



Facilities and Sustainability Meeting Minutes

April 28, 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 type="checkbox"/> Gina Webster (BSSL) <input checked="" type="checkbox"/> James Giacomazzi (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 checked="" type="checkbox"/> Ann Kroll (Non-Voting Member)		<input checked="" type="checkbox"/> Vanessa Rusca <input checked="" type="checkbox"/> William Kossow <input checked="" type="checkbox"/> Amy Chovnick	<input checked="" type="checkbox"/> Patrick O'Connor <input checked="" type="checkbox"/> Mike Ansell <input checked="" type="checkbox"/> Jennifer Siders
<input checked="" type="checkbox"/> Matt Kritscher <input checked="" type="checkbox"/> Kiley Zieker			

Attendance (Quorum = 8)

Agenda Item	Information/Discussion	Action/Assigned To
1.	Call to Order <i>For information</i> <ul style="list-style-type: none"> Meeting called to order by Dan Cearley at 2:31pm 	Dan Cearley
2.	Review & Approve Agenda <i>For action</i> <ul style="list-style-type: none"> Motion to approve Agenda by Jackie Hill and second by James Giacomazzi Agenda Approved by: Agenda approved by approved unanimously 	None
3.	Review & Approve February Minutes <i>For action</i> <ul style="list-style-type: none"> Motion to approve Agenda by Sean Brooks and second by Jackie Hill Minutes approved by approved unanimously 	None
4.	Action Items/Guests <i>For Action</i> <ul style="list-style-type: none"> CW Exterior Wayfinding Project <ul style="list-style-type: none"> Executive Team Input: <ul style="list-style-type: none"> The signage designs have been reviewed and updated based on feedback from the Executive Team (President, VPs, Vice Chancellor Letcher, Steve Gunderson (IT), John Sybert (Maintenance), Ann Kroll, Andrea, and Kylie). Design Approach: <ul style="list-style-type: none"> Inspired by local surroundings (vineyards, rolling hills, natural materials). Aim is to create signage that blends into the environment and appears as an intentional part of the campus. Emphasis on durability, vandal resistance, and low maintenance. Signage Types Presented: <ul style="list-style-type: none"> Marquee Entrance Signs – Highlighting primary campus entrances. Vehicular Directional Signs – Guide traffic flow across campus. Pedestrian Wayfinding Signs – Include orientation maps, directories, and building identifiers. Parking and Special Icons – Signage for flagpole parking and designated areas. 	None

