



Meeting Minutes and Agenda **08-09**

Bond Committee Meeting

PROJECT	Measure A: Santa Cruz High School	MEETING DATE	?/?/2020
CLIENT	Santa Cruz City School	PREVIOUS MEETING	7/2/2020
		PROJECT #	17-008.0

	ATTENDEES MEETING 08	INVITED MEETING 09
SCHS	Michelle Poirier Ezra Hapner(Student) Jeanie Brown(Staff) Megan Tracy (Student) Helena Bradford(Teacher) Erik Redding(Staff) Joshua Bretholtz Todd Towbridge	Michelle Poirier Joshua Bretholtz Megan Tracy (Student) Ezra Hapner (Student) Jeanie Brown (Staff) Cathy McDougal Helena Bradford (Teacher) Erik Redding (Athletic Director)
DISTRICT	Jim Monreal Trevor Miller Chris Garcia	Trevor Miller Chris Garcia Jimmy Monreal
ARCHITECT	Mark Bartos, Architect Neal Sellers, Architect Nathen Yuen (recording and transcription)	Mark Bartos, Architect Neal Sellers, Architect Nathen Yuen (recording and transcription)

NOTE: The minutes below are a record of previous meetings. The Agenda for meeting 08 is indicated after these minutes.

Bond Committee Meeting

NUMBER	DATE	DISCUSSION
Mtg 08	7/2/2020	<p>This meeting was recorded and lasted 59 minutes. The recording is available. Please see the attached pages for a transcript of the meeting. The minutes below are intended to represent as accurately as possible the discussion that took place. If any attendee feels that the minutes below are not accurate, please notify Bartos Architecture to request revisions or errata and we will include any corrections in the next publication.</p> <p>Slide 1: Title – Mark Bartos (MB) asked Helena Bradford (HB) if there was any interest in Shakespeare Santa Cruz, due to the existing Covid Pandemic Situation. HB replied that Shakespeare Santa Cruz was sharing lessons on Macbeth and will notify MB if there were any events of interest. MB asked Megan Tracy (MT) and Ezra Hapner (EH) if they graduated since they were invited to the Bond Committee Meeting. They did.</p> <p>Slide 2: Agenda – MB noted that the agenda was the same as the previous agenda, and asked if anyone saw need for additional introductions, to which Erik Redding (ER) declared no.</p> <p>Slide 3: Site Project Update: Complete or Near Completion - MB reported that the drinking fountains and portable water is complete, ground floor water leakage was sealed, with no problems raised by school or committee. MB noted that the gymnasium has replace floors, repainted interior, new pads,</p>

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new acoustic tiles, with a space divider in progress of being installed, as well as replaced HVAC, new speakers, and a replaced projection screen. Art room was relocated from the main building to unit G, and room 83 was improved and space in the main building was freed up. The administration offices had walls demolished to give clear line of sight, and the roofs replaced on shop buildings G and H, with the dust collector replaced on Unit H. The fitness court concrete was installed, and the equipment was being delivered.

Slide 4: Site Project Update -Site security card access and data is currently in progress, and the monument sign is on hold while the district develops a policy for the signs. The request was to rotate the sign 90 degrees so that it would be perpendicular to the street. Home Ec conversion, Campus power are starting, and the main building ground floor is being reviewed by the Division of the State Architecture. The pool house is in design and the gym lobby is being conceptualized. The trident building, math, science library, and main building modernizations are upcoming.

Slide 5: Unit C|D Potential Phasing - The design of the commons building is so that there will be free flow of traffic in and out of the center. There were originally going to be minor adjustments to the kitchen area, but after talking to Amy from the kitchen staff it became a full modernization. MB explained that he was planning to request alternate bids to explore pricing options.

Slide 6: Unit C|D Potential Phasing - MB described that currently the plan was to do phase 1 for Building D in January of 2021, and Phase 2 for building C possibly starts construction in June of 2021. Michelle Poirier mentioned that students will need to occupy Building C for the duration of COVID pandemic due to the mandated 6 feet separation between desks when masked.

Slide 7: Unit C|D Commons: Use Fall 2020 - MB confirmed with Michelle Poirier (MP) about removing the cabinet and informed her of patching the floor, including gas, sewer, water and electrical, and she assented.

Slide 8: Unit C|D Construction Period – MB said that when phase 1 starts for the modernization of building D a food truck will be deployed by the district, which Trevor Miller (TM) confirmed. Since it is a food truck and is mobile, placement is not confirmed.

