

WEST HILLS COLLEGE LEMOORE
555 College Avenue
Lemoore, CA 93245

Annual Organizational Meeting
CITIZENS' BOND OVERSIGHT COMMITTEE for
Measure E – School Facilities Improvement District (SFID) No. 3, Lemoore Area
MINUTES
January 26, 2011 4:00pm
West Hills College Lemoore
555 College Avenue
Lemoore, CA 93245
Administration Building, Conf. Rm. 124

Members Present:	Members Absent:	WHCCD Staff:	Others Present:
Les Brown, Chair Tom Hernandez Lynda Lahodny Donna Elliott Linda Balcazar Maureen Azevedo	Buddy Brookes	Don Warkentin, President Glenda Oliver, Admin. Asst.-Recorder	Richard Treece, AP Architects

1. Call to Order

Les Brown called the meeting to order at 4:04 p.m. and welcomed all in attendance. A flag salute was conducted. He asked if there were any comments from the public, there were none.

2. Action Items

A. Citizens' Oversight Bond Meeting Minutes of December 8, 2010

Tom Hernandez motioned to approve the minutes of December 8, 2010, it was seconded by Lynda Lahodny, all were in favor, the motion passed.

3. Welcome New Member

Mr. Warkentin welcomed Maureen Azevedo, Executive Director, Lemoore Chamber of Commerce, and announced that her membership was officially approved by the WHCCD Board of Trustees at their January 18, 2011 meeting. Maureen will serve as the Business Representative on this committee.

4. Election of members (one-yr. term members)

Mr. Warkentin explained that this meeting is the annual organizational meeting. Two of the members were initially chosen to serve a one year term. Accordingly, Linda Balcazar and Donna Elliott's memberships are scheduled to be reconsidered for a second term. Mr. Brown called for a motion. Tom Hernandez motioned to approve Linda and Donna for a second year term, it was seconded by Lynda Lahodny, all were in favor, the motion passed.

5. Information/Discussion/Presentations

A. Review of Audit Report – Don Warkentin

Mr. Warkentin announced that the WHCCD Vice Chancellor of Business Services, Ken Stoppenbrink could not be in attendance today; however, he has sent excerpts of the audit report that are relevant to bond sales. Series B will go out for sale in February or March and will generate \$14 million. We are in the planning stages for the student center and construction will begin approximately a year from now. The student center plans include a cafeteria, a bookstore, and a student union. At the time of the last meeting \$6 million in bonds had been sold. Measure E had a beginning total of \$31 million with plans to include construction in Avenal and Riverdale. The student center is not paid for by the bond. The governor, in his proposed budgets to close the fiscal deficit gap, is proposing a five year moratorium on state bond sales. This would have an impact. A 2012 bond election was anticipated, which would have allowed more dollars for further Measure E projects, but this may not occur. No bond sells would require a ceasing of construction. Our audit was without qualification.

B. Draft of Annual Report – Keven Cobb, AP Architects

In Keven Cobb's absence, Richard Treece distributed a draft of the Annual Report. He explained that this Committee is required according to the bylaws to prepare an annual report to the Board of Trustees to advise them on the activities of the Committee, and whether the Committee is being judicial to the Measure E project. Upon finalization of the report it will be placed on the agenda at the next meeting of the Board of Trustees.

The taxpayer organization member is currently vacant.

Richard stated that in the past this Committee has met semi-annually; however, we will now meet three times per year to allow for more frequent updates, and timely review of reports. Re-election will be two years from today. Two Measure E projects have been completed. Richard presented the report for review and stated that it can still be edited prior to being sent. After review of the report, Les Brown asked if all felt comfortable with the report and if there were questions. There were no questions. He called for a motion. Lynda Lahodny motioned to approve the Annual Report, Maureen Azevedo seconded, all were in favor, the motion passed.

C. Measure E Facility Project Updates- Keven Cobb, AP Architects

In the absence of Keven Cobb, Richard Treece distributed the completion recap for review. The goal is to leverage the bond dollars as much as possible. The state wants a local contribution. The Measure E dollars are matched to contribute to state funding sources. There is an entire system for state funding, and assigned points. The percent expended reflects Measure E funds expended. If different from the recap from the last meeting the changes are highlighted in yellow. Series A & B will continue through 2014 which is when the projects are anticipated to be complete. Each series is totaled at the bottom of each section. The gray section is completed projects. Switch Maintenance (SM) reflects IT data maintenance (i.e. current technology). Les Brown questioned the "other funding sources" column. Richard

explained that these represent grants, energy rebates, and/or incentives. Grants are unlimited. \$86 million is the state share. We will wait to sell the next series of bonds. Once bonds are sold 70% of the funds have to be spent in three years. Focus on what's being built with the Measure E money must be maintained. If state money dries up for any period of time construction would have to stop.

The District wants to go solar and build a solar farm in Coalinga.

Richard exhibited the binders with corresponding project numbers showing the entire breakdown along with funding source. These are for review. One is kept in the president's office; one at the district office, and one at the architect's office. Another binder (kept at the district office) includes expenditure audit sheets for each project. Every invoice is included for each project.

D. Series B SFID #3 \$15 million - Keven Cobb, AP Architects

In Keven Cobb's absence, Richard Treece stated that this topic had been discussed earlier. We still have our A plus rating. More information will be known by February 4th regarding bonds to be sold. The best time to sell the bonds will be calculated. Donna Elliott questioned the amount of the current interest rate. Mr. Warkentin was unsure. He will check with the vice chancellor of business services.

Richard commented that a web site is in process of being set up where agendas, minutes, and handouts will be posted. Keven Cobb will be meeting with the president and/or chancellor to discuss this further.

6. Announcements

A. Next Meeting Date

The next meeting will be May 11, 2011 at 4:00 p.m.

7. Committee Member Comments and Requests

Les Brown called for comments or requests. There were no comments or requests at this time.

8. Adjournment

Mr. Brown asked if there were any questions. There were no questions. The meeting was adjourned at 4:50 p.m.