

**SANTA CLARITA COMMUNITY COLLEGE DISTRICT
Independent Citizens' Bond Oversight Committee**

**June 30, 2025
MINUTES
(APPROVED)**

**College of the Canyons
26455 Rockwell Canyon Road, Santa Clarita, California 91355
Canyons Hall 201**

Members

Present: Mr. Dan Masnada, Vice Chair
Mr. Brent Wright
Ms. Missy Cindrich
Mr. James de Bree
Mr. Martin Fox
Mr. Kenny Navarrete
Ms. Ava Hernandez, Associated Student Government Representative

Members

Absent: Mr. Kevin MacDonald
Mr. Ivan Volschenk
Ms. Leticia Meza-Guerrero

Others Present: **District Administration**

Mr. David Andrus, Interim Superintendent President, College of the Canyons
Mr. Jason Hinkle, Interim Assistant Superintendent/VP, Business Services
Mr. Eric Harnish, VP, Public Information Office
Ms. Balbir Chandi, Director, Fiscal Services
Ms. Erin Tague, Assistant Superintendent/VP, Facilities
Dr. Jim Temple, Assistant Superintendent/VP, Technology
Dr. Thea Alvarado, Interim Assistant Superintendent/VP, Instruction

District Staff

Ms. Mary Khair, Accountant, Fiscal Services
Ms. Stephanie Corral, Journalist, Public Information Office

Affiliated Guests

Mr. Rick Alonso, Eide Bailly
Ms. Emily Sheldon, Eide Bailly
Ms. Ann Rohlin, Norton Rose Fulbright

1. PRELIMINARY FUNCTIONS

1.1 Call to Order/Establishment of a Quorum

Mr. Dan Masnada declared a quorum was established and called the meeting to order at 2:02pm on June 30, 2025.

1.2 Approval of Meeting Agenda

Mr. Masnada then stated the Committee would move on to agenda item 1.2 Approval of the Agenda. Mr. Masnada asked if there were any changes. Mr. Jason Hinkle amended 1.6 to include the election of a new Vice Chair, if necessary. There was a motion to approve the amended agenda.

Motion to Approve: Martin Fox Second: James de Bree Record of Votes: 7 – 0
(3 members absent)

1.3 Approval of Minutes

Mr. Masnada then stated the Committee would move on to agenda item 1.3 Approval of the Minutes from the Committee's meeting on October 22, 2024. He stated the minutes were comprehensive and asked if anyone would make a motion to approve.

Motion to Approve: James de Bree Second: Martin Fox Record of Votes: 7 – 0
(3 members absent)

1.4 Welcome Guests

Mr. Masnada welcomed all Committee Members, District staff, and all guests.

1.5 Introduction of New Committee Members

Mr. Masnada welcomed the new committee members, Kenny Navarrete and Brent Wright.

1.6 Elect New Chair

Mr. Hinkle announced that the committee would vote for a new chair. Mr. Masnada nominated Mr. James de Bree. The nomination was seconded by Mr. Brent Wright. A vote was called. As a result of the vote, Mr. de Bree was elected as the new chair of the committee.

Motion to Approve: Dan Masnada Second: Brent Wright Record of Votes: 7 – 0
(3 members absent)

2. PUBLIC COMMENT

2.1 Comments by Members of the Audience on Any Item NOT ON THE AGENDA

Mr. de Bree asked if there were any public comments and Mr. Hinkle replied no, there were no public comments.

3. ACTION

3.1

Rick Alonzo and Emily Sheldon, Eide Bailly

- **Acceptance of Measure E Obligation Bond Financial Audit and Performance Audit for the Fiscal Year Ending June 30, 2024.**

Mr. Rick Alonzo and Ms. Emily Sheldon with Eide Bailly presented the Measure E General Obligation Bond Financial Audit and Performance Audit for Fiscal Year Ending June 30, 2024 with the following updates.

Financial Audit:

- There were no audit adjustments in the current year, and all financial information was properly reflected in the financial statements and free from material misstatements.
- The District has a balance of \$75,492,270 of Measure E Bond funds remaining as of June 30, 2024.
- The Total Assets in the Measure E Bond fund as of June 30, 2024 is \$77,478,983.

Performance Audit:

- It was a clean audit.
- All bond expenditures spent by the District are within bond measure language approved by the voters.
- They tested 59% of the total expenditures (\$9 Million of the \$15 Million), they verified that those expenditures were in line with the bond measure ballot language.

