

Riverside Community College District  
Citizens' Bond Oversight Committee

2021-22  
**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.

## 2021-22 CBOC Members:

Warren Avery (*Business Representative*)

Monica Delgadillo (*At-Large Representative*)

Eva Petty (*RCCD Student Representative*)

Patricia Reynolds (*Taxpayers Representative*)

Fauzia Rizvi (*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](mailto:CBOC@rccd.edu).

# MEETING: JULY 16, 2021

Riverside Community College District  
Virtual Meeting via Zoom

## Comments from the Public

No public comments were received and there were technical difficulties with at start of the live stream on YouTube, but this was quickly remedied. Chair Avery thanked the District and campus staff for the tours of the facilities. Live comments are available during the meeting and discussion took place about an in-person meeting for October.

## Measure C Financial Update - Project Commitments Summary Report

*Project Commitments Summary Report - April 2021 through June 2021*

Accounting Services Manager, Misty Griffin shared as of June 2021 there has been a reduction in the cash on hand in the amount of about \$3.6M related to expenditures for the Student Services Welcome Center at Moreno Valley College (MVC), Ben Clark Training Center (BCTC) at MVC and the Physical and Life Science Secondary Effects project at Riverside City College (RCC).

## Measure C Financial Update - CPES

*Capital Program Executive Summary Report (CPES) - April 2021 through June 2021*

Accounting Services Manager Griffin presented the CPES Report for budget changes from the period of April 1 to June 30, 2021. There are no Board of Trustees (Board) approved project budget changes to report for this period.

## Measure C Projects Update - Board Reports

*Board Reports Using Measure C Funding - April 2021 through June 2021*

Associate Vice Chancellor (AVC), Hussain Agah presented the seven Board reports from April through June 2021. There was a discussion about participation of prime contractors and outreach to minority or women-owned businesses as well as the proposal review and selection process.

## Measure C Project Summary Status Updates

*Measure C Project Summary - July 2021*

AVC Agah presented the Facilities Planning and Development (FPD) which highlights projects at the three colleges. Chair Avery asked if the additional funds for the Life Sciences building were from Measure C or general funds? AVC Agah clarified the funds were from the RCC general funds. Vice Chancellor (VC), Aaron Brown explained that the Life Science Physical Science renovation project is partly funded through Measure C.

## Review of Draft 2020-21 CBOC Annual Report

*2020-21 CBOC Annual Report*

VC, Rebecca Goldware presented the 2020-21 CBOC Annual Report draft to the committee. Chair Avery asked if the report entailed a summary of the year's minutes and VC Goldware clarified that the report does summarize the minutes.

## Business from Committee Members

Questions were submitted to the District from CBOC member Delgadillo; VC Brown explained about the District lessons learned with stewardship with the funds. It was shared that the District Facilities office has been the support system and subject matter experts as the colleges are the face of the projects. Member Delgadillo shared that the intent of the questions was that the bonds are for the future economic development for the District-area and for the development of students to grow and expand the culture in the area.

## Comments from the Public

Public comments were received from Jason Hunter about how to access the CBOC meeting and provided public comments to the committee. Member Delgadillo provided public comments in response to Jason Hunter's commentary.





## MEETING: OCTOBER 14, 2021

Riverside Community College District  
Virtual Meeting via Zoom

### Comments from the Public

Chair shared he spoke to the Board last month about the 2021 CBOC Annual Report and the Board thanked the CBOC for the time spent on the report. There are openings for the CBOC as one of the members expire December 2021 and several members term out in May 2022.

### Measure C Financial Update - Project Commitments Summary Report

*Project Commitments Summary Report - July 2021 through September 2021*

Accounting Services Manager Griffin shared financial transaction changes since the last meeting. A question was received from Chair Avery about the \$2.7M contingency has not been actualized but the CPES shows what projects left to augment existing projects or new projects.

### Measure C Financial Update - CPES

*Capital Program Executive Summary Report - July 2021 through September 2021*

Accounting Services Manager Griffin shared there were no Board approved Measure C changes to this report. However, there were two changes to non-Measure C funding. Chair Avery questioned if the funds had any effect on bond money and the funds were not bond related. Member Rizvi asked if there were no changes in the budget for this item and VC Brown clarified the only time the report will change would be if the Board approves any kind of action to either augment existing program or to approve a new Measure C program.

### Measure C Projects Update - Board Reports

*Board Reports Using Measure C Funding - July 2021 through September 2021*

AVC Agah presented three Board reports. The BCTC phase one California Environmental Quality Act (CEQA) plan was shared. The second report details the inspection services agreement with Knowland Construction Services for the BCTC phase one of the project. The last report is for a special inspection and materials testing services agreement with MTGL, Inc. for the BCTC phase one Education building I project.

### Measure C Project Summary Status Updates

*Measure C Project Summary - October 2021*

AVC Agah provided an update about the RCC Life Science/Physical Science reconstruction project for Business Education and CIS. Approval is expected for approval next fiscal year. MVC has a new Student Service Welcome Center project, Student Services renovation project is under the design phase, BCTC phase one is in the construction phase for this project and fire alarm upgrades will be completed by the end of the year. Norco College (NC) completed the soccer field artificial turf replacement project.

