



**Board of Trustees - Regular Meeting
Tuesday, February 19, 2019 6:00 PM
District Office, Board Room, 3801 Market Street,
Riverside, CA 92501**

ORDER OF BUSINESS

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. (This time limit will be doubled for members of the public utilizing a translator to ensure the non-English speaker receives the same opportunity to directly address the Board, unless simultaneous translation equipment is used.)

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 and speak to an Executive Administrative Assistant as far in advance of the meeting as possible.

Any public records 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, 3rd Floor, 3801 Market Street, Riverside, California, 92501 or online at www.rccd.edu/administration/board.

I. COMMENTS FROM THE PUBLIC

Board invites comments from the public regarding any matters within the jurisdiction of the Board of Trustees. Pursuant to the Ralph M. Brown Act, the Board cannot address or respond to comments made under Public Comment.

II. APPROVAL OF MINUTES

A. [Minutes of the Board of Trustees Regular/Committee Meeting of January 8, 2019](#)

Recommend approving the January 8, 2019 Board of Trustees Regular/Committee meeting minutes as prepared.

B. [Minutes of the Board of Trustees Regular Meeting of January 15, 2019](#)

Recommend approving the January 15, 2019 Board of Trustees Regular meeting minutes as prepared.

III. PUBLIC HEARING (NONE)

IV. CHANCELLOR'S REPORTS

A. [Chancellor's Communications](#)

Information Only

B. [Five-to-Thrive Presentation: Sports and Fitness Club at Moreno Valley College](#)

Information Only

C. [Healthcare Update](#)

Information Only

D. [Future Monthly Committee Agenda Planner and Annual Master Planning Calendar](#)

Information Only

V. STUDENT REPORT

A. [Student Report](#)
Information Only

VI. CONSENT AGENDA ACTION

A. Diversity/Human Resources

1. [Academic Personnel](#)
Recommend approving/ratifying academic personnel actions.
2. [Classified Personnel](#)
Recommend approving/ratifying classified personnel actions.
3. [Other Personnel](#)
Recommend approving/ratifying other personnel actions.

B. District Business

1. [Purchase Order and Warrant Report – All District Resources](#)
Recommend approving/ratifying the Purchase Orders and Purchase Order Additions totaling \$3,338,210, and District Warrant Claims totaling \$7,525,258.
2. Budget Adjustments
 - a. [Budget Adjustments](#)
Recommend approving the budget transfers as presented.
3. Resolution(s) to Amend Budget
 - a. [Resolution No. 34-18/19 – 2018-2019 Student Success Completion Grant](#)
Recommend adding the revenue and expenditures of\$870,000 to the budget.
 - b. [Resolution No. 36-18/19 – 2018-2019 Disabled Students Support Services Program](#)
Recommend adding the revenue and expenditures of\$296,727 to the budget.
 - c. [Resolution No. 37-18/19 – 2018-2019 Student Support Services Trio Grant-Norco College](#)
Recommend adding the revenue and expenditures of \$10,369 to the budget.
 - d. [Resolution No. 38-18/19 – 2018-2019 New Workforce Development Center](#)
Recommend adding the revenue and expenditures of\$1,000,000 to the budget.
 - e. [Resolution No. 39-18/19 – 2018-2019 Apprenticeship Network](#)
Recommend adding the revenue and expenditures of\$774,250 to the budget.
4. Contingency Budget Adjustments (None)
5. Bid Awards (None)
6. Grants, Contracts and Agreements
 - a. [Contracts and Agreements Report Less than \\$92,600 – All District Resources](#)
Recommend ratifying contracts totaling \$542,891 for the period of January 1, 2019 through January 31, 2019.
 - b. [Agreement - Centers of Excellence for Labor Market Research](#)
Recommend approving the Agreement for Centers of Excellence for Labor Market Research for the Inland Empire/Desert Region between Riverside Community College District, Moreno Valley College and Chaffey Community College District for the time frame of November 14, 2018 through December 31, 2020 not to exceed \$331,085.
 - c. [Agreement For Long-Term Fiscal Viability Assessment Consulting Services](#)
Recommend approving the agreement with Collaborative Brain Trust to provide long-term fiscal viability assessment consulting services for the total agreement amount not to exceed \$100,000.

7. [Out-of-State Travel](#)
Recommend approving out-of-state travel.
8. Other Items
 - a. [Resolution No. 40-18/19 Authorizing Public Sale of Property](#)
Recommend approving Resolution No. 40-18/19 authorizing the Chancellor or designee to establish a minimum selling price; and conduct public bid.
 - b. [Surplus Property](#)
Recommend by unanimous vote declaring the property on the attached list to be surplus; finding the property does not exceed the total value of \$5,000; and authorizing the property to be consigned to The Liquidation Company to be sold on behalf of the District.
 - c. [Surplus Property - Donation](#)
Recommend by unanimous vote declaring the property on the attached list to be surplus; and authorizing the property to be donated to the Corona-Norco Unified School District.
 - d. [Notice of Completion](#)
Recommend accepting the project listed on the attachment as complete; and approve the execution of the Notice of Completion (under Civil Code Section 3093 – Public Works).

VII. CONSENT AGENDA INFORMATION

- A. [Capital Program Executive Summary Report –January 2019](#)
Information Only
- B. [Monthly Financial Report for Month Ending – January 31, 2019](#)
Information Only
- C. [CCFS-311Q – Quarterly Financial Status Report for the 2nd Quarter Ended December 31, 2018](#)
Information Only

VIII. BOARD COMMITTEE REPORTS

- A. Governance
 1. [Reordering and Renumbering of the Board Policy and Administrative Procedure System](#)
Recommend adopting the new reordering and renumbering of the Board Policy and Administrative Procedure System.
- B. Teaching and Learning (None)
- C. Planning and Operations
 1. [Resolution No. 35-18/19 - Local Hazard Mitigation Plan](#)
Recommend approving Resolution No. 35-18/19 to adopt the RCCD segment of the Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan.
- D. Resources (None)
- E. Facilities (None)

IX. ADMINISTRATIVE REPORTS

- A. Vice Chancellors
 1. [Resolution No. 41-18/19 Non-renewal of Probationary/Contract Employee](#)
Recommend adopting Resolution No. 41-18/19, authorizing the Chancellor, or Designee, of the District to give Notice of Non-Renewal pursuant to Government Code section 54957.
- B. Presidents

- X. ACADEMIC SENATE REPORTS
 - A. Moreno Valley College
 - B. Norco College/Riverside Community College District
 - C. Riverside City College
- XI. BARGAINING UNIT REPORTS
 - A. CTA - California Teachers Association
 - B. CSEA - California School Employees Association
- XII. BUSINESS FROM BOARD MEMBERS
 - A. [Update from Members of the Board of Trustees on Business of the Board.](#)
Information Only
- XIII. CLOSED SESSION
 - A. [Employee Appeal From the District's Administrative Determination, pursuant to Title 5, Cal. Code Regs., Section 59338, regarding Complaint of Discrimination - Two \(2\) Cases](#)
Recommended Action to be Determined.
 - B. [Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release](#)
Recommended Action to be Determined.
- XIV. ADJOURNMENT

Agenda Item (II-A)

Meeting	2/19/2019 - Regular
Agenda Item	Approval of Minutes (II-A)
Subject	Minutes of the Board of Trustees Regular/Committee Meeting of January 8, 2019
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommended approving the January 8, 2019 Board of Trustees Regular/Committee meeting minutes as prepared.

Prepared By: Wolde-Ab Isaac, Chancellor

Attachments:

[01082019 Minutes](#)

MINUTES OF THE BOARD OF TRUSTEES REGULAR
AND COMMITTEE MEETINGS OF THE GOVERNANCE,
TEACHING AND LEARNING, PLANNING AND OPERATIONS,
RESOURCES AND FACILITIES COMMITTEES
OF JANUARY 8, 2019

President Vackar called the Board of Trustees meeting to order at 6:02 p.m. in the District Office, Board Room, 3801 Market Street, Riverside, California CALL TO ORDER

Trustees Present

Tracey Vackar, President
Mary Figueroa, Vice President
Bill Hedrick, Secretary
Jose Alcala, Member
Jacob Alexander Velasquez, Student Trustee

Trustee Absent

Virginia Blumenthal, Member

Staff Present

Dr. Susan Mills, Acting Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations
Mr. Carlos Lopez, Vice President, Academic Affairs, Moreno Valley College
Dr. Bryan Reece, President, Norco College
Dr. Gregory Anderson, President, Riverside City College

Guests Present

Ms. Kristine DiMemmo, Acting Dean, Fine and Performing Arts, Riverside City College
Ms. Jodi Julian, Professor, Theater Arts, Riverside City College
Dr. Nathaniel Jones, Vice President, Business Services, Moreno Valley College
Mr. Arthur Turnier, Dean of Instruction, Public Safety Education and Training, Moreno Valley College

Student Trustee Velasquez led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Figueroa/Hedrick moved that the Board of Trustees approve Trustee Blumenthal's absence as excused. Motion carried. (4 ayes, 1 absent [Blumenthal])

MOTION TO EXCUSE ABSENCE

CHANCELLOR'S REPORT

Ms. DiMemmo and Ms. Julian presented on the RCC Performance Riverside Marketing Strategy.

RCC Performance Riverside
Marketing Strategy
Presentation

The Committee Chair Tracey Vackar convened the meeting at 6:35 p.m. Committee members in attendance: Academic Senate Representatives: Dr. Peggy Campo, Norco College/RCCD, Dr. Mark Sellick, Riverside City College, ASRCCD Representative: Arnold Sanchez; and Management Association Representative: Mr. Gregory Ferrer.

TEACHING AND LEARNING
COMMITTEE

Dr. Mills led the committee review of the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings that will be presented to the Board for approval at the January 15 regular meeting. Discussion followed.

Proposed Curricular Changes

The committee adjourned the meeting at 6:36 p.m.

Adjourned

The Committee Chair Mary Figueroa convened the meeting at 6:36 p.m. Committee members in attendance: Academic Senate Representatives: Dr. Peggy Campo, Norco College/RCCD, Dr. Mark Sellick, Riverside City College, ASRCCD Representative: Arnold Sanchez; and Management Association Representative: Mr. Gregory Ferrer.

PLANNING AND OPERATIONS
COMMITTEE

Dr. Jones and Mr. Turnier presented the committee with the revised ground lease for the Education Center at Ben Clark Public Safety Training Center with the County of Riverside that will be presented to the Board for approval at the January 15 regular meeting. Discussion followed.

Revised Ground Lease for the
Education Center at Ben Clark
Public Safety Training Center
with the County of Riverside

The committee adjourned the meeting at 6:50 p.m.

Adjourned

The Board adjourned the meeting at 6:50 p.m.

ADJOURNMENT

Official Minutes
Approved on 2/19/19

Certified By: _____

Agenda Item (II-B)

Meeting	2/19/2019 - Regular
Agenda Item	Approval of Minutes (II-B)
Subject	Minutes of the Board of Trustees Regular Meeting of January 15, 2019
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommended approving the January 15, 2019 Board of Trustees Regular meeting minutes as prepared.

Prepared By: Wolde-Ab Isaac, Chancellor

Attachments:

[01152019 Minutes](#)

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
OF JANUARY 15, 2019

President Vackar called the Board of Trustees meeting to CALL TO ORDER
order at 6:02 p.m. in the District Office, Board Room,
3801 Market Street, Riverside, California.

Trustees Present

Tracey Vackar, President
Mary Figueroa, Vice President
Bill Hedrick, Secretary
Jose Alcala, Board Member
Virginia Blumenthal, Board Member
Jacob Alexander Velasquez, Student Trustee

Staff Present

Dr. Wolde-Ab Isaac, Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Ms. Lorraine Jones, District Compliance Officer, Human Resources and Employee Relations
Dr. Susan Mills, Vice Chancellor, Educational Services and Strategic Planning
Dr. Robin Steinback, President, Moreno Valley College
Dr. Bryan Reece, President, Norco College
Dr. Gregory Anderson, President, Riverside City College
Dr. Peggy Campo, Academic Senate Representative, Norco College/RCCD
Dr. Mark Sellick, Academic Senate Representative, Riverside City College

Guests Present

Dr. Peter Curtis, Professor, Performing Arts, Riverside City College
Ms. Debra Yorba, Vice President, Keenan and Associates
Ms. Elena Santa Cruz, Vice President, California School Employee Association

Student Trustee Velasquez led the Pledge of
Allegiance.

PLEDGE OF ALLEGIANCE

Figueroa/Alcala moved that the Board of
Trustees approve the minutes of the Board
of Trustees Regular/Committee Meeting of
December 4, 2018. Motion carried. (5
ayes)

MINUTES OF THE BOARD OF
TRUSTEES REGULAR/COMMITTEE
MEETING OF DECEMBER 4, 2018

Hedrick/Figueroa moved that the Board of
Trustees approve the minutes of the Board
of Trustees Special Meeting of December
11, 2018. Motion carried.
(5 ayes)

MINUTES OF THE BOARD OF
TRUSTEES SPECIAL MEETING OF
DECEMBER 11, 2018

Figueroa/Blumenthal moved that the Board
of Trustees approve the minutes of the
Board of Trustees Regular Meeting of
December 11, 2018. Motion carried.
(5 ayes)

MINUTES OF THE BOARD OF
TRUSTEES REGULAR MEETING OF
DECEMBER 11, 2018

CHANCELLOR’S REPORTS

Dr. Curtis delivered a presentation on the RCC Department of Music and the guitar program.

Five to Thrive Presentation: RCC Department of Music

Ms. Yorba provided the healthcare update and reported there are currently two open cases.

Healthcare Update

The Board of Trustees received information on documents that are used to monitor and review upcoming action items, information items, and presentations, as well as planning for the monthly committee and Board meetings.

Future Monthly Committee Agenda Planner and Annual Master Planning Calendar

Student Trustee Velasquez presented the report about recent and future student activities at Moreno Valley, Norco, and Riverside City colleges and Riverside Community College District.

STUDENT REPORT

CONSENT ITEMS

Action

Figueroa/Hedrick moved that the Board of Trustees:

Approve/ratify the listed academic appointments, separations, and assignment and salary adjustments;

Academic Personnel

Approve/ratify the listed classified appointments, separations, and assignment and salary adjustments;

Classified Personnel

Approve/ratify the listed other personnel appointments, and assignment and salary adjustments;

Other Personnel

Approve/ratify the Purchase Orders and Purchase Order Additions totaling \$4,948,993, and District Warrant Claims totaling \$7,124,794;

Purchase Order and Warrant Report – All District Resources

Approve the budget transfers as presented;

Budget Adjustments

Approve adding the revenue and expenditures of \$200,000 to the budget;

Resolution No. 33-18/19 – 2018-2019 Student-Centered College within Guided Pathways Framework

Ratify contracts totaling \$746,521 for the period of November 26, 2018 through

Contracts and Agreements Report Less than \$90,200 – All District

December 31, 2018;

Approve the Inland Empire/Desert Region Amendment to Master Agreement No. 2017/20 Strong Workforce Program between Riverside Community College District and Barstow Community College District, Chaffey Community College District, College of the Desert, Copper Mountain Community College District, Mt. San Jacinto Community College District, Palo Verde Community College District, San Bernardino Community College District, and Victor Valley Community College District for the time frame of February 1, 2017 through June 30, 2023;

Approve Out-of-State-travel;

Item was pulled from agenda. Will be brought back at a later date.

Adopt a nonresident tuition fee rate of \$265 per unit and a capital outlay surcharge fee rate of \$12 per unit for FY 2019-2020; and direct staff to promulgate these charges via the 2019-2020 catalog, schedule of classes, and other appropriate materials;

Approve the adjusted budgets for the projects identified on the Project Savings Reconciliation report for additional expenditures in the amount of \$60,433 and additional revenue received in the amount of \$118,311 for the period of July 1, 2017 through June 30, 2018;

Declare the property on the attached list to be surplus; find the property does not exceed the total value of \$5,000; and authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District;

Motion carried. (5 ayes)

The Board received the Capital Program Executive Summary Report for December 2018.

Resources

Agreement Amendment No. 2017/20 – Strong Workforce Program for the Inland Empire Desert Region and Participating Regional Community College Districts

Out-of-State-Travel

Proposed Child Care Center Fee Increase

2019-2020 Nonresident Tuition and Capital Outlay Surcharge Fees

Project Savings Reconciliation and Additional Revenue to Adjust Measure C Project Budget

Surplus Property

Information

Capital Program Executive Summary Report – December 2018

The Board received the Monthly Financial Report for Month Ending – December 31, 2018.

Monthly Financial Report for Month Ending – December 31, 2018

BOARD COMMITTEE REPORTS

Teaching and Learning

Vackar/Figueroa moved that the Board of Trustees approve the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings. Motion carried. (5 ayes)

Proposed Curricular Changes

Planning and Operations

Figueroa/Vackar moved that the Board of Trustees approve the Revised Ground Lease for the Education Center at Ben Clark Public Safety Training Center with the County of Riverside. Motion carried. (5 ayes)

Revised Ground Lease for the Education Center at Ben Clark Public Safety Training Center with the County of Riverside

ADMINISTRATIVE REPORTS

Dr. Steinback, President, Moreno Valley College, Dr. Reece, President, Norco College and Dr. Anderson, President, Riverside City College updated the Board on the upcoming events and activities occurring at their colleges.

Presidents

ACADEMIC SENATE REPORTS

Dr. Campo presented the report on behalf of Norco College and Riverside Community College District.

Norco College

Dr. Sellick presented the report on behalf of Riverside City College.

Riverside City College

BARGAINING UNIT REPORTS

Ms. Santa Cruz presented the report on behalf of the CSEA.

CSEA – California School Employees Association

BUSINESS FROM BOARD MEMBERS

Figueroa/Hedrick moved that the Board of Trustees nominate Trustee Vackar to run for the CCCT Board for 2019. Motion carried. (5 ayes)

CCCT Board Election Nominations for 2019

Trustee Blumenthal shared the events she attended over the last month, commented on the RCC Performance Riverside marketing, and the music department presentation.

Update from Members of the Board of Trustees on Business of the Board

Trustee Figueroa commented on the quick response concerning the student with TB; shared the events she attended over the last month; thanked Art Turnier for his work on the Ben Clark Training Center Ground Lease, and requested the Board of Trustees be included in the presentation of the Ground Lease to the County of Riverside.

Trustee Hedrick welcomed Dr. Anderson; looking forward to the Governor's budget presentation; and commented on the challenges of the public education system.

Trustee Alcalá thanked Dr. Anderson and his leadership team for the meeting and tour of RCC; looking forward to the same with Moreno Valley College and Norco College; commented on the challenges of the public education system; and shared his excitement over the Governor's budget, the new funding formula and the responsibility it brings.

Trustee Vackar shared she will be reaching out to the other trustees to participate in some upcoming committee work.

The Board adjourned the meeting at 7:40 p.m.

ADJOURNMENT

Official Minutes Approved on 2/19/19
Certified By: _____

Agenda Item (IV-A)

Meeting 2/19/2019 - Regular
Agenda Item Chancellor's Reports (IV-A)
Subject Chancellor's Communications
College/District District
Information Only

Background Narrative:

Chancellor will share general information to the Board of Trustees, including federal, state and local interests and District information.

Prepared By: Wolde-Ab Isaac, Chancellor

Attachments:

None.

Agenda Item (IV-B)

Meeting 2/19/2019 - Regular
Agenda Item Chancellor's Reports (IV-B)
Subject Five-to-Thrive Presentation: Sports and Fitness Club at Moreno Valley College
College/District Moreno Valley

Information Only

Background Narrative:

Each month a faculty member is invited through Academic Senate to present on a topic related to programs and services. This month, Assistant Professor Tanya Brown-Lowry will present on the activities sponsored by the Sports and Fitness Club that are made available to anyone on the Moreno Valley College campus. The club's mission is to develop strong, confident and positive leaders. Campus events are available for anyone to participate in and provide a way for faculty, staff, and students to engage in fun activities together on campus several times a semester. Off campus events bring students closer together where they learn about teamwork and caring for each other. Students will accompany Professor Brown-Lowry to share how participation in these activities have positively impacted their experience at Moreno Valley College.

Prepared By: Robin Steinback, President, Moreno Valley College
Carlos Lopez, Vice President, Academic Affairs (MVC)

Attachments:

[MVC Sports and Fitness Presentation](#)

Sports
& Fitness
Club

MORENO
VALLEY
COLLEGE

STRONGER. TOGETHER.

- **Presented by:**

- Tanya Lowry Advisor
- Bryon Walker President
- Margarita Hernandez Secretary
- Benjamin Hernandez ICC Rep



Club History

- October 13th 2016
 - Our first meeting!
- Spring 2017 recognized as a Club.
- Fall 2017 activities on & off campus increase.
- By Fall 2018 Membership has doubled!





Mission and Vision

- Building a sense of community where students feel engaged, nurtured, connected and valued.
- Offer activities to keep students on campus.
- Promote citizenship, leadership, and integrity all in the pursuit of nurturing a healthy mind and body



Margarita Hernandez - Secretary

Rock Climbing: Facing challenges together!



Benjamin Hernandez ICC Representative

1st Annual Staff v. Students Softball

- Campus Police
 - Faculty
 - Students
-
- **Support * Encourage * Teamwork**



Bryon Walker - President

- **ASMVC Egg Hunt**

- Obstacle Course
- Building up others!

- New activity Spring 2019:
1st ASMVC OLYMPICS





**"Unity is strength...
when there is
teamwork and collaboration,
wonderful things
can be achieved."
- Mattie J.T. Stepanek**

Stronger Together!

Agenda Item (IV-C)

Meeting 2/19/2019 - Regular
Agenda Item Chancellor's Reports (IV-C)
Subject Healthcare Update
College/District District
Information Only

Background Narrative:

At the November 5, 2013 regular Board of Trustees meeting, the Board of Trustees requested an update of the healthcare issue at each Board meeting.

Any new claims or concerns will be brought forward.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

None.

Agenda Item (IV-D)

Meeting	2/19/2019 - Regular
Agenda Item	Chancellor's Reports (IV-D)
Subject	Future Monthly Committee Agenda Planner and Annual Master Planning Calendar
College/District	District
Information Only	

Background Narrative:

Monthly, the Board Committees meet to review upcoming action items or receive information items and presentations. Furthermore, annually the Board sees and takes action on items at the same time each year. For the purposes of planning the monthly committee and Board meetings, the Future Committee Agenda Planner and the Annual Master Planning Calendar are provided for the Board's information.

Prepared By: Wolde-Ab Isaac, Chancellor

Attachments:

[Planning Calendar](#)

RECOMMENDED 2019-20 GOVERNING BOARD AGENDA MASTER PLANNING CALENDAR

Month	Planned Agenda Item *(Consent Item)
August	<ul style="list-style-type: none"> Resolution Regarding Appropriations Subject to Proposition 4 – Gann Limitation*
September	<ul style="list-style-type: none"> CCFS-311Q-Quarterly Financial Status Report (4th Quarter) * Public Hearing and Budget Adoption for the Fiscal Year RCCD Budget Annual Adoption of Education Protection Account Funding and Expenditures
October	<ul style="list-style-type: none"> Emeritus Awards, Faculty Presentation of Annual Report by Measure C Citizens’ Bond Oversight Committee CCFS 311 Annual Financial and Budget Report* Jeanne Clery Act Report
November	<ul style="list-style-type: none"> CCFS-311Q Financial and Budget Report (1st Quarter)* Annual Master Grant Submission Schedule
December	<ul style="list-style-type: none"> Organizational Meeting: Elect the President, Vice President and Secretary of the Board of Trustees; Board association and committee appointments. Annual Board of Trustees Meeting Calendar for January-December Annual District Academic Calendar Annual Independent Audit Report for RCCD Annual Independent Audit Report for RCCD Foundation Fall Scholarship Award to Student Trustee Signature Authorization* Annual Proposition 39 Financial and Performance Audits
January	<ul style="list-style-type: none"> Grants Office Annual Winter Report Federal Legislative Update Annual Nonresident Tuition and Capital Outlay Surcharge Fees* Proposed Curricular Changes
February	<ul style="list-style-type: none"> CCFS-311Q-Quarterly Financial Status Report (2nd Quarter)* Presentation of Governor’s Budget Proposal Recommendation Not to Employ (March 15th Letters)
March	
April	<ul style="list-style-type: none"> Academic Rank – Full Professors Annual Authorization to Encumber Funds (Resolution for RCOE) Proposed Curricular Changes Agreement for Information Technology Support Services to the Galaxy System with Riverside County Superintendent of Schools*
May	<ul style="list-style-type: none"> CCFS-311Q-Quarterly Financial Status Report (3rd Quarter) Presentation on New Student Centered Funding Formula Proposal and RCCD Budget Planning Spring Scholarship Award to Student Trustee Summer Workweek College Closure – Holiday Schedule Resolution to Recognize Classified School Employee Week Board of Trustees Annual Self-Evaluation Chancellor’s Evaluation Annual Institutional Effectiveness Goals for Fiscal Viability and Programmatic Compliance with State and Federal Guidelines
June	<ul style="list-style-type: none"> Administration of Oath of Office to Student Trustee Department Chairs and Stipends, Academic Year Coordinator Assignments Extra-Curricular Assignments Notices of Employment–Tenured Faculty; Contract Faculty; and Categorically Funded Academic Administrator Employment Contracts Tentative Budget and Notice of Public Hearing on the Final Budget Five-Year Capital Construction Plan, Initial Project Proposals and Final Project Proposals Moreno Valley College Catalog Norco College Catalog Riverside City College Catalog Board Self Evaluation – Reporting Out

COMMITTEES OF THE BOARD OF TRUSTEES - PLANNING WORKSHEET

March 2019

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A. Governance	B. Teaching and Learning	C. Planning and Operations	D. Resources	E. Facilities
Chancellor	Vice Chancellor, Academic Affairs	Chief of Staff and Facilities Development	Vice Chancellor, Business & Financial Services; Vice Chancellor, Diversity and Human Resources	Chief of Staff and Facilities Development
	<div data-bbox="499 732 846 1122" style="border: 1px solid black; padding: 5px;"> <ul style="list-style-type: none"> ■ Board report and/or backup not yet complete – review pending. ✓ Board report & backup materials attached for review by the Cabinet. ★ Approved by the Cabinet for placement on the Board agenda. <p style="text-align: center; color: red; font-weight: bold; margin-top: 10px;">ALL FINAL REPORTS DUE TO THE CHANCELLOR'S OFFICE BY 02/26/2019 & 03/12/2019.</p> </div>		<ul style="list-style-type: none"> ■ Budget Allocation Model Revision Project Update (Brown/Askar) 	

Agenda Item (V-A)

Meeting 2/19/2019 - Regular

Agenda Item Student Report (V-A)

Subject Student Report

College/District District

Information Only

Background Narrative:

Student Trustee will be presenting the report about the recent and future student activities at Moreno Valley College, Norco College, Riverside City College, and Riverside Community College District.

Prepared By: Wolde-Ab Isaac, Chancellor

Attachments:

None.

Agenda Item (VI-A-1)

Meeting 2/19/2019 - Regular

Agenda Item Consent Agenda Action (VI-A-1)

Subject Academic Personnel

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees approve/ratify the academic personnel actions

Background Narrative:

Riverside Community College District, pursuant to Board Policies, routinely makes academic personnel appointments and takes actions. The attached list of academic personnel actions are for the Board's approval/ratification.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

[20190219_Academic Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Academic Personnel

Date: February 19, 2019

1. Appointments

Board Policy 2200 authorizes the Chancellor (or designee) to make an offer of employment to a prospective employee, subject to final approval by the Board of Trustees.

The Chancellor recommends approval for the following appointment(s) and authorizes the Vice Chancellor, Human Resources and Employee Relations to sign the employment contracts:

a. Management Contract

<u>Name</u>	<u>Position</u>	<u>Term of Employment</u>	<u>Salary Placement</u>
RIVERSIDE CITY COLLEGE			
Alfattal, Eyad	Director, Center for International Students & Programs	03/22/19-06/30/20	T-3
Anderson, Dennis	Interim Dean of Instruction (Fine & Performing Arts)	01/16/19-04/30/19 (or until position is filled)	\$11,285/mo* <i>Correction*</i>

b. Contract Faculty
(None)

c. Long-Term, Temporary Faculty

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Placement</u>
NORCO COLLEGE			
VISITING ASSISTANT PROFESSOR			
Tripathi, Om	Physics (Spring Semester 2019)	02/08/19	H-1
RIVERSIDE CITY COLLEGE			
VISITING ASSISTANT PROFESSOR			
Palomo, Akiyoshi	Counseling (Spring Semester 2019)	02/14/19	D-3
Vo, Ryan	Physics/Astronomy (Spring Semester 2019)	02/08/19	B-1

1. Appointments (cont'd)

d. Extra-Curricular, Academic Year 2018-19

Additions/Changes to the list submitted/approved by the Board of Trustees on June 19, 2018.

<u>Name</u>	<u>Activity</u>	<u>Add/Change/Remove</u>
Blair, Scott	Director, Planetarium	remove effective 1/15/19
Gutierrez, Audrina	Assistant Coach, Softball	remove 100%
Hayes-Trainer, Monica	Assistant Coach, Volleyball	remove 100%
Payne, Jeremy	Assistant Coach, Golf (M)	add 100%
Russell, Brock	Director, Planetarium	add effective 1/16/19
Ruth, Clifford	Assistant Coach, Swim (M)	add 100%
Webster, Andrew	Assistant Coach, Volleyball	add 100%

e. Department Chairs and Stipends, Academic Year 2018-19

Changes to the list submitted/approved by the Board of Trustees on June 19, 2018.

<u>Name</u>	<u>Department</u>	<u>Stipend</u>
Blair, Scott	Physical Science	end effective 1/15/19
O'Neill, Terrence	Physical Science	add effective 1/16/19

2. Salary Reclassification

Board Policy 7160 establishes the procedures for professional growth and salary reclassification.

It is recommended the Board of Trustees grant a salary reclassification to the following faculty member(s).

<u>Name</u>	<u>From Column</u>	<u>To Column</u>	<u>Effective Date</u>
Bobo, Michael	D	E	03/01/19
Kobzeva-Herzog, Elena	E	F	03/01/19
Reid, Miguel	C	D	03/01/19
Whitton, Jude	C	D	03/01/19

3. Transfer Request

It is recommended the Board of Trustees approve the transfer of Estrella Romero, Associate Professor of Communication Studies, from Riverside City College to Norco College beginning with the 2019-2020 academic year, with salary placement at Column H, Step 15.

4. Recommendation Not to Reemploy – Non-Tenure Track Employees in Categorically Funded Faculty Positions

In compliance with Education Code Section 87470, the contracts of the temporary faculty members listed below will not be renewed for the 2019-20 academic year and notice will be sent accordingly.

<u>Name</u>	<u>Discipline</u>	<u>Location</u>
Silver, Patricia	Nursing	Riverside City College
Williams, Thomas	Counseling	Moreno Valley College

5. Recommendation Not to Reemploy – Contract Employee

Education Code Section 87608.5 allows the Board of Trustees not to enter into a contract for the following academic year and not employ the probationary employees as a tenure employees.

It is recommended that the Board of Trustees not reemploy the employees listed below and they authorize the Chancellor or his designee to send them a notice of non-reemployment for the 2019-20 academic year per Education Code 87610.

<u>Name</u>	<u>Title</u>	<u>Location</u>
Shedd, Dana	Assistant Professor, Reading	Moreno Valley College

6. Recommendation Not to Reemploy – Academic Administrator

Education Code Section 72411 (b) allows the Board of Trustees not to enter into a contract for the following year.

It is recommended the employee listed below not be reemployed and the Board of Trustees authorize the Chancellor or his designee to send a notice of non-reemployment for the 2019- 20 academic year.

<u>Name</u>	<u>Title</u>	<u>Location</u>
Yoshinaga, Ann	Associate Dean, Academic Support	Moreno Valley College

Subject: Academic Personnel

Date: February 19, 2019

7. Separation(s) – Resignation(s) and Retirement(s)

Board Policy 7350 authorizes the Chancellor to officially accept the resignation of an employee and the Chancellor has accepted the following resignation(s).

It is recommended the Board of Trustees approve the resignation of the individual(s) listed below:

<u>Name</u>	<u>Position Title</u>	<u>Last Day of Employment</u>
RESIGNATION(S)		
(None)		
RETIREMENT(S)		
Kathleen Saxon	Associate Professor, Mathematics	06/30/19
END OF INTERIM APPOINTMENT(S)		
(None)		

Agenda Item (VI-A-2)

Meeting 2/19/2019 - Regular

Agenda Item Consent Agenda Action (VI-A-2)

Subject Classified Personnel

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees approve/ratify the classified personnel actions

Background Narrative:

Riverside Community College District, pursuant to Board Policies, routinely makes classified personnel appointments and takes actions. The attached list of classified personnel actions are for the Board's approval/ratification.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

[20190219_Classified Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Classified Personnel

Date: February 19, 2019

1. Appointments

Board Policy 2200 authorizes the Chancellor (or designee) to make an offer of employment to a prospective employee, subject to final approval by the Board of Trustees.

