**Meeting Minutes**

**Meeting Date**
March 14, 2014

**Project #**
5004 012 000

**Client Name**
Riverside Community College District

**Project Name**
Moreno Valley College Comprehensive Master Plan (CMP)

**From**
Sheryl Sterry, Sr. Educational Facilities Planner, HMC Architects

### Attendees

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Marie</td>
<td>Faculty, English</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Rosslynn Byous</td>
<td>Director/Faculty, PA Program, CTW</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Chris Carlson</td>
<td>Chief of Staff and Facilities Development</td>
<td>RCCD</td>
</tr>
<tr>
<td>Ryan Carstens</td>
<td>Interim Vice President Academic Affairs</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Cynthia</td>
<td>Student Services</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Tiffany Chambers</td>
<td>Multi-Cultural Advisory Council Director</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Michelle Dawson</td>
<td>City Manager</td>
<td>City of Moreno Valley</td>
</tr>
<tr>
<td>Bart Doering</td>
<td>Construction, FP +D</td>
<td>RCCD</td>
</tr>
<tr>
<td>Mary Gallardo</td>
<td>Instructional Department Specialist, Public Safety Education and Training</td>
<td>MVC BCTC</td>
</tr>
<tr>
<td>Norm Godin</td>
<td>Vice President of Business Services</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Ronald Johnson</td>
<td>Associated Students of Moreno Valley College</td>
<td>Moreno Valley College</td>
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<tr>
<td>Susan Lauda</td>
<td>Classified Staff, Academic Affairs</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Rebecca Loomis</td>
<td>Faculty, Anatomy/Physiology</td>
<td>Moreno Valley College</td>
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<tr>
<td>Tyrone Macedon Sr.</td>
<td>Associated Students of Moreno Valley College</td>
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<tr>
<td>Sandra Mayo</td>
<td>President</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Debbi Renfrow</td>
<td>Faculty, Library Services</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Jaime Rodriguez</td>
<td>Institutional Research</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Sheila Pisa</td>
<td>Faculty, Mathematics</td>
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<tr>
<td>Robin Steinback</td>
<td>Vice President of Academic Affairs</td>
<td>Moreno Valley College</td>
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<tr>
<td>Greg Sandoval</td>
<td>Vice President of Student Services</td>
<td>Moreno Valley College</td>
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<tr>
<td>Gustavo Segura</td>
<td>Coordinator, Instructional Media/Broadcast</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Salvador Soto</td>
<td>Counselor</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Cid Tenpas</td>
<td>Dean, Technology + ISS</td>
<td>Moreno Valley College</td>
</tr>
<tr>
<td>Laurens Thurman</td>
<td>Facilities Planning + Development</td>
<td>RCCD</td>
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<tr>
<td>David Vakil</td>
<td>Dean of Instruction</td>
<td>Moreno Valley College</td>
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<tr>
<td>Eugenia Vincent</td>
<td>Student Services</td>
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<tr>
<td>Christopher Whiteside</td>
<td>Dean, Public Safety Education and Training</td>
<td>MVC BCTC</td>
</tr>
<tr>
<td>Ann Yoshinaga</td>
<td>Director, Public Safety Education and Training</td>
<td>MVC BCTC</td>
</tr>
</tbody>
</table>

### Planning Committee:

- Anna Marie
- Rosslynn Byous
- Chris Carlson
- Ryan Carstens
- Cynthia
- Tiffany Chambers
- Michelle Dawson
- Bart Doering
- Mary Gallardo
- Norm Godin
- Ronald Johnson
- Susan Lauda
- Rebecca Loomis
- Tyrone Macedon Sr.
- Sandra Mayo
- Debbi Renfrow
- Jaime Rodriguez
- Sheila Pisa
- Robin Steinback
- Greg Sandoval
- Gustavo Segura
- Salvador Soto
- Cid Tenpas
- Laurens Thurman
- David Vakil
- Eugenia Vincent
- Christopher Whiteside
- Ann Yoshinaga

### Planning Team:

- Rafael Cobian
- Eva Conrad
- David Gales
- Megan Horn
- Brett Leavitt
- Deborah Shepley
- Sheryl Sterry
- Scott Walker

**Organization**

- Fehr & Peers
- College Brain Trust
- WaveGuide Technology
- AHBE Landscape Architects
- HMC Architects
- WaveGuide Technology
DISCUSSION:

PROJECT STATUS
- The CMP development process is nearing the end – this is the last meeting of the CMP Planning Committee.
- The draft recommendations will be presented to the committee for review and discussion.
- Following the meeting, the planning team will develop the draft CMP document and distribute for review and comment.

MEASURES OF SUCCESS
- The group reviewed the original “measures of success” developed at the beginning of the planning process.
- A summary of the measures includes the following:
  
  PROCESS
  - transparent
  - participatory
  - well-communicated

  GENERAL
  - forward thinking
  - obtainable and practical
  - understood and used
  - reflects the desires of the college community
  - defines who we are and who we want to be for our community
  - focused on preparing students for the next stages of their lives
  - provides a framework for site and facilities development

  FOCUSED
  - addresses site and building infrastructure
  - addresses emerging technology
  - plans for flexible, functional facilities
  - provides pleasant and accessible learning / working environments
  - promotes collaboration among faculty, staff, and students

CHALLENGES AND OPPORTUNITIES
- A summary of the facilities planning challenges was reviewed:
  
  SITE
  - The topography + geology present opportunities and constraints.
  - Open spaces are underutilized; not connected to the natural surrounds.
  - Outdoor and indoor spaces are not well-connected.

  CIRCULATION
  - College Drive is the one primary campus gateway.
  - Parking is currently at 97% utilization during peak demand.
  - Pedestrians cross primary vehicular routes to navigate the campus.

  ZONING
  - Functional zoning is not clearly organized.
  - Buildings clusters are disconnected.
SPACE NEEDS
- Additional space is needed to accommodate the projected growth.

Discussion
- The group discussion led to the following addition to the list:
  - Limited space for student groups (20 to 25 people) to meet and collaborate

FACILITIES PLANNING PRINCIPLES
- Based on the analysis of existing conditions and the list of challenges and opportunities, a draft set of “facilities planning principles” was presented for discussion:
  - Maximize functional space
  - Eliminate non-functional space
  - Improve efficiency/utilization of site and facilities
  - Right-size the campus to address program needs
  - Plan for flexible, functional facilities
  - Provides pleasant and accessible learning / working environments
  - Promotes collaboration among faculty, staff, and students
  - Improve campus identity, connections, and circulation
  - Simplify implementation

Discussion
- The group discussion led to the following additions to the list of draft principles:
  - Create safe and secure environments that are easily monitored
  - Incorporate sustainable design principles into all projects

DRAFT RECOMMENDATIONS
- Facilities
  - Buildings to be removed and replaced are identified.
  - Facilities recommendations are identified to support the college’s program needs and include the following:
    NEW BUILDINGS:
    - Library Learning Center
    - Science Building
    - Instructional Building
    - Kinesiology
    - Warehouse

    FUTURE (beyond the master plan horizon)
    - Allied Health Building
    - Community Joint Use Facility

    REPURPOSED BUILDINGS:
    - Library
    - Student Services
    - Science and Technology

- Circulation and Parking
  - Parking will be expanded to support the demand and develop a more balance distribution on the campus.
- A location for a new parking structure is identified.
- Vehicular routes will be developed to improve circulation and provide an emergency egress route that exits to Grande Vista.
- Pedestrian paths will be developed to support safety and improve campus connectivity.
- Bicycle paths will be developed to access the campus, while biking throughout the campus core will be discouraged.

**Discussion:**
- Queuing into the campus on the main entry drive was discussed as a concern. This will require further study.
- Need to plan for before the parking structure is built.
- Emergency access is good.
- Recommendation to include bike access at the emergency access road.
- Add bike racks at the front of the campus.
- Access from the Lot A staircase is a concern – needs to connect better

**Landscape Recommendations**
- The proposed landscape recommendations were presented and included the following:
  - Welcoming entry and arrival gardens
  - Active core with a series of academic yards
  - Natural outback with trails
  - Storm water best management practices (BMPs)

**Discussion:**
- Question about the placement of the amphitheater. This will be included in the CMP along with an explanation that further discussion and study is needed to finalize location.