### Business from Committee Members

*Chair and Vice Chair Terms- Transition to Start in January 2022*

The CBOC voted that Chair and Vice Chair run the calendar year from January 1 through December 31 for one year. The CBOC voted to formalize the term lengths within the Bylaws. The CBOC voted for the Chair Avery and Vice Chair Petty to remain in their current roles. The District will confirm if CBOC members can serve three terms. Member Vahl terms out at the end of December 2021.

*2022-2024 CBOC Meeting Calendar - Currently Second Thursday Every Three*

The CBOC voted to calendar the 2022, 2023 and 2024 meetings on the second Thursday of the first month of the quarter (every three months for January, April, July and October). Member Delgadillo will term out March 2023.



## MEETING: JANUARY 13, 2022

Riverside Community College District  
Virtual Meeting via Zoom

### Comments from the Public

No public comments received.

### Proposition 39

*Audit Update From CliftonLarsonAllen LLP*

Controller, John Geraghty thanked Misty Griffin for the support throughout the audit process with Heather McGee from Clifton. There were no issues to report from the audit. The performance piece of the report is focused significant respects and the District has complied with the requirements of Prop 39. The District complied with the Prop 39 requirements.

### Measure C Financial Update - Project Commitments Summary Report

*Project Commitments Summary Report - October 2021 through December 2021*

Accounting Services Manager Griffin shared there was a reduction in cash on hand by \$3.7M related to the BCTC for \$2.3M, Student Welcome Center was at \$830K and a system repair for \$274K at MVC.

### Measure C Financial Update - CPES

*Capital Program Executive Summary Report - October 2021 through December 2021*

Accounting Services Manager Griffin presented and shared the income distribution is up due to the BCTC platform \$2,400 and IT upgrade project \$103K was closed out. The interest split was discussed per college, District and central control.

### Measure C Projects Update - Board Reports

*Board Reports Using Measure C Funding - October 2021 through December 2021*

AVC Agah presented one Board Report for the RCC Measure C Allocation for the Life Science and Physical Science reconstruction for Business Education and Computer Science systems project.

### Measure C Project Summary Status Updates

*Measure C Project Summary - January 2022*

AVC Agah provided an updated about RCC's Life Science reconstruction project for Business Education + CIS. MVC projects included the new Student Service Welcome Center project, Student Services renovation project, BCTC Education Building I and the fire alarm upgrades. NC projects included the soccer field artificial turf replacement. District staff shared everything is on schedule and have only experienced delays for some materials, but no schedule delays have been experienced yet.

### 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*

Reminder provided to the CBOC to have members submit their CBOC membership applications. The link for the application was shared and members were encouraged to submit at their earliest convenience.



## MEETING: APRIL 14, 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 - January 2022 through March 2022*

Director, Business Services, Misty Griffin provided the Project Commitments Summary report. The report's highlighted section shows a reduction in the amount of cash on hand. Member Vahl joined the meeting during this item.

### Measure C Financial Update - CPES

*Capital Program Executive Summary Report - January 2022 through March 2022*

There are no changes for this report.

### Measure C Projects Update - Board Reports

*Board Reports Using Measure C Funding - January 2022 through March 2022*

VC Brown provided the update about the prequalification vs. low bid process. The Board approved this new route and a RFQ was provided. Out of 14 solicitations 10 vendors were determined prequalified for the General Contractors Prequalification list for the RCC's Life Science and Physical Science Reconstruction for Business Education and Computer Information Systems project. A question received about the bid process and the NC Performing Arts project.

### Measure C Project Summary Status Updates

*Measure C Project Summary - April 2022*

VC Brown shared the only active development is at RCC's Life Science/Physical Science Reconstruction project for Business Education + CIS and a few projects are being planned like the STEM engagement center with Measure C funds. At MVC the Student Service Welcome Center project, Student Services Renovation project, BCTC Education Building I and fire alarm project has been approved. NC soccer field artificial turf replacement has been approved.

A question was received about the status of women or minority-owned businesses vendors and the requirements for vendors to become qualified RCCD vendors. VC Brown will share this as a follow up via email to the CBOC members.

### Business from Committee Members

*Other Business*

Chair Avery reminded the members to submit CBOC applications by April 20, 2022 for those that term-out in May 2022. The committee shared that they were thankful to meet face-to-face. Vice Chair Petty noted that she did not get to participate in the campus tours and the members have not toured the District office. Staff shared this can be arranged in the future. The opening of the Center for Social Justice Center was discussed by the members and District staff.



## 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:  
Warren Avery, Chair  
Citizens' Bond Oversight Committee

Date: October 18, 2022





Citizens' Bond Oversight Committee

## 2021-22 Annual Report

Submitted to the  
Riverside Community College District Board of Trustees

Date: October 18, 2022



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