

**Glenbrook District 225
Facility Committee Minutes – September 9, 2015**

Members Present: Boron, Doughty, Fagel, Finan, Frandson, Freund, Ptak, Riggle, Shein, Siena

Also Present: Erin Miller (ARCON), Brian McElmeel (ARCON), Jeff Zurlinden (Nicholas), Vicki Tarver (District), Chet Batula (GBS), Dan Whisler (GBN)

The meeting began at 7:30am.

1. Capital Improvement Projection

K. Ptak and H. Siena reviewed the 5-year capital improvement projection. H. Siena reviewed the funding of the capital improvement fund and the impact on overall operating fund balance. H. Siena indicated the operating fund transfers would be discussed at the November finance committee meeting once enrollment numbers are available. K. Ptak reviewed the expense line items.

There was discussion on the ending fund balance as it significantly grows over the 5 year projection period. It was explained that the projection does not include all of the items that will be identified in the 10-year life safety survey. Additionally it does not include future building driven projects.

2. Roofing Long Range Plan

Over the summer an extensive roofing review was completed on the district's approximately 950,000 square feet of roof surface. The review was done in conjunction with Hutchinson Roofing, ARCON & Associates, Nicholas and Olson Roofing. In addition, feedback was collected from the building plant operators.

K.Ptak reviewed the six year roof plan – essentially three years per building. Summer of 2016 recommended roofs are areas with wet insulation, blistering, deterioration of base flashing and reported leaks. Future summers will be reviewed and presented to the facility committee and Board on an annual basis.

There was discussion on the possibility of reusing parts of the existing roof insulation. This is something that has been considered by ARCON and past core samples will be reviewed and findings will be presented at the September 30th facility committee meeting. The costs presented to the committee include a complete tear down to the roof deck.

3. Paving

K. Ptak reviewed the recommended paving plan. The plan was reviewed in detail over the summer with ARCON, Nicholas, two paving contractors and building personnel. The plan incorporates a preventative maintenance piece and puts all parking lots on a 3-year seal-coating cycle. Lots recommended for replacement were all installed between 1999 and 2001 and have significant cracking and have reached the end of their useful life. These lots cannot be repaired with crackfilling and sealcoating. Core samples are being taken on these lots to validate budget numbers and results will be shared at the September 30th facility committee meeting.

4. Life Safety/Infrastructure

Every ten years public school districts in Illinois are required to file a Life Safety survey with the state. The purpose of the survey is to identify areas where our buildings are not in compliance with safety codes. The district additionally uses this process as an opportunity to review various infrastructure items such as flooring, mechanical systems, plumbing, electrical, bleachers etc. to create an inventory of items needing replacement over the next 10 years.

District and building personnel will be meeting with ARCON and Nicholas to begin this process. Identified items, costs and prioritization will be brought to a future facility committee meeting. The survey is due December, 2017.

5. Locker Room Modifications

K. Ptak reviewed a budget item for summer of 2016 to add private changing stalls to the girls and boys locker rooms at GBN and GBS. Schools are beginning to make modifications to address overall privacy concerns as well as the needs of transgender students.

6. GBS Enrollment Projects

G. Freund reviewed the recommended projects to address growing enrollment at GBS. The projects recommended would address all known future enrollment growth and the enhancements would continue to serve a purpose once enrollment numbers eventually decline.

There was discussion on the library enhancements. The library project would create 38 additional independent study carrels by removing a shared classroom, two group study rooms and an office. Additionally the professional development lab would be reconfigured to accommodate the lost office space. Since the library was recently renovated during the summers of 2009 and 2011, the committee requested that other options be considered to add seating without reconstructing the recently renovated space. Additionally, the committee asked the building personnel to look at options to address the seating issues short-term.

Additional options and information will be brought to the September 30th facility committee meeting.

7. GBN and GBS Small Building Projects

G. Freund and K. Frandson reviewed proposed 2016 small building projects. At GBS, enhancements to the autos classroom are being recommended and at GBN, the creation of a Project Lead the Way Classroom is being recommended.

8. Other

There was a discussion about possible future building driven projects. Black box theaters were discussed. At the appropriate time, additional information will be brought to the facility committee.

A future facility meeting was scheduled for Wednesday September 30, 2015 at 7:30am. The meeting will be held in the District Office Professional Development Room.

Meeting adjourned at 9:12 am.