	<ul style="list-style-type: none"> ▪ QR Codes – To offer multilingual map access via smartphones. ○ Design Considerations: <ul style="list-style-type: none"> ▪ Placement will be adjusted based on visibility during all seasons (tree canopy and foliage). ▪ Inclusive, clear language will be prioritized; building numbers may replace names to reduce confusion. ▪ Signage will evolve with the campus over time; this project sets a new standard moving forward. ○ Campus Zoning: <ul style="list-style-type: none"> ▪ Proposal to divide campus into two simplified zones: Main Campus and Upper Campus. ▪ Color coding (tentatively blue and red) may be used, though colors are still under review. ○ Future Possibilities: <ul style="list-style-type: none"> ▪ Digital/electronic signage (e.g., for events) is not currently included due to budget but remains under consideration. ▪ Temporary signage (e.g., for farmers markets or graduations) may be added later depending on resources. ○ The team discussed the naming and zoning of the campus, particularly the distinction between Main Campus and Upper Campus. <ul style="list-style-type: none"> ▪ Clarification of Example Names: Ann Kroll clarified that the names shown in the presentation are only placeholders for orientation purposes and are not final. Specific program names like Horticulture and Viticulture will be included in the Upper Campus area. ▪ Upper vs. Main Campus Zoning: There was a discussion about how to split the campus into Main Campus and Upper Campus. The current proposal divides the campus at the Loop Road, with the Upper Campus to the left and the Main Campus to the right, based on the driving direction (turning left to enter the athletics parking lot). ▪ Topography Considerations: Shannon Hackley pointed out that the topography (hills) is another factor in the division, not just the driving path. This helps in determining the separation of the areas. ▪ Rationale Behind the Division: Sean Brooks inquired about the reasoning behind the specific split, particularly the use of the Loop Road. Ann explained that it was based on the turning direction needed to enter parking lots, and topography also played a role. Ultimately, the group agreed that whichever division makes the most intuitive sense for navigation would work. ▪ Next Steps: The group will consider feedback on the zoning split and discuss it further with the executive team. ○ Parking Lot Lettering System: <ul style="list-style-type: none"> ▪ The current lettering of parking lots (e.g., E, F, P, etc.) is mostly symmetrical and follows existing infrastructure. ▪ Renaming lots is possible, but can be complicated depending on whether it impacts emergency services or facilities systems. ▪ The group is open to revisiting the lettering to make it more logical (e.g., addressing the E-to-P sequence), but it would require careful consideration of downstream impacts (signage, maps, print materials, etc.). ○ F Lot (Staff Parking) Concerns: <ul style="list-style-type: none"> ▪ Jean O'Neil-Opipari raised concerns that students are parking in the F lot, which is designated for staff. ▪ Ann Kroll responded that this is a campus safety and enforcement issue, but acknowledged that better 	
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	<p>signage could help.</p> <ul style="list-style-type: none"> ▪ The team agreed to add clear “staff” signage to reinforce the lot’s designation and reduce misuse. <ul style="list-style-type: none"> ○ Renaming Process & Impacts: <ul style="list-style-type: none"> ▪ Daniel Cearley questioned who initiates and manages the renaming process and what the ripple effects might be. ▪ Owen Letcher clarified that unlike building numbers, parking lot letters are not deeply integrated into systems, so changing them shouldn’t be a major issue. ○ Next Steps: <ul style="list-style-type: none"> ▪ Shannon Hackley offered to create three diagram options: ▪ The current layout ▪ Two potential relettering recommendations ○ Timeline for Parking Lot Decisions: <ul style="list-style-type: none"> ▪ Ann Kroll initially suggested a 2-month timeframe to finalize changes, but Shannon Hackley proposed a faster turnaround of 2 weeks for draft diagrams. ▪ The team agreed to produce and distribute parking lot layout options within 2 weeks, with time afterward for stakeholder feedback, even extending into the summer if needed. ▪ Minor changes (e.g., during shop drawings) are still feasible later in the process without significant disruption. ○ Flexibility for Future Changes: <ul style="list-style-type: none"> ▪ Jackie Hill raised concerns about how hard it would be to change signage and layouts in the future as new buildings or roadways (like driveways or loops) are added. ▪ Ann Kroll clarified that the signage system is being designed to be flexible and modular, using number ranges (e.g., 400–1900) instead of naming every building. This will simplify updates as the campus evolves. ▪ Every new construction project will include signage updates as part of the budget and planning. ▪ The upcoming signage program will support consistent and cost-effective updates campus-wide. ○ Coordination with Master Plan: <ul style="list-style-type: none"> ▪ Shannon’s team has been given the Facilities Master Plan, including future changes like the new drop-off loop by Performing Arts and updates to Lot A. ▪ These anticipated modifications are already being factored into current planning and design efforts. ○ Building Numbering and Signage Constraints <ul style="list-style-type: none"> ▪ No building numbers will be changed due to the high cost and impact on emergency services and infrastructure (e.g., fire codes). ▪ Building 1850 was specifically mentioned as problematic due to poor visibility, but instead of renumbering it, a new pedestrian-level sign will be installed to improve wayfinding. ○ Pedestrian Circulation & Sign Placement <ul style="list-style-type: none"> ▪ The team shared a pedestrian circulation diagram: <ul style="list-style-type: none"> • Dark paths represent primary pedestrian routes where main signage will be placed. • Lighter paths are secondary routes with potential for additional signage as needed. ▪ Final sign placement will require on-site collaboration post-summer with field experts (e.g., engineers) to 	
