

MEETING MINUTES



Flatirons Elementary School - Design Advisory Team: Meeting 5

Date of Meeting: September 17, 2008
Time: 03:30 pm – 05:00 pm
Meeting Location: Flatiron Elementary – IMC
Minutes Issued: October 2, 2008
Minutes By: Charles Boyer

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DAT Members (alphabetical last names):

Jennifer Bergquist	Flatirons Elementary School – Parent
Scott Boesel	Flatirons Elementary School – Principal
Charles Boyer	Larson Incitti Architects (LIA)
Bonnie Coffey	Flatirons Elementary School
Tracey Dolsen	Flatirons Elementary School
Rex Hartman	Boulder Valley School District – PM
Peter Incitti	Larson Incitti Architects (LIA)
Fran Klein	Flatirons Elementary School
Bruce Larson	Larson Incitti Architects (LIA)
Paula Martin	Flatirons Elementary School
Jan Osburn	Flatirons Elementary School – Music
Gary Pine	Flatirons Elementary School
Beth Pommer	Flatirons Elementary School – Parent
Terry Rodrigue	Flatirons Elementary School – Parent
Loren Tillotson	Flatirons Elementary School
Josie Varga	Flatirons Elementary School
Sally Wolffe	Flatirons Elementary School – Resource
John Wyatt	Flatirons Elementary School

COPIED (via E-mail):

Rex Hartman – BVSD (also for distribution to school)

These minutes are part of the permanent record for this project. Any changes, discrepancies and/or exclusions should be directed to this office in writing for discussion and possible amendment(s). If no exceptions are made, the minutes will stand approved as written.

PURPOSE OF MEETING:

The purpose of the meeting was to review the 100% Design Development (DD) drawings. Action items are indicated in **bold**.

DISCUSSION ITEMS

- 091708-1 Based on input from the previous DAT meetings LIA presented the Design Development drawings for the addition/renovation of the school; which generally included the following:
- New addition consisting of: a new gymnasium, stage, music room, kitchen and storage (approximately 9,000 GSF), oriented in the north/south direction in order to maintain as much of the existing play area as possible.
 - Renovation consisting of: relocation of administration and faculty lounge/workroom to existing cafeteria; convert existing gymnasium to cafeteria; convert existing art to music; convert existing administration

area to conference room type teaching spaces/computer lab. The renovation also includes new student and faculty restrooms.

- Site improvements consisting of: relocation of the trash enclosure away from the school entrance east to the rear of the parking lot; a new service ramp and platform for better access the newly relocated service area; new asphalt play areas along the east side of the gymnasium; new exterior stairs for better access to the play areas.

The DAT discussed many aspects of the design. Following is a summary of the comments, discussion, and decisions reached:

- a. Due to the increasing costs associated with the proposed roof monitors, it was decided that the monitors would be replaced by 2-4 solar tubes per classroom. The DAT indicated approval of this direction. **LIA will indicate the solar tubes in the next iteration of the drawings**
- b. The DAT requested that a window (to the hallway) be added to each of the four (4) interior classrooms to further improve the current lighting situation. **LIA will indicate the new windows in the next iteration of the drawings.**
- c. The DAT requested that a window be added between Special Ed. Office A76 and Special Ed. Classroom A83. **LIA will indicate the new window in the next iteration of the drawings.**
- d. The DAT requested that the bicycle area be redesigned so that bike racks are dispersed throughout various locations of the site for better student access. It was noted that a separate site budget may be available following this bond project to address the site improvements; including the school's bicycle concerns. **LIA will indicate minor improvements to the current bicycle area in the next iteration of the drawings.**
- e. The DAT noted that the new gymnasium will be used as a public voting center in the future; therefore, access to other parts of the school are a security concern. The DAT agreed that the new exterior gym doors could be used as public access during elections and that the gym door accessing the rest of the school would be restricted to the public. **LIA will indicate a gravel path between the parking lot and the exterior gym doors for better public access in the next iteration of the drawings.**
- f. The DAT noted that the ventilation in the IMC and the four (4) interior classrooms was inadequate. The group requests that the systems within these areas be investigated and possibly improved upon during this bond. Unfortunately due to the limited funds available under this bond, these issues will not be addressed under this project.
- g. The DAT requested that safety glass be used in the windows facing the play areas. **LIA will indicate that these windows receive laminated glass in the next iteration of the drawings.**
- h. A DAT member asked if renewable energy (solar in particular) is being considered for the project. LIA and the district will consider certain steps that are appropriate such as rough-in for future solar opportunities.
- i. Conclusion: At the end of the meeting, LIA summarized the above discussion regarding the project scope, design and remaining schedule. The DAT indicated that the current design, with the requests/actions noted herein is acceptable.

091708-2 Next Steps: **Based on the discussions, LIA will develop the Construction Document drawings and specifications, including pricing for district review/comments. LIA will also provide the school with colored renderings for public display.**

END OF MINUTES