



Berkeley Unified School District

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Draft Meeting Minutes of August 11, 2016

Members Present: Stephanie Allan Susi Marzuola Eric Weaver Nicolie Bolster-Ott Allen Nudel

Members of the Public Present:

Staff Present: Timothy E. White, Executive Director of Facilities
Chanita Stevenson, Administrative Coordinator

Board Director Present: Josh Daniels

Staff Present: Jay Nitschke

1. **Call to Order:** The meeting was called to order at 6:00 PM.
2. **Approval of Meeting Minutes:**
Secretary Weaver moved to approve the minutes. Co-Chair Allan seconded the motion. The minutes were approved unanimously.
3. **Public Comments:** There were no public comments.
4. **Staff Report.**

Timothy White, Executive Director of Facilities gave the staff report.

- **Update**

Summer Projects Update:

- a. **John Muir Modernization:** This project began early with electrical work. Dry rot was discovered in the floor joists under a few classrooms. The Board approved a change order to complete this work. The work will continue through the end of September when school is not in session.
- b. **LeConte TK:** This project has one small remaining section to be completed. It was a modification to accommodate the TK program.
- c. **Longfellow Cafeteria:** The contractor did not meet the late July deadline. The project will not be ready to open by the start of school. The students will continue to use the current cafeteria. The District has requested a

new recovery schedule. Director Daniels asked if construction will be complete by October. Staff responded that he believes an October completion is achievable. He has not received an updated recovery schedule to confirm that date. Member Bolster-Ott asked, "How is the school staff and parents going to take this?" Staff responded that he believes that there is some disappointment. One positive aspect is that there is a space to accommodate the students until construction is complete. Staff is excited about the new culinary space.

- d. **Longfellow Gates:** Staff, Architect met with City of Berkeley traffic, Fire and Police. Police and Fire requested electronic gates. The District has submitted a counter proposal to this request.
- e. **All District Phone Upgrades:** Jay Nitschke from Technology provided the update. Majority of the upgrades are complete at the elementary schools, Willard, Longfellow. They are working on King and Berkeley High School. ATT has delayed the implementation until December 1.
- f. **Malcolm X Building Envelope Rehabilitation Project:** Phase I is currently in progress. Member Bolster-Ott asked about the completion of this project. Staff noted that it should be complete by May 2017. Upon completion, the District will remove the portables.
- g. **Berkeley High School Community Theater:** The District interviewed four firms and will interview two additional firms the following week. A decision will go to the Board in late August or early September. The budget is currently \$13M. Staff noted that there is an additional \$30M available for work at the high school. The Board will have to decide whether to bundle monies allocated for future projects at Berkeley High School into this project to enlarge the project scope or proceed with the current system replacement as planned. Co-Chair Marzuola asked if a Staff formed a Site Committee for this project. Staff stated that Facilities plans to develop a set of committees for this project.
- h. **Developer Fees:** The preliminary analysis from the study shows that the District is eligible for fee collection. The District is currently discussing the process for implementation. Member Bolster-Ott expressed concern about the ability for the District to collect developer fees. She mentioned an article in the East Bay Express, which states that in exchange for voting for one of the state school bonds that Districts will no longer be able to collect Developer fees. Staff plans to review the article.
- i. **Educational Specifications Update:** There was no update.
- j. **Board Room Negotiations:** After a month long impasse between the City of Berkeley (COB) and the District, the City has submitted a new proposal for Board Room Use. The COB has requested to use the Board Room for City Council Meetings and all other City Department meetings. This brings the number of meetings from 27 to potential over 60 meetings

in one year. The District is currently reviewing their proposal. Member Bolster – Ott inquired about the District’s Use of the Board Room. Staff responded that the District uses the Board Room for policy meetings, trainings, and staff meetings on average three times a week.

- k. **Time line for Future Projects:** Staff stated that he would like to present this information at a future meeting. Co-Chair Allan requested a separate meeting to discuss this topic. Board Director Daniels noted that this presentation is key to informing the Board regarding the projects remaining in the bond. Secretary Weaver added that he attended a meeting where the City of Berkeley is considering some of our buildings for housing without any understanding of District’s current plans for future projects. He added that it is key for the District to work with the new incoming leadership to discuss our current project plans with the City of Berkeley. Before those discussions can happen it is important for the District to understand how much cash is available and to determine the spaces to utilize the funds. Board Director Daniels noted that in the past Staff would come to the Board in December and January to present and request modifications to the timeline. While this process is not set in stone, he hopes that Staff will consider bringing the timeline to the Committee for discussion and then present the information to the Board for action.
- l. **Presentation of Future Projects Spreadsheet:** Staff presented a new project tracking tool for Facilities. He highlighted the expenditures on current projects and explained the projects that are moving forward in the upcoming year. Board Director Daniels commented that he did not realize that the Maintenance Facility project was moving forward. Staff explained that the Board approved the Architect to review the current program at this time. Board Director Daniels stated that the future projects meeting would help the Board understand the cost and timing of this project. Co-Chair Allan recommended that Staff schedule a separate meeting to discuss this topic.

- 5. **Action: Letter to the Board related to Facilities/Maintenance:** Co-Chair Marzuola and Secretary Weaver presented this item for discussion. In summary, the letter states that the District should carefully consider the request for use of the Board Room by the City of Berkeley because of the potential conflict with California Education Code. It states that schools facilities should primarily be used for educational purposes. The CBOC is also concerned about the significant deterioration of this facility if it utilized by the COB for a potential of more than 100+ meetings a year. Staff added that the City has requested additional ADA modifications to the facility, which will require funds for design and construction. Secretary Weaver made a motion that the defer action on this item based on the overall discussion. No action was taken.
- 6. **Discussion of the Maintenance Facility:** This topic was postponed to a future meeting.
- 7. **Discussion of repurposing district facilities:** This topic was postponed to a future meeting.
- 8. **Monthly Report from the Subcommittees:** There were no reports.

9. **Next Scheduled Meeting Date:**

- The next meeting is tentatively scheduled.

10. **Adjournment:**

- The meeting adjourned at 7:29 PM.