

APPENDIX A.1
Original Lease Agreement

JAN 28 2002

LOS MEDANOS COLLEGE

January 25, 2002

Vice President, Academic and Student Affairs

TO: John Hendrickson

FROM: Peter Garcia

SUBJECT: Brentwood Center

Dear John,

Attached please find the original signed Lease Agreement between the Contra Costa Community College District and the City of Brentwood.

Sincerely,

Peter Garcia
Vice President, Academic and Student Affairs

**LEASE
BRENTWOOD EDUCATION
AND BUSINESS CENTER**

THIS LEASE, is made as of this 10th day of December, 2001 ("Effective by and between **CITY OF BRENTWOOD**, a municipal corporation, ("Landlord"), and **CONTRA COSTA COMMUNITY COLLEGE DISTRICT**, a Public Community College District established under the laws of the State of California, ("Tenant").

WITNESSETH:

In consideration of the rents and covenants and subject to the terms herein set forth, Landlord hereby leases to Tenant, and Tenant hereby leases from Landlord those certain premises, to be tenant improvements to be constructed at 7391 Brentwood Boulevard, Brentwood, California, Contra Costa County, a portion of Assessor's Parcel No 016-110-016 ("**Property**") containing approximately 3.08 acres, and 17,000 square feet of Floor Area (as hereinafter defined) (the "**Demised Premises**"), subject to Paragraph 2(a)(iii) and (iv) below, as more particularly designated and outlined on a plat labeled Exhibit A and described on Exhibit B each attached hereto and incorporated herein by reference.

The Demised Premises, consisting of approximately 17,000 square feet, shall be located in the Shopping Center commonly known as the Brentwood Center and consisting of approximately thirty four thousand five hundred (34,500) square feet of floor area and approximately one hundred thirty one thousand twenty eight (131,028) square feet of land including supporting improvements (the "**Shopping Center**") Tenant acknowledges that said tenancy is subject to restrictions ("**Restrictions**") of record as of the date of this Lease, if any, attached to this Lease as Exhibit C and incorporated herein by reference as though fully set forth.

1. Term

(a) The **Term** of this Lease shall be a period of ten (10) years commencing on September 1, 2001, (hereinafter referred to as the "**Commencement Date**").

(b) Provided Tenant is not in default beyond any applicable cure period at the time Tenant delivers an Option Notice (as defined below), and as of the commencement date of the respective option period, Tenant shall have two (2) options to renew this Lease for a term of five (5) years each option, upon all the terms, covenants and conditions set forth herein except for Minimum Yearly Rent ("**Extended Term**"). Minimum Yearly Rent for the Extended Term shall be as provided in Paragraph 2, below. The right to exercise such options shall be conditioned upon Tenant's giving Landlord written notice of its election to renew ("**Option Notice**") not less than six (6) months nor more than twelve (12) months prior to the expiration of the initial Lease Term. After the exercise of an option, all references to Term of this Lease shall be deemed to mean the Term as extended pursuant to this Paragraph.

Notwithstanding any other provision of this Lease, the Landlord retains the right to terminate this Lease after five years from the Commencement Date of this Agreement or no later than September 1, 2006 by providing a 120 day termination notice to the Tenant as provided in Paragraph 21 and subject to review based on the following factors:

- (i) Whether the Tenant's enrollment has exceeded 200 FTES by September 1, 2005;
- (ii) Whether the Tenant's curriculum is equivalent in type to other local community colleges in Alameda County and Contra Costa County; or
- (iii) The Landlord costs do not materially exceed those projected at the time this Lease, as described in Exhibit D incorporated herein by this reference, was executed and that the Landlord's losses are not excessive.

2. Rentals

Tenant agrees to pay the greater of the following two amounts as Base Rent: (a) Minimum Yearly Rent as listed below or (b) \$500 per FTES, as verified by an annual FTES or its equivalent up to a maximum of \$243,000 per year. It is understood between the Tenant and Landlord that after ten years this alternative method of rent payment shall be reopened for review as to the method of rent payment based upon \$500 FTES in order to determine an equitable alternative that accurately reflects actual costs and income for both Tenant and Landlord.

The Tenant and Landlord also agree to reopen this agreement on January 1st of any calendar year concerning rent payment after the initial 12 months of Tenant occupancy if the Landlord's actual utility costs exceed the projected utility costs. If the Landlord's actual utility costs exceed the projected utility costs, Tenant agrees to pay the amount of the actual costs over the projected utility costs for the next year. If the actual utility costs fall below the Landlord's projected utility costs for the past calendar, then Tenant will not be obligated to pay the amount over the projected utility costs on January 1st as part of the Tenant's Minimum Yearly Rent payment.

Tenant covenants and agrees to pay Minimum Yearly or Base Rent as described below, without offset or deduction, except as expressly authorized elsewhere in this Lease, to the Landlord, its successors: and assigns at the following rates and times:

(a) Minimum Yearly Rent.

(i) Tenant shall pay Minimum Yearly Rent as follows:

<u>Lease Year(s)</u>	<u>Minimum Yearly Rent</u>
1	\$85,000
2	\$90,000
3	\$105,000

4	\$115,000
5	\$125,000
6	\$150,000
7	\$175,000
8	\$175,000
9	\$175,000
10	\$175,000

(ii) The Minimum Yearly Rent shall be paid pro-rata (one half the Minimum Yearly Rent) every 6 months, on January 15th, and July 15th of each calendar year, during the Term. The first such payment shall include any pro-rated Rent from the Rent Commencement Date until the first full calendar month following the Rent Commencement Date.

(iii) Landlord and Tenant shall execute a Commencement Date Memorandum confirming the Commencement Date, Rent Commencement Date, Termination Date and total square footage of the Floor Area of the Demised Premises upon the commencement of this Lease in substantially the same form as Exhibit F. Landlord and Tenant hereby acknowledge and agree that all Rent payable by Tenant pursuant to this Lease is calculated on the assumption that the Floor Area of the Demised Premises consist of approximately seventeen thousand (17,000) square feet.

(iv) The term Floor Areas as used throughout this Lease shall be deemed to mean and include all areas for the exclusive use and occupancy by a tenant of Landlord, or by any other occupant of the Shopping Center, whether actually occupied or not, measured from the exterior surface of exterior walls (and from the extensions thereof, in the case of openings) and from the center of interior demising partitions, and shall include, but not be limited to, restrooms, mezzanines, warehousing or storage areas, clerical or office areas and employees areas within the tenant's premises and a prorata share of any enclosed common area.

(b) Option Rent

First Five Year Option

During the First Option Period, the Minimum Yearly Rent shall be based equally between the last Yearly Rent (\$175,000 per year) and the then prevailing market rental rate, as agreed to by the parties, but shall not ever exceed 85% of the prevailing market rental rate during this First Five Year Option period. Commencing on the first (1st) day of the First Option Term and continuing, if exercised by Tenant, Minimum Yearly Rent of \$175,000 shall remain plus an amount consisting of at least Twenty percent (20%) of the prevailing market rate shall be added to the Minimum Yearly Rent of \$175,000, but shall not exceed 85% of the prevailing market rental rate ("FMR"). The following year Rent during the Extended Term shall be the increased by an

additional twenty percent (20%) of Fair Market Rent plus the last Yearly Rent of the original term period (\$175,000), as determined in this Lease, as follows:

First Year of Option	\$175,000 plus 20% of the Fair Market Rent Rate (But not Exceeding 85% of FMR)
Second Year of Option	\$175,000 plus 40% of the Fair Market Rent Rate (But Not exceeding 85% of FMR)
Third Year of Option	\$175,000 plus 60% of the Fair Market Rent Rate (But Not exceeding 85% of FMR)
Fourth Year of Option	\$175,000 plus 80% of the Fair Market Rent Rate (But Not exceeding 85% of FMR)
Fifth Year of Option	85% of FMR

Notwithstanding any provision or term stated in this Lease, Landlord and Tenant agree that the Minimum Yearly Rent during the First Year of this Option through the Fifth Year of this Option shall be \$243,000 plus the percentage of FMR stated and provided above, but under no circumstances shall the Yearly Rent exceed 85% of the Fair Market Rental Rate.

Second Five Year Option

Minimum Yearly Rent for the **Second Five Year Option Period** shall be the Fair Market Rent..

(c) Fair Market Rent

(i) For purposes of this Paragraph 2 Fair Market Rent ("FMR") is the amount of Rent a Landlord would receive for a similar use for comparably sized premises in a comparably sized shopping center located in Eastern Contra Costa County with comparable ingress/egress and exposure to public streets and with comparable tenant improvements.

(ii) In the event the parties cannot agree upon the FMR then each shall name a real estate agent or broker with at least five (5) years experience, of which at least five (5) years include negotiating leases with major tenants, familiar with the commercial rents in the above stated Eastern Contra Costa County and the two (2) so named shall agree upon a third agent or broker with similar qualifications. Each shall then opine in writing no later than four (4) months prior to the date the applicable Term would otherwise expire, the FMR for purposes of determining the Rent for the applicable option period. FMR shall be the average of the two (2)

closest opinions. Each party shall pay the agent or broker it selects any fees relating to obtaining the FMR of the Demised Premises and one-half (1/2) of the third agent or broker's charges in connection with same.

(d) Definition of Rent

Any and all payments of Minimum Yearly Rent shall constitute "Rent" for purposes of this Lease. Any Rent payable to Landlord by Tenant for any fractional year shall be prorated based on a three hundred sixty-five (365) day year. Any and all Rent payments shall commence on the Rent Commencement Date.

3. Possession

Possession of the Demised Premises shall be September 1, 2001 ("Delivery Date"). Landlord shall give at least thirty (30) days notice of projected date of possession. Notwithstanding the Commencement Date, Landlord agrees to provide Tenant with complete access to the Demised Premises upon completion of Landlord's Work (as hereinafter defined) and in order to commence and complete Tenant's Work (as hereinafter defined).

4. Construction Work

Landlord shall deliver the Demised Premises vacant and in "broom clean" condition and otherwise "as-is" condition except for the Improvements specified in the attached Exhibit D ("Landlord's Work"). Landlord has submitted to Tenant a full set of as-built plans depicting the construction of the shell and exterior of the Demised Premises in accordance with Exhibit D attached hereto and incorporated herein by reference.

Tenant shall accept the Demised Premises upon satisfactory completion of Landlord's Work as certified by Tenant's project manager and Landlord's project architect in accordance with Exhibit D, subject only to minor punchlist items, and ready for commencement of any of Tenant's work ("Tenant's Work") to be done pursuant to Exhibit E attached hereto and incorporated herein by reference. Tenant's acceptance of the Demised Premises shall be evidenced by execution of the attached Acceptance of the Premises attached hereto as Exhibit H and incorporated herein by reference. For purposes of this Lease, completion of Landlord's Work in accordance with Exhibit D and subject only to minor punchlist items shall be defined as items which shall in no event exceed Four Thousand Dollars (\$4,000.00) and which do not interfere with Tenant's ability to commence and complete Tenant's Work. Notwithstanding the foregoing, Landlord shall complete such minor punchlist items no later than thirty (30) days after Tenant's acceptance of possession in accordance with this Paragraph 4.

Furthermore, Landlord acknowledges and agrees that Tenant shall have complete access to the Demised Premises for delivery and installation of all equipment, fixtures and other personal property upon delivery of possession to Tenant in accordance with this

Lease. In the event Landlord does not provide complete access to the Premises as outlined herein and/or a final Certificate of Occupancy is not issued due to causes within the Landlord's control, the Commencement Date shall be extended by the number of days necessary for Landlord to provide complete access and/or complete its obligations to enable Tenant to obtain a Certificate of Occupancy.

Landlord warrants to Tenant that as of the date of delivery of possession, the fire suppression system (as installed) and any other systems installed by Landlord or otherwise existing at the Demised Premises, shall be in good operating condition, and the Demised Premises shell and Landlord's Work thereto shall have been constructed in compliance with plans approved by Tenant and in a workmanlike manner free of defects as to materials, workmanship and/or design. If a noncompliance with said warranty exists at anytime during the Term of this Lease, Landlord shall, except as otherwise provided in this Lease, promptly after receipt of written notice from Tenant setting forth with specificity, the nature and extent of such noncompliance, repair same at Landlord's expense. In the event such noncompliance occurs prior to the Rent Commencement Date, the Rent Commencement Date shall be extended by the number of days necessary for Landlord to repair any noncompliance under this Paragraph

Tenant shall commence Tenant's Work and shall diligently pursue such installation and work to completion. At expiration or termination of this Lease, Tenant agrees to remove at Tenant's expense, Tenant's fixtures and those interior and other improvements made by Tenant which Landlord designates in writing not less than thirty (30) days prior to such expiration that Tenant shall be required to remove, and shall otherwise return the Demised Premises to Landlord in good condition, ordinary wear and tear, damage by casualty, condemnation act of god and/or failure to make repairs by Landlord excepted, Notwithstanding any provision of this Lease to the contrary, in no event shall Tenant be required to remove any improvements and/or alterations which are incorporated into the building structure and/or enclosed in any exterior or interior wall of the Demised Premises, Landlord shall be permitted to post Notices of Non-Responsibility in connection with completion of Tenant's Work by Tenant's contractor and subcontractors at the Demised Premises.

5. Use

Tenant may engage in any lawful use of the Demised Premises not in conflict with its approved conditional use permit and any applicable zoning ordinance. During the Term of this Lease and any extension thereof, Tenant shall have the exclusive right to operate a general office purposes and/or operation of school which offers higher education classroom instructions generally offered at public or private schools or colleges in the State of California, but excluding cosmetology schools, and shall not use or permit the Premises to be used for any other purpose without the prior written consent of the Landlord and applicable compliance with City of Brentwood regulations.

6. Lease Year

The term "Lease Year" as used herein shall mean a period of twelve (12) consecutive full calendar months. The first (1st) Lease Year shall begin September 1, 2001. Each succeeding Lease Year shall commence on September 1st.

7. Termination

This Lease shall terminate on the tenth (10th) anniversary of the Rent Commencement Date (September 1, 2011), unless Tenant notifies Landlord of its intent to exercise its option(s) to renew as provided in Paragraph 1 (b) above in which event this Lease shall terminate on the day preceding the fifteenth (15th), nineteenth (19th) anniversary of the Rent Commencement Date as the case may be.

8. Force Majeure

Anything in this Lease to the contrary notwithstanding, providing such cause is not due to the willful act or neglect of the party charged, that party shall not be deemed in default with respect to the performance of any of the terms, covenants and conditions of this Lease other than the payment of Rent if same be due to any strike, lockout, civil commotion, war-like operation, invasion, rebellion, hostilities, military or usurped power, sabotage, governmental regulations or controls, through act of god or other cause beyond the control of the said party. If, however, Tenant is unable to carry on its operation due to such occurrence of force majeure, Tenant's obligations under this Lease (including the payment of Rent) will abate until the condition of the Demised Premises is corrected to allow the contemplated use of Tenant. Should the abatement continue for a period of one hundred and eighty (180) days, and provided Tenant is not in default of this Lease beyond any applicable cure period, Landlord or Tenant shall have the right to terminate this Lease on written notice to Landlord hereunder.

9. Payments at the Landlord's Direction

All Rent payable and all statements deliverable by the Tenant to the Landlord under this Lease shall be paid and delivered to the Landlord at the place designated by the Landlord for notices under this Lease, or any place it so designates in writing in the future.

10. Roof and Walls

Landlord shall have the exclusive right to use all or any part of the roof of the Demised Premises for any purpose, to erect additional structures on or over all or any part of the leased Demised Premises, to remodel, expand, contract or otherwise alter or change any portion or portions of the Shopping Center; and to erect scaffolding in connection with the construction on the exterior of the Demised Premises and/or Shopping Center, provided that such activities shall not materially interfere with Tenant's use, access, ingress and egress to and from visibility or parking. If the exercise by Landlord of its rights under this Paragraph materially and adversely affect tenant's

operation, Rent shall proportionately abate until the earlier of (i) the day on which Tenant's operation is no longer affected, or (ii) completion of the activities in question.

11. Past Due Rent and Additional Sums

If the Tenant shall fail to pay within ten (10) days of the due date thereof, any Rent, additional Rent or any other amounts or charges, such unpaid amount shall accrue a late charge in the amount of ten percent (10%) of the unpaid amount, and shall in addition thereto bear interest from the eleventh (11th) day following the due date until the date of payment at the rate of twelve percent (12%) per annum, which equals one (1) percent per month.

12. The Tenant's Covenants

The Tenant covenants and agrees as follows:

(a) Prompt Payment

Tenant shall pay when due all Rent and other charges herein described including utility costs above projected costs as provided in Paragraph 2 of this Lease attributable to the Demised Premises as the same shall become due. If the Landlord shall pay any money or incur any expenses in correction of violations of the Tenant's covenants herein set forth, the amounts so paid or incurred shall, at the Landlord's option, bear interest at the annual rate of 12%. Charges for the foregoing shall commence on the Rent Commencement Date.

(b) No Disorderly or Unlawful Purpose

That it will not use or permit the Demised Premises or any part thereof, to be used for any disorderly or unlawful purpose.

(c) No Assignments or Subletting

That it will not transfer or assign this Lease nor let or sublet the whole or any part of the Demised Premises without the written consent of Landlord, which consent shall not be unreasonably withheld. In the event of a proposed assignment or sublease, Landlord may terminate this Lease and repossess the Demised Premises by written notice to Tenant within thirty (30) days of notice of such proposed assignment or sublease. In the event of such termination, Landlord and Tenant shall be released of all obligations under this Lease. Consent by Landlord to any assignment or subletting shall not constitute a waiver of the necessity for such consent to any subsequent assignment or subletting. Notwithstanding any provision of this Lease to the contrary, Tenant may assign or sublease the Demised Premises without Landlord's consent to an entity controlling, controlled by, or under common control with Tenant, to the, surviving entity in a merger or other corporate reorganization in which Tenant is involved, or to a purchaser of all or substantially all of the assets of Tenant (collectively "Tenant

Affiliate"). In the event of such an assignment or sublease to a Tenant Affiliate, Tenant shall be released of all obligations under this Lease effective the date of the assignment or sublease. Except for an assignment of sublease to a Tenant Affiliate in accordance with this Paragraph, Tenant shall at all times remain liable for the payment of Rent herein and for compliance with all of its other obligations under this Lease. Notwithstanding any provision of this Lease to the contrary, Tenant may sublease the Demised Premises without the Landlord's consent to licensees or concessionaires provided such sub-tenant appears as integrated part of Tenant's operation and otherwise complies with the provisions of this Lease. No sublease shall relieve Tenant of any obligations hereunder.

(d) Repairs and Maintenance

That it will operate, maintain, repair, and keep the interior of the Demised Premises, together with all interior electrical, plumbing, heating, air conditioning up to the point of departure from the Demised Premises, and all interior doors, and other mechanical installations therein, in good order and condition, and make necessary repairs, replacements, alterations and additions thereto whether or not required by Tenant's particular use.

Subject to the Landlord's obligations under Paragraph 15 and the provisions of Paragraph 21, the Demised Premises, the interior, together with all items referred to herein, shall be surrendered by Tenant at the expiration of the Term hereof, and any extension or renewal thereof, in the good condition, reasonable wear and tear, damage by casualty, condemnation, act of god and/or failure to make repairs by Landlord excepted.

(e) No Refuse

That it will not permit refuse to accumulate on the Demised Premises, but will remove same and will keep such refuse in proper appropriate containers as provided by Landlord until so removed and it will keep the sidewalks and alleys contiguous to the Demised Premises free of rubbish, refuse, empty boxes, and the like and insects, rodents, vermin and other pests, including spraying if necessary. If Tenant's operation or uses any chemicals that are classified as hazardous or toxic, Tenant shall immediately comply with all regulations governing their use and disposal-

(f) Personal Property insurance/Indemnity by Tenant/Public Liability Insurance/Fire Insurance/Insurance Certificates

That all personal property, improvements, and betterment's of Tenant in the Demised Premises, shall be and remain at its sole risk, and Landlord shall not be liable for any damage to or loss of such personal property arising from or out of the occupancy or use by Tenant of the Demised Premises, or any part thereof or any other part of Landlord's property comprising the Property, from vandalism or theft, or from bursting, leaking, or overflowing of water, sewer, sprinklers, or steam pipes, or from the heating or plumbing fixtures, except as due to Landlord's negligence and/or willful misconduct or that of its agents, employees, contractors, invitees or licensees.

Except in the case of its own negligence and/or willful misconduct or that of its agents, employees contractors, invitees or licensees, Landlord shall not be liable for any injury or loss of life to the person of Tenant or other persons in the Demised Premises and, except in the case of Landlord's negligence or that of its agents, employees, contractors, invitees or licensees, Tenant shall protect, defend and indemnify and save Landlord, his agents and employees harmless from any and all liability, damage, expense, cause of action, suits, loss, costs, penalties, attorneys fees, claims or judgments arising from injury to the person of Tenant or other persons, in the Demised Premises or to personal property in the Demised Premises. The Tenant's indemnity obligation and duty to defend the Landlord contained in this subsection shall survive the expiration or other termination of this Lease.

Except in the case of Tenant's own negligence and/or willful misconduct or that of its agents, employees, contractors, invitees or licensees, Landlord shall protect, defend and indemnify, and save Tenant, his agents and employees harmless from any and all liability, damage, expense, cause of action, suits, loss, costs, penalties, attorneys fees, claims or judgments arising from any injury or loss of life to the person of Tenant or other persons or damage to property caused by Landlord's negligence and/or willful misconduct or that of its agents, employees, contractors, invites or licensees.

Landlord shall maintain Special Form Causes of Loss insurance which includes fire insurance and extended coverage insuring the Building in which the Demised Premises are located from fire and other covered risks in accordance with Paragraph 10(c) infra. Notwithstanding any other provision of this Lease, Tenant, at its own expense, shall carry insurance with extended coverage, on its Premises, improvements or fixtures, equipment, stock, and trade furnishings. Tenant further shall not do or suffer to be done, or keep or suffer to be kept, anything, in the Demised Premises which will contravene Landlord's policies insuring against loss or damage by fire or other hazards.

Tenant shall annually furnish Landlord with a certificate of all insurance required in this provision of the Lease, showing same to be in full force and effect, and naming Landlord as an additional insured as to liability coverage. If Tenant shall not comply with its covenants to maintain insurance as provided herein, Landlord may, at its option, cause such insurance to be issued and, in such event, Tenant agrees to pay the premiums for such insurance promptly upon: Landlord's demand therefor.

(g) Compliance with Laws, Etc.

That it will, at its own expense, promptly comply with all lawful statutes, ordinances, rules, orders, regulations, and requirements of the federal, state, county or municipal government now in force or hereafter enacted insofar as the conduct of its operation in the Demised Premises shall pertain to the same. Landlord shall bear sole responsibility for all other compliance measures affecting the exterior of the Shopping Center, the common areas and paths of ingress and egress to the Demised Premises,

Landlord's Work, ownership of the Demised Premises and/or the Shopping Center, Landlord's repair obligations under this Lease, Americans With Disabilities Act ("ADA") requirements and any other compliance measures not related to Tenant's use and/or occupancy of the Premises.

Landlord and Tenant hereby agree to indemnify; defend and hold the other party harmless from and against any and all claims, judgments, damages, penalties, fines costs, liabilities, losses or expenses (including reasonable attorneys' fees) which arise during the Term of this Lease as a result of either party's failure to perform its obligations under this subparagraph (g).

(h) Inspections by Landlord

That it will make all interior repairs, replacements, and decorations at tenant's own cost, and that Tenant will permit Landlord, or its agent, upon reasonable written notice and accompanied by the Tenant's Manager of the Demised Premises, to enter the Demised Premises at all reasonable times during the Term of this Lease for the purpose of inspecting same.

(i) Compliance with Rules and Regulations

That it will comply with all reasonable rules and regulations as may be established by Landlord from time to time pertaining to the appearance and operation of the Demised Premises provided such rules and regulations are reasonable and customary for the operation of a shopping center in the Eastern Contra Costa County, California area, are uniformly enforced among all tenants, do not require the expenditure of more than nominal sums by Tenant and do not otherwise materially interfere with Tenant's use, access, visibility or parking, and will conduct its operation in the Demised Premises in all respects in a dignified manner and in accordance with high standards of a higher education operation.

(j) Vacation of Demised Premises

That should it at any time remove from and vacate the Demised Premises, then even though the Rent herein provided for is tendered, Landlord shall have the right, privilege, and option of either accepting such tender of Rent or terminating this Lease at no expense to Tenant and re-leasing the Demised Premises to another tenant at the risk, cost, and expense of Landlord. Notwithstanding anything contained or set forth in this Lease to the contrary, nothing set forth in this Lease shall be constructed, in any manner whatsoever, as an express or implied covenant of continuous operation on the part of Tenant, and Landlord acknowledges that there is no covenant of continuous operation with respect to the Demised Premise arising hereunder or otherwise, express or implied, on the part of Tenant. In the event that Tenant elects, at its sole discretion, to cease its operations at the Demised Premises for a period of one (1) month or more, or a period of forty (40) days, or more within any three hundred and sixty (360) day period (excepting time for normal suspension of higher education operations for term breaks, Christmas, or

Easter breaks, temporary closings for remodeling, alterations or restoration work and further excepting Tenant's closing in conjunction with any assignment or subletting permitted under the Lease) during the Term of the Lease, such cessation shall not be deemed a Tenant Default, nor shall such cessation relieve Tenant of any of its liabilities or obligations under and pursuant to the Lease; provided that Landlord shall have the option thereafter, after each such one (1) month period or forty (40) days (if any) of nonoperation, of recapturing the Demised Premises and terminating the Lease. If Landlord elects under such circumstances to terminate this Lease and recapture the Demised Premises, Landlord shall provide Tenant with thirty (30) days prior written notice of such election. Upon the effective date of termination, the parties shall be relieved of and from any and all liability or obligations accruing after the effective date of termination. During the thirty (30) day period, however, Tenant shall have the option of continuing the Lease (and negating Landlord's said election to terminate this Lease) by notifying Landlord within such period of Tenant's bona fide intent to resume its operations at the Demised Premises not later than ten (10) days following Tenant's notice.

(k) Landlord's Sign

That it will permit Landlord to post a "For Rent" sign and to show the Demised Premises at reasonable hours to prospective tenants during the last three (3) months of the Term hereof or any extension or renewal thereof, it being understood and agreed that this Lease and the tenancy hereby created shall cease and terminate at the end of the Term hereof without the necessity of any notice from either the Landlord or the Tenant to terminate the same.

(l) Exterior and Structural Changes

That it will not alter the exterior of the Demised Premises and will not make any changes of a structural nature without first obtaining the Landlord's written approval, such approval may be withheld in Landlord's sole discretion, and Tenant agrees that any permanent improvements made by it shall immediately become the property of the Landlord and shall remain upon the Demised Premises in the absence of an agreement to the contrary.

(J) Waiver of Civil Code Section 1542

Tenant hereby waives its rights under Civil Code Section 1542 that provides as follows:

"A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him must have materially affected his settlement with the debtor."

13. Removal of Tenant's Property

Landlord agrees that although affixed to the Demised Premises, Tenant's fixtures which include without limitation all machinery and equipment, used in the operation of Tenant's operation, telephone, alarm systems, attached and unattached furniture are placed on the Demised Premises by Tenant from time to time during the Term of this Lease shall be the property of Tenant and at the expiration of termination of this Lease may be removed from the Demised Premises by Tenant. Tenant agrees to be responsible and perform repairs occasioned by the removal of Tenant's fixtures and equipment from the Demised Premises in accordance with the provisions of this Paragraph. Tenant shall repair and restore the Demised Premises to good condition, reasonable wear and tear, and damage by casualty, condemnation, act of god and/or failure of Landlord to make repairs excepted.

14. Quiet Possession

Landlord represents to and covenants with tenant that:

(a) There are no agreements or restrictive covenants to which Landlord is a party or affecting the Demised Premises which in any way prohibit or restrict Tenant's proposed use of the Demised Premises; and

(b) Landlord shall not enter into any covenants, easements or other agreements after the date of this Lease which prohibit or restrict Tenant's proposed use of the Demised Premises or otherwise change the terms of this Lease without Tenant prior written consent which may be withheld in Tenant's sole discretion.

(c) Landlord shall warrant and defend Tenant in the quiet enjoyment and possession of the Demised Premises during the Term.

15. Landlord's Repairs

Landlord covenants and agrees to make all necessary repairs and/or replacements within ten (10) days following written notice from Tenant during the Term of this Lease and any extensions or renewals therefor at Landlord's sole cost and expense to the structural elements and exterior surface of the Demised Premises including, but not limited to, the roof, roof covering, and all necessary structural repairs to the walls, concrete slab, footing, and foundation of the demised Premises. Furthermore, Landlord covenants and agrees to make all necessary repairs and/or replacements within ten (10) days following written notice from Tenant to the electrical and plumbing exterior to the Demised Premises, gutters, sprinkler system (if any), parking areas, access roads, curbs and sidewalks which make up the common areas and all other reasonable maintenance to the common areas of the Shopping Center, provided such repairs are not made necessary through negligence or willful misconduct of Tenant.

In the event Landlord fails to make necessary repairs to the Demised Premises and/or the common areas within ten (10) days following written notice or to commence such repairs and diligently pursue them to completion in the case of repairs that cannot be

completed within said ten (10) day period, Tenant shall be permitted to make such repairs and bill Landlord for the reasonable costs of same. In the event of an emergency, Tenant shall attempt to provide Landlord with prompt notice, but shall be permitted to make necessary repairs and bill Landlord for the reasonable cost of it. In the event Landlord fails to pay any bonafide bill, Tenant shall have the right to deduct such costs and expenses from the next Minimum Yearly installment(s) of Rent due and payable under this Lease.

16. Hazardous Materials/ADA Compliance

Landlord represents and warrants that as of the date of this Lease, Landlord has no knowledge, nor has reasonable cause to believe that a release (as hereinafter defined) of Hazardous Materials (as hereinafter defined) has occurred in the Demised Premises and/or the Property or that Hazardous Materials are otherwise present in the Demised Premises and/or the Property. Landlord agrees to indemnify, defend and hold Tenant harmless from any and all claims, judgments, penalties, fines, costs, liabilities, losses or expenses (including but not limited to attorneys' and consultants' fees) which may arise as a result of contamination and any remediation efforts relating to same.

Except as otherwise provided above, Landlord represents and warrants to the best of its knowledge as of the date of this Lease that the Demised Premises are in compliance with all federal, state and/or local statutes, regulations, rules and/or ordinances, and with all orders, decrees or judgments of governmental authorities or courts having jurisdiction, relating to the use, generation, manufacture, collection, treatment, disposal, storage, control, removal or clean up of Hazardous Materials ("**Environmental Laws**"). To the extent any Hazardous Materials are present in, at, on or about the Demised Premises and/or the Property through no fault of Tenant, Landlord shall be responsible for removing or otherwise remediating such Hazardous Materials as required by, and in full compliance with, all Environmental Laws at no cost to Tenant

In the event Tenant incurs any costs, fees, damages, losses, expenses, and/or liabilities in connection with Hazardous Materials present or released in, at or about the Demised Premises and/or the Property through no fault of Tenant or any of Tenant's agents, employees, contractors, invitees and licensees, Landlord shall pay such costs, fees and/or expenses within ten (10) days of a written request from Tenant. Tenant shall not incur any fees or costs before notifying Landlord that it is likely to incur such fees and costs unless Landlord takes corrective action. Furthermore, Landlord shall indemnify, protect, defend and hold Tenant harmless from and against any and all costs, fees, damages, losses, expenses and/or liabilities of any kind or nature in any way related to the existence, removal, transportation or disposal of any Hazardous Materials in, at, on or about the Demised Premises and/or the Property unless caused by Tenant.

If any action or proceeding were brought against Tenant by reason of such claim, Landlord upon notice from Tenant shall defend the same at Landlord's expense by counsel reasonably satisfactory to Tenant.

Neither Tenant, its successors or assigns, nor any permitted assignee, permitted subleases or other person acting at the direction of Tenant shall (i) manufacture, treat, use, store or dispose of any Hazardous Materials on the Demised Premises or any part thereof in violation of any applicable Environmental Laws, or (it) permit the release of a Hazardous Material on or from Demised Premises or any part thereof.

In the event of a release of Hazardous Material by Tenant or its subleasees or assigns, Tenant shall indemnify, protect, defend and hold Landlord harmless from and against any and all costs, fees, damages, losses, expenses and/or liabilities of any kind or nature in any way related to the release, removal, transportation and/or disposal of such Hazardous Materials. If any action or proceeding were brought against Landlord by reason of such claim, Tenant upon notice from Landlord shall defend the same at Tenant's expense by counsel reasonably satisfactory to Landlord. In the event Landlord incurs any costs, fees, damages, losses, expenses, and/or liabilities in connection with a release of Hazardous Materials by Tenant, Tenant shall pay such costs, fees and/or expenses within ten (10) days of written request from Landlord, Landlord shall not incur any fees or costs before notifying Tenant that it is likely to incur such fees and costs unless Tenant takes corrective action.

