

❖ **FACILITIES COMMITTEE** ❖
MEETING, DECEMBER 4, 2008
JUNEAU FIRE HALL CLASSROOM
(MINUTES APPROVED 1/15/09)

MEMBERS PRESENT: Destiny Sargeant, Facilitator/Member
Ed Flanagan, Member
(via teleconference) JoAnne Bell-Graves, Member

OTHERS: Deb Morse JSD Facilities Planning Coordinator
Peggy Cowan JSD Superintendent
Rich Ritter CBJ Engineering
Tom Stephens JSD Maintenance Supervisor
Laurie Berg Public

The meeting was called to order by Destiny Sargeant at 12:06 PM

APPROVAL OF AGENDA: The agenda was approved as presented with the addition of discussing future meeting locations; there were no objections.

APPROVAL OF MINUTES: The minutes of the November 18, 2008 meeting were not available for approval; they will be in the packet for the next meeting.

PUBLIC COMMENT ON NON-AGENDA ITEMS: Laurie Berg expressed concerns about the difference in enrollment at the middle schools and the problems that appear to be happening due to them not being equal; she would like to see the enrollments between the two schools evened out.

AGENDA ITEMS:

I. *Informational* – Review of the JSD Capital Improvement Process

Deb Morse explained that the CIP Process is used for large construction projects and renovations to school district facilities. The buildings themselves are actually owned by CBJ, but the School District is empowered with the planning and designing for the project; with CBJ having the final approval and controlling of the funding for the project. This means that the City and School District work together on any funded CIP Projects.

The Alaska Department of Education and Early Development (DEED) requires every September that all school districts, statewide, submit a Capital Improvement Plan (CIP) over the next 6-years for projects they want included on the State CIP Listing.

Each spring a “Task List” is reviewed, reprioritized if needed, and any additional needs are added; this list includes project on the CIP listing, major maintenance needs, and any other items that would fall under the responsibility of the Facilities Committee. Following approval by the School Board, projects are forwarded on to CBJ for approval, and then submitted to the State for approval and ranking. CBJ also approves the placing of projects on the ballot to go before the voters.

I. Informational – Review of the JSD Capital Improvement Process Continued

The State funds projects in two ways; bonds or grants. Since Juneau is a Borough; it does not qualify for grants and has to fund projects through bonding. The School District does go ahead and do the paper work necessary to be on the grant list; just in case funding does become available through legislation; which has happened in the past.

The State determines whether a project qualifies for 70% or 60% reimbursement, the Community is responsible for coming up with the remaining balance owed to complete the project.

Superintendent Cowan reviewed with the Committee a Board of Education 2008 Capital Fund Needs letter that went before the Legislature last year and will need to be updated for consideration by the Legislative Delegation this year. (*Available upon request*) Items included in this letter are school needs that would not qualify or fall under the CIP Listing submitted. Items that were requested for consideration in 2008 were: Textbooks and Instructional Materials; School Safety Upgrades to include Public Address System Repairs & Additions, Classroom Door Lock Corrections, and Fencing on Elementary School Playgrounds.

Following discussion, the Committee requested that the 2009 Legislative CIP Request List be reviewed at the January Facilities Meeting, prior to the Board making their recommendation.

II. Project Updates

Ms. Morse reported on the following projects:

- Correction on Auke Bay & Gastineau Schools – Reported at the last meeting was that these projects, if approved by voters, would start in the summer of 2010; they actually wouldn't start until the summer of 2011.
- Harborview Renovation – This project is on schedule and everything is going well.
- JDHS Collection System – The immediate fix (Phase I) has been completed. Rich Ritter will be the Project Manager for permanent fix (Phase II), RFP's are anticipated to go out soon, and the work should be completed over this coming summer.

A discussion followed to brief the new board members on future projects listed on the Projects Update spreadsheet. (*Available upon request*)

Mr. Flanagan noted that the DZ Covered Play area needed to be added to the spreadsheet.

III. Action Item – Recommended Tasks for Facilities to the Board Organizational Meeting

The amended 2008-2009 Facilities Task List, discussed at the last meeting, was reviewed and unanimously approved with the exchange of the word 'safety' for 'security' on item #4 in the Up-Coming Tasks section. Item #4 will now read: Update of District Wide Site/Safety Audit (from 2007), also to include Security. (*Copy of list available upon request*)

Ms. Morse noted that this list will be broken down in detail and by timelines at the January Facilities Meeting in the form of a Facilities Work Task Calendar.

The 2008-2009 Facilities Task list was unanimously approved; there were no objections.

IV. *Information Item – Vandalism Report*

Tom Stephens reported that since June 2008 district wide vandalism has been estimated at \$36,000. These costs are covered by insurance, minus the \$1000 deductible per incident.

The Committee agreed that these numbers may justify some type of additional security systems. Mr. Stephens stated that the District is looking into various systems including cameras, how big of an area at each school will need to be monitored, and what areas have the highest security risks.

Discussion followed with the Committee requesting that this subject be further reviewed and a report to come back in the near future.

FUTURE MEETING SCHEDULE: *(1st Thursday of each month unless noted)*

The Committee discussed and agreed that the 2009 meetings should be held at the Juneau Fire Hall and to use the District Office conference room as a back up if needed.

- Thursday, January 15, 2008 at 12:00 Noon, Juneau Fire Hall Classroom
(Changed to District Office Conference Room)

FUTURE MEETING AGENDA ITEMS:

-

MEETING ADJOURNED: 1:02 PM