



**LAS VIRGENES UNIFIED SCHOOL DISTRICT
FACILITIES COMMITTEE MEETING MINUTES**

August 26, 2021

Present: Angela Cutbill, Board Member
Kate Vadehra, Board Member
Dan Stepenosky, Superintendent
Karen Kimmel, Assistant Superintendent, Business Services
Julie Pescetto, Director of Facilities, Maintenance & Operations
Ryan Gleason, Assistant Superintendent, Administrative Services
Jim Klein, Chief Technology Officer
Susana Baird, Principal, A.C. Stelle Middle School
Leslie Schwarz, Facilities Coordinator
Liz Cangelosi, Facilities Coordinator
Tina Johnson, District Library/Media Coordinator

The meeting was called to order at 1:30 p.m. in person and via teleconference/ video conference.

Agoura High School Tennis Courts

Ms. Kimmel shared an update on the tennis courts at Agoura High School. She shared that the District and the City of Agoura Hills are at a disagreement regarding the accessibility of the courts and noted that the last signed agreement between the City of Agoura Hills and LVUSD was back in 2017.

Ms. Kimmel shared that there are new factors impacting the joint use of the tennis courts among them being:

- The growth of the girls tennis teams. They now use all eight courts.
- The bell schedule has changed. Courts are now used by the school later in the day.
- Overall safety concerns of the public on campus during the school day.

The City and the District has come to an agreement for the fall but still needs to come to an agreement for the winter and the spring. Ms. Kimmel shared that the District is committed to working with the City on an agreement that meets the needs of the AHS tennis teams while also accommodating the City's needs for access to the courts so they can hold their programs. Ms. Kimmel will keep the committee updated on the status of this agreement.

Calabasas High School – City Street Project

Ms. Pescetto provided an update on the City Street Project at Calabasas High School which is comprised

of construction on Mulholland Highway and Old Topanga Road. The purpose of this project is to widen the area to include new sidewalks. Dr. Vadehra asked how the city street project is affecting students and if they've been arriving late to school. Ms. Pescetto commented that the project is very disruptive and will continue throughout the 2022 school year.

Ms. Pescetto shared pictures of the work which include temporary fencing and barriers in the student parking lot. Ms. Pescetto noted that permanent fencing will eventually be installed and the area will be landscaped.

Electric Vehicle Charging Stations

Ms. Pescetto shared that So Cal Edison has a new program where they will pay for the infrastructure work to install new charging stations and the District would be responsible to purchase and maintain the charging stations along with providing data for 10 years.

Ms. Kimmel shared that District would add stations at five sites and would require a minimum of four ports per site. They are looking to add them at the District Office, Calabasas High School, Agoura High School, AC Stelle Middle School and Lindero Canyon Middle School. Ms. Kimmel noted that the installation cost would be \$7,900 per school and the annual cost would be a minimum of \$1400 at each site. Mr. Klein commented that it would be \$20K per site if we ran this for five years.

Ms. Pescetto stated that once an agreement is signed, they will not be able to make any changes so they will review the agreement thoroughly. Ms. Cutbill and Dr. Vadehra asked who these stations are intended for. Ms. Pescetto is also going to see if the cities are interested in purchasing stations and they can benefit the community.

Update – CHS HVAC

Ms. Pescetto shared updates on a variety of projects in the district. She shared that HVAC replacements were done at Willow over the summer and they are planned to be done at Bay Laurel over Thanksgiving break.

At CHS, there is an issue with the HVAC in the H-building. Ms. Pescetto shared that there are currently two-50 ton Govenair units which service 34 classrooms which were installed in 2000. Ms. Pescetto shared issues with the current system which include the design of the units, noting that each room should have their own. Another issue is the lag time on parts. The District is not able to service the units quickly because they are unable to get the parts needed to do so. Lastly, the repairs are very complex and take multiple people – the District, HVAC controls vendor and manufacturer – to solve some problems.

Dr. Vadehra asked if the units were original to the building and Ms. Pescetto said it was. She also noted that many items have been replaced in the past two years. These include:

- Jace - Control Box
- Damper Controls
- Flame Sensors
- Pressure Switch
- Network Switch
- Network Driver
- Power Supply
- Core Software

- Belimo Actuator
- Ignitor Rod
- Belts

Ms. Pescetto shared that in 2020, Emcor replaced the Jace Control Box which communicates with the HVAC unit and the controllers. They also replaced and commissioned the south side ABB Driver which is the drive dedicated to saving energy, producing quality air, and alleviating environmental concerns.

Ms. Pescetto shared that in 2021, Emcor replaced the following:

- staging temperature control
- condenser fan control
- start/stop/status alarm control & monitoring

They added-VFD (Variable frequency drive) controls and performed a sequence of operation programming and updated graphical interface. Emcor also added refrigerant after finding a low charge.

