



Citizens Bond Oversight Committee

July 26, 2021 – 5:30PM

Location: Zoom Conference

<https://cccconfer.zoom.us/j/95077023413>

Dial: (669) 900-6833 or (346) 248-7799

Meeting ID: 950 7702 3413

Meeting Agenda

I. Welcome/Introductions – Betsy Starbuck, Chair

Chair Starbuck to call the meeting to order and read the following if members of the public are in attendance.

Governor Newsom issued Executive Order N-25-20 on March 12, 2020, and Executive Order N-29-20 on March 17, 2020. Portions of these orders relax parts of the Brown Act. In part, the orders allow elected officials to “attend” a meeting via teleconference WITHOUT having to admit members of the public into the location from which they are participating (N-25-20) and orders that “such a body need not make available any physical location from which members of the public may observe the meeting and offer public comment” (N-29-20).

Anyone wishing to participate may do so via the Zoom link which is listed above. We kindly request public comments be submitted electronically by emailing emenge@sbccd.edu. Submissions must be received 24-hours prior to the posted start time of the meeting.

- *Submissions will be considered a public record under the Public Records Act, and are therefore subject to public disclosure.*
- *Submissions will be read aloud at the meeting and must comply with the five- minute time limit.*
- *Submissions must either address an item listed on the agenda, or be within the subject matter jurisdiction of the committee.*

Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the committee may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the committee may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action. Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor’s Office at (909) 388-6902 as far in advance of the Board meeting as possible.



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I. Welcome/Introductions Cont.

- A. Recognition of Past CBOC Members
- B. Election of Chairperson
- C. Election of Vice Chairperson

II. Public Comment

Staff will read public comments received electronically and announce if any verbal public comment requests have been made for the committee.

III. Approval of Minutes

- A. February 1, 2021 – All votes to be taken by roll call.

IV. Current Business – Status of the Bond

- A. Expenditures Report - Andrea Brown, AECOM Measure CC
Financial and Contract Manager
- B. Measure CC Bond Program Update - Scott Jewell, AECOM Measure CC
Interim Program Manager

V. Future Meetings & Adjournment



Citizens Bond Oversight Committee

Zoom Conference <https://cccconfer.zoom.us/j/99445190963>

February 1, 2021 – 5:00 p.m.

Meeting Minutes

Members Present – Don Averill, Senior Citizens; Dana Carter, Member at Large; Sam Irwin, Foundation; Frankie Jimenez, Local Business Organization; Jim Mulvihill, Member at Large; Evelyn Olive, Students; Betsy Starbuck, Bona-Fide Taxpayer Organization; Kristin Washington, Member at Large; Sonja Wilson, Member at Large

Members Absent – None

District Staff Present – Kevin Horan, CHC President; Mike Strong, CHC Vice President of Administrative Services; Farrah Farzaneh, Director of Facilities Planning, Emergency Management & Construction; Steve Sutorus, Business Manager; Larry Strong, Director of Fiscal Services (*partial attendance*); Ryan Smith, SBVC Campus Project Manager; Leilani Nuñez, CHC Campus Project Manager; Ynez Canela, Local Business Outreach Administrator

Others Present – Brandon Harrison and Ryan Milligan, Eide-Bailly

I. WELCOME/INTRODUCTIONS

On behalf of Chair Betsy Starbuck, who was running a little late, Vice Chair Dr. Don Averill called the meeting to order at 5:03 p.m. and read the information regarding Executive Orders N-25-20 and N-29-20.

II. PUBLIC COMMENT

There were no comments from the public.

III. APPROVE MINUTES OF MEETING ON JULY 20, 2020

Committee members were asked to review a newer version of the minutes than was included in the original packet. The revised minutes were shared onscreen. Chair Starbuck arrived and took over facilitation of the meeting. Dr. Averill made a motion, which Jim Mulvihill seconded, to amend the July 20, 2020, minutes as follows:

- Indicate that Sam Irwin had been in attendance and had voted aye to all motions.
- Add discussion of the reappointment of Chair Starbuck and Evelyn Olive.
- Correct the spelling of Dana Carter's last name from Carver in the first paragraph.

