

Council Rock School District

Facilities Committee Meeting Minutes

Meeting Date: Thursday, July 14, 2016
Meeting Time: Start-6:30pm Finish-8:10pm
Next Meeting Date: Thursday, August 11, 2016 **Location:** Chancellor Center

ATTENDEES

Board of Director Attendees:

Jerry Grupp, Wendi Thomas, Denise Brooks, Kyle McKessy (conference call), Andy Block, Ed Tate

CRSD Administration Attendees:

Dr. Robert Fraser, Matt Frederickson, Doug Taylor

CRSD School District Attendees:

No attendees

Public Attendees:

Nancy Carroll

Professional Consultants/Guest Attendees:

No attendees

*Indicates partial attendance

Notes:

1. This FACCUM Meeting was presented in PowerPoint and posted to YouTube. To see the video go to www.crsd.org and click on the 'School Board' Tab.

SUMMARY OF MEETING

Energy Management Update:

1. The Energy Performance Report update was reviewed.
2. The Aramark Energy Services were reviewed, including but not limited to the following:
 - a. Weekly energy meetings
 - b. Retro-commissioning efforts – recorded actions and results

Facility Improvement Project Updates:

New Newtown MS/Addition and Renovation to Holland MS

06AUG15 – A PowerPoint of the project progress was presented and is attached to this memo. The PowerPoint included the status of the Land Development process for the HMS and NMS. Information provided related to the following:

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HMS – Northampton Township

- a. A monthly project progress update along with representative photos was provided for each project. Key points include, but not necessarily limited to the following:

Newtown Middle School

1. 09JUN16 – Finalizing the LD and PLGIT agreements – 16JUN16 Board Agenda item. **14JUL16 – Board approved LD and PLGIT Agreement and sent to the Township, executed copies have not been received to date.**
2. 09JUN16 – Site work in progress – unforeseen sanitary storage tanks encountered. Sludge is being removed from the tanks in preparation for removal or filling. The surrounding area will be tested to confirm the site has not been contaminated. **14JUL16 – Final stage of work in progress.**
3. 09JUN16 – Site work is progressing. Phase 2 will commence on 25JUN16. **14JUL16 – Site work on schedule.**
4. **14JUL16 – Building Permits not received to date.**

Holland Middle School

1. 09JUN16 – Finalizing the LD and PLGIT agreements – 16JUN16 Board Agenda item. **14JUL16 – Board approved LD and PLGIT Agreement and sent to the Township, executed copies have not been received to date.**
 2. 09JUN16 – Site work is progressing, Phase 2 will commence on 25JUN16. **14JUL16 – Site work on schedule.**
 3. Unforeseen wall thickness has been encountered within the Phase 1 Tech Ed renovations area. The 4” CMU will be removed due to its unsupported height and replaced with metal stud wall construction. **Closed**
- b. The topic of running tracks for the NMS and HMS were added to the agenda as discussed at the 02JUN16 Board Meeting. Discussions included, but were not limited to the following:
- a. Work performed to date relative to potential of tracks.
 - b. Presentation of sketches to date.
 - c. Estimated costs of track construction during the design phase and construction phase of the projects.
 - d. Considerations for constructing tracks at each site.

The public attendees were asked to comment on the track options, comments included, but were not necessarily limited to the following:

- a. Marybeth Dugan: Can NMS track location adjacent to Richboro road be shifted to avoid setback issues? Agree to track only at HMS if site constraints prohibit a track at the NMS. Grass tracks lead to injuries.
- b. Brig Masone: Appreciates CRSD help with Relay for Life event and other assistance with her CYO organization. Track is more than running; it's a life sport that builds relationships with others. A personal best sport and team activity. Requested that the CRSD considers tracks for both locations.

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- c. Jillian Anne: Requested a track at one or both locations. Special Ed students and non-athletes benefit by tracks. Additional petitions were received from the Citizens for Education.
- d. Kevin Campbell: Supports the track at the HMS location (understands the challenges at the NMS site). Consider a non-PIAA track at the NMS or an elevated track.
- e. Betsy Worthen: Participation in a track program helped to lead her child's success both athletically and academically. Supports track at the HMS location (Relieves the stress on other tracks). Consideration should be taken relative to the busing costs for away meets.
- f. Nancy Carroll: Consider modifying Green Lane to allow room for a track at the NMS site. Doesn't understand setback constraints for a track at the NW corner of the NMS site. Tracks make students feel important. Sharing the high school tracks is not a good option. Elementary Schools have walking clubs but no tracks at the middle school level sends a poor message. Many other school districts have middle school tracks, why not CRSD?

