

BUILDING & GROUNDS COMMITTEE MEETING

MEETING DATE: WEDNESDAY, NOVEMBER 4, 2015 AT 4:30 P.M.

Members:

Mr. Ken Darby (Co-Chair)
Mr. Richard Leonard (Co-Chair)
Mr. John Laesch
Ms. Christi Tyler
Mr. Alex DiMare
Dr. Michael Popp

Attendance

Yes
Yes
Yes—**Via telephone conference**
Yes
Yes
No

AGENDA

1. Roll Call
2. Public comments/questions
3. Little theater update
4. Facilities
5. Work ticket transition to SchoolDude
6. Time clock update
7. Committee procedures:
 - a. Items coming out of committee
 - b. Minutes
8. Closed session, if needed

CONSENT AGENDA

Next Meeting— December 9, 2015, 2015 at 4:30 pm, School Service Center

PUBLIC COMMENTS

There were no public comments or questions.

ACTION ITEMS

None

INFORMATIONAL

The Building and Grounds Committee meeting began promptly at 4:30 pm. Mr. Ken Darby and Mr. Richard Leonard agreed to Mr. John Laesch's participation in the Building and Grounds committee meeting via telephone conference.

Little Theater Update: Mr. Alex DiMare reported the Little Theater has been gutted; the seats have been removed and are currently in storage. Mr. DiMare would like direction from the board in regards to the seating; he would like to know if he could sell them on EBay or if the District would like to store them. Mr. DiMare has met with staff at the high school for input in regards to carpet and upholstery selections. Mr. DiMare expressed it was important to have materials that were sturdy, durable, and easy to clean. Seating will be purchased directly, possibly from the State bid. Mr. Darby asked if there was pricing available. Mr. Craig Welter from Cordogan Clark and Associates answered preliminary pricing has been received; final prices are still being worked on. Mr. Leonard asked if seating could be competitively bid out in order to obtain a better price. Mr. Craig Welter replied he had not, but the benefit of the State bid is a shorter wait time, assuring the April 1 deadline. Mr. John Laesch felt a competitive bid would be worthwhile, he added that we are on schedule to be done by April, but it's not needed until next fall. Mr. Darby asked Mr. Laesch how he knew this did not need to be completed until the fall, since he had not heard that. Mr. DiMare and Ms. Tyler added that the Board would

like the project completed for the Fine Arts Festival in April 2016. Mr. Darby agreed. Mr. Laesch responded that Dr. Popp wanted that date, he was not sure if the Board had agreed. Mr. Laesch also added he did not know that it needed to meet this time frame, since there would not be a classroom in there until fall. Mr. Darby added that the Little Theater is utilized for the Fine Arts Festival. Mr. Leonard asked if manufacturers could be contacted to find out what their delivery dates are, Mr. DiMare said he would. Ms. Tyler said this would need to be bid out; she asked if the specs were ready, Mr. Welter replied yes, Ms. Tyler added that this bid could possibly be released next week then. Mr. Leonard said to specify what dates the seats need to be installed by, in order to meet the deadline. If the deadline cannot be met, we still have the State bid. Ms. Tyler asked if a resolution should be brought to the board to dispose of the current seats, then the seats could be sold, committee agreed. Mr. Leonard said to ask around, maybe some principals, the Aurora Foundations, or some Alumni would be interested in purchasing the seats. Mr. Laesch agreed, maybe they could be auctioned off as a fundraiser.

Mr. DiMare informed the committee the curtains can be reused, once they are cleaned and re-fireproofed. Mr. Welter showed carpet samples, seat face samples, acoustic materials, and paint colors to the committee. Mr. Darby asked where we were at with the sound system and overhead projectors, Mr. Welter replied those were currently going out to bid, pending one more meeting with staff to finalize components needed.

Mr. Darby asked where we were at with the mechanical aspect; Mr. Welter responded shop drawings have been submitted. There were some minor changes to the mechanical to address a couple of issues. Bids for tearing down the ceiling will be received on November 24, for board approval in December. Mr. Laesch how the demolition was going, Mr. DiMare said the district portion of the demolition has been completed; carpeting, seating, and floor tiles have been removed and disposed. Ms. Tyler informed the committee that the insurance company advised against having students perform demolition work. Mr. Laesch asked if he could perform demolition work, Ms. Tyler answered yes, but he would need to sign a waiver. Mr. Laesch asked if a parent would be able to perform demolition work as well, Ms. Tyler said she would ask.

Facilities update: Mr. Welter presented proposed summer projects for 2016. The main focus will be to keep water out of buildings and maintain buildings. The proposed facility improvement projects include:

- Roof replacement—Six buildings have been addressed: Oak Park, Simmons, Allen are at the end of their life cycle. Krug, O'Donnell, and Hill Avenue are mansard shake or shingle roofs that have exceed their life cycle. Mr. Darby asked after these repairs are done, what would be left to repair, are sections being done at a time? Mr. Darby inquired if we were ahead of the game with these repairs? Mr. Welter responded we are, very much so. Mr. Laesch feels that piece-mealing the repairs is easier on the budget.
- Mechanical replacement—The following buildings have been identified as needing mechanical replacements:
 - Rollins (replace chiller, condensing unit, air handling units and controls)
 - Simmons (install new DDC control system and replace fan coil units)
 - Mr. Laesch asked who would be trained for this system. Mr. DiMare responded the maintenance and firepersons will be trained.
 - East High (replace air handling unit, chillers, condensing unit, ductwork, also recommend upsizing unit to improve capacity and provide cooling to existing ventilators)
- Masonry repair—The following buildings have been identified as needing masonry repairs:
 - Brady
 - Hermes
 - Waldo
- Pavement improvement—Multiple facilities have been identified as needing pavement replacement. The district will determine areas that need to be addressed.
- Ceiling replacement—Allen's gym roof has been identified as needing replacement. The ceiling tiles are falling posing a safety hazard.

