**CONSTRUCTION COMMITTEE MEETING**

Roanoke County Schools Administration Building

Conference Room E

May 2, 2017

12:00 p.m.

**MEMBERS PRESENT:** Jerry Canada, Mike Wray, Tim Greenway, Don Butzer, Jason Moretz, George Assaid, Dexter Hurt, Chris Lowe, Dr. Greg Killough, Lenora Downing, Jeff Terry, Ken Nicely, and Susan Peterson.

**ALSO PRESENT**: Chuck Lionberger, and Steve Spangler.

**ABSENT:** Dennis Epperly, Angela Roberson, and Penny Hodge.

The Construction Committee meeting was called to order at 12:00pm in the Conference Room by George Assaid.

**MINUTES**

There were no changes to the minutes from April 4, 2017. Mr. Greenway made a motion to approve the minutes. Mr. Wray seconded. The minutes were approved unanimously.

**RESERVES REPORT**

Mrs. Peterson shared the reserves report dated April 28, 2017. This was the same report presented at the last board meeting.

**CAVE SPRING HIGH SCHOOL UPDATE**

Mr. Assaid reported that staff has met with Spectrum and we tweaked the site layout on several things from the last construction committee meeting and the VE report. They have not run the numbers on the revised parking layout that was a result of the recommendations given back to Spectrum. They will get back to us with those numbers and any suggestions if they feel the parking numbers come back low. They also went over some areas with Steve Spangler and Spectrum to ensure the floor plan addressed natural light in the classrooms. There will still be some classrooms without natural light. We have also requested a budget update with cost estimates including the scope we discussed at our last meeting.

**COMMITTEE PROJECT LIST UPDATE**

Updated project list shared by Mr. Lowe. It will also be updated on the website.

**RADON REPORTS**

Received the Radon Reports this morning. We may have some remediation to be completed at one school. Mr. Lowe will get back to all of us after he reviews all of the reports.

**WILLIAM BYRD HIGH SCHOOL GYM DOORS**

Installation started yesterday with completion scheduled for end of the week.

 **WE CUNDIFF & GLEN COVE CLASSROOM SECURITY IMPROVEMENTS UPDATE**

Mr. Lowe reported that the drywall and framing for both schools was completed over spring break. The painting was completed at Glen Cove last week. The Exit Signs above the doors and the doors themselves are still in progress. At WEC the painting will be completed by the end of this week. The Exit Signs and doors are remaining to be completed. The doors will be shipped May 17. We will hold on installation until after all testing complete/end of school to not disrupt the kids.

**WILLIAM BYRD HIGH SCHOOL FIELDS UPDATE**

Field Turf - Everything has been approved through Roanoke County, permits to be received this week. They will start moving on site next week with equipment/containers.

Carolina Green – project is in review with Roanoke County. We should hear back by end of this week. Permits will then be requested.

Mr. Lowe has recommended a change in the project with adding a walking track over to the visitor bleachers to protect the fields. He is working on overall budget and hopes this change in scope will not affect budget so he is not requesting money at this time. We are also still working on light proposal.

**NHS RUNNING TRACK IMPROVEMENTS**

Mr. Lowe reported he has met with one company and meetings scheduled with two more. Proposals may be received by the end of next week. Staff has been questioned about whether we intend to eventually put in a synthetic surface at NHS football field and should we go ahead now and put in the nail in curb so we don’t have to saw cut and patch the new track at a later date. It would be $45,000 additional cost if we do the curb now. He will add this as an add-on option to see how rest of project comes in. Staff will make presentation at school board meeting in order to have decision made and contract awarded so work can be completed over the summer.

**GLENVAR HIGH SCHOOL CAFETERIA FLOORS**

Staff has received one quote of $28,000 with several more quotes expected. This is putting VCT over existing floor and would include the logo. Motion to approve made by Mr. Butzer, seconded by Mr. Wray. Motion carried with Mr. Greenway and Mr. Canada voting no.

**MINOR CAPITAL REQUESTS**

Mr. Assaid shared updated report for and expanded CMP. Going back probably 30 years we have been patching things together and this new process will make a difference going forward. Dr. Killough noted what an extremely important and progressive step we were taking. Although $1,000,000 won’t touch everything we need to do it will begin to move us in the right direction. The first packet was from the OWPR report. The second packet was even more projects, an expansion that includes getting more done within the schools. Dr. Killough shared a suggestion he had with Mr. Assaid earlier about bringing this and some other items back in an expanded CMP. This expanded scope will need board approval for increasing the amount of money to ensure we are getting to some of these projects timely. Mr. Assaid agreed what we would probably like to see is the $2,000,000 amount for (future) CMP budgets. Mr. Canada mentioned expanding our current system of the funding on debt repayment to be able to allow us more borrowing to take care of these maintenance issues. Dr. Killough discussed getting ahead of it and not having to borrow and pay the interest. Mr. Greenway commented to look at how we divided the surplus at the end of the year and asked if we should not address this when we know those numbers in November? Dr. Killough agreed with Mr. Greenway’s assessment. Mr. Canada asked if we had an idea on how that potential surplus was looking this year. Mr. Greenway asked what we needed right now – a recommendation to adding money here to move some of these items up on the list. It was asked about creating a line item to fund each of the systems instead of our current system. Mr. Butzer asked about the lists –is number two more important than first list? No they should be blended together entire entirely new list with different priorities. Question now is where does that extra money come from? The end of year surplus reallocated or another option. Mr. Canada made suggestion of borrowing one million from the emergency fund so we could get started this summer and then when surplus comes in we can pay it back. Mr. Wray mentioned only moving $500,000 for now and relooking at situation after the surplus is known. After discussion a motion was made by Mr. Canada to move $500,000 from each fund – minor capital and the emergency fund and the board can consider whether or not to pay it back if they so desire. Mr. Wray seconded. Mr. Butzer called for the vote. Motion carried with only Mr. Assaid voting no.

**BACK CREEK ELEMENTARY DIGITAL SIGN REQUEST**

School is completing fundraising for the sign. Mr. Lowe has confirmed location is fine. Staff is requesting approval to allow process to move forward and quotes to be obtained. No funding being requested from the School Board. Mr. Moretz made the motion to approve. Mr. Wray seconded. Motion carried.

**GLENVAR HIGH SCHOOL REPEATER**

Mr. Assaid discussed radio usage at the school since the renovations. This would cover middle and high school and staff is recommending $11,000 be appropriated to address the issue. Mr. Butzer made the motion, Mr. Greenway seconded. Motion carried.

**OTHER BUSINESS**

Mr. Assaid reported that we have heard GCA has reached out to some board members. Since the RFP is out, they are prohibited from talking with us during this process. Refer them back to Mr. Assaid if they do approach you.

With no further business, Mr. Assaid adjourned the meeting at 1:15pm.

Respectfully submitted,

Lenora S. Downing

Operations Coordinator