MINUTES

I. OPEN SESSION 5:00 p.m.
   1. Call to Order
      The meeting was called to order by Mark Dover at 5:07 p.m.

      Roll Call
      Committee Members: Mark Dover, Jonathan Brusco, Walt Glines, Adrian Lopez

      Resources: Fred Harris, Ron Hannon, Jeff Gopp and Nancy Bailey (recorder)

      Mary Paxton (City of Hollister), Jan Bernstein Chargin, David DiDenti, Eric Ramones, Kathleen Rose, Kathleen Moberg, Kent Child, Lois Locci, Sherrean Carr, Bill Avera (City of Hollister), Steve White (IBI), Donna Martin (Gilbane),

   2. Approve Minutes, December 8, 2015
      MSC (W. Glines/ A. Lopez) 3 ayes, 0 nays and aye from A. Lopez (student trustee) to approve minutes with 1 correction to the cost for lighting the ball fields from $400,000 to $350,000.

   3. Comments from the Public:
      None

   4. Status on current projects
      Fred Harris provided a handout, “Update to Project Status Report” which he said included soft costs in addition to other costs to show more accurate estimated project costs. The report indicated funding shortfalls on several projects for a total shortfall on all projects of -$10,980,699. Fred Harris said this report will continue to be updated. He reviewed the status of the projects on the list.

      Coyote Valley Educational Center Project – Fill dirt is being imported and an agreement with the City of San Jose has been drafted for board approval related to underground utilities. Fred Harris said the next step would be the placement of the five modular units. Completion and occupancy is still slated for November 2016.

      Fire Alarm Replacement Project – Fred Harris said this project is being completed using State Scheduled Maintenance funds. A change order will be required for an additional $6,000.
Child Development Center (CDC) Renovation – Fred Harris said this project has been completed with a $50,000 savings. A modular unit vacated as a result of the office space created in the CDC will be moved to the San Martin Aviation site.

Water Tank Distribution Project – Fred Harris said a remaining task on the project is for PG&E to hook up the electrical at the well site. This has been delayed due to weather.

Student Center Seismic Upgrade – A total project cost of $578,608 has been estimated for this project with work being completed during the summer months.

Demolitions – This project will be bid out using the newly adopted CUPPCA which allows for alternative bidding processes.

Gymnasium and Sports Fields Projects – Fred Harris discussed the various renovation projects within this category and noted that the various add alternates are listed with estimated costs. He added that the cost of the add alternates were not included in the project deficit figure of -$8,511,793.

Pool Renovation – Fred Harris said the project is delayed as a geotechnical study is needed to assess the integrity of the hillside where the pool water pipe leakage has occurred. Trustees expressed concern for the delay and how it will impact the fall semester classes.

In responding to questions, Fred Harris and Donna Martin of Gilbane clarified what could be included as soft costs. Soft costs can include construction management fees, testing, DSA oversight, permit fees, biologist study, project inspector and mitigation costs. Walt Glines said these cost should have been included in the original project numbers provided and Mark Dover said a detailed breakdown of the costs would be helpful in understanding the budget changes. Fred Harris will provide the detail.

5. Coyote Valley Educational Center sign
A sample temporary construction sign illustration was provided for review. Adrian Lopez suggested adding an estimated completion date.

6. Leatherback Property MOU with City of Hollister and TTI Developers
Fred Harris welcomed Bill Avera, Hollister's City Manager, who spoke on the “Exclusive Negotiating Agreement” between the City of Hollister and TTI Developers. Bill Avera reviewed the history of Gavilan’s partnership with the City of Hollister dating back to the original lease of the Briggs building for classroom space 20 years ago. He said a goal of the City is to continue to work with Gavilan to offer more classes in Hollister. Bill Avera said that one of the city’s agency properties is the paper mill Leatherback site which has been demolished and remediated. Conversations have taken place for several years regarding this property and Gavilan’s presence there. Bill Avera said the city has entered into an exclusive negotiation agreement with a private developer for construction of a building of about 20,000 sq. feet that would be available for classrooms. He said Gavilan administrators have been upfront that Gavilan needs to stay at the same price point that they currently paying for leasing the Briggs building.

In responding to a question, Fred Harris said the question is, “Can TTI Developers build a building and recoup their costs at the rental rate of $1.30?” He said the commitment may be up to 15 years. He said a financial study will be conducted at a later date to see if it’s viable. Walt Glines suggested that the financial study be done
before signing the MOU because Gavilan can’t go forward at a higher rental rate. Bill Avera said both the City and TTI have invested funds already and they are looking for a commitment and assurance that Gavilan wants this project to move forward.

Kent Child was asked whether the intention was to keep the Briggs building location in addition to a new site. Kent Child provided a history on the Briggs building and attempts made by Gavilan College to increase classroom space in Hollister. He said it is ideal to have a site with instruction and services under one roof. He said we are a long ways from that ideal situation.

Kathleen Rose stated that consideration for a new location should include the need for appropriate workforce training and development facilities. She said the Chancellor’s Office is providing funding for workforce development and to be competitive for the funds, Gavilan needs to have a facility that can accommodate the required equipment and technology. Kathleen Rose said new areas for instruction in workforce development are being reviewed based on demographic data.

The committee recommended that the Leatherback Property MOU with City of Hollister and TTI Developers be placed on the agenda for a regular Board of Trustees meeting as information.

7. Workforce Related Facilities Opportunities
   a. Ridgemark Golf and Country Club – Kathleen Rose reported that a group will be taking a field trip to Ridgemark to see what could be offered utilizing their facilities; kitchen, tennis courts, conference room. A consideration is to pilot programs through community education to see if the student population is interested in the selected classes.
   b. Leal Vineyards – Sherrean Carr provided information on a meeting with a Leal Vineyard representative. Leal Vineyard is interested in establishing a relationship with Gavilan College. They have an internship in hospitality. Other topics include a winetasting class or a culinary class through Gavilan’s community education program. Sherrean will continue to work with a specialist available to Gavilan through the Career Technical Education (CTE) Bay Region Leadership Group to discuss curriculum development in these areas.
   c. Gilroy Gardens – Kathleen Moberg toured Gilroy Gardens. She said Gilroy Gardens is also interested in hospitality management and they offer internships. She said students can come in at entry level and move around the different areas of the park to learn additional skills and increase their responsibility level. Also, aviation students can learn to maintain park rides and gain transferrable skills. Internships would be a possibility in that area. Other programs were mentioned in addition to partnering with the college.

II. CLOSING ITEMS
   1. Adjournment
      The meeting was adjourned by consensus at 6:08 p.m.