurer immediately following its adoption.

SECTION 22. Request to County to Levy Tax. The Board of Supervisors and officers of the County are obligated by statute to provide for the levy and collection of *ad valorem* property taxes in each year sufficient to pay all principal of and interest coming due on the Refunding Bonds in such year, and to pay from such taxes all amounts due on the Refunding Bonds. The District hereby requests the Board of Supervisors to annually levy a tax upon all taxable property in the District sufficient to pay all such principal and interest coming due on the Refunding Bonds in such year, and to pay from such taxes all amounts due on the Refunding Bonds. The Board hereby finds and determines that such *ad valorem* property taxes shall be levied specifically to pay the Refunding Bonds being issued to finance and refinance specific projects authorized by the voters of the District at the Election.

SECTION 23. Continuing Disclosure. The District hereby covenants and agrees that it will comply with and carry out all of the provisions of that certain Continuing Disclosure Certificate executed by the District and dated as of the Date of Delivery, as originally executed and as it may be amended from time to time in accordance with the terms thereof. The Board hereby approves the form of Continuing Disclosure Certificate appended to the Preliminary Official Statement on file with the Secretary to the Board, and the Authorized Officers, each alone, are hereby authorized to execute the Continuing Disclosure Certificate with such changes thereto as the Authorized Officers executing the same shall approve, such approval to be conclusively evidenced by such execution and delivery. Noncompliance with the Continuing Disclosure Certificate shall not result in acceleration of the Refunding Bonds.

SECTION 24. Further Actions Authorized. It is hereby covenanted that the District, and its appropriate officials, have duly taken all actions necessary to be taken by them, and will take any additional actions necessary to be taken by them, for carrying out the provisions of this Resolution.

SECTION 25. Recitals. All the recitals in this Resolution above are true and correct and the Board so finds, determines and represents.

SECTION 26. Effective Date. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this 27th day of February, 2020.

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Gloria Negrete-McLeod
President, Governing Board
Chaffey Community College District

Attest:

Henry D. Shannon, Ph.D.
Secretary to the Governing Board
Chaffey Community College District

SECRETARY’S CERTIFICATE

I, Dr. Henry D. Shannon, Secretary to the Governing Board of the Chaffey Community College District, San Bernardino, California, hereby certify as follows:

The foregoing is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Governing Board of said District duly and regularly and legally held at the regular meeting place thereof on February 27, 2020, of which meeting all of the members of the Board had due notice and at which a quorum was present.

I have carefully compared the same with the original minutes of said meeting on file and of record in my office and the foregoing is a full, true and correct copy of the original resolution adopted at said meeting and entered in said minutes.

Said resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

Dated: February 27, 2020.

Henry D. Shannon, Ph.D.
Secretary to the Governing Board of the
Chaffey Community College District

(Form of Refunding Bond)

REGISTERED
NO.

REGISTERED
\$

CHAFFEY COMMUNITY COLLEGE DISTRICT
(SAN BERNARDINO COUNTY, CALIFORNIA)
2020 GENERAL OBLIGATION REFUNDING BONDS

INTEREST RATE: MATURITY DATE: DATED AS OF: CUSIP
____% per annum June 1, 20__

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT:

The Chaffey Community College District (the “District”) in San Bernardino County, California, for value received, promises to pay to the Registered Owner named above, or registered assigns, the Principal Amount on the Maturity Date, each as stated above, and interest thereon until the Principal Amount is paid or provided for at the Interest Rate stated above, on June 1 and December 1 of each year (the “Bond Payment Dates”), commencing June 1, 2020. This bond will bear interest from the Bond Payment Date next preceding the date of authentication hereof unless it is authenticated as of a day during the period from the 16th day of the month next preceding any Bond Payment Date to the Bond Payment Date, inclusive, in which event it shall bear interest from such Bond Payment Date, or unless it is authenticated on or before May 15, 2020, in which event it shall bear interest from the Date of Delivery. Interest on this bond shall be computed on the basis of a 360-day year of twelve 30-day months. Principal and interest are payable in lawful money of the United States of America, without deduction for the paying agent services, to the person in whose name this bond (or, if applicable, one or more predecessor bonds) is registered (the “Registered Owner”) on the Register maintained by the Paying Agent, initially U.S. Bank National Association. Principal is payable upon presentation and surrender of this bond at the designated corporate trust office of the Paying Agent. Interest is payable by wire transfer by the Paying Agent on each Bond Payment Date to the Registered Owner of this bond (or one or more predecessor bonds) as shown on the bond register maintained by the Paying Agent as of, and to the bank and account number on file with the Paying Agent as of, the close of business on the 15th day of the calendar month next preceding that Bond Payment Date (the “Record Date”).

This bond is one of an authorization of bonds issued by the District pursuant to California Government Code Section 53550 *et seq.* (the “Act”) for the purpose of refunding certain of the District’s outstanding bonded indebtedness and to pay all necessary legal, financial, and contingent costs in connection therewith. The bonds are being issued under authority of and pursuant to the Act, the laws of the State of California, and the resolution of the Governing Board of the District adopted on February 27, 2020 (the “Bond Resolution”). This bond and the issue of which this bond is one are general obligation bonds of the District payable as to both principal and interest solely from the proceeds of the levy of *ad valorem* property taxes on all property subject to such taxes in the District, which taxes are unlimited as to rate or amount.

