

GENERAL SERVICES MEETING

02/26/2024 [04:00 PM-05:00 PM] @ Board of Directors Room

1. Call to Order

Minutes

Mrs. Renz called the meeting to order at 4:04 p.m.

2. Roll Call

Minutes

Members in Attendance: Joshua Cysyk, Lindsay Drew, and Jennifer Renz

Members Absent: Robert Bennett and Ericka Schmidt

Citizen Advisors in Attendance: John Fowler, and Nick Stoops

Citizen Advisors Absent: Elizabeth Claypool, and Sofia Vidalis

Non-Voting Members in Attendance: Michele Agee, Anthony Colestock, John Fready, Sarah Karpel, Jared Nicholson, Sheryl Pursel, Mike Rizzo, Honesta Romberger, and Stacy Winslow

3. Approval of Summary Minutes

Minutes

Following a motion by Dr. Cysyk, and a second by Ms. Drew, the Minutes were approved.

4. Unfinished Business

4.a. Concession Stand Update

Minutes

Mr. Fready shared the following regarding the concession stand progress:

- completed
 - brick work
 - masonry work
 - entry doors / hardware installed
 - drywall ceilings installed with sanding and painting completed
 - electrical maintenance and plumbing rough ends have been completed, and they passed the inspection last week
 - will need final inspections once fixtures are set
 - coil doors above the concession stand areas were installed today
- interior walls, and metal door painting began today
- the metal for the eyebrow roofs is on order with a tentative delivery date of tomorrow
- once the metal is received the installation would be approximately one to one and a half days
- once the metal for the eyebrow roof is installed then the cement board on the gables can be put up on both ends
- then the downspouts will be installed
- the stainless-steel countertop fabricator is scheduling to complete the MBO substrate below the countertop and the countertops as well

The hope is that by the middle of next week, the inside will be operable with a worst-case scenario of completion on March 15th.

4.b. Parking Lots Update

Minutes

Dr. Winslow shared the following regarding the parking lots:

- still in a waiting pattern
- Rettew working on a proposal for how they could do some of what the Conservation District is asking to resolve the three open permits
 - getting pricey
 - looking at how to help to get things moving and get the price down
 - Rettew is working to be financially responsible to us while satisfying the Conservation District
- Rettew planning to be on site and in manholes to see what they can see to help DTSD out
- the open permits will hold up any projects going forward until the closed

5. New Business

5.a. Crabtree Rohrbaugh and Associates Presentation

Minutes

Anthony Colestock from Crabtree, Rohrbaugh and Associates shared the following:

- development for the program of the District Administrative Offices, if they were to be relocated to the elementary school
 - existing spaces that you have in the Granada building and then what are the proposed spaces If included in the project
 - goals that the Administration has is to standardize office spaces depending on the positions within the administration
 - currently there are a lot of varying office spaces, as far as the size is concerned, even the dimensions and the geometries of some of those office spaces are very awkward
 - looking to have equity across the board with administration spaces on the sizes and also at the adjacencies of the departments
 - we did a comparison of the existing to the proposed
 - we feel that that yields about 30,000 square feet of a new district administrative space
 - we're seeing that the square footages of your existing and the proposed are extremely similar however, we feel that we can give you a more efficient space
 - currently there's a grossing factor of 2.2 meaning there's a lot of square footage in the circulation space, there can be a much smaller grossing factor or more efficient use of the space
 - we started to do a very rough, fit analysis -
 - if you were to take this proposed program and relocate it into the ECC, the District Admin office fits in the majority of the entire first floor of the ECC, not including the gymnasium and kitchen
 - renovate that space to accommodate administrative needs
- our efforts and helping you develop educational specifications
 - we met with staff
 - we brought design principles that we think are important
 - they brought a lot of ideas outside of what our recommendations were as well
 - looked at the 2 cohorts of the K - 2, and then the 3 - 5
 - we started to put together some conceptual interior layouts, based upon these diagrams that your faculty developed
 - we want to design the building from the inside out
 - reviewed with administration and received feedback

- we have a pretty good understanding of the number of spaces that you want and the size of the spaces, and even some of the adjacencies and the offices
- next steps
 - will revisit our configurations and do some revisions, share those with administration
 - will start to look at other departments at the next meeting - art, steam, media center and then music and some special education classrooms
 - moving along in the design process and have more meetings with faculty
 - doing this process gives a really good jump on the interior layouts
 - waiting for the civil engineer to finish the site survey - hoping to have by April
 - need to have an understanding of what the existing conditions are on the site particularly the topography and the grading
 - also need to know where the existing utilities are
 - with this information the design of the overall building can start
 - plan to take some teachers to visit the Elizabethtown Elementary School to see some of the proposed ideas

6. Public Comment

Minutes

There were no citizens with comments or questions for the committee.

7. Adjournment

Minutes

The meeting was adjourned at 4:35 p.m. with a motion from Dr Cysyk followed by a second from Ms. Drew.