

Physical Resources Committee

Wednesday, May 6, 2026 – 1:30 p.m.

[Zoom Meeting](#)

Agenda

1. Call to Order – Ingram
2. Introductions – Ingram
3. Approval of Meeting Minutes – March 04, 2026 (Action) – Ingram
4. Projects Update – Matsumoto
 - Capital and Campus Requested Projects
 - Scheduled Maintenance
 - Five-Year Capital Construction Plan
 - Districtwide Projects and Planning – Fund 41
5. Sustainability Committee Update – Matsumoto
 - Sustainable RSCCD (SRC) Next Meeting May 20, 2026
 - Website:
<https://www.rscdd.edu/Departments/BusinessServices/sustainable-rscdd-committee/Pages/default.aspx>
6. Update on Campus Facilities Meetings
 - [SAC – Facilities and Safety Committee Update](#) - Hoffman
 - Next Meeting May 19, 2026
 - [SCC – Facilities and Safety Committee Update](#) – Satele
 - Next Meeting May 18, 2026
7. Approval of meeting schedule for 2026-2027
8. Other
9. Adjournment

The Rancho Santiago Community College District aspires to provide equitable, exemplary educational programs and services in safe, inclusive, and supportive learning environments that empower our diverse students and communities to achieve their personal, professional, and academic goals.

Physical Resource Committee Via Zoom Video Conference Call

Meeting Minutes for March 4, 2026

Members present:

SAC: Bart Hoffman, Shannon Kaveney, Suzanne Freeman
SCC: Arlene Satele, Darlene Diaz, Jennifer Karimpour
District: Iris Ingram, Carri Matsumoto, Joe Melendez, Dane Clacken, Bridgette Hernandez

Members absent: Michael Busch, Michael Turrentine, Christine Gascon, Cristina Morones, Isabella Luna

Guests present: Alejandro Alcala, Heather Collins, Hugo Curiel, David Nakagami, Andrew Lim, Samantha Magill, Francisco Gonzales, Barbie Yniguez (Recorder)

1. Call to Order

VC Ingram welcomed all to the meeting of the PRC and called the meeting to order at 1:33pm via zoom upon achieving quorum.

2. Introductions – Ingram

Introductions were made by all attendees.

3. Approval of Meeting Minutes – November 13, 2024 (Action) – Ingram

Motion to approve was made by Bridgette Hernandez with second by Dane Clacken. Roll call vote was taken and the motion passed unanimously.

4. Proposed AR6700 Civic Center and Other Facilities Use – Matsumoto & Lim

Matsumoto explained the previous AR will be superseded by the new version which has been in progress since 2018. Work began when a board action relating to civic center fees could not be located. The colleges were consulted for further research and no reference to board action with reference to with Education Code 82537 could be located. This action is mandatory in order to be compliant. In addition, new regulations dictate fee calculation methods. Updates have been made to be in compliance with new laws and regulations and to ensure fees are board approved, appropriate methodology is applied, and to put into practice a unilateral facility use agreement which was reviewed and approved by legal counsel. In addition, the work group developed the calculations, worked with the campuses to identify facilities eligible for civic center use and fee charges to appropriate parties.

Lim briefed the committee on the proposed AR6700 and provided background information concerning the purpose, rationale, and history of the AR. The new AR provides the methodology for fee schedule calculation, expanded definitions, and clarity to allow for straight-forward compliance by all members of the district. Usage tiers were presented and explained, as well as the application process and facility use agreement.

VC Ingram reminded the committee of the litigation risk and the importance of adherence to this state law. Facility use must be arranged appropriately and costs must be recouped. If fees are waived, the cost is absorbed and that must be recorded and acknowledged as these are taxpayer funded facilities.

Matsumoto stated the presentation has been made to the two campus facility and safety committees for presentation to their constituents for comment and approval. The goal is to take AR6700 to the board in order that the new fee structure can be approved and in place for July 1, 2026.

Discussion ensued and clarification was provided.

5. Projects Update – Matsumoto

- Capital and Campus Requested Projects
- Scheduled Maintenance
- Districtwide Projects and Planning – Fund 41

Matsumoto provided highlights via the projects update slide deck. Changes/updates are indicated in blue.

Major priorities are:

- SAC Centennial Education Center (CEC) Redevelopment Project
 - Phased development and redevelopment of the campus are in work. Phase 1 is currently in progress with multiple components:
 - Replacement of building B in its entirety with a new, permanent building. This is in schematic design currently.
 - Culinary kitchen (building E) remodel is also part of phase 1. Grant funding is associated with this component.
 - City of Santa Ana requires a one-time capital project contribution which is an improvement to grounds adjacent the leased property. Hardscape and landscape improvements are planned with a patio area being considered.
 - Interim housing plan support has been requested
 - ITS relocation of point of entry before building B demolition
 - Building A renovation and modernization is being considered for Phase 2.
 - A capital state-funded application is being considered for an Initial Project Proposal (IPP) to be submitted with this year's 5-year capital construction plan for this site. Plan identifies anticipated projects for the next 3-5 years. Updates and changes are made yearly. An overview of the state funding process and requirements was provided.
- SCC Orange Education Center Project
 - Ongoing remediation environmental clean-up efforts continue
 - Portable development project is now in work.
 - Background and updates concerning this project were provided. Charts are included as part of the agenda package. Townhall zoom meeting links (02-11-2026 and 02-12-2026) are available via the SCC Facilities and Safety Committee.
 - The project has a 10-month period of performance to meet a December move-in which is highly unusual and nearly impossible. This project may impact other project schedules in order to meet this emergency project.
- Scheduled maintenance is being prioritized to meet deadlines
- 5-year capital planning is underway
 - CJA IPP is being considered

VC Ingram encouraged committee members to share this slide deck with constituents, peers, and colleagues for their awareness.

6. Sustainability Committee Update – Matsumoto

- Sustainable RSCCD (SRC) Next Meeting March 18, 2026
- Website: <https://www.rsccd.edu/Departments/BusinessServices/sustainable-rsccdcommittee/Pages/default.aspx>

Matsumoto stated committee and interested parties recently toured the OC water district and learned how waste water is converted to drinkable water. Other field trips are also offered on different topics.

7. Update on Campus Facilities Meetings

- [SAC – Facilities and Safety Committee Update](#) – Hoffman

Next Meeting March 17, 2026

Hoffman stated the committee met on February 17 and the AR6700 presentation was provided during the meeting. Kaveney presented how facilities and maintenance issues and concerns could be addressed during the meetings as a result of the committee vote to dissolve the subcommittee.

- [SCC – Facilities and Safety Committee Update](#) – Satele

Next Meeting March 16, 2026

Satele stated the February meeting covered OEC remediation. Matsumoto and Lim provided a presentation concerning facilities use. Completed projects and those in process were presented. U Village was also discussed.

8. Meeting Schedule: Next PRC May 6, 2026

9. Other – No items for discussion

10. Adjournment

Motion to adjourn was made by Bart Hoffman with second by Dane Clacken. All in favor logged off the zoom meeting.

Meeting adjourned 2:23 pm.

Physical Resources Committee

2026/2027 Fiscal Year Proposed Meeting Schedule

All meetings will be held from 1:30 – 3:00 p.m.

Location Via Zoom

Weds., September 2, 2026 – Meeting

Weds., October 7, 2026 – Email update

Weds., November 11, 2026 – Meeting
(due to conflict with CCFC Conference)

Weds., February 3, 2027 – Email update

Weds., March 3, 2027 – Meeting

Weds., May 5, 2027 – Meeting

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