The bonds of this issue comprise \$_____ Principal Amount of current interest bonds, of which this bond is a part (each a “Refunding Bond”).

This bond is exchangeable and transferable for bonds of like tenor, maturity and principal amount and in authorized denominations at the principal corporate trust office of the Paying Agent by the Registered Owner, upon presentation and surrender hereof to the Paying Agent, together with a request for exchange or an assignment signed by the Registered Owner or by a person legally empowered to do so, in a form satisfactory to the Paying Agent, all subject to the terms, limitations and conditions provided in the Bond Resolution. All fees and costs of transfer shall be paid by the transferor. The District and the Paying Agent may deem and treat the Registered Owner as the absolute Owner of this bond for the purpose of receiving payment of or on account of principal or interest and for all other purposes, and neither the District nor the Paying Agent shall be affected by any notice to the contrary.

Neither the District nor the Paying Agent will be required (a) to issue or transfer any bond during a period beginning with the opening of business on the 16th day next preceding either any Bond Payment Date or any date of selection of bonds to be redeemed and ending with the close of business on the Bond Payment Date or day on which the applicable notice of redemption is given or (b) to transfer any bond which has been selected or called for redemption in whole or in part.

The Refunding Bonds maturing on or before June 1, 20__ are not subject to redemption prior to their fixed maturity dates. The Refunding Bonds maturing on or after June 1, 20__ are subject to redemption on or after June 1, 20__ or on any date thereafter at the option of the District, as a whole or in part, at a redemption price equal to the principal amount of the Refunding Bonds called for redemption, plus interest accrued thereon to the date fixed for redemption, without premium.

The Refunding Bonds maturing on June 1, 20__ are subject to mandatory sinking fund redemption on June 1 of each year on and after June 1, 20__, at a redemption price equal to the principal amount thereof, together with accrued interest to the date fixed for redemption, without premium. The principal amounts represented by such Refunding Bonds to be so redeemed and the dates therefore and the final payment date is as indicated in the following table:

<u>Redemption Dates</u>	<u>Principal Amounts</u>
TOTAL	\$

The principal amount to be redeemed in each year shown above will be reduced proportionately or as otherwise directed by the District, in integral multiples of \$5,000, by any portion of the Refunding Term Bond optionally redeemed prior to the mandatory sinking fund redemption date.

If less than all of the Refunding Bonds of any one maturity shall be called for redemption, the particular Refunding Bonds or portions thereof of such maturity to be redeemed shall be selected by lot by the Paying Agent in such manner as the Paying Agent in its discretion may determine; provided, however, that the portion of any Refunding Bond to be redeemed shall be in the principal amount of \$5,000 or some multiple thereof. If less than all of the Refunding Bonds stated to mature on different dates shall be called for redemption, the particular Refunding Bonds or portions thereof to be redeemed shall be called by the Paying Agent in any order of maturity as directed by the District or, if the Paying Agent is not so directed, in the inverse order of maturity.

Reference is made to the Bond Resolution for a more complete description of the provisions, among others, with respect to the nature and extent of the security for the Refunding Bonds, the rights, duties and

obligations of the District, the Paying Agent and the Registered Owners, and the terms and conditions upon which the Refunding Bonds are issued and secured. The Registered Owner of this bond assents, by acceptance hereof, to all of the provisions of the Bond Resolution.

It is certified and recited that all acts and conditions required by the Constitution and laws of the State of California to exist, to occur and to be performed or to have been met precedent to and in the issuing of the Refunding Bonds in order to make them legal, valid and binding general obligations of the District, have been performed and have been met in regular and due form as required by law; that no statutory or constitutional limitation on indebtedness or taxation has been exceeded in issuing the Refunding Bonds; and that due provision has been made for levying and collecting *ad valorem* property taxes on all of the taxable property within the District in an amount sufficient to pay principal and interest when due.

This bond shall not be valid or obligatory for any purpose and shall not be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication below has been signed.

[REMAINDER OF PAGE LEFT BLANK]

IN WITNESS WHEREOF, the Chaffey Community College District, San Bernardino County, California, has caused this bond to be executed on behalf of the District and in their official capacities by the manual or facsimile signatures of the President of the Board of Education of the District and to be countersigned by the manual or facsimile signature of the [Secretary to/Clerk of] the Board of the District, all as of the date stated above.

CHAFFEY COMMUNITY COLLEGE DISTRICT

By: _____
(Facsimile Signature)
Gloria Negrete-McLeod
President of the Governing Board

COUNTERSIGNED:

(Facsimile Signature)
Henry D. Shannon, Ph.D.
Secretary to the Governing Board

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the Bond Resolution referred to herein which has been authenticated and registered on _____, 2020.

U.S. BANK NATIONAL ASSOCIATION, as Paying
Agent

By: _____
Authorized Representative

ASSIGNMENT

For value received, the undersigned sells, assigns and transfers to (print or typewrite name, address and zip code of Transferee): _____ this bond and irrevocably constitutes and appoints attorney to transfer this bond on the books for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

Notice: The assignor’s signature to this assignment must correspond with the name as it appears upon the within bond in every particular, without alteration or any change whatever, and the signature(s) must be guaranteed by an eligible guarantor institution.

