

Olentangy Facilities Committee Meeting
August 4, 2021 @ 6:00 p.m.
Olentangy Administrative Offices- Berlin Room

In attendance for the Facilities Committee were:

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| <input checked="" type="checkbox"/> Bryant, Angie | <input checked="" type="checkbox"/> McCaughey, Kevin |
| <input checked="" type="checkbox"/> Eisenhower, Frank | <input checked="" type="checkbox"/> Rogers, Greg |
| <input type="checkbox"/> Fuller, Robert | <input checked="" type="checkbox"/> Scott, Mark |
| <input type="checkbox"/> Hart, Bob | <input checked="" type="checkbox"/> Smith, Wesley |
| <input type="checkbox"/> Jurawitz, Sharon | <input type="checkbox"/> Troxell, Joe |
| <input checked="" type="checkbox"/> Lawrence, Dan | <input type="checkbox"/> Yanka, David |
| <input type="checkbox"/> Lowry, Alyssa | |

Also in attendance were Mindy Patrick (BOE), Emily Hatfield (OLSD), Melissa Griffith (OLSD), Greta Gnagy (OLSD), Jeff Gordon (OLSD) and Michelle Murphy (OLSD).

Angie Bryant called the meeting to order and asked for a motion to approve the agenda and the minutes from the June 2, 2021 meeting.

Dan Lawrence moved and Greg Rogers seconded the motion to approve the agenda. Motion carried.

Wes Smith moved and Kevin McCaughey seconded the motion to approve the minutes of the June 2, 2021 meeting. Motion carried.

Building Tour- Shale Meadows Elementary

The meeting commenced with a building tour of the district's newest elementary school, Shale Meadows Elementary (SMES). Principal Greta Gnagy proudly conducted the tour of the building and grounds. She explained that teachers are currently moving into their classrooms at the new facility and everyone is excited for the start of the new school year. Shale Meadows is similar in floor plan to many of the district's existing elementary school buildings, but it slightly larger. There are also new product/fixtures in the building (such as no wax flooring) which will require less maintenance in the years to follow. The bus lanes have also been modified for safety and efficiency. Additionally, the playground have been constructed with a new soft surface base, which should require less maintenance moving forward, as well as lessen the severity of any fall related injuries.

Facilities Committee members in attendance were appreciative of the tour and for the opportunity to meet Greta. The construction at Shale Meadows Elementary came together well and the building is successfully ready for the start of its first school year.

Permanent Improvement Projects

At the conclusion of the building tour, Jeff Gordon provided members with a 2021 summer project update of the district's permanent improvement projects. A copy of the update is available upon request though the district's Business Office. The summary included the following projects:

- **District playgrounds**- all are on track for completion for the start of the school year with the exception of SRES, which may require an extra day or two.
- **Security Vestibules**- all eleven elementary sites complete with the exception of punch list items. All high school and middle school sites on track for completion by 8/13/2021.
- **Media Center Updates**- furniture, equipment and fixtures are on order for high school and middle school sites. Many items are on backorder due to the pandemic and will be installed as they are received. Elementary media centers will be updated in the summer of 2022 to resemble the media center at Shale Meadows Elementary. Meetings will commence this fall with staff to start the planning for this process.
- **OHS Track**- a new track surface is on schedule for completion by 8/23/2021. Weather related issues (rain) have slowed the installation of the new track surface down. The base also required stabilization for the track surface product to best adhere.
- **OHS Office and Attendance Office**- new carpeting and desks are installed. The security vestibule is nearing completion.
- **OHS Patio**- a new patio area near the front of the building is complete.
- **OHS Metal Roof**- painting of the metal roofing near the athletic entrance is scheduled.
- **OHS Broadcast Journalism Room**- the contractor is completing the room this week.
- **OHS Athletic Restrooms**- new floor and wall tile, as well as, new sinks and partitions are installed.
- **OHS PA/Bell System**- a new PA/Bell system is complete.
- **LHS Roof**- a section of roof replacement is underway. Weather permitting the project is to be complete by the start of school.
- **LHS Broadcast Journalism Room**- on schedule for completion this week.
- **LHS Old Attendance Office**- renovation of the space into a conference room is complete.
- **SMS HVAC**- installation of a new HVAC system in the SMS office is complete. This will allow for better heating and cooling of the individual offices. It will also allow the system to run independently without having to run the system for the entire SMS building.
- **HMS Media Center**- new carpeting installed due to a previous HVAC line leak.
- **HMS Bus Lanes and Parking**- the bus lanes are being improved and the athletic parking lot expanded. The contractor has struggled to keep this project moving. It was to be completed by 7/31/2021. 8/9/2021 is the new projected completion date. Weather could likely be an issue in meeting the revised completion date projected.
- **OOMS**- new carpeting installed in the media center and attendance area. A new attendance desk is also complete.
- **LMS**- new carpeting and a new secretary desk are complete.
- **WRES**- a new shingle roof is currently under construction.
- **OASIS**- new HVAC units are being installed in all four classrooms.

