


CITRUS COMMUNITY COLLEGE DISTRICT
Office of the Vice President of Finance and Administrative Services

PHYSICAL RESOURCES and SAFETY COMMITTEE MINUTES – November 20, 2025
9:00 a.m. – AD109

Present: Spencer Boldt (Faculty Alternate), Claudette Dain (Chair), Anthony Deck, Michelle Dev Anandhan (Recording Secretary), Fred Diamond, Phil Hawkins, Trip Horton, Shawn Jones, Roberto Loya (Co-Chair), Ben Macias, Jesus Nunez, Henocho Perez (Student Representative Alternate – ASCC President), Ana Quiroz, Mike Ramos, Richard Rams, Maryann Tolano-Leveque

Absent: Eric Calderon, Dana Hester, Tiina Mittler, Mikayla Munoz (Student Representative), Ty Thomas

- 11.1 Approval of the September 25, 2025 Minutes:*
Minutes were approved as presented. - 
(Note: the October 23, 2025 PRSC meeting was cancelled.)

- 11.2 Bond Construction, Facilities, Sustainability and Measure Y Update*

Fred Diamond shared the following updates.

Main Switchgear & Electrical Infrastructure Maintenance:

Multiple phases will be utilized for performing routine maintenance on all substations. Planning and implementation for the next phase of work has commenced and it will be done over a multi-year period. There will be more routine electrical maintenance work completed when a required shutdown is performed on December 29, 2025. SCE has requested a total shutdown for utility maintenance on their service entrance switch and transformer to the campus. This work will be done in conjunction with the overall planned maintenance to coincide with the December 29th date.

Parking Lot Striping:

The project will continue with the grounds crew on a yearly basis. This project is on-going.

Sealcoating of Parking Lots:

The parking lots are divided into five phases in order to maintain them on a five-year cycle. Campus Safety has the master schedule and will be coordinated with. The next phase of work will occur in the summer of 2026.

Water Main Backflow Preventer - Valve Assembly Maintenance:

Water distribution system maintenance on aged valves will take place during December 2025. This will require a shutdown for replacement of aged valve assemblies. Two valve assemblies will be replaced. Scheduling is set to coincide with the power shutdown on December 29th when the campus is closed for winter break.

Campus-Wide Gas Line Mitigation:

A campus-wide gas line test is completed each year as part of planned maintenance. This is an on-going project and will continue. Upcoming testing for 2026 will soon begin planning.

Campus-Wide Air Handlers:

Mechanical coils cleaning and conditioning—in process over several months. This is an on-going project.

LC&D Lighting Controls:

Installation is in process at several locations—this installation is mitigating many of our lighting control problems campus-wide. Phase I and II are complete. More phases will be undertaken as needed. SS will likely be the next recipient of new lighting controls when available. This is a long-term project.

Campus Automation:

Emergency lockdown and access control. EFMP priority—campus-wide project began implementation with the modernization of the ED building. Door hardware will be fully integrated for remote locking via Campus Safety in the event of an emergency. The ED building (Interior & Exterior) hardware is complete. Hayden Hall (Interior & Exterior), GH (Interior & Exterior), FH (Exterior) and South PE (Interior & Exterior) hardware are also complete. MA 1st and 2nd floor (Exterior) hardware is complete. Reprographics (Exterior) is complete. CI is currently in installation.

Student Services A&R Front Counter and Glazing:

Investigation and code review for possibly installing a glazing wall at the north counter adjacent to Admissions and Records. tBP Architecture has performed the code review. Funding is from Student Services. The bidding process is currently being developed.

Center for Excellence - Church property:

Investigation has begun for pre-programming a conference center facility in accordance with the Educational and Facilities Master Plan. Funding will be from Capital Outlay. Pre-programming has been performed by West Edge Architects. Other administrative process items are also underway, including geotechnical, Haz Mat, surveying and underground mapping. There will also be an RFQ/P for a Design Build Entity upcoming.

Roofing:

Facilities will be putting together a roofing package encompassing several buildings on campus for future bidding. This work will likely occur in summer 2026. Capital outlay will be the funding source.

Sustainability Committee Update - November 2025:

A Sustainability Committee meeting was held on October 16, 2025. The report was provided for reference.

The next Sustainability Committee meeting will be held on March 12, 2026.

