



FACILITIES COMMITTEE

Mike McDonough, Deputy Superintendent
Friday, April 9, 2021, 9:00am via Zoom

HILLIARD CITY SCHOOL DISTRICT
OPERATIONS DEPARTMENT

Committee Members

Paul Lambert, Board of Education
Nadia Long, Board of Education
Mike McDonough, Deputy Superintendent
Cliff Hetzel, Director of Business
Rich Boettner, Chief Technology Officer

Anita Dalluge, Assistant Treasurer
Mark Tremayne, Director Innovation & Extended Learning
Matt Middleton, Assistant Principal Hilliard Darby High School
Chad Schulte, Principal Hilliard Weaver Middle School
Matthew Sparks, Principal Beacon Elementary

MINUTES

1. Public Participation

As we have moved to all-in for students and vaccinations are becoming more widespread, at what point are we going to start looking at the use of our facilities for our parent groups, allow parents and volunteers in the buildings and PTO's to hold meetings?

Also, looking at potential meeting space for community groups as well. Area Commission has the city asking about their election cycle which will be coming up in August and what potential we might have for capacity for building usage. They do fall under a slightly different code because they are a governmental body that falls under revised code 121.22 if that can be factored into the equation. They would like to start looking at the potential and have some sort of planning process now so once things tip over and up they can jump on board. When looking at public space, the school district is the sole source.

It was requested that we look into the traffic patterns at Heritage Middle School and how they impact traffic on Scioto Darby Road and transportation through the roundabouts. There are concerns about safety due to increased traffic with more parents driving their students and multiple buildings all together.

2. Darby Performance Center (see pages 1-2 in the supporting document for more information)

Darby Athletics has started a fundraising process for their Performance Center. Chris Ludban, Jay Smith, Adam Olsheski and Larry Wolf presented on behalf of Darby High School. Currently, they are looking at building an 8,000 square foot performance center. They will move the existing weight room that is about 1,200 square feet to the new facility. They are planning to do something a little different to allow them to address the needs of all their students, not just their athletes. They can get more students involved in physical activity by building a facility that will not only house the weight room but also a fitness center for non-athletes as well as faculty and staff. They will also have an area for special needs students. They are hoping to eventually open the special needs area to all the Life Skills units in Hilliard.

Rich Boettner asked about data needs for the space. They are hoping to connect to the data in the building to have internet access in the Performance Center. They would like to have the ability to

connect a computer to provide video on screens. They are not looking for anything outdoors or anything more than what they currently have in the building.

Nadia Long asked about the timeline for the project. Mike McDonough explained that it is in the very early stages. They are in the fundraising process and the project will be formally presented to the Board in the future. Nadia asked that research be done to see how this has been handled in other districts from an operational and compliance perspective.

Paul Lambert asked about having booster groups raising money to build facilities that basically become part of the school when they are completed. He would like to have further discussion with the other board members to determine if this should be funded by the school district rather than private groups.

Cliff Hetzel asked if it should be a finance committee discussion as well. Paul suggested it be an agenda item for a work session for the Board. Nadia stated that she would check with Lisa Whiting to have it presented at a board meeting once we have the information she asked for regarding other districts that have done something similar, if we are promoting accessibility how are we going to deliver it and the transportation and operational information. She thought it might be a good summer piece for the Board. Cliff Hetzel will gather information on expenses related to the existing facility at Davidson High School such as insurance, utilities, etc. to get an idea of per square foot cost.

3. Avery/Church Proposal (see page 3 in the supporting document for more information)

Cliff Hetzel shared that we have been approached by the church that sits in front of Avery Elementary. They are requesting an easement to expand the drive and parking area in front of the church. We had conversations with them and expressed some things we thought would be important if we were to consider it. We will need to move a sign that was placed on the church property due to an exchange of land in 1993. The lines underneath that area are fairly shallow and made out of clay. Our facilities staff feels that if they were to put paving in and also have waste removal trucks driving over the area the line would need replaced and encased. If we were to replace the line, we would want to move it out of the easement and into our property. When we paved Avery a couple years back the clay line was crushed and we had to deal with that so we know that potential exists. We also feel like we should have some control gates there to help with arrival and dismissal to prevent people from cutting through and having cross traffic during those times. We have had conversations with the engineer they have hired to do this work. We shared our concerns with the engineer. If we were to permit the easement, we feel like we would need to invest in moving the line, upgrading the line, encasing the line, putting control gates in place and move the sign. In moving the sign, we would probably need a new sign. The current sign is very old with a footer. The estimate for the sign is \$5,000-\$12,000, the gates we could do for roughly \$3,500, the line encasement for roughly \$6,000 and the actual line for roughly \$10,000. This is a project and expense we did not anticipate. The church would like to get going on it as soon as they are able to so we wanted to bring it to the committee to get their thoughts on it.

