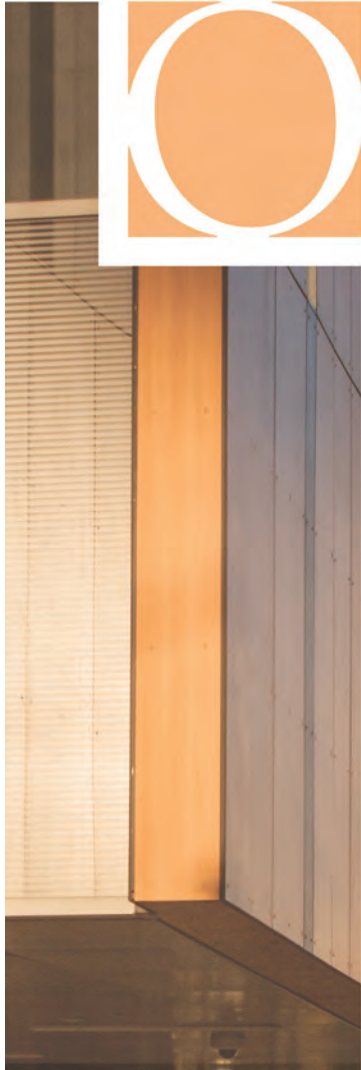




Riverside Community College District
Citizens' Bond
Oversight Committee

2017 - 2018

Annual Report





CITIZENS' BOND OVERSIGHT COMMITTEE

Riverside Community College District appreciates the community's support for students and its colleges. The passage of Measure C in March 2004 provided funding for much-needed projects to accommodate the growing number of students in the District.

Proceeds from the bond are designated to help pay for the acquisition, construction, improvement, and renovation of various college facilities as outlined in the ballot measure.

The Citizens' Bond Oversight Committee (CBOC) of appointed citizens oversees the expenditure of funds and the annual performance audit and financial audit of bond funds and projects. The CBOC, consisting of seven members, is responsible for ensuring that Measure C expenditures follow Proposition 39, and informing how Measure C proceeds are used through annual reports to the RCCD Board of Trustees and the public.

2017-18 CBOC Members:

- Morrie Barembaum, Chair
- Susan Cash, Vice Chair
- MaryAnn Bowman
- James Cuevas
- Clark DuPont
- Raymond Hicks
- Jeanette Hazelwood

Statement of Compliance

This Annual Report is submitted to the Board of Trustees by the Riverside Community College District Citizens' Bond Oversight Committee. This Committee advises that, to the best of its knowledge, the Riverside Community College District complies with the requirements in Article XIII A, Section 1(b) (3) of the California Constitution. In particular, bond revenue has been expended only for the purposes so described in Measure C and no funds were used for any teacher or administrative salaries or other operating expenses as prohibited by Article XIII A, Section (b) (s) (a) of the California Constitution.

Respectfully submitted:
Morrie Barembaum, Chair
Citizens' Bond Oversight Committee

Date: November 13, 2018

Proceedings and Activities

Meetings of the Citizens' Bond Oversight Committee

The Committee conducts its meetings in accordance with the provisions of the Ralph M. Brown Public Meeting Act Government Code Sections 54950 et seq. Meeting notices and agendas are sent to members of the Committee within the required period and are posted at RCCD campuses and education centers. Meeting notices, agendas, minutes, and documents and reports received by the Committee are a matter of public record and are available through the RCCD website: <http://rccd.edu/cboc> or by calling the RCCD Office of Strategic Communications and Institutional Advancement at (951) 222-8856.

MEETING: OCTOBER 19, 2017

Riverside Community College District
Culinary Arts Academy and District Office
Executive Conference Room 309
3801 Market Street
Riverside, CA 92501

Audit Report

Renee Graves, principal with CliftonLarsonAllen LLP, provided the 2017 Bond Audit report, stating the following, "A clean unmodified opinion and the financial statements on the bond fund itself are fairly stated and follow appropriate accounting principles." The audit conclusion states, "The results of our tests indicated that, in all significant respects, the District has properly accounted for the expenditures of the funds held in the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program and that such expenditures were made on authorized bond projects."