The Chancellor recommends the Board of Trustees approve/ratify the following appointments:

<u>Name</u>	<u>Position</u>	<u>Effective Date (On/After)</u>	<u>Contract/ Salary</u>	<u>Action</u>
a. Management/Supervisory				
RIVERSIDE CITY COLLEGE				
Morozowsky, Martin	Interim Assistant Director, Facilities, Maintenance & Operations	02/20/19	S-1	Appointment
DISTRICT				
Walker, Colleen	Interim Chief of Police	02/12/19	X-5	Appointment
b. Management/Supervisory – Categorically Funded (None)				
c. Classified/Confidential				
DISTRICT				
Ambriz, Cristina	Budget Analyst	02/20/19	O-1	Promotion
Cardenas, Edwina	Benefits Clerk	02/25/19	E-3	Appointment
Nicol, Bryan	Instructional Support Coordinator	02/20/19	M-1	Appointment
MORENO VALLEY COLLEGE				
Cardoza, Alfred	Financial & Technical Analyst	01/01/19	P-3	Rehire
Coston, Brooke	Customer Service Clerk	02/25/19	E-1	Appointment
RIVERSIDE CITY COLLEGE				
Stackhouse, Stefanie	Instructional Department Specialist	02/20/19	K/LS-1	Transfer
d. Classified/Confidential - Categorically Funded (None)				

Subject: Classified Personnel

Date: February 19, 2019

2. Change to Resignation Date

At its meeting of January 15, 2019, the Board of Trustees approved the resignation of Khaled Khalil, Payroll Manager, with a last day of employment as 01/01/19. Mr. Khalil's last date of employment was 01/02/19.

It is recommended the Board of Trustees approve the change of resignation date of Khaled Khalil as of his last date of employment 01/02/19.

3. Request to Change Appointment Effective Date

At its meeting of January 15, 2019, the Board of Trustees approved the appointment of Gabriel Acosta, Custodian- Riverside City College with an effective date of 01/16/18. Mr. Acosta's effective date of employment was 01/16/19.

It is recommended the Board of Trustees approve the change of effective date of Mr. Acosta's appointment as of 01/16/19.

4. Request(s) for Permanent Increase/Decrease in Workload

It is recommended the Board of Trustees approve the permanent increase/decrease in workload for the following individual(s). The request(s) have the approval of the College President(s).

<u>Name</u>	<u>Title</u>	<u>From/To Workload</u>	<u>Effective Date(s)</u>
Olguin, Stephanie	Enrollment Services Assistant	48.5% to 100%	02/01/19
Thomas, Kimberly	Student Resource Specialist	50% to 75%	01/01/19
Valdez, Veronica	Marketing/Media Technician	48.75% to 100%	01/22/19

5. Separation(s) – Resignation(s) and/or Retirement(s)

Board policy 7350 authorizes the Chancellor to officially accept the resignation of an employee and the Chancellor has accepted the following resignation(s).

It is recommended the Board of Trustees approve/ratify the resignation of the individual(s) listed below:

<u>Name</u>	<u>Position</u>	<u>Last Date of Employment</u>
RESIGNATION(S) (None)		
RETIREMENT(S)		
Verdehyou, Arlen	Officer, Safety & Police	12/31/18
Williams, Loriann	Officer, Safety & Police	12/28/18
END OF INTERIM APPOINTMENT(S)		
Sierra, Javier	Interim, Director Facilities	01/31/19

Agenda Item (VI-A-3)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-A-3)
Subject	Other Personnel
College/District	District
Funding	n/a
Recommended Action	It is recommend that the Board of Trustees approve/ratify the other personnel actions

Background Narrative:

Riverside Community College District Board of Trustees, pursuant to Board policies and education code requirements, routinely makes other personnel appointments such as hiring of non-classified substitute, short-term, professional expert, and student employees. The attached list of other personnel actions are for the Board's approval/ratification.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

[20190219_Other Personnel](#)
[20190219_Other Personnel_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Other Personnel

Date: February 19, 2019

1. Substitute Assignments

Pursuant to Ed Code 88003, substitute assignments are made to allow the District time to recruit vacant positions or provide absence coverage. It is recommended that the Board of Trustees approve/confirm the substitute assignments indicated on the attached list.

2. Short-Term Positions

Pursuant to Ed Code 88003, a short-term employee is any person employed to perform a service for the District, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis. It is recommended that the Board of Trustees approve/confirm the short-term positions indicated on the attached list.

3. Full-Time Students Employed Part-Time and Part-Time Students Employed Part-Time on Work Study

Pursuant to Ed Code 88003, full-time students employed part-time and part-time students employed part-time on work study are hired on an hourly, as needed basis. It is recommended that the Board of Trustees approve/confirm the student worker positions indicated on the attached list.

4. Professional Expert(s)

Pursuant to Ed Code 88003, a professional expert is any person employed on a temporary basis for a specific project, regardless of length of employment. It is recommended that the Board of Trustees approve the employment of the professional expert(s) indicated on the attached list and authorize the Vice Chancellor, Human Resources and Employee Relations to sign the employment agreement.

SUBSTITUTE ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
NORCO				
Alexander, Jerry	Groundsperson	Facilities	01/02/19-03/29/19	\$19.93
Castro, Brizeida	Customer Service Clerk Instructional Department	Services	01/02/19-03/01/19	\$19.03
Karrer, Debra	Specialist	Dean of Instruction	01/13/19-03/13/19	\$26.29
Tewahaftewa, Antoinette	Administrative Assistant III	Office of Instruction	01/22/19-03/22/19	\$24.06
Vera, Victor	Food Service III	Food Service	02/11/19-04/11/19	\$20.84
RIVERSIDE				
Nguyen, Phuonghuyen	Administrative Assistant I	Academic Support	01/11/19-02/25/19	\$19.93

SHORT TERM ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
DISTRICT				
Blount, Laycee	Conference Coordinator	Procurement Assistance Center	01/23/19-06/30/19	\$24.00
Marquis, Matthew	Interpreter IV	Disability Resource Center	02/20/19-06/30/19	\$40.00
NORCO				
Lee, Dameco	Upward Bound Programs	Upward Bound College Mentor	02/20/19-06/30/19	\$12.00
Reyes, Rachelle	Study Group Leader	Tutorial Services	02/20/19-06/30/19	\$12.00
Saenz, Edward	Laboratory Aide II	STEM	01/15/19-06/30/19	\$12.00
MORENO VALLEY				
Nottingham, Lynn	Registered Nurse II	Health Services	03/01/19-06/30/19	\$37.00
Rodriguez, Kimberly	Office Assistant IV	Student Financial Services	02/20/19-06/30/19	\$14.00

FULL-TIME STUDENTS EMPLOYED PART-TIME AND
PART-TIME STUDENTS EMPLOYED PART-TIME ON WORK STUDY

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<u>DISTRICT FUNDS</u>				
MORENO VALLEY COLLEGE				
		Supplemental		
Brito, Martiza	Student Aide III	Instruction	01/22/19	\$ 13.00
Carabello, Adrian	Student Aide I	Food Services	02/05/19	\$ 12.00
Franco, Leslie	Student Aide I	Food Services	02/05/19	\$ 12.00
		The Learning		
Garcia, Luis F	Student Aide I	Center	01/22/19	\$ 12.00
		Supplemental		
Hanaa, Aziz	Student Aide III	Instruction	01/16/19	\$ 13.00
		Supplemental		
Hernandez, Juan	Student Aide III	Instruction	01/16/19	\$ 13.00
		Supplemental		
Kalman, Melissa	Student Aide III	Instruction	01/16/19	\$ 13.00
		Early Childhood		
Mendoza, Tania	Student Aide I	Education	01/16/19	\$ 12.00
Owens, Lynn Ann	Student Aide III	Gospel Choir	01/31/19	\$ 13.00
Prado, Genesis Kristina	Student Aide I	Food Services	01/30/19	\$ 12.00
Washington, Savannah	Student Aide I	Food Services	01/30/19	\$ 12.00
RIVERSIDE CITY COLLEGE				
		Business		
		Administration /		
		Info Systems and		
Barrett, Eric	Student Aide I	Technology	02/05/19	\$ 12.00
		Writing and		
Beam, Tara	Student Aide II	Reading Center	01/16/19	\$ 12.00
		Early Childhood		
Davila, Anainette	Student Aide I	Education	01/23/19	\$ 12.00
		Performing Arts /		
Gulraiz, Sardar	Student Aide I	Theatre	01/28/19	\$ 12.00
		Writing and		
Hamidzada, Nilofar	Student Aide I	Reading Center	01/17/19	\$ 12.00
		Writing and		
Lopez Anguiano, Edgar	Student Aide II	Reading Center	02/05/19	\$ 12.00
		Writing and		
Martinez, Izai	Student Aide II	Reading Center	01/17/19	\$ 12.00
Rivera, Esmeralda	Student Aide II	Upward Bound	01/17/19	\$ 12.00

FULL-TIME STUDENTS EMPLOYED PART-TIME AND
PART-TIME STUDENTS EMPLOYED PART-TIME ON WORK STUDY

Backup Other Personnel
February 19, 2019
Page 2 of 2

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE (Continued)				
Sihombing, Angeline	Student Aide II	Writing and Reading Center	01/17/19	\$ 12.00
West, Kevin	Student Aide II	Writing and Reading Center	01/28/19	\$ 12.00
<u>CATEGORICAL FUNDS</u>				
COMMUNITY SERVICE PROGRAM				
Dominguez, Jubilee	Student Aide II	UCR ARTSBlock City of Riverside/ Public Works-	02/06/19	\$ 12.00
Gomez, Jose	Student Aide III	RCC City of Riverside/ Innovation and	01/22/19	\$ 13.50
Nemeth, Daniel	Student Aide V	Technology-RCC City of Riverside/	01/28/19	\$ 15.50
Rangel, Jessica	Student Aide I	PRCSD - RCC City of Riverside/ Innovation and	01/17/19	\$ 12.00
West, Brandon	Student Aide V	Technology-RCC	01/28/19	\$ 15.50
MORENO VALLEY COLLEGE				
Skaggs, Regina	Student Aide I	Human Health and Public Services	01/07/19	\$ 12.00
RIVERSIDE CITY COLLEGE				
Buchanan, Chelsea	Student Aide I	Student Financial Services	01/28/19	\$ 12.00
Esparza Lopez, Karen	Student Aide I	Guardian Scholars Athletics/	01/28/19	\$ 12.00
Gray, Micah	Student Aide II	Equipment Room	01/18/19	\$ 12.75
Harris, Sebrae	Student Aide I	Art Gallery	01/22/19	\$ 12.00
Lopez, Jamie	Student Aide I	Art Gallery	02/06/19	\$ 12.00
Luongo, Thomas	Student Aide I	Student Financial Services	01/22/19	\$ 12.00
Pena, Cynthia	Student Aide I	Kinesiology/ Athletic Training	02/06/19	\$ 12.00
Saenz, Joseph	Student Aide I	Art Gallery	01/18/19	\$ 12.00
Wilson, Camron	Student Aide I	Kinesiology/ Men's Basketball	02/05/19	\$ 12.00

PROFESSIONAL EXPERTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>TERM</u>	<u>RATE/ AMOUNT</u>
NORCO COLLEGE	Athletic Program			
Contreras, Kaytlyn	Coordinator	Athletic	02/01/19-06/30/19	\$30.00/hr

Agenda Item (VI-B-1)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-1)
Subject	Purchase Order and Warrant Report – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$3,338,210, and District Warrant Claims totaling \$7,525,258.

Background Narrative:

The attached Purchase Order and Warrant Report – All District Resources is submitted to comply with Education Code Sections 81656 and 85231. The Purchase Orders and Purchase Order Additions, totaling \$3,338,210 requested by staff and issued by the District Business Office have been reviewed to verify that budgeted funds are available in the appropriate categories of expenditure.

District Warrant Claims (numbers 296586-298048) totaling \$7,525,258, paid against approved Purchase Orders, have been reviewed by the Business Office to verify that monies are available in the appropriate funds for payment of these warrants. These claims also have been reviewed, on a sample basis, by the Riverside County Office of Education through its claim audit process.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services

Attachments:

[02192019_Contracts and Purchase Orders Over \\$92,600 Report \(January\)](#)

Report of Purchases-All District Resources
Purchases Over \$92,600
01/01/19 thru 01/31/19

PO #	Department	Vendor	Description
C0006317	Facilities Planning & Development	ABNY General Engineering Inc.	Bid Award: Site Accessibility Improvements At RCC
C0006320	Facilities - Norco	NPG Corporation	Bid Award Parking Lot Slurry Seal & Re-Stripe
Approved/Ratify Purchase Orders of \$92,600 and Over			
C0005745	Career & Tech Ed. Projects	Interact Communications, Inc.	RFP Award Rebranding & Marketing Campaign
C0006208	Human Resources & Employee Relations	Liebert Cassidy Whitmore	Legal

Total

All Purchase Orders, Contracts, and Additions
for the Period of 01/01/19 - 01/31/19

Contracts C6299 - C6328
Contract Additions C5186 - C6225
Purchase Orders P70465 - P71061
Purchase Order Additions P67112 - P70441
Blanket Purchase Orders B17790 - B17808
Blanket Purchase Order Additions B16951 - B17726
Total

Grand Total

Report of Purchases-All District Resources
Purchases Over \$92,600
01/01/19 thru 01/31/19

<u>Amount</u>
\$ 790,000
98,891
300,000
200,000
<u>\$ 1,388,891</u>

542,891

1,106,816

299,612

\$ 1,949,319

\$ 3,338,210

Agenda Item (VI-B-2-a)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-2-a)
Subject	Budget Adjustments
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the budget transfers as presented.

Background Narrative:

The 2018-19 adopted budget represents our best estimates of both income and expenditures. As the year progresses, however, some accounts have surplus funds while others are under budgeted. As provided in Title 5, Section 58307, the Board of Trustees may approve budget transfers between major object code expenditure classifications within the approved budget to allow for needed purchases of supplies, services, equipment and hiring of personnel. Unless otherwise noted, the transfers are within the unrestricted General Fund (Fund 11, Resource 1000).

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services

Attachments:

[02192019_Budget Adjustments](#)

Budget Adjustments

February 19, 2019

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Riverside</u>		
R1. Transfer to purchase instructional supplies. (Fund 12, Resource 1190)		
From: Perkins Title I-C	Equipment	\$ 5,245
To: Perkins Title I-C	Instructional Supplies	\$ 5,245
R2. Transfer to provide for copying and printing.		
From: Chancellor's Office	Administrative Contingency	\$ 2,350
To: DOI – Lang, Human & Soc Science	Copying and Printing	\$ 2,350
R3. Transfer to provide for repairs and the annual cost of cleaning police vehicles.		
From: Safety & Police	Supplies	\$ 711
	Other Transport Supplies	2,684
	Equipment	400
To: Safety & Police	Repairs	\$ 1,111
	Other Services	2,684
R4. Transfer to provide for repairs and the annual cost of cleaning police vehicles. (Fund 12, Resource 1050)		
From: Safety & Police	Supplies	\$ 200
	Other Transport Supplies	216
To: Safety & Police	Repairs	\$ 200
	Other Services	216

	<u>Program</u>	<u>Account</u>	<u>Amount</u>
R5.	Transfer to realign the Title VI Innovative Education Program Strategies grant budget. (Fund 12, Resource 1190)		
	From: Mathematics	Other Services	\$ 11,612
	To: Academics Affairs	Food	\$ 6,148
	Mathematics	Food	5,464
R6.	Transfer to purchase a cell phone.		
	From: Dean of Instruction	Cellular Telephone	\$ 203
	To: Dean of Instruction	Equipment	\$ 203
R7.	Transfer to provide for travel.		
	From: Planning & Development	Academic PT Non-Instr	\$ 4,643
	To: Planning & Development	Conferences	\$ 4,643
R8.	Transfer to purchase computer software.		
	From: Allied Health	Periodicals/Magazines	\$ 1,479
	To: Allied Health	Comp Software Maint/Lic	\$ 1,479
R9.	Transfer to purchase instructional supplies.		
	From: Allied Health	Administrative Contingency	\$ 119
	To: Allied Health	Instructional Supplies	\$ 119
R10.	Transfer to purchase health supplies.		
	From: Business Operations	Administrative Contingency	\$ 2,500
	To: Business Operations	Health Supplies	\$ 2,500

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R11. Transfer to provide for surveys.		
From: Library	Supplies	\$ 336
To: Library	Surveys	\$ 336
R12. Transfer to provide for elevator repairs.		
From: Business Operations	Classified FT Administrator	\$ 15,000
To: Business Operations	Repairs	\$ 15,000
R13. Transfer to provide for catering costs.		
From: Applied Technology	Rents and Leases	\$ 115
To: Applied Technology	Supplies	\$ 115
R14. Transfer to purchase supplies.		
From: President's Office	Administrative Contingency	\$ 10,000
To: President's Office	Supplies	\$ 10,000
R15. Transfer to provide for Bradshaw remodel project.		
From: Business Operations	Classified FT	\$ 50,300
To: Business Operations	Remodel Project	\$ 50,300
R16. Transfer to provide for architects fees for Quad remodel.		
From: Business Operations	Classified FT	\$ 75,000
To: Business Operations	Architect's Fees	\$ 75,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R17. Transfer to purchase display and digital signage player.		
From: Business Operations	Classified FT	\$ 3,846
To: Business Operations	Equipment	\$ 3,846
R18. Transfer to provide for student tutoring.		
From: Communication Studies	Academic Special Project	\$ 6,180
To: Communication Studies	Student Help- Instructional	\$ 6,180
R19. Transfer to provide for printing.		
From: Applied Technology	Repairs	\$ 75
To: Applied Technology	Printing	\$ 75
R20. Transfer to provide for memberships and instructional supplies.		
From: Applied Technology	Repairs	\$ 1,400
To: Applied Technology	Instructional Supplies	\$ 1,200
	Memberships	200
R21. Transfer to provide for asbestos removal at North Hall.		
From: Business Operations	Administrative Contingency	\$ 8,563
To: Facilities	Other	\$ 8,563

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R22. Transfer to provide for cellular telephone service, administrative contingencies for the Dean of Student Services and Dean of Student Life, printing, supplies, and travel.		
From: Business Operations	Classified FT	\$ 14,611
To: Student Services	Administrative Contingency	\$ 5,000
	Cellular Telephone	957
Student Activities	Administrative Contingency	5,000
	Supplies	2,022
	Conferences	1,250
	Copying and Printing	382

R23. Transfer to purchase a computer monitor and supplies.

From: President's Office	Administrative Contingency	\$ 10,000
To: President's Office	Supplies	\$ 5,000
	Equipment	5,000

Norco

N1. Transfer to purchase a robot training system. (Fund 12, Resource 1190)

From: Perkins Title I-C	Classified FT	\$ 29,679
	Employee Benefits	45,114
	Periodicals/Magazines	125
	Copying and Printing	5,000
	Supplies	1,625
	Lecturers	991
	Professional Services	300
	Conferences	381
	Comp Software Maint/Lic	14,512
To: Perkins Title I-C	Equipment	\$ 97,727

	<u>Program</u>	<u>Account</u>	<u>Amount</u>
N2.	Transfer to purchase software.		
	From: Safety & Police	Repairs	\$ 110
	To: Safety & Police	Software	\$ 110
N3.	Transfer to provide for conferences. (Fund 12, Resource 1190)		
	From: CACT Seminars	Equipment	\$ 2,328
	To: CACT Seminars	Conferences	\$ 2,328
N4.	Transfer to purchase software and to provide for slurry seal and parking lot re-striping.		
	From: VP, Business Services	Administrative Contingency	\$ 99,268
	To: Dean of Instruction Facilities	Software Remodel Project	\$ 377 98,891
N5.	Transfer to purchase a currency and coin counter.		
	From: VP, Business Services	Classified FT	\$ 878
	To: Auxiliary Business Services	Equipment	\$ 878
N6.	Transfer to provide for repairs.		
	From: VP, Business Services	Remodel Project	\$ 5,761
	To: Facilities	Repairs	\$ 5,761
N7.	Transfer to purchase supplies.		
	From: Accreditation	Memberships	\$ 249
	To: Accreditation	Supplies	\$ 249

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N8. Transfer to provide for repairs and storage room shelving. (Fund 12, Resource 1190)		
From: STEM Engineering Pathways	Supplies	\$ 26,658
To: STEM Engineering Pathways	Repairs Fixtures and Fixed Equip	\$ 500 26,158
N9. Transfer to provide for academic special projects.		
From: Dean of Instruction VP, Academic Affairs	Conferences Instructional Supplies	\$ 2,868 10,010
To: Dean of Instruction	Academic Special Project Employee Benefits	\$ 11,260 1,168
N10. Transfer to purchase instructional supplies. (Fund 12, Resource 1190)		
From: Lottery	Comp Software Maint/Lic	\$ 8,498
To: Lottery	Instructional Supplies	\$ 8,498
N11. Transfer to purchase supplies. (Fund 12, Resource 1190)		
From: JFK Middle College HS Counseling	Travel Expenses	\$ 8,492
To: JFK Middle College HS Counseling	Supplies	\$ 8,492
N12. Transfer to purchase food and supplies. (Fund 12, Resource 1190)		
From: Upward Bound – Centennial HS	Other Services	\$ 6,825
To: Upward Bound – Centennial HS	Food Supplies	\$ 1,803 5,022

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N13. Transfer to provide for salaries, benefits, and supplies.		
From: VP, Business Services	Administrative Contingency	\$ 36,722
To: Intercollegiate Athletics	Short-Term Temporary	\$ 27,465
	Employee Benefits	4,171
Student Co-Curricular Activities	Supplies	5,086

N14. Transfer to provide for administrative contingency.

From: Dean of Instruction	Academic FT Administrator	\$ 942
Instructional Support	Employee Benefits	183
To: VP, Business Services	Administrative Contingency	\$ 1,125

N15. Transfer to provide for facilities planning and program services. (Fund 12, Resource 1180)

From: Business Operations	Equipment	\$ 150
To: Facilities	Consultants	\$ 150

Moreno Valley

M1. Transfer to provide for a conference. (Fund 12, Resource 1190)

From: CalWORKs	Academic PT Non-Instr	\$ 1,500
To: CalWORKs	Conferences	\$ 1,500

M2. Transfer to purchase a computer.

From: VP, Business Services	Classified Substitutes	\$ 2,000
To: VP, Business Services	Equipment	\$ 2,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M3. Transfer to realign the facility budget and to inspect/repair the fire alarm system.		
From: Building Maintenance	Remodel Project	\$ 13,200
To: Building Maintenance	Repair Parts	\$ 5,000
	Mileage	50
	Conferences	600
Grounds Maintenance	Grounds/Garden Supplies	2,000
	Supplies	500
	License Fees	120
College Safety	Other Services	3,930
Hazardous Materials	Waste Disposal	1,000
M4. Transfer to provide for an academic special project.		
From: Accreditation	Copying and Printing	\$ 1,000
	Professional Services	858
	Travel Expenses	4,000
To: Accreditation	Academic Special Project	\$ 5,000
	Employee Benefits	858
M5. Transfer to purchase desks and chairs.		
From: Associate Dean Ed Programs	Student Help – Non-Instr	\$ 1,663
	Employee Benefits	30
VP, Business Services	General Liability & Property	27
To: Associate Dean Ed Programs	Equipment	\$ 1,720
M6. Transfer to purchase food. (Fund 12, Resource 1190)		
From: Strong Workforce Regional	Other Services	\$ 1,965
To: Strong Workforce Regional	Food	\$ 1,965

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M7. Transfer to purchase computers.		
From: Dean of Instruction	Supplies	\$ 5,300
	Conferences	622
	Other Services	400
To: Dean of Instruction	Equipment	\$ 5,202
Anatomy and Physiology	Equipment	224
Chemistry	Equipment	224
Biology	Equipment	224
Physics	Equipment	224
Microbiology	Equipment	224
M8. Transfer to provide for repairs and advertising.		
From: Technology Support Services	Student Help – Non-Instr	\$ 2,600
	Supplies	1,100
	Equipment	200
To: Technology Support Services	Repairs	\$ 2,600
	Advertising	1,300
M9. Transfer to provide for a room remodel of PSC 16. (Fund 12, Resource 1190)		
From: Strong Workforce Regional	Classified FT Supervisor	\$ 25,921
	Employee Benefits	18,079
To: Strong Workforce Regional	Remodel Project	\$ 44,000
M10. Transfer to provide for a department directional sign.		
From: Public Services & Criminal Justice	Professional Services	\$ 1,158
To: Public Services & Criminal Justice	Fixtures & Fixed Equip	\$ 1,158

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M11. Transfer to provide for a classified substitute.		
From: VP, Business Services	Administrative Contingency	\$ 8,000
To: Student Personnel Administration	Classified Substitutes	\$ 8,000
M12. Transfer to provide for a conference.		
From: Counseling	Student Help – Non-Instr	\$ 978
	Short-Term Temporary	238
To: Counseling	Conferences	\$ 1,216
M13. Transfer to provide for a conference and computer license. (Fund 12, Resource 1190)		
From: Student Financial Aid	Classified FT	\$ 7,000
To: Student Financial Aid	Conferences	\$ 5,000
	Comp Software Maint/Lic	2,000
M14. Transfer to provide for meeting expenses. (Fund 12, Resource 1190)		
From: CARE	Student Financial Grants	\$ 15,982
To: CARE	Meeting Expenses	\$ 15,982
M15. Transfer to provide for an academic special project. (Fund 12, Resource 1190)		
From: Student Equity	Supplies	\$ 331
	Conferences	700
	Cellular Telephone	569
To: Student Equity	Academic Special Project	\$ 1,600

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M16. Transfer to provide for legal fees, governmental fees, and parking citation processing. (Fund 12, Resource 1050)		
From: Safety & Police	Supplies	\$ 700
	Other Transport Supplies	500
	Equipment	2,835
To: Safety & Police	Legal	\$ 279
	Governmental Fees	201
	Other Services	3,555

District Office and District Support Services

D1. Transfer to provide for a fiscal viability assessment, bond measure feasibility survey, and bond measure planning.

From: VC, Business & Financial Services	Academic FT Administrator	\$ 168,000
To: VC, Business & Financial Services	Professional Services	\$ 168,000

D2. Transfer to provide for a districtwide economic impact study.

From: VC, Business & Financial Services	Classified FT	\$ 42,000
To: VC, Business & Financial Services	Consultants	\$ 42,000

D3. Transfer to provide for academic special projects and to purchase supplies.

From: VC, Educational Services	Cellular Telephone	\$ 1,000
	Administrative Contingency	900
To: VC, Educational Services	Academic Special Project	\$ 900
	Supplies	1,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
D4. Transfer to purchase periodicals/magazines and supplies.		
From: VC, HR & Employee Relations	Administrative Contingency	\$ 7,000
To: VC, HR & Employee Relations	Periodicals/Magazines	\$ 1,436
	Supplies	5,564
D5. Transfer to provide for salaries and benefits. (Fund 12, Resource 1190)		
From: Adult Education Block Grant	Supplies	\$ 2,370
	Copying & Printing	4,000
	Mileage	1,000
	Cellular Telephone	10,800
To: Adult Education Block Grant	Classified FT	\$ 14,300
	Employee Benefits	3,870
D6. Transfer to replace the fire suppression system in the Network Operations Center on the Riverside City College campus.		
From: VC, Business & Financial Services	Administrative Contingency	\$ 110,137
To: Information Services	Remodel Project	\$ 110,137
D7. Transfer to provide for conferences, license fees, and pre-employment testing.		
From: Safety & Police	Equipment	\$ 3,030
To: Safety & Police	Conferences	\$ 693
	License Fees	1,871
	Pre-Employment Testing	466

<u>Program</u>	<u>Account</u>	<u>Amount</u>
D8. Transfer to realign the Safety & Police budget and to provide for parking citation processing. (Fund 12, Resource 1050)		
From: Safety & Police	Other Transport Supplies	\$ 3,000
	Equipment	22,359
To: Safety & Police	Laundry & Cleaning	\$ 843
	Repairs	5,422
	Comp Software Maint/Lic	1,310
	Governmental Fees	276
	Legal	985
	Other Services	16,523

Agenda Item (VI-B-3-a)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-a)
Subject	Resolution No. 34-18/19 – 2018-2019 Student Success Completion Grant
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$870,000 to the budget.

Background Narrative:

The Riverside Community College District's colleges have received additional funding for the 2018-2019 Student Success Completion Grant in the amount of \$870,000 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Moreno Valley College - \$150,000, Norco College - \$120,000 and Riverside City College - \$600,000. The funds will be used for student grants.

Prepared By: Robin Steinback, President, Moreno Valley College
Bryan Reece, President Norco College
Gregory Anderson, President, Riverside City College
Dyrell Foster, Vice President, Student Services (MVC)
FeRita Carter, Vice President of Student Services (RCC)

Attachments:

[02192019_Resolution No. 34-18/19 –Student Success Completion Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 34-18/19

2018-2019 Student Success Completion Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$870,000 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on February 19, 2019.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 34-18/19
 2018-2019 Student Success Completion Grant

Year	Date	Fund
19	2/19/2019	745

Fund	School	Program	Special Program	Object	Amount	Object Code Description
745	DZE	00000	96519	8699	600,000 00	REVENUE
745	EZE	00000	96519	8699	120,000 00	
745	FZE	00000	96519	8699	150,000 00	↓
						EXPENDITURES
745	DZE	00000	96519	7510	600,000 00	Student Grants/Scholarships
745	EZE	00000	96519	7510	120,000 00	
745	FZE	00000	96519	7510	150,000 00	↓
					870,000 00	TOTAL REVENUE
					870,000 00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-b)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-b)
Subject	Resolution No. 36-18/19 – 2018-2019 Disabled Students Support Services Program
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$296,727 to the budget.

Background Narrative:

The Riverside Community College District's colleges have received additional funding for the 2018-2019 Disabled Students Support Services Program in the amount of \$296,727 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Riverside City College - \$177,161, Norco College - \$52,137, and Moreno Valley College - \$67,429. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Gregory Anderson, President, Riverside City College
Bryan Reece, President Norco College
Robin Steinback, President, Moreno Valley College
FeRita Carter, Vice President of Student Services (RCC)
Dyrell Foster, Vice President, Student Services (MVC)

Attachments:

[02192019_Resolution No. 36-18/19 – Disabled Students Support Services Program](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 36-18/19

2018-2019 Disabled Students Support Services Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$296,727 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on February 19, 2019.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
INCOME & EXPENDITURES - BUDGET AMENDMENT
Resolution No. 36-18/19
2018-2019 Disabled Students Support Services Program

Year	County	District	Date	Fund
19	33	07	2/19/2019	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0180	8621	177,161 00	REVENUE
12	E00	1190	0	0000	0180	8621	52,137 00	↓
12	F00	1190	0	0000	0180	8621	67,429 00	↓
								EXPENDITURES
12	DZP	1190	0	809	0180	5890	177,161 00	Captioning Services
12	EZP	1190	0	809	0180	5890	52,137 00	Captioning Services
12	FZP	1190	0	6420	0180	1439	58,882 00	Acad PT Non-Instructional
12	FZP	1190	0	6420	0180	2129	638 00	Classified Perm Part Time
12	FZP	1190	0	6420	0180	2331	5,575 00	Student Help Non-Instruct
12	FZP	1190	0	6420	0180	2349	1,024 00	Classified Overtime
12	FZP	1190	0	6420	0180	3220	115 00	Employee Benefits
12	FZP	1190	0	6420	0180	3230	23 00	
12	FZP	1190	0	6420	0180	3320	169 00	
12	FZP	1190	0	6420	0180	3325	40 00	
12	FZP	1190	0	6420	0180	3330	856 00	
12	FZP	1190	0	6420	0180	3335	7 00	
12	FZP	1190	0	6420	0180	3460	23 00	
12	FZP	1190	0	6420	0180	3520	2 00	
12	FZP	1190	0	6420	0180	3530	1 00	↓
12	FZP	1190	0	6420	0180	4555	74 00	Copying/Printing
							296,727 00	TOTAL REVENUE
							296,727 00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-c)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-c)
Subject	Resolution No. 37-18/19 – 2018-2019 Student Support Services Trio Grant-Norco College
College/District	Norco
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$10,369 to the budget.

Background Narrative:

The Riverside Community College District's Norco College has received additional funding for the 2018-2019 Student Support Services Trio Grant in the amount of \$10,369 from the U.S. Department of Education. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Bryan Reece, President Norco College
Hortencia Cuevas, Program Director, Student Support Services RISE Grant

Attachments:

[02192019_Resolution No. 37-18/19 – Student Support Services Trio-Norco Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 37-18/19

2018-2019 Student Support Services Trio Grant-Norco College

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$10,369 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on February 19, 2019.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 37-18/19
 2018-2019 Student Support Services Trio Grant-Norco College

Year	County	District	Date	Fund
19	33	07	2/19/2019	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	E00	1190	0	0000	0339	8120	10,369 00	REVENUE
								EXPENDITURES
12	EZG	1190	0	6450	0339	1439	5,583 00	Acad PT Non Instructional
12	EZG	1190	0	6450	0339	3130	909 00	Employee Benefits
12	EZG	1190	0	6450	0339	3335	81 00	
12	EZG	1190	0	6450	0339	3530	3 00	
12	EZG	1190	0	6450	0339	3630	89 00	
12	EZG	1190	0	6450	0339	3470	11 00	↓
12	EZG	1190	0	6450	0339	5910	768 00	Indirect Charges
12	EZG	1190	0	6450	0339	5890	1,890 00	Other Services
12	EZG	1190	0	6450	0339	6485	1,035 00	Comp Equip Additionl
							10,369 00	TOTAL REVENUE
							10,369 00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-d)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-d)
Subject	Resolution No. 38-18/19 – 2018-2019 New Workforce Development Center
College/District	Norco
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$1,000,000 to the budget.

Background Narrative:

The Riverside Community College District's Norco College has received funding for the 2018-2019 New Workforce development Center Grant in the amount of \$1,000,000 from the Chancellor's Office. The funds will be used to construct the New Workforce Development Center.

