

FACILITIES COMMITTEE MEETING MINUTES

February 3, 2009
9:30 am
College Conference Room

PRESENT: Fred Allen, Steve Baker, Patrice Braswell-Burris, Janet Castanos, John Colson, Tim Flood, Kats Gustafson, Beth Kelley, Alba Orr, Walter Sachau, Dave Steinmetz, Brad Tiffany, Reyna Torriente

RECORDER: Tasa Campos

REVIEW OF AGENDA & MEETING MINUTES

The minutes from the January meeting will be sent out with this set for review. Tim reminded the committee members that they will only be meeting once a month now.

STUDENT CENTER / STUDENT SERVICES UPDATE

Tim shared that the Governing Board subcommittee was pleased with all of the work the task force involved in the planning of the Student Center/Student Services Building have completed. The plans will go to the Governing Board in February, 2009. The committee electronically viewed designs of the exterior of the Student Center building from different angles. The committee then reviewed and discussed the floor plans for both buildings and the furniture and dining areas in the Student Center and some changes that will occur in the Student Service 100 Building. Tim explained the new possible skylight, windows and roof lines. He estimated the work may start in the summer 2010.

Tim reported an architect was selected for the Theatre Arts area construction. The architect is LPA and they will be taking the college through all design, development and construction processes. It was a unanimous decision made by the task force. Tim shared the college does not have a start date due to funds not being available but are moving forward with the planning stage in order to keep hold of the college's place within the state process.

The committee discussed the Building 10 and 11 move into the modular areas and the 300 North Building remodel.

STUDENT CENTER/STUDENT SERVICES SCHEDULED MAINTENANCE

Tim stated that the Facilities Committee recommendation to apply some of the scheduled maintenance funds to be used as a match for sidewalk repairs and ADA compliance needs to be augmented with matching funds. The matching funds, \$137,573 would need to come from Maintenance and Special Repairs. The Committee agreed to fund the matching requirement.

VERBAL UPDATE ON CURRENT PROJECTS

- **Pool Deck** – The College was required by the health department to remove the Jacuzzi used by the swim and diving team to stay warm during practice. The college contacted the City of El Cajon Planning Department Supervisor to try and keep the Jacuzzi and was denied. The college is now looking at different options of keeping the team warm, possibly timed hot showers.

The pool deck replacement will be done in summer 2009. The work will take the entire summer. Some concern was expressed regarding summer classes being impacted. The committee

discussed the reason why the work needs to be done in the summer and not the winter.

- **Pool Mechanical Room & LRC Roofs** – The College is currently in the design process for replacement of portions of the LRC roof that were not replaced during the remodel process. The asbestos testing has been completed on the LRC roof as well as the Pool Mechanical Room roof. No asbestos was found on the LTRC and a small amount was found on the Pool Mechanical Room roof. It is a type that can be removed without a problem by the roofing contractor. This should take care of any leaks.
- **Flooring** – New carpet has been installed in rooms 342 and 224. New vinyl has been installed in a couple areas of the Child Development Center and in the ACE building restrooms.
- **Painting** – Interior painting in the old Media Communications area along with the stairway as well as rooms 500 and 570 has been completed. Maintenance will be looking at what can be painted during the summer. It is time to start looking at classrooms again for painting because we are getting to the end of the 5 year cycle. It would include the 500's and transitioning to the 300's. If there is no schedule availability in these areas over the summer then the college will need to plan a wider section during winter break. The committee discussed the possibility of adding a colored/accent wall to the classrooms within those areas. The committee would need to meet with representatives from those areas to discuss and review color standards.

SINGAGE UPDATE

Walter reported a total of 112 smoke free signs have been posted around campus. We are still being contacted about problem areas where smoking is still occurring. The areas where international students have their classes are still having a lot of problems. A trash can and cigarette urn has been placed across the street on Highwood Drive for students who are going off campus to smoke. We have a Grounds Maintenance Worker who is going over to the area and the LDS church to clean up.

Increase of skateboarding is becoming a problem and signs have been posted. Skateboarding is not allowed on campus.

Kats Gustafson is finishing up the review of the wayfaring signage package for the LTRC. It will include station locations and room numbers, both painted and banner type signs. The college has a design and cost estimate currently being reviewed by Dale Switzer for the implementation of permanent signage for the new buildings instead of the plastic paper signs.

WATER USAGE UPDATE

Tim reported the county will probably be going into a stage two water alert in July, 2009. The college will be putting together a sub-committee to look at ways the college can conserve more water and how we will be affected by the alert. If you are interested in volunteering for this sub-committee please email Tim or Tasa. Please ask around in your departments to see if any others are interested. The college is asking different departments to look at the landscaped areas and email any suggestions. Some of the lawn panels on campus may be removed and native and/or drought resistant plants may be planted in planters instead. Rock gardens or art displays may also be used. Many different ideas are being looked at. Any suggested changes would be taken through the college and district processes for approval.

Steve Baker volunteered to be on the sub-committee.

SMOKING UPDATE

See Signage Update.

SAFETY/HAZMAT UPDATE

- **New Environmental Health and Safety Coordinator** – Tim reported the district has hired a new risk management person, an Environmental Health and Safety Coordinator, Marty Dubord, who used to work as a Grounds Worker at Cuyamaca.

Tim is currently checking on hiring an off campus professional environmental health controller to assist Grossmont College with the inventory and give us a general overall best practices plan. It is not that costly compared to the fines the college could face if not handled properly. A bid/quote has been requested from a company who helped us out before. Tim will let the departments know once the contract has been completed.

- **Online MSDS Sheet** – The College is looking at a company who provides the MSDS sheets online. It stays online so we can look up the information and checks annually with any companies we use for changes and updates the sheets.
- **New Storage Shed & Gas Cabinets** – The Maintenance & Grounds compound will soon have a new storage shed and gas cabinets. Jim Recktenwald is currently building the shed and we have purchased fire proof cabinets to store in the shed. Gas used by the Grounds, Athletic Grounds, and Maintenance department will be stored in the shed.

TASK FORCE UPDATES

None at this time.

The meeting was adjourned at 10:45 a.m.

The next meeting is scheduled for Tuesday, March 3, 2009 at 9:30 a.m. in the College Conference Room