

**APPROVED**

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

**Thursday, December 4, 2025  
3:30 p.m. in AD 109**

**Regular Meeting**

The Citizens' Oversight Committee met for a Regular Meeting on Thursday, December 4, 2025, at 3:30 p.m. in AD 109.

**Members Present**

Miho Obata  
Joseph Porreca  
Dr. Patricia Rasmussen  
Jess Swick  
Brenda J. Trainor

**Staff Present**

Lori Amato  
Claudette Dain  
Michelle Dev Anandhan  
Fred Diamond  
Dr. Greg Schulz

**Members Absent**

Brian Bowcock  
Susan M. Keith

**Staff Absent**

Wade Ellis

**I. CALL TO ORDER/INTRODUCTIONS/COMMITTEE MEMBERSHIP**

The meeting was called to order by Mrs. Trainor at 3:31 p.m. Ms. Dain asked everyone to introduce themselves and thanked the committee members for their service. Mrs. Trainor expressed her gratitude to Lori Amato for her service to the Citizen's Oversight Committee, and congratulated her on her retirement.

**II. PUBLIC COMMENTS**

None

**III. APPROVAL OF MEETING MINUTES**

Mrs. Trainor called for a motion to accept the minutes of September 25, 2025, as presented. Dr. Rasmussen motioned that the minutes be approved. The motion was seconded by Mr. Porreca. The minutes of September 25, 2025 were approved as follows:

5 yes – (Obata, Porreca, Rasmussen, Swick, Trainor)

Brian Bowcock and Sue Keith were absent from the meeting

#### IV. MEASURE Y FINANCIAL & PERFORMANCE AUDIT REPORT

Claudette provided an update on the audit extension. The Office of Management and Budget (OMB) has not yet issued the Compliance Supplement so the auditors are unable to issue reports. The auditors have completed the background work but cannot issue the report at this time. Because of the delay in issuing the Compliance Supplement, the Chancellor's Office extended the audit deadline from December 31, 2025 to February 14, 2026. As a result, the audit report will be presented at the next Citizens' Oversight Committee meeting in March 2026.

#### V. 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 October 31, 2025. Most of the activity thus far has been in the revenues. Interest earnings have been allocated to the STEM/Science program.

Ms. Dain highlighted some of the larger numbers for expenses as projects are underway. The original budgets may be adjusted once we have a better idea of construction costs.

#### VI. 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 & filing period—**completed**
  - Chambers Group—prepared responses—**completed**
  - BOT approved—Mitigated Negative Declaration (MND)
    - BOT Meeting—September 9, 2025
    - Recorded—September 11, 2025
    - Notice of Determination—September 11, 2025
      - **Completed—close item**
- Science Building
  - Design Build Delivery
    - Balfour Beatty Construction
    - Westberg White Architects
  - Administrative Process—continues through project closeout
    - Working Drawings—underway
    - Final Stakeholder User-group Meeting—**completed**
    - DSA Submission—December 4, 2025
      - DSA Review—approximately 12 months

- CTE Building
  - Proposition 2 Statewide Facilities Bond—approved
    - CCCCCO / DOF action letter received
    - Design Team— Award of Contract to HPI Architecture
    - Schematic design is underway
    - Stakeholder user group meetings are underway
    - CCCCCO preliminary plan submission—December 1, 2025
- Classroom Building
  - FPP submitted to CCCCCO

Dr. Schulz and Mr. Diamond highlighted the ACBO award that was presented to Ms. Dain. The committee congratulated Ms. Dain on her award. Mr. Diamond shared about the CCFC award that was given for the Science building.

## **VII. CITIZENS' OVERSIGHT COMMITTEE ANNUAL REPORT (DRAFT)**

Ms. Dain reviewed the draft copy of the annual report with the committee. The financials are listed as a draft, pending issuance of the audit report. Dr. Rasmussen asked how this would be distributed. Ms. Dain mentioned the report is posted electronically on the District's website, and copies will be provided to the committee as well as the Board of Trustees. Architectural renderings are shown in the report. Mr. Swick asked about the solar coverage shown on one of the buildings. Mr. Diamond confirmed that the solar will cover the needs for that building plus more. Dr. Rasmussen suggested larger pictures and naming the buildings. Mr. Swick asked if the college is buying the panels and it was confirmed that the panels are being bought. Ms. Dain confirmed that the draft needs to be approved by the committee. A more updated draft will be sent to the committee before it is finalized.

Mrs. Trainor called for a motion to accept the draft copy of the annual report as presented. Mr. Swick motioned that the draft report be approved. The motion was seconded by Dr. Rasmussen. The draft copy of the annual report was approved as follows:

5 yes – (Obata, Porreca, Rasmussen, Swick, Trainor)  
 Brian Bowcock and Sue Keith were absent from the meeting

The deadline for any comments on the report was noted as January 15, 2026.

## **VIII. FUTURE AGENDA ITEMS**

- Bond Financial Report
- Bond Projects/Status Update
- Audit Report

**IX. SCHEDULE OF MEETING DATES**

- Thursday, March 19, 2026
- Thursday, June 4, 2026 – Campus Tour
- Thursday, September 24, 2026
- Thursday, December 3, 2026

**X. NEXT MEETING DATE**

Thursday, March 19, 2026

Claudette thanked the committee again for all their service and wished a happy holiday to all. Dr. Schulz also thanked everyone for their care and investment in the college. Ms. Trainor thanked the staff in the committee and expressed her gratitude.

**XI. ADJOURNMENT**

Meeting adjourned at 4:38 p.m.

Respectfully submitted,  
*Michelle Dev Anandhan*  
Administrative Assistant  
Office of the Vice President of Finance and Administrative Services