

Berkeley Unified School District  
**Facilities Safety and Maintenance Oversight Committee Meeting**

AGENDA

Thursday, April 19 2022

6:00 – 7:15 PM

Zoom meeting

Berkeley, CA 94703

(510) 644-6250

**Present**

Staff:

Steve Collins, Sony Bhopal

Members:

David Goldin, Jordan Harrison

Call to Order/Approve Agenda

- 6:13pm

**Collins presented the Second Interim report. November 1st 2021- January 31st 2022**

- Expenses
  - Salaries and benefits are under budget due to vacancies
  - Supply cost have gone down due to fewer employees buying supplies
  - Contracts are over budget by \$333,111 also due to fewer employees. Part of the reason that we are over budget is because we are over spending on both sewer repairs and elevator repairs.
  - Equipment budget is under budget because we have not been able to purchase a vehicle
  - Possibly going to purchase a bigger equipment to be used by the Grounds Department.
- Vacant positions
  - Maintenance Department hired a grounds supervisor position internally
  - A Custodian was promoted to Maintenance Technician
- Goldin asked if Collins is they are letting us fill vacant positions
  - Collins responded that it has been interesting due to the shortage of vehicles, we have not always been able to fill positions, but more recently we have been.

**Collins presented the Second Quarter report. October 1st to January 30th**

- The Plant operation site has been closed due to safety concerns. The operations have been split. Maintenance staff and supervisors are temporarily relocated at the Adult School and Management and Office Staff are at rental property on Parker St.
- Collins explained that there are no sites or warehouses available in Berkeley so the Supervisors and Staff at the adult school will be moved to a rented warehouse in Richmond. They are expected to be in Richmond for 5-7 years.

- Collins mentioned that there is a plan to build and house the maintenance crew, Operations, Nutrition Services Warehouse and Purchasing Department Milvia, St across from Berkeley High School. There are no current plans for long-term housing of Management and Office Staff.
- Goldin asked if Maintenance's carpentry, plumbing, electrical, etc. will be housed with the future new location at Milvia st.
  - Collins said yes
- Harrison asked what will happen to the old site at Russell St and Oregon St.
  - Collins mentioned that there is still no plan for that site and it is not a focus.
- Collins discussed that rebuilding Russell/Oregon Street will be projected to be a 10-year project vs 5-year project for Milvia St.
- Collins discussed that there is also no room for Maintenance Vehicles at the Transportation yard.
- Goldin asked if the tennis court will still be built on top of the building on Milvia St
  - Collins mentioned that it is in the plans with Milvia St project.
- There has been no Fire inspection
- There were five elevator inspection

#### Training:

- Grounds Gardener attended a four-day training.

#### Grounds:

- Collins mentioned that the grounds staff planted three Miyawaki forests at King Middle School, Cragmont and Malcolm X.
- Collins said that there are plans to plant more over the next several years and told the members to research the Miyawaki project all over the world.

#### Vehicles and Equipment:

- Collins mentioned that there are still no new vehicles and are hoping to purchase one.

#### Utility Reduction and Monitoring:

- Collins discussed that the seven sites which have solar power systems are operating well.

#### Property Management

- Property management issues 20 permits from October 1<sup>st</sup>- December 31<sup>st</sup> 2021 and It brought revenue of \$54,356.59

#### Waste Management

- Sustainability Coordinator has been actively working on eliminating the use of disposable dishes and utensils.

#### Public Comment on non-agenda items:

There were no members of the public in the meeting.

Adjournment  
7:05pm

*The public is invited to speak on any action item on the Agenda*