

Minutes of the Citizens' Bond Oversight Committee Meeting  
 Riverside Community College District  
 Culinary Arts Academy and District Office  
 3801 Market Street  
 Executive Conference Room CAADO 309  
 4 pm – October 19, 2017

**Members Present:**

Morrie Barembaum  
 MaryAnn Bowman  
 Susan Cash  
 James Cuevas  
 Clark DuPont

**Staff/Guests:**

Aaron Brown, *Vice Chancellor, Business and Financial Services*  
 Chris Carlson, *Chief of Staff and Facilities Development*  
 Peggy Cartwright, *Associate Vice Chancellor, Strategic Communications & Institutional Advancement*  
 Bart Doering, *Director, Facilities Development*  
 Renee Graves, *Principal, CliftonLarsonAllen LLP*

**Members Absent:**

Raymond Hicks  
 Tyrone Macedon, Sr.

**Call to Order: 4:00 pm****Approval of Minutes**

Approved      Cash /m Cuevas/s      vote: 5-0

**Audit Report**

Renee Graves principal with CliftonLarsonAllen LLP provided the 2017 Bond Audit report. The audit materials were shared and Graves provided the report with 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, 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 has increased by \$484,000 as a result of feasibility and planning line item. From an expenditure standpoint the major expenditures that increased to account that change in cash of primarily \$300,000 are 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.

Q: Cuevas – When the Board approves a project budget in this column called “current approved,” is it when that particular project came to being, was presented to the Board and they approved it?

A: Brown –Because this includes staffing costs and a consultant who was acting in a staffing capacity, those are monthly costs that are being charged to Measure C, so it is part of our District adopted budget.

**Project Summary**

Chief of Staff and Facilities Development Chris Carlson presented the Measure C Making a Difference presentation. The presentation is a recap 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**

Chief of Staff and Facilities Development Chris 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*

Q: Cuevas – Does the booster repeater benefit those walking outside, say on Magnolia?

A: Doering – No, the antenna has an 80 foot radius so it only benefits those inside the building.

Q: Cuevas – Because this benefits the students I can see how this is a capital improvement, but otherwise isn't this a cell phone company issue.

A: Carlson – The issue is that the booster pulls the service into the building to assist the queuing system which wasn't functioning due to a deficiency. Therefore, we had to create a new project to complete the work since it was not identified during construction. The queuing system was designed for that building and there was a need for it to work properly, thereby qualifying it as a Measure C project.

**Business from Committee Members**

*Citizen's Bond Oversight Committee Annual Report*

Chairperson Barembaum will present the CBOC annual report at the November 21 Board of Trustees meeting.

Q: Barembaum – Have questions from committee members included in past annual reports?

A: Cartwright – Traditionally the annual report includes an overview of the meetings and does not including the questions and answers.

**2018 Meetings**

Meetings will be held on the third Thursday of the following months: January, April, July and October at 4 pm at the RCCD District Office, 3801 Market Street, Riverside unless otherwise requested.

**Public Comments**

None

**Meeting Adjourned 5:40 pm**