



# Facilities and Sustainability Meeting Minutes

March 24, 2025 at 2:30pm

Recorder: Andrea Anderson

LPC Mission Statement	LPC Planning Priorities	
Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting life-long learning.	Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.	Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.
Chairs	Administrator	Classified Professional
<input checked="" type="checkbox"/> Daniel Cearley (Non-Voting Member) <input checked="" type="checkbox"/> Jean O'Neil-Opipari (Non-Voting Member) <input checked="" type="checkbox"/> Sean Brooks (Non-Voting Member)	<input checked="" type="checkbox"/> Cassondra Reinsel	<input type="checkbox"/> Ellie Hirstein <input checked="" type="checkbox"/> Jackie Hill <input checked="" type="checkbox"/> Jennifer Farber <input type="checkbox"/> Lina Chea
Dean, Academic	Faculty Member	LPCSG Student (1)
<input type="checkbox"/> Kevin Kramer (PATH)	<input checked="" type="checkbox"/> Natalie Kellner (A&H) <input type="checkbox"/> John Ruys (BSSL) <input checked="" type="checkbox"/> Gina Webster (BSSL) <input type="checkbox"/> James Giacomuzzi (PATH) <input checked="" type="checkbox"/> Bhairav Singh (STEM)	<input type="checkbox"/> Jason Kandel
Guests	Guests	Guests
<input checked="" type="checkbox"/> Owen Letcher (Non-Voting Member) <input checked="" type="checkbox"/> John Seybert (Non-Voting Member) <input type="checkbox"/> Ann Kroll (Non-Voting Member)	<input checked="" type="checkbox"/> Betty Castano <input checked="" type="checkbox"/> Megan Gaunce <input checked="" type="checkbox"/> Melinda Nish	<input checked="" type="checkbox"/> Laura Cornett <input checked="" type="checkbox"/> Dherraj Tallapragada (LPC Student)

Attendance (Quorum = 8)

Agenda Item	Information/Discussion	Action/Assigned To
1.	<p><b>Call to Order</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>Meeting called to order by Dan Cearley at 2:31pm</li> </ul>	Dan Cearley
2.	<p><b>Review &amp; Approve Agenda</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>Motion to approve minutes with amendment of agenda change <ul style="list-style-type: none"> <li>Motion by Jackie Hill and Second by Gina Webster</li> </ul> </li> <li>Agenda Approved by: Agenda approved by approved unanimously</li> </ul>	None
3.	<p><b>Review &amp; Approve February Minutes</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>Minutes approved by approved unanimously</li> </ul>	None
4.	<p><b>Action Items/Guests</b> <i>For Action</i></p> <ul style="list-style-type: none"> <li>Cambridge West Consultants – Open Invitation New Facilities Master Plan <ul style="list-style-type: none"> <li>Cambridge West Consultants provided an update and what they are proposing to the Board. For the month of March, Cambridge West Consultants will be meeting with the Executive Facilities Team (18<sup>th</sup>), Facilities &amp; Sustainability Committee (24<sup>th</sup>), and College Council (27<sup>th</sup>). The first read will take place on April 2<sup>nd</sup> at Town Hall and College Council will have an opportunity for a second read and vote for approval on April 24<sup>th</sup>. Cambridge West Consultants will have a presentation and 1<sup>st</sup> read for the Board Meeting on May 20<sup>th</sup> for June approval. <ul style="list-style-type: none"> <li><b>2019 Facility Master Plan Progress:</b> The college has completed several projects from the 2019 plan, including horticulture, advanced manufacturing, viticulture, and library renovations. Current designs include the STEAM building, amphitheater, and certain renovations. Remaining projects include the student center, athletics facilities, and storage, with the storage now deemed unnecessary.</li> <li>Planning Focus Areas: The updated plan emphasizes: <ul style="list-style-type: none"> <li>Right-sizing buildings and spaces to align with data-driven needs.</li> <li>Evolution of athletics, middle college, and universal design for better campus access and movement.</li> </ul> </li> </ul> </li> </ul> </li> </ul>	None

