



YAMHILL CARLTON SCHOOL DISTRICT

120 N. Larch Place - Yamhill, OR 97148 | PH: 503-852-6980 - FX: 503-662-4931 | www.ycsd.k12.or.us

LONG RANGE FACILITIES PLANNING COMMITTEE MEETING LOCATION: YCSD BOARDROOM: 120 N. LARCH PL. YAMHILL OR 97148

Wednesday, December 4, 2024

Session Begins at 6:00 pm

MINUTES

Members Present: Scott Rose, Clint Raever, Amanda Dallas, Tami Zigler, Mary Brown, Kyle Laier, Ian Barr, Tanner Smith, Jami Egland, Sherri Nauman, Kay Echauri, Roy Durfee, Tom Sherwood, Buzz Ready, Brian King

The meeting began 6:09pm.

Scott Rose went over the information packet including the agenda, the committee objectives, process and timeline, budgets versus estimates, revised YCES gym/cafeteria review, YCES mechanical system review for replacement. The information reviewed is available in the attached packets.

The information submitted by the committee will be presented to the board at the January board meeting. The district's next steps will be determined after this evaluation.

I. Review Table Reports

The table reports were reviewed later in the meeting.

II. Review Elementary Cafeteria Option Up Front

One of the questions from the last meeting was whether a new cafeteria could be built off the front of the elementary school building. The diagram he showed at the last meeting showed there would not be enough space to do so. He gathered more information about how many lunches are held in the gym and how much space would be needed for the cafeteria. He reviewed the diagrams included in the packet of the different options for a cafeteria addition.

Option one is to replace the covered play area with a gym. Option two is to build a new cafeteria up front, renovate the kitchen, and eliminate the staff lounge.

S.Nauman stated that they already have issues with parking and asked how close the building could be from the road. S.Rose replied twenty feet. Some other issues with that plan are that it would eliminate the copy room and the LRC classroom. Even if that classroom was left there, having the cafeteria next to that room would be too busy for the students in that classroom. S.Rose stated those are all thinks that they would need to take into consideration when planning this project.

I.Barr stated the mechanical system requires a lot of maintenance. They are dealing with that almost every day. S.Rose looked at what systems other schools are using. He is seeing a lot of VRF units. Those are similar to heat pumps. They are smaller units than the ones that the elementary school currently has. The VRF units provide heating and air conditioning. The current units have non-inverted compressor, which means they are running at maximum capacity every time they come on. VRF units have an inverted compressor, which means they turn on or off based on the need. They are made by a variety of manufacturers so they are easier to get and they are very quiet. These units are one of the least expensive options. The estimated cost listed is for the entire school.

III. Review / Adjust Prioritizations

S.Rose reviewed the budget sheet from previous meetings. The items in red are items that had changes to the scope or the budget.

He updated the sheet to include what the two tables from the last meeting thought were priorities. If it was rated a one or a two, it should be done in the next one to two 1-2 years. If it was rated a two, it should be done in five to seven years. If it was rated a three, it is not a high priority and can be done later down the road.

He marked the highest priorities, those marked either a one or a two, and totaled those project costs which amounts to \$8,258,000. For the threes that both groups agreed on, the total would be \$785,000.

Everyone agrees that the elementary school needs to have more classrooms, but there are some variables on how many should be added. A couple of those variables would be whether or not the fourth graders would be brought back over to the elementary and what the cafeteria/gym expansion would look like. S.Rose stated that the committee can make a recommendation to the board stating they need more classrooms, but are not sure how many and that there needs to be more information gathered before they make a decision. R.Durfee stated that if they proposed a bond, not all of the items on the list could be done. He does not feel the community would agree to the amount needed to complete all of the items that are being discussed.

B.Ready asked how they convince the community that they need more classroom space.

C.Raever replied that the needs of students are a lot different than they were thirty years ago. There are a lot more special needs classes and programs that did not used to exist. Having the community come tour the schools would be a good way for them to see exactly why these classrooms are needed.

