

MONTEREY COUNTY BOARD OF EDUCATION  
FACILITIES MASTER PLAN COMMITTEE  
May 17, 2017  
APPROVED MINUTES

- I. Call to Order: Committee Chair Judy Pennycook called the meeting of the Monterey County Board of Education Facilities Master Plan Committee to order at 8:06 AM in the office of Dr. Nancy Kotowski, Monterey County Superintendent of Schools.

Roll Call:

**COMMITTEE MEMBERS:**

Judy Pennycook, Chairperson	Trustee Area #3
Harvey Kuffner	Trustee Area #1
Janet Wohlgemuth (alternate)	Trustee Area #4
Dr. Nancy Kotowski, Secretary to the Board	

**ABSENT WITH NOTIFICATION:**

Sergio Alejo	Trustee Area #7
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**STAFF TO SUPERINTENDENT:**

Garry P. Bousum  
Dr. Deneen Guss  
Joshua Jorn

- II. Approval of Minutes from February 1, 2017

Janet Wohlgemuth, Harvey Kuffner (3-0)

- III. Bard Blades Update:

Josh Jorn reported that we will receive funding from the State Allocation Board (SAB) for Bard Blades once the state holds a bond sale, and summarized the items that will be fixed at the school when the funding is received. However, the project is on hold until the fall/spring state bond sale is held.

It is anticipated that the Bard Blades project will begin in summer of 2018. Josh has been working with a local district to provide temporary housing for the Bard Blades summer program while the project at Bard Blades is underway.

- IV. Annual Projects Update

- Toro Deaf and Hard of Hearing (DHH) School Project:
  - The entire roof will be removed and new roofing will be installed.

- MCOE Main Slurry Seal Project:
  - This project has been deferred for four years. \$150,000 has been budgeted for the 2017-18 fiscal year to cover the cost of this project.
  - Josh explained that the entire parking lot cannot be done all at one time, so it will be necessary to complete small sections over a series of six phases to minimize the impact on parking and access.
  - Committee Chair Judy Pennycook recommended prioritizing this project. The condition of the parking lot is continuing to deteriorate, and improving the appearance of the lot will be very helpful as we continue to advertise the Morgantini Building seeking new tenants. The phase of the project affecting the Morgantini Building parking area should be completed earlier in the process, hopefully prior to the new tenants moving in.
  - The Committee directed staff to begin this project as soon as possible. Josh will make it a top priority for 2017-18.
  - The Committee requested that safety features be included in the parking lot improvement plans to help ensure the safety of students, parents, staff and visitors. Suggestions included increasing the height of the speed bumps in certain locations to reduce speeding; installing more cameras throughout the lot for monitoring and deterrence; and installing flashing stop signs.

#### V. Morgantini Building Update

According to Mahoney and Associates, there are currently four potential lessees interested in the Morgantini Building. One is a vocational education school which has come to see the building three times. The other three potential lessees that have viewed the building include an agricultural company, law firm, and a nonprofit organization. No group has yet signed a letter of intent.

The Committee discussed the possibility of renting the building to a law firm or other group on a short-term basis (three months) until we find a tenant who is willing to sign a long-term lease (three years). Currently we are focused on finding a long-term tenant with a three-year minimum lease. We may consider short-term leases while we continue to look for long-term tenants.

#### VI. Board Room and Superintendent's Office Modernization Project Update

Josh gave an update on the status of the Board Room and Superintendent's Office project. He reported that the existing building devices, such as switches and outlets, are at all different heights, so he has instructed the contractor to move all of these outlets to be at uniform height and in compliance with code. In addition, the project had experienced a two-week delay due to a structural issue that has since has been remedied, as well as the discovery of very low levels of asbestos, which required abatement. These issues have been resolved and construction has resumed. The project is still on time and should be finished by August.

At a future meeting, Josh will be bringing back a color pallet for the wall panels for the Board to review and make a final decision on. Dr. Kotowski requested that Josh also bring information about the lighting plan forward at the next Facilities Committee meeting.

VI. Adjournment: the meeting was adjourned at 8:52 AM.

Approved: August 9, 2017

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Judy Pennycook, Committee Chair

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Nancy Kotowski, Ph.D.  
Secretary to the Board