



Committee minutes

Facilities Committee		
5.7.2018		6:00 PM
Baltz Admin Office		
Meeting called by	Ted Ammann	
Type of meeting	Monthly Meeting	
Facilitator	Marcin Michalski	
Attendees	Marcin Michalski, Ted Ammann, Mike Hartsky, Rob Johnson, Monte Perrino, Jeanette Vickers, George McDowell	
Public Comment		
Discussion	There were no members of the public present	
Approval of Minutes		
Approval of minutes	Minutes from the March meeting were reviewed. (Motino 1 st - MH, 2 nd -RJ - passed)	
Major Capital Improvement Phase 1, 2, 3 Update		
Update	Marcin gave update on remaining major cap projects. Sitework at Richey is scheduled to begin next week- contractors finally able to mobilize after some delays working with Newport land use. Central project is progressing - framing out PD center in coming weeks on target to finish in June. Staff scheduled to move in by December.	
By Laws Change		
Update	A suggestion had been made to include a building administrator on the committee. The bylaws do not currently list a building administrator but call for rep from custodial group as well as teachers. Janette Vickers made a motion to add a building administrator to the committee. (Motion - JV, 2 nd RJ - passed)	
ESCO Report		
Update	<p>George McDowell provided a quarterly update on the ESCO. He reviewed the most recent quarterly report. The committee discussed the significant decrease in realized vs. guaranteed savings for January. Much of that is likely due to the significant cold weather. When there is prolonged cold weather, Red Clay runs the heat overnight to decrease the likelihood of frozen/broken pipes. While there is an energy cost to this, it decreases the likelihood of significant water/mold remediation costs.</p> <p>George shared that the monthly report and review process is proceeding and that by focusing on the outliers each month, we have been able to decrease the number of issues that reappear.</p>	
Summer Minor Cap Report		



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<p>Update</p>	<p>Marcin shared a list of the most significant summer minor capital improvement projects. The committee discussed the process for submitting these requests. Some are generated by Marcin based on facility needs. Others are submitted by building administrators and reviewed. These are approved on an as needed/money available basis.</p> <p>The committee discussed bringing a more formal review process to these requests. With recent major capital improvement projects completed, there will be more time to review minor cap projects. This will be more appropriate with building leadership representation on the committee.</p> <p>Ted shared that they would put a process in place for the upcoming school year.</p>
<p>Summer Custodial Schedules/HVAC</p>	
<p>Update</p>	<p>Ted shared the background of summer custodial cleaning and air conditioning. Buildings have historically not been air conditioned when students are not in the building. Custodians have shared that it is extremely warm without air conditioning. Last year, Mr. Michalski requested that he be allowed to air conditioned all buildings until at least 12pm (this is consistent with the SOC of the GESA (Standards of Comfort in the Guaranteed Energy Savings Agreement)). The intent of this was to operate within the parameters of our energy guidelines but to keep the environment cooler. Once the AC turns off, outside air dampers were closed and it was hoped to prevent the temperature from rising too significantly before the end of the day. Mr. Hartsky shared that if the AC is running until 12, it very quickly warms up and is uncomfortable.</p> <p>Ted shared that based on custodial concerns the district offered to allow custodial staff to "team clean" -With team cleaning custodial staffs from similar buildings "pair up". The entire two-building team focuses on one building and then when complete moves to the other building. In this scenario, we can run the AC all day in the building being cleaned and custodians work in air conditioned space all day with no increase in electricity use/cost. Three schools have expressed interest in trying this approach and the facilities office will help coordinate this and monitor how it works. There was also discussion that the night crew chooses to come in during the day shift and it might be cooler in the evening. Another option would be to start earlier in the day so that custodians finish their shift earlier and the time wo AC is not during the warmest portion of the day.</p> <p>Mr. Hartsky asked that we estimate the cost of providing air conditioning all day without custodians having to be flexible in which buildings they clean. Ted shared that there is not currently funding budgeted for this change but will calculate the cost and share with the superintendent.</p>
<p>Next meeting</p>	
<p>Update</p>	<p>The facilities committee typically does not meet during the summer and with major cap being close to complete, there will be no change orders requiring a vote. The next meeting will be September 10, 2018 at which time we will set the quarterly meeting schedule. The hope is to coordinate the meeting schedule with the ESCO quarterly report so that the review of information will be as timely as possible.</p>
<p>Next meeting 9/11/18 @ 6:00pm District Office, Baltz Elementary School</p>	