

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
Board of Trustees – Regular Meeting -  
Board of Trustees Planning and Operations Committee,  
Resources Committee, Governance Committee, Facilities Committee  
November 2, 2010 – 6:00 p.m. –  
Board Room AD122, O. W. Noble Administration Building  
Riverside City College, 4800 Magnolia Avenue, Riverside, California 92506

AGENDA

CALL TO ORDER

Pledge of Allegiance

Anyone who wishes to make a presentation to the Board on an agenda item is requested to please fill out a “REQUEST TO ADDRESS THE BOARD OF TRUSTEES” card, available from the Public Affairs Officer. However, the Board Chairperson will invite comments on specific agenda items during the meeting before final votes are taken. Please make sure that the Secretary of the Board has the correct spelling of your name and address to maintain proper records. Comments should be limited to five (5) minutes or less.

Anyone who requires a disability-related modification or accommodation in order to participate in any meeting should contact the Chancellor’s Office at (951) 222-8801 as far in advance of the meeting as possible.

Any public record relating to an open session agenda item that is distributed within 72 hours prior to the meeting is available for public inspection at the Riverside Community College District Chancellor’s Office, Suite 210, 1533 Spruce Street, Riverside, California, 92507.

I. Comments from the Public

II. Chancellor’s Reports

- A. Communications
    - Chancellor will share general information to the Board of Trustees, including federal, state, and local interests and District information.
- Information Only**

III. Board Committee Reports

- A. Planning and Operations Committee
    - 1. Market Street Properties Resolution No. 09/10-11 – Exemption of Riverside Land Use and Zoning
      - Committee to review the request of exemption from the City of Riverside Land Use and Zoning requirements pursuant to Government Code.
- Recommended Action: To be Determined**

- B. Teaching and Learning Committee (None)
- C. Resources Committee
  - 1. 2009-2010 Proposition 39 Financial and Performance Audits
    - Committee to consider independent Proposition 39 Financial and Performance Audits of the Measure C general obligation bonds for the year ended June 30, 2010.
    - Recommended Action: To be Determined**
- D. Governance Committee
  - 1. Resolution to Amend the Appendix of Riverside Community College District's Conflict of Interest Code
    - Committee to Resolution No. 07-10/11, amending the Appendix of the District's Conflict of Interest Code, pursuant to the Political Reform Act of 1974.
    - Recommended Action: To be Determined**
- E. Facilities Committee
  - 1. Nursing/Science Building Project at the Riverside City College – Change Order No. 2 with McKenna General Engineering, Inc.
    - Committee to consider a change order for the project due to additional excavation and re-compact of soils.
    - Recommended Action: To be Determined**

IV. Closed Session

- Pursuant to Government Code Section 54957, public employee discipline/dismissal/release.
- Recommended Action: To be Determined**

V. Adjournment

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
PLANNING AND OPERATIONS COMMITTEE

Report No.: III-A-1

Date: November 16, 2010

Subject: Market Street Properties Resolution No. 09/10-11 – Rendering City Land Use, Zoning and Building Ordinances Inapplicable to RCCD Use of Property

Background: Riverside Community College District (RCCD) has acquired property on Market Street, in downtown Riverside. These properties are located between University Avenue and White Park and consist of the Holyrood Hotel (vacant), RCCD System Offices and the Citrus Belt Savings and Loan Building (vacant). On March 16, 2010, the Board of Trustees approved the restoration of the Citrus Belt Savings and Loan Building (CBSL) to house a gallery and archives. On June 15, 2010 the Board approved plans to move forward on the remainder of the Market Street properties to finalize the plans to develop a new facility to house the Riverside City College Culinary Arts Academy and the District Administrative Services Offices (CAA/DO). The CAA/DO facility is a state, Field Act facility that is subject to Division of State Architect (DSA) review and approval. The CBSL building is not able to be designed to meet the state Field Act, and therefore will not be subject to DSA review and approval, but rather the CBSL restoration plans will be subject to the City of Riverside building permit review and approval.

The CAA/DO facility is identified by Assessor Parcel Numbers 215-032-002 and 215-032-006, and with the downtown location is an off-campus facility. Since RCCD is an entity of the state, the District and our state approved (DSA) projects are not subject to local land use regulations and zoning. While the District has worked with and will continue to work extensively with city staff, and assure land use and development appropriateness and compatibility at the downtown location, it is imperative that the District exercise its state status rights. As such, it is necessary for the Board to consider the proposed resolution to rendering local land use ordinances to be inapplicable to the proposed project. Attached is a map indicating the property requesting exemption, labeled as the Holyrood Hotel and RCCSO.

Recommended Action: It is recommended that the Board of Trustees approve the exemption from the City of Riverside Land Use and Zoning ordinances concerning the Riverside City College Culinary Arts Academy/District Administrative Services Office project; and approve the attached Resolution No. 09-10/11 for the Market Street Properties project located in Downtown Riverside, generally at the Southwest corner of University Avenue and Market Street, identified by Assessor Parcel Numbers 215-032-002 and 215-032-006.

Gregory W. Gray  
Chancellor

Prepared by: Orin L. Williams  
Associate Vice Chancellor  
Facilities Planning, Design and Construction

Chris Carlson  
Chief of Staff

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION FOR THE RIVERSIDE COMMUNITY COLLEGE DISTRICT  
RENDERING CITY LAND USE, ZONING AND BUILDING ORDINANCES  
INAPPLICABLE TO PROPOSED USE OF PROPERTY

RESOLUTION NO. 09-10/11

WHEREAS, the Riverside Community College District (“District”) is a California Community College duly created, established and authorized to exercise its powers under and pursuant to the laws of the State of California, which powers include the acquisition, construction and operation of facilities; and

WHEREAS, the Board of Trustees of the Riverside Community College District (“Board”) has acquired off-campus property on Market Street, in downtown Riverside generally located between University Avenue and White Park, presently consisting of the Holyrod Hotel (vacant), RCCD System Offices and the Board is considering to develop a new facility to house the Riverside City College Culinary Arts Academy and District Administrative Services Offices (the “Project”); and

WHEREAS, the District is presently preparing an Environmental Impact Report for the Project and inclusive of the restoration of the Citrus Belt Savings and Loan Building into a Gallery/Archives Center pursuant to the requirements of the California Environmental Quality Act (“CEQA”); and

WHEREAS, the Project requires approvals by the Board of Governors of the California Community Colleges and the Division of the State Architect; and

WHEREAS, the City’s land use, zoning and building ordinance may propose standards that impede the Project’s design and construction; and

WHEREAS, the California Legislature has provided that the Board, by vote of two-thirds of its members, may render city ordinances inapplicable to proposed use of property, whereby the projects are subject to the purview of the Division of State Architect (DSA) and requires DSA’s review and approval; and

WHEREAS, the Project is subject to DSA purview, and review and approval;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Riverside Community College District as follows:

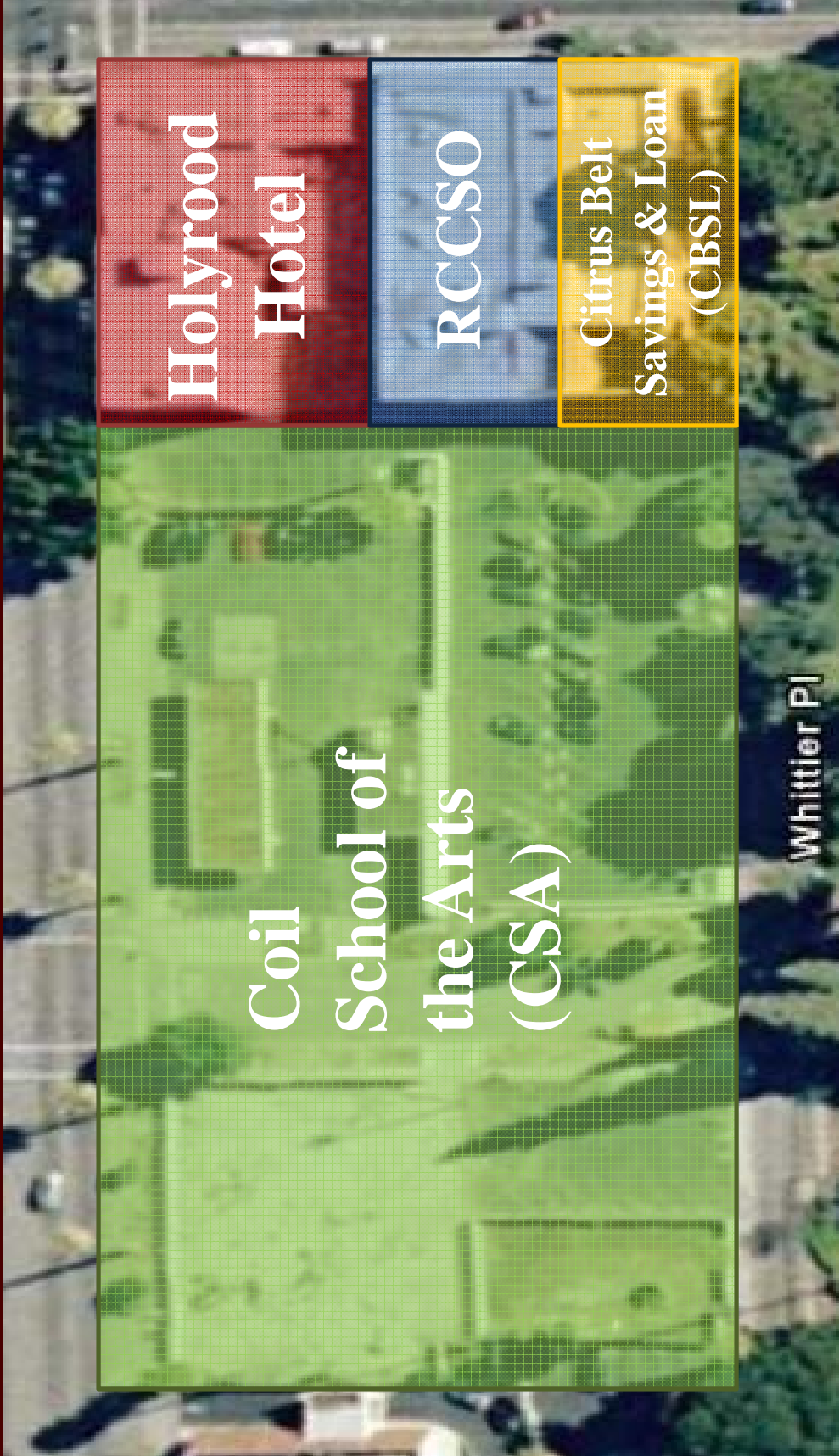
1. The foregoing recitals are true and correct.
2. The City’s land use, zoning and building ordinances applicable to the Project are hereby rendered inapplicable to the Project, except as provided in section 3 below.
3. The District is not exempting itself from the City’s zoning and other ordinances relating to those on-site facilities and improvements that fall within the scope of Government Code section 53097.
4. The Board hereby approves this Resolution by a vote of at least two-thirds of its members.
5. District staff is instructed to notify the City of Riverside of this action within ten (10) days.

APPROVED AND ADOPTED this 16<sup>th</sup> day of November, 2010.

\_\_\_\_\_  
President, Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary of the Board



# *Market Street Aerial View*

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
RESOURCES COMMITTEE

Report No.: III-C-1

Date: November 16, 2010

Subject: 2009-2010 Proposition 39 Financial and Performance Audits

Background: In accordance with the provisions of Proposition 39, independent financial and performance audits of the Measure C general obligation bonds were performed by Vicenti, Lloyd and Stutzman LLP. The audit report was presented to the Citizens Bond Oversight Committee at its regularly scheduled meeting on October 14, 2010. A representative of the audit firm will be available to present and discuss the reports. Results of the audits are summarized below.

Auditor's Opinion

The auditors have issued unqualified opinions for both the Financial and Performance Audits; excerpts of which are as follows:

*Financial Audit* - "In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position and results of operations for the General Obligation Bond Funded Capital Outlay Projects of the Riverside Community College District as of June 30, 2010, in conformity with accounting principles generally accepted in the United States of America."

*Performance Audit* - "The results of our tests indicated that, in all significant respects, Riverside Community College District expended Measure C General Obligation Bond funds for the year ended June 30, 2010 only for the purposes approved by the voters and only on the specific projects developed by the District's Board of Trustees, in accordance with the requirements of Proposition 39, as specified by Section 1(b)(3)(C) of Article XIII A of the California Constitution."

Audit Findings

There were no findings or questioned costs related to the audits of the Measure C general obligation bonds for the year ended June 30, 2010.

Recommended Action: It is recommended that the Board of Trustees receive the independent Proposition 39 Financial and Performance Audits of the Measure C general obligation bonds for the year ended June 30, 2010.

Gregory W. Gray  
Chancellor

Prepared by: James L. Buysse, Vice Chancellor,  
Administration and Finance

Aaron S. Brown  
Associate Vice Chancellor, Finance

Bill J. Bogle, Jr., Controller



October 8, 2010

The Board of Trustees  
The Measure C Citizens' Bond Oversight Committee  
Riverside Community College District  
Riverside, California

This letter is intended to ensure that the Board of Trustees and the Measure C Citizens' Bond Oversight Committee of Riverside Community College District (the "District") receives additional information regarding the scope and results of the audit of the General Obligation Bond Funded Capital Outlay Projects that may assist in overseeing the financial reporting and disclosure process for which management is responsible. These communications relate to the financial statement audit of the General Obligation Bond Funded Capital Outlay Projects that has been performed by Vicenti, Lloyd & Stutzman LLP ("VLS") for the year ended June 30, 2010, and other relevant information relating to VLS' relationship with the District. Our objective is to communicate certain information that is required to be communicated to those charged with governance by professional auditing standards.

The following summarizes various matters which must be communicated to you under auditing standards generally accepted in the United States of America.

#### **The Auditor's Responsibility under Applicable Auditing Standards**

Our audit of the financial statements of the General Obligation Bond Funded Capital Outlay Projects for the year ended June 30, 2010 was conducted in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether caused by error, fraudulent financial reporting or misappropriation of assets. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. Accordingly, the audit was designed to obtain reasonable, rather than absolute, assurance about the financial statements. We believe our audit accomplished that objective.

Riverside Community College District  
October 8, 2010  
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### **Management Judgments and Accounting Estimates**

Accounting estimates are an integral part of the preparation of financial statements and are based upon management's current judgment. The process used by management encompasses its knowledge and experience about past and current events, and certain assumptions about future events. Management has informed us it used all the relevant facts available at the time to make the best judgments about accounting estimates, and we considered this information in the scope of our audit. Estimates significant to the financial statements include such items as establishing the accruals of receivables and liabilities. We believe management's estimates are reasonable, based on our audit. However, estimates are subject to change because of future events, and the ultimate amounts realized may differ from those provided.