Measure Y Update - November 2025:***California Environmental Quality Act (CEQA):***

The Mitigated Negative Declaration (MND) was approved by the Board at the regularly scheduled BOT meeting on September 9, 2025. The MND Notice of Declaration and subsequent recording with the Los Angeles County Recorder's Office was completed on September 11, 2025. The MND will be implemented throughout the Measure Y build-out of projects—*close item*.

Classroom Building FPP:

The FPP was submitted to the Chancellor's Office FPU but was accepted as an IPP. Subsequently, the FPP will be re-submitted for FY2026/27 State Funded Capital Outlay match consideration.

Measure Y Construction - Process and Planning Items:***Science Building:***

Balfour Beatty Construction has teamed with Westberg White Architects as the successful Design-Build Entity. The Notice to Proceed was issued on December 11, 2024. Design and construction documents are fully underway and final stakeholder meetings are being scheduled. The design process will be approximately one (1) year and the DSA review time will also be approximately one (1) year. Schematic Design submission to DSA occurred on May 1, 2025. Full construction document submission to the DSA will occur on December 4, 2025, which is pushed from the November 12, 2025 date due to workload with DSA. Inclusion area buildings that will be impacted by the construction include IS, LB, IC, NB and SB; these five (5) buildings will be razed.

Swing Space - IC Building Demolition:

Foster Kinship has been moved to P1. Veterans Center has been moved to P3. The IC building is no longer available for use—*close item*.

Swing Space - IS Building Demolition:

TeCS will be moving to the Library 2nd floor. Build-out work remains underway. A move schedule will be developed when applicable. Purchasing will be coordinating the

move schedule and task orders when needed. At this time, TeCS will remain in the IS building until further notice.

Claudette asked if there was a schedule on the IS building demolition due to an external tenant and Fred confirmed that demolition will likely not occur before April 2026.

Swing Space - NB & SB Demolition:

ES is made available for additional swing space as FLS has concluded their occupancy in ES and P2. The water technology program has been moved to one (1) classroom in ES. Minor build-out was completed in April. Purchasing will be coordinating move schedules and task orders. NB and SB are no longer available for use—***close item.***

Swing Space - LB Demolition:

The LB building was made available for use through the end of July 2025. On August 1, 2025, the LB building became no longer available for use. ES is available for general swing space use—***close item.***

CTE - Career Technical Education:

The FPP has been approved by the Chancellor's Office FPU as well as by the DOF. With Prop. 2 passing and Governor Newsom signing the FY25/26 California State Budget, the Chancellor's Office provided Citrus College with the approval letter for CTE State Funded Capital Outlay match of approximately \$47M.

HPI Architecture is fully underway with the schematic design and preliminary plan process with multiple stakeholder meetings being held. Preliminary plans are due to the Chancellor's Office FPU in March 2026, which is the first level of reconciliation with the DOF and CCCCCO. HPI Architecture will be submitting the preliminary plans to the CCCCCO on December 1, 2025.

11.3 Campus Safety, Security and Parking Update

Ben Macias shared the following updates.

Parking Update:

The Winter 2026 student parking permits will go on sale on December 4, 2025. Winter intersession begins on Monday, January 5, 2026. Enforcement in student stalls begins on Monday, January 12, 2026. Students will receive emails and text messages prior to the enforcement.

Security Update:

A reminder was given regarding the building intrusion alarms. Please follow the established building access protocol by contacting Campus Safety prior to entering and when departing campus buildings to ensure that alarms do not go off.

Safety Update:

The Fall Campus Emergency Drill took place on Thursday, October 16, 2025, in conjunction with the California Great ShakeOut. The drill consisted of a two-part

campus emergency drill. The first part of the exercise was an earthquake drill at exactly 10:16 a.m. The second portion of the exercise was a campus-wide evacuation drill. An EIO radio call-in exercise was also conducted simultaneously; as well as testing several emergency notification methods.

Spring 2026 Drills:

Lockdown Drill (campus wide):

Date: Wednesday, March 18, 2026

Time: Between 1:00 p.m. - 3:00 p.m. and 6:00 p.m. - 8:00 p.m.

Fire / Evacuation Drill (specific buildings only):

Date: Tuesday, May 19, 2026

Time: Between 10:00 a.m. and 12:00 p.m.

Public Safety and Advisory Committee (PSAC) Updates:

Dr. Rams provided PSAC updates and notified the committee that further details will be provided after the next PSAC meeting in Spring 2026.

11.4 *Other* – None.

Meeting adjourned at 9:32 a.m.

The next meeting will be held on December 18, 2025, at 9:00 a.m. in AD109.