The term "**Hazardous Material**" shall mean any waste, substance, or material (i) identified in Section 101(14) of the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as the same may be amended from time to time (herein called "CERCLA"), or (ii) determined to be hazardous, toxic, a pollutant or contaminant, under federal, state, or local law, including, but not limited to, petroleum and petroleum products. The term "release" shall have the meaning given to such term in Section 101(22) of CERCLA. Notwithstanding any provision of this Lease to the contrary, all exterior areas of the Demised Premises, including without limitation, customer parking areas, walkways, ramps, exterior of the buildings and ingress to and egress from the Demised Premises shall be constructed and maintained by Landlord at all times during the Term of this Lease and any renewal(s) in strict compliance with the ADA requirements. Landlord shall indemnify, protect, defend and hold Tenant harmless from any and all costs, fees, damages, losses, expenses end/or liabilities of any kind or nature, in any way related to Landlord's obligations under this Paragraph.

17. Landlord's Services

Landlord agrees to pay for and to provide, as reasonably necessary, (a) sweeping and upkeep for the common areas, (b) trash and garbage service, (c) parking lot lighting, (d) maintenance of the landscaping, and (e) the keeping the parking area clear of debris or abandoned vehicles.

18. Estoppel Certificate

Within fifteen (15) business days after receipt of request therefor by Landlord, or in the event that upon any sale, assignment or hypothecation of the Demised Premises and/or the land thereunder by Landlord an Estoppel Certificate shall be required from Tenant, Tenant agrees to deliver a certificate to any proposed mortgagee or purchaser, or

to Landlord, certifying (if such be the case) that this Lease is in full force and effect, that there are no defenses or offsets thereto, or stating those claimed by Tenant and certifying such other matters directly related to this Lease which may be reasonably requested by Landlord.

19. Attornment

Tenant shall, in the event any proceedings are brought for the foreclosure of, or in the event of exercise of the power of sale under any mortgage made by Landlord covering the Demised Premises, attorn to the purchaser upon any such foreclosure or sale and recognize such purchaser as Landlord under Lease provided such purchaser expressly assumes all of the Landlord's obligations hereunder in writing.

20. Subordination

The rights of Tenant under this Lease shall be and are subject and subordinate at all times to the lien of any bank or institutional deed of trust or deeds of trust now or hereafter in force against the Property of which the Demised Premises are a part or upon any buildings hereafter placed upon the land of which the Demised Premises are a part, and to all advances made or hereafter to be made upon the security thereof, provided the note holder and beneficiary secured by such deed of trust or deeds of trust shall agree to recognize the Lease of Tenant in writing in the event of foreclosure if Tenant is not then in default beyond any applicable cure period. Within fifteen (15) business days after receipt of request therefor by Landlord, Tenant shall deliver to Landlord such subordination agreement in a form acceptable to Tenant as may be required by any lender or proposed lender to evidence such subordination.

21. Fire or Other Casualty

a. Notice of Destruction. If the building which comprises the Demised Premises should be damaged by fire, the elements, unavoidable accident or other casualty to the extent that the Demised Premises are totally or partially inaccessible or unusable by Tenant in the ordinary course of Tenant's operation, Tenant shall give immediate written notice thereof to Landlord. Landlord shall thereafter, within forty-five (45) days after receipt of written notice of such damage, notify Tenant of the amount of time Landlord estimates it will take to repair such damage ("Landlord's Estimate").

b. Loss Covered by Insurance. If the loss to Landlord is fully (exclusive of any deductible) covered by insurance maintained by Landlord or for Landlord's benefit, which loss renders the Demised Premises totally or partially inaccessible or unusable by Tenant in the ordinary conduct of Tenant's operation, then:

(i) If in Landlord's Estimate is equal to or less than one hundred eighty (180) days from the date of such casualty; (ii) such damage or destruction is not the result of negligence or willful misconduct of Tenant; and (iii) Landlord is not prevented by applicable Laws from rebuilding the building to its preexisting condition, Landlord shall,

at Landlord's expense, repair the same and this Lease shall remain in full force and effect and a proportionate reduction of the Minimum Monthly Rent and additional Rent shall be allowed Tenant for such portion of the Demised Premises as shall be rendered inaccessible or unusable to Tenant during the period of time that such portion is unusable or inaccessible.

(ii) If Landlord's Estimate exceeds one hundred eighty (180) days, then either party may terminate this Lease by written notice to the other.

c. Loss Net Covered by Insurance. If, at any time prior to the expiration or termination of the Lease, the Demised Premises is totally or partially damaged or destroyed from a risk, the loss to Landlord which is not fully (exclusive of any deductible) covered by insurance maintained by Landlord or for Landlord's benefit, Landlord may, at its option, upon written notice to Tenant within forty-five (45) days after notice to Landlord of the occurrence of such damage or destruction, elect to repair or restore such damage or destruction, or Landlord may elect to terminate this Lease. If Landlord elects to repair or restore such damage or destruction, this Lease shall continue in full force and effect provided that such repairs or restorations are completed within one hundred eighty (180) days of the casualty and the Minimum Monthly Rent and additional Rent shall be proportionately reduced as provided in Paragraph 23-b (i). In the event such repairs are not complete with one hundred eighty (180) days; Tenant shall have the right to terminate.

d. Destruction near End of Term. Notwithstanding the foregoing, if the Demised Premises is wholly or partially damaged or destroyed within the final six (6) months of the Term, Landlord or Tenant may, at its option, elect to terminate this Lease.

e. Destruction of Improvements and Personal Property. In the event Of any damage to or destruction of the Demised Premises, under no circumstances shall Landlord be required to repair, replace or compensate anyone for the personal property, trade fixtures, alterations, machinery, equipment or furniture of Tenant and Tenant shall repair and replace all such personal property at Tenant's sole cost and expense provided such damage or destruction is not caused by Landlord's negligence and/or willful misconduct or of its agents, employees, contractors, invitees or licensees.

22. Notices. All notices from Landlord to Tenant so required or permitted shall be in writing and sent by registered or certified mail, postage prepaid and directed to Tenant as follows:

Contra Costa County Community
College District
500 Court Street
Martinez, California 94533

All notices and payments from Tenant to Landlord so required or permitted shall be in writing and sent by registered or certified mail, postage prepaid and directed to Landlord as follows:

City of Brentwood
Attn: City Manager
708 Third Street
Brentwood, CA 94513

Either party may, at any time or from time to time, designate in writing a substitute address for that above set forth and thereafter notices shall be directed to such substitute address for that above set forth. Notices to either party shall be effective three (3) business days after depositing in the United State Postal system or on the next business day if sent by overnight courier in accordance with this Paragraph.

23. Right of First Refusal

During the term of this Lease and any renewal(s), Tenant shall have a right of first refusal to lease any adjacent space in the Shopping Center. Landlord shall notify Tenant in writing of the availability of such adjacent space and Tenant shall have fifteen (15) days from receipt of said written notice to notify Landlord of its election to lease such space. The Rent for the adjacent space shall be as agreed upon by the parties. In the event Tenant fails or refuses to exercise its option to lease the adjacent space, Landlord shall have no further obligation to offer the space to Tenant until a subsequent termination or expiration of the lease for said space.

24. Successors and Assigns

This Lease and the covenants and conditions herein contained shall inure to the benefit of and be binding upon Landlord, its successors, and assigns, and shall be binding upon Tenant, its successors, assigns, heirs, executors, administrators, and legal representatives, and shall inure to the benefit of Tenant and only such assigns of Tenant to whom the assignment by Tenant has been consented to by Landlord.

25. Waiver

The failure of either party to insist, in any one or more instances, upon a strict performance of any covenant of this Lease or to exercise any option or right herein contained shall not be construed as a waiver or relinquishment for the future of such covenant, right, or option, but the same shall remain in full force and effect unless the contrary is expressed in writing.

26. Short Form of Lease

The parties agree that upon the request of either party, they will execute, acknowledge, and deliver a short form of Lease to the end that the same may be recorded

at the expense of the requesting party. Upon the expiration or earlier termination of the Lease and within ten (10) days following written notice from Landlord, Tenant agrees to execute a Memorandum of Lease Termination or Quitclaim Deed discharging any recording made pursuant to this Paragraph.

27. Holding Over

This Lease shall terminate without further notice at the expiration of the Lease Term or option term if Tenant has such option terms and elected to exercise it. Any holding over by Tenant after expiration of the Lease Term shall not constitute a renewal or extension of the Lease or give Tenant any rights in or to the Demised Premises except as expressly provided in this Lease. Any holding over after the expiration of the Lease without the consent of Landlord shall be construed to be a tenancy from month to month on the same terms and conditions herein specified except for the pro-rata of the Minimum Yearly Rent which shall be one hundred and fifty percent (150%) the pro-rata of the Minimum Yearly Rent payable for the last month of the previous Lease Term (initial or renewal, as applicable).

28. Signage

Tenant shall have the right to signage available under local law. Tenant, upon written request from Landlord, shall immediately remove any sign, decoration, marquee or awning which Tenant has placed or permitted to be placed in, on or about the Demised Premises which does not comply with the terms of this Paragraph or is objectionable or offensive in Landlord's reasonable opinion, and if Tenant fails so to do, Landlord may enter upon the Demised Premises and remove the objectionable signs.

At the termination of this Lease, or any extension thereof Tenant shall remove all signs, and any damage caused by removal shall be repaired at Tenant's expense. All signs shall be maintained by Tenant at its own expense unless repair is required as a result of Landlord's action without advance notice, and all amendments shall be effective upon delivery of a copy of them to Tenant.

29. Entire Agreement

This Lease sets forth all the promises, agreements, conditions, and understandings between Landlord and Tenant relative to the Demised Premises, and there are not promises, agreements, conditions, or understandings, either oral or written, expressed or implied, between them other than set forth herein. Except as herein otherwise provided, no subsequent alterations, amendment, change, or additions to this Lease shall be binding upon Landlord or Tenant unless reduced to writing and signed by them.

30. Construction of Agreement

All headings preceding the text of the several provisions and sub provisions are inserted solely for convenience of reference and none of them shall constitute a part of this Lease or affect its meaning, construction, or effect. Venue for any action brought by Landlord and Tenant in relation to this Lease shall be in the courts of Contra Costa County.

31. Broker's Commissions

Each party represents that it has not had dealings with any real state broker, finder, or other person in any manner. Each party shall hold harmless the other party from all damages resulting from any claims that may be asserted against the other party by any broker, finder, or other person, with whom the other party has or purportedly has dealt.

32. Parking and Janitorial Services

The Shopping Center has approximately 175 parking spaces. Tenant's users shall have the right of first come, first served basis to these 175 parking spaces. Tenant acknowledges Landlord's right to schedule events in which the parking shall be controlled by Landlord on weekends and holidays, notwithstanding the above provisions.

For the first ten years of this Lease, the Landlord agrees to provide janitorial services after 10:00 p.m. Monday through Friday but this janitorial service shall be limited to maintaining adequate toilet supplies, cleaning toilet areas, vacuuming once a week the common hallways, cleaning classrooms, and waste paper collection.

33. Covenant Against Liens

Tenant shall keep the Demised Premises free from any and all mechanics', materialmen's and other liens and claims thereof, arising out of any work performed, materials furnished or obligations incurred by the Tenant. Landlord shall be entitled to post a lien release bond in the event Tenant does not remove the mechanics' lien from the Premises and to assess the cost of such bond as additional Rent.

34. Attorneys Fees

If any action at law or equity is commenced between the parties hereto, the prevailing party shall be entitled to reasonable attorney's fees and costs. In the event any dispute arising between the parties is resolved without court proceedings, the prevailing party shall be entitled to recover reasonable attorneys' fees, including fees for in-house counsel, in connection with such dispute

35. Authority of Parties

- a. Landlord represents that it is a municipal corporation and the individual executing this Lease on behalf of said municipal corporation represent and warrants that he

is duly authorized to execute and deliver this Lease on behalf of said municipal corporation, in accordance with a duly adopted resolution of the City Council.

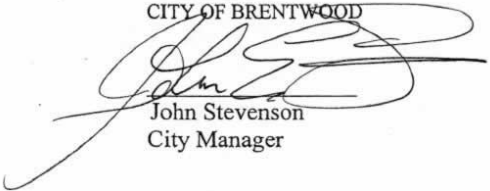
- b. Tenant acknowledges that it is a Public Community College District ("District") established under the laws of the State of California and the individual(s) executing this Lease on behalf of the District represents and warrants that he/she is duly authorized to execute the Lease on behalf of the District, in accordance with a duly authorized resolution of its Board of Trustees and that this Lease is binding upon said District in accordance with its terms

36. Severability

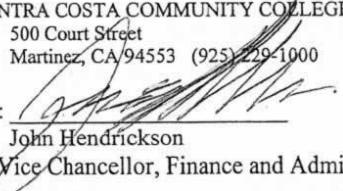
Any provision of this Lease which shall prove to be invalid, void, or illegal shall in no way affect, impair, or invalidate the other provisions of this Lease and shall remain in full force and effect.

IN WITNESS WHEREOF, Landlord and Tenant have caused this Lease to be executed in their names by their duly authorized officers under their seals.

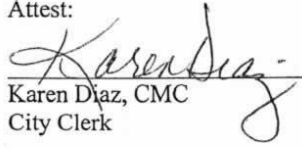
LANDLORD:
CITY OF BRENTWOOD


John Stevenson
City Manager

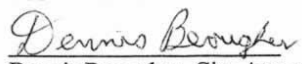
TENANT:
CONTRA COSTA COMMUNITY COLLEGE DISTRICT
500 Court Street
Martinez, CA 94553 (925) 229-1000

By: 
John Hendrickson
Vice Chancellor, Finance and Administration

Attest:


Karen Diaz, CMC
City Clerk

Approved As to Form:


Dennis Beougher, City Attorney

BC5401.1

City of Brentwood
708 Third St
Brentwood CA 94513

09/01/01 06/30/02

01	Lease of premises with completed tenant improvements at 50 Sand Creek Road in Brentwood for LMC/Brentwood Center board approved 2/28/01	\$85,000.00
----	---	-------------

New Agreement
Terms
09/01/01-06/30/11
ten year lease
fy 01/02 entered
Maximum: \$85,000
board approved
02/28/01

Peter R. Garcia
11_01_301170_601043_55690/100*

\$85,000.00

Collegis, Inc.

Contract No:	5542	(Categorical)	BC5542.0
Contract Amount:	Maximum: \$78,750		
Contract Period:	01/31/01 through 06/30/01		
Services:	Provide a three-year information technology strategic plan that encompasses one plan for each of the three colleges.		

LOS MEDANOS COLLEGE

American Medical Response

Contract No:	4479.4	(No Cost)	NO BD
Contract Amount:	None		
Contract Period:	01/01/01 through 12/31/01		
Services:	Renewal of the paramedic field internship agreement.		

San Jay Patel, DDS

Contract No:	5233.5	(Categorical)	BC5233.5
Contract Amount:	Maximum: \$3,750		
Contract Period:	01/24/01 through 06/30/01		
Services:	CalWorks work-study agreement.		

H&R Block

Contract No:	5358.2	(Categorical)	BC5358.2
Contract Amount:	Maximum: \$3,750		
Contract Period:	01/09/01 through 04/16/01		
Services:	CalWorks work-study agreement.		

City of Brentwood

Contract No:	5401.1	(Cost)	BC5401.1
Contract Amount:	Maximum: \$1,370,000		
Contract Period:	07/01/01 through 06/30/11		
Services:	Amended lease of premises with completed tenant improvements at 50 Sand Creek Road in Brentwood.		

Brown, Adrian

Contract No:	5534	(Categorical)	BC5534.0
Contract Amount:	Maximum: \$300		
Contract Period:	02/25/01 through 02/27/01		
Services:	Reimbursement of travel expenses to attend TechPrep conference.		

see contract from JH

APPENDIX A.2
First Lease Amendment

Forward to
Denise Lewis
2/26/03 sm

CCCCD Contract #
5401.1a

**AMENDMENT NO. 1
TO LEASE
BRENTWOOD EDUCATION AND BUSINESS CENTER**

THIS AMENDMENT NO. 1 is entered into on March 20th, 2002 by and between **CITY OF BRENTWOOD** ("Landlord") and **CONTRA COSTA COMMUNITY COLLEGE DISTRICT** ("Tenant").

WHEREAS, on December 19, 2001, the Landlord and Tenant executed a Lease of the Brentwood Education and Business Center;

WHEREAS, the Landlord and Tenant have agreed that the janitorial serves should be amended to allow additional janitorial services than originally provided, subject to certain terms specified in the amended Paragraph 32 of the Lease.

NOW, THEREFORE, IT IS AGREED as follows:

1. Section 32 of the original agreement, entitled Parking and Janitorial Services, shall be amended as follows:

32. Parking and Janitorial Services

The Shopping Center has approximately 175 parking spaces. Tenant's users shall have the right of first come, first served basis to these 175 parking spaces. Tenant acknowledges Landlord's right to schedule events in which the parking shall be controlled by Landlord on weekends and holidays, notwithstanding the above provisions.

For the first ten years of this Lease, the Landlord agrees to provide janitorial services after 10:00 p.m. Monday through Friday but this janitorial service shall be limited to maintaining adequate toilet supplies, cleaning toilet areas, vacuuming once a week the common hallways, cleaning classrooms, and waste paper collection.


The Landlord's Lease with the Tenant required the Landlord to provide certain janitorial services. The Tenant has requested additional janitorial services. The Landlord will be invoiced by the janitorial service. These additional janitorial costs will be paid by the Landlord. Landlord will then bill the Tenant for these additional janitorial services as part of the lease. The janitorial service vendor will provide the Landlord with an invoice(s) separating the delivered services into two parts, those paid by the Landlord under the original lease and those to be billed as additional services by the Landlord to the Tenant. Services, frequency and costs shall include a description of janitorial services invoiced. This description shall accompany the Landlord's invoice to the Tenant.

2. All other terms of the original agreement shall remain unchanged.

CITY OF BRENTWOOD

**CONTRA COSTA COMMUNITY
COLLEGE DISTRICT**

John Stevenson, City Manager



John E. Hendrickson
Vice Chancellor, Finance and Administration
Assistant Secretary, Governing Board

ATTEST:

Karen Diaz, CMC, City Clerk

CONTRA COSTA COMMUNITY COLLEGE DISTRICT
500 COURT STREET
MARTINEZ, CALIFORNIA 94553

Approved As to Form:

Dennis Beougher, City Attorney

APPENDIX A.3
Second Lease Amendment

**SECOND AMENDMENT TO LEASE
BRENTWOOD EDUCATION AND BUSINESS CENTER**

This Second Amendment to Lease – Brentwood Education and Business Center (the "Second Amendment") is entered into as of _____, 2007 (the "Effective Date"), by and between the City of Brentwood, a municipal corporation ("Landlord") and Contra Costa Community College District, a public community college district established under the laws of the State of California ("Tenant").

Recitals

A. Landlord and Tenant entered into that certain Lease – Brentwood Education and Business Center, dated December 19, 2001, for the Tenant's lease of certain Landlord-owned property defined as the Demised Premises, and that certain Amendment No. 1 to Lease dated March 20, 2002, to address parking and janitorial services (collectively, the "Lease"). Any capitalized term not defined herein shall have the definition set forth in the Lease.

B. The parties desire to amend the Lease to (1) provide for the lease of an additional 1,830 square feet of property located adjacent to the Demised Premises and depicted on Exhibit A-2 attached hereto (the "Additional Demised Premises"); (2) provide for the Tenant's work on the Additional Demised Premises; and (3) add a relocation waiver in favor of City. The Demised Premises and the Additional Demised Premises may hereinafter be collectively referred to as the "Leased Premises."

Terms

NOW, THEREFORE, in consideration of the foregoing recitals and for other good and valuable consideration, the parties agree as follows:

1. Effective Date. This Second Amendment shall be effective as of the Effective Date.

2. Amendment of Section 2.

2.1. Section 2 of the Lease is hereby renumbered and retitled "2.1. Rental of the Demised Premises."

2.2. The following sentence is added to the beginning of Section 2.1 of the Lease, as modified above:

"This Section 2.1 pertains only to the payment for rental of the Demised Premises, and does not address the payment for rental of the Additional Demised Premises, which is addressed in Section 2.2."

2.3. Section 2.2 is hereby added to the Lease as follows:

"2.2. Rental of the Additional Demised Premises. Tenant and Landlord agree that Tenant shall lease the Additional Demises Premises from the Landlord for a monthly rental payment of \$6,789.30 per month,

plus an additional \$325.00 for utilities (the "Additional Demised Premises Rent"). The Additional Demised Premises Rent shall be paid semi-annually on January 15 and July 15 of each year. The Additional Demised Premises Rent shall be adjusted annually based on the City's Cost Allocation Plan. The rental rate shall be tied to the Consumer Price Index for the San Francisco Bay Area and the utilities charge shall be based on the Tenant's proportionate share of the actual cost of utilities."

2.4 Section 2(d) on Definition of Rent is hereby deleted in its entirety.

2.5 Section 2.3 is hereby added to the Lease as follows:

"2.3 Definition of Rent. Any and all payments of Minimum Yearly Rent or Base Rent and Additional Demised Premises Rent shall constitute "Rent" for purposes of this Lease. Any Rent payable to Landlord by Tenant for any fractional year shall be prorated based on a 365-day year. Any and all Rent payments shall commence on the Rent Commencement Date."

3. Addition of Language to Section 3. The following language is added to the end of Section 3:

"Possession of the Additional Demised Premises shall be on November 1, 2007."

4. Amendment of Section 4.

4.1. Section 4 of the Lease is hereby renumbered and retitled "4.1. Demised Premises Construction Work."

4.2. Section 4.2 is hereby added to the Lease as follows:

"4.2. Additional Demised Premises Construction Work. Landlord shall deliver the Additional Demised Premises vacant and in "broom clean" condition and otherwise "as-is" condition. Tenant shall immediately commence the work described in Exhibit E-2, and no other work, and diligently pursue work to completion. At expiration or termination of this Lease, Tenant agrees to remove at Tenant's expense, Tenant's fixtures and those interior and other improvements made by Tenant which Landlord which designates in writing not less than 30 days prior to such expiration that Tenant shall be required to remove, and shall otherwise return the Additional Demised Premises to Landlord in good condition, ordinary wear and tear, damage by casualty, condemnation act of god and/or failure to make repairs by Landlord excepted. Notwithstanding any provision of this Lease to the contrary, in no event shall Tenant be required to remove any improvements and/or alterations which are incorporated into the building structure and/or enclosed in any exterior or interior wall of the Additional Demised Premises, Landlord shall be permitted to post Notices of Non-Responsibility in connection with completion of Tenant's work by Tenant's contractor and subcontractors at the Additional Demised Premises."

5. Replacement of Term "Demised Premises" and "Premises" with "Leased Premises." In Sections 5 through 36 of the Lease, the terms "Demised Premises" and "Premises" shall be replaced with the term "Leased Premises," in order to ensure that the lease provisions incorporate the Additional Demised Premises.

6. Addition of Section 37 regarding Relocation Waiver. Section 37 is hereby added to the Lease as follows:

"37. Relocation Waiver. Tenant hereby waives and releases Landlord and its and their officers, employees, agents and representatives, harmless from, any claims, demands, damages, defense costs or liability that may be asserted by Tenant or any person or business residing or located upon the Leased Premises for relocation benefits or assistance, replacement dwelling(s) or any other compensation of any nature whatsoever available or alleged to be available under any Federal, State or local law, regulation or ordinance, including the California Relocation Assistance Act of 1970, as amended (California Government Code § 7260 et seq.), the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. § 4601 et seq.), and implementing State and Federal regulations."

7. Lease in Full Force and Effect. Except as amended by this Second Amendment, the Lease remains in full force and effect.

Tenant:

Contra Costa Community College District, a public community college district established under the laws of the State of California

By: _____
Printed Name: _____
Title: _____
Date: _____

By: _____
Printed Name: _____
Title: _____
Date: _____

Landlord:

City of Brentwood, a municipal corporation

By: _____
Donna Landeros, City Manager

Date: _____

ATTEST:

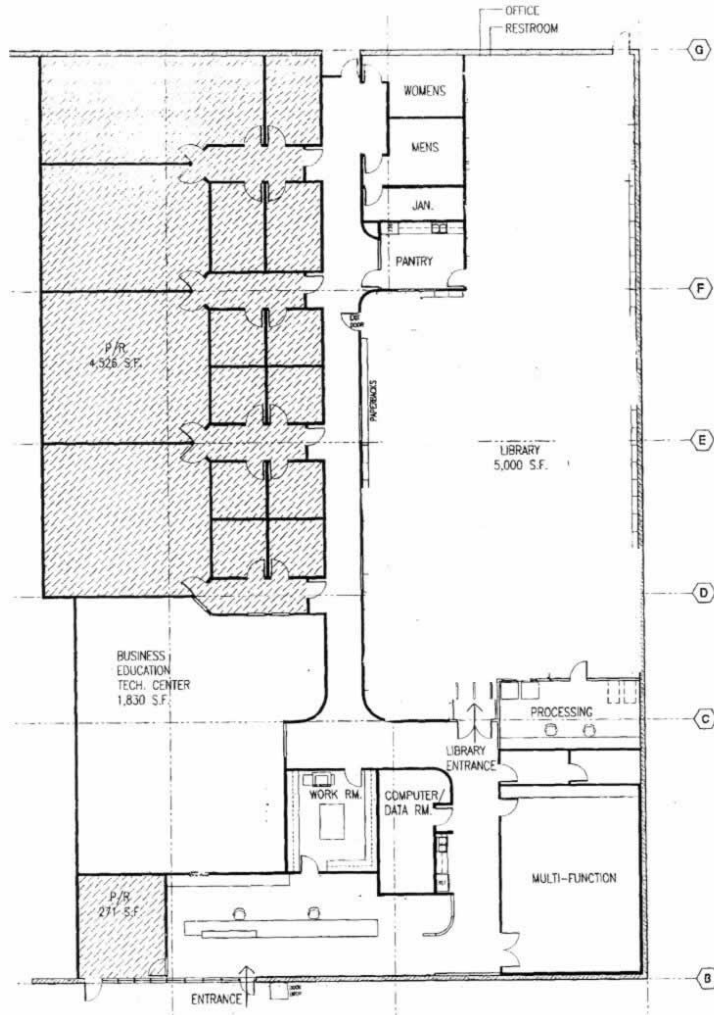
By: _____
Margaret Wimberly, City Clerk

APPROVED AS TO FORM:

By: _____
Damien B. Brower, City Attorney

Exhibit A-2

Depiction of Additional Demised Premises



TOTAL OF DF 42"H SHELVING UNITS: 8
 TOTAL OF DF 66"H SHELVING UNITS: 10
 TOTAL OF SF 66"H SHELVING UNITS: 11

TOTAL OF FULL HEIGHT DF SHELVING UNITS: 28
 TOTAL OF FULL HEIGHT SF SHELVING UNITS: 41



Architecture
 Planning
 Interior Design
 Landscape Architecture
 Graphics

3161 California Ave., Suite 100
 Irvine, California 92617

P 949 261-1001
 F 949 260-1190
 E lpa@lpa.com
 W lpa.com

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Drawn by: [Name]

**BRENTWOOD
 INTERIM LIBRARY**
 Brentwood, CA

Developed for:

DATE	10/11/10
BY	[Name]
FOR	[Name]
PROJECT	BRENTWOOD INTERIM LIBRARY
DESCRIPTION	SPACE PLAN
SCALE	1/8" = 1'-0"

JOB NO.	SP1010
DATE	10/11/10
DESIGNER	[Name]
CHECKED BY	[Name]
SCALE	1/8" = 1'-0"

First Floor
 Space Plan -
 OPTION C
SP01C

Exhibit E-2

Description of Tenant's Work on Additional Demised Premises

LMC Expansion at Technology Center
City of Brentwood



Conversion of office space into three (3) classrooms. This is based on utilizing the existing Technology Center electrical and HVAC to service the classrooms. Connecting the space to the existing LMC services would require a substantial design and construction cost.

TRADE	CONTRACTOR/CONSULTANT	COST
Painting	D&D Painting (Budget)	\$5,000.00
Acoustical Ceilings	Deans Acoustical Ceilings	\$6,091.00
Electrical	Miller Electric & Technology	\$8,503.00
Carpentry	R.A. Jones Construction (Budget)	\$8,000.00
Flooring	Majestic Floors	\$8,000.00
Framing & Drywall	Denham Contracting (Budget)	\$6,000.00
HVAC	Marina Mechanical (Budget)	\$6,000.00
Fire Sprinkler	TBD - Allowance	\$2,000.00
Data Wiring	TBD - Allowance	\$3,000.00
Architect - Floor Plan	Martin Salmon	\$1,000.00
Project Coordination	RGM and Associates	\$5,000.00
Permit	City of Brentwood	\$1,000.00
Contingency		\$6,000.00
	TOTAL	\$65,594.00

07/08

CITY COUNCIL AGENDA ITEM NO. _____

Meeting Date: October 9, 2007

Subject/Title: Adopt a Resolution approving and authorizing the City Manager or designee to execute a second amendment to the Lease agreement with the Contra Costa Community College District pertaining to Los Medanos College located at the Brentwood Education and Technology Center and authorizing the City Manager or designee to agree to non-substantive changes to the agreement following a review of such changes by the Community Development and Finance Directors in consultation with the City Attorney

Prepared by: Jim Malberg, Assistant Director of Finance & Information Systems

Submitted by: Pamela Ehler, Director of Finance & Information Systems

RECOMMENDATION

Adopt a Resolution approving and authorizing the City Manager or designee to execute a second amendment to the Lease agreement with the Contra Costa Community College District pertaining to Los Medanos College located at the Brentwood Education and Technology Center and authorizing the City Manager to agree to non-substantive changes to the agreement following a review of such changes by the Community Development and Finance Directors in consultation with the City Attorney.

PREVIOUS ACTION

On September 14, 1999, City Council approved Resolution No. 99-147, authorizing the purchase and sale of property at 101 Sand Creek Road in an amount not to exceed \$1.35 million, CIP Project No. 336-3112.

On June 27, 2000, City Council authorized the City Manager to execute a lease with the Contra Costa Community College District for the Brentwood Education and Technology Center.

On September 4, 2001, Los Medanos College opened in Brentwood

On December 19, 2001, the parties executed the lease agreement between the City of Brentwood and the Contra Costa Community College District to lease 17,000 square feet at the Brentwood Education and Technology Center.

On March 20, 2002, City Council approved Amendment No. 1 to the lease between the City of Brentwood and Contra Costa Community College District. This amended the parking and janitorial services for Los Medanos College.

BACKGROUND

The agreement between the Contra Costa Community College District (CCCCD) and the City of Brentwood, authorized by the City Council in June of 2000, provided the City with the ability to lease approximately 17,000 square feet of space at the Brentwood Education and Technology Center to CCCCCD. Additionally, the City Council authorized an amendment to the agreement

with CCCCDC in March of 2002 to resolve matters related to the on-going parking and janitorial services for Los Medanos College (LMC).

At the time the original lease agreement was executed in 2001, it was anticipated that enrollment at LMC would slowly grow to 500 full-time equivalent students. That was a very conservative estimate and in fact enrollment reached 500 students during the first year that LMC was opened. Currently there is an opportunity for the City to lease and LMC to convert an additional 1,830 square feet of space into 3 classrooms to better serve their students.

The purpose of the proposed amendment is to establish the parameters under which the additional 1,830 square feet of space will be leased by the City to CCCCDC. More specifically, the original lease of 17,000 square feet of space was based on full-time student enrollment and included utilities, whereas the lease of the additional 1,830 square feet of space will be on a rent per square foot amount to be established annually by the City Council with the approval and adoption of the Cost Allocation Plan and Fee Schedule. LMC will pay the City for their pro-rated share of utility cost for the additional leased space. Provisions have been added to address tenant improvements as well as adding a relocation waiver. The remainder of the agreement is unchanged from the previous version approved by Council.

At the time this staff report was prepared, the CCCCDC legal counsel had not completed their review of the agreement. The resolution authorizes the City Manager or designee to agree to non-substantive changes to the agreement. If there are any substantive changes to the agreement, as determined by the Community Development and Finance Directors in consultation with the City Attorney, the agreement will be brought back before Council for further consideration.

FISCAL IMPACT

The City Council approved monthly rental rate for office space during the 2007/2008 fiscal year is \$3.71 per square foot. This equates to a monthly lease amount from CCCCDC to the City of \$6,789.30 for an annual amount of \$81,471.60. In addition, the pro-rated utility cost, which is based on the actual 2006/2007 cost per square foot, is \$325 per month (\$3,900 annually) which CCCCDC will pay to the City with their lease payment. The monthly square footage rental rate will be adjusted annually based on the City Council approved Cost Allocation Plan and Fee Schedule which is tied to the Consumer Price Index for the San Francisco Bay Area. In addition, the utility cost will be adjusted annually based on the actual utility cost per square foot of the preceding fiscal year. The original agreement calls for CCCCDC to make semi-annual lease payments on January 15th and July 15th of each calendar year.