Slide 9: Main Building Lower Floor – Jeanie Brown (JB) asked where her office will be. MB suggested that she coordinate with Michelle. JB briefly considered moving to where theater had stored their props, but HB said that there was a lot of props to move from that location. Jim Monreal (JM) asked in the Zoom chat if construction was only in summer, would that prolong things. MB clarified that for the Main Building Lower floor the majority will be done in summer but construction will not be done solely during the summer period; in the case of the lower floor it would probably take the summer and also the fall semester.

Slide 10: Library Textbook Storage - MP asked about the loss of classrooms and how that conflicts with student capacity, suggesting that students either be redirected to other school sites or install portables on campus. Chris Garcia(CG) noted that the reoccupation of Building C was for this very purpose. MP mentioned that in the fiscal year 21-22 she will be losing six classrooms in the basement. MB said that the basement and building C will not be under construction at the same time to allow the option of closing either the basement or building C in whatever order MP wished. JM requested an updated master project schedule. MP found and presented the existing schedule in her office.

Slide 11: Pool House – MB informed the committee that the pool house in its current form has a flat roof. Since the lower area of the campus is in a flood zone, DSA has special constraints for construction, possibly a deeper foundation and water resistant construction. ER mentioned a similar situation when the pool was installed.

Slide 12: Math Classroom Monitors – MP mentioned replacing the SMART boards with ViewSonic monitors that function essentially like the boards. Mb suggested having the monitors on carts so there will be flexibility in positioning, however CG mentioned that having the monitors on carts would make them easier to steal. CG requested a vote from the bond committee to purchase the monitors; by acclimation, the committee approved of the purchase.

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Slide 13: Fitness Court Progress – MB mentioned that concrete is poured and awaiting equipment installation.

Slide 14: Exterior Site Security: Lighting – MB informed the committee that PSR Electric will be doing trenching from the near the trident building to the lower parking structure.

Slide 15: Exterior Site Security: Fencing - Neal Sellers (NS) informed the committee of a security issue at the corner of Tayler and Myrtle where a potential intruder can climb over the entry gates to the field, so it will be replaced with chain link fence.

Slide 16: Master Plan - MB told the committee that when possible Bartos Architecture was looking at alternate bids to reduce cost, and the expenditure will fluctuate depending on the actual bids offered.

Slide 17: Master Plan Diagram – MB asked if there were any questions. ER said he was satisfied with the presentation.

Mtg 07 11/14/19

This meeting was recorded and lasted 39 minutes. The recording is available. Please see the attached pages for a transcript of the meeting. The minutes below are intended to represent as accurately as possible the discussion that took place. If any attendee feels that the minutes below are not accurate, please notify Bartos Architecture to request revisions or errata and we will include any corrections in the next publication.

Mark Bartos asked if anyone had objections to recording the meeting, and no objections being raised, the meeting began and was recorded. Mark Bartos then introduced the team and members of the committee. Mark, Helena, and Brent exchanged pleasantries regarding Bartos Architecture's sponsorship of the Shakespeare Santa Cruz event.

Mark Bartos commented that it is important to carefully go through every item on the agenda. He reviewed the proposed agenda and noted that we would review status of work on site.

Mark bartos summarized the projects that have been completed on site as he presented PowerPoint. He reviewed waterproofing project at main building, water bottle fillers throughout campus, gymnasium HVAC relocation of art classroom from main building to unit t G, Roofing projects, and ongoing roofing projects, and Data and security under construction by district.

Most of the campus was re-roofed, and improvements in the administration office for safety and security, including furniture, and the football field bleacher repairs, and gymnasium.

Attendees, including Jeanie Brown, Erik Redding, Ezra Hepner commented positively on the results of the projects. Mark Bartos complemented Erik Redding for his leadership.

Mark Bartos reviewed the proposed design for unit CD in detail. , Ezra Hepner and Jeanie Brown commented positively on the design. Questions raised about the number of fixtures in the restrooms and Mark Bartos confirmed that the restrooms will have multiple fixtures.

Neal Sellers reviewed the proposed design of the basement of the main building in detail.

The classroom layout, the offices/conference rooms and corridor layouts were reviewed and discussed in detail. Brent Kline indicated where ASB will be in the new layout.

Jeanie Brown asked if bathrooms will be upgraded and mark bartos indicated that there are no plans to do any work there unless the Division of the State Architect requires it.

Mark Bartos carefully reviewed the construction process for the basement and the placement of barricades during construction and explained that there will be inconveniences to deal with during construction.

Ezra Hepner asked about where the bookroom will go, and Mark and Brent explained that the plan for moving books from the existing book room to the library in compact shelving Brent Kline informed the group that the bookroom has lots of books that are old and aren't used and that consolidation of the books is being addressed. He (Brent) explained that during the school year most of the books are with the students.

