

Riverside Community College District
Citizens' Bond Oversight Committee

2022-23
ANNUAL REPORT





CITIZENS' BOND OVERSIGHT COMMITTEE

Riverside Community College District (RCCD) 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.

2022-23 CBOC Members:

- Warren Avery (Business Representative)
- Monica Delgadillo, *Chair* (At-Large Representative)
- Eva Petty (RCCD Student Representative)
- Patricia Reynolds (Taxpayers Representative)
- Fauzia Rizvi, *Vice Chair* (At-Large Representative)
- Dwight Tate (College Advisory Organization Representative)
- Michael Vahl (Senior Citizen Organization Representative)

Proceedings and Activities

Meetings of the Citizens' Bond Oversight Committee

The CBOC 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, 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 emailing the RCCD Office of Institutional Advancement & Economic Development at CBOC@rccd.edu.

MEETING: JULY 14, 2022

Riverside Community College District
Held In-Person at the District Office

Comments from the Public

Chair Avery reminded the CBOC that public comments can be made in-person, via Zoom or an email can be submitted to the CBOC@rccd.edu. No public comments were received.

Measure C Financial Update - Project Commitments Summary Report

Project Commitments Summary Report - April 2022 through June 2022

Business Services Director, Misty Griffin shared the Project Commitments Summary Report highlights changes since the last meeting. There was a reduction of cash in the amount of approximately \$3.4M. The proposed projects/in-progress and contingency change in scope of work for \$200K at Moreno Valley College (MVC). Misty shared there were changes to non-Measure C funding.

Measure C Financial Update - CPES

Capital Program Executive Summary Report (CPES) - April 2022 through June 2022

Director Griffin presented that the CPES Report reflects budget changes. The changes reflect about \$200K and \$1.2M had changed that are not related to Measure C.

Measure C Projects Update - Board Reports

Board Reports Using Measure C Funding - April 2022

Associate Vice Chancellor (AVC) Hussain Agah presented the Board reports from April 19, 2022. The first Board report was for the MVC Student Services renovation project which added a scope of work to the first floor to accommodate Disability Support Services, food bank and clothing closet. The second Board report was for the Architectural Services Agreement Amendment No. 1 with 19six Architects for the MVC Student Service renovation project.

Measure C Project Summary Status Updates

Measure C Project Summary - July 2022

AVC Agah presented shared the Riverside City College (RCC) Life Science/Physical Science reconstruction project for Business Education + CIS. The project's working drawings were approved by the State Chancellor's Office on June 14, 2022 and is currently out to bid. Construction bids are due on July 19, 2022. There were two other projects shared from MVC. The first project was for the Student Service Welcome Center Project which was approved in April by the Board a project budget augmentation in the total amount of \$1.7M (\$500K Measure C, \$1M general funds and \$200K State scheduled maintenance funds) for the added scope of work to increase the total project budget from \$5M to \$6.7M. Working drawings have been submitted to the Division of the State Architect (DSA) for review. DSA approval is anticipated by the end of October 2022. The second project was for the Ben Clark Training Center (BCTC) Education Building I which this project is currently 75% through the construction phase and substantial completion is scheduled by the end of August 2022.

Review of Draft 2021-22 CBOC Annual Report

2021-22 CBOC Annual Report

VC Goldware presented the draft 2021-22 CBOC Annual Report. It was shared that the minutes were all summarized and approved; the photo for a Norco College (NC) building image was removed and switched out before going to the Board.

Facility Planning and Development (FPD) Measure C Projects Site

VC Goldware shared the updated FPD website with the CBOC which highlights the Measure C projects.

Other Business - Welcome and Thanks to CBOC Members Continued Service

Chair Avery thanked the CBOC members who have committed to serve a second term and appreciation for continued service. Chancellor Isaac thanked the CBOC for volunteering their time to support the District.





MEETING: OCTOBER 13, 2022

Riverside Community College District
Held In-Person at the District Office

Comments from the Public

No public comments were received.

Measure C Financial Update - Project Commitments Summary Report

Project Commitments Summary Report - July 2022 through September 2022

Director Griffin presented and there was a change of \$200K for cash on hand due to the BTC. Interest income changed by \$300K. There was a change of \$800K due to the RCC track and football field.

Measure C Financial Update - CPES

Capital Program Executive Summary Report - July 2022 through September 2022

Director Griffin presented and there has been a change of \$620K per the CPES.