Attachments:

Resolution
Second Amendment

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENTWOOD APPROVING AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE A SECOND AMENDMENT TO THE AGREEMENT WITH THE CONTRA COSTA COMMUNITY COLLEGE DISTRICT PERTAINING TO LOS MEDANOS COLLEGE LOCATED AT THE BRENTWOOD EDUCATION AND TECHNOLOGY CENTER AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO AGREE TO NON-SUBSTANTIVE CHANGES TO THE AGREEMENT FOLLOWING A REVIEW OF SUCH CHANGES BY THE COMMUNITY DEVELOPMENT AND FINANCE DIRECTORS IN CONSULTATION WITH THE CITY ATTORNEY

WHEREAS, on September 14, 1999, City Council approved Resolution No. 99-147, authorizing the purchase and sale of property at 101 Sand Creek Road in an amount not to exceed \$1.35 million, CIP Project No. 336-3112.; and

WHEREAS, on June 27, 2000, City Council authorized the City Manager to execute a lease with the Contra Costa Community College District for the Brentwood Education and Technology Center; and

WHEREAS, on December 19, 2001, the lease agreement between the City of Brentwood and the Contra Costa Community College District was executed whereby the City leased to Contra Costa Community College District 17,000 square feet at the Brentwood Education and Technology Center; and

WHEREAS, on March 20, 2002, City Council approved Amendment No. 1 to the lease between the City of Brentwood and Contra Costa Community College District amending the parking and janitorial services for Los Medanos College; and

WHEREAS, the parties desire to amend the agreement to increase Contra Costa Community College District's total leased area.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Brentwood does hereby:

1. Approve and authorize the City Manager or designee to execute a second amendment to the agreement with the Contra Costa Community College District pertaining to Los Medanos College located at the Brentwood Education and Technology Center in the form attached hereto, subject to revisions made pursuant to item 2 below; and
2. Authorize the City Manager or designee to agree to non-substantive changes to the agreement following a review of such changes by the Community Development and Finance Directors in consultation with the City Attorney.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Brentwood at a regular meeting held on the 9th day of October 2007 by the following vote:

APPENDIX A.4
Third Lease Amendment

COPY

**THIRD AMENDMENT TO LEASE
BRENTWOOD EDUCATION AND BUSINESS CENTER**

This Third Amendment to Lease – Brentwood Education and Business Center (the "Second Amendment") is entered into as of November 10, 2009 (the "Effective Date"), by and between the City of Brentwood, a municipal corporation ("Landlord") and Contra Costa Community College District, a public community college district established under the laws of the State of California ("Tenant").

Recitals

A. Landlord and Tenant entered into that certain Lease – Brentwood Education and Business Center, dated December 19, 2001, for the Tenant's lease of certain Landlord-owned property defined as the Demised Premises, and that certain Amendment No. 1 to Lease dated March 20, 2002, to address parking and janitorial services and that certain Second Amendment to the Lease to add Leased Premises and provide for certain work (collectively, the "Lease"). Any capitalized term not defined herein shall have the definition set forth in the Lease.

B. The parties desire to amend the Lease to (1) provide for the lease of an additional 2,692 square feet of property located adjacent to the Leased Premises and depicted on Exhibit A-3 attached hereto (the "Third Demised Premises"); (2) provide for the Tenant's work on the Additional and Third Demised Premises; and (3) amend the Additional Demised Premises Rent. The Demised Premises, the Additional Demised Premises and the Third Demised Premises may hereinafter be collectively referred to as the "Leased Premises."

Terms

NOW, THEREFORE, in consideration of the foregoing recitals and for other good and valuable consideration, the parties agree as follows:

1. Effective Date. This Third Amendment shall be effective as of the Effective Date. The Additional Demised Premises Rent and Third Demised Premises Rent as defined herein will go into effect January 1, 2010.

2. Amendment to Section 2.2 to Adjust Additional Demised Premises Rent.

The Additional Demised Premises Rent set forth in Section 2.2 is hereby amended to \$3,513.60 per month (\$1.92 per square foot) plus an additional \$336.41 per month for utilities. All other portions of Section 2.2 remain unchanged.

3. Amendment of Section 2 to Address Third Demised Premises.

Section 2.3 of the Lease is hereby deleted and Sections 2.3 and 2.4 are added to the Lease as follows:

"2.3. Rental of the Third Demised Premises. Tenant and Landlord agree that Tenant shall lease the Third Demised Premises from the Landlord for a monthly rental payment of \$5,168.64 per month, (\$1.92 per square foot) plus an additional \$494.87 for utilities based upon 2,692 square feet (the "Third

Demised Premises Rent"). The Third Demised Premises Rent shall be paid semi-annually on January 15 and July 15 of each year. The Third Demised Premises Rent shall be adjusted annually based on the City's Cost Allocation Plan (July 1) based upon the Consumer Price Index for the San Francisco Bay Area. The utilities charge shall be based on the Tenant's proportionate share of the actual "cost of utilities."

2.4 Definition of Rent. Any and all payments of Minimum Yearly Rent or Base Rent, Additional Demised Premises Rent, or Third Demised Premises shall constitute "Rent" for purposes of this Lease. Any Rent payable to Landlord by Tenant for any fractional year shall be prorated based on a 365-day year. Any and all Rent payments shall commence on the Rent Commencement Date."

4. Addition of Language to Section 3. The following language is added to the end of Section 3:

"Possession of the Third Demised Premises shall be on January 1, 2010."

5. Amendment of Section 4.

Section 4.3 is hereby added to the Lease as follows:

"4.3 Additional and Third Demised Premises Construction Work. Landlord shall deliver the Third Demised Premises vacant and in "broom clean" and otherwise "as-is" condition. Tenant's work is as described in Exhibit E-3, and no other work shall be completed, and Tenant shall diligently pursue work to completion. At expiration or termination of this Lease, Tenant agrees to remove at Tenant's expense, Tenant's fixtures and those interior and other improvements made by Tenant which Landlord designates in writing not less than 30 days prior to such expiration that Tenant shall be required to remove, and shall otherwise return the Additional and Third Demised Premises to Landlord in good condition, ordinary wear and tear, damage by casualty, condemnation, act of god and/or failure to make repairs by Landlord excepted. Notwithstanding any provision of this Lease to the contrary, in no event shall Tenant be required to remove any improvements and/or alterations which are incorporated into the building structure and/or enclosed in any exterior or interior wall of the Additional and Third Demised Premises, Landlord shall be permitted to post Notices of Non-Responsibility in connection with completion of Tenant's work by Tenant's contractor and subcontractors at the Additional and Third Demised Premises."

6. Lease in Full Force and Effect. Except as amended by this Third Amendment, the Lease remains in full force and effect.

Tenant:

Contra Costa Community College District, a public community college district established under the laws of the State of California

By: Kindred Murillo

Printed Name: Kindred Murillo, Vice-Chancellor
Title: Districtwide Administrative Services

Date: Nov. 5, 2009

By: _____

Printed Name: _____

Title: _____

Date: _____

Landlord:

City of Brentwood, a municipal corporation

By: Donna Landeros
Donna Landeros, City Manager

Date: 11/18/09

ATTEST:

By: Margaret Wimberly
Margaret Wimberly, City Clerk

APPROVED AS TO FORM:

By: Damien B. Brower
Damien B. Brower, City Attorney

Exhibit A-3
 Depiction of Third Demised Premises

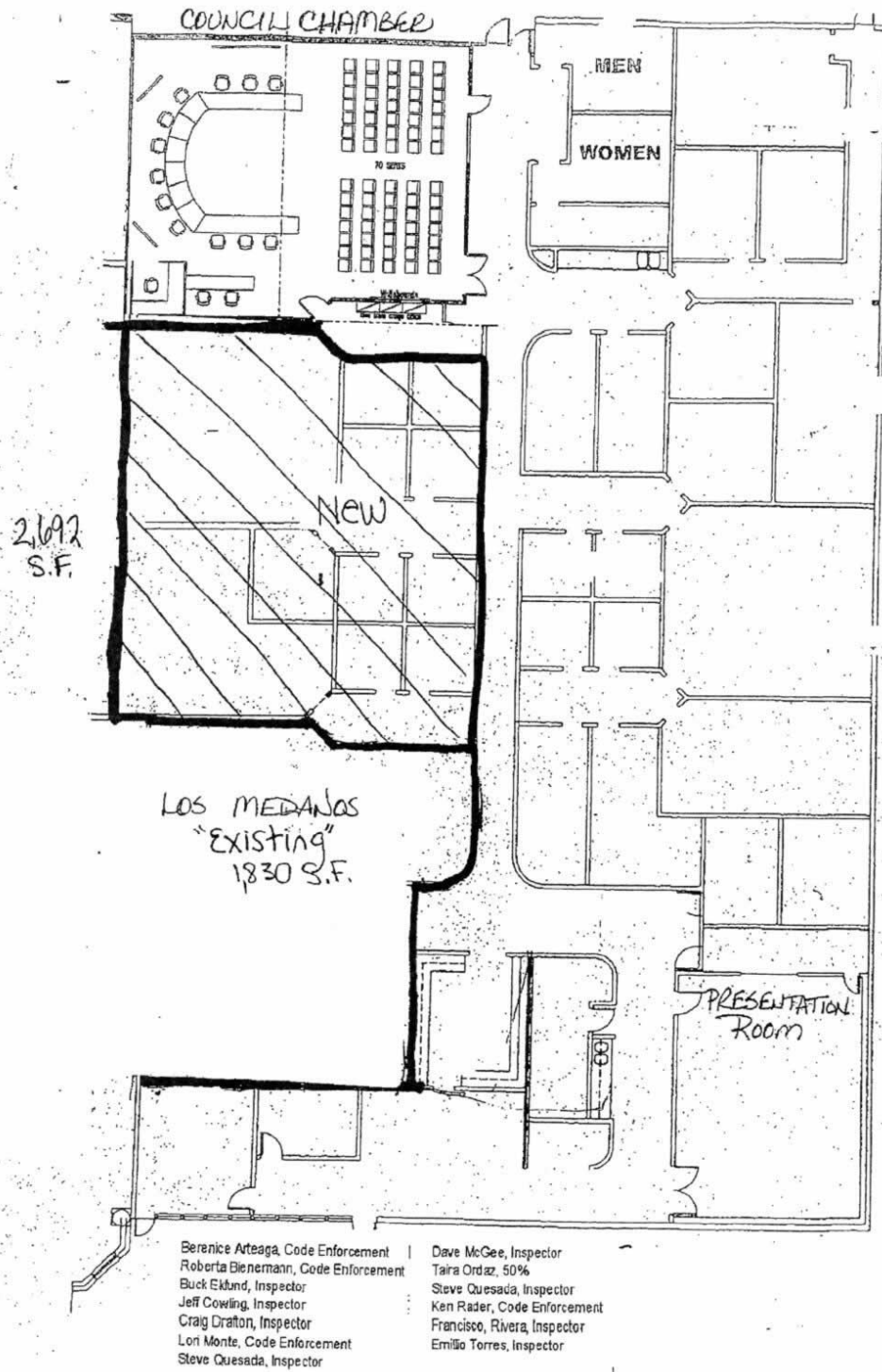
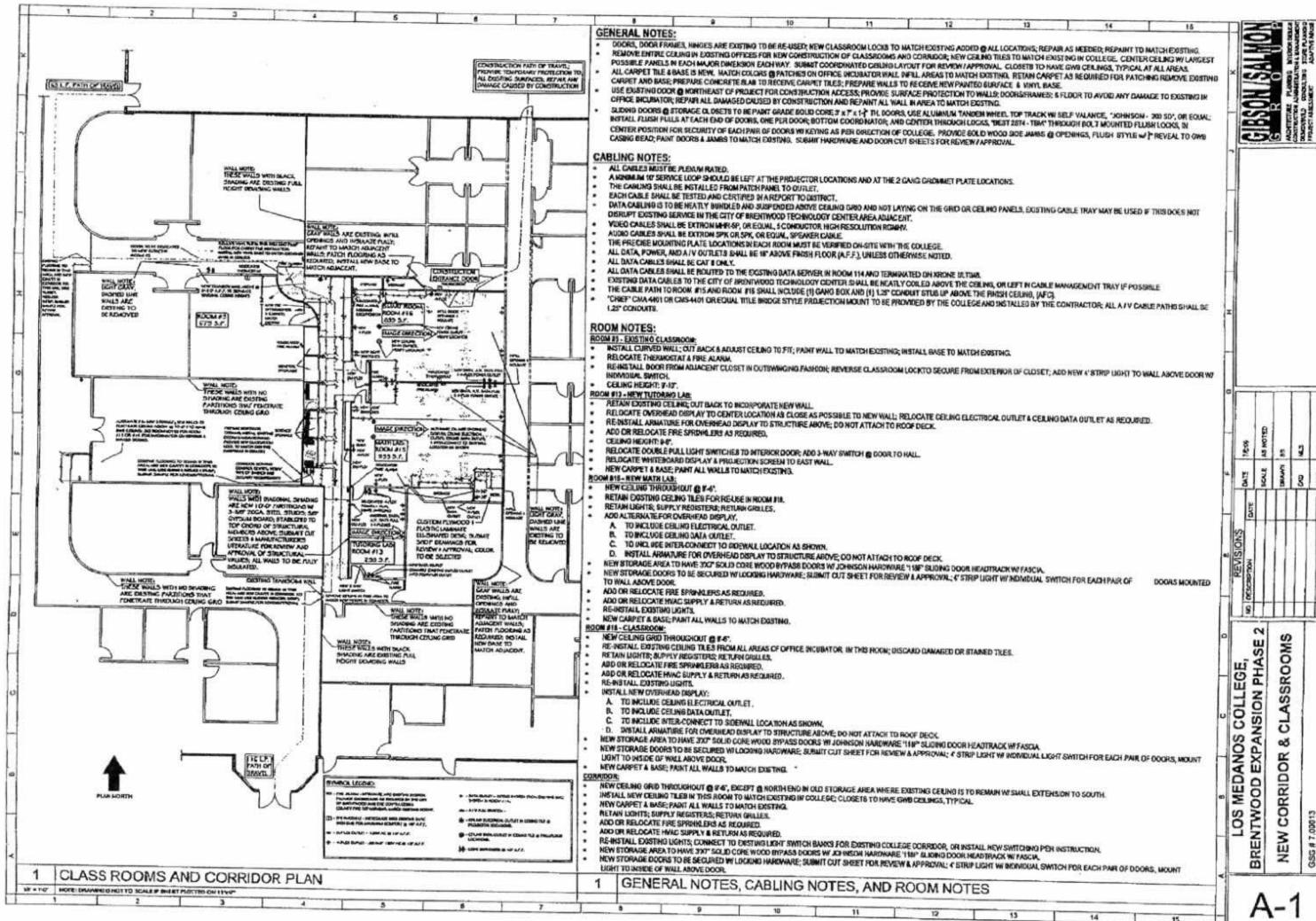


Exhibit E-3

Description of Tenant's Work on Additional and Third Demised Premises



APPENDIX A.5
Fourth Lease Amendment

**FOURTH AMENDMENT TO LEASE
BRENTWOOD EDUCATION AND BUSINESS CENTER**

This Fourth Amendment to Lease – Brentwood Education and Business Center (the "Fourth Amendment") is entered into as of _____, 2011, by and between the City of Brentwood, a municipal corporation ("Landlord") and Contra Costa Community College District, a public community college district established under the laws of the State of California ("Tenant").

Recitals

A. Landlord and Tenant entered into that certain Lease – Brentwood Education and Business Center, dated December 19, 2001, for the Tenant's lease of certain Landlord-owned property defined as the Demised Premises, that certain Amendment No. 1 to Lease dated March 20, 2002, to address parking and janitorial services, that certain Second Amendment to the Lease to add leased premises and provide for certain work, and that Third Amendment to the Lease to add additional leased premises and provide for certain work (collectively, the "Lease"). Any capitalized term not defined herein shall have the definition set forth in the Lease.

B. The parties desire to amend the Lease a fourth time to (1) continue the current rental rates for the Demised Premises, the Additional Demised Premises and the Third Demised Premises for the First Option Period; (2) replace the second five-year option with two one-year options at a fair market rate; and (3) provide for janitorial services during any Extended Term.

Terms

NOW, THEREFORE, in consideration of the foregoing recitals and for other good and valuable consideration, the parties agree as follows:

1. Effective Date. This Fourth Amendment shall be effective as of September 1, 2011.

2. Amendment of Section 1(b) Regarding Option Terms. The first paragraph of Section 1(b) is deleted and replaced with the following:

"Provided Tenant is not in default beyond any applicable cure period at the time Tenant delivers an Option Notice (as defined below), and as of the commencement date of the respective option period, Tenant shall have one option to renew this Lease for a term of five (5) years ("First Option Period") and if such option is exercised, two additional options to renew this Lease for a term of one year each ("Additional Option Periods"), upon all the terms, covenants and conditions set forth herein. After the exercise of an option, all references to Term of this Lease shall be deemed to mean the Term as extended pursuant to this section."

3. Amendment of Section 2(b) Regarding Option Rent. Section 2(b) is deleted in its entirety and replaced with the following:

"(b) Option Rent

First Option Period Rent

During the First Option Period, the Rent shall be as follows:

- (i) For the Demised Premises, Rent will continue at the rate calculation defined in Lease Year 10 in Section 2.1.(a), which is currently \$243,000 for fiscal year 2011/12; and
- (ii) For the Additional Demised Premises, consisting of 1,830 square feet, Rent will continue as set forth in Section 2.2, which shall amount to \$44,688.60 plus \$4,850.64 in utilities for fiscal year 2011/12, with rates adjusting as set forth in section 2.2 for subsequent years; and
- (iii) For the Third Demised Premises, consisting of 2,692 square feet, Rent will continue as set forth in Section 2.3, which shall amount to \$65,738.64 plus \$7,135.44 in utilities for fiscal year 2011/12, with rates adjusting as set forth in section 2.3 for subsequent years.

Additional Option Periods Rent

The Rent for the Demised Premises, Additional Demised Premises, and Third Demised Premises for the Additional Option Periods shall be Fair Market Rent, as defined below, plus a utilities charge based on the Tenant's proportionate share of the actual cost of utilities."

4. Amendment of Section 32 Regarding Janitorial Services. The second and third paragraphs of section 32 are deleted and replaced with the following:

"For the Term and the First Option Period, Landlord agrees to provide janitorial services after 10:00 p.m. Monday through Friday but this janitorial service shall be limited to maintaining adequate toilet supplies, cleaning toilet areas, vacuuming once a week the common hallways, cleaning classrooms, and waste paper collection. Additional janitorial services will be provided at Tenant's expense after approval of such services by Tenant. Tenant shall pay for such additional janitorial services as invoiced by Landlord.

For the Additional Option Periods, all janitorial services will be provided at Tenant's expense."

5. Lease in Full Force and Effect. Except as amended by this Fourth Amendment, the Lease remains in full force and effect.

Tenant:

Contra Costa Community College District, a public community college district established under the laws of the State of California

By: _____
Printed Name: _____
Title: _____

By: _____
Printed Name: _____
Title: _____

Landlord:

City of Brentwood, a municipal corporation

By: _____
Donna Landeros, City Manager

ATTEST:

By: _____
Margaret Wimberly, City Clerk

APPROVED AS TO FORM:

By: _____
Damien B. Brower, City Attorney



City of Brentwood - Day Porter:

<u>Description</u>	<u>Price</u>
Day Porter Services for Los Medanos College, 101 Sand Creek, Suite A	
Service for 5 x week @ 3 hours per day	\$ 700.00/month

Service will include but not limited to:

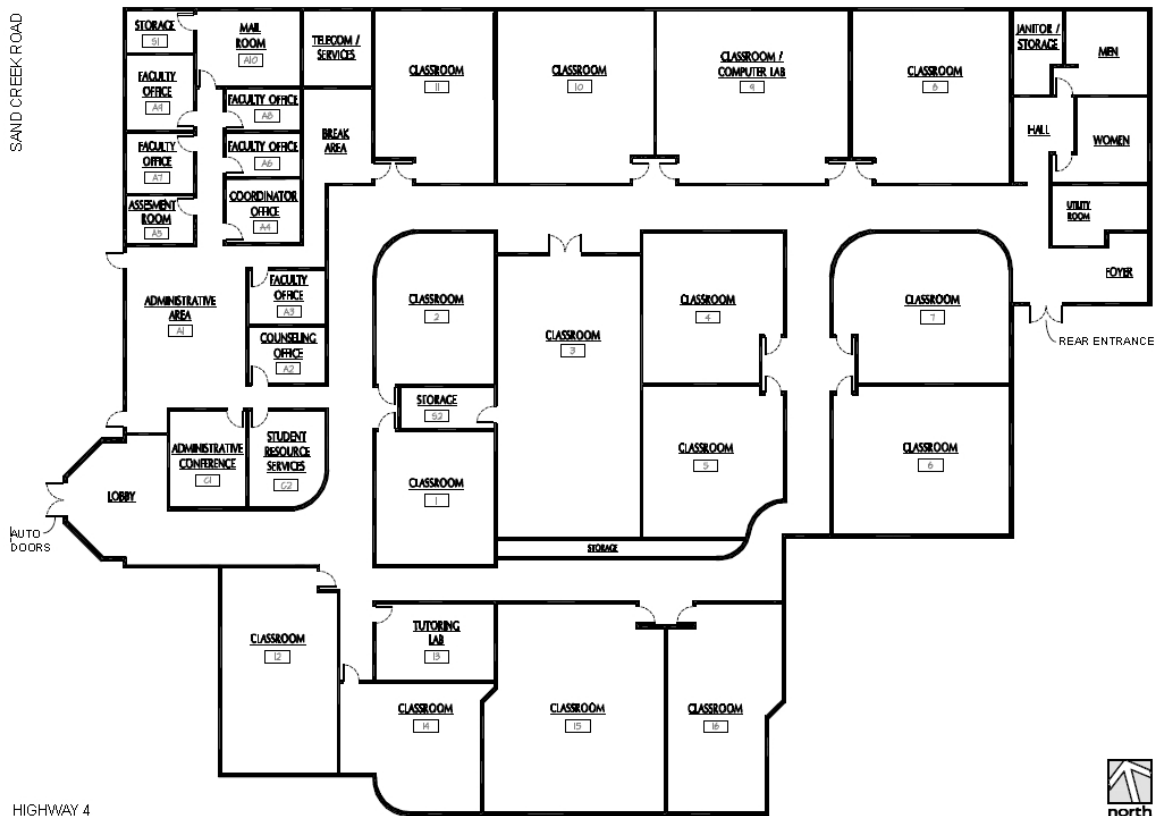
- Touch up of Bathrooms as necessary
- Floor mopping as necessary
- Trash pick-up as necessary
- Kitchen touch-up as necessary
- Vacuuming as necessary
- Dusting as necessary

Service will commence July 6, 2010.

Thank you,
Suzanne Verhaeg
East Bay Building Services

APPENDIX B
Brentwood Center Floor Plan

EXHIBIT 1A LOS MEDANOS COLLEGE | BRENTWOOD OUTREACH CENTER FLOOR PLAN



Colleges of Contra Costa

APPENDIX C

Brentwood Center 2012-2013 Budget

Colleges of Contra Costa
 Account Availability Report Ending 06/30/2013
 Options - Available/Met/Exceeded Budget

02/20/13

Fiscal Year: 2013

FUND: 11 - General Fund - Unrestricted

GL Account	Allocated Budget	Actual	Encumbrances	%Committed	Available
11-01-311051-601000-51210 Monthly Non-Instruc Mgr	68,670.00	11,546.00	0.00	16.81	57,124.00
11-01-311051-601000-51211 Position Stipend	606.00	0.00	0.00	0.00	606.00
11-01-311051-601000-51220 Monthly Non-Instruc Other	16,512.00	9,656.14	0.00	58.48	6,855.86
11-01-311110-630000-51220 Monthly Non-Instruc Other	77,064.00	44,954.00	0.00	58.33	32,110.00
11-01-311110-630000-51410 Variable Hourly Non-Instruc	0.00	256.01	0.00	0.00	256.01-
11-01-311110-630000-51420 Variable Hrly Non-Instruc.	860.00	860.06	0.00	100.01	0.06-
11-01-315002-159900-51100 Monthly Instructional Salar	19,346.00	11,420.96	0.00	59.04	7,925.04
11-01-315005-200100-51310 Variable Hourly Instruc. Pa	0.00	29,913.74	0.00	0.00	29,913.74-
11-01-315005-200100-51320 Variable Hourly Instruc. Su	0.00	1,673.91	0.00	0.00	1,673.91-
11-01-315005-220200-51100 Monthly Instructional Salar	25,810.00	15,055.60	0.00	58.33	10,754.40
11-01-315005-220200-51310 Variable Hourly Instruc. Pa	0.00	12,014.14	0.00	0.00	12,014.14-
11-01-315005-220800-51310 Variable Hourly Instruc. Pa	0.00	14,186.15	0.00	0.00	14,186.15-
11-01-315007-220100-51310 Variable Hourly Instruc. Pa	0.00	3,118.39	0.00	0.00	3,118.39-
11-01-315007-220400-51310 Variable Hourly Instruc. Pa	0.00	4,062.20	0.00	0.00	4,062.20-
11-01-315007-220500-51310 Variable Hourly Instruc. Pa	0.00	20,343.28	0.00	0.00	20,343.28-
11-01-315008-190100-51310 Variable Hourly Instruc. Pa	0.00	7,827.00	0.00	0.00	7,827.00-
11-01-315008-190100-51320 Variable Hourly Instruc. Su	0.00	249.28	0.00	0.00	249.28-
11-01-315008-191100-51100 Monthly Instructional Salar	18,919.00	10,831.24	0.00	57.25	8,087.76
11-01-315008-191100-51310 Variable Hourly Instruc. Pa	0.00	2,504.79	0.00	0.00	2,504.79-
11-01-315009-170100-51100 Monthly Instructional Salar	273,069.00	162,099.66	0.00	59.36	110,969.34
11-01-315009-170100-51310 Variable Hourly Instruc. Pa	0.00	215,435.35	0.00	0.00	215,435.35-
11-01-315009-170100-51320 Variable Hourly Instruc. Su	0.00	3,649.85	0.00	0.00	3,649.85-
11-01-315010-040100-51310 Variable Hourly Instruc. Pa	0.00	23,876.92	0.00	0.00	23,876.92-
11-01-315010-130600-51310 Variable Hourly Instruc. Pa	0.00	7,915.02	0.00	0.00	7,915.02-
11-01-315011-060200-51310 Variable Hourly Instruc. Pa	0.00	908.17	0.00	0.00	908.17-
11-01-315011-150600-51310 Variable Hourly Instruc. Pa	0.00	20,970.48	0.00	0.00	20,970.48-
11-01-315012-100700-51310 Variable Hourly Instruc. Pa	0.00	7,692.30	0.00	0.00	7,692.30-
11-01-315013-150100-51100 Monthly Instructional Salar	155,585.00	91,147.78	0.00	58.58	64,437.22
11-01-315013-150100-51310 Variable Hourly Instruc. Pa	0.00	88,723.56	0.00	0.00	88,723.56-
11-01-315013-150300-51310 Variable Hourly Instruc. Pa	0.00	3,129.85	0.00	0.00	3,129.85-
11-01-315014-150900-51310 Variable Hourly Instruc. Pa	0.00	6,164.90	0.00	0.00	6,164.90-
11-01-315014-151000-51310 Variable Hourly Instruc. Pa	0.00	908.17	0.00	0.00	908.17-
11-01-315016-493085-51310 Variable Hourly Instruc. Pa	0.00	6,430.16	0.00	0.00	6,430.16-
11-01-315016-493086-51310 Variable Hourly Instruc. Pa	0.00	4,330.80	0.00	0.00	4,330.80-
11-01-315017-085000-51310 Variable Hourly Instruc. Pa	0.00	9,844.64	0.00	0.00	9,844.64-
11-01-315017-110500-51310 Variable Hourly Instruc. Pa	0.00	16,968.24	0.00	0.00	16,968.24-
11-01-316001-210500-51100 Monthly Instructional Salar	50,724.00	28,180.00	0.00	55.56	22,544.00
11-01-316002-213300-51100 Monthly Instructional Salar	13,426.00	9,611.42	0.00	71.59	3,814.58
11-01-316002-213300-51310 Variable Hourly Instruc. Pa	0.00	2,343.34	0.00	0.00	2,343.34-
11-01-316006-050100-51310 Variable Hourly Instruc. Pa	0.00	790.45	0.00	0.00	790.45-
11-01-316006-051400-51310 Variable Hourly Instruc. Pa	0.00	8,484.80	0.00	0.00	8,484.80-
11-01-316007-070100-51100 Monthly Instructional Salar	8,706.00	3,627.50	0.00	41.67	5,078.50
11-01-316007-070100-51310 Variable Hourly Instruc. Pa	0.00	12,715.63	0.00	0.00	12,715.63-
11-01-317001-493013-51310 Variable Hourly Instruc. Pa	0.00	1,160.82	0.00	0.00	1,160.82-
=====					
Totals for MAJOR.OBJECT: 51 - Academic Salaries	729,297.00	937,582.70	0.00	128.56	208,285.70-
=====					
11-01-311051-601000-52120 Monthly Class Non-Instr Oth	151,464.00	87,247.36	0.00	57.60	64,216.64
11-01-311051-601000-52121 Stipend Cls Other	1,212.00	528.82	0.00	43.63	683.18
11-01-311051-601000-52310 Variable Class Non-Instr O.	1,500.00	1,562.74	0.00	104.18	62.74-
11-01-311051-601000-52320 Var Class Non-Instr S-T Hou	22,282.00	5,249.51	0.00	23.56	17,032.49
11-01-311051-601000-52330 Var Class Non-Instr Substit	0.00	16,660.87	0.00	0.00	16,660.87-
11-01-311051-601000-52340 Var Class Non-Instr (Studen	855.00	1,156.33	0.00	135.24	301.33-
11-01-315009-170100-52210 Monthly Class Classroom Aid	51,274.00	30,465.60	0.00	59.42	20,808.40
11-01-315009-170100-52440 Var Class Instr Aide (Stude	775.00	883.31	0.00	113.98	108.31-
11-01-315009-170100-52640 Var Cls Non-Instr Aide Stud	9,074.70	4,105.41	0.00	45.24	4,969.29
=====					
Totals for MAJOR.OBJECT: 52 - Classified Salaries	238,436.70	147,859.95	0.00	62.01	90,576.75
=====					
11-01-311051-601000-53100 STRS	0.00	0.00	0.00	0.00	0.00
11-01-311051-601000-53101 STRS-Teaching	0.00	115.52	0.00	0.00	115.52-
11-01-311051-601000-53103 STRS-Academic Other	1,362.00	681.12	0.00	50.01	680.88
11-01-311051-601000-53200 PERS	0.00	0.00	0.00	0.00	0.00
11-01-311051-601000-53202 PERS-Acad Manager/Superviso	7,909.00	1,318.20	0.00	16.67	6,590.80

