

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

**February 1, 2017**

The regular quarterly meeting of the Citizens' Oversight Committee of the West Kern Community College District was called to order at 4:03 p.m. by Chairman Roger Miller. Committee members present were Larry Buttke, Don Koenig, and Dr. Loretta Garcia Lipscomb. Dennis McCall was not present. Superintendent/President Dr. Debra Daniels and Secretary Sarah Criss were also in attendance.

**APPROVAL OF MINUTES**

On a motion by Don Koenig, seconded by Larry Buttke and unanimously carried, the minutes of the meeting held November 2, 2016 were approved.

**QUARTERLY FINANCIAL REPORTS - MEASURE A PROJECTS**

**Measure A General Obligation Bond Fund Financial Report at December 31, 2016**

Mr. Nicholas distributed and reviewed the Bond Fund Financial Report for the quarter ended December 31, 2016, which is also the end of year report, indicating total liabilities and net assets of \$7,818,913.95 (copy attached to official minutes). A net total of \$1,237,161.49 in expenditures was reported for the year-to-date. This account will begin to liquidate due to the beginning of the Student Center Project. 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 December 31, 2016. Also included in the report is the Annual Financial Analysis indicating the Revenues, Expenditures and Assets of Measure A since inception in 2004 to December 31, 2016 (Page 8).

Mr. Nicholas reported of the total \$39,000,000.00 in Measure A funds, the balance remaining is \$6,446,873.53. Pages five through seven of the financial report indicate that a total of \$38,482,024.38 has been spent to date on the various Measure A construction projects which matches with AP Architects' Completion Recap. The last page of the report (page 8) indicates that the unrealized gains maintained in the District's investment accounts remains at \$4,232,142 .00 with a cash in county balance of \$2,746,883.33.

**Annual Report**

Mr. Miller referred the committee to the printed Citizen's Oversight Committee 2015-16 Annual Report to the West Kern Community College District (copy attached to the official minutes). He explained that this report is completed by using information from Business Services and AP Architects. Mr. Miller thanked those who help to compile the report. He asked the committee to review the report and to contact him if they had any suggestions or questions. Otherwise, Mr. Miller will present the report at the Regular Board meeting held on February 8, 2017.

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### **Completion Recap at December 31, 2016**

Richard Treece, of AP Architects, distributed and reviewed the Completion Recap at December 31, 2016 and the FCIP Revisions (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. Mr. Treece reported that the total expenditure on Measure A projects to date of \$38,482,024.38 matches the figures in the District financial report presented previously.

### **Construction Projects Update**

#### *Student Center Project*

Mr. Brock McMurray updated the committee on the Student Center Project. The excavation of the project is complete. The related side project for the PG&E power upgrade is also progressing. There will be a switchover of power planned soon.

#### *Prop 39 Energy Efficiency Project*

The Prop 39 Energy Efficiency Project to retrofit the lights on the Taft College campus is finalizing. The process to retrofit the lighting in the library is underway.

#### *Scheduled Maintenance*

Scheduled maintenance funds have been awarded for roof repair on the gymnasium. The project is currently moving forward.

### **REPORT OF THE SUPERINTENDENT/PRESIDENT**

Superintendent/President Dr. Debra Daniels reported that the semester is going well. Currently the College has a 4% enrollment increase. The recently hired Vice President of Student Services, Severo Balason, Jr., has begun work. Recently, the annual Triple Play Dinner was held. Dr. Daniels thanked the COC members who were able to attend. The event was a success.

Dr. Daniels reported that the Board of Trustees recently attended the Legislative Summit in Sacramento. The full board participation and meeting with local representatives made the experience a great benefit to the College.

Dr. Daniels recognized Jim Nicholas, who recently resigned to take a position at Butte College similar to his role as Director of Fiscal Services. She noted that that Mr. Nicholas' efforts were important in the COC's ability to function as seamlessly as it does. Mr. Nicholas thanked the committee for the opportunity to serve. He noted that he began work at Taft College when the Bond passed and nearly saw it to completion.

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**NEXT MEETING**

The next meeting of the Citizens' Oversight Committee is scheduled for Wednesday, May 3, 2017, at 4:00 p.m. in the Cougar Room at Taft College.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:30 p.m.

Respectfully Submitted:

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Sarah Criss, Secretary