



**To:** Attendees

**From:** Patrick Triggs | PT

**Date:** June 3, 2016

**Comm. No:** 152236

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**Subject:** Independent School District #879 – Delano Public Schools  
New Intermediate School User Group Meeting – Food Service  
May 25, 2016 Meeting Minutes

**Attendees:**

Mandy Henderson, Independent School District #879	mandy.henderson@delanoschools.org
Marty Kittok, Independent School District #879	marty.kittok@delanoschools.org
Kris Larson, Independent School District #879	kris.larson@delanoschools.org
Heidi Oscarson, Independent School District #879	heidi.oscarson@delanoschools.org
Mary Reeder, Independent School District #879	mary.reeder@delanoschools.org
Matt Schoen, Independent School District #879	matt.schoen@delanoschools.org
Barry Voight, Independent School District #879	barry.voight@delanoschools.org
John Dunne, Rippe Associates	jdunne@rippeassociates.com
Ashley Klis, Rippe Associates	aklis@rippeassociates.com
Bob Prell, ICS Consulting	bobp@ics-consult.com
Kaitlin Schalow, Wold Architects and Engineers	kschalow@woldae.com
Patrick Triggs, Wold Architects and Engineers	ptriggs@woldae.com

*The Group met to discuss the developing User Group drawing. The drawings presented in the meeting are for diagrammatic purposes only, intended to facilitate discussion and visualize spatial adjacencies.*

**Discussion Topics:**

- A. The Group reviewed the developing Food Service User Group drawing.
- B. The Group discussed moving the fridge/freezer closer to receiving for deliveries, but Rippe indicated that its location improves workflow within the kitchen. A wall alongside the prep areas creates a separated access area for deliveries to cold storage.
- C. The location shown for trashcans should be relocated to the opposite side of the dish return to improve flow in this area toward the exit doors for recess.
- D. The Group would like to see the dishroom-to-commons door removed. A wall opening should be provided between the kitchen and the dishroom for drop-off of dirty pots and pans from the prep area.



- E. Fruits and vegetables will not be self-serve and should be incorporated into the serving lines. Only milk should be a free-standing item. Floor space freed up by this change allows the cashier to move into the servery, freeing additional space in the commons.
- F. The Group expressed concern about restocking hot food items to the south serving line. This need can be accommodated through a combination of warmers and mobile utility carts at this serving line along with stocking between lunch periods when a student line is not present.
- G. Next Steps:
  - 1. Wold will revise the User Group drawing based on today's meeting.
  - 2. A future date and time will be scheduled for a final meeting on the plan.

cc: Traci Lawman, ISD #879  
Vaughn Dierks, Wold  
Eric Linner, Wold  
Lynae Schoen, Wold

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