

Minutes of the Citizens' Bond Oversight Committee Meeting
Riverside Community College District
Culinary Arts Academy and District Office
Executive Conference Room CAADO 309
3801 Market Street
Riverside, CA 92501
July 19, 2018 – 4 pm

Members Present:

Morrie Barembaum
Susan Cash
James Cuevas- arrived at 4:30pm
Clark DuPont
Raymond Hicks

Staff/Guests:

Aaron Brown, *Vice Chancellor, Business and Financial Services*
Peggy Cartwright, *Associate Vice Chancellor Strategic Communications & Institutional Advancement*
Majd Askar, *Director Business Services*
Bart Doering, *Director, Facilities Development*

Members Absent:

Jeanette Hazelwood

Call to Order: 4:00 pm

Approval of Minutes

Approved Hicks /m Cash/s vote: 3-0, 1 abstention

Measure C Financial Update

Measure C Funding

Vice Chancellor of Business and Financial Services Aaron Brown gave an update on the Measure C Funding. Committee members were provided information on the Project Commitments Summary (PCS) and Capital Program Executive Summary (CPES) reports. The CPES report is a planning tool used by District Facilities department and the colleges as it identifies the allocations and project commitments associated with the funding and balance to plan the projects accordingly. Both reports had not been updated. Staff embarked on a process to take to the Board of Trustees, first, the project savings reconciliation report (5/15/18 Agenda Item VIII-D-3) which included a net savings of \$4.3 million, funds that can be repurposed by the colleges and second, the updated CPES report (6/18/18 Agenda Item VIII-D-2). The Project Commitments Summary report is actual accounting and is provided to the CBOC each meeting, this report is accurate, while the CPES report is a planning tool.

Q: Cash - Why was there not transparency to this committee that these procedures were not being done why was it not picked up in any of the audits?

A: Brown – The CPES report is a planning tool and the CBOC is dealing with expenditure of Measure C funds to make sure they conform to the bond authorization.

Q: Cash – How about audits?

A: Brown – Audits are the same, they don't deal with the planning, and they examine how the funds are being spent to ensure they are being spent in accordance with the requirements of the bond.

Q: Cash – Don't they also look at procedures?

A: Brown – They do look at procedures, the District auditors could have identified these issues.

Q: Hicks – The question why this committee didn't see it? What we were provided was the Measure C budget and expenditures, correct?

A: Brown – Yes, this committee is provided information in the Projects Commitments Summary report.

Project Commitments Summary Series A, Series B, Series A Refunding, Series 2007 C, Series 2010 D, Series 2015 E as of June 30, 2018.

Director of Business Services Majd Askar presented the update on the Measure C Project Commitments Summary. Committee members received the financial report with the summary of activities as of June 30, 2018. Changes that occurred since the April 2018, Measure C cash on hand is \$7,269,061 which is about \$585,000 less than in the last report. This reduction is mostly due to expenses related to the RCC Kane Student Services project, Phase II parking lot and IPP and PFP studies. The project closeout amount increased and the in-progress projects reduced. There was an increase in the program reserve contingency of about \$930,000, as projects closeout, funding either goes back to the college or if funding came from contingency or the reserve account it will be returned to the appropriate account. The total project commitments decreased, this is reflective of the project savings, as there is less funding committed to projects.

Current Capital Program Executive Summary

Vice Chancellor of Business and Financial Services Aaron Brown provided information on Current Capital Program

Executive Summary (CPES) report. The highlighted information reflects changes since the earlier report. Major items that reflect funding updates include the Fuel Cell project at Norco College and the Logic Domain CPM System. Coil School for the Arts and MLK renovation at RCC.

A discussion about state funding ensued.

Measure C Project Update

Vice Chancellor of Business and Financial Services Aaron Brown provided an update on the current projects at the Ben Clark Training Center. The corrections training platform, which is grant funded, may require an augmentation of Measure C funds, approximately \$300,000-\$500,000. We are reassessing the project, exploring a more permanent structure instead of a modular facility. Cost estimates will be provided next week. A ground lease agreement was taken to the Board, the County is now pursuing a licensing agreement. Phase 1 construction, Measure C funded project, may require an amendment to the Board based on fair share contribution to the project.