Measure C Projects Update - Board Reports

Board Reports Using Measure C Funding - August 2022 through September 2022

AVC Agah presented the four Board reports: Bid Award for Life Science and Physical Science Reconstruction Project; Materials Testing & Special Inspections Services Agreement with Geo Tek, Inc. for the RCC Life Science & Physical Science Reconstruction for Business Education & Computer Information Systems Project; Inspection Services Agreement with Knowland Construction Services for the RCC Life Science & Physical Science Reconstruction for Business Education & Computer Information Systems Project; and RCC Football Field & Running Track Renovation Project.

Measure C Project Summary Status Updates

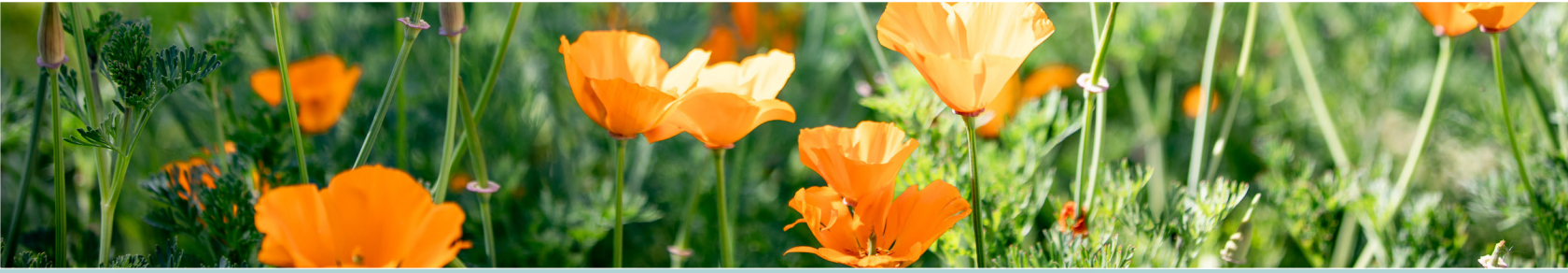
Measure C Project Summary - October 2022

AVC Agah presented the Project Summary Report and there are two updates at RCC. Firstly, the Life Science/Physical Science Reconstruction Project for Business Education + CIS was approved by the Board for the construction bid and award on August 17, 2022; the project is within budget. The Department of Finance (DOF) authorized the District to proceed with the construction. The District issued the Notice to Proceed (NTP) and the general contractor will mobilize and start construction activities in October 2022. Secondly, RCC's Football Field & Running Track Renovation Project went before the Board who approved the project in the total amount of \$7.7M. The project is currently in the design phase and is planned to be completed by August 2023. At MVC there are two updates as well; firstly, the Student Service Welcome Center Project Working Drawings have been submitted to the DSA in May 2022 for review. DSA approval is anticipated by the end of October 2022. Secondly, the BTC Education Building I entail the project was completed on schedule and within budget. Staff moved in to the new facility on September 12 and grand opening is scheduled for October 7, 2022.

Business from Committee Members

District will report to the CBOC by January about the audit and once a draft about the audit is ready this will be submitted for review and discussion at the January CBOC meeting.





MEETING: JANUARY 12, 2023

Riverside Community College District
Held In-Person at the District Office

Comments from the Public

No public comments received.

Proposition 39

Audit Update From EIDEBAILLY LLP

Auditor Rick Alonzo presented from EideBailly LLP about the audit of the District's Measure C funds. The report has two reports in one: one is the financial statement audit and the performance audit. Auditor Alonzo shared that the District received an unmodified opinion which is a clean audit outcome. The financial statement numbers started on page four with a balance as of June 30, 2022. Page six highlights the financial statements. Page 12 highlighted no findings were reported.

Measure C Financial Update - Project Commitments Summary Report

Project Commitments Summary Report - October 2022 through December 2022

Director Griffin presented the Project Commitments Summary Report. The highlighted sections reflect the transaction changes from the October CBOC meeting. There was a change in the balance due to the BCTC. There has been a change of \$58K due to projects at MVC. The non-Measure C portion changed approximately \$16K. Both items went before the November Board meeting.

Measure C Financial Update - CPES

Capital Program Executive Summary Report - October 2022 through December 2022

Director Griffin presented the CPES report. The report highlights interest and closeout. The fair market value was explained by VC Brown. The Measure C funds are held at the county of Riverside Treasurer and this was returned for unrealized losses.

