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June 15, 2009

## **MEETING MINUTES**

Site Committee Meeting

Eliot Middle School Modernization  
Pasadena Unified School District  
Project 0913600.01

**MEETING DATE:** June 11, 2009

### **ATTENDEES:**

Peter Pannell, Principal, Eliot Middle School  
Glenn Ueda, Architect, AIA, Principal, WLC Architects, Inc.  
Jose Vallarta, Senior Project Manager, WLC Architects, Inc.

### **PURPOSE OF MEETING**

The purpose of the meeting was to review the style of lunch shelter, path of travel access to the new field bleachers, and fencing concerns.

### **ITEMS DISCUSSED**

1. Principal approved the style of lunch shelter and would like to see roof color.
2. Power for lunch shelter lights may be available at light pole at base of nearby wheelchair ramp
3. Shift lunch shelter location north to align with adjacent building face to allow more space between it and the locker building.
4. Principal stated that main concern with chain link fencing is aesthetic due to age. It appears that the District is reinforcing/replacing sections of fence now. There is one area that needs review and that is the student access from the main campus through the north staff parking lot to the music room. To rectify this, a fence separating the southern row of cars from pedestrians should be installed. Refer to enclosed Eliot site plan.

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5. Architect presented a layout of the track with the five tier bleachers located within the same existing bleacher footprint. The current track path of travel will need to be studied further for proper accessibility to the bleachers.

**ACTION ITEMS:**

1. **Architect** to submit color chart to Principal for information.

**NEXT MEETING DATE:** To be determined.

**END OF MINUTES**

The above represents my best interpretation of the spirit and content of the discussions. Please let me know of any requested modifications or corrections as soon as possible.

Prepared by:



GLENN UEDA  
Architect, AIA  
Principal

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Enclosed: Eliot Site Plan

cc: Members Present  
Steve Brinkman, Chief of Facilities, Pasadena Unified School District