The motion was approved by the following vote, which was taken via role call:

Ayes: Averill, Carter, Irwin, Jimenez, Mulvihill, Olive, Starbuck, Wilson, Washington
Noes: None
Abstentions: None
Absent: None

IV. CURRENT BUSINESS

A. SBVC Project Update

Campus Project Manager Ryan Smith shared information about SBVC's construction projects. SBCCD has just received Division of the State Architect comments on the Technical Building drawings. The CBOC saw a brief video related to the project, which was well received.

B. CHC Project Update

Campus Project Manager Leilani Nuñez was introduced to the CBOC. She addressed the committee on CHC construction projects. Ms. Nuñez talked about the Performing Arts Center, which was just coming out of schematic design. It is one of the larger Crafton projects. She also spoke briefly about the New East Valley Public Safety Training Center, the Central Complex 2 Renovation, and the Child Development Center Renovation.

Dr. Averill confirmed that the New East Valley Public Safety Training Center would be on campus in the current Parking Lot J location. Mr. Carter questioned whether there were plans to compensate for the lost parking lot. Committee members asked about the number and location of campus parking spaces. Ms. Nuñez advised that additional parking would be incorporated into the new Performing Arts Center. Vice President of Administrative Services Mike Strong confirmed that staff understands the parking crunch and indicated that the construction projects will result in a net gain of spaces. Ms. Nuñez made a note to keep the CBOC advised of updates regarding the parking spaces as the design process unfolds.

C. Review of 2019-20 Measure M/Measure CC Audit Report

Local Business Outreach Administrator Ynez Canela introduced Ryan Milligan and Brandon Harrison from SBCCD's audit firm, Eide Bailly. Mr. Harrison addressed the committee on the 2019-20 audit reports for Measure M and Measure CC.

He explained that the SBCCD financial statements had been reviewed and given an unmodified opinion, which is the best result for an audit. There was one finding which was accepted and corrected. He advised that there is approximately \$31 million in Measure M. The performance audit piece verifies change orders and compares expenditures to bond documents. There were no findings in the performance audit of Measure M.

Sonja Wilson asked about Page 9, Note 5 on Interfund Receivables in the Measure M audit. Mr. Harrison explained that if an expenditure is made from a different fund on behalf of the bond fund, an accounting entry should be setup for the bond fund to repay it. The question was raised as to whether this issue had been addressed. Mr. Harrison indicated an audit firm will check that all notes made in the prior year's audit have been addressed. As for the current year note, it would be checked during the next year's audit.

Current staff present at the meeting could not answer the accounting question and Chair Starbuck requested that 1) SBCCD have the appropriate people on hand to answer

financial questions when the CBOC convenes, and 2) an answer be provided to the CBOC in writing, prior to their next meeting, as to whether or not Note 5 had been addressed.

Ms. Washington commented that given the long periods of time between meetings, it is helpful to have questions answered in writing within a couple weeks of the meeting. Chair Starbuck added that it would also be helpful to get the draft minutes within a week or two of the meeting, as well, so they could be reviewed when still fresh. Ms. Canela took note of the request.

Mr. Harrison addressed the committee on the Measure CC audit, advising that SBCCD management has addressed the concerns noted in the letter and that the audit indicates no comingling of funds between measures.

Ms. Washington mentioned the finding on page 13 of the Measure CC audit and asked what procedure is followed by the District to correct invoices being incurred twice. Business Manager Steve Sutorus advised that this information could be provided by the Accounting staff. Chair Starbuck and Ms. Washington asked that the question be noted in the minutes and an answer provided prior to the next meeting.

Dr. Averill made a motion to receive the audit, which Mr. Mulvihill seconded. The motion was approved by the following vote.

Ayes: Averill, Carter, Irwin, Jimenez, Mulvihill, Olive, Starbuck, Wilson, Washington
Noes: None
Abstentions: None
Absent: None

The auditors from Eide Bailly left the meeting.

