

## Special Meeting Minutes

Board Board of Education – Facilities Committee

Monday, September 10, 2018 at 6:00 PM and Wednesday, September 12, 2018 at 10:00 AM

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The Board of Education appointed Facilities Committee met in special session Monday, September 10, 2018 in the Auditorium. The Wednesday, September 12, 2018 meeting was canceled due to lack of public attendance.

### I. CALL TO ORDER

- A. Monday, August 06 Time: 6:00 PM
- B. Wednesday, August 08 Time: meeting canceled

### II. ROLL CALL

#### A. Monday, September 10:

<input type="checkbox"/> Rick Gilbert, Professional Engineer	<input checked="" type="checkbox"/> Danny Elam, Bethel Board of Education
<input type="checkbox"/> Jimmy Chapman, Bethel Maintenance	<input checked="" type="checkbox"/> Lori Sebastian, Bethel Board of Education
<input type="checkbox"/> Jared Ratliff, Bethel Network Admin	<input checked="" type="checkbox"/> Julie Reese, Bethel BoE / Committee Chairperson
<input type="checkbox"/> Ginny Potter, Bethel Superintendent	<input checked="" type="checkbox"/> John Stewart, CT rep
<input type="checkbox"/> Brennon Hattery, Bethel Treasurer	

Note: Rick Gilbert and Ginny Potter arrived a bit late, so were not present for roll call

### III. ADDITIONS to the AGENDA (if needed)

Item for Discussion “New classroom space sub-committee” was added to agenda after the agenda was publicly posted.

### IV. COMMUNICATIONS, MEETINGS, ANNOUNCEMENTS

We have a new committee member who lives in Carriage Trails – John Stewart.

### V. ITEMS FOR DISCUSSION, SUB-COMMITTEE REPORTS

#### A. Status update - renovations

1. Renovation of multi-purpose room – will be remodeled into two classrooms, one likely to be used for Special Education and the other for MS.
  2. Renovation of one elementary classroom – will likely be used for Kindergarten or possibly first grade.
- A contractor has been chosen and work will begin September 17<sup>th</sup> with an estimated end date of mid-November.

#### B. Status update - Structural analysis/evaluation of elementary school building – analysis to look at the cost of continuing to maintain and make necessary repairs to our 100 year old building

- Estimated cost of analysis is now \$29,940.00 but includes both the Elementary School and what is now the Middle School (basically all buildings except the new HS addition).
- Independent analysis must be approved by the Board of Education.

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### C. Data gathering for new housing construction

1. Carriage Trails
2. Bethel Township

➤ Jeremy Imboden provided a hand-out with the following info:

- The following businesses and agencies were contacted regarding open land classified as residential or that has been requested to re-zone to residential use:
    - Ryan Homes at Carriage Trails
    - Montgomery County Auditor's Office
    - Miami County Auditor's Office
    - Bethel Township Planning & Zoning
    - Miami County Realtor HER Realtor
    - WaterStone at Carriage Trails (Apartments).
  - Current open lots classified residential:
    - Carriage Trails: 163 (lots still to sell)
    - Bethel Township re-zoning: 19 (re-zoned to residential)
    - Open lots for sale in Bethel Twp: 1
    - Total open residential lots: 183
  - Average number of children (under 18) per family and per family with children, for Ohio:
    - 2000 census – average per family .88
    - 2010 census – average per family 2.4
  - By using the data from the 2000 census and the 2010 census:
    - The low estimated population increase from additional housing would be 161 people under 18 years of age.
    - The higher estimated population increase from additional housing would be 440 people under 18 years of age.
    - These numbers do not account for where students attend school (Bethel, home school, private school, or open enrollment).
- The Carriage Trails numbers seem to differ from what we were previously told. We will discuss at next meeting.

### D. Student growth trends

1. Which grades are fastest growing
2. Estimate student population for next 5-10 years

➤ Julie Reese reported: I took numbers from past Superintendent's reports and current numbers provided by Ginny and entered them into a spreadsheet. At the last meeting, it was asked that we also break out Special Education numbers. We have some of these numbers, but are still working on organizing them by grade. Spreadsheets will be provided at the next meeting.

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### E. Renovation possibilities

1. elementary kitchen
  2. elementary auditorium
  3. elementary gym
  4. choir room
  5. high school locker bays
  6. high school teacher work room
  7. enclosing outdoor “walled in” areas
  8. middle school locker rooms
  9. elementary admin offices
  10. hive area
  11. elementary library
  12. high school library
  13. bus barn
  14. house on Bethel property (North of school)
- Melissa Firstenberger will chair this sub-committee. Patty Garlough and Ginny Potter will also be on the committee. Ginny also suggested an Administrator from the Elementary be a part of the committee.
  - Julie will work with Melissa on rules for holding a meeting to ensure the Sunshine Laws are followed.

