



WEST HILLS COLLEGE LEMOORE

555 College Avenue
Lemoore, CA 93245

CITIZENS' BOND OVERSIGHT COMMITTEE for
Measure E – School Facilities Improvement District (SFID) No. 3, Lemoore Area
Administration Office Conference Room 124

January 27, 2016 4:00 pm

AGENDA

MINUTES

Members Present:	WHCL/WHCCD Staff:	Others Present:	Absent:
Chair: Jim McGee Ron Allvin Jenny MacMurdo New Member (pending board approval): Christine Andrade	Dr. Frank Gornick, Chancellor Dr. Kristin Clark, President Amber Avitia, Admin. Asst.	AP Architects: Richard Treece New Member (pending board approval):	Members: Steve Griffiths WHCL/WHCCD Staff: Ken Stoppenbrink, Deputy Chancellor AP Architects: Kevin Cobb

1. Call to Order

Chairman Jim McGee was running late to the meeting. In order not to hold up the progress of the meeting, Ron Allvin called the meeting to order at 4:06 p.m. Dr. Frank Gornick introduced newly hired Lemoore Campus President, Dr. Kristin Clark. The group welcomed Christine Andrade who has expressed willingness to serve on the Bond Oversight Committee. Christine is a retired employee with the Central Union school district and serves on the FAST Credit Union Board. Dr. Clark announced Steve Griffiths stepped down from both Measure E & L Committees due to health issues.

- **Flag Salute**

Ron Allvin led the committee in the flag salute.

- **Public Comments**

Ron asked if there were any comments from the public. At this time, there were no comments.

2. Action Items

- **Citizen's Oversight Bond Committee Meeting Minutes of October 7, 2015**

The meeting minutes of October 7, 2015 were tabled due to not having a quorum. Chairman McGee was not present at the time of covering this agenda item and Jenny MacMurdo did not attend the October 7, 2015 meeting to be able to approve the minutes.

3. Information/Discussion/Presentations

- **Measure E Website Presentation**

Richard Treece, AP Architects

Richard Treece shared a brief presentation how to access the committee's online resource documents by clicking on: 1) www.westhillscollge.com; 2) Click on **About**; 3) Choose **Bond**

Measures; 4) Click on **Measure E**. A member can find Measure E's historical documentation and future information available online.

- **WHCCD Audit Report Review** **Richard Treece, AP Architects**
Dr. Frank Gornick directed the members to turn to the very last page of the Audit Report document. He informed the members there were no audit findings reported in the prior year's schedule of the financial statement findings. He pointed out that all reports and expenditures were correct.
- **Annual Review of By-Laws** **Jim McGee, Chairman**
Richard Treece informed the members that the Annual Review of the By-Laws is a requirement of the committee member duties. Jenny MacMurdo moved to approve the review of the Annual By-Laws; seconded by Ron Allvin; approved.
- **SFID No. 3/ Measure E Annual Report (Draft)** **Richard Treece, AP Architects**
Richard Treece shared with the members that he has created a draft report for the committee to review. The committee reviewed the draft. This document will go to the board for approval.
- **Measure E/ Measure L split** **Richard Treece, AP Architects**
Richard Treece shared with the members that this might be the last meeting for Measure E as all funds have been spent.
- **Completion recap/ project updates and expenditures** **Richard Treece, AP Architects**
Richard Treece covered the handout, "Completion recap 12/31/15." He informed the members that there is a draft anticipating this measure will be closed. Some projects are still open but they will be reallocating the funds to the Student Union project under Measure L. Currently there is 2.5 million left on Measure E, but the final numbers will be out soon. Richard then shared the handout, "Revision-6." He explained this form shows the bond will be closing and the remaining balance will be moved to Measure L.
- **Program and Audit Binder review** **Richard Treece, AP Architects**
Richard Treece shared Program and Audit binders that the District Office and AP Architects have on record for auditing purposes. He shared that the binder contained items from construction equipment, fees, project costs and funding sources.
- **Committee Members and Terms** **Dr. Kristin Clark, WHCL President**
The committee discussed the handout, "Committee Members and Terms." Jenny MacMurdo requested Maureen Azevedo be removed from the list as Jenny has taken her place. Steve Griffiths resigned due to health issues. Christine Andrade's name will be submitted to the board for approval to serve as a Senior Citizen Group Representative. Ron Allvin will provide a copy of his Taxpayer Organization Member card. Kristin Clark will ask Dean of Students, Jody Ruble to find a student representative.

4. Future meeting date: Wednesday, May 4, 2016

5. Announcements

There were no announcements at this time.

6. Committee Member Comments and Requests

There were no further comments.

7. Adjournment This meeting adjourned at 5:09 p.m.