D. Review/Approve 2019-20 Annual Report

Ms. Canela reviewed the report with CBOC members. Chair Starbuck invited comments from committee members. Ms. Wilson commented that she liked the format, found the report to be thorough, and hadn't spotted any typos. She expressed her desire to review the numbers from the previous year's report, which Ms. Canela pulled up from an online version. Dr. Averill advised that everything looked good to him. Ms. Washington asked why the July 20, 2020 meeting hadn't been included and it was clarified that this meeting was for the current fiscal year, and not the 2019-20 fiscal year, which is the subject of the report.

Dr. Averill made a motion to approve the report, which Mr. Mulvihill seconded. The report was approved by the following vote.

Ayes: Averill, Carter, Irwin, Jimenez, Mulvihill, Olive, Starbuck, Wilson, Washington
Noes: None
Abstentions: None
Absent: None

Chair Starbuck agreed to present the report at the March 11, 2021 Board meeting. Dr. Averill asked to receive an invite reminder to that meeting so that he, too, could attend.

V. FUTURE MEETING & ADJOURNMENT

After some discussion, committee members decided that a meeting would be scheduled for July 12, 2021.

It was questioned whether or not the committee should meet any earlier to review expenditures, and Ms. Canela mentioned that a dashboard was being developed that could be viewed by the public and the CBOC at any time. CBOC members expressed a desire to review such a dashboard before it is finalized. Therefore, if the development of the dashboard proceeds as anticipated, and is ready for review, Ms. Canela will work to schedule a meeting in May of 2021.

IV. CURRENT BUSINESS *(out of sequence)*

C. Review of Measure M/Measure CC Audit Report

Chair Starbuck welcomed Director of Fiscal Services Larry Strong, who had joined the meeting, and redirected the committee to the previous audit-related questions. Mr. Strong thanked everyone for the opportunity to address the CBOC and apologized for not being present earlier.

Regarding the question about Note 5 on Page 9 of the Measure M audit, Mr. Strong explained that the unmodified opinion received from the auditors indicated that SBCCD's financial statements were 100% correct. He commented that from time to time, the auditors may spot accounting entries that need to be adjusted and then note these in the audit. If this had been an error, then it would have been categorized as a finding rather than a note. Ms. Wilson wanted to know if the money has been repaid. Mr. Strong did not have the data in front of him, however, he indicated that these items are addressed on a regular basis and if it has not yet been processed, he was confident it will be.

Chair Starbuck mentioned that, in her experience, financial reports are generally completed by the end of the calendar year. Mr. Strong explained that SBCCD usually follows this timing as well, however, the audits were delayed due to the auditors not having guidelines from the federal government for COVID-19 related grant expenditures. He advised that the bond audits are the first two of SBCCD's reports that have been completed.

Ms. Wilson asked Mr. Strong about the finding on page 13 of the Measure CC audit surrounding duplicate payment of an invoice. Mr. Strong felt that was an excellent question and replied that the finding revolved around the duplicate recording of an invoice twice, and not a duplicate payment. He went on to say that this was the result of a clerical error, which was corrected during the audit. Going forward, staff has strengthened its internal controls.

V. FUTURE MEETING & ADJOURNMENT (continued)

Chair Starbuck recapped that a meeting would be scheduled for May, if deemed prudent by staff, to review the SBCCD expenditure dashboard.

The annual CBOC meeting was set for July 12, 2021 at 5:30 p.m. (The start time was shifted from 5:00 p.m. to accommodate schedule of one of the members.)

The meeting was adjourned at 6:20 p.m.