- Maintaining multidisciplinary academic use and strategic development of campus space.
- **Ongoing Projects:** The district proactively started planning beyond the initial timeline, which allowed for ongoing programming to inform future developments. Additional projects include renovations of buildings 600 (Jams) and 500 (Music), gym foundation study, athletics feasibility study, and campus wayfinding/signage improvements.
- **Student Center Priority:** The student center, a high priority in both the previous and updated plans, will house student clubs, government, cultural/community spaces, veterans, basic needs, and wellness programs. It will be a large building (40-45,000 sq ft), with significant site work and connections to food service and the pedestrian spine. Some existing buildings will need to be relocated or removed to make space for the new center.
- **Facilities Planning Details:** Each project has a detailed plan, including diagrams, statistics, costs, and impacts on the campus, helping to prioritize and assess the effects of each project.
- **Athletics Expansion:** The plan includes expanding athletics facilities, such as adding beach volleyball and pickleball courts near the track, covering around 5-6 acres. It will also have storage and event support facilities (1-2 stories). The expansion will support cross-country and other activities. A feasibility study is ongoing, with potential adjustments based on demand.
- **Building 1600:** The renovation of building 1600 is a key part of the campus plan. It will house the Emergency Operations Center (EOC), educational and community partnership areas, and potentially the Middle College. The renovation will also address student services, including matriculation and possibly the rebranding of the assessment center. The goal is to rethink how this building serves the campus and enhance spaces like the Mini Mart, student government, and welcoming areas. Some spaces, like the Mini Mart and student government, will move to the new student center, creating room for these changes.
- **Building 2400 Renovation:** This building, crucial for academic use, needs renovation based on feedback from students, staff, and faculty. Key priorities include:
  - Right-sizing classrooms and enhancing learning spaces with consistent technology.
  - Focusing on universal design and improving campus circulation.
  - Potentially relocating the Middle College to this building or Building 1600.
  - Temporary housing and creative scheduling for classes during renovations.
- **Auxiliary Gym and Wellness Center:**
  - A proposed 40,000 sq. ft., two-story building to expand the athletic zone, including a basketball court, wellness, and fitness center.
  - Positioned in Lot P, this facility could also serve student housing, making it an optimal location.
  - It will replace parking in Lot P, but potential expansion in Lot O will offset this loss.
- **Outdoor Event Space:**
  - A new outdoor event space is proposed near the front of the campus, replacing the current Building 1700 (which would be demolished).
  - This space would be flexible, with shade, Wi-Fi, and power for events like career fairs, club days, and more.

- It would be connected to other campus areas, including Building 2400, and would be accessible for all.
- **Student Housing:**
  - Proposed for a 7.5-acre area across from Lot P, this affordable housing project would be integrated into the campus loop.
  - The development would require further feasibility studies and involve expanding Lot O for additional parking, particularly for athletics.
  - The existing solar panels in Lot P would be maintained or moved if needed.
- **Realignment of Lots A and B:**
  - A rework of traffic flow to improve ingress and egress, including a small drop-off area near the theater and Building 1000.
  - This will better serve the southern campus and support events.
- **South Campus Courtyard:**
  - This area will be developed to enhance the southern part of campus, particularly around building 1,000 and possibly Building 400 once the Middle College relocates.
  - The courtyard will provide outdoor classrooms, labs, and gathering spaces, connecting to the campus pedestrian spine.
- **Campus Entry Monument:**
  - A branding and wayfinding project at the top of Campus Hill Road, designed to mark the campus entrance clearly and improve visibility.
  - Could be integrated with the auxiliary gym project or built independently.
- **Campus Connections:**
  - Enhancing pedestrian paths and improving accessibility, including better vertical transportation like elevators and site lifts.
  - Focus on universal design, ensuring students can navigate campus comfortably and efficiently.
- **Parking and Lot O Expansion:**
  - Lot O will expand to accommodate around 400-450 stalls, balancing parking needs despite the changes in Lot P.
  - The current parking situation is adequate, with more focus on improving convenience and pedestrian access.
- **Outdoor Labs and Open Spaces:**
  - Focus on creating outdoor labs and more productive outdoor classrooms with adequate resources.
  - Suggestions for archaeological dig sites and other spaces for learning outdoors.
- **Future Planning for Expansion:**
  - Long-term plans consider expanding academic zones without disrupting current structures, especially as new programs might be introduced in the next 10-15 years.
  - Potential areas for expansion include athletics, food science, and horticulture programs, as well as space for future parking and infrastructure.

