Facilities Planning Committee
Agenda & Notes

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Committee Charge	The Facilities Planning Committee develops the Facilities Master Plan for the College of the Redwoods. This plan ensures that capital improvement priorities and projects are recommended based on their contribution to improving student learning outcomes and their alignment with the Strategic and Education Master Plans. The committee also reviews and ranks resource requests from program review related to facilities.
Meeting Date	Jan. 29, 2019 1:30 – 3:00 pm FM 106
Outcomes	Better understanding of the facilities needs of AR
	Progress on ranking of resource request allocations
Meeting Participants	Bob Brown, Cathy Cox, Sean Patton, Elisa Abelleira, Ali Hodges, Chris Cox
Absent: Bert Hafar; Danny Walker; Burk McBride; Marty Coelho	
Meeting Leader and/or Facilitator	Bob Brown (co-chair)
Recorder	Cathy Cox (co-chair)

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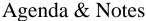| What	How	Who	When
1. Opening	Welcome – incl. new members Agenda Review FPC Timeline Review	Cathy Cox	1:30 – 1:35 pm
Notes: Cathy introduced Ali Hodges and Chris Cox, from Academy of the Redwoods. They have been asked to join FPC by President Flamer. There were no changes to the Agenda. The timeline will be reviewed at the next meeting.			
2. Review Minutes from FPC Meeting 1/15/19	Review and discuss	Committee	1:35-1:40 pm
Notes: Minutes approved without changes.			
3. AR Classroom Portable	Presentation and discussion about the AR classroom portable	Steven Roper, Garry Patrick	1:40-2:00 pm
Notes: Garry Patrick was asked by President Flamer to give a brief presentation to FPC on the modular building used by AR behind the dorms.			

- The roof of the modular is currently in "failure mode", with extensive dry rot under the existing roof. Repair of the roof would cost approximately $50K, due to the required materials, the type of roof, and the need to pay "prevailing wages".
- The modular does not have forced air, thus lacks air filtration; heating done by ceiling-mounted gas heaters which don't exchange air with outside. (Health and safety issue!)
- The structure is one of the original facilities on campus; dry rot is extensive throughout the building. Repair is not cost-effective.
- There is NO fire main servicing the building, nor a hydrant; no automatic fire alarm system that alert outside the building; no fire suppression system.
- The building lacks access to an ADA restroom. The nearest one is in SSA, over 700 feet away.
- Furthermore, when the building was placed, no soil study was done; we have no idea whether there are faults running below it.

Questions were asked about how AR relates to the District financially. There is a very nominal rent paid by FUSD to RCCD for the use of the facilities; FUSD pays for custodial services; RCCD keeps any college apportionment earned for attendance in college courses. Question asked about what our options might be for state funding to replace the building; Garry answered that it was already replaced with the new CDC several years ago. There is cleared land available that could be used for a new building, but no other planning has been done. Cathy will take Garry's information presented above and add it into the descriptive narration about the AR Modular in the draft of the Facilities Master Plan.

Bob asked what that AR uses that particular building for at this time. Ali answered that it holds their pantry, provides assembly/meeting space, some classroom space, faculty offices, etc. Bob also asked whether AR does a program review; Chris answered that they do one for FUSD but they don't do a CR

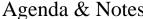| Program Review. The high school district doesn't review the facility itself; they did note the deficiencies in the fire protection and the heating. Chris also noted that the FUSD cannot use bond funds to assist the district, because this facility is outside the boundaries of their District.			
4. Ranking Facilities Resource Requests	Discussion	Bob Brown, Committee	2:00 – 2:50
Notes: The committee continued the resource request rankings. Several resource requests could not be effectively ranked as they either did not include any cost estimates or they were actually requests for planning rather than for resources. It was noted that several requests from one department in particular did not appear to be written in a way that allowed FPC to rank them, and Bob Brown was asked to bring this to BPC as an example of training needed by departments in how to write resource requests properly.			
5. Updates / Possible Items	Any?	All	2:50-2:55
Notes: Some feedback on the FMP has already been received by Cathy from various committee members. The deadline for turning in comments is next Tuesday, 2/5.			
6. Close	• Next Meeting Date • Summarize agreements • Review next steps • Additions for next agenda • Evaluate the meeting (+'s and Δ's)	Cathy Cox	2:55-3:00
Notes: Cathy - will take Garry's information presented above and add it into the descriptive narration and front matter about AR in the draft of the Facilities Master Plan Chris – will get information on the FTES generated by AR and send it to Cathy. Bob – will send out survey to determine best time for future meetings.			

❖ FPC Website: http://internal.redwoods.edu/fpc
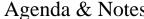❖ Next Meeting: TBD
❖ **Reminder: Please update your constituents and bring their feedback to the Committee**

Capital Project Updates

Project	Status	Est. to Start work / Complete work
Utility Infrastructure Replacement & Seismic Strengthening = UIR	- Funded - Will go out to bid in October	12/2018
Creative Arts - Replacement and removal	- Second to final floor plan review the week of 10/29/18 with CA faculty and staff.	3 years
Physical Education & Field House - Replacement and removal	- Expect to be funded next Fiscal Year	4 years
Scoreboard	- Completed	Completed

Facilities Project Updates

Project	Status	Est. Timeline
Purchase microscopes and storage cabinet for KTIS	-delivering week of Thanksgiving	Fall 2018
Paint CDC Fence	- in process	Fall 2018
Add Dr. Eugene Portugal's name to the Dr. Eugene Portugal SSAT Building	- Ceremony will be 11/6/18	work is complete
Move the Food Pantry to a larger space	-Completed	October 2018
Install fencing along President's drive	- in process	Fall 2018
Update the new ASCR Lounge	- in process	Fall 2018
Replace and new Pour & Play surfaces at CDC	- in process	Fall 2018
Replace Refrigerator at CDC	- in process	Winter 2018
Replace Dishwasher at CDC with new style	- in process	Winter 2018
Repair tiles around water fountains at CDC		Spring 2019
Repair dry rot in Del Norte buildings	- out to bid	Fall and Winter 2018/19
Applied Technology:		
Install LED lighting in Automotive Electric Car area and Welding	- funding identified - Lights are being ordered	Fall 2018
Repair Rollup door In Auto Electric - AT 131	- Completed one, now repairing second door and adding electric opener	Fall 2018
Repair rollup doors in Welding/CT - AT 131	- bid received, determining work configuration	Winter 2018
New rollup door in Welding	- Faculty researching materials to select from bids received	Fall 2018
Add Safety Railing in Automotive Electric Car area	- Railing is in transit to CR	November 2018
Paint Welding Lab	- project changed to cleaning walls	Winter 2019
Install new Welding Curtains	- new curtains have been ordered	Winter 2019
Install new lighting in the Construction Technology Paint Spray Booth	- researching	Winter 2019
Install fencing behind new Fabrication Lab	- faculty determining exact project specifications	Winter 2018-19

Replace fencing and add a new gate to the new Automotive Electric Vehicle lab	- PO is in process	November 2018
Install vehicle lifts in new Automotive Electric Vehicle lab	- working with vendor	Winter 2018-19
Add electrical boxes in ceiling and for new electric door motor.	- working on specifications	Fall-Winter 2018-19
Increase lighting behind AT 131 for Construction Technology outdoor evening classes	- working on bid documents	Winter 2018-19