

Riverside Community College District

Citizens' Bond Oversight Committee

2016 - 2017

Annual Report





Citizens' Bond Oversight Committee

The RCCD Citizens' Bond Oversight Committee (CBOC), consisting of seven members, is responsible for ensuring that Measure C expenditures follow Proposition 39 requirements and the March 2004 Measure C Bond ballot statement.

The 2016-17 CBOC members are:

Morrie Barembaum, *Chair*
Susan Cash, *Vice Chair*
MaryAnn Bowman
James Cuevas
Clark DuPont
Raymond Hicks
Tyrone Macedon, Sr.

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 20, 2016

Norco College
Science & Technology Building, ST 107
2001 Third Street, Norco, CA 92860

Bond Counsel Presentation

Carlos Villafuerte, attorney from Stradling Attorneys at Law, covered the following topics: Proposition 39, the Ralph M. Brown Act, role of the CBOC as a unit, and CBOC communication.

The Committee members reviewed their obligations and roles as members of the Citizens' Bond Oversight Committee with the bond counsel. They also discussed the use of funds for Measure C projects and asked for clarity on using bond funds for administrative salaries.

Norco College Update

Norco College Vice President of Business Beth Gomez provided the Norco College update.

Audit Report

Renee Graves, partner with Vicenti, Lloyd and Stutzman, CPAs provided the 2016 Bond Audit report. There were a few items that needed to be addressed, and these issues have been resolved. The audit stated, "We encountered no significant difficulties in dealing with management in performing and completing our financial and performance audits."

Measure C Financial Update

Project Commitments Summary Series A, Series B, Series A Refunding, Series 2007 C, Series 2010 D, Series 2015 E as of September 30, 2016

Director of Business Services Majd Askar provided the Measure C Project Commitments Summary. Committee members received the financial report with the differences from the past report. The summary reflects a decrease

in the cash balance of about \$160,000 and an increase to the income of approximately \$140,000 in interest earned bringing the total proceeds/income to \$344,622,163. Under the project commitments \$129,801,627 includes a decrease of approximately \$380,000 in unused salaries. The contingency account from last reporting increased about \$522,000 because of the increase added and salary savings. The total 2016-17 contingency account is (\$9,745,237).

The major components of the expenditures this quarter were the Dr. Charles A. Kane Student Services and Administration building, the Culinary Arts Academy and District Offices which represent the majority of the total expenditures.

Measure C Project Update

Chief of Staff and Facilities Development Chris Carlson provided the Measure C current/future project update.

Norco College

The monitoring wells project with the Department of Toxic Substance Control (DTSC) at Norco College is now complete. It is an ongoing operations and maintenance project for the College.

Riverside City College

RCC leadership is discussing updating the College's Facilities Master Plan.

Moreno Valley College

The Network Operations Center was finalized.

Work on the elements necessary to start the project at the Ben Clark Training Center is underway.

Architects were interviewed and the District started negotiations with an architect for the Student Services remodel.

MEETING: JANUARY 26, 2017

Moreno Valley College
Student Academic Services, SAS 101
16130 Lasselle Street, Moreno Valley, CA 92551

Moreno Valley College Update

Vice President of Student Services Dyrrell Foster presented the Moreno Valley College Update. In the spring MVC opened the Network Operations Center which enabled the College to consolidate the technical support departments in one space and work more efficiently. Foster also presented information on the Student Services remodel project. An architectural firm was selected and a town hall meeting will be held to give the college community the opportunity to discuss the needs. They are assessing the feasibility of remodeling the existing student services building or the possibility of constructing a smaller stand-alone new student services welcome center.

MVC's Comprehensive Master Plan identifies new campus facilities to address current and projected growth in enrollment and create spaces that accommodate programs. Future planned facilities include the Library and Learning Center, Science Building, Instructional Building, Center for Human Performance, warehouse, and parking structure.

Measure C Financial Update

Project Commitments Summary Series A, Series B, Series A Refunding, Series 2007 C, Series 2010 D, Series 2015 E as of December 31, 2016

Vice Chancellor of Business and Financial Services Aaron Brown provided the Measure C Project Commitments Summary. Committee members received the financial report; there was no change in project commitments as of September 30, but that will change as projects get more formalized. There is a \$1.3 million change in cash primarily due to the buildings in Centennial Plaza. A few items that have been identified as changes since the past meeting are noted in the financial report.

Measure C Project Update

Chief of Staff and Facilities and Development Chris Carlson provided the Measure C current/future project summary.

Riverside City College

Three projects at RCC are being finalized and notices of completion have been filed. The focus is to update the College's Facilities Master Plan; all the other projects listed are contingent upon state funding.

