

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

February 1, 2006

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, Emmanuel Campos, Bradley Cramer (Student Representative), and Neil Sawyer. Committee Members Dawn Cole, Fern Garratt and Don Koenig were absent. Superintendent/President Dr. Roe Darnell and Secretary Shelley Klein were also in attendance.

APPROVAL OF MINUTES

On a motion by Andy Anderson, seconded by Emmanuel Campos and unanimously carried, the minutes of the meeting held November 9, 2005 were approved.

CONSTRUCTION PROJECTS UPDATE

Vice President of Administrative Services, Willy Duncan, led an update on the following projects:

California Environmental Quality Act (CEQA)

The Draft Environmental Impact Report will be presented to the WKCCD Board at their upcoming meeting scheduled for February 8, 2006, at which a public meeting will be held to hear responses to the report. To date, one response has been received from the West Kern Water District notifying the college of the location of their water lines. The final report will be presented to the Board for action.

Child Development Center Project

The Child Development Center Project is approximately 15% complete. Work is nearly finished on the initial phase of the electrical and plumbing. The footprint of the building is now clearly visible. It was discovered that the site lacks a natural gas utility, which is now being installed.

Swing Space (*temporary relocation of classrooms and offices*)

The swing space to accommodate those classrooms and offices that are being displaced by the remodel of the Administration/Library and Learning Resource Center buildings is 99% complete with only a few punch list items to be accomplished. A tour of the spaces will take place following the adjournment of the meeting.

Remodel for Efficiency of Administration/Library/Learning Resource Center

After receiving a signature indicating approval on the structural component of this

RFE (continued):

project from the Department of State Architects and approval from the State Chancellor's Office and Department of Public Works, the District will be authorized to solicit for bids. It is hoped that a recommendation for award of bid will be presented to the WKCCD Board of Trustees at their April meeting.

Technology Upgrade

The Banner Software System was selected to replace the existing 20-year old management information system. The planning process for implementation of the new software has begun. By May 2006 a project plan of implementation will have been developed. New computer hardware necessary to operate the system and an updated phone system is also being purchased.

Science Modernization

The planning process for modernization of the Science Building continues with regular meetings being held with faculty and staff to finalize its design. The project is nearly ready for submission to the Department of State Architects. It is hoped that the Science Building can begin earlier than planned in order to avoid future cost increases.

Parking Lot Upgrade

The entire student parking lot is in need of complete refurbishment. However, because modular buildings currently serving as swing space have been located on it, instead the lot will be extended toward Sandy Creek and restriped to add 110 parking spaces. Once the lot is no longer used as the site for modulares during campus construction, the lot will be completely refurbished.

Transition to Independent Living Center Project

This project continues to be developed and consideration is being given to its location on campus, possibly north of the baseball field at the current site of maintenance and operations. Dr. Darnell added that the TIL project will require additional funds to the state and Measure A monies. Potential outside financial sources are being researched.

FINANCIAL REPORTS - MEASURE A PROJECTS

Measure A General Obligation Bond Fund Financial Report

Principal Architect, Kevin Cobb, reviewed the Facilities Capital Improvement Plan (status of Measure A projects) and the Completion Recap Report at 1/23/06 (copy attached to official minutes). Dr. Darnell reported that Project #301, remodel for efficiency of the Administration/Library/Learning Resource Center buildings will

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Financial Report (continued):

be affected by increased costs due to the delay in construction caused primarily by the Department of State Architects prolonged approval process (14 months). Hopefully, with additions to the professional staff, delays at the state level will be alleviated in the future.

Mr. Jim Nicholas, Director of Business Services, distributed and reviewed the Bond Fund Financial Report as of December 31, 2005, which reflects an increase of net assets of \$1,563,229.22 as a result of the District's refinancing the first series of Measure A bonds. The report indicates total liabilities and net assets of \$15,575,765.01. Included in the report are the Statement of Net Assets, Statement of Revenues, Expenditures and Changes in Fund Balance, Statement of Cash Flows, Reconciliation Statement and Notes (copy attached to official minutes).

ADJOURNMENT

There being no further business, Chairman Sawyer adjourned the meeting at 4:35 p.m.

Tour of Swing Space (Classrooms and Offices)

The committee toured the swing space facilities of the Library/LRC located in the Technical Arts building, offices of the Vice President of Instruction and Human Resources located in Modular Building 4 and classrooms in Modulares A & B (all three of which are situated in the student parking lot) and the Student Union temporarily located in the former LRC.

Respectfully Submitted:

Shelley Klein, Secretary