Measure C Financial Update

Project Commitments Summary Series A, Series B, Series A Refunding, Series 2007 C, Series 2010 D, and Series 2015 E as of September 30, 2017

Vice Chancellor of Business and Financial Services Aaron Brown provided the Measure C Project Commitments Summary. Committee members received the financial report with the summary of activities from the past report. The summary reflects a decrease in the cash balance since July 2017 by \$351,000; the interest income investment line has been adjusted by about \$39,000 as a result of actual interest earnings for the 2016-17 year and a projection of earnings for 2017-18. In-progress projects have increased by \$484,000 as a result of feasibility and planning line items. From an expenditure standpoint the major expenditures increased to account for that change in cash of primarily \$300,000 for construction-related activities associated with the Culinary Arts Academy and District Office, Coil School for the Arts project, approximately \$56,000 related to construction closeout items on the Charles A. Kane Student Services and Administration building at RCC, and the Network Operations Center at MVC had about \$170,000 in expenditures.

Project Summary

Chief of Staff and Facilities Development Chris Carlson presented the Measure C Making a Difference presentation - a recap of Measure C accomplishments since 2004 in the context of the bond and distribution of funds and what was accomplished as a result of facilities construction or upgrades.

Measure C Project Update

Carlson presented the Measure C project update.

Agenda Item (VIII-E-1) 8-15-17

Budget Allocation, Project Scope, and Selection of Contractor for Cellular Repeater Booster System Project for the Charles A. Kane Student Services and Administration Building with Absolute Signal.



MEETING: APRIL 26, 2018

Ben Clark Training Center
Cal Fire Executive Conference Room
16902 Bundy Avenue
Riverside, CA 92518

Introduction of New Committee Member

Vice Chair Susan Cash introduced Jeanette Hazelwood, student representative.

Chancellor Welcome and RCCD Update

Chancellor Isaac provided an RCCD update sharing that the District is engaged in the development of a strategic plan. Once the strategic plan is completed, the District will embark on the development of a long range District educational master plan.

Update and Tour of the Ben Clark Training Center

Dean of Instruction, Public Safety Education and Training Arthur Turnier provided an update on Measure C projects occurring at the Ben Clark Training Center (BCTC). MVC is beginning the development of Phase I, a 17,000 square foot facility at BCTC that will include classrooms, offices and student support services. He explained that this project offers MVC the opportunity to consolidate on-site services and open partnership opportunities with other agencies.

CBOC members participated in a tour of BCTC led by Turnier.

Measure C Financial Update

Project Commitments Summary Series A, Series B, Series A Refunding, Series 2007 C, Series 2010 D, and Series 2015 E as of March 31, 2018.

Vice Chancellor of Business and Financial Services Aaron Brown gave the Measure C Project Commitments Summary. Committee members received the financial report with the summary of activities from the past report. The change in cash on hand in the amount of approximately \$460,000 primarily related to two projects, the Noble Building demolition at RCC and IT upgrades. The change for in-progress projects now reflects donations that had not been updated recently and includes an \$825,000 audit adjustment that occurred a few years ago that was not reversed out and now has been corrected. Projects that have had significant change include a \$12.7 million adjustment to the in-progress projects which is primarily related to an update for facility planning and staffing, and the MVC Student Services project.

Measure C Projects Update

Director of Facilities Development Bart Doering provided the Measure C projects update.

Doering also discussed the following Board reports using Measure C funds which were approved by the Board of Trustees:

Agenda Item (IV-E-1) 10/3/17: Presentation on Measure C

Agenda Item (VIII-C-1) 12/12/17: Amendment to Comprehensive Master Plan, Project Budget Allocation and Project Approval for the Development of the Student Services Project

Agenda Item (VIII-C-2) 12/12/17: Agreement for Updating Initial Project Proposals with Gensler

Agenda Item (VIII-E-1) 12/12/17: Agreement Amendment 1 for the O.W. Noble Administration Building Demolition and Parking Lot Construction Project with GHD, Inc.

Agenda Item (IV-C-3) 1/9/18: Funding Allocation and Agreement for Riverside City College Facilities Master Plan Update with Gensler

Agenda Item (VIII-C-2) 1/16/18: Ground Lease for Educational Center at Ben Clark Public Safety Training Center with County of Riverside

Agenda Item (VIII-E-1) 1/16/18: Special Inspection and Material Testing Agreement for the O.W. Noble Administration Building Demolition and Parking Lot Construction Phase I & Phase II Project with Koury Engineering & Testing, Inc.