Paul thought it might be somewhat similar to the situation at Swenson's and JW Reason Elementary but in that case, there was not a prior relationship with the property owner beforehand or the Swenson's developer afterward so all of the costs that arose in making the connection to our street were covered by the developers. Paul said this situation seems different and asked if we have any continued obligations to cover expenses due to the earlier swaps that took place. Cliff felt that at a minimum we need to move the sign from the church's property. The other items are items we feel

are necessary to do while you are doing paving work to make it function well for the school building. Cliff stated that he did not think we have an obligation to bear the costs for the expenses, but they may not have an obligation to do it if given the easement. He thought we might need to put that condition in, stating that the church would need to help with or pay for the requested items in order to get the easement. We would not be doing the work if the church did not ask for the easement. We are under no obligation to do the easement. We will share the message that we want to be a cooperative partner but cannot bear the burden to make these changes to make our campus safe and functional and we would ask that the church do that.

Nadia Long asked if the sign is a school sign or a church sign. Cliff Hetzel answered that it is an Avery Elementary school sign. Nadia asked if we have other buildings in this situation. Cliff said there is a sign on Davidson Road for the Britton-Norwich campus that is located where the doctor's office is. We have allowed their sign to co-locate with our sign. Cliff communicated with the property owner when we upgraded our sign for the campus. We upgraded their sign when we upgraded our sign. We maintain the sign and if anything happens with the sign the property owner contacts Cliff.

Nadia asked if PTO's contribute to costs of signs. Cliff said that Avery proposed that the PTO buy a new digital sign, but we told them we didn't feel that was an appropriate expense for PTO's as well as upgrading to a digital sign that the other elementary buildings did not have. Currently everything is compliant with zoning and is communicating what is going on at the building location.

This project would not need to go to the Board for a vote as it is under the dollar amount for that.

4. Capital Improvements (see pages 4-7 in the supporting document for more information)

Cliff shared and discussed the "Project Planner_2021" document.

A. Paving

Alton Darby parking lot replacement/expansion – we are putting the bid together. We will be opening bids in May.

Parking lot sealcoating/stripping – we will see how things go and what money looks like. As we are able to, we have constant sealcoating and stripping to keep up with all our buildings.

B. Building Improvements

Preschool addition – Mike McDonough presented with Debbie Cochran at the February board meeting with an estimate. Cliff, Mike and Dave Huston will be meeting with Bruce Runyon of Fanning Howey to begin the design process.

Cooling Tower Replacement – we have already put the equipment on the Board agenda. If approved, we will be presenting at the next board meeting the award of the contractor to install it. Cliff has a full letter of recommendation posted for the Board at the meeting on Monday. It came in under bid. We had great participation with eight contractors at our walkthrough.

Install monitors in classrooms – Rich Boettner shared that for the last three years we have been making improvements with our projectors and monitors in the school district. We have retired old projectors that were installed 10-12 years ago with new 4K

monitors. Advantages are many – no fan to make noise in the room, no filter to be cleaned on a monthly basis and no bulbs to be replaced. The quality is significantly better. We are going to move toward our elementary buildings this summer hoping to do about half of them this year and the other half next year assuming the bids come in well.

We also have some laptops due for upgrade. We are hoping to get these done right before school starts but there is a great demand for technology right now. If they are not upgraded before school starts it should be shortly after the start of school.

We will be doing some network improvements that we do regularly to keep up with demands and needs of our network. Our goal is to have this completed by August 1st.

C. Site Improvements

Campus Signage and Finishes – we have all of the moving arrangements scheduled. Everything seems to be on track.

Playground equipment replacement at Brown Elementary – is in progress. PTO is funding equipment, but District is handling demo and replenishing mulch.

Handicap walk paths around baseball field at Darby High School – There are areas that need leveled up. This is the finish work from the paving project. We will be getting quotes on this.

D. Athletics

Turf field replacement and synthetic track replacement at Bradley is on schedule. They will be coming in after the last track meet in May to begin that work. It has already been board approved. The scoreboard will be getting an upgrade.

The Athletic Performance Center is listed because it is something we will be involved with and need to support the process.

E. Other

We are looking at the ESSER funds that are coming to schools through the Cares Act.

We have identified 11 roof top units in 8 different schools that need to be replaced to improve indoor air quality. Door & Window repair/replacement – qualify to use ESSER funds as well. We will try to get these improvements done this summer as long as we are able to get materials. These materials are becoming scarce and the demand is high.

Likely next summer we will look at any larger HVAC projects that would qualify with controls and other equipment as well as more door and window work.

Modular classrooms at Ridgewood Elementary - additional classroom space is needed due to the capacity at the building. We believe this qualifies for ESSER funds so we can maintain social distance and maintain capacity. We are looking at adding 4 classrooms. We have new and used quotes and are preparing to present this to the Board.

