

**WEST KERN COMMUNITY COLLEGE DISTRICT
CITIZENS' OVERSIGHT COMMITTEE MEETING**

November 5, 2008

The regular quarterly meeting of the Citizens' Oversight Committee of the West Kern Community College District was called to order at 4:05 p.m. by Chairman Neil Sawyer. Other Committee Members present were Andy Anderson, Dawn Cole, Fern Garratt, Michael Long and Don Koenig. Superintendent/President William Duncan and Secretary Shelley Klein were also in attendance.

APPROVAL OF MINUTES

On a motion by Don Koenig, seconded by Dawn Cole and unanimously carried, the minutes of the meeting held August 6, 2008 were approved.

CONSTRUCTION PROJECTS UPDATE

Superintendent/President William Duncan presented the following project updates:

Remodel for Efficiency of Administration/Library/Learning Resource Center

Mr. Duncan reported that the project is complete and that the invitations are in the mail for the official building dedication scheduled for Thursday, November 13th. He noted that the parking lot adjacent to the project is being resurfaced and the fence restricting access is being removed.

Technical Arts and Transition to Independent Living Program Projects

Mr. Duncan reported that plans for the Tech Arts Building project is approximately three weeks and the TIL project is approximately six weeks from submission to the Department of State Architects for approval. The best case scenario would be to have the contractor on site as early as September of next year (2009).

Master Plan Update

Mr. Duncan updated the committee on the changes to the Master Plan that have occurred since the inception of the overall project. He reported that he had recently attended a Taft City Council meeting to discuss the proposed road closure of Emmons Park Drive at Ash Street. The proposal received no negative comments but brief discussion took place regarding the college performing the utility work involved with the project, including assuming control of the bridge over Sandy Creek. Discussion took place regarding the traffic flow following the road closure and the need for a traffic light at the intersection of Emmons Park Drive and 6th Street once the road is closed.

Vocational Building

Mr. Duncan reported that the Vocational Building Project is dependent upon the passage of a state bond in 2010 and, with the current state fiscal crisis, it is impossible to predict its chance of success.

CONSTRUCTION PROJECTS UPDATE (continued):

Science Building Modernization

The Science Building Modernization project is three to four weeks from completion. Unanticipated delays with this project have been caused by the contractor performing the carpentry finish work.

Campus Quad Landscaping

Mr. Duncan reported that the campus Facilities Committee has begun working on the design of the quad area. Because of the construction projects, the former grass areas have been reduced to dirt and, with the re-opening of the Science Building, a solution needs to be quickly identified and implemented. The campus is interested in a quality design that would incorporate trees, grass and shade structures.

Child Development Center

The building dedication of the Child Development Center was held October 16th. Although a few items remain to be completed, the project has received overwhelming approval by the staff, students and children. Discussion ensued regarding the completion of the sidewalks bordering the project on both Lincoln and Ash Streets. Mr. Duncan reviewed that he had contacted the City of Taft regarding their commitment to install the sidewalks. Apparently, due to personnel issues, the work has been delayed. It was agreed that, if necessary, the college will contract the work out in order that it may be finally completed.

FINANCIAL REPORTS - MEASURE A PROJECTS

Measure A General Obligation Bond Fund Financial Report

Director of Business Services Jim Nicholas distributed and reviewed the Bond Fund Financial Report for the year ending September 30, 2008, indicating total liabilities and net assets of \$24,904,636.03 (copy attached to official minutes). A total of \$2,479,242.23 was expended on projects during 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 Notes.

Completion Recap and Overall Budgets at September 30, 2008

Superintendent Duncan distributed and reviewed the Completion Recap and Overall Budgets Reports for the WKCCD Capital Improvement Plan funded by Measure A as of September 30, 2008 (copies attached to official minutes). The report indicates a total of \$19,585,656.29 in Measure A funds expended to date with a balance remaining of \$19,749,141.36.

ADJOURNMENT

There being no further business, Chairman Sawyer adjourned the meeting at 4:31 p.m.

Respectfully Submitted:

Shelley Klein, Secretary