### **Accounting Policies and Alternative Treatments**

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the fiscal year ended June 30, 2010. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

### **Difficulties Encountered in Performing the Audit**

There were no difficulties encountered in dealing with management relating to the performance of the audit.

### **Uncorrected Misstatements**

We accumulated no uncorrected misstatements for the fiscal year ended June 30, 2010.

### **Audit Adjustments**

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. There were no audit adjustments made to the original trial balance presented to us at the beginning of our audit other than an adjustment requested by management.

### **Disagreement with Management**

We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments or any significant matters, the scope of the audit or significant disclosures to be included in the financial statements.



Riverside Community College District  
October 8, 2010  
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### **Other Information in Documents Containing Audited Financial Statements**

We are not aware of other documents that contain the audit report of the General Obligation Bond Funded Capital Outlay Projects. When such documents are to be published, such as the Annual Report, we have a responsibility to determine that such financial information was not materially inconsistent with the audited statements of the General Obligation Bond Funded Capital Outlay Projects.

### **Consultations with Other Accountants**

We are not aware of any consultations management had with other accountants about auditing and accounting matters related to the General Obligation Bond Funded Capital Outlay Projects.

### **Major Issues Discussed with Management Prior to Retention**

No major issues were discussed with management prior to our recurring retention to perform the aforementioned audit.

### **Representations from Management**

Management makes representations to us regarding the fair presentation of the financial statements, application of generally accepted accounting principles and management's responsibility for establishing and maintaining effective internal controls.

### **Significant Issues Discussed with Management**

No management letter was issued related to the audit of the General Obligation Bond Funded Capital Outlay Projects for the year ended June 30, 2010.

### **Independence**

Vicenti Lloyd & Stutzman LLP is independent with respect to the District. Our quality control processes are established to ensure our continuing independence.

### **Other Matters**

Although we understand the difficulty in maintaining committee members as required by Education Code Section 15282, we noted that there was not always representation from the seven constituencies required. We support the Board of Trustees and managements' effort to maintain the committee as mandated.

Riverside Community College District  
October 8, 2010  
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**Closing**

We will be pleased to respond to any questions you have about the foregoing. If you would like any information or would like to discuss any of the matters raised, please do not hesitate to contact Renee Graves or Patricia Stover at (626) 857-7300. We appreciate the opportunity to continue to be of service to Riverside Community College District.

This letter is intended solely for the information and use of the Board of Trustees, Measure C Citizens' Bond Oversight Committee, management and others within the District and is not intended to be and should not be used by anyone other than these specified parties.

*Vicenti, Lloyd & Stutzman LLP*  
VICENTI, LLOYD & STUTZMAN LLP

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**

**RIVERSIDE COUNTY**

**REPORT ON PROPOSITION 39 FUNDING  
FINANCIAL AND PERFORMANCE AUDITS**

**June 30, 2010**

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**

**REPORT ON PROPOSITION 39 FUNDING  
FINANCIAL AND PERFORMANCE AUDITS**

**June 30, 2010**

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**INDEPENDENT AUDITORS' REPORT ON  
PROPOSITION 39 GENERAL OBLIGATION BOND  
FUNDED CAPITAL OUTLAY PROJECTS**

The Board of Trustees  
The Measure C Citizens' Bond Oversight Committee  
Riverside Community College District  
Riverside, California

We have audited the accompanying Balance Sheet, Statement of Revenues, Expenditures and Change in Fund Balance and Statement of Revenues, Expenditures and Change in Fund Balance – Budget and Actual for the General Obligation Bond Funded Capital Outlay Projects of the Riverside Community College District (the District) as of and for the fiscal year ended June 30, 2010. These statements are the responsibility of the District's management. Our responsibility is to express an opinion on these statements based on our audit.

We conducted our audit of the General Obligation Bond Funded Capital Outlay Projects in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements for the General Obligation Bond Funded Capital Outlay Projects are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the General Obligation Bond Funded Capital Outlay Projects financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position and results of operations for the General Obligation Bond Funded Capital Outlay Projects of the Riverside Community College District as of June 30, 2010, in conformity with accounting principles generally accepted in the United States of America.

The Board of Trustees  
The Measure C Citizens' Bond Oversight Committee  
Riverside Community College District  
Riverside, California

In accordance with *Government Auditing Standards*, we have also issued our report dated October 8, 2010 on our consideration of the Riverside Community College District's internal control over the General Obligation Bond Funded Capital Outlay Projects financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over the General Obligation Bond Funded Capital Outlay Projects financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

  
VICENTI, LLOYD & STUTZMAN LLP

October 8, 2010

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**

**BALANCE SHEET**

**GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**June 30, 2010**

**ASSETS**

Cash in County Treasury	\$ 44,050,878
Accounts Receivable	4,833,343
Prepaid Expense	<u>258,047</u>
<b>TOTAL ASSETS</b>	<b>\$ <u>49,142,268</u></b>

**LIABILITIES AND FUND BALANCE**

**LIABILITIES**

Accounts Payable	\$ <u>5,395,541</u>
<b>TOTAL LIABILITIES</b>	<b><u>5,395,541</u></b>

**FUND BALANCE**

Designated	<u>43,746,727</u>
<b>TOTAL FUND BALANCE</b>	<b><u>43,746,727</u></b>

<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ <u>49,142,268</u></b>
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The accompanying notes are an integral part of the financial statements.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**For the Fiscal Year Ended June 30, 2010**

**REVENUES**

**Revenue from Local Sources**

Local Revenues	\$ 49,303
Contributions	4,831,506
Interest and Investment Income	<u>746,742</u>

**TOTAL REVENUES** 5,627,551

**EXPENDITURES**

Other Services	573,262
Capital Outlay	<u>29,311,967</u>

**TOTAL EXPENDITURES** 29,885,229

Deficiency of revenues over expenditures (24,257,678)

Fund Balance at Beginning of Year 68,004,405

Fund Balance at End of Year \$ 43,746,727

The accompanying notes are an integral part of the financial statements.



**RIVERSIDE COMMUNITY COLLEGE DISTRICT**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
 BUDGET AND ACTUAL  
 GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS  
 For the Fiscal Year Ended June 30, 2010**

	<u>Budget *</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>REVENUES</b>			
<b>Revenue from Local Sources</b>			
Local Revenues	\$	\$ 49,303	\$ 49,303
Contributions	5,833,783	4,831,506	(1,002,277)
Interest and Investment Income	<u>800,000</u>	<u>746,742</u>	<u>(53,258)</u>
<b>TOTAL REVENUES</b>	<u>6,633,783</u>	<u>5,627,551</u>	<u>(1,006,232)</u>
<b>EXPENDITURES</b>			
Other Services	1,525,306	573,262	952,044
Capital Outlay	<u>69,380,973</u>	<u>29,311,967</u>	<u>40,069,006</u>
<b>TOTAL EXPENDITURES</b>	<u>70,906,279</u>	<u>29,885,229</u>	<u>41,021,050</u>
Deficiency of revenues over expenditures	<u>\$ (64,272,496)</u>	(24,257,678)	<u>\$ 40,014,818</u>
Fund Balance at Beginning of Year		<u>68,004,405</u>	
Fund Balance at End of Year		<u>\$ 43,746,727</u>	

\* The budget for revenues reflects estimated amounts to be received in the current year. The budget for expenditures reflects amounts remaining and available for current and subsequent years' expenditures and does not necessarily coincide with actual planned expenditures in the current year.