Social Security Number, Taxpayer Identification Number or other identifying number of Assignee: _____

Unless this bond is presented by an authorized representative of The Depository Trust Company to the issuer or its agent for registration of transfer, exchange or payment, and any bond issued is registered in the name of Cede & Co. or such other name as requested by an authorized representative of The Depository Trust Company and any payment is made to Cede & Co., ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL since the registered owner hereof, Cede & Co., has an interest herein.

LEGAL OPINION

The following is a true copy of the opinion rendered by Stradling Yocca Carlson & Rauth, a Professional Corporation in connection with the issuance of, and dated as of the date of the original delivery of, the bonds. A signed copy is on file in my office.

(Facsimile Signature)
Henry D. Shannon, Ph.D.
Secretary to the Governing Board

(Form of Legal Opinion)

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020

Board Meeting Date

TOPIC **APPROVAL TO CONTRACT BY ON-CALL PROFESSIONAL SERVICES AGREEMENT FOR ARCHITECT, CRITERIA ARCHITECT AND COMMISSIONING SERVICES**

Communication No. IV.F.1.b

SUPPORTS BOARD POLICY

Supports and complies with policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts, and 6600 Capital Construction.

PROPOSAL

To authorize the District to enter into eight, five-year term, on-call professional services agreements in the amount not to exceed \$1,000,000 for each agreement with Carrier Johnson + Culture of Los Angeles, California, DLR Group of Riverside, California, HGA of Santa Monica, California, HMC Architects of Ontario, California, IBI Group of Los Angeles, California, Lionakis of Newport Beach, California, LPA of Irvine, California, and PBWS Architects of Pasadena, California, for Request for Qualifications (RFQ) No. 2020PW394 Architect, Criteria Architect, and Commissioning Services. The District is hiring eight architectural firms to establish a pool of qualified firms to perform services for the Measure P program for all district locations.

BACKGROUND

In November 2018, voters in the District approved Measure P a \$700 million general obligation bond. In order to implement the Measure P bond program, the District will require architect, criteria architect, and commissioning services for all locations. On December 6, 2019, the district released RFQ2020PW394 Architect, Criteria Architect, and Commissioning Services. The services include master planning, programming, criteria documents, design documents, construction administration and commissioning services. Architect will supply continuity in planning for the growth of the campus, and in maintaining and updating the individual campus physical master plans. Criteria Architect will develop criteria/bridging documents for projects intended to be delivered by the design-build delivery method. Commissioning will include develop District wide commissioning specifications, perform testing of project equipment, and submit project final commissioning report. The RFQ specified that the district intended to hire one or more firms and will award task order agreements for a specific project assignment on an as needed basis. The project assignment will include: scope of work, cost estimates, and conditions specific to the project. As the need for services on a project arises, a task order agreement will be brought to the board for approval or ratification. Eighteen firms submitted proposals by the RFQ deadline on January 16, 2020. District staff evaluated each proposal based on the evaluation criteria as identified in the RFQ. Upon completion of the interview process and due diligence review, Carrier Johnson + Culture of Los Angeles, California, DLR Group of Riverside, California, HGA of Santa Monica, California, HMC Architects of Ontario, California, IBI Group of Los Angeles, California, Lionakis of Newport Beach, California, LPA of Irvine, California, and PBWS Architects of Pasadena, California were determined by staff to be the best qualified to perform architect, criteria architect, and commissioning services and recommends that the district enter into a five-year term, on-call professional services agreements with all eight firms.

APPROVAL TO CONTRACT BY ON-CALL PROFESSIONAL SERVICES AGREEMENT FOR ARCHITECT,
CRITERIA ARCHITECT AND COMMISSIONING SERVICES

February 27, 2020

Page 2

BUDGET IMPLICATIONS

Funding Source – Measure P bond fund: Appropriate project funding source to be determined when task order agreements are assigned to projects.

Status of Funds – Funds are available in the appropriate bond project budget.

Future Implications – N/A

RECOMMENDATION

To authorize the District to enter into eight, five-year term, on-call professional services agreements in the amount not to exceed \$1,000,000 for each agreement with Carrier Johnson + Culture of Los Angeles, California, DLR Group of Riverside, California, HGA of Santa Monica, California, HMC Architects of Ontario, California, IBI Group of Los Angeles, California, Lionakis of Newport Beach, California, LPA of Irvine, California, and PBWS Architects of Pasadena, California, for Request for Qualifications (RFQ) No. 2020PW394 Architect, Criteria Architect, and Commissioning Services.

Attachment: RFQ 2020PW394: Architect, Criteria Architect, and Commissioning Services Firm Proposals

Prepared by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

RFQ 2020PW394 Architect, Criteria Architect and Commissioning Services

Firm	City	State
Carrier Johnson	Los Angeles	CA
DLR Group	Riverside	CA
Go Architecture	Upland	CA
HGA	Santa Monica	CA
HMC	Ontario	CA
IBI Group	Los Angeles	CA
Johnson Favaro	Los Angeles	CA
LCDG	Pasadena	CA
Lionakis	Newport Beach	CA
LPA	Irvine	CA
Miller Hull	San Diego	CA
Owen Group	Irvine	CA
PBWS Architects	Pasadena	CA
SVA Architects	Santa Ana	CA
West Edge Architects	El Segundo	CA
Westberg White	Riverside	CA
Westgroup Design	Irvine	CA
WLC Architects	Rancho Cucamonga	CA

*Eighteen firms submitted proposals by the RFQ deadline on January 16, 2020

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020

Board Meeting Date

TOPIC **APPROVAL TO CONTRACT BY ON-CALL PROFESSIONAL SERVICES AGREEMENT FOR UNDERGROUND UTILITIES LOCATE SERVICES**

Communication No. IV.F.1.c

SUPPORTS BOARD POLICY

Supports and complies with policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts, and 6600 Capital Construction.

