



Summary of the Citizens' Bond Oversight Committee

Proceedings and Activities 2012-13

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://www.rcc.edu/cboc> or by calling the RCCD Strategic Communications and Relations office at (951) 222-8857.

Meeting - October 12, 2012

Riverside City College
Digital Library & Learning Resource Center
4th Floor Conference Room
4800 Magnolia Avenue
Riverside, CA 92506

- Vincenti, Lloyd & Stutzman, LLP presented the 2011-12 Annual Audit as required by Proposition 39. Audit recorded an unqualified opinion—in essence a clean audit. Member Barnhart asked about bond service debt related to Series A&B and Member Dale asked about any classified salaries paid from Measure C funds. Auditor noted that 57% of expenditures were audited—in line with industry standards. Committee approved acceptance of the audit.
- Committee members received an updated Financial Report and Project Commitments Report and discussed building maintenance costs, legal fees, and claims outstanding.
- Facilities & Planning staff reported status of the ADA transition plan, summer construction, and the conversion of part of the Lovekin Complex to tennis courts, and the current tennis courts atop the parking structure to parking spaces.
- Committee approved the requests of Members Ferguson, Kraus and Hix to serve second terms, beginning in February 2013.
- Committee determined meeting dates for the 2013 calendar year, changing meeting times from 6 p.m. to 4 p.m. and maintaining current rotation of meeting locations among the RCCD colleges.



School of Nursing and Science/Math Building –
Riverside City College

Meeting - February 20, 2013

Moreno Valley College
Humanities Building, Rm. 234
16130 Lasselle Street
Moreno Valley, CA 92551

- MVC President Sandra Mayo briefed the Committee members on the status of Measure C construction projects at the campus, including the Student Academic Services Building scheduled for completion in fall 2013, the new emergency phone system, science laboratory improvements, and the College's intent to develop a new education master plan prior to updating the facilities master plan. Committee Member Kraus asked about remaining Measure C funds allocated to MVC and the likelihood that the funds would be enough to meet the College's vision and needs. Dr. Mayo discussed aspects of the education master plan indicating how priorities were set.
- Committee members received a financial expenditures update, noting a cash balance of \$8.2 million under the current bond issuance. Finance administrator Aaron Brown informed the Committee about an upcoming IRS audit related to the 2007 Measure C bond issuance—an information only audit.
- Facilities & Planning staff presented the Projects Commitment Report. Committee Member Ferguson asked about the Norco College fuel cell project footprint and projected energy and cost savings; Member Kraus asked for a status on the Center for Human Performance (shovel ready status), and about parking downtown related to the RCCD Renaissance Block projects. F&P administrator Bart Doering reported on the status of the district-wide ADA transition/improvement plan, noting that MVC and NC were scheduled to complete Phase 1 in April, and that RCC would be going out to bid on related projects.
- RCCD General Counsel Ruth Adams discussed a labor inquiry/complaint that had generated certified letters to several District personnel, as well as to each CBOC member. Padilla & Associates, PLA administrators, were investigating and correcting the issue.
- Member Barnhart requested that Facilities & Planning generate an annual report concerning project change orders.
- Chair Chavez asked about recent Board of Trustee items related to the loan of Measure C funds for college projects/programs. Finance administrator Aaron Brown briefed Committee members on the items, noting that each had to do with construction timing required by grants received by the colleges, and that reimbursement of the funds to Measure C was guaranteed. Members Barnhart and Taylor recommended that information be readily available so that no one misconstrued the use of Measure C funds.



Student Academic Services Building
Under Construction, Moreno Valley College



Student Academic Services Building Concept
Moreno Valley College

Meeting - April 11, 2013

Norco College
Center for Student Success, Rm. 219
2001 Third Street
Norco, CA 92860

- Finance administrator Aaron Brown discussed the limited activity that occurred during the period and responded to a question regarding unfunded projects. Member Dale asked how the money paid for facilities used during the Splash TV series production at RCC affected Measure C. Mr. Brown responded that the College/District is allowed via IRS regulations to earn a certain amount of money relative to the investment of Measure C dollars in a project. The amount is determined by several factors including the length of time a specific contract for facility use is



Norco Operations Center
Norco College

in place—most of RCC facilities fall within a 3-5 day regulation. Member Dale asked how the funds would be used; intent is for the use to be for general maintenance, pool caretaker, and related costs.

- Mr. Brown updated the Committee on the IRS audit status, which encompassed several facilities, including the Riverside Aquatics Complex at RCC and the Dental Hygiene Building at Moreno Valley College.
- Facilities & Planning staff updated the Committee on current projects, including groundwater monitoring at Norco College, RCCD ADA construction, Network Operations Center at Norco College (95% complete), submission of IPP to the State for a new Cosmetology Building at RCC, and changes in Physician Assistant laboratory scope and completion of an emergency phones project at MVC. Member Dale asked whether a seismic survey had been done at RCC; Facilities & Planning administrator Orin Williams responded that none had been done recently, though one was planned for the Quadrangle. Member Dale also asked whether RCCD had complete maps of boundaries and/or easements related to campuses; Mr. Williams said the District doesn't have comprehensive maps, but staff knows where all utilities, access roads, easements, etc. are located.
- Facilities & Planning administrator Bart Doering presented an executive summary report tracking project change orders (previously requested by Member Barnhart). Committee instructed staff that they would like the report prepared annually.

Meeting - July 11, 2013

Riverside City College
O.W. Noble Administration Building, Rm. 109
4800 Magnolia Avenue
Riverside, CA 92506

- Business & Finance staff presented the Financial Report, stating that an additional allocation of \$1.6 million in Measure C to the MVC Student Academic Services Building, which was related to the re-scoping of Furniture, Fixtures & Equipment (FF&E) plan. An IRS audit completion letter was distributed related to an information audit conducted by the agency—RCCD found to be in good standing.
- RCC's VP of Business Services reported on the in-progress and planned solutions to the odor and HVAC problems in the new Science Building following air and system testing. Many of the solutions proved to be low-cost, easily implemented, and effective; none of the findings indicated potential health issues.
- Facilities Planning & Development staff distributed and reviewed the project At-A-Glance report and the Capital Projects Executive Summary. Notable changes included construction of MVC SAS being 85% complete, groundwater well monitoring at Norco College underway in conformance with requirements (anticipated total cost \$200,000-250,000), the design presentation for the planned Student Services Center at RCC, and an update on the district-wide ADA improvements project. Also discussed were the ongoing updates of facilities master plans at each college.
- Committee members received a draft design comp of the 2012/13 Annual Report, which will be presented to the Board of Trustees at the August 2013 meeting.
- Committee unanimously selected member Nicolas Ferguson to serve as Chair and member Rikki Hix to serve as Vice Chair for the 2013/14 year.



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:
Richard Chavez, Chair
Citizens' Bond Oversight Committee

Date: August 20, 2013

Riverside Community College District
Citizens' Bond Oversight Committee

2012-13 Annual Report



Submitted to the
Riverside Community College District
Board of Trustees
August 20, 2013



2012-13 Annual Report



Riverside Community College District
Citizens' Bond Oversight Committee



Riverside Aquatics Complex
Riverside City College



Student Academic Services Rendering
Moreno Valley College

Richard Chavez, Chair
Allison Dale, Vice Chair
Dave Barnhart
Nicolas Ferguson
Rikki Marie Hix
Jeff Kraus
Robert Taylor