11-01-311051-601000-53205	PERS-Class Noninstruct Othe	17,432.00	11,533.51	0.00	66.16	5,898.49
11-01-311051-601000-53300	FICA	0.00	0.00	0.00	0.00	0.00
11-01-311051-601000-53302	FICA-Acad Manager/Superviso	3,413.00	680.84	0.00	19.95	2,732.16
11-01-311051-601000-53305	FICA-Class Noninstr Other	10,727.00	7,033.77	0.00	65.57	3,693.23
11-01-311051-601000-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-311051-601000-53401	Health/Wefare-Teaching	0.00	441.49	0.00	0.00	441.49-
11-01-311051-601000-53402	H/W Acad Manager/Supervisor	14,577.00	2,429.44	0.00	16.67	12,147.56
11-01-311051-601000-53403	Health/Welfare Acad Other	5,206.00	2,602.98	0.00	50.00	2,603.02
11-01-311051-601000-53405	H/W Class Noninstr Other	57,878.00	16,078.82	0.00	27.78	41,799.18
11-01-311051-601000-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-311051-601000-53501	Unemploy Insurance-Teaching	0.00	15.40	0.00	0.00	15.40-
11-01-311051-601000-53502	Unempl Insur-Acad Mgr/Super	755.00	125.90	0.00	16.68	629.10
11-01-311051-601000-53503	Unemployment Insur-Acad Oth	182.00	90.84	0.00	49.91	91.16
11-01-311051-601000-53505	Unempl Ins-Class Noninst Ot	1,928.00	1,217.93	0.00	63.17	710.07
11-01-311051-601000-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-311051-601000-53601	Worker's Comp-Teaching	0.00	26.25	0.00	0.00	26.25-
11-01-311051-601000-53602	Worker's Comp-Acad Mgr/Supe	1,287.00	214.56	0.00	16.67	1,072.44
11-01-311051-601000-53603	Worker's Comp-Acad Other	310.00	154.74	0.00	49.92	155.26
11-01-311051-601000-53605	Work Comp-Class Noninstr Ot	3,286.00	2,097.34	0.00	63.83	1,188.66
11-01-311051-601000-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-311051-601000-53801	Medicare-Teaching	0.00	19.91	0.00	0.00	19.91-
11-01-311051-601000-53802	Medicare-Acad Mgr/Superviso	992.00	159.22	0.00	16.05	832.78
11-01-311051-601000-53803	Medicare-Academic Other	235.00	117.42	0.00	49.97	117.58
11-01-311051-601000-53805	Medicare-Class Noninstr Oth	2,509.00	1,644.95	0.00	65.56	864.05
11-01-311051-601000-53904	Cash in lieu_Classified non	0.00	3,332.42	0.00	0.00	3,332.42-
11-01-311110-630000-53100	STRS	0.00	565.08	0.00	0.00	565.08-
11-01-311110-630000-53101	STRS-Teaching	0.00	1,608.80	0.00	0.00	1,608.80-
11-01-311110-630000-53103	STRS-Academic Other	6,865.00	2,292.53	0.00	33.39	4,572.47
11-01-311110-630000-53150	CB Plan	0.00	7.03	0.00	0.00	7.03-
11-01-311110-630000-53400	Health/Welfare	0.00	84.55-	0.00	0.00	84.55
11-01-311110-630000-53401	Health/Wefare-Teaching	0.00	359.85	0.00	0.00	359.85-
11-01-311110-630000-53403	Health/Welfare Acad Other	1,528.00	211.92	0.00	13.87	1,316.08
11-01-311110-630000-53408	H/W Variable Teaching	0.00	114.63	0.00	0.00	114.63-
11-01-311110-630000-53409	H/W Variable Nonteaching	0.00	633.49	0.00	0.00	633.49-
11-01-311110-630000-53500	Unemployment Insurance	0.00	78.61-	0.00	0.00	78.61
11-01-311110-630000-53501	Unemploy Insurance-Teaching	0.00	214.74	0.00	0.00	214.74-
11-01-311110-630000-53503	Unemployment Insur-Acad Oth	848.00	370.63	0.00	43.71	477.37
11-01-311110-630000-53600	Worker's Compensation	0.00	481.56	0.00	0.00	481.56-
11-01-311110-630000-53601	Worker's Comp-Teaching	0.00	365.97	0.00	0.00	365.97-
11-01-311110-630000-53603	Worker's Comp-Acad Other	1,445.00	16.12	0.00	1.12	1,428.88
11-01-311110-630000-53800	Medicare	0.00	401.96	0.00	0.00	401.96-
11-01-311110-630000-53801	Medicare-Teaching	0.00	281.83	0.00	0.00	281.83-
11-01-311110-630000-53803	Medicare-Academic Other	1,206.00	10.13	0.00	0.84	1,195.87
11-01-311110-630000-53902	Cash in lieu_Academic nontc	6,152.00	1,538.04	0.00	25.00	4,613.96
11-01-315002-159900-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-315002-159900-53101	STRS-Teaching	1,596.00	397.32	0.00	24.89	1,198.68
11-01-315002-159900-53103	STRS-Academic Other	0.00	544.92	0.00	0.00	544.92-
11-01-315002-159900-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-315002-159900-53401	Health/Wefare-Teaching	2,106.00	664.74	0.00	31.56	1,441.26
11-01-315002-159900-53403	Health/Welfare Acad Other	0.00	528.02	0.00	0.00	528.02-
11-01-315002-159900-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315002-159900-53501	Unemploy Insurance-Teaching	213.00	52.98	0.00	24.87	160.02
11-01-315002-159900-53503	Unemployment Insur-Acad Oth	0.00	72.63	0.00	0.00	72.63-
11-01-315002-159900-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315002-159900-53601	Worker's Comp-Teaching	363.00	90.30	0.00	24.88	272.70
11-01-315002-159900-53603	Worker's Comp-Acad Other	0.00	123.79	0.00	0.00	123.79-
11-01-315002-159900-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315002-159900-53801	Medicare-Teaching	279.00	69.24	0.00	24.82	209.76
11-01-315002-159900-53803	Medicare-Academic Other	0.00	95.31	0.00	0.00	95.31-
11-01-315005-200100-53100	STRS	0.00	356.76-	0.00	0.00	356.76
11-01-315005-200100-53101	STRS-Teaching	0.00	920.98	0.00	0.00	920.98-
11-01-315005-200100-53150	CB Plan	0.00	356.76	0.00	0.00	356.76-
11-01-315005-200100-53300	FICA	0.00	0.00	0.00	0.00	0.00
11-01-315005-200100-53301	FICA-Teaching	0.00	453.41	0.00	0.00	453.41-
11-01-315005-200100-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-315005-200100-53408	H/W Variable Teaching	0.00	109.32	0.00	0.00	109.32-
11-01-315005-200100-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315005-200100-53501	Unemploy Insurance-Teaching	0.00	347.48	0.00	0.00	347.48-
11-01-315005-200100-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315005-200100-53601	Worker's Comp-Teaching	0.00	592.16	0.00	0.00	592.16-
11-01-315005-200100-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315005-200100-53801	Medicare-Teaching	0.00	455.40	0.00	0.00	455.40-
11-01-315005-220200-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-315005-220200-53101	STRS-Teaching	2,129.00	1,577.88	0.00	74.11	551.12
11-01-315005-220200-53300	FICA	0.00	0.00	0.00	0.00	0.00

11-01-315005-220200-53301	FICA-Teaching	0.00	492.54	0.00	0.00	492.54-
11-01-315005-220200-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-315005-220200-53401	Health/Wefare-Teaching	8,268.00	4,823.00	0.00	58.33	3,445.00
11-01-315005-220200-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315005-220200-53501	Unemploy Insurance-Teaching	284.00	297.80	0.00	104.86	13.80-
11-01-315005-220200-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315005-220200-53601	Worker's Comp-Teaching	484.00	507.46	0.00	104.85	23.46-
11-01-315005-220200-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315005-220200-53801	Medicare-Teaching	367.00	388.24	0.00	105.79	21.24-
11-01-315005-220800-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-315005-220800-53101	STRS-Teaching	0.00	972.54	0.00	0.00	972.54-
11-01-315005-220800-53103	STRS-Academic Other	0.00	169.15	0.00	0.00	169.15-
11-01-315005-220800-53300	FICA	0.00	0.00	0.00	0.00	0.00
11-01-315005-220800-53301	FICA-Teaching	0.00	21.60	0.00	0.00	21.60-
11-01-315005-220800-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315005-220800-53501	Unemploy Insurance-Teaching	0.00	133.50	0.00	0.00	133.50-
11-01-315005-220800-53503	Unemployment Insur-Acad Oth	0.00	22.55	0.00	0.00	22.55-
11-01-315005-220800-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315005-220800-53601	Worker's Comp-Teaching	0.00	227.55	0.00	0.00	227.55-
11-01-315005-220800-53603	Worker's Comp-Acad Other	0.00	38.43	0.00	0.00	38.43-
11-01-315005-220800-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315005-220800-53801	Medicare-Teaching	0.00	176.00	0.00	0.00	176.00-
11-01-315005-220800-53803	Medicare-Academic Other	0.00	29.73	0.00	0.00	29.73-
11-01-315007-220100-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-315007-220100-53101	STRS-Teaching	0.00	257.27	0.00	0.00	257.27-
11-01-315007-220100-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315007-220100-53501	Unemploy Insurance-Teaching	0.00	34.31	0.00	0.00	34.31-
11-01-315007-220100-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315007-220100-53601	Worker's Comp-Teaching	0.00	58.46	0.00	0.00	58.46-
11-01-315007-220100-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315007-220100-53801	Medicare-Teaching	0.00	45.22	0.00	0.00	45.22-
11-01-315007-220400-53100	STRS	0.00	162.52-	0.00	0.00	162.52
11-01-315007-220400-53101	STRS-Teaching	0.00	162.52	0.00	0.00	162.52-
11-01-315007-220400-53150	CB Plan	0.00	162.52	0.00	0.00	162.52-
11-01-315007-220400-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315007-220400-53501	Unemploy Insurance-Teaching	0.00	44.71	0.00	0.00	44.71-
11-01-315007-220400-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315007-220400-53601	Worker's Comp-Teaching	0.00	76.16	0.00	0.00	76.16-
11-01-315007-220400-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315007-220400-53801	Medicare-Teaching	0.00	58.91	0.00	0.00	58.91-
11-01-315007-220500-53100	STRS	0.00	230.40-	0.00	0.00	230.40
11-01-315007-220500-53101	STRS-Teaching	0.00	949.17	0.00	0.00	949.17-
11-01-315007-220500-53150	CB Plan	0.00	230.40	0.00	0.00	230.40-
11-01-315007-220500-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315007-220500-53501	Unemploy Insurance-Teaching	0.00	223.79	0.00	0.00	223.79-
11-01-315007-220500-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315007-220500-53601	Worker's Comp-Teaching	0.00	381.39	0.00	0.00	381.39-
11-01-315007-220500-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315007-220500-53801	Medicare-Teaching	0.00	294.98	0.00	0.00	294.98-
11-01-315008-190100-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-315008-190100-53101	STRS-Teaching	0.00	666.29	0.00	0.00	666.29-
11-01-315008-190100-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315008-190100-53501	Unemploy Insurance-Teaching	0.00	88.84	0.00	0.00	88.84-
11-01-315008-190100-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315008-190100-53601	Worker's Comp-Teaching	0.00	151.37	0.00	0.00	151.37-
11-01-315008-190100-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315008-190100-53801	Medicare-Teaching	0.00	117.13	0.00	0.00	117.13-
11-01-315008-191100-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-315008-191100-53101	STRS-Teaching	1,561.00	1,100.23	0.00	70.48	460.77
11-01-315008-191100-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-315008-191100-53401	Health/Wefare-Teaching	2,210.00	1,265.31	0.00	57.25	944.69
11-01-315008-191100-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315008-191100-53501	Unemploy Insurance-Teaching	208.00	146.69	0.00	70.52	61.31
11-01-315008-191100-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315008-191100-53601	Worker's Comp-Teaching	355.00	250.03	0.00	70.43	104.97
11-01-315008-191100-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315008-191100-53801	Medicare-Teaching	272.00	192.27	0.00	70.69	79.73
11-01-315009-170100-53100	STRS	0.00	832.55-	0.00	0.00	832.55
11-01-315009-170100-53101	STRS-Teaching	22,528.00	26,407.41	0.00	117.22	3,879.41-
11-01-315009-170100-53103	STRS-Academic Other	0.00	3,784.56	0.00	0.00	3,784.56-
11-01-315009-170100-53150	CB Plan	0.00	832.55	0.00	0.00	832.55-
11-01-315009-170100-53200	PERS	0.00	0.00	0.00	0.00	0.00
11-01-315009-170100-53206	PERS-Classroom Aide	5,854.00	3,478.24	0.00	59.42	2,375.76
11-01-315009-170100-53300	FICA	0.00	0.00	0.00	0.00	0.00
11-01-315009-170100-53301	FICA-Teaching	0.00	97.32-	0.00	0.00	97.32

11-01-315009-170100-53306	FICA-Classroom Aide	3,061.00	1,840.49	0.00	60.13	1,220.51
11-01-315009-170100-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-315009-170100-53401	Health/Welfare-Teaching	86,141.00	40,029.63	0.00	46.47	46,111.37
11-01-315009-170100-53403	Health/Welfare Acad Other	0.00	11,177.64	0.00	0.00	11,177.64-
11-01-315009-170100-53406	H/W Classroom Aide	21,675.00	12,661.60	0.00	58.42	9,013.40
11-01-315009-170100-53408	H/W Variable Teaching	0.00	10,770.69	0.00	0.00	10,770.69-
11-01-315009-170100-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315009-170100-53501	Unemploy Insurance-Teaching	3,003.00	3,688.38	0.00	122.82	685.38-
11-01-315009-170100-53503	Unemployment Insur-Acad Oth	0.00	504.58	0.00	0.00	504.58-
11-01-315009-170100-53506	Unempl Insur-Classroom Aide	564.00	335.13	0.00	59.42	228.87
11-01-315009-170100-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315009-170100-53601	Worker's Comp-Teaching	5,119.00	6,285.74	0.00	122.79	1,166.74-
11-01-315009-170100-53603	Worker's Comp-Acad Other	0.00	859.92	0.00	0.00	859.92-
11-01-315009-170100-53605	Work Comp-Class Noninstr Ot	0.00	3.92	0.00	0.00	3.92-
11-01-315009-170100-53606	Worker's Comp-Classroom Aid	961.00	587.65	0.00	61.15	373.35
11-01-315009-170100-53607	Worker's Comp-Other Aide	187.00	73.05	0.00	39.06	113.95
11-01-315009-170100-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315009-170100-53801	Medicare-Teaching	3,890.00	3,961.02	0.00	101.83	71.02-
11-01-315009-170100-53803	Medicare-Academic Other	0.00	655.22	0.00	0.00	655.22-
11-01-315009-170100-53806	Medicare-Classroom Aide	716.00	430.44	0.00	60.12	285.56
11-01-315010-040100-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-315010-040100-53101	STRS-Teaching	0.00	570.78	0.00	0.00	570.78-
11-01-315010-040100-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-315010-040100-53408	H/W Variable Teaching	0.00	123.44	0.00	0.00	123.44-
11-01-315010-040100-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315010-040100-53501	Unemploy Insurance-Teaching	0.00	262.66	0.00	0.00	262.66-
11-01-315010-040100-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315010-040100-53601	Worker's Comp-Teaching	0.00	447.63	0.00	0.00	447.63-
11-01-315010-040100-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315010-040100-53801	Medicare-Teaching	0.00	343.23	0.00	0.00	343.23-
11-01-315010-130600-53100	STRS	0.00	316.61-	0.00	0.00	316.61-
11-01-315010-130600-53101	STRS-Teaching	0.00	316.61	0.00	0.00	316.61-
11-01-315010-130600-53150	CB Plan	0.00	316.61	0.00	0.00	316.61-
11-01-315010-130600-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315010-130600-53501	Unemploy Insurance-Teaching	0.00	87.09	0.00	0.00	87.09-
11-01-315010-130600-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315010-130600-53601	Worker's Comp-Teaching	0.00	148.39	0.00	0.00	148.39-
11-01-315010-130600-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315010-130600-53801	Medicare-Teaching	0.00	114.76	0.00	0.00	114.76-
11-01-315011-060200-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-315011-060200-53101	STRS-Teaching	0.00	74.92	0.00	0.00	74.92-
11-01-315011-060200-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315011-060200-53501	Unemploy Insurance-Teaching	0.00	9.99	0.00	0.00	9.99-
11-01-315011-060200-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315011-060200-53601	Worker's Comp-Teaching	0.00	17.02	0.00	0.00	17.02-
11-01-315011-060200-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315011-060200-53801	Medicare-Teaching	0.00	13.17	0.00	0.00	13.17-
11-01-315011-150600-53100	STRS	0.00	345.91-	0.00	0.00	345.91-
11-01-315011-150600-53101	STRS-Teaching	0.00	1,362.58	0.00	0.00	1,362.58-
11-01-315011-150600-53150	CB Plan	0.00	345.91	0.00	0.00	345.91-
11-01-315011-150600-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-315011-150600-53408	H/W Variable Teaching	0.00	4,947.44	0.00	0.00	4,947.44-
11-01-315011-150600-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315011-150600-53501	Unemploy Insurance-Teaching	0.00	230.67	0.00	0.00	230.67-
11-01-315011-150600-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315011-150600-53601	Worker's Comp-Teaching	0.00	393.10	0.00	0.00	393.10-
11-01-315011-150600-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315011-150600-53801	Medicare-Teaching	0.00	260.30	0.00	0.00	260.30-
11-01-315012-100700-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-315012-100700-53101	STRS-Teaching	0.00	634.61	0.00	0.00	634.61-
11-01-315012-100700-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-315012-100700-53408	H/W Variable Teaching	0.00	1,066.82	0.00	0.00	1,066.82-
11-01-315012-100700-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315012-100700-53501	Unemploy Insurance-Teaching	0.00	84.60	0.00	0.00	84.60-
11-01-315012-100700-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315012-100700-53601	Worker's Comp-Teaching	0.00	144.21	0.00	0.00	144.21-
11-01-315012-100700-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315012-100700-53801	Medicare-Teaching	0.00	96.83	0.00	0.00	96.83-
11-01-315013-150100-53100	STRS	0.00	1,304.95-	0.00	0.00	1,304.95-
11-01-315013-150100-53101	STRS-Teaching	9,923.00	8,945.76	0.00	90.15	977.24
11-01-315013-150100-53103	STRS-Academic Other	0.00	3,886.75	0.00	0.00	3,886.75-
11-01-315013-150100-53150	CB Plan	0.00	1,304.95	0.00	0.00	1,304.95-
11-01-315013-150100-53300	FICA	0.00	0.00	0.00	0.00	0.00
11-01-315013-150100-53301	FICA-Teaching	0.00	345.03	0.00	0.00	345.03-
11-01-315013-150100-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00

11-01-315013-150100-53401	Health/Wefare-Teaching	50,847.00	18,251.12	0.00	35.89	32,595.88
11-01-315013-150100-53403	Health/Welfare Acad Other	0.00	3,255.38	0.00	0.00	3,255.38-
11-01-315013-150100-53408	H/W Variable Teaching	0.00	6,768.47	0.00	0.00	6,768.47-
11-01-315013-150100-53409	H/W Variable Nonteaching	0.00	4,394.90	0.00	0.00	4,394.90-
11-01-315013-150100-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315013-150100-53501	Unemploy Insurance-Teaching	1,712.00	1,457.68	0.00	85.14	254.32
11-01-315013-150100-53503	Unemployment Insur-Acad Oth	0.00	520.92	0.00	0.00	520.92-
11-01-315013-150100-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315013-150100-53601	Worker's Comp-Teaching	2,917.00	2,484.00	0.00	85.16	433.00
11-01-315013-150100-53603	Worker's Comp-Acad Other	0.00	887.79	0.00	0.00	887.79-
11-01-315013-150100-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315013-150100-53801	Medicare-Teaching	2,192.00	1,812.89	0.00	82.70	379.11
11-01-315013-150100-53803	Medicare-Academic Other	0.00	677.21	0.00	0.00	677.21-
11-01-315013-150300-53100	STRS	0.00	125.20-	0.00	0.00	125.20
11-01-315013-150300-53101	STRS-Teaching	0.00	125.20	0.00	0.00	125.20-
11-01-315013-150300-53150	CB Plan	0.00	125.20	0.00	0.00	125.20-
11-01-315013-150300-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-315013-150300-53408	H/W Variable Teaching	0.00	1,443.60	0.00	0.00	1,443.60-
11-01-315013-150300-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315013-150300-53501	Unemploy Insurance-Teaching	0.00	34.44	0.00	0.00	34.44-
11-01-315013-150300-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315013-150300-53601	Worker's Comp-Teaching	0.00	58.66	0.00	0.00	58.66-
11-01-315013-150300-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315013-150300-53801	Medicare-Teaching	0.00	33.05	0.00	0.00	33.05-
11-01-315014-150900-53100	STRS	0.00	181.65-	0.00	0.00	181.65
11-01-315014-150900-53101	STRS-Teaching	0.00	315.63	0.00	0.00	315.63-
11-01-315014-150900-53150	CB Plan	0.00	181.65	0.00	0.00	181.65-
11-01-315014-150900-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315014-150900-53501	Unemploy Insurance-Teaching	0.00	67.81	0.00	0.00	67.81-
11-01-315014-150900-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315014-150900-53601	Worker's Comp-Teaching	0.00	115.54	0.00	0.00	115.54-
11-01-315014-150900-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315014-150900-53801	Medicare-Teaching	0.00	89.40	0.00	0.00	89.40-
11-01-315014-151000-53100	STRS	0.00	36.33-	0.00	0.00	36.33
11-01-315014-151000-53101	STRS-Teaching	0.00	36.33	0.00	0.00	36.33-
11-01-315014-151000-53150	CB Plan	0.00	36.33	0.00	0.00	36.33-
11-01-315014-151000-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315014-151000-53501	Unemploy Insurance-Teaching	0.00	9.99	0.00	0.00	9.99-
11-01-315014-151000-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315014-151000-53601	Worker's Comp-Teaching	0.00	17.03	0.00	0.00	17.03-
11-01-315014-151000-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315014-151000-53801	Medicare-Teaching	0.00	13.17	0.00	0.00	13.17-
11-01-315016-493085-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-315016-493085-53101	STRS-Teaching	0.00	530.50	0.00	0.00	530.50-
11-01-315016-493085-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315016-493085-53501	Unemploy Insurance-Teaching	0.00	70.73	0.00	0.00	70.73-
11-01-315016-493085-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315016-493085-53601	Worker's Comp-Teaching	0.00	120.55	0.00	0.00	120.55-
11-01-315016-493085-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315016-493085-53801	Medicare-Teaching	0.00	93.23	0.00	0.00	93.23-
11-01-315016-493086-53100	STRS	0.00	173.24-	0.00	0.00	173.24
11-01-315016-493086-53101	STRS-Teaching	0.00	173.24	0.00	0.00	173.24-
11-01-315016-493086-53150	CB Plan	0.00	173.24	0.00	0.00	173.24-
11-01-315016-493086-53200	PERS	0.00	0.00	0.00	0.00	0.00
11-01-315016-493086-53201	PERS-Teaching	0.00	201.88	0.00	0.00	201.88-
11-01-315016-493086-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-315016-493086-53408	H/W Variable Teaching	0.00	1,133.89	0.00	0.00	1,133.89-
11-01-315016-493086-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315016-493086-53501	Unemploy Insurance-Teaching	0.00	47.65	0.00	0.00	47.65-
11-01-315016-493086-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315016-493086-53601	Worker's Comp-Teaching	0.00	81.20	0.00	0.00	81.20-
11-01-315016-493086-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315016-493086-53801	Medicare-Teaching	0.00	62.25	0.00	0.00	62.25-
11-01-315017-085000-53100	STRS	0.00	279.24-	0.00	0.00	279.24
11-01-315017-085000-53101	STRS-Teaching	0.00	515.54	0.00	0.00	515.54-
11-01-315017-085000-53150	CB Plan	0.00	279.24	0.00	0.00	279.24-
11-01-315017-085000-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-315017-085000-53408	H/W Variable Teaching	0.00	81.23	0.00	0.00	81.23-
11-01-315017-085000-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315017-085000-53501	Unemploy Insurance-Teaching	0.00	108.33	0.00	0.00	108.33-
11-01-315017-085000-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315017-085000-53601	Worker's Comp-Teaching	0.00	184.55	0.00	0.00	184.55-
11-01-315017-085000-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315017-085000-53801	Medicare-Teaching	0.00	141.61	0.00	0.00	141.61-
11-01-315017-110500-53100	STRS	0.00	208.65-	0.00	0.00	208.65

11-01-315017-110500-53101	STRS-Teaching	0.00	349.59	0.00	0.00	349.59-
11-01-315017-110500-53150	CB Plan	0.00	208.65	0.00	0.00	208.65-
11-01-315017-110500-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-315017-110500-53501	Unemploy Insurance-Teaching	0.00	186.67	0.00	0.00	186.67-
11-01-315017-110500-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-315017-110500-53601	Worker's Comp-Teaching	0.00	318.13	0.00	0.00	318.13-
11-01-315017-110500-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-315017-110500-53801	Medicare-Teaching	0.00	246.04	0.00	0.00	246.04-
11-01-316001-210500-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-316001-210500-53101	STRS-Teaching	4,185.00	2,324.87	0.00	55.55	1,860.13
11-01-316001-210500-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-316001-210500-53401	Health/Wefare-Teaching	4,454.00	2,570.67	0.00	57.72	1,883.33
11-01-316001-210500-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-316001-210500-53501	Unemploy Insurance-Teaching	558.00	310.00	0.00	55.56	248.00
11-01-316001-210500-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-316001-210500-53601	Worker's Comp-Teaching	951.00	528.27	0.00	55.55	422.73
11-01-316001-210500-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-316001-210500-53801	Medicare-Teaching	732.00	406.46	0.00	55.53	325.54
11-01-316002-213300-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-316002-213300-53101	STRS-Teaching	1,140.00	699.42	0.00	61.35	440.58
11-01-316002-213300-53103	STRS-Academic Other	0.00	356.93	0.00	0.00	356.93-
11-01-316002-213300-53400	Health/Welfare	0.00	31.89	0.00	0.00	31.89
11-01-316002-213300-53401	Health/Wefare-Teaching	441.00	220.32	0.00	49.96	220.68
11-01-316002-213300-53403	Health/Welfare Acad Other	0.00	31.89	0.00	0.00	31.89-
11-01-316002-213300-53409	H/W Variable Nonteaching	0.00	95.11	0.00	0.00	95.11-
11-01-316002-213300-53500	Unemployment Insurance	0.00	22.45	0.00	0.00	22.45
11-01-316002-213300-53501	Unemploy Insurance-Teaching	148.00	86.75	0.00	58.61	61.25
11-01-316002-213300-53503	Unemployment Insur-Acad Oth	0.00	67.23	0.00	0.00	67.23-
11-01-316002-213300-53600	Worker's Compensation	0.00	54.34	0.00	0.00	54.34-
11-01-316002-213300-53601	Worker's Comp-Teaching	252.00	147.78	0.00	58.64	104.22
11-01-316002-213300-53603	Worker's Comp-Acad Other	0.00	21.96	0.00	0.00	21.96-
11-01-316002-213300-53800	Medicare	0.00	45.69	0.00	0.00	45.69-
11-01-316002-213300-53801	Medicare-Teaching	200.00	122.77	0.00	61.39	77.23
11-01-316002-213300-53803	Medicare-Academic Other	0.00	16.99	0.00	0.00	16.99-
11-01-316002-213300-53901	Cash in lieu_Academic	396.00	850.04	0.00	214.66	454.04-
11-01-316006-050100-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-316006-050100-53101	STRS-Teaching	0.00	65.21	0.00	0.00	65.21-
11-01-316006-050100-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-316006-050100-53501	Unemploy Insurance-Teaching	0.00	8.70	0.00	0.00	8.70-
11-01-316006-050100-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-316006-050100-53601	Worker's Comp-Teaching	0.00	14.82	0.00	0.00	14.82-
11-01-316006-050100-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-316006-050100-53801	Medicare-Teaching	0.00	11.46	0.00	0.00	11.46-
11-01-316006-051400-53100	STRS	0.00	0.00	0.00	0.00	0.00
11-01-316006-051400-53101	STRS-Teaching	0.00	395.25	0.00	0.00	395.25-
11-01-316006-051400-53103	STRS-Academic Other	0.00	304.80	0.00	0.00	304.80-
11-01-316006-051400-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-316006-051400-53501	Unemploy Insurance-Teaching	0.00	52.72	0.00	0.00	52.72-
11-01-316006-051400-53503	Unemployment Insur-Acad Oth	0.00	40.64	0.00	0.00	40.64-
11-01-316006-051400-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-316006-051400-53601	Worker's Comp-Teaching	0.00	89.80	0.00	0.00	89.80-
11-01-316006-051400-53603	Worker's Comp-Acad Other	0.00	69.26	0.00	0.00	69.26-
11-01-316006-051400-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-316006-051400-53801	Medicare-Teaching	0.00	69.44	0.00	0.00	69.44-
11-01-316006-051400-53803	Medicare-Academic Other	0.00	53.56	0.00	0.00	53.56-
11-01-316007-070100-53100	STRS	0.00	196.80	0.00	0.00	196.80
11-01-316007-070100-53101	STRS-Teaching	718.00	713.50	0.00	99.37	4.50
11-01-316007-070100-53103	STRS-Academic Other	0.00	304.03	0.00	0.00	304.03-
11-01-316007-070100-53150	CB Plan	0.00	196.80	0.00	0.00	196.80-
11-01-316007-070100-53300	FICA	0.00	0.00	0.00	0.00	0.00
11-01-316007-070100-53301	FICA-Teaching	0.00	91.40	0.00	0.00	91.40-
11-01-316007-070100-53400	Health/Welfare	0.00	0.00	0.00	0.00	0.00
11-01-316007-070100-53401	Health/Wefare-Teaching	772.00	321.80	0.00	41.68	450.20
11-01-316007-070100-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-316007-070100-53501	Unemploy Insurance-Teaching	96.00	139.23	0.00	145.03	43.23-
11-01-316007-070100-53503	Unemployment Insur-Acad Oth	0.00	40.54	0.00	0.00	40.54-
11-01-316007-070100-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-316007-070100-53601	Worker's Comp-Teaching	163.00	237.31	0.00	145.59	74.31-
11-01-316007-070100-53603	Worker's Comp-Acad Other	0.00	69.08	0.00	0.00	69.08-
11-01-316007-070100-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-316007-070100-53801	Medicare-Teaching	126.00	183.29	0.00	145.47	57.29-
11-01-316007-070100-53803	Medicare-Academic Other	0.00	53.43	0.00	0.00	53.43-
11-01-317001-493013-53100	STRS	0.00	46.42	0.00	0.00	46.42
11-01-317001-493013-53103	STRS-Academic Other	0.00	46.42	0.00	0.00	46.42-
11-01-317001-493013-53150	CB Plan	0.00	46.42	0.00	0.00	46.42-

11-01-317001-493013-53500	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
11-01-317001-493013-53503	Unemployment Insur-Acad Oth	0.00	12.76	0.00	0.00	12.76-
11-01-317001-493013-53600	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
11-01-317001-493013-53603	Worker's Comp-Acad Other	0.00	21.76	0.00	0.00	21.76-
11-01-317001-493013-53800	Medicare	0.00	0.00	0.00	0.00	0.00
11-01-317001-493013-53803	Medicare-Academic Other	0.00	16.83	0.00	0.00	16.83-
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Totals for MAJOR.OBJECT: 53 - Benefits		405,349.00	295,618.33	0.00	72.93	109,730.67
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11-01-311051-601000-54100	Supplies/Materials Expense	6,838.00	4,332.49	0.00	63.36	2,505.51
11-01-311051-601000-54200	Supp/Mat-Textbooks Expense	1,373.70	0.00	0.00	0.00	1,373.70
11-01-315000-499900-54100	Supplies/Materials Expense	0.00	22.46	0.00	0.00	22.46-
11-01-315009-170100-54100	Supplies/Materials Expense	94.00	53.26	0.00	56.66	40.74
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Totals for MAJOR.OBJECT: 54 - Supplies		8,305.70	4,408.21	0.00	53.07	3,897.49
=====						
11-01-311051-601000-55200	Travel/Conference Expense	0.00	216.45	0.00	0.00	216.45-
11-01-311051-601000-55550	Telephone Service Expense	2,500.00	1,025.74	0.00	41.03	1,474.26
11-01-311051-601000-55620	Equipment Repair/Mainten.	1,500.00	2,409.01-	193.39	147.70-	3,715.62
11-01-311051-601000-55623	Telephone Repair Expense	500.00	0.00	0.00	0.00	500.00
11-01-311051-601000-55690	Other Leases/Rental/Contra	385,514.00	307,805.26	76,445.78	99.67	1,262.96
11-01-311051-601000-55901	Interprogram Charges-Debit	500.00	85.24	0.00	17.05	414.76
11-01-315009-170100-55901	Interprogram Charges-Debit	913.00	0.00	0.00	0.00	913.00
=====						
Totals for MAJOR.OBJECT: 55 - Other Operating Expen		391,427.00	306,723.68	76,639.17	97.94	8,064.15
=====						
11-01-311051-601000-57900	Contingencies	3,500.00	0.00	0.00	0.00	3,500.00
=====						
Totals for MAJOR.OBJECT: 57 - Other Outgo		3,500.00	0.00	0.00	0.00	3,500.00
=====						
Totals for FUND: 11 - General Fund - Unrestricted		1,776,315.40	1,692,192.87	76,639.17	99.58	7,483.36

APPENDIX D
Brentwood Center Course
Sections

Section Department	Section Name	Section Short Title
B6001	ADJUS1209500	Intro to Criminal Justice System
B6001	ADJUS1209501	Intro to Criminal Justice System
B5005	ANTHR0059502	General Anthropology
B5005	ANTHR0059625	General Anthropology
B5005	ANTHR0069503	Cultural Anthropology
B5005	ANTHR0079504	Culture Change/ Globalization
B5008	ASTRO0109505	Introduction to Astronomy
B5010	BIOSC0059506	Human Biology and Health
B5010	BIOSC0059506	Human Biology and Health
B5010	BIOSC0109507	General Biology
B5010	BIOSC0109507	General Biology
B6006	BUS0869508	Medical Terminology
B6006	BUS1099509	Introduction to Business
B6006	BUS2949627	Business Law
B6007	COMSC0309513	Web Site Development Part 1
B6007	COMSC0319514	Web Site Development Part II
B6007	COMSC0329515	Web Site Development Dreamwvr/Fish
B6007	COMSC0409516	Intro to Computers
B7001	COUNS0309517	Orientation to College
B7001	COUNS0309518	Orientation to College
B7001	COUNS0339519	Transfer Planning
B5012	DRAMA0159520	Multicultural Perspective W/Theatre
B5012	DRAMA0169512	Theatre Appreciation
B5012	DRAMA0169619	Theatre Appreciation
B5012	DRAMA0209521	Principles of Acting I
B5012	DRAMA0209521	Principles of Acting I
B5007	ECON0119523	Principles of Macroeconomics
B5013	ENGL0709524	Fund English/Reading/Writing/Thinking
B5013	ENGL0709524	Fund English/Reading/Writing/Thinking
B5013	ENGL0709524	Fund English/Reading/Writing/Thinking
B5013	ENGL0709525	Fund English/Reading/Writing/Thinking
B5013	ENGL0709525	Fund English/Reading/Writing/Thinking
B5013	ENGL0709525	Fund English/Reading/Writing/Thinking

