

**Tomball Independent School District
Technology, Transportation & Capital Replacements
Sub-Committee
November 13, 2012**

Minutes

- **Welcome and Introductions** -- Kristi Goodman opened the meeting at 6:35 pm and thanked everyone for attending. She introduced Mr. Mark Tiedt, Director of Maintenance and Grounds, who will present information on Capital Replacements needs for the district, and asked that questions be held until the end.

After the presentation and questions, prior presentation information for Technology and Transportation will be reviewed, and we will begin to compose our thoughts towards a recommendation for the Steering Committee. We may not reach agreement on all items, but we must reach a consensus.

- **Review of last week's meeting and any questions regarding Minutes** – Kristi Goodman asked for any questions regarding last week's minutes and there were none.
- **District-Wide Needs Assessment for Capital Replacements** – Mark Tiedt's presentation may be viewed at www.tomballisd.net/study/ . Mr. Tiedt focused on information regarding the life cycles of equipment that pertain to the operations of the district facilities, not the buildings themselves. The intent is to improve overall performance of the building and protect the investment in capital that has already been made.

There is a database for the district that is constantly updated with any maintenance performed at each location. Experts are consulted on replacement cycles for equipment and we are using a 20-year model. Examples of issues and replacement needs were noted by photos.

TISD has one of the lowest-cost districts for utilities/maintenance in Texas.

Program costs are based on contracted services for replacement or the most recent component purchase cost.

All numbers represented are from 10/25/2012. This plan takes us through 2019, priced per campus. Energy savings of almost \$80K are projected for each year with replacements and upgrades to our systems.

Question: Under General Equipment Cost, there are no costs shown for TMHS.
Answer: Those are listed under Memorial.

Question: How do you plan for surprise expenses? Answer: Part of the local maintenance budget plans for unforeseen events. The district temporary emergency fund can cover some one-time things as necessary.

Question: The General Equipment costs for THS are shown as \$5M. Can you provide more details? Answer: Resurfacing tennis courts, roof replacements, casework, stage curtain, building automation system (AC controls); air handlers; etc.

Question: Regarding repair records, after repairs are made, is there an inspection on similar areas for potential problems? Answer: Yes, the schooldude software system helps locate potential problems. The district maintenance budget is \$1M/year and regular maintenance is handled from that.

Question: Is there any city responsibility for the broken pipe on the fault line? Answer: No, the line is on TISD property.

Question: How do we handle mold detection? Answer: We utilize quarterly inspections on all air handlers and steam cleaning equipment. We have an interactive system for reporting issues. Inspections for water filtration and leak detection are ongoing throughout year.

Question: How do we handle landscaping? Answer: This is not usually considered for funding by bond, but some plants at older facilities are 25 years old and harming the buildings. Plants need to be removed and replaced so the building looks as it did the day it opened. Irrigation falls into this as well; we are forced to bring areas or components up to code—backflow devices, new systems, etc.

Question: What happened with mowing at THS and around the district this past summer? Answer: The contractor quit servicing our properties and a new contractor had to start early, which caused delays in summer service.

It was requested that the second set of handouts regarding detailed expenditures be posted on the district website.

Question: Is there a point where TISD mowing could be less expensive than contracting out? Answer: This is reviewed annually and the athletic fields are now mowed by district employees. There is a major expense to buy equipment for regular lawn mowing the first year. We may still need to grow by 3 or 4 schools in order to break even. Mowing athletic fields are different than mowing school areas. Contractors have typical equipment for lawn areas. Staff had to be added for athletic field mowing.

Question: Why are there efficiency problems in newer schools (NIS)? Are we addressing those issues? Answer: We may need to renovate equipment in 2023 or earlier if we can, to increase efficiency.

Question: Besides age, what other factors are considered in this plan to increase efficiency? Answer: Additional sealants, roof replacements, and moving toward cool roofs, which are drier and cheaper to operate. We have these on 6 complete campuses and 9 partial.

