



FACILITIES PLANNING COMMITTEE

MINUTES

MEETING TYPE:	<input checked="" type="checkbox"/>	Staff	Date:	10/8/02
	<input type="checkbox"/>	Product/Project	Starting Time:	2:00 p.m.
	<input type="checkbox"/>	Special	Ending Time:	3:30 p.m.
			Place:	RS-5

CHAIR: Jerry Patton **MEMBERS Present:** Cynthia Anfinson, Mike Ellis, Russ Filbeck, Kelley Hudson-MacIsaac, Jennifer Lebedeff, Theo Brockett, Ken Swift, Jason Roach (ASG REP)

RECORDER: J. Giese **MEMBERS Absent:** Wendy Metzger, Rick Sanchez

Order of Agenda Items

A. CALL TO ORDER

B. ROLL CALL

Guest: Chris Feddersohn

C. MINUTES

The minutes of September 10 & 24, 2002 were approved (Ellis, Filbeck – MSC)

D. UNFINISHED BUSINESS

1. Project Proposal Checklist/Technology Remodel Checklist

A meeting is scheduled for October 10th with Jerry Patton, Mike Ellis, Jose Vargas (IS), Jenny Akins and Ken Jay (Purchasing).

2. EME Renovations

M. Ellis is working on the specifications waiting to receive the Capital Outlay Request Form which is in the VP's office for signature.

3. CFT

Chris Feddersohn distributed handouts of the proposed Torii Gate to be constructed the weekend of November 9 & 10 by the Japanese master craftsman. He described the methods he will use to construct and secure the gate at the T- building. Discussion took place on whether we should have a structural engineer look at the plans. Mike Ellis will review the plans further and get together with Chris.

Russ Filbeck is waiting to receive the signed Capital Outlay Request Form from the VP's office. Jerry Patton suggested that Chris move ahead with his planning and if need be the committee will vote via e-mail for approval of the project.

The roof to the timberframe structure at the new Friendship garden will be installed 10/9/02.

Discussion took place regarding the shade structure mentioned at the last FPC meeting. Russ Filbeck has prepared the Capital Outlay Request Form for this project. He will provide a sketch to the committee at the next meeting.

4. Signage Guidelines

A meeting with Jerry Patton, Mike Ellis and Kelley MacIsaac is scheduled for October 9, 2002. This item will come back to the committee on October 22, 2002. There is a need for an approval process and guidelines.

E. INFORMATION

1. Project Updates - Mike Ellis

- Student Center Construction: The project was slow to start but:
The new sidewalk to the Cafe/Bookstore was opened 10-7-02
The slab for the lounge is scheduled to be poured 10-10-02
The slab for the admin section is scheduled to be poured 10-15-01
The steel is scheduled to start going up on 10-18-02
The project is currently 3 days behind schedule.
- Building Renovation Project: The award of the painting bid will go to the Governing Board for approval tonight. The contractor was scheduled to start work on November 1, but would like to start this Friday if all the arrangements can be taken care of. Donna Renner is coordinating the schedules with the contractor and the various departments in each building. The exterior of the buildings will be completed in the first phase, with the work being scheduled for Friday afternoons, Saturday and Sundays. The interior classroom painting will be scheduled either nights (after 10pm) and/or the weekends. We will publish the painting schedule as soon as it is completed.
- EME Remodel: currently working on the plans and specifications and we are waiting for the Capital Outlay Request Form to be submitted. We will have to go to formal bid and the work will be scheduled in December 2002.
- Baseball Field Relocation Project: The plans are currently in DSA for back-check, when they are completed and stamped we will go out to bid.
- Energy Retrofit Projects: The following is the status of these projects

The buildings that were funded for lighting replacement have been completed; we still have some of the temporary buildings that were not done because of insufficient funding.

The HVAC systems in LS/ES West have been replaced and are operational.

The HVAC rooftop units at ST/AA have been replaced and the lower unit for Staff Wing 3 & 4 is currently on order and replacement will be scheduled when the equipment is received.

The SSC HVAC replacement is on hold until the Student Center construction is completed.

The A-6 HVAC replacement is in design and will start construction as soon as the plans are approved.

There are other projects out there, but they are not in work at this time.

- #### 2. Student Union Project: Mentioned in report above

3. High Tech Building –

Kelley MacIsaac is waiting to receive the check from Fiscal to deliver to DSA for “get the ball rolling!”

4. Educational & Facilities Master Planning Task Force:

Kelly & Jerry reported that the task force is looking at scenarios. Projection for 2020 is Palomar would have over 47,000 students. They are looking at possible centers/campuses which is been narrowed to 2 or 3 locations. The task force is also looking at present and future populations/demographics. In the South – Scripps/Poway Parkway area; in the North – I15/highway 76.

F. NEW BUSINESS: No report

G. OTHER ITEMS

Mike Ellis inquired as to the reporting of FPC with the new “councils.” Jerry stated that FPC would report to the Administrative Services Planning Council which reports to SPC.

H. ADJOURNMENT

The meeting was adjourned at 3:30 pm.

Next meeting – October 22, 2002 at 2:00 in RS-5.