



# AGENDA

Bond Measure I Citizens' Oversight Committee  
 Wednesday, August 3, 2016 – 4:00-5:00 p.m.  
 Santa Maria Campus – Captain's Room, B-102

## CITIZENS' OVERSIGHT COMMITTEE MEMBERS

Michael Huggins  
 Student Representative

Robert Manning  
 Support Organization

Lisa Nissinen-Harlow  
 Community at-large

Hugh Rafferty  
 Taxpayers Association

David Richardson  
 Business Organization

Aloysia Shea  
 Student Representative

Bill Thompson  
 Senior Organization

Kenneth Wolf  
 Community at-large

## DISTRICT STAFF

Kevin G. Walthers, Ph.D.  
 Superintendent/President

Michael Black  
 Associate Superintendent  
 Vice President, Finance &  
 Administration

Felix Hernandez Jr.  
 Vice President, Operations

Andrew Masuda  
 Interim Director, Public  
 Affairs & Publications

Carol Moore, Director  
 Information Technology  
 Services

## NOTE TAKER

Melinda Martinez  
 Executive Secretary to the  
 Superintendent/President

	<u>ITEM</u>	<u>PRESENTER</u>	<u>TIME</u>
1.	Call to Order	Chair Nissinen-Harlow	4:00 PM
2.	Public Comment: Public comment is welcomed. Under the provisions of the Brown Act, the committee is prohibited from discussing oral requests that are not part of the agenda.	Chair Nissinen-Harlow	
3.	<u>Information Items</u>		4:05 PM
3.a.	New Members	Dr. Kevin Walthers	
3.b.	Member Recognition	Dr. Kevin Walthers	
4.	<u>Action Items</u>		4:15 PM
4.a.	Approval of the minutes of the March 1, 2016 meeting.	Chair Nissinen-Harlow	
5.	<u>Oral Reports</u>		4:20 PM
5.a.	Budget Presentation Financial Report through the period ending June 30, 2016	Mr. Michael Black	
5.b.	Technology Summary Report for the period January 1-June 30, 2016	Ms. Carol Moore	
5.c.	Facilities Summary Report for the period January 1-June 30, 2016	Mr. Felix Hernandez	
6.	Committee Members' Comments	All	4:50 PM
7.	Adjournment	Chair Nissinen-Harlow	5:00 PM

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the President's Office at (805) 922-6966 ext. 3454. Please make requests 48 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility to this meeting.

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# ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT BOND MEASURE I CITIZENS' OVERSIGHT COMMITTEE

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Minutes  
Regular Meeting  
March 1, 2016

Allan Hancock College  
Captain's Room, B-102  
800 South College Drive, Santa Maria, CA 93454

1. Call to Order

Chair Nissinen-Harlow called the meeting to order at 4:00 p.m. with the following committee members present: Huggins, Manning, Nissinen-Harlow, Rafferty, Richardson, Wolf

Members absent: Thompson

2. Public Comment to Closed Session

No public comment was made.

3. Action Items

3.a. Approval of Minutes from the August 4, 2015 regular meeting.

Kenneth Wolf noted his vote was not recorded in the minutes from the action items of the August 4, 2015 meeting.

The vote for approval of the minutes for February 3, 2015 should be:  
(Ayes: Manning, Nissinen-Harlow, Rafferty, Richardson, Thompson, **Wolf**;  
Noes: None; Absent: Gonzalez)

The vote for approval of the minutes for March 12, 2015 should be:  
(Ayes: Manning, Nissinen-Harlow, Rafferty, Richardson, Thompson, **Wolf**;  
Noes: None; Absent: Gonzalez)

The vote to adjourn the meeting of August 4, 2015 should be:  
(Ayes: Manning, Nissinen-Harlow, Rafferty, Richardson, Thompson, **Wolf**;  
Noes: None; Absent: Gonzalez)

On a motion by Hugh Rafferty, seconded by David Richardson, the Citizens' Oversight Committee approved the minutes from August 4, 2015 as corrected above.

(Ayes: Huggins, Manning, Nissinen-Harlow, Rafferty, Richardson, Wolf; Noes: None; Absent: Thompson)

Committee member Thompson arrived at 4:01 p.m.

3.b. Approval of the 2015 Citizens' Oversight Committee Annual Report

On a motion by Hugh Rafferty, seconded by David Richardson, the Citizens' Oversight Committee unanimously approved the 2015 Citizens' Oversight Committee Annual Report.

(Ayes: Huggins, Manning, Nissinen-Harlow, Rafferty, Richardson, Thompson, Wolf;  
Noes: None; Absent: None)

4. Information Items

4.a. New Members

Dr. Walthers announced Michael Huggins was appointed to the committee as the new student representative by the Board of Trustees. Mr. Huggins introduced himself to the committee.