The accompanying notes are an integral part of the financial statements.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2010**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

**ACCOUNTING POLICIES**

The accompanying financial statements have been prepared in conformity with generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board and *Audits of State and Local Governmental Units* issued by the American Institute of Certified Public Accountants.

**FUND STRUCTURE**

The Statement of Revenues, Expenditures, and Change in Fund Balance is a statement of financial activities of the General Obligation Bond Funded Capital Outlay Projects related to the current reporting period. Fund expenditures frequently include amounts for land, buildings, equipment, retirement of indebtedness, transfers to other funds, etc. Consequently, these statements do not purport to present the result of operations or the net income or loss for the period as would a statement of income for a profit-type organization.

**BASIS OF ACCOUNTING**

The General Obligation Bond Funded Capital Outlay Projects is maintained on the modified accrual basis of accounting. As such, revenues are recognized when they become susceptible to accrual, which is to say, when they become both measurable and available to finance expenditures of the current period. Expenditures are recognized in the accounting period in which the liability is incurred (when goods are received or services rendered).

During the year, Cash in the County Treasury is recorded at cost, which approximates fair value, in accordance with the requirements of GASB Statement No. 31.

**BUDGET**

The Statement of Revenues, Expenditures and Change in Fund Balance – Budget and Actual includes a column entitled “Budget”. The amounts in this column represent the budget adopted by the Board of Trustees and all amendments throughout the year.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2010**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)**

**CAPITAL ASSETS AND LONG-TERM DEBT**

The accounting and reporting treatment applied to the capital assets and long-term liabilities associated with the General Obligation Bond Funded Capital Outlay Projects is determined by its measurement focus. The General Obligation Bond Funded Capital Outlay Projects are accounted for on a spending or “financial flow” measurement focus. This means that only current assets and current liabilities are generally included on the Balance Sheet. The reported fund balance is considered a measure of “available spendable resources”. Thus, the capital assets and long-term liabilities associated with the General Obligation Bond Funded Capital Outlay Projects are accounted for in the basic financial statements of the Riverside Community College District.

**NOTE 2 – EXCESS OF EXPENDITURES OVER APPROPRIATIONS:**

There were no excesses of expenditures over appropriations by major object accounts.

**NOTE 3 – BONDED DEBT:**

On March 2, 2004, the voters of Riverside Community College District approved Measure C, a \$350 million bond measure designed to provide funds to improve facilities and safety at the Moreno Valley, Norco, and Riverside campuses.

The outstanding related bonded debt for the Riverside Community College District at June 30, 2010 is:

<u>Issue Date</u>	<u>Interest Rate %</u>	<u>Maturity Date</u>	<u>Amount of Original Issue</u>	<u>Outstanding July 1, 2009</u>	<u>Issued Current Year</u>	<u>Redeemed Current Year</u>	<u>Outstanding June 30, 2010</u>
2004A	4.00-5.25%	2030	\$ 55,205,000	\$ 3,475,000	\$	\$	\$ 3,475,000
2005 Refunding	3.00-5.00%	2025	58,386,109	53,861,109		1,495,000	52,366,109
2007C	4.00-5.00%	2033	90,000,000	78,855,000		5,160,000	73,695,000
			<u>\$ 203,591,109</u>	<u>\$ 136,191,109</u>	<u>\$ -</u>	<u>\$ 6,655,000</u>	<u>\$ 129,536,109</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2010**

**NOTE 3 – BONDED DEBT: (continued)**

**Series A & B**

In August 2004, the District issued the General Obligation Bonds, Series A in the amount of \$55,205,000. Series A Bonds were issued to finance the acquisition, construction, and modernization of property and school facilities and to refund the District’s outstanding Certificates of Participation (1993 Financing Project). Series B Bonds for \$9,795,000 were also issued in August 2004 to advance refund the District’s outstanding Certificates of Participation (2001 Refunding Project). The Series B Bonds were paid in full as of June 30, 2008.

The annual requirements to amortize Series A Bonds payable, outstanding as of June 30, 2010, are as indicated below:

<b>Year Ended June 30,</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2011	\$	\$ 146,075	\$ 146,075
2012	500,000	136,075	636,075
2013	620,000	113,675	733,675
2014	795,000	85,375	880,375
2015	1,000,000	49,475	1,049,475
2016-2020	95,000	137,256	232,256
2021-2025	175,000	104,125	279,125
2026-2030	290,000	43,206	333,206
	<u>\$ 3,475,000</u>	<u>\$ 815,262</u>	<u>\$ 4,290,262</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2010**

**NOTE 3 – BONDED DEBT: (continued)**

**Refunding**

In June 2005, the District issued the General Obligation Refunding Bonds, Series 2004A in the amount of \$58,386,109 to advance refund all or a portion of the outstanding principal amount of the District’s General Obligation Series A Bonds and to pay costs of issuance associated with the Bonds.

The annual requirements to amortize Refunding Bonds payable, outstanding as of June 30, 2010, are as follows:

<u>Year Ended June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Accreted Interest Component</u>	<u>Total</u>
2011	\$ 1,740,000	\$ 2,366,249	\$	\$ 4,106,249
2012	1,252,016	2,310,499	577,984	4,140,499
2013	876,061	2,298,250	1,138,939	4,313,250
2014	837,747	2,298,250	1,327,253	4,463,250
2015	797,240	2,298,250	1,517,760	4,613,250
2016-2020	16,113,045	10,078,875	2,031,955	28,223,875
2021-2025	30,750,000	4,146,750		34,896,750
	<u>\$ 52,366,109</u>	<u>\$ 25,797,123</u>	<u>\$ 6,593,891</u>	<u>\$ 84,757,123</u>

Capital appreciation bonds were issued as part of the 2005 refunding issuance. Prior to their applicable maturity dates, each capital appreciation bond will accrete interest on the principal component, with all interest accreting through the applicable maturity date and payable only upon maturity or prior payment of the principal component. Accreted interest accrued has been reflected in the long term debt balance on the District’s financial statements.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2010**

**NOTE 3 – BONDED DEBT: (continued)**

**Series C**

In June 2007, the District issued the General Obligation Bonds, Series C in the amount of \$90,000,000. The bonds were issued to finance the repair, acquisition, construction, and equipping of certain district facilities, and to pay all legal, financial, and contingent costs in connection with the issuance of the Bonds.

The annual requirements to amortize Series C Bonds payable, outstanding as of June 30, 2010, are as follows:

<u>Year Ended June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2011	\$ 5,185,000	\$ 3,534,575	\$ 8,719,575
2012		3,425,500	3,425,500
2013		3,425,500	3,425,500
2014		3,425,500	3,425,500
2015		3,425,500	3,425,500
2016-2020		17,127,500	17,127,500
2021-2025		17,127,500	17,127,500
2026-2030	43,950,000	12,011,500	55,961,500
2031-2033	<u>24,560,000</u>	<u>1,326,500</u>	<u>25,886,500</u>
	<u>\$ 73,695,000</u>	<u>\$ 64,829,575</u>	<u>\$ 138,524,575</u>

**NOTE 4 – PURCHASE COMMITMENTS**

As of June 30, 2010, the District was committed under various capital expenditure purchase agreements for bond projects in process totaling approximately \$68,709,000.



**REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE  
AND OTHER MATTERS BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS***

The Board of Trustees  
The Measure C Citizens' Bond Oversight Committee  
Riverside Community College District  
Riverside, California

We have audited the Balance Sheet, Statement of Revenues, Expenditures and Change in Fund Balance and Statement of Revenues, Expenditures and Change in Fund Balance – Budget and Actual for the General Obligation Bond Funded Capital Outlay Projects of the Riverside Community College District as of and for the fiscal year ended June 30, 2010. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Riverside Community College District's internal control over the General Obligation Bond Funded Capital Outlay Projects financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the fund financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency or a combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented or detected and corrected on a timely basis.

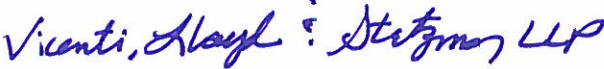
Our consideration of internal control over General Obligation Bond Fund Capital Outlay Projects financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

**REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE  
AND OTHER MATTERS BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS***

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Riverside Community College District's General Obligation Bond Funded Capital Outlay Projects financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests of the General Obligation Bond Funded Capital Outlay Projects disclosed no instances of non-compliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the District's Board of Trustees, the Citizens' Bond Oversight Committee and District management. It is not intended to be and should not be used by anyone other than these specified parties.

  
VICENTI, LLOYD & STUTZMAN LLP

October 8, 2010



**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**FINANCIAL AUDIT  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
June 30, 2010**

There were no findings related to the financial audit of the General Obligation Bond Funded Capital Outlay Projects for the year ended June 30, 2010.

**PERFORMANCE AUDIT OF THE GENERAL OBLIGATION BOND  
FUNDED CAPITAL OUTLAY PROJECTS**



## INDEPENDENT AUDITORS' REPORT

The Board of Trustees  
The Measure C Citizens' Bond Oversight Committee  
Riverside Community College District  
Riverside, California

We have conducted a performance audit of the Riverside Community College District (the "District"), Measure C General Obligation Bond funds for the year ended June 30, 2010.

We conducted our performance audit in accordance with *Governmental Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our conclusion based on our audit objectives.

Our audit was limited to the objectives listed on page 15 of this report which includes determining the Riverside Community College District's compliance with the performance requirements for the Proposition 39 Measure C General Obligation Bonds under the applicable provisions of Section 1(b)(3)(C) of Article XIII A of the California Constitution and Proposition 39 as they apply to the Bonds and the net proceeds thereof. Management is responsible for the Riverside Community College District's compliance with those requirements.

Solely to assist us in planning and performing our performance audit, we obtained an understanding of the internal control of Riverside Community College District to determine if internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39, as specified by Section 1(b)(3)(C) of Article XIII A of the California Constitution. Accordingly, we do not express any assurance on the internal control.

The results of our tests indicated that, in all significant respects, Riverside Community College District expended Measure C General Obligation Bond funds for the year ended June 30, 2010 only for the purposes approved by the voters and only on the specific projects developed by the District's Board of Trustees, in accordance with the requirements of Proposition 39, as specified by Section 1(b)(3)(C) of Article XIII A of the California Constitution.

*Vicenti, Lloyd & Stutzman LLP*  
VICENTI, LLOYD & STUTZMAN LLP

October 8, 2010

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
June 30, 2010**

**OBJECTIVES**

The objectives of our performance audit were to:

- Document the expenditures charged to the Riverside Community College District Measure C General Obligation Bond Funded Capital Outlay Projects.
- Determine whether expenditures charged to the Measure C General Obligation Bond Funded Capital Outlay Projects have been made in accordance with the bond project list approved by the voters through the approval of Measure C in March 2004.
- Note any incongruities or system weaknesses and provide recommendations for improvement.
- Provide the District Board of Trustees and the Measure C Citizens' Bond Oversight Committee with a performance audit as required under the provisions of the California Constitution and Proposition 39.

**SCOPE OF THE AUDIT**

The scope of our performance audit covered the period of July 1, 2009 to June 30, 2010. The expenditures tested included all object and project codes associated with the bond projects. The propriety of expenditures for capital projects and maintenance projects funded through other state or local funding sources, other than the proceeds of the bonds, were not included within the scope of our audit. Expenditures incurred subsequent to June 30, 2010 were not reviewed or included within the scope of our audit or in this report.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
June 30, 2010**

**BACKGROUND INFORMATION**

In November, 2000, the voters of the State of California approved Proposition 39 authorizing the issuance of general obligation bonds by California public school districts and community colleges under certain circumstances and subject to certain conditions. On March 2, 2004, the voters of Riverside Community College District approved Measure C, a \$350 million bond measure designed to provide funds to improve facilities and safety at the Moreno Valley, Norco, and Riverside campuses.

Pursuant to the requirements of Proposition 39, and related state legislation, the Board of Trustees of the District established a Citizens' Bond Oversight Committee and appointed its members. The principal purpose of the Citizens' Bond Oversight Committee, as set out in state law, is to inform the public as to the expenditures of the proceeds of the bonds issued pursuant to the Measure C Bond authorization. The Citizens' Bond Oversight Committee is required to issue at least one report annually as to its activities and findings.

Section 1(b)(3)(C) of Article XIII A of the California Constitution requires the District to conduct, an annual independent performance audit to ensure that the proceeds of the bonds deposited into the General Obligation Bond Funded Capital Outlay Projects — Measure C Bond Program have been expended only for the authorized bond projects.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT**

**June 30, 2010**

**PROCEDURES PERFORMED**

We obtained the general ledger and the project expenditure summary reports and detail prepared by the District for the period of July 1, 2009 to June 30, 2010 for the General Obligation Bond Funded Capital Outlay Projects — Measure C Bond Program. Within the fiscal year audited, we obtained the actual invoices and other supporting documentation for a sample of expenditures to ensure compliance with the requirements of Proposition 39 and Measure C as to the approved bond projects list. We performed the following procedures:

- We reviewed the projects listed to be funded with general obligation bond proceeds as set forth in the Measure C election documents.
- We selected a sample of expenditures for the fiscal year ended June 30, 2010 and reviewed supporting documentation to ensure that such funds were properly expended on the authorized bond projects.
- We verified that funds from the General Obligation Bond Funded Capital Outlay Projects — Measure C Bond Program were generally expended for the construction, reconstruction, acquisition, furnishing and equipping of District facilities constituting the authorized bond projects and we verified that funds held in the General Obligation Bond Funded Capital Outlay Projects — Measure C Bond Program were not used for salaries of school administrators or other operating expenses of the District.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
June 30, 2010**

**CONCLUSION**

Based upon our procedures performed, we found that for the items tested, the Riverside Community College 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 for authorized bond projects. Furthermore, it was noted that the funds held in the General Obligation Bond Funded Capital Outlay Projects — Measure C Bond Program, and expended by the District, were not expended for salaries of school administrators or other operating expenditures.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
SCHEDULE OF FINDINGS AND RECOMMENDATIONS  
June 30, 2010**

There were no findings related to the performance audit for the fiscal year ended June 30, 2010.



