

The buildings and grounds committee met in the Forum Room on April 26, 2022 at 4:30 p.m. with the following present: Tommy Sablan and Mike Domin. Mary Kuhlmann was available by phone for portions of the meeting. Jamie Skjeveland, Clayton Lang, Erica Marcussen, Travis Fuechtmann and Bill Tollefson were also present.

Bike trails Through Undeveloped Area at North Side of CRES Campus Property – The committee was provided with a proposal from Clayton Lang, elementary phy ed teacher, who was seeking approval to write grants to build a beginner and an intermediate bike trail in the undeveloped area at the north side of the CRES campus property. A couple years ago, Lang wrote grants for the purchase of bicycles and a storage trailer and having a designated space on the CRES campus to be able to teach safe biking lessons and trail protocol awareness is the goal of the proposal. In addition to the beginner and intermediate trails, there would be space left for an outdoor classroom and another goal would be developing the spaces alongside the trails as arboretum-type spaces, where trees would be labeled. The committee discussed potential liability issues, as the School District’s property/liability insurer had many questions regarding the first proposal to purchase bikes and required procedures to be adopted that would require students to wear safety gear, such as helmets. The trails would be “all tires on the ground” rollable, with no drops on the trail, other than natural contours of small hills and rocks. Proposed work on the project would be summer of 2023. Lang presented an initial design and budget proposal. Cost is estimated at \$35,000. A survey would need to be finalized so that a more accurate location of the trails could be laid out. Maintenance would be fairly minimal and Lang indicated he would be responsible for completing any maintenance that was needed. The committee also discussed the need to ADA-required disabled accessibility, especially to the outdoor classroom area, and that item will need further exploration. The consensus was that grant funding initially estimated at \$35,00 would be do-able and that the project would be forwarded to the School Board for consideration with the understanding that there would be a two-year window during which funds would be raised. Once adequate funding is secured, final plans would be developed and the elements associated with construction could commence. If adequate funds were not secured, for whatever reason, any funds secured would be returned to the donor or redirected to other projects that the donor would consider approvable.

Potential Easement for Cuