

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

PHYSICAL RESOURCES and SAFETY COMMITTEE MINUTES – January 22, 2026
9:00 a.m. – AD109

Present: Spencer Boldt (Faculty Alternate), Eric Calderon, Amberly Chamberlain, Anthony Deck, Michelle Dev Anandhan (Recording Secretary), Fred Diamond (Acting Chair), Phil Hawkins, Dana Hester, Trip Horton, Shawn Jones, Ben Macias, Jesus Nunez, Ana Quiroz, Mike Ramos, Richard Rams, Ty Thomas, Maryann Tolano-Leveque

Absent: Claudette Dain (Chair), Mikayla Munoz (Student Representative), Roberto Loya (Co-Chair)

1.1 *Approval of the December 18, 2025 Minutes:*
Minutes were approved as presented - 👍

1.2 *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 was routine high voltage electrical maintenance work completed on December 29, 2025. SCE requested a total shutdown for utility maintenance on their service entrance switch and transformer to the campus. Facilities performed high voltage maintenance on the main switchgear in conjunction with the overall planned maintenance on December 29, 2025. All work was successfully completed as planned. More work will be planned for winter break 2026. Dr. Calderon commended the Facilities team for their work to help make the process smooth over the winter break. Fred Diamond also thanked TeCS for all their hard work.

Parking Lot Striping:

Project will continue with the grounds crew on a yearly basis. This project is ongoing - *close item*

Sealcoating and Striping 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 was also performed on December 29, 2025. This was a required shutdown for replacement of major water assemblies. Two valve assemblies were successfully replaced with new equipment. Scheduling of this work coincided with the power shutdown when the campus was closed for winter break—*close item*

Campus-wide Gas Line Mitigation:

A campus-wide gas line test is completed each year as part of planned maintenance. This is an ongoing project and will continue. Upcoming testing for 2026 is currently in procurement.

Campus-wide Air Handlers:

Mechanical coils cleaning and conditioning - in process over several months. This is an ongoing 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 (exterior) is complete. Gymnasium is underway. Campus Safety will likely be next in process as parts have been delivered. The Library implementation may follow after Campus Safety.

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 with a job walk scheduled for January 28, 2026. Dr. Hester asked a clarifying question about the glazing. Fred Diamond explained that the glazing refers to the glass boundaries and coverage that will be provided. Dr. Rams also explained the purpose of the glazing to give some privacy to the students and improve security.

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 was performed by West Edge Architects. Other administrative process items are also underway, including geotechnical, Haz Mat, surveying and underground mapping. The RFQ/P for Design Build Entities is currently underway with award of contracts anticipated for June 2026.

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 - January 2026

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

Measure Y Update—January 2026***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. Schematic Design submission to DSA occurred on May 1, 2025. Full construction document submission to the DSA occurred on December 4, 2025. DSA review time will be approximately one (1) year as the DSA Los Angeles office has received several billion dollars of work during November and December 2025. Inclusion area buildings that will be impacted by the construction include IS, LB, IC, NB and SB; these five (5) buildings will be razed.

CTE - Career Technical Education:

The FPP has been approved by the Chancellor's Office FPU as well as by the DOF. State Funded Capital Outlay match of approximately \$47M is slated from Proposition 2 for the CTE building. 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 has submitted the preliminary plans to the CCCCCO on December 3, 2025. Plan development will continue for several months.

1.3 *Campus Safety, Security and Parking Update*

Ben Macias shared the following updates.

Parking Update:

The Spring 2026 student parking permits will be on sale on Wednesday, February 4, 2026. It will be valid on the first day of the spring semester, Wednesday, February 18, 2026. Enforcement in student stalls begins on Wednesday, February 25, 2026. Students will receive emails and text messages prior to enforcement. The Glendora High School Bandorama and the upcoming 5k will impact parking on campus.

Security Update:

In collaboration with TeCS and Strategic Communications, there will be a re-brand and re-deployment of the Citrus Guardian mobile app this spring. This will provide added safety tools. Students and employees are encouraged to download the app. This will add an additional layer to the existing comprehensive emergency preparedness efforts. Also, in collaboration with TeCS and Facilities, the last two blue light emergency phones (S4 and S8) are now operational. The broadcast capabilities will be assessed in the spring during the upcoming campus emergency drills.

Safety Update:

The follow dates and times were provided for the upcoming Campus Emergency Drills.

Lockdown Drill (campus wide):

Date: Wednesday, March 18, 2026

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

1.4 *Other:*

Fred Diamond reminded the committee about accreditation items that are upcoming.

Meeting adjourned at 9:31 a.m.

The next meeting will be held on February 26, 2026, at 9:00 a.m. in AD109.