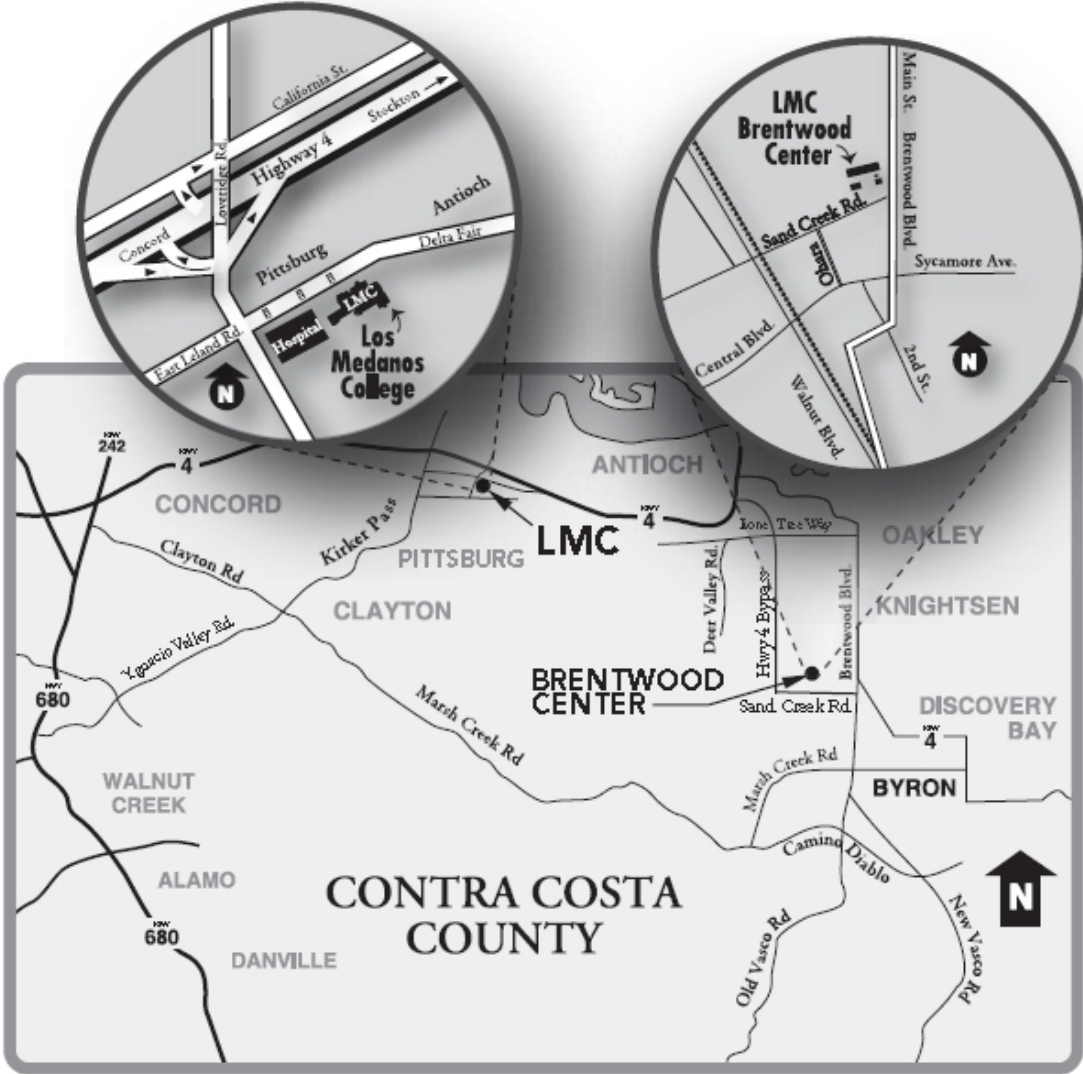
B5013	ENGL2219542	Advanced Composition & Critical Thinking
B5013	ENGL2219626	Advanced Composition & Critical Thinking
B6002	FIRE1019544	Fire Protection Organization
B6002	FIRE1029605	Fire Behavior and Combustion
L6002	FIRE1049545	Building Construction/Fire Service
B6002	FIRE1079622	Fire Fighter Safety & Survival
B5007	HIST0389546	Contemporary U.S. History
B5007	HIST0399547	Ancient World History:
B5007	HIST0409548	Modern World History: People
B5007	HIST0479603	History/Cultures of Native Americans
B5007	HIST0529604	Mexican American History 1900PRS
B5002	HUMAN0219606	Intro Humanities
B5011	JOURN0359549	Mass Communication
B5009	MATH0049550	Basic Math and Study Skills
B5009	MATH0049550	Basic Math and Study Skills
B5009	MATH0129551	Pre-algebra
B5009	MATH0129551	Pre-algebra
B5009	MATH0129552	Pre-algebra
B5009	MATH0129552	Pre-algebra
B5009	MATH0129553	Pre-algebra
B5009	MATH0129553	Pre-algebra
B5009	MATH0129623	Pre-algebra
B5009	MATH0129623	Pre-algebra
B5009	MATH0259554	Elementary Algebra
B5009	MATH0259554	Elementary Algebra
B5009	MATH0259555	Elementary Algebra
B5009	MATH0259555	Elementary Algebra
B5009	MATH0259556	Elementary Algebra
B5009	MATH0259556	Elementary Algebra
B5009	MATH0259557	Elementary Algebra
B5009	MATH0259557	Elementary Algebra
B5009	MATH0259558	Elementary Algebra
B5009	MATH0259558	Elementary Algebra
B5009	MATH0259624	Elementary Algebra
B5009	MATH0259624	Elementary Algebra
B5009	MATH0259624	Elementary Algebra
B5009	MATH0309559	Intermediate Algebra
B5009	MATH0309560	Intermediate Algebra
B5009	MATH0309561	Intermediate Algebra
B5009	MATH0309562	Intermediate Algebra
B5009	MATH0309563	Intermediate Algebra
B5009	MATH0309564	Intermediate Algebra

B5013	ENGL2219542	Advanced Composition & Critical Thinking
B5013	ENGL2219626	Advanced Composition & Critical Thinking
B6002	FIRE1019544	Fire Protection Organization
B6002	FIRE1029605	Fire Behavior and Combustion
L6002	FIRE1049545	Building Construction/Fire Service
B6002	FIRE1079622	Fire Fighter Safety & Survival
B5007	HIST0389546	Contemporary U.S. History
B5007	HIST0399547	Ancient World History:
B5007	HIST0409548	Modern World History: People
B5007	HIST0479603	History/Cultures of Native Americans
B5007	HIST0529604	Mexican American History 1900PRS
B5002	HUMAN0219606	Intro Humanities
B5011	JOURN0359549	Mass Communication
B5009	MATH0049550	Basic Math and Study Skills
B5009	MATH0049550	Basic Math and Study Skills
B5009	MATH0129551	Pre-algebra
B5009	MATH0129551	Pre-algebra
B5009	MATH0129552	Pre-algebra
B5009	MATH0129552	Pre-algebra
B5009	MATH0129553	Pre-algebra
B5009	MATH0129553	Pre-algebra
B5009	MATH0129623	Pre-algebra
B5009	MATH0129623	Pre-algebra
B5009	MATH0259554	Elementary Algebra
B5009	MATH0259554	Elementary Algebra
B5009	MATH0259555	Elementary Algebra
B5009	MATH0259555	Elementary Algebra
B5009	MATH0259556	Elementary Algebra
B5009	MATH0259556	Elementary Algebra
B5009	MATH0259557	Elementary Algebra
B5009	MATH0259557	Elementary Algebra
B5009	MATH0259558	Elementary Algebra
B5009	MATH0259558	Elementary Algebra
B5009	MATH0259624	Elementary Algebra
B5009	MATH0259624	Elementary Algebra
B5009	MATH0259624	Elementary Algebra
B5009	MATH0309559	Intermediate Algebra
B5009	MATH0309560	Intermediate Algebra
B5009	MATH0309561	Intermediate Algebra
B5009	MATH0309562	Intermediate Algebra
B5009	MATH0309563	Intermediate Algebra
B5009	MATH0309564	Intermediate Algebra

B5009	MATH0349565	Introduction to Statistics
B5009	MATH0349566	Introduction to Statistics
B5009	MATH0349567	Introduction to Statistics
B5009	MATH0349568	Introduction to Statistics
B5009	MATH0349569	Introduction to Statistics
B5009	MATH0349570	Introduction to Statistics
B5009	MATH0349571	Introduction to Statistics
B5009	MATH0409572	Pre-calculus
B5009	MATH0509573	Calculus/Analytic Geometry I
B5009	MATH0509574	Calculus/Analytic Geometry I
B5009	MATH0609575	Calculus and Analytic Geometry
B5009	MATH0709576	Calculus and Analytic Geometry
B5009	MATH0709610	Calculus/Analytic Geometry III
B5009	MATH0759577	Linear Algebra
B5009	MATH0809611	Differential Equations
B5010	NUTRI0559579	Introduction to Nutrition
B5014	PHIL0029580	Contemporary Ethical Issues
B5014	PHIL0029581	Contemporary Ethical Issues
B5014	PHIL0429582	Comparative Religion
B5008	PHYSC0059583	General Physical Science
B5008	PHYSC0059583	General Physical Science
B5007	POLSC0109584	Intro to Amer. Gov.: Institutions & Ideals
B5005	PSYCH0109586	Psychology: Individual/Social Processes
B5005	PSYCH0109607	Psychology: Individual/Social Processes
B5005	PSYCH0119587	General Psychology
B5005	PSYCH0119588	General Psychology
B5005	PSYCH0129589	Family Crisis and Growth
B5005	PSYCH0149590	Psychology of Human Sexuality
B6004	RNURS0019578	Nursing Career Seminar
B5017	SIGN0659591	American Sign Language I
B5017	SIGN0659592	American Sign Language I
B5017	SIGN0669602	American Sign Language II
B5005	SOCIO0129608	Marriage and Family
B5005	SOCIO0169593	Introduction to Social Problem
B5017	SPAN0509594	Elementary Spanish I
B5017	SPAN0509595	Elementary Spanish I
B5017	SPAN0519596	Elem Span II
B5011	SPCH1109585	Speech Communication
B5011	SPCH1109598	Speech Communication
B5011	SPCH1109599	Speech Communication
B5011	SPCH1109600	Speech Communication

APPENDIX E

Brentwood Center Location Map
(Summer 2012)



APPENDIX F

**Brentwood Center Organizational
Chart**

LOS MEDANOS COLLEGE

**Sr. Dean Student Services
& Brentwood Center**

Gail Newman

Athletics

Annie Martin
Athletic Trainer

John McDermott
Equipment Manager

Vacant
Women's Locker Room
Attendant

Brentwood Center

Sharen McLean
Satellite Business
Services Coordinator

Carol Love
Math Lab Coordinator

Diane Ahlborn
Interim Lead A&R
Assistant

Karen Haas
Interim A&R Assistant II

Vacant
A&R Assistant I/II

APPENDIX G
Brentwood Center Needs Study
2011

NEEDS STUDY

**LOS MEDANOS COLLEGE BRENTWOOD
EDUCATIONAL CENTER**



AUGUST 2011



Contra Costa Community College District

August 2011

DISTRICT GOVERNING BOARD

John T. Nejedly, President
Tomi Van de Brooke, Vice President
Sheila A. Grill, Secretary
John E. Márquez, Member
Robert Calone, Member

District Administration

Dr. Helen Benjamin, Chancellor
Ray Pyle, Chief Facilities Planner

Campuses

Los Medanos College
Contra Costa College
Diablo Valley College

Los Medanos College Administration

Richard Livingston, Interim President
Bruce Cutler, Vice President

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EXECUTIVE SUMMARY

BRENTWOOD EDUCATIONAL CENTER

Far East Contra Costa County continues to be one of the few Bay Area communities with relatively affordable housing, luring thousands of new residents over the past few decades. Sleepy Delta farming towns are now bustling and maturing suburban cities. The City of Brentwood, one of principle population centers in Far East County, is fueling much of the area's growth. In 1990, Brentwood's population topped at 7,563; by 2009 the population had grown to 51,908. According to the California Department of Finance, Brentwood is one of the fastest growing cities in the State. Although the pace of growth is expected to moderate somewhat in coming decades, Far East County is estimated to continue to grow well above state and county average rates. In 2000, the service area population for the Brentwood Center reached approximately 96,429. District planners project that by 2020, this area population will likely increase 53.9 percent to 178,363. The primary feeder areas for the Brentwood Center--the cities of Antioch, Brentwood, and Oakley--continue to exceed the annual growth rate of the county overall.

The associated enrollment growth is creating capacity constraints at the existing Brentwood Center outreach operation located in a building once housing a supermarket near downtown Brentwood. The 21,522 gross square foot facility is quickly reaching its theoretical capacity. The heavily used Outreach Center served over 5,000 students in the fall of 2010. Classrooms are crowded and parking is difficult to find during peak hours. Additional facility space to accommodate future enrollment demand is minimal. Access to the parent campus, Los Medanos College, is increasingly problematic since the area's main east/west traffic corridor, State Highway 4, is gridlocked much of the day.

Developing a more expansive permanent educational center is required in order to continue to serve the educational needs of the culturally diverse and rapidly growing population of Far East County. The California Community College Board of Governors

anticipated the need for additional capacity in the Contra Costa CCD some 16 years ago when they approved the community colleges' 1991 Long Range Plan. At the time, the Board of Governors (BOG) recommended the development of two state-approved educational centers for the District. Since that time, the District has established one, the San Ramon Center, and the Brentwood Educational Center will be the second.

Situated on an approximately 17 acre site within the Vineyards at Marsh Creek development area of southwestern Brentwood, the proposed center at build out will total approximately 56,000 Assignable Square Feet. The first of two phases of development is scheduled for opening in fall 2017, with an anticipated annual enrollment of more than 1,800 Full Time Equivalent Students. First Phase construction costs will be financed with a combination of state capital outlay funds and local Measure A bond monies. Neighboring community college districts are in support of the proposed Brentwood Center.

I. BACKGROUND AND HISTORY

The Contra Costa Community College District (CCCCD) serves the diverse educational needs of more than 42,000 students through three comprehensive colleges and a number of off-campus operations located throughout Contra Costa County. Situated in the eastern portion of the nine-county San Francisco Bay Area, the District's service area covers 686 square miles, making it among the largest community college districts in the state. Its geographical boundaries are nearly identical to Contra Costa County, extending from the city of Crockett and the Carquinez Straits in the north, to San Francisco and San Pablo Bays on the west, to Alameda County to the south, and to the Sacramento-San Joaquin Delta on the east. **Map 1** illustrates the location of Contra Costa County in relation to the other Bay Area counties and the District boundaries and theoretical attendance areas for each of its three campuses, including Los Medanos College and the existing Brentwood Center appears as **Map 2**.

A. History of the Contra Costa CCD

Community College educational services in Contra Costa County date back to December 1949 when county voters approved the establishment of the West Contra Costa Junior College. The newly established college opened its doors to 500 students in the spring of 1950 at the old Kaiser Shipyards located in Point Richmond. At this time, the beginning of the cold war unleashed a boom in manufacturing jobs transforming Bay Area waterfront counties into industrialized centers. The thousands of workers who fueled much of the regional manufacturing economy settled with their families in newly established suburban communities near the waterfront. Enrollments associated with the area's population surge quickly filled the small campus at Point Richmond and the District in 1956 relocated the founding College to a more permanent and spacious 83-acre site overlooking the San Pablo Bay in the rolling hills of San Pablo and Richmond,

where the present Contra Costa College is situated. Housing development in Contra Costa County also spilled into once rural inland valleys some considerable distance from the waterfront cities where the county's only community college existed. The District responded to the educational needs of residents in sprawling inland valley communities by opening a second comprehensive college in 1951 in the city of Pleasant Hill. Diablo Valley College, which is situated in the central area of the county, for many years effectively served its surrounding environs. However, as development continued to spread further inland and into the southern portion of the county, the college opened the San Ramon Valley Educational Center in San Ramon Valley in 1985 in order to provide greater capacity and more convenient access to the rapidly growing population of the San Ramon Valley area.

By the early 1970s, industrialization and development reached eastern Contra Costa and towns along the Sacramento-San Joaquin River Delta became more urbanized, some boasting industry centers of their own, but most serving as bedroom communities for workers commuting to the waterfront industrial centers. Pittsburg and Antioch, two of eastern County's principal population centers, expanded quickly, each with a sizable population by the beginning of the decade. Area residents interested in community college educational services, however, had to travel considerable distances to reach the District's two colleges, Diablo Valley and Contra Costa College. Recognizing the significant unmet educational needs of East Contra Costa County and the potential for future growth, the District in the spring of 1974 opened Los Medanos College. Los Medanos College is located on a 120-acre site near the boundary of the cities of Pittsburg and Antioch. An overview of the Los Medanos College campus site layout is depicted on **Map 3**.

The name of the College derives from the 13,316-acre Rancho Los Meganos, which was one of the last land grants made by the Mexican Government when California was still a territory of Mexico. Rancho Los Meganos covered almost all of Pittsburg, Antioch and Brentwood, including the current site of the college.

Translated into English, the name of the College refers to sand dunes or sand hills, which may be a reference to the sandy terrain that characterizes eastern Contra Costa County with its long history of sand mining.

Today Los Medanos College is a thriving center of higher education activity and a leading force in workforce preparation for eastern Contra Costa County. The College offers courses leading to transfer credit at senior colleges and universities, general education courses leading to an Associate in Arts degree and occupational education courses leading to Certificate of Achievement, or an Associate in Science degree. These offerings are complemented with an expanding short-term, on-line, and weekend course programs in a variety of technical and business-oriented subjects to enhance job skills training, technology training, and workforce preparation. The College's diverse course offerings are well suited to the varying educational needs of its 9,966 students served in Fall 2010. The College's student body largely reflects the cultural diversity of its service area; Asians, African Americans, and Hispanics account for over half of the student body. **Chart 1** provides a detailed breakdown of Los Medanos College's spring 2010 headcount enrollments by race and ethnicity.

B. Population Growth in Eastern Contra Costa County and Surging Enrollment at Los Medanos College

Inland eastern Contra Costa County is one of the few remaining communities in the Bay Area with large stocks of affordable housing. Thousands of residents, priced out of coastal urban cities, have settled in Sacramento-San Joaquin River Delta communities like Pittsburg, Antioch, and Brentwood. East County's unbridled growth makes it one of the fastest growing areas in both the County and State. Striking evidence of the growth gripping eastern Contra Costa County is shown on **Table 1**. Department of Finance population statistics for the period

1990 to 2009 indicate that all three Delta cities, Antioch, Pittsburg, and Brentwood grew at above average rates when compared to both the County and State. Antioch's population surged 62.3 percent during this period. By comparison, the neighboring city of Pittsburg increased its population by a little more than half that rate, 33.3 percent during the same period. Yet despite Pittsburg's relatively slow rate of growth (when compared to Antioch), it is nevertheless growing at a faster pace than both the County and State as shown on **Table 1**. The rate of growth for the two adjoining cities, however, is paltry when compared to the city of Brentwood. Brentwood's population mushroomed by an amazing 586.3 percent, adding 44,345 new residents from 1990 to 2009. At the close of 2009, Brentwood's population was nearly 52,000.

Although affordable housing fuels much of the growth depicted on **Table 1**, the County's expanding local economy also exacerbates growth along Delta communities. Like all Bay Area counties, Contra Costa is continuing to rebound from the job losses associated with the technology bubble burst of 2000 and the recession created by the mortgage meltdown. However, Contra Costa's regional economy appears to be inching out of the doldrums and is once again adding new jobs. Industry employment in 2010, the most recent year for which annual industry employment figures are available by the Employment Development Department (EDD), increased by 3,700 over the previous year's level, with employment topping at 463,000. According to the EDD, a majority of the County's new jobs created within the past five years come from three industries: financial activities; biomedical engineering; and health services. Contra Costa's improving unemployment rate also offers additional evidence of a recovering and expanding local economy.

East County's population growth, driven by relatively affordable housing and an expanding job market, has generated sharp increases in student enrollments at Los Medanos College. According to the most recent enrollment data available from the California Community Colleges Chancellor's Office, headcount enrollments at Los Medanos College increased 28.5 percent, from 8,539 in fall 1992 to 10,976 in fall 2009. During the same period, both the District and the California community college system grew at much slower rates, as shown on **Table 2**. More striking, however, is the fact that Los Medanos College's enrollment growth is significantly higher than the District's enrollment growth as a whole. The enrollment trends presented in **Table 2** clearly illustrate that a significant portion of the District's enrollment growth now comes from East Contra Costa County. Rising enrollment at Los Medanos College, however, is creating campus-wide capacity constraints, with little room to serve the increasing student population from rapidly growing Far East Contra Costa County.

C. Brentwood Outreach Center and Its Environs

The District began serving far eastern Contra Costa in the summer of 1989 when Los Medanos College offered 15 courses at Liberty Union High School District's Adult Education Center in Brentwood. At this time, Brentwood and the adjacent communities were sleepy Delta farming towns surrounded by row crops and fruit tree orchards. Space restrictions at the Adult Center limited course offerings to seven computer classes, two English-as-Second Language classes, two Spanish classes, one English class and three short-term business classes.

Despite the limited academic offerings, enrollments spiked beyond the facilities capacity of the small outreach center as the bucolic landscape of Far East County gave way to suburban development. The local population dramatically increased and gridlock traffic congestion on the area's only principal east-west traffic artery, State Highway 4, discouraged many residents from attending Los Medanos

College. Demand for community college educational services quickly exceeded available space at the leased outreach operation in the Liberty Union High School Adult Center, and Los Medanos initiated plans for establishing a more suitable facility to serve the educational needs of the area's burgeoning population. An important consideration in planning for a new outreach facility was the College's desire to secure a site with sufficient space to also carry out its economic development mission.

In the fall of 2001, the District, in partnership with the city of Brentwood, opened the LMC Brentwood Education and Technology outreach operation at its present location near the intersection of Sand Creek Road and Highway 4 in a building that once housed a supermarket. Its location relative to Oakley, Brentwood and Byron and their environs is shown on **Map 4. Exhibit 1** depicts the existing outreach center site plan and **Exhibit 1A** illustrates the facilities layout.

As illustrated in **Exhibit 1A**, the 21,522 gross square-foot outreach facility includes 14 classrooms, a computer lab, a tutoring lab and a number of faculty and administrative offices. The building which also houses the City of Brentwood Technology Center, serves not only as an instructional operation, it also has non-college spaces that serve as a technology center for small businesses. Entrepreneurs, new to the market place, can access a variety of business services, affordable office space and shared office equipment and services designed to reduce start-up costs. Since its inception, the Brentwood outreach operation has become a popular destination for thousands of area residents seeking to further their educational goals. Today, more than 5,000 students take advantage of the center's continually expanding educational offerings primarily focused on general education and transfer courses, with a particular attention to Math and English, English-as-Second Language (ESL) and limited vocational preparation.

The popularity of the outreach operation is not without its challenges. Critical capacity constraints have resulted in two expansion remodels since inception, to provide more instructional and support space. As enrollments continue to grow at a steady rate, capacity pressures are already lessening the appeal of the center. Students struggle daily for parking spaces and there is still a shortage of classroom space during peak and evening hours. Worse yet, the steady pace of growth in far eastern Contra Costa County makes it likely that future students could be turned away unless a more expansive permanent educational center is established.

Population projections prepared by District planners for the area served by the Brentwood Outreach Operation suggest that growth will continue to closely follow the upward trajectory observed in past years. In 2000, according to Association of Bay Area Government (ABAG) projections, the service area population of the outreach center reached 139,453. ABAG further projects the service area population to increase 57.2 percent by 2020, topping out at 219,250. The magnitude of the service area projected growth indicates enrollment demand in Far East County is likely to continue to increase steadily upward. At the same time, available space at the existing Brentwood outreach center will diminish proportionally and there is little space available at the existing building for expansion.

Most of the projected new growth will come from Brentwood, which is the largest population center in far eastern Contra Costa County, and one of the fastest growing cities in both the Bay Area and California. According to the Department of Finance, Brentwood was the fourth fastest growing city in the state from 2000 to 2005. During this period, Brentwood's population jumped by 76.5 percent, surpassing rapidly growing Elk Grove which posted a growth of 68.5 percent.

Although Brentwood's growth could moderate somewhat in the future, the goals and principles articulated in the City's General Plan makes it likely that it will continue to expand significantly. Initially the General Plan called for a targeted

build-out population of approximately 95,000 residents. In 2001, however, city leaders updated the General Plan to include the preservation of Brentwood's "small town character" and reduced the build-out population to 75,000. City leaders also dedicated more land to commercial and job-generating uses in an effort to bring employers to the community. Although the revised lower build-out population threshold will decrease the overall size of the city, Brentwood will nevertheless realize a nearly a 45 percent increase its current population of 51,908 before it reaches the 75,000 threshold limit.

Brentwood's future growth will also be stimulated by its progressive "inclusionary" housing policy. This policy requires builders to provide a percentage of their housing stock at prices affordable to lower income buyers, which is accomplished by reducing the number and type of amenities while maintaining an external appearance similar to market rate homes. The affordable homes are located among market-rate homes, helping the city avoid an over-concentration of affordable housing. The availability of affordable homes will continue to make Brentwood a choice destination for many home buyers priced out of most Bay Area communities and ensures that enrollment demand at the Brentwood Education Center will continue to be robust.

A large portion of Brentwood's new growth will be concentrated in western areas near the Highway 4 Bypass and along Balfour Road to the south (previously referenced **Map 4** depicts the location of this area). This portion of the City, according to the City's General Plan, is not only targeted for residential development, but also for commercial and light industrial development. The proximity to new job and residential centers makes this area an ideal location for the proposed Educational Center and it is here that the proposed educational center will be located. A detailed description of the site is provided in the Background Section.

In addition to accommodating enrollment demand, there are compelling local socio-demographic indicators also supporting the establishment of a permanent educational center in far eastern Contra Costa County. Census 2000 educational attainment data depicted on **Table 3** indicates the adult population (25 years or older) of Oakley and Brentwood, two principal population centers in Far East County, is undereducated compared to Contra Costa County. Only 13.7 percent of adults in Oakley earned a Bachelor's degree or higher as compared to the county, where fully 35 percent of the adult population possessed a Bachelor's degree or higher. Although adults in Brentwood are proportionally more educated than their neighbors in Oakley; their rate of advanced education achievement, 21.0 percent, is nevertheless significantly lower than Contra Costa County's rate of 35.0 percent and moderately below the 26.6 percent rate observed state-wide.

The relative disproportional below average advanced higher education attainment levels observed in both Oakley and Brentwood suggests residents of far eastern Contra Costa County can significantly benefit from the proposed educational center. The proposed permanent and more spacious educational center would allow for expanded student support and academic offerings in university transfer programs. This is critical to developing the area's economic development given that the Bay Area regional economy is largely driven by bioengineering, financial, health services and information technology industries. Bay Area workers hoping to land well-paying jobs in the region must generally possess a four-year degree. The above-average increasing returns on education (the higher the education attainment level, the greater the earnings) evident in the Bay Area labor market unfortunately leaves the vast majority of Far East County adults unable to compete for well-paying jobs. The proposed Brentwood Education Center would allow area undereducated working adults to take the first step in securing a generously paid profession by accessing convenient and available university transfer courses.

A new, more expansive educational center also enables Los Medanos College to better serve the educational needs of the area's large and growing historically underrepresented Latino population. The Latino population in Brentwood and Oakley is proportionally much higher compared to the County and the Bay Area region. Census 2000 data reported on **Table 4** indicates that more than 1 in four residents living in the communities of Brentwood and Oakley are Latino.

Many members of the Latino community, which served as the back bone labor for the area's once flourishing agriculture industry, are now increasingly displaced by the emerging service economy associated with local suburban development. Since the opening of the existing Brentwood Outreach Center, Los Medanos College has recognized the educational needs of the Latino community in Far East County by offering a number of English-as-Second Language (ESL) courses and a Vocational ESL program that prepares students for entry level jobs in business and retail. Both offerings proved extremely popular, generating large enrollments each semester. However, capacity constraints at the existing center restrict the expansion of the ESL offerings to meet the demand. The proposed permanent educational center would make available the necessary capacity to effectively meet the varying educational needs of the ethnically diverse communities of far eastern Contra Costa County.

D. Location of Proposed Brentwood Educational Center

The proposed Brentwood Educational Center will be located on a 17-acre site within the Vineyards at Marsh Creek subdivision area located in southwestern Brentwood. This area is currently being developed as a mixed use development situated on 481 acres of land that was once part of the sprawling 5,000 acre Cowell Ranch. The Vineyards at Marsh Creek will feature an active adult community of some 1,100 active adult units, single-family executive homes, multi-family units, and commercial, office, and retail space.

Anchoring this development will be a number of neighborhood and city parks, a proposed winery and an amphitheater. Rosenblum Cellars proposes to develop a 250,000 case winery that features a tasting room to house most of its operations now conducted at its Alameda site. The adjacent 1,000 seat amphitheater will provide a venue for attracting popular musicians and entertainers to Far East County. The winery and amphitheater, as well as the development, will be surrounded by rolling hills of Vineyards and Olive trees. The location of the proposed permanent Brentwood Educational Center in relation to Far East Contra Costa County and the existing Brentwood outreach operation is presented on **Map 5**. The site location of the proposed permanent Brentwood Center parcel in relation to the planned phases of the Vineyards at Marsh Creek Development, is depicted on **Map 6**. **Exhibit 2** and **Exhibit 3** illustrate the parcel map and the conceptual site plan, respectively, for the proposed permanent Brentwood Education Center site.

The College District submitted an updated Letter of Intent (LOI) for the proposed Brentwood Education Center site to be re-located to the Vineyards at Marsh Creek site September 2009. The California Community Colleges Chancellor's Office approved the LOI in October 2009. The California Postsecondary Education Commission followed with their review and approval February 2010. The LOI and approval letters are presented in **Appendix E**.

II. ENROLLMENT PROJECTIONS

Full Time Equivalent Student (FTES) enrollments at the opening of the proposed Brentwood Education Center, scheduled for fall 2017, will be robust and substantially in excess of the 500 Full Time Equivalent Students (FTES) annual enrollment threshold level required by Title 5 Regulations that implemented Senate Bill 361. According to the Department of Finance, Demographic Research Unit's (DRU) approved projections, Fall 2017 opening FTES enrollment is likely

to exceed 877, which will produce an annual FTES level that will be more than three times greater than the required threshold level specified in the Title 5 Regulations. The Brentwood Center Service Area Population and Enrollment Projections Study included projections based on a growth driven model and a facilities driven model. Fall 2017 headcount enrollment at the newly established educational center will reach a projected total of 3,935. A copy of the DRU approval letter showing fall headcount and FTES, Weekly Student Contact Hours (WSCH) and WSCH/Enrollment projections through 2017 is provided as **Exhibit 4**.

Exhibit 4 Copy of the DRU Enrollment

Projections Letter



DEPARTMENT OF
FINANCE

ARNOLD SCHWARZENEGGER, GOVERNOR

915 L STREET ■ SACRAMENTO CA ■ 95814-3706 ■ WWW.DOF.CA.GOV

January 11, 2010

Tom Beckett
tBP/Architecture
1000 Burnett Avenue, Suite 140
Concord, CA 94520

Dear Mr. Beckett:

The Demographic Research Unit has reviewed and approves the enrollment projection for Contra Costa Community College District's Brentwood Center. The reviewed Service Area Population and Enrollment Projections Study includes projections based on a growth driven model and a facilities driven model. In the following table, years 2009–2013 are produced by the facilities driven model and 2014–2017 by the growth driven model.

Contra Costa Community College District, Los Medanos College				
Brentwood Center				
Year	Fall Enrollment	WSCH/Enrollment	WSCH	Fall FTES
2008 actual	2,317	6.95	16,093	536.4
2009	2,386	6.90	16,462	548.7
2010	2,485	6.81	16,912	563.7
2011	2,605	6.81	17,707	590.2
2012	2,719	6.81	18,472	615.7
2013	2,804	6.81	19,042	634.7
2014	3,465	6.68	23,160	772
2015	3,629	6.69	24,270	809
2016	3,777	6.69	25,260	842
2017	3,935	6.69	26,310	877

We extend our best wishes for the success of the center.

Sincerely,

Mary Heim, Chief
Demographic Research Unit
Department of Finance

cc: Frederick Harris, Assistant Vice Chancellor, CCCCCO
Mary Just, Facilities Planning Specialist, CCCCCO
Stacy Wilson, Facility Review Coordinator, CPEC
Frank Baratta PhD, tBP/Architecture

A. Scope and Methodology

The enrollment projections summarized within **Exhibit 4** are based on a detailed and comprehensive examination of the proposed Brentwood Education Center's service area general, adult, and potential student population study conducted in November 2009 by Frank S. Baratta, PhD. Findings from the resulting demographic study presented below have been summarized from **Appendix A** (*Los Medanos College Brentwood Center Service Area Population and Enrollment Projections Study*), which was submitted in its entirety to the DRU for review, comment and approval. The population and enrollment projections clearly support the establishment of the proposed center and generally follow conservative population and projected enrollment estimation procedures.