PROPOSAL

To authorize the District to enter into two, five-year term, on-call professional services agreements in the amount not to exceed \$1,000,000 each with Psomas of Riverside, California and Site Scan of Rancho Cucamonga, California, for Request for Qualifications (RFQ) No. 2020PW395 Underground Utilities Locate Services. The District is creating a pool of two firms to perform underground utilities locate services for the Measure P program for all district locations.

BACKGROUND

In November 2018, voters in the District approved Measure P a \$700 million general obligation bond. In order to implement the Measure P bond program, the District will require underground utilities locate services for all locations. On December 10, 2019, the district released RFQ2020PW395 Underground Utilities Locate Services. The services include subsurface utility locate services that accurately and comprehensively identify, characterize, and map underground utility facilities. The RFQ specified that the district intended to hire one or more firms and will award task order agreements for a specific project assignment on an as needed basis. The project assignment will include: scope of work, cost estimates, and conditions specific to the project. As the need for services on a project arises, a task order agreement will be brought to the board for ratification. Four firms submitted proposals by the RFQ deadline on January 16, 2020. District staff evaluated each proposal based on the evaluation criteria as identified in the RFQ. Upon completion of the due diligence review, Psomas of Riverside, California and Site Scan of Rancho Cucamonga, California were determined by staff to be the best qualified to perform underground utilities locate services and recommends that the district enter into five-year term, on-call professional services agreements in the amount not to exceed \$1,000,000 with both firms.

BUDGET IMPLICATIONS

Funding Source – Measure P bond fund: Appropriate project funding source to be determined when task order agreements are assigned to projects.

Status of Funds – Funds are available in the appropriate bond project budget.

Future Implications – N/A

RECOMMENDATION

To authorize the District to enter into two, five-year term, on-call professional services agreements with Psomas of Riverside, California and Site Scan of Rancho Cucamonga, California, for Request for Qualifications (RFQ) No. 2020PW395 Underground Utilities Locate Services in the amount not to exceed \$1,000,000 for both firms.

Attachment: RFQ 2020PW395: Underground Utilities Locate Services Firm Proposals

Prepared by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

RFQ 2020PW395 Underground Utilities Locate Services

Company	City	State
Builder's Protection	Lomita	CA
McCarthy	Newport Beach	CA
Psomas	Riverside	CA
Site Scan	Rancho Cucamonga	CA

*Four firms submitted proposals by the RFQ deadline on January 16, 2020

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020
Board Meeting Date

TOPIC **APPROVAL TO DESIGNATE OCELOT (CAREERAMERICA, LLC) AS A SOLE SOURCE
PROCUREMENT**

Communication No. IV.F.1.d

SUPPORTS BOARD POLICIES

Supports and complies with Policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts.

PROPOSAL

It is recommended that the Governing Board authorize Chaffey Community College District to enter into a contract with Ocelot (CareerAmerica, LLC) of Boulder, Colorado for the Ocelot cloud-based chatbot and video content platform, which is a customizable online learning platform designed to assist students on a 24 hour basis with routine questions through the Chaffey website, on a sole source basis for the services they exclusively provide as described herein, pursuant to California Public Contract Code, Section 3400, in the amount not to exceed \$128,334.

BACKGROUND

California Public Contract Code Section 20651 requires a competitive bidding process before the governing board of a community college district lets a contract of more than the bid limit (currently ninety five thousand two hundred dollars, \$95,200) for (1) the purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district (2) services, except construction services (3) repairs, including maintenance as defined in Section 20656, that are not a public project as defined in subdivision (c) of Section 22002.

However, California Public Contract Code Section 3400 provides relief from competitive bidding in subdivision (c)(3) "in order to obtain a necessary item that is only available from one source."

Section 3400 codifies court rulings holding that where going out to bid will yield no benefit or advantage, a public entity may declare a "sole source" and make a contract without the need for formal bidding.

Therefore, District staff believe that it is in the best interest of the District for the Board to, in this case, waive California Public Contract Code section 20651 and authorize a contract with Ocelot (CareerAmerica, LLC) for the Ocelot online platform, on a sole source basis for the services they exclusively provide, without going through a competitive bidding process.

Student Services has identified Ocelot as an online platform that provides 24 hour service to assist students with routine questions through the Chaffey website. Ocelot is a customizable online learning platform with artificial intelligence, chatbots. Chatbots will house text-based questions and answers for most departments housed under student services and has potential to expand to other departments on campus. Ocelot is mobile friendly and ADA compliant. By using this service, the college will ensure questions are answered consistently and quickly at the student's convenience. The service provides a multilingual option for five languages, including fluency in Spanish and is consistent with the US Department of Education Spanish guidelines. The service will also provide analytics to evaluate questions to determine if any patterns warrant additional customization as well as overall usage data.

Sole Source Justification: Ocelot is a sole source provider of these proprietary products. These services are only available on a subscription basis directly through Ocelot.

BUDGET IMPLICATIONS

Funding Source – Restricted general fund, California College Promise program.