Mr. de Bree asked if anyone would make a motion to approve.

Motion to Approve: Martin Fox

Second: Kenny Navarrete

Record of Votes: 7 – 0
(3 members absent)

3.2

Jason Hinkle, Business Services

- **Approval of Resolution 2024/25-01 Affirming the Santa Clarita Community College District's Compliance with Requirements as Stated in the Law (Section 15278-15282).**

Mr. de Bree asked if anyone would make a motion to approve.

Motion to Approve: Dan Masnada

Second: Brent Wright

Record of Votes: 7 – 0
(3 members absent)

3.3

Jason Hinkle, Business Services

- **Approval of the Independent Citizens' Bond Oversight Committee Annual Report for Fiscal Year 2023-2024.**

Every year an annual report on the status of General Obligation Bond projects is provided to the community. Mr. Hinkle provided a brief overview:

- Overview of District Service Area
- Overview of Committee and Responsibilities

- Summary of Measure E Funding and Projects
- Summary of Financial Information Related to The Bond Measure
- Summary of Financial and Performance Audits
- Frequently Asked Questions regarding bond funds and the Independent Citizens' Bond Oversight Committee.

There were suggestions to adjust the report based on feedback from Mr. de Bree on pages 13 and 14, clarification was made on the table on page 6, as well as other minor edits.

Mr. de Bree asked if anyone would make a motion to approve.

Motion to Approve: Missy Cindrich

Second: Martin Fox

Record of Votes: 7 – 0
(3 members absent)

4. INFORMATION

4.1

Jason Hinkle, Business Services

▪ **Review of Life-to-Date Expenses by Project (Measure E) – As of March 31, 2025.**

Mr. Hinkle reviewed the report on Life-to-Date Expenses by Project (Measure E) – as of March 31, 2025. He stated out of \$244 Million of Bond Issuance plus interest, \$138 Million has been expended, leaving a balance of \$106 Million as of March 31, 2025.

Approximately, \$14.5 Million is already encumbered to specific projects such as Boykin Hall and Student Center Remodel, ADA Transition plan, and ATC Diamond Place. The remaining \$91 Million will be reserved for projects which are currently undergoing Facilities planning review and budget analysis.

4.2

Erin Tague, VP Facilities

▪ **Update on Facility Projects as of March 31, 2025**

Ms. Erin Tague presented the active construction updates as of March 31, 2025.

The committee received updates on ongoing construction projects across both campuses – Valencia Campus and Canyon Country Campus.

Valencia Campus: The Boykin Hall modernization project, which upgraded classrooms, labs for STEM fields, and upgraded all three floors, was occupied and is awaiting DSA closeout. Final DSA close-out is planned for July 2025. The ADA Transition Plan for phase 1 and 2 are complete. Phase 3 is being rescoped. The Intercultural Center was fully closed in December 2023 but has since reopened. Additional work was required, including the addition of a conference room for the occupants and modifications to offices for two counselors.

Technology Upgrades includes upgrading all security cameras and modernizing classrooms with HyFlex technology.

The Canyon Country Campus: Pharmacy Tech classrooms have been renovated to support the new diagnostic medical sonography and pharmacy tech programs. New signage for all

CCC buildings, pedestrian, and roadway are being replaced. CCC Construction Yard is being developed to support the creation of a “real-world” learning environment for the Construction Technology curriculum at the Canyon Country campus. This space will be used for hands-on instruction and demonstrations in key areas such as framing, exterior carpentry, masonry, and more. Different smaller modernization projects, such as classroom renovations, were also discussed. Mr. David Andrus stated that the Canyon Country campus will no longer serve as a parallel campus but will become a campus with an instructional focus on Health Professions. He also mentioned that the priority is the ATC (Advanced Technology Center) permanent building which will be built on lot 6 at the Valencia Campus.

5. ADJOURNMENT AND ANNOUNCEMENT OF NEXT MEETING

James de Bree, Chair

5.1 Adjournment

Mr. de Bree stated that since there were no other comments or questions, the meeting was adjourned at 3:38pm. Mr. Hinkle announced the next meeting will be held in October or November 2025, an email will be sent out to the committee to check availability.

Motion to Approve: Missy Cindrich

Second: Kenny Navarrete

Record of Votes: 7 – 0

(3 members absent)