Prepared By: Bryan Reece, President Norco College
Dr. Kevin Fleming, Interim Vice President, Strategic Development

Attachments:

[02192019_Resolution No. 38-18/19 – New Workforce Development Center](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 38-18/19

2018-2019 New Workforce Development Center

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$1,000,000 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on February 19, 2019.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 38-18/19
 2018-2019 New Workforce Development Center

Year	County	District	Date	Fund
19	33	07	2/19/2019	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	E00	1190	0	0000	0192	8627	1,000,000 00	REVENUE
								EXPENDITURES
12	ECH	1190	0	6713	0192	6216	1,000,000 00	Construction Contract
							1,000,000 00	TOTAL REVENUE
							1,000,000 00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-e)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-e)
Subject	Resolution No. 39-18/19 – 2018-2019 Apprenticeship Network
College/District	Norco
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$774,250 to the budget.

Background Narrative:

The Riverside Community College District's Norco College has received funding for the 2018-2019 Apprenticeship Network Grant in the amount of \$774,250 from the James Irvine Foundation passed through the Riverside Community College District Foundation. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Bryan Reece, President Norco College
Dr. Kevin Fleming, Interim Vice President, Strategic Development

Attachments:

[02192019_Resolution No. 39-18/19 – Apprenticeship Network](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 39-18/19

2018-2019 Apprenticeship Network

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$ 774,250 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on February 19, 2019.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 39-18/19
 2018-2019 Apprenticeship Network

Year	County	District	Date	Fund
19	33	07	2/19/2019	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	E00	1190	0	0000	0365	8820	774,250 00	REVENUE
								EXPENDITURES
12	ECH	1190	0	6827	0365	2117	107,540 00	CL Sal Full-Time Supervisor
12	ECH	1190	0	6827	0365	2118	49,522 00	CL Sal Full-Time Administrator
12	ECH	1190	0	6827	0365	2119	49,565 00	CL Sal Full-Time
12	ECH	1190	0	6827	0365	3220	37,326 00	Employee Benefits
12	ECH	1190	0	6827	0365	3320	12,812 00	
12	ECH	1190	0	6827	0365	3325	2,997 00	
12	ECH	1190	0	6827	0365	3520	104 00	
12	ECH	1190	0	6827	0365	3620	3,307 00	
12	ECH	1190	0	6827	0365	3460	413 00	
12	ECH	1190	0	6827	0365	3420	85,340 00	▼
12	ECH	1190	0	6827	0365	5110	150,000 00	Consultants
12	ECH	1190	0	6827	0365	5198	150,000 00	Professional Services
12	ECH	1190	0	6827	0365	5220	88,455 00	Conferences
12	ECH	1190	0	6827	0365	5910	36,869 00	Indirect - Charges

774,250 00	TOTAL REVENUE
774,250 00	TOTAL EXPENDITURES

Agenda Item (VI-B-6-a)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-a)
Subject	Contracts and Agreements Report Less than \$92,600 – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees ratify contracts totaling \$542,891 for the period of January 1, 2019 through January 31, 2019.

Background Narrative:

On September 11, 2007, the Board of Trustees authorized delegating authority to the Chancellor to enter into contractual agreements and the expenditure of funds pursuant to the Public Contract Code Section 20650 threshold, currently set at \$92,600. The attached listing of contracts and agreements under \$90,200 requested by college and District staff has been reviewed and verified that budgeted funds are available in the appropriate categories of expenditure. The contracts and agreements have been executed pursuant to the Board's delegation of authority and are presented on this agenda for ratification.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services

Attachments:

[02192019_Contracts and Agreements Less than \\$92,600 Report \(January\)](#)

Contracts and Agreements Report-All District Resources
\$92,600 and Under
01/01/19 thru 01/31/2019

PO#	Department	Vendor	Business Location	Description	Amount
C0006299	EOPS - Moreno Valley	City of Moreno Valley	Moreno Valley	Rents and Leases	\$ 1,249
C0006300	Strategic Development	Embassy Suites	Ontario	Meeting Expenses	9,548
C0006301	Student Services Grants & Equity Programs	Cell Business Equipment	Irvine	Repairs - Service	650
C0006302	Administrative Services Center	Konica Minolta Business Solutions	San Bernardino	Rents and Leases	35,052
C0006303	Strategic Development	Bay Alarm Company	Concord	Security Alarm Installation & Services	2,359
C0006304	Career & Tech Ed. Projects	Mission Inn	Riverside	Meeting Expenses	10,000
C0006305	Business & Financial Services	True North Research, Inc.	Encinitas	Bond Measure Feasibility Survey	28,500
C0006306	Business Operations - Norco	EMSI	Moscow, ID	Economic Impact Study	17,000
C0006307	Counseling - Riverside	Canon Solutions America, Inc.	Ontario	Copying and Printing	1,354
C0006308	Performing Arts - Riverside	Music Theatre International	New York, NY	Royalty & Rental Fees	3,647
C0006309	Campus Student Services - Norco	St. Augustine Enclosed RV & Self-Storage	Norco	Rents and Leases	1,308
C0006310	Business & Financial Services	Collaborative Braintrust Consulting Firm	Sacramento	Fiscal Viability Assessment	80,000
C0006311	Campus Student Services - Norco	Kids That Code, Inc.	San Bernardino	4-Week Computer Coding Programming Camp	22,500
C0006312	Career and Technical Ed - Riverside	Network Kinexion LLC	Diamond Bar	Job Placement & Internship Consulting	49,270
C0006313	EOPS - Moreno Valley	GradGuru	San Francisco	Academic Alert Software	50,621
C0006314	Career & Tech Ed. Projects	Wested	San Francisco	Launchboard Workshop	1,700
C0006315	Facilities Planning & Development	Inland Inspections & Consulting	Riverside	ADA Inspections Services	24,000
C0006316	Facilities Planning & Development	River City Testing	Riverside	DSA Project Inspection and Testing	3,360
C0006318	Institutional Effectiveness - Norco	Modern Think LLC	Wilmington, DE	Campus Climate Engagement Survey	9,365
C0006319	Institutional Support, Instruction & Curriculum	Regents of the University of California	Lake Arrowhead	Ford Fusion	5,510
C0006321	International Students - Riverside	Can-Achieve International Education Limitec	Beijing, China	Student Recruitment Services	500
C0006322	Educational Services - Norco	Westin	Los Angeles	Meeting Expenses	1,147
C0006323	EOPS - Norco	Hemborg Ford	Norco	Equip Additional \$5000 >	24,046
C0006324	Business Operations - Moreno Valley	iHeartMedia	Los Angeles	Advertising	12,690
C0006325	Student Activities - Intramurals-Norco	Clubessential LLC	Cincinnati, OH	Website Hosting	11,460
C0006326	Business Operations - Moreno Valley	Welton, Donald	Riverside	Photo License	610
C0006327	Strategic Development	Meltwater News US, Inc.	San Francisco	Advertising	4,000
C0006328	International Students - Riverside	United Education Group, Inc.	City of Industry	Agent and Student Recruitment Fees	1,999
N/A	Fine & Performing Arts	Actors' Equity Association (Daniel Schultz)	North Hollywood	Stage Manager for 'Tarzan' Production	No Cost
N/A	Dental Assistant Program	Sagman, Aseel	Redlands	Clinical Rotation Site	No Cost
N/A	Nursing	California State University, Fullerton	Fullerton	MOU for ADN-BSN curriculum project	No Cost
N/A	Nursing	California State University, San Bernardino	San Bernardino	MOU for ADN-BSN curriculum project	No Cost
N/A	Dental Assistant Program	Carlos Rivas, DDS	Moreno Valley	Clinical Rotation Site	No Cost
N/A	Strategic Development	CAVA Charter Schools	Simi Valley	California Virtual Academy high school	No Cost
N/A	Customized Training	City of Moreno Valley Employment Resources	Moreno Valley	Training Program Room Reservation	No Cost
N/A	Career & Tech Ed. Projects	Colton -Redlands-Yucaipa ROP	Redlands	Articulation agreement CAT-34A	No Cost
N/A	Career & Tech Ed. Projects	Colton -Redlands-Yucaipa ROP	Redlands	Articulation agreement CAT-98A	No Cost
N/A	Dental Assistant Program	Gerald Middleton, DDS	Riverside	Dental Program Clinical Rotation	No Cost
N/A	Chancellor's Office	Marriott Riverside at the Convention Center	Riverside	Room Accommodation Guided Pathway Summit	No Cost
N/A	Chancellor's Office	National Center for Inquiry & Improvement, LLC	Southbury, CT	NCII support for the Inland Empire Regional Workshop on	No Cost
N/A	Health Services	Operation Safehouse	Riverside	Mental Health Consultation	No Cost
N/A	Business Services	Temple Beth El Child Development Center	Riverside	Student Teacher Internship Agreement	No Cost
N/A	Student Services	University of California Riverside Recreation	Riverside	Student Team Building Activities	No Cost
N/A	Performing Arts - Riverside	Winter Guard International	Dayton, OH	Participation Agreement	No Cost
Additions to Approved/Ratify Contracts of \$92,600 and Under					
C0004234	Planning and Development - Riverside	Nuventive LLC	Pittsburgh, PA	Computer Software Maint/Lic	10,120
C0004774	Facilities - Moreno Valley	Orkin, Inc.	Atlanta, GA	Pest Control Services	512
C0004880	Health Services	Medicat, LLC	Atlanta, GA	Computer Software Maint/Lic	18,028
C0005129	Counseling - Riverside	Comevo, Inc.	San Luis Obispo	Computer Software Maint/Lic	22,839
C0005539	Academy / Criminal Services	Harland Technology Services	Omaha, NE	Comp Equip Additional \$200-\$4999	369

Contracts and Agreements Report-All District Resources
 \$92,600 and Under
 01/01/19 thru 01/31/2019

PO#	Department	Vendor	Business Location	Description	Amount
C0005792	Administrative Services Center	Sharp Electronics Corporation	Pasadena	Repairs - Service	4,215
C0005853	Human Resources & Diversity	Academic Search, Inc.	Washington, DC	Investigative Services	536
C0005860	Academy / Criminal Services	Card Integrators	Los Alamitos	Repairs - Service	1,476
C0006106	Customized Solutions	Brady, Michael	Corona	Training Services	4,525
C0006128	Dean of Instruction	Riverside Convention Center	Riverside	Meeting Expenses	200
C0006173	Allied Health - Riverside	Apple Inc.	Wayne, PA	Comp Equip Additional \$200-\$4999	38,497
C0006220	Student Services - Norco & Moreno Valley	Mongoose Research, Inc.	Orchard Park, NY	Enhanced Texting Communication Services	1,200
C0006224	Disabled Student Services - Moreno Valley	Spearin, Mark J	Riverside	Captioning Services	9,900
C0006225	Disabled Student Services - Moreno Valley	Rapid Caption, LLC	Mentone	Captioning Services	1,530
C0006240	President - Riverside	Stream Kim Hicks Wrage & Alfaro, P.C.	Riverside	Legal	15,000
C0006254	Open Campus	Rise Interpreting, Inc.	Riverside	Meeting Expenses	500
N/A	Career & Tech Ed. Projects	College of the Desert	Palm Desert	Amend. #1/Extends Strong Workforce Prgrm Agreement	No Cost
N/A	Career & Tech Ed. Projects	Copper Mountain Community College District	Joshua Tree	Amend. #1/Extends Strong Workforce Prgrm Agreement	No Cost
N/A	Career & Tech Ed. Projects	Palo Verde Community College District	Blythe	Amend. #1/Extends Strong Workforce Prgrm Agreement	No Cost
N/A	Career & Tech Ed. Projects	San Bernardino Community College District	San Bernardino	Amend. #1/Extends Strong Workforce Prgrm Agreement	No Cost
N/A	Career & Tech Ed. Projects	Grossmont-Cuyamaca Community College District	El Cajon	Amend. #1/ Prop 39 Mini Grant/Work Plan	No Cost
N/A	Career & Tech Ed. Projects	Victor Valley Community College District	Victorville	Amend. #1/Extends Strong Workforce Prgrm Agreement	No Cost
				Total	<u>542,891</u>

Agenda Item (VI-B-6-b)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-b)
Subject	Agreement - Centers of Excellence for Labor Market Research
College/District	Moreno Valley
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve the Agreement for Centers of Excellence for Labor Market Research for the Inland Empire/Desert Region between Riverside Community College District, Moreno Valley College and Chaffey Community College District for the time frame of November 14, 2018 through December 31, 2020 not to exceed \$331,085.

Background Narrative:

Moreno Valley College was designated as the project lead for Strong Workforce Program's regional project, P15 Regional Data Analysis and Alignment. This data and analytics project will bridge data sources between the participating colleges, institutional effectiveness and the local Centers of Excellence to ensure validated data aligns across the region.

Centers of Excellence is the technical assistance provider designated by the California Community Colleges Chancellor's Office to provide workforce and community college data to the twelve colleges within the Inland Empire/Desert region.

Prepared By: Robin Steinback, President, Moreno Valley College
Carlos Lopez, Vice President, Academic Affairs (MVC)
Melody Graveen, Dean of Instruction, CTE

Attachments:

[Agreement - Centers of Excellence for Labor Market Research](#)

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT,
AND CENTER OF EXCELLENCE FOR LABOR MARKET RESEARCH, INLAND
EMPIRE/DESERT REGION, CHAFFEY COMMUNITY COLLEGE DISTRICT.

This AGREEMENT is made and entered into by and between CENTER OF EXCELLENCE FOR LABOR MARKET RESEARCH, INLAND EMPIRE/DESERT REGION, CHAFFEY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as “Contractor” and RIVERSIDE COMMUNITY COLLEGE DISTRICT on behalf of MORENO VALLEY COLLEGE hereinafter referred to as “District.”

The parties, in support of the Strong Workforce P15 Regional Data Analysis and Alignment project hereto mutually agree as follows:

1. The Contractor agrees to provide the following services:
 - a) Hire two part-time research analysts to boost the research capacity of the Center of Excellence to support the needs of the participating regional community colleges
 - b) Provide Career Education Taxonomy of Program (TOP) code alignment support for the participating regional community colleges
 - i. Align TOP codes to Classification of Instruction Program (CIP) codes
 - ii. Match TOP codes to Standard Occupational Classification (SOC) codes
 - iii. Supply each participating college with college specific labor market and college completion data
 - iv. Guide regional college in the alignment of TOP, CIP, and SOC codes of similar programs for consistent reporting within the region
 - c) Conduct student surveys
 - i. Work with Career Technical Education Outcome Survey (CTEOS) Team at Santa Rosa Junior College to develop methods to increase Inland Empire/Desert Region alumni survey response rates
 - ii. Develop a survey to track the educational goals for current regional community college students
 - iii. Implement tracking system for students transitioning from high school to community college
 - iv. Host regional meeting with data analysts and institutional effectiveness/research participants to bridge data resources
 - d) The services will be provided at: various locations throughout the region.
 - e) The District shall provide the Contractor adequate support as appropriate to conduct the services outlined above.
2. The term of this agreement shall be from November 14, 2018 through December 31, 2020.
3. Payment in consideration of this agreement includes a service fee that shall not exceed \$331,085.00, payable in a first installment of \$66,221.00 and 24 monthly installments of \$11,036.00 thereafter, upon receipt of invoice.
 - a) Send all invoices to:

Moreno Valley College
Attention: Dr. Melody Graveen
Career & Technical Education Department
16130 Lasselle St., Moreno Valley, CA 92551.
951-571-6291
Melody.graveen@mvc.edu

4. During the term of this Agreement, CONTRACTOR shall defend, indemnify and hold the RCCD and its trustees, agents, students and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of CONTRACTOR, its officers, directors, agents, affiliates and employees, arising out of the performance of this Agreement.
5. Contractor shall not discriminate against any person in the provision of services, or employment of persons on the basis of ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law. Contractor understands that harassment of any student or employee of Riverside Community College District with regard to ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law is strictly prohibited.
6. Contractor is an independent contractor and no employer-employee relationship exists between Contractor and District. Contractor declares and certifies that in the course and scope of this engagement he/she is not an employee or agent of the College and, in case of injury or illness, he/she is covered by a 24-hour health and hospitalization program that does not exclude the work to be performed by Contractor under this Agreement.

Contractor hereby voluntarily releases, discharges, waives and relinquishes any and all actions or causes of action for personal injury, bodily injury, property damage or wrongful death occurring to him/herself arising in any way whatsoever as a result of engaging in the work or any activities incidental thereto wherever or however the same may occur and for whatever period said activities may continue. The undersigned does for him/herself, his/her heirs, executors, administrators and assigns hereby release, waive, discharge and relinquish any action or causes of action, aforesaid, which may hereafter arise for him/herself and for his/her estate, and agrees that under no circumstances will he/she or his/her heirs, executors, administrators and assigns prosecute, present any claim for personal injury, bodily injury, property damage or wrongful death against the College or any of its officers, agents, servants, or employees of any of said causes of action, whether the same shall arise by the negligence of any of said persons, or otherwise.

7. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
8. This contract may be terminated by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for termination of this Agreement.
9. The parties acknowledge that no representations, inducements, promises, or agreements, orally or otherwise, have been made by anyone acting on behalf of either party, which is not stated herein. Any other agreement or statement of promises, not contained in this Agreement, shall not be valid or binding. Any modification of this Agreement will be effective only if it is in writing and signed by the party to be charged.
10. This Agreement will be governed by and construed in accordance with the laws of the State of California.

This Agreement has been read and agreed upon by the following representatives of both parties.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT, on Behalf of Moreno Valley College

CONTRACTOR

By: _____
Aaron Brown
Vice Chancellor, Business &
Financial Services
3801 Market Street.
Riverside, CA 92551

By: _____
Henry D Shannon, Ph.D.,
Superintendent/President
Chaffey College
5885 Haven Avenue
Rancho Cucamonga CA 91730

Dated: _____

Dated: _____

Agenda Item (VI-B-6-c)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-c)
Subject	Agreement For Long-Term Fiscal Viability Assessment Consulting Services
College/District	District
Funding	General Fund
Recommended Action	It is recommended that the Board of Trustees approve the agreement with Collaborative Brain Trust to provide long-term fiscal viability assessment consulting services for the total agreement amount not to exceed \$100,000.

Background Narrative:

On December 21, 2018, the Riverside Community College District entered into an agreement with Collaborative Brain Trust (CBT) to perform a long-term fiscal viability assessment. The primary objectives are to: 1) perform a comprehensive analysis of current and future obligations, and potential opportunities in order to deliver a 5-year budget projection; 2) perform a comprehensive analysis of processes and procedures for those, not already being reviewed by the District, to identify inefficiencies that are causing delays in service as well as unnecessary spending; and 3) identify new growth opportunities and funding sources.

The total cost of the agreement is \$100,000 for all three objectives, of which \$80,000 was originally anticipated to be performed in relationship to objectives No. 1, No. 2, and the beginning phase of No. 3. It was expected that objective No. 3 would not be fully implemented until the new Vice Chancellor of Institutional Advancement and Economic Development was hired. Subsequently, it was determined that all three objectives should be conducted simultaneously to leverage economies of scale and to shorten the overall service delivery timeframe.

At this time, Riverside Community College District is seeking approval for the total agreement cost of \$100,000.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services

Attachments:

[02192019_Collaborative Brain Trust Agreement](#)

Agreement to Provide Financial Consulting Services

TO RIVERSIDE COMMUNITY COLLEGE DISTRICT

November 12, 2018

COLLABORATIVE



B R A I N T R U S T

COMMUNITY COLLEGE
CONSULTING

1130 K Street, Suite 150
Sacramento, CA 95814
916-446-5058

Terms of the Agreement

This consulting agreement (“Agreement”) is made and effective January 3, 2019. This consulting agreement references document titled “Proposal to Provide Financial Consulting Services” dated December 7, 2018, and implies all original figures from that document.

BETWEEN: Collaborative Brain Trust (the “Consultant”), a company organized and existing under the laws of the State of California, with its head office located at:

1130 K Street
Suite 150
Sacramento, CA 95814

AND: Riverside Community College District (the “Client”), an organization located at:

3801 Market Street
Riverside, CA 92501

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and intending to be legally bound, the parties hereto agree as follows:

1. Consultation Services

The client hereby employs the Consultant to perform the defined services in accordance with the terms and conditions set forth in this Agreement: The consultant will follow the work plan and fee schedule included in “Proposal to Provide Financial Consulting Services” to address the following three objectives:

- Project Future Obligations and Opportunities
- Identify Inefficiencies Across the Enterprise
- Identify Funding Sources

2. Terms of Agreement

This Agreement will begin January 3, 2019 and will end April 15, 2019, unless client and Consultant mutually agree to extend the term beyond April 15, 2019.

3. Time Devoted by Consultant

It is anticipated the Consultant will spend significant time each month for three (3) months to accomplish all activities in this project. The particular amount of time may vary from day-to-day or week-to-week.

4. Place Where Services Will Be Rendered

The Consultant will work collaboratively with Client contact leadership and oversight groups, both on-site and remotely, to develop and prepare the deliverables.

5. Payment to Consultant

The Consultant will be paid an hourly rate of \$300.00 per hour for work performed in accordance with this Agreement. Travel and other expenses will be invoiced as they occur and are due on receipt.

The total Agreement fees are not to exceed \$100,000.00 without prior Client written approval and an amendment to this Agreement. These total fees do not include any travel and other expenses.

6. Termination

Either party may terminate this agreement with thirty (30) days written notice to the other party. Consultant will continue to invoice Client up to the final date of termination.

7. Confidential Information

The Consultant agrees that any information received by the Consultant during any furtherance of the Consultant's obligations in accordance with this Agreement, which concerns the personal, financial or other affairs of the Client will be treated by the Consultant in full confidence and will not be revealed to any other persons, firms or organizations.

IN WITNESS WHEREOF, the parties hereto executed this Agreement as of the day and year first above written.

Riverside Community College District

Collaborative Brain Trust

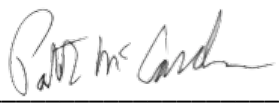
Authorized Signature

Aaron S. Brown
Vice Chancellor, Business & Financial Services

Print Name and Title

December 21, 2018

Date



Authorized Signature

Patrick McCallum, President

Print Name and Title

December 7, 2018

Date

Proposal to Provide Financial Consulting Services

TO RIVERSIDE COMMUNITY COLLEGE DISTRICT
December 7, 2018

COLLABORATIVE



BRAIN TRUST

**COMMUNITY COLLEGE
CONSULTING**

1130 K Street, Suite 150
Sacramento, CA 95814
916-446-5058

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<u>COST PROPOSAL</u>	<u>9</u>

Firm Profile

Collaborative Brain Trust Consulting (CBT)

1130 K Street Suite 150
Sacramento, CA 95814
Phone: 916-446-5058
Fax: 916-446-9576
www.collaborativebraintrust.com

Patrick McCallum, President
916.446.5058
pmccallum@cbtconsult.com

James Walton, Vice President
614.282.8529
james@cbtconsult.com

The Collaborative Brain Trust is a national firm that has been serving community colleges across the United States since 2007, providing research and analysis, organizational re-design, strategic and educational master planning, accreditation support, fiscal analysis & budgeting, and human resources consulting. The firm is based in Sacramento, California, but includes experienced consultants throughout the United States.

The Collaborative Brain Trust (CBT) is recognized for its core values of innovation, collegiality, a commitment to student learning, and an ability to respond to the unique challenges specific to each client district. We are known for:

- **Our world-class veteran community college consultants.** Our consultants are experienced in the on-the-ground, hands-on work of faculty and administrative leaders. We have the ability to draw from a pool of over 90 skilled and knowledgeable professionals from throughout the United States who have worked in all areas of community colleges.
- **Our mission-driven focus.** We understand the essential nature of the community college mission. This mission is the primary driver of our efforts on behalf of our clients. We are committed to the success of community college leaders in ensuring institutional effectiveness and student success.
- **Our collaborative approach.** When a district hires the experience and expertise of the CBT Team, it hires the diversified insight of a consulting group consisting of proven faculty and administrative community college leaders. They in turn draw upon the strengths and additional expertise of a notable roster of CBT consultants.
- **Our outstanding team leadership.** Our lead consultant for this project, Dr. Steve Crow provides our clients and our consulting team with coordinated and seamless leadership to ensure effective communication and high-quality results. Dr. Crow will draw upon the expertise of other CBT Consultants as needed.

Scope of Work

CBT is pleased to provide this proposal for preparing a Five-Year Long-Term Fiscal Viability Assessment for Riverside Community College District. This assessment will incorporate three separate financial planning objectives (listed in the following pages) in order to ensure the District is prepared for the future by better understanding the risks and opportunities that are most critical to the District. Looking out five years, the CBT team will develop this assessment from the perspective of understanding where the District is today and where it desires to be in five years. That will allow the CBT team to use the right lens in performing all the activities needed to produce a comprehensive assessment. The final deliverable will consist of a background on the District and the need for this assessment, data sets that informed the assessment and identified evidence that presents risks & opportunities, recommendations designed around benchmarking with similar-sized Districts and nationwide best practices, and a summary of the project including any other exhibits used throughout the project.

There are two goals that will define success for this project. First, a comprehensively designed assessment will position the District to mitigate the impact of apportionment swings due to economic events by identifying alternative funding sources, accurately projecting future obligations, and identification of areas of inefficiency for cost savings purposes. Second, the assessment will be evidence-based, utilizing validated District data, to provide a strong foundation for future planning across the District.

The critical element in the success of a project is to make sure at the outset that important issues have been identified, the proper scope has been defined for the project and appropriate data (both in terms of quality and breadth) has been provided to the consultant to conduct the necessary analysis, and that there is support from District Leadership. With that in mind, it is important to do the following:

- Establish a relationship between the CBT team and the leadership and key stakeholders of the District.
- Ensure that all stakeholders participating in the process are working from the same data on relevant variables.
- Establish a core, aligned team perspective and approach with regard to short-term progress.
- Confirm desired outcomes and deliverables for the project.

Prior to any on-site visits, the CBT team will prepare a list of the necessary data to conduct the analysis defined in the proposal. The District will respond by identifying how much of the list has already been collected and submit the data to the consultants. The CBT team will review and analyze the data provided and any available printed and online materials related to the District.

During the on-site visit, the CBT core team will meet with the District Leadership and key stakeholders to do the following:

- Affirm project goals, directions and timeline.
- Identify the District's lead/liaison to CBT for the project.
- Identify both internal and external stakeholders to be interviewed, as necessary, and identify which project element relates to each identified stakeholder.
- Confirm any surveys to be conducted and their target audience.
- Confirm that the data required is complete.
- Identify the responsibility for gathering additional data that are needed to complete the project.
- Confirm a schedule for further on-site visits.

There are three separate objectives to this scope, as listed below. CBT proposes that all three components are engaged simultaneously to leverage economies of scale in terms of knowledge transfer and consultant capabilities, and in order to decrease the overall cost and shorten the overall timeline. CBT's deliverable in this project will be to submit an evidence-based document that summarizes the areas and activities below, as well as provides risks, opportunities, and recommendations to ensure that Riverside Community College District (RCCD) is prepared with the right lens to forecast their fiscal viability over the next five years.

Objective One: Project Future Obligations and Opportunities

Collaborating with the appropriate District stakeholders, the CBT team will perform a comprehensive analysis of District obligations as well as projected revenues in the current and future budget, to deliver a five-year budget projection. This projection will also include the identification of risk areas and recommendations on ways to address those areas. CBT will combine extensive knowledge & benchmarking, along with our State Legislation and Budget expertise to ensure that the District understands the implications of future changes and how to prepare for them. This will include, but not be limited to, the following types of obligations:

- STRS and PERS Contributions
- Health Insurance
- OPEB
- Bargaining Unit Contracts
- Payroll Increases
- Benefits Packages
- Full-time Faculty Hiring

Objective Two: Identify Inefficiencies Across the Enterprise

Collaborating with the appropriate District stakeholders, the CBT team will perform a comprehensive review of District departments, process, and procedures. For any areas that the District has already reviewed will not be included in this objective, unless specifically requested by the District (to be determined at project kickoff). CBT will specifically be looking to identify inefficiencies that are causing delays in service as well as unnecessary spending. We will use a combination of benchmarking with similar-sized institutions as well as best practices to provide an unbiased perspective in this project. This will include, but not be limited to, the following types of obligations:

- Optimization of Programs and Services
- Enrollment Scheduling and Other Tools for Enrollment Management
- Productivity/Facility Utilization & Space Inventory
- Energy Efficiency
- Health Plan Optimization
- Centralized and Decentralized Services
- Duplicate Services and Staff
- Grants

Objective Three: Identify Funding Sources

Collaborating with the appropriate District stakeholders (including the Office of Institutional Advancement), the CBT team will perform a comprehensive review of current funding sources in order

to identify new growth opportunities, as well as identify new funding sources by leveraging our knowledge and best practices from around the State of California and the rest of the country. This will include, but not be limited to, the following types of funding sources:

- Enrollments (including international)
- Retention
- Base State Funding from New and Changing Budget Formula
- Local, State, and Federal Grants
- Private, Philanthropic Grants
- Fundraising
- Strategic Partnerships
- Existing Program Expansion
- New Program Development
- Online Programming

Project Schedule:

The term of this project will begin January 3, 2019 and end on March 31, 2019. In the first 30 days, the CBT team will be reviewing current District reports as well as begin to interview key stakeholders. In the remaining days of this project, the team will be assessing each objective proposed in this document to our fullest ability, as well as benchmark those findings with similar sized districts in California. Lastly, the team will formalize our findings and recommendations in a formal report to be submitted to the District by the end data of this project. Dr. Crow will also be working closely with the District leadership to execute on any immediate tasks that are most beneficial to the District.

The lead consultant for this project, Dr. Crow, will perform all the necessary activities in this project through a combination of on- and off-site work. He will be on-site at RCCD 1-2 times throughout the course of the project. When Dr. Crow is not on campus, he will continually be working remotely and utilize phone & email to adequately perform the activities in this project.

Consultant Team

Dr. Steve Crow

Role: Team Lead and Finance, Budget, and Administration Consultant

Dr. Steven Crow has served as the Vice President of Finance and Administrative Services at three California community colleges over the past 16 years. He is currently the Interim Vice President of Finance and Administration at a four-year non-profit college, Sierra Nevada College, Lake Tahoe. Prior to moving to Monterey, California, Steve served on the ACBO board for Chief Business Officials representing regions in the north and south and the ACCCA board, the Association of California Community Colleges Administrators, representing Chief Business Officers. Steve has served on the advisory task force to the system office for Technology & Telecommunication and the Facilities task force advising the state Chancellor.

Steve has served on seven accreditation teams including site visit teams, request for substantive change, special financial review task forces, and on the San Francisco accreditation restoration team.

Steve completed his dissertation at UC Davis in the Educational Leadership doctoral program and has a Master's in Education from Northern Arizona University, a Bachelors of Business Administration from Prescott College, and a Computer Information Systems degree from Yavapai College. He was a full time Faculty Administrator at the University of Reno and has taught as an adjunct instructor at two community colleges, Yavapai in Arizona and Klamath in Oregon, a private four-year college, Prescott College, and at Southern Oregon University in the MBA program.

Steve believes that improvements to community colleges should be data driven but always student centered.

Mark MacDonald

Role: Policy and Legislative Consultant

Principal at McCallum Group, Inc., a state-wide lobbying firm specializing in higher education

With his personable, authentic relational style and his remarkable depth in policy and politics, lobbyist Mark MacDonald has quickly established himself as a clear favorite of legislative staff, lawmakers and clients alike.

You would never hear that coming from Mark, however. Mark's rare blend of humility and interest in others multiplied by his intense drive to move forward on behalf of his clients results in exponential outcomes for McCallum Group. Steady and dedicated, Mark perseveres in the face of opposition and is both creative and innovative with every shift of circumstance-valuable skills. He is known for his in-depth analysis of critical legislative issues and the definitive strategic action he takes on behalf of our clients as a result. He has been intimately involved in dual enrollment policy, campus safety initiatives, transportation expansion and every community college funding initiative over the last decade.

Born and raised in Sacramento, California, Mark was a high school All-American in water polo and went on to play water polo at UC Berkeley. He received his Master of Arts degree in Government from California State University Sacramento and graduated from UC Berkeley with a Bachelor of Arts degree in Political Science.

Seth Reichlin, Ph.D.

Role: Enrollment Management Research and Analytics

Seth Reichlin has led over 5,000 research projects involving community college students, faculty, and administrators. As head of Market Research for Pearson Education for 34 years, Seth was responsible for research and analysis of

- National and state demographics, labor market, and enrollment trends
- Trends in online education
- Delivery and effectiveness of Developmental Math and English programs
- Trends in Adult learner's preference for colleges and programs
- Trends in students' technology choices and study habits
- Community college leadership's views on technology and institutional development
- Trends in community college curriculum, syllabus, instruction, textbook and technology
- Trends in community college faculty teaching methods
- Trends in textbook and technology pricing
- Trends in high school and college assessment

Seth holds a Ph.D. in Sociology and Marketing from the University of Pittsburgh, and a bachelor's degree in Anthropology from Harvard. Since retiring from Pearson in 2017, Seth has been working with a team at Stanford's Graduate School of Education to research and improve the ecosystem for lifelong learning in California.

Additional Consultants

In the case that additional subject matter expertise is needed, CBT has the ability to draw from a pool of over 90 skilled and knowledgeable community college professionals from throughout the United States who have worked in all areas of community colleges.

Guarantee

Patrick McCallum, President of CBT, and James Walton, Vice President, will ensure that RCCD is overly satisfied with the work of our team. They will be immediately available for any conflict resolution that may arise during the contract. They will be working very closely with the Team Lead, Dr. Steve Crow. CBT brings a very high level of integrity to each engagement and we would bring nothing less in working with your District. We understand that sometimes issues arise that are out of our control. In those cases, CBT is committed to remediation as soon as possible that is mutually agreed upon by both parties.

References

Professional references for CBT and/or Team Lead Dr. Crow can be provided upon request at any time.

Further Assistance

The Collaborative Brain Trust is prepared to provide further assistance relating to the District and will, at the direction of the district, prepare a proposal and schedule to provide such assistance as RCCD believes necessary.

