BUDGET PLANNING COMMITTEE (BPC)
Planning for the 2015-16 Budget Year

NOVEMBER 5, 2014, 3:00 PM, BOARDROOM

AGENDA

STANDING OPENING ITEMS:
1. Call Meeting to Order – 3:00 pm
2. ACTION REQUIRED: Approve Meeting notes from October 15, 2014

DISCUSSION/ACTION:
1. ACTION REQUIRED: Principles/rubric for ranking resource requests.
2. DISCUSSION: Review bond project report and balances.
3. DISCUSSION: Budget forecast preparation.

STANDING CLOSING ITEM:
1. Discuss: Plus, Minus, Delta/Closing the loop on this meeting – 4:25 pm
   CR BPC website: http://inside.redwoods.edu/BudgetPlanning/
   CR Accreditation website: http://www.redwoods.edu/accreditation/

CCC confer is available for those unable to attend in person.

PARTICIPANT DETAILS
> Dial your telephone conference line: (888) 450-4821
> Cell phone users dial: 719-785-4469
> Enter your passcode: 412235
1. **ACTION REQUIRED**: Review and update FPC charge and membership

2. Discuss: Rebalancing Measure Q Projects (Action will be required once the rebalance is completed)

3. **ACTION REQUIRED**: Update Facilities Master Plan

**STANDING CLOSING ITEM:**

1. Discuss: Plus, Minus, Delta/Closing the loop on this meeting
PRELIMINARY DRAFT PROPOSED TECHNOLOGY SUBCOMMITTEE AGENDA
Date, Time, and Location TBD

1. **ACTION REQUIRED**: Review and update TPC charge and membership
2. **ACTION REQUIRED**: Update Technology Master Plan

STANDING CLOSING ITEM:
1. Discuss: Plus, Minus, Delta/Closing the loop on this meeting
BUDGET PLANNING COMMITTEE (BPC)

Planning for the 2015-16 Budget Year

Thursday, October 15, 2014
3:00 p.m.
Board room
Draft

Summary Notes

MEMBERS

Sue Alton, Doug Edgmon (phone), Tami Engman (phone), Chris Gaines, Angelina Hill, Lee Lindsey, Crystal Morse, Tami Matsumoto (phone), Steven Roper, and Lorie Walsh.

CALL TO ORDER

The meeting was called to order by Lee Lindsey, Vice President.

ACTION

APPROVE SUMMARY NOTES

The summary notes from May 29, 2014 and September 17, 2014 were approved with recommended changes. The final drafts of these meeting notes are posted on the BPC website.

APPROVE COMMITTEE CHARGE AND STRUCTURE (FPC, TPC, BPC)

There was discussion regarding the committee structure and charge. Mr. Lindsey stated that due to the current status of the Mendocino Center and not having CR faculty or students at that location it is not necessary to have committee representation from that area. It was suggested that it be specified that one representative to the FPC and TPC subcommittees be from Del Norte. It was also suggested to reorder the committee charge so that item #4 becomes item #1 and the remaining items be moved to logistics.

RECOMMENDATION ON VACANT/ABANDONED BUILDINGS

Mr. Lindsey reported that there was an Open Forum on October 14, 2014 to discuss the future of the old Science and Humanities buildings and gather feedback. He noted that there was discussion regarding the possibility of demolishing these buildings and there was no opposition by those in attendance. A suggestion was made to return the space that would be vacated by demolishing the buildings to “green space”.

Vice President Lindsey noted that the buildings are currently vacant and in poor repair. However, they must be maintained at a minimum level which results in a financial drain on the district. For instance if the HVAC system or the roof failed the repairs would be quite costly. He also noted that although the space is not occupied the square footage is calculated by the state and is included in the district’s space inventory.

Mr. Lindsey stated that there is currently $750,000 budgeted to renovate or tear down these two buildings and based on a preliminary estimate from a few years ago it will take that entire amount to demolish them.

Mr. Lindsey asked the committee to make a recommendation to President Smith to demolish the old science and humanities buildings. A roll call vote was taken and those in attendance by phone and in person (see members present) unanimously approved the recommendation to the president. Mr. Lindsey stated that if the
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president approves the recommendation the next step will be to consult with legal counsel to make sure that all the necessary steps and procedures are followed.

He also stated that when the contractor is identified for the demolition of the buildings it will be written into the contract for as much of the materials as possible to be recycled.

RECOMMENDATION ON STADIUM

Mr. Lindsey reported that a recent study done by Keenan and Associates determined that the stadium and bleachers are currently unsafe an Open Forum was held to gather feedback on September 16, 2014.

He noted that the cantilever roof is of the highest concern, but the remainder of the stadium is also in poor repair. He noted that the state does not fund construction on sports stadiums and Measure Q cannot be used to make the repairs.

Mr. Lindsey stated that currently there is no budget allocated in the general fund to tear down the stadium, but this committee did hold off on allocating $550,000 in Measure Q funding until this fall. Mr. Lindsey asked the committee to make a recommendation to President Smith to allocate $375,000 from the remaining $550,000 to remove the stadium hazard. A roll call vote was taken and all those in attendance by phone and in person (see members present) unanimously approved the recommendation to the president.

DEL NORTE SCIENCE WING

Mr. Lindsey reported that there have been several Open Forums to gather feedback regarding upgrades and renovations to the Del Norte Science wing. Guy Fryer, Architect with Siskiyou Design Group was present at the most recent Open Forum to field questions.

Mr. Lindsey reported that estimates for a modular building and a newly constructed “stick” building are about the same, $1.2M each. He noted that this price is higher than expected and we had hoped to get the entire project done for that amount. He also noted the cost of a modular is so high because it comes in pieces that are a certain size and we would be paying for more square footage than we actually need. Another reason for the increased cost is the due to building code changes for instance to bathrooms and fire alarm systems.

Mr. Lindsey stated that the next step is for Mr. Fryer to try to get the price down on the modular building, but if he can’t we may go with a newly constructed building. Also, an effort will be made to get some of the costs down on the instructional equipment and there may be some extra equipment at the Eureka campus that can be moved up to Del Norte.

Mr. Lindsey noted that when he hears back from the architect a meeting will be scheduled to relay any information to staff and faculty regarding the final plans for this project.
UPDATING FACILITIES & TECHNOLOGY PLANS

There was discussion regarding the need to update the Facilities and Technology plans. Mr. Lindsey stated that the Facilities Plan is grossly out of alignment with reality (2009). An interim Facilities Plan was done and it is not so out of alignment. It was reported that a one year Technology Plan is being finalized. When the Education Master Plan is finalized new Facilities and Technology Plans will be written.

ADJOURNED 4:30 p.m./Submitted lw