**Berkeley City College – Facilities Committee**

**February 5, 2016**

Present: Shirley Slaughter (Co-Chair), Samuel Gillette, Cynthia Reese

Guests: Janine Greer

Absent: Lynn Massey, Kelly Pernell, Willard Cheng, Joshua Boatright, Ramona Butler, Windy Franklin, Cynthia Reese, John Pang, Johnny Dong, Joe Doyle, Vincent Koo, Ralph Smeester, Jennie Braman, Sarah Levin (ASBCC),

Recorder: Joanna Louie

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| **Agenda Item** | **Discussion** | **Follow-up Action** | **Decisions (Shared Agreement/Resolved or Unresolved?)** |
| Call to order | Call to order- 12:25pm  Facilities Committee 2015-2016 Schedule- please mark your calendars!   * ~~Friday,~~ **~~November 6~~**~~, 2015 12:15-1:30pm room 451~~ * ~~Friday,~~ **~~December 4~~**~~, 2015 12:15-1:30pm room 542~~ * Friday, **February 5**, 2016 12:15-1:30pm room 451 * Friday, **March 4**, 2016 12:15-1:30pm room 451 * Friday, **April 1**, 2016 12:15-1:30pm room 451 * Friday, **May 6**, 2016 12:15-1:30pm room 451 |  |  |
| 1. Approve Agenda | Sam’s addition: access to electrical outlets  Agenda Approved. |  | Resolved. |
| 1. Review & Approval of 12/4/15 Minutes | Minutes approved. |  | Resolved. |
| 1. Update on Flex Day District Facilities – Shirley Slaughter | **Capital Projects Outlay Report**   * The report chronicles expenditures for both Measures A and Measure E through December 31, 2015. With respect to BCC’s latest acquisition (2118 Milvia), a total of $10.7M was set aside in Measure A for the purchase. The purchase price of our new facility amounted to $6.3M. * In January, 2016, the Board approved Noll and Tam as the architects for 2118 Milvia Street. * Currently the building is occupied by the City of Berkeley. By mutual agreement, the City will pay BCC rent and occupy the building through the end of the year. Monies collected are used to offset the cost of maintaining the building during their occupation. * Effective June, 2016, our swing space will be relocated to 2000 Center Street in Berkeley. The plan to relocate was approved by the Board in January. * Notice the asterisk by the project- parking. In order to construct 2050 Center Street, we were required to pay the City of Berkeley to mitigate traffic when we built this site. As of December 31st, $4.1M is sitting with City of Berkeley. The City is planning on building a new parking structure directly in front of 2050 Center Street. Given our contribution, we are asking for 100 parking spots in the new facility. We are still in negotiations concerning the parking spots.   **Facility Educational Master Plan (FEMP)**   * The last FEMP was completed in 2009. The state requires all districts to update their report every 6 years. PCCD hired consultants CBT (Collaborative Brain Trust) to assist the campuses with updating their plan and integrating it with the District’s plan. That process begins this month. The draft is due by Summer 2016. * Community College Facility Coalition (CCFC) has approved a bond measure for November. They are going out for $9B bond of which, $2B will go back to community colleges. * 5 Year Capital Outlay Plan 2016-2022: Atheria Smith will be meeting with the Facilities Committee to discuss the 5-Year Plan that is due by the end of this summer. |  |  |
| 1. Update from Building User Group (BUG)- Shirley Slaughter | The BUG committee has been meeting every Wednesday. The charge of that committee is to offer advice and recommendations to the President with reference to space usage. At the last meeting, they introduced the architects that will be working on the new building and discussed the flexibility over the room design. As we move forward in the design more information will be shared as to which departments will reside in the new building.  We acquired a new location for the swing space- 2000 Center Street (next to K’s Coffee Shop). We are due to move June 2016. There is going to be a Town Hall held at the end of this month to discuss the general list of spaces and a second Town Hall will take place in March to refine and approve our projected space allocation.  *Scheduling conflict: VC of Finance, Ron Little, will be visiting for the February 24th Town Hall meeting to discuss budgets.*  In addition to that, the architect will begin to take over the BUG meetings come March. In April, BUG will create focus groups discussions with AV, Tech, Health Center, and other areas that might be moving over to the new building.   Think of 3 functions do we believe works best in the new building:   * Student Life * Health Center space * Bookstore | **Action Item**: Shirley will need to initiate projected timeline for move from 2070 to 2000 Center Street.  Shirley will bring that to the attention of the BUG committee. |  |
| 1. Other | Electrical outlets- Sam is concerned with students sitting on the floor and charging their devices. Their cords are starting to stretch across hallways and in front of doorways which is creating a safety trip hazard. Not sure if they need to install additional outlets in the lounge or actually cover up the outlets in bad places. The main one is in front of room 511.  On the scheduled maintenance list, we are looking to replace the front doors which may cost up to $75k, install chemical feed, replace damper, and replace the broken window on the 2nd floor.  Concern- furniture along the windows is not bolted down.  Concern- we need to solicit committee membership. | **Action Item**: Shirley will put additional outlets on the scheduled maintenance projects list.  **Action Item**: Sam will check on this.  **Action Item**: Sam will bring attention to Cleavon Smith in Academic Senate to ask members to join.  **Action Item**: Ask Natalia to join our committee. |  |
| 1. Adjourn | 1:00PM |  |  |