

**Minutes of FACILITIES COMMITTEE**  
**The Board of Trustees**  
**Gull Lake Community Schools**

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A Facilities Committee meeting of the Board of Trustees of Gull Lake Community Schools was held on the 1st day of October 2025, beginning at 7:47 AM in the Christopher L. Rundle Administration Building.

**Roll Call:** Eddie Keene, Deputy Superintendent Lisa Anderson, Superintendent Christopher Rundle, John McCann, Assistant Superintendent Drew Bordner, Brad Glessner, Krystal Scott-Rhodes (via phone)

**Guests:** Deputy Eric Root, Tim Britain

**1. Public Comments:** None

**2. Approval of Minutes:** The September 3, 2025 minutes were approved.

**3. Emergency Operations Plan (EOP) Biennial Review**

Assistant Superintendent Bordner and Deputy Root presented the Emergency Operations Plan (EOP) to the Committee. The Michigan Department of Education pursuant to PA 436 of 2018 requires the EOP be reviewed and approved by the Board every 2 years. A brief history was given to the Committee.

The Committee reviewed Safety Components, Standard Response Protocols, Scenario Response & Training, and Ongoing District Safety Planning. This will be presented to the Board for formal approval.

**4. Kellogg Traffic Flow**

Tim Britain from Viridis Design Group provided the Committee with updated site renderings related to traffic flow improvements at Kellogg. As part of the evaluation, Clark Dietz conducted traffic counts at various time intervals and compiled the data into several spreadsheets. The analysis confirmed that afternoon pickup traffic significantly exceeds morning drop-off, with a peak need to accommodate approximately 60 vehicles.

The Committee reviewed three renderings presented by Viridis. A formal traffic study with more detailed data will be required for submission to the Road Commission of Kalamazoo County (RCKC) as part of the project approval process. Tim Britain also submitted a work order to RCKC for the gravel shoulder infill, which is expected to be completed by their team.

The estimated total project cost is \$850,000. Given current funding constraints, the Committee recommended developing a contingency plan in the interim. The project is anticipated to be included in a future bond proposal.

**5. Director of Buildings & Groups Update**

Brad Glessner presented an update on the district's summer construction and maintenance projects. The committee reviewed the status of each initiative under both the bond and sinking fund initiatives. The update included progress reports on work at WK Kellogg, Richland Elementary, Ryan Intermediate, Gull Lake Middle School, Bedford, as well as the two cold storage additions at Maintenance and the Gull Lake Center for the Fine Arts (GLCFA).

**6. Next Meeting:** November 5, 2025 @ 7:45 a.m.