

BUILDING & GROUNDS COMMITTEE MEETING

Meeting Date: Thursday, June 6, 2013 4:00 p.m.

Richard Leonard - Chairman

MEMBERS:

ATTENDANCE

Mr. Ray Hull	Yes
Mr. Richard Leonard	Yes
Ms. Anita Lewis	No
Mr. David Finlay	No
Mr. Marty Feltes	Yes

AGENDA:

1. Architect/Construction Manger Report
2. D131 Construction Manger Report
 - a. Magnet Academy
 - b. Roofing Projects
 - c. Fencing Request – Gates Elementary
3. Warrior Soccer League
4. 2013-14 Buildings & Grounds Committee Calendar
5. EHS Stage Manager Stipend
6. Paper Bid Recommendation
7. Lawns – Weed and Feed
8. Burners – Allen and Bardwell
9. EHS Field Soccer Fund Raiser Request/Retraction
10. EHS Track Request

Informational Items:

1. **Architect/Construction Manager Report** – Mr. Chuck Clark (Cordogan Clark & Associates) reported at the Magnet work is on schedule. The gym floor will be installed in the upcoming weeks and site work will start next week. The South wing is nearing completion and new roof top units installed.

The VNA Grant work is still underway with abatement completion the week of June 3rd and construction to commence by end of June 10th week. Mr. Clark informed Committee Members that the VNA has extra money to build a storage unit for the mobile unit. He presented the Committee with a drawing of the proposed site on EHS grounds for the storage unit. This storage unit would eliminate approximately 7 parking spaces at EHS and would be at no cost to District 131. VNA representatives, Amy and Pam, were present and informed the Committee that 95% of the use of the mobile unit is with District 131.

Roof Replacement work was awarded to Malcor Roofing and should begin at EHS on June 17th and Simmons the 2nd week in July. He informed the Committee that Gates window replacement was tabled by the Board and will be removed from the report.

Drawings have been completed regarding the EHS improvements to accommodate the increase of nearly 400 students. This work and drawings will be presented to the Board and work is scheduled to be completed by August, 2013.

2. **D131 Construction Manager Report** – Mr. David Finlay was not present and Mr. Feltes reported to Committee Members a request for a fence outside of 2 classrooms at Gates Elementary School due to the move of some autistic students. Mr. Leonard asked for more clarification on this project and that it be brought back to the Committee once this has been obtained.
3. **Warrior Soccer League** – Members of the Warrior Soccer League were present and spoke regarding their organization along with sharing a handout of participants to Committee Members. It is a non-profit youth soccer organization that has been together for approximately 16 years and consists of 99.9% District 131 students. The organization is looking to use outdoor facilities at Cowherd Middle School. In the past, they have used indoor facilities at Simmons Middle School and only had to pay a fee for the custodial coverage. Under the new rental agreement policy, there would be a charge for the field, and they would like to have their fees reduced to only paying the custodial coverage as in the past. The League charges the participant a fee, however, these fees are used to pay the trainers. Mr. Hull asked for a schedule and was informed that a rental agreement was completed along with insurance certification and given to Mr. Vargas and Mr. Santiago at Hill Avenue. Mr. Feltes had concern with the use of restroom facility use and field clean up. A custodial staff member of District 131 would need to be onsite during field use. Mr. Hull stated that in the past, non- profit organizations working with District 131 students were only charged maintenance fees, however, there may have been changes in the policy. Mr. Leonard asked Mr. Feltes to look into this request and stated that he should be able to get back to the organization next week.
4. **2013-14 Buildings & Grounds Committee Calendar** - Mr. Feltes presented the Buildings & Grounds Committee Calendar for 2013-14. Committee agreed to pass onto Board.
5. **EHS Stage Manager Stipend** - Mr. Feltes presented a proposal for a Stage Manager Stipend to the Committee. Mr. Ross Wheeler, Drama Teacher, asked to speak regarding this topic. Mr. Wheeler supported the addition of this position to support the managing and care of the facility. He also informed the Committee that safety is a concern with both structural and procedural. He stated that since 2009 the students have lost the use of the space due to too many scheduling conflicts. Mr. Wheeler also stated that with a Manager, the students would be able to have more performances. He also would be glad to offer any service he can be of assistance with. Mr. Brian Liska also spoke and agreed regarding the need for additional security measures in the auditorium. He also stated that there is a need for new risers due to the condition of the ones that are currently being used. Mr. Hull informed Mr. Wheeler and Mr. Liska that this could not be moved to Finance without a Job Description, hours and budget for a salary recommendation. Mr. Feltes stated that there was a template for this information to be inserted into. Mr. Leonard suggested that this be completed and brought back to B&G for recommendation.
6. **Paper Bid Recommendation** – Mr. Feltes presented the Paper Bid Recommendation to the Committee for approval. Discussion took place regarding the need for the quantity due to the fact that it may not be needed in Reprographics if they do not win the contact. It was determined that the schools would still need paper for their copier needs and the recommendation was made to move the Paper Bid to the Finance Committee for approval.

7. **Lawns – Weed and Feed** - Mr. Feltes presented two quotations for District lawns - weed and feed. Mr. Leonard suggested not moving forward due to the cost. Mr. Hull inquired as to why the quotes were so late. Mr. Feltes stated that it was not a priority. Committee agreed not to move forward at this time.

8. **Burners – Allen and Bardwell** - Quotations for Allen and Bardwell Burner Replacements were presented. Committee voted to accept the proposal for Burner purchase from Barr Mechanical in the amount of \$15,700.00 and installation from Youngren's in the amount of \$4,900.00. This will be moved to the Finance Committee for approval.

9. **EHS Field Soccer Fund Raiser Request/Retraction** - Mr. Feltes commented on a request for the use of EHS Soccer Field for a Muscular Dystrophy fundraiser from Mr. Jose Galvez. Mr. Galvez stated he would not be able to supply the insurance needed, therefore, will no longer need the use of the field.

10. **EHS Track Request** – Mr. Feltes presented an application agreement for use of facilities for EHS Track from Mr. Thomas Boatright. The request was for track practice from May 12 through August 12. Mr. Boatright has asked that the District waive the fee for his usage of the track. Mr. Feltes obtained a listing of the participants and it was determined that there are no District 131 students participating. Mr. Hull stated that the District needs to be community friendly and Mr. Leonard suggested that the rental policy needs to be reviewed, but at the present time, the policy that is in effect needs to be followed.

The next Buildings and Grounds meeting will be held on Wednesday, July 3, 2013 at 4:00 p.m. at the McKnight Service Center, 417 Fifth Street, Aurora, IL 60505.