**Sustainability Recommendations**
- A summary of the sustainability visioning session was presented with the goals in the following categories:
  1. **Leadership and Culture in Sustainability**
     - Be role models by demonstrating sustainability throughout the campus, restoring the natural environment and celebrating the unique character of the desert.
  2. **Water and Landscape**
     - Conserve water through efficient plumbing fixtures, drought tolerant landscaping and retention and reuse of water.
  3. **Energy**
     - Conserve energy through best practices such as passive solar building design, upgrades to existing systems, and clean energy production.
  4. **Environmental Quality, Comfort, Health and Wellness**
     - Support a healthy indoor and outdoor environment by providing access to fresh air, views, natural lighting and walking trails.
  5. **Waste**
     - Reduce meaningless waste by organizing a campus culture based on the principles of reduce, reuse and recycle.
  6. **Curriculum and Training**
     - Create a ‘green’ mentality for the campus by supporting professional development in sustainability and capitalizing on the classroom by implementing researched based learning.
7. **Transportation**  
- Reduce emissions caused by transportation to the campus by promoting and/or providing alternative transportation practices such as carpooling, mass transit, biking amenities and preferred parking for alternative fuel vehicles.

8. **Green Business Practices**  
- Adopt green purchasing practices, rely on efficiency of technology rather than hardcopy materials, and opt to reuse rather than repurchase.

- A benchmark analysis was presented of the following measurements at MVC:
  - Energy use
  - Building water use
  - Irrigation water use
  - Waste production
  - Transportation
  - Carbon footprint

- A set of strategies to reduce MVC’s carbon footprint was presented and discussed.

**Discussion:**
- Recommendation to add a regional map to show average trip length for MVC students.

**Functional Zoning**
- Recommendations for improving the functional zoning of the campus and repurposing existing facilities to address program needs were discussed. These are sometimes referred to as ‘secondary effects’ of other facilities projects.
- High level ‘test fits’ were developed by the planning team to develop the recommendations that will be included in the CMP. Following the approval of the CMP there will be further discussions with user groups to program and design these areas.
- A series of diagrams was presented to summarize the proposed change of uses:
  
  **LIBRARY**
  - Following the construction of the new LLC, the library will be vacated.
  - Preliminary recommendations include:
    - 1st floor – bookstore, M&O offices, some student support services
    - 2nd floor – student activities
    - 3rd floor – meeting rooms

  **STUDENT SERVICES**
  - A redistribution of spaces is recommended to improve access to student support services.
  - Preliminary recommendations include:
    - 1st floor – Student support services (first contact)
    - 2nd floor – Student support services (second contact)
    - 3rd floor – Administrative offices

  **SCIENCE & TECHNOLOGY**
  - Following the construction of the new Science Building, spaces will be vacated.
  - Preliminary recommendations include:
    - 1st floor – Campus police and some student support services
    - 2nd floor – Middle College
- **Ben Clark Training Center**
  - As part of Moreno Valley College, the CMP will include a section of recommendations for the future. These were summarized as follows:
    
    **PRELIMINARY RECOMMENDATIONS**
    - Enter into a long-term ground lease
    - Apply for approval for State-recognized Educational Center status
    - Apply for state capital outlay funding to support development
    - Improve site to connect to existing services and circulation
    - Address facilities program needs to accommodate 1,000+ FTES
    - Support the following programs:
      - Law Enforcement
      - Fire Technology
      - Emergency Medical Services
      - General Education

**NEXT STEPS**
- Technology Visioning:
  - Campus sessions - Wed March 26
  - Town Hall meeting – Tues April 1
- Draft CMP document reviews
  - April
- Final CMP document
  - May
- Board Presentation
  - June

*We are proceeding based on the above information. If there are any omissions or if any corrections are needed, please bring them to our attention in the next few days.*