Cost Proposal

Project Fees

The hourly rate for a CBT consultant is \$300.00. All costs below are based on this rate, and will be billed by the hour.

Reasonable travel costs for consultants are additional. Expenses include airfare, lodging, meals, local transportation, and mileage reimbursement at the Federal mileage rate (currently \$0.545/mile – will be adjusted to 2019 rates) for the consultants.

Fee Summary

Objective One: Project Future Obligations and Opportunities

Total Estimated Cost: \$25,000

Objective Two: Identify Inefficiencies Across the Enterprise

Total Estimated Cost: \$50,000

Objective Three: Identify Funding Sources

Total Estimated Cost: \$25,000

Total Project Cost Not to Exceed (not including travel/expenses) \$100,000

Invoicing

Professional fees will be invoiced monthly, at the end of each month, and will include an itemization of each fee. Travel expenses will be invoiced as they occur and will be included on each invoice.

Agenda Item (VI-B-7)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-7)
Subject	Out-of-State Travel
College/District	District
Funding	n/a
Recommended Action	Recommended that the Board of Trustees approve the out-of-state travel.

Background Narrative:

Board Policy 6900 establishes procedures for reimbursement for out-of-state travel expenses; and the Board of Trustees must formally approve out-of-state travel beyond 500 miles.

Prepared By: Wolde-Ab Isaac, Chancellor

Attachments:

[Out-of-State Travel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: February 19, 2019

It is recommended that out-of-state travel be granted to:

Retroactive:

- 1) Ms. Jennifer Amaya, Assistant Professor, Music, Fine and Performing Arts, to travel to Bogota, Colombia, February 17 through 22, 2019, to attend the Avid Latin America Learning Partner Summit and Sibelius Train-the-Trainer Event. Estimated cost: \$1,356.13. Funding source: All expenses paid by the Avid Learning Partner. (Paperwork not submitted in time to make January Board report.)
- 2) Ms. LaNeshia Judon, Professor, Business, to travel to Albuquerque, New Mexico, February 3 through 6, 2019, to attend the 15th Annual National Academic Advising Association Seminar. Estimated cost: \$1,641.68. Funding source: Transformation Grant funds. (Paperwork not submitted in time to make January Board report.)
- 3) Dr. Tammy Kearn, Professor, English and Media Studies, to travel to Albuquerque, New Mexico, February 3 through 5, 2019, to attend the 15th Annual National Academic Advising Association Seminar. Estimated cost: \$1,346.56. Funding source: Transformation Grant funds. (Paperwork not submitted in time to make January Board report.)
- 4) Dr. Mary Margarita Legner, Professor, Mathematics, to travel to Albuquerque, New Mexico, February 3 through 6, 2019, to attend the 15th Annual National Academic Advising Association Seminar. Estimated cost: \$1,583.68. Funding source: Transformation Grant funds. (Paperwork not submitted in time to make January Board report.)
- 5) Dr. Heather Smith, Professor, Mathematics, to travel to Albuquerque, New Mexico, February 3 through 6, 2019, to attend the 15th Annual National Academic Advising Association Seminar. Estimated cost: \$1,655.68. Funding source: Transformation Grant funds. (Paperwork not submitted in time to make January Board report.)

Revision:

- 1) Ms. Mary Figueroa, Trustee, Board of Trustees, to travel to Washington, D.C., February 8 through 14, 2019, to attend the ACCT 2019 National Legislative Summit. Estimated cost: \$3,802.12. Funding source: General funds. (Student Trustee expenses for the trip have been removed from the total.)
- 2) Mr. Lorenzo Harmon, Director, Veterans Resource Center, to travel to Lake Buena Vista, Florida, January 2 through 6, 2019, to accompany eight (8) students to attend the 2019 Student Veterans of America Leadership Conference. Estimated cost: \$12,966.52. Funding source: \$9,531.30 paid with Equity Funds, \$2,421.22 paid with Associated Students Norco College funds and \$1,014.00 paid with Veterans Resource Center funds. (Increase of \$1,056.60 due to an increase in hotel charges.)
- 3) Dr. Wolde-Ab Isaac, Chancellor, Chancellor's Office, to travel to Washington, D.C., February 9 through 14, 2019, to accompany one (1) student to the ACCT 2019 National Legislative Summit. Estimated cost: \$7,033.02. Funding source: General funds. (Student Trustee expenses for the trip have been added to the total.)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: February 19, 2019

Current:

Moreno Valley College

- 1) Ms. Frankie Moore, Coordinator, Student Activities, Student Services, to travel to Washington, D.C., March 5 through 12, 2019, to accompany four (4) students to the American Student Association of Community College National Student Advocacy Conference. Estimated cost: \$11,737.00. Funding source: Associated Students of Moreno Valley College funds.
- 2) Dr. Kasey Nguyen, Assistant Professor, Computer Information Cyber Security, Career and Technical Education, to travel to Pittsburgh, Pennsylvania, March 28 through 30, 2019, to attend the 2019 Women in Cyber Security Conference. Estimated cost: \$1,742.99. Funding source: Science, Technology, Engineering, Mathematics (STEM) Grant funds.

Norco College

- 1) Ms. Eva Amezola, Director, Upward Bound, to travel to Denver, Colorado, February 28 through March 1, 2019, to attend the Colorado State University Priority One Training. Estimated cost: \$1,298.74. Funding source: \$519.49 paid with Upward Bound Grant-Centennial funds; \$389.62 paid with Upward Bound Grant-Corona funds; and \$389.63 paid with Upward Bound Grant-Norte Vista funds.
- 2) Ms. Claudia Garcia, Outreach Specialist, Upward Bound, to travel to Washington, DC, March 25 through 27, 2019, to attend the 39th Annual Policy Seminar. Estimated cost: \$2,374.99. Funding source: \$125.00 paid with Upward Bound Grant-Norte Vista funds; \$1,000.00 paid with SoCal WESTOP Scholarship funds; and \$1,249.99 paid by the traveler.
- 3) Dr. Maria Gonzalez, Director, Student Financial Services, to travel to New Orleans, Louisiana, April 6 through 10, 2019, to attend the Ellucian Conference. Estimated cost: \$3,530.80. Funding source: Board Financial Assistance Program Grant funds.
- 4) Mr. Albert Jimenez, Director, Learning Resource Center, to travel to Orlando, Florida, March 16 through 20, 2019, to attend the Association for the Coaching & Tutoring Profession Conference. Estimated cost: \$2,122.88. Funding source: Title V funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: February 19, 2019

Riverside City College

- 1) Dr. Sandra Baker, Dean, School of Nursing, to travel to Savannah, Georgia, March 30 through April 3, 2019, to attend the 2019 National Nurse Educator Summit. Estimated cost: \$3,246.48. Funding source: General funds.
- 2) Mr. John Byun, Associate Professor, Music, to travel to New York City, New York, April 11 through 16, 2019, to accompany twelve (12) students to the Carnegie Hall Choral Festival. Estimated cost: \$12,184.04. Funding source: \$10,084.04 paid with Chamber Singers Trusts funds and \$2,100 paid by the Carnegie Hall Music Festival.
- 3) Ms. Jeong-Eun Lee, Piano Accompanist, Music, to travel to Honolulu, Hawaii, March 28 through April 2, 2019, to attend the Aloha Music Festival. Estimated cost: \$1,652.00. Funding source: \$727.00 paid with Chamber Singers Trust funds and \$925.00 paid by the Aloha Music Festival.
- 4) Ms. Debbie Whitaker-Meneses, Faculty, Early Childhood Education, to travel to Hilton Head Island, South Carolina, March 27 through 30, 2019, to attend the 47th Annual National Coalition for Campus Children's Centers Conference. Estimated cost: \$2,413.97. Funding source: Perkins Title 1-C Grant funds.
- 5) Ms. Akina Motoyama, Piano Accompanist, Music, to travel to Honolulu, Hawaii, March 28 through April 2, 2019, to attend the Aloha Music Festival. Estimated cost: \$1,652.00. Funding source: \$727.00 paid with Chamber Singers Trust funds and \$925.00 paid by the Aloha Music Festival.
- 6) Ms. Toni Rangel, Manager, Early Childhood Education Center, to travel to Hilton Head Island, South Carolina, March 27 through 30, 2019, to attend the 47th Annual National Coalition for Campus Children's Centers Conference. Estimated cost: \$2,302.48. Funding source: Perkins Title 1-C Grant funds.
- 7) Ms. Nicolette Rohr, Associate Faculty, History, to travel to Hartford, Connecticut, March 27 through 31, 2019, to attend the Annual National Council on Public History Meeting. Estimated cost: \$1,516.55. Funding source: \$700.00 from Faculty Development funds and \$816.55 paid by the traveler.
- 8) Dr. Sharon Yates, Department Chair, Early Childhood Education, to travel to Hilton Head Island, South Carolina, March 27 through 30, 2019, to attend the 47th Annual National Coalition for Campus Children's Centers Conference. Estimated cost: \$2,587.18. Funding source: Perkins Title 1-C Grant funds.

Agenda Item (VI-B-8-a)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-a)
Subject	Resolution No. 40-18/19 Authorizing Public Sale of Property
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees approve Resolution No. 40-18/19 authorizing the Chancellor or designee to: 1) establish a minimum selling price; and 2) conduct public bid.

Background Narrative:

Attached for the Board's review and consideration is Resolution No. 40-18/19 declaring its intent to sell the Spruce Street Property and conduct the public bid, establish minimum selling price, and to open bids at 3:00 p.m. on March 8, 2019 at 3801 Market Street, Riverside, CA 92501.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services

Attachments:

[02192019_Resolution No. 40-18/19 – Authorizing Public Sale of Property](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE RIVERSIDE COMMUNITY COLLEGE DISTRICT
AUTHORIZING PUBLIC SALE OF PROPERTY**

(1533 Spruce Street Property in Riverside, California,
Riverside County Assessor's Parcel Number 249-120-018)

RESOLUTION NO. 40-18/19

WHEREAS, the Riverside Community College District (District) is the owner of approximately 1.18 acres of real property located within the District more particularly described as 1533 Spruce Street, Riverside CA 92507 (Spruce Street Property) for use as the District Offices and identified as Riverside County Assessor's Parcel Number 249-120-018); and

WHEREAS, since the purchase of the Spruce Street Property, District office operations have changed whereby the operations at Spruce Street have been consolidated with three other locations at the Culinary Arts Academy and District Office located at 3801 Market Street, Riverside; and

WHEREAS, the Spruce Street Property is not and will not be needed by the District for classroom or other operations; and

WHEREAS, the District desires to sell its interest in the Spruce Street Property; and

WHEREAS, the District previously adopted and approved Amended Resolution No. 02-17/18 on October 16, 2018, declaring the Property surplus and authorizing the offer of the Property for sale pursuant to the competitive bidding procedures set for in the Education Code; and

WHEREAS, the Board of trustees at its February 5, 2019 meeting in closed session, gave direction to the Chancellor and designee concerning the minimum sales price and terms of sale; and following:

NOW THEREFORE, BE IT RESOLVED, that we, the Riverside Community College District Board of Trustees, hereby find, determine, declare and resolve as follows:

1. That all the recitals above are true and correct;
2. That the Board hereby declares its intention to sell the Spruce Street

- Property “as is” at the minimum bid price of \$2.5 million based on its fair market value for cash with no financing terms or contingencies;
3. That the Chancellor, or designee, is hereby authorized and directed to conduct the public bid and to open bids at 3:00 p.m. on March 8, 2019 at 3801 Market Street, Riverside, CA 92501, send written offers to sell the Spruce Street Property, and to post and publish public offers as required by Education Code, section 81363.5 and Government Code, section 54222.

PASSED AND ADOPTED this 19th of February 2019, at the regular meeting of the Riverside Community College District Board of Trustees.

President, Board of Trustee
Riverside Community College District

Agenda Item (VI-B-8-b)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-b)
Subject	Surplus Property
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees by unanimous vote: (1) declare the property on the attached list to be surplus; (2) find the property does not exceed the total value of \$5,000; and (3) authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District.

Background Narrative:

Education Code Section 81450 permits the Board of Trustees to declare District property as surplus if the property is not required for school purposes; is deemed to be unsatisfactory or not suitable for school use; or if it is being disposed of for the purposes of replacement.

Education Code section 81452 permits surplus property to be sold at private sale, without advertising, if the total value of the property does not exceed \$5,000. The District has determined that the property on the attached list does not exceed the total value of \$5,000. To help defray disposal costs and to generate a nominal amount of revenue, the staff proposes that we consign the surplus property identified in the attachment to The Liquidation Company for disposal.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Melissa Elwood, Controller

Attachments:

[02192019_Surplus Property List](#)

SURPLUS EQUIPMENT
February 19, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	BALDOR	GRINDER, BENCH	1215W	473	000582
1	HP	PRINTER, LASER, MONO	02426A	USGNM35272	021372
1	GATEWAY	MONITOR, LCD	FPD1730	MUL7003D0027337	021826
1	GATEWAY	MONITOR, LCD	FPD1730	QS7330401576	021927
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1047	YM3407R5NVQ	023200
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1047	XB41306SNV9	023297
1	DIGIDESIGN	AUDIO INTERFACE, USB, 2-CHANNEL	M-BOX	RK6262700Q	024261
1	DIGIDESIGN	AUDIO INTERFACE, USB, 2-CHANNEL	M-BOX	RK5868400Q	024262
1	DIGIDESIGN	AUDIO INTERFACE, USB, 2-CHANNEL	M-BOX	RK6262900Q	024263
1	DIGIDESIGN	AUDIO INTERFACE, USB, 2-CHANNEL	M-BOX	RK6262600Q	024264
1	DIGIDESIGN	AUDIO INTERFACE, USB, 2-CHANNEL	M-BOX	RK6263000Q	024265
1	HP	PRINTER, LASER, MONO	Q1335A	SCNCB216144	024376
1	GATEWAY	MONITOR, LCD	FPD1730	MUL7007K0017177	024517
1	APPLE	COMPUTER, DESKTOP, AIO	A1058	W85100HTPNX	025536
1	APPLE	COMPUTER, DESKTOP, AIO	A1058	W85100HUPNX	025537
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1047	G84463WOQPL	026348
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1047	G84464A3QPL	026358
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1047	G84464H1QP1	026360
1	HP	PRINTER, LASER, MONO	Q5401A	CNDX06972	026736
1	GATEWAY	COMPUTER, DESKTOP	E6500D	0036378376	031574
1	OPTIQUEST	MONITOR, LCD	VS11201	Q5W061701242	032620
1	OPTIQUEST	MONITOR, LCD	VS11201	Q5W061701393	032621
1	OPTIQUEST	MONITOR, LCD	VS11201	Q5W061701381	032624
1	OPTIQUEST	MONITOR, LCD	VS11201	Q5W062101902	032627
1	OPTIQUEST	MONITOR, LCD	VS11201	Q5W062208171	032628
1	OPTIQUEST	MONITOR, LCD	VS11201	Q5W062102613	032636
1	GATEWAY	MONITOR, LCD	FPD1975	MSQ6450H00651	033529
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G8710371UPZ	033712
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871036EUPZ	033714
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871036BUPZ	033715
1	VIEWSONIC	MONITOR, LCD	VS11349	QD0064805506	033720
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871036FUPZ	033721
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871036VUPZ	033727

SURPLUS EQUIPMENT
February 19, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871036WUPZ	033729
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871036YUPZ	033742
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871036LUPZ	033743
1	APPLE	COMPUTER, DESKTOP	A1186	G871036JUPZ	033747
1	VIEWSONIC	MONITOR, LCD	VS11349	QD0064805497	033757
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871152LUPZ	033759
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871152MUPZ	033760
1	APPLE	COMPUTER, DESKTOP, AIO	A1186	G871152GUPZ	033761
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871152FUPZ	033762
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871152NUPZ	033763
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871152EUPZ	033764
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G871152JUPZ	033765
1	AOC	MONITOR, LCD	2216VW	39286BA064711	038157
1	DELL	MONITOR, LCD	1909W	CN0RGJ4G6418092R49PM	040130
1	HP	PRINTER, INKJET, MFP, COLOR	G85XI	SGG23E01VN	040386
1	APPLE	COMPUTER, DESKTOP, AIO	A1311	W80212X6B9U	041505
1	LG	MONITOR, LCD	L1734S	904UXMT4T627	042179
1	LG	MONITOR, LCD	L1734S	904UXLS52448	042180
1	DELL	MONITOR, LCD	P190S	CN09M62C7426107N4J0L	042691
1	DELL	MONITOR, LCD	P190S	CN0RNMH67444509TA3UL	042856
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 780	BM559P1	042968
1	DELL	MONITOR, LCD	P190S	CN09M62C7426114K2LRL	043900
1	DELL	MONITOR, LCD	P190S	CN09M62C7426114J30VL	043902
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	4514609MF5X	044790
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460ANF5X	047031
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460C1F5X	047032
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460C3F5X	047036
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460B7F5X	047037

SURPLUS EQUIPMENT
February 19, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460C4F5X	047043
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460BMF5X	047046
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460BUF5X	047048
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460A8F5X	047052
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460B9F5X	047053
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460B1F5X	047054
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	45146095F5X	047056
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460BRF5X	047059
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	4514609VF5X	047063
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	4514608ZF5X	047064
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	4514609QF5X	047065
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	4514608XF5X	047068
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	421460A3F5X	047070
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460AZF5X	047072
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460AVF5X	047073
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	4514609SF5X	047074
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460B2F5X	047078
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460AQF5X	047105
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	45146061F5X	047107
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	4514608TF5X	047108
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460A5F5X	047109
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460A1F5X	047110
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460AJF5X	047111
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460AKF5X	047112
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	4514609LF5X	047115

SURPLUS EQUIPMENT
February 19, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	4514609UF5X	047116
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	4514608MF5X	047117
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	4514609XF5X	047119
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460A0F5X	047120
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	45146096F5X	047127
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	4514608VF5X	047135
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5PSTR1	047153
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	G5NYTR1	047215
1	DELL	MONITOR, LCD	P190S	CN09TVYF72872186J D9T	047266
1	DELL	MONITOR, LCD	P190S	CN0PN59G742618N4 D2U	047407
1	DELL	MONITOR, LCD	P190S	CN0PN59G7426118N 3L2U	047409
1	DELL	MONITOR, LCD	P190S	CN0M39MD744458A0 8U	050043
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	GGHP7V1	050046
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 7010	1S39FX1	051248
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 3010N	492KQW1	052140
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 7010	JN3NSW1	052383
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 7010	JN3MSW1	052384
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 7010	JN3PSW1	052385
1	DELL	MONITOR, LCD	E1912HF	CN-OR16JC-72872- 313-D4KM	052386
1	APPLE	COMPUTER, DESKTOP, AIO	A1418	D25QGO71F8J7	061758
1	LENOVO	MONITOR, LCD	60A1MAR2US	VN224491	064270
1	LENOVO	MONITOR, LCD	60A1MAR2US	VN229761	064618
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ003BN7	065043
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 990	C6M6MS1	48152
1	APPLE	COMPUTER, LAPTOP, MACBOOK	A1342	451460B5F5X	047060
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	M5183	XB0360QVJNX	NONE
1	M-AUDIO	AUDIO MIXER, ANALOG, 8-CHANNEL, FIREWIRE	NRV-10	2977113003716	NONE
1	M-AUDIO	AUDIO MIXER, ANALOG, 8-CHANNEL, FIREWIRE	NRV-10	2977113003680	NONE
1	M-AUDIO	AUDIO MIXER, ANALOG, 8-CHANNEL, FIREWIRE	NRV-10	2977113003694	NONE
1	M-AUDIO	AUDIO MIXER, ANALOG, 8-CHANNEL, FIREWIRE	NRV-10	3277113004471	NONE
1	M-AUDIO	AUDIO MIXER, ANALOG, 8-CHANNEL, FIREWIRE	NRV-10	3277113004438	NONE

SURPLUS EQUIPMENT
February 19, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	M-AUDIO	AUDIO MIXER, ANALOG, 8-CHANNEL, FIREWIRE	NRV-10	2977113003687	NONE
1	M-AUDIO	AUDIO MIXER, ANALOG, 8-CHANNEL, FIREWIRE	NRV-10	3277113004434	NONE
1	HP	PRINTER, INKJET, MFP, COLOR	CD028A	SDG0B0824	NONE
1	HP	PRINTER, INKJET, MFP, COLOR	Q8380A	CN035HF023	NONE
1	HP	PRINTER, INKJET, MFP, COLOR	Q8380A	CN031M202C	NONE
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	3XWFMS1	48179
1	BALDOR	GRINDER, BENCH	1022W	G10-46-2	005124
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ002VWP	052223
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ002VY6	060814
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ002VXJ	052219
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ002VWB	052216
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ004KX7	060051
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 7010	5V54XX1	051802
1	DELL	MONITOR, LCD	P190S	CN0PN59G7426118N 40DU	047425
1	DELL	MONITOR, LCD	1704FPVS	MX0H630447605516A 58A	024993
1	DELL	MONITOR, LCD	P190S	CN09TVYF7287221F 18DI	48174
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	3XWHMS1	48180
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 790	3XVHMS1	48181
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ003BPQ	051898
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ002VUS	052215
1	LENOVO	MONITOR, LCD	60A1MAR2US	VN225053	060011
1	GEIST	POWER DISTRIBUTION UNIT (PDU)/POWER MONITOR	RACSENSE (PID 8196)	GU0704-0002	033576
1	GEIST	POWER DISTRIBUTION UNIT (PDU)/POWER MONITOR	RACSENSE (PID 8196)	GU0704-0003	033577
1	HP	PRINTER, LASER, MONO	CE528A	VNBCC4L0TF	49764
1	LENOVO	MONITOR, LCD	L197WA	V1T6139	037937
1	LENOVO	COMPUTER, DESKTOP	7483CTO	L3A1089	038684
1	HP	PRINTER, LASER, MFP, COLOR	CC436A	CNB992S508	038699
1	DELL	MONITOR, LCD	1909W	CN0R034G6418092R 4YWM	040210
1	HP	PRINTER, LASER, MFP, COLOR	CZ165A	NONE	060588
1	SHARP	COPIER/PRINTER, LASER, MFP, COLOR	MX4140	45103401	060585
1	GATEWAY	COMPUTER, DESKTOP	E4300	0034941754	024654
1	HP	PRINTER, INKJET, MFP, COLOR	C8963A	MY4B13R0BQ	032080
1	HP	PRINTER, INKJET, MFP, COLOR	C8963A	MY4B13R0BV	032081

SURPLUS EQUIPMENT
February 19, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	GATEWAY	MONITOR, LCD	TFT1980PS+	MW867BOH03724	032827
1	HP	PRINTER, INKJET, COLOR	C8970A	MY7449R37T	036583
1	DELL	MONITOR, LCD	1708FPD	CN0FP8167426181H0 VJU	037322
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951760001	037799
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951770001	037800
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951520001	037801
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951540001	037802
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951580001	037803
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951720001	037804
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951560001	037805
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951570001	037806
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951710001	037807
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951680001	037808
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951670001	037809
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951650001	037810
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951640001	037811
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951620001	037812
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951800001	037813
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951510001	037814
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951730001	037815
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951740001	037816
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951780001	037817
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951660001	037818
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951550001	037819
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951590001	037820
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951750001	037821
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951600001	037823
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951690001	037824
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951610001	037825
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951790001	037826
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951630001	037827
1	GATEWAY	COMPUTER, LAPTOP	E155C	45951530001	037828
1	SHARP	COPIER/PRINTER, LASER, MONO	AR-M257	85065174	038147
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S132714	041576
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S132385	041577
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137654	041578
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S132712	041579
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S132790	041580
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137599	041581
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S132817	041582
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S127126	041583

SURPLUS EQUIPMENT
February 19, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S127003	041584
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137471	041585
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137664	041586
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137283	041587
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137641	041588
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137296	041589
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S126939	041590
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137652	041591
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S132829	041592
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S132793	041593
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S127077	041594
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S132786	041595
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137659	041596
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137601	041597
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137521	041598
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137660	041599
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137785	041600
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137483	041601
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137665	041602
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137248	041603
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137562	041604
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S126910	041605
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137656	041606
1	LENOVO	COMPUTER, DESKTOP, AIO	1165A3U	S137655	041607
1	SHARP	COPIER/PRINTER, LASER, MFP, MONO	MXM1100	15004252	042306

SURPLUS EQUIPMENT
February 19, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	SHARP	COPIER/PRINTER, LASER, MFP, COLOR	MX-5001N	15010571	043343
1	SHARP	COPIER/PRINTER, LASER, MFP, MONO	MXM1100	15004132	043344
1	LENOVO	COMPUTER, LAPTOP	2355HJU	R9ZYXM5	051704
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ003BMS	051896
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ002VW7	48870
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ002VWX	052238
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ004KVY	49135
1	DYMO	PRINTER, LABEL	93085	93085-2107940	NONE
1	AOC	MONITOR, LCD	TFT1780	33961JA013102	NONE
1	SAMSUNG	MONITOR, LCD	S22C200NY	ZXBJHTNF300266R	49338
1	PANASONIC	VCR, VHS	PV-7450	J7MA17128	NONE
1	ROLAND	KEYBOARD, MIDI, ELECTRONIC CONTROLLER	PC-70	ZN91989	NONE
1	MIDIMAN	KEYBOARD, MIDI, USB	OXYGEN 8	2056509	NONE
1	KURZWEIL	KEYBOARD, SYNTHESIZER	K1000	88053989	NONE
1	N/A	DESK, WOOD, L-SHAPE	N/A	NONE	NONE
1	LENOVO	COMPUTER, DESKTOP, AIO	0870A6U	MJRBKP6	043463
1	HP	PRINTER, INKJET, MFP, COLOR	CN583A	CN465DS0Y0	NONE
1	BROTHER	TYPEWRITER, ELECTRONIC, DAISY WHEEL	EM-430	J58810181	NONE
1	DELL	MONITOR, LCD	P190S	CN09TVYF7287218D K96T	A02660
1	DELL	MONITOR, LCD	1704FPTT	CN0Y42997161854PA N1Z	031191
1	HP	PRINTER, LASER, MONO	LASERJET 5	JPHK021934	010140
1	GATEWAY	MONITOR, LCD	FPD1730	MUL7007K0017174	024516
1	LENOVO	MONITOR, LCD	60A1MAR2US	VN229761	064618
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1047	XB34207SNV9	022799
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1047	XB34207NNV9	022794
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1047	YM339DA2NVR	022800
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1047	XB343006MV9	022791
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1047	XB34207FNV9	022788
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	M5183	SG0043YQHNZ	014489
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	M5183	SG004061HNZ	014493
1	HP	PRINTER, LASER, MONO	C2003A	USBB441842	007108
1	3M	PRIVACY FILTER, FRAMED	PF190C4F	NONE	A02327

SURPLUS EQUIPMENT
February 19, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	LENOVO	COMPUTER, DESKTOP, AIO	10BBS06500	MJ00SKKR	49168
1	VIEWSONIC	MONITOR, LCD	VS11349	QD0064805505	033718
1	VIEWSONIC	MONITOR, LCD	VS11349	QD0064805507	033735
1	GATEWAY	COMPUTER, LAPTOP	M460	0035521447	031217
1	HP	PRINTER, INKJET, MFP, COLOR	CC988A	MY873HH2XW	037881
1	LENOVO	COMPUTER, DESKTOP	3853CTO	MJPAF24	041686
1	HP	PRINTER, INKJET, MFP, COLOR	E3E02A	TH52H6D214	73189
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ002VVH	064286 / 052240
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ003BPR	051888
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ002VWJ	052499
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ004KXA	060506
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ002VVF	052497
1	LENOVO	COMPUTER, DESKTOP	30A0S0CT00	MJ004KWT	060045
1	APPLE	COMPUTER, DESKTOP, WORKSTATION	A1186	G881231ZXYL	036821
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 7010	H854XX1	48575
1	GATEWAY	MONITOR, LCD	FPD1730	MUL7003D0027352	021856
1	DELL	MONITOR, LCD	P190S	CN09TVYF72872186J AJI	047260

Agenda Item (VI-B-8-c)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-c)
Subject	Surplus Property - Donation
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees by unanimous vote: (1) declare the property on the attached list to be surplus; and (2) authorize the property to be donated to the Corona-Norco Unified School District.

Background Narrative:

Education Code Section 81450.5 permits the Board of Trustees to declare District property as surplus and donate the property to a school district if the property is not required for school purposes; is deemed to be unsatisfactory or not suitable for school use; or if it is being disposed of for the purposes of replacement.

The District has determined that the property on the attached list is being disposed of for the purposes of replacement and is requesting the property to be donated to the Corona-Norco Unified School District.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Melissa Elwood, Controller

Attachments:

[02192019_Surplus Property List - Donation](#)

SURPLUS EQUIPMENT
February 19, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	FORD	VEHICLE, SEDAN, POLICE INTERCEPTOR (LICENSE# 1331425)	2009 CROWN VICTORIA	2FAHP71V19X122923	063715
1	FORD	VEHICLE, SEDAN, POLICE INTERCEPTOR (LICENSE# 1327300)	2009 CROWN VICTORIA	2FAHP71V19X111288	062278 / 061182

Agenda Item (VI-B-8-d)

Meeting	2/19/2019 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-d)
Subject	Notice of Completion
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees: 1) accept the project listed on the attachment as complete; and 2) approve the execution of the Notice of Completion (under Civil Code Section 3093 – Public Works).

Background Narrative:

Facilities Planning & Development staff reports that the project listed on the attachment is now complete.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Robert Beebe, Director, Facilities (MVC)
Majd Askar, Director of Business Services

Attachments:

[02192019_Notice of Completion](#)

COMPLETED PROJECTS

February 19, 2019

Project

Contractor

Humanities Building LED Conversion at MVC

Champion Electric, Inc.

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

Name
Business and Financial Services
Street
Address
City &
State

S	R	U	PAGE	SIZE	DA	MISC	LONG	RFD	COPY
M	A	L	465	426	PCOR	NCOR	SMF	NCHG	EXAM
						T:	CTY	UNI	

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is _____
- The full address of the owner is _____

- The nature of the interest or estate of the owner is in fee.

