

MEETING MINUTES

October 20, 2009

Project: PUSD Measure TT Projects
Sierra Madre School
PBWS P/N: 09006.00 / 09007.00

Attendees:

School Site Council Members (refer to SSC Minutes for list)

PUSD:

Gayle Bluemel, School Principal
Garrett Newsom, Assistant Principal
Steve Brinkman, Chief of Facilities

PBWS:

Fred Wesley, Principal
Wade Frazier, Project Director
Kirstyn Perry, Project Coordinator

Purpose: The purpose of this meeting was to review the progress on the Upper Campus design and a proposal for changing the scope of the improvements to the Lower Campus.

Lower Campus

- 1.1 **Phase 1 – New Construction:** Fred Wesley and Steve Brinkman proposed constructing new classroom and preschool structures to replace the existing portables as Phase 1. This initial phase would also include construction of a trellis/shade structure in the east courtyard, and a new Field House consisting of toilets and storage rooms. Estimated cost for Phase 1: Approximately \$3.5 million.
- 1.2 **Phase 2 – Modernization Priority One:** Once bids are received from Phase 1 work, the remainder of the scope for modernization will be reviewed again and prioritized with the Site Council. The following items were identified as top priority recommendations:
 1. HVAC for the Auditorium, Cafeteria and Teacher's Lounge.
 2. Refurbishment of the Auditorium including house lighting, stage lighting, stage floor, and sound system.
 3. Repair of drainage problems west of the cafeteria.
 4. New Warming Kitchen and serving line per District standards.
- 1.3 **Phase 2 – Modernization Priority Two:** PBWS reviewed the "wish list" of additional improvements in the Draft Scope Summary that may or may not be included in the scope depending on budget limitations. Acoustical issues in the Kindergarten wing (main room) were also noted by Site Council members.
- 1.4 **Action:** The Site Council moved, seconded, and unanimously approved the above recommendations, as contained in the Draft Scope Summary dated October 20, 2009, distributed to all attendees.

Upper Campus

- 2.1 **Progress Report:** PBWS and Steve Brinkman presented a report with options for relocation of two of the basketball courts to the southeast corner of the site in response to neighborhood concerns raised in the neighborhood meeting conducted on site on October 10. The Council expressed some concerns regarding reduction of parking and issues with supervision of the split courts concept. Steve Brinkman indicated that he

Meeting Minutes

PUSD/Sierra Madre School

October 20, 2009

intended to schedule another neighborhood meeting and would attempt to negotiate a satisfactory compromise that may involve additional sound mitigation efforts and limitation or elimination of the use of the courts after school hours. It was agreed that the courts were essential to the school program and that the issue may need to be addressed further during the CEQA process as the project progresses through the entitlement phase if the neighbors are not satisfied.

PBWS also presented new renderings showing various portions of the proposed design. The design was previously presented to the Council in detail at the meeting held at the Upper Campus on September 16, 2009.

If anyone present at the meeting have changes or corrections to the minutes as presented above, please notify PBWS in writing, within seven days after receipt of these minutes. In the absence of such notice, these minutes will be considered a true and accurate record of the meeting.

Submitted by:

PBWS architects

A handwritten signature in black ink, appearing to read 'Fred Wesley', with a stylized flourish extending to the right.

Fred Wesley, AIA, LEED® AP, CASp
Principal

cc: Gayle Bluemel
Garrett Newsom
Steve Brinkman, PUSD
Frazer Thompson, PUSD
School Site Committee members (via Gayle Bluemel)