APPROVED

Environmental Charter Schools

Minutes

Facilities Committee Meeting

Date and Time
Monday July 31, 2017 at 5:00 PM

Location
16315 Grevillea Ave, Lawndale, CA 90260 / 515 S. Figueroa St. Suite 1800, LA, CA 90071 / 409 Santa Monica Blvd. Suite E, Santa Monica, CA 90401 / 590 Rosecrans Ave. Manhattan Beach, CA 90266 /Zoom Info: Join from PC or Mac: https://zoom.us/j/333580464 Or Telephone: +1 408 638 0968 Meeting ID: 333 580 464

Facilities Committee Members
John Kim - Chair
Anthony Jowid
Alayna Santos
Alison Diaz

Visitors
Victor Garcia **(bio linked here)**
Megan Hadden

Facilities Committee Charter

- Provide leadership and oversight for the construction, revitalization, and maintenance of ECS's physical sites;
- Develop and oversee the implementation of strategies to engage stakeholders on a continuing basis in efforts to address ECS's facility needs;

- Consider, as appropriate, matters relating to the physical sites of ECS, including approval of plans for new construction and revitalization and the institutional prioritization of capital projects plans and requests, as well as, and in coordination with, the Finance Committee.
- Provide review, policy guidance, and strategic oversight of campus master planning activities, capital improvements and real estate type activities while also aligning the same to our mission, vision and values.
- Provide guidance and recommendations to the ECS Board and senior ECS staff on facilities-related matters; and
- Undertake such other matters and review such other issues as may be directed from time to time by the Board of Directors.

Goals for 2016-2017

- At ECMS-I, ensure careful planning and execution for Inglewood campus.
- At ECMS-G, provide expertise and support as staff and consultants facilitate the PROP K grant objectives.
- At ECHS, transition from old modular units to new two story units maximize the utilization of Prop 39: Energy Grants including considering plans for renewable energy like solar.

Goals for 2017-18: to be established.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE
Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.
REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY
The Governing Board’s presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.
SPECIAL PRESENTATIONS MAY BE MADE
Notice is hereby given that consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.
REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY
Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.
FOR MORE INFORMATION
For more information concerning this agenda or for materials relating to this meeting, please contact ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

Committee Members Present

Alayna Santos, Alison Diaz, Anthony Jowid (remote), John Kim (remote)

Committee Members Absent
None

Guests Present
Dani Hughes, Jeremiah David, Ken Deemer

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Alison Diaz called a meeting of the Facilities Committee of Environmental Charter Schools to order on Monday Jul 31, 2017 at 5:01 PM.

II. Review and Approval of Agenda

A. Motion to Approve the Agenda

John Kim made a motion to to approve the agenda.
Anthony Jowid seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Alison Diaz	Aye
John Kim	Aye
Anthony Jowid	Aye
Alayna Santos	Aye

B. Approve Previous Facilities Committee Meeting Minutes

John Kim made a motion to approve minutes from the Facilities Committee Meeting on 04-21-17 Facilities Committee Meeting on 04-21-17.
Anthony Jowid seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Alison Diaz	Aye
Anthony Jowid	Aye
John Kim	Aye
Alayna Santos	Aye

III. Presentation from the Floor

A.

Presentations from the Floor

No public comment.

B. Presentation on the Agenda

No public comment.

IV. School Site Updates:

A. ECHS Update

1) Modular Building Updates:

- Working with Cunningham to move portables project forward
- Met with LESD to review progress, sharing with them major benchmarks to reach final approval.
- Total budget for project is projected to be about $350k (150 for Fire Hydrant, 100 for Accessibility, 50 for evacuation speaker system, 50 for soft costs).

2) Shed Removal Plan Update:

- ECHS is collecting bids for Shed removal.
- We will move the shed before the start of school.
- We will notify LESD prior to removal.

3) Meeting Additional Space Needs: To help alleviate some of the space concerns at ECHS, we have been exploring creative solutions. Specifically, we have identified the following two possibilities.

- First, we started a convo with the YMCA
  - regarding about space for recreational programming.
  - Our goal is to expand our partnership with the YMCA to lease some of the classroom/gym space to serve as recreational space for electives.
  - We will revisit lease conversation with YMCA at the upcoming August Board meeting.
- Second, we have identified additional office space/meeting space for lease
  - office space is within a mile from the High School.
  - The site is located on Manhattan Beach Blvd just West of Inglewood.
  - There is about 2600 square feet of office/meeting space.
  - The space costs about 1.55 per square foot + electric/gas and janitorial and cable.
  - Committee members suggested the following changes:
    - Need to review provision in 7.1.b (change to wording from "Lessee" to "Lessor")
    - Review provision 12.1.a (that only allows subletting with the lessor's written consent)

◦ In addition, our attorneys suggested changes to the lease language.

