



Berkeley Unified School District

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Draft Meeting Minutes of June 2, 2016

Members Present: Stephanie Allan Eric Weaver Nicolie Bolster-Ott
 David Goldin Carl Bridgers

Members of the Public
Present:

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

1. **Call to Order:** The meeting was called to order at 6:17 PM.
2. **Approval of Meeting Minutes:**
There is one small correction. Committee Comments was listed twice. Secretary Weaver moved to approve the minutes as amended. Co-Chair Allan seconded the motion. The minutes were approved as amended.
3. **Public Comments:** There were no public comments.
4. **Staff Report**

The following Committee Member comments and questions were noted before the Staff Report:

- Co-Chair Allan would like Staff to provide a draft copy of the educational specifications to Co-Chair Marzuola for review. Staff plans to make a copy available for review. Staff explained that the consultant will provide educational specifications for the elementary, middle and high schools along with new design guidelines. Currently, the draft is being reviewed by Cabinet, before it goes to Board. Member Bolster-Ott asked Staff to provide highlights of the study. Staff explained that the educational specifications are only a portion of the masterplan process. He plans to present the educational specifications draft to the Board on June 15th. Member Bridgers stated that there was a strong push from the CBOC for educational specifications in order to create a template for decisions. He added that historically the decision process was driven by the program and parents of school while the project was planned. Once construction started, many new parents and staff who were not a part of the planning process questioned District decisions. Co-Chair Allan agreed stating that the educational specifications process was to provide a coherent framework for Facilities to document decisions related to construction instead of the school's current program. Secretary Weaver noted that another issue that is driving the need for educational specifications is complaints from parents that one school has more amenities than another. Staff explained that the masterplan process will help the District resolve current issues such as whether to provide tennis courts for Berkeley High or teacher housing. Staff explained

that the masterplan process will help define the best use of District property. He will bring forth a recommendation to move forward with the masterplan process once the educational specifications are complete. Member Bolster-Ott hopes that the educational specifications process will create achievable plans for the District. She noted that the educational specifications for Novato Unified will require a sizable amount of bond funds to implement.

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

- **Update**

- a. **Facilities Financial Plan Spreadsheet:** Staff presented spreadsheet that shows the expenditures of all Measure I projects and funds earmarked for future projects.
- b. **Facilities Plan Update:** Co-Chair Allan commented on the Facilities Plan Update and noted that some of the project updates state that no public process was planned. She expressed concern about the Malcolm X Building Envelope Rehabilitation Project and how this project should have required a public process. Staff explained that the original project where the scope was stucco and painting only required meetings with the site committee. Once the project required more extensive work, Staff sent out postcards to hold a community meeting. Staff will add this information to the next monthly Facilities Plan Update.
- c. **Longfellow Cafeteria:** The contractor has committed to finish the project by the end of July. There was a community meeting held about the Longfellow gates. Member Bridgers attended the meeting. He stated that the Architect states that the approval of the gates will take about seven months. Member Bridgers noted that a City requirement of 50 ft. clearance would block the driveway of a neighbor. He suggested that the District consider changing the design to shift the gate to District property so that the neighbor could still have off street parking. He wanted to make sure that Staff is aware that this could potentially become an issue. The community members who attending the meeting were supportive of the gates.
- d. **Community Theater:** A follow up meeting is planned tomorrow for the community theater. The first priority will be to review the programmatic elements with high school staff. The RFP is scheduled to go out by the end of June. A separate RFP is planned for the Career Technical Education components related to the theater.
- e. **Malcolm X Building Envelope Rehabilitation Project:** Bids for this project were received. Vila Construction is the apparent low bidder. This project will be awarded at the next board meeting. The project will also add some interior flooring scope. Member Goldin requested clarification on the Malcolm X project budget listed in the Facilities Financial Spreadsheet. Staff explained the current projects scheduled for Malcolm X and how the funds were allocated. He noted that the project has a

short fall close to \$1M and will use an unallocated portion of the bond to cover this amount.

- f. **Update on Developer Fees:** Staff plans to meet with the consultant this month to discuss the analysis for the level I justification study.
 - g. **Board Room Negotiations Update:** Staff provided an update to the Committee related to the Board Room Negotiations. The pilot agreement with the City of Berkeley has ended for use of the board room. Co-Chair Allan will provide a memo to the Board regarding this topic.
5. **Discussion regarding the recruitment of new members.** Co-Chair Allan would like Staff to provide the statutory member categories for a Proposition 39 Citizen's Bond Oversight Committee. Co-Chair Allan will remind the Board about the need for recruitment of new members.
6. **Discussion regarding the tennis courts:** Staff provided an update to the Committee about the current proposal to place tennis courts at Moellering field. He met with Board Director Alper and representatives from the tennis community and stated that Moellering Field is not an option. He informed the Committee about a plan to review the feasibility of placing tennis courts above a parking structure at Berkeley High School. The Committee had a discussion about the need for a new structure, since the high school program currently utilizes the tennis courts at King Junior High. The Committee also discussed when the South of Bancroft project was being planned, there was no mention of a need for a tennis facility from the Berkeley High School tennis program. Staff noted he will follow up with Berkeley High School Staff and the Board to discuss this issue further. Co-Chair Allan noted that during the Moellering Field planning process, the District learned that there was a need for additional space for the Soccer, Rugby, Ultimate Frisbee, Junior Varsity Football, Field Hockey and Lacrosse team. The field was designed with a fenced in grass area to accommodate these sports. Staff noted that he will discuss this topic with the Board later this year.
7. **Discussion of the Maintenance Facility:** This topic was postponed to a future meeting.
8. **Discussion of repurposing district facilities:** This topic was postponed to a future meeting.
9. **Committee Comments:** Member Goldin asked about the Measure I spreadsheet. Staff will provide an update to this document for the next meeting.
10. **Monthly Report from the Subcommittees:** There were no reports.
11. **Next Scheduled Meeting Date:**
 - The next meeting is tentatively scheduled for August 11th.
12. **Adjournment:**
 - The meeting adjourned at 7:20 PM.