IV. Consensus Vote on Priorities

The items highlighted in yellow are the items that the two groups did not agree on or did not rate. These are the items the group needs to go over tonight. The group went through each item and rated them. The old gym floor and the ceiling tiles were rated at a one or two. Upgrading the digital controls was also marked as a high priority. All the others were rated at a three.

J.Egland asked if the OSCIM grant would apply to a capital levy. S.Rose replied he wasn't sure and asked T.Zigler if she would reach out to Piper Sandler to find out.

V. Next Steps

S.Rose will compile the information covered in tonight is meeting and draw up a draft and will send it out to the committee by December 20th. This will give them time to review it and give any input before it is presented to the board in January.

The meeting ended at 7:40pm.



“SMALL SCHOOLS, BIG ACHIEVEMENTS”

YAMHILL CARLTON SCHOOL DISTRICT LONG RANGE FACILITY PLANNING COMMITTEE - 2024

MEETING #3 (12-4-24)

6:00pm-7:30pm

District Board Room

INFORMATION PACKET



AGENDA

REMINDERS:

- COMMITTEE OBJECTIVES
- PROCESS & TIMELINE
- BUDGETS & ESTIMATES

UPDATED DATA

- REVISED** YCES OPTION FOR CAFETERIA UP FRONT – ANALYSIS

- REVISED** YCES MECHANICAL SYSTEM APPROACH

- TABLE PLANS & ANALYSIS

- DISCUSSION ON PLAN DIFFERENCES

- VOTING (AS NEEDED)

NEXT STEPS



COMMITTEE OBJECTIVES

End product

- A recommended scope of capital issues to be addressed by the school district
- A recommended timeline to address these issues
- A recommended tax rate cap for capital funding

Qualitative Results

Improvements to facilities and sites that:

- Positively impact the student experience
- Make prudent fiscal investments
- Engage community in the schools



PROCESS & TIMELINE

Process

Meeting #1: Data and Small Groups for “Big Ideas”

Meeting #2: Outline Plan and Small Groups

Meeting #3: Strategies and Consensus Building

Timelines (2024/25)

NOV-DEC: Committee Planning

JAN: *Board Evaluation (1/9/25)*

FEB-MAY: *District Next Steps TBD*

Polling, Communications & Wider Outreach



BUDGETS

Budgets

These are lump sums based on historical data of recently bid work of similar scope or, in some cases, state budgeting information for the TAP Grants. These are typically based on square footage or a specific task type and adjusted for inflation and contingency for the unknown.

A level of planning and investigation is included, but this is not meant to be “the cost”. These can form the basis of a capital plan.

Estimates

These are figures based on meticulous review of materials and hours needed to complete each task and are often the basis for a bid from a contractor. Quantity take-offs for the estimates come from completed design documents.

These follow the actual design completion and are intended to be “the cost” to do the work.



BUDGETS

Budgets

Budgets include not only projections for the cost of construction but also Development (or “soft”) costs. These are above and beyond what the contractor would charge for accomplishing the physical work and could include:

- Architecture & Engineering
- Surveying
- Geotechnical investigation
- Hazardous materials testing
- Project management / Owner’s Rep
- Envelope / commissioning / land use professionals
- Movers
- Permits
- Furnishings
- Contingency

These development costs typically range 35-40% over construction costs.



YCES GYM / CAFETERIA REVIEW (REVISED)

QUERY: Would a new cafeteria off the front would be less than building a new gym on the back since it could be smaller than the current gym/cafeteria even though it does require some demolition and renovation?

The school currently has 4 lunches (I assume divided by grade level K-3).

Best educational design practice: Cafeteria sizes are 22 SF per student.

YCES recently peaked (end of last year) at (291) K-3 students: divided by 4 lunches is 73 kids.