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Mark bartos reviewed the proposed design for the gymnasium lobby infill. He explained the reason for the selection of the location, based on historical precedent and the best location for the entry in terms of access. Erik Redding asked about the alumni building and Mark explained that it can be used for alumni or a shared space. It was made clear that the alumni space is really a space usable for many purposes and the actual use is up to the site. Todd Trowbridge asked about the bathrooms on the ground floor and mark confirmed that there will be new restrooms to replace the existing. Todd also asked about the locker rooms and mark stated that there will only be minor improvements to the locker rooms. Todd emphasized that the team rooms are important and that they should not be removed.

The new proposed pool house was reviewed in detail. Mark and Neal reviewed how the team has been carefully working with Erik in terms of the space needs and how the new pool house will serve both the sports field and the pool deck. Ezra Hepner mentioned that Mr. Kline shared a video with the students about the pool house ant that the “everyone seemed really excited about it”

The proposed monument sign was reviewed in detail. Mark pointed out that the goal is to respect the original William weeks architecture of the main building. Brent Kline pointed out that the new sign will be rotated 90 degrees to the street. Jeanie asked if the sign will be electronica and Neal confirmed it will be an LED sign. Jeanie mentioned that she was there when the last sign was built. Jeanie asked if it will be like the one at mission hill and Mark confirmed it would e similar. After discussion about the old / current sign, Jeanie stated “, I love what you’ve done.” (The design team was concerned that there might be a campus/emotional attachment to the existing sign, but because of this conversation, that concern was put to rest)

Mark Bartos turned over the conversation to Brent Kline to discuss the fitness court. Brent explained the process for getting the grant from National Fitness Councils and how the fitness court will be laid out near Laurel. He said discussed out it can be used by various groups. He also asked Erik Redding to comment. Eric reviewed the type of equipment in detail and how he would see the court being utilized. Dialogue ensued in relation to how the court will be laid out and used. Brent mentioned that this is a popular thing at universities and that the site received a “\$30,000 grant to help subsidize it. And when it’s all said and done, we’re looking at about 120-130 thousand dollars additional to get this thing, everything from the cement slab to the installation to the actual thing we do.” Brent also mentioned that he has been soliciting other groups for contributions to the court. Brent discussed the fact that the organization providing the court will also provide a curriculum to use. He also stated that PE faculty has been involved and that they are enthusiastic. Mark reviewed the overall budgets and the sports complex upgrades and that the budget should cover the cost needed for the court as long as the committee wants to do it.

Brent called for a vote: Ezra and Jeanie voted in the affirmative, and all others indicated agreement by acclimation. Brent asked anyone opposed the idea and no one indicated disagreement.

Mark Bartos then stated that it is important to ensure that all agenda items have been carefully addressed. He reviewed the agenda items point by point and asked if anyone had any comments, questions, complaints, or issues.

Erik asked about the schedule for the basement construction. Neal Sellers said most likely next summer and 6-9-month construction schedule. (Post meeting note: this has changed due to the Covid 19 situation). Discussion ensued regarding teacher moves. (post meeting note: at this point moot since the project will not start until after COV19 situation is clarified) A few more questions came from Todd and Jeanie regarding the gym lobby scope, and the pool house scope (see attached transcript): Jeanie expressed interest in ticket booth/snack bar at the lobby. A plan was not included in the presentation thus it was difficult to review these questions in detail – but most questions were addressed. A key issue addressed was team rooms needed for girls (raised by Todd Towbridge) potentially on the ground floor at the existing side entrance (there is an existing canopy there).

Mark told the group to provide any additional questions to Brent. And the meeting was adjourned.

The following meeting notes are summaries of previous meetings. As of Meeting 07 detailed meeting minutes will be included and meetings will be recorded, and transcripts provided.

