

Buildings & Grounds Committee
Meeting Notes #1
May 7, 2008
11:00 – 12:00

Attendees:	Email	Phone
Art Heinrich	heinrichart@fhda.edu	650-949-6295
Andrew Horng	ahorng@gmail.com	
Lynn Mc Comas		650-949-6152
John Mummert	mummertjohn@fhda.edu	650-949-7394
Frank Nunez	nunezfrancisco@fhda.edu	650-949-5347
Denise Perez	perezdenise@fhda.edu	650-949-7256
Brenda Visas	davisvisasbrenda@fhda.edu	650-949-7033
Russell Wong	wongrusselll@foothill.edu	650-949-7040

Item #	Description	Responsible	Complete
5.7.1	Campus Planting – Daffodils \$750 has been donated by the Palo Altos Garden Club and Stanford Horticulture towards purchasing daffodil bulbs. A proposal was brought to the Committee to plant areas of the Campus with daffodils; Lot 5, Native Garden and Campus Roundabouts. The Committee asked for a campus map to be marked with the proposed areas. The planting time frame is September-October and F. Nunez suggested not planting this coming fall since much of the Campus irrigation system will be under construction. 1. A concern of the Committee is that students graduate or move on with their education and the commitment to maintain the areas go by the wayside. Daffodils are a low-maintenance flower and the issue is not significant.	A. Horng	Map due at next meeting.
5.7.2	Photovoltaic Panels – There will be additional photovoltaic panels added to the Campus in the least obtrusive locations. The areas will include Parking Lot 1H and behind the ETS trailers which will be used as covered storage by Maintenance and	A. Heinrich	5/7/08

	expanding at the PE lot which will require relocation of two young Oak trees. A. Heinrich & F. Nunez will work with the City of Los Altos Hills for relocating the trees. A. Heinrich will send information to the Committee via email. The benefit of photovoltaic panels is a savings of 10% on our energy bill.		
5.7.3	Mission Statement – The mission statement from the previous Buildings & Grounds Committee was distributed. The Committee was asked to review the document and bring any changes, suggestions, etc. to the next meeting for review.	Committee	Next Mtg – June '08
5.7.4	<p>Measure C Review</p> <p>The lawsuit has been cleared and Measure C is getting underway.</p> <ol style="list-style-type: none"> 1. Design is in progress for a new Physical Sciences Center and will be located at the old Horticulture-Vet Tech buildings in Parking Lot 4. 2. Design is in progress for Site Projects (landscape, irrigation, tree review by Arborist, campus lighting, etc.) 3. Building 5000 will start renovation in July-August 2008. 4. A condition assessment is in progress for 11 buildings slated for renovation under the Measure C bond to assess building systems and reconcile the allocated budget. 5. Measure C Schedule posted in front of S. Barker's office for anyone to review. 6. The sequence of renovation is determined by the President's cabinet. 7. Measure C progress is statused on the Website and updated quarterly, outside S. Barker's office, Email to Dean's as appropriate, Quarterly Construction Updates and the "Heights". 	A. Heinrich	On going
5.7.4	<p>Signage</p> <p>B. Visas mentioned that way finding is being reviewed and missing or broken signage or out of date signage is in process of being replaced. D. Perez expressed</p>	D. Perez	Next Mtg June '08

	concern about the functionality of the current classroom signage and would like to discuss it at the following meeting.		
5.7.5	<p>Campus Posting The written policy is currently being rewritten. B. Visas to follow up with D. Small for completion of revised document. The issue is student's are posting everywhere, light poles, restrooms, on top of other postings, etc. Kiosks have been tried in the past, but have been posted over and over leaving a mess and unable to really read the information. F. Nunez suggested LED boards somewhere in/around the Campus Center. B. Visas will follow up with D. Dorsey. Posting policy will be a topic for a future meeting.</p>	Information	Future Mtg
5.7.6	<p>Future Discussion Topic – Subset Groups a. Sustainability Group</p>	Committee	TBD
5.7.7	<p>Future Discussion Topic – Parking Lot 2-3 Landscaping</p>	Committee	TBD
5.7.8	<p>Future Discussion Topic – Metropolitan Areas (outside of Division Offices)</p>	Committee	TBD
5.7.9	<p>Future Discussion Topic – Trash/recycle containers – Locations/type</p>	Committee	TBD
5.7.10	<p>Future Discussion Topic – Volunteer Projects to be undertaken by local community groups</p>	Committee	TBD
5.7.11	Meetings will be held monthly.	B. Visas	5/12/08