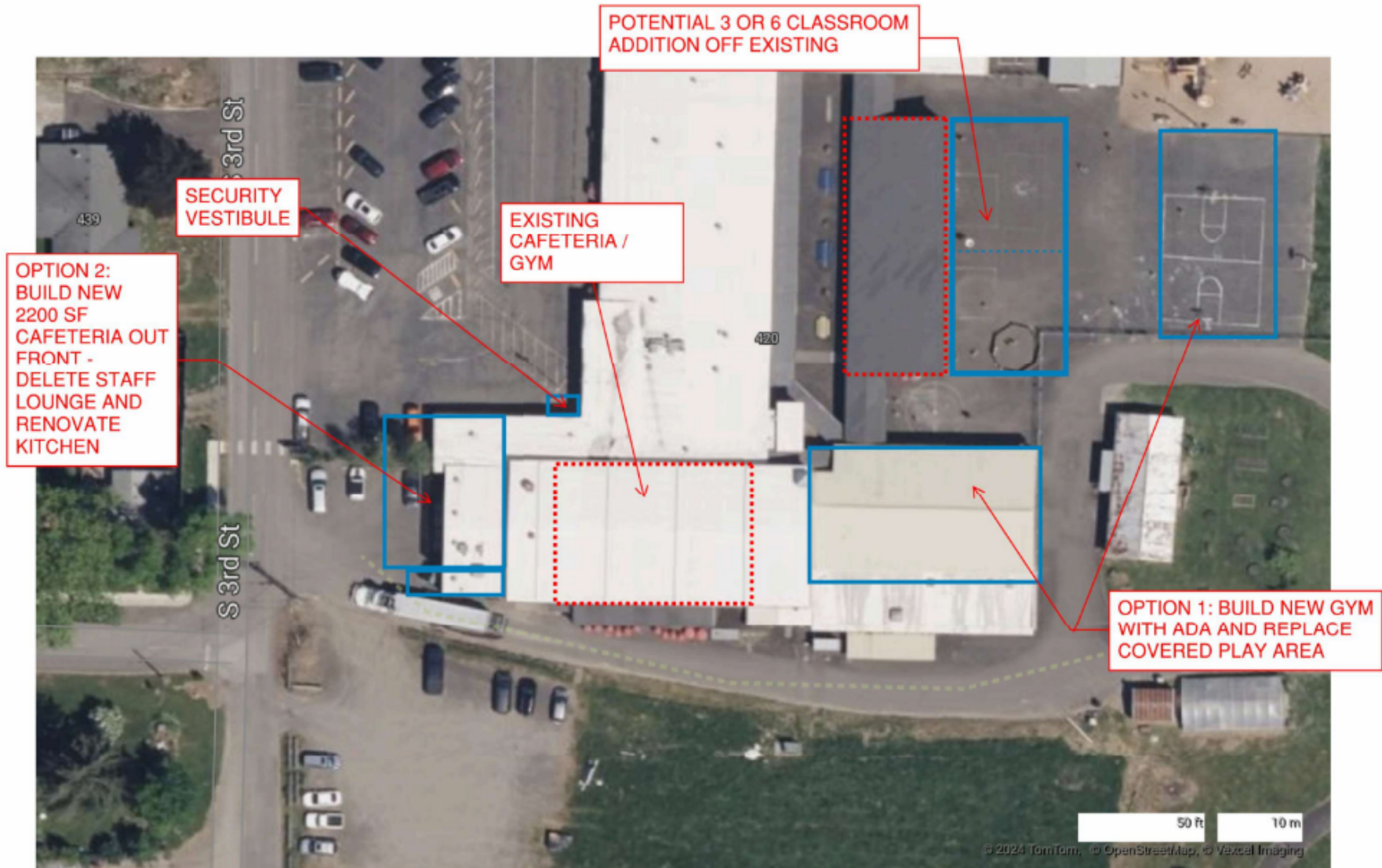
If we round to 75 kids, that is just a 1,650 SF cafeteria – just under the size of 2 classrooms and would be too small to accommodate grade level population surges or when also considering potentials for cashier station, salad bar, utensils, milk, trash/compost, etc.

Utilizing the maximum growth over that last 5 years, the district had a spurt of 80 students district-wide, or about 24 kids at the elementary level. That has tapered off. However, we should assume some growth, so maybe round to 100 students per lunch, or 2,200 SF, which is a more logical cafeteria size.

If 4th grade did come over, they are about 90 kids – all the more reason to size for 100. I assume they would add a 5th lunch to keep to grade-level lunches- yes?