Submitted by,
Deborah Shepley, Principal
HMC Architects

**MVC Distribution: By College**

**Planning Team Distribution: By HMC**
- Benedetta Del Vecchio, Brett Leavitt, Jim Wurst, HMC Architects
- David Gales, Scott Walker, WaveGuide

**Attachments** The items discussed in this meeting refer to the following associated documents:
March 14 Meeting Slide Presentation

**File** MM-MI
L:\Projects\5004 Riverside CCD\012-MVC CMP\05-MM\01.MM-MVCCMP_2013-11-08.docx
AGENDA

• PROJECT STATUS

• DRAFT RECOMMENDATIONS
  o Facilities
  o Circulation + Parking
  o Campus Landscape
  o Sustainability
  o Functional Zoning

• NEXT STEPS
MEASURES OF SUCCESS

PROCESS
• transparent
• participatory
• well-communicated

GENERAL
• forward thinking
• obtainable and practical
• understood and used
• reflects the desires of the college community
• defines who we are and who we want to be for our community
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FOCUSED
• addresses site and building infrastructure
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CHALLENGES + OPPORTUNITIES

SITE
• The topography + geology present opportunities and constraints.
• Open spaces are underutilized; not connected to the natural surrounds.
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CIRCULATION
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• Parking is currently at 97% utilization during peak demand.
• Pedestrians cross primary vehicular routes to navigate the campus.

ZONING
• Functional zoning is not clearly organized.
• Buildings clusters are disconnected.

SPACE NEEDS
• Additional space is needed to accommodate the projected growth.
DEVELOPMENT CONCEPTS
RECOMMENDATIONS
FACILITIES PLANNING PRINCIPLES

- Maximize functional space
- Eliminate non-functional space
- Improve efficiency/utilization of site and facilities
- Right-size the campus to address program needs
- Plan for flexible, functional facilities
- Provides pleasant and accessible learning / working environments
- Promotes collaboration among faculty, staff, and students
- Improve campus identity, connections, and circulation
- Simplify implementation
NEW FACILITIES
REPURPOSED FACILITIES
ENTRY AND ARRIVAL

ENTRY PLAZA

ENTRY PLAZA

ENTRY GARDEN
GATHERING GROVE
ACADEMIC CORE: THE YARDS
HUMANITY GARDENS
COUDURES PLAZA “THE LAWN”
THE READING ROOM
LAWN BOWL
SCIENCE PLAZA
LABORATORY GARDENS

RECOMMENDED LANDSCAPE IMPROVEMENTS
- PROPERTY LINE
- EXISTING FACILITIES AND RECOMMENDED NEW CONSTRUCTION
- PLAZAS
- CAMPUS LANDSCAPE
- STORM WATER BMP’S
- PERMEABLE PAVING
- FIELDS

ACADEMIC CORE: THE YARDS
1. Leadership and Culture in Sustainability
   Be role models by demonstrating sustainability throughout the campus, restoring the natural environment and celebrating the unique character of the desert.

2. Water and Landscape
   Conserve water through efficient plumbing fixtures, drought tolerant landscaping and retention and reuse of water.

3. Energy
   Conserve energy through best practices such as passive solar building design, upgrades to existing systems, and clean energy production.

4. Environmental Quality, Comfort, Health and Wellness
   Support a healthy indoor and outdoor environment by providing access to fresh air, views, natural lighting and walking trails.
5. Waste
Reduce meaningless waste by organizing a campus culture based on the principle of reduce, reuse and recycle.

6. Curriculum and Training
Create a ‘green’ mentality for the campus by supporting professional development in sustainability and capitalizing on the classroom by implementing researched based learning.

7. Transportation
Reduce emissions caused by transportation to the campus by promoting and/or providing alternative transportation practices such as carpooling, mass transit, biking amenities and preferred parking for alternative fuel vehicles.