Upcoming projects for FY22 will include district roofing and theater lighting projects. An RFQ is currently in process for a district roofing consultant-of-record (RCOR). Mays Consulting is planning on applying to be the RCOR. Dan Lawrence works at Mays Consulting and as a result will be stepping away from the Roofing Subcommittee while the vendor selection is being reviewed. As a

result, Jeff Gordon will be relying heavily upon the expertise of the other Roofing Subcommittee members (Mark Scott, Bob Hart and Sharon Jurawitz) during the selection process.

Mr. Gordon would also appreciate any references that Facilities Committee members might have for theater lighting professionals. The work needed by the district in FY22 will likely require a theater lighting specialist. These vendors do not appear to be abundant in the central Ohio area. Greg Rogers believes that a contact of his, Jeff Neff, might be able to assist with the work or recommendations for the work. Frank Eisenhower also believes that he might be aware of a company that could help with the theater lighting repair/replacement process. Mr. Gordon would appreciate any vendor contact information that could be sent his way.

Enrollment Projections and Reporting

District Treasurer, Emily Hatfield, will need enrollment projection reporting completed for the October 14, 2021 Board of Education meeting. As a result, members in attendance thought it would be wise to move up the October Facilities Committee meeting to Wednesday, September 29, 2021 at 6:00 p.m. to allow enough time for the Facilities Committee to review the data and to finalize reporting prior to the 10/14/2021 BOE meeting. Member Frank Eisenhower volunteered to assist Angie Bryant and Sharon Jurawitz with the enrollment data review process this year. Michelle Murphy reminded members in attendance that the district enrollment summaries for the 2021-2022 school year would not be available until the week of 8/23/2021.

New Facility Planning

Jeff Gordon shared the following updates regarding new facility planning for the district:

- **Shale Meadows Elementary Project**- The project has gone well and is nearing completion for the start of the new school year on 8/19/2021. The road to the school opened about two weeks ago and the final connection to the sanitary line is scheduled for 8/5/2021. All technology, cameras, and door card readers are currently be brought online. Robertson Construction continues to do a great job for the district.
- **Middle School #6 Project**- The stone for the pad of the school is in place. Trucco (site work vendor) is ahead of schedule and doing a tremendous job. They have been great to work with on the last two building projects for the district. It is likely that Middle School #6 will be completed in early June of 2023, which will allow the district some welcomed extra time to prep the building for the 2023-2024 school year. Robertson continues to be a great partner to the district on this project.
- **Elementary #17 Project**- Discussion regarding the timeline for this project will be deferred until after completion of the fall 2021 enrollment projections reporting.
- **Other**- The OOHS Baseball Boosters would like to present their plans for baseball turf at OOHS at the September 1, 2021 Facilities Committee meeting. Mr. Gordon asked that Michelle Murphy coordinate the attendance of this group at the 9/1/2021 meeting with Brett Diehl.
- **OAo/Tech Space**- Mr. Gordon shared that it is likely that additional space will be needed by the district for storage and technology use. He believes that the district will need approximately 12,000 square feet of space that is a combination of office space and warehouse space to meet the district's growth needs. Mr. Gordon believes the space will be needed by the district in one or two years.

Mr. Gordon continued the discussion relevant to the office/warehouse space needed above with members in attendance. He shared a summary of office/warehouse space that is currently for lease in the Lewis Center area that might meet the district's needs.

Mr. Gordon further discussed that the district has the ability to build the office/warehouse space needed. District Treasurer, Emily Hatfield, shared that depending upon the total cost of the building, there may be ways to fund the district's PI accounts to cover the construction or purchase costs. She believes that moving interest earned funds into the district's PI accounts may be one way to accomplish this if building proves to be the most cost-effective option to secure more space.

The Facilities Committee would need to carefully review the pros and cons of leasing to determine the best path needed for the district to obtain the space needed. NNN fees (taxes/insurance/utilities) associated with leasing would need to be carefully reviewed. Also, the district would need to see if it could obtain a tax exemption status for a lease. This would allow the landlord to be tax exempt for the portion of the building that the district leases allowing for a potentially lower lease rate. Assistant Treasurer, Melissa Griffith, reminded members that tax exemption status does not happen quickly and that it is generally not retroactive.

Certainly, the cost of labor and materials would factor into a situation where the district elects to build additional space. Member Wes Smith suggested that should the district build space, that it be built in a way that minimal maintenance is needed. Member Frank Eisenhower mentioned that if the district were shrinking in enrollment, he would prefer the district lease the space needed. However, in the case that the district is still growing, buying or building space would likely be the better choice long-term. Co-chair Angie Bryant believes leased space to be plentiful at this time and shared that it has the potential in this economy to become more abundant over the next year.

Members agreed to revisit the topic at a future meeting later in the year.

Angie Bryant called for a motion to adjourn the meeting.

Frank Eisenhower moved and Mark Scott seconded the motion. Motion carried.

The Facilities Committee meeting adjourned at 8:12 p.m.

The next tentatively scheduled meeting is for Wednesday, September 1, 2021 at 6:00 pm.

Respectfully submitted,
Jeff Gordon