YCES GYM / CAFETERIA REVIEW (REVISED)



**YAMHILL-CARLTON
ELEMENTARY SCHOOL**

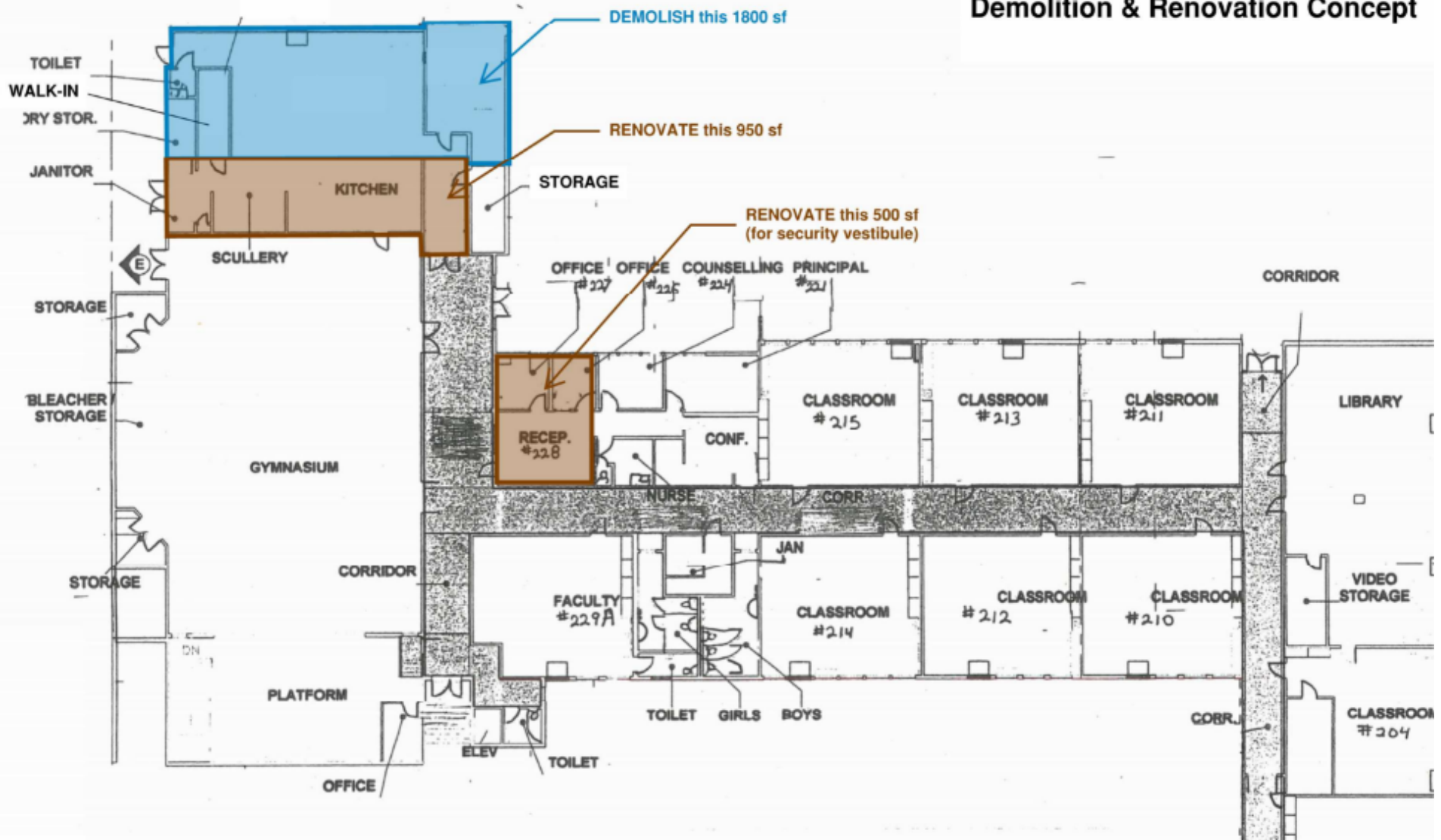
Site Development Concept



YCES GYM / CAFETERIA REVIEW (REVISED)