8. Green Business Practices
Adopt green purchasing practices, rely on efficiency of technology rather than hardcopy materials, and opt to reuse rather than repurchase.
Comfort Zone:
May to October, the temperature is higher than (warmer) than the comfort zone.
Wind Rose:
North and Northeast @ avg. of 7 mph with gusts up to 35 miles per hour from the North
SUSTAINABILITY

CLIMATIC DATA

Wind Rose:
Primarily northwest winds @ avg. of 7-10 mph with gusts up to 35 miles per hour; @ 75-100 degrees from the north, northwest and east. Winds cool down by 15-20 degrees at night.
SUSTAINABILITY

ENERGY USE: kBTU/sf/year

- 76.6 kBTU/sf/yr
  CEC Higher Ed. Average
- 49.9 kBTU/sf/yr
  EnergyStar

<table>
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<tr>
<th>Year</th>
<th>Energy Use (kBTU/sf/year)</th>
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<td>56</td>
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<tr>
<td>2012-2013</td>
<td>51</td>
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<td>2013-2014</td>
<td>40</td>
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SUSTAINABILITY

BUILDING WATER USE: gallons/sf/year

*median water use averaged between K-12 and office building types

GALLONS PER SF PER YEAR

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<th>Year</th>
<th>Gallons Per SF Per Year</th>
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<td>26</td>
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<tr>
<td>2012-2013</td>
<td>18</td>
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<tr>
<td>2013-2014</td>
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</table>

*11 gallons/sf/yr

EPA EnergyStar Portfolio Manager
SUSTAINABILITY

IRRIGATION WATER USE: gallons/sf landscape/year

* 608,705 sf of landscape area at Moreno Valley
SUSTAINABILITY

WASTE PRODUCTION: total lbs. of waste to landfill

- 2012-2013: 234,900 lbs.
SUSTAINABILITY

WASTE PRODUCTION: total lbs. of waste to landfill +recycling

<table>
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<tr>
<th>Year</th>
<th>LBS PER YEAR</th>
<th>Annual Trash Diverted (Recycled)</th>
<th>50% diversion rate</th>
<th>CALGreen</th>
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<tr>
<td>2011-2012</td>
<td>234,900</td>
<td>69,600</td>
<td>50%</td>
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<tr>
<td>2012-2013</td>
<td>234,900</td>
<td>69,600</td>
<td>50%</td>
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<tr>
<td>2013-2014</td>
<td>313,200</td>
<td>69,600</td>
<td>50%</td>
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SUSTAINABILITY

TRANSPORTATION: total miles/year

* Average of 1,458 miles/student/year

<table>
<thead>
<tr>
<th>Season</th>
<th>Total Annual Miles Traveled</th>
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<tbody>
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<td>WINTER</td>
<td>3,222,996</td>
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<tr>
<td>SUMMER</td>
<td>3,461,737</td>
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<tr>
<td>SPRING</td>
<td>8,453,908</td>
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<tr>
<td>FALL</td>
<td>9,072,161</td>
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<td>TOTAL</td>
<td>24,210,802</td>
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SUSTAINABILITY

CARBON FOOTPRINT WITH TRANSPORTATION: lbs. of CO$_2$e/sf/yr

- Operational Energy: 97.4 lbs of CO$_2$
- Transportation: 92%
- Water: LESS THAN 1%
- Waste: LESS THAN 1%

97.4 lbs of CO$_2$
SUSTAINABILITY

INSTITUTIONAL COMPARISON W/TRANSPORTATION: lbs. of CO$_2$e/sf/yr

<table>
<thead>
<tr>
<th>Institution</th>
<th>Campus Housing Avail.</th>
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<td>Moreno Valley College</td>
<td>97.4</td>
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<td>Santa Monica College</td>
<td>61.4</td>
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<td>De Anza College</td>
<td>41.1</td>
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<td>UC San Diego</td>
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<td>Cal Poly Pomona</td>
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<td>UC Santa Barbara</td>
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<td>UC Irvine</td>
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<td>UC Santa Cruz</td>
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<td>Cabrillo College</td>
<td>23.0</td>
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<tr>
<td>Loyola Marymount</td>
<td>19.1</td>
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</table>
SUSTAINABILITY
CARBON FOOTPRINT WITHOUT TRANSPORATION: lbs. of CO$_2$e/sf/yr