**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
STATUS OF PRIOR YEAR FINDINGS AND RECOMMENDATIONS  
June 30, 2010**

There were no findings related to the performance audit for the fiscal year ended June 30, 2009.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
 BOND PROJECT SUMMARY  
 June 30, 2010**

The District has identified the following projects to be funded with proceeds from the general obligation bonds. The District incurred costs of \$124,603,612 through June 30, 2010 for these construction projects. Capital outlay and other financing expenditures were as follows:

	BUDGET	TOTAL PROJECT COSTS THROUGH June 30, 2009	2010 ACTUAL COSTS	TOTAL PROJECT COSTS THROUGH June 30, 2010
Parking Structure - Riverside	\$ 20,940,662	\$ 20,940,661	\$	\$ 20,940,661
PE Complex / Athletic Field Phase I - Riverside	4,516,435	4,516,435		4,516,435
Lovekin Complex (Swing Space)	3,958,308	3,958,308		3,958,308
Quad Modernization Project	8,918,800	8,898,458	9,131	8,907,589
RCC System Office - Purchase Option	2,629,982	2,629,982		2,629,982
MLK Renovation	1,010,614	1,010,614		1,010,614
Bridge Space Project	1,175,132	1,175,132		1,175,132
Phase III - Norco	10,147,826	7,158,034	2,223,849	9,381,883
District Computer / Network / Phone Upgrades	1,351,043	1,293,135	13,363	1,306,498
Scheduled Maintenance - District Match for State Allocation	1,432,775	1,370,765	32,280	1,403,045
Administration Building Remodel	186,100	186,100		186,100
Business Education Building Remodel	129,325	129,325		129,325
Nursing / Sciences Building Riverside	25,850,833	4,226,553	2,874,430	7,100,983
Phase III - Moreno Valley	1,157,320	645,284		645,284
Physical Education Phase II	9,045,751	443,570	593,094	1,036,664
Feasibility and Planning	576,153	328,551	168,682	497,233
Innovative Learning Center	7,653,605	6,656,982	628,391	7,285,373
Moreno Valley Secondary Effects	286,227	286,226		286,226
Norco Campus Room Renovations	100,020	100,019		100,019
Riverside Food Services Remodel	987,705	987,705		987,705
Moreno Valley Food Services Remodel	3,552,000	295,758	2,086,019	2,381,777
Infrastructure Studies Project	484,414	484,414		484,414
Moreno Valley Hot Water Loop System	869,848	869,848		869,848
Emergency Phones Installation Project	379,717	379,717		379,717
Noresco Utility Retrofit Improvement	6,181,188	6,181,189		6,181,189
Modular Redistribution Norco/MoVal/BC/Riv	8,432,160	8,302,623	113,581	8,416,204
ECS Upgrade/Retrofit Norco/MoVal	625,327	366,006	6,906	372,912
PBX Operations Center Riv/Nor/MV	20,276,101	507,174	724,712	1,231,886
Phys/Life Science 2ndary Effects StSvc	146,500	140,500		140,500
Norco Campus Student Support Center	19,994,500	2,573,820	10,696,896	13,270,716
Staff Costs	581,705	216,930	299,351	516,281
Long Range Master Plan Project	1,439,077	1,439,077		1,439,077
Construction Management Services	232,775	210,331		210,331
Logic Domain CPMX	124,125	96,000	9,375	105,375

See Independent Auditors' Report.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
 BOND PROJECT SUMMARY  
 June 30, 2010**

	BUDGET	TOTAL PROJECT COSTS THROUGH June 30, 2009	2010 ACTUAL COSTS	TOTAL PROJECT COSTS THROUGH June 30, 2010
Aquatic Pool Project	10,833,783	1,137,528	3,605,592	4,743,120
Norco Soccer Field	4,616,480	3,485,024	386,634	3,871,658
Moreno Valley Parking Structure	31,800,000	54,000	1,959,768	2,013,768
Bradshaw Building Electrical	366,353	366,353		366,353
Quad Basement Remodel	467,500	12,960	11,295	24,255
Black Box Theatre Remodel	761,750	10,955		10,955
Technology Building - A	935,000	11,375		11,375
Center for Health, Wellness and Kinesiology	83,000	83,000		83,000
Health Science Center	164,971	94,271	53,024	147,295
ADA Transition Plan	556,780	457,691	87,839	545,530
March Dental Education Center	1,200,000		81,669	81,669
Norco Secondary Effects Project	16,009,004		781,366	781,366
Utility Infrastructure Upgrade Project	500,000		429,933	429,933
Norco Campus Safety & Site Improvement Project	1,700,000		789,251	789,251
Moreno Valley Campus Safety & Site Improvement Project	900,000		719,827	719,827
Moreno Valley Campus Administrative Move to Humanities	50,000		25,990	25,990
Moreno Valley Campus Science Laboratories Remodel	500,000		143,425	143,425
Ben Clark Public Safety Training Center Project	84,500		32,110	32,110
Riverside Interim Parking Lease	260,000		86,325	86,325
Moreno Valley Center for Human Performance	95,759		93,786	93,786
Riverside Cosmetology Building	133,000		110,400	110,400
Alumni Carriage House Restoration Project	16,000		2,035	2,035
District Wide IT Audit	196,040		4,900	4,900
District Culinary Arts / District Office Building	23,043,996			
<b>Total Capital Outlay</b>	<b>260,647,969</b>	<b>94,718,383</b>	<b>29,885,229</b>	<b>124,603,612</b>
Series A Refunding Escrow	57,686,474	57,686,474		57,686,474
COPS Payoffs	11,582,873	11,582,873		11,582,873
Costs of issuance	2,836,264	2,836,264		2,836,264
Debt service	2,835,612	2,835,612		2,835,612
Election costs	98,236	98,236		98,236
<b>Total Other Financing Uses</b>	<b>75,039,459</b>	<b>75,039,459</b>	<b>-</b>	<b>75,039,459</b>
<b>TOTALS</b>	<b>\$ 335,687,428</b>	<b>\$ 169,757,842</b>	<b>\$ 29,885,229</b>	<b>\$ 199,643,071</b>

See Independent Auditors' Report.

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GOVERNANCE COMMITTEE

Report No.: III-D-1

DATE: November 16, 2010

Subject: Resolution to Amend the Appendix of Riverside Community College District's Conflict of Interest Code

Background: On November 18, 2008, the Board approved revisions to the Appendix of the District's Conflict of Interest Code. The Appendix designates those employees, members, officers, and consultants who are subject to the District's Code and who must complete Form 700 each year, disclosing any conflicts of interest. By law, the District must update the Appendix every two years. Since approval in 2008, job titles have been revised, some job titles have been abolished, and other titles have been added. In order to keep our Conflict of Interest Code Appendix current, and pursuant to the Political Reform Act of 1974, these job title changes need to be made to the Appendix and approved by the Board of Trustees by way of a Resolution. An Amended Appendix showing the changes has been attached for your review, as well as the Resolution.

Recommended Action: It is recommended that the Board of Trustees adopt Resolution No. 07-10/11, amending the Appendix of the District's Conflict of Interest Code, pursuant to the Political Reform Act of 1974.

