



FACILITIES REVIEW COMMITTEE
MINUTES
April 24, 2008

A meeting of the Facilities Review Committee was held on *Thursday, April 24, 2008*, at 3:00 p.m. in room RS-5.

Call to Order

Mike Ellis called the meeting to order at 3:09 P.M.

Roll Call

Members Present: Cindy Anfinson, Jayne Conway, Mike Ellis, Kelley Hudson-MacIsaac, Pulkit Kanotra, JoAnne Lesser, Karen Mifflin, Chris Miller, and Rick Sanchez

Members Absent: Bonnie Ann Dowd, Ken Swift, Jose Vargas & Mark Vernoy

Ex-Officio

Members Absent: Donna Renner and Don Thompson

A. Approval of Minutes

The minutes of April 10, 2008, were unanimously approved (MSC: Kanotra/Conway) and will be posted on the Palomar web page as follows:
<http://www.palomar.edu/committees.htm>

B. Action Items/Second Reading

1. Motorcycle Safety Program

Mike Ellis had sent an email to the committee indicating that as long as the Motorcycle Safety Program was willing to pay for the site work to install landscaping or view-obscuring fencing to “hide” the connex boxes, Facilities had no problem with their request for a third connex box. Teri Safranek, Director of Workforce & Community Development, was unable to attend the meeting, but communicated through an email reply that the Motorcycle Safety Program would cover the cost for the site work requested. Based on Ms. Safranik’s written assurance, a motion was unanimously approved to allow for the addition of a third connex box with the caveat that a work order be generated that commits the Motorcycle Safety Program complying with the view-obscuring requirement (MSC: Hudson-MacIsaac/Afinson).

2. Campus Police Library Remodel

Mike Ellis briefed the committee on the request by Campus Police to have a glass barrier installed similar to the cashier’s windows as discussed at the last meeting. He indicated that the request is for a bullet-proof glass barrier. There was some

discussion and concern about the continued vulnerability of the building since the walls and existing windows are not bullet-proof. Following discussion, a motion was unanimously passed to approve concept drawings by the LPA, the District Architect and allow the project to move forward assuming all DSA requirements are met and that funding for the plans and renovation are paid for from the Campus Police department's budget (MSC: Hudson-MacIsaac/Sanchez).

3. Construction Trailer Location

Mike Ellis informed the committee that the construction trailers for the MIB and S-Buildings will take up 71 spaces in Lot #12. He reviewed an email previously sent to FRC members outlining the present parking lot configurations as well as those proposed to be restriped and constructed in the future, resulting in a net gain of 83 parking spaces on the campus. Discussion ensued as to ways to accommodate "District Disabled" and staff parking without sacrificing a similar number of student parking spaces in Lot #12. Kelley Hudson-MacIsaac and Cindy Anfinson suggested checking with DRC periodically to see how many District Disabled spaces are actually needed and perhaps display temporary signs (similar to Governing Board parking spaces on meeting days) that can be adjusted according to demand. Following discussion, a unanimous motion was passed to allow for the construction trailers to be located in Lot #12 (MSC: Miller/Kanotra).

C. First Reading

1. Relocation of Bike Racks

No representative from Campus Police was in attendance at the meeting and no correspondence had been received on this agenda item. Therefore, the item was tabled until information is provided as to the nature of the request or Campus Police remove their request from the FRC agenda.

D. Discussion/Information Items

1. Project Updates

Mike Ellis indicated that there will be substantial construction activity beginning the day after graduation and stated that the campus will look very different at the beginning of the fall semester. During the summer the ES, CH, LS & S buildings will be demolished and grading of the site completed. Work is already underway in these buildings to prepare for demolition, including removal of asbestos material given the age of these buildings.

Mike reported that they were doing everything possible to minimize disruption and suggested working with the College's Communication Department to develop signage to direct students at the beginning of the fall semester.

2. Energy & Sustainability Working Group

Mike encouraged members of FRC to volunteer for the Energy & Sustainability Working Group because the recommendations formulated by the group will have a significant impact on the campus. The E&S Working Group will not only set temperature standards college-wide, but will also be responsible for reducing utility usage 15% by 2011 as required by the State. Mike stated that in order to

meet this State requirement, the District will need to come up with creative ways to conserve. He encouraged FRC members to “think outside of the box” with regard to energy conservation. Those interested in joining the work group should contact Facilities for more information.

3. Update on Designated Smoking Area #2 in Lot #2

Mike Ellis clarified that at this point, there does not appear to be a need to relocate Designated Smoking Area #2 as a result of locating temporary modular trailers in parking lot #2.

E. Old Business

1. HBET Timber-Frame Move

Mike Ellis shared that the HBET timber-frame structure has to be moved within a year due to construction in its current location and that FRC needs to come to a consensus recommendation about where it should be relocated. Discussion followed. Kelley Hudson-MacIsaac informed the committee that the Theater User Group is also looking at possible locations. Cindy Anfinson stated that since Chris Fedderson’s class erected the structure, perhaps they could be involved with moving it to the selected location. Rick Sanchez suggested that it could be dismantled and put into storage to be relocated to the Fallbrook Campus when it is completed. Another suggestion made was to move it to the Arboretum. Kelley stated that one structure has already been moved there and has enhanced the overall appearance of the Arboretum. She also reminded everyone to keep in mind that wherever it is moved, it can’t be a place that is used for instruction because it would not be approved under DSA guidelines. Mike raised the issue that there are other timber-frame structures on campus that have been erected, but no funds have been allocated for maintenance upkeep. In particular, the canvas on the timber-frame near the Brubeck Theater is disintegrating and should be repaired since it’s at the entrance to the school and is becoming unsightly but no department has taken responsibility for the cost of the repairs.

F. Other Items

None

G. Adjournment

There being no further business, the meeting was adjourned at 3:54 p.m.

Next Meeting, Thursday, May 8, 2008
3:00 P.M. - RS-5