(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")

- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAMES

ADDRESSES

- A work of improvement on the property hereinafter described was completed on _____ . The work done was:

- The name of the contractor, if any, for such work of improvement was _____

(If no contractor for work of improvement as a whole, insert "none")

(Date of Contract)

- The property on which said work of improvement was completed is in the city of _____ ,
County of _____ , State of California, and is described as follows: _____

- The street address of said property is _____

(If no street address has been officially assigned, insert "none")

Dated: _____

Signature of owner or corporate officer of owner
named in paragraph 2 or his agent

VERIFICATION

I, the undersigned, say: I am the _____ the declarant of the foregoing
("President of," "Manager of," "A partner of," "Owner of," etc.)
notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____ , 20 _____ , at _____ , California.
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of
completion are true)

Agenda Item (VII-A)

Meeting 2/19/2019 - Regular
Agenda Item Consent Agenda Information (VII-A)
Subject Capital Program Executive Summary Report –January 2019
College/District District
Information Only

Background Narrative:

See the attached monthly Capital Program Executive Report (CPES) as of January 31, 2018. The CPES report reflects Measure C proceeds, income, project commitments, and available balances.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services

Attachments:

[02192019_CPES Report – January 2019](#)

Riverside Community College District
Measure C - Capital Program Executive Summary Report
As of January 31, 2019

	Moreno Valley College	Norco College	Riverside City College	District	Centrally Controlled			Total
					Approved Projects	Program Reserve	Program Contingency	
Original Measure C Allocation Split	\$ 69,200,000	\$ 66,300,000	\$ 173,100,000	\$ 19,200,000	\$ 19,300,000	\$ 24,000,000	\$ 10,000,000	\$ 381,100,000
Redistribution of Specific Donations/Rebates	\$ (1,086,934)	\$ (975,883)	\$ 3,293,229	\$ (326,040)	\$ -	\$ (642,104)	\$ (262,268)	
Income Distribution Through June 30, 2018	\$ 542,389	\$ 1,147,238	\$ 2,152,531	\$ 139,690	\$ -	\$ 275,340	\$ 112,462	\$ 4,369,649
Additional Allocation from Centrally Controlled	\$ 1,655,460	\$ 3,182,687	\$ 14,256,756	\$ 5,624,050	\$ (28,317)	\$ (19,510,166)	\$ (5,180,470)	\$ -
Total Measure C Allocation	\$ 70,310,915	\$ 69,654,042	\$ 192,802,516	\$ 24,637,700	\$ 19,271,683	\$ 4,123,070	\$ 4,669,724	\$ 385,469,649
Project Commitments	\$ (58,584,440)	\$ (72,114,538)	\$ (185,100,664)	\$ (21,907,401)	\$ (18,623,243)	\$ -	\$ -	\$ (356,330,286)
Remaining Uncommitted Funds	\$ 11,726,475	\$ (2,460,496)	\$ 7,701,852	\$ 2,730,299	\$ 648,440	\$ 4,123,070	\$ 4,669,724	\$ 29,139,364

Riverside Community College District
Measure C - Capital Program Executive Summary Report
As of January 31, 2019

MORENO VALLEY COLLEGE					
Description	Total Project Budget	Measure C Budget	Non-Measure C Budget	Additional Measure C Budget	Measure C Allocation
					\$ 69,200,000
Redistribution of College Specific Donations/Rebates Included in Original Allocation				\$ (1,086,934)	\$ 68,113,066
Distribution of Interest, Donations/Rebates Income from original allocation through June 30, 2018				\$ 542,389	\$ 68,655,455
APPROVED PROJECTS					
<i>Certificates of Participation (93 & 01 Refunding)</i>	\$ 2,635,830	\$ 2,635,830	\$ -	\$ -	\$ 66,019,625
<i>CO Bond Issuance Related Expenditures</i>	\$ 1,026,409	\$ 1,026,409	\$ -	\$ -	\$ 64,993,216
District Phone & VM upgrade	\$ 73,639	\$ 73,639	\$ -	\$ -	\$ 64,919,577
ECS Secondary Effects	\$ 286,227	\$ 286,227	\$ -	\$ -	\$ 64,633,350
Emergency Phone Project	\$ 88,318	\$ 88,318	\$ -	\$ -	\$ 64,545,032
Long Range Master Plans	\$ 289,985	\$ 289,985	\$ -	\$ -	\$ 64,255,047
Hot Water Loop System & Boiler Replacement	\$ 869,848	\$ 869,848	\$ -	\$ -	\$ 63,385,199
Logic Domain- CMP System	\$ 45,022	\$ 45,022	\$ -	\$ -	\$ 63,340,177
Infrastructure Projects (IT Upgrade)	\$ 102,211	\$ 102,211	\$ -	\$ -	\$ 63,237,966
Utility Retrofit Project (NORESCO)	\$ 1,388,503	\$ 1,388,503	\$ -	\$ -	\$ 61,849,463
Modular Redistribution Projects	\$ 3,945,332	\$ 3,939,832	\$ -	\$ -	\$ 57,909,631
Scheduled Maintenance Match (Historical)	\$ 351,322	\$ 351,322	\$ 635,669	\$ -	\$ 57,558,309
ECS Bldg. Upgrade	\$ 252,296	\$ 252,296	\$ -	\$ -	\$ 57,306,013
District Computer/Network System Upgrade	\$ 211,433	\$ 211,433	\$ -	\$ -	\$ 57,094,580
Safety & Site Improvement Project	\$ 919,827	\$ 719,827	\$ 200,000	\$ -	\$ 56,374,753
Food Services Remodel (& Int facilities)	\$ 2,654,335	\$ 2,649,606	\$ 28,000	\$ -	\$ 53,725,147
Network Operations Center	\$ 3,524,082	\$ 2,931,707	\$ -	\$ -	\$ 50,793,440
Learning Gateway Building & Lions Lot	\$ 5,269,307	\$ 4,984,261	\$ -	\$ -	\$ 45,809,179
Student Academic Services-Phase III	\$ 21,080,265	\$ 5,939,817	\$ 14,036,000	\$ -	\$ 39,869,362
Science Lab Remodel (Phase I&II)	\$ 500,000	\$ 302,804	\$ -	\$ -	\$ 39,566,558
<i>Feasibility/Planning/Mngmnt/Staffing</i>	\$ 1,716,212	\$ 1,716,212	\$ -	\$ -	\$ 37,850,346
Scheduled Maintenance (2010+) (\$640Kx5 years)	\$ 1,080,320	\$ 603,460	\$ 72,430	\$ -	\$ 37,246,886
Nursing Portables	\$ 705,338	\$ 705,338	\$ -	\$ 705,338	\$ 37,246,886
A/V & Lighting Hum 129 & SS 101	\$ 200,000	\$ 134,457	\$ -	\$ -	\$ 37,112,429
MVC Master Plan Update	\$ 877,500	\$ 877,500	\$ -	\$ 186,000	\$ 36,420,929
Electronic Contract Document Storage	\$ 10,550	\$ -	\$ -	\$ -	\$ 36,420,929
Dental Education Center	\$ 10,700,181	\$ 9,877,088	\$ -	\$ 373,349	\$ 26,917,190
Adm Move to Humanities	\$ 25,990	\$ 25,990	\$ -	\$ -	\$ 26,891,200
Mechanical Upgrade Projects	\$ 875,000	\$ 660,245	\$ -	\$ -	\$ 26,230,955
2013 FPP/IPP	\$ -	\$ -	\$ -	\$ -	\$ 26,230,955
Emergency Phone Repairs	\$ 450,000	\$ 341,582	\$ -	\$ 341,582	\$ 26,230,955
Physician Asst Lab Remodel	\$ 120,000	\$ 49,191	\$ -	\$ 49,191	\$ 26,230,955
MVC Student Services Welcome Center	\$ 14,000,000	\$ 14,000,000	\$ -	\$ -	\$ 12,230,955
Health Science Center - MVC	\$ 164,971	\$ 164,971	\$ -	\$ -	\$ 12,065,984
BCTC Center	\$ 84,500	\$ 84,500	\$ -	\$ -	\$ 11,981,484
Center for Human Performance	\$ 112,009	\$ 112,009	\$ 30,350,000	\$ -	\$ 11,869,475
Library Learning Center	\$ 143,000	\$ 143,000	\$ 27,578,000	\$ -	\$ 11,726,475
Remaining Measure C Funds					\$ 11,726,475
	\$ 76,779,762	\$ 58,584,440	\$ 72,900,099	\$ 1,110,915	
5 YEAR CCP					
BCTC Center	\$ 10,999,000	\$ 10,999,000	\$ -		

Measure C Summary

Original Measure C Allocation	\$ 69,200,000
Additional Measure C Allocation	\$ 1,110,915
Total Measure C Allocation	\$ 70,310,915

Riverside Community College District
Measure C - Capital Program Executive Summary Report
As of January 31, 2019

NORCO COLLEGE					
Description	Total Project Budget	Measure C Budget	Non-Measure C Budget	Additional Measure C Budget	Measure C Allocation
					\$ 66,300,000
From Centrally Controlled - Program Contingency				\$ 500,000	\$ 66,800,000
Redistribution of College Specific Donations/Rebates Included in Original Allocation				\$ (975,883)	\$ 65,824,117
Distribution of Interest, Donations/Rebates Income from original allocation through June 30, 2018				\$ 1,147,238	\$ 66,971,355
APPROVED PROJECTS					
Certificates of Participation (93 & 01 Refunding)	\$ 2,535,893	\$ 2,535,893	\$ -	\$ -	\$ 64,435,462
CO Bond Issuance Related Expenditures	\$ 987,493	\$ 987,493	\$ -	\$ -	\$ 63,447,969
District Phone & Voicemail Upgrades	\$ 70,847	\$ 70,847	\$ -	\$ -	\$ 63,377,122
Room Renovations	\$ 100,019	\$ 100,019	\$ -	\$ -	\$ 63,277,103
Emergency Phone Project	\$ 102,773	\$ 102,773	\$ -	\$ -	\$ 63,174,330
Long Range Master Plans	\$ 362,670	\$ 362,670	\$ -	\$ -	\$ 62,811,660
Logic Domain- CPM System	\$ 43,315	\$ 43,315	\$ -	\$ -	\$ 62,768,345
Infrastructure Project (IT Upgrade)	\$ 98,336	\$ 98,336	\$ -	\$ -	\$ 62,670,009
Utility Retrofit Project (NORESCO)	\$ 1,587,401	\$ 1,587,401	\$ -	\$ -	\$ 61,082,608
Modular Redistribution Project	\$ 2,109,572	\$ 2,109,572	\$ -	\$ -	\$ 58,973,036
Scheduled Maintenance Match (Historic)	\$ 180,850	\$ 180,850	\$ 362,942	\$ -	\$ 58,792,186
ECS Building Upgrade	\$ 137,265	\$ 137,265	\$ -	\$ -	\$ 58,654,921
Industrial Technology Facility-PhaseII	\$ 28,800,284	\$ 9,715,350	\$ 18,990,000	\$ -	\$ 48,939,571
District Computer Network/Systems Upgrade	\$ 203,417	\$ 203,417	\$ -	\$ -	\$ 48,736,154
Soccer Field Turf/Locker Rooms	\$ 3,904,973	\$ 3,879,314	\$ -	\$ -	\$ 44,856,840
Site & Safety Improvements-3rd St	\$ 967,442	\$ 967,442	\$ -	\$ -	\$ 43,889,398
Center for Student Success	\$ 15,635,918	\$ 15,633,873	\$ -	\$ -	\$ 28,255,525
Norco Operations Center (PBX/M&O)	\$ 11,775,000	\$ 11,277,010	\$ -	\$ -	\$ 16,978,515
Secondary Effects project (SSC & ITB)	\$ 16,044,292	\$ 16,028,180	\$ -	\$ 35,288	\$ 985,623
Groundwater Mont Wells Disposition	\$ 517,660	\$ 211,149	\$ 16,696	\$ 211,149	\$ 985,623
Feasibility/Planning/Mngmnt/Staffing	\$ 1,651,142	\$ 1,651,142	\$ -	\$ -	\$ (665,519)
Scheduled Maintenance (2010+) \$640Kx5 yrs)	\$ 580,580	\$ 580,580	\$ 72,430	\$ -	\$ (1,246,099)
Master Plan Update	\$ 178,300	\$ 178,300	\$ -	\$ -	\$ (1,424,399)
Electronic Contract Document Storage	\$ 10,150	\$ -	\$ -	\$ -	\$ (1,424,399)
Central Plant Boiler Replacement	\$ 161,847	\$ 161,847	\$ -	\$ -	\$ (1,586,246)
2013 IPP/FPP	\$ -	\$ -	\$ -	\$ -	\$ (1,586,246)
Self Generating Inc. Program (Fuel Cell)	\$ 3,110,000	\$ 3,110,000	\$ -	\$ 2,436,250	\$ (2,259,996)
Center for Human Perf & Kinesiology	\$ 86,500	\$ 86,500	\$ 33,869,000	\$ -	\$ (2,346,496)
Multimedia & Arts Center (MAC)	\$ 114,000	\$ 114,000	\$ -	\$ -	\$ (2,460,496)
Remaining Measure C Funds					\$ (2,460,496)
	\$ 92,057,939	\$ 72,114,538	\$ 53,311,068	\$ 3,354,042	
5 YEAR CCP					
Multimedia & Arts Center (MAC)	\$ 69,457,000	\$ 1,629,000	\$ 67,828,000		
Secondary Effects of MAC	\$ 200,000	\$ 200,000	\$ -		

Measure C Summary

Original Measure C Allocation	\$ 66,300,000
Additional Measure C Allocation	\$ 3,354,042
Total Measure C Allocation	<u>\$ 69,654,042</u>

Riverside Community College District
Measure C - Capital Program Executive Summary Report
As of January 31, 2019

RIVERSIDE CITY COLLEGE					
Description	Total Project Budget	Measure C Budget	Non-Measure C Budget	Additional Measure C Budget	Measure C Allocation
					\$ 173,100,000
Redistribution of College Specific Donations/Rebates Included in Original Allocation				\$ 3,293,229	\$ 176,393,229
Distribution of Interest, Donations/Rebates Income from original allocation through June 30, 2017				\$ 2,152,531	\$ 178,545,760
APPROVED PROJECTS					
<i>Certificates of Participation (93 & 01 Refunding)</i>	\$ 6,583,329	\$ 6,583,329	\$ -	\$ -	\$ 171,962,431
<i>CO Bond Issuance Related Expenditures</i>	\$ 2,563,591	\$ 2,563,591	\$ -	\$ -	\$ 169,398,840
Bridge Space	\$ 1,175,132	\$ 1,175,132	\$ -	\$ -	\$ 168,223,708
District Phone and Voicemail Upgrades	\$ 183,923	\$ 183,923	\$ -	\$ -	\$ 168,039,785
MLK Renovation	\$ 8,010,091	\$ 1,010,614	\$ 6,999,477	\$ -	\$ 167,029,171
Swing Space (Lovekin)	\$ 4,273,734	\$ 4,273,734	\$ -	\$ -	\$ 162,755,437
Wheelock Field (Phase I)	\$ 4,516,435	\$ 4,516,435	\$ -	\$ -	\$ 158,239,002
Parking Structure (Phase II)	\$ 20,940,662	\$ 20,940,662	\$ -	\$ -	\$ 137,298,340
Emergency Phones	\$ 178,626	\$ 178,626	\$ -	\$ -	\$ 137,119,714
PBX Building	\$ 428,119	\$ 428,119	\$ -	\$ -	\$ 136,691,595
Long Range Plans	\$ 786,422	\$ 786,422	\$ -	\$ -	\$ 135,905,173
Logic Domain/PM system	\$ 112,449	\$ 112,449	\$ -	\$ -	\$ 135,792,724
Infrastructure (IT Upgrade)	\$ 255,286	\$ 255,286	\$ -	\$ -	\$ 135,537,438
Utility Retrofit (NORESCO)	\$ 3,205,284	\$ 3,205,284	\$ -	\$ -	\$ 132,332,154
Stokoe ILC (Phases I & II)	\$ 9,844,137	\$ 7,399,505	\$ 2,444,632	\$ -	\$ 124,932,649
Modular Redistribution	\$ 2,376,458	\$ 2,376,458	\$ -	\$ -	\$ 122,556,191
Scheduled Maintenance Match (Past)	\$ 2,387,444	\$ 870,873	\$ 1,516,571	\$ -	\$ 121,685,318
Quad Modernization	\$ 21,725,807	\$ 9,171,807	\$ 12,554,000	\$ -	\$ 112,513,511
Bradshaw Bldg Electrical (Emergency)	\$ 366,353	\$ 366,353	\$ -	\$ -	\$ 112,147,158
District Computer Network System Upgrades	\$ 528,081	\$ 528,081	\$ -	\$ -	\$ 111,619,077
Wheelock Gym, Seismic Retrofit	\$ 190,631	\$ 190,631	\$ -	\$ -	\$ 111,428,446
Food Services Remodel & Interim Facilities	\$ 1,015,705	\$ 987,705	\$ -	\$ -	\$ 110,440,741
Nursing, Science & Math Complex	\$ 63,712,000	\$ 16,347,203	\$ 45,439,400	\$ 467,028	\$ 94,560,566
Riverside Aquatics Complex	\$ 11,028,683	\$ 10,874,233	\$ -	\$ -	\$ 83,686,333
Wheelock Gym, Seismic Retrofit-Phase II	\$ 22,564,995	\$ 12,918,309	\$ 9,165,000	\$ 72,966	\$ 70,840,990
Coil School for the Arts	\$ 43,088,000	\$ 25,736,076	\$ 16,812,858	\$ 8,100,000	\$ 53,204,914
Culinary Arts Academy & District Offices	\$ 17,326,888	\$ 16,989,009	\$ 812,379	\$ 5,616,762	\$ 41,832,667
Quad Basement Remodel	\$ 467,000	\$ 352,941	\$ -	\$ -	\$ 41,479,726
Black Box Theatre Remodel (Plans only)	\$ 10,955	\$ 10,955	\$ -	\$ -	\$ 41,468,771
Remodel of Tech A (Plans only)	\$ 11,375	\$ 11,375	\$ -	\$ -	\$ 41,457,396
Feasibility/Ping/Mngt/Staffing	\$ 4,286,464	\$ 4,286,464	\$ -	\$ -	\$ 37,170,932
Interim Parking (Lot 33)	\$ 177,023	\$ 177,023	\$ -	\$ -	\$ 36,993,909
Scheduled Maintenance (2010+ \$640K/yr x 5 yr)	\$ 1,507,220	\$ 1,507,220	\$ 168,690	\$ -	\$ 35,486,689
Parking Structure Fall Deterrent	\$ 7,576	\$ 7,576	\$ -	\$ -	\$ 35,479,113
Master Plan Updates	\$ 577,000	\$ 577,000	\$ -	\$ -	\$ 34,902,113
Student Services Building-Phase I	\$ 24,375,000	\$ 20,751,844	\$ -	\$ -	\$ 14,150,269
Student Services Building-Phase II	\$ 1,550,000	\$ 1,550,000	\$ -	\$ -	\$ 12,600,269
Electronic Contract Document Storage	\$ 26,350	\$ -	\$ -	\$ -	\$ 12,600,269
2013 IPP/FPP	\$ -	\$ -	\$ -	\$ -	\$ 12,600,269
Food Srvc / Café Grab n Go	\$ 1,600,000	\$ 81,372	\$ -	\$ -	\$ 12,518,897
Lovekin Parking/Tennis-Portable Relocation	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -	\$ 10,518,897
Lovekin Parking/Tennis-Tennis Courts	\$ 2,250,000	\$ 2,250,000	\$ -	\$ -	\$ 8,268,897
Lovekin Parking/Tennis-Parking Structure	\$ 225,000	\$ 101,724	\$ -	\$ -	\$ 8,167,173
Athletic Office Remodel(Wheelock)	\$ 147,706	\$ 95,942	\$ -	\$ -	\$ 8,071,231
Cellular Repeater Booster System	\$ 25,000	\$ 18,879	\$ -	\$ -	\$ 8,052,352
Life Science / Physical Science Remodel	\$ 208,000	\$ 208,000	\$ -	\$ -	\$ 7,844,352
Cosmetology Building	\$ 142,500	\$ 142,500	\$ -	\$ -	\$ 7,701,852

RIVERSIDE CITY COLLEGE					
Description	Total Project Budget	Measure C Budget	Non-Measure C Budget	Additional Measure C Budget	Measure C Allocation
Remaining Measure C Funds					\$ 7,701,852
	\$ 288,962,434	\$ 185,100,664	\$ 95,913,007	\$ 19,702,516	
5 YEAR CCP					
Life Science / Physical Science Remodel	\$ 28,659,000	\$ 6,883,000	\$ 21,776,000		
MLK Renovation	\$ 18,780,000	\$ 1,871,000	\$ 16,909,000		
Cosmetology Building	\$ 23,098,000	\$ 1,871,000	\$ 21,227,000		

Measure C Summary

Original Measure C Allocation	\$ 173,100,000
Additional Measure C Allocation	\$ 19,702,516
Total Measure C Allocation	<u>\$ 192,802,516</u>

Riverside Community College District
Measure C - Capital Program Executive Summary Report
As of January 31, 2019

RCCD DISTRICT PROJECTS					
Description	Total Project Budget	Measure C Budget	Non-Measure C Budget	Additional Measure C Budget	Measure C Allocation
					\$ 19,200,000
Redistribution of College Specific Donations/Rebates Included in Original Allocation				\$ (326,040)	\$ 18,873,960
Distribution of Interest, Donations/Rebates Income from original allocation through June 30, 2018				\$ 139,690	\$ 19,013,650
APPROVED PROJECTS					
<i>Certificates of Participation (93 & 01 Refunding)</i>	\$ 737,033	\$ 737,033	\$ -	\$ -	\$ 18,276,617
<i>CO Bond Issuance Related Expenditures</i>	\$ 287,005	\$ 287,005	\$ -	\$ -	\$ 17,989,612
District Phone and Voicemail Upgrades	\$ 20,591	\$ 20,591	\$ -	\$ -	\$ 17,969,021
RCCD Systems Office (Market St)	\$ 2,629,981	\$ 2,629,981	\$ -	\$ -	\$ 15,339,040
Emergency Phones	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 15,329,040
Logic Domain/PM System	\$ 12,589	\$ 12,589	\$ -	\$ -	\$ 15,316,451
Infrastructure (IT Upgrade)	\$ 28,580	\$ 28,580	\$ -	\$ -	\$ 15,287,871
District Computer/Network Sys Upgr	\$ 59,121	\$ 59,121	\$ -	\$ -	\$ 15,228,750
Culinary Art Academy & Dist Offc	\$ 18,384,389	\$ 16,607,009	\$ 812,379	\$ 5,616,760	\$ 4,238,501
Swing Space - Market Street Properties	\$ 866,500	\$ 737,303	\$ -	\$ -	\$ 3,501,198
Feasibility/Plng/Mngt/Staffing	\$ 479,889	\$ 479,889	\$ -	\$ -	\$ 3,021,309
Scheduled Maint. New Allocation - District Wide	\$ 168,740	\$ 168,740	\$ -	\$ -	\$ 2,852,569
DSA Close-Out	\$ 75,000	\$ 7,290	\$ -	\$ 7,290	\$ 2,852,569
Alumni Carriage House Restroration	\$ 150,000	\$ 122,270	\$ -	\$ -	\$ 2,730,299
Electronic Contract Document Storage	\$ 5,900	\$ -	\$ -	\$ -	\$ 2,730,299
2013 IPP/FPP	\$ -	\$ -	\$ -	\$ -	\$ 2,730,299
Remaining Measure C Funds					\$ 2,730,299
	\$ 23,915,318	\$ 21,907,401	\$ 812,379	\$ 5,437,700	

Measure C Summary

Original Measure C Allocation	\$ 19,200,000
Additional Measure C Allocation	\$ 5,437,700
Total Measure C Allocation	<u>\$ 24,637,700</u>

Riverside Community College District
Measure C - Capital Program Executive Summary Report
As of January 31, 2019

CENTRALLY CONTROLLED FUNDS					
Description	Total Project Budget	Measure C Budget	Non-Measure C Budget	Additional Measure C Budget	Measure C Allocation
					\$ 53,300,000
Approved Projects \$19.3M					
ADA Compliance -Phase I	\$ 6,360,000	\$ 6,046,162	\$ 42,793	\$ -	\$ 13,253,838
IT Audit Implementation	\$ 6,000,000	\$ 6,000,000	\$ -	\$ -	\$ 7,253,838
Utility Infrastructure	\$ 6,700,000	\$ 6,232,049	\$ -	\$ (373,349)	\$ 648,440
District Standards	\$ 355,000	\$ 345,032	\$ -	\$ 345,032	\$ 648,440
Approved Projects					
					\$ 648,440
Program Reserve \$24M					
Redistribution of College Specific Donations/Rebates Included in Original Allocation	\$ -	\$ -	\$ -	\$ (642,104)	\$ 23,357,896
Distribution of Interest, Donations/Rebates Income from original allocation through June 30, 2018	\$ -	\$ -	\$ -	\$ 275,340	\$ 23,633,236
CSA	\$ -	\$ -	\$ -	\$ (8,100,000)	\$ 15,533,236
CAA/DO	\$ -	\$ -	\$ -	\$ (10,306,765)	\$ 5,226,471
DSA Close out	\$ -	\$ -	\$ -	\$ (7,290)	\$ 5,219,181
Nursing Portables - MVC	\$ -	\$ -	\$ -	\$ (705,338)	\$ 4,513,843
Physican Asst Lab - MVC	\$ -	\$ -	\$ -	\$ (49,191)	\$ 4,464,652
Emergency Phone Repairs - MVC	\$ -	\$ -	\$ -	\$ (341,582)	\$ 4,123,070
Aquatics Center - RCC (Reserve - Donation Cover)	\$ -	\$ -	\$ -	\$ -	\$ 4,123,070
CSA - RCC (Reserve - LaSierra Capital Repayment)	\$ -	\$ -	\$ -	\$ -	\$ 4,123,070
TITLE III-STEM - NC (Reserve - Grant Repayment)	\$ -	\$ -	\$ -	\$ -	\$ 4,123,070
Program Reserve					
					\$ 4,123,070
Program Contingency-\$10M					
Redistribution of College Specific Donations/Rebates Included in Original Allocation	\$ -	\$ -	\$ -	\$ (262,268)	\$ 9,737,732
Distribution of Interest, Donations/Rebates Income from original allocation through June 30, 2018	\$ -	\$ -	\$ -	\$ 112,462	\$ 9,850,194
ADA Compliance - Phase I	\$ -	\$ -	\$ -	\$ -	\$ 9,850,194
CAA/DO	\$ -	\$ -	\$ -	\$ (926,757)	\$ 8,923,437
March Dental Education - MVC	\$ -	\$ -	\$ -	\$ -	\$ 8,923,437
Master Plan Update - MVC	\$ -	\$ -	\$ -	\$ (186,000)	\$ 8,737,437
Nursing, Science Math - RCC	\$ -	\$ -	\$ -	\$ (467,028)	\$ 8,270,409
Wheelock Gym - RCC	\$ -	\$ -	\$ -	\$ (72,966)	\$ 8,197,443
Norco Allocation - NC	\$ -	\$ -	\$ -	\$ (500,000)	\$ 7,697,443
Secondary Effect - NC	\$ -	\$ -	\$ -	\$ (35,288)	\$ 7,662,155
Groundwater Wells - NC	\$ -	\$ -	\$ -	\$ (211,149)	\$ 7,451,006
Alumni Carriage House Restoration - RCCD	\$ -	\$ -	\$ -	\$ -	\$ 7,451,006
District Standards	\$ -	\$ -	\$ -	\$ (345,032)	\$ 7,105,974
Self-Generating Inc Program (Fuel Cell)	\$ -	\$ -	\$ -	\$ (2,200,000)	\$ 4,905,974
Self-Generating Inc Program - Incentives/Rebates	\$ -	\$ -	\$ -	\$ (236,250)	\$ 4,669,724
Program Contingency					
					\$ 4,669,724
Remaining Measure C Funds					
					\$ 9,441,234

Measure C Summary

Original Measure C Allocation	\$53,300,000
Additional Measure C Allocation	-\$25,235,523
Total Measure C Allocation	\$28,064,477

Agenda Item (VII-B)

Meeting 2/19/2019 - Regular

Agenda Item Consent Agenda Information (VII-B)

Subject Monthly Financial Report for Month Ending – January 31, 2019

College/District District

Information Only

Background Narrative:

See the attached monthly Financial Report for the period July 1, 2018 through January 31, 2019.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Melissa Elwood, Controller

Attachments:

[02192019_Monthly Financial Report for July 2018 - January 2019](#)

MONTHLY FINANCIAL REPORT
JULY 1, 2018 – JANUARY 31, 2019

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**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Fund 11, Resource 1000 is the primary operating fund of the District. It is used to account for those transactions that, in general, cover the full scope of operations of the entire District. All transactions, expenditures and revenue are accounted for in the general operating resource unless there is a compelling reason to report them elsewhere. Revenues received by the District from state apportionments, county or local taxes are deposited in this resource.

Fund 11, Resource 1000 - General Operating - Unrestricted

	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 188,337,433	\$ 202,844,834	\$ 202,844,834	\$ 115,556,432
Inter/Intrafund Transfer from:				
District Bookstore (Resource 1110)	399,625	946,888	1,301,950	797,311
Total Revenues	<u>\$ 188,737,058</u>	<u>\$ 203,791,722</u>	<u>\$ 204,146,784</u>	<u>\$ 116,353,743</u>
Expenditures				
Academic Salaries	\$ 82,956,365	\$ 86,282,126	\$ 85,946,625	\$ 49,792,156
Classified Salaries	33,830,556	38,625,286	38,371,922	20,951,179
Employee Benefits	47,112,576	52,027,341	51,986,051	23,606,210
Materials & Supplies	2,054,256	3,552,777	3,493,806	954,955
Services	15,943,420	45,306,378	45,486,874	9,233,133
Capital Outlay	2,158,125	5,883,852	6,392,482	599,496
Student Aid	546,631	52,910	99,189	12,753
Intrafund Transfers for:				
DSP&S Program (Resource 1190)	653,504	665,157	665,157	332,579
Center for Social Justice and Civil Liberties (Resource 1120)	112,337	215,829	215,829	107,915
College Promise Pgrm (Resource 1190)	857,118	2,658,610	2,658,610	1,329,305
Federal Work Study (Resource 1190)	328,017	425,599	425,599	106,063
Veteran Services (Resource 1190)	5,800	4,842	4,842	4,842
Total Expenditures	<u>\$ 186,558,705</u>	<u>\$ 235,700,707</u>	<u>\$ 235,746,986</u>	<u>\$ 107,030,585</u>
Revenues Over (Under) Expenditures	\$ 2,178,353	\$ (31,908,985)	\$ (31,600,202)	\$ 9,323,159
Beginning Fund Balance	43,121,096	45,299,449	45,299,449	45,299,449
Ending Fund Balance	<u>\$ 45,299,449</u>	<u>\$ 13,390,464</u>	<u>\$ 13,699,247</u>	<u>\$ 54,622,608</u>
Ending Cash Balance				<u>\$ 60,471,511</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Parking was created to capture the financial activities of the parking operations at each campus. The primary revenue source is parking permit fees. Parking also receives revenue from parking meters and parking citations. Expenditures are for operational costs that are split between Parking and College Safety and Police, and 100% of capital outlay costs that directly benefit parking operations.

Fund 12, Resource 1050 - Parking

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 3,317,039	\$ 3,750,284	\$ 3,750,284	\$ 1,719,352
Expenditures				
Classified Salaries	\$ 1,636,096	\$ 1,796,604	\$ 1,796,604	\$ 1,013,313
Employee Benefits	633,368	766,396	766,396	363,162
Materials & Supplies	41,589	45,070	40,454	15,613
Services	947,234	917,699	947,509	444,342
Capital Outlay	135,226	261,366	236,172	11,086
Total Expenditures	\$ 3,393,513	\$ 3,787,135	\$ 3,787,135	\$ 1,847,515
Revenues Over (Under) Expenditures	\$ (76,474)	\$ (36,851)	\$ (36,851)	\$ (128,163)
Beginning Fund Balance	(386,665)	(463,139)	(463,139)	(463,139)
Ending Fund Balance	\$ (463,139)	\$ (499,990)	\$ (499,990)	\$ (591,302)
Ending Cash Balance				\$ (517,272)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Student Health Services was established to account for the financial activities of the student health programs at each of the District's three colleges.

Fund 12, Resource 1070 - Student Health Services

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,875,949	\$ 1,846,000	\$ 1,846,000	\$ 776,623
Expenditures				
Academic Salaries	\$ 465,303	\$ 524,615	\$ 530,575	\$ 289,940
Classified Salaries	562,403	768,990	726,349	317,555
Employee Benefits	371,760	507,140	508,213	190,579
Materials & Supplies	99,742	146,843	152,462	50,265
Services	245,022	437,547	466,036	132,975
Capital Outlay	14,422	38,852	40,352	9,197
Total Expenditures	<u>\$ 1,758,652</u>	<u>\$ 2,423,987</u>	<u>\$ 2,423,987</u>	<u>\$ 990,511</u>
Revenues Over (Under) Expenditures	\$ 117,297	\$ (577,987)	\$ (577,987)	\$ (213,888)
Beginning Fund Balance	<u>2,111,364</u>	<u>2,228,661</u>	<u>2,228,661</u>	<u>2,228,661</u>
Ending Fund Balance	<u>\$ 2,228,661</u>	<u>\$ 1,650,674</u>	<u>\$ 1,650,674</u>	<u>\$ 2,014,773</u>
Ending Cash Balance				<u>\$ 1,869,020</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Community Education was established to account for the financial activities of the Community Education Program which serves the community at large by providing not-for-credit classes for personal growth and enrichment.

Fund 11, Resource 1080 - Community Education

	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 76,252	\$ 74,055	\$ 74,055	\$ 33,494
Expenditures				
Academic Salaries	\$ (257)	\$ 0	\$ 0	\$ 0
Classified Salaries	74,052	49,415	49,415	48,675
Employee Benefits	16,450	17,771	17,771	8,336
Materials & Supplies	302	13,500	13,500	0
Services	6,993	6,341	6,341	1,507
Total Expenditures	\$ 97,541	\$ 87,027	\$ 87,027	\$ 58,517
Revenues Over (Under) Expenditures	\$ (21,288)	\$ (12,972)	\$ (12,972)	\$ (25,023)
Beginning Fund Balance	(284,610)	(305,898)	(305,898)	(305,898)
Ending Fund Balance	\$ (305,898)	\$ (318,870)	\$ (318,870)	\$ (330,921)
Ending Cash Balance				\$ (324,392)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Performance Riverside is used to record the revenues and expenditures associated with Performance Riverside activities.

Fund 11, Resource 1090 - Performance Riverside

	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 344,826	\$ 315,000	\$ 315,000	\$ 132,875
Intrafund Transfer from:				
Contractor-Operated				
Bookstore (Resource 1110)	275,000	275,000	275,000	137,500
Total Revenues	<u>\$ 619,826</u>	<u>\$ 590,000</u>	<u>\$ 590,000</u>	<u>\$ 270,375</u>
Expenditures				
Academic Salaries	\$ 26,716	\$ 9,240	\$ 9,240	\$ 0
Classified Salaries	101,569	111,653	111,653	67,727
Employee Benefits	59,581	60,807	60,807	29,629
Materials & Supplies	10,648	10,000	10,000	2,427
Services	281,549	289,526	289,526	219,829
Capital Outlay	1,500	0	0	0
Total Expenditures	<u>\$ 481,563</u>	<u>\$ 481,226</u>	<u>\$ 481,226</u>	<u>\$ 319,612</u>
Revenues Over (Under) Expenditures	\$ 138,262	\$ 108,774	\$ 108,774	\$ (49,237)
Beginning Fund Balance	<u>(638,599)</u>	<u>(500,337)</u>	<u>(500,337)</u>	<u>(500,337)</u>
Ending Fund Balance	<u>\$ (500,337)</u>	<u>\$ (391,563)</u>	<u>\$ (391,563)</u>	<u>\$ (549,573)</u>
Ending Cash Balance				<u>\$ (534,081)</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Contractor-Operated Bookstore is used to record the revenues and expenditures associated with the District's contract with Follett Higher Education Group, Inc. to manage the District's Bookstore operations.

Fund 11, Resource 1110 - Contractor-Operated Bookstore

	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 839,417	\$ 1,062,300	\$ 1,062,300	\$ 577,666
Expenditures				
Services	\$ 43,600	\$ 43,600	\$ 43,600	\$ 21,800
Interfund Transfer to:				
Food Services (Resource 3200)	105,045	180,045	180,045	52,523
Riverside - Early Childhood Services (Resource 3300)	75,000	75,000	75,000	37,500
Intrafund Transfer to:				
Performance Riverside (Resource 1090)	275,000	275,000	275,000	137,500
General Operating (Resource 1000)	324,625	1,301,950	1,301,950	797,311
Total Expenditures	\$ 823,270	\$ 1,875,595	\$ 1,875,595	\$ 1,046,634
Revenues Over (Under) Expenditures	\$ 16,147	\$ (813,295)	\$ (813,295)	\$ (468,967)
Beginning Fund Balance	677,341	693,488	693,488	693,488
Ending Fund Balance	\$ 693,488	\$ (119,807)	\$ (119,807)	\$ 224,521
Ending Cash Balance				\$ 245,771

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Center for Social Justice and Civil Liberties is used to record the revenues and expenditures associated with operating the museum, archive, and educational center.