Ten census tracts located within the sub regional areas of Antioch, Bethel Island, Brentwood, Byron, Discovery Bay, Knightsen, and Oakley, delineate the service area of the proposed Brentwood Center. These areas are within reasonable commuting times and collectively form the far eastern portion of the District-wide service area. Previously presented **Map 2** illustrates the District's distinct service areas and **Exhibit 5** provides a geographical location of the specific census tracts used in formulating the enrollment projections. Detailed maps of the ten Census Tracts that define the proposed Brentwood Center service area are provided in **Exhibit 6**.

Past, current, and projected general/adult population totals, at the county and sub-regional level, were from several sources: 1) the Association of Bay Area Governments (ABAG) Projections 2003 report and related ABAG Projections 2003 by Census Tract files for Contra Costa County; and 2) the State Department of Finance (DOF) E-4 county population estimates reports for the 1990-2004 period and DOF P1 county projections report for the 2005 to 2050 horizon years.

County statistics are appropriate for this analysis since the boundaries of the county and of the Contra Costa Community College District are coterminous in all relevant areas. **Table 5** summarizes these totals.

It should be noted that ABAG projected population totals are the most conservative and reliable figures available. They are based on a forecasting methodology that more closely predicted the 1990 and 2000 county census total than other models. Specifically, ABAG's forecasting model under-predicted the 1990 county census total of 803,732 by 13,532 (a margin of error of 1.7% and under-predicted the 2000 county census total of 948,816 by 6,916 (a margin of error of 0.7%). These were the smallest margins of error found among the various forecasting models used by federal and state agencies to predict the population growth of the county for the specified periods.

B. Forecasting Enrollment and FTES for CCCCDC and Los Medanos College

Actual CCCCDC fall enrollment/FTES totals and forecasted CCCCDC fall enrollment were provided by the California Community Colleges Chancellor's Office Fiscal Services Unit and Research Unit.

An analysis of the various relations between the different data arrays displayed in **Tables 6-9** revealed several significant findings and resulted in the following:

1. CCCCDC 2000-2008 fall totals were found to be related to corresponding data arrays for CCCCDC fall FTES ($r=.86$), CCCCDC year totals ($r=.89$), and Los Medanos College fall totals ($r=.81$). Hence, the 2000-2017 data vector defining the District's fall totals was used to forecast the 2009-2017 entries for the first two covariates (i.e., CCCCDC fall FTES and CCCCDC year totals). The 1990-2017 data vector for the District's fall totals was used to

make 2009-2017 projections for the third covariate (i.e., LMC fall FTES). Specifically, a linear regression function incorporating the *least square criteria* was used to fit a straight line to the actual data arrays of these covariates. The equation was expanded to include CCCCCO's forecasted CCCCCD fall enrollment totals (x) one-year-at-a-time for the 2009-2017 horizon years; with the inclusion of each fall total, the equation was used to project the corresponding value for the three covariates [i.e., CCCCCD's fall FTES (y₁), CCCCCD year totals (y₂), and LMC fall FTES (y₃)].

2. LMC 1992-2009 fall totals were found to be significantly related to LMC fall FTES ($r = .76$) and LMC 2000-2008 fall totals were strongly related to LMC year totals ($r = .94$). Accordingly, fall totals were used to forecast the 2009-2017 column entries for the latter two covariates in the same manner that was been done for the first set of findings.

3. LMC 2000-2008 fall FTES totals were found to be significantly related to LMC annual FTES ($r = .65$) and consequently used to forecast the 2009-2017 column entries for this covariate.

C. Forecasting Enrollment and FTES for the Los Medanos Brentwood Center

Developing forecasts for the Brentwood Center proved problematic for two reasons. First, the enrollment trend lines for the Center and the ones provided to the District by CCCCCO do not correlate significantly enough to be useful. Additionally, none of the enrollment data arrays developed for Los Medanos College, which are tied to the baselines provided by CCCCCO, correlate with any of those obtained for the Brentwood facility. Using such data in this study's regression equation would result in unreliable forecasts for the Center.

Second, the baseline that can be used to forecast enrollment at the Brentwood Center is driven by projected adult population growth for the area, and using said baseline carries with it the assumption that existing facilities at the Center can accommodate forecasted growth. As is known, Los Medanos College is moving to expand the Center's facilities so that it can meet fully the student demands it is receiving and expects in the future. Currently, the Brentwood Center is operating close to its maximum capacity or soon will be. Thus, any forecasts about the number of students the Center will be enrolling that are based solely on adult population growth will have to be adjusted or discounted in light of present and growing facility limitations which place a ceiling on enrollment levels. How might this adjustment be done?

The Brentwood Center has generated over 500 FTES annually since 2002 and has begun to achieve as much during its fall semesters as shown on **Table 10**. This productivity level meets the standard required of State approved centers. The usual purpose of forecast studies like the present one is to show that a center can generate over 500 FTES each term or academic year and thus justify being given State Center status. Since this threshold has been achieved, there is no need to prove that it can. There is only one question that needs to be addressed at this point: "How much will the Brentwood Center grow in terms of its FTES given current facility restrictions." An argument is needed that will help to determine the range within which forecasts for the Brentwood Center must fall given present facility restrictions and to specify what these would be.

At the very least, one can expect the Brentwood Center to continue to produce the FTES levels that it is presently generating given its current service capacity.

Determining the maximum FTES level the Center can generate given its facility restrictions is problematic. One can assume that a ceiling on the Center's growth would eventually be reached at some point in the future if current facilities are not

expanded or no new facilities are brought forth. The existing Brentwood Center has been incrementally expanded in 2007 and 2009, from 17,500 gsf to 21,522 gsf: an increase in facilities space of approximately 23%. However, at some point, it will not be able to accommodate the student demand the county's growth would bring. How many years into the future before the Center reaches this ceiling? At this point, we know the facility utilization is nearly 85%. **At most**, forecasts for the Brentwood Center cannot be expected to exceed the growth that can be forecasted for it--if indeed the Center will be operating at maximum capacity in the near term or foreseeable future.

Is there a **defensible midrange** for Brentwood forecasts? In this study, the tactic taken to find this midrange involved a two-step process: (1) the county adult population, growth trend lines provided by DOF were used to forecast enrollment and FTES levels for the Brentwood Center; and (2) the midpoints between each of these forecasts and the relevant current levels of headcount or FTES were determined. These midpoints are **conservative estimates** of what the Brentwood Center will likely generate over the coming years given existing productivity levels, facility restrictions, and the expected gradual expansion or development of new facilities. For example, if the growth driven model forecasts that the Center will generate 561 FTES for the Fall 2009 semester (an increase of 24.6 over the Fall 2008 semester), then this projected growth would be discounted by 50% and it would be estimated that the Center would grow by half as much or generate 548.7 FTES instead (an increase of 12.3).

This is a very conservative position, especially in light of the fact that the Brentwood Center has been growing at a higher rate than the county adult population, the student populations of the District, and LMC. Also, it incorporates the notion that the Center's physical facilities cannot keep up step-for-step with the student growth the District and LMC will accommodate **over the long run**.

However, as its facilities are expanded or replaced in the next five years, with permanent and more comprehensive facilities, the Brentwood Center is expected to accommodate student growth demands more so than it presently does, but perhaps not as fully as would be ideal.

In this way, the forecasts made incorporate the fact that the Brentwood Center has achieved qualifying FTES levels, and they stay within the boundaries of current realities, as well as future ones that cannot be exceeded given facility restrictions.

As mentioned earlier, area growth data can be used to forecast Brentwood enrollment. Specifically, the 2001-2008 County Adult data array (see Table 1) strongly correlates with Brentwood fall enrollment data ($r=.98$). For this same period of time, fall unduplicated enrollment totals for Brentwood were also found to strongly correlated with fall FTES ($r=.99$) and its full year unduplicated headcounts ($r=1.00$). Relatedly, Brentwood fall FTES strongly correlated with full year FTES ($r=1.00$). Accordingly, the 2001-2017 County Adult data array was used to forecast the 2009-2017 entries for Brentwood fall enrollment, and the resulting enrollment data array was used to forecast the Center's fall FTES and full year totals for the same time interval. In a similar manner, fall FTES was used to forecast full year FTES.

Tables 10 and 11 summarize the results of the foregoing procedures: the forecasts arrived at by said discounting procedure (the **“facilities driven” model**), and the projections given by the forecasting approach used in this study and outlined earlier (the **“growth driven” model**). It is not clear as to how long it will be until the new permanent facilities are completed at the Brentwood Center. It has been estimated that it could take 3-5 years. The facilities driven forecasts for the Center were therefore made five years out. Thereafter or the year after said facilities are completed, the forecasts given by the growth driven model apply.

Historical records and enrollment forecasts give evidence that the Los Medanos College Brentwood Center will continue to enroll the requisite number of students needed to produce FTES levels required of state-approved educational centers.

Student demand for Brentwood services is expected to grow substantially over time given the dynamic demographic growth patterns that have been observed for Contra Costa County as a whole and the eastern sector in particular. Whether or not the student projections are realized will depend on a myriad of factors: the state of the economy and its workforce demands; the course offerings that potential students perceive as relevant to their educational goals and that are available at convenient times; the presence of requisite faculty, appropriate facilities and student services; the manner in which educational programs and services will be delivered in the future; student financial aid policies; federal/state/county support of education; and the competition from other training centers or educational institutions.

III. ALTERNATIVES

Far East County's considerable population growth, demographic and geographic characteristics are but a few important factors that substantially limit available alternatives for accommodating enrollment demand. A detailed discussion on how these factors adversely impact the California Postsecondary Education Commission (CPEC) suggested alternatives specified in their guidelines for reviewing proposed educational centers follows.

A. Expansion of Existing Institutions Within the Region

Significant growth is diminishing available capacity over time throughout the District. According to the District's 2012-2017 Five-Year Construction Plan, the Districtwide availability of laboratory space is at 92% and decreasing below 90% in future years.

For Academic Year 2015-16, capacity/load ratios for laboratory space will be at 87%, indicating that District needs additional capacity to accommodate enrollment demand. The District, however, is not the alone in experiencing capacity constraints in the Bay Area. CPEC's updated report on community college enrollment demand by region (CPEC report 05-03) indicates that the San Francisco East Bay region is likely to experience space shortages through 2013. Absent region-wide appreciable increases in physical capacity, CPEC estimated that by the end of fall 2005, the east Bay region will likely have realized a FTES capacity deficit of 8,111. By 2013, the FTES space deficit is forecasted to grow to 20,808. Findings from the CPEC report make it clear that physical space in the East Bay region is in short supply. Thus, expanding area campuses to accommodate Far East County enrollment demand is not a viable option since existing colleges are themselves facing capacity shortages. Traffic congestion and local topographical features further diminish the possibility of redirecting Far East County growth to neighboring campuses, such as Delta College. As previously stated, students commuting on State Highway 4 spend considerable time on the road attempting to reach Los Medanos College since traffic congestion continues to worsen. Other campuses within the region are similarly inaccessible. Area topographical features like Mt. Diablo and the Sacramento-San Joaquin Delta put neighboring district campuses like Chabot, and Solano Colleges beyond the reasonable reach of far eastern Contra Costa County residents.

B. Increase Utilization of Existing Institutions, Particularly in the Afternoon and Evenings, and During the Summer Months

Both Los Medanos College and the Brentwood outreach center are extensively utilized. Instructional services are offered throughout the day, during weekends, and in the summer months. The proliferation of courses available in the evenings at Brentwood operation is summarized within **Appendix B**, the Fall 2010 Los Medanos College Brentwood Center Schedule of Classes (excerpt).

Appendix C provides a copy of the Spring 2011 Los Medanos College Brentwood Center Schedule of Classes (excerpt). Brentwood also offers a Weekend College.

Fall 2010 instructional offerings covered such disciplines as Administration of Justice, Business, Computer Science, Drama, English, Math, and Philosophy. Although the center has realized additional space efficiencies with building space additions and the implementation of the above mentioned enrollment management practices (i.e., week-end college and summer offerings), enrollment demand at the center continues to grow and create capacity constraints. The parking limitations at the existing center are another problematic factor in accommodating the growing enrollment demand. The effective solution in realizing additional capacity is now beyond enrollment management practices and the physical characteristics and limits of the leased facility and centers on building a more expansive permanent educational center.

C. Sharing Space with Other Institutions

As noted before, most community college districts throughout the East Bay region are also experiencing capacity constraints of varying degrees as demonstrated by the FTES capacity deficits reported in the CPEC report 05-03. Thus, nearby campuses do not have surplus capacity necessary to implement shared instructional operations. Los Medanos College, however, is committed to partnering with other higher education institutions when possible. Currently, the College maintains a concurrent enrollment program with the University of California, Berkeley (UCB). This program permits access to UCB classes so that eligible students may test their potential for success in a university setting and/or allow students to take required courses at the University that may not be available at the Los Medanos campus. Los Medanos also offers cross registration and dual admissions to California State University, East Bay.

The Cross Registration Program allows eligible students to enroll concurrently at CSU East Bay and provides the opportunity to take required exploratory courses at a baccalaureate institution. The Dual Admissions Program, on the other hand, is intended for first time College students who wish to start their baccalaureate degree at a community college and, upon completion of the requirements for transfer, enroll at CSU East Bay. Important advantages of participating in the program are the waiver of the CSU application fee, and the opportunity to obtain access to CSU East Bay libraries, computer labs, and campus events. The District's commitment to realize instructional capacity by partnering with other institutions is evident in its extensive use of such facilities as middle and high schools, hospitals, churches, and private vocational education providers. A list of the District's diverse instructional delivery locations is listed as a part of the District's 2012-16 Five-Year Construction Plan which is included as **Appendix D**.

D. Use of Nontraditional Modes of Instructional Delivery

Los Medanos College expands access to higher education by delivering instructional services through on-line distance education and by offering short-term courses designed for students working fulltime. Although the academic offerings available through both nontraditional instructional delivery methods are limited, Los Medanos continues to expand the depth and breadth of on-line course offerings, which are listed within the fall 2010 and spring 2011 schedule of classes in **Appendix B** and **Appendix C**, respectively. It should be noted, however, that certain nontraditional instructional delivery modes such on-line distance learning are primarily ill-suited for a large percentage of students residing in the Brentwood Education Center service area. A significant proportion of Far East County residents are first generation college students, or have never attended college. Many are fluent only in Spanish or other non-English languages.

Arguably, first generation students from such backgrounds benefit from intensive student support services and from innovative pedagogical approaches delivered in traditional brick and mortar classroom settings. Given this need, the College's distance education program thus functions as a complement to the more conventional classroom delivery mode and is by no means a suitable alternative method for providing educational services to areas large first generation college students.

E. Private Fund-raising or Donations of Land or Facilities

The Cowell Foundation donated to the District a 30-acre parcel in the Cowell Ranch area of southwestern Brentwood to establish the proposed Brentwood Educational Center. The site proved to be less desirable than the Vineyards at Marsh Creek site, which was directly across the highway from the Cowell Ranch parcel. The College District and Vineyards developers negotiated a reduced, cost effective solution to the District re-locating the proposed Brentwood Center site to the Vineyards at Marsh Creek subdivision. The District agreed to purchase the parcels (**Exhibit 2**) at the Vineyards subdivision for \$4,803,488 and the Agreement for purchase and sale and Grant Deed (Fee Title) is attached as **Appendix F**. The District used Measure A local bond monies to purchase the property for the Brentwood Education Center, which will substantially enhance the financial viability of the proposed center since the District and State will realize considerable site-acquisition and infrastructure cost savings totaling millions of dollars.

IV. ACADEMIC PLANNING AND PROGRAM JUSTIFICATION

The academic programs offered at the existing Brentwood operation are grounded in the mission of its parent campus, Los Medanos College. Since its founding in 1974, Los Medanos is committed "to increase the knowledge, to improve the skills, and enhance the lives of our students and our community."

Today, that spirit is evident in the Brentwood Outreach Center's dedication to delivering high quality instructional services. The Outreach Center offers a balanced academic offering, ranging from a wide breadth of courses in traditional liberal arts disciplines to vocational education in a number of professions in demand in the local labor market. A sample of the breadth of the center's course offerings is illustrated in previously referenced **Appendices C and D**.

Academic planning for the proposed Brentwood Center will be guided the mission of the parent campus and will focus primarily in growing the core disciplines now offered at the Outreach Center: English, Math, Spanish, and the natural sciences. Growth in general education and transfer courses planned for the new center include:

- Expanding the full programs in English, Math, and Spanish with centralized Labs and technical staff;
- Adding chemical/physical and biological sciences/labs to the Science area to meet the needs of students wishing to enter allied health occupations;
- Expanding Environmental Science with possible specializations in Agricultural or Viticultural;
- Expanding the music, drama, and art areas with lecture/theatre/ multi use space to facilitate a fine arts curriculum; and Expanding human performance classes to meet the interest of the community with a dedicated lab for physical fitness and dance.

Offerings in vocational education will include expanding the Vocational English-as-Second Language Program designed to assist non-native English speaking individuals in the area to improve their job skills and assist them with job search. Other initiatives planned for this program include: expanded library services; expanded partnerships with adult education, and local high schools; One-Stop Career Centers; Workforce Development agencies and other community organizations. In addition, close working relationships with the growing business community will be expanded.

- Offer Certificates in Office Technologies, Real Estate and Accounting;
- Institute a Child Development program with a potential Child Care facility;
- Add to the Administrative Justice and Fire Science programs by dedicating specialized classrooms/labs and offer possible EMS/EMT and CNA programs;
- Complement the Computer Science/Business programs with teaching lab facilities; and
- Initiate planning efforts for developing new career occupational programs in such areas as Gerontology, Certified Nursing Assistant, Medical Assisting, and Retail Management.

Other academic related initiatives planned for the proposed center include the establishment of an AM College that provides students an opportunity to enroll in a 3-unit course one morning a week (Friday). This is ideal for adults who are not able to schedule course during the evening or regular day format while increasing the utilization of the facilities on Friday AM hours. The proposed new center could also feature an expanded Weekend College to include Saturday AM courses in General Education/Transfer and Occupational Education.

Plans to institute a contract education partnership with local employers will be incorporated as part of the Weekend Offering.

Leadership of the academic organization for the permanent Brentwood Center will be provided by a management dean who will report directly to the Los Medanos College President. Currently an outreach coordinator manages the academic organization for the Brentwood Center. The College is in the process of reassigning a management dean to manage the outreach operation and ultimately the permanent Brentwood Education Center. The Dean will be in place by June 2011. An organizational chart for the campus is illustrated in **Chart 2** and an organizational chart for the Brentwood Center is illustrated in **Chart 3**.

V. STUDENT SERVICES AND OUTREACH

Student service offerings at the Brentwood Outreach Operation, like academic planning, reflect the guiding mission of the parent campus. The planning and development of student services for the proposed Brentwood Educational Center will thus reflect the Los Medanos Colleges' philosophy "...that student services are an integral part of the student's educational experience from the initial recruitment through the attainment of educational goals." The College's student services mission also recognizes that "student success depends on the collaboration and cooperation of instructional areas and student services, which fosters appreciation of the ethical, cultural, and aesthetic heritage of humanity."

As discussed in previous sections, a large proportion of students from Far East County are first-generation college students. In order to increase their educational success, the Brentwood Outreach Operation offers an array of on-site student service that will be expanded at the proposed educational center. At the Center, students can already register, add, drop, and pay for classes; receive academic counseling, financial aid and Extended Opportunity Programs and Services (EOP&S) and Disabled Students Programs and Services (DSP&S) by appointment.

Students also receive on-site tutoring services through the existing math lab and obtain drop-in assessment testing for placement in suitable English and Math courses. The Center also has a Center for Academic Support, where students can register for one-on-one appointments with a Reading and Writing Consultant. The Center has an active student “Rotoract” club that is Rotary for college students. This student club organizes and participates in activities that benefit the community, such as their blood drive and food basket campaigns. A student government group at the Center meets regularly and actively posts flyers and other informational items for students attending the Center. Latino students meet with staff in informal groups, to discuss and address issues and needs. On-site academic advising for CSU East Bay and UC Davis is also available during each term. The outreach operation also offers convenient on-site bookstore services during the start of each term. Students may also make appointments for student service needs at the main campus. A sampling of the Student Services information and services available to Outreach Center students is assembled as **Appendix G**.

All existing on-site student support services are centrally administered from the parent campus, and will continue to be as the extent and availability of these core student services are increased proportionately with enrollment demand and available facilities at the proposed new educational center. Specific expansion plans for student services that will occur within the first five years of the proposed center's opening include:

- A full complement of counseling services for both day and evening coverage;

- Permanent, full-time financial aid and EOP&S personnel assigned to the center;
- On-site Disabled Students Program and Services (DSP & S) personnel available on an appointment basis;
- Expanded and formalized student government and club activities that allow for student involvement in special activities related to student leadership, community relations, volunteerism and career/major interest groups; and
- On-site child care services

In addition to the core student services listed above, the college will also offer targeted support services to historically underrepresented groups through a number of programs currently administered from the main campus. In addition to the EOP & S program that encourages the enrollment, retention and transfer of students limited by language, social, economic and educational disadvantages, historically underrepresented students could access Puente Program services. The mission of this program is to increase the number of Mexican American/Latino students transferring to four-year colleges and universities by offering specialized English courses, academic counseling, and mentoring services with successful community leaders.

The Hispanic-Serving Institution Program (HSI) Title V will address and design activities to ensure the success of Hispanic and other students by providing services to improve persistence in reaching their educational goals. This grant offers LMC the opportunity to serve the growing minority population in East County. The objectives of HSI will be to increase the numbers of students completing ESL courses, encourage certificate completions, and provide opportunity for transfer with the assistance of HSI staff and faculty.

Lastly, college recruitment services to historically underrepresented groups as well as the general community of Far East County will be coordinated through the Los Medanos Student Outreach Office. The Outreach Office provides general information on all aspects of college admission, registration and academic programs to high school, school age children and East County residents in general. Information is provided to prospective students via workshops, and presentations at local schools. Additional workshops and presentations are provided throughout the community in such venues as community centers and educational agencies. The Outreach Office also offers recruitment services to students in middle school and 9th and 10th graders by providing presentations designed to motivate and inform these students of the many opportunities available in higher education.

Additional community outreach initiatives tailored to the unique needs of the Far East County population and administered from the proposed Brentwood Educational Center include:

- Co-sponsoring community education programs with the retirement community;
- Instituting a National Issues Forum;
- Conducting outreach sessions for parents and families; and
- Cosponsoring activities with various community agencies.

VI. SUPPORT AND CAPITAL OUTLAY BUDGET PROJECTIONS

A. Time Schedules, Space Allocations and Cost Schedules

The proposed Brentwood Educational Center situated in the Vineyards at Marsh Creek development will total 56,615 Assignable Square Feet (ASF) with development scheduled over two phases. The proposed Center is scheduled to open in Fall 2017 with the completion of Phase I totaling 27,940 ASF. Buildout is tentatively set for 2020. A detailed time schedule for Phase I development is presented in **Exhibit 7** and **Exhibit 8** details ASF space allocations by designated programs for both Phases I and II.

A combination of both local Measure A bond monies and state capital outlay funds will be used to finance Phase I. As previously indicated, the District is purchasing the proposed Brentwood Education Center improved site with local funds, with no state costs for site acquisition and off-site infrastructure. Approved by District voters on June 2, 2006, Measure A provides the District \$287 million to refurbish aging facilities, build new facilities to accommodate growth, and purchase much need equipment for classrooms. Measure A local bond funds will also be supplemented with state capital outlay funds to finance Phase I costs associated with plans and working drawings (\$1.93 million), construction (\$20.3 million), and equipment purchases (\$2.5 million). It is anticipated that Phase II will be funded entirely with state capital outlay monies. A ten-year tentative capital outlay budget for Phase I and II is provided as **Exhibit 9** and a Cost Summary of Phase I along with information illustrating unit cost per ASF and an anticipated detailed time schedule is included in **Exhibit 10**.

B. Financial Resources and Budgeting Practices

Contra Costa Community College District (District) has demonstrated its commitment to maintaining a balanced budget and adequate reserves.

The District adopted a new allocation model based on SB 361 that aligns the expenditures to the revenues as part of the overall financial plan to maintain fiscal stability. Another action includes the establishment of an irrevocable trust to set aside funding for the Other Post-Employment Benefits (OPEB) obligations in FY 2008-09. The District has also set aside \$58 million toward the OPEB liability and continues to fund \$1 million annually to the liability.

The District's Governing Board has required and maintains a 10% reserve through board policy (BP 5033) and procedure (Business Procedure 18.02). At the end of fiscal year (FY) 2009 -10 the District's audited Unrestricted General Fund balance was \$28.5 million, which represents a 16.8% reserve over expenditures. This represents an increase in reserves from the \$7.9 million in reserves in FY 2002-03 as noted below.

FY 04-05 - \$10.7 million

FY 05-06 - \$16.4 million

FY 06-07 - \$20.6 million

FY 07-08 - \$27.4 million

FY 08-09 - \$29.4 million

The District has maintained a collegial negotiating environment using "Interest-Based Bargaining", and all parties share a mutual interest in the District maintaining fiscal stability through the current difficult budget reductions.

C. General Obligation Bonds

With respect to the budget for capital projects, in 2006, the voters of Contra Costa County gave the District approval for the issuance of \$286.5 million in General Obligation Bonds.

Some of this bond money has been earmarked for the planning and design of the Brentwood Education Center. Once the site acquisition and state approvals of the Brentwood Education Center, as a “recognized” educational center, have been completed, the District anticipates funding from the State for the cost of construction in combination with some local matching funds. The recognized educational center will be a satellite of Los Medanos College, and will therefore be a subcomponent of that College's overall budget. In the event of unanticipated construction overruns, Los Medanos College does receive \$450,000 in annual Redevelopment Agency funding, which could be used to finance any additional costs. With respect to center operations, it is expected that the new center will generate sufficient FTES to earn apportionment funding to cover its operational needs.

D. Anticipated Funding for the Brentwood Education Center

Based upon Contra Costa CCD's financial condition and budgetary abilities, it is anticipated that the new Brentwood Education Center campus will be funded from a combination of the following sources:

1. Measure A local bond funds
2. State Capital Outlay funds
3. District general funds

To meet the growing population and enrollment demands in far East County, development of a permanent recognized Educational Center in the Brentwood area is deemed essential. An initial project cost shown on **Exhibit 9**, Ten Year Tentative Capital Outlay Cost Schedule, notes that the District will fund approximately \$4,803,488 million for site acquisition and off-site infrastructure costs. For Off-site and On-site Infrastructure and Development, State and Local match funds in the amount of \$3,952,064.00 are necessary to complete the work.

State and Local match funds of approximately \$20 million would be required to complete constructing and providing equipment for completion of the first phase. Of the approximately \$24.5 million overall to acquire the site and construct Phase I, the Local Fund contributions will be approximately \$7.4 million (30%).

The proposed District projected capital outlay and support costs for the Brentwood Center are summarized in **Table 12**. Cost increases for staffing and operations will be offset by base apportionment and FTES income due to Los Medanos College and Brentwood Education Center enrollment.

VII. GEOGRAPHIC AND PHYSICAL ACCESSIBILITY

Situated southwest of downtown Brentwood, the site being acquired by the College District for the Brentwood Center, is centrally located from most Far East County communities. The site is also located only a few miles from downtown and the existing outreach center. Access to the permanent site has been significantly enhanced by the State Highway Route 4 Bypass, which was recently completed. Designed to mitigate traffic congestion on existing Highway 4 that runs through the heart of Brentwood, the Bypass facilitates east/west traffic movement in and around Far East County. As previously illustrated on **Map 5**, the Route 4 Bypass runs directly adjacent to the site, allowing convenient vehicle access to the proposed center. The site is also prominently located near other local major roadways, such as Marsh Creek Road and Walnut Boulevard.

In addition to facilitated access by the Highway 4 Bypass, the proposed Center will also offer private vehicle commuters sufficient parking facilities (1,366 stalls) with ample designed spaces to accommodate disabled students, both of which are in constant short supply at the existing Outreach Center. Public transportation will also serve the Center, giving commuter students transportation options suitable to their budgets.

The Tri Delta Transit Authority provides extensive public transportation bus service throughout East and Far East County, including Los Medanos College, Brentwood Outreach Center and currently to a number of areas in very close proximity to the permanent Brentwood Center site. **Appendix H** includes: a Tri Delta Transit system map, local route fares; bus stops and example bus trip itineraries for trips from Los Medanos College to existing Brentwood Outreach Center; and from the Outreach Center to a location that is located within several blocks of the proposed permanent center site. The District will begin negotiations with Tri Delta Transit planners once the permanent center site receives state approval, to provide a readily accessible bus stop at or very near the new center.

VIII. EFFECTS ON OTHER INSTITUTIONS

Deleterious effects to enrollments of neighboring community college campuses associated with establishment of the proposed Brentwood Education Center are deemed to be minimal or non-existent. As previously noted, the CPEC updated report on community regional enrollment demand notes that the East Bay region lacks capacity to accommodate enrollment demand. According to CPEC, this region is likely to realize a FTES capacity deficit of 8,111 in fall 2005. Absent significant increase in available capacity, the region's FTES deficit is estimated to surge to 20,808 by fall 2013. With most regional campuses facing capacity constraints, it is unlikely that the proposed Center will negatively impact neighboring campuses. If anything, the proposed Center may help to alleviate some of the region's capacity pressures.

Area topographical features like Mt. Diablo and the Sacramento-San Joaquin Delta further work to mitigate potential enrollment impacts on neighboring campuses and districts.

Contiguous community college districts, and others that are nearby, include San Joaquin Delta (Delta College and proposed Mountain House Educational Center; Chabot (Las Positas and Chabot Colleges); Peralta (College of Alameda, Laney, Merritt and Vista); Marin (College of Marin); Napa Valley College; and Solano County (Solano College and proposed Vacaville and Vallejo Centers. The location of these districts in relation to Contra Costa is displayed on **Map 6**.

Letters of support for the proposed Brentwood Educational Center have been received from community college districts such as: Chabot/Las Positas CCD, San Joaquin Delta CCD, Peralta CCD, Solano CCD and Marin CCD that are contiguous to Contra Costa CCD.

Letters of support, along with many others, have also been received from the following local community and educational leaders:

- Mary Nejedly Piepho, Supervisor, District III and Vice Chair of the Contra Costa County Board of Supervisors
- Federal D. Glover, Supervisor District Five, Contra Costa County Board of Supervisors
- Robert Taylor, Mayor for the City of Brentwood
- James D. Davis, Mayor City of Antioch
- James L. Frazier, Jr., Mayor City of Oakley
- Tobi Laird Benz, President of the Board of Education for the Brentwood Union High School District
- Dr. Merrill M. Grant, Superintendent of the Brentwood Union School District

- Daniel M. Smith, Superintendent of the Liberty Union High School District
- Brenda Swisher, Superintendent of the Liberty Union High School District
- Diane Gibson-Gray, President of the Antioch Unified School District Board of Trustees
- Dr. Donald Gill, Superintendent of the Antioch Unified School District
- Larry Polk, President of the Oakley Union Elementary School District Board of Trustees
- Dr. Richard Rogers, Superintendent of the Oakley Union School District
- Elaine Landro, President of the Byron Union School District Board of Trustees
- Ken Jacopetti, Superintendent of the Byron Union School District

The letters of support for the proposed Brentwood Education Center are included in **Appendix J**.

Map 6, visually shows that both the Inland Bay and Delta separate Marin, Sonoma, Napa, and Solano community college districts from the permanent site selected for the Brentwood Center. Neighboring districts to the southwest such as Peralta and Chabot are separated from the permanent site by topography and Mt. Diablo. The remoteness of the permanent site in Far East County, in relation to these adjacent districts and to the parent campus, is further exacerbated by traffic congestion on State Highway 4 and Interstates 580 and 680. Development in Far East County has created gridlock traffic conditions throughout the day on Highway 4, the area's major east/west connector. Approximate distances and driving times from neighboring colleges are provided as **Table 13**.

Of the adjacent campuses noted on **Table 13**, only San Joaquin Delta's proposed Mountain House Education Center could be subject to further scrutiny regarding possible impacts. However, even that proposed institution is approximately 30 miles and 42 minutes driving time, during non-peak rush hour traffic, from the preferred Brentwood site, and projections of enrollment growth from both districts should rule out any adverse circumstances. The two districts are already engaged in dialogue and joint planning assures that no duplication of costly programs will occur.

IX. ENVIRONMENTAL IMPACT

RBF Consulting of Walnut Creek Completed an environmental impact report, SCH # 2003062019 for the City of Brentwood's Vineyards at Marsh Creek project in November 2003. The report included the Brentwood Center, based upon the original 30-acre parcel dedicated to the Contra Costa CCD for the Center. That parcel was immediately adjacent to the Vineyards project and archeological and access issues with the parcel lead to re-location of the site into the Vineyards development itself. The District worked with **RBF** Consulting to prepare a Supplemental Environmental Impact Report, SCH #2010112046 for the New Brentwood Educational Center located at the Vineyards at Marsh Creek, in February 2011. The District will work closely with the City of Brentwood to address any mitigation measures which may be identified as a result of the Supplemental EIR. A copy of the Supplemental EIR for the New Brentwood Center is contained in **Appendix I**.

As a part of the District's due diligence activities for acquisition of the Vineyard site for the proposed Center, a preliminary Geologic Hazard Evaluation of the site was conducted and a report prepared in January 2010 by ENGEО Inc.