Agenda Item (VI-B-6-d) 4/17/18: Capital Project Management System Agreement with Logic Domain

MEETING: JULY 19, 2018

Riverside Community College District
Culinary Arts Academy and District Office
Executive Conference Room 309
3801 Market Street
Riverside, CA 92501

Measure C Financial Update

Measure C Funding

Vice Chancellor of Business and Financial Services Aaron Brown gave an update on the Measure C funding. Committee members were provided information on the Project Commitments Summary (PCS) and Capital Program Executive Summary (CPES) reports. The CPES report is a planning tool used by District Facilities and the colleges as it identifies the allocations and project commitments associated with the funding and balance to plan the projects accordingly. Staff embarked on a process to take to the Board of Trustees; first, the project savings reconciliation report (5/15/18 Agenda Item VIII-D-3) which included a net savings of \$4.3 million, funds that can be repurposed by the colleges, and second, the updated CPES report (6/18/18 Agenda Item VIII-D-2).

Project Commitments Summary Series A, Series B, Series A Refunding, Series 2007 C, Series 2010 D, and Series 2015 E as of June 30, 2018.

Director of Business Services Majd Askar presented the update on the Measure C Project Commitments Summary. Committee members received the financial report with the summary of activities as of June 30, 2018. Changes that occurred since the April 2018 Measure C cash on hand is \$7,269,061, approximately \$585,000 less than in the last report. This reduction is mostly due to expenses related to the RCC Charles A. Kane Student Services Admin project, Phase II parking lot, and IPP and PFP studies. The project closeout amount increased and the in-progress projects were reduced. There was an increase in the program reserve contingency of about \$930,000. As projects closeout, funding either goes back to the College or if funding came from contingency or the reserve account, it will be returned to the appropriate account. The total project commitments decreased; this is reflective of the project savings as there is less funding committed to projects.

Current Capital Program Executive Summary

Brown provided information on the Current Capital Program Executive Summary (CPES) report. Major items that reflect funding updates include the Fuel Cell project at Norco College and the Logic Domain CPM System, Coil School for the Arts, and MLK renovation at RCC.

A discussion about state funding ensued.

Measure C Project Update

Brown provided an update on the current projects at the Ben Clark Training Center. The corrections training platform, which is grant funded, may require an augmentation of Measure C funds, approximately \$300,000-\$500,000. The project is being reassessed, exploring a more permanent structure instead of a modular facility. A ground lease agreement was taken to the Board because the County is now pursuing a licensing agreement. Phase 1 construction, Measure C funded project, may require an amendment to the Board based on fair share contribution to the project.

Director of Facilities Development Bart Doering presented the Measure C project update. Two Measure C projects were approved by the Board:

Agenda Item (VIII-E-1) 6-19-18

2020-2024 Five-Year Capital Construction Plan, Initial Project Proposals and Final Project Proposals

The California Community College Chancellor's Office requires districts to submit an annual Five-Year Capital Construction Plan, Initial Project Proposals (IPP) and Final Project Proposals (FPP) for State Capital outlay funding purposes. RCCD's plan included four IPPs and three FPPs:

Initial Project Proposals

1. Norco College – Library Learning Resource Center
2. Riverside City College – MLK Renovation
3. Moreno Valley College – Center for Human Performance
4. Riverside City College – Cosmetology Building

Final Project Proposals

1. Moreno Valley College – Library Learning Center
2. Norco College – Center for Human Performance and Kinesiology
3. Riverside City College – Life Science/Physical Science

The state of California selects one project each year. This was presented to the CBOC because in order to compete there must be a local match which will come from Measure C funding.

Agenda Item (VIII-E-1) 6-19-18

Cost Proposal for Structural Review for RCC Life Science/Physical Science buildings with Rodriguez Engineering, Inc.

Measure C Project Summary

Director of Facilities Development Bart Doering presented the Measure C project update.

RCC Facilities Master Plan

The Board approved use of RCC Measure C funds of \$500,000 for the Facilities Master Plan Update which is scheduled to be complete in December 2018.

RCC Five-Year Capital Construction Plan – Life Science/Physical Science Reconstruction

Initial Project Proposal (IPP) submitted to the state (Funding = State: \$21,776,000/ Measure C: \$6,883,000); Gensler was hired to update/refresh the building program for inclusion on the District's Five-Year Capital Construction Plan report. Program/diagrams were finalized for Final Project Proposal (FPP).

MVC Student Services Remodel

MVC is considering options for the Student Service Remodel project due to estimated costs exceeding budget availability.

BCTC Center Phase I

Infrastructure costs included in the Phase 1 Ground Lease are being evaluated by the District before the agreement is finalized with the County.

NC Five-Year Capital Construction Plan – Multimedia and Arts Center

An IPP was submitted to the state (Funding = State \$67,828,000 / Measure C: \$1,629,000).



RCCD | RIVERSIDE COMMUNITY
COLLEGE DISTRICT

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