



**MEETING OF THE MEASURE H
CITIZENS' BOND OVERSIGHT COMMITTEE
THURSDAY, JANUARY 15, 2026
MINUTES**

The Measure H Citizens' Bond Oversight Committee held their regular quarterly meeting on Thursday, January 15, 2026 in the Library, Room 207 on the Shasta College Main Campus located at 11555 Old Oregon Trail, Redding, California.

1. OPEN SESSION

1.1 CALL TO ORDER

The meeting was called to order by Raymond Nicholas at 5:00 p.m.

1.2 Roll Call

COMMITTEE MEMBERS PRESENT		AREA OF REPRESENTATION
X	Robert Adams	At-Large Representative
X	Star Alfaro	College Support Organization
	Todd Jones	Taxpayers' Association
X	Bruce Kilpatrick	At-Large Representative
	Michael Logan	Business Representative
X	Raymond Nicholas	At-Large Representative
	Vacant	Student Representative
X	Staci Wadley	Senior Citizens' Representative

DISTRICT STAFF & GUESTS	
X	Dr. Frank Nigro, Superintendent/President
X	Becky McCall, Asst. Superintendent/VP Administrative Services
X	Andy Brown, Director of Physical Plant
X	Theresa Markword, AVP of Facilities & Capital Construction
X	Magan Kleinman, Bond Program Department Fiscal Analyst (Recorder)

2. CALL FOR REQUESTS FROM THE AUDIENCE TO SPEAK TO ANY ITEM ON THE AGENDA

There were no requests.

3. APPROVAL OF MINUTES (Action Item)

3.1 Approval of the October 16, 2025 Meeting Minutes

It was moved by Ms. Alfaro and seconded by Mr. Kilpatrick to approve the minutes.

The vote was five (5) to zero (0) in favor of approving the October 16, 2025 meeting minutes as presented. There was one (1) abstention from Mr. Adams as he was not in attendance at the October 16, 2025 meeting.

4. INSTITUTIONAL REPORTS

4.1 Quarterly Bond Financial Overview

Ms. Markword provided a PowerPoint presentation (attached hereto as Exhibit A) to review highlights of the Financial Overview document. It was noted that new quarterly interest of \$440,000 has been posted and that we are approaching \$6 million in overall interest for the bond. In terms of bond activity for the quarter, there was \$5.5 million in expenditures with no budget increases or decreases.

Ms. Markword mentioned that General Obligation Bond Measure A passed in 2002 and is nearing its expiration date. The District refunded three of the Measure A issuances and saved taxpayers \$3.5 million which shortens the term of the overall bond. This has provided an opportunity for Shasta College to explore pursuing a new general obligation bond.

Ms. Markword began discussing the future Facilities Improvement Measure and how the needs for the Measure were identified. She began by explaining the Facility Condition Index (FCI). The FCI is used to assess the condition of campus buildings and indicate the need for repair. The higher the FCI score the greater the need is for repair, and ultimately replacement, of buildings. The FCI assessment was conducted in 2025 and compared to the prior FCI assessment completed in 2022, our score has improved. In 2022, Shasta College's FCI score was 86.59% but in 2025 the index improved and we are now at 74.12% due to renovations that have been completed. As we make renovations to our buildings, the FCI score will decrease which indicates the improvement to District facilities. This also gives the state an opportunity to understand the system-wide need for scheduled maintenance money and advocate for it during the state's budget development process. At times the allocation is retracted, as it has been in previous years.

Ms. Alfaro asked if the FCI score included new buildings that did not exist prior to 2022. Ms. Markword responded affirmatively stating that the score includes those buildings as well as some that were already built in 2022. Ms. Wadley inquired as to how Shasta College compares with other colleges. Ms. Markword responded that unfortunately the Chancellors Office does not publish a comparison report and that communication regarding other colleges has come from only word of mouth. Dr. Nigro commented that it

would be useful to see how our scores compare to UC and CSU schools. Ms. Markword continued with further information regarding FCI scores and that the FCI informs the District with data points on what needs to be improved and the priority in which projects should be completed.

The District also has an Annual Area Plan Initiative process through which departments can contribute proposals to see if the District is able to fund those specific improvements. Based on this process the District is also able to determine which projects are suitable for bond funding. Program reviews, as well as staff and student surveys, are also used to identify potential areas of improvement and if funding those improvements with bond funds is appropriate. This process has helped us to identify the District's needs for new bond funding and the areas of improvement to be focused on for the new Facilities Improvement Measure. Ms. Markword then extended an invitation to attend the following week's Board of Trustees meeting as Jon Isom from Isom Advisors, the District's consultant, will be sharing information about polling results for the upcoming potential bond measure.