Mr. Darby asked what has been budgeted, Ms. Tyler replied these have not been budgeted yet; this would be for the next year's budget. The district is trying to think ahead for budgeting purposes in order to avoid a time

crunch. Mr. Laesch wanted clarification in regards to last summer's projects, and why they were in this year's budget. Ms. Tyler responded the expenses cross fiscal years; the bulk of expenses would come in July of the new fiscal year. Mr. Darby asked what the reasoning was for waiting until January to go out to bid for these items. Mr. Welter responded this was based on the projects being board approved in December, plus design work, reviewing details, and making sure the bids are accurate. Ms. Tyler added that the holidays also play a factor.

- High School Football Stadium—Options for the proposed football stadium renovation were discussed. The options discussed were geared to placement of the stadium on site. There was a meeting that included athletic directors, principals, and coaches in order to receive input. Two options were provided to the committee.
 - Option 1—Replaces the current stadium where it is currently, the track gets wider, pushes the parking lot to the south. This option also allows for a new classroom wing, new fine arts addition, and new locker rooms off of freshman gym.
 - Option 2—Was perceived as a better option from the staff involved at the meeting due to the structural components, and addresses a more day to day use for the students. This option also allows for a new classroom wing, new fine arts addition, and new locker rooms off of freshman gym.

Mr. Leonard asked if we will lose parking spaces on option 2 plan. Mr. Welter responded yes, we currently have 517 parking spaces, with this plan we would have 430, losing 87 parking spaces. Mr. Leonard asked Mr. Crespo, the High School principal, if the parking lot was filled on a daily basis by the students. Mr. Crespo replied no, he also added that they would lose practice fields/green space with Option 1 and PE classrooms. He feels that this is something they cannot afford to lose. Mr. Leonard asked Mr. Crespo if he would recommend Option 2. Mr. Crespo answered he recommends any idea that does not lose any practice space.

Mr. Kurt Becker, spoke from the audience, he stated, "This is not about a stadium. This is not about a football team. This is about a community. This is about changing a culture in the community, this is a landmark." Mr. Becker spoke about the importance of the stadium and how it benefits the community and education. Mr. Becker also spoke about involving the community and local businesses for a campaign to make the new stadium.

Mr. Crespo told the committee he would like this to be something that would stand the test of time and meet the needs of the students and their education needs as well as after school events, which is an extension of the classroom. Mr. Laesch responded that he understood the need for the stadium, but the higher the price goes the less likely the board would do something about it.

Mr. Darby said a funding committee would meet next week; topics such as how this would be paid for should be explored here. Mr. Darby asked is this is something that would go to full board, Mr. Leonard answered, he would recommend that the architects, building and grounds, the principal and coaches get their ideas together and put them on paper along with possible costs. Then maybe talk to some foundations, and come up with a plan. Mr. DiMare agreed and said he would get a committee together with building and grounds to come up with a plan. This could determine what the district commitment and fundraising would be. Mr. Darby would like to see a committee formed, and have a time posted, as he would like to participate.

Mr. Laesch felt the issue of building a campaign needs to be discussed with the board as a whole. Mr. Darby added that a funding committee will meet on the 12th. Mr. Darby also said options need to be explored, this committee would present to the board as a whole. Ms. Tyler informed the committee that there was not a fundraising committee, this would be an initial meeting based off of student board members contacting Justin Bieber, this would be informal and to toss around ideas. Mr. Darby asked Ms. Tyler to assist with this.

Time clock update: TimeClock Plus is software that is integrated with our current financial software, Infinite Visions. All data would flow right into payroll. Two quotes were presented, one is for 200 employees and one is for 1200 employees. Basically we buy the equipment, it is installed in each building, and then licenses are purchased for each employee. Mr. Leonard asked how many employees would we want on this system, do we want the teachers? Ms. Tyler replied no. Mr. Laesch asked how many hourly employees would punch in. Would every hourly employee punch in or just maintenance staff? Ms. Tyler replied initially we would have the maintenance staff punch in, Mr. Laesch asked how many people about 45? Mr. DiMare stated there are roughly 45 employees that work nights without a direct supervisor, in total it would be

about 90 employees. Mr. Laesch asked what the rationale for this was, Ms. Tyler replied it streamlines the payroll process and there will be no more paper timesheets floating around, this would help eliminate errors, and we would know who was in the building immediately. Mr. Leonard asked how many licenses if we included all hourly employees? Approximately 500-6000 if we included the per diem staff. The software can also track leave plans. Mr. Leonard would like a total for all employees. Mr. Darby asked what time frame is and what the turnaround time was, Ms. Tyler responded she would like to get this going in May and it would take approximately 10 weeks to implement.

Mr. Leonard preferred everyone to use a thumbprint machine, versus signing on with a computer. He also requested a quote for all hourly employees. Mr. Laesch asked if SchoolDude would feed into this. Ms. Tyler replied no.

The meeting adjourned at 6:00 pm.