



Finance/Facilities Committee **Agenda**

Facilitator: Ron O'Connor

Date: Monday July 27, 2020

Location: **Via Zoom**

Time: 3:30 p.m. to 4:30 p.m.

Committee Members Invited

Members: Randy Reid, Mardell Schumacher, Robert Mancilla, Art Fessler

Others Invited

Janet Russo
Albert Tijerina

PLEASE NOTE: We are holding our CCSD59 committee meetings virtually until further notice. This meeting is being conducted in accordance with the Governor's Executive Order which allows for school districts to conduct their board of education and public meetings virtually to help ensure the safety of board members, district employees, and the public and help fight the spread of COVID-19.

If you would like to participate in this virtual meeting, please contact the committee chair, Ron O'Connor, at oconnor.ron@ccsd59.org at least 15 minutes prior to the start of the meeting, and you will be sent the login credentials to join the meeting online. Please feel free to contact Ron O'Connor if you have any further questions.

Meeting Called to Action: 3:30 pm

Outcomes:

1. Share and review CCSD59 financial/facilities information and make recommendations to the full Board of Education.

Agenda:

1. Discussion and Information Items:
 - a. Meet and Greet
 - b. Committee Purpose
 - i. Randy and Mardell would like to see the following:
 - Research measurements on financials to see if we are on target. It may be beneficial seeing our expenses in the big picture; no need to go through the general ledger at these meetings. Examples of topics include studying COVID's financial impact, unforeseen circumstances or a treasurer's report. The Committee should discuss these topics in the first 10 minutes.
 - Look into the possibility of combining Finance and Facilities meetings when the schedule permits.
 - Financial information should be in dashboard format on the website.
 - Provide a Committee calendar for the full year.
 - c. Playground Equipment for Ridge and Byrd
 - i. Elk Grove Park District has received a grant in the past through a playground equipment vendor (Gametime). The equipment at Ridge and Byrd reached its life expectancy. There is interest in new ideas such as touch free playgrounds. As for cost, Byrd would be paid for by the park district. Ridge would be split in cost at 50% between 59 and the Park District. Mardell would like to see the design team involve principals/teachers.
 - d. Secured Vestibule Timeline
 - i. The secure vestibule project consists of work at three schools: Brentwood, Clearmont, and Juliette Low.
 - ii. At Brentwood, the main office and Classroom 805 will switch locations, so visitors will check into the main office prior to getting access to the rest of the school. The main office will have a reception desk for 3 people, a waiting area, 2 offices, a nurse's office with adjoining toilet room.
 - iii. At Clearmont, the main office and classroom 101 will switch locations, so visitors will check into the main office prior to getting access to the rest of the school. The main office will have a reception desk for 2 people, a waiting area, 1 office, a nurse's office with adjoining toilet room, and separate staff toilet.

Clearmont will also have a new entrance canopy with a new concrete walk.

- iv. At Juliette Low, the main office will be relocated to be adjacent to the main entrance. The corridor will be relocated to wrap around the main office. The main office will have a reception desk for 2 people and a waiting area.
 - v. A quick timeline below that was created by Nicholas and Associates. Nicholas and Associates is the Construction Management Firm for CCSD59 on this project.
 - August 5, 2020 at 12:00pm: Control Estimate Review
 - September 2020: Mandatory Pre-Bid
 - September 2020: Addendum No. 1
 - September 2020: Addendum No. 2
 - September 20, 2020: Out to Bid
 - October 2020: Bid Opening
 - October 2020: Nicholas to Complete Scope Reviews and distribute associated Letter of Recommendation
 - October 2020: BOE Approval of Bids/Assignment of Bids to Nicholas
 - End of May 2021: Construction Starts
 - Mid-August 2021: Substantial Completion
 - vi. We will have a conversation with the Board in August, and then ask the Board to go to bid in September if this is an option.
- e. FY21 Tentative to Final Budget Changes
- i. Several items increased expenses. Specifically, approximately \$1.2 million was related to COVID. This includes tools for remote instruction and cleaning/sanitation. As an aside, preventative maintenance and construction projects coincide with COVID prevention.
- f. FY21 Budget

Meeting Adjourned: 4:41 pm