Nadia asked about maintaining/operating the modular classrooms and if we are renting or purchasing. Cliff explained that we got quotes to purchase and rent. Mike explained

that we were looking at spot redistricting earlier in the year but it became a much larger redistricting project and would involve moving well over 1000 students to balance our elementary buildings. It was decided in January to put the spot redistricting on hold and reconvene as a larger community engagement opportunity as well as reconvening the Master Facility Plan group at the start of next year. The challenge at Ridgewood is that the number of students enrolling puts us well over capacity not only for the building but also with class sizes. Mike also explained that we looked at other options such as moving a grade level to another building. However, that would create too many building transitions for families. We thought the modular classrooms would be a good option to explore to maintain the current boundary alignment and allow us to work through the larger redistricting process. Modular classrooms will not be needed after redistricting is completed.

Paul asked about the RTU's. He asked if we need to look at the air handlers as well. Cliff will follow up to confirm what is tied in with this and how the air handling units sit with this project.

Paul suggested a meeting with the Finance Committee to possibly fund some of the projects with general fund money.

5. Hilliard Crossing/City of Hilliard Recreation and Parks (see page 8 in the supporting document for more information)

Hilliard Recreation and Parks has requested portable restrooms being placed on the property at Hilliard Crossing. They will have fencing around them. The city will service and maintain them. The units can be removed in winter and returned for spring, summer and fall.

6. Preschool Building Addition (see pages 9-13 in the supporting document for more information)

Mike shared the packet of information that was shared at the February 22nd Board meeting. Along with the expansion of Kindergarten to full day at all buildings we need to expand the special needs preschool program to support the enrollment. We looked at sites that could be used for the expansion of the preschool. It worked out best to expand on the current preschool location. It allows us to utilize the existing motor rooms and the accessible playground. The expansion will include 8 additional classrooms with a restroom in each classroom. Mike shared the construction schedule. It will go out for bid late August or early September. The construction work can safely take place while school is in session and would be completed in Spring of 2022. The expansion will also include the addition of staff parking for the preschool and Alton Darby that will free-up parking in the front area for parents and visitors. We will remove some of the islands in the parking area as well. As part of the paving project this summer, we will relocate some of the sanitary lines that would be going underneath where the expansion is. We will save a significant amount of money by completing this part ahead of the construction.

Nadia asked about certain spots of the parking lot that are blocked due to buses needing the space to make the turn. Mike explained that this is being addressed by removing some of the islands to make the bus turn radius easier for the buses to navigate and not have to block those parking spaces.

Paul asked about enrollment projections to determine how long until we will need to expand again.

Mike explained that it is difficult to project enrollment for the preschool due to the factor that students need to qualify for the special needs preschool. Paul suggested that we look at the lawn space and build this expansion with the notion that we may need to expand again in the future. Cliff answered that we would talk to Bruce from Fanning Howey when we meet with him to get his thoughts on it.

Nadia expressed safety concerns about the construction going on during school hours and the additional construction traffic with the already existing constraints and transportation at this location. We are changing transportation as we move to the campus model next year. Cliff shared that we could pull video to observe traffic flow and review it with our contactors to make sure we cover all of our bases.

Nadia asked about operating costs for the addition to the preschool. Cliff said we could quantify those numbers based on what we are adding because it is like design for overhead costs but we should lean on Brian Wilson for how the funding works with it being a preschool. Nadia suggested that it could also be discussed with the finance committee.

7. Facilities Database (see pages 14-16 in the supporting document for more information)

Cliff shared and explained the Facilities “Database Update” document. He did a 10-year run for replacement items. He asked what model is preferred for future presentations. Nadia said they always look at the 5-year forecast so they need that as well as something more long term. Paul and Nadia agreed that a 15-20 year would be best.

The Facility Condition Index chart shows what is needed to maintain our facilities at the 10% FCI target. Cliff will check with Ameresco to see what they have built in for the inflation rate.

Cliff shared that as you drill down into the database report it gets very, very specific and you basically get into the inner workings of an individual building. Within that there are hundreds of different pieces that might need replaced or repaired. The database right now is based on industry information and it takes all of our equipment and facilities based upon the expected life of what the elements are in the building. Review steps 1-3, step 1 is industry and is what the database provides. Step 2 is our field view. When we walk through with our team of people we put red marks on what we need to work on, yellow marks for what we want to keep an eye on and green marks for the things we think are down the road. What we really want is a hard review over the summer and have it ready to go as we head into the Master Facilities Plan and for when the Board talks about what we would need to put on the ballot. Nadia asked if this could be ready for our next meeting. With the end of school and all of the transition going on, Cliff was not sure it could be ready by our next meeting but possibly later in the summer.

Our next meeting is Friday, June 4, 2021 at 9:00 AM. It will be via Zoom unless we hear otherwise. If needed we will add an additional meeting later in the summer.