

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

July 28, 2005

The regular quarterly meeting of the Citizens' Oversight Committee of the West Kern Community College District was called to order at 4:15 p.m. by Vice Chairman Dawn Cole. Other Committee Members present were Andy Anderson, Bradley Cramer (Student Representative), and Don Koenig. Chairman Neil Sawyer joined the meeting in progress. Committee Members Emmanuel Campos and Fern Garratt were absent. Vice President of Administrative Services William Duncan and Secretary Shelley Klein were also in attendance.

COMMUNICATIONS

Reappointment of Committee Members

Mr. Duncan reported that committee members whose first terms expired July 1st, Andy Anderson, Dawn Cole and Neil Sawyer, were reappointed by the WKCCD Board of Trustees to the Citizens' Oversight Committee for two year terms expiring July 1, 2007.

Establishment of Meeting Dates for 2005/06

Following discussion and pending concurrence of the absent committee members, it was agreed to reschedule the meeting dates to the first Wednesday of each month immediately following the end of each quarter. The meeting time will remain at 4:00 p.m.

APPROVAL OF MINUTES

On a motion by Don Koenig, seconded by Andy Anderson and unanimously carried, the minutes of the meeting held April 21, 2005 were approved.

INITIATION OF CHILD DEVELOPMENT CENTER PROJECT

Mr. Duncan reported that the bid for the Child Development Center (a capital construction project approved prior to the passage of Measure A) was awarded to the lower of two bidders, Quiring Construction, of Fresno, California. The bid subsequently has been approved by the Chancellor's Office. It is anticipated that ground breaking and the beginning of construction will take place in September.

CONSTRUCTION PROJECTS UPDATE

Swing Space

Mr. Duncan reported that one of the initial Measure A projects is the relocation of the auto shop that was formerly located in the Vocational Arts Building, Room 2. The shop

has been relocated temporarily to the WESTEC facility in order to create "swing space" for the Library and Learning Resources Center during the "remodel for efficiency" of the Administration/Library/LRC buildings which are targeted to begin early in 2006. The project is 90% complete and will be ready for the beginning of the fall 2005 semester.

Bids for the first of the on campus swing space projects are scheduled to be opened this date. The 90-day project involves remodeling classrooms and offices in the Technical Arts, Vocational Arts and Science buildings, in addition to the modular classroom/office building located in the student parking lot. This project will create classroom and office space for the relocation of the current occupants of the Library/LRC/Administration Buildings for the remodel of those facilities.

Remodel for Efficiency of the Library/LRC/Administration Building

Mr. Duncan announced that the project is progressing with the Department of State Architects and is reportedly on target to go to bid in October. The RFE is an 18-month project.

Science Modernization

Mr. Duncan reported that the project is progressing well. The Chancellor's Office has approved the working drawings and the preliminary plans are nearly complete. The timing of this project will be challenging due to the fact sections of the building will serve as swing space during the remodel for efficiency of the Library/LRC/Administration buildings.

Maintenance and Operations Building

Mr. Duncan reported that it has become necessary to relocate the Maintenance and Operations Building from its original site on the Master Plan to the area between the current Children's Center and the Ash Street Dormitories. A storage building, which will serve the M&O department following completion of construction, needs to be erected for use during the various upcoming construction phases.

CEQA (*California Environmental Quality Act*)

Mr. Duncan reported that the Environmental Impact Report is receiving finishing touches and a draft should be available the following week.

Land Acquisition

Mr. Duncan reported that, at their July meeting, the WKCCD Board of Trustees approved the agreement to purchase the land that has historically been used as the student parking area. The parcel was formerly leased from Chevron Texaco before it

was acquired by the Westside Economic Development Corporation, LLC, from whom the land was purchased.

Financial Report - Measure A Projects

The WKCCD Facility Capital Improvement Plan Completion Recap (prepared by Kevin Cobb, Principal Partner with the Addington Partnership) and the 2004 Measure A General Obligation Bond Fund Financial Report at year end 6/30/05 (prepared by Jim Nicholas, Administrative Services Accountant) were distributed and reviewed by Mr. Duncan and Mr. Nicholas (copies attached to official minutes). Both reports balance and reflect the funds expended on the itemized projects to date.

Mr. Cobb distributed and reviewed the Facility Capital Improvement (FCIP) Report to date (copy attached to official minutes). Because of delays resulting from the slow approval processes of the Department of State Architects and Chancellor's Office, the projected costs for the Child Development Center are over budget. As a result, adjustments were made to the project to reduce costs. At the same time, enhancements were made as well so that the integrity of the design and efficiency of the project will remain.

Mr. Cobb distributed and reviewed the FCIP Revisions which indicate the modifications in the Master Plan that were made to fund \$845,272 to offset the shortfall Child Development Center budget (copy attached to official minutes).

Citizens' Committee Annual Report

Mr. Duncan reported that the Committee is required to submit an annual written report to the WKCCD Board that is to be presented in open session. The format for the report is being researched currently and a proposal will be presented at the next Oversight Committee meeting. All members of the Committee will be encouraged to attend the meeting at which the report is presented.

ADJOURNMENT

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

Respectfully Submitted:

Shelley Klein, Secretary