The District also has a meeting set up with Emcor to see if the North Side controllers need to be replaced and also to replace the controller thermostats. Ms. Pescetto also shared that the Maintenance team has already:

- Cleaned Coils
- Replaced Filters
- Replaced Flame Sensor
- Replaced a broken Belt - 4 belts on unit
- Repaired Refrigerant Leak on South Side
- Found Controller Locked Out - called Emcor to replace

Ms. Pescetto also shared a timeline of the issues with the HVAC unit in the H-Building at CHS:

- July 2021 - regular servicing occurred and no issues were found with the systems.
- 8/13 - South side - unit was not following schedule. It was found that the zone controller and unit locked out. Emcor was contacted to replace the controls.
- 8/16 - Emcor began replacing south side controllers and found low charge on compressor #1 - charged the system. Fan blade broke. This is a made to order fan, maintenance placed the order. Unit was up and running.
- 8/17 - Controllers were up and running but didn't seem to be cooling. Maintenance found that the ABB driver on the north side was not working. Emcor was called to replace the ABB driver.
- 8/18 - Emcor replaced the ABB driver. Unit was running
- 8/18 - As a precaution, 40 portable air conditioning units were purchased.
- 8/18 - 8/24 - Both units are running, but rooms still appear to get warm in the afternoons. 6 of the portable A/C units were installed.
- 8/24 - burning smell reported. One of the 4 fan belts broke. We had 1 belt available and replaced the belt, ordered 8 more belts to arrive on 8/25.
- 8/25 - the remainder of the portable A/C units were installed in the building. The main units are running and there is airflow, but still is not cooling enough. Emcor management was called and will be onsite on 8/26.
- 8/25 - Compressor #1 again had low refrigerant. Refrigerant was added .
- 8/25 - 12:30 both systems were running and all rooms were cool.
- 8/26- meeting with Emcor Air management who will investigate further why these 2 units keep causing so many issues.

- 8/26 - Just reported at 12:44pm- south side not cooling. Maintenance investigated and found the high static pressure sensor is tripping. He is working on the solution.

Ms. Pescetto shared that 40 portable air conditioning units were purchased. 26 of them were delivered to CHS and 12 were installed on the South Side. District staff has been on-site to daily to check airflow. Dampers have not been opening all the way and staff is working on a solution.

Dr. Vadehra asked for clarification that there is air flow and ventilation in the classrooms. Ms. Pescetto said that there is. They are succeeding in air flow and ventilation but not in cooling. The committee agreed that it would like to purchase more cooling units than filters. Ms. Kimmel shared that they will be asking for feedback from CHS to see if one unit is sufficient in the classroom or if more should be added.

Updates – HVAC, Asphalt, Fencing, Concrete, Roofing

Ms. Pescetto shared that the HVAC unit at Sumac is a 50 ton unit that is 60 years old. The unit services 19 classrooms. Parts are increasingly difficult to find. The District feels a long term solution would be to remove this large single unit and add an HVAC to each classroom. Ms. Pescetto also shared at 14 portable units have been delivered to Sumac with 10 having been installed.

Ms. Pescetto shared that asphalt repairs and improvements have been made at Sumac, Round Meadow, and Mariposa to alleviate tripping hazards.

Ms. Pescetto shared that fencing has been installed at Agoura along the front of the school. A window will be placed in the fencing in front of the guard station. At Lindero Canyon, fencing will be installed next week in the front of campus and by the outdoor basketball courts and lunch area.

Ms. Pescetto shared that the concrete at A.E. Wright has been repaired in the lunch area and that trees were planted out front. Concrete was repaired at White Oak as well and new trees were planted.

At Willow, the flat roof of the MPR was replaced, but the tile portion is currently delayed due to COVID-related supply issues. Ms. Pescetto shared that roofing repairs at A.E. Wright and the Calabasas MPR are complete. The portable classroom roof at Sumac/Mariposa and the portable metal roof at Bay Laurel are in the process of being restored.

Ms. Pescetto shared some additional updates to other areas of the District. The AHS Sports Complex has been fitted with carpeting and lockers, seats and a television to watch game film. New classrooms have been built at A.E. Wright for LVIS. A wellness center at AHS was completed as well as one at CHS. The small pool at AHS was repaired and the PFC outdoor classroom was completed at Yerba Buena.

Update - Storage Containers

Principal Baird shared her proposal for an extra storage container at A.C. Stelle. She said there is space next to the others for one. Ms. Cutbill asked if it would be used to house P.E. equipment and Principal Baird said it would be used for a little bit of everything. Ms. Pescetto asked if she would like a 20 foot unit and Principal Baird responded that she wants it to match the others. The committee approves this project.

Ms. Pescetto also shared that storage containers were removed at Willow and CHS.

Update – New Tenant

Ms. Kimmel shared that the new tenant Arete is changing their name to Qualia – The School for Deeper Learning. The committee agreed that the name change does not need to go before the Board for approval.

PAEC's Deferred Maintenance & Fee Schedule

Dr. Gleason shared operational changes for the PAEC's. Three PAEC employees are full-time and there will be full-time CTE and Stagecraft Teachers. Venue Ops is the system that will be used for calendaring, scheduling, staffing and billing. Dr. Gleason shared that the current deficit including staff, maintenance, and utilities is approximately \$1M.

Ms. Cangelosi shared that Venue Ops has been very beneficial to the PAEC's. She shared that these changes will help recover costs and that multi-year calendars and increasing commercial rates will bring the District closer.

Dr. Gleason spoke about the age of the PAEC's and some issues that have arose. The buildings are 10 years old and will need the following maintenance in the near future:

- Rigging and sound replacement
- Lighting replacement
- Dust ventilation in scene shop

Dr. Gleason will also ensure that the emergency line at the PAEC's works properly. He stated that a quarter of a million dollars annually will cover the cost of maintenance for both PAEC's.

Ms. Kimmel stated that some of the bond money from Measure G can go toward the fixing and replacing of items. Ms. Cutbill asked if areas could be brought up to date with the bond funds. Ms. Kimmel said she believes they can but will look at what qualifies as a bond expense and the commitments on remaining bond dollars. A long-term solution would be to increase the deferred maintenance budget. The committee approves this solution.

The meeting adjourned at 3:15 pm