4) Goal to explore Creating Cooling Systems:

- Do committee members have any ideas for creative / new mobile commercial systems? Please help us research our options. **ACTION: Anthony volunteered to explore further.**

6) Prop 39

- Notice of application to CEC approved
- Work to be completed by 2020
- Work not to start until after Modulars receive final DSA approval and installation of energy efficiency measures approved by LESD

B. ECMSI Update

1) New Construction:

- All sign offs completed except public works.
- Waiting for Inglewood public work inspector to come back from vacation to get final inspection done and receive COO. Once complete LACOE will visit and provide final approval for us to occupy with students.

2) Office Space Remodel:

- We redesigned office space to accommodate school office personnel.

3) Landscape Plans and Contract:

- EcoMedia Grant with Department of Transportation is funding the redesign effort to Green the new campus. The grant specifically is supporting water efficiency best practices.
- We are recommending a contract with LA Loma to create the spaces defined in the landscape plan (attached contract and revised landscape plans) and to meet grant goals.

4) CEC Prop 39 application submitted:

- ReGreen will submit our prop 39 application to CEC to support energy efficiency measures.

5) ECMS I Ribbon Cutting Scheduled for November 4:

- See Board Calendar and save to your calendar.

C.

ECMSG Update

Prop K:

- Alayna reviewed the revised City of Los Angeles revised contract (#2) approved winter 2017
- The winning bid is from Fast Track Construction Corp Public Bid May -June 2017.
- We recommend approving the the contract subject to LA City approving the timeline extension.
- Fast Track submitted an alternative contract should the the city not approve the extension.
- The committee agrees the extension is 99% likely and therefore recommends we approve the contract subject to the city approval.
- If this doesn't happen, ECMS G will work with stakeholders to revise and prioritize goals for the site.
- The Prop K Contract Extension was submitted June 2017 to the City of LA and we expect the city to approve by late September.
- The City's Prop K Steering Committee already approved the extension.

2. CEC Prop 39 Update:

- Prop 39 for Gardena was approved by CEC and work has started.
- Solar and lighting installation in progress and close to completion.

3. Proposed Joint Use Space at the Boys and Girls Club on Gardena Blvd:

- Gardena has been exploring the use of additional play spaces for their students and is collaborating with the Boys and Girls club, less than a bloc away to use their yard for games and basketball.
- There is no cost to use the yard.

V. Action Items

A. Recommend Low Bidder to meet Prop K Contract

Alayna Santos made a motion to recommend approval of the low bidder, Fast Track, to meet Prop K contract objectives.
Anthony Jowid seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Alayna Santos	Aye
John Kim	Aye
Anthony Jowid	Aye
Alison Diaz	Aye

B. Recommend approval of Landscape Contract with La Loma Construction

John Kim made a motion to RECOMMEND APPROVAL OF LANDSCAPE CONTRACT WITH LA LOMA CONSTRUCTION.
Alayna Santos seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Anthony Jowid	Aye
Alayna Santos	Aye
Alison Diaz	Aye
John Kim	Aye

C. Recommend approval of Lease Agreement for additional office space

John Kim made a motion to recommend approval of lease agreement for additional office space, meeting space, and professional development space for ECHS with changes as negotiated by Alison and attorney review.
Anthony Jowid seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Alayna Santos	Aye
Jeremiah David	Aye
Alison Diaz	Aye
Anthony Jowid	Aye

D. Recommend Approval of Lease with YMCA for additional recreational/elective space

Tabled.

E. Approve 2017-18 Facilites Goals

Alison Diaz made a motion to Approve 2017-18 facility goals as follows: 1. At ECMS-I, complete Inglewood campus: a. Secure COO b. Implement Phase I of our Landscape Greening Plan c. Celebrate ribbon cutting ceremony November 4 d. Work with Development to secure funding to complete phase 2 of greening & recreational plans e. Implement CEC prop 39 measures 2. At ECMS-G, provide expertise and support as staff and consultants facilitate the following a. PROP K grant objectives b. CEC prop 39 measures 3. At ECHS 1. collaborate with landlord to complete the following: a. secure final DSA sign off on existing modular units b. remove shed c. secure approval to implement CEC measures 2. Develop creative solutions to both space challenges and classroom temperature challenges during warmer months 3. Collaborate with LESD to develop solutions to our facility needs.
Anthony Jowid seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Anthony Jowid	Aye

Roll Call

Alayna Santos	Aye
Alison Diaz	Aye
John Kim	Aye

VI. Closing Items

A. Adjourn Meeting

Alison Diaz made a motion to adjourn the meeting.
Anthony Jowid seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Alayna Santos	Aye
Alison Diaz	Aye
John Kim	Aye
Anthony Jowid	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:24 PM.

Respectfully Submitted,
Alison Diaz