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**

**FACILITIES ADVISORY COMMITTEE**

**April 19th, 2016**

Meeting Minutes

In attendance: Therese O’Neill, Jim Gates, Paul May, George Beach, Dirk Danker, Steve Burton, Will Leon, Norm Lane, Lou Anne Johannesson, Jennifer Costanzo, STR Partners, Colby Lewis, Deb Rieck, Tim Puntillo and Bill Truty of Bulley & Andrews

Absent: Dane Rankin, Catherine Ward, Dr. Carol Kelly

The group began a tour of the new Administration Building at 4:39p.m.

The meeting moved to Julian and was called to order at 5:21.m.

1. Public Comments: There are no public comments.

1. Standing: Approval of Minutes/Review of Action Items: The minutes from the March 8th, 2016 meeting were approved with amendments.

1. Tour of New Administration Building Discussion

O’Neill reported that the final furniture, fixture and equipment (FF & E) bid notice will be appear in the March 9th issue of the Wednesday Journal announcing bid due date of March 25th. FAC will see the bids on April 19th, with hopeful approval by the Board on April, 26th (reviewed by Board on 4/12). Beach likes the open spaces of the new building. All agreed. O’Neill reported that an additional building engineer will be needed for the new building, and the cost will be included in the prospective 2016-17 budget. Gates hoped that the members of FAC realize just how much their expertise and talent helped in creating the design of the new building, probably saving significant dollars, and further stated how happy and proud the Board is with FAC. He applauded their efforts. Beach sated that the building is very unique for an office space.

1. FAC Planning Sub-Committee: O’Neill asked for three volunteers to form a sub-committee to review all seven components of the new 10-year Capital Plan. The Board was very pleased when FAC suggested grouping and blending projects together for electrical work last summer, and was hoping they could dig into all the data for the new plan attempting to find comparable strategies for efficiencies and cost savings. The plan will include the following major sever categories of work:
2. L/S Violations (Priority “A” and “B”)
3. Facility Assessment Improvements/Maintenance Items (L/S Priority “C”)
4. Capacity Improvements
5. Previous 10-Year Capital Plan
6. Educational Enhancement Improvements
7. Accessibility Improvements
8. Temperature Control (Air Conditioning)

The Temperature Control Study has not yet been completed due to deriving the data from the software company; however, Lane promised the group that he would have it completed for review no later than the meeting of FAC on April 19th  at which time he will present the data derived.

The work team comprised of three FAC members (Danker – accessibility, May – architectural, and Beach – construction), along with two representatives from STR (Jennifer Costanzo and Jim) and two representatives from CS2 (engineering firm), and Norm and Therese will meet on both Wednesday, April 13 and Thursday, April 21 with the hope of finalizing all strategical work and then review entire Capital Plan at its May 17, 2016 FAC meeting with full presentation to the Board at its May 24, 2016 meeting.

1. Meeting adjourned at 7:06 PM