YAMHILL-CARLTON ELEMENTARY SCHOOL

Demolition & Renovation Concept

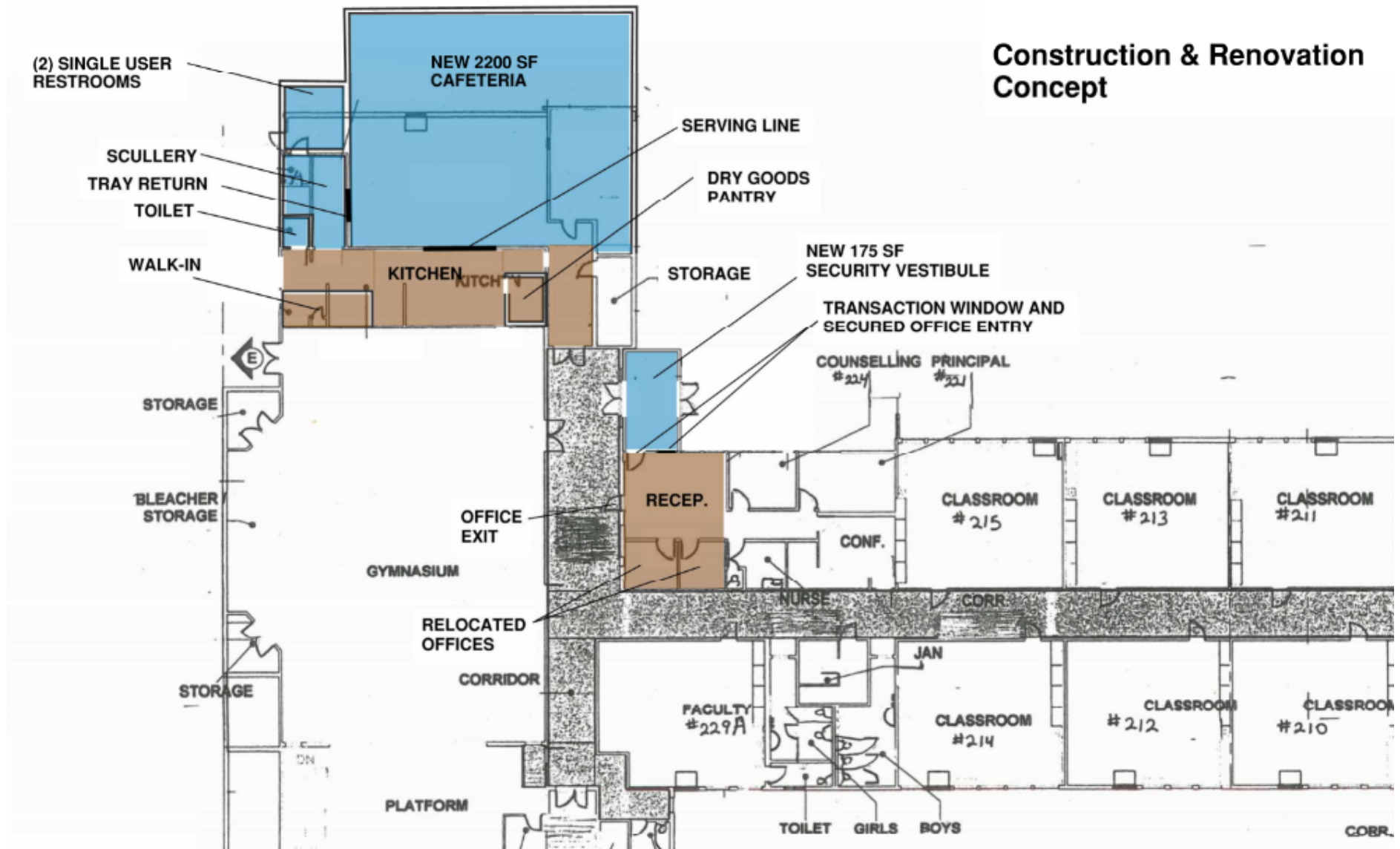




YCES GYM / CAFETERIA REVIEW (REVISED)