The study concluded that from a geologic and geotechnical standpoint, the site was suitable for the proposed Community College Center development.

Similarly, ENGEO, Inc. also prepared a Phase One Environmental Assessment Report for the proposed Center site at the Vineyards at Marsh Creek in February 2010. Based on the findings of that site assessment, the report concluded that no Recognized Environmental Condition (REC) and no historical RECs were identified for the property and no further environmental studies were recommended.

A. Local Planning Approval

The District has worked closely with the City of Brentwood Community Development Department, City Council and City Manager during the parcel acquisition phase, to assure that city support and coordination with the development of the Vineyards at Marsh Creek project was maintained. The Brentwood Education Center has active and enthusiastic support from the City and its residents.

B. Aviation Requirements

The proposed Brentwood Center site is not impacted by any known aircraft flight paths or operations from either commercial or private airfields. The closest airfield is the Byron Airport, located in the city of Byron and 4 miles south of the proposed Brentwood Center site.

X. ECONOMIC EFFICIENCY

This Brentwood Education Center Needs Study proposal advances economic efficiency with a number of cost savings elements. The permanent Center will be situated on land that was favorably priced by a developer for the Brentwood Educational Center and purchased by the District.

Off-site infrastructure development costs have been included with the cost of the fully developed “super pad” parcels purchased by the District, which will be further cost avoidance for State funding. On-site infrastructure, site development, construction and equipment costs totaling approximately \$29 million for Phase I, will be financed with a combination of both state and local Measure A funds. Taken together, these initiatives will result in significant cost savings to the state totaling millions of dollars.

As such, the District believes that this proposal should be given high priority as specified in the CPEC Guidelines concerning Economic Efficiency.

XI. SERVING THE DISADVANTAGED

The service area of the proposed Brentwood Education Center is comprised of a very diverse population, both in race and ethnicity and socio-economic stature. The presence of affordable new and larger housing and retirement communities has brought well educated, double income families and economically stable retirees into the Far East County area of agriculture and traditionally lesser income residents. The ethnic diversity of the area has been summarized on **Table 4** and **Chart 1**, which generally indicates that the service area population for the proposed Brentwood Education Center is comprised of approximately 30% Hispanic, 6% African American, 6% Asian and 55% White. The remainder is a multicultural mix of Native American, Alaskan native, Pacific Islander and other races.

The proposed Brentwood Education Center is located within proximity to some of the lowest income residents within Far East County, particularly the city of Oakley.

The site of the proposed center is strategically located to serve the needs of all the residents of Far East County. The Brentwood Education Center has a mission and focus to serve the needs of students and communities within the entire service area of the center. However, the particular needs of immigrant and moderate income constituents with respect to adult basic learning, language and vocational skills, is apparent in the programs and services offered at the current outreach Center and will be expanded at the permanent Brentwood Center. The tutoring and Academic Success Center programs at the Brentwood Outreach Center are specific examples of these programs.

As with the entire District and center parent Los Medanos College, another key component of serving diverse students and communities is the hiring of faculty and staff that also reflect the ethnic and cultural aspects of the students and community. The staff at the College and Outreach Center is diverse and student centered and a great deal of effort for outreach and visibility to the community has taken place. The high school outreach efforts and Rotoract activities of Outreach Center students have been a demonstrated success.

It is respectfully requested that the California Community Colleges Chancellor's Office staff recommend to the Board of Governors that the Los Medanos College Brentwood Center be approved for recognized center status at the earliest date that the process can reasonable accommodate.

APPENDIX H
Brentwood Center Board of
Governors Proposal

CONTRA COSTA COMMUNITY COLLEGE DISTRICT'S BRENTWOOD EDUCATION CENTER

March 5-6, 2012

ACTION

Presentation: Frederick E. Harris, Assistant Vice Chancellor, College Finance & Facilities Planning

ITEM 3.2

Issue

This item requests state approval of the Brentwood Education Center in the Contra Costa Community College District. California Code of Regulations, title 5 section 55180(b) defines an Educational Center as "a postsecondary operation established and administered by an existing college or district at a location away from the campus of the parent institution" which:

- Is planned to continue for ten or more years
- Generates at least 500 FTES annually
- Has an on-site administrator
- Offers programs leading to certificates and/or degrees conferred by the parent institution
- Has been approved by the Board of Governors

Background

Community college services in Contra Costa County date back to 1949 when county voters approved establishment of West Contra Costa Community College. The Contra Costa Community College District serves all of Contra Costa County covering a geographic area of about 686 square miles making it one of the largest community college districts in the state. The district is made up of three colleges, Contra Costa College, Diablo Valley College and Los Medanos College and the San Ramon Valley Educational Center collectively serving more than 42,000 students. Los Medanos College was opened in 1974 to address the significant education needs and potential growth of eastern Contra Costa County serving the communities of Pittsburg and Antioch.

The district began serving eastern Contra Costa County in 1989 when Los Medanos College offered courses at Liberty Union High School District's Adult Education Center in Brentwood. Space restrictions at the Adult Education Center, limited courses and enrollments resulted in demand that went beyond the capacity of that small, initial outreach center. Brentwood and surrounding communities began to grow from sleepy Delta farming towns to suburban enclaves for Bay Area commuters seeking affordable housing.

In 2001, the district partnered with the City of Brentwood to open the Los Medanos College Brentwood Education and Technology Outreach Operation at its present location near the

intersection of Highway 4 and Sand Creek Road in a building that was once a supermarket. With more than 5,000 students taking advantage of the center's expanding education offerings; capacity pressures are already beginning to lessen student appeal of the outreach center. Students routinely struggle to find parking and there is a shortage of classroom space during peak and evening hours.

Combined with a steady pace of growth in eastern Contra Costa County, the district finds it likely that an ever-increasing amount of students will be turned away from courses at the center unless a more expansive permanent educational center is established. To address this overcrowding, the district acquired a 17 acre parcel in southwestern Brentwood with funds from Local Measure A, passed by Contra Costa County voters in 2006, which allocated funds to build new facilities to accommodate growth, refurbish aging facilities and purchase classroom equipment. A combination of local and state funds is proposed for the Phase I construction of a 27,940 assignable square foot facility scheduled to open in Fall 2017. The proposed center will be located within the Vineyards at Marsh Creek subdivision, a mixed use development situated on 481 acres of land only about 4 miles from the current leased facility.

The district submitted an updated Letter of Intent (LOI) to the Chancellor's Office in September 2009 for the proposed Brentwood Education Center site to be re-located 2,400 feet from the site detailed in the original 2005 LOI. The Chancellor's Office approved the LOI in October 2009 and the California Postsecondary Education Commission followed with their approval in February 2010. The Needs Study was submitted to the Chancellor's Office in August 2011.

Analysis

Population and Enrollment Projections

Since the 1990s, thousands of residents from nearby Bay Area coastal cities in search of affordable housing have migrated inland, swelling the population ranks of communities throughout the eastern part of the Contra Costa Community College District service area. Since 1990, Contra Costa County's population has increased 32 percent, putting it among the fastest growing counties in California. For the time period 1990 – 2009, Pittsburg's population grew by 33 percent; Antioch's population grew by 62 percent while Brentwood's population soared by 586 percent during the same period. The number of new residents in Brentwood has increased by over 44,000 between 1990 and 2009 bringing the population total to nearly 52,000 residents.

Since 2002-03 the current outreach center has consistently generated over 500 FTES annually. By 2008-09 enrollment had more than doubled to 1,216 FTES. Table 1 shows recent enrollment projections for the Brentwood Education Center developed by the Contra Costa Community College District Research Office and approved by the Department of Finance Demographic Research Unit.

Table 1

Enrollment*, WSCH and FTES Growth Driven Projections for the Brentwood Education Center

Year	Enrollment	WSCH	Full Year FTES
2009-10	4,375	18,600	1,240
2010-11	4,685	19,515	1,301
2011-12	5,061	21,165	1,411
2012-13	5,416	22,270	1,516
2013-14	5,685	23,925	1,595
2014-15	5,956	25,125	1,675
2015-16	6,212	26,250	1,750
2016-17	6,445	27,285	1,819
2017-18	6,691	28,365	1,891

Technical Notes:

*Enrollment reflects unduplicated headcount added across each term of academic year.

Weekly Student Contact hours reflects projected annual average.

Sources: CCCCD Research Office, Los Medanos College Budget Office.

Alternatives to the Proposed Brentwood Education Center

The Contra Costa Community College District considered several potential sites, but the establishment of a permanent education center in Brentwood emerged as the most viable, cost-effective option. The Brentwood Education Center site was selected based on its proximity to the State Route 4 bypass and ease of accessibility, parcel size, site and utilities development, environmental factors, and cost. The district considered the following alternatives:

Expansion of existing institutions

The main intent of the Brentwood Educational Center is to more effectively service the cities of eastern Contra Costa County including Brentwood, Antioch and Oakley. State Highway 4, the area's main east-west traffic is gridlocked in traffic much of the day requiring students to spend a considerable amount of time commuting to Los Medanos College. Topographical features like Mt. Diablo and the Sacramento-San Joaquin Delta put neighboring community college campuses like Solano and Chabot practically out of reach. With existing campuses within the district facing capacity pressures, the district is unable to accommodate projected enrollment growth. Therefore, expanding Los Medanos College and other campuses in the district is not a viable solution for addressing the needs of the eastern Contra Costa County service area.

Increased use of existing space

The district has explored options on expanding services with their existing space in the current Brentwood Outreach Center and Los Medanos College, but both are extensively utilized. Instructional services at the Brentwood outreach operation are offered throughout the day, on weekends and during summer months. Although the center has achieved some space efficiencies through weekend and summer offerings, enrollment demand continues to grow and create capacity

issues. Parking limitations at the current outreach center is another factor that affects accommodation of increasing enrollment demand. Increasing use of existing space at the leased outreach center was not possible and the most viable solution was to build a new permanent facility to service the needs of eastern Contra Costa County.

Use of nontraditional modes of instructional delivery

The district's educational master plan recognizes that an effective educational delivery system includes high technology-based distance education, as well as traditional brick and mortar facilities. Los Medanos College continues to expand the depth and breadth of online courses. While online courses are available to all, many of the first generation college students and adult learners who live in eastern Contra Costa County are in need of basic educational skills, which are more effectively addressed by a traditional classroom setting.

Analysis of Alternate Sites

Another parcel reviewed as a potential site was a 30-acre parcel in the Cowell Ranch area of southwestern Brentwood donated by the Cowell Foundation. The site proved to be less desirable than the Vineyards at Marsh Creek site which was directly across the highway from the Cowell Ranch site. The district was able to negotiate a reduced cost solution for the state and district at the Vineyards at Marsh Creek site using local Measure A bond money to purchase the property creating site-acquisition and infrastructure cost savings of millions of dollars.

Academic Planning and Program Justification

Chancellor's Office staff in the Academic Affairs Division reviewed the district's needs study and found significant justification for opening the new center. The district's Educational and Facilities Master Plans are used as a foundation for meeting the educational needs of its community and students. Academic planning for the proposed Brentwood Center will be guided by the mission of Los Medanos College and will focus primarily on growing the disciplines currently offered at the outreach center. The Brentwood Outreach Center offers courses in Math, English, Spanish and the natural science in addition to vocational education in a number of professions in demand in the labor market. Growth in general education and transfer courses planned for the new center include expanding the full programs in Math, English and Spanish with labs and technical staff, expanding environmental science with possible specializations in Agriculture or Viticulture, adding chemical/physical and biological sciences labs to the Science area to meet the needs of students wishing to enter allied health occupations and expanding the music, drama and art areas with lecture/theatre/multi-use space to order to facilitate a fine arts curriculum. Programs and courses in vocational education will include Certificates in Clerical, Real Estate and Accounting, a Child Development program with a potential child care facility, adding to the Administration Justice and Fire Science programs by dedicating specialized classrooms and labs and offer possible EMS/EMT and CNA programs. The district will also initiate planning efforts for developing new career occupational programs in such areas as Gerontology, Certified Nursing Assistant, Medical Assisting, and Retail Management. Other academic related initiatives include the establishment of an AM College that provides students the opportunity to enroll a 3-unit course one morning a week on

Fridays and the possibility of featuring an expanded Weekend College to include Saturday morning courses in General Education/Transfer and Occupational education.

This emphasis on high demand vocational courses, transfer preparation, and basic science laboratory courses meets the recommendations of the Legislature and Chancellor Scott's goal of focused efforts in transfer, career technical and basic skills.

Student Services, Outreach, and Serving the Disadvantaged

Staff from the Student Services and Special Programs Division in the Chancellor's Office reviewed the student support services described in the needs study and concluded that it contains sufficient justification for the proposed educational center.

The service area of the proposed Brentwood Education Center is diverse both in race and ethnicity and socio-economic stature. New affordable housing and retirement communities have brought well educated double income families and economically stable retirees into the eastern County area of traditionally lower income residents. The demographic makeup of service area is approximately 30 percent Hispanic, 6 percent African American, 6 percent Asian and 55 percent white with the remainder a multicultural mix of Native American, Alaskan native, Pacific Islander and other races.

The center is located in proximity to some of the lowest income residents of eastern Contra Costa County, particularly the residents of Oakley. While the Brentwood Education Center has a mission and focus to serve the needs of all residents within the service area, the particular needs of immigrant and moderate income residents with respect to adult basic learning and vocational skills is apparent at the current Outreach Center and will be expanded at the permanent Brentwood Center.

The planning and development of student services for the proposed Brentwood Education Center will reflect the philosophy of Los Medanos College, "...that student services are an integral part of the student's educational experience from the initial recruitment through the attainment of educational goals." A large number of students in the eastern County are first-generation students and in order to increase their educational success the Brentwood Outreach Operation offers an array of on-site student services that will be expanded at the proposed education center. Current services offered include Financial Aid, Admissions and Records, academic counseling, Disabled Students Programs and Services, EOPS, Tutoring, on site bookstore services at the beginning of each semester and assessment testing for English and Math courses. On site academic advising for students seeking transfer to CSU East Bay and UC Davis is also available each semester. The district has a plan to offer more comprehensive services within the first five years of the proposed center's opening including a full complement of counseling services for both day and evening coverage, permanent and full-time financial aid and EOP&S staff assigned to the center, on-site Disabled Students Program and Services personnel available on an appointment basis, on-site child care services and expanded student government and club activities that allow for student involvement in special activities related to leadership, community relations, career/major interest groups and volunteerism.

Support and Capital Outlay Budget Projections

The Chancellor's Office Fiscal Services Unit has reviewed the Brentwood Education Center Needs Study and has made the following determinations. In 2009-10 the district reported 1,320 full-time equivalent students (FTES) for the proposed Brentwood Education Center at its current Outreach Center. That suggests sufficient student demand exists within eastern Contra Costa County area and is consistent with the district's contention that Brentwood and surrounding cities should readily support the center with at least the 1,000 FTES needed for state approved centers to receive apportionment funding.

The Contra Costa Community College District has adopted a new allocation model based on SB 361 that aligns expenditures to revenues as part of the overall financial plan to maintain fiscal stability. The district's Governing Board has required and maintained a 10 percent reserve through board policy and procedure. At the end of the 2009-10 fiscal year the district's Unrestricted General Fund balance was \$28.5 million which is a 16.8 percent reserve over expenditures. Anticipated cost increases for staffing and operations will be offset by increased base apportionment and FTES income due to Los Medanos College and Brentwood Education Center enrollment. Projected support costs are estimated to be \$4.6 million for Phase I and \$6.5 million for Phase II.

The district intends to supplement their Measure A local funds with state capital outlay funds to finance the proposed center's Phase I costs associated with plans and working drawings (\$1.93 million), construction (\$20.3 million), and equipment purchases (\$2.5 million). The district used all local funds to acquire the site. Of the approximately \$24.5 million overall to acquire the site and construct Phase I, local contributions will be approximately \$7.4 million (30%). The district plans to fund Phase II entirely with state capital outlay funds in future years. In the event that state capital outlay funding is not available for Phase I and/or Phase II, the district has several alternative plans to consider. One plan would be to enter into a lease-leaseback agreement with a private developer, and the other would be to seek local voter approval for a general obligation bond to fund construction of the center.

Geographic and Physical Accessibility and Environmental Impact

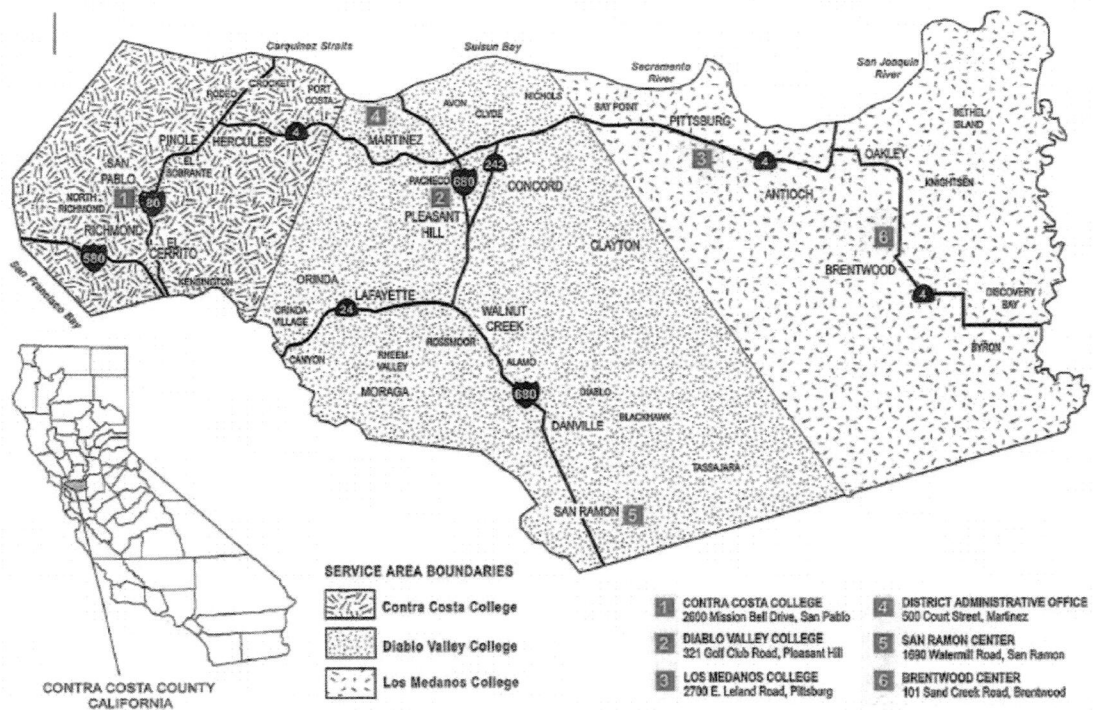
The proposed Brentwood Education Center is located in southwestern Brentwood, on a 17 acre site located within the Vineyards at Marsh Creek development area. The area is currently being developed as mixed use development on 481 acres of land which will include active adult units, single-family executive homes, multi-family units, commercial office and retail space. Situated off the recently completed Highway 4 bypass, the site is located only 3.7 miles from downtown Brentwood and the existing outreach center. In addition to providing a relief from traffic congestion for students by being off the new Highway 4 bypass, the proposed center will also provide sufficient parking facilities with designed spaces to accommodate disabled students, both of which are in short supply at the current outreach center.

The Tri Delta Transit Authority provides public transportation bus service throughout the East County, including Los Medanos College and the current Brentwood Outreach Center. Currently there is no existing bus service to the proposed Brentwood Education Center site. However the

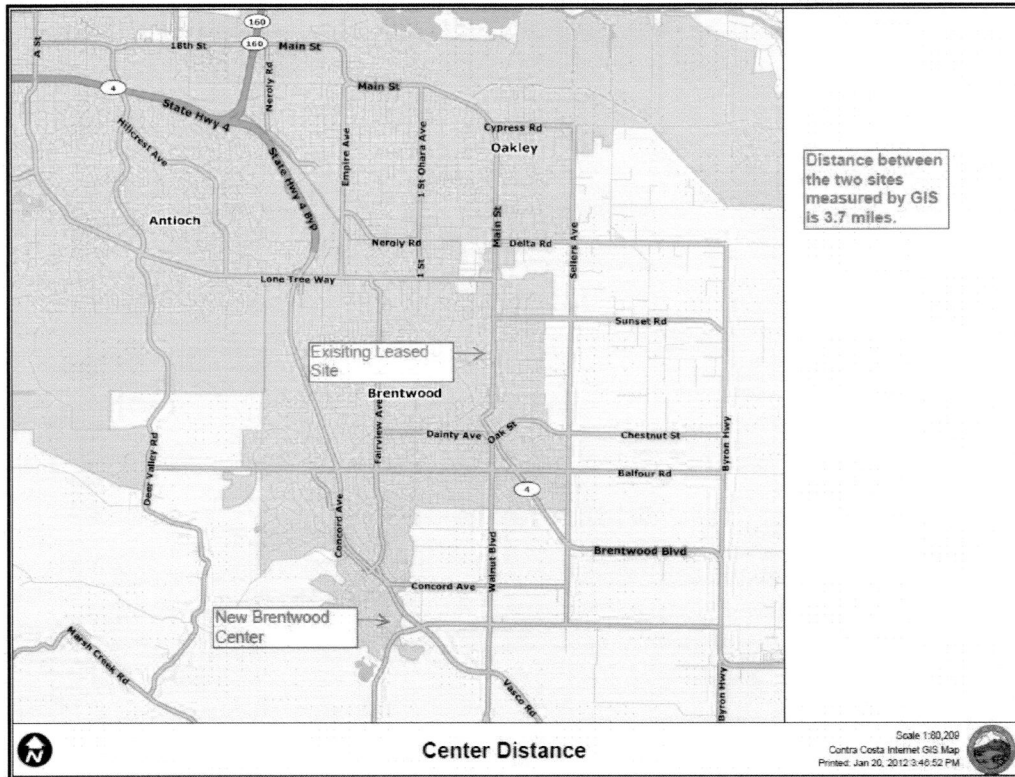
district will begin negotiations with Tri Delta Transit planners to provide a readily accessible bus stop at or very near the new center once the permanent center receives state approval.

As part of the acquisition of the Vineyard site of the proposed center a preliminary Geologic Hazard Evaluation of the site was conducted, which concluded that the site was suitable for the proposed Center development. An Environmental Assessment report in 2010 also concluded that no Recognized Environmental Conditions were identified for the property. A supplemental EIR conducted in 2011 identified potential unavoidable impacts in the form of temporary construction related and ongoing vehicle related emissions that could result from project implementation. However the district is pursuing different efficiency measures to mitigate the impacts of water, energy, solid waste and transportation use as part of the project.

Contra Costa Community College District Service Areas



Location of Existing Brentwood Outreach Site and Proposed Education Center



Effects on Other Institutions

The proposed Brentwood Education Center is supported by many local civic officials and all of the contiguous, neighboring postsecondary institutions as evidenced by letters of support. Neighboring community college districts providing letters of support include Chabot-Las Positas CCD, San Joaquin Delta CCD, Solano CCD, Peralta CCD, and Marin CCD. Evidenced by the letters of support received the proposed center will not impact the neighboring community colleges' existing and projected enrollments or lead to unnecessary duplication of programs. Since San Joaquin Delta's proposed Mountain House Education Center is closest to the proposed center (30 miles and 42 minutes driving time), the two districts have been engaged in joint planning and dialogue to ensure that no duplication of programs will occur.

Recommended Action

The Board of Governors approves the Brentwood Education Center as a state-approved educational center.

Staff: Mary Just, Specialist, Facilities Planning
Ryan Fuller, Specialist, Facilities Planning

APPENDIX I
Brentwood Center
Ten Year Educational Master Plan



Los Medanos College

Brentwood Center

Ten Year Educational Master Plan

2006 – 2016

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Executive Summary

This document is the Educational Master Plan for the Los Medanos College-Brentwood Center. The goal of this Master Plan is to communicate the process, data, trends and implications, goals, objectives, and strategies that will guide the Brentwood Center towards growth and success over the next ten years.

The Center opened in the summer of 1998 and moved into its current location in 2001. During this period, the Center's growth occurred informally and programmatic changes occurred semester to semester. This Master Plan will integrate a formal approach of program review and planning that allows for educational improvements based on research and assessment outcomes. The plan highlights the strategies designed to accomplish specific objectives that will lead the Brentwood Center towards achieving its goals.

The Center's activities reflect the institutional goals of its parent campus, Los Medanos College. It mirrors the mission, vision, and values of learning, collaboration, communication and engagement. The enrollment projection based on the community's population growth within the next ten years, will produce robust and substantially higher enrollments. Far East Contra Costa County educational needs will be served based upon the proposed Ten Year Educational Master Plan for the Brentwood Center.

Chapter 1: The College

History, Service Area and Purpose

In 1998, Los Medanos College, in partnership with the Liberty Union High School District Adult Education Center, opened the Far East County Brentwood Center. Located at 929 Second Street in Brentwood, it accommodated four classrooms and offered 12 -15 courses. In the fall of 2001, the Brentwood Center moved to the facilities renovated in partnership with the City of Brentwood. This site located at 101A Sand Creek Road is 17,500 square feet with eleven classrooms, including a computer lab/classroom and a multi-purpose community room. In August 2001, forty-two course sections were scheduled and in spring 2007 there will be 116 course sections.

The city of Brentwood is the fourth fastest growing city in the state, according to the Department of Finance. Between the years of 1990 and 2005, Brentwood's population increased by an estimated 440.9%, making its population 40, 912. Affordable housing and an expanding local economy contributed to this population growth. Along with this growth, the Brentwood Center has seen a significant increase in student enrollments. The first census seat count has increased from 493 students in fall 2001 to 2,167 in fall 2006. Spring enrollment has increased from 1,118 students in 2002, to 2,870 students in spring 2007.

Important benchmarks for the Brentwood Center include:

- In the summer of 1998 the Liberty Union High School District-Adult Center started with 15 course sections and 5-10 faculty members
- In the fall 2001, the Center was moved to 101 A Sand Creek Road into the Brentwood Education & Technology Center. A total of 42 courses were offered
- In 2003 students could complete general education courses for the Associates Degree
- In fall 2004, there was an increase in course offerings to 86 sections
- In fall 2005, a Deans position was designated for the Brentwood Center
- A *Needs Study* was submitted to the California Postsecondary Education Commission (CPEC) to gain "education center" status in August 2006 (The full document of the *Needs Study* for the Brentwood Educational Center is available in the Vice President's office)
- In the fall 2006, the first faculty division was created in Mathematics
- 70 faculty members were teaching one or more courses at the Brentwood Center by 2006
- A 5 year celebration for the current Brentwood Center was organized on November 30, 2006. More than 50 faculty, staff, and community leaders participated in this event (appendix A). Throughout the week, students participated in various activities and completed a student survey regarding services at the Brentwood Center (appendix B).
- In spring 2007 course offerings increased to 116 sections.

The Brentwood Center's vision and roadmap for the next 10 years (fall 2006 – spring 2016) is addressed in the following pages. This document represents the collaborative efforts of faculty, staff, and the Dean. Through the contributions of many, this document articulates the shared vision, mission, values, and goals that will continue moving the Center toward excellence in classroom teaching and learning, work force preparation, economic development, and services to students and community.

Our MISSION

Los Medanos College is a public community college that provides quality educational opportunities for those within the changing and diverse communities it serves. By focusing on student learning and success as our first priorities, we aim to help students build their abilities and competencies as life-long learners. We create educational excellence through continually assessing our students' learning and our performance as an institution. To that end, we commit our resources and design our policies and procedures to support this mission.

Our VISION

Los Medanos College is the premier educational opportunity for East County residents, where learning matters most.

Our VALUES

Values remind us of what matters most. Los Medanos College is an educational community that cares deeply about learning, collaboration, effective communication, and engagement with our surrounding community.

Learning

Student learning and student success are the focal points of our college. We strive to create a dynamic environment that encourages life-long engagement with academic and societal challenges. We value the importance of critical thinking, effective communication, ethical behavior and diversity. We engage in on-going assessment to measure and improve student achievement and institutional effectiveness.

Collaboration

While we value the contributions of the individual, most of our endeavors require collaboration, communication, and cooperation. It is in working together that we spark creative and innovative approaches, build on each other's ideas, and give mutual support. It is in collaboration that we learn to value multiple perspectives and resolve conflict in constructive ways.

Communication

Communicating clearly and effectively is critical to both student success and organizational effectiveness. We want our students to read critically and write clearly. We also want them to compose oral presentations that demonstrate poise, competence, and an understanding of new technologies. We want an organization that has clear decision-making processes that embody these same competencies and expresses them in consistent, unambiguous policies and procedures.

Engagement

Our mission is to provide educational opportunities for the people that live in our surrounding communities. We must be responsive to changing needs and seek partnerships that promote the well-being of our diverse and growing communities.

Chapter 2: Methodology

Background, Participants and Process

Planning Committee: For the last ten years, the primary function of the Planning Committee has been to coordinate institutional planning efforts and to recommend any processes that improve the review and planning of the college (i.e., Program Review, Institutional Effectiveness, Planning Calendar, etc.). Thus, the planning committee was given the task of coordinating the revision of the Educational Master Plan. The Planning Committee members for fall 2006 were:

Humberto Sale, chair/researcher
Gil Rodriguez, co-chair/manager
Ramon Coria, student
Curtis Corlew, faculty
Kathy Cullar, staff
Bruce Cutler, manager
Ruth Goodin, administrative analyst
Gail Newman, manager

Margaret Hertstein, staff/note-taker
Erlinda Jones, faculty
Thais Kishi, manager
Richard Livingston, manager
Jasmine McDermott, student
Cindy McGrath, faculty
Sandra Mills, staff
Jennifer Victor, staff

In order to accomplish the task of writing a ten year educational master plan, the Planning Committee identified three primary goals. First, was to **collect data necessary** to update the current Educational Master Plan. Second, was to **synthesize the information** into trends and implications in order to revise the goals, objectives and strategies with input from various institutional groups and the larger campus community. Third, was to **write a Master Plan** that will guide the college for the next 10 years. (2005 Goals and Strategic Initiatives-appendix C)

Master Plan Consultant: A writer/facilitator was hired to help the Planning Committee gather, organize, and write the various drafts for the Master Plan. Connie Calderón, Development Manager for the Parent Institute for Quality Education, agreed to assist the Planning Committee with the writing of the Master Plan. Connie was invited to attend all planning meetings and all other events related to the development of the master plan.

Planning Committee Meetings: The Planning Committee met twice a month for one hour in order to review and discuss information necessary for the Master Plan. A working sub-committee from the Planning Committee was created to discuss specific components of the Master Plan, including the environmental scan and other information. The sub-committee prepared and edited drafts as they were developed in order to request feedback from the entire planning committee.

Assessing the Environment and Identifying Implications and General Strategies

Reading Teams: The first step in updating the Educational Master Plan was to review the Environmental Scan and summarize the related implications. To accomplish this assignment, two reading groups were created: A sub-committee from the planning group and an external reading group. The sub-committee reading team was composed of Kathy Cullar (student services), Ruth Goodin (grants/economic development), Gil Rodriguez (Dean, Liberal Arts & Sciences), and Humberto Sale (Director, Institutional Research). The non-Planning Committee readers were: Linda Collins (on leave), Delores McNair (on leave at University of the Pacific), Erich Holtmann (Academic Senate President) and Milton Clarke (political science).

Planning Retreat: A planning retreat was organized on October 12, 2006, in order for the various readers to share the information they gathered. Key trends and implications were identified for Chapter III of the Master Plan. The retreat produced a first draft of ideas, issues, and implications.

Review and Planning for the Brentwood Center: Thais Kishi, Dean of Brentwood Center, wanted the objectives and strategies to reflect the needs of the Brentwood Center. In order to do this, she met with Connie Calderón, master plan consultant, over a period of three weeks. Together they modified the objectives and strategies based on the data provided by the environmental scans of the Brentwood service area. Gil Rodriguez also participated in the discussion and assisted with various data.

Chapter 3: Environmental Assessment and Analysis

Current research regarding the internal campus environment as well as the needs of the local community is essential for guiding the future direction of the Brentwood Center. As the external communities grow and change, the Brentwood Center needs to align its course offerings with emerging trends in the Far East County. Internal and external scans and their implications, (appendix D) outlined below, were instrumental in developing this Educational Master Plan.

Enrollment and Student Trends

1. The Latino population in Brentwood and Oakley is proportionally much higher compared to the rest of Contra Costa County.
Implication: There will be a greater opportunity to enroll Hispanic students. Continue to recognize and address the needs of the Latino community by offering English as a Second Language (ESL) and Vocational ESL programs that prepare students for entry level jobs in Far East County.
2. Far East County has a large student-aged population (18-24).
Implication: This younger population requires different types of programs and student services in order to be attracted to the Brentwood Center.
3. Over the past 5 years, male enrollment continues to lag behind that of females. Male enrollment averages are 36% of the student population.
Implication: Research into how to attract males to the Center is necessary. Greater communication with the feeder high schools is necessary in order to better engage male students early in their high school tenure.
4. Female enrollments continue to increase, reaching an average of 64% over the past 5 years.
Implication: The Brentwood Center must assess and enhance programs and course delivery options that address the growing female population.
5. The adult population (25 years or older) of Oakley and Brentwood-the two principal population centers in Far East County-is undereducated compared to the rest of Contra Costa County. This may suggest that these residents can significantly benefit from the opportunities given at the Brentwood Center.
Implication: A community survey and needs study of the adult population is necessary to better serve the community in Far East County. There is a possibility to enroll an untapped retirement population interested in short-term courses, Weekend College, and credit/non-credit courses.