5. Oral Reports

5.a. Budget Presentation - a. Financial Report for the period ending December 31, 2015

Mr. Black reviewed the financial report for the period ending December 31, 2015, noting there has not been a lot of activity, and offered to answer any questions about the financial report.

Dr. Walthers shared information with the committee about the state-wide bond that will be on the November ballot. If the bond passes, the State would pay for half of the Fine Arts project and allow for some other projects. If it does not pass, bond issuance may still pay for projects. Bond issuance would occur in 2018 or possibly 2019 if needed. There was also discussion about the Patty Boyd donation that will be used for Fine Arts project.

Budget Presentation - b. Audit Report for the year ending June 30, 2015

Mr. Black reviewed the audit report and noted that the auditors were a new company to the college this year. He reported there were no findings in the audit report.

5.b. Technology - Summary Report for the period of July 1-December 31, 2015

Ms. Moore reported the Technology Advisory Committee (TAC) recommended 127 projects and highlighted some of the major purchases including a latex wide-format printer, a tree inventory system, and several classroom and faculty/staff computers.

Ms. Moore presented information on data security and explained the measures in place to protect the college's data from a security breach.

5.c. Facilities - Summary Report for the period of July 1-December 31, 2015

Dr. Walthers reported on Mr. Hernandez's behalf. He provided a detailed overview of the repairs needed at the Public Safety Complex shooting range as well as the burn building in Lompoc.

Dr. Walthers described the repairs of the plywood removal in the shooting range, and concrete elevation, and installation of additional heat protection wall tiles in the burn building. He explained that the shooting range was built in cooler weather, and when summer weather arrived, the plywood expanded and came off. Dr. Walthers also noted that the Division of State Architect (DSA) did not realize it was an outdoor range in error and they are working to correct that error. The repairs to the plywood have been made. Seismic repairs to the bullet traps are still in progress.

Dr. Walthers pointed out that the concrete slope elevation near the fire hydrant is about 35 degrees steep. He noted, in real life firefighters may have to work in these types of conditions, but it should be repaired to prevent injuries during cadet training.

Dr. Walthers also explained that originally the heat protection tiles were only installed on the ceiling of the burn building. He added that in order to set fire near the walls of the burn building, these tiles do need to be installed. The original plan to install the heat protection tiles on the walls was removed during the value-engineering process. The cost will be paid from Measure I. All repairs are being addressed and should be completed by the end of the semester.

There was a discussion about student enrollment in the Public Safety programs and cooperative use of the facility to outside entities.

#### 6. Committee Members' Comments

Committee member Wolf noted that the committee will need new members as terms expire. Dr. Walthers noted there will be follow-up communication to determine which members are eligible and interested in renewing their terms. He thanked the committee for their service.

Committee member Rafferty thanked Carol Moore for the security update.

Committee member Huggins thanked Dr. Walthers for explaining what is occurring at the Public Safety Complex, as there have been questions from students. Dr. Walthers offered to speak to ASBG regarding the Public Safety Complex.

#### 7. Adjournment

On a motion by David Richardson, seconded by Hugh Rafferty, the meeting was adjourned at 5:07 p.m.

(Ayes: Huggins, Manning, Nissinen-Harlow, Rafferty, Richardson, Thompson, Wolf;  
Noes: None; Absent: None)

**MEASURE I**  
**CITIZENS' OVERSIGHT COMMITTEE MEETING**  
**AUGUST 3, 2016**

**FINANCIAL REPORT**

**Bond Income and Expenditure Summary**  
**Income Statement**  
**Projects List**  
**Project Expenditure Summary**  
**Cash Flow Report**



**Administrative Services**

**Allan Hancock College Governmental Funds Group**

**Gen Oblig Bonds Building Fund**

**Income Statement by Fund**

For Period Ending 06/30/2016

	<b>Budget</b>	<b>Actual</b>	<b>% Budget</b>
<b>REVENUES</b>			
Local Revenues	25,000	22,496	89.98
<b>Total REVENUES</b>	<u>25,000</u>	<u>22,496</u>	<u>89.98</u>
<b>EXPENDITURES</b>			
Supplies and Materials	16,410	15,768	96.09
Other Operating Expenses	338,454	328,007	96.91
Capital Outlay	1,603,766	884,715	55.16
<b>Total EXPENDITURES</b>	<u>1,958,631</u>	<u>1,228,491</u>	<u>62.72</u>
Excess of Revenues over (Under) Expenditures	(1,933,631)	(1,205,995)	62.36
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	<u>(1,933,631)</u>	<u>(1,205,995)</u>	
<b>FUND BALANCE:</b>			
Fund balance, July 1	4,185,448	4,185,448	
Current balance	<u>2,251,816</u>	<u>2,979,453</u>	

