

# Berkeley Unified School District

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## FACILITIES PLANNING DEPARTMENT

1720 Oregon Street, Berkeley, CA 94703 (510) 644-6066 Fax: (510) 644-8703

Minutes of the Meeting of September 15, 2011

Members Present: Susi Marzuola Stephanie Allan Carl Bridgers Nicolie Bolster-Ott  
Eric Weaver Allen Nudel David Goldin

Staff Present: Lew Jones, Director of Facilities  
Chanita Stevenson, Administrative Coordinator  
Miguel Dwin, Accounting Technician

Members of the Public: Beebo Turman  
Mathison Ott

1. *Call to Order:* The Meeting was called to order at 6:04PM.
2. *Approval of Meeting Minutes:* Member Bridgers commented that a sentence should be added to the section regarding how to handle inquiries from members of the public. "All members of the public with inquiries should be invited to the following meeting." A motion was made by Secretary Weaver to approve the minutes as amended. The motion was seconded by Member Bolster-Ott. The motion was carried unanimously.
3. *Public Comments:* Mathison Ott, a 2005 Berkeley High School graduate, expressed enthusiasm regarding the Berkeley Community Theater and is grateful for the student programs at the Community Theater. Beebo Turman, former member of the Maintenance Advisory Committee, explained her interest in the new building at Berkeley High School. She stated that there are wonderful garden and cooking programs in the elementary and middle schools. She is requesting that space at BHS be designated for a new kitchen classroom and space around the new building allocated for a garden to complement the garden program at Berkeley High School.
4. *Staff Report*
  - Summer Projects
    - a. Summer projects are winding down. The new classrooms at Jefferson will be open soon. The Community Theater Project is scheduled to be completed by the end of October.
  - New projects
    - a. *Derby Field Project (Measure I):* Derby Project went to the Board for approval. There were a couple of changes to the project and increased scope added to the project. The additional scope includes safety recommendations made by the consultant, the installation of sod, potable water, and conduits for future electrical service. The Board also approved putting in additional trees as an alternate on Carleton Street. Another alternate will include the design of an outfield fence. Staff will discuss this alternate with B-Tech to ensure it does not compromise the multi-purpose use of the field.
    - b. *Charter School (Measure AA):* There was a significant increase to the budget for the CTE/Charter School Program at West Campus. An additional building will be added to the scope. The project had several site committee meetings and one community meeting. Another community meeting is tentatively scheduled for October 18<sup>th</sup>.
    - c. *Project Managers:* The Board has hired new project managers. Van Pelt Construction Services will manage future projects at Berkeley High School. Turner Construction will manage projects at the other sites. Parsons will continue to manage projects currently assigned.
  - Large projects

- a. *West Campus Education Center*: This project is moving forward. The District is expected to move into the top two floors over winter break.
    - b. *Berkeley High School Stadium Building*: We have struggled with the contractor. Staff has been directed to turn the project over to legal counsel.
  - Project Labor Agreement: The District has been negotiating with the Unions on a Project Labor Agreement. There is a tentative agreement and it will go to the Board for consideration in October.
5. **Action: Appoint members to the Audit Committee**
- Co-Chair Marzuola nominated Member Goldin and Secretary Weaver to the Audit Committee. This motion was seconded by Member Bridgers. The motion was approved unanimously. Member Bridgers nominated Co-Chair Marzuola to the Audit Committee, Co-Chair Nudel seconded the nomination. The motion was approved unanimously.
6. **Action: Committee proposed changes to the Project Updates**
- No Action was taken.
7. Report from Audit Committee
- Secretary Weaver stated that the committee will:
    - a. Review the Facilities Plan Update and the Quarterly Facilities Construction Financial Update to focus on what information should be added to these documents for clarity;
    - b. Develop a schedule of site visits for all significant projects;
    - c. Define significant projects, which might include construction costs greater than \$500K or as projects defined by Staff; and
    - d. Invite the architects of all new significant projects to provide a 10-15 minute presentation about the project
8. **Accept: Uniform Complaint Procedures Annual Notification**
- The Committee accepts this notification.
9. Berkeley High School Projects
- Staff provided a handout of all project phases that will occur at Berkeley High School. Phase I is the Bleacher Building, Phase II – Demolition of the Old Gym and replacement of West Bleachers, Phase III includes a new classroom building to replace the old gym, replace softball field and a new small facilities building and landscaping.
  - There was a discussion regarding the location of kitchen space and garden. Staff noted that the Good Food Café could house these functions.
  - Co-Chair Allan noted this discussion should go to an Advisory Committee at Berkeley High School and will discuss this information with the Career Technical Education (CTE) Committee. Co-Chair Allan will arrange a meeting with Principal Scuderi to discuss the possibility of creating an advisory at the high school.
10. *Berkeley High School Community Theater*
- Co-Chair Allan and Member Bolster-Ott provided a report to Lew. Co-Chair Allan and Member Bolster-Ott will provide an update on this project at the next meeting. The Committee expressed concerns about the acoustics and aesthetics of the theater being harmed by the project. The District was sued over accessibility and this project was a part of this settlement. Future improvements to the theater will be done towards the end of the bond.
  - Co-Chair Allan will discuss the Berkeley Community Theater in a memo to the Board.
11. *Measure AA & I Financial Report*
- Staff discussed this report. The Board shifted three projects (West Campus, Berkeley High School Phase I and Phase II&III) from Measure AA to Measure I to maximize QSCBS funds. Because of

these shifts, Measure AA has a surplus and Measure I has a negative balance. Projects will be shifted from Measure I to Measure AA to address this.

12. *Draft Proposal on Measure I Auditors*
  - The Committee thought the audit proposals was OK for the 2011 Fiscal Year
  - The description of what the auditors will provide is vague and needs further discussion. The Audit Committee would like to meet with the Deputy Superintendent Cleveland to set the criteria for the following year when majority of the expenses will occur.
  - The Measure I Audit Committee will meet with the District Audit Committee
  - Monthly Reports will be provided from the Audit committee
13. *Next Meeting: October 27<sup>th</sup> – Walk through 5:00 PM at Berkeley High School, 6:00 PM meeting.*
14. *Adjournment.*
  - The Committee adjourned at 7:53 PM.