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**FACILITIES ADVISORY COMMITTEE**

**December 2015**

Meeting Minutes

In attendance: Therese O’Neill, Catherine Ward, Paul May, George Beach, Dane Rankin, Steve Burton, Dirk Danker, Will Leon , Dr. Carol Kelley, Norm Lane, Lou Anne Johannesson

Absent: Jim Gates, Bob Spatz

Also in Attendance: Jennifer Costanzo of STR Partners, Tim Puntillo and Bill Truty of Bulley & Andrews

The meeting was called to order at 7:02 p.m.

 1. Public Comments: There are no public comments.

1. Standing: Approval of Minutes/Review of Action Items: The minutes from the November 2015 meeting were approved. with two corrections.

1. Update On Administration Building

Member O’Neill introduced Puntillo and Truty to the committee. She reiterated that each Thursday there is a status meeting regarding construction of the new Administration Building She stated that the two will present a status report to the Board on December 15th, on everything that has occurred from the ground breaking through its current phase. Truty stated that the most likely date that the building will be operational will be Mid-October of 2016, due to the delay in ground breaking which he stated was due in most part to the issues with the soil on site. He said that the costs are still in keeping with bid package #2 and that all additional or unseen costs up till now have been covered with the contingencies in the budget. The Audio/Visual component will go out for bid Mid-January and the Construction Cabling package will be awarded by the Board on December 15th.

Bulley & Andrews reported that even with the delayed start things remain on the revised schedule due to the good weather. Footings and foundations are completed. The front wall and elevator have been started. CMO walls will be enclosed for weather. Steel will begin going up late December. Site utilities and back fill will go in Mid-December. January is target date for the second floor deck. Rankin asked if this is all in keeping with the revised schedule. Truty said yes. He stated that based on their meetings with O’Neill and Costanzo, they have a for week “look ahead” that is constantly revised. Rankin asked if steel had been awarded. Truty said it had with one of Bulley & Andrew’s preferred vendors. May asked if all issues had been resolved with the Water Reclamation district. Truty said they had. Rankin asked about quality controls. Truty said yes, and that reports go to O’Neill and Costanzo. The firm overseeing quality control was hired by the District directly but is overseen by Bulley & Andrews. Beach recommended a site tour. Puntillo said that could be arranged soon. O’Neill stated that after the December 15th status report, the Board will ask FAC for comments and guidance.

1. Updates Turf Fields

O’Neill reported that the turf was completed except for some punch list items. : Lane reported benches are part of the project and will be installed soon. All agreed that the fields look impressive. Beach mentioned the damage bikes can do. Dr. Kelley stated that the Park District is more concerned with dog damage. May asked about liquidated damages. O’Neill stated she had not yet spoke to the park District but anticipates a proration due back to the District.

1. Review of CAP-EX, District Enrollment, Demographic and Capacity Studies, Life-Safety

O’Neill reported Costanzo will conduct the life study review during the Winter Break and in early January. All 10 elementary schools are up for review, and the process will hopefully be finished by Mid-January. The Demographic study and enrollment projections should be completed in early February. Based on these results, FAC will be asked at its February or March meeting to review the results of not only the demographic study, but the results of the 10 year life-studies and may need to advise on summer 2016 CAP-EX expenditures and a ten year plan based on this information. Dr. Kelley would like each of the building principals to walk the buildings with Costanzo.

1. Air Conditioning/Climate Study

There was a problem obtaining the data from the company who set up the software for the air conditioning/climate study. Saad Bawany will analyze the data when available. O’Neill reached out to former member Muehleisen to help with the problem. Muehleisen reported that the data should be available in two months. He gave some parameters to Bawany for the detailed report to be given, hopefully, in April.

1. Other Items

Beach and Danker will prepare and present the annual report to the Board next June. Beach suggested a trip to the construction site instead of a regular meeting in February.

The next regular meeting will occur January 19, 2015.

1. Meeting adjourned at 7:47 PM