GENERAL OBLIGATION BOND FINANCIAL REPORT  
6/30/2016

	2015-16 ADOPTED BUDGET	2015-16 WORKING BUDGET	2015-16 ACTUAL TOTAL	2015-16 ENCUMBRANCE TOTAL	2015-16 BALANCE
<b>GO BOND/GENERAL</b>					
71700002 GO Bond Project Management					
Operating Expenses and Service	742	742	-	-	742
TOTAL GO Bond Project Management	742	742	-	-	742
<b>TOTAL GO BOND/GENERAL</b>	<b>742</b>	<b>742</b>	<b>-</b>	<b>-</b>	<b>742</b>
<b>GO BOND/CONSTRUCTION</b>					
71710005 Public Sfty Cmplx-Construction					
Books, Supplies and Materials	-	-	-	-	-
Operating Expenses and Service	139,588	138,306	91,882	20,287	26,138
Capital Outlay	137,129	155,673	135,962	74,955	(55,244)
TOTAL Public Sfty Cmplx-Construction	276,717	293,979	227,844	95,242	(29,106)
71710006 Public Sfty Cmplx-Equipment					
Books, Supplies and Materials	-	-	(135)	-	135
Operating Expenses and Service	412	-	-	-	-
Capital Outlay	18,132	1,281	1,376	-	(94)
TOTAL Public Sfty Cmplx-Equipment	18,544	1,281	1,240	-	41
71710046 Public Sfty Cmplx-Post Construction					
Books, Supplies and Materials	-	-	-	-	-
Operating Expenses and Service	-	-	168,120	269,063	(437,184)
Capital Outlay	-	-	-	-	-
TOTAL Public Sfty Cmplx-Post Construction	-	-	168,120	269,063	(437,184)
<b>TOTAL Public Safety Complex</b>	<b>295,260</b>	<b>295,260</b>	<b>397,204</b>	<b>364,305</b>	<b>(466,249)</b>
71710017 One-Stop Std Svc Ctr Addtn Construction					
Books, Supplies and Materials	-	-	-	-	-
Operating Expenses and Service	-	-	2,956	311	(3,266)
Capital Outlay	-	-	-	-	-
TOTAL One-Stop Std Svc Ctr Add Construction	-	-	2,956	311	(3,266)
71710117 One-Stop Std Svc Ctr Post Construction					
Books, Supplies and Materials	-	-	-	-	-
Operating Expenses and Service	-	-	14,420	71,835	(86,255)
Capital Outlay	-	-	-	-	-
TOTAL One-Stop Std Svc Ctr Post Construction	-	-	14,420	71,835	(86,255)
71710018 One-Stop Std Svc Ctr Addtn Equipment					
Books, Supplies and Materials	-	-	-	-	-
Operating Expenses and Service	-	-	-	-	-
Capital Outlay	-	-	3,771	1,376	(5,146)
TOTAL One-Stop Std Svc Ctr Addtn Equipment	-	-	3,771	1,376	(5,146)
71711017 One-Stop Std Svcs Bldg A Construction					
Books, Supplies and Materials	-	-	-	-	-
Operating Expenses and Service	-	-	2,956	6,305	(9,261)
Capital Outlay	-	-	2,906	28,386	(31,292)
TOTAL One-Stop Std Svcs Bldg A Construction	-	-	5,861	34,691	(40,552)
71711018 One-Stop Std Svcs Bldg A Equipment					
Books, Supplies and Materials	-	-	-	-	-
Operating Expenses and Service	-	-	-	-	-
Capital Outlay	-	-	22,191	-	(22,191)
TOTAL One-Stop Std Svcs Bldg A Equipment	-	-	22,191	-	(22,191)

