

## **BUILDINGS AND GROUNDS COMMITTEE MEETING**

### **Minutes**

**Tuesday, May 9, 2017**

**Dr. Ken Geraghty Adm. Center – Superintendents Office**

**Present:** Jeannie Stachowiak - Superintendent, James Bunn – Assistant Superintendent of Business Operations, Dan Ford – Buildings and Grounds Director, Shelly Marr – Transportation Director  
Ron Moran - School Board Member, Debbie Groark – School Board Member,  
Jay Johnson – Legat Architects, Diane Papenhouse - IHC Construction Companies LLC

Kathy LaMonto – Buildings & Grounds/Recording Secretary

Meeting began at 2:00 PM

#### **I. 2017 Conrady Renovations and Additions**

- i. Mr. Ford gave the committee an update on the renovations and additions projects:
  - a. The floors have been waxed in the new classroom addition. New classrooms are complete with the exception of a few punch list items.
  - b. Some HVAC controls work was to be done as part of renovations project (2000 addition) but was postponed due to needed repairs for the HVAC system. NPD117's maintenance staff has been working to ensure the system is running. Mr. Ford is working with Legat, engineers and NPD117's maintenance staff on the best long-term solution for this HVAC system.

#### **II. Transportation**

- i. Mr. Ford shared a synopsis of the history of where we have come with the needs for the transportation department.
- ii. Dr. Stachowiak and Mr. Bunn have visited District 118's transportation department in the past. Mr. Ford and Ms. Marr visited it recently to get ideas and suggestions/feedback to share with Legat during the design development phase.
- iii. After visiting district 118, Mr. Ford reached out to Legat to ask them to design options which included one and two bays for the buses.
- iv. Ms. Marr shared the benefits of two bays. If we were to add two bays there would be more room for the mechanics, two buses could be worked on at one time as opposed to the current situation. Currently, if a bus is being worked on and a part is required the bus sits in the bay until the part arrives. Therefore, the mechanics cannot work on other buses. Two buses would resolve this issue. It would also create more space for the mechanics so they are not bumping into each other, more room for their tools, etc...
- v. Mr. Ford is suggesting that we keep the existing maintenance building located on the northeast lot to use for additional storage for Buildings & Grounds (items such as: snow plows, lawn mowers, salters, etc...).
- vi. Ms. Marr shared the benefits of the location of transportation director's office in the design. The current design has the office located in the middle of the building which would give Ms. Marr a visual of all areas of the transportation department, training room, maintenance bay, dispatch office, etc...
- vii. Legat Architect will begin design development phase drawings. IHC will provide updated cost estimates based on design development drawings.
- viii. The Administration has a meeting with Hickory Hills Zoning Department on Thursday, May 11, 2017 to discuss zoning requirements for the Coco's property. The Administration will share design options which include one and two bays for the buses.

#### **III. Citizen's Participation**

- i. None

#### **IV. Other**

- i. Mr. Ford mentioned that IHC held a pre-construction meeting at Dr. Ken Geraghty Adm. Center – Board Room on Tuesday, May 2, 2017. A second pre-construction meeting will be held on Tuesday, May 16, 2017 at 10:00 AM with IHC, Legat and all the sub contractors.
- ii. Mr. Ford mentioned that he received a call from a renter of the Sorrick field (the use it for soccer). The renter is requesting that NPD cut the grass shorter and more often.
- iii. Next Buildings & Grounds Committee meeting is scheduled for Tuesday, June 6, 2017 at 2:00 PM.