Committee Members: Tom Breen, Mark Dover, and Walt Glines
Committee Resources: Steve Kinsella and Terry Newman
Other Attendees: Nancy Bailey, Jeff Gopp, Bea Lawn and Kathleen Rose

1. **Call Meeting to Order** - Trustee Tom Breen called the meeting to order at 5:10 p.m. All members were present.

2. **Approve minutes** - Minutes from the December 10, 2013 meeting were approved. MSC (Dover/Glines)

3. **Comments from the public** - No comments.

4. **Golf course resolution to lease** – Terry Newman presented Resolution #972 which declares the district’s intention to lease real property and personal property known as the golf course. This lease is different in that the board must pass a resolution expressing intention prior to advertising for proposals. The goal is to lease the property for appropriate recreation use that falls within the mission of the district.

   Advertising will begin in May with the Board Facilities Committee reviewing proposals in August. A recommendation to the full Board of Trustees will occur in either September or October. The current lease expires in December, 2014.

   **Child Development Center (CDC) proposal for reconfiguration** – Ms. Newman reviewed a draft proposal for reconfiguration of the CDC from the architect. Included in the report: proposed reconfiguration of unused space in the CDC (front southwest corner), data related to current use, recommendations for any loss of space, costs, and schematics. The proposal includes a separate outside entrance for new office space so as not to interfere with CDC operations. While the plan does include a separate entrance for the proposed offices, the Center is open to students taking credit classes.

   Trustee Dover asked about the current credit classes held in the building. Currently, 11 instructional classes are held in the building with 17 classes at the off-sites and online. The CDC has current enrollment of 17 children but will be licensed for up to 27. Trustee Dover asked if the proposal allowed space for the maximum number of students and President Kinsella said yes. Trustee Glines expressed an interest in using the facility in the most efficient and economical way. President Kinsella said the proposal addresses the district’s current operational issue of moving staff out of the portables. It does not address all excess space of the facility. Reconfigurations could still occur in the future.

   The review of the proposed plans will take place with two (2) shared governance groups; the Health, Safety, Facilities, and Grounds Committee and President’s Council. Representatives will have the opportunity, with each group, to share information and provide constituent feedback. After a review by President’s Council and with any alterations, the proposal will be presented again to the Board Facilities Development and Utilization Committee.

5. **San Martin Airport update** – Terry Newman reported on her communications with Santa Clara County on this project. After checking with county staff several times, Terry was told that the environmental process for development at the airport was being handled by the Planning Department. After a recent meeting in which both county airport and planning staff attended, it appeared Gavilan would be expected to complete the environmental requirements although the airport is the lead agency and has an expansion master plan. President Kinsella reviewed for the committee the different locations and planning approaches the college has taken in order to make this a viable and successful project with the $3 million budgeted. The best marketing approach for the program is to be based at an airport. He said that delays are critical to the college due to the use of Measure E funds for this project. The
delays thus far have been due to internal county staff issues. Terry has requested the assistance of Roland Velasco a staff member for County Supervisor Wasserman. Trustee Glines agreed that Supervisor Wasserman should be involved.

Trustee Breen who sits on Gavilan’s aviation advisory committee said that students are successful in the program and retention is good. They are getting jobs based on their training.

6. Coyote Valley update – President Kinsella said a plan has been created that will allow construction to proceed on the South Bay Police Academy JPA portion of the future educational center. The Army Corp of Engineers will not approve a new wetlands delineation during a drought year so the plan avoids the “wetland” area. Terry said surveys are being conducted on the site along with geotechnical work.

President Kinsella reported that he is communicating with the Devco Group about leasing options in Coyote Valley. Partnering with other agencies or institutions would make the leasing financially viable. The lease option being discussed is for 3 buildings at an annual amount of $1.8 million. The South Bay Police Academy could use 1 building. President Kinsella suggested consolidating public safety training such as police and fire. The trustees suggested institutions that would be good leasing neighbors for the other 2 buildings.

7. Facility projects’ updates: Ms. Newman reported on current projects.
   - Parking Lot C expansion – The lot will be closed all summer and staff has been notified.
   - GECA expansion – GUSD will begin work this month with phase I completed by mid August. They will complete Phase II during the winter break as not to disrupt students.
   - Water tank and well – The Participating Special Entity agreement will be presented to the board for the Santa Clara Valley Habitat agency on May 15. A permit should be received by the end of May with work beginning in June.

8. Adjournment – Meeting adjourned at 6:00 p.m. MSC (Glines/Dover)