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

PHYSICAL RESOURCES and SAFETY COMMITTEE MINUTES – September 24, 2026
9:00 a.m. – AD109

Present: Spencer Boldt (Faculty Alternate), Eric Calderon, Gilles Chiasson, Claudette Dain (Chair), Anthony Deck, Michelle Dev Anandhan (Recording Secretary), Fred Diamond, Phil Hawkins, Dana Hester, Trip Horton, Shawn Jones, Roberto Loya (Co-Chair), Ben Macias, Ana Quiroz, Mike Ramos, Richard Rams, Maryann Tolano-Leveque

Absent: Jesus Nunez, Alyssa Rodriguez (Student Representative), Ty Thomas

Guests: Amberly Chamberlain, Lisa McPheron

9.1 *Approval of the May 28, 2026 Minutes*:
Minutes were approved as presented -

9.2 *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. More work will be planned for winter break 2026.

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. Planning for the next phase of work is upcoming; for summer 2027.

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. Testing for 2026 has been completed. Upcoming testing will occur in Q1 of 2027.

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), SS (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 (Exterior) is complete. Campus Safety is complete (Interior and Exterior). Administration (Exterior) is complete. The Library implementation will follow once parts have been received. Campus Center is in planning.

Student Services A&R Front Counter and Glazing:
tBP Architecture has performed the code review. An award of contract to NM Building Group for $306,899 was issued with a Notice to Proceed for May 20, 2026. Funding is through Student Services. The project is 99% complete and is awaiting final parts.

Center for Excellence:
This project is commonly referred to as the Church property. Investigation and pre-programming a conference center facility in accordance with the Educational and Facilities Master Plan is complete. 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 completed. An award of contract to BNBuilders was approved at the May 2026 BOT meeting. A notice to Proceed is upcoming. BNBuilders is teamed with Lionakis Architects as the Design-Build Entity.

Roofing:
Facilities is in process with roofing replacements on FH and GH, and with roofing repairs on MA and ADP. Commercial and Industrial Roofing Co. is the contractor on the project with a bid of $332,375.00. Capital Outlay is the funding source. Anticipated completion will be Q4 of 2026. Material procurement is currently in process.

Campus Mall Piping:
Facilities repair of underground Central Plant piping. The project is complete - *close item.*

Sustainability Committee Update - September 2026
A Sustainability Committee meeting was held on June 25, 2026. The meeting report is attached herewith.

Measure Y Update - September 2026

Classroom Building FPP:
The FPP was submitted to the Chancellor's Office FPU for FY2026/27 State Funded Capital Outlay match consideration. The FPP was accepted as an IPP for consideration in next FY funding.

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 for Increment 1 (demolition) is approved; Increment 2 plan review continues with DSA approval expected by December 2026. Inclusion area buildings that are impacted by the construction include IS, LB, IC, NB and SB; these five (5) buildings will be razed. The first construction contract for Increment 1 demolition is fully underway, which began this summer, 2026.

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 design. Schematic design and the preliminary plan process with multiple stakeholder meetings is complete. Preliminary plans were due to the Chancellor's Office FPU in March 2026, which is the first level of reconciliation with the DOF and CCCCO. Preliminary plans have been approved by the DOF. HPI Architecture is continuing with construction document preparation, which will lead to submission of the plans and specifications to the DSA. DSA submission is forthcoming, likely for Q4 of 2026 or Q1 of 2027. Once submitted to DSA, the plan review process will take several months to complete.

9.3 ACCJC Standard 3.8 Update

Fred Diamond shared the following updates.

Evidence Formulation:
Information gathering of quantitative and qualitative data for support of the ISER is ongoing. Co-Chairs are Roberto Loya and Fred Diamond. An update meeting was held with the Institutional Effectiveness Committee (IEC) on March 23, 2026. More

information will be brought forward to Physical Resources as we work through the process and begin the writing exercise.

Planning for Evidence and Possible Data Set(s):

EFMP, et al.	Scheduled Maintenance Funding
DSA Project Data	FixIt Line/Work Order Data
CBOC Meetings	Program Review Data
PRSC Meetings	WSCH Data
ADA Transition Plan	EH&S Data
SWACC Meetings	5-Year Construction Plan
Sustainability Plan	Enrollment Mgmt. Data
CARB Data	SCAQMD Data
LACFD Data	Keenan Safety Reports
Strategic Plan	IEC Data
Measure Y Planning	Facilities & Maintenance Budgets
Construction Plan Data	Financial Auditing & Reports

9.4 Review of Five-Year Construction Plan

Claudette reviewed the five-year construction plan that was approved by the Board of Trustees at the June 16, 2026 meeting.

9.5 Campus Safety, Security and Parking Update

Ben Macias shared the following updates.

Security Update:
Please follow the campus access protocol.

Safety Update:
On Tuesday, September 22, 2026, a scheduled lockdown drill was held at 10:08 a.m. Buildings observed by the Planning Team section of the EOC were ED and SS. Buildings were checked and cleared in 32 minutes, with the entire drill lasting approximately 36 minutes. 17,313 text messages were sent and blue light emergency phones were tested, as well as the Alertus Beacons. A debrief was held after the drill in SS 205.

A “Save The Date” email is forthcoming regarding Emergency Drills for the 2026-2027 academic year:

- The Great ShakeOut Earthquake and Evacuation Drill - Thursday, October 15, 2026
- Fire Drill - Wednesday, March 17, 2027

Emergency Preparedness Training Dates:

- EOC Basic (November date TBD)
- CAT (Early February date TBD)
- EOC TTX (May date TBD)

Parking Update:

Fall parking permits for students went on sale on Monday, August 10, 2026. The first day of classes is Monday, August 24, 2026. Enforcement in student stalls begins on Monday, August 31, 2026. Prior to this date, emails and text messages were sent to students.

9.6 *Physical Resources and Safety Committee 2026-2027 Purpose Statement*

Claudette reviewed the Physical Resources and Safety Committee 2026-2027 Purpose Statement with the committee.
The Physical Resources and Safety Committee 2026-2027 Purpose Statement was approved as presented -

9.7 *Other*
None.

Meeting adjourned at 10:09 a.m.

The next meeting will be held on October 22, 2026, at 9:00 a.m., in AD109.