7.9 lbs of CO$_2$

99%

LESS THAN 1%

LESS THAN 1%

- Operational Energy
- Water
- Waste
INSTITUTIONAL COMPARISON W/O TRANSPORTATION: lbs. of CO$_2$e/sf/yr

- UC Davis: 30.9
- UC San Diego: 30.2
- UC Irvine: 20.3
- UC Santa Barbara: 18.1
- UC Santa Cruz: 15.4
- Santa Monica College: 14.4
- Cal Poly Pomona: 12.5
- Loyola Marymount: 11.7
- De Anza College: 11.2
- Cabrillo College: 10.4
- Moreno Valley College: 7.9

EnergyStar: 12.9 kBTU/sf/yr
CEC Avg. Higher Ed. Bldg.: 8.2 kBTU/sf/yr
Campus Housing Avail.: 12.9 kBTU/sf/yr
No Campus Housing: 8.2 kBTU/sf/yr
Moreno Valley College: 7.9 kBTU/sf/yr

MORENO VALLEY COLLEGE
HMC Architects
SUSTAINABILITY
SUSTAINABLE STRATEGIES - SUMMER

8.5% of the year, able to maintain comfort without doing anything

1. Behavioral changes in building operations, how we use the building has the most impact in building performance.

2. Sun Shading of windows
   Prevent heat gains by using sun shading devices and overhangs to block direct sun and solar radiation.

3. Thermal Mass
   Concrete, masonry, and structurally insulated panel construction can be used to provide a barrier and absorb heat during the day, which can then be flushed out overnight.

5. Natural Ventilation-
   operable windows and cross ventilation during cooler hours of the day can provide significant comfort, especially when combined with water feature.

6. Evaporative Cooling-
   Mechanical fans which pass through a wet media can provide effective cooling for warm times of the year.
1. Behavioral changes in building operations, how we use the building has the most impact in building performance.

2. Thermal Mass
Concrete, masonry, and structurally insulated panel construction can be used to absorb heat during the day, and then radiate heat overnight, providing a warmer internal environment for the next day.

3. Sun Shading of windows
Prevent heat gains by using sun shading devices and overhangs to block direct sun and solar radiation.

4. Mechanical Heating
Mechanical heating may be required some times of the year. Rely on efficient systems which are properly tested and balanced. Older systems should be retro commissioned.
PROPOSED LANDSCAPE PLAN
REGIONAL CONTEXT

- Start with the Google Earth background, then add:
  - MVC, city boundary, natural areas + water related
  - Freeways and major streets
  - Civic Center, libraries, hospitals, K-12 Schools + parks
  - March Air Reserve Base
  - Ben Clark Training Center
BEN CLARK TRAINING CENTER

Show all Google Earth background. Then add:

• MVC offices
• Instructional Areas

FIRE TECHNOLOGY TRAINING AREA

MAT BUILDINGS

CLASSROOMS

ADMIN BUILDING:
DEAN'S OFFICE
LAW ENFORCEMENT ADMIN OFFICE

EMT AND FIRE TECH CLASSROOMS

BLDG 16888 (1ST FLOOR):
EMT ADMIN OFFICE
FIRE TECHNOLOGY ADMIN OFFICE
MVC STUDENT SERVICES
EMT & FIRE TECH FACULTY OFFICES

SCENARIO TRAINING BUILDING

AUDITORIUM

FIRE TECHNOLOGY TRAINING AREA

SCENARIO TRAINING BUILDING

GYMNASIUM
PRELIMINARY RECOMMENDATIONS

• Enter into a long-term ground lease
• Apply for approval for State-recognized Educational Center status
• Apply for state capital outlay funding to support development
• Improve site to connect to existing services and circulation
• Address facilities program needs to accommodate 1,000+ FTES
• Support the following programs:
  Law Enforcement
  Fire Technology
  Emergency Medical Services
  General Education
NEXT STEPS

Instructional Technology Visioning
  • Sessions: Wed March 26
  • Town Hall Meeting: Tues April 1

Draft CMP Document Reviews
  • April

Final CMP Document
  • May

Board Presentation + Approval
  • June