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	<p>account for utilities, lighting, and foot traffic.</p> <ul style="list-style-type: none"> ○ Sign Design Feedback <ul style="list-style-type: none"> ▪ Positive reactions to the proposed marquee sign, especially its shape and visibility against the hillside background. ○ Discussion on color choices: <ul style="list-style-type: none"> ▪ Maroon (campus color) was well received. ▪ Green was rejected by some due to associations with Christmas. ▪ Red presents maintenance challenges due to color oxidation. ▪ Alternatives like Corten (rusted steel) and porcelain enamel were suggested for durability and aesthetics. ○ Next Steps & Comments Request <ul style="list-style-type: none"> ▪ Presentation materials have been shared with Andrea and Jean but should not be posted publicly due to the in-progress status. ▪ Feedback requested within 3–4 weeks. ▪ Shannon will produce two layout options for parking lot signage, which Ann will distribute once ready, along with a timeline for review. ○ Sign Design (Narrow Bottom Concern) <ul style="list-style-type: none"> ▪ Jean O'Neil-Opipari and Jennifer Siders expressed dislike for the narrow bottom of the sign, noting it visually draws the eye down and looks unstable. ▪ Amy Chovnick added concerns about the sign's physical stability in wind due to its design and hole placement. ▪ Daniel Cearley and others acknowledged the feedback, though Daniel mentioned he personally liked the design and felt a straight sign would be less appealing. ○ Parking Lot Lettering and Navigation Confusion <ul style="list-style-type: none"> ▪ The group discussed the confusing parking lot lettering system (e.g., jumping from E to P, missing sequential order). ▪ Jean O'Neil-Opipari pointed out that visitors, especially during large events, get confused because they expect a logical sequence (e.g., B to C), which doesn't exist. ▪ Jackie Hill and Amy Chovnick proposed changes or simplifications, possibly organizing lots as “upper” and “lower” or based on campus geography. ○ Concerns and Considerations: <ul style="list-style-type: none"> ▪ Jackie Hill cautioned about the potential complications of renaming lots, especially regarding emergency services and external referencing. ▪ John Seybert (M&O) mentioned renaming would involve work (e.g., updating lighting controls, signage) but isn't insurmountable. Still, the current system is familiar, even if illogical. ▪ Ann Kroll noted the term “lower campus” had negative connotations and was replaced with “main campus” based on prior feedback. ▪ Amy Chovnick emphasized that any system should prioritize clarity for first-time visitors. ○ Conclusion and Next Steps: <ul style="list-style-type: none"> ▪ Ann Kroll suggested gathering two revised sign designs from the architects and sharing them with the group 	
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	<p>via email.</p> <ul style="list-style-type: none"> ▪ There will be no meeting in May, but feedback can be collected through email or surveys. ▪ There seemed to be a leaning toward keeping parking lot names as-is for now, due to practicality and familiarity. ▪ James Giacomazzi (Athletics) confirmed that current lot naming causes confusion during athletic events and supports improved continuity (e.g., renaming Lot P to F to restore sequence). <ul style="list-style-type: none"> • Sustainability Projects (Matt Kritscher) <ul style="list-style-type: none"> ○ Climate Action Fellows Program <ul style="list-style-type: none"> ▪ Shibola Specidas has received conditional approval for 3 Climate Action Fellows (11 months, 40 hours/week). ▪ A site review meeting is scheduled at Chabot College to verify readiness (workstations, campus integration). ○ External Funding Opportunities <ul style="list-style-type: none"> ▪ A proposal was submitted to the Altamont Education Advisory Board for \$40,000 for Chabot and Las Positas Colleges. ▪ Covers student assistants, faculty mentorship, custodial overtime, and sustainability collaboration. ▪ A Zoom meeting at 4:30PM will be held to answer board questions (not a full presentation). ○ Zero Waste Initiative <ul style="list-style-type: none"> ▪ Launched awareness and education efforts before fellows/funding arrive. ▪ Delivered ~8 presentations to college senates. ▪ Emphasized composting and 3-stream waste sorting. ▪ Called for site champions in departments to support implementation and monitoring. ○ Energy Projects <ul style="list-style-type: none"> ▪ Meeting held with Vice Chancellor and M&O Director about Transform Energy: <ul style="list-style-type: none"> • Focused on deferred maintenance, solar panel optimization, and installing data acquisition systems. • Framed as an asset management model. ▪ Battery Energy Storage System (BESS) at Chabot: <ul style="list-style-type: none"> • 2.3 MW system approved after 4 years. • Modular lithium copper batteries (safer, lower fire risk). • To be installed near J Lot and Moorfry property. • Expected to cut energy costs by \$200,000+ annually and reduce peak load. ▪ Las Positas College: <ul style="list-style-type: none"> • Currently has a vanadium flow battery (2016–2017) with operational/licensing issues. • Future goal: install a similar system to improve resiliency and peak shaving. ○ Water Conservation <ul style="list-style-type: none"> ▪ Chabot College lacks recycled water infrastructure. ▪ Investigating Hayward’s Phase 2 recycled water project for irrigation. ▪ Cost difference: LPC pays ~\$2.50 per unit vs. Chabot’s ~\$8.50–\$9.20. ○ Community Outreach 	
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	<ul style="list-style-type: none"> ▪ Participated in Earth Week events at both campuses. <ul style="list-style-type: none"> • Promoted zero waste, clean/green initiatives, and composting. • Engaged students with educational displays (e.g., worm bins). 	
5.	<p>Old Business <i>For discussion</i></p> <ul style="list-style-type: none"> • Update Bluebolt Benches Update (VC Owen Letcher) <ul style="list-style-type: none"> ○ Proposed Bench Locations: <ul style="list-style-type: none"> ▪ The manufacturer wants to place two solar-powered Blue Bolt benches in the central quad area (between Buildings 1600, 1800, 2000, Library, Science/Tech, Student Center, and Admin). ▪ Concerns were raised about this location due to its heavy use for events, limited space, and fire lanes. ○ Alternative Locations Explored: <ul style="list-style-type: none"> ▪ Near Building 2100 (on concrete slabs) ▪ Corridor near existing sculptures and trees ▪ In front of Building 1000, near a signboard ▪ Athletic area near a kiosk ▪ Upper patio of Building 2400 ○ Contract & Revenue Notes: <ul style="list-style-type: none"> ▪ The contract was revised to allow existing kiosks to remain. ▪ The lease is for just under 5 years. ▪ The campus receives 10% of advertising revenue, but the actual earnings are unknown. ▪ Owen Letcher will investigate returns at Solano College, where similar benches were installed. ○ Next Steps: <ul style="list-style-type: none"> ▪ Dan will send the presentation to Owen. ▪ Owen will follow up with the vendor based on the committee's feedback, suggesting less central placements. ▪ Consensus: The committee favors not placing benches in the high-traffic central quad, and may even consider only installing one bench if the vendor refuses alternate locations. • Update - composting food waste planning (Jean O'Neil-Opipari) <ul style="list-style-type: none"> ○ StopWaste visited during Earth Week and inspected the Earth Tub, confirming it's functioning well. ○ A student has proposed adding beehives to the horticulture facility — this will be discussed in the fall. ○ Expect a future discussion about honey and bees. 	None
6.	<p>New Business <i>For discussion</i></p> <ul style="list-style-type: none"> • Painting Project Main Stairs on South Side of Building 1800, closest to Quad (Jennifer Siders) 	