	<ul style="list-style-type: none"> <li>• Future academic and multi-purpose development areas could include north Lot H, areas near Building 1000, and the new student center.</li> <li>○ For more information, please view the presentation online: <a href="https://laspositascollege.edu/gv/facilities/assets/docs/fy24-25/FMP%20Presentation%20-%2003.24.25.pdf">https://laspositascollege.edu/gv/facilities/assets/docs/fy24-25/FMP%20Presentation%20-%2003.24.25.pdf</a></li> <li>• Sustainability Projects (Matt Kritscher) <ul style="list-style-type: none"> <li>○ <b>Composting Initiative:</b> Starting this week, both college campus cafeterias will begin composting food waste with training for kitchen staff on Thursday at 8:30 AM. This pilot project will first cover the kitchens, then expand to cafeterias and mini markets. The goal is to strengthen recycling alongside composting.</li> <li>○ <b>Indoor Waste Receptacles:</b> A \$6,000 investment for new indoor waste receptacles has been made. This will likely save at least that much in landfill costs, along with reducing greenhouse gas emissions by diverting food waste from landfills.</li> <li>○ <b>Paper Towel Waste Reduction:</b> A plan to reduce paper towel waste (which makes up 30% of landfill waste) will be introduced in break rooms and bathrooms, using paper towel-only bins and green composting bins.</li> <li>○ <b>Battery Storage Project at Chabot:</b> The project to install battery storage at Chabot is being re-envisioned, focusing on a location near the J Lot and the new Moore Fry Center for Sustainability. This will potentially save \$200,000 annually in electricity costs.</li> <li>○ <b>Solar Panel Maintenance &amp; Optimization:</b> Chabot's older solar array is being considered for optimization and maintenance services, which could improve efficiency and generate revenue by selling renewable energy credits (RECs). Transform Energy has been identified as a potential provider.</li> <li>○ <b>Personal Solar Experience:</b> The speaker shared a personal anecdote about how cleaning their home's solar panels increased energy efficiency, which aligns with the plan to optimize the college's solar systems.</li> </ul> </li> </ul>	
5.	<p><b>Old Business</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li>• Update Bluebolt Benches Update (VC Owen Letcher) <ul style="list-style-type: none"> <li>○ Location Discussion: <ul style="list-style-type: none"> <li>▪ The Committee is still debating the best locations for the Blue Bolt benches.</li> <li>▪ Suggested spots include near the library area, in front of the gym, and in front of Building 1000.</li> <li>▪ There's a concern about finding a spot with enough sunlight, as some areas, like in front of the gym, are shaded, and the bus stop area might pose accessibility challenges.</li> <li>▪ Another suggestion is Building 1600 courtyard or near the south side of the health center, where students tend to gather at night and could benefit from some light and charging capabilities.</li> </ul> </li> <li>○ Next Steps: <ul style="list-style-type: none"> <li>▪ It was proposed to have a site walk to identify the top 5 optimal locations for the benches, after which the group can decide on the best ones.</li> <li>▪ Owen will notify the group about when the site walk will happen and coordinate with those doing the assessment.</li> </ul> </li> </ul> </li> </ul>	None

- Bench Features:
  - The benches will have charging stations and lights, which is a key factor in finding the right location, especially for students who sit outside in the evenings.
- Update - composting food waste planning (Laura Cornett)
  - **Composting Progress:** The composting system is functioning well, with temperatures rising. The auger and fan are working, and there's a need for more nitrogen-rich waste to enhance microbial activity. Lori Caldwell from Stop Waste will provide tips to help improve the system. The kitchen waste added, mostly onions, may lack sufficient nitrogen, but it's being managed with wood chips and other materials. The compost is actively being monitored and worked on.
  - **Composting with Lawn Clippings:** Grass clippings are being added to a separate compost pile in a bunker. The focus is on the earth tub for kitchen waste, as it's an enclosed system that reduces rodent attraction. The compost pile is regularly turned with a tractor, and various organic materials, including leaves and wood chips, are added.
  - **General Excitement:** The earth tub compost system is now operational after being offline for a while, and there's excitement about its potential, especially for handling kitchen waste, which is better suited for an enclosed system to avoid attracting animals.
- Deer Fencing in Horticulture (Laura Cornett)
  - Zoe is installing individual 7-foot wire fencing around each tree to prevent deer from jumping over. This method is preferred over a larger perimeter fence, as deer can jump over higher fences if they feel it's safe.
- Wayfinding (Ann Kroll)
  - **Campus Signage:** A new sign is being considered for the entrance at the top of Campus Hill Boulevard to announce Las Positas College. There are concerns about the rock base being a potential safety hazard, so an alternate layout with a different base is being reviewed. The design includes an open lattice at the bottom with the Las Positas logo above. The sign could be lit at night if power is available.
  - **Vehicular and Pedestrian Signs:** Directional signs will be used for the main and upper campus, helping drivers navigate at a low speed. Smaller signs will identify parking lots and other areas. Pedestrian signage will include campus maps and building directories, with more detailed signs as you get closer to specific buildings. A suggestion was made to add a white backing to prevent the open lattice design from becoming a trash collector.
  - **Sign Protection and Placement:** The goal is to ensure signs are protected from vehicles, with some signs placed further away from high-traffic areas like bike trails to avoid obstruction. Directory signs and wayfinding signs will also be updated, though maps and directories may need to be replaced with each new construction project to stay current.
  - **Signage Updates:** The existing sign at the lower entrance (Call Your Canyon entrance) will also be updated due to wear and tear. The campus, built in 1974, will be getting a refresh on older signage, especially as some signs have reached the end of their useful life.
  - For more information, please view the presentation online:  
<https://laspositascollege.edu/gv/facilities/assets/docs/fy24-25/LPC%20Exterior%20Wayfinding%20Presentation%20-%202003.24.25.pdf>

