

**MINUTES OF THE BOARD OF REGENTS  
FACILITIES COMMITTEE MEETING  
GALVESTON COMMUNITY COLLEGE DISTRICT  
4015 Avenue Q  
Galveston, Texas 77550  
Room M-202 – Moody Hall  
February 15, 2016  
5:30 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Monday, February 15, 2016, in Room M-202 of Moody Hall, commencing at 5:30 p.m., the following Facilities Committee members were present: Mr. George F. Black, Chairperson, Mr. Florentino “Tino” F. Gonzalez, and Mr. Michael B. Hughes. Other Regents present included Mr. Carl E. Kelly, Mr. Raymond Lewis, Mr. Fred D. Raschke, and Mr. Carroll G. Sunseri.

Staff present included Dr. W. Myles Shelton, President, Ms. Carla Biggers, Dr. Gaynelle Hayes, and Mr. Timothy Setzer.

- I. **CALL TO ORDER:** Chairperson Black opened the meeting at 5:30 p.m. in Room M-202 of Moody Hall and determined a quorum was present.
- II. **CERTIFICATION OF POSTING NOTICE OF FACILITIES COMMITTEE MEETING:** Dr. Shelton confirmed that the notice of the Facilities Committee Meeting had been properly posted on February 12, 2016.
- III. **CONSIDER APPROVAL OF MINUTES FROM JANUARY 13, 2016 MEETING:** A reading of the minutes for the January 13, 2016 meeting was waived. Mr. Gonzalez moved to approve the minutes as presented; Mr. Hughes seconded. The motion passed unanimously.
- IV. **REVIEW AND DISCUSS UPDATE OF FACILITIES MASTER PLAN:** Dr. Shelton introduced this agenda item and Mr. John Smith with EYP (formerly WHR Architects) who presented an update of the 2012 Facilities Master Plan to the Facilities Committee. Due to discussions of new facilities and recent land acquisition, the Board voted to have the Facilities Master Plan updated to reflect these changes. The updated plan includes a layout of the main campus and phased development concepts for the main campus and the Applied Technology Center. There was discussion throughout Mr. Smith’s presentation of each layout. Dr. Shelton concluded that this is a long-term vision for the College. Mr. Black asked for input from the Regents present. Those who commented were pleased with the update.
- V. **DETERMINE FACILITIES COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING THE UPDATED FACILITIES MASTER PLAN:** Mr. Gonzalez moved to recommend to the Board of Regents the adoption of the update to the Facilities Master Plan prepared by EYP; Mr. Hughes seconded. The motion passed unanimously.

- VI. REVIEW AND DISCUSS HVAC PIPE SYSTEM BETWEEN THE NORTHEN AND MOODY HALL BUILDINGS:** Dr. Shelton and Mr. Timothy Setzer, Director of Facilities and Security, reported on the water leaks discovered in the HVAC pipe system between the Northen and Moody Hall Buildings and its needed replacement. A drawing that showed the location of the current underground pipe system and a proposed overhead replacement system was provided. Due to the age of the current pipe system, staff recommended replacing it. The decision before the Committee was whether that replacement would be underground or overhead. Dr. Shelton explained how each would be installed. Preliminary estimates for the underground system are at least \$270,000 plus because of the unknowns. The engineering estimate for the overhead system is \$260,000 to \$270,000. He noted that inspection, detecting needed repairs, and repairs would be easier with an overhead pipe system. Reserve funds would be used to pay for this project since it was not budgeted. Dr. Shelton said the project would require engaging an engineer and advertising for proposals. Mr. Setzer stated that once he had the proper documentation, it would be presented to the City of Galveston to have the bill adjusted for the water being lost that is not going into the sewer system.
- VII. DETERMINE FACILITIES COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING THE HVAC PIPE SYSTEM BETWEEN THE NORTHEN AND MOODY HALL BUILDINGS:** Mr. Gonzalez moved to recommend to the Board of Regents the approval to authorize Dr. Shelton to engage Shelmark Engineering to provide engineering services for an overhead HVAC pipe system and to seek Request for Proposals (RFPs) for Board approval; Mr. Hughes seconded. The motion passed unanimously.
- VIII. ADJOURNMENT:** There being no further business to come before the Facilities Committee, the meeting adjourned at 6:27 p.m.

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Carla D. Biggers, Clerk

APPROVED AS CORRECT:

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George F. Black, Chairperson