

APPROVED

**CITRUS COMMUNITY COLLEGE DISTRICT
REGULAR MEETING MINUTES
OF THE CITIZENS' OVERSIGHT COMMITTEE
CITRUS COLLEGE**

**Thursday, September 19, 2024
3:30 p.m. in AD 109**

Regular Meeting

The Citizens' Oversight Committee met for a Regular Meeting on Thursday, September 19, 2024, at 3:30 p.m. in AD 109.

Members Present

Joseph Porreca
Jess Swick
Brenda J. Trainor
Joshua Lao

Staff Present

Lori Amato
Claudette Dain
Fred Diamond
Dr. Greg Schulz

Members Absent

Brian Bowcock
Susan M. Keith

Guests Present

None

I. CALL TO ORDER/INTRODUCTIONS/COMMITTEE MEMBERSHIP

The meeting was called to order by Mr. Swick at 3:42 p.m. Ms. Dain introduced and welcomed the two new committee members, Joseph Porreca, member-at-large, and Joshua Lao, student representative.

II. PUBLIC COMMENTS

None

III. APPROVAL OF MEETING MINUTES

Mr. Swick called for a motion to accept the minutes of March 21, 2024, as presented. Ms. Trainor motioned that the minutes be approved. The motion was seconded by Mr. Swick. The minutes of March 21, 2024, were approved as follows:

4 yes – (Porreca, Trainor, Swick and Lao)
Bowcock and Keith were absent from the meeting

IV. BOND FINANCIAL STATEMENT

Ms. Dain reviewed the financial statement which reflects all revenue and expenses for the Measure Y bond program, through June 30, 2024. The second issuance of bonds, in the amount of \$100 million, was approved by the Board of Trustees in June 2024. These bond funds will be deposited into an account at the

Los Angeles County Office of Education (LACOE) for Citrus College. Expenses for the Center for Excellence and Other non-Capital Expenses (administrative and oversight expenses that are not project specific) total approximately \$1.3 million since the beginning of the bond program. Cumulatively, interest earned is approximately \$3.7 million. As planning and work begins to ramp up for the Science Building, expenses incurred will be reflected on future reports.

V. BOND PROJECTS/STATUS UPDATE

Mr. Diamond presented the Bond Projects Status Update, which included details about the current activity for Measure Y.

- CEQA – Comment and answer period is underway.
 - Chambers Group, the consultant hired to assist with the CEQA report, is preparing the rebuttal to the comments received by several organizations.
- Science Building Design/Build RFQ/P – Complete
 - (5) Design/Build Entities (DBE) submitted proposals and met the qualifications.
 - Two-part process involved two job walks
 - Formal interviews of DBE; Citrus College had a formal interview panel with five voting members and two monitors, one being legal counsel.
 - Results
 - Balfour Beatty Construction and Westberg White Architects were awarded the Design/Build project by the Board of Trustees at the August 20, 2024 board meeting.
 - Execution of the agreement process is underway.

Ms. Dain explained that the college's prior projects were completed under the traditional Design/Bid/Build method. An architect team would develop the building design and then proposals would be solicited from contractors for construction. The contractor with the lowest responsive and responsible bid would be awarded the project. The contractor would then build to what the architect previously designed.

Under the Design/Build method, the architect and the builder work together to develop the design. This method results in a more coordinated design and construction efforts that will save time and costs. The college wants to ensure they are maximizing taxpayers' dollars and ensuring that as many projects as possible can be completed with the bond funds available.

Once the agreement with the DBE for the Science Building is finalized, the Notice to Proceed will be issued to begin the design process. The project will need to be reviewed and approved by the Division of the State Architect before any construction of the actual building can begin. However, the DBE may decide to begin some demolition and underground utility work, depending on their schedule and labor force, as early as the next six months.

VI. FUTURE AGENDA ITEMS

- Bond Financial Report
- Bond Projects/Status Update

VII. ADOPT 2025 MEETING SCHEDULE

Thursday, March 27, 2025

Thursday, June 5, 2025 – Campus Tour

Thursday, September 25, 2025

Thursday, December 4, 2025

Meetings will be held in AD 109 at 3:30 pm.

Ms. Trainor motioned to adopt the proposed Citizens' Oversight Committee meeting dates for 2025. The motion was seconded by Mr. Porreca. The COC meeting dates were approved as follows:

4 yes – (Porreca, Trainor, Swick and Lao)

Bowcock and Keith were absent from the meeting

VIII. NEXT MEETING DATE

Thursday, December 12, 2024

IX. ADJOURNMENT

Meeting adjourned at 4:15 p.m.

Respectfully submitted,

Lori Amato

Administrative Assistant

Office of the Vice President of Finance and Administrative Services