



FACILITIES COMMITTEE MINUTES

Tuesday, November 14, 2023

Café Conference Room

Members Present: Todd Hampton, Ivan Almanza, Angelo Cutrona, Mark Gibson, Gustavo Gonzalez, Steve Lytle, Justin Madding, Morgan Sanchez, Richard Treece, Sanai Gonzalez, and Jay Cuevas

Guest: None

Members Absent: Darcy Bogle, Natalie Woodall, and Trudi Blanco (Recorder)

The Facilities Committee meeting of November 14, 2023, was called to order by Todd Hampton at 12:10 p.m. in the Café Conference Room.

1. Minutes from October 17, 2023

The minutes were reviewed and approved by consensus.

2. Server Room Backup Generator

The test to ensure everything was hooked up correctly on October 27th was successful. We are looking at an 8-hour shutdown on January 6th.

3. PPIS Projects:

Treece reported on the current Physical Plant and Instructional Support (PPIS) projects:

- I. FACP Improvements – Fire Bell exterior at Cougar Sports Center was installed yesterday. Treece will now schedule the testing by Independent Fire.
- II. Roofing Re-Coat and Repairs – Awaiting manufacturer's final inspections and certification.
- III. Dental Flooring Replace – The restroom repairs are under construction with an anticipated completion date of January 11, 2024.
- IV. HVAC Replace Dental – One unit was installed yesterday, another today, and the final one tomorrow morning.
- V. Access Control Replace – Installation of all readers and control cards has been completed. The remaining items are: Power Supply(s) and new wire pulled on the three doors at the CDC, testing the “Green Dot” (lockdown) readers, and the upgrade of the locks at the Cougar Support Center/Veterans Center, Final Punchlist. Lytle asked if printers were on the new system. Gibson and Gonzalez replied that they believe they are.
- VI. NKTC Reroofing – Working on the re-developed scope and sending it out to contractors.
- VII. Marquee Sign Replacement - Beginning planning and scope for the replacement of the existing marquee sign. DSA project.
- VIII. Door Hardware and Key Codes – Replacing door hardware at the Cougar Sports Center and G-Buildings so they can be keyed into the campus master key system.

No questions from the Committee.

4. Other Projects Updates:

Madding reported on the following:

- CCCCCO Reporting:
 - I. **Energy Use Calculator** – the Energy Use Calculator spreadsheet regarding the 2022-23 natural gas and electricity usage data is due by December 2nd.

No questions from the Committee.

5. Parking Lot Safety:

Treece reported on the following:

- Parking Lot Safety projects:
 - I. They have measurements for the speed bumps. No action since the last report. Anticipate the use of Safety credits for this project.

6. Other:

- On Bill Financing (OBF), PG&E project, was discussed. PG&E will finance energy savings projects. A partial meter survey was conducted, and we will only proceed if it makes sense.
- Sanchez asked about the accessible doors at the Library. Treece responded Facilities is aware and the doors are currently being worked on. Treece noted the doors should have 5 pounds of pressure per CA American Disabilities Act (ADA) and Facilities will ensure they are ADA compliant once fixed.
- Lytle thanked Treece and his employees for the new water heater.

Meeting adjourned at 12:23 p.m.

Respectfully submitted by:

Trudi Blanco (notes from Todd Hampton)