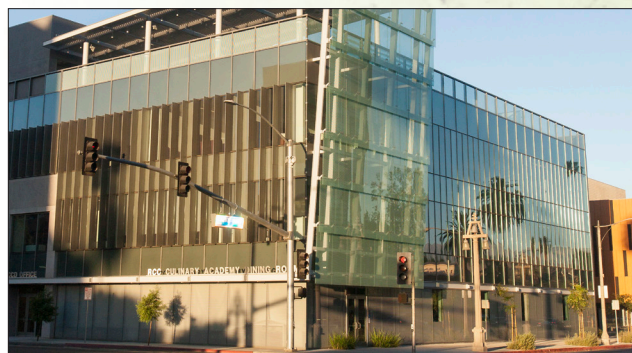
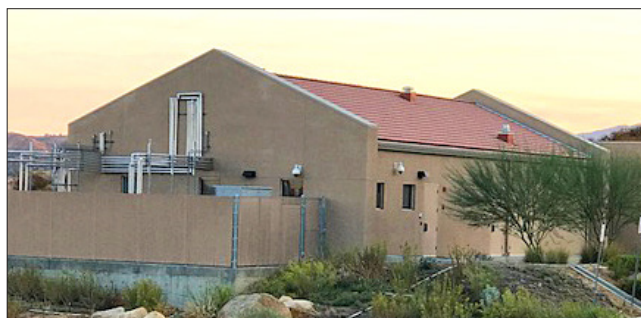
Moreno Valley College

The Network Operations Center has been completed.

College officials are working with the architect on the student services remodel and future project development at the Ben Clark Training Center.

Norco College

Projects have been completed and the projects listed are contingent upon state funding.



MEETING: APRIL 13, 2017

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

Measure C Financial Update

Project Commitments Summary Series A, Series B, Series A Refunding, Series 2007 C, Series 2010 D, Series 2015 E as of March 31, 2017

Vice Chancellor, Business and Financial Services Aaron Brown provided the Measure C Project Commitments Summary. Committee members received the financial report with the differences from the past report. One Board item for the reduction in cash is about \$1.5 million, primary expenditures are related to the Culinary Arts Academy and District Office paying off liabilities and closing out the projects and making final retention payments to the vendors. One additional item of note is the settlement of a claim with a vendor on the Nursing/Science building in the District's favor. A few projects are finishing up, including the CAADO.

Measure C Project Update

Project Summary

Chief of Staff and Facilities and Development Chris Carlson provided the Measure C current/future project summary.

Riverside City College

We continue to close out the Charles A. Kane Student Service Administration building. This project consists of two phases: the first is to construct the building and the second phase is the demolition of the old administration building and construct a parking lot.

College leadership completed the Educational Master Plan and is discussing moving forward with updating the Facilities Master Plan at RCC.

Moreno Valley College

District and college leaders selected an architect for the student services project and the options for construction, renovation, etc. There is about \$11 million allocated for this project.

In addition there is about \$11 million allocated for the next project at the Ben Clark Training Center. In the MVC Master Plan, BCTC is positioned to earn center status. It is key that construction take place at BCTC to support the law enforcement, fire technology and emergency medical training programs.

Business from Committee Members

Associate Vice Chancellor Strategic Communications and Institutional Advancement Peggy Cartwright provided an update about the recruitment of a member of the Taxpayer Organization to replace outgoing member Jeff Kraus. The District received applications from two individuals interested in serving. These applications will be presented at the April 18, 2017 Board of Trustees meeting for selection.

MEETING: JULY 20, 2017

Riverside City College
Charles A. Kane Student Services Administration
Executive Conference Room, CAK 202Q
4800 Magnolia Ave, Riverside, CA 92506

Appointment of New Committee Member

CBOC Member, Jeff Kraus completed three terms. Recruitment was conducted and at the Regular Board Meeting on April 18, 2017 the Board of Trustees approved the appointment of MaryAnn Bowman to represent the Taxpayer Organization on the Citizens' Bond Oversight Committee.

Measure C Financial Update

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

Vice Chancellor, 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; with the closing of several projects there was a significant amount of cash flow being distributed as many of those projects are substantially completed. As for the commitments, the Board of Trustees has taken no action.

There was a relatively insignificant amount of expenditures: the Nursing/ Science building at RCC had \$70,000 expenditures and management and staffing had \$36,000. This is purchasing staff, accounts payable staff, and facilities staff who work directly on the bond.

Bidding and Procurement Process

Director of Business Services Majd Askar presented information about the District's bidding and procurement process.

Measure C Project Update

Project Summary

Director of Facilities Development Bart Doering provided the Measure C current/ future project update.

Norco College

The Five-Year Capital Improvement Plan was submitted and includes the Multimedia and Arts Center and the Center for Human Performance.

The Student Services building remodel needs further proposal development before moving forward.

Riverside City College

The Five-Year Capital Improvement Plan was turned in to the state in June.

Moreno Valley College

The feasibility study has been completed on the Student Services building, meetings with the stakeholder groups will occur in the upcoming months.

The Ben Clark Training Center project is in progress, we are waiting for Riverside County to finalize the ground lease.

The Five-Year Capital Improvement Plan was turned in this year, the two projects include the Library Learning Center and Center for Human Performance.

RCCD Awarded LEED Silver Certification

RCCD was awarded LEED Silver certification by the United States Green Building Council (USGBC) for the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts, Culinary Arts Academy and District Office and the Charles A. Kane Student Services Administration building at Riverside City College.

LEED, or Leadership in Energy and Environmental Design, is the most widely used green building rating system in the world. LEED provides guidelines to identify and implement green building design, construction, operations, and maintenance solutions.

The USGBC developed the LEED certification process to enhance environmental awareness among architects and building contractors, and to encourage the design and construction of energy-efficient, water-conserving buildings that use sustainable or green resources and materials.



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 21, 2017