

Draft Meeting Minutes of February 5, 2015

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

Board Directors
Present: Josh Daniels

Staff Present: Steve Collins, Maintenance Manager
Pauline Follansbee, Director of Fiscal Services
Chanita Stevenson, Administrative Coordinator

Members of the Public: Richard Boyden Steven Wescoatt

1. **Call to Order:** The meeting was called to order at 6:00 PM.
2. **Discussion with the Auditor:** Mr. Steven Wescoatt from Crowe Horwath LLP presented the Measure I Financial Statements and Performance Audit Reports to the Committee for review. These documents are required by Proposition 39. The Measure I proceeds are included in the District audit in the building fund and also pulled out separately for the purposes of this committee. Mr. Wescoatt started with the financial statements. The first page discusses the Independent Auditor's Report which includes the firm's role in auditing the financial statements to express an opinion and District management's responsibility for a fair presentation of the financial statements. The audit found that the financial statements present fairly in all material respects, the financial position of BUSD's Measure I Bonds as of June 30, 2014. There is about \$19M in cash and \$17M in fund balance. Last year, the District spent \$25.5M on bond projects. The performance audit report determined that the bond proceeds were spent on projects for which the bonds were issued. Page 3 of the performance audit shows the review that was done for FY 2014. Twenty-six individual items were sampled. The items sampled totaled \$12.5 million which represents 50% of the total bond expenditures. The results of their testing indicated that the bonds are only being spent on the projects for which the bonds were issued. There were no questions from the Committee. Board Director Daniels, asked if the audits cover Measure I and AA. The Audit only covers Measure I. The Committee requested that the audit be done every 5 years for Measure AA or when the bond ends to a record of expenditures. The Committee will place an action item on the next agenda to approve the reports.
3. **Approval of Meeting Minutes:** Secretary Weaver moved to approve the minutes. Member Bolster-Ott seconded the motion. The minutes were approved unanimously.

4. **Public Comments:** There were no public comments.

5. **Staff Report**

Steve Collins, Maintenance Manager, gave the staff report.

- **Recently Accepted Projects:** Jefferson Addition and Portable Replacement at BAM and Washington
- **Awarded Projects:** Longfellow Cafeteria to DL Falk Construction
- **Upcoming Projects:** Modernizations at LeConte, John Muir, Willard, King Gym and Donahue Gym. Landscaping Projects at Jefferson, Berkeley Arts Magnet and BHS.
- **Solar Projects:** Donahue Gym will receive solar
- **New Projects:** Additional Portables for Thousand Oaks, LeConte and John Muir Elementary Schools
- **Longfellow Street Closure:** Co-Chair Allan expressed that ball was dropped related to closing the street at Longfellow for safety. Secretary Weaver added that the Committee sent a letter to the Board requesting that traffic calming solutions be added to the scope of this project. Manger Collins explained that the current traffic calming solutions include a raised walkway with flashing lights and signage. It is not a street closure. Member Bolster – Ott commented that cars race through this area. Member Bridgers added that this is a main drop off for the parents, but the District needs to really review this because it is a part of the public record when they were warned. It needs to be addressed and documented. Co-Chair Allan explained that both Council Members are okay with this, it is relatively inexpensive, and traffic patterns will change. Co-Chair Marzuola asked what would it take and how much would it cost to implement this. Manager Collins said he will look into the costs to implement this solution. Manager Collins will provide an update at the next meeting. Board Director Daniels asked that the Committee send an email to the Board President and the Superintendent to request Manager Collins to look into contacting the City related to the street closure at Longfellow.
- **New Facilities Director:** Board Director Daniels stated they have finalized a candidate. He believes that the new director will attend the next meeting.
- **BHS Tennis Courts Feasibility Study:** The Committee requested more information on this item. Board Director Daniels explained the challenges to remove current parking from the tennis courts to the streets. One proposed solution was to do a feasibility study that would look into providing housing, parking and rooftop tennis courts. Board Director Daniels plans to discuss the amount allocated for the feasibility study with the new facilities director. He explained that a developer would build the space and parking. Member Bolster-Ott explained that there is a lot of history with this site. Member Bridgers would be in support of a feasibility study. The Committee objected to the use of bond funds for this study and would like for the study to be funded from a different account. This will be added as an action item to our agenda to send a formal letter to the Board regarding the opposed use of bond funds for this study.

