

FACILITIES ADVISORY COMMITTEE

MEETING NOTES

JULY 11, 2016, 10:00 A.M. – 12:00 P.M.

- PRESENT:** Ashley Gallegos, Construction Projects Specialist, Facilities Planning & Management (Notes)
Eric Kaljumagi, Professor, Learning Assistance
Gary Nellesen, Director, Facilities Planning & Management
Joumana McGowan, Associate Vice President, Instructional Services
Katherine MacDonald, Administrative Specialist II, Counseling Department
Marc Ruh, Professor/Assistant Athletic Director, Kinesiology, Athletics, and Dance Division
Mika Klein, Sr. Facilities Planner, Facilities Planning & Management
- ABSENT:** Andi Fejeran Sims, Director, Student Life
Bill Eastham, Director, Technical Services
Denise Lindholm, Executive Assistant to the President/CEO and Board of Trustees
Grace Hanson, Dean, Disabled Student Programs & Services and Student Health
Justin Ott, Horticultural Technician, Grounds
Student Representative, Student Life (TBD)

SUMMARY OF DISCUSSION:

1. REVIEW OF PREVIOUS MEETING NOTES / MEETING HANDOUTS

- A. The notes from the June 13th meeting were distributed at this time.
- B. The following handouts were reviewed:
- FAC Committee Goals and Progress Reports
 - Scheduled Maintenance Project List (DRAFT)

2. COMMITTEE GOALS AND PROGRESS REPORT

- A. The previous year's committee goals were reviewed and finalized. Caitlin Rodriguez to distribute the updated information to Denise Lindholm for processing.

3. FIVE (5) YEAR PLAN

- A. Gary reviewed the current five (5) year plan. This document, which is submitted to the State, tracks space utilization by percentage.
- Cap load ratios for classroom utilization were reviewed for 2018-19 at 129%. Even though the current number is over 100%, the percentages over time are trending downwards towards a more efficient utilization.
 - The College will continue the ongoing effort to provide more efficient classroom programming and coding.

4. SCHEDULED MAINTENANCE PROJECT LIST

- A. Gary distributed the list of high priority scheduled maintenance projects. Funding and costs were reviewed.
- The newly hired Scheduled Maintenance Project Manager, Matt Thatcher, will be taking the lead on these projects.

5. UPDATES ON MAJOR PROJECTS

- A. Energy Projects: As the TES project is nearing completion, Gary noted that parking spaces that were previously unavailable due to construction will be available again upon completion of the project.
- B. Parking Structure: The legal hearing for the project is scheduled for September 2016. Future planning for additional parking will be discussed by this group at a later date.
- C. Athletics Complex East: CMPCT has approved the cost estimate from Tilden-Coil Constructors. The project will proceed with the bidding process.
 - The contracts for demolition will be presented to the Board in October 2016.
 - All football home games will be played at Covina District Field for the upcoming 2017-18 season.
 - The Subsequent Environmental Impact Report (SEIR) documents for the Physical Education Projects (PEP) will also be presented to the Board in October 2016.
- D. Space Planning: Classified Senate needs a new location; location to be determined.
- E. The Student Center: The project is targeted to have an estimated competition date in 2020.

6. EDUCATIONAL MASTER PLAN (EMP) & FACILITIES MASTER PLAN (FMP)

- A. An expanded facilities advisory team will meet July 12th, 2016 to review and discuss the proposals submitted for the Educational and Facilities Master Plans.
 - Once scores and comments have been reviewed, the team will provide their recommendation as to which firms will be selected to interview at CMPCT.

Future Meetings

Monday, September 12, 2016, 10:00 a.m. - 12:00 p.m.

Monday, October 10, 2016, 10:00 a.m. - 12:00 p.m.

Monday, November 14, 2016, 10:00 a.m. - 12:00 p.m.