

CITIZENS' BOND OVERSIGHT COMMITTEE
Riverside Community College District
Riverside City College
Digital Library, 4th Floor Conference Room (DL409)
October 15, 2009
6 p.m.

AGENDA

- | | |
|---|---|
| I. Call to Order | Jim Parsons
Associate Vice Chancellor
Public Affairs & Advancement |
| II. Purpose of Committee and
Introduction of New Members | Jim Parsons |
| III. Nomination and Election of Officers
- Selection of Committee Chair
- Selection of Committee Vice Chair | Jim Parsons
Committee Chair |
| IV. Approval of Minutes – July 16, 2009 | |
| V. Campus Update | Dr. Jan Muto
President, Riverside City College |
| VI. Measure C Audit Report | Aaron Brown
Assoc. Vice Chancellor, Finance

Vicenti Lloyd & Stutzman (auditors) |
| VII. Measure C Financial Update | Aaron Brown |
| VIII. Measure C Projects Update | Orin Williams
Associate Vice Chancellor, Facilities
Rick Hernandez, Director, Capital
Planning |
| IX. Business from Committee Members
a. 2010 meeting dates and locations | |
| X. Public Comment | |

ADJOURNMENT

MINUTES OF THE CITIZENS' BOND OVERSIGHT COMMITTEE OF OCTOBER 15, 2009

Associate Vice Chancellor Jim Parsons called the meeting to order at 6 p.m. in the Digital Library & Learning Resources Center – 4th Floor Conference Room on the Riverside City College campus.

Members Present

Mr. David Barnhart
 Mr. Richard Chavez
 Ms. Allison Dale
 Mr. Israel Landa
 Mr. Robert Taylor

Members Absent

Mr. Oliver Rocroi
 Mr. Tom Kenney

Staff Present

Dr. Jim Buysse, Vice Chancellor, Administration and Finance
 Dr. Jan Muto, President, Riverside City College
 Mr. Aaron Brown, Associate Vice Chancellor, Finance
 Mr. Orin Williams, Associate Vice Chancellor, Facilities Planning
 Mr. Michael Stephens, Capital Program Administrator
 Mr. Bart Doering, Capital Program Administrator
 Mr. Jim Parsons, Associate Vice Chancellor, Public
 Affairs and Institutional Advancement

Guests

Ms. Renne Graves, Partner, Vicenti, Lloyd & Stutzman
 Ms. Patricia Stover, Senior Associate, Vicenti, Lloyd & Stutzman

Mr. Parsons called the meeting to order in the absence of a Chair and described the purpose of the Citizens' Bond Oversight Committee and asked the members to introduce themselves.

PURPOSE OF
 COMMITTEE;
 INTRODUCTION OF
 NEW MEMBERS

Mr. Parsons opened nominations for the Chair and Vice Chair positions.
 Nomination of Israel Landa to serve as Chair of the Committee;
 Nomination approved. (M/Taylor, S/Barnhart)
 Nomination of Richard Chavez to serve as Vice Chair;
 Nomination approved (M/Dale, S/Taylor)

NOMINATION AND
 ELECTION OF
 OFFICERS

Approval of minutes – July 16, 2009
 (Received minutes for entry into record) (M/Barnhart,S/Chavez)

APPROVAL OF
 MINUTES

Dr. Jan Muto presented information about Measure C projects underway at Riverside City College, including the School of Nursing/Science and Math Complex. She also discussed budget effects on campus, specifically the reduction of 230 class sections in the fall semester, as well as the recent accreditation visit. Member Dale asked about the process followed to determine which class sections were reduced and the impact on students. Chair Landa commended faculty for accepting larger numbers of students into their classes.

CAMPUS UPDATE

Mr. Brown introduced representatives of the auditing firm Vicenti, Lloyd & Stutzman, the firm that conducted the 2008/09 Proposition 38 Audit. Ms. Graves and Ms. Stover presented the financial and performance audit findings, noting that there were no findings on the financial audit and that there were no findings or recommendations on the performance audit. The auditors did note the lack of quorum at several meetings that year, but recognized the District's efforts to recruit new and maintain full membership on the committee.

MEASURE C AUDIT
REPORT

Regarding the Financial Audit, committee member Chavez asked for the definition of material errors and audit definitions, as well as the meaning of the language related to "limited scope"; member Taylor asked whether the audit examines scheduling of projects.

Regarding the Performance Audit, committee member Chavez requested more information related to negative variances, and Mr. Brown discussed property tax assessments and how they affect issuances of bonds. Dr. Buisse discussed the commitment of the Board to voters in 2004 regarding the level of tax assessments. Committee member Taylor shared news about possible contract concerns on a Moreno Valley Campus project.

Mr. Brown updated the committee regarding current Measure C expenditures including additions to the completed projects section and discussed variable versus fixed rates in bond financing. Dr. Buisse discussed the expenditure of Measure C funds, as it relates to the state budget situation and current budget cuts at RCCD. Committee member Barnhart asked about the current allocation of Measure C funds across campuses and how that allocation is determined; Dr. Buisse responded, describing the strategic planning process in place at the campuses and district and how potential projects requiring Measure C funds are handled under that process.

MEASURE C
FINANCIAL UPDATE

Mr. Williams reported on the status of Measure C projects across the the District, including information about basic timelines, how projects

MEASURE C
PROJECTS UPDATE

qualify for state funding, phases of projects, the issuance of FPPs and IPPs, and overall project planning. He also discussed construction management/multiprime contracting, the increase of local firms working on RCCD projects, and quality control on projects.

Committee member Barnhart expressed interest in the environmental aspects of current constructions, as well as the availability of a construction master plan.

The Committee voted to approve a meeting scedule for 2009 as follows:

**BUSINESS FROM
BOARD MEMBERS**

Thursday, January 14, 2010	Norco Campus
Thursday, April 16, 2010	MorenoValley Campus
Thursday, July 15, 2010	Riverside City College

The October meeting date will be set at the January meeting.

The Committee requested that an orientation session be scheduled during which they could ask questions about Committee functions and responsibilities.

Chairman Landa adjourned the meeting at 8:14 p.m.

ADJOURNMENT