

**HAMILTON ELEMENTARY SCHOOL
PROJECT NO. 2335**

PROGRAMMING / SITE ASSESSMENT MEETING 02

DATE: March 2, 2010
LOCATION: Hamilton Elementary School
TIME: 7:45 a.m. to 9:30 a.m.
ATTENDEES: Frances Weissenberger, Principal (HES)
David Mathison, Architect (F&M)
Sam Sahand (F&M)
Site Council Members, (SCM)

Item	Description	Due	Action
1.00	GENERAL INFORMATION		
1.01	A brief meeting was conducted to update the Site Council about the status of Measure TT projects and share the floor plans.	Info	Info
2.00	ITEMS DISCUSSED		
2.01	F&M provided a large floor plan demonstrating the various plan changes that had been discussed during the previous meetings including a small storage addition (Playground Storage); expansion of the parent center to the east (combined with existing custodial); expansion of the toilet rooms to the south (reducing the size of the storage room to the south).	Info	Info
2.02	The committee indicated that the current plans did not provide creative solutions and requested that the architect explore the idea of providing a larger addition for the parent center to the north (expand building 10 feet north); reconfigure the Kitchen so that additional space may be allocated to student use and recapture mechanical room space for storage. The committee felt that 3.4 million dollars should give them not just a modernized facility but a facility with additional capabilities. Deferred maintenance funds should be used for replacement of damaged finish materials.	Info	Info

Item	Description	Due	Action
2.03	F&M indicated that the budget may not support an addition but it may be reviewed as the overall budget is allocated. A new heating and cooling system for instance could cost over one million dollars. F&M to provide a detailed budget for the modernization to review costs and determine if a building addition is possible. F&M indicated that they had reviewed the idea of reconfiguring the kitchen and mechanical areas for additional space but was not able to allocate significant space for additional use. The mechanical rooms will be packed with new equipment and while some Kitchen will have some reduction in equipment it will not be possible to allocate additional space for alternate uses without significant reconstruction of the Kitchen area (not worth it to pick up an additional 5-10 square feet).	4/6/2010	F&M
2.04	Frances indicated that the two rooms behind the stage are not used for small group instruction and should be shown as office space. F&M to explore how this may affect the ADA compliance for these spaces. The existing toilet room should not be removed as shown on the drawings.	Info	Info
2.05	Custodial room to be located north of the entry foyer.	Info	Info
2.06	Frances indicated that the storage room south of the existing toilets may be used as office space.	Info	Info

These minutes were prepared from notes taken by David Mathison. If anyone present at the meeting has any changes or corrections, they are to notify Flewelling & Moody Architecture 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.

Items in italics represent topics or decisions made after the meeting.

Sincerely,
Flewelling & Moody

David Mathison,
Architect

cc: Stephen Brinkman, Chief, Facilities (PUSD)
Ara Zenobians, F&M