- **Possible addition of tennis courts to Moellering Field:** Board Director Daniels stated that there is a growing interest to turn the open space behind the baseball field into tennis courts as a cheaper alternative to placing the courts at BHS. Co-Chair Marzuola said that this would be met with a lot of resistance from the community who spent a lot of time on this project. Co-Chair Marzuola asked Board Director Daniels about what BHS does for tennis courts currently. Board Director Daniels explained that BHS tennis team uses King Middle School. King Middle School's tennis program has grown and King would like to accommodate their program. Secretary Weaver asked if we have looked into renting courts from the City of Berkeley or UC Berkeley. Board Director Daniels explained that there only 3 courts at Grove and tennis requires 4 courts to have a match. Co-Chair Marzuola suggested that the District rent space for practices and continue to have matches at King Middle School as a solution. The Committee had further discussion on this item and concluded that it will continue its discussion at its next meeting.

6. **Committee Member Comments:** Secretary Weaver reminded the Committee that their current terms will end in March. If all members are reappointed this final term, the committee members will no longer be eligible to serve on the Committee. He recommended that the Committee should consider having some members leave to maintain some continuity. Board Director Daniels said that the Board is interested in combining the Committee for Measure H with Measure I. He recommended that the Committee and the maintenance manager consider this topic for a future meeting.

7. **Upcoming Agenda Items:** Co-Chair Allan suggested that we push the Brown Act Compliance and Educational Specifications to the next meeting.

8. **Brown Act Compliance:** Members of the Committee had questions related to this item. Member Bolster-Ott provided brief summary with the following points:

- To comply with the Brown Act the agenda has to be posted within 3 days of the meeting
- According to her research minutes are not required
- All handouts are not consistently posted but this is not a requirement

Member Bolster-Ott asked if the Committee wanted its final minutes posted, as currently only drafts of the minutes are available. She is not sure if this is a requirement. Staff responded that Facilities has always been in compliance with Brown Act and that final changes in the minutes are covered in the following meeting when minutes are officially approved. Any changes related to this item will be discussed between Staff and the new Facilities Director.

9. **Capacity:** Member Nudel provided a handout with questions from the Thousand Oaks community related to capacity. Board Director Daniels explained that the four month process culminated into a short term solution for 2015, a mid term solution for fall 2016 and delayed decision for the long term capacity solution. The solution for 2015 is complicated that it relies on enrollment data that will be presented at a future board meeting. If the projections for Fall 2015, come to fruition then we will need portables for 2016. The Board approved moving forward with three portables at LeConte, three at Thousand Oaks and one at John Muir. The proposal initially included 6 portables (3 at Thousand Oaks and 3 at LeConte) and Board Director Daniels pushed to have one added at John Muir. Staff identified for the Board that John Muir, LeConte and Thousand Oaks are sites that can

house portables. The solution for Fall 2017 includes a possibility to convert the Adult School to an elementary school. Board Director Daniels plans to add a board agenda item that will create a timeline so that a decision can be made about the Adult School. He believes that a new school will be needed in the future. The current sites with portables and the additional future portables would equal 21 classrooms which would justify opening a new school. Member Goldin commented that it would be cost effective to use 1720 Oregon Street to house the Adult School. Board Director Daniels noted that the Adult School could be relocated to various locations including the current REALM Charter School on University, the former Vista campus in downtown Berkeley and a former location that will be vacated by Aspire Charter Schools. Co-Chair Marzuola asked about the capacity of our middle schools. Board Director Daniels responded that it is currently being studied. Co-Chair Allan asked if the Admissions Office could provide enrollment numbers. Board Director Daniels explained that these numbers will be presented at an upcoming board meeting. Co-Chair Allan expressed support for an adult school location at 1720 Oregon Street because of its ability to also house a new maintenance facility and proximity to transit. She added that the facilities used by REALM could house courses for hands-on learning that will become a growing need. Co-Chair Allan asked about what will happen to REALM. Board Director Daniels explained that a decision will be made depending upon their future enrollment numbers. The Committee will place this item on their next meeting agenda for further discussion.

10. Future Meeting Dates:

- Our next scheduled meeting is March 5th.

11. Adjournment.

- The meeting adjourned at 7:38 PM.