Fund 12, Resource 1120 - Center for Social Justice and Civil Liberties

	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 26,075	\$ 25,712	\$ 25,712	\$ 25,000
Intrafund Transfer from:				
General Operating (Resource 1000)	112,337	215,829	215,829	107,915
Total Revenues	\$ 138,411	\$ 241,541	\$ 241,541	\$ 132,915
Expenditures				
Academic Salaries	\$ 0	\$ 0	\$ 0	\$ 3,049
Classified Salaries	56,849	110,057	110,057	35,202
Employee Benefits	38,991	66,489	66,489	12,086
Materials & Supplies	5,292	4,910	4,910	126
Services	47,242	50,282	50,282	28,424
Capital Outlay	775	0	0	0
Total Expenditures	\$ 149,149	\$ 231,738	\$ 231,738	\$ 78,888
Revenues Over (Under) Expenditures	\$ (10,738)	\$ 9,803	\$ 9,803	\$ 54,026
Beginning Fund Balance	13,135	2,397	2,397	2,397
Ending Fund Balance	\$ 2,397	\$ 12,200	\$ 12,200	\$ 56,423
Ending Cash Balance				\$ 59,711

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED JANUARY 31, 2019**

Customized Solutions is used to record the revenues and expenditures associated with customized training programs offered to local businesses and their employees.

Fund 11, Resource 1170 - Customized Solutions

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 213,615	\$ 419,803	\$ 419,803	\$ 8,445
Expenditures				
Classified Salaries	\$ 154,892	\$ 180,576	\$ 180,576	\$ 108,092
Employee Benefits	75,056	96,185	96,185	48,614
Materials & Supplies	1,516	27,700	26,700	1,068
Services	203,342	217,246	218,246	75,306
Capital Outlay	4,009	9,300	9,300	1,145
Total Expenditures	<u>\$ 438,814</u>	<u>\$ 531,007</u>	<u>\$ 531,007</u>	<u>\$ 234,225</u>
Revenues Over (Under) Expenditures	\$ (225,199)	\$ (111,204)	\$ (111,204)	\$ (225,780)
Beginning Fund Balance	<u>69,280</u>	<u>(155,919)</u>	<u>(155,919)</u>	<u>(155,919)</u>
Ending Fund Balance	<u><u>\$ (155,919)</u></u>	<u><u>\$ (267,123)</u></u>	<u><u>\$ (267,123)</u></u>	<u><u>\$ (381,699)</u></u>
Ending Cash Balance				<u><u>\$ (454,549)</u></u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Redevelopment Pass-Through receives a portion of tax increment revenues from various redevelopment projects within the boundaries of the District. Currently, expenditures are restricted to capital projects located in the redevelopment project areas generating the tax increment revenues.

Fund 12, Resource 1180 - Redevelopment Pass-Through

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,524,852	\$ 2,524,000	\$ 2,524,000	\$ 1,453,163
Expenditures				
Materials & Supplies	\$ 9,643	\$ 1,500	\$ 1,500	\$ 1,064
Services	482,478	420,425	1,421,073	215,925
Capital Outlay	585,578	7,746,968	6,746,320	51,619
Total Expenditures	\$ 1,077,698	\$ 8,168,893	\$ 8,168,893	\$ 268,608
Revenues Over (Under) Expenditures	\$ 1,447,154	\$ (5,644,893)	\$ (5,644,893)	\$ 1,184,554
Beginning Fund Balance	5,856,361	7,303,515	7,303,515	7,303,515
Ending Fund Balance	\$ 7,303,515	\$ 1,658,622	\$ 1,658,622	\$ 8,488,069
Ending Cash Balance				\$ 8,494,429

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED JANUARY 31, 2019**

Grants and Categorical Programs is used to account for financial activity for each of the District's grant and categorical programs.

Fund 12, Resource 1190 - Grants and Categorical Programs

	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 54,660,651	\$ 113,430,799	\$ 135,517,301	\$ 59,220,094
Intrafund Transfers from:				
General Operating (Resource 1000)				
For College Promise Program	857,118	2,658,610	2,658,610	1,329,305
For DSP&S	653,504	665,157	665,157	332,579
For Federal Work Study	328,017	425,599	425,599	106,063
For Veteran Services	5,800	4,842	4,842	4,842
Total Revenues	<u>\$ 56,505,090</u>	<u>\$ 117,185,007</u>	<u>\$ 139,271,509</u>	<u>\$ 60,992,883</u>
Expenditures				
Academic Salaries	\$ 7,543,211	\$ 8,771,214	\$ 9,724,399	\$ 4,465,132
Classified Salaries	14,628,201	16,938,315	18,362,114	8,817,261
Employee Benefits	8,027,993	10,974,835	11,643,569	4,533,504
Materials & Supplies	2,641,378	13,772,565	9,947,338	991,287
Services	16,829,506	41,072,053	65,469,762	7,256,234
Capital Outlay	4,515,450	17,191,331	15,372,671	2,317,891
Student Grants (Financial, Book, Meal, Transportation)	2,319,351	8,464,694	8,751,656	803,544
Total Expenditures	<u>\$ 56,505,090</u>	<u>\$ 117,185,007</u>	<u>\$ 139,271,509</u>	<u>\$ 29,184,852</u>
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 31,808,031
Beginning Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 31,808,031</u>
Ending Cash Balance				<u>\$ 34,894,388</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Food Services is used to account for the financial activities for all food service operations in District facilities, except for the Culinary Academy. It is intended to be self-sustaining.

Fund 32, Resource 3200 - Food Services

	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 3,073,675	\$ 3,272,240	\$ 3,272,240	\$ 1,511,436
Interfund Transfers from:				
Contractor-Operated				
Bookstore (Resource 1110)	105,045	105,045	105,045	52,523
Total Revenues	\$ 3,178,720	\$ 3,377,285	\$ 3,377,285	\$ 1,563,959
Expenditures				
Classified Salaries	\$ 1,077,957	\$ 1,166,621	\$ 1,166,621	\$ 633,258
Employee Benefits	395,340	455,437	455,437	216,493
Materials & Supplies	1,279,767	1,368,607	1,368,607	737,707
Services	218,117	238,487	244,487	131,636
Capital Outlay	102,560	103,255	97,255	47,584
Total Expenditures	\$ 3,073,741	\$ 3,332,407	\$ 3,332,407	\$ 1,766,679
Revenues Over (Under) Expenditures	\$ 104,980	\$ 44,878	\$ 44,878	\$ (202,720)
Beginning Fund Balance	1,182,397	1,287,376	1,287,376	1,287,376
Ending Fund Balance	\$ 1,287,376	\$ 1,332,254	\$ 1,332,254	\$ 1,084,656
Ending Cash Balance				\$ 1,047,626

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Child Care was established to manage the finances of the District's child care centers at the colleges.

Fund 33, Resource 3300 - Child Care

	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 1,533,325	\$ 1,449,799	\$ 1,449,799	\$ 693,113
Interfund Transfers from:				
Contractor-Operated				
Bookstore (Resource 1110)	0	75,000	75,000	37,500
Total Revenues	<u>\$ 1,533,325</u>	<u>\$ 1,524,799</u>	<u>\$ 1,524,799</u>	<u>\$ 730,613</u>
Expenditures				
Academic Salaries	\$ 675,181	\$ 717,642	\$ 717,642	\$ 373,617
Classified Salaries	491,747	549,505	549,505	277,730
Employee Benefits	197,546	279,711	279,711	108,617
Materials & Supplies	53,887	58,725	62,225	20,778
Services	75,085	90,298	96,998	41,938
Capital Outlay	865	122,265	112,065	0
Total Expenditures	<u>\$ 1,494,311</u>	<u>\$ 1,818,146</u>	<u>\$ 1,818,146</u>	<u>\$ 822,680</u>
Revenues Over (Under) Expenditures	\$ 39,014	\$ (293,347)	\$ (293,347)	\$ (92,067)
Beginning Fund Balance	<u>1,090,566</u>	<u>1,129,579</u>	<u>1,129,579</u>	<u>1,129,579</u>
Ending Fund Balance	<u>\$ 1,129,579</u>	<u>\$ 836,232</u>	<u>\$ 836,232</u>	<u>\$ 1,037,512</u>
Ending Cash Balance				<u>\$ 1,004,121</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED JANUARY 31, 2019**

State Construction & Scheduled Maintenance was established to account for the financial activities of State-approved construction and maintenance projects.

Fund 41, Resource 4100 - State Construction & Scheduled Maintenance

	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,834,001	\$ 5,957,432	\$ 5,957,432	\$ 3,278,937
Expenditures				
Services	\$ 2,783	\$ 0	\$ 0	\$ 0
Capital Outlay	2,831,218	5,957,432	5,957,432	1,736,086
Total Expenditures	\$ 2,834,001	\$ 5,957,432	\$ 5,957,432	\$ 1,736,086
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 1,542,851
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	\$ 0	\$ 0	\$ 0	\$ 1,542,851
Ending Cash Balance				\$ 4,205,762

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

La Sierra Capital is used to account for the revenues and expenses associated with the District's La Sierra Property.

Fund 41, Resource 4130 - La Sierra Capital

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 114,410	\$ 115,000	\$ 115,000	\$ 35,554
Expenditures				
Capital Outlay	\$ (18,799)	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ (18,799)	\$ 0	\$ 0	\$ 0
Revenues Over (Under) Expenditures	\$ 133,209	\$ 115,000	\$ 115,000	\$ 35,554
Beginning Fund Balance	<u>1,752,243</u>	<u>1,885,451</u>	<u>1,885,451</u>	<u>1,885,451</u>
Ending Fund Balance	<u>\$ 1,885,451</u>	<u>\$ 2,000,451</u>	<u>\$ 2,000,451</u>	<u>\$ 1,921,005</u>
Ending Cash Balance				<u>\$ 1,921,005</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

General Obligation Series 2015E Capital Appreciation Bonds were established to account for General Obligation Bond proceeds and financial activities related to Board approved Measure C projects.

Fund 43, Resource 4390 - GO Bond Series 2015E Capital Appreciation Bonds

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ (95,439)	\$ 116,000	\$ 116,000	\$ 35,264
Expenditures				
Classified Salaries	\$ 136,039	\$ 710,876	\$ 710,876	\$ 51,514
Employee Benefits	59,914	397,208	397,208	22,275
Materials & Supplies	140	0	0	0
Services	467,507	318,833	318,833	108,728
Capital Outlay	1,335,434	25,600,661	25,600,661	755,061
Total Expenditures	\$ 1,999,034	\$ 27,027,578	\$ 27,027,578	\$ 937,577
Revenues Over (Under) Expenditures	\$ (2,094,473)	\$ (26,911,578)	\$ (26,911,578)	\$ (902,314)
Beginning Fund Balance	8,624,143	6,529,670	6,529,670	6,529,670
Ending Fund Balance	\$ 6,529,670	\$ (20,381,908)	\$ (20,381,908)	\$ 5,627,356
Ending Cash Balance				\$ 5,530,855

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED JANUARY 31, 2019**

Self-Insured PPO Health Plan is used to account for the revenues and expenditures of the District's health self-insurance program.

Fund 61, Resource 6100 - Self-Insured PPO Health Plan

	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 9,563,410	\$ 9,933,311	\$ 9,933,311	\$ 6,909,304
Expenditures				
Classified Salaries	\$ 132,194	\$ 147,090	\$ 147,090	\$ 59,225
Employee Benefits	78,413	78,951	78,951	32,572
Services	7,982,353	10,112,840	10,112,840	4,723,994
Total Expenditures	\$ 8,192,961	\$ 10,338,881	\$ 10,338,881	\$ 4,815,791
Revenues Over (Under) Expenditures	\$ 1,370,449	\$ (405,570)	\$ (405,570)	\$ 2,093,513
Beginning Fund Balance	1,750,605	3,121,053	3,121,053	3,121,053
Ending Fund Balance	\$ 3,121,053	\$ 2,715,483	\$ 2,715,483	\$ 5,214,566
Ending Cash Balance				\$ 6,681,658

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Self-Insured Workers' Compensation is used to account for the revenues and expenditures of the District's workers' compensation self-insurance program.

Fund 61, Resource 6110 - Self-Insured Workers' Compensation

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,400,414	\$ 2,044,460	\$ 2,044,460	\$ 1,294,119
Expenditures				
Classified Salaries	\$ 338,824	\$ 458,038	\$ 458,038	\$ 239,632
Employee Benefits	145,183	217,196	217,196	93,443
Materials & Supplies	139,158	16,000	16,000	47,083
Services	1,653,061	1,697,465	1,697,465	1,096,872
Capital Outlay	38,593	7,500	7,500	488
Total Expenditures	\$ 2,314,819	\$ 2,396,199	\$ 2,396,199	\$ 1,477,519
Revenues Over (Under) Expenditures	\$ (914,405)	\$ (351,739)	\$ (351,739)	\$ (183,400)
Beginning Fund Balance	2,277,159	1,362,754	1,362,754	1,362,754
Ending Fund Balance	\$ 1,362,754	\$ 1,011,015	\$ 1,011,015	\$ 1,179,354
Ending Cash Balance				\$ 3,884,802

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Self-Insured General Liability is used to account for the revenues and expenditures of the District's general liability self-insurance program.

Fund 61, Resource 6120 - Self-Insured General Liability

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,493,630	\$ 2,004,460	\$ 2,004,460	\$ 961,503
Expenditures				
Classified Salaries	\$ 141,393	\$ 193,218	\$ 193,218	\$ 101,502
Employee Benefits	60,815	91,242	91,242	40,278
Materials & Supplies	73,620	2,200	2,300	(8)
Services	1,686,260	2,096,446	2,096,346	1,224,355
Capital Outlay	4,102	7,500	7,500	0
Total Expenditures	\$ 1,966,189	\$ 2,390,606	\$ 2,390,606	\$ 1,366,128
Revenues Over (Under) Expenditures	\$ (472,559)	\$ (386,146)	\$ (386,146)	\$ (404,625)
Beginning Fund Balance	1,374,080	901,520	901,520	901,520
Ending Fund Balance	\$ 901,520	\$ 515,374	\$ 515,374	\$ 496,896
Ending Cash Balance				\$ 888,366

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Internal Services Fund - OPEB Liability is used to account for the funds accumulated to address future retiree health benefits that are transferred to an irrevocable trust established with CalPERS - California Employees' Retiree Benefit Trust (CERBT).

Fund 69, Resource 6900 - Internal Services Fund - OPEB Liability

	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 407,959	\$ 463,543	\$ 463,543	\$ 101,553
Expenditures				
Services	\$ 2,197	\$ 2,271	\$ 2,271	\$ 1,130
Total Expenditures	\$ 2,197	\$ 2,271	\$ 2,271	\$ 1,130
Revenues Over (Under) Expenditures	\$ 405,762	\$ 461,272	\$ 461,272	\$ 100,423
Beginning Fund Balance	837,884	1,243,646	1,243,646	1,243,646
Ending Fund Balance	\$ 1,243,646	\$ 1,704,918	\$ 1,704,918	\$ 1,344,069
Ending Cash Balance				\$ 1,344,069

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Associated Students of RCCD is used to record the financial transactions of the student government, college clubs, and organizations of the District. Revenue includes student activity fees, interest income, payphone commissions and athletic ticket sales.

Associated Students of RCCD

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 991,781	\$ 1,018,701	\$ 1,018,701	\$ 468,259
Expenditures				
Materials & Supplies	\$ 952,678	\$ 1,047,320	\$ 1,047,320	\$ 544,711
Total Expenditures	\$ 952,678	\$ 1,047,320	\$ 1,047,320	\$ 544,711
Revenues Over (Under) Expenditures	\$ 39,103	\$ (28,619)	\$ (28,619)	\$ (76,452)
Beginning Fund Balance	1,144,256	1,183,359	1,183,359	1,183,359
Ending Fund Balance	<u>\$ 1,183,359</u>	<u>\$ 1,154,740</u>	<u>\$ 1,154,740</u>	<u>\$ 1,106,907</u>
ASRCCD Trust Fund Ending Balance				<u>\$ 1,446,720</u>
Ending Cash Balance				<u>\$ 2,559,046</u>

** Note: Ending Cash Balance includes both ASRCCD Funds and Trust Funds for College and Students Organizations

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2019**

Student Financial Aid is used to record financial transactions for scholarships given to students from the Federal Pell and FSEOG Grant Programs as well as the State's Grant Programs.

	<u>Student Financial Aid</u>			
	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 62,218,779	\$ 80,634,657	\$ 80,634,657	\$ 34,598,994
Expenditures				
Scholarships and Grant Reimbursements	\$ 62,261,770	\$ 80,634,657	\$ 80,634,657	\$ 31,960,260
Total Expenditures	\$ 62,261,770	\$ 80,634,657	\$ 80,634,657	\$ 31,960,260
Revenues Over (Under) Expenditures	\$ (42,991)	\$ 0	\$ 0	\$ 2,638,735
Beginning Fund Balance	623,287	580,296	580,296	580,296
Ending Fund Balance	\$ 580,296	\$ 580,296	\$ 580,296	\$ 3,219,031
Ending Cash Balance				\$ 3,354,009

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED JANUARY 31, 2019**

RCCD Development Corporation is used to account for financial transactions related to the Development Corporation. This Corporation currently has very little activity but remains operational should the District need to use it for future transactions related to property development. Revenues consist of interest income. Expenses are for tax filing fees paid to the State.

RCCD Development Corporation

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 7	\$ 8	\$ 8	\$ 5
Expenditures				
Services	\$ 0	\$ 0	\$ 0	\$ 20
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 20
Revenues Over (Under) Expenditures	\$ 7	\$ 8	\$ 8	\$ (15)
Beginning Fund Balance	16,182	16,189	16,189	16,189
Ending Fund Balance	<u>\$ 16,189</u>	<u>\$ 16,197</u>	<u>\$ 16,197</u>	<u>\$ 16,174</u>
Ending Cash Balance				<u>\$ 16,175</u>

Agenda Item (VII-C)

Meeting 2/19/2019 - Regular

Agenda Item Consent Agenda Information (VII-C)

Subject CCFS-311Q – Quarterly Financial Status Report for the 2nd Quarter Ended December 31, 2018

College/District District

Information Only

Background Narrative:

See the attached CCFS-311Q – Quarterly Financial Status Report for the 2nd Quarter ended December 31, 2018.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Melissa Elwood, Controller

Attachments:

[02192019_ CCFS-311Q \(2nd Quarter\)](#)

CCFS-311Q – Quarterly Financial Status Report Background Narrative December 31, 2018

Education Code Section 84040 specifies that financial information be periodically reported to the California Community Colleges Board of Governors. To comply with this requirement, the District prepares Form CCFS-311Q – Quarterly Financial Status Report each fiscal quarter for submission to the Chancellor’s Office. The CCFS-311Q compares actual information for the prior three fiscal years to projected information for the current fiscal year. The Revenue, Expenditure and Fund Balance are the Unrestricted Funds of the General Fund. However, the cash balance reflects both Unrestricted and Restricted Funds.

The General Fund consists of the following:

Fund 11 – Unrestricted

- Resource 1000 – General Unrestricted
- Resource 1080 – Community Education
- Resource 1090 – Performance Riverside
- Resource 1110 – Bookstore (Contractor Operated)
- Resource 1170 – Customized Solutions

Fund 12 – Restricted

- Resource 1050 – Parking
- Resource 1070 – Student Health
- Resource 1120 – Center for Social Justice and Civil Liberties
- Resource 1180 – Redevelopment Pass-Through
- Resource 1190 – Grants and Categorical Programs

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2018-2019

Quarter Ended: (Q2) Dec 31, 2018

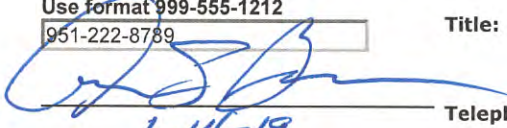
District: (960) RIVERSIDE

Your Quarterly Data is ready for certification.
Please complete the fields below and click on the 'Certify This Quarter' button

Chief Business Officer

CBO Name: Aaron S. Brown

CBO Phone: Use format 999-555-1212
951-222-8789

CBO Signature: 
Date Signed: 1-14-19

District Contact Person

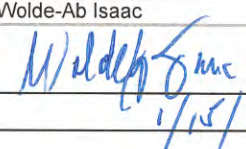
Name: Melissa Elwood

Title: Controller

Telephone: Use format 999-555-1212
951-222-8041

Chief Executive Officer Name: Dr. Wolde-Ab Isaac

Fax: Use format 999-555-1212
951-222-8021

CEO Signature: 
Date Signed: 1/15/19

E-Mail: melissa.elwood@rccd.edu

Electronic Cert Date:

Certify This Quarter

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4550
Sacramento, California 95811

Send questions to:
Christine Atalig (916)327-5772 catalig@ccccc.edu or Tracy Britten (916)324-9794 tbritten@ccccc.edu

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Quarterly Financial Status Report, CCFS-31 IQ
VIEW QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2018-2019

Quarter Ended: (Q2) Dec 31, 2018

District: (960) RIVERSIDE

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2015-16	Actual 2016-17	Actual 2017-18	Projected 2018-2019
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	186,539,851	182,689,850	189,807,913	204,708,992
A.2	Other Financing Sources (Object 8900)	-1,980,844	-1,037,419	-1,953,117	-3,963,037
A.3	Total Unrestricted Revenue (A.1 + A.2)	184,559,007	181,652,431	187,854,796	200,745,955
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	161,174,821	171,989,549	185,116,817	232,820,620
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,500,045	2,854,586	651,676	279,234
B.3	Total Unrestricted Expenditures (B.1 + B.2)	162,674,866	174,844,135	185,768,493	233,099,854
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	21,884,141	6,808,296	2,086,303	-32,353,899
D.	Fund Balance, Beginning	14,252,071	36,136,212	42,944,508	45,030,784
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	14,252,071	36,136,212	42,944,508	45,030,784
E.	Fund Balance, Ending (C. + D.2)	36,136,212	42,944,508	45,030,811	12,676,885
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	22.2%	24.6%	24.2%	5.4%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	28,682	29,652	29,727	30,337
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2015-16	2016-17	2017-18	2018-2019
H.1	Cash, excluding borrowed funds		65,403,055	79,127,030	86,715,085
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	44,748,981	65,403,055	79,127,030	86,715,085

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	Revenues:				

I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	204,708,992	204,708,992	86,598,732	42.3%
I.2	Other Financing Sources (Object 8900)	-3,963,037	-3,963,037	-983,308	24.8%
I.3	Total Unrestricted Revenue (I.1 + I.2)	200,745,955	200,745,955	85,615,424	42.6%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	232,820,620	232,820,620	84,652,715	36.4%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	279,234	279,234	57,764	20.7%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	233,099,854	233,099,854	84,710,479	36.3%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-32,353,899	-32,353,899	904,945	
L	Adjusted Fund Balance, Beginning	45,030,810	45,030,784	45,030,784	
L.1	Fund Balance, Ending (C. + L.2)	12,676,911	12,676,885	45,935,729	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	5.4%	5.4%		

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Permanent		Temporary		Total Cost Increase	% *
			Total Cost Increase	% *	Total Cost Increase	% *		
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **NO**
This year? **NO**
Next year? **NO**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL FUND REVENUE AND EXPENDITURE REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2018**

Cash Position - Unrestricted and Restricted

	<u>YTD Activity</u>
Beginning Cash, July 1, 2018	\$ 86,478,709
Net Change in Accounts Receivables	8,375,764
Net Change in Accounts Payables	6,396,716
Revenue and Other Financial Sources	108,775,285
Expenditures and Other Outgo	<u>110,517,958</u>
Ending Cash, December 31, 2018	<u><u>\$ 86,715,085</u></u>

Budget and Actual Activity - Unrestricted

	<u>Adopted Budget</u>	<u>Revised Budget</u>	<u>YTD Activity</u>
Revenues			
Federal	\$ 214,398	\$ 214,398	\$ 30,228
State	135,902,932	135,902,932	63,226,692
Local	<u>68,591,662</u>	<u>68,591,662</u>	<u>23,341,812</u>
Total Revenues	204,708,992	204,708,992	86,598,732
Other Financing Sources	<u>(3,963,037)</u>	<u>(3,963,037)</u>	<u>(983,308)</u>
Total Revenues	<u>200,745,955</u>	<u>200,745,955</u>	<u>85,615,424</u>
Expenditures			
Academic Salaries	\$ 86,291,366	\$ 86,193,470	\$ 38,763,644
Classified Salaries	38,966,930	38,762,244	18,064,965
Employee Benefits	52,202,104	52,155,238	18,442,806
Materials & Supplies	3,603,977	3,551,074	885,792
Services	45,863,091	46,137,392	7,976,752
Capital Outlay	<u>5,893,152</u>	<u>6,021,202</u>	<u>518,756</u>
Total Expenditures	232,820,620	232,820,620	84,652,715
Other Outgo - Objects	<u>279,234</u>	<u>279,234</u>	<u>57,764</u>
Total Expenditures and Other Outgo	<u>233,099,854</u>	<u>233,099,854</u>	<u>84,710,479</u>
Revenues Over (Under)			
Expenditures	\$ (32,353,899)	\$ (32,353,899)	\$ 904,945
Beginning Fund Balances	45,030,810	45,030,784	45,030,784
Ending Fund Balances	<u><u>\$ 12,676,911</u></u>	<u><u>\$ 12,676,885</u></u>	<u><u>\$ 45,935,729</u></u>
Contingency			
Unrestricted	\$ 11,776,911	\$ 11,776,885	\$ 45,035,729
Reserve	900,000	900,000	900,000
Total Contingency/Reserve	<u><u>\$ 12,676,911</u></u>	<u><u>\$ 12,676,885</u></u>	<u><u>\$ 45,935,729</u></u>

Agenda Item (VIII-A-1)

Meeting	2/19/2019 - Regular
Agenda Item	Committee - Governance (VIII-A-1)
Subject	Reordering and Renumbering of the Board Policy and Administrative Procedure System
College/District	District
Funding	
Recommended Action	Recommend the Board of Trustees adopt the new reordering and renumbering of the Board Policy and Administrative Procedure System.

Background Narrative:

The Chancellor has envisioned an architecture of Board Policies (BP) and Administrative Procedures (AP) that is more functional and provides more clarity of responsibility than the current system. One issue has been that a number of APs have not had corresponding BPs. This draft links stand-alone APs to appropriate BPs, and the system has been made more uniform in presentation. The draft organizes BP/APs by area of internal responsibility, and includes signposting for more intuitive interaction.

Prepared By: Wolde-Ab Isaac, Chancellor
Patrick Pyle, General Counsel

Attachments:

[Renumbering Presentation](#)
[Current BPAP Listing](#)
[New BPAP Listing](#)



Reordering and Renumbering of the Board Policies and Administrative Procedure System

Presented by: Patrick Pyle, General Counsel



CURRENT

Chapter 3. General Institution

- 3050 Institutional Code of Professional Ethics
- 3100 Organizational Structure
- 3110 Organization Definitions/Terminology
- 3200 Accreditation
- 3225 Institutional Effectiveness
- 3250 Institutional Planning
- 3280 Grants
- 3281 Grants - Federally Funded Guidelines
- 3282 Grants - Time and Effort Reporting For Federally Funded Grants
- 3283 Grants - Cost Transfers
- 3284 Grants - Participant Support Costs
- 3285 Grants - Implementation
- 3286 Grants - Subaward Monitoring
- 3300 Public Records Requests and Subpoenas
- 3310 Records Retention and Destruction
- 3315 Criminal Offender Record Security
- 3410 Nondiscrimination
- 3420 Equal Employment Opportunity
- 3430 Prohibition of Harassment and Retaliation
- 3435 Handling Complaints of Unlawful Discrimination, Harassment or Retaliation
- 3440 Service Animals
- 3445 Handling Accommodations for Persons with Disabilities for Non Classroom-Related Activities
- 3447 Reasonable Accommodation Process for Employment
- 3500 Campus Safety
- 3501 Campus Security and Access
- 3505 Disaster Preparedness-Emergency Operations Plan
- 3505B Emergency Pay
- 3505C Disaster Service Worker
- 3506 Academic Emergency Procedures for Significant Events
- 3510 Workplace Violence and Safety
- 3515 Reporting of Crimes
- 3516 Registered Sex Offender Information
- 3518 Child Abuse Reporting
- 3519 Elder Abuse Reporting
- 3520 Local Law Enforcement
- 3530 Weapons on Campus
- 3540 Sexual and Other Assaults on Campus
- 3550 Drug Free Environment
- 3551 Drug Prevention Program
- 3560 Alcoholic Beverages
- 3570 Smoking on Campus
- 3600 Auxiliary Organizations
- 3710 Intellectual Property and Copyright
- 3720 Computer and Network Use
- 3725 Establishing and Maintaining Web Page Accessibility
- 3750 Use of Copyrighted Material
- 3810 Claims Against the District
- 3820 Gifts
- 3950 Naming of Facilities

NEW

RCCD BP/AP Restructuring

Chapter 1: The District

	Former Number
1000 The Riverside Community College District	1100
1005 District Mission	1200
1010 Board Membership	2010
1015 Student Trustee	2015
1100 Board Elections	2100
1110 Vacancies on the Board	2110
1200 Board Duties, Responsibilities and Privileges	2200
1210 Officers	2210
1220 Committees of the Board	2220
1305 Annual Organizational Meeting	2305
1310 Regular Meetings of the Board	2310
1315 Closed Sessions	2315
1320 Special, Emergency and Adjourned Meetings	2320
1330 Quorum and Voting	2330
1340 Agendas	2340
1345 Participation at Board Meetings	2345
1355 Decorum at Board Meetings	2355
1360 Minutes	2360
1365 Recording	2365
1410 Policy and Administrative Procedure	2410
1430 Delegation of Authority to Chancellor and Presidents	2430
1431 Chancellor Selection	2431
1432 Chancellor Succession	2432
1435 Evaluation of Chancellor	2435
1510 Participation in Local Decision Making	2510
1610 Presentation of Initial Collective Bargaining Proposals	2610
1710 Conflict of Interest	2710
1712 Conflict of Interest Code	2712
1713 Gifts of Tickets and/or Passes	2713
1715 Code of Ethics Standards of Practice	2715
1716 Political Activity	2716
1717 Personal Use of Public Resources	2717
1720 Communications Among Board Members	2720
1725 Board Member Compensation	2725
1730 Health and Welfare Benefits	2730
1735 Board Member Travel	2735
1740 Board Education	2740
1745 Board Self-Evaluation	2745
1750 Board Member Absence from State	2750
1800 Institutional Code of Professional Ethics	3050
1810 Organizational Structure	3100
1810[A] Organization Definitions/Terminology	3110
1820 Public Records Requests and Subpoenas	3300
1825 Records Retention and Destruction	3310
1830 Claims Against the District	3810
1835 Alcoholic Beverages	3560
1840 Auxiliary Organizations	3600

Chapter 2: Academic Affairs

2000 Academic Rank	4000
2005 Academic Senates	4005
2010 Academic Calendar	4010



CURRENT

Chapter 3. General Institution	
3050	Institutional Code of Professional Ethics
3100	Organizational Structure
3110	Organization Definitions/Terminology
3200	Accreditation
3225	Institutional Effectiveness
3250	Institutional Planning
3280	Grants
3281	Grants - Federally Funded Guidelines
3282	Grants - Time and Effort Reporting For Federally Funded Grants
3283	Grants - Cost Transfers
3284	Grants - Participant Support Costs
3285	Grants - Implementation
3286	Grants - Subaward Monitoring
3300	Public Records Requests and Subpoenas
3310	Records Retention and Destruction
3315	Criminal Offender Record Security
3410	Nondiscrimination
3420	Equal Employment Opportunity
3430	Prohibition of Harassment and Retaliation
3435	Handling Complaints of Unlawful Discrimination, Harassment or Retaliation
3440	Service Animals
3445	Handling Accommodations for Persons with Disabilities for Non Classroom-Related Activities
3447	Reasonable Accommodation Process for Employment
3500	Campus Safety
3501	Campus Security and Access
3505	Disaster Preparedness-Emergency Operations Plan
3505B	Emergency Pay
3505C	Disaster Service Worker
3506	Academic Emergency Procedures for Significant Events
3510	Workplace Violence and Safety
3515	Reporting of Crimes
3516	Registered Sex Offender Information
3518	Child Abuse Reporting
3519	Elder Abuse Reporting
3520	Local Law Enforcement
3530	Weapons on Campus
3540	Sexual and Other Assaults on Campus
3550	Drug Free Environment
3551	Drug Prevention Program
3560	Alcoholic Beverages
3570	Smoking on Campus
3600	Auxiliary Organizations
3710	Intellectual Property and Copyright
3720	Computer and Network Use
3725	Establishing and Maintaining Web Page Accessibility
3750	Use of Copyrighted Material
3810	Claims Against the District
3820	Gifts
3950	Naming of Facilities

NEW

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2021	Program Discontinuance	4021
2022	Course Approval	4022
2023	Minimum Class Size	4023
2025	Criteria for Associate Degree and General Education	4025
2026	Philosophy and Criteria for International Education	4026
2030	Academic Freedom	4030
2040	Library and Other Instructional Support Services	4040
2050	Articulation	4050
2060	Delineation of Functions Agreements	4060
2070	Course Auditing and Auditing Fees	4070
2100	Graduation Requirements for Degrees and Certificates	4100
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2226	Multiple and Overlapping Enrollments	4226
2230	Grading and Academic Record Symbols	4230
2230(A)	Pass & No Pass	4232
2231	Grade Chances	4231
2235	Credit by Examination	4235
2240	Academic Renewal	4240
2250	Probation, Dismissal and Readmission	4250
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2260	Limitations on Enrollment: Pre-Requisites, Co-Requisites and Advisories	4260
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2500	Accreditation	3200
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2550	Institutional Planning	3250
2610	Instructional Service Agreements	4610
2630	Career and Technical Program Customer Fees	4630
2710	Intellectual Property and Copyright	3710
2720	Computer and Network Use	3720
2720(A)	Establishing and Maintaining Web Page Accessibility	3725
2750	Use of Copyrighted Material	3750

Chapter 3: Student Services

For student matters involving Computer and Network Use, please see Chapter 2. For student matters involving Parking, Campus Safety, Disaster Preparedness, and District Police, please see Chapter 5. For student matters involving Fingerprinting, the Prohibition of Harassment and Retaliation, Service Animals, Accommodations for Non-Classroom Activities, and Nondiscrimination, please see Chapter 6.

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3011	Admission and Concurrent Enrollment of High School and Other Young Students	5011
3012	International Students	5012
3013	Students in the Military	5013
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3020	Non Resident Tuition	5020



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3315	Criminal Offender Record Security
3410	Nondiscrimination
3420	Equal Employment Opportunity
3430	Prohibition of Harassment and Retaliation
3435	Handling Complaints of Unlawful Discrimination, Harassment or Retaliation
3440	Service Animals
3445	Handling Accommodations for Persons with Disabilities for Non Classroom-Related Activities
3447	Reasonable Accommodation Process for Employment
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3505	Disaster Preparedness-Emergency Operations Plan
3505B	Emergency Pay
3505C	Disaster Service Worker
3506	Academic Emergency Procedures for Significant Events
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3515	Reporting of Crimes
3516	Registered Sex Offender Information
3518	Child Abuse Reporting
3519	Elder Abuse Reporting
3520	Local Law Enforcement
3530	Weapons on Campus
3540	Sexual and Other Assaults on Campus
3550	Drug Free Environment
3551	Drug Prevention Program
3560	Alcoholic Beverages
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NEW

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3031	Instructional Materials Fees	5031
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3040	Student Records, Directory Information and Privacy	5040
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3050	Matriculation	5050
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3055	Enrollment/Registration Priorities	5055
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3150	Extended Opportunity Programs and Services	5150
3160	Student Employment	5160
3200	Student Health Services	5200
3205	Student Accident Insurance	5205
3210	Communicable Disease	5210
3300	Student Equity	5300
3400	Associated Students Organization	5400
3405	Student District Consultation Council	5405
3410	Associated Students Elections	5410
3420	Associated Students Finance	5420
3430	Extra-Curricular Activities	5430
3500	Standards of Student Conduct	5500
3500[A]	Student Discipline Procedures	5520
3500[B]	Student Grievances Process for Instruction and Grade Related Matters	5522
3500[C]	Student Grievance Process for Matters Other than Instruction, Grades or Discipline	5524
3550	Speech: Time, Place and Manner	5550
3570	Student Credit Card Solidations	5570
3610	Voter Registration	5610
3700	Athletics	5700
3800	Bookstore(s)	5800
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4010[D]	Grants - Participant Support Costs	3284
4010[E]	Grants - Implementation	3285
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4200	Gifts	3520
4400	Naming of Facilities, Events and Programs	3950
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Chapter 5: Business and Financial Services

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5150	Designation of Authorized Signatures	6150
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5250	Budget Management	6250
5300	Fiscal Management	6300



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NEW

5300[A]	Fiscal Management – Cash Equivalent Aid	6301
5307	Debt Issuance and Management	6307
5320	Investments	6320
5340	Bids and Contracts	6340
5340[A]	Bids and Contracts Under the UPCCAA	6345
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5340[D]	Contracts – Electronic Systems and Materials	6360
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5550	Disposal of Surplus Personal Property	6550
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5740	Citizens' Bond Oversight Committee	6740
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5775	Sustainability/Environmental Responsibility	6870
5800	Campus Safety	3500
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5806	Emergency Pay	3505B
5807	Disaster Service Worker	3505C
5810	Workplace Violence and Safety	3510
5815	Reporting of Crimes	3515
5818	Child Abuse Reporting	3518
5819	Elder Abuse Reporting	3519
5820	Local Law Enforcement	3520
5830	Weapons on Campus	3530
5840	Sexual and Other Assaults on Campus	3540
5840[A]	Registered Sex Offender Information	3516
5850	Drug Free Environment	3550
5860	Criminal Offender Record Security	3315
5870	Smoking on Campus	3570
5900	Travel Expenses	6900
5905	Itemized Expense Reimbursement (Non-Travel)	6905
5907	District-Paid Meals and Refreshments	6907
5950	District Police	7600

Chapter 6: Human Resources and Employee Relations

For employee matters involving Computer and Network Use, please see Chapter 2. For employee matters involving Parking, Disaster Preparedness, Campus Safety, and District Police, please see Chapter 5.

6100	Commitment to Diversity	7100
6110	Delegation of Authority	7110
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Agenda Item (VIII-C-1)

Meeting	2/19/2019 - Regular
Agenda Item	Committee - Planning and Operations (VIII-C-1)
Subject	Resolution No. 35-18/19 - Local Hazard Mitigation Plan
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees approve Resolution No. 35-18/19 to adopt the RCCD segment of the Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan.

Background Narrative:

The Federal Disaster Mitigation Act of 2000 (FDMA 2000), enacted in October 2000, improved the planning and funding process for disaster relief, recovery, and hazard mitigation for public agencies incurring damage as a result of a FEMA declared emergency. The legislation reinforced the importance of mitigation planning and emphasized planning for disasters before they occur.

FDMA 2000 established a pre-disaster hazard mitigation program in addition to requirements for a national post-disaster Hazard Mitigation Grant Program (HMGP). The Act specifically addresses mitigation planning at the state and local levels; identifies requirements that allow HMGP funds to be used for planning activities; and increases the amount of HMGP funds available to agencies and communities that develop comprehensive, enhanced mitigation plans prior to a disaster. Complying institutions must have an approved mitigation plan in place prior to receiving post-disaster HMGP funds.

FDMA 2000 required that all state and local governmental agencies adopt a Local Hazard Mitigation Plan (LHMP). To be eligible to receive funding from FEMA under HGMP in the event of an emergency, RCCD must participate with Riverside County and other local agencies in the Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan. This plan provides a framework for inter-agency cooperation in disaster mitigation. To meet the requirements of the legislation, and to ensure funding would be available when needed, RCCD personnel participated in a FEMA prescribed hazard mitigation revision process to revise the RCCD segment of the Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan. Riverside County coordinated the consolidation of the plan segments from various agencies over the last two (2) years. The consolidation is complete and the LHMP is ready for adoption. RCCD began the process of plan revision in late 2015 and submitted its plan to Riverside County for its review and approval in early 2018. The LHMP approval process involves 12-18 months of inter-agency cooperation and coordination resulting in the time lag between revision and approval. The revised 2017 plan contains minimal revisions from the prior 2012 plan and the changes were immaterial related to the operation. The RCCD Local Hazard Mitigation Plan was approved by Riverside County in August 2018 and requires RCCD Board approval prior to adoption implementation. The county anticipates a June 2019 final approval for all agencies.

It is recommended that the Board of Trustees approve Resolution No. 35-18/19 to adopt the RCCD segment of the Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Michael Simmons, Director, Risk Management, Safety & Police Services
Monica Esqueda, Manager, Safety & Emergency Preparedness

Attachments:

[02192019_Local Hazard Mitigation Plan 2017](#)

[02192019_Resolution No. 35-18/19](#)

[02192019_Presentation-Local Hazard Mitigation Plan 2017](#)

2017

LOCAL HAZARD MITIGATION PLAN



Prepared by:

RIVERSIDE COMMUNITY COLLEGE DISTRICT

6/1/2017

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PLAN ADOPTION/RESOLUTION

The Riverside Community College District will submit plans to Riverside County Emergency Management Department who will forward to California Governor's Office of Emergency Services (CAL OES) for review prior to being submitted to the Federal Emergency Management Agency (FEMA). In addition, we will wait to receive an "Approval Pending Adoption" letter from FEMA before taking the plan to our local governing bodies for adoption. Upon approval, the Riverside Community College District will insert the signed resolution.

EXECUTIVE SUMMARY

The purpose of this local hazard mitigation plan is to identify the County's hazards, review and assess past disaster occurrences, estimate the probability of future occurrences and set goals to mitigate potential risks to reduce or eliminate long-term risk to people and property from natural and man-made hazards.

The plan was prepared pursuant to the requirements of the Disaster Mitigation Act of 2000 to achieve eligibility and potentially secure mitigation funding through Federal Emergency Management Agency (FEMA) Flood Mitigation Assistance, Pre-Disaster Mitigation, and Hazard Mitigation Grant Programs.

Riverside Community College District continual efforts to maintain a disaster-mitigation strategy is on-going. Our goal is to develop and maintain an all-inclusive plan to include all jurisdictions, special districts, businesses and community organizations to promote consistency, continuity and unification.

The District's planning process followed a methodology presented by FEMA and CAL-OES which included conducting meetings with the Operational Area Planning Committee (OAPC) coordinated by Riverside County Emergency Management Department (EMD) comprised of participating Federal, State and local jurisdictions agencies, special districts, school districts, non-profit communities, universities, businesses, tribes and general public.

The plan identifies vulnerabilities, provides recommendations for prioritized mitigation actions, evaluates resources and identifies mitigation shortcomings, provides future mitigation planning and maintenance of existing plan.

The plan will be implemented upon FEMA approval.

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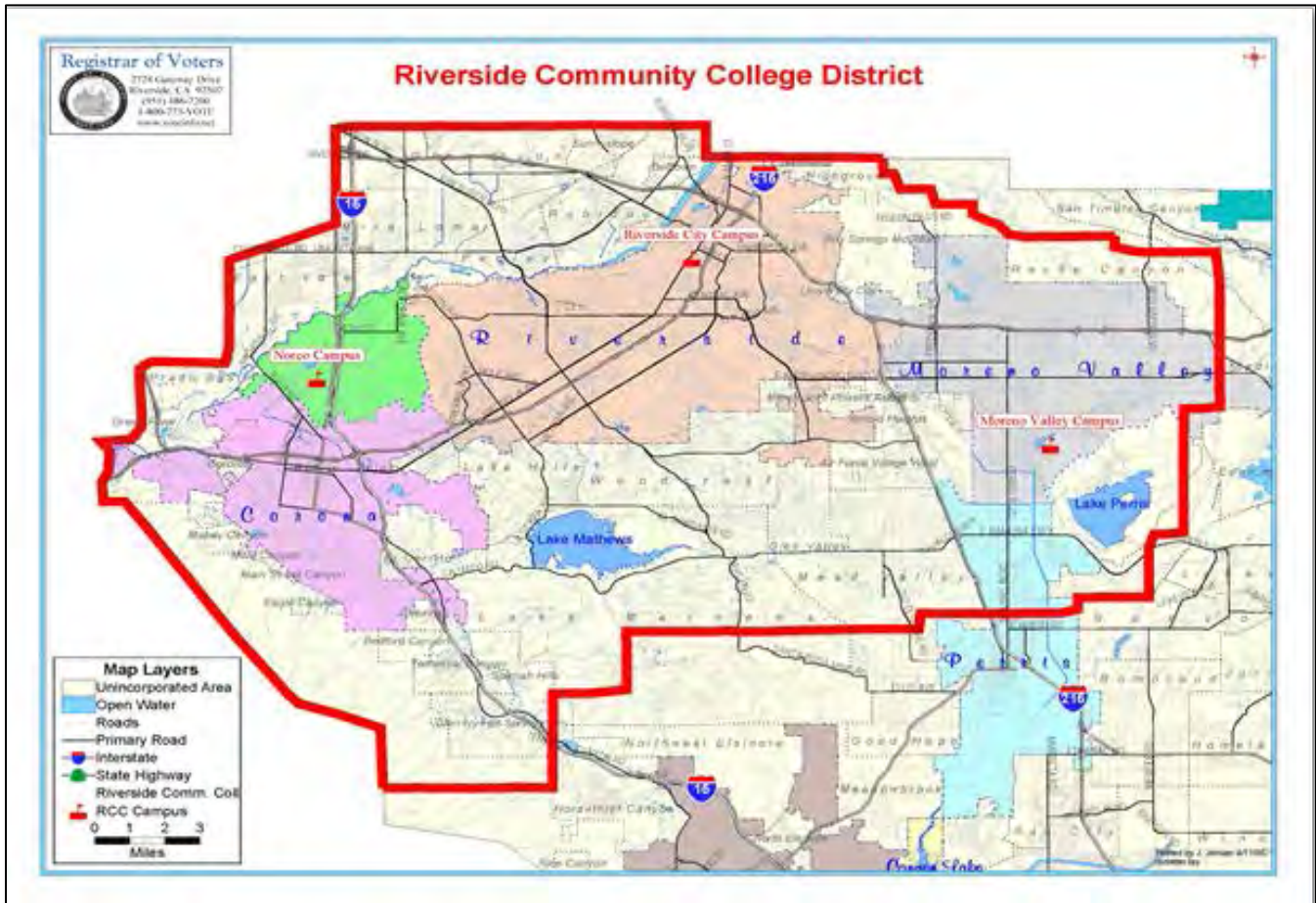
SECTION 1.0 - COMMUNITY PROFILE

LOCAL JURISDICTION DEVELOPMENT TRENDS QUESTIONNAIRE

Riverside Community College District is a three-college higher education system serving 1.4 million people living in Riverside County, California. It is the seventh oldest community college in the state and the fifth largest. RCCD colleges are located in the cities for Riverside, Moreno Valley and Norco. The District's service area is over 450 square miles with a wide range of social, economic, and ethnic diversity in one of the most rapidly growing counties in the nation. Colleges and Annex sites sit within 1/2 mile of major California Freeways and Railroad tracks.

Riverside Community College District (RCCD) initiated development of this Hazard Mitigation Plan because of long-standing awareness of the risks associated with natural hazards. The purpose of a hazard mitigation plan is to document the evaluation of hazards and the anticipated risks and damage, to determine how hazards are addressed by the College, and to help the College to identify feasible and cost effective pre-disaster actions to reduce risk. In 2010 the College District drafted a Local Hazard Mitigation Plan, which served as a guiding document in 2010-2011. The information, including the hazard assessment was updated in 2011, with additional input from stakeholders.

1.1 CITY MAP



1.2 GEOGRAPHY AND CLIMATE DESCRIPTION

The jurisdiction climate ranges from extreme heat (100 degrees plus in summer months) to below 40 degrees in winter months. Rain (7-10 inches per year average) and high winds cause occasional hazards.

1.3 BRIEF HISTORY

1900 – 1960s: Opening in September 1916, Riverside Community College District (RCCD) is among the first community colleges in California. In 1924 the first two buildings of the Riverside campus quadrangle were constructed. One was for a library; the other mostly for sciences. These buildings are now historic landmarks and are the oldest buildings dedicated to community college instruction in California. After World War II, veterans needed both review and remedial courses in what today are called basic skills. It was clear that more space was needed, and the college expanded with construction of an Administration Building, the Cutter Park Pool, Landis Auditorium, a women’s gymnasium, and a facility for cosmetology courses. In 1964 the voters approved the creation of the Riverside Community College District and the election of a five member Board of Trustees. The Board of Trustees

took on an ambitious building and property acquisition program to provide adequate space for the growing student, faculty, and staff populations: a library, life science and physical science structures, and a student center, tennis courts, fine arts, ceramics buildings were built. Auto shop and business education buildings would also emerge, as would the Child Development Center.

1980s: The population surge in the Moreno Valley and Corona-Norco areas led the Board to seek major land acquisitions in both those areas. In March 1991 Norco and Moreno Valley campuses opened.

2000s: In 2003, the Board of Trustees determined that it was time to begin the lengthy process leading to accreditation of the Moreno Valley and Norco campuses, under the management of a single district administration and single Board. In January 2010 Moreno Valley and Norco became the 111th and 112th California Community Colleges.

1.4 ECONOMY DESCRIPTION

Jurisdiction is a community college district, and is limited by state and federal funding. RCCD offers more than 100 comprehensive programs to aid students seeking transfer to a 4 year college or university, a 2-year degree, a professional certificate, occupational training, or simply to update their work skills. Preparation of students for the modern workforce extends outside the classroom to include partnerships with leading businesses, resulting in the development of specialized high tech programs and freestanding centers of learning that attract both traditional and non-traditional students. Some 368 full-time faculty and 831 associated faculty, together with 703 professional and support staff are involved in the continual development of programs to prepare a qualified workforce for the 21 century.

1.5 POPULATION AND HOUSING

The population of area served by Riverside Community College District, which is reasonably calculated by adding the census counts from the cities of Moreno Valley, Norco, Riverside and Corona is 676,673. Riverside Community College District's Fall 2016 enrollment exceeded 35,000. A diverse student body reflects the surrounding workforce. In 2016, 39% of students were Hispanic, 30% were Caucasian, 10% were African American, 9% were Asian/Pacific Islanders and 1% were Native American. The following charts provide additional information on the population of Riverside Community College District:

1.6 BRIEF STATEMENT OF UNIQUE HAZARDS

Riverside Community College District shares the same hazards as the outlying area. Earthquakes, Wildfires, Flooding, Extreme Weather, Hazardous Materials, Power outages, Civil Unrest and Terrorism are some of the major hazards that face the District. These hazards will be discussed more thoroughly in this plan.

1.7 DEVELOPMENT TRENDS AND LAND USE

All properties of the RCCD multi-college district are used for the explicit purpose of the facilitation of higher education to the local population. Riverside City College is currently (2017) undergoing a Facilities Master Plan revision that will result in the repurposing, remodeling, deconstruction, and construction of buildings to support the higher education mission. The new Charles Kane Administration Building was completed in early 2017. The balance of the construction projects will serve to increase the efficiency of the college as a whole while focusing on ADA retrofits and access considerations. Norco College and Moreno Valley College will likely undergo similar master plan revisions in the near future.

The Culinary Arts Academy and District Office (CAADO) building was completed and occupied in March 2016. The Centennial Plaza complex also houses the remodeled Center for Social Justice and the Coil School for the Arts (CSA). This complex serves as the District Headquarters and provides two new educational facilities serving our music and culinary programs. RCCD's construction of new facilities will depend largely upon the availability of funding and the outcome of the strategic planning and management process.

LOCAL JURISDICTION DEVELOPMENT TRENDS QUESTIONNAIRE

LAND USE ISSUES - COMPLETE THE INFORMATION BELOW

JURISDICTION:	DOES YOUR AGENCY HAVE RESPONSIBILITY FOR LAND USE AND/OR DEVELOPMENT ISSUES WITHIN YOUR JURISDICTIONAL BOUNDARIES? YES X NO		
	2012 DATA	2017 DATA	2022
Current Population in Jurisdiction or Served	37,500	39,000	Projected Population in Jurisdiction or Served - in 2022 40,000
Current Sq Miles in Jurisdiction or Served	4 sq miles		Projected Sq Miles in Jurisdiction or Served - in 2022 4 sq miles
Does Your Jurisdiction have any ordinances or regulations dealing with disaster mitigation, disaster preparation, or disaster response?	YES	YES	If yes, please list ordinance or regulation number.
<i>What is the number one land issue your agency will face in the next five years</i>			
Approximate Number of Homes/Apts/etc.	0	0	Projected Number of Homes/Apts/etc. - in 2022 0
Approximate Total Residential Value	0	0	Projected Residential Total Value - in 2022 0
Approximate Number of Commercial Businesses	0	0	Projected Number of Commercial Businesses - in 2022 0
Approximate Percentage of Homes/Apts/etc in flood hazard zones	0	0	Approximate Percentage of Homes/Apts/etc in flood hazard zones - in 2022 0
Approximate Percentage of Homes/Apts/etc in earthquake hazard zones	0	0	Approximate Percentage of Homes/Apts/etc in earthquake hazard zones - in 2022 0
Approximate Percentage of Homes/Apts/etc in wildland fire hazard zones	0	0	Approximate Percentage of Homes/Apts/etc in wildland fire hazard zones - in 2022 0
Approximate Percentage of Commercial Businesses in flood hazard zones	0	0	Approximate Percentage of Commercial Businesses in flood hazard zones - in 2022 0
Approximate Percentage of Commercial Businesses in earthquake hazard zones	0	0	Approximate Percentage of Commercial Businesses in earthquake hazard zones - in 2022 0
Approximate Percentage of Commercial Businesses in wildland fire hazard zones	0	0	Approximate Percentage of Commercial Businesses in wildland fire hazard zones - in 2022 0
Number of Critical Facilities in your Jurisdiction that are in flood hazard zones	0	0	Projected Number of Critical Facilities in your Jurisdiction that are in flood hazard zones - in 2022 0
Number of Critical Facilities in your Jurisdiction that are in earthquake hazard zones	0	0	Number of Critical Facilities in your Jurisdiction that are in earthquake hazard zones - in 2022 0
Number of Critical Facilities in your Jurisdiction that are in wildland fire hazard zones.	0	0	Number of Critical Facilities in your Jurisdiction that are in wildland fire hazard zones - in 2022 0
Does your jurisdiction plan on participating in the County's on-going plan maintenance program every two years as described in Part I of the plan?	YES	YES	If not, how will your jurisdiction do plan maintenance?
Will a copy of this plan be available for the various planning groups within your jurisdiction for use in future planning and budgeting purposes? YES			Yes or No

Projected Sq Miles in Jurisdiction or Served -

SECTION 2.0 - PLANNING PROCESS

2.1 LOCAL PLANNING PROCESS

Representatives from multiple District departments met to identify and prioritize appropriate mitigation strategies. District Emergency Planning teams and other personnel helped in the initial construction of the 2012 plan which serves as the model for the 2017 plan. All departments within the District will be instrumental in maintaining, reviewing and assessing of the plan. Personnel involved in the model program planning included senior management and staff from the each of the colleges, District Police, faculty, The Riverside Community College District Foundation, Information Services, Disabled Student Services, Chancellor's Office, Facilities Planning and Development, Diversity and Human Resources, and Business and Financial Services.

In anticipation of the Local Hazard Mitigation Plan and the revision of the District's EOP, the District Emergency Planning teams have discussed general priorities. The District identified mitigation strategies, prioritized said strategies, and reviewed preliminary budgets and potential funding sources for strategies designated as "high" priority. These strategies have been inserted into the District's risk management strategic planning process and were either implemented, or will be implemented during this plan cycle.

Planning Team Members

<u>Position</u>	<u>Department</u>
Director, Risk Management, Safety & Police	Risk Management
Manager, Safety & Emergency Planning	Risk Management
Chief of Police	Safety & Police
Coordinator, Casualty Claims	Risk Management

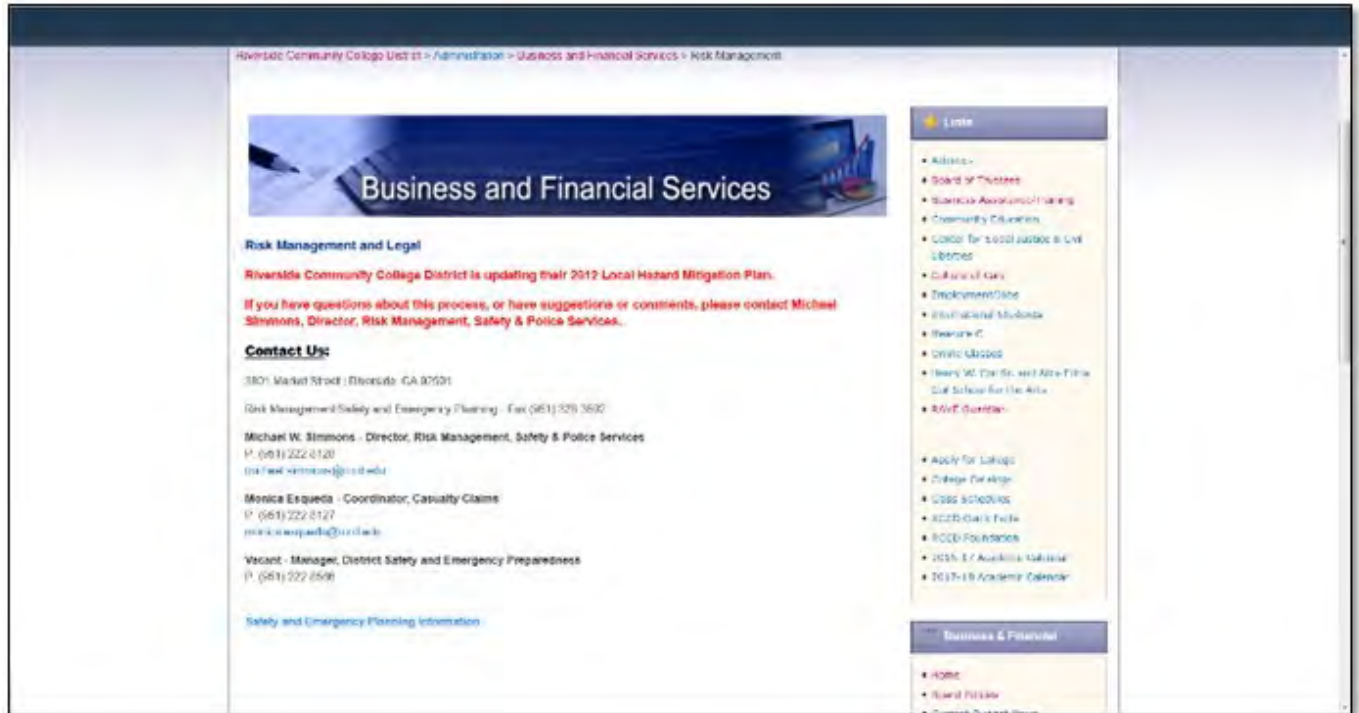
Team members were invited to participate in the planning process using several communication modalities to include e-mail, phone, cell phone, and text messaging. The participation of these team members was based on their expertise and understanding of the disaster and emergency planning and preparedness process.

2.2 PARTICIPATION IN REGIONAL (OA) PLANNING PROCESS

The Riverside Community College District's Chancellor, Dr. Michael Burke, submitted a letter of commitment and participation form to Riverside County and Cal OES on June 1, 2016 with RCCD's intention to participate in the Riverside County Multi-Jurisdictional Hazard Mitigation Plan. In addition, the Riverside Community College District has provided written and oral comments on the multi-jurisdictional plan and provided information. The RCCD Risk Management, Safety & Police Services reached out to the EMD on several occasions during the plan preparation process to discuss plan format, minimum plan requirements, and deadlines needed to achieve timely approval and implementation of the plan. The communications occurred between the Director of Risk Management and The Heath Education Assistant II. These communications occurred in February, March, May, and June of 2017.

2.3 DATES AVAILABLE FOR PUBLIC COMMENT

The RCCD Risk Management, Safety & Police Services Department posted a notice to the public side of the RCCD website notifying the public that any comments or suggestions should be submitted to the Director, Risk Management, Safety & Police. The posting remained visible to the public from May 18, 2017 to June 20th, 2017.



2.4 PLANS ADOPTED BY RESOLUTION

Upon approval by FEMA, the LHMP will be presented to the Riverside Community College District Board of Trustees in a public meeting for adoption via an official Resolution.

SECTION 3.0 – MITIGATION ACTIONS/UPDATES

3.1 UPDATES FROM 2012 PLAN

No new hazards were identified in RCCD's jurisdiction that were not considered and addressed in the 2012 plan.

3.2 LIST OF COUNTY AND CITY HAZARDS

The District accepts the descriptions and general assessments of the hazards that are contained in the Riverside County Multi-Jurisdictional Local Hazard Mitigation Plan. The hazards were discussed by the planning committee, with emphasis on hazards that have – or that might – affect the District. The following summarizes the discussions for specific hazards:

Wildfire: Two of our Colleges are located next to Wildland Fire hazard areas. The hill behind Moreno Valley College (on college property) has experienced an arson event in the past. The District complies with the City & County's outdoor burning rules.

Earthquake: Riverside Community College District is located in Seismic Hazard Zone. The nearest active earthquake faults are located with 1 mile of the District. Jurisdiction has experienced several noticeable ground movement incidents, such as from the 5.9 Chino Earthquake in July 2008 and the 7.2 Mexicali Easter Day 2010 earthquake, but no local damage was sustained. In recent years, the colleges have not sustained damage due to an earthquake. The buildings at RCCD are Field compliant, but at various levels depending on the year they were built. All have been DSA approved.

Hazardous Materials: All of the District sites house hazardous materials. The Colleges house the largest quantities. All facilities departments, and those in the Science Departments, are trained in handling hazardous materials. In addition, some of the police department, including the emergency manager have been trained in CBRNE events. The Surface Naval Warfare Center is located next to Norco College. A secure facility, the Center states on its website "NSWC Corona Division is comprised of three Centers of Excellence, four departments, and more than 950 scientists and engineers, 700 contractors, and one of the Navy's largest scientific and engineering computer operations. More than 180 critical programs are assigned to the Center with about \$180 million dollars of annual expenditures."

Transportation Emergencies: All our district sites are susceptible to transportation emergencies, small or large. Two colleges and the district office are located within ½ mile of a major California Freeway. Riverside City College is next to major Railroad Tracks carrying items from Southern California Ports to the rest of the country. Of particular concern is the large number of liquefied petroleum gas vessels that are transported on the transportation systems. A derailment and fire, with large exploding liquefied petroleum gas vessels, could cause widespread damage to the colleges, as has happened in other communities across the country. Large quantities of hazardous materials travel on this track and are stored and used in the surrounding areas. Ben Clark Training Center Annex site is located next to March Air Force Base, and is in the flight path of planes destined for the base.

Power Failure: Although there are frequent power outages, especially associated with thunderstorm activity, these events rarely last more than six hours. Some emergency lighting system batteries last only an hour or less; backup batteries for fire alarms in some buildings should last 12 hours or less. Back-up generators are available.

Rainfall/Flooding. Riverside City College has a flood zone which flows through the campus. All facilities departments conduct regular maintenance on the flood channel, gutters, roofs and drainage systems. Norco College, Moreno Valley College and the Alumni House have had flooding and rain damage. RCCD Facilities departments are especially diligent when notice of rain is on the forecast.

Extreme Weather: Both cold and hot weather has caused power outages and brown-outs. Classes have been cancelled due to power outages. There is a risk of damaged equipment and supplies.

Jail and Prison Incidents: Although Riverside Community College District does not house a jail or prison, the colleges have short term detention facilities designed to house an offender prior to transport to the County Jail. The District has a POST-certified police department of 23 sworn officers to man the detention centers. A county detention facility is located adjacent to Norco College. If a critical incident at the prison occurred, the effects of the incident could may impact the college.

Hurricanes, Tropical Storms, Tornadoes: Although the campus has not experienced extreme damage due to high winds in the recent years, high winds have caused some local damage, such as downed trees, powerlines damaged by falling palm fronds, and some window damage caused by wind-borne debris and wind pressure. A Tornado went through the Ben Clark Training center in 2008. Although Ben Clark did not sustain any damage, nearby a railroad car was overturned.

Landslides: Landslides are common in Southern California during high rain periods. A landslide is a geologic hazard where the force of gravity combines with other factors to cause earth material to move or slide down an incline. Some landslides move slowly and cause damage gradually, whereas others move so rapidly that they can destroy property and take lives suddenly and unexpectedly. Slopes with the greatest potential for sliding are between 34 degrees and 37 degrees. Although steep slopes are commonly present where landslides occur, it is not necessary for the slopes to be long. Riverside Community College District has several slope that is of concern for a landslide. Although there is slight possibility of landslides at Moreno Valley College and Norco College, Riverside City College has the largest number of slopes.

Civil Unrest/Student Riots/Protests: As California deals with its economic crisis, individuals and groups are becoming more discontent with the situation. The threat of violent protests or uprisings is an increasing concern. The District may need to raise tuition, which usually increases student's anxiety and anger.

Drought: The District adheres to the local water provider outside water restrictions during a declared drought. The facilities department immediately repairs broken water pipes/vessels.

Pandemic Influenza: As a public entity where large groups of individuals gather, the Community College District is susceptible to a pandemic influenza. RCCD students have large networks of friends and families outside of the college (siblings in the k-12 education system, church, sports, etc.). Many of our students have family/friends in the country of Mexico and frequently travel there for visits. In order to not be penalized Students and faculty come to classes even if they are sick. These networks, travel and school/work habits can lead to unhealthy results. The District has placed “healthy hygiene” flyers in all public areas. The RCCD Health Services department provides immunizations, hand sanitizers and education on staying healthy. During flu season, constant reminders are sent to staff, faculty and students via email.

Terrorism: Although the District or Colleges are not likely targets of most terrorist groups, there is the more likely threat of an active shooter. However, Norco College is located next to the Surface Naval Warfare Center which houses “three Centers of Excellence, four departments, and more than 950 scientists and engineers, 700 contractors, and one of the Navy’s largest scientific and engineering computer operations. More than 180 critical programs are assigned to the Center with about \$180 million dollars of annual expenditures.” Riverside City College lies in Downtown Riverside, which might be considered a higher terrorist target. The ultimate concern in this area is an active shooter or aggressive individual on campus. Community Colleges are open campuses and therefore are susceptible to any individual coming onto campus. Our colleges have had several incidents with violent individuals in the past.

3.3 NEW HAZARDS OR CHANGES FROM 2012

The District is not revising the list of hazards, or mitigation strategies for the hazards, in this plan.

3.4 MITIGATION PROJECT UPDATES

The District is including mitigation strategies designed to increase the scope of our capabilities to recover and restore operations after an emergency. It is the District’s intent to expand our ability to offer a safe haven to effected populations after an emergency and to network with other community college districts for the purpose of managing (1) the operation of the college during and after an emergency and (2) manage the emergency itself. The two new strategies include:

- Comprehensive Business Continuity Planning
- Mutual Aid Agreements and Networking with Local Community College Districts

The mitigation strategies will be discussed in detail later in this plan.

SECTION 4.0 - HAZARD IDENTIFICATION AND RISK ASSESSMENT

4.1 CRITICAL FACILITIES AND INFRASTRUCTURES

Critical Facilities Type	Number
Public Safety Dispatch	1
Emergency Operations Center	4
City Hall	0
Fire Stations	0
Water Reservoirs	0
Water Treatment Plants	0
Waste Water Treatment Plants	0
Hospitals (Health Care Facilities)	3
Police facility	3
Maintenance Yards	3
Senior Community Centers	0
Schools	8
Radio Repeaters	3

4.2 ESTIMATING POTENTIAL LOSS

As presented in Section 1.6 of this plan, RCCD may experience losses from a variety of hazards. Losses from these hazards could range from minimal operational interruptions to catastrophic destruction of all buildings and infrastructure. In addition to the potential for loss of life and property loss, the District could incur liability from numerous sources and stakeholder groups. Business interruption losses could exponentially increase the loss exposure to the District. It is estimated that a catastrophic loss to all structures, including loss of life, and business interruption could reach \$1B or more.

4.3 TABLE OF REPLACEMENT VALUES

Name of Asset	Replacement Value (\$)	Contents Value (\$)	Hazard Specific Info.
Riverside City College	192,047,000	39,812,000	Older buildings, Near Railroad tracks and major freeway, flood channel, near downtown, steep slopes, high winds.
Alumni House	591,000	84,000	Older building, near railroad tracks and major freeway
Moreno Valley College	33,184,000	9,946,000	Flooding, wildland behind campus, winds
Norco College	48,037,000	7,271,000	Wildland behind campus, next to Surface Naval Warfare Center, Near major freeways
Spruce Street District Office	4,968,000	3,555,000	Near major freeways and railroad tracks, older building, high winds
Rubidoux Annex		105,940	Portable buildings, high winds, located on high school campus
Corona Annex	2,500,000	124,320	Older building, flooding
Stokoe Annex	1,750,000	92,000	Older building, flooding
RCCD Systems Offices	6,516,000	566,000	New building standards.

4.4 IDENTIFICATION OF RISKS AND VULNERABILITIES

1. Flood Severity 3 | Probability 3 | Ranking 7

Riverside City College has a flood zone which flows through the campus. All facilities departments conduct regular maintenance on the flood channel, gutters, roofs and drainage systems. Norco College, Moreno Valley College and the Alumni House have had flooding and rain damage. RCCD Facilities departments are especially diligent when notice of rain is on the forecast. Past hazard occurrences for floods include severe flooding of the Riverside City College campus in December 2010 and August 2013.

2. Wild Fire Severity 3 | Probability 4 | Ranking 18

Two of our Colleges are located next to Wildland Fire hazard areas. The hill behind Moreno Valley College (on college property) has experienced an arson event in the past. The District complies with the City & County's outdoor burning rules.

3. Earthquake Severity 4 | Probability 3 | Ranking 20

Riverside Community College District is located in Seismic Hazard Zone. The nearest active earthquake faults are located with 1 mile of the District. Jurisdiction has experienced several noticeable ground movement incidents, such as from the 5.9 Chino Earthquake in July 2008 and the 7.2 Mexicali Easter Day 2010 earthquake, but no local damage was sustained. In recent years, the colleges have not sustained damage due to an earthquake. The buildings at RCCD are Field compliant, but at various levels depending on the year they were built. All have been DSA approved.

4. Severe Weather Severity 3 | Probability 3 | Ranking 10

Although the campus has not experienced extreme damage due to high winds in the recent years, high winds have caused some local damage, such as downed trees, powerlines damaged by falling palm fronds, and some window damage caused by wind-borne debris and wind pressure. A Tornado went through the Ben Clark Training center in 2008. Although Ben Clark did not sustain any damage, nearby a railroad car was overturned. Severe weather events resulted in major flooding of the Riverside City Campus in December 2010 and August 2013.

5. Hazardous Materials Severity 3 | Probability 3 | Ranking 14

All of the District sites house hazardous materials. The Colleges house the largest quantities. All facilities departments, and those in the Science Departments, are trained in handling hazardous materials. In addition, some of the police department, including the emergency manager have been trained in CBRNE events. The Surface Naval Warfare Center is located next to Norco College. A secure facility, the Center states on its website “NSWC Corona Division is comprised of three Centers of Excellence, four departments, and more than 950 scientists and engineers, 700 contractors, and one of the Navy’s largest scientific and engineering computer operations. More than 180 critical programs are assigned to the Center with about \$180 million dollars of annual expenditures.”

6. Technical Hazards Severity 3 | Probability 4 | Ranking 16

RCCD maintenance and operations personnel maintain a steadfast preventative maintenance system to prevent losses from interruptions to the operation by technical faults or system failures. The District also maintains system redundancy for critical functions in this area. Lightning accounted for a major electrical outage in August 2014.

7. Dam Failure Severity NA | Probability NA | Ranking NA

This risk does not apply to the Riverside Community College District.

8. Drought Severity 3 | Probability 3 | Ranking 11

The District adheres to the local water provider outside water restrictions during a declared drought. The facilities department immediately repairs broken water pipes/vessels.

See Part II - Inventory Worksheet Page 18 for complete ranking chart.

SECTION 5.0 – COMMUNITY RATING SYSTEM

5.1 REPETITIVE LOSS PROPERTIES

RCCD has not experienced a repetitive loss in our jurisdiction. This section does not apply.

5.2 NATIONAL FLOOD INSURANCE PROPERTIES

RCCD does not currently subscribe to the National Flood Insurance Program. However, RCCD does maintain an insurance program for flood recovery through our Joint Powers Authority, California Schools Risk Management. The District is reviewing the possibility of participating in both the National Flood Insurance Program and the Community Rating System. Riverside Community College District has not participated in the Community Rating System. The District is reviewing the possibility of participating in both the National Flood Insurance Program and the Community Rating System.

SECTION 6.0 - CAPABILITIES ASSESSMENT

Capabilities are the programs and policies currently in use to reduce hazard impacts or that could be used to implement hazard mitigation activities. This capabilities assessment is divided into five sections –

6.1 REGULATORY MITIGATION CAPABILITIES

Regulatory Tool	Yes/No	Comments
Emergency Operations Plan	Yes	2008, Under revision. Anticipated implementation 2018.
Building code	Yes	Federal, State and Local codes
Capital Plan	Yes	Five-year plan; updated annually
Access and Functional Needs Review	Yes	District Annual Program Review
Health Codes	Yes	Federal, State and Local codes
Board and Administrative Policy	Yes	
Safety Audits (OSHA required)	Yes	Completed by College Safety Committees, College Insurance Carriers and Emergency Planning and Preparedness Coordinator

The District's Emergency Operations Plan was approved in 2008. It is currently being revised.

The Riverside Community College District's Emergency Operations Plan (EOP) addresses the challenges and responsibilities of pre-event mitigation and post-event recovery in addition to preparedness and response. It conforms to the tenets of the National Incident Management System and California State Emergency Plan and the Standardized Emergency Management System.

The purpose of EOP is to provide the framework for coordination and full mobilization of the district site, colleges, and external resources. It clarifies strategies to: 1) prepare for, 2) respond to, and 3) recover from an emergency or disaster incident that could impact the district, the campuses, or the region. As part of this strategy, the EOP:

Identifies authorities and assigns responsibilities for planning, response, and recovery activities;

Identifies the scope of potential hazards that form the basis for planning;

Establishes the emergency management organizational structure that will manage the response;

Identifies those divisions or departments of the [name] College District tasked with specific responsibility for carrying out the plans and operations defined with the Annexes of this plan;

Identifies other jurisdictions and organizations with whom planning and emergency response activities should be coordinated; and

Outlines the process of disseminating emergency information and instructions to the college’s population.

This Plan is a dynamic document. An annual assessment process, accompanied by rigorous testing and review, will ensure that this Plan does not become just another “manual on the shelf.”

6.2 ADMINISTRATIVE/TECHNICAL MITIGATION CAPABILITIES

Personnel Resources	Yes/No	Department/Position
Planner/engineer with knowledge of land development/land management practices	Yes	Vice Chancellor, Facilities Planning and Development Director of Construction (2)
Engineer/professional trained in construction practices related to buildings and/or infrastructure	Yes	Vice Chancellor, Facilities Planning and Development Director of Construction (2)
Planner/engineer/scientist with an understanding of natural hazards	Yes	Vice Chancellor, Facilities Planning and Development Director of Construction (2)
Personnel skilled in GIS	No	
Full time building official	No	
Floodplain manager	No	
Emergency manager	Yes	Risk Management, Safety and Police
Grant writer	Yes	
Other personnel	Yes	

GIS Data—Land use	No	
GIS Data—Links to Assessor’s data	No	
Building Captains	Yes	
Facilities Manager	Yes	
Warning systems/services (Reverse 9-11, outdoor warning signals)	No	
Risk Manager	Yes	Contract with outside consultant
Other		

6.3 FISCAL MITIGATION CAPABILITIES

Financial Resources	Accessible/Eligible to Use (Yes/No)	Comments
Community Development Block Grants	Yes	Through Grant process only
Capital improvements project funding	Yes	In order to be used for Hazard Mitigation, these funds would have to be de-designated from their intended use.
Authority to levy taxes for specific purposes	No	
Fees for water, sewer, gas, or electric services	No	
Impact fees for new development	No	
Incur debt through general obligation bonds	Yes	The District has issued General Obligation bonds and has authorization to issue more. Most of these funds, including the yet-to-be-issued bonds are already committed. There is a small amount of officially “uncommitted” funds but there are plans to officially commit these for a specific use. The District has the ability to issue more

	bonds in the future (years down the road) which could be used for HM.
Incur debt through special tax bonds	No
Incur debt through private activities	No
Withhold spending in hazard prone areas	No
Other	

6.4 MITIGATION OUTREACH AND PARTNERSHIPS

Riverside Community College District works with Riverside County and the City of Riverside, City of Norco and City of Moreno Valley to implement and manage mitigation and preparedness efforts. The District also works with the Disaster Resistant California Community Colleges and the Southern California Higher Education Emergency Managers Networking Group in planning for mitigation of hazards. These groups provide critical needed support in dealing with hazards, completing plans, and preparing for disasters. The District has implemented mitigation efforts in the past. Examples that were not covered elsewhere in this section include the installation of auxiliary power sources for technological needs. Networking Operations Centers at Moreno Valley and Norco Colleges, which are under development, will serve as back-up sites for Information Services.

6.5 FUNDING OPPORTUNITIES

RCCD utilizes a combination of general fund and parking fund resources to provide funding resources for this plan. Each element of the plan will be addressed through Annual Program Review (DAPR) process with the goal of allocating funding to implement plan actions and maintain the actions taken by the District.

SECTION 7.0 - MITIGATION STRATEGIES

7.1 GOALS AND OBJECTIVES

The following Mitigation Strategies are being addressed in the Goals and Objectives section of Riverside Community College District's Local Hazard Mitigation Plan. **These were prioritized as "High" in the 2012 "JURISDICTION MITIGATION STRATEGIES AND GOALS" Chart** and the balance of plan objectives are detailed here.

- Mitigation Planning (i.e. update building codes, planning develop guidelines, etc.)
- Development and implementation of mitigation education programs
- Development or improvement of warning systems

Future Mitigation Actions and Priorities

The planning team for RCCD identified and prioritized the following mitigation actions based on prior planning assessments. The 2012 LHMP was used as a basis for many discussion and decisions. The resulting goals and strategies to address the highest priority items were developed or ratified (if existed previously) and the decisions were based on

1. The hazards identified in District Meetings and the 2012 Local Hazard Mitigation Plan;
2. The confidence level the District could achieve the strategy, goal, or objective;
3. The availability of funding sources for the initiatives.

Funding is a critical element for emergency preparedness and mitigation at the Riverside Community College District. The goals today are to help stakeholders understand the hazards that RCCD and the larger community face, so individual departments can take measures to secure offices, classrooms and private property.

Goal 1 addresses the need to expand our communications reach and perfect our ability to communicate with our stakeholders, faculty, staff, community members, and local agencies.

Goal 2 addresses need to protect operations and our ability to support the needs of the community in the form of continuity of the business in the event of an emergency.

Goal 3 addresses our commitment to the development of a network of community college resources designed to be activated in an emergency, thus providing redundancy and a breadth of resources the District cannot muster alone.

Goal 1: Increase Emergency Communications and Proficiency

Strategy: Integrate the mass notification with the siren and voice system and train all stakeholders on deployment and response to a communication from the system.

Objective 1.1 – Integrate the two systems to form a seamless communication flow to all stakeholders including the local community.

Objective 1.2 – Train and drill the integrated system until it becomes second nature and stakeholders respond timely and with proficiency. Seek feedback after testing.

Responsible Parties:	District Safety & Emergency Preparedness Manager, Risk Management Safety & Police Department, CERT Volunteers
Resources:	Rave Mobile Safety system, Siren/Voice System, staff labor
Timeline:	On-Going

Goal 2: Develop and Implement a Comprehensive Business Continuity Program

Strategy: Deploy all available resources, and procure new resources, to help us actively respond and continue to operate during and after an emergency.

Objective 2.1 – Address all IT infrastructure needs and adopt a business continuity program that provides redundancy and service to a select group of administration personnel and our local agency partners.

Objective 2.2 – Create and implement a business operations plan that will allow RCCD to maintain operational levels, continue to serve our FTES and generate revenue, and recover from an emergency in a reasonable amount of time.

Responsible Parties:	District Safety & Emergency Preparedness Manager, Risk Management Safety & Police Department, RCCD IT, and Agility Recovery Team.
Resources:	Agility Recovery; IT labor; staff labor
Timeline:	On-Going

Goal 3: Develop and Implement a Mutual Aid Agreement with Local CCD's

Strategy: Increase RCCD's resource capabilities through a mutual aid agreement with other community colleges in the Southern California area.

Objective 3.1 – Provide additional resources in the form of personnel and services through an agreement “:to act” in the event of an emergency wherein CCD's will come to the aid of a college or university impacted and in need of operational protection and support.

Responsible Parties:	District Safety & Emergency Preparedness Manager, Risk Management Safety & Police Department, and Mutual Aid Committed CCD's.
Resources:	Staff labor
Timeline:	December 2019

7.2 MITIGATION ACTIONS

Flood

The Riverside Community College District, in partnership with the City of Riverside, will work collectively to evaluate the need for a comprehensive creek, storm drain, and wetlands management plan. This plan would identify the collective resources needed to ensure all local creek, storm drain, and wetland run-off areas that could adversely impact District sites are monitored and maintained on a routine basis. Until such time as a collective plan can be prepared and adopted, the District Maintenance & Operations Departments implemented a storm drain monitoring and maintenance program to ensure all flood prone areas proximate to District facilities are cleared of debris and other obstructions that could create flooding conditions during inclement weather. This is especially critical after the 2010 storm channel flood damaged several key areas of the Riverside City College campus. **Lead Agency or Department:** The Riverside Community College District Risk Management, Safety & Police Department. **Timeline:** June 2019 completion.

Wild Fire

As part of the Facility Master Plan at each District site, RCCD evaluates the placement of all new facilities to ensure buildings and other structures are erected in areas with a reduced likelihood of wild fire damage or destruction. High fire areas in the County of Riverside identified in the California Fire Hazard Severity Zone Map are known to the District and the Maintenance & Operations departments. The District is also staffed with a POST Police Department of 26 sworn officers. These officers are highly trained in evacuation and Emergency Operations related to wild fire response. The RCCD Police Department functions as the primary first responder group and will coordinate our wild fire response with state, local, and Federal first responders to mitigate losses to personnel and structures. **Lead Agency or Department(s):** The Riverside Community College District Risk Management, Safety & Police Department, District Facilities Planning Department, and the Maintenance & Operations Departments at each college site. **Timeline:** Currently in place.

Earthquake

Unfortunately, earthquakes are not a preventable event. This fact notwithstanding, the District seeks to reduce the destructive and operationally interruptive forces stemming from an earthquake of any substantial magnitude. The mitigation actions include regular drop, hold, and cover drills across the District to reduce the likelihood of injuries or death. An Operations Continuity Plan is in place and will provide computers, housing, power, and connectivity to more than 100 District staff members to permit RCCD to mitigate business interruptions by locating the administration outside of the affected area. The District will also avail itself to seismic activity and best practices reports and information available through our insurance and safety relationship with the California Schools Risk Management Joint Powers Authority (CSRM JPA). Information gleaned from these reports will be evaluated for action by the District Safety & Security Committee (DSSC). **Lead Agency or Department:** The Riverside Community College District Risk Management, Safety & Police Department. **Timeline:** July 2019 completion (seismic activity reports).

Severe Weather

RCCD has historical understanding that two of the primary adverse impacts of inclement weather on our campuses are (1) flood and (2) tree falls. This plan address our intended mitigation actions for flood in Section 7.2 (above). Tree falls are dangerous and cause substantial damage. The District Maintenance & Operations Departments perform regular tree inspections and mitigation activities (“tree watch”) in an effort to proactively identify potential hazardous conditions. Dangerous trees and shrubbery are selectively and preemptively removed. Additionally, the District is equipped with a mass notification system (Rave). The system is pre-loaded with severe weather notifications to reach every District facility. The CSRJPA provides the District with notifications of any severe weather alerts that could impact our facilities. Redundantly, the Risk Management, Safety & Police Department is networked with local fire and emergency agencies to receive severe weather alert notifications timely and well before situations turn dangerous. **Lead Agency or Department(s):** The Riverside Community College District Risk Management, Safety & Police Department, and the Maintenance & Operations Departments at each college site. **Timeline:** Currently in place.

Hazardous Materials

All District facilities are included in the RCCD Hazardous Communications and Chemical Management plans. All District personnel working with chemical agents are trained in the need to maintain strict compliance with chemical handling procedures, HazMat release prevention measures, Personal Protective Equipment (PPE) use, chemical and hazardous materials storage protocols, and the Injury & Illness Prevention Program (I&IPP). All OSHA signage training requirements are managed effectively. Redundantly, the Risk Management, Safety & Police Department is networked with local fire and emergency agencies to respond to any chemical or hazardous material releases or exposures in a timely manner. **Lead Agency or Department(s):** The Riverside Community College District Risk Management, Safety & Police Department, District Facilities Planning Department, and the Maintenance & Operations Departments at each college site. **Timeline:** Currently in place.

Technical Hazards

RCCD Maintenance and Operations personnel maintain a steadfast preventative maintenance system to prevent losses from interruptions to the operation by technical faults or system failures. The District also maintains system redundancy for critical functions in this area. **Lead Agency or Department(s):** The Riverside Community College District Risk Management, Safety & Police Department, District Facilities Planning Department, and the Maintenance & Operations Departments at each college site. **Timeline:** Currently in place.

Dam Failure

Not applicable.

Drought

The District adheres to the local water provider outside water restrictions during a declared drought to support the adverse effects of drought-related calamities. The Maintenance &

Operations Departments are required to immediately repair broken water pipes/vessels and to monitor all sites for evidence of water loss at the foundation levels of structures. **Lead Agency or Department(s):** The Riverside Community College District Risk Management, Safety & Police Department, District Facilities Planning Department, and the Maintenance & Operations Departments at each college site. **Timeline:** Currently in place.

RCCD's progress against the 2012 plan is substantial. Since the submission of the previous plan, RCCD has procured and implemented a mass notification system known as the Rave Mobile Safety system. The system is a multi-modality, web-based system that can generate a message to virtually unlimited number of students, faculty, staff, and community members in minutes. The system complements a new siren and voice system that can project an emergency message over four (4) miles into the surrounding community. Both systems have been tested individually and together and have performed admirably achieving a communication saturation of over 95%.

RCCD also integrated the Risk Management Department and the District Police Department to form the Risk Management, Safety & Police Department. The integrated department is focused on the prevention of loss through the prevention side of the mission and tactical response and mitigation strategies for all incidents that may occur notwithstanding our prevention measures.

With the opening of our new District office building at Market St. and University in Downtown Riverside, RCCD demonstrated its commitment to the design and construction of state-of-the art facilities with space and resources allocated to Emergency Operations planning and a dedicated Emergency Operations Center. The EOC is supported by a mobile EOC function that allows RCD to move it in the event of catastrophic loss to the building.

The balance of the goals and objectives from the 2012 plan are renewed here and captured in the goals and objectives section in Section 7.1 above.

7.3 ON-GOING MITIGATION STRATEGY PROGRAMS

See Section 7.1 Above.

7.4 FUTURE MITIGATION STRATEGIES

The RCCD Risk Management Department is working on a strategic plan for future plan years. When the strategic plan is adopted, all mitigation strategies will be provided to update this section of the plan.

SECTION 8.0 - PLAN IMPLEMENTATION AND MAINTENANCE PROCESS

Riverside Community College District has several planning mechanisms which can incorporate the LHMP. The Emergency Operations Plan is currently being revised, and will include the Hazard Assessments conducted through this process. The LHMP will serve as the base for developing protocols and procedures for emergency preparedness, response and recovery. The EOP is being developed by a multi-disciplinary group of individuals from different departments, all three colleges and the district. The Emergency Operations Plan is also working with the RCCD Human Resources and Employee Relations (HRER) department to ensure individuals with functional and access needs are addressed. In turn, the District Safety & Emergency Preparedness Manager works with the HRER Department in developing strategies to ensure the safety of our individuals with functional and access needs. The Local Hazard Mitigation Plan will assist in developing further strategies to keep all individuals safe.

Scheduled Plan Maintenance Process: RCCD will monitor and evaluate our LHMP on a Bi-Annual basis. Over the next 5 years, RCCD will review the LHMP. In addition to on-going mitigation awareness and strategies being implemented, the RCCD Local Hazard Mitigation Plan will be reviewed on or before **June 2018, January 2020, and June 2021** and will be updated as needed. The District Safety & Emergency Preparedness Manager will schedule meetings with the District Safety and Emergency Planning Team. The District Emergency Planning Team will assess, among other things, whether:

- The goals and objectives address current and expected conditions.
- The nature, magnitude, and/or type of risks have changed.
- The current resources are appropriate for implementing the plan.
- There are implementation problems, such as technical, political, legal, or coordination issues with other agencies.
- The outcomes have occurred as expected (a demonstration of progress).
- The agencies and other partners participated as originally proposed.

If the Planning Team discovers changes have occurred during the evaluation, RCCD will update the LHMP Revision Page, and notify Riverside County OES to update our Annex. Our Risk Management, Safety & Police Department will be in charge of the monitoring, evaluating and updating of the LHMP, with input from our District Emergency Planning Team.

8.1 PROCESS FOR PLAN INTEGRATION

The District Safety & Security Committee (DSSC), comprised of representatives from every stakeholder group, will work with Emergency Operations Center personnel from the Risk Management, Safety & Police Services Department to integrate the Local Hazard Mitigation Plan into the District's formal Emergency Operations Plan. The Local Hazard Mitigation Plan will be activated as part of the District's response and recovery activities for emergency operations. The LHMP serves as the resiliency component of the Emergency Operations Plan wherein the District will demonstrate its ability to recover from an emergency using the mitigation actions identified in the LHMP. The LHMP will be trained out with the District stakeholder groups and evaluated as part of the larger EOP process.

8.2 PREVIOUS PLAN INTEGRATION RESULTS

Previous LHMP plan elements were integrated into the revision efforts for the District's Emergency Operations Plan (EOP), Injury & Illness Prevention Program (I&IPP), Hazardous Communications Program, Chemical Management Program, and the Crisis Communications protocols. The LHMP proactive planning elements were also used to support the development of the District Safety & Security Committee (DSSC), the Safety & Emergency Planning Committees at the colleges, and the new College Safety Coordinator positions (3) residing at the college campuses. The LHMP was included in the development of Facilities Masters plans and the revised American's with Disabilities Act (ADA) Transition Plan. The LHMP plan from previous years has been used to evaluate facility and personnel concerns District-wide in various planning committees and safety programs.

SECTION 9.0 - CONTINUED PUBLIC INVOLVEMENT

After the District Emergency Planning Team conducts the Scheduled Plan Maintenance Process, RCCD will notify the public of any changes/no change in the LHMP Plan by presenting our progress at a Board of Trustees meeting, posting on the District website, and/or by sending out an email to all RCCD stakeholders.

APPENDIX A – PUBLIC NOTICES AND MAPS

SEE ATTACHMENTS

The screenshot shows a web browser window displaying the 'Business and Financial Services' page of the Riverside Community College District. The page has a dark blue header with the title 'Business and Financial Services' and a background image of a laptop and documents. Below the header, the page is organized into a main content area and a right-hand sidebar.

Page Header: Riverside Community College District > Administration > Business and Financial Services > Risk Management

Main Content Area:

- Risk Management and Legal**
- Riverside Community College District is updating their 2012 Local Hazard Mitigation Plan.**
- If you have questions about this process, or have suggestions or comments, please contact Michael Simmons, Director, Risk Management, Safety & Police Services.**
- Contact Us:**
 - 3801 Market Street | Riverside, CA 92501
 - Risk Management/Safety and Emergency Planning | Fax (951) 328-3502
 - Michael W. Simmons - Director, Risk Management, Safety & Police Services**
 - P. (951) 222-8128
 - mwsimmons@rccd.edu
 - Monica Esqueda - Coordinator, Casualty Claims**
 - P. (951) 222-8127
 - monica.esqueda@rccd.edu
 - Vacant - Manager, District Safety and Emergency Preparedness**
 - P. (951) 222-8588
- [Safety and Emergency Planning Information](#)

Right-Hand Sidebar:

- Links**
 - [Admission](#)
 - [Board of Trustees](#)
 - [Business Association/Training](#)
 - [Community Education](#)
 - [Center for Social Justice & Civil Liberties](#)
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 - [Employment/Job](#)
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 - [Newcomer C](#)
 - [Online Classes](#)
 - [Henry W. Ford Sr. and Alice Ford Cook School for the Arts](#)
 - [SAFE Guardian](#)
 - [Apply for Lingo](#)
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APPENDIX B – INVENTORY WORKSHEETS

SEE ATTACHMENTS

APPENDIX C – PLAN REVIEW TOOL/CROSSWALK

SEE ATTACHMENTS

RESOLUTION FOR THE BOARD OF TRUSTEES OF RIVERSIDE COMMUNITY COLLEGE DISTRICT ADOPTING THE 2017 RIVERSIDE COMMUNITY COLLEGE DISTRICT LOCAL HAZARD MITIGATION PLAN ANNEX TO THE 2017 RIVERSIDE COUNTY OPERATIONAL AREA MULTI-JURISDICTIONAL LOCAL HAZARD MITIGATION PLAN

RESOLUTION NO. 35-18/19

WHEREAS, the Riverside Community College District recognizes the County of Riverside is subject to various earthquake-related hazards such as ground shaking, liquefaction, land sliding, and fault surface ruptures; and

WHEREAS, the Riverside Community College District recognizes the County of Riverside is subject to various weather-related hazards including wildfires, floods, and landslides; and

WHEREAS, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

WHEREAS, the Federal Disaster Mitigation Act of 2000 requires all cities, counties, and special districts to adopt a Local Hazard Mitigation Plan to receive disaster mitigation funding from the Federal Emergency Management Agency (FEMA); and

WHEREAS, Riverside Community College District fully participated in the FEMA-prescribed mitigation planning process to prepare this local hazard mitigation plan; and

NOW, THEREFORE, BE IT RESOLVED, that the Riverside Community College District Board of Trustees hereby adopts the 2017 Riverside Community College District Local Hazard Mitigation Plan Annex to the 2017 Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan as an official plan; and

BE IT FURTHER RESOLVED, that the Riverside Community College District will submit this adoption resolution to the Riverside County Emergency Management Department, the State of California Emergency Management Agency, and FEMA Region IX official to enable the County's plan for final approval in accordance with the requirements of the Disaster Mitigation Act of 2000.

APPROVED AND ADOPTED THIS 19th DAY OF February, 2019 at the regular board meeting of the Riverside Community College District Board of Trustees.

President, Board of Trustees
Riverside Community College District

RCCD

RIVERSIDE COMMUNITY
COLLEGE DISTRICT

RCCD
Local Hazard Mitigation Plan
2017

Michael W. Simmons
Director, Risk Management, Safety & Police

RCCD Local Hazard Mitigation Plan

Background

- Part of the Federal Disaster Mitigation Act of 2000
- Addresses Mitigation Planning at State and Local Level
- Required for FEMA Emergency Funding Eligibility
- Allows Increased Funding for Participating Agencies
- Previous RCCD LHMP Version in 2012 Adopted by the Board in 2015 Resolution
- Requires Formal Resolution by the RCCD Board of Trustees
- All Agencies Targeting a June 2019 Approval

RCCD Local Hazard Mitigation Plan

2017 Local Hazard Mitigation Plan

- Revision of the 2012 RCCD Plan
- No Material Changes.
- Changes Focused on Expansion of Previous Plan Detail
- Accountabilities and Expected Outcomes Unchanged
- RCCD Emergency Resource Allocation Unchanged
- 2017 Plan Tentatively Approved by Riverside County
- Final Approval Contingent Upon RCCD Board Approval

RCCD Local Hazard Mitigation Plan

2017 Local Hazard Mitigation Plan Revisions

- Updated Table of Replacement Values for 2017
- Expanded Detail of Risks and Vulnerabilities
- Emphasized 2012 Goals for Business Continuity *and* Mutual Aid Agreements
- Expanded Detail of RCCD Actions During Specific Disasters
- Mentioned RCCD's Emphasis on Strategic Planning *and* Long Term Commitment to Disaster Preparedness

Questions?

Agenda Item (IX-A-1)

Meeting	2/19/2019 - Regular
Agenda Item	Administrative Reports (IX-A-1)
Subject	Resolution No. 41-18/19 Non-renewal of Probationary/Contract Employee
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees adopt Resolution Number 41-18/19, authorizing the Chancellor, or Designee, of the District to give Notice of Non-Renewal pursuant to Government Code section 54957.

Background Narrative:

Pursuant to the terms of Article XI.C. of the collective bargaining agreement (CBA) between RCCD and CCA/CTA/NEA, the tenure review and evaluation committee made the recommendation, and communication, of non-renewal by December 10, 2018. The recommendation for non-renewal of contract was by majority vote in accordance with the CBA. The probationary faculty person appealed the determination by the first workday in January.

In advance of this meeting, each Board member was forwarded the complete packet of information related to this matter, which included:

- Tenure Review Committee's Recommendation for Non-renewal
- Probationary Faculty Member's Written Appeal
- Recommendation of the Appeal Committee for Non-renewal
- Chancellor's recommendation for Non-renewal
- 2017/2018 Tenure Review Committee's Improvement of Instruction Recommendation

Per the terms of the CBA, the matter was reviewed by the Chancellor's designee, the Association President (or designee), and the most senior tenured, available member of the faculty member's discipline or closely related discipline not on the evaluation committee. The appeal committee accepted the recommendation of the Improvement of Instruction Tenure Review Committee. As such, the Chancellor now forwards for your consideration this matter.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

[20190219_Res No 41-18.19_NonRenewal of Prob Contract EE_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Resolution of the Board of Trustees for the Riverside Community College District for the
Non-Renewal of Probationary/Contract Employee

Resolution No. 41-18/19

WHEREAS the Board of Trustees of the Riverside Community College District, has considered the recommendation of the Chancellor, the Improvement of Instruction Tenure Review Committee, and the Appeal Committee.

BE IT THEREFORE RESOLVED that the Board of Trustees of the Riverside Community College District does not renew the contract of probationary Employee No. XXXXXXXX;

BE IT FURTHER RESOLVED that the Chancellor, or his designee, is directed to give the Notice of Non-Renewal, in accordance with the provisions of the Education Code as set forth by law.

PASSED AND ADOPTED at a regular meeting of the Board of Trustees of the Riverside Community College District held on February 19, 2019, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President of the Board of Trustees

ATTEST:

Secretary, Board of Trustees

Agenda Item (XII-A)

Meeting 2/19/2019 - Regular

Agenda Item Business From Board Members (XII-A)

Subject Update from Members of the Board of Trustees on Business of the Board.

College/District District

Information Only

Background Narrative:

Members of the Board of Trustees will briefly share information about recent events/conferences they attended since the last meeting including any updates regarding the following assigned associations:

- Association of Community College Trustees (ACCT)
- Association of Governing Board of Universities and Colleges (AGB)
- California Community College Trustees and Legislative Network (CCCT)
- Community College League of California (CCLC)
- Latino Trustees Association
- Inland Valleys Trustees and CEO Association
- African-American Organizations Liaison Riverside Branch - NAACP
- Hispanic Chambers of Commerce: Corona, Moreno Valley and Riverside
- Chambers of Commerce: Corona, Moreno Valley, Norco and Riverside
- Riverside County School Boards Association
- Riverside County Committee on School District Organization
- Alvord Unified School District Ad-Hoc Committee
- Norco Partnership Ad-Hoc Committee

Prepared By: Wolde-Ab Isaac, Chancellor

Attachments:

None.

Agenda Item (XIII-A)

Meeting	2/19/2019 - Regular
Agenda Item	Closed Session (XIII-A)
Subject	Employee Appeal From the District's Administrative Determination, pursuant to Title 5, Cal. Code Regs., Section 59338, regarding Complaint of Discrimination - Two (2) Cases
College/District	District
Funding	n/a
Recommended Action	To be Determined

Background Narrative:

None.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

None.

Agenda Item (XIII-B)

Meeting	2/19/2019 - Regular
Agenda Item	Closed Session (XIII-B)
Subject	Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release
College/District	District
Funding	n/a
Recommended Action	To be Determined

Background Narrative:

None.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

None.