YAMHILL-CARLTON ELEMENTARY SCHOOL

Construction & Renovation Concept





YCES GYM / CAFETERIA REVIEW (REVISED)

BUDGET IMPLICATIONS*

Issue Observed	Base	Construction Budget*	Soft Cost Budget (35%)	Anticipated Project Budget (rounded)
OPTION 1: Replace covered play with gym (4,720 sf)	\$ 3,068,000	\$ 3,175,000	\$ 1,111,000	\$ 4,537,000
Build new replacement covered play (3500 sf)	\$ 180,000	\$ 186,000	\$ 65,000	
OPTION 2: Build new cafeteria up front, renovate kitchen, and eliminate staff lounge				\$ 2,847,500
Demolition - 1800 SF	\$ 72,000		\$ 25,000	
Renovation - 950 SF	\$ 380,000		\$ 133,000	
New - 2200 SF (cafeteria) & 350 SF (aux.)	\$ 1,657,500		\$ 580,000	

***NOTE:** Option 2 does remove 4-6 parking stalls which might trigger a code parking review and upgrade. Those costs are not included above.

Regardless of which option, the district will need to make a case that this addition does not increase student capacity (program driven only) and that two different after-hour events will not occur in both spaces (gym and cafeteria) at the same time ever – else there could be the potential for off-site improvements and parking expansion.



YCES MECHANICAL SYSTEM REVIEW FOR REPLACEMENT

QUERY: In our prior meeting, it was noted that for the current mechanical system, while the in-room ventilators are now operational due to replacement compressors, this is only a temporary fix to a long-term problem. They are still part of a system that is inadequate and will need replacement in the near term. What is a recommended option?

Multiple recent school projects have Variable Refrigerant Flow (VRF) systems. These systems use refrigerant for both air conditioning and heating. They are ductless (avoid the sheet metal and air handler costs). They use inverter compressors but have a wide variety of manufacturers so keeps availability high and costs low. The compressors in your current system are non-inverter so they ramp up to full capacity all the time and burn out. Those in the VRF, ramp up and down based on the needs of the space so last longer. Six (6) units (rooms) are coupled to a head with a 3-pipe configuration to a condenser on the roof. They operate independently, so you can heat one space next to another space that is in cooling mode (basically like a versatile heat pump system). This works well in the spring and fall when southern sun gets in the windows and heats a space while rooms on the north side of the corridor remain cooler.

BENEFITS:

These are highly energy efficient.

Works at high capacity for large scale projects like schools.

Customizable based on space size and needs.

Compact - mounted near the ceiling and frees up floor space that the current units take up.

Quiet

ESTIMATED COST:

Construction: \$950,000

Demolition of old: \$100,000

Soft Costs: \$255,000

TOTAL: \$1,305,000



TABLE PLANS, ANALYSIS, DISCUSSION, AND VOTING

SEE HANDOUT



NEXT STEPS

Future Meeting: TBD (plan document will be compiled and emailed to committee before 12/20 for review and comment)
Board presentation: 1/9/25

YAMHILL CARLTON SCHOOL DISTRICT (Revised Needs List (12-4-24))

Priorities

- 1 - High and immediate need for next 2-3 years
 - 2 - A medium level priority to be addressed in the next 5-7 years
 - 3 - Long term priority to be "chipped away at"
- Unranked requires more discussion