The board attendees commented on the track options; comments included, but were not necessarily limited to the following:

- a. Bill Foster: Appreciates presentation and public representation. Supports tracks at both facilities. Concern for conflicts associated with sharing HS tracks.
- b. Jerry Grupp: Values project cost savings, if monies exist in budget at projects end, consider track at HMS. Not in support of new stadium at CRHS South, track location would not logistically support the best location for a stadium.
- c. Denise Brooks: Would like to see a track constructed at the HMS. Enhances the school and appeals to many students. Consider using the fund balance, no tax burden or extended debt required. Would like to see the track included on the board agenda.
- d. Kyle McKessy: Not opposed to track at the HMS. Wants to learn more about scheduling of HS track events. Supports Doug's comments relative to the addition of bleachers at the CRHS South track/football field.
- e. Mark Byelich: Consider using the Howes tract as athletic complex/future school site (Terry DeGroot suggested developing a master plan if this were considered).
- f. Wendi Thomas: The success of track at the three current middle schools demonstrates that a track is not required to attract participants. The addition of a track will impact the tax payers. The use of the Capital Improvements monies could be reallocated for the track construction. Monies need to be spent on academic, not buildings and grounds.
- g. Mike Thorwart: Opposed to magnifying disparity between middle schools, this already exists at the HS level (Natatorium and Stadium). Supports further investigation of stadium at CRHS South. **Closed**

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It was decided that the topic of Running Tracks will be included on the Board agenda for the 16JUN16 Board Meeting.

NMS – Newtown Township

08OCT15 – PADOT requested an additional site line study at the western most driveway accessing Richboro road. Terry DeGroot is addressing with his survey team. 12NOV15 – The initial feedback from PADOT is that the site line issue should not be problematic. Terraform Engineers will work with PADOT to resolve this issue. 10DEC15 – In progress. 14JAN16 – status remains unchanged. 03MAR16 – A letter from Tyler State Park (TSP) is being prepared to address this issue. PADOT will accept the agreement of an easement in exchange for a formal easement from TSP. 20APR16 09JUN16 – The letter is being processed and will be forwarded to the CRSD once fully executed. **14JUL16 - Closed**

Capital Project Update:

1. The 2015-16 (2016 Summer Projects) are in progress, updates include, but are not limited to the following:
 - a. Bid Package No. 1 – Modular Demolition
 - (1) Work scheduled to commence on or around 21JUN16
 - (2) CRSD in process of emptying the remaining (8) modular classrooms
 - (3) 14JUL16 – Progress report provided**
 - b. Bid Package No. 2 – Wireless Access Points (WAP) Infrastructure/Camera Replacement
 - (1) Work scheduled to commence on or around 15JUN16
 - (2) A Change Order (Conversion of computer lab to a Classroom and WAP) is in process for the WES pending another section is required.
 - (3) Cameras, installation and commissioning by Access Security
 - (4) Progress report provided**
 - c. Bid Package No. 3 – NOT USED
 - d. Bid Package No. 4 – General Construction
 - (1)** Work includes railing modifications at CRHS North, Acoustical Treatment at CRHS South Auditorium and GES Cafeteria, Conversion of Newtown ES, Hillcrest ES, and Rolling Hills ES Computer Labs to Classrooms, Installation of WAP Infrastructure at Newtown ES, Hillcrest ES and Rolling Hills ES,

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Addition of a concrete slab fueling pad at Newtown Bus Garage. **14JUL16 - Progress report provided**

- e. Bid No. N/A – MM Welch ES Roof Reconditioning and Replacement
 - (1) Work scheduled to commence on or around 15JUN16.
 - (2) 14JUL16 - Progress report provided**
- f. Bid No. N/A – CRHS South Concrete Plank Repair – Phase 2
 - (1) Work scheduled to commence on or around 27JUN16
 - (2) 14JUL16 – Progress report provided**
- g. Bid No. N/A – Concrete Sidewalk at SAIL House
 - (1) Work scheduled to commence on or around 13JUN16
 - (2) 14JUL16 – Progress report provided**
- h. Bid No. N/A – Holland ES Tile Floor Repairs
 - (1) Work scheduled to commence around mid-July 2016
 - (2) 14JUL16 – Progress report provided**

Capital Improvements 5-Year Plan (14JUL16):

1. The Capital Improvements/Renewal Projects 5-Year Plan was reviewed. Topics covered included, but were not limited to:
 - a. Routine Maintenance vs. CIP/Renewal Projects
 - b. Capital Renewal Planning, 5-Year History, Analysis, and Considerations
 - c. Deferred Maintenance Considerations
 - d. DRAFT 5-Year Plan (2016/17 through 2021/22)
2. It was noted that the DRAFT information was provided early in the year, far in advance of the October/November CIP presentation, to allow time for the Board to consider the potential costs.
3. Based on recommended guidelines for CIP, \$3.6M to \$7.2M should be allocated annually for the CIP construction costs.
4. Deferred maintenance should be avoided at all costs. Postponing project can add significant costs over time.
5. A DRAFT 5-Year Plan was presented. The final plan will be presented in October/November.

