

## **CITIZENS' BOND OVERSIGHT COMMITTEE**

Riverside Community College District

October 15, 2020 – 3pm

Via teleconference: <https://youtube.com/channel/UCGDo8aLHnvj4U5DspeHQjJ>

### Members Present

Dwight Tate  
Eva Petty  
Patricia Reynolds  
Philip Falcone  
Warren Avery  
Fauzia Rizvi  
Michael Vahl

### Staff Present

Dr. Wolde-Ab Isaac, Chancellor  
Aaron Brown, Vice Chancellor, Business and Financial Services  
Rebecca Goldware, Vice Chancellor, Institutional Advancement and Economic Development  
John Geraghty, Controller  
Hussain Agah, Associate Vice Chancellor, Facilities Planning and Development  
Bart Doering, Director, Facilities Development  
Majd Askar, Director, Business and Financial Services  
Marisa Yeager, Director, Government Relations  
Renee Vigil, Executive Administrative Assistant, Institutional Advancement and Economic Development

### CALL TO ORDER

Vice Chair Petty called the Citizens' Bond Oversight Committee (CBOC) meeting to order at 3:03pm via teleconference. Vice Chair Petty led the Pledge of Allegiance.

### SELECTION OF CHAIR

Nominations were asked for selecting a new Chair. Member Reynolds nominated Member Rizvi and Member Falcone nominated Member Avery as Chair. Member Falcone asked about role call and Member Avery wanted to confirm the meeting had quorum. Roll call was taken for the committee; Member Vahl and Rizvi were having technical difficulties joining the meeting. Member Fauzia joined the zoom call.

Member Reynolds motioned to nominate Member Rizvi as Chair which was seconded by Member Rizvi. Member Falcone motioned to nominate Member Avery as Chair which was seconded by Member Avery. Votes were tied with Member Avery with 3 ayes, 3 noes and Member Rizvi 3 ayes, 3 noes. Member Vahl joined the meeting after the tied votes and casted a vote for Member Avery be selected as the Chair. The final vote to select Member Avery as Chair was 4 ayes and 3 noes. Motion carried to select Chair Avery.

### PUBLIC COMMENTS

No public comments were received via the [cboc@rccd.edu](mailto:cboc@rccd.edu) email. Chair Avery asked for comments from the CBOC. Member Falcone asked about accepting public comments in real time and Vice Chancellor Goldware clarified that the structure is being followed like the RCCD Board of Trustees meetings for public comments receipts. Chair Avery suggested a call-in number be provided for live comments from the public.

## WELCOME FROM BOT PRESIDENT FIGUEROA

Board of Trustees President Figueroa welcomed and thanked the CBOC members. Mary provided a brief historical overview about the CBOC.

## BYLAWS – STAFF PRESENTATION

Vice Chancellor Goldware provided an introduction about the RCCD Bond Council David Casnocha who was asked to discuss the CBOC Bylaws and how RCCD staff are here to support the CBOC. David Casnocha provided a historical overview about school bonds, Prop 39, education code, the oversight committee, independence, the CBOC's purpose to review expenses of the purposes of Measure C, the Chair's role, the CBOC annual report. David addressed a letter submitted to the CBOC from Raychelle Sterling about a bonafide taxpayer association representative on the committee. Chair Avery thanked the Bond Council and Vice Chancellor Goldware.

## PUBLIC COMMENTS

A public comment request was received for Jason Hunter. Jason was admitted to the CBOC meeting to address how public comments are received, how the public comments procedure was changed and how the change was made to submit public comments. Jason stated that the first five minutes of the meeting were not available to the public and Jason stated that the public did not know how to provide public comments for the CBOC meeting.

Chair Warren allowed Jason Hunter an additional three minutes of public comment about the District's legal counsel presentation. Jason shared opinion about the last meeting request to create an ad hoc committee focused on Bylaws and how David Casnocha was allowed to present a Bylaws overview to the CBOC. Jason expressed concern over how staff are involved in the appointment of committee members and how reappointment was not brought forth to the Board.

Questions were received from the CBOC members. Philip Falcone asked about Section 5 of the Bylaws. Does the word shall mean binding? David Casnocha responded that the seven members that would satisfy the Bylaws and vacancies can occur. Committees can function with vacancies while trying to obtain a full committee. Member Falcone questioned Vice Chancellor Goldware about rationale, explanation or notice about members resigning, not being reappointed or removed. David Casnocha discussed the removal of a CBOC member in comparison with the Bylaws with members term expirations, reapplying to serve and attendance vacancies on the committee. Member Falcone shared experience from a city level for the removal process in comparison with unfamiliarity with the renewal process at the District.

Chair Avery asked what is the process for terming out, are members notified about expiration of member's service, is there a timeline provided, what is the process for going to the BOT, etc.? Chair Avery asked how application details are validated by the District. Vice Chancellor Goldware shared about the application process, review of applications and submitting applications to the BOT. David Casnocha explained the reapplication process. Chair Avery asked why the number of CBOC members should be seven members and why there is not a larger committee allowed? David Casnocha shared about the filling of the member roles and balance of committee staffing. Chair Avery asked if someone verifies what information is submitted on CBOC applications? Vice

Chancellor Goldware stated that the applications are reviewed, verified and full background checks are not completed on applicants.