Current Status of Funds – Funds of \$128,334 are included in the 2019-2020 restricted general fund budget.

Future Implications – N/A

RECOMMENDATION

District staff recommends the Governing Board authorize Chaffey Community College District to enter into a contract with Ocelot (CareerAmerica, LLC) of Boulder, Colorado for the Ocelot cloud-based chatbot and video content platform, which is a customizable online learning platform designed to assist students on a 24 hour basis with routine questions through the Chaffey website, on a sole source basis for the services they exclusively provide as described herein, pursuant to California Public Contract Code, Section 3400, in the amount not to exceed \$128,334.

Attachment: Letter from Ocelot (CareerAmerica, LLC)

Prepared by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

To: Purchasing Department, Chaffey College
From: Damon Vangelis, CEO
Date: 1/24/2020
Re: **Sole Source Nature of Ocelot Services**

Dear Purchasing Officer:

Ocelot is a 16-year-old niche content and technology company. Ocelot works with institutions of higher education to help schools communicate with students and parents using chatbots and videos. Ocelot is a “Sole Source” supplier of three proprietary products, both of which are Section 508 compliant.

Ocelot has three products that **no other company provides**:

1 – Artificially Intelligent Conversational Ocelot Chatbots. Ocelot Bots come pre-loaded with a knowledgebase of over 2,500 text-based questions and answers, and over 2,000 FATV videos covering student service topics. Ocelot Bots are 100% customizable. They are available in Spanish. The Ocelot Platform has a unique community feature that leverages content from all Ocelot Bots (over 100 higher educations are on the platform), enabling schools to deploy and maintain their bots for a fraction of the time and effort compared to other available chatbot tools.

2 - FATV’s GetAnswers video Service. This is a comprehensive and customizable highly-visual knowledgebase of content created by Ocelot that is anchored by a pre-made library of regularly-updated online video content (our library includes over 2,000 videos) dealing with financial aid and related student service topics. Students can access the content in a variety of ways: through an artificially intelligent chatbot, a searchable portal, videos embedded on the school’s website, integration in text and email communications, school signage systems, and via social media applications. The videos in the library are updated regularly as state and federal financial aid programs change. The library can be customized for schools to meet their needs. Schools receive detailed analytics on questions answered, as well as videos watched. Video content is also available in multiple languages, including Spanish, Chinese, and Creole.

3 - GetSAP. This is a customizable online learning platform created by Ocelot that aids school clients in educating students about the school's Satisfactory Academic Progress (SAP) policy. GetSAP is a pre-loaded online platform with Ocelot content, which is supplemented by video content created by Ocelot relating to the school's unique SAP policy, along with testing components. With use of Ocelot's proprietary technology, schools can embed videos, specific counseling sessions, and calculators on their website and receive analytics on counseling sessions attempted and/or completed.

Ocelot services are available on a subscription basis directly through us. Ocelot is owned by CareerAmerica, LLC. All Ocelot content is subject to copyright protection.

If you have any questions, please contact me at (303) 351-2546.

Sincerely,



AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020

Board Meeting Date

TOPIC **APPROVE AND AUTHORIZE PROFESSIONAL SERVICES CONTRACT: ADA ASSESSMENT, DEVELOP AND UPDATE IMPLEMENTATION PLAN**

Communication No. IV.F.1.e

SUPPORTS BOARD POLICY

Supports and complies with policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts, and 6600 Capital Construction.

PROPOSAL

To authorize the District to enter into Contract 2020PW393 with 19Six Architects of Corona, California, for Request for Qualifications (RFQ) No. 2020PW393 Professional Services Contract to conduct an Americans with Disabilities (ADA) assessment and develop an updated implementation plan in the amount not to exceed \$185,800.

BACKGROUND

In November 2018, voters in the District approved Measure P a \$700 million general obligation bond. In order to identify existing and future accessibility needs, document accessibility facility standards, and provide design criteria for future capital building projects, the District is seeking to conduct an ADA evaluation report and implementation plan. On December 6, 2019, the district released RFQ2020PW393 ADA assessment, and develop and update implementation plan. The project consists of an ADA self-evaluation report and implementation plan to serve as a pragmatic application tool that will identify existing and future accessibility needs, document accessibility facility standards, and provide design criteria for future capital building projects. Three firms submitted proposals by the RFQ deadline on January 16, 2020. District staff evaluated each proposal based on the evaluation criteria as identified in the RFQ. Upon completion of the interview process and due diligence review, 19Six Architects of Corona, California was determined by staff to provide the best overall value and it is recommended that the District accept 19Six Architect's proposal in the amount not to exceed \$185,800.

BUDGET IMPLICATIONS

Funding Source – Measure L and Measure P bond funds: Project 7.7 District-Wide Upgrades.

Status of Funds – Funds of \$185,800 for this contract are included in the 2019-2020 bond fund budgets.

Future Implications – N/A

RECOMMENDATION

It is recommended that the Governing Board authorize the District to enter into Contract No. 2020PW393 with 19Six Architects of Corona, California, for Request for Qualifications (RFQ) No. 2020PW393 for Professional Services – Americans with Disabilities Assessment (ADA) and develop an updated implementation plan in the amount not to exceed \$185,800 for all services including reimbursable expenses.

