

**MEETING NOTES**

**MAY 8, 2017, 10:00 – 12:00**

- PRESENT:** Ashley Gallegos, Construction Projects Specialist, Facilities Planning & Management (Notes)  
Brian Moon, Student Representative, Student Life  
Eric Kaljumagi, Professor, Learning Assistance  
Gary Nellesen, Director, Facilities Planning & Management  
Joumana McGowan, Associate Vice President, Instructional Services  
Katherine MacDonald, Administrative Specialist II, Counseling Department  
Marc Ruh, Professor/Assistant Athletic Director, Kinesiology, Athletics, and Dance Division  
Ruben Flores, Grounds Equipment Operator, Grounds
- ABSENT:** Andi Fejeran Sims, Director, Student Life  
Bill Eastham, Director, Technical Services  
Executive Assistant to the President/CEO and Board of Trustees (TBD)  
Grace Hanson, Dean, Disabled Student Programs & Services and Student Health  
Mika Klein, Sr. Facilities Planner, Facilities Planning & Management
- GUESTS:** Cesar Castaneda, Lead Irrigation Specialist  
Kevin Owen, Assistant Director, Technical Services

**SUMMARY OF DISCUSSION:**

**1. REVIEW OF PREVIOUS MEETING NOTES / MEETING HANDOUTS**

- A. Gary reviewed the notes from the March 13<sup>th</sup> and April 10<sup>th</sup> meetings with the group.
- PSOMAS was awarded the Request for Proposal (RFP) work for the Environmental Impact Services (EIR) for the Parking & Circulation Master Plan (PCMP). Their master contract will be presented at the June 28<sup>th</sup> Board Meeting. Their scope of work includes parking, traffic, and transit CEQA/NEPA related efforts.
- B. The following handouts were reviewed:
- Project Budget Report May 2017, Presented to Citizens Oversight Committee.

**2. PROJECT BUDGET REPORT MAY 2017**

- A. The purpose of this report is to provide project budgetary related information in once location. This report also provide a snapshot of project's budget history. Gary reviewed the report with the group in detail.

**3. MAJOR CAPITAL UPDATES**

- A. Gary provided updates on the major projects.
- B. Business & Computer Technology: The project is tracking well at 75% completion. Installations of audio visual equipment, furniture, and ceiling projectors is currently underway. Occupancy is anticipated to be January of 2018.
- C. West Parcel Solar: Based on the legal hearing it was ruled that additional project specific CEQA analysis is required, additional studies are currently underway.
- D. Athletics Complex East Phase I: Demolition and abatement of the area adjacent to the project continues.
- E. Transit Center: The project design from Foothill Transit is about 20% complete. PSOMAS will be providing the CEQA/NEPA environmental project support.

#### 4. COMMITTEE GOALS

- F. Gary reviewed the committee goals for the 2017-18 year with the group. The following items were updated:
- Goal 1: Committee website up-to-date. *“Complete”*
  - Goal 2: Updated to: *“Evaluate and make recommendations for various Request for Proposals (RFP) and Request for Qualifications (RFQ) for the proposed 2018 local Facilities Bond”*.
  - Goal 3: Updated to: *“Review, prioritize, and report out on new project proposals generated through PIE”*.
  - Goal 4: Updated to: *“Provide and monitor progress on facilities projects to ensure ongoing communication and transparency with campus constituents”*.

#### Future Meetings

Monday, June 12, 2017, 10:00 a.m. - 12:00 p.m.

Monday, July 10, 2017, 10:00 a.m. - 12:00 p.m.

Monday, August 14, 2017, 10:00 a.m. - 12:00 p.m.