NUMBER	DATE	DISCUSSION
Mtg 06	11/08/18	<p>Reviewed Previously Completed Projects</p> <ul style="list-style-type: none"> • Water Pipe Replacement complete. Student feedback was positive. • Water Proofing Project/Sump Pump: Almost completed. • Roofs were completed on most of the buildings. In-house district project. <p>Reviewed Upcoming Projects</p> <ul style="list-style-type: none"> • Schematics for Unit C/D Reviewed increased scope, including more scope / modification to the kitchen area, and the addition of restrooms. • Schematics for main building basement were reviewed Reconfiguration of classroom space to add two additional rooms, relocate book room to another place on campus. No improvements to existing restrooms. Potential SAB <p>Gymnasium / lobby improvements were discussed.</p> <ul style="list-style-type: none"> • After studying several options in detail with Erik Redding, Brent Kline, and Trevor Miller the current direction is to carve out space in the existing area between the locker rooms and gymnasium as a new lobby. This may be a two-floor facility with exercise facilities on the second floor. Wrestling would move to the second floor upon completion. <p>Pool House</p> <ul style="list-style-type: none"> • Current concept is to construct a two-floor building with restrooms on both floors. Bleachers improvements. The existing bleacher seats in the main sports stadium will be replaced next summer (2019) <p>Electrical Switchgear</p> <ul style="list-style-type: none"> • Reviewed Electrical Switchgear Project. And that this is a major project that is critical to the campus. <p>CTEFP Project Applications were reviewed: 3 Applications submitted:</p> <ul style="list-style-type: none"> • Arts Media and Entertainment (New building at location of adult ed portables) • Information Technology (New building at location of adult ed portables) • Transportation (Unit G) <p>Student Comments</p> <ul style="list-style-type: none"> • Students present stated that showers are not used. • Ezra stated that the thinks the showers take up too much space in the locker rooms. • Megan mentioned that there should be more toilet stalls. <p>Faculty Comments</p> <ul style="list-style-type: none"> • Helena asked about storage of lumber for stage sets in main building instead of having to go to shop building. She asked if the boiler room could be used for storage. • Helena stated that the overall direction of the projects at the site is good. <p>Site Master Plan, Budgets and Priorities</p> <ul style="list-style-type: none"> • Committee reviewed PowerPoint slides of current budgets and master plan. • Summary of budgets and master plan was agreed to. • Implementation matrix below was not modified.
		<p>Mtg 05 05/1/2018 Bond Committee Meeting</p> <p>Since June 2017 a “Planning Review Committee” (PRC) has met several times to provide guidance regarding the Santa Cruz High School campus master plan process and bond project implementation and prioritization.</p> <p>As a component of this collaborative process, a “Bond Committee” meeting was held on 01 May 2018.</p>

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		<ul style="list-style-type: none"> As a result, the Bond Committee Confirmed that the current implementation/prioritizations as developed by the PRC is compliant with the 2016 pre-bond, Board approved master plan priorities and project/categories. <p>Following the Bond Committee meeting a supplemental walk in / open house opportunity was held on site wherein all comers were invited from the school to visit and to provide additional input, critique and comments regarding the current implementation/prioritization plan of action. No projects or needs were identified different from the Bond Committee and PRC committee Implementation plan.</p> <p><i>The committee confirmed understanding that as a bond facilities program proceeds, economic issues with affect priorities and new priorities will be identified over time. All priorities/projects will however be in compliance with the Board approved master plan and Voter approved election language.</i></p>

Agenda

07/02/20

01 Introductions

Request permission for recording the meeting. Ensure “virtual” sign in of all attendees.
Introduce the team, and review roles and responsibilities. Meet and welcome any new members to the committee.

02 Presentation

Architect will provide a brief power point presentation reviewing recently completed projects, projects underway and future projects. Current master plan and budgets.

03 Questions/Comments

Committee questions and answers.
Review and approve updated implementation matrix

Implementation Matrix

Master Plan Priorities Fall 2016

Technology Infrastructure upgrades
Renovate Science Labs
New Interior Finishes / Lighting
Window/Door Replacement
Plumbing Fixtures
Repair/Replace roofs

New Stadium Lighting/Bleachers
Replace deck at Library
Landscape and Irrigation
Energy Efficiency Improvements

Master Plan Projects/Categories Fall 2016

Existing Building Renovations
School Furnishings
HVAC System
Paint School
Re-Roof Existing School
Landscape and Irrigation improvements
Upgrade Stadium Turf
New Pool Building
Concessions/Restrooms at fields
Reconfigure/Upgrade Café/Kitchen
Renovate Science Labs
Reconfigure Gym
Increase off street parking
Install Lighting at Parking and Track

Current Implementation Plan Spring/Summer 2020

Mod Phase 1: Main Building, Water & Leaks
Mod Phase 2: Cafeteria/CR/Toilets (C&D)
Mod Phase 3: Math | Science | Library
Mod Phase 4: Main building: Classrooms
~~CTE Facility: AME | IT~~
~~CTE Mod: Transportation 1~~

~~CTE Mod: Transportation 2~~
Gym Mod Phase 1 (Paint, finishes, pads)
Gym Mod Phase 2 (reconfigure)
New Pool House (restrooms)
Sports Complex Upgrades
Landscape/Site Utilities
Adult Ed Improvements (if needed)
Temp housing (if needed)
Fields (Previously completed)

Notes

The committee agrees that all projects are “funding dependent”, however those noted here as “funding dependent” are currently identified as likely to not have sufficient funds.

During the 11/8/18 meeting it was reviewed that the CTE building project (unit G/H) are dependent upon CTE Grant applications, and that work in G/H may have to be postponed.