

OAK PARK UNIFIED SCHOOL
DISTRICT 5801 E. CONIFER STREET
OAK PARK, CALIFORNIA
91377 (818) 735-3206

FACILITY PLANNING COMMITTEE

MEETING MINUTES

DATE: September 4, 2018
TIME: 3:30 p.m.
PLACE: Education Service Center, Conference Room

PRESENT: Brianna Adams, Brad Benioff, Kevin Buchanan, Leon Cavallo, Eileen Chevalier, Kim Gregorchuk, Jay Greenlinger, Denise Helfstein, Nick Johnson, Keenan Kibrick, Tony Knight, Martin Klauss, Dennis Kuykendall, Enoch Kwok, Stacy Le Franz, Sophia Limon, Suzie Nicks, Derek Ross, Maggie, Rojas, Ryan Speelman, Virginia Standring, Miguel Tabares, Kayla Treitman, Tina Wang, Erik Warren

I. Call to Order

The meeting was called to order at 3:30 p.m.

II. Approval of September 4, 2018 Agenda

The Agenda was approved (As Noted Below)

III. Approval of Minutes

No exceptions taken to the issued minutes from May 7, 2018.

IV. Measure S Master Plan – Update on Measure S Subcommittee Meetings

- 1) Measure “S” Bond: The decision to issue Series “B” of the Measure “S” bond will be presented to the Board for approval at the October Board Meeting. Series “C” issuance would be 2023.
- 2) Matching Funds: The notice of exemption for the BES (18-18S) and MCMS (18-21S) modular projects have submitted to Ventura County. Drawings for these two projects will be submitted to CDE.

V. Facility/Technology Subcommittee Reports

VI. Discussions and Actions:

A. Medea Creek Middle School

- 1) Project 17-35S MCMS Kitchen Improvements Project (#17-35S)
 - a) Updated the Committee on the Status of the Project.

- 2) Project 18-21S: Modular Building (Summer 2019)
 - a) HED is working on addressing constructability comments/questions regarding site utilities. OMB (Electrical Engineer) walked the site today to verify site conditions and the Civil and Plumbing Engineers are scheduled to walk as well.
- 3) Fire Lane Revision
 - a) A proposal has been sought to widen the fire lane right hand turn behind the MPR building as large trucks must cut the curb to make the turn causing damage. Proposed scope will be revised and presented for the Committee's review and recommendation in October.
- 4) Potential New Project: Crash-out Gates
 - a) Proposals are being sought for crash-out gates at the primary campus entries and two other exterior locations.

B. Brookside Elementary School

- 1) Update on BES Administration Building Project (#17-47S)
 - a) BCA is currently working on plans to bring the building up to 2016 Fire Alarm code. Tentative resubmittal next week.
- 2) Update Project 18-18S Modular Building Additions
 - a) HED is working on addressing constructability comments/questions regarding site utilities. OMB (Electrical Engineer) walked the site today to verify site conditions and the Civil and Plumbing Engineers are scheduled to walk as well.

C. Oak Park High School

- 1) Project #17-03R Art Court Facility Improvement
 - a) Project Status Update - A fabrication and installation schedule from the shade shelter manufacturer will be provided at the next board meeting.

D. Oak Hills Elementary School

- 1) Project 18-19S Modular Building Project
 - a) Project Status Update - A meeting with OPUSD and HED occurred to ensure that the program for which HED was planning is correct. Adjustments to the program were made and noted in an updated programming memo provided by HED. Additional, meetings will need to occur to verify the scope of the Kitchen remodel/expansion.

E. Red Oak Middle School

- 1) Project 18-20S Modular Building Project

- a) Project Status Update – The building layout has been revised to a 7-classroom two story configuration below the hill with an outdoor learning area extending from the second story onto the hillside. A final plan and renderings will be provided by HED once the layout has been confirmed by OPUSD. The scope of the project will include the removal of existing modular buildings.

F. Extended Care Program

- a) Update Project 18-34R Extended Care Program

VII. TECHNOLOGY - DISCUSSION & ACTION ITEMS

G. Project 18-28S: Chromebook 1:1 Refresh Program

- 1) Enoch Kwok presented a power point presentation on the status of the program thus far.

H. Medea Creek Middle School

- 1) Update Project 18-29S: Install Flat Panel Displays at MCMS Library & OPHS G9 Presentation Room [Authorized June 12, 2018-Work is Complete]
- 2) Update Project 18-30S: MCMS Library Computer Lab Refresh Project; [Authorized June 12, 2018-Project is complete-Printing from the computers requires the connecting to the Libraries Apple workstations]

I. Update Project 18-31F 3-D Printers

- 1) Purchase of 3D printers, software licenses, tools & supplies. [Authorized June 12, 2018-The 3D printers have been installed and are being utilized]

J. Brookside Elementary School

- 1) Update Project 18-35S Purchase of Chromebook Cart for fifth grade classes. [Authorized June 12, 2018-Project is complete]

H. Update Project 18-12S Network File Server Refresh

- 1) Enoch Kwok advised that work is in progress.

I. Project Administration

- 1) A month end/project status report will be provided at the next Committee meeting.
- 2) Accountability is in the process of being updated to show the five-year plan
- 3) Updated Colbi-Doc reports and features will be shared with the Committee.

VIII. **Next Meeting** – Monday, October 1, 2018

IX. **Adjournment** - Meeting was adjourned at 4:30