Not Yet Approved



Measure CC

Bond Program Update

July 2021

Table of Contents

- 03** Program Status
- 04** Priority Focus: Plans and Standards
- 05** Leveraging State Matching Funds
- 06** Local Business Enterprise Program & MBE/WBE/VBE Goals
- 07** Construction Change Orders
- 08** Projects Underway
- 15** 2021-2022 Projects



MEASURE CC

BUILDING NEW OPPORTUNITIES FOR
OUR STUDENTS & OUR COMMUNITY



Program Status

\$578M Total Funding

\$470 Million

Measure CC

\$75 Million

Measure M

\$33.4 Million

State Funding

7

**Major Projects
Underway**



MEASURE CC

BUILDING NEW OPPORTUNITIES FOR
OUR STUDENTS & OUR COMMUNITY



Priority Focus: Plans and Standards

- Program Management Information System
- Program Management Procedures
- Construction Management Onboarding
- Construction Management Procedures
- Design Standards & Management
- Project Scope Validation
- Master Schedule
- Bond Spending Plan



Leveraging State Matching Funds

Targeted State Funding	Amount
SBVC Tech Building Replacement	\$33.4 M
CHC Performing Arts Center Replacement	\$6.5 M*
Total Targeted State Funding	\$39.9 M



**Pending Board Approval August 2021*



MEASURE CC

BUILDING NEW OPPORTUNITIES FOR
OUR STUDENTS & OUR COMMUNITY



Local Business Enterprise Program

Board Policy 6610 Tracking

- Local Hire Goal: 50%
 - Local Hire to Date: 58%
- Local Business Goal: 25%
 - Local Business to Date: 49%
- XBE Goals:
 - MBE/WBE: 25%
 - VBE: 10%
- XBE to Date:
 - MBE/WBE: 11%
 - VBE: .03%

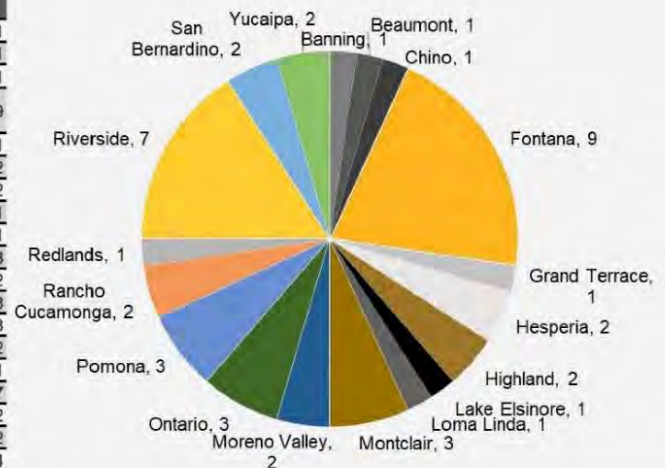
WORKFORCE REPORT

ALL PROJECTS (Local Hire)



	By City	
	Total	Local
Head Count	76	44
Hours	4457	2951
Payment	\$ 199,768.00	\$ 130,581.00

All Projects Local Cities	Workers
Banning	1
Beaumont	1
Chino	1
Fontana	9
Grand Terrace	1
Hesperia	2
Highland	2
Lake Elsinore	1
Loma Linda	1
Montclair	3
Moreno Valley	2
Ontario	3
Pomona	3
Rancho Cucamonga	2
Redlands	1
Riverside	7
San Bernardino	2
Yucaipa	2
Total	44



*Data based on 484 contracts, as of March 2021. 236 Contracts to local businesses, 16 contracts to VBE's, 56 Contracts to WBE/MBE's.

Construction Change Order Goals Update

Campus	Original Contract Amount	Change Orders	New Contract Amount	Change Order % of Program Contracts
San Bernardino Valley College	\$776,541	-\$14,340	\$762,200	-1.85%
Crafton Hills College	\$2,696,656	\$4,511	\$2,701,167	0.17%
District-Wide	\$185,805	\$4,812	\$190,617	2.59%
Total for Change Orders	\$3,659,002	\$-5,017	\$3,653,984	-0.14%

- Program-Wide Construction Change Order Goal Commitment: 5%
- Construction Change Order Percentage to Date: -0.14%



SBVC Technical Building Replacement



Project Budget: \$107M

Delivery Method:
Design-Bid-Build

Targeted State Funding: \$33.4M

Project Status:

DSA Approval 5/27/21

Next Step: Chancellor's Office/ DOF Review

Anticipated Start of Construction: Fall-21

Anticipated Project Completion: Winter-24



CHC Performing Arts Center



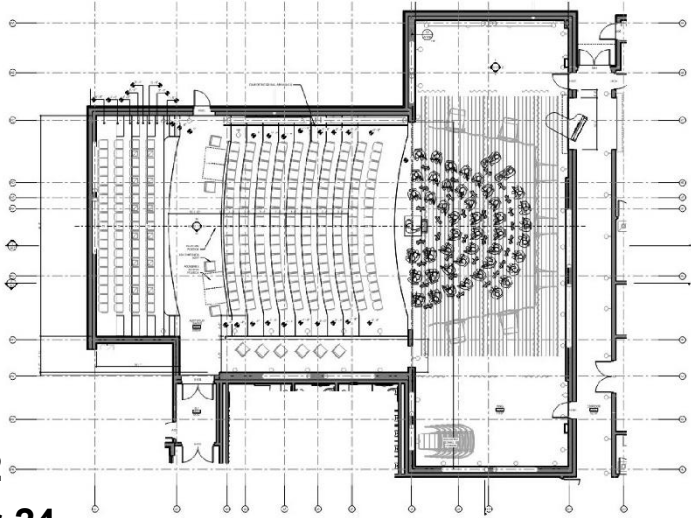
Project Budget: \$41M

Delivery Method:
Design-Bid-Build

Targeted State Funding: \$6.5M

Project Status:
In Design

Anticipated Start of Construction: Fall-22
Anticipated Project Completion: Summer-24