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Security Update:

1. No report this month

Miscellaneous Items Update:

1. 14JAN16 - The Northampton Township Parks and Recreation is requesting an easement through the MMWES site to connect a trail head to the existing pathways. The FACCOM requested Bob Pellegrino's attendance at the February FACCOM meeting. 03MAR16 – Bob Pellegrino and Nancy Opalka presented a proposed parking lot (trail head) and trail adjacent to the MMWES site (along New Road, see PowerPoint). A trail will be extended from the trailhead, travel along the backside of the neighbor's property line and connect to the existing trail ways on the MMWES site (See PowerPoint). The Northampton Township will require an easement from the CRSD to complete the parking lot and trail. The members of the FACCOM indicate a willingness to cooperate with the Northampton Township but the easement will require review by the district solicitor and formal board approval. The conversations included, but may not have been limited to the following: 20APR16 – The Agreement is included on the 21APR16 Board Agenda. 09JUN16 – no further info received from Northampton Township to date.
 - a. The Northampton Township will maintain the proposed stone parking lot (Capacity of approximately 10 cars)
 - b. The Northampton Township will maintain the lot and trail connection during the winter months.
 - c. The Northampton Township will consider providing minimal lighting at the stone lot which could be used by the CRSD as overflow parking during evening school events. Bob also noted the potential of closing the lot at dusk should power not be convenient to the proposed lot.
 - d. A DRAFT easement along with a more detailed site drawing will be forwarded to Doug Taylor once prepared by the Northampton Township engineer and legal counsel. **Closed**
2. 14JAN16 - Doug noted that considerations for photovoltaics were suggested by several board members. The considerations were presented. Doug suggested a feasibility study by one of the photovoltaic firms that has approached the District. The FACCOM questioned if one of the firms may perform the study at no cost to the district. Doug will investigate and advise. 03MAR16 – The investigations will be scheduled after the middle school bid phase and pending commencement of construction activities. 20APR16, 09JUN16 – No further action to date. **Closed**
3. 20AP16 – The proposed Aramark custodial fees were presented. A 1, 3, and 5 year option has been provided by Aramark. 09JUN16 – Based on the budget reductions, Aramark was requested to eliminate 18FTE's. The Aramark reduction in force results in \$468,000 savings to the CRSD. The committee was presented with a brief plan to address the Aramark staff reduction. Based on

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analysis of the proposed changes, there should be minimal impact to staff and students. Adjustments may be made as the plan moves forward. The Board expressed their appreciation for the recognized partnership between the CRSD and Aramark. **Closed**

4. 09JUN16 – The current Service/Maintenance contracts out to bid were reviewed. The recommended vendors will be presented to the board at the 21JUL16 Board Meeting. **14JUL16 – Bids were received and will be presented at the 21JUL16 Board meeting. Bid 16-26 Snow Removal and 16-30 Salt and Deicing Materials will be bid in the fall 2016.**

Master Planning Update (14JUL16):

1. The master planning items last reviewed at the 12NOV15 FACCOM were reviewed. Items discussed include, but were not necessarily limited to the following:
 - a. Capital Improvement Planning
 - b. Modular Classroom Reduction Program
 - c. Central District Storage
 - d. Redistricting
 - e. Full Day Kindergarten
 - f. Elementary School Reduction (HCES and RES 10 CR Additions). Doug noted that a Board decision by no later than 01JAN17 is required to complete the 10 CR additions by the commencement of the 2018/19 school year.
 - g. Reduction of LSAC Lease (Relocation of Warehousing and NOC)
 - h. Repurposing of TFR
 - i. Development of Long Term MS Planning
 - j. Repurposing of RMS (Discuss no later than the summer of 2017 discussion)

Public Comments:

1. Jerry suggested reviewing options for the Howes Tract
2. Andy suggested reviewing redistricting options to close 1 ES vs. 2 ES's and the potential impacts to maintaining 50/50 distribution to the HS's.
3. Denise questioned if space can be found district wide to address the capacity issues without the need for addition of new construction.
4. Wendi noted that the district is busy with two new MS projects. Suggested making district as efficient as possible and minimize the need to borrow any monies at this time.

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5. Wendi suggested that the actual savings from the Master Planning Decisions be maintained and presented at some point in the process.
6. Nancy Carroll questioned how the athletic field use would be impacted at the MS projects.
7. Nancy Carroll suggested a board discussion regarding capital budgeting.

The meeting adjourned at 8:10pm.

Anyone taking exception to the statements in these minutes, including omissions, shall notify the CRSD in writing within three (3) business days of receipt.

Respectfully Submitted,
Council Rock School District

Douglas Taylor

Doug Taylor, Assoc. AIA, AVS
Director of Operational Services

Distribution: Post to CRSD website & See YouTube Video at crsd.org website

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