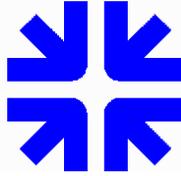


**City/School Committee**

Councilmember Richard Kassis, Co-Chair  
 School Board Member Miguel Dwin, Co-Chair  
 Councilmember Ken Bukowski  
 Councilmember Ruth Atkin  
 Councilmember Nora Davis  
 Councilmember John Fricke  
 School Board Member Joshua Simon  
 School Board Member Kurt Brinkman  
 School Board Member Melodi Dice  
 School Board Member Cheryl Webb

**AGENDA****City/School Committee**

Regular Meeting of the Advisory Committee  
 Special Meeting of the Emeryville City Council  
 Emery Secondary School Atrium, 1100 47<sup>th</sup> Street, Emeryville, CA

**January 8, 2009 – 5:30 p.m.**

All Advisory Committee meetings are noticed as Special City Council Meetings so that any or all of the City Council may attend and participate in the Advisory Committee's deliberations. However, actions taken by Advisory Committees are not official actions of the City Council but must be ratified at a regular City Council. All writings that are public records and relate to an agenda item below which are distributed to a majority of the City/School Committee (including writings distributed to a majority of the City/School Committee less than 72 hours prior to the meeting noticed below) will be available at the Information Counter, 1333 Park Avenue, Emeryville, California during normal business hours (9am to 5pm, Monday through Friday, excluding legal holidays).

**AGENDA**

- I. Roll Call
- II. Public Comment
- III. Approval of 12/4/2008 Minutes
- IV. Information Items
  - A. Ralph Hawley site RFP (Sugiyama, 5 mins)
  - B. Delegation to Washington DC update (Gooding, 5 mins)
  - C. Important upcoming events: (10 mins)
    - Jan 15 – First Critical Path Committee meeting (Sugiyama)
    - Jan 19 – Anna Yates re-opening celebration (Stewart)
    - Jan 22 – Funders Day (Sugiyama)
    - Dates for public outreach meetings for ECCL (Chinn/Laven)
  - D. Introduction for the ECCL PowerPoint Presentation (Laven/Chinn. 10 mins)
- V. Action Items
  - A. Report from Finance Sub-Committee (Gooding, 15 mins)
    - Recommended approach for design and construction of ECCL
    - Cost scenarios for parking alternatives
- VI. Staff Comments
- VII. Committee Member Comments
- VIII. Adjournment

**FURTHER INFORMATION** may be obtained by contacting Kevin Laven, Committee Secretary, at (510) 450-7813. The next regular meeting is scheduled for February, 5, 2009.

DATED: 1/5/2009  
 Post on: 1/5/2009  
 Post until: 1/9/2009

ACTION MINUTES  
City/School Meeting  
December 4, 2008  
Emery Secondary School Atrium  
1100 47<sup>th</sup> Street

1. Roll Call

- a. The meeting was called to order at 5:31pm by Kassis and Dwin
- b. City/School Committee Members Present: Kassis, Dwin, Bukowski, Davis, Simon, Brinkman, Dice, Webb / Members Absent: Atkin (excused, in D.C.), Fricke
- c. Staff Present:
  - i. City of Emeryville: City Manager Patrick O’Keeffe, Community Services Director Melinda Chinn, Administrative Analyst Kevin Laven, Police Chief Ken James
  - ii. Emery Unified School Board: District Superintendent John Sugiyama, Finance Director Joe Frantz, Architect Roy Miller, Public Information Officer Wanda Stewart

2. Approval of 10/02/2008 Minutes:

- a. Davis so moved, Brinkman seconded, passed without exception.