Director Facilities Development Bart Doering presented the Measure C project update. Two Measure C projects were approved by the Board:

Agenda Item (VIII-E-1) 6-19-18

2020-2024 Five-Year Capital Construction Plan, Initial Project Proposals and Final Project Proposals

The California community College Chancellor's Office requires districts to submit an annual Five-Year Capital Construction Plan, Initial Project Proposals (IPP) and Final Project Proposals (FPP) for State Capital outlay funding purposes. RCCD plan included four IPPs and three FPPs:

Initial Project Proposals

1. Norco College – Library Learning Resource Center
2. Riverside City College – MLK Renovation
3. Moreno Valley College – Center for Human Performance
4. Riverside City College – Cosmetology Building

Final Project Proposals

1. Moreno Valley College – Library Learning Center
2. Norco College – Center for Human Performance and Kinesiology
3. Riverside City College – Life Science/Physical Science

The state of California selects one project each year. In order to compete, the projects presented must have the most points. We work with state representatives to make sure the points are in line with other projects. This is being presented to the CBOC because in order to compete there must be a local match and that will come from Measure C funding.

Agenda Item (VIII-E-1) 6-19-18

Cost Proposal for Structural Review for RCC Life Science/Physical Science Buildings with Rodriguez Engineering, Inc.

Gensler was hired to review the current Initial Project Proposal (IPP) for the RCC Life Science/Physical Science Reconstruction Project and convert it into a Final Project Proposal (FPP) based on the current Five-Year Capital Construction Plan. After reviewing the IPP, Gensler requested that a structural review be performed to determine the existence of any structural issues. Any associated costs would then be included in the completed FPP. Rodriguez Engineering, Inc. submitted a cost proposal of \$15,500 for the Life Science Building and \$14,000 for the Physical Science Building, for a total combined cost of \$29,500. Due to the need for Gensler to receive the structural review report in time to complete the FPP and related Five-Year Capital Construction Plan by the submission deadline,

Rodriguez Engineering, Inc. was authorized to proceed with the provision of services. The cost of the services will be funded by RCC's Measure C allocation.

Q: Cuevas – Did they complete the review and was it structurally sound?

A: Doering – Yes it is complete and they found it was sound.

A: Brown – That was used to inform the Five-Year Capital Construction Plan so we can file the FPP.

Measure C Project Summary

Director Facilities Development Bart Doering presented the Measure C project update.

RCC Facilities Master Plan

The Board approved use of RCC Measure C funds of \$500,000 for the Facilities Master Plan Update and hired Gensler in January 2018. The Facilities Master Plan Update is scheduled to be complete in December 2018.

RCC Five Year Capital Construction Plan – Life Science/Physical Science Reconstruction

Initial Project Proposal (IPP) submitted to the state (Funding = State: \$21,776,000/Measure C: \$6,883,000); Gensler was hired in December 2017 to update/refresh the building program for inclusion on the District's Five-Year Capital Construction Plan report. Finalized program/diagrams for Final Project Proposal (FPP).

MVC Student Services Remodel

MVC is considering options for the Student Service Remodel project due to estimated costs exceeding budget availability.

BCTC Center Phase I

Infrastructure costs included in the Phase 1 Ground Lease are being evaluated by the District before the agreement is finalized with the County.

NC Five-Year Capital Construction Plan – Multimedia and Arts Center

An IPP was submitted to the state (Funding = State \$67,828,000/Measure C: \$1,629,000)

Business from Committee Members

Member Recruitment

Associate Vice Chancellor, Strategic Communications & Institutional Advancement Peggy Cartwright shared that MaryAnn Bowman, Taxpayer Organization Representative submitted her resignation effective June 3, 2018.

Recruitment for a new member is on-going.

Public Comments

None

Meeting Adjourned 5:45 pm