

WEST KERN COMMUNITY COLLEGE DISTRICT CITIZENS' OVERSIGHT COMMITTEE MEETING

November 11, 2009

The regular quarterly meeting of the Citizens' Oversight Committee of the West Kern Community College District was called to order at 4:08 p.m. by Chairman Neil Sawyer. Also present were Dawn Cole, Don Koenig and Michael Long. Superintendent/President William Duncan and Secretary Shelley Klein were also in attendance.

APPROVAL OF MINUTES

On a motion by Don Koenig, seconded by Michael Long and unanimously carried, the minutes of the meetings held May 6, 2009 and August 12, 2009 were approved.

CONSTRUCTION PROJECTS UPDATE

Superintendent/President William Duncan presented the following project updates:

Campus Quad Landscaping

Mr. Duncan reported that progress is being made on the quad landscaping project but that it has already exceeded the completion date of October 31st. A meeting was held with the owner of the contracting company earlier in the week regarding the delays and strategy going forward. It was noted that liquidated damages were included in the contract and will be invoked if necessary. The latest completion date submitted by the contractor is now projected to be December 31st; however, the District is not as optimistic. Mr. Duncan also circulated a copy of the quad landscaping plans.

Science Building Remodel Project

The Science Building, which was occupied beginning with this fall semester, is serving both faculty and students very well. With the quad landscaping project underway just outside the classrooms, noise was an initial concern but very few complaints have been noted.

Maintenance and Operations Building

The Maintenance and Operations project has begun with the completion of the demolition of the existing buildings and grading work of the site. Completion of the project is estimated at 180 days, at the end of March or early April.

Technical Arts Building Modernization

The Modernization of the Technical Arts Building project has been put out to bid. It is planned to present a recommendation of award of bid at the December 10th WKCCD Board meeting with a construction start date projected of late January 2010.

CONSTRUCTION PROJECTS UPDATE (continued):

Transition to Independent Living Program Complex

All of the TIL plans have been reviewed by the Department of State Architects and AP Architects are making the necessary adjustments. It is expected that the project will be released for bid in mid spring with a construction start date of the beginning of the 2010-2011 academic year (late August 2010). Originally, it was thought that if this project was combined with the Technical Arts Modernization to create a larger scale job, that it would have attracted a greater number of bids. However, with the current economic downturn, projects are attracting many bids and it is no longer an issue.

Vocational Building

Funding for the Vocational Building is dependent upon the passage of a statewide bond which, most likely, will not happen in the near future.

General discussion took place regarding federal funds designated for educational institutions, future site possibilities for athletic fields and possible solar energy projects.

Dormitory Modernization and Student Center Projects

Mr. Duncan reported that a "use" group is being formed to study the needs of students on campus. The original plan to modernize the cafeteria has been replaced by a plan to completely rebuild the structure due to the poor condition of the existing building. The Ash Street Dorm re-roofing project has been completed and the District is interested in eventually expanding the dormitory space, possibly to be located off campus.

QUARTERLY FINANCIAL REPORTS - MEASURE A PROJECTS

Measure A General Obligation Bond Fund Financial Report at 9/30/09

Director of Business Services Jim Nicholas distributed and reviewed the Bond Fund Financial Report for the period ending September 30, 2009, indicating total liabilities and net assets of \$20,804,652.42 (copy attached to official minutes). A total of \$302,197.89 in expenditures over revenues was reported for the quarter. Included in the report are the Statement of Net Assets; Statement of Revenues, Expenditures and Changes in Fund Balance; Statement of Cash Flows; and Reconciliation Statements; and the Measure A Bond Fund Financial Analysis as of 6/30/05 to 9/30/09 (copies attached to official minutes).

Completion Recap at October 30, 2009

Mr. Kevin Cobb, principal partner of AP Architects, distributed and reviewed the Completion Recap for the WKCCD Capital Improvement Plan funded by Measure A as

CONSTRUCTION PROJECTS UPDATE (continued):

of September 30, 2009 (copy attached to official minutes). He mentioned that the report had been revised to display the completed projects at the bottom. The report indicates a total of \$23,987,585.47 in Measure A funds expended to date with a balance remaining of \$15,347,212.18.

General Discussion - Accreditation Site Visit

At the request of Chairman Sawyer, Mr. Duncan reviewed that the recent Accreditation Visit (October 5 - 8, 2009) went very well. As anticipated, the team identified the College planning process and its link to the budget process, and the status of implementing the student learning outcomes process as weaknesses. The team, however, commended the College on the facilities (Student One Stop Center and the Library) and the overall friendly atmosphere. Mr. Duncan announced that he will Chair an accrediting team in March at the College of the Siskiyous in Weed, California.

ADJOURNMENT

There being no further business, Chairman Sawyer adjourned the meeting at 4:55 p.m.

Respectfully Submitted:

Shelley Klein, Secretary