			Table 1 Priorities	Table 2 Priorities	Capital Plan Outline of Highest Priorities	Long Term Priorities	12/4 - Discussion Points
Priority	Issue Observed	Anticipated Project Budget (rounded)					
ELEMENTARY SCHOOL (K-3)							
	Repair and repaint wood siding	\$ 174,000	1		X		
	Repair and repaint stucco siding	\$ 27,000	3	3		X	
	Minor repoint and reseal masonry siding	\$ 35,000		3		X	
	Minor repairs to metal covered play roof	\$ 46,000		3		X	
	Interior painting throughout	\$ 193,000	2		X		
	Partial flooring replacement (carpet and VCT)	\$ 147,000					X
	Minor ceiling staining	\$ 35,000		3		X	
	In-room mechanical units removed and replaced with VRF wall-mount units for heating and AC with rooftop condenser	\$ 1,305,000	1	1	X		
	Pavement repairs (roads and parking)	\$ 471,000	1	1	X		
	Storm sewer expansion / repair	\$ 174,000	3			X	
	Expand fenced perimeter for security	\$ 140,000					X
	Expand exterior lighting for safety	\$ 70,000	1	3			X
	New security vestibule ADDITION and minor renovations to office	\$ 238,000	1	1	X		
	Add 3 classrooms to replace portables (4,550 sf)	\$ 3,942,000		1			OPTIONS
	Add 6 classrooms to replace portables and house 4th grade (9,100 sf)	\$ 7,883,000	1				OPTIONS
	OPTION 1: Replace covered play with gym (4,720 sf)	\$ 4,537,000	1				OPTIONS
	Build new replacement covered play (3500 sf)						
	OPTION 2: Build new cafeteria up front, renovate kitchen, and eliminate staff lounge	\$ 2,847,500		1			OPTIONS
	Demolition - 1800 SF						
	Renovation - 950 SF						
	New - 2200 SF (cafeteria) & 350 SF (aux.)						
INTERMEDIATE SCHOOL (4-8)							
	Wood siding: major repairs and dry rot and paint (STARTED)	\$ 251,000	1		X		
	Masonry veneer: Significant repointing, minor repair and re-sealing	\$ 266,000	3			X	
	Replace remaining 30% of aluminum windows	\$ 251,000	1		X		
	Remove and replace all single ply roof (upgrade insulation and replace rotted sheathing) (STARTED)	\$ 587,000	2		X		
	Partial replacement of flooring (carpet and VCT) (STARTED)	\$ 266,000	1		X		
	REPLACE gym floor	\$ 130,000	1	1	X		
	Upgrade digital controls for mechanical system	\$ 296,000	1		X		
	Pavement repairs at parking and roadways	\$ 566,000	1	1	X		
	Expand and repair site storm sewer (STARTED)	\$ 213,000	1		X		
	Increase level of exterior site lighting	\$ 63,000	2	3			X
	Add security vestibule at main entry	\$ 167,000	1	1	X		

HIGH SCHOOL (9-12) (A lot of remaining discussion likely reflects just not getting to these items in meeting #2)							
	Main: wood siding needing minor repair and painting	\$ 50,000	3	3		X	
	Main: masonry veneer needing repair, repoint, and sealing (STARTED)	\$ 327,000	2		X		
	Main: Some exterior doors swell and stick - replacing panels only	\$ 34,000	3	3		X	
	Main: remove wall carpet and repair walls	\$ 126,000	1		X		
	Main: full replacement of all flooring throughout (except wood)	\$ 603,000	1		X		
	Main: strip and refinish wood floors in classrooms	\$ 101,000					X
	Main: Replace stained ceiling tiles	\$ 26,000		3		X	
	Main: revamp boiler, replace controls, improve ventilation, and add cooling	\$ 1,188,000	1	2	X		
	Main: Fire sprinkler pressure regulation	\$ 34,000		3		X	
	Main: Upgrade casework in science and art	\$ 50,000					X
	Repair and replace roads, parking areas, and sidewalks	\$ 1,006,000		1	X		
	Expand security fencing around campus	\$ 158,000					X
	Expand and repair site storm sewer	\$ 302,000					X
	Expand site lighting around key entry points	\$ 58,000		3		X	
	Add security vestibule at main entry (re-work reception)	\$ 167,000	1	Complex			X
	Old Gym: Remove and replace main gym floor	\$ 224,000					X
	Old Gym: Replace failing ceiling tiles throughout	\$ 134,000					X
	Other Buildings: Upgrade digital controls (main captured above)	\$ 258,000					X
	Old Gym: Add acoustic separation to upper gym	\$ 76,000					X
PRELIMINARY BUDGET TOTALS					\$8,358,000	\$785,000	