Attachment: RFQ 2020PW393: ADA Assessment Services Firm Proposals

Prepared by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

RFQ 2020PW393 ADA Assessment Services

Architectural Firm Name	City	State
19 Six Architects	Corona	CA
Jensen Hughes	Concord	CA
Owen Group	Irvine	CA

*Three firms submitted proposals by the RFQ deadline on January 16, 2020

**AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD**

February 27, 2020
Board Meeting Date

TOPIC **CONTRACT EDUCATION AGREEMENT - B. BRAUN MEDICAL INC.**

Communication No. IV.F.1.f

SUPPORTS BOARD POLICY

Board Policy 4104 Contract Education-Contract education is defined as those situations in which a community college district contracts with a public or private entity for the purposes of providing instruction or services or both by the community college. The District may provide educational, training, and related services to public and private organizations or individuals by means of contract education in those circumstances where the District is prohibited from using public funds to provide the requested training or services, or where public funds are not available to provide the training or services. All contract education activities shall produce sufficient revenue to cover all costs associated with the training or services provided. All contract education activities provided by the District are within the definition and scope of contract education provided in Title 5, Section 55170 and Education Code Sections 78020-78023.

PROPOSAL

To approve the agreement with B. Braun Medical Inc. to design, develop and deliver Industrial Maintenance Skills training in the amount of \$189,700.

BACKGROUND

This agreement with B. Braun Medical Inc. is to design, develop and deliver Industrial Maintenance Skills training to its workforce. Training will take place at the Intech center and the Chino Information Technology Center.

BUDGET IMPLICATIONS

Funding Source – B.Braun Medical Inc.

Status of Funds – The 2019-2020 unrestricted general fund budget will be increased by \$189,700 as indicated below:

48xxx	Income	<u>\$189,700</u>
52xxx	Classified Salaries	\$ 62,400
53xxx	Benefits	51,037
54xxx	Supplies	2,000
55xxx	Other Services	<u>74,263</u>
	Total	<u>\$189,700</u>

Future Implications – None

RECOMMENDATION

It is recommended that the Governing Board approve the agreement with B. Braun Medical Inc. to design, develop and deliver Industrial Maintenance Skills training in the amount of \$189,700.

Prepared by:	Sandra Sisco, Director, Economic Development
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 27, 2020
Board Meeting Date

TOPIC **CONTRACT, PURCHASE ORDER, AND WARRANT LISTS**

Communication No. IV.F.1.g

SUPPORTS BOARD POLICY

Board Policy 6310 Accounting – Present to the Governing Board at a regular Governing Board meeting a list of all purchase orders and/or District warrants for Governing Board review and ratification.

PROPOSAL

To ratify the contract, purchase order, and warrant lists as presented.

BACKGROUND

The attached reports represent all contracts, purchase orders, and district warrants for the month of January 2020.

BUDGET IMPLICATIONS

Funding Source – All Funds

Status of Funds – Funding for these contracts, purchase orders, and warrants are included in the 2019-2020 adopted district budgets.

Future Implications – None

RECOMMENDATION

It is recommended the Governing Board ratify the attached contract, purchase order, and warrant lists.

Prepared by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry Shannon, Superintendent/President

CONTRACT AND CHANGE ORDER LIST¹

Contract Number	Vendor	City, State	Description of Service	Amount	Funding Source
2020CS438	A-B-CPR & First Aid Training, Inc.	San Diego, CA	For a not-to-exceed amount, to facilitate an adult and pediatric CPR and First Aid training workshop for the Child Development Center staff on January 7, 2020, as approved by the Child Development Center.	\$590.00	Child Development Center
2020CS381	Ai-Media Inc.	Youngstown, CA	For a not-to-exceed amount, to provide as-needed live captioning and live notetaking services, for the period of December 18, 2019 through June 30, 2020, as approved by Disability Programs and Services. ²	3,000.00	Restricted General Fund
2020PW424	Albert A. Webb Associates	Riverside, CA	Amendment 1 to increase the not-to-exceed amount and to extend the completion date to September 30, 2020, for additional CEQA-related environmental services, as approved by Administrative Services.	2,898.00	Capital Projects Fund
2020CS425	Alexis Stark	Moreno Valley, CA	For a not-to-exceed amount, to provide photography services for the Holiday Christmas Concert on December 7, 2019, as approved by Visual and Performing Arts.	75.00	Auxiliary Services Fund
2018PW193	B2 Environmental, Inc.	Glendora, CA	Amendment 3 to increase the not-to-exceed amount and to extend the completion date to February 20, 2020, for project management and air monitoring consulting services for the Museum, Planetarium, Theatre and Parking Lot modernization project, as approved by Administrative Services.	1,500.00	Measure L Bond Fund
2020PW452	Brandow & Johnston	Los Angeles, CA	For not-to-exceed amount, to provide structural engineering services to evaluate a property located in Ontario, CA and to determine if the building may qualify to be used as a school building, for period of January 13, 2020 through September 1, 2020, as approved by Administrative Services.	7,000.00	Measure P Bond Fund
2020CS411	BSN Sports, LLC	Corona, CA	For a not-to-exceed amount, to repair and raise batting cage nets, located at the Rancho Cucamonga Campus, for the period of December 16, 2019 through June 30, 2020, as approved by Athletics.	2,363.95	Unrestricted General Fund
2020CS450	Carole Frances Lung-Bazile	Long Beach, CA	For a not-to-exceed amount, visiting artist will participate in the guided conversations series for the "Fashion Conscious" exhibition, on December 10, 2019, as approved by the Wignall Museum.	150.00	Unrestricted General Fund
2020CS453	Carole Frances Lung-Bazile	Long Beach, CA	For a not-to-exceed amount, to participate in a visiting artist discussion for the "Fashion Conscious" exhibition every Wednesday, for the period of January 13, 2019 through March 14, 2019, as approved by Wignall Museum.	500.00	Unrestricted General Fund

¹ Funding for all contracts and change orders on this list are included in the 2019-2020 adopted district budgets.

