

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

November 5, 2014

The regular quarterly meeting of the Citizens' Oversight Committee of the West Kern Community College District was called to order at 4:00 p.m. by Committee Member Dennis McCall (Chairman Roger Miller joined the meeting shortly thereafter). Also present were Larry Buttke, Jeff Dittman, Adam Hightower (Student Representative), Don Koenig and Loretta Lipscomb. Superintendent/President Dr. Dena Maloney and Secretary Shelley Klein were also in attendance.

Introduction of Student Representative

Chairman Miller introduced COC Student Representative Adam Hightower who gave a brief review of his student involvement and personal goals at Taft College. Committee member Don Koenig welcomed Adam and thanked him for his assistance with the recent ASB-sponsored Haunted House fundraiser that was held at Lincoln Junior High School.

APPROVAL OF MINUTES

On a motion by Don Koenig, seconded by Larry Buttke and unanimously carried, the minutes of the meeting held August 6, 2014 were approved.

QUARTERLY FINANCIAL REPORTS - MEASURE A PROJECTS

Measure A General Obligation Bond Fund Financial Report at September 30, 2014

Director of Fiscal Services Jim Nicholas distributed and reviewed the Bond Fund Financial Report for the quarter ended September 30, 2014 indicating total liabilities and net assets of \$8,475,288.25 (copy attached to official minutes). A total of \$47,874.02 in expenditures was reported for the year-to-date. 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 September 30, 2014. Also included in the report is the Annual Fund Analysis indicating the Revenues, Expenditures and Assets of Measure A since inception in 2004 to September 30, 2014 (Page 9).

Mr. Nicholas noted the \$48,225.58 expenditure during the quarter was the least spent since the inception of the bond funds generated by Measure A. At September 30th, Measure A fund balance consisted of \$8,449,990.20 held in investment funds plus \$3,984,826.00 in unrealized gains. Mr. Nicholas reviewed pages two through nine and noted that the negative balance in project #341 (CIL Building) was due to journal entries. The cash held in the county treasury totals \$25,298.05 and the total expenditures from Measure A funds at September 30, 2014 total \$36,408,221.70.

Completion Recap at September 30, 2014

AP Architects Planner Richard Treece distributed and reviewed the Completion Recap (copy attached to official minutes). The spreadsheet indicates the status of the Measure A projects including budgets, sources of funds, percentage complete, expenditures and remaining funds available. He noted that, once again, the report changed only slightly from the previous quarter due to the fact that the most recent project, the Dorm Modernization, is very close to completion. The only other activities are the on-going master planning and the Student Center project. He reported that the total expenditure on Measure A projects to date of \$36,408,221.70 matches the figures in the District financial report presented previously.

Construction Projects Update

AP Principal Architect Jose Vargas distributed and reviewed the Project Update Report for November 2014 (copy attached to official minutes) and highlighted the following:

The Dorm Modernization project is complete with the final punch list items being completed by the contractor. Plans are underway to move students into the updated facilities for the spring semester.

The Division of the State Architects office (DSA) has returned the initial plan check review comments. Those have now been reviewed and addressed by AP Architects and the final plan check will be submitted to DSA by the end of November. The planned start date for construction continues to be sometime in the first quarter of 2015.

The Vocational Center Project is an approved final project proposal (FPP) at the state Chancellor's Office. The project, which consists of 19,878 assignable square feet, is planned to house laboratory and office space. This project will be considered for funding on the next statewide general obligation bond. The project is extremely competitive and should have a great chance at being funded.

REPORT OF THE SUPERINTENDENT/PRESIDENT

TC Welding Program

Dr. Maloney reported that the College is revitalizing its Welding Program with possible late start classes being in the spring. A facility located in the Taft Industrial Park has been leased comprised of a large shop with classroom and office space. The facility can also be used for other courses such as industrial health and safety.

Educational Master Plan/Accreditation

Dr. Maloney announced that the development of the 20-year educational master plan was completed in 2013-14. Currently, development of a three-year plan with very

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REPORT OF THE SUPERINTENDENT/PRESIDENT (continued):

actionable items is underway. The facilities master plan is also being updated. Another very important focus of activity for the College is Accreditation. This process is on a six-year cycle and the development of the Self-Study and preparation for the site visit is very intensive and currently underway. The College will submit its Accreditation Self-Study this summer with the team site visit scheduled for October.

Enrollment

Enrollment for spring 2015 is very strong and the College is well positioned to be eligible for growth funding if it becomes available through the state.

STEM Relocatable Buildings

Executive Vice President of Administrative Services Brock McMurray provided an update on the STEM Relocatable Buildings Project located on the west side of the Ash Street Dorms. The project is not funded by Measure A. It is being funded through STEM grant funds. The project will serve the Engineering Program and will consist of two classrooms (one to be utilized as a lab) in addition to offices, etc. The finished project will look very similar to the STEM Lab located at the east end of the Science Building.

NEXT MEETING

The next meeting of the Citizens' Oversight Committee is scheduled for Wednesday, February 4, 2015 at 4:00 p.m. in the Cougar Room at Taft College.

ADJOURNMENT

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

Respectfully Submitted:

Shelley Klein, Secretary