Gregory W. Gray  
Chancellor

Prepared by: Ruth W. Adams  
General Counsel

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
RESOLUTION ADOPTING AN AMENDED APPENDIX  
OF THE CONFLICT OF INTEREST CODE  
PURSUANT TO THE POLITICAL REFORM ACT OF 1974

RESOLUTION NO. 07-10/11

WHEREAS, the Legislature of the State of California enacted the Political Reform Act of 1974, Government Code Section 81000 et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the Riverside Community College District ("District") and requires all public agencies to adopt and promulgate a conflict of interest code; and

WHEREAS, the Board of Trustees adopted a Conflict of Interest Code (the "Code") which was amended on November 15, 2005, in compliance with the Act; and

WHEREAS, subsequent changed circumstances within the District have made it advisable and necessary pursuant to Sections 87306 and 87307 of the Act to amend and update the Appendix of the District's Code; and

WHEREAS, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which could result in the District being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

WHEREAS, notice of the time and place of a public meeting on, and of consideration by the Board of Trustees of the District, the proposed amended Appendix was provided each affected designated employee and publicly posted for review at the offices of the District; and

WHEREAS, a public meeting was held upon the proposed amended Appendix at a regular meeting of the Board of Trustees on November 16, 2010, at which all present were given an opportunity to be heard on the proposed amended Appendix.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Riverside Community College District that the Board of Trustees does hereby adopt the proposed amended Appendix of the Conflict of Interest Code, a copy of which is attached hereto and shall be on file with the District's General Counsel, as the District's Filing Officer, and available to the public for inspection and copying;

BE IT FURTHER RESOLVED that the said amended Appendix shall be submitted to the Board of Supervisors of the County of Riverside for approval and said Appendix shall become effective 30 days after the Board of Supervisors approves the proposed amended Appendix as submitted.

APPROVED AND ADOPTED this 16th day of November, 2010.

\_\_\_\_\_  
President, Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary of the Board

APPENDIX  
CONFLICT OF INTEREST CODE  
OF THE  
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
(Amended November 16, 2010)

EXHIBIT "A"

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. §18701b), are NOT subject to the District's Code, but are subject to the disclosure requirements of the Act. (Government Code Section 87200 et. Seq.). [Regs. §18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments<sup>3</sup>

Members of the Board of Trustees

Chancellor

Vice Chancellor, Administration and Finance

Associate Vice Chancellor, Finance

**Controller**

Investment Consultants

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<sup>3</sup>Individuals holding one of the above-listed positions may contact the FPPC for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The FPPC makes the final determination whether a position is covered by §87200.

DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>DESIGNATED EMPLOYEES'</u> <u>TITLE/FUNCTION</u>	<u>DISCLOSURE CATEGORY</u> <u>ASSIGNED</u>
<b>Academic Department Chairs</b>	<b>5, 6</b>
Accounting Services Manager 1,	<del>2-4</del>
<b>Activity Director, CCRAA Hispanic Serving Institution</b>	<b>6</b>
<del>Activity Director, Title V</del>	<del>6</del>
<del>Associate Assistant Dean, Library &amp; Learning Resources</del>	<del>6</del>
<del>Assistant Director, Admissions and Records</del>	<del>6</del>
<b>Assistant Dean, Cal Works and Special Funded Programs</b>	<b>6</b>
Assistant Director, Student Financial Services 6	
Assistant Director, Operations 6	
Assistant Director, RCC Foundation	<b>1, 4, 6</b>
<b>Assistant Manager, Food Services</b>	<b>6</b>
<b>Associate Dean, Career and Technical Education</b>	<b>6</b>
Associate Dean, Early Childhood Education	6
Associate Dean, Grants 6	
<b>Associate Dean, Grants and College Support Programs</b>	<b>6</b>
Associate Dean, School of Nursing 6	
<b>Associate Dean/Director, Service Learning</b>	<b>6</b>
<b>Associate Dean, Special Funded Programs</b>	<b>6</b>
<del>Associate Dean, Student Success</del>	<del>6</del>

<del>Associate Dean, Teacher Preparation and Education Programs</del>	<del>6</del>
Associate Director, Grants	6
Associate <del>Dean Director</del> , Institutional Research	6
Associate Vice Chancellor, Facilities Planning Design & Construction	1, 2, <b>3, 5, 6</b>
Associate Vice Chancellor, Information Services	6
Associate Vice Chancellor, Institutional Effectiveness	6
Associate Vice Chancellor, <del>Instruction</del> <b>Educational Services</b>	6
Associate Vice Chancellor, <del>Public Affairs &amp; Institutional Advancement</del>	6

**Strategic Communications and Relations**

<del>Associate Vice Chancellor, Student Services/Operations</del>	<del>6</del>
<del>Budget Manager</del> <b>Director, Budget</b>	5
Campus Administrative Support Center <b>Supervisor Manager</b>	<b>5, 6</b>
Capital Program Administrator	<b>1, 2, 3, 5, 6</b>
Chief of Police	6
<b>Communications and Web Development Manager (STEM)</b>	<b>6</b>
Community Education Supervisor	6
<del>Controller</del>	<del>1, 2</del>
<b>Coordinator, International Education</b>	<b>6</b>
Custodial Manager	5, 6
Dean, of Academic Support	6
Dean, Admissions and Records	6
<b>Dean, Counseling &amp; Specially Funded Programs</b>	<b>6</b>
Dean, Disabled Student Programs and Services	6



Dean, Economic Development and Community Education	6
<del>Dean of Education</del>	<del>6</del>
<b>Dean, Health Science Programs</b>	<b>6</b>
Dean, Institutional Reporting and Academic Services	6
Dean Institutional Research	6
Dean of Instruction	6
<del>Dean, Open Campus</del>	<del>6</del>
Dean, Physical Education and Athletics	<b>5, 6</b>
<b>Project Director</b> <del>Dean/Principal</del> , Gateway to College & RSA Charter School	6
Dean, Public Safety Education and Training	6
Dean, Riverside School for the Arts	6
Dean of <b>Instruction</b> , <del>School of Nursing</del>	6
Dean, Student Financial Services	6
Dean, Student Services	6
<b>Dean, Student Success/Project Director, Title V</b>	<b>6</b>
Dean, Technology and Learning Resources	6
Director, Administrative Services	5, <b>6</b>
Director, Administrative Support Center	<b>5, 6</b>
Director, Capital Planning	1, <b>2, 3, 5, 6</b>
Director, Career & Technical Education Projects	6
<del>Director, Center for Applied Competitive Technologies</del>	<del>6</del>

Director, Center for International Students and Programs	6
<del>Director, Center for International Trade and Development</del>	<del>1</del>
Director, <del>Communications and</del> Web Development	6
<del>Director, Contracts, Compliance &amp; Legal Services/ Assistant to the Chancellor</del>	<del>1, 2</del>
<del>Director, Cooperative Title V</del>	<del>6</del>
Director, Corporate and Business Development	5, 6
<b>Director, Community Learning in Partnership</b>	<b>5, 6</b>
Director, Distance Education/ <b>Open Campus</b>	6
Director, Diversity, Equity and Compliance	6
Director, Diversity and Human Resources	6
<b>Director, Enrollment Services</b>	<b>6</b>
Director, Facilities Operations and Maintenance	3, 5, 6
<del>Director, Facilities Planning Design and Construction</del>	<del>1, 2</del>
<del>Director, Fire Technology/Fire Academy Program</del>	<del>6</del>
<b>Director, Football Operations/Head Football Coach</b>	<b>5, 6</b>
Director, Food Services	5, 6
Director, Foster and Kinship Care Education Program	6
Director, Foster Youth Emancipation Program	6
Director, Grants	6
Director, Health Services	6
Director, Hospitality/Culinary Arts Program	6
Director, Internal Audits	6

