



**SHASTA-TEHAMA-TRINITY JOINT COMMUNITY COLLEGE DISTRICT  
Facilities Planning Committee  
Friday, January 27, 2023  
Zoom, 9am  
NOTES**

**CALL TO ORDER:** The meeting was called to order at 9:03am by Andy Brown.

**ATTENDANCE:**

Members Present

|                   |   |
|-------------------|---|
| Andy Brown-       | Committee Chair & Administration Representative |
| Aaron Mangrum-    | Physical Plant Representative                   |
| Melissa Markee-   | Faculty Representative At –large                |
| Theresa Markword- | Administration Representative                   |
| Billy Miller-     | Student Services Representative                 |
| Carlos Reyes-     | Administration Representative                   |
| Chelle Sugimoto-  | Faculty Representative Appointed by Academic    |

Members Absent

|                  |                               |
|------------------|-------------------------------|
| Jill Ault-       | Administration Representative |
| John Lutkemeier- | Administration Representative |
| Evan Peters-     | Physical Plant Representative |

Guest

Becky McCall  
Zack Zweigle

**APPROVAL OF NOTES:** A motion was made to approve the notes from October 28, 2022. Markword/ Sugimoto approved.

**PUBLIC COMMENTS:** None

**REPORTS:** None

**DISCUSSION/ ACTION:**

**Review Bylaws**

Andy Brown said the committee has met most of the first five bullet points of the bylaws. Providing recommendations to college council is something that has not been done and Andy B. will look into it. Melissa Markee wanted to review the bylaws to make sure the committee was doing what we should and making recommendations.

### **Facilities Modification Form**

Theresa M. is working on a new Facilities Modification form and presented the idea to Jill Ault. The current Facilities Modification Form has not been used in a long time. We have an annual area plan process that is long and lengthy, and funds can expire. This form will fill the gap of the annual area plan. Another form that may or may not be used is a space conversion form. This form will be used when changing the space of a room. The forms are important because we have to send any changes we do to the chancellor's office and report what the space is being used for. Theresa M. will send out the form to review and it will be on the next meeting's agenda.

### **Observatory**

No update.

### **2000 HVAC**

The project is in progress. The south end of the 2000 building is off limits. No suitable confidential spaces were available for Health & Wellness to move to, and they stayed in the 2000. They are open certain days to allow students access and the days they are closed the contractors have access. Staff should be able to move back in at the end of May.

### **Keying Access**

The project is ongoing and will take time. Over the years the keying had many changes making it difficult.

### **AMAG**

The readers are backordered and may be here in May. The pathways were put in at the 100, 1800 & 1900 buildings.

### **1800 Boiler Replacement**

The project is complete. The boiler was started up yesterday. We had been renting heaters for the gym until the boiler was installed.

### **Roadways**

We are working with PACE Engineering on the roadways around campus. Scheduled maintenance funds have rules that they cannot be spend on revenue generating projects (athletics, dorms, parking lots) so we are looking at updating the roadways around campus. We would do the upgrades one section at a time, so the campus is always open for students and Cal Fire. They would be grinding the asphalt down and replacing it as well as repainting roads, reflectors, stop signs and crosswalks. We will have engineers looking at the speedbumps and determining if the location they are at needs to stay or be moved. This would be a summer project and done before the Fall semester begins.

### **Sidewalks**

The next phase we want to look at is the theater parking lot. There are four walkways off the theater parking lot, and we would like to make it three with one of those walkways

being ADA. Replacing the walkaways around the 800, 900 & 1100 buildings and between the redwoods. We want to be careful digging around the redwoods to not harm them.

### **Women's Dorm Chiller**

The chiller in the women's dorm went down last year. The new chiller is expected in May. The project went out to bid and the bid opening will be next week. We were waiting for the equipment before going out to bid.

### **Discuss Measure H Bond Projects**

#### **SC Community Leadership Center**

Floors 2-4 should be completed February 20<sup>th</sup> and the 5<sup>th</sup> floor should be completed March 17<sup>th</sup>. The furniture is scheduled to be delivered March 1<sup>st</sup> and be done at the end of March. The staff is scheduled to move in April 3<sup>rd</sup>.

#### **200 Building (Library Renovation)**

Bidding for the project starts February 8<sup>th</sup> and the bid opening will be March 22<sup>nd</sup>.

### **Current/ Upcoming Projects**

#### **SC Main Campus Electrical Substations**

Bid opening on January 24<sup>th</sup> for Medium Voltage Cable purchase. Out for bid for electrical substations A & C installation. Bid opening scheduled for February 9<sup>th</sup>.

### **Active Projects**

#### **2000 Building HVAC Replacement Project- Increment 2**

#### **Regional Public Safety Training Center Phase 3**

Infrastructure/ Paving/ Landscaping

#### **100 Building Renovation- Student Services One-Stop Shop**

All architects in the district's pre-approved pool will be presenting to the advisory committee for this project during the 2<sup>nd</sup> and 3<sup>rd</sup> weeks of February.

### **Ad Hoc Committee for Furniture Standards**

The committee was formed to come up with a process for furniture standards. The committee has accomplished this and has not met in a long time. Theresa M. will bring the furniture standards to the committee members next meeting. Theresa M. would like to recommend that the furniture committee be removed from the agenda. Andy B. made a motion to disband the Ad Hoc Committee for Furniture Standards. Markword/ Reyes approved.

### **Ad Hoc Committee for Landscape/ Aesthetics**

Carlos Reyes said they are having a meeting in February.

**OTHER:**

**Annual Area Plan Discussion**

No update

Theresa M. said the grand opening for Block 7 will be in mid to late June.

**ANNOUNCEMENTS:** The next meeting will be Friday, March 31, 2023.

**ADJOURNMENT:** The meeting was adjourn at 9:35am.