## Peralta Community College District
### Peralta Planning & Budget Integration
#### DRAFT 5-3-13 Meeting Minutes

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Discussion</th>
<th>Follow-up Action</th>
<th>Decisions (Shared Agreement/Resolved or Unresolved?)</th>
</tr>
</thead>
</table>
| 1. Meeting Called to Order | 10:50 am  
Pieter de Haan agreed to act as Facilitator in Linda Berry’s absence. |                  |                                                     |
| 2. Agenda Review | By consensus, the agenda was approved as presented |                  |                                                     |
| 3. Approve Meeting Minutes | April 12, 2013 meeting minutes was reviewed with one minor correction. | By consensus the 4/12/13 meeting minutes were approved with minor correction. |                                                     |
| 4. Outcome of the DFC Presentation to the PBC on 4/26/13 | VC Ikharo gave an overview of the DFC presentation to the PBC on 4/26/13 commenting that it is clear to the PBC membership that PCCD buildings are in need of maintenance and repairs, as some buildings are more than 40-years old.  
VC Ikharo thanked Don Petrilli and presentation committee |                  |                                                     |
for their coordination efforts.

Don Petrilli also summarized the presentation; it went well. Presentation was followed by a question and answer session.

PBC discussions included:
1. How much funding is available? Currently there are no general funds set aside to fund these projects.
2. How many projects can we fund?
3. The lack of State funding for scheduled maintenance has resulted in buildings being neglected.

Next Step – VC Ikharo and Merritt President Ambriz-Galaviz will present the DFC’s proposal to the Chancellor’s Cabinet for review and discussions with a recommendation for:

1. The establishment of a permanent “line item” in the operations budget of the PCCD for funding of infrastructure repairs and maintenance;
2. That the aforementioned “line item” funds be used solely for project costs if and when contracted to outside vendors or cost of project related materials and equipment, but not for salaries of District employees;
3. That an initial funding amount of $2.5 million be placed in the “line item” each year for the first three years of operations and that an amount based on an annual survey of needs be placed in the “line item.”

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Discussion</th>
<th>Follow-up Action</th>
<th>Decisions (Shared Agreement/Resolved or Unresolved?)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>for their coordination efforts. Don Petrilli also summarized the presentation; it went well. Presentation was followed by a question and answer session. PBC discussions included: 1. How much funding is available? Currently there are no general funds set aside to fund these projects. 2. How many projects can we fund? 3. The lack of State funding for scheduled maintenance has resulted in buildings being neglected. Next Step – VC Ikharo and Merritt President Ambriz-Galaviz will present the DFC’s proposal to the Chancellor’s Cabinet for review and discussions with a recommendation for: 1. The establishment of a permanent “line item” in the operations budget of the PCCD for funding of infrastructure repairs and maintenance; 2. That the aforementioned “line item” funds be used solely for project costs if and when contracted to outside vendors or cost of project related materials and equipment, but not for salaries of District employees; 3. That an initial funding amount of $2.5 million be placed in the “line item” each year for the first three years of operations and that an amount based on an annual survey of needs be placed in the “line item.”</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Agenda Item Discussion Follow-up

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Discussion</th>
<th>Follow-up Action</th>
<th>Decisions (Shared Agreement/Resolved or Unresolved?)</th>
</tr>
</thead>
</table>
| 5. General Discussion – 2013 Goals & Objectives – Were they met? | Committee reflected on the 2012-2013 Goals & Objectives. A discuss ensued on whether the committee met these goals & objectives. By consensus, the committee agreed to the following assessment: 

**GOAL #1: Continue To Increase Communication to and From Stakeholders**

**Objectives: All objectives were met.**

a. Provide regular updates from Dr. Ikharo relating to DGS activities (newsletters, campus town halls, etc.).
b. College Facilities Representatives to share pertinent information with college constituents relating to committee items discussed and resolution outcomes.
c. Continue to provide periodic district-wide information and updates relating to safety issues including construction protocols and coordinate with District-wide Associated Student Body to address student safety issues.