### F. OFCC reports

- Existing reports (from the last time the state performed its analysis) were summarized by Lori Sebastian. Here is a recap:
  - In January 2013, OSFC assessed our facilities and gave renovation costs for suggested improvements for the following building components: HVAC system, roofs, floors, foundation, ceilings, and walls, electrical system, plumbing and fixtures, window system, general finishes, interior and emergency/egress lighting, security system, fire alarm, handicapped system, site condition, water supply and sewage system, exterior doors, hazardous materials, life safety, loose furnishings, and technology. As part of the total renovation costs, a construction contingency / non-construction cost budget were included.
  - The (old) 2013 high school had approx. \$4.6MM in suggested renovation costs
  - The 2013 junior high school had approx. \$5.8MM in suggested renovation costs
  - The 2013 elementary, which included the historic building, the 1951 addition (kindergarten hall), 1956 addition (old shop area), and (a portion of) the 1968 addition, had approx. \$10.8MM in suggested renovation costs
  - Complete renovation costs of the facility suggested by the 2013 OSFC reports excluding the current new high school addition total over \$21MM.
  - Overall findings for the structures: suggested attention to structure and roofs; inadequate ventilation system; undersized classrooms (according to current standards); inadequate electrical system; non-compliant security system; non-compliant fire alarm system; no automated fire suppression system (sprinklers); reported asbestos; not compliant with ADA accessibility requirements (according to current standards); fair site circulation; adequate parking.
  - The bright spot on the report: generous size of the site, room for construction of a new facility. They also felt we had adequate parking.
  - The determining factor on much of the "lacking" systems' conditions was age. Systems were considered fair (or poor) if they were old, often because they were not up to current code or standards rather than functionality.
- Ginny also added some remarks:
  - We are currently at a 50/50 share should be accept funds from the state – they would pay half and we would pay half.
  - OFCC normally will not come back for 10 years.

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- They will “roll-in” any findings from an independent review that we have done.
- If we take state money and want to keep old buildings, we would not be able to connect any new construction to existing buildings.
- OFCC runs the project if they give us money.

- Full versions of the existing reports will be posted on the website in the District > Board of Education > Meeting Documents “Other Supporting Documents” column.

### G. Finance Sub-committee

- No updates at this time.

### H. Hearing of the Public

- Throughout the meetings, several people interacted with questions, discussion, and suggestions. No official comments were submitted through comment cards.

### I. Next meeting date, time

1. October 8, 2018 @ 6:00 pm (prior to the regular Board meeting)
2. October 10, 2018 @ 10:00 am

### J. Next meeting agenda items: what are next / upcoming steps

These are ideas or items that may need to be looked at over the course of the committee. These items are discussion points only, they are not action items. It is not a complete list – ideas and comments are welcome.

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|---|---|
| <ul style="list-style-type: none"><li>a. Middle school assessment</li><li>b. Assessment of Pre-K needs</li><li>c. Cafeteria capacity analysis</li><li>d. Parking capacity analysis</li><li>e. Gym capacity analysis</li><li>f. Admin office space assessment</li><li>g. Financing possibilities, options, and alternatives</li><li>h. Athletic needs analysis</li><li>i. Special Education needs analysis</li><li>j. Keeping elementary versus demolishing/new building analysis</li><li>k. Temporary trailers option</li><li>l. New building analysis<ul style="list-style-type: none"><li>a. buy versus build</li><li>b. idea: purchasing / leasing Huber Heights Parktowne School (if this is even possible) or a portion of another existing school that may be under-utilized</li><li>c. idea: adding a second story to the current middle school buildings?</li></ul></li></ul> | <ul style="list-style-type: none"><li>m. Renovation possibilities/options:<ul style="list-style-type: none"><li>a. elementary kitchen</li><li>b. elementary auditorium</li><li>c. elementary gym</li><li>d. choir room</li><li>e. high school locker bays</li><li>f. high school teacher work room</li><li>g. enclosing outdoor “walled in” areas</li><li>h. middle school locker rooms</li><li>i. elementary admin offices</li><li>j. hive area</li><li>k. elementary library</li><li>l. high school library</li><li>m. bus barn</li><li>n. house on Bethel property (North of school)</li></ul></li><li>o. Other repairs/maintenance needs:<ul style="list-style-type: none"><li>a. elementary boys bathroom</li><li>b. middle school gym</li><li>c. elementary hallway painting</li><li>d. elementary lintels – 3rd floor front</li><li>e. elementary lintels – 2nd floor</li><li>f. elementary air conditioning</li><li>g. elementary room(s) renovations</li></ul></li></ul> |
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- Some items that will be on the next agenda will be discussing the construction numbers, the enrollments numbers/trends, renovation possibilities, and new classroom space analysis.

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K. New classroom space sub-committee

- We are looking for volunteers to form a sub-committee to look at new classroom space.
- Some ideas that need analysis:
  1. buy versus build
  2. idea: purchasing / leasing Huber Heights Parktowne School (if this is even possible) or a portion of another existing school that may be under-utilized
  3. idea: adding a second story to the current middle school buildings?
- No one volunteered to chair the committee.

## VI. ADJOURNMENT

A. Monday, September 10:

Motion: Lori Sebastian

Second: John Stewart

Roll Call:

  Y   Rick Gilbert, Professional Engineer  
   Jimmy Chapman, Bethel Maintenance  
   Jared Ratliff, Bethel Network Admin  
  Y   Ginny Potter, Bethel Superintendent  
   Brennon Hattery, Bethel Treasurer

  Y   Danny Elam, Bethel Board of Education  
  Y   Lori Sebastian, Bethel Board of Education  
  Y   Julie Reese, Bethel BoE / Committee Chairperson  
  Y   John Stewart, CT rep

Meeting adjourned at 6:53 PM.

**NOTE:**

*If an executive session is required, it may be placed anywhere in the order of the agenda but often comes at the beginning or at the end. It is often anticipated in advance that an executive session will be necessary, but the Board may call for such should the occasion arise even though it does not appear on the prepared agenda. Executive sessions are permitted for certain specified situations. Only discussion may take place on-site in executive sessions. Voting must be done in an open meeting.*

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Secretary

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