

# 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 October 30, 2013

Members Present: Stephanie Allan Carl Bridgers Susi Marzuola  
Nicolie Bolster-Ott David Goldin

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

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 Member Bolster and seconded by Co-Chair Allan. The minutes were approved.
3. *Public Comments:* There were no public comments.
4. *Staff Report*

### Project Updates

#### Current Construction

- **Jefferson:** This project is going well.
- **Berkeley High School Phase II/III:** This project is going well.
- **Hopkins:** This project has essentially been turned over.
- **King Field:** The track is open and the field is done, but closed because of the maintenance period.
- **West Campus Charter/Board Room:** This project is moving slowly. Staff is meeting with the Owner to discuss the schedule and completion date of this project. A portion of the Charter School is open, with the elevator remaining to be completed in the building. The second Charter School Building (Building E) is moving along. The Board Room is moving slowly. A recently submitted schedule shows the substantial completion date in the first week of December and final completion by the end of December. Member Bolster-Ott requested an update on the Mayor's request to utilize the Board Room. Staff noted that in the last 2x2 meeting that the Mayor expressed interest in doing this. However, the City Manager reminded the group that the City Council was on record stating that it would not happen. It would require City Council approval for this change to occur.

#### Projects in Design

- **Longfellow Cafeteria:** This project is going well. Co-Chair Allan asked about the Longfellow Community. Staff explained that the Community has been quiet. Staff met with the Principal. The PTA chair has been tasked with planning a meeting with the Community to discuss the exterior area of Longfellow (the area near California Street). Member Bolster-Ott hopes that the District considers removing some of the landscaping in this area. The garden

will be moved to the interior of the campus. A parent who is landscape architect has volunteered to work with the students at Longfellow to plan the garden space.

### **New Projects with the New Construction Notification Process**

- **John Muir, Emerson, and Willard Grounds Improvement Projects:** All three sites had their first community meeting.
  - *John Muir:* 20 people (12 community members) attended the introductory meeting at John Muir. Feedback was provided from the Community on fencing and drop off. This issue may not be resolved in this project. The final Community meeting for John Muir will happen during the second week of November.
  - *Emerson:* 8 people (3 community members) attended the introductory meeting. Staff received feedback from the Community related to drop off. This issue may not be resolved in this project. The final meeting will take place in December.
  - *Willard:* 6 people (2 community members) attended the introductory meeting. Staff received feedback from the Community related to drop off. This issue may not be resolved in this project. The final meeting for Willard will take place in December.
- **Demographic Study:** Staff provided an item to the Board to explain the Cabinet's direction on how to proceed if the projections for Kindergarten and Transitional Kindergarten are too large. The Demographic Study will be completed by January and decisions for student housing will need to be made by February. The tentative plan is to house all Transitional K at Hopkins Preschool. Two Pre-K classrooms will be added at King CDC and Franklin Preschool.
- **Annual Facilities Plan:** Staff discussed the areas that Facilities is recommending for review:
  - *Educational Specifications:* The Board is interested in creating educational specifications.
  - *Longfellow:* Exterior painting
  - *Malcolm X:* Exterior painting and possible stucco replacement
- **Proposition 39:** The District applied for planning funds for energy projects at Berkeley Schools.
- **Washington Transformer:** The slats were put in the fence.

### 5. Committee Member Comments

- Members of the Design Review Committee will attend the upcoming Community meetings for John Muir, Emerson and Willard. Co-Chair Allan directed Staff to provide the dates of the upcoming meetings to the DRC members.

6. Reports from the Subcommittees

- There were no reports from the Committees.

7. Future Meeting Dates:

- The meeting for December 5<sup>th</sup> has been canceled. Our next meeting is scheduled for January 9, 2014.

8. Adjournment.

- The meeting adjourned at 6:46 PM.