

WEST KERN COMMUNITY COLLEGE DISTRICT CITIZENS' OVERSIGHT COMMITTEE MEETING

May 5, 2010

The regular quarterly meeting of the Citizens' Oversight Committee of the West Kern Community College District was called to order at 4:02 p.m. by Chairman Neil Sawyer. Also present were Andy Winter and Don Koenig. Superintendent/President William Duncan and Secretary Shelley Klein were also in attendance.

APPROVAL OF MINUTES

Approval of the minutes of the meeting held November 11, 2009 and February 3, 2010 were postponed due to the lack of a quorum.

CONSTRUCTION PROJECTS UPDATE

Superintendent/President William Duncan presented the following project updates:

Maintenance and Operations

The Maintenance and Operations facility, which is located next to the Children's Center on Ash Street, is 50% complete. The project includes the expansion of the Children's Center parking lot that joins the TUHS Buena Vista High (Extension High School) lot which is shared.

Campus Quad Landscaping

Mr. Duncan reported that the Campus Quad Landscaping Project is essentially finished with just a few remaining punch list items to complete. The sod was installed but was not watered over a hot weekend and nearly died. However, it appears to be recovering and the District is working with the contractor to save it. Some outdoor furniture has been placed and additional pieces will be ordered as it is needed. The last part of the project will be the installation of the fountain and shade structures.

Technical Arts Building Modernization

The Technical Arts Building Modernization Project has finally been approved by the State Department of Finance and has been put out to bid. The delay was due to the use of the term "lab" vs. "classroom" which caused the state to misinterpret the intention of the use. The confusion caused a three and a half month delay but plans are to open bids mid-May and recommend an award of bid at the June WKCCD board meeting.

Transition to Independent Living Program Complex

The TIL Program Project is also out to bid and plans are to recommend an award of bid at the July Board meeting. The project includes the road closure of Emmons Park Drive at Ash Street.

CONSTRUCTION PROJECTS UPDATE (continued):

Projects in Design and Production

The Student Union/Cafeteria/Bookstore and the Vocational Building are both projects in the design phase. These projects are dependent upon the passage of a statewide bond which appears not to be likely in the near future given the current financial crisis of the state.

STEM Horticulture Lab

The STEM (Science, Technology, Engineering and Math) Grant funded Horticulture Lab to be located at the east end of the Science Building is actually a modular building which has been built offsite. The building is a lab/classroom with a greenhouse attached. A recommendation for an award of bid for the site work will be presented to the WKCCD board at their meeting scheduled for May 13th.

QUARTERLY FINANCIAL REPORTS - MEASURE A PROJECTS

Measure A General Obligation Bond Fund Financial Report at March 31, 2010

Director of Business Services Jim Nicholas distributed and reviewed the Bond Fund Financial Report for the period ending March 31, 2010, indicating total liabilities and net assets of \$18,345,657.57 (copy attached to official minutes). A total of \$2,766,882.90 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 as of 3/31/10 (copies attached to official minutes). He also included and reviewed an Annual Financial Analysis from 6/30/05 - 3/31/10 tracking revenue, expenditures and total assets (copy attached to official minutes).

Completion Recap at March 31, 2010

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 of March 31, 2010 (copy attached to official minutes). Mr. Cobb explained that some projects appear to have exceeded their total budgets such as the Administration/Student Services/Library project, however, the Pacific Gas & Electric Company rebate of approximately \$350,000.00 has not been booked to the project to date. Additionally, \$7 to \$8 million in Measure A funds remains unallocated. However, two projects have not been budgeted sufficiently and will need an increase in their funds.

Mr. Duncan reported that he would be interested in possibly a public/private partnership to renovate the campus dormitories. The Ash Street dorms can be updated

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Completion Recap at 3/31/10 (continued):

but the current TIL dorms (which will be replaced in the new TIL Center) are old style with communal bathrooms and need to be demolished, thus freeing up space for other uses. He also mentioned that he continues to work through the process of acquiring the Department of Energy drill sites in Ford City.

ANNUAL REPORT TO THE WKCCD BOARD OF TRUSTEES FY 2008/09

Due to the lack of a quorum, approval of the annual report was postponed.

OTHER - Committee Vacancies

Mr. Duncan reported that currently there are two vacancies on the Committee. The first was created by Dawn Cole's appointment to the WKCCD Board of Trustees. Local businessman Roger Miller is being proposed as her replacement. Additionally, a verbal resignation has been received from Ms. Fern Garratt who represents retired citizens. A replacement for her will be appointed by the WKCCD Board as well.

Mr. Duncan thanked Committee members Anderson, Koenig and Sawyer for their attendance.

ADJOURNMENT

There being no further business, Mr. Sawyer adjourned the meeting at 4:50 p.m.

Respectfully Submitted:

Shelley Klein, Secretary