Director, Law Enforcement Training Programs	6
Director, Middle College High School	6
Director, Plant Operations and Maintenance	3, 5, 6
Director, Procurement Assistance Center	6
<b>Director, Public Safety Education and Training</b>	<b>6</b>
Director, RCC Foundation and Alumni Affairs	1, 4, 6
Director, Software Development	6
Director, Sports Information/Athletic Event Supervisor	6
<b>Director, Student Financial Services</b>	<b>6</b>
Director, Upward Bound Program	6
Director, Workforce Preparation Grants & Contracts	6
Early Childhood Education Center Manager	6
<del>EOPS</del> Director, <b>EOPS</b>	6
<del>Executive Assistant to the Chancellor and Chief of Staff/</del>	
<b>Executive Assistant to the Chancellor</b>	1, 3, 4, 5, 6
<del>Executive Dean, Workforce and Resource Development and Student Support Programs</del>	6
Facilities Manager, Grounds and Projects	3, 5, 6
<b>Facilities Supervisor, Grounds and Utilization</b>	<b>3, 5, 6</b>
Food Services Manager	5, 6
General Counsel	1, 2, 3, 4, 5, 6
Health Services Supervisor	6
Instructional Media Center Manager	6

Instructor/Dean, Health Sciences Program	6	
Maintenance Manager		3, 5, 6
<b>Maintenance Mechanic (all specialties)</b>		<b>3, 5, 6</b>
<b>Manager, Cable Plant</b>		<b>5, 6</b>
Manager, Payroll		6
Microcomputer Support Supervisor		5, 6
Network Manager		5, 6
President, Moreno Valley <del>College Campus</del>	1,	2, 3, 5, 6
President, Norco <del>College Campus</del>	1,	2, 3, 5, 6
President, Riverside City College	1,	2, 3, 5, 6
<b>Producer ing/Artistic Director</b>	1,	<b>5, 6</b>
Project Director, <b>Developing Hispanic Serving Institutions</b> <del>Title V</del>		5, 6
Project Manager		3, 5, 6
Purchasing Manager		1, 2, 3, 5, 6
Purchasing Specialist		1, 2, 5, 6
Statewide Director, Center for International Trade Development		6
Student Services Supervisor	6	
<del>Supervisor/Sergeant Safety and Police</del>		6
<del>Title V, Grant Coordinator</del>		6
Tri Tech Small Business Development Center Director		6
Trio Director		6
Vice Chancellor, <b>Educational Services</b> <del>Academic Affairs</del>		<b>1, 2, 3, 5, 6</b>
Vice Chancellor, Diversity & Human Resources		<b>1, 2, 3, 5, 6</b>

<del>Vice Chancellor, Student Services and Operations</del>	<del>6</del>	
Vice President, Academic Affairs	6	
Vice President, Business Services	1,	2, <b>3, 5, 6</b>
Vice President, Career and Technical Programs		6
<del>Vice President, Educational Services</del>	<del>6</del>	
Vice President, Student Services	6	
Warehouse Supervisor	6	
Consultant <sup>4</sup>		

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<sup>4</sup> Consultants shall be included in the list of Designated Employees and shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The Chancellor, or designee, may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this Section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Chancellor's, or designee's, determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

**EXHIBIT B**

**DISCLOSURE CATEGORIES**

The disclosure categories listed below identify the types of investments, business entities, sources of income, including gifts, loans and travel payments, or real property which the Designated Employee must disclose for each disclosure category to which he or she is assigned.

Category \_\_\_\_\_ 1: All investments and business positions in business entities, and sources of income located in, that do business in or own real property within the jurisdiction of the District.

Category \_\_\_\_\_ 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside the jurisdiction of the District.

Category \_\_\_\_\_ 3: All investments and business positions in, and sources of income from business entities that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category \_\_\_\_\_ 4: All investments and business positions in, and sources of income from business entities that are banking, savings and loan, or other financial institutions.

Category \_\_\_\_\_ 5: All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category \_\_\_\_\_ 6: All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Employee's Department, Unit or Division.

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FACILITIES COMMITTEE

Report No.: III-E-1

Date: November 16, 2010

Subject: Nursing/Science Building Project at the Riverside City College – Change Order No. 2 with McKenna General Engineering, Inc.

Background: On January 27, 2009, the Board of Trustees approved the Nursing/Science Building project located at the Riverside City College to be delivered using Multiple Prime Contracting. The Board also entered into an agreement with Barnhart Inc., a Heery International Company, to provide construction management services for the project. On September 15, 2009 and November 17, 2009, the Board of Trustees approved the award of bids for Phase I and Phase II of the Nursing/Science Building project, totaling \$40,197,677.

McKenna Engineering, Inc. was awarded the bid for earthwork and asphalt services, totaling \$195,000. Inland Foundation Engineering, Inc. (project geotechnical engineer), performed the necessary sampling, testing and evaluation for the soils at the Nursing/Science Building project site and encountered unstable soils below the building site. The geotechnical engineer recommended that due to the poor soil conditions, it was necessary to excavate and re-compact the soils. With the engineer's recommendation, the additional over excavation was performed by McKenna General Engineering, Inc. Staff now requests approval of Change Order No. 2 with McKenna General Engineering, Inc. in the amount of \$17,971 for the additional excavation. With the Board's approval, McKenna General Engineering's contract would total \$225,315, now exceeding the contingency allowable by \$10,815, however still well within the limits of the project budget contingency. A description of change order work is noted in the attached Change Order Summary.

To be funded by the project budget contingency; State Construction Act Funds (Resource 4100) and District Measure C Funds (Resource 4160).

Recommended Action: It is recommended that the Board of Trustees approve Change Order No. 2 with McKenna General Engineering, Inc. for the Nursing/Science Building project located at the Riverside City College in the amount of \$17,971; approve the change order in excess of ten percent (10%) totaling \$10,815 with McKenna General Engineering, Inc.; authorize the Vice Chancellor of Finance and Administration to request approval of the change order from the Riverside County Superintendent of Schools; and authorize the Associate Vice Chancellor of Facilities Planning, Design and Construction to sign the Change Order.

Gregory W. Gray  
Chancellor

Prepared by: Tom Harris, Acting President, Riverside City College

Norm Godin, Vice President Business Services, Riverside City College

Orin L. Williams, Associate Vice Chancellor,  
Facilities Planning, Design and Construction

Michael J. Stephens, Capital Program Administrator  
Facilities Planning, Design and Construction

Riverside Community College District  
Facilities Planning, Design and Construction  
Riverside Nursing/Science Building

CHANGE ORDER SUMMARY

Change Order: 2

Contractor: McKenna General Engineering, Inc.

<i>Contract Amount:</i>	\$	195,000.00
<i>Change Order No. 1 Amount:</i>	\$	12,344.00
<i>Change Order No. 2 Amount:</i>	\$	17,971.00
<i>Revised Contract Sum:</i>	\$	<u>225,315.00</u>
<i>Original Contract Contingency:</i>	\$	19,500.00
<i>Remaining Contract Contingency:</i>	\$	-10,815.00

Change Order Description:

Geotechnical Engineer required additional over excavation due to unstable native soil conditions. \$17,971.00

*Requested by:* Geotechnical Engineer/District

*Accountability:* Unforeseen soil conditions