

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

August 2, 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, Dawn Cole, Don Koenig and Michael Long. Committee Member Fern Garratt was absent. Superintendent/President Dr. Roe Darnell and Secretary Shelley Klein were also in attendance.

APPROVAL OF MINUTES

On a motion by Dawn Cole, seconded by Don Koenig and unanimously carried, the minutes of the meeting held May 3, 2006 were approved.

CONSTRUCTION PROJECTS STATUS UPDATE

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

Environmental Impact Report

The Environmental Impact Report for all projects of the Facilities Capital Improvement Plan (Master Plan) is complete and has been accepted by the West Kern Community College District Board of Trustees. Commitments made in response to the report will be carried out as each project undergoes construction.

Child Development Center

The Child Development Center project is now 65% complete. Although the original completion date was October 31st, with the delays to date, the date has been revised to the end of the year. A tour of the project will be arranged for the committee members within the next two weeks.

Remodel for Efficiency of Administration/Library/Learning Resource Center

The initial mitigation of hazardous materials work is nearly complete. Demolition of the Library is scheduled to begin the week of August 7. The reconstructed Library will be much larger than the original.

Implementation of New Management Information System

The campus is in the midst of implementing the new Banner management information system that will replace the 20 year old program and serve the entire campus including the financial, student services and instructional functions. The system also includes a voice over Internet protocol phone system. The implementation process is complicated

Construction Project Status Update (continued):

and time consuming. Currently training is underway by function, along with the technical training for management of both the software and hardware.

Science Modernization

The Science Building project has been sent to the Department of State Architects. Once their review is complete and approval is received, plans to begin construction will be initiated.

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

Planning for the second phase of swing space to accommodate displaced classrooms and offices from the Science Building is underway. Modular buildings will be located in front of the gymnasium and former tennis court area.

Bookstore Relocation

The Cougar Corner Bookstore is in the process of being relocated from the campus to the Pilot Plaza Shopping Center in order to free up space for the temporary relocation of the Student Union. The campus mailroom and photocopy function is being relocated to the former bookstore office space as well.

Technology Arts Building

Design work will begin for the Tech Arts building when the campus constituents return for the fall semester. State funding for the project will be included in Proposition 10 which will be on the ballot of the November general election.

Transition to Independent Living Program Complex

Although it continues to undergo the design process, Mr. Duncan presented an architectural rendering of what the TIL project might look like. Dr. Darnell reported that the project will cost an estimated \$10.6 million with \$570,000 budgeted from Measure A funds and anticipated state funding of \$10.0 million. Private donations are being sought for a match of \$9.3 million to expand the project and establish an endowment fund for the ongoing maintenance and operation of the building.

Maintenance and Operations Building

Design work for the Maintenance and Operations complex has been completed and will be located behind the Child Development Center. The TIL Program Complex will be located in the former M & O site.

Construction Project Status Update (continued):

Emmons Park Drive Closure

The proposal to close Emmons Park Drive is in the process of formalization. Once complete, the proposal will be presented to the City via the Traffic Committee for their review.

FINANCIAL REPORTS - MEASURE A PROJECTS

Measure A General Obligation Bond Fund Financial Report

Jim Nicholas, Director of Business Services, distributed and reviewed the Bond Fund Financial Report as of June 30, 2006, indicating total liabilities and net assets of \$13,494,965.42. 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 (copies attached to official minutes). Mr. Nicholas reported that he hopes to have the Measure A Financial Audit ready for the next meeting scheduled for October.

Facilities Capital Improvement Plan Overall Budgets Report

Principal Architect with the Addington Partnership, Kevin Cobb, distributed and briefly reviewed the FCIP Overall Budgets Report (copy attached to official minutes). He indicated that very few changes have been made since the previous meeting.

Facilities Capital Improvement Plan Completion Recap

Mr. Cobb distributed and reviewed the FCIP Completion Recap as of 7/25/06 (copy attached to official minutes). He noted that the financial data continues to balance with the District's records. Mr. Duncan mentioned that the total cost for the entire Facilities Master Plan totals \$102,637,945.00 and only \$40,000,000.00 in funds will be available from the Measure A bonds. The remainder will be funded from future state bond issues.

ADJOURNMENT

There being no further business, Chairman Sawyer adjourned the meeting at 4:45 p.m.

Respectfully Submitted:

Shelley Klein, Secretary