

# Berkeley Unified School District

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## FACILITIES PLANNING DEPARTMENT

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

Draft Minutes of the Meeting of May 30, 2013

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

Board Members Present: Josh Daniels

Staff Present: Lew Jones, Director of Facilities  
Chanita Stevenson, Administrative Coordinator

BUSD Staff Present: Miguel Dwin

Members of the Public: William Savidge Jason Wilkinson Chris Duncan Tom Rauch  
Rod Wong

1. *Call to Order:* The meeting was called to order at 6:00 PM.
2. *Approval of Meeting Minutes:* A motion to approve the minutes was made by Secretary Weaver and seconded by Member Bridgers. The minutes were unanimously approved.
3. *Public Comments:* Jason Wilkinson, parent spoke about the Longfellow Cafeteria project. He was a part of a recent effort to have a new public meeting regarding the new project. He provided a handout that discussed his concerns about the process, safety in terms of locating the cafeteria across the street, and gardening/cooking program. Chris Duncan, parent at Longfellow also discussed his concerns about the project and that he had applied to be on the site committee and had not heard back. Mr. Savidge provided a handout and expressed his concerns about the process related to portable replacement project at Washington Elementary School.
4. *Staff Report*

### Project Updates

- **Rosa Parks Solar:** This project has gone very well. It is almost complete. PG&E connection will happen towards the end of June. Rosa Parks plans to have a solar fair to recognize this accomplishment.
- **West Campus Board Room/Charter:** This project is under construction. It has a few issues as the schedule has not been accepted. The DSA Field Engineer has commented on REALM Charter School containers that are housing activities that are not related to the District project. The District is working with REALM to make sure that the structures are removed.
- **BHS Phase II & III:** This project is going very well. There are no major problems. Two of the four pours on the walls have been done. The contractor is also working on the visitor's bleachers and the facilities building.
- **Moellering Field:** The field is ready to be opened by late June. There are some landscaping areas that may not be available but it will not affect the field.

- **LeConte Grounds:** This project was awarded. It is under budget, but the funds will be reserved for a future project in the north corner of the school.
- **Jefferson:** This project was awarded. It was \$500K over budget. BHM Construction is the contractor.
- **Washington Transformer:** This project award was under budget, but the additional alternate to replace an interior electrical panel places the project a little over budget.
- **Berkeley High School H Building Roof:** This project was awarded significantly under budget.
- **Hopkins Modernization:** This project was awarded barely below budget.
- **King Track:** This project was awarded about \$300K under budget. This project was awarded to Robert A. Bothman.
- **B-Tech Science Lab:** This project will go to the Board on June 12<sup>th</sup>. This will be the first videotaped presentation to the Board. This project is scheduled to happen in the Summer of 2014.
- **Pre-K Expansion:** There was a community meeting held. There some concerns regarding drop off at the Franklin site, but overall the meeting went well.
- **Longfellow Cafeteria:** The Longfellow Community felt that not enough notice was provided for the community meeting, so an additional meeting has been scheduled for June 10<sup>th</sup>. Co-Chair Allan suggested that all meetings be noticed. Co-Chair Allan added a few comments to this project. To accommodate the design the garden would have to be moved. She suggested that the garden be moved along California Street from Ward to Derby. A second recommendation was to consider closing the street in this area during the school day. She suggested recommending to the Board that the street be closed. Member Bridgers also noted that it was mentioned at the Community Meeting that the crossing area was still an open issue that needs to be resolved.
- **Construction Notices:** Multiple Committee members posed questions how meetings are noticed and the process of how meetings are scheduled. Staff mentioned that the process is new, because of the struggles related to the Jefferson and LeConte projects. Site Committee Members are proposed by the Principal to Cabinet. Cabinet makes recommendations to the Principal, determines what types of notification is necessary to properly advertise the meetings and determines the number of meetings that should occur. Once the schedule is approved, the Public Information Officer is responsible for ensuring that notification occurs. Staff is seeking feedback on the process. Secretary Weaver offered to help create a template. Committee Members asked members of the public to find out how the meeting was noticed. Members of the public stated there was a notice on the E-tree and it was very vague. It did not mention the project details. Also, it was advertised in a paper that is not received by the community. The committee suggested that a standardized format be created and that is used by all BUSD staff including Principals.

## 5. Update on the Portable Project

- A meeting has been added for June 5<sup>th</sup>. Board President Hemphill, Co-Superintendent Cleveland and other staff will attend. The agenda has not been completely set. It will provide information about the

2010 Bond, about the process of how the district traditionally makes changes to its program, present the current portable plan, plan for a presentation from the Washington Annex Working Group and public comment. The schematic approval for the portable plan will be moved from June 12<sup>th</sup> to June 26<sup>th</sup> for approval. This meeting will be held at Washington only. Co-Chair Marzuola asked a member of the public regarding the notice. There is one notice on McKinley Street. Member Nudel will attend the next meeting.

6. Feedback on the Auditors:

- Secretary Weaver stated that he was pleased with the auditors and how they responded to all inquiries by the committee. A motion was made by Secretary Weaver to continue to use the same auditors for the Bond Funds. It was seconded by Co-Chair Marzuola.

7. Discussion regarding Collaboration with the Emeryville USD Construction Oversight Committee:

- Tom Rauch provided information regarding Emeryville USD Construction Oversight Committee and wanted to find out more information about how our committee works. Projects in Emeryville will start construction in 2014. They have funding via a lease/lease back it is a \$95M Bond.
- Emeryville is interested in creating a design committee to handle issues related to construction. Co-Chair Marzuola stated that she would reach out to architects in the area.

8. Discussion of the 40 Year Bond Issue

- Board Director Daniels provided an update. The legislature wants CABS to be restricted to 25 years and the principal to debt ratio of 4:1. It passed the State Assembly 77-0. The odds of it being approved in substantially the same form are very high. It would go into effect in January 2014. In preparation for this change, the District refinanced the Bond and structured so that over the next 5 years it is structured that it will be at the annual cap of \$172. There will be slightly more room to borrow in 2015. It allows us to continue the projects more on schedule. Staff noted that further analysis will have to be done to prepare the next Facilities Plan.

9. Committee Member Comments

- Secretary Weaver would like to add an item to review the announcements and create a template for notifications.

10. Reports from Subcommittees

- Audit/Project Tracking Committee: This Committee has no reports at this time.
- Design Review Committee: This Committee has no reports at this time.

11. Next Meeting:

- The following dates were scheduled for future meetings:

June 27, 2013      August 15, 2013

12. Adjournment.

- The meeting adjourned at 7:33PM.