GENERAL OBLIGATION BOND FINANCIAL REPORT  
6/30/2016

	2015-16 ADOPTED BUDGET	2015-16 WORKING BUDGET	2015-16 ACTUAL TOTAL	2015-16 ENCUMBRANCE TOTAL	2015-16 BALANCE
71710041 Theater Arts Prj - Equip Phs					
Books, Supplies and Materials	-	-	-	-	-
Operating Expenses and Service	-	-	-	-	-
Capital Outlay	<u>31,015</u>	<u>31,015</u>	-	-	<u>31,015</u>
TOTAL Theater Arts Project - Equipment Phase	31,015	31,015	-	-	31,015
TOTAL Theater Arts Project	57,198	57,198	-	-	57,198
71710043 Phys Ed Addt-Preliminary Plans					
Books, Supplies and Materials	-	-	-	-	-
Operating Expenses and Service	-	-	-	-	-
Capital Outlay	<u>3,000</u>	<u>3,000</u>	-	-	<u>3,000</u>
TOTAL Phys Ed Addt - Preliminary Plans	3,000	3,000	-	-	3,000
TOTAL Physical Education Addition	3,000	3,000	-	-	3,000
<b>TOTAL GO BOND/CONSTRUCTION</b>	<b>997,686</b>	<b>997,686</b>	<b>489,312</b>	<b>578,536</b>	<b>(70,163)</b>
<b>GO BOND/SCHEDULED MAINTENANCE</b>					
71720008 Fire Alarm/Emr Call Sys-WD					
Capital Outlay	<u>182</u>	<u>182</u>	-	-	<u>182</u>
TOTAL Fire Alarm/Emr Call Sys-WD	182	182	-	-	182
TOTAL Fire Alarm Call System	182	182	-	-	182
71720910 LVC Roof/ADA Upgrades-Wrk Drw B1					
Books, Supplies and Materials	-	-	-	-	-
Operating Expenses and Service	4,732	4,732	-	-	4,732
Capital Outlay	<u>2,500</u>	<u>2,500</u>	<u>3,950</u>	-	<u>(1,450)</u>
TOTAL LVC Roof/ADA Upgrades-Wrk Drw B1	7,232	7,232	3,950	-	3,282
TOTAL LVC Roof/ADA Upgrades	7,232	7,232	3,950	-	3,282
71720018 Bldg D Roof/HVAC/ADA-Wrk Drwg					
Capital Outlay	<u>983</u>	<u>983</u>	-	-	<u>983</u>
TOTAL Bldg D Roof/HVAC/ADA-Wrk Drwg	983	983	-	-	983
TOTAL Bldg D Roof/HVAC/ADA	983	983	-	-	983
71720021 Parking Lot 1 Expn, Phase II Construction					
Books, Supplies and Materials	-	-	-	-	-
Operating Expenses and Service	282	282	-	-	282
Capital Outlay	<u>-</u>	<u>-</u>	-	-	<u>-</u>
TOTAL Parking Lot 1 Expn, Phase II Construction	282	282	-	-	282
TOTAL Parking Lot 1 Expn, Phase II	282	282	-	-	282



**General Obligation Bond Building Fund  
Cash Flow Report**

Quarter Ending:	Prior											Total		
	Quarters	9/30/2012	12/31/2012	3/31/2013	6/30/2013	9/30/2013	12/31/2013	3/31/2014	6/30/2014	9/30/2014	12/31/2014		6/30/2015	12/31/2015
<b>Income</b>														
Bond Proceeds	98,643,088	38,996,200												
Interest	6,867,235	67,807	46,199	41,587	43,820	30,511	24,754	20,345	17,541	15,644	11,112	16,229	16,487	14,262
	105,510,323	39,064,007	46,199	41,587	43,820	30,511	8,868,318	20,345	17,541	15,644	11,112	16,229	16,487	14,262
<b>Expenditures</b>														
Fiscal Services														
Cost of Issuance	643,274	21,000	124,000	-9,109	-130,000		224,403	-1,753		3,333	2,182	-5,515	0	0
COP Repayment	8,275,496													
Bond Project Management	4,822,920		3,722	534	-1,535,292				195	3,909	2,361	2,448	0	0
Construction	37,357,532	4,564,246	7,413,447	9,626,270	19,024,977	3,430,823	7,280,394	6,320,285	4,139,102	3,725,223	180,781	628,983	397,648	350,244
Scheduled Maintenance	8,225,587	23,663	47,711	473,419	3,249,711	931,960	574,620	19,099	174,917	19,623	12,578	46,137	5,654	0
Technology	15,628,592	280,508	233,003	651,895	499,383	103,402	289,621	179,742	463,388	135,544	250,591	596,726	353,083	376,715
	74,953,401	4,889,417	7,821,883	10,743,009	21,108,779	4,466,185	8,369,038	6,517,373	4,779,600	3,887,632	448,493	1,268,779	756,365	726,959
<b>Net Cash</b>	30,556,922	34,174,590	-7,775,684	-10,701,422	-21,064,959	-4,435,674	499,280	-6,497,028	-4,762,059	-3,871,988	-437,381	-1,252,550	-739,898	-712,697
<b>Cash Balance</b>	30,556,922	64,731,512	56,955,828	46,254,406	25,189,447	20,753,773	21,253,053	14,756,025	9,993,966	6,121,979	5,684,598	4,432,048	3,692,150	2,979,453

146,482,852  
7,233,534