



FACILITIES ADVISORY COMMITTEE

January 2016

Meeting Minutes

In attendance: Therese O'Neill, Jim Gates, Catherine Ward, Paul May, George Beach, Dane Rankin, Steve Burton, Dirk Danker, Will Leon, Dr. Carol Kelley, Norm Lane, Lou Anne Johannesson

Absent: Dr. Carol Kelley, Bob Spatz

The meeting was called to order at 7:01 p.m.

1. Public Comments: There are no public comments.
2. Standing: Approval of Minutes/Review of Action Items: The minutes from the December 2015 meeting were approved with one correction.
3. Steve Cummins, Senior Director of Human Resources; search process for the new Assistant Superintendent of Finance & Operations.

Cummins outlined the assistance that he needed from the committee for the search for O'Neill's replacement. After a brief introduction he had the committee break off into two groups to answer and discuss several questions.

4. Updates New Administration Building

O'Neill reported that the building was reportedly two weeks behind schedule due to the weather. The Project manager believes that the time will be easily made up once spring arrives. She stated that the Board was pleased with the quarterly report it received on December 15th. She asked the FAC committee to review the next report in early March before it goes to the Board. The committee agreed. Beach asked if all the big, "unknowns" are out of the way. O'Neill stated yes, for the most part. There may be difficulty with soil once work on the parking lot area begins, but there is no way of knowing. She anticipates no large issues will arise to affect the timeline or the budget. Only \$20,000 of the \$100,000 allocated for the soil has been used. The committee plans a meeting on March 8th to review the quarterly report and a meeting on-site for a "field trip" March 22nd.

5. Review of CAP-EX, District Enrollment, Demographic and Capacity Studies, Life-Safety

O'Neill reported Costanzo has completed her review of the eight elementary schools for the life-safety study. She is now consulting with the principals and will have a comprehensive document ready for FAC review in early spring.

The Demographic study and enrollment projections have been completed and will be presented at the next Board meeting. Based on these results, FAC will be asked at its February or March meeting to review the results of not only the demographic study, but the results of the 10 year life-studies and may need to advise on summer 2016 CAP-EX expenditures and a ten year plan based on this information. However, O'Neill reported that overall after a preliminary look at the demographic study, she does not foresee any capacity issues for a few years. The study took into account all new community development and birth data. It appears Hatch and Longfellow may have a small issue. The board will ask the author of the study to report on the accuracy of his last report, three years ago. She also reminded the committee that STR has already made a study of expansion in the elementary schools, in particular converting old locker rooms into classrooms, but that this is costly; approximately \$500,000 per space. Beach commented that part of the reason STR was chosen as the District's architects was the fact that they produce these comprehensive reports.

Gates asked O'Neill, based on all of this information when a new ten year CAP-EX proposal will be ready for the Board. She believes it will be ready for a first review in April.

6. Air Conditioning/Climate Study

The district is still waiting on new software to be developed for Sadd Bawany to be able to analyze a full year of data. Bawany will analyze the data when available. hopefully, in April.

7. Other Items

Beach and Danker will prepare and present the annual report to the Board next June 14th.

The next regular meeting will occur as needed in February and on March 8th and 22nd.

8. Meeting adjourned at 8:12 PM