<p>6.</p>	<p><b>New Business</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li>• Events <ul style="list-style-type: none"> <li>○ Fridays Saturday and Sunday, March 21-March 30: Sueños (Spring Musical)</li> <li>○ Sat., March 29, LPC 5K + LPC Open House</li> <li>○ Tues., April 15, Groundbreaking STEAM Building</li> <li>○ Sat., April 19, New Hawk Day</li> <li>○ Sat., May 10, Beer Fest + Literary Arts Festival</li> <li>○ Fri., May 30, Commencement at 10:00am and 12:30pm</li> </ul> </li> </ul>	
<p>7.</p>	<p><b>Updates</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• M&amp;O (John Seybert) <ul style="list-style-type: none"> <li>○ <b>Boiler Upgrade:</b> The boilers will be upgraded sometime in May or June, with work starting as the weather warms up. Final paperwork for the project has been received.</li> <li>○ <b>Water Intrusion Issues:</b> There have been minor reports of water intrusion in Buildings 1600 and 2400. The newer issues are being addressed and are expected to be easy to fix.</li> <li>○ <b>Geotechnical Study:</b> Geotechnical engineers conducted drilling samples around building 2,500, and the team is awaiting the report on that.</li> <li>○ <b>Work Orders:</b> The maintenance department completed about 110 work orders, averaging 4-5 per day, which reflects the department's busy workload.</li> <li>○ <b>Power Outages:</b> There was a large, unexpected power outage on the weekend of the 15th affecting over 2,000 customers. Some minor damage occurred, including issues with the fire alarm and door access readers, but the power was restored quickly. Additionally, a smaller planned power outage occurred recently for demolition work on Building 800, affecting Buildings 800, 1700, and 1900.</li> <li>○ <b>Resiliency and Backup Power:</b> There's ongoing discussion about improving resiliency, considering battery backups, and understanding the causes of power outages—whether they're due to external issues like PG&amp;E's substation or other factors.</li> </ul> </li> <li>• District Facilities (VC Owen Letcher) <ul style="list-style-type: none"> <li>○ <b>Restroom Signage:</b> The new restroom signage will include labels for Gender Neutral restrooms. If two restrooms are located together, one will be labeled as a Staff Restroom and the other as a Gender Neutral Restroom. The language for the signage has been finalized, and the quote for the signage is currently being worked on.</li> </ul> </li> <li>• Campus Construction &amp; Bond (Ann Kroll) <ul style="list-style-type: none"> <li>○</li> </ul> </li> </ul>	

<p>8.</p>	<p><b>Good of the Order</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• <b>Lockdown Drill:</b> The campus had a successful lockdown drill last Thursday. A fire drill will also take place sometime in the spring, before finals, but the exact date is not disclosed in advance to ensure preparedness.</li> <li>• <b>ShakeOut Drill and Safety Concerns:</b> Jennifer reported an issue during the ShakeOut drill where the alarms and announcements were not heard in the Computer Center (Building 2100), due to a lack of alarms and flashing lights. This has been reported and is being addressed.</li> <li>• <b>Phone Notification Issues:</b> During the lockdown drill, there were issues with delayed phone notifications. The warning call came during the drill, and the "end of drill" call was half an hour late. Text messages were received on time.</li> <li>• <b>Wayfinding Signs in Building 2100:</b> New, large wayfinding signs have been installed in Building 2100, which are helpful for students and others navigating the building.</li> <li>• <b>Key Request Issue:</b> There is an ongoing issue with obtaining keys for the back rooms in the Computer Center (Room 21206). Despite a request, the keys have not been provided, leading to delays when access is needed.</li> </ul>	<p>None</p>
<p>9.</p>	<p><b>Future Agenda Items</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	<p>None</p>

**Meeting adjourned at 4:07pm**  
**Next meeting: Monday, April 28<sup>th</sup>**