**GOAL #2: Understand the Facilities Planning Process**

**Objectives: “a” & “d” were met; “b” is ongoing and “c” is a work-in-progress.**

a. Provide information to the Colleges relating to the Five-Year Construction Plan process, through workshops administered by the Department of General Services.
b. Evaluate the construction protocol process for areas of improvement.
d. Provide access to view data, in F.U.S.I.O.N., to College personnel. College Presidents will send a list of authorized college representatives to the Department of General Services. Ign District resources with facilities

VC Ikharo will work with Risk to develop language to educate students with safety tips and awareness of hazards around construction areas.

VC Ikharo will continue to improve and enforce construction protocols with contractors and educate the Peralta Community
## Agenda Item Discussion

needs for long term planning.

### GOAL #3: Review and Recommend Funding for College Facilities Projects

**Objectives:** All were met, with the exception of “e” which is a work-in-progress.

- a. Prioritize, approve and review Colleges' Short-Term Facilities Needs lists.
- b. Evaluate progress and solicit feedback from the Colleges on short-term projects.
- c. Review Colleges' long-term facilities needs and funding resources.
- d. Make recommendations to Planning & Budget Council on Colleges' long-term facilities' needs.
- e. Align district facilities projects and spending with the new Peralta budget allocation model.

### GOAL #4: Plan for a New Facilities Bond and Funding for Maintenance Upkeep

**Objectives:** All were met, with the exception of “a”, the Chancellor will determine when appropriate.

- a. Begin the planning process to go out for a new bond measure for capital outlay.
- b. Look at alternative funding and resources for facilities maintenance needs
- c. Forward recommendations to PBI Council relating to specific maintenance needs (e.g. General Fund), District-wide.
<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Discussion</th>
<th>Follow-up Action</th>
<th>Decisions (Shared Agreement/Resolved or Unresolved?)</th>
</tr>
</thead>
</table>
| 6. Update: Capital Projects | Johnnie Fudge summarized projects completed and in-progress. Specific projects discussed included:  
- COA – Building C&D and an explanation of the bidding process and swing space needs;  
- BCC – Completion of Ph III TI and the ongoing negotiations for the acquisition of a new building acquisition;  
- BCC PV solar panels which are expected to be completed by August 2013 in order to receive rebates.  
- Merritt, Library Ph II will bid out soon with plans to occupy thereafter;  
- Merritt chiller plant is estimated to be completed by May 2014;  
- Track & Field project – Architect was hired. Mediation with Mondo is still ongoing. Project steering committee has been formed. Project is moving forward with minimum liability;  
- Laney upcoming beatification project and breezeway improvements;  
- Laney ADA litigation is ongoing;  
- Elevator warranty issues for G Building are ongoing. | Louis Quindlen will make arrangements for VC Ikharo to tour the tracks with athletic leadership to discuss a lasting fix resolution. | |
| 7. Reports: Campus Facilities Committees | BCC – (Pieter de Haan)  
- Punchlist for Ph III is complete  
Merritt – (Brock Drazen)  
- Nothing major to report. | | |


<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Discussion</th>
<th>Follow-up Action</th>
<th>Decisions (Shared Agreement/Resolved or Unresolved?)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>“As a matter of policy, PCCD are committed to reviewing the entire long-term program and <strong>dedicating a minimum of one-third</strong> of the savings generated from long and short term cost efficiencies to pay for aspects of the program that either do not generate savings or require net expenditures by the District.”</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>VC Ikharo will give a presentation relating to Sustainable Peralta at a future PBIM meeting.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>COA (MaryBeth Benvenutti)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• WLC gave a presentation relating to the soccer field restrooms.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Clarification is needed regarding procurement of dance studio equipment &amp; furniture.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Laney (Louis Quindlen)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• College is working on program reviews.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td><strong>RECOMMENDATIONS TO OTHER PBIM COMMITTEES</strong></td>
<td>None.</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td><strong>Adjournment:</strong> 12:20 pm</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>Next meeting: To be announced.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Recorder: Rosemary Vazquez

All PBIM Committee Agendas and Minutes are posted on the Peralta Planning & Budget Integration Model webpage: [http://eperalta.org/wp/pbi/](http://eperalta.org/wp/pbi/)