

GENERAL SERVICES MEETING

05/22/2023 [04:00 PM-05:00 PM]

1. Call to Order

Minutes

Mr. Rizzo called the meeting to order at 4:02 p.m.

Mrs. Memmi, followed by a second from Mr. Singer, made a motion to approve Ms. Drew to sit in the meeting for Mr. Bennett who is not able to be there.

2. Roll Call

Minutes

Members in Attendance: Lindsay Drew (sitting in for Mr. Bennett), Maria Memmi, Michael Rizzo, and Terry Singer

Members absent: Robert Bennett

Citizen Advisors in Attendance: John Fowler

Citizen Advisors Absent: Julie Goolsby, and Sofia Vidalis

Non-Voting Members in Attendance: Michele Agee, Mark Anderson, Sheryl Pursel, Jason Reifsnnyder, and Stacy Winslow

Staff/Public in Attendance: Phil Ayala and Tawnjah White

3. Approval of Summary Minutes

Minutes

Following a motion by Mrs. Memmi, and a second by Mr. Singer, the Minutes were approved.

4. Unfinished Business

4.a. Concession Stand - Update

Minutes

Mrs. Pursel shared the following for the concession stand update:

- Board approve for issuance of bid
- due back June 14th

- the firms that submitted prior to COVID were sent the information as well as a courtesy

4.b. Storm water basin sinkhole mitigation - update

Minutes

Mrs. Pursel shared the following for the storm water basin sinkhole mitigation update:

- bid issuance took place and were returned by May 6th
- Rettew is running the bid process
- currently going through the evaluation process
- will update when award of the bis is available

4.c. Elementary Facility - Next Steps

Minutes

Dr. Winslow shared the following for the elementary facility next steps:

- the Board awarded Crabtree as the consulting firm
- kick off meeting scheduled on May 30th to include a core team of DTSD members and Crabtree
- tour of Winding Spring Elementary School is scheduled
- preparations for RFP for a project manager
- starting with a blank page, ideas presented were just for interview process only no preconceived ideas
- 12-18 months planning for design
- looking at a phased build to allow students to remain on campus during the build

5. New Business

5.a. Traffic Study Presentation - Rettew

<https://rettew.egnyte.com/dl/20ZQ2Of07M>

Minutes

Jim Caldwell and Sue Phillips of Rettew shared the following on the traffic study:

- looked at options for light changes and traffic flows on campus
 - Township owns light
 - 3-6 month for making request and processing paperwork for light change
- different traffic light set up is a first step
- 2 options for traffic flow on campus to be discussed with high school team
 - looking to have finalized plan and announce prior to start of school the end of summer
- beyond these options
 - look at a campus wide study of traffic flow

- right timing considering elementary build

5.b. Project Manager RFP Next Steps

Minutes

Mrs. Pursel shared the following for the for the Project Manager RFP next steps:

- looking to push out no later than June
- hoping for July start time

5.c. Ad Hoc Facilities Committee - Complete

Minutes

Dr. Winslow shared the following for the Ad Hoc Facilities Committee:

- the committee was directed by the board to look at items that had been shelved during COVID
- all items have been looked at and are either moving forward or have been redirected for different needs coming out of COVID
- all tasks are complete and there is no need for the committee to meet any further at this time
- should a need arise, the committee will reconvene

5.d. Capital Plan Working Document

Minutes

Mrs. Pursel shared the following for the Capital Plan Working Document:

- no significant changes since last meeting
- still more unknowns than knows at this point
- will work on placing items in line of need throughout the next five years
- will look to Crabtree for direction

6. Public Comment

Minutes

There was no public comment for the committee.

7. Adjournment

Minutes

The meeting was adjourned at 5:00 p.m. with a motion from Mrs. Memmi followed by a second from Ms. Drew.