- **Technology Needs review** -- Kristi Goodman stated that our goal tonight is to decide, based on what we've heard, what should be recommended for the proposed bond.

Tom Brawley and Chris Trotter gave further information regarding the differences between the Requested, Desired, and Envisioned options.

Question: Can you elaborate on the disaster recovery expenses? Answer: All data is currently backed up, but we would like a more elaborate plan to store data off site if there was a building disaster, so we could have immediate recovery to critical systems.

Question: Why is there a planned MS Office expense, when there is much free software available? Answer: We are using free apps, but if you lose internet connection, you lose access to those. Free word processing software has been tried but is generally not well-liked. We are not tied to the internet for apps if we purchase software, and MS Office is the standard for most users. We make our software extend long past its lifetime.

It was noted that bond costs for new facilities include the technology expenses for those facilities.

Question: Do we need more vision money for hardware? Answer: local funds do cover some capital replacements. Bonds are typically for bigger expenses but we must look at what we need and not as much at what we want. We would rather not put too much through bond funds because replacement is usually in 5 years. There is maintenance and infrastructure money in this bond request. Critical issues are taken care of from local funds.

Question: Are grants utilized for technology? Answer: Infrastructure requests are not typically funded by grants; most grants are identified for specific populations in order to qualify. Administrative costs associated with a grant may exceed the benefits of grant money. Teachers apply for small grants sometimes. We do not have a district grant writer. Many strings are usually attached to grants. If the money goes away after 2 years, then what do you do with that technology tool?

Question: Do we qualify for Erate money? Answer: We are a priority one entity with a 50% discount (\$100K discount/year).

Kristi Goodman asked for recommendations. There was discussion regarding asking for the largest amount, but know we will likely not get the full amount. We want to plan for the future at a high level and we need to plan for expansion of technology.

Power is critical for upgrading and expansion. Locations for power supply must be planned in advance of purchase.

There is no “fluff” in the regular plan; we would have liked to see the big dream number.

We cannot add fluff without infrastructure. We do not want to rely on bond funds for new devices; those should come from local funds because we don't know the life of the devices and how to replace them.

It was noted that if 4 new buildings are approved at a cost of \$110M, what is the financial threshold of taxpayers? How big of a number should we present to taxpayers?

It was determined that there is consensus for the “envisioned” level of expenses for Technology. Karen Chlebo and David Youngblood will summarize this presentation to the steering committee.

- **Transportation Needs review:**

Question: There is a bottleneck on busses in subdivisions and traffic is increasing on Hwy. 249 and other areas. Busses are often late due to traffic. What is the fuel burn, labor and value on traveling from the bus barn to the south end? Do we need a fueling station on the south side and overnight storage to save costs?

Answer: Gary Hutton, answering for Beverly Beisert, noted that a study was done 2 years ago. However, we must build parking, service pits, and employee facilities for this to be effective, and the district is not quite big enough to build this in the next 5 year period. We will continue to study the cost effectiveness of a second center.

Also, Kristi Goodman noted that our committee is looking at only busses and not facilities. We can recommend a second bus barn to another committee. The Additions/Renovations committee has looked at this question; a second bus barn will be coming but not at this time. Also, parking and traffic issues are also being addressed by this committee.

Kristi noted that members are able to review minutes and presentations from other committees at www.tomballisd.net/study .

Chris Trotter and Kristi Goodman will inform the other committees of the concern for a second transportation facility.

Question: Are there plans for smaller vehicle replacements? Answer: Suburbans and small vehicles are replaced from local funds, utilizing the state bid list.

With no other discussion, consensus was reached that the plan for Transportation will be recommended to the steering committee.

Due to time constraints tonight, the committee will look at capital replacements at the next meeting, and we will make a decision on that part of recommendation. Kristi thanked everyone for coming tonight and wished everyone a happy Thanksgiving.

The next Technology, Transportation & Capital Replacements Sub-Committee meeting will be on Tuesday, November 27 at 6:30 p.m. in Rooms 107 and 118 of the Staff Development Center.

The meeting was adjourned at 8:05 pm.