4.2 Bond Projects Update

Ms. Markword provided updates regarding the status of Bond projects via the Powerpoint presentation. Significant visible progress on multiple buildings and outdoor spaces is improving student experience and administrative functionality. The following projects were discussed:

- **800 Building Renovation:** The 800 Building Renovation is 65-70% complete. All new entry storefronts and windows were added at the west entry. In the new lecture hall, the orientation of the seating has changed and Solatubes have been added to bring in natural light. The seating is expected to be installed during the first two weeks of March. The student lounge will also be furnished and faculty offices will also have Solatubes installed to provide natural light. Currently, tile is being installed in the restrooms. The Japanese Cultural Society donated seven Japanese cherry trees (Sakuras) which have been planted and are expected to bloom this spring. The quad area outside of the 800 Building has been remodeled with new landscaping and new outdoor furniture will be delivered soon. Landscaping near the parking lot has also been completed and new ADA-compliant sidewalks are making access easier for all students and improving safety.

Dr. Nigro asked if the mildly sloped floor in the lecture hall is still ADA-compliant. Ms. Markword responded affirmatively and that handrails have also been added. Dr. Nigro added that this helps to improve classroom accessibility as previously the only space available for students with physical disabilities was the back of the lecture hall. Mr. Kilpatrick asked if students use e-bikes on campus and Mr. Brown responded the students do not usually use e-bikes on campus but they do use them on the roadways.

- **700 Building Renovation:** Recently, new windows have been added on the second floor and many areas in the building will have natural light. The second floor hallway glass will be frosted in order to continue having natural light but also provide a more pleasing aesthetic. A French drain was added to the east side of the building.

- **1600 Building Fire Lane:** Sidewalks around the building were added recently. During this process the original 1967 waterline was replaced and isolation valves were added to enable water shut off in specific areas. The fire lane on the west side was reworked to preserve existing strawberry trees. A quad project is also slated to be done that will blend with the landscaping in this area. More information on that project will be available soon.
- **Greenhouse Renovation:** The original greenhouse was built in 1975. While the structure itself is still very sound, the outside of the greenhouse had peeling fiberglass. As a result, the outside of the greenhouse was re-skinned and new doors and windows were added. The electrical wiring was upgraded, and a new sink and new plumbing were also added. New Wi-Fi thermostats were installed to optimize the temperature inside the greenhouse.

5. DISCUSSION ITEMS

5.1 Review of Financial and Performance Audits

The Financial Audit looks at the manner in which expenditures are accounted for in the financial statements and related processes. Ms. Markword explained that the 2024-2025 financial audit came back clean with no findings.

The Performance Audit reflects that we are following all spending guidelines for the Measure H bond. The auditors are looking for compliance with government regulations, and that we are spending Bond funds on projects that were approved by the voters. The auditors evaluated approximately \$13.45 million in expenditures using random sampling and the audit came back clean with no exceptions. Of note, the auditors tested approximately 85% of the total expenditures of the bond, which is an unusually large sample compared to 35% of expenditures in previous years.

The committee had no questions and were satisfied with the audits as presented.

5.2 2025 Annual Report Development

Ms. Markword explained that the Annual Report summarizes everything we have done for the year, what we did at each meeting and any membership changes. The report also includes a Bond Program summary, a year-end snapshot of the Financial Overview, and a review of the Financial and Performance Audit results. Ms. Markword inquired if there were any comments or requested changes to the draft CBOC Annual Report previously distributed to the committee. There were no comments or changes. Ms. Markword then explained the draft Annual Report will be converted into its final version, and it will be presented to the Shasta College Board of Trustees at its next regular meeting.

Mr. Adams motioned to accept the Annual Report as presented. Ms. Wadley seconded the motion. There was no discussion.

The vote was five (5) to zero (0) in favor of approving the 2025 CBOC Annual Report as presented.

6. ANNOUNCEMENTS

6.1 Future meetings of the committee (5:00 p.m.):

- April 16, 2026
- July 16, 2026

The potential for touring newly renovated buildings on main campus during the upcoming April or July meeting was discussed. Dr. Nigro thanked the committee for their service and added that an on-campus event, Culture Fest, will be held earlier in the day on April 16, 2026. He extended an invitation to the CBOC members to attend if interested.

Ms. Markword noted that Jackson Richards, who is also the Student Senate President and Board of Trustees student representative, will be joining the committee as the CBOC student representative in April.

7. PUBLIC COMMENTS

7.1 Comments from the audience

No comments were received.

8. ADJOURNMENT

It was moved by Mr. Kilpatrick and seconded by Mr. Adams to adjourn the meeting.

The vote was five (5) to zero (0) in favor of adjournment.

Mr. Nicholas adjourned the meeting at 5:41 p.m.

Submitted by:

Magan Kleinman

Magan Kleinman
Official Recorder