A meeting of the Facilities Review Committee was held on Tuesday, May 11, 2004, at 2:00 p.m., in Room RS-5.

Call to Order

Jerry Patton called the meeting to order at 2:01 p.m.

Roll Call

Members Present: Cindy Anfinson, Norma Bean, Mike Ellis, Russ Filbeck, Terry Gray, Kelley Hudson-Maclsaac, Jerry Patton Jose Vargas and Mark Vernoy

Members Absent: Ken Swift, Rick Sanchez and Ariel Zeballos

I. Approval of Minutes

MSC Ellis/Bean none opposed

The proceedings of the meeting of April 27, 2004 were approved. Minutes are posted on the Palomar College web page as follows: http://www.palomar.edu/committees.htm

II. Unfinished Business/ Second Reading

A. Proposed Library Renovation Plan

Kelley reported that a timeline has been requested for this plan. No budget has been established.

Mike reported that an HVAC Engineer will be required to be involved in the upgrade portion and he estimates that it will be approximately two-to-three weeks before a cost estimate could be provided.

Mark reported that they will be bringing forth the whole project to the Foundation and the President’s Association.

It was the consensus of the committee to approve this request pending establishment of a funding source.

MSC Ellis/Filbeck None Opposed

B. Annual Implementation Plan/ Facilities Improvement Plan

C. Annual Implementation Plan/ Parking Improvement Plan

D. Annual Implementation Plan/ Safety & Security Improvement Plan

MSC Vernoy/Bean None Opposed
III. **Discussion Items**

A. **Project Updates - Mike Ellis**

1. **PE/ Athletics Fields**

   We hope to start construction in August 2004 after CEQA Requirements have been completed which includes gnatcatchers, raptors, endangered plant species and emerging wetlands.

2. **High Technology Lab Classroom**

   Mike reported that the District will advertise an RFQ for ninety-days and it is hoped that the contractor selected will be approved at the September 14th Governing Board meeting.

   During the advertisement period, we hope to relocate the Hubbell Structure, move existing trees, and move the Marketing Communications trailer from its present location by the GJ Building to its new location in Parking Lot C-1. Pre-grading will start after CEQA Requirements have been completed.

3. **PFE Funded Projects**

   Mike reported that the following projects have been scheduled starting May 22, 2004:

   1) Swimming Pool  
   2) Tennis Courts  
   3) EC-405  
   4) D-2A/D-2B  
   5) D-10  
   6) Q-9  
   7) A-6 Electric Replacement  
   8) S Building Men’s Restroom Renovation  
   9) Classroom Flooring Renovation (Asbestos removal: A-19)

4. **State Scheduled Maintenance Projects**

   Mike reported that the following projects will be scheduled for completion for fiscal year 2005:

   a) Student Services Center Sewer Replacement  
   b) A-6 Electric Replacement  
   c) Escondido Center Electric Replacement

IV. **New Business/ First Reading**

   There was none to report
V. Other Items

A. Location of Adjunct Faculty Office Building - Kelley Hudson-Maclsaac
Kelley reported that the Working Group recently met and no decision was met regarding the proposed location although the location has been narrowed to two possible locations: LOT 12 by Child Care Center Building 3 (greenbelt) and LOT 11. Diane Studinka and Susan Wronski voiced their concerns about the proposed site in LOT 12. There seemed to be a misconception regarding the proposed location and once the Working Group discussed it, the Child Care instructors were more comfortable with the situation.

Campus Police Building - Mike Ellis
Mike reported that the new building is scheduled for delivery toward the end of the month with a scheduled completion date of July 1, 2004.

Don Thompson, Environmental Health & Safety Technician, designed and built the Campus Police KIOSK which will be located at the front entrance of LOT 1.

Existing Campus Police Building will need to be increased in size. Building will have to be DSA approved, establish a site plan and have ADA access.

B. Banners, Signage
Kelley recommended that a monthly report on signage be brought forward from the Signage Working Group.

Departments requesting signage would come once for blanket approval. Recommend that departments submit one year plans for signage to Facilities Review Committee (EOPS, TRIO, Marketing Communications and Student Services).

Meeting adjourned at 2:29 p.m.

The next meeting has been scheduled for Tuesday, September 14, 2004, at 2 p.m. in Room RS-5