3. Action Items

- a. Urgency Agenda Item: Consideration of Emery Unified School District to allow City of Emeryville Police Department to lease the Ralph Hawley School Site for a temporary period in 2009.
  - i. Davis so moved, Bukowski seconded the urgency agenda item being added to the agenda. Roll call vote to add urgency agenda item was passed unanimously by roll call vote.
  - ii. O’Keeffe and James presented that the Police Department building is in need of a seismic retrofit in the near future. School Board members and staff noted that lack of parking, traffic, site use and contamination, and a request for proposals for pre-natal/pre-kindergarten services in the 2009-2010 school year that would overlap the request.
  - iii. ACTION: The City/School Committee recommended City staff prepare a written report and present their request of using the Ralph Hawley School Site to the School Board at their next meeting on 12/10/2008.
- b. Presentation of updated conceptual designs for the Emeryville Center of Community Life:
  - i. Mark Schatz, Dara Youngdale, and Steve Lowell of the Field Paoli/HKIT architect team presented the revised Emeryville Center of Community Life conceptual plans and public meeting presentation for City/School Committee comments. Changes made from the previous version of the conceptual design were utilizing more shared program spaces between the community services and academic programs, shrinking the academic portion of the building to serve 800 students (down from 1,200), reuse/retrofitting of the gymnasium and swimming pool at the current Emery Secondary School. These changes reduced the overall cost estimate by 25 percent, size of the facility, and automobile parking needs. The public meeting presentation was modified to show the conceptual changes noted and also now includes many more photos of buildings, programs, and people in Emeryville.
  - ii. Comments/questions on the revised conceptual design and presentation were: what is the impact of the smaller school size on the grade configurations, what is the total project cost with the changes, would a regulation track would be on-site, how big is the soccer field, is the ‘gateway’ plan on the corner of 53<sup>rd</sup> Street and San Pablo Avenue, could we include diagonal parking on 53<sup>rd</sup> Street, what is the parking density on surrounding streets, need a introductory piece that has staff/community members show how this process began and why the Center of Community Life exists (put the project in context), are we tracking concerns formally and showing due diligence in meeting these concerns, the presentation is still

overwhelming to those not familiar with the project or architect terms, and stress this is only a conceptual design and not final architect drawings.

- iii. ACTION: City/School Committee recommends the presentation still needs more work. Specifically, the staff and architect team need to produce introductory piece to presentation for next City/School Committee meeting that tells the story of where we started and the process to today's presentation to give community the context.
- iv. ACTION: The City/School Committee approved the general master conceptual plan as presented by Field Paoli/HKIT Architect Team
  - 1. Dice so moved, Brinkman seconded, passed without exception.

#### 4. Information Items

##### a. Partners Finance Sub Committee Report:

- i. John Gooding, Chair of the Partners for Community Life Finance Sub Committee, reported on the joint commitments of the School District and City to date, the need to operate with a sense of urgency to finish planning of the Center of Community Life to take advantage of grants and outside funding opportunities, and for the City/School Committee to consider two styles of construction planning. The two styles of construction planning are seeking request for proposals for each phase of the project or putting the whole project into one package for bid. The Finance Sub Committee will recommend one of these methods at the next City/School Committee meeting.

##### b. Critical Path Analysis for the Emeryville Center of Community Life

- i. Sugiyama and Miller presented an overview of critical path analysis for the Center of Community Life project. Staff are suggesting using the critical path analysis tool, used plan complex projects such as this project with multiple teams and milestones, to make sure the City, School and partners meet all goals to move into the Center of Community Life.
- ii. The City/School Committee asked Roy Miller to create a more simplified Ghent chart of the project that highlights the main milestones.

#### 5. Staff Comments:

- a. Chinn reported that Community Services staff, CSU–East Bay staff, UC-Berkeley PLUS fellow, with input from School District staff, are creating an infant, toddler, pre-k childcare needs assessment.
- b. Sugiyama suggested staff brainstorm ideas on other mediums to present the message of the history and presentation of the Center of Community Life

#### 6. Committee Member Comments:

- a. Dwin asked when the new co-chairs are elected for the 2009 City/School Committee. Staff commented they will research this date and report at the January City/School Committee meeting.
- b. Kassis requested staff members be listed on all future minutes, not just committee members.
- c. Webb/Bukowski asked staff is there is a list of who the email announcement is sent too each month? Laven reported that an email is sent to all members, staff and stakeholders of the City/School and Partners for Community Life Committees. Anyone who wishes to be included on this email listserv should contact Kevin to be added.
- d. Brinkman suggested people check out the progress made on the Anna Yates Elementary School campus, which is on time and under budget.

#### 7. Adjournment:

- a. The meeting was adjourned at 7:36pm