Transportation Trends

1. Congestion on Highway 4 and alternate street routes and the amount of construction in the Far East County continue to plague this area. Travel patterns will continue to influence decisions about the convenience of educational opportunities

Implication: The growing population and transportation trends of the local community indicate a need to consider alternative scheduling (Weekend College) and online

2. LMC students have to choose between courses at the main campus and the Brentwood Center. The concerns of traffic, gasoline costs, and time issues may add to the attractiveness of the Brentwood site.

Implication: The currently enrolled Brentwood students indicate that location was the highest determinant in their selection of the Brentwood Center. This is a major consideration for the new site.

Work Force Trends

1. The majority of new jobs created in the county come from three industries: financial activities; leisure and hospitality; and educational and health services.

Implication: The Brentwood Center must align its course offerings with occupational education that reflect the growing work force needs.

2. The low unemployment rate is indicative of an expanding economy.

Implication: The Brentwood Center must assess and improve its outreach programs. Greater communication with the feeder high schools is necessary for students to become familiar with opportunities at Brentwood Center. The retirement community shows interest in specialty courses at the Center.

3. A large portion of Brentwood's new growth will be concentrated in the western areas near the Highway 4 Bypass and along Balfour Road. This is mostly residential development but there is also a commercial and light industry component in development. (Needs Study, pg. 14)

Implication: The proposed new site for the Brentwood Center would provide opportunity for training and educational advancement for residents and employees in the Balfour commercial corridor with limited traffic issues.

Fiscal Trends

Once the *Needs Study* is approved by the Board of Governors of the California Community Colleges and subsequently the California Postsecondary Education Commission (CPEC) the CCCC District may begin to apply for state funding for the new center through the established capital outlay process.

1. The District had experienced budget reductions in fiscal year 2003 –2004. However, since then, the District’s fiscal outlook has improved. Additionally, with the folding of Partnership for Excellence (PFE) funds into the Operating Fund, the college has experienced a slight increase in Operating funding and also funding for several permanent classified positions that were initially funded by PFE funds. Lastly, the District has encouraged LMC to push for growth in FTES.

Implication: The funding for our campus operations has stabilized. However, increased growth will require an increase in funding.

2. Overall, the District does not anticipate FTES growth in the foreseeable future, given downward trends at Diablo Valley College. Thus, the District will not benefit from growth funds. As a result, as LMC continues to experience its own FTES growth, the District may not be able to react quickly enough to redistribute funds from DVC or CCC to LMC to fund LMC’s growth.

Implication: This trend may cause a strain on LMC in meeting greater student demands without more Operating Funds.

3. Increased growth in Far East County will continue to create a demand for new courses at the Brentwood Center, requiring funding and an increase in staff.

Implication: The Brentwood Center should have its own operating budget, as well as a Math Division budget. There will also be a need for classified staff and technology personnel.

Chapter 4: Program and Facilities Assessment

A. Program Assessment and Plans

The main goal for the Brentwood Center is to gain “educational center” status by the California Postsecondary Education Commission (CPEC). The Contra Costa Community College District (CCCCD) “Needs Study” was completed in August 2006, and its’ content is reflected in the text of this Ten Year Educational Master Plan.

The academic programs offered at the existing Brentwood operation are grounded in the mission of its parent campus, Los Medanos College. The commitment “to increase the knowledge, to improve the skills, and enhance the lives of our students and our community” is evident in the center’s dedication to delivering high quality instructional services. The Center offers a balanced academic offering, ranging from a wide breadth of courses in traditional liberal arts disciplines to vocational education in various professions in demand in the local labor market.

Academic planning for the proposed Brentwood Center will be guided by the mission of its parent campus and will focus primarily in growing the core disciplines now offered at the current center.

Educational Program Planning

It is important to continue expanding general education and transfer courses. This was made evident in the first student survey completed in November 2006. (Appendix B)

General Education and transfer courses:

- Continue the full programs from Basic Math 4 through Math 70-Calculus
- Expand English and English as a Second Language (ESL): additional sections required as well as a reading/writing lab and tutorials
- Increased sections, i.e. History, Political Science, Psychology and Sociology
- Science courses are limited due to the lack of a lab facility-consider the needs of students in allied health occupations.
- Partnership in Environmental Science /biological science.
- Enhance the music, drama, and art areas with a multi-use facility.
- Expand physical education to include a lab for physical fitness and dance activities

Offerings in the occupational/vocational education areas may include the following:

- Add to the Administration of Justice and Fire Science programs by designing specialized classrooms/labs and offer EMT/EMS and CNA programs
- Offer a Child Development occupational certificate with a potential Child Care facility.
- Offer Business certificates to include Office Administration, Accounting, and Business law
- Complement the Computer Science/Business programs with teach lab facilities;

- Initiate planning efforts for developing new career occupational programs in such areas as Gerontology, Certified Nursing Assistant, Medical Assisting, Retail Management, and Office Medical Assisting.
- Vocational education may also include the Vocational English-as a-Second Language (VESL) design in order to assist non-native English speaking individual in the area to improve their job skills and assist them with job search.
- Expand partnerships with adult education and the local high schools; with Workforce Development; One-Stop Career Center and other community organizations.

Other academic related initiatives planned for the Center include the establishment of a Weekend College. This may appeal to the older adult population in the community who are not able to schedule courses during the evening or regular day format. The courses may meet general education/transfer requirements; occupational courses and also maximize utilization of the facilities. The audience which needs to be recruited:

- Working adults, Young parents and Retirees
- Scheduling patterns: Friday & Saturday (eventually Sunday) 3 hour blocks of course instruction Develop this schedule and implement it
- Course interests: Seminars and workshops (Community Services) Select occupational courses based on community needs survey VESL Model courses

Student Services and Outreach

Student service offerings at the Brentwood Center, like academic planning, reflect the mission of its parent campus. The planning and development of the student services for the proposed Brentwood Educational Center will reflect LMC's philosophy that "...student services are an integral part of the student's educational experience, from the initial recruitment through the attainment of their educational goals." The College's student services mission also recognizes that student success depends on the collaboration and cooperation of the instructional areas and student services, which fosters appreciation of the ethical, cultural and aesthetic heritage and humanity." (Appendix E)

As discussed in previous sections, a large proportion of students from Far East County are first-generation college students. In order to increase their educational success, the Brentwood Center offers an array of on-site student services that will be expanded as the student population grows. Students can already register, add, drop, and pay for classes at the current center. They can also receive academic counseling, financial aid, and Extended Opportunity Programs and Services (EOP&S) by appointment. Students also receive on-site tutoring services through the existing math lab and obtain assessment testing for placement in suitable English and Math courses. The Center also has a convenient on-site bookstore during the start of each term. All existing on-site student support services are centrally administered from LMC.

Specific expansion plans for student services within five years of the site's opening include:

- A new job classification to provide a generalist approach to assisting in the Student Services area-Student Services Assistance position.
- Recommend the One-Stop model for student services as is planned at the main campus.
- A full complement of counseling services for both day and evening coverage
- Permanent financial aid and EOP&S personnel assigned to the center fulltime
- Possible on-site Disabled Student Program and Services (DSP&S) personnel available on an appointment basis if supported by student demand
- Formal student activities that allow for student involvement in special activities related to student leadership, community relations, volunteerism and career/major interest groups
- Transfer & Career Center
- On-site child care services

In addition to the core student services listed above, the college will also offer targeted support services to historically underrepresented groups through a number of programs currently administered from the main campus. Besides EOP&S, that encourages the enrollment, retention, and transfer of students challenged by language and socio-economic status, underrepresented students can also access the Puente Program. The mission of this program is to increase the number of underrepresented students transferring to four-year colleges and universities. The program includes specialized English courses, academic counseling, and mentoring with successful community leaders.

The Hispanic Serving Institution Program (HSI) Title V will address and design activities to ensure the success of Hispanic students and other students by providing services to improve persistence in obtaining their educational goals. The grant offers LMC the opportunity to serve the growing Hispanic population in East County. The objective of the HSI Program will be to increase the number of students completing ESL courses, encourage certificate completions, and provide opportunity for transfer with the assistance of HSI Program staff and faculty.

Lastly, college recruitment services to historically underrepresented groups as well as the general community of Far East County will be coordinated through LMC's Student Outreach Office. This office provides general information on all aspects of college admission, registration, and academic programs to high school students and East County residents. Information is provided to prospective students via workshops and presentations at local schools. Additional workshops and presentations are provided throughout the community in such venues as community centers and educational agencies. The Outreach Office also offers recruitment services to students in middle school by providing presentations designed to motivate and inform these students of the many opportunities available in higher education.

Additional community outreach initiatives tailored to the unique needs of the Far East County and administered from the Brentwood Center include:

- Co-sponsoring community education programs with the retirement community
- Instituting a National Issues Forum
- Conducting outreach sessions for parents and families
- Cosponsoring activities with various community agencies

Support Services

The internal and administrative needs of the Brentwood Center have increased with the enrollment growth and use of facility demands:

- Instructional Technology needs for support services for faculty and students. A high priority for assistance in software installations, technical expertise for equipment and preventative maintenance is needed.
- Research Office support
- Provide parallel studies for the Brentwood Center regarding enrollment, institutional (Center) effectiveness, program reviews which are conducted for the main campus.
- Establish specific data from each high school cohort attending the Brentwood Center.
- Bookstore to establish a more permanent system for inventory of textbooks and sales of supplies needed by the Brentwood students.
- Expand library services
- Marketing to address the community and provide information to specific groups.

B. The Facilities Assessment: Current Brentwood Center

This listing of concerns is a result of a meeting with Cherry Li-Bugg, Anthony Crawford and Thais Kishi, Dean of Brentwood Center. There is a great need to review all equipment that is five years old, including the replacement of the infrastructure which includes the router and network server. The inventory of equipment in classrooms and offices also needs to be updated.

Projecting our lease at this site will go through 2011; it is advisable to note the following considerations:

Classrooms

- 1 Replacement of computers in current lab/classroom BRT 9.
- 2 Add computers to room 10 to increase lab/classroom facility to two rooms- 30 stations.
- 3 Add a teacher station unit and printer to BRT 10.
- 4 Addition of one "Smart Classroom" podium for room 6.
- 5 Add one ceiling mount projection unit for room 8.
- 6 Addition of one "Pay for Print" unit /license.
- 7 Replace computers in room 3.

Student Services/administrative services

- 1 Replace three Admission and Records computers, add one new station.
- 2 Student services, counseling, financial aid, and EOPs office need another station, plus two computers and one printer.
- 3 Assessment Center needs four new computer stations installed.
- 4 Dean's office needs to replace one computer.
- 5 Replace printers in the Main office and mail room.
- 6 Replace printer/fax machine in main office.

Faculty offices

1. Replace 6 -8 computers in offices used by the entire faculty.

General Infrastructure

1. Core networking system needs to be replaced in 2007.

Technical support services

The increase of faculty (70 part-time) and growth in class sections (115), plus student population growth will strain equipment use:

- 1 Preventative maintenance needs to have an organized systems approach i.e., once a week technician at the Brentwood Center.
- 2 When additional computer lab/classroom is established, staff support in the labs should be discussed.

Library/Resources

- 1 Provide opportunity for faculty and students to access services and materials from the new main campus library.
- 2 Inform Brentwood Center students of the general services offered

Proposed Brentwood Center in the Vineyards at Marsh Creek

Developing a more expansive permanent educational center is now necessary in order to continue to serve the educational needs of the culturally diverse and burgeoning population of Far East County. Access to the main campus is increasingly problematic since the areas main east/west traffic corridor, State Highway 4, is gridlock most of the day. The current center classroom facilities are full and additional space to accommodate future enrollment demands will need to be addressed.

The Cowell Foundation donated 30 acres to the Contra Costa Community College District for the creation of a college campus that would serve the Far East County. This site is the Cowell Ranch area in southwestern Brentwood on Marsh Creek Road. The District has 10 years to construct the campus (2012), not including potential time extensions. The original plan is to develop 56,615 assignable square feet in two phases for an anticipated enrollment of more than 1,300 full time equivalent students. The first phase of the construction costs will be financed with a combination of state capital outlay funds and local Measure A bond monies (Needs Study).

Recent discoveries of an ancient burial ground near the site have altered the timelines originally projected. The utilization of the site will to be determined by a land evaluation/assessment. The parties involved in the Brentwood Center Vineyards Project are reviewing options; the City of Brentwood, the Cowell Foundation and CCCCD are maintaining their support for the establishment of a new Center.

Chapter 5: Vision for the Future

LMC's Institutional Goals are the guide for college-wide activities for the next 10 years. The following pages outline the implementation strategies designed to help us accomplish specific objectives that will lead the Brentwood Center towards achieving its goals.

This Educational Master Plan is a guide for the implementation of these strategies. Implementation will be a collaborative effort of the Shared Governance Council and the college community as a whole, as they develop multi-year unit plans that will bring about improvements, enhancements, and positive change.

It is important to note that in order to achieve maximum success, each of these strategies will require coordination, collaboration, and in some cases, integration, across programs campus-wide. The Shared Governance Council, which has responsibility for college-wide governance, has been designated as the keeper of the general Master Plan.

GOAL #1:
Improve the Learning of Students

OBJECTIVES	STRATEGIES
Develop more programs and services for students in developmental education	<ul style="list-style-type: none"> • Use student data for Brentwood to provide more developmental education for the Center • Separate Brentwood developmental education data from LMC data in order to provide a specific picture of the needs of the Center
Establish programs and services that are offered at the main campus, not currently at the Brentwood Center, to assist students in their learning process.	<ul style="list-style-type: none"> • Implement a model which can gradually provide services like tutoring, reading/writing labs • Increase counseling and advising services
Systematically assess student learning and respond to results with actions to improve learning	<ul style="list-style-type: none"> • Use direct, indirect, and qualitative measures of student learning • Use assessment results to make changes in teaching/learning process that improve student learning • Implement the empowered committee model for institutionalizing assessment • Research the effectiveness of various modes of instruction, including lab hours, online courses, distance learning, etc.

GOAL # 2:

Create an Educational Environment in Which All People have a Chance to Fully Develop Their Potential and Achievement of Their Educational Goals

OBJECTIVES	STRATEGIES
Improve the learning, success, and retention rate of students, especially African-American and Latino students	<ul style="list-style-type: none">• Research and implement scheduling that improves student achievement• Provide specific programs and services to targeted groups• Survey community and students about their needs
Build a diverse and representative student body along with faculty, staff, and management.	<ul style="list-style-type: none">• Target outreach to various groups in a variety of venues• Provide professional development activities and training about diversity
Improve the learning, success, and retention rates of students from feeder high schools.	<ul style="list-style-type: none">• Collect data from each high school cohort attending the Brentwood Center• Communicate student success and retention rates to the relevant high school administrators• Identify ESL needs of non-native English speakers• Connect with feeder high schools on a regular schedule to plan for college• Investigate electronic programs that give students access to college information
Develop a culture of student support and recognition	<ul style="list-style-type: none">• Increase the staff and faculty participation in promoting academic performance Brentwood Scholarships• Encourage faculty to increase persistence rates in their classes (i.e., collect student data, call students to advise about next courses to take, etc.)• Develop a group of student mentors from each feeder high school

GOAL #3:
***Offer High Quality Programs That Meet the Needs of Students
and the Community***

OBJECTIVES	STRATEGIES
Provide adequate program resources	<ul style="list-style-type: none"> • Adequately staff programs with permanent employees • Reassess operating and categorical funds allocated to programs and student services • Reassess facility needs for programs and student services
Offer relevant and innovative curriculum	<ul style="list-style-type: none"> • Examine current curriculum • Research new programs and curriculum at various institutions • Examine alternative forms of curriculum delivery
Ascertain the needs of the campus and outside community	<ul style="list-style-type: none"> • Create a “one-stop” student services organization and facility • Pursue the use of focus groups • Develop a community survey to assess the curriculum interests of retired residents • Invite special interest groups to brainstorm program ideas; community education, public services (i.e.; fire and police academies) • Determine the probability of an older audience’s interest in a Weekend College

GOAL # 4:
Ensure the Fiscal Well-Being of the College

OBJECTIVES	STRATEGIES
Grow enrollments productively by addressing needs of Far East County	<ul style="list-style-type: none"> • Greater outreach and communication with local high schools • Review and modify marketing and outreach processes • Research potential growth in adult learners
Balance productivity sections and comprehensive quality curriculum	<ul style="list-style-type: none"> • Analyze factors influencing enrollment and productivity by using models of predictable factors
Ensure the effective use of college funds	<ul style="list-style-type: none"> • Monitor and assess spending trends and needs • Promote a more equitable budget allocation at the District level

GOAL # 5:***Enhance a Culture of Innovation, Inclusiveness, and Collaboration***

OBJECTIVES	STRATEGIES
Conduct faculty discussions to promote professional development	<ul style="list-style-type: none"> • Offer opportunities through the division to create dialogue on teaching and learning • Encourage exchange with other “Center” facilities in Northern California • Provide funding for professional development, including professional conferences
Increase professional development	<ul style="list-style-type: none"> • Offer training in new and emerging technologies
Promote innovation	<ul style="list-style-type: none"> • Encourage professional development activities • Promote membership and involvement with outside organizations

GOAL # 6:***Establish a Culture of Research and Planning, Implementing, Assessing and Improving***

OBJECTIVES	STRATEGIES
Initiate the collection of information regarding the Brentwood Center	<ul style="list-style-type: none"> • Conduct specific research on Brentwood Center students and discuss implications for planning • Use focus groups to conduct research • Establish venues to discuss implications of pertinent research in education
Conduct effective and on-going program review and planning	<ul style="list-style-type: none"> • Improve and implement current program review model • Tie results of review to resource allocation
Review and improve Center’s effectiveness	<ul style="list-style-type: none"> • Develop and improve indicators that measure the Center’s effectiveness • Improve division processes based on data • Improve the communication regarding results of the Center’s review
Increase the use of research in decision-making	<ul style="list-style-type: none"> • Incorporate research component into various committees on campus, i.e., division-level SLO assessment • Establish a group that determines research priorities to meet college needs

Appendix A

LMC Brentwood Center
We're Five, Striving, and Thriving!



In recognition for your support
and interest, please join us in our
5th year celebration

November 30th, 2006
5:30pm to 7:30pm
Refreshments

Initiating a Brentwood Center Scholarship
Fund, suggested donation of \$5.00.

Week long celebration for students
Door Prizes and Refreshments

101A Sand Creek Road, Brentwood, CA 94513
For More Information Call (925) 513-1625

Appendix B

STUDENT COMMENTS FOR THE LMC BRENTWOOD CENTER FALL 2006 (N= 436)

The Brentwood Center is celebrating our 5th year at this site and we want student comments regarding your educational experiences here. Your suggestions and ideas will assist in planning for future programs and services. **Please return this form and complete the bottom to be eligible for door prizes which will be drawn during the Celebration week of November 27th-December 2nd 2006.**

1. Why did you choose to attend the Brentwood Center? (Check all that apply to you.)

370- Location

157- Parking

71- Size of Center

224- Time of courses

130- Course selection

78- Ease of registration

2. What additional courses would you like to see offered at the Brentwood Center?

196-General Education (Indicate specific course)

135-Occupational/vocational (Indicate specific course)

140-Others: Science w/labs; Nursing prerequisites; Music; Art; Career oriented certificates; Math lab hours; more night classes

3. Are you interested/able to take General Education/Transfer classes on Friday afternoon/evenings, and/or Saturday afternoon/evenings? **151-** Yes; **109-** No; **165-** Maybe

4. What out-of-class activities would you like to see available to add to your college experience?

86- Clubs based on special interests – indicate what: **Art, music sports, dance, cultural activities, etc**

145- Community service organization

76- Student Leadership

77- Other: **tutoring, honors, physical activities**

5. What services would you need to improve your success at the Brentwood Center (tutoring, counseling, etc.)? **Counseling (110)** -More counseling hours in the evening (110), weekends, and drop in; Career counseling, Nurses; Transfer information and college representatives on campus. **Tutoring (92)**- reading and writing center; math lab/tutoring; more hours available

6. Any general suggestions to improve the Brentwood Center.

Offer more classes with larger variety of times and options (35)

Expand the facilities (24)

Appendix C

Los Medanos College Goals and Strategic Initiatives 2005-2007

LMC Educational Master Plan Goals

- Improve student learning and achievement of their educational goals.
- Offer high quality programs that meet the needs of students and the community.
- Enhance a culture of innovation, inclusiveness and collaboration.
- Ensure the fiscal well-being of the college.
- Establish a culture of planning, implementing, assessing and improving.

Strategic Initiatives

- Grow enrollments productively
- Increase the number of transfers, degrees and certificates
- Improve the image of the college

Recommended by: Academic Senate
Classified Senate
LMC Associated Students
Shared Governance Council Fall 2005

Accepted by: President Peter Garcia, Fall 2005

Appendix D

Enrollment Trends for the Brentwood Center: AY 2001 to 2005

Executive Summary

Enrollment: There has been a significant increase in student enrollment in the last five years at the Brentwood Center. Fall student enrollment has increased from 493 unduplicated count in 2001 to 2,100 in fall 2005, an increase of 325%; spring student enrollment has increased from 1,118 students in 2002 to 1,609 students in spring 2006, an increase of 30.5%; and summer enrollment has increased from 189 students in 2001 to 426 students in 2005, an increase of 125%. Greatest enrollment occurs in fall semesters.

Brentwood Center Fall Enrollment: 2001-2005

	Fall 05	Fall 04	Fall 03	Fall 02	Fall 01	Change %
Student Enrollment	N=2100	N=1502	N=1260	N=1103	N=493	325%

Brentwood Center Spring Enrollment: 2002-2006

	Spring 06	Spring 05	Spring 04	Spring 03	Spring 02	Change %
Student Enrollment	N=1609	N=1527	N=1498	N=1424	N=1118	+30.5%

Brentwood Center Summer Enrollment: 2001-2005

	Summer 05	Summer 04	Summer 03	Summer 02	Summer 01	Change %
Student Enrollment	N=426	N=488	N=311	N=473	N=189	125%

Demographics: Most students taking classes at Brentwood are White and Hispanic (77%); females (59%) and under the age of 24 (72%). Of those students who indicated an educational objective, most have a long-term objective. Retention rate is 80% and success rate is 66%. Fall-to-Spring semester persistence is in the 60%'s.

Trends: There has been an increase of Hispanic and African-American students (and a decrease of White students) in the last five years. There has also been an increase of female students and 19 years or younger students (particularly for fall semesters); for summer and spring semesters, there has been an increase of students between the ages of 20-24. Also, there has been an increase of students from SE Antioch. Retention rates have increased by 5% points and success by 2% points in the last five years. Persistence from fall-to-spring has been consistent in the 60%'s, except for 2005. For this year it went down to 45%.

**Characteristics of Students Enrolled at Brentwood Center:
Fall Semesters**

	Fall 05	Fall 04	Fall 03	Fall 02	Fall 01	Change %
	N=2100	N=1502	N=1260	N=1103	N=493	
Ethnicity						
Asian	3%	4%	3%	3%	4%	-1
African American Non-Hispanic	8%	7%	6%	4%	8%	-
Filipino	3%	4%	4%	3%	3%	-
Hispanic	27%	26%	24%	20%	23%	+4
American Indian/ Alaskan Native	1%	1%	1%	1%	1%	-
Other Non-White	3%	3%	2%	3%	2%	+1
Pacific Islander	1%	1%	1%	1%	1%	-
White Non-Hispanic	50%	49%	52%	59%	53%	-3
Unknown/ Non-Respondent	3%	4%	6%	6%	4%	-1
Gender						
F	59%	58%	60%	59%	56%	+3
M	36%	39%	36%	37%	41%	-5
Unknown	5%	3%	4%	4%	3%	+2
Age Group						
19 or younger	45%	38%	37%	39%	30%	+15
20-24	27%	27%	27%	23%	26%	+1
25-29	7%	9%	9%	9%	6%	+1
30-34	4%	5%	7%	7%	8%	-4
35-39	5%	7%	6%	7%	9%	-4
40-44	5%	6%	6%	6%	7%	-2
45-49	3%	4%	4%	4%	8%	-5
50 or over	3%	4%	5%	5%	6%	-3
Ed. Objective						
LONG	32%	30%	31%	31%	29%	+3
SHORT	11%	11%	11%	12%	13%	-2
UNDECIDED	36%	37%	36%	33%	31%	+5
UNREPORTED	21%	22%	22%	24%	27%	-6

Other Info of Students Enrolled at Brentwood Center:

Fall Semesters 2001 to 2005

	Fall 05	Fall 04	Fall 03	Fall 02	Fall 01	Change %
	N=2100	N=1502	N=1260	N=1103	N=493	
ZIP						
Brentwood	40%	34%	34%	35%	36%	+4
Antioch	13%	18%	19%	21%	20%	-7
Oakley	19%	19%	21%	21%	19%	-
SE Antioch	9%	10%	7%	3%	1%	+8
Pittsburg	5%	7%	5%	6%	7%	-2
Discovery Bay	8%	6%	6%	5%	7%	+1
	94%	94%	92%	91%	90%	+4
High School						
Liberty	16%	12%	15%	19%	18%	-2
Deer Valley	6%	5%	6%	4%	1%	+5
Freedom	9%	6%	6%	5%	1%	+8
Antioch	2%	2%	1%	1%	4%	-2
Pittsburg	1%	1%	2%	1%	1%	-
	33%	26%	30%	30%	25%	+8
Outcome						
	N=4022	N=4163	N=3351	N=2949	N=1439	
Success Rates	66%	66%	68%	65%	64%	+2
Retention Rates	80%	80%	83%	81%	78%	+2
Persistence						
	F'05 to S'06	F'04 to S'05	F'03 to S'04	F'02 to S'03	F'01 to S'02	
	45%	64%	62%	61%	60%	-15

Characteristics of Students Enrolled at Brentwood Center:

Spring Semesters 2002 to 2006

	Spring 06 N=1609	Spring 05 N=1527	Spring 04 N=1498	Spring 03 N=1424	Spring 02 N=1118	Change %
Ethnicity						
Asian	4%	4%	4%	4%	3%	+1
African American Non-Hispanic	9%	7%	7%	7%	6%	+3
Filipino	5%	4%	4%	4%	3%	+2
Hispanic	27%	23%	23%	24%	22%	+5
American Indian/ Alaskan Native	1%	1%	1%	1%	2%	-1
Other Non-White	2%	2%	3%	3%	3%	-1
Pacific Islander	1%	1%	1%	0%	0%	+1
White Non-Hispanic	45%	43%	52%	53%	56%	-11
Unknown/ Non-Respondent	5%	14%	5%	5%	6%	-1
Gender						
F	60%	54%	61%	59%	58%	+2
M	35%	33%	37%	38%	39%	-4
Unknown	5%	13%	2%	3%	3%	+2
Age Group						
19 or younger	36%	33%	34%	35%	32%	+4
20-24	29%	30%	27%	23%	21%	+8
25-29	9%	9%	9%	9%	9%	-
30-34	6%	6%	7%	9%	9%	-3
35-39	6%	7%	8%	8%	7%	-1
40-44	6%	5%	7%	7%	7%	-1
45-49	4%	4%	4%	5%	7%	-3
50 or over	3%	6%	5%	5%	7%	-4
Ed. Objective						
LONG	33%	26%	29%	28%	29%	+4
SHORT	11%	9%	10%	12%	15%	-4
UNDECIDED	35%	36%	37%	37%	31%	+4
UNREPORTED	20%	29%	23%	23%	25%	-5

Other Info of Students Enrolled at Brentwood Center:

Spring Semesters 2002 to 2006

	Spring 06	Spring 05	Spring 04	Spring 03	Spring 02	Change %
	N=1609	N=1527	N=1498	N=1424	N=1118	
ZIP						
Brentwood	34%	30%	31%	33%	35%	-1
Antioch	14%	15%	21%	19%	18%	-4
Oakley	20%	15%	19%	19%	18%	+2
SE Antioch	13%	9%	9%	5%	3%	+10
Pittsburg	4%	6%	8%	6%	7%	-3
Discovery Bay	6%	6%	6%	6%	8%	-2
	90%	81%	94%	88%	89%	+1
High School						
Freedom	8%	5%	5%	5%	2%	+6
Deer Valley	6%	4%	5%	5%	2%	+4
Antioch	2%	2%	1%	1%	1%	+1
Liberty	10%	8%	12%	19%	12%	-2
Pittsburg	1%	1%	2%	1%	1%	-
	26%	20%	25%	31%	18%	+8
Outcome						
	N=4439	N=3968	N=4076	N=3682	N=2888	
Success Rates	66%	65%	65%	66%	64%	+2
Retention Rates	80%	79%	80%	81%	75%	+5
Persistence						
	S'06 to F'06	S'05 to F'05	S'04 to F'04	S'03 to F'03	S'02 to F'02	
	51%	49%	51%	48%	48%	+3

Characteristics of Students Enrolled at Brentwood Center:

Summer Semesters 2001 to 2005

	Summer 05 N=426	Summer 04 N=488	Summer 03 N=311	Summer 02 N=473	Summer 01 N=189	Change %
Ethnicity						
Asian	6%	7%	4%	5%	7%	-1
African American Non-Hispanic	12%	9%	7%	10%	12%	-
Filipino	7%	5%	6%	3%	5%	+2
Hispanic	27%	26%	32%	23%	21%	+6
American Indian/ Alaskan Native	1%	1%	1%	1%	1%	-
Other Non-White	4%	3%	1%	2%	2%	+2
Pacific Islander	0%	1%	1%	0%	1%	-1
White Non-Hispanic	40%	42%	43%	50%	46%	-6
Unknown/ Non-Respondent	3%	6%	5%	6%	7%	-4
Gender						
F	59%	61%	60%	61%	46%	+13
M	35%	37%	38%	36%	52%	-17
Unknown	6%	2%	2%	3%	2%	+4
Age Group						
19 or younger	47%	46%	38%	32%	49%	-2
20-24	30%	24%	21%	20%	16%	+14
25-29	7%	7%	8%	8%	4%	+3
30-34	4%	7%	9%	7%	7%	-3
35-39	6%	5%	7%	10%	6%	-
40-44	3%	5%	10%	8%	8%	-5
45-49	2%	3%	3%	6%	5%	-3
50 or over	2%	3%	3%	8%	5%	-3
Ed. Objective						
LONG	28%	25%	27%	23%	19%	+9
SHORT	15%	14%	11%	17%	23%	-8
UNDECIDED	46%	43%	41%	35%	32%	+14
UNREPORTED	11%	17%	21%	25%	27%	-16

Other Info of Students Enrolled at Brentwood Center:

Summer Semesters: 2001 to 2005

	Summer 05 N=426	Summer 04 N=488	Summer 03 N=311	Summer 02 N=473	Summer 01 N=189	Change %
ZIP						
Brentwood	32%	27%	31%	29%	20%	+12
Antioch	19%	21%	23%	23%	26%	-5
Oakley	15%	16%	19%	15%	17%	-2
SE Antioch	16%	14%	8%	4%	1%	+15
Pittsburg	5%	10%	9%	10%	13%	-8
Discovery Bay	6%	6%	5%	7%	3%	+3
	94%	94%	95%	88%	80%	+14
High School						
Liberty	11%	9%	17%	13%	11%	-
Deer Valley	7%	6%	7%	4%	0%	+7
Freedom	4%	3%	5%	3%	0%	+4
Antioch	2%	3%	2%	2%	1%	+1
Pittsburg	1%	2%	2%	1%	4%	-3
	25%	23%	33%	23%	16%	+9
Outcome						
	N=557	N=676	N=405	N=696	N=572	
Success Rates	79%	76%	76%	68%	79%	-
Retention Rates	90%	90%	86%	81%	88%	+2

APPENDIX E

STUDENT SERVICES ADVISORY MEETING April 27, 2006

Open discussion regarding student services preliminary plans for Brentwood/Vineyard project. General review of the current services and instructional programs at the Brentwood Center.

The group requested the development of a “Fact Sheet” of the Brentwood Center:

- Profile of the student attending Brentwood

 - DSPS students

 - EOP&S students

 - High school attended

 - ESL

- How the numbers influence student services considerations.

Recommended the One-Stop approach to student services -Holistic approach-present no barriers which must be reflected in the construction/architectural design.

Recommended a new job classification to provide a generalist approach to assisting students-i.e.

Student Services Assistance position

- Specialist in all student services

- Makes appropriate appointments and referrals

The following student services to be modified (additional hours) and considered:

- Full-time counseling position

- Financial aid

- Health Services

- EOP& S

- DSPS

- Tutoring

- Outreach

- Transfer & Career Center/ One-Stop Employment

- Student Life

- Social Activism/Civic responsibility

- Facilities-online soft areas in the new plan/technology

Other program/services suggestions:

- First Year Experience

- Partnerships

- National Issues Forum/ Foundation

- Leadership/ High Schools

- Community Outreach-to Brentwood, Knightsen, and Oakley.

- IT staff

The group wants to meet each semester – keep the planning and dialogue open.