² Funded by Disability Programs and Services (DPS) budget.

2020CS455	Catherine M. Fischer	Upland, CA	For a not-to-exceed amount, to operate the score table for men and women's basketball home contests, for the period of January 6, 2020 through March 3, 2020, as approved by Athletics.	\$360.00	Auxiliary Services Fund
2020CS419	Educational Management Solutions	Murphys, CA	For a not-to-exceed amount, to examine reclassification appeal requests submitted by District employees and/or union representatives, for the period of July 1, 2019 through June 30, 2020, as approved by Human Resources.	10,000.00	Unrestricted General Fund
2020PW457	Floor Technology Group	Orange, CA	For a not-to-exceed amount, to remove and dispose of existing carpet and replace with new carpet tiles in the Student Services Administration Building, for the period of January 29, 2020 through February 29, 2020, as approved by Facilities Development. ³	7,966.64	Restricted General Fund
2020PW440	Geocon West Inc.	Irvine, CA	For a not-to-exceed amount, to prepare a Geotechnical Feasibility Investigation and Phase 1 Environment Site Assessment to aid the District in land acquisition for the future campus expansion of the Fontana Campus, for the period of January 6, 2020 through February 28, 2020, as approved by Administrative Services.	17,300.00	Measure P Bond Fund
2020PW414	Geocon West, Inc.	Irvine, CA	For a not-to-exceed amount, to provide geotechnical investigation services for the proposed site of an instructional building located at the Chino Campus, for the period of December 19, 2019 through February 28, 2020, as approved by Administrative Services.	26,550.00	Measure L & P Bond Funds
2020CS111	Immaculata Studios, LLC	Coram, MT	Amendment 1 to increase the not-to-exceed sum, for additional digital advertising services for enrollment objectives, as approved by Marketing and Public Relations Department.	39,156.00	Unrestricted General Fund
2020CS67	Jennifer A. Ingalls	San Bernardino, CA	Amendment 1 to increase the not-to-exceed amount, for additional sign language interpreting services, as approved by Disability and Programs and Services. ⁴	15,000.00	Restricted General Fund
2020CS216	JoAnn Ruth Simmons	Rancho Cucamonga, CA	Amendment 1 to increase the not-to-exceed amount, for additional counseling services, as approved by Human Resources.	500.00	Unrestricted General Fund
2020CS449	Katherine C. Roberts	Upland, CA	For a not-to-exceed amount, visiting artist will participate in the "Fashion Conscious," exhibition, on December 18, 2019, as approved by the Wignall Museum.	150.00	Unrestricted General Fund
2020CS436	Kenneth W. Eaves	Loma Linda, CA	For a not-to-exceed amount, to provide training services and related support to educational organizations wanting to become an Accredited Training Educational Facility and to assist in implementing National Center for Construction Education and Research curriculum, for the period of January 2, 2020 through June 30, 2020, as approved by Business Services. ⁵	12,600.00	Restricted General Fund
2018PW234	Knowland Construction Service, Inc.	Rancho Palos Verdes, CA	Amendment 4 to extend the term end date to March 31, 2020 due to additional services related to Measure L Renovation Projects, as approved by Administrative Services.	No Cost Impact	Measure L Bond Fund

³ Funded by Physical Plant & Instructional Support Block grant budget.

⁴ Funded by Disability Programs and Services (DPS) budget.

⁵ Funded by Economic Development grant funds.

2020CS364	Landwirth Legacy Productions, LLC	Burbank, CA	Amendment 1 to increase the not-to-exceed amount, for additional digital creative services, as approved by Marketing and Public Relations Department.	\$10,714.00	Unrestricted General Fund
2020CS437	Mary Aileen Lawson	Rancho Cucamonga, CA	For a not-to-exceed amount, to provide consulting services in support of Student Learning Outcomes, for the period of January 9, 2020 through June 30, 2020, as approved by Health Sciences. ⁶	41,000.00	Restricted General Fund
2020CS467	Maxwell Drye	Beaumont, CA	For a not-to-exceed amount, to provide DJ services during "Taste of Soul," a Black History Month event at the Rancho Cucamonga Campus on February 27, 2020, as approved by Special Populations and Equity. ⁷	253.24	Restricted General Fund
2020CS468	Maxwell Drye	Beaumont, CA	For a not-to-exceed amount, provide MC services for a Black History Month event at the Wignall Museum Patio on February 5, 2020, as approved by Special Populations and Equity. ⁸	403.24	Restricted General Fund
2020CS469	Maxwell Drye	Beaumont, CA	For a not-to-exceed amount, to provide DJ services for the 6 th annual Black/African American Celebration of Graduates on May 16, 2020, as approved by Special Populations and Equity. ⁹	603.24	Restricted General Fund
2020CS443	Omni Update	Camarillo, CA	For a not-to-exceed amount, to set up and configure a shell site processing script and process a district provided information architecture map, for the period of January 9, 2020 through June 30, 2020, as approved by Marketing and Public Relations.	4,000.00	Unrestricted General Fund
2020CS444	Omni Update	Camarillo, CA	For a not-to-exceed amount, to provide a Developer Assistance Plan for project guidance and consultation, and to allow for incremental changes to the District's website, for the period of January 1, 2020 through December 31, 2020, as approved by Marketing and Public Relations.	6,000.00	Unrestricted General Fund
2020CS451	Pilar Gallego	Los Angeles, CA	For a not-to-exceed amount, visiting artist will participate in the "Fashion Conscious," exhibition, on December 18, 2019, as approved by the Wignall Museum.	150.00	Unrestricted General Fund
2020CS479	Professional Personnel Leasing, Inc.	South Lake Tahoe, CA	For a not-to-exceed amount, consultant will work with the Superintendent/President or designee regarding District priorities within the following but, not limited to: educational plans and associated initiatives, strategic implementation, and professional development for administrative personnel, for the period of January 1, 2020 through November 30, 2020, as approved by Business Services and Economic Development.	90,000	Unrestricted General Fund

