

**FACILITIES PLANNING COMMITTEE
November 28, 2018**

Meeting Summary

Present: Klaus Christiansen, Trevor Bjorklund, Jeff Cady, Maridel Barr, Paul Wilson, Isidro Farias, Stormy Miller, Janelle La Cheux,

Absent: James Kiromiya, David Zec, Greg Nelson

TOPIC	DESCRIPTION	TIME	CATEGORY:
1. Intro, agenda	Approve agenda & previous minutes	5-10 min	Action
2. Review Charge of the Committee	Group Review of the Charge	30 min	Discussion
3. Measure B Updates	Isidro Farias	10 min	Discussion
4. Signage Updates	Klaus Christiansen	10 min	Discussion
5. Closing	Confirm next meeting date(s) if indicated by group	5 min	Action

Agenda and Minutes

Motion to approve agenda Trevor/Klaus, passed. Motion to approve minutes Trevor/Jeff, passed.

FPC Charge Review

Trevor reviewed both the Contra Costa and the San Diego Mesa Community College’s Facilities Planning Committee charges. San Diego Mesa is more like COM. They review long range facilities planning, major facilities issues and bring recommendations to the President’s Cabinet.

Today we are reviewing the first three bullet points of the charge. Point #1 states “Review and recommend facilities-related Board Policies and District Procedures.” Trevor wanted to know our role on this item. Maridel recalls Sara McKinnon, former FPC member advocated this bullet point. Trevor to

contact Sara for clarification. Point #2 states “Review and evaluate annual program review data”. Each year either a full program review or a half program review is done. The FPC receives the facilities portion of the review. We review and put each item on a spreadsheet. We decide if it’s something to refer to M&O via a School Dude work order, or whether it should be elevated to the appropriate body (e.g. Capital Projects) for action. We sent all our work to PRAC who then sends out our responses. Each department/program gets feedback from the FPC. No changes to this bullet point. Bullet point #3 “Recommend facility capital renewal and replacement needs and priorities.” This involves facilities work that is beyond the scope of an M&O work order. This committee could review these types of requests on an annual basis.

Measure B Updates

Isidro updated the group on Measure B projects. At IVC, Pomo cluster phase 2 is ongoing and should be completed by Summer 2019. The kickoff for new Miwok Center/Aquatic getting started soon. At the Organic Farm we are doing the final punchout list. Jonas Center is in final design and will start construction in spring 2019. Admin Cluster Project to replace windows still needs an architect. Currently they have all single panel windows.

At the KTD campus, a new sink has been fabricated for the FA painting room. It will catch the bits of paint etc. that have been plugging up the previous sink. Athletic fields are still under construction due to many delays for rainy weather and smoke days. Completion of the project by the original date of January 2019 is unlikely. The AV Project for PA, is getting started by identifying the items, wish list for the users. The M&O building is under review by DSA. We hope to start construction early next year. LRC to proceed to the next phase of getting an architect and contract for that building to do RFP. It will likely go out in January, to be due by March. At FH design work and construction drawings to start next month. This remodel will require all staff to move out of the FH building. All 8 portables currently at IVC will be relocated to the great lawn at KTD. In addition to the great lawn, some will be located on the circle drive lower level. Estimating the time to be fall 2019. After FH staff will move out of trailers back to FH, then LRC and library will move into the portables. There is new ADA parking near lot 10 at PE. There will be an accessible path of travel when the fields are completed. Janelle asks if they have reinstalled the water fountain for that area. Yes, Klaus said they will be. The fountains serve people using the volleyball, and tennis courts facilities. There be access for those with disability to go to ball park and tennis court. Jeff, can the AC concrete floors be washed. Not getting done as often because grounds crew is short staffed. TVs popping up are touch screen way finders. Patrick’s project. Signage would be helpful.

Signage Update

Recycle rollout happened in SMN. Still major issues with contamination. Coffee cups are going in wrong container. Danielle Robinson is working on more signage to help with this. We have a sustainability link on the M&O webpage to help people understand what we are trying to do.

Closing Comments:

Janelle mentioned that a firm has been hired to see what we can do with the Bolinas Lab. They meet with a committee she is working on that includes the faculty in life sciences. They are working to discuss options to see if it can be used. There are lots of challenges due to the lab location on two major fault lines. There are laws restricting where students can safely be taught. She also mentioned that the temperature in FA 215 is often cold and asked it be checked.

Next meeting date is 01/23/19 in AC303 from 2:00-3:00 pm.