

APPROVED

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

**Thursday, September 25, 2025
3:30 p.m. in AD 109**

Regular Meeting

The Citizens' Oversight Committee met for a Regular Meeting on Thursday, September 25, 2025, at 3:30 p.m. in AD 109.

Members Present

Brian Bowcock
Susan M. Keith
Miho Obata
Joseph Porreca
Dr. Patricia Rasmussen
Brenda J. Trainor

Staff Present

Lori Amato
Claudette Dain
Fred Diamond
Dr. Greg Schulz

Members Absent

Jess Swick

Staff Absent

Wade Ellis

I. CALL TO ORDER/INTRODUCTIONS/COMMITTEE MEMBERSHIP

The meeting was called to order by Mrs. Keith at 3:31 p.m. Ms. Dain welcomed the new student representative, Miho Obata.

II. PUBLIC COMMENTS

None

III. APPROVAL OF MEETING MINUTES

Mrs. Keith called for a motion to accept the minutes of March 27, 2025, as presented. Mr. Bowcock motioned that the minutes be approved. The motion was seconded by Dr. Rasmussen. The minutes of March 27, 2025, were approved as follows:

6 yes – (Bowcock, Keith, Obata, Porreca, Rasmussen, Trainor)
Jess Swick was absent from the meeting

IV. BOND FINANCIAL REPORT

Ms. Dain reviewed the financial report which recaps all revenues and expenses for the Measure Y bond program. The report provided at the meeting included the revenues and expenses from July 1, 2021 through June 30, 2025. Most of the activity thus far has been in the revenues. The original bond authorized by

the voters was \$298 million and the college has issued approximately \$149 million of the original amount. There will be more bonds issued when projects begin, as needed. The interest earned, totaling approximately \$9.12 million, has surpassed the original interest budget amount of \$5.96 million; therefore, an adjustment increasing the interest budget by \$3.16 million is noted on the report.

The District has decided to fully fund the Center for Excellence project from its capital outlay funds; so no future expenses will be included on the Bond Financial report for this project. The \$30 million remaining under the Center for Excellence project will be re-distributed to other projects on the list. The Science Building project is moving along and has cumulative expenses of \$2,254,940.

Expenses under the Other Non-Capital category include administrative expenses associated with costs that cover all projects, such as the CEQA and other pre-programming services. The total expenditures for the Measure Y bond program, through 6/30/25, are \$3,612,891.

A question was asked about where money can be deposited to earn interest. Ms. Dain explained that the college's funds are deposited with the county treasurer's office through the Los Angeles County Office of Education (LACOE). The funds are held at the county treasurer's office in an educational pool account and the interest earned on the District's various accounts are added back to each specific account balance. The pool offers a competitive market interest rate. The District is not allowed to invest with outside sources. Interest earned on Bond funds needs to stay in the Bond account and must be used under the same guidelines as is noted in the Measure Y Bond.

V. BOND PROJECTS/STATUS UPDATE

The Bond Projects Status Update, which included information about the current activity for Measure Y, was reviewed by Mr. Diamond.

- CEQA—Comment, answer and filing period—**completed**
 - Chambers Group—prepared responses
 - BOT approved—Mitigated Negative Declaration (MND)
 - BOT Meeting—September 9, 2025
 - Recorded—September 11, 2025
 - Notice of Determination—September 11, 2025
- Science Building
 - Design Build Delivery
 - Balfour Beatty Construction
 - Westberg White Architects
 - Administrative Process—continues through project closeout
 - Working Drawings—underway
 - Mr. Diamond shared that the design/architect team met with DSA for a pre-review of the Science

Building plans and specifications and no major issues were identified.

- Final Stakeholder User-group Meeting—scheduling
- DSA Submission—November 12, 2025
- Mr. Diamond shared that the new Science Building has been chosen to receive an award for its design at the upcoming Community College Facility Coalition (CCFC) annual conference. Additional details about the award will be shared at the next COC meeting.
- Career Technical Education (CTE) Building
 - Proposition 2 Statewide Facilities Bond—approved
 - California Community College Chancellor’s Office (CCCCO) / Department of Finance (DOF) action letter received
 - Design Team— Award of Contract to HPI Architecture
 - Schematic design is underway
 - Stakeholder user group meetings are underway
- Classroom Building
 - Final Project Proposal (FPP) submitted to CCCCCO

The college received the official letter from the Department of Finance authorizing the release of the state matching funds to the District for the Career Technical Education (CTE) project. As such, planning activity will begin on this project. A few programs that will benefit from this building are automotive, architecture, construction management, cosmetology, dental, drone technology, nursing, and water technology, to list a few. The new Science building will complement the Educational Development building with additional space for labs and the science programs.

Ms. Dain explained that all the projects approved under Measure Y, as part of the college’s Educational and Facilities Master Plan (EFMP), are non-growth projects. Which means that the existing square footage coming off-line will be replaced with similar square footage in the new buildings when they come on-line.

VI. FUTURE AGENDA ITEMS

- Bond Financial Report
- Bond Projects/Status Update
- Photos/Drawings of Future Projects
- Set Meeting Dates for 2026

VII. SCHEDULE OF MEETING DATES

Thursday, December 4, 2025

VIII. NEXT MEETING DATE

Thursday, December 4, 2025

IX. ADJOURNMENT

Meeting adjourned at 4:55 p.m.

Respectfully submitted,

Lori Amato

Administrative Assistant

Office of the Vice President of Finance and Administrative Services