⁶ Funded by Strong Workforce budget.

⁷ Funded by Student Equity budget.

⁸ Funded by Student Equity budget.

⁹ Funded by Student Equity budget.

2020CS445	Puretec Industrial Water	Oxnard, CA	For a not-to-exceed amount, to provide as-needed maintenance and repairs of water softener tank models at the Chino Campus, for the period of July 1, 2019 through June 30, 2020, as approved by Facilities and Construction.	\$6,500.00	Unrestricted General Fund
2020CS110	Rise Interpreting Inc.	Riverside, CA	Amendment 2 to increase the not-to-exceed amount for additional sign language interpreting services, as approved by Disability Programs and Services. ¹⁰	18,500.00	Restricted General Fund
2020CS81	Solomon Law, APC	Los Angeles, CA	Amendment 1 to increase the not-to-exceed sum for additional workplace investigation services, as approved by Human Resources.	32,900.00	Unrestricted General Fund
2020CS441	Southland Industries	Garden Grove, CA	For a not-to-exceed amount, provide all labor, materials, and equipment necessary to excavate and expose existing underground chilled water piping leak near Business Education, fencing to be provided for up to one month, for the period of November 1, 2019 through January 31, 2020, as approved by Facilities and Construction.	15,500.00	Capital Projects Fund
2020PW408	Terracon Consultants Inc.	Colton, CA	For a not-to-exceed amount, conduct a Phase 1 Environmental Site Assessment of a site located in Ontario, CA, for the period of November 26, 2019 through December 31, 2019, as approved by Administrative Services.	3,200.00	Measure P Bond Fund
2020CS429	Trane US Inc.	Brea, CA	For a not-to-exceed amount, supply, deliver, and install R-123 refrigerant to charge Central Plant Centrifugal Chiller, located at the Rancho Cucamonga Campus, for the period of December 12, 2019 through March 31, 2020, as approved by Facilities and Construction.	7,197.11	Scheduled Maintenance Fund
2020PW417	Trinity Construction, Inc	Upland, CA	For a not-to-exceed amount, provide general contracting services in the Student Services Administration Building, Rooms 202 and 204. The scope of work includes removing a wall, relocating fire strobe device electrical, and repairing all holes in the wall, for the period of December 14, 2019 through January 14, 2020, as approved by Facilities Development.	6,175.00	Unrestricted General Fund
2020CS328	Workforce Incubator	Livermore, CA	Amendment 1 to extend the term completion date to March 31, 2020 for additional consulting services to support the Energy Skills collaborative, as approved by Economic Development. ¹¹	No Cost Impact	Restricted General Fund

List reflects contracts entered into and change orders to existing contracts through January 31, 2020.¹²

¹⁰ Funded by Disability Programs and Services (DPS) budget.

¹¹ Funded by Economic Development grant funds.

¹² Funding for all contracts and change orders on this list are included in the 2019-2020 adopted district budgets.

CHAFFEY COMMUNITY COLLEGE

WARRANT REGISTER REPORT

FOR THE MONTH OF JANUARY 2020

GENERAL FUNDS (10)

PAYROLL	7,420,500.85	
COMMERCIAL	4,101,982.45	
TOTAL FUND (10)		11,522,483.30

SCHEDULED MAINTENANCE FUND (42) 17,338.26

BUILDING FUND (40 and 43) 20,070.21

EARLY RETIREMENT FUND (61) 961.19

VACATION LIABILITY (69) -

CAPITAL OUTLAY PROJECT FUND (41) 51,508.29

CHILD DEVELOPMENT FUND (33)

PAYROLL	83,383.34	
COMMERCIAL	249,125.10	
TOTAL FUND (33)		332,508.44

TOTAL ALL FUNDS **\$ 11,944,869.69**

PAYROLL WARRANT/ADVICE NUMBERS

126464-126606 423097-425138 *(Void 126465-126510)*

COMMERCIAL WARRANT NUMBERS

1014745-1014796 1726096-1727004 *(Void 1726095)*

PURCHASE ORDER NUMBERS

BPO's	14500-14507	\$	15,087.00
PO's	53944-54070	\$	558,227.54