Measure C Projects Update - Board Reports

Board Reports Using Measure C Funding - September 2022 through December 2022

AVC Agah presented two Board reports from September and December. The RCC football field and running track renovation project was recommended for approval of the renovation project for \$625,675 from Measure C funds. The construction management services agreement with Kitchell/CEM, Inc. for MVC at the Student Services renovation project was before the Board for approval.

Measure C Project Summary Status Updates

Measure C Project Summary - January 2023

AVC Agah presented the Project Summary Updates report. The Life Science/Physical Science Reconstruction Project for Business Education + CIS at RCC is currently under construction with an anticipated delivery date of spring 2024. The RCC football field and running track renovation project is currently in the design phase and has been submitted to the DSA for approval. The project is planned to be completed by August 2023. AVC Agah and VC Brown shared that in January, DSA approval was received and the District is in the process of pre-qualification for the pool from general contractors for public bidding. This item is going before the February Board for approval. The District is trying to limit risks with low bids and issues with general contractors not finishing projects according to their commitment. The Board has to approve this pre-qualification list and the goal is for bidders to go through this process to ensure future projects. No other questions were received.

Business from Committee Members

Proposed Bylaw Changes for Chair and Vice Chair Terms

The proposed Bylaws changes were voted and agreed on by the CBOC, "(i) The term for the Chair and Vice-Chair shall be from January 1 - December 31 (ii) Election for the Chair and Vice-Chair shall occur at the last scheduled meeting of the year, preceding the start of the new term."

Other Business

Reminder to Committee Members

Chair Avery noted that the Chair and Vice Chair terms were not added to this meeting agenda due to the recent CBOC Bylaw changes. Chair Avery thanked staff for assisting with the preparations for this meeting and thanked the CBOC for their attendance.



MEETING: APRIL 13, 2023

Riverside Community College District
Held In-Person at the District Office

Comments from the Public

Technical difficulties were experienced with the livestream but Zoom was available for public comments. No comments received.

Welcome Elected Member - Election of Chair and Vice Chair

Welcome and Election of Chairs

Chair Avery thanked member Delgadillo for their second term of service with the CBOC. Member Monica Delgadillo was elected as CBOC Chair and Fauzia Rizvi was elected as CBOC Vice Chair.

Measure C Financial Update - Project Commitments Summary Report

Project Commitments Summary Report - January 2023 through March 2023

Director Griffin presented the Project Commitments Summary Report. The highlighted sections reflect the transaction changes from the January 2023 meeting. There was a change in the of cash on hand in the amount of \$535K approximately attributed to the BCTC project in the amount of \$445K, ongoing staffing costs about \$36K and Life & Physical Science projects in the amount of approximately \$7K.

Measure C Financial Update - CPES

Capital Program Executive Summary Report - January 2023 through March 2023

There are no changes for this report.

Measure C Projects Update - Board Reports

Board Reports Using Measure C Funding - January 2023 through March 2023

AVC Agah presented two Board reports from January and March. The March 21, 2023 report was to recommend approving the construction management services agreement with C.W. Driver LLC for the RCC football field and running track replacement project for the not to exceed amount of \$192K.

The January 17, 2023 report for MVC Measure C allocation, MVC general funds and state 2021/22 scheduled maintenance funding allocation recommend approving Resolution No. 38-22/23 for the general contractors prequalification package for the MVC Student Services renovation project. This helps create a pool of general contractors and this process started three years ago.

Measure C Project Summary Status Updates

Measure C Project Summary - April 2023

The Project Summary Updates Report was presented by AVC Agah. The Life Science/Physical; Science Reconstruction project for Business Education + CIS at RCC is currently under construction with an anticipated delivery date of summer 2024. The RCC Football Field & Running Track Renovation project received the DSA approval. The Board approved the construction manager for the project. At MVC the Student Service Welcome Center project is in the prequalification process for construction services was started in January 2023.

Business from Committee Members

Other Business

The CBOC discussed hosting the CBOC meetings via Zoom or continue in person. Chair Delgadillo thanked staff and the committee members.



Statement of Compliance

This Annual Report is submitted to the RCCD 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 by:
Monica Delgadillo, Chair
Citizens' Bond Oversight Committee

Date: September 19, 2023



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COLLEGE DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

2022-23 Annual Report

Submitted to the
Riverside Community College District Board of Trustees

Date: September 19, 2023



<http://rccd.edu/committees/cbo>