Minutes

I. Call to Order

a. Call to Order – The meeting was called to order at 6:05 p.m.

b. Pledge of Allegiance – Student Alejandro Robles led the Pledge of Allegiance.


d. Welcome and Introductions – All COC Members introduced themselves and stated the name of the Board of Trustee who appointed them to the committee. President Reyes introduced himself as the newly appointed President of Rio Hondo College. President Reyes shared his appreciation of all the work and commitment of the committee members.

e. Open Communication for Public Comment – None

f. Approval of Minutes – March 19, 2019 – The COC Members voted to approve the minutes. Member Lopez made motion to approve; Member Diaz seconded.

II. Reports/Presentations

a. President’s Update: Superintendent/President Reyes reported on the following items:

1) During the recent Board Meeting, concerns of the expenditures and the water towers and facilities were discussed. Moving forward at each committee meeting, Del Terra representatives and Yulian Ligioso will provide the committee with relevant information pertaining to the bond and development.
2) President Reyes reminded all committee members of the President’s Welcome Reception on Friday, September 20, 2019. This event will be held in the lower quad at Rio Hondo College.

b. Bond Quarterly Expenditure Reports: Vice President of Finance and Business Yulian Ligioso reviewed the reports in the Bond Measure A packet. The Projects Expenditure Summary summarizes each project expenditure as of June 30, 2019. The second report includes the Project Details that break down the project by each vendor.

The College has spent approximately $741,199 (TTD) as shown on the summary review spreadsheet. Vice President Ligioso pointed out that the four major projects include the: 1) seismic consultant, cm services, inspection and testing, 2) updates on the central plant, 3) the bookstore and print store renovations, and 4) the nursing facilities.

Dr. Reyes inquired about the differences of the geotech from seismic testing or projects.

Jerry Quemada of Del Terra informed the committee that the State Department requested that the seismic be completed. All schools that were in line for funding had to perform the seismic testing. The geotech services are all the underground testing on the L-tower. This work has to do with returning the soil and digging upward for footings and the lab. That will also include the special lab when the special inspections are completed.

Dr. Sanchez asked about the anticipated timeframe of the project.

Vice President Ligioso indicated the expected completion is August 2020, and also addressed the Rio Plaza project.

c. Building Program Progress Report: Jerry Quemada of Del Terra provided a report on the Building Program, which includes the following current and upcoming projects.

1) L-Tower Seismic Upgrade – architects for this project are Westberg & White Architects. The building panels have been removed and once the storefront comes in, there will be windows on the exteriors. Additionally, some portions of the concrete will remain. Discussed the preparation for the seismic upgrades. There are ongoing preparations of the exterior concrete beams and columns prior to installation of new storefront system. The installation of new HVAC ducting and hydronic piping throughout the building is also ongoing. The existing handicap parking in Lot B will also be modernized and
an ADA ramp to accommodate ADA access to the L tower is currently being constructed. A picture slideshow of all the current project work was shown and overviewed.

2) Upcoming projects include: A follow-up meeting with architectural details is requested and will be scheduled for DSA final review and approval. Renderings of Rio Plaza were shown.

**Other Business:** Vice President Ligioso mentioned Ruthie Retana, Director of Marketing created a marketing packet for Rio Hondo that is distributed to all committee members at today’s meeting. Regina Mendoza will mail these packets to both Member Lopez and Member Jauregui, since they joined the meeting by conference phone call. Vice President Ligioso and Jerry Quemada also informed the committee members that today’s tour would include the KDA, the Tesla program facility, the gymnasium and swimming pool areas.

d. **Annual Report:** the COC is required to complete an annual report, per the COC Bylaws. Vice President Ligioso drafted a template of the annual report for the committee members and asked that the members appoint a committee of four (4) members to complete the annual report. The Annual Report will be based on the 2017-2018 data and will include the audit report, agendas and minutes, the bylaws, as well as the resolutions. There will also be a statement of compliance and an updated COC member list. The last section will describe the bond itself. This annual report will then be presented to our board.

Owen Newcomer asked about the timeframe or deadline of the annual report.

The bylaws do not list a required timeline or date. This upcoming COC annual report will be the first and will be based on 2017-2018 data. The COC can assist with the financial piece and will also include the data that Del Terra provided.

Discussion continued as to the differences between the college’s annual report and the COC’s annual report. Rio Hondo creates a general annual report, whereas the COC’s annual report is specific to the bond. Audits must be delivered to the COC and to the Board by March 31st. So the bond audit is completed by January.

Calls for nomination for the COC annual report committee took place. Member Ferrada nominated herself. Member Diaz nominated Member Canchola. Dr. Sanchez nominated herself. Member Valencia Lopez
nominated himself. Dr. Sanchez closed the nominations and will be in touch with the annual report nominated committee members.

Vice President Ligioso informed the committee that the COC bylaws indicate all COC members can serve two (2) terms. All committee member appointed terms will be updated and all members will be informed.

The next COC meeting will be held on November 4, 2019 at 6:00 pm at the Pico Rivera off-site location. Photos will also be arranged for the November 2019 meeting. The following meeting can be held at the El Monte site.

The COC members decided not to set the meeting dates for the rest of 2020 until the new student member arrives.

e. Future Meeting Date and Place: The next meeting will take place at 6:00 p.m. at the Pico Rivera location, with a tour to be coordinated by Vice President Yulian Ligioso and his Facilities Services after the meeting adjourns.

III. Comments from Committee Members

Member Newcomer thanked everyone.

Member Diaz thanked everyone and indicated it was his last meeting.

Member Valencia Lopez welcomed Dr. Reyes and also thanked Member Jauregui for accommodating him on the telephone call, and he’s happy to be on board.

IV. Adjournment – The meeting adjourned at 6:50 p.m. Member Diaz moved to adjourn the meeting; Member Newcomer seconded.