

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

August 3, 2016

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 Chairman Roger Miller. Committee members present were Larry Buttke, Don Koenig and Dennis McCall. Superintendent/President Dr. Debra Daniels and Secretaries Shelley Klein and Sarah Criss were also in attendance. Mr. Miller welcomed Dr. Daniels to the COC meeting.

APPROVAL OF MINUTES

On a motion by Don Koenig, seconded by Larry Buttke and unanimously carried, the minutes of the meeting held May 4, 2016 were approved. Dennis McCall abstained from approving the minutes due to his absence in May.

QUARTERLY FINANCIAL REPORTS - MEASURE A PROJECTS

Measure A General Obligation Bond Fund Financial Report at June 30, 2016

Mr. Nicholas distributed and reviewed the Bond Fund Financial Report for the quarter ended June 30, 2016, which is also the end of year report, indicating total liabilities and net assets of \$8,380,864.24 (copy attached to official minutes). A net total of \$751,280.43 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 June 30, 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 June 30, 2016 (Page 9).

Mr. Nicholas reported of the total \$39,000,000.00 in Measure A funds, the balance remaining is \$7,818,913.95. Pages five through seven of the financial report indicate that a total of \$37,244,862.89 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 9) indicates that the unrealized gains maintained in the District's investment accounts remains at \$4,104,849 .00 with a balance of \$7,199,990.20.

Completion Recap at June 30, 2016

Principal Architect Kevin Cobb distributed and reviewed the Completion Recap at June 30, 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. Cobb explained that the FCIP and the Recap show projects that are now completed/closed: Tech Arts Modernization, TIL Center, Vocational Center, Dorm Renovation, and Energy/Solar. He noted that, once again, the report changed only slightly from the previous quarter due to the fact that the remaining two major projects are the Student and Vocational Centers, neither of which have begun construction. At this time there are four projects left open: Master Planning, Technology upgrade, Land Acquisition 3, and Campus Center Modernization.

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Cobb reported that the total expenditure on Measure A projects to date of \$37,244,862.89 matches the figures in the District financial report presented previously.

Construction Projects Update

Student Center Project

Mr. Cobb updated the committee of a pre-Construction meeting with contractor Cal Averland occurred yesterday on the Student Center project. The fencing will soon go up and the work site trailer for the contractor will be placed on Wildcat Way.

Power Project

The first phase of moving the source of electrical power onto Taft College's side (versus Taft Union High School) was completed with the project in the alley behind the Science Building. The second phase is currently underway to place the source across from Sandy Creek. The project will also allow the Taft College campus to have more power, including the power needed to add the Student Center.

Prop 39 Energy Efficiency Project

The Prop 39 Energy Efficiency Project to retrofit the lights on the Taft College campus is active currently. The lights are being sent in phases to be retrofitted for better lighting and energy efficiency.

Scheduled Maintenance

The process to request approval for scheduled maintenance funds to do roof repair on the gymnasium has begun. Updates to be given in the future.

5-Year Capital Outlay Plan

The 5-Year Capital Outlay Plan was approved by the WKCCD Board of Trustees and has now been submitted to the Chancellor's Office. This plan is based on the Master Plan and puts Taft College projects in the approval queue for State funding. This fall a bond is on the November election ballot that could award California community colleges with \$2 billion for facility projects.

REPORT OF THE EXECUTIVE VICE PRESIDENT OF ADMINISTRATIVE SERVICES

Executive Vice President of Administrative Services Brock McMurray welcomed Superintendent/President Dr. Debra Daniels.

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Student Center

Mr. McMurray reported that the Student Center project has started. The administration is now planning a ground breaking ceremony with a date possibly in October.

Visitors on Campus

Arnoldo Avalos, Board of Governors member, came to the campus in June. The visit was positive and Mr. Avalos was pleased with the facilities. Central Valley Conference Commissioner Logan McKechnie was invited to tour the campus. As a long-term commissioner, this was the first visit for Mr. McKechnie. It was also a positive visit.

2016-17 Budget

Mr. McMurray said that the 2016-17 WKCCD tentative budget has been approved by the Board of Trustees. Tomorrow Mr. McMurray will attend a workshop that will provide information on any possible statewide budget changes. He informed the committee that the tentative budget is based on a \$75 million increase to the base allocation that will aide in covering PERS/STRs costs. Future updates to follow.

Scheduled maintenance funds are expected this year. At this time TC will be receiving about \$200,000.00. As Mr. Cobb stated, the District would like to use this fund to repair the gymnasium roof among other smaller projects.

The District is also acting as the fiscal agent for adult education, the West Kern Adult Education Network. They will receive \$500,000.00 to \$700,000.00 in funding.

Foundation

Mr. McMurray gave a brief update of the Foundation Board of Directors. In the most recent meeting Rob Duchow was elected to replace retiring Shelley Klein. Bob Hampton and Don Zumbro were chosen to continue as President and Vice President. The Foundation has raised over \$4 million to date and is planning mini summit leadership workshops in the wake of their West Kern Oil Petroleum Summit success.

Campus Updates

Mr. McMurray gave a brief update of other activities. The graduation ceremony in May had 221 participants and nearly 500 diplomas/certificates were earned in 2015-16. The STEM programs have been active with the community. The youth programs participated in the summer STEM Camp. Enrollment for fall is strong. At last headcount, the students taking 12 units or more is at 2,046. The 320 "Enrollment" report was submitted and showed that we captured our 1% growth target. Vince Maiocco was recognized as the Victory Custom Athletics Coach of the Year at the annual California

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Community College Baseball Coaches Association Hall of Fame dinner. Mr. McMurray also mentioned the 2016 Hall of Fame Class will be inducted on November 13, 2016.

NEXT MEETING

The next meeting of the Citizens' Oversight Committee is scheduled for Wednesday, November 2, 2016, at 4:00 p.m. in the Cougar Room at Taft College.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:42 p.m.

Respectfully Submitted:

Sarah Criss, Secretary