SBVC Softball Field



Project Budget: \$6.2M

Delivery Method:
Design-Bid-Build

Project Status:
DSA Design Review: Approved

Anticipated Start of Construction: TBD
Anticipated Project Completion: TBD



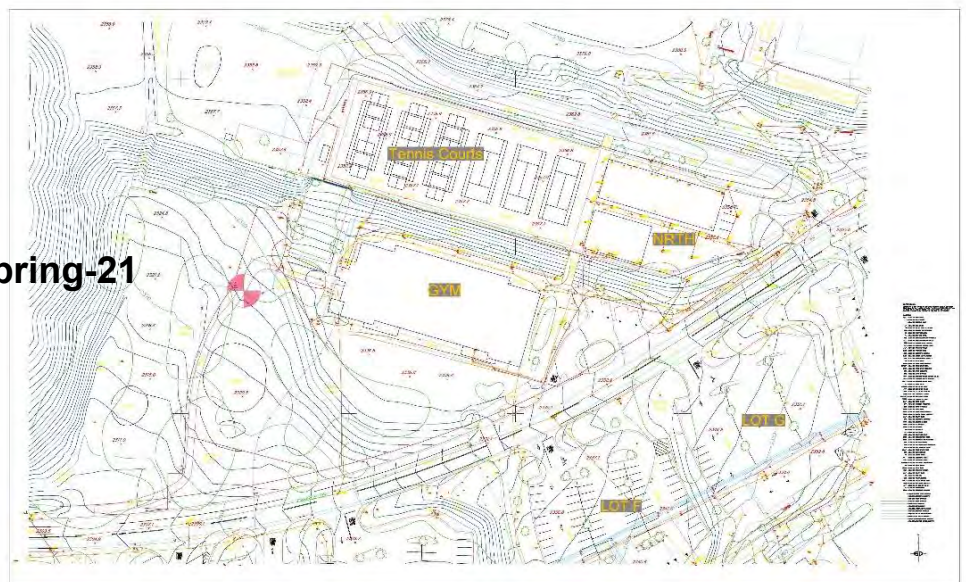
CHC Gym Demolition



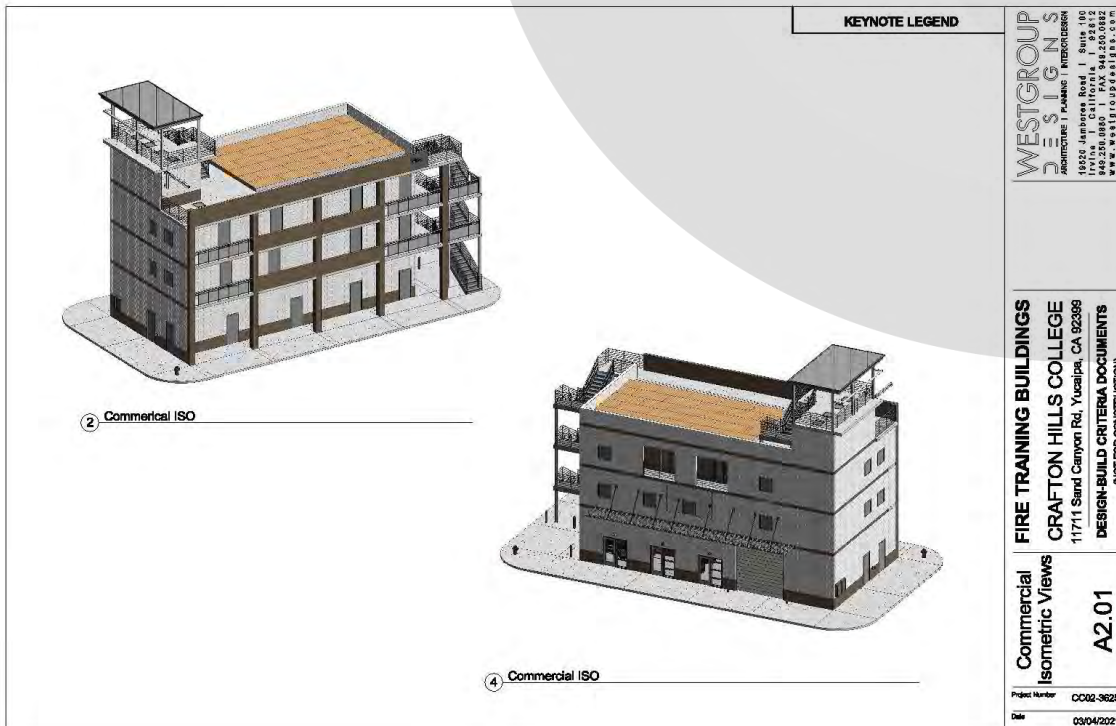
Project Budget: \$3.4M

Delivery Method:
Design-Bid-Build

Project Status: Closeout
Anticipated Completion: Spring-21



CHC East Valley Public Safety Training Center



Project Budget: \$9.5M

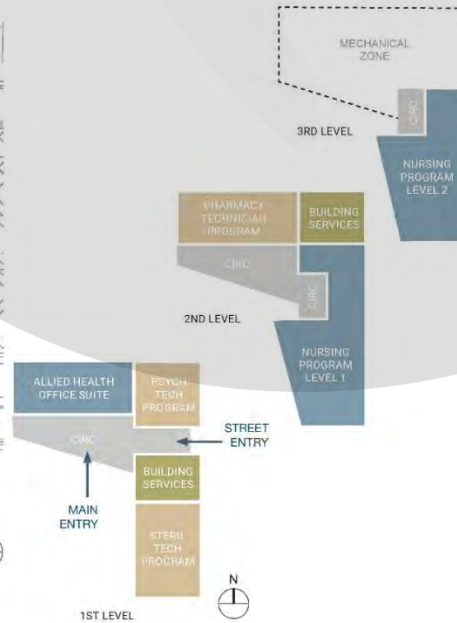
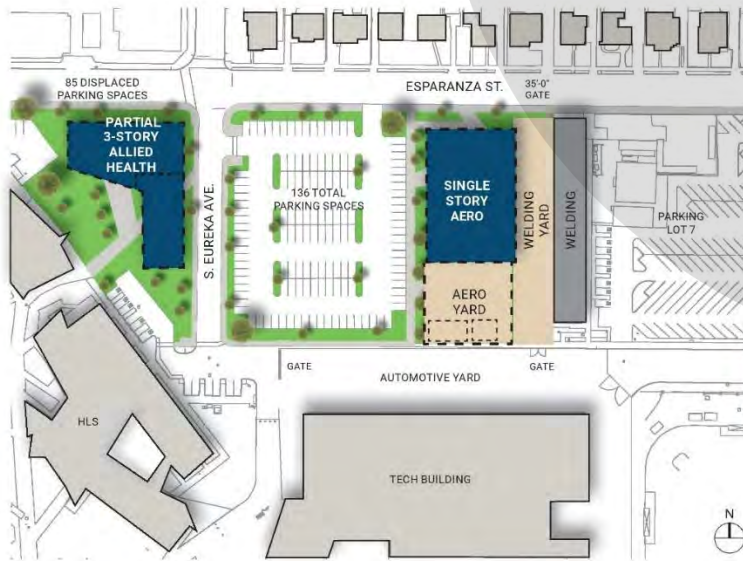
Delivery Method:
Design-Build

Project Status:
Design-Build Entity Procurement

Anticipated Start of Construction: Summer-22
Anticipated Project Completion: Summer-23



SBVC Career Pathways 2



Site Diagram - Scenario 2b

PARKING SPACES	
85	DISPLACED
136	NEW
51	NET GAIN

Allied Health & Aeronautics
San Bernardino Valley College
Feasibility Study



HMC Architects

Project Budget: \$89M

Delivery Method:
Progressive Design-Build

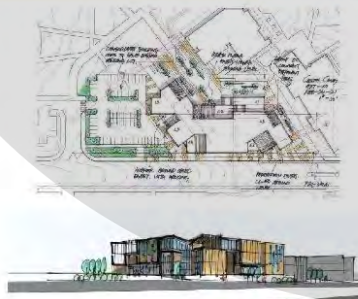
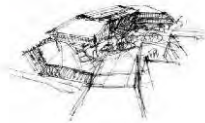
Project Status:
Criteria Documents: Complete
Design-Build Entity Procurement

Anticipated Start of Construction: Winter-23
Anticipated Project Completion: Fall-25

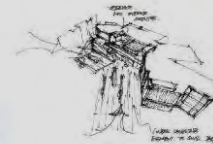
SBVC Student Services Building

OPTION COMPARISON

**Option 01
"Multi Tool"**



**Option 02
"Gift Boxes"**



**Option 03
"Open Pavilion"**



**Option 04
"Red Carpet"**



OPTION COMPARISON

Project Budget: \$104M

Delivery Method:
Progressive Design-Build

Project Status:
Criteria Documents: Completed

Anticipated Start of Construction: Summer-23

Anticipated Project Completion: Fall-25



2021 – 2022 Projects

- CHC Central Complex 2 Renovation (*\$17.2M Design-Build*)
- CHC East Instructional Building (*\$54.1M Progressive Design-Build*)
- CHC Crafton Hall Renovation (*\$4.1M*)
- CHC Child Development Center Renovation (*\$3.8M*)
- CHC Student Support Building (*\$2.2M*)
- Campus-Wide Infrastructure:
 - ✓ Campus-Wide Site Improvements
 - ✓ Campus-Wide Utility Metering
 - ✓ CHC Security Upgrades
 - ✓ CHC Irrigation Replacement
 - ✓ CHC Accessibility Improvements
 - ✓ SBVC Planetarium Upgrades
 - ✓ SBVC Campus Roofing Replacements
 - ✓ SBVC East Wing Upgrades
 - ✓ SBVC HLS/PLS Fume Hood Replacement





Measure CC Bond Program



Citizens' Bond Oversight Committee

July 26, 2021

Agenda

1 Welcoming
Recognition of Past CBOC Members
Election of Chairperson
Election of Vice Chairperson

2 Public Comment

3 Approval of Minutes
February 1, 2021

4 Expenditures Report
Andrea Brown, AECOM Measure CC
Financial and Contract Manager

5 Measure CC Bond Program Update
Scott Jewell, AECOM Measure CC Interim
Program Manager

6 Future Meeting & Adjournment
November 2021

Recognition of Past CBOC Members



Sonja Wilson
Fontana, CA
July 1, 2019-June 30, 2021



Sam Irwin
Redlands, CA
July 1, 2019-June 30, 2021



Dana Carter
Yucaipa, CA
July 1, 2019-June 30, 2021

Recognition of Past CBOC Members



Certificate of Appreciation

This certificate is awarded to

SONJA WILSON

For dedication and commitment to the
San Bernardino Community College District
Citizens Bond Oversight Committee
2019—2021

Jose F. Torres, Interim Chancellor July 26, 2021



Recognition of Past CBOC Members



Recognition of Past CBOC Members



Certificate of Appreciation

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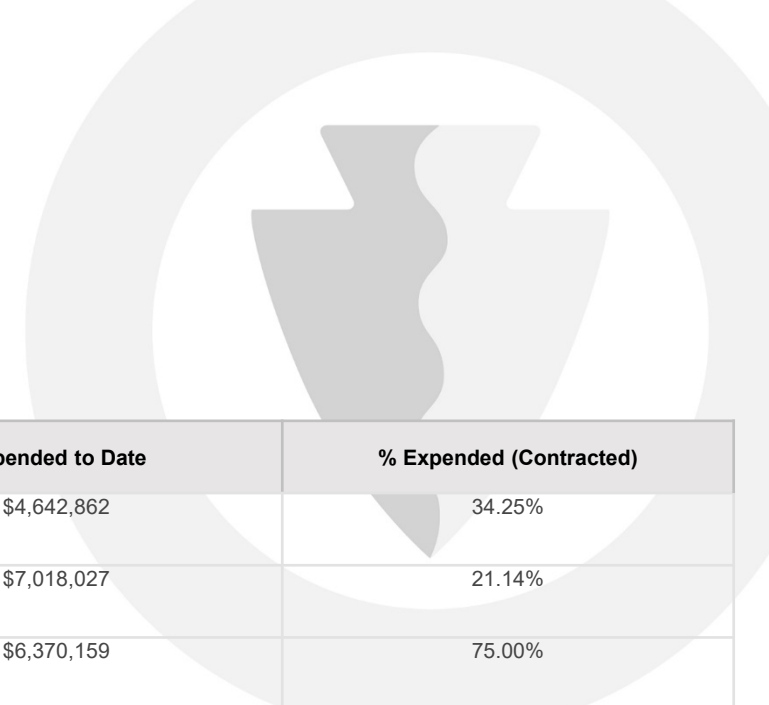
DANA CARTER

For dedication and commitment to the
San Bernardino Community College District
Citizens Bond Oversight Committee
2019—2021

Jose F. Torres, Interim Chancellor July 26, 2021



Measure CC Expenditures Report to date as of July 20, 2021



Site	Current Budget	Contracted	Expended to Date	% Expended (Contracted)
Crafton Hills College	\$146,981,123	\$13,555,805	\$4,642,862	34.25%
San Bernardino Community College District Wide	\$59,725,515	\$33,191,090	\$7,018,027	21.14%
San Bernardino Valley College	\$371,728,362	\$8,493,018	\$6,370,159	75.00%
	\$578,435,000	\$55,239,913	\$18,031,048	32.64%

Definitions of Columns Titles

- Current budget: budget approved to date by SBCCD BOT. Includes all funding sources (Measure M, Measure CC, State Capital Outlay)
- Contracted: currently issued projects
- Expended to date: amount spent to date
- % Expended (Contracted): percentage spent for contracts issued to date

Measure CC Bond Program Update



Measure CC
Bond Program Update
July 2021



Future Meetings

November 2021:

- Monday, November 1st
- Monday, November 8th
- Monday, November 15th



Thank You!