	<ul style="list-style-type: none"> ○ Jennifer Siders proposed a project to paint the main stairs on the south side of Building 1800 to make the area more welcoming and inclusive, especially for LGBTQ+ students in STEM. ○ The idea includes using rainbow and trans flag colors on the face of the stairs (not the steps) to avoid code issues. Estimated cost: \$300–\$400, mostly for paint. Tools are already available. ○ Jennifer is working with student groups (Physics Club and SAGA), and Danny mentioned possible funding from the LGBTQ+ task force. ○ Jackie Hill suggested including black and brown stripes for fuller inclusion. Jennifer agreed to explore how to incorporate them, given the 18-stair limit. ○ John Seybert clarified that painting the stair faces doesn't present major structural or code issues, but maintenance must be factored in (at least once a year). ○ There was agreement on making this a recurring event, possibly tied to LGBTQ+ Month, with student and faculty participation. ○ William Kossow proposed using the resistor color code for the lower steps — well-received as a STEM-related idea. ○ Next Steps: Jennifer will connect with Amy Mattern from the Art on Campus committee for official approval and guidance on long-term upkeep. ● Events <ul style="list-style-type: none"> ○ Sat., May 10, Beer Fest + Literary Arts Festival ○ Fri., May 30, Commencement at 10:00am and 12:30pm ● Theater Events <ul style="list-style-type: none"> ○ One-Act Festival: <ul style="list-style-type: none"> ▪ May 2–4 on campus ▪ May 10–11 at the Eugene O'Neill Dow House in Danville ○ Choir Concert: Thursday, May 8 ○ Stories & Speeches (Communications Dept.): Friday, May 9 ○ Orchestra Concert: Thursday, May 15 ○ Jazz Combo Concert: Saturday, May 17 ○ Dance Showcase: Friday, May 23 ○ Friction Quartet Student Compositions: May 21–22 in the Black Box Theater ○ Summer Musical – The Wizard of Oz: <ul style="list-style-type: none"> ▪ July 18, 19, 25, 26 ▪ Performed outdoors in the amphitheater — bring warm clothes (jacket, blanket, gloves, etc.) 	
7.	<p>Updates <i>For information</i></p> <ul style="list-style-type: none"> ● M&O (John Seybert) <ul style="list-style-type: none"> ○ Power System Update: Engineers successfully updated relay settings after a long process, improving power system stability and safety in coordination with PG&E. ○ Building 2500: A meeting with geotechnical consultants is scheduled for Thursday to discuss progress. More 	

	<p>updates expected by the next meeting (after May).</p> <ul style="list-style-type: none"> ○ Central Utility Plant: New boilers are set to be installed by the next meeting. ● District Facilities (VC Owen Letcher) + Campus Construction & Bond (Ann Kroll) <ul style="list-style-type: none"> ○ Steam Project: Building 800 has been removed; moving forward with renovations for Buildings 500, 600, and the amphitheater, all going through Division of the State Architect (DSA). ○ Athletics Area: Feasibility study ongoing for the area near PSC, AMT, and viticulture; expected to be completed by end of May. ○ Campus-Wide Projects: <ul style="list-style-type: none"> ▪ Music Department renovation in Building 500 begins next week. ▪ Feasibility studies underway for the Career Center and Pathways integration. ▪ Signage upgrades, restroom lock updates, and various small projects are in progress. 	
8.	<p>Good of the Order <i>For information</i></p> <ul style="list-style-type: none"> ● None 	None
9.	<p>Future Agenda Items <i>For discussion</i></p> <ul style="list-style-type: none"> ● None 	None

Meeting adjourned at 4:23pm
Next meeting: Monday, August 25