#### BYLAWS - FORMATION OF AD HOC COMMITTEE

Chair Warren asked who would like to participate in the CBOC Ad Hoc committee. Member Rizvi, Member Vahl and Chair Avery are confirmed for the Ad Hoc committee to avoid any Brown Act violations. Point of Order was made to change the motion made at the July 23, 2020 meeting to change the Ad Hoc committee to three members instead of four members. (Vote: 7 ayes) Motion passed to review the CBOC Bylaws and provide recommendations to the CBOC at a future meeting with the new Ad Hoc committee. (Vote: 7 ayes). Vice Chancellor Goldware requested that when communications and meetings happen that District staff are included. It was questioned about members of the public participating in the CBOC Ad Hoc committee. Member Rizvi asked for clarification about the Ad Hoc Committee structure for invitation for questions and outside information.

#### APPROVAL OF MINUTES - CBOC MEETING JULY 16, 2020

Member Reynolds moved that the CBOC members approve the minutes of the CBOC Meeting of July 16, 2020. Motion carried. (Vote: 7 ayes)

#### APPROVAL OF MINUTES - CBOC MEETING JULY 23, 2020

Member Reynolds moved that the CBOC members approve the minutes of the CBOC Meeting of July 23, 2020. Motion carried. (Vote: 7 ayes)

#### MEASURE C FINANCIAL UPDATE - REPORT ON PROPOSITION 39 FUNDING FINANCIAL AND PERFORMANCE AUDIT AND LETTER

Vice Chancellor Brown introduced RCCD Controller John Geraghty. John Geraghty provided an introduction to the firm CliftonLarsonAllen (CLA) LLP that conducted the audit. Heather McGee from CLA presented on behalf of the firm the Prop 39 audit. There were no findings from the audit conducted on Prop 39 with regard to the bond projects. The conclusion of the audit tests and expenditures resulted that expenditures were spent correctly for this fiscal year. John thanked auditor Heather for the report even in the remote environment. Member Reynolds thanked the auditor as well.

#### MEASURE C FINANCIAL UPDATE - PROJECT COMMITMENTS SUMMARY REPORT

Majd Askar presented the Measure C Financial Update. The Project Commitments Summary Report is a financial expense report submitted to the Board of Trustees from April 2020 through June 2020. Chair Avery clarified about the \$1.1 million that was spent out of Measure C fund for this quarter and asked for about the Measure C funding approval process. Majd and Aaron explained that every budget is submitted to the Board of Trustees for the action of the budget expenditures.

#### MEASURE C FINANCIAL UPDATE - CAPITAL PROGRAM EXECUTIVE SUMMARY (CPES) REPORT

Majd Askar presented the Capital Program Executive Summary (CPES) Report to help with tracking budgets that are submitted to the Board per entity. Chair Avery asked for clarification about the uncommitted \$1.1 million that has not been committed to a specific project.

### MEASURE C PROJECTS UPDATE - BOARD REPORTS

Hussain Agah presented the five Board Reports from August 2020 through September 2020 that utilize Measure C funding and the Measure C project summary status updates. Vice Chancellor Brown explained the professional services and bid process to review submissions for proposals which is evaluated by a committee. The report is submitted to the Board of Trustees for review. Chair Avery asked about the funds that were approved for the project budget. The architectural services agreement was discussed. No questions were received for this item.

### BUSINESS FROM COMMITTEE MEMBERS - MEASURE C PROJECT SUMMARY STATUS UPDATES

Hussain Agah presented the Measure C Project Summary status updates. Member Vahl asked for clarification about the Life Sciences Building for \$6.7 million about this being applicable to a future project according to the Board reports. Hussain clarified this is part of the five-year capital construction plan that is state funded.

### BUSINESS FROM COMMITTEE MEMBERS – CAMPUS TOURS

Vice Chancellor Goldware shared that Member Rizvi raised this previously and the colleges are open to groups of one or two members for visits. Vice Chancellor Goldware and Renee Vigil could help coordinate with the campuses for two members to visit to abide by social distancing and follow Brown Act. The other option would be the larger group to schedule a visit in 2021.

Member Rizvi is open to two member visits, but knows it would be a lot of coordination from staff to schedule and understands to wait until 2021. Chair Avery asked if the CBOC would be open to schedule small group visits. Member Petty asked if there is an option of virtual tours. Vice Chancellor Goldware explained that there is no drone policy yet, but there could be a video walk-through tour as an option to consider. Member Vahl is not opposed to wait until spring 2021 as live visits on campus is an effective experience and suggested to address at the next CBOC meeting(s). The tiers were discussed and safety protocols for campus visits. Chair Avery asked that this item be carried to the next CBOC meeting agenda.

### BUSINESS FROM COMMITTEE MEMBERS - SCHEDULE CBOC MEETINGS

Vice Chancellor Goldware brought this item forward to address with the CBOC members. RCCD staff would like to request that the CBOC meetings be shifted to a different date and for 90 minutes. Member Falcone requested the second Thursday of the month, Member Rizvi prefers Thursdays and Chair Avery asked if there is any opposition to move the meetings to the second Thursday of the month. No members opposed the change to the second Thursday and RCCD staff will adjust the schedule for the 2021 calendar year.

Chair Avery request to discuss and take action on the Bylaws Ad Hoc committee recommendations for the next CBOC meeting. Chair Avery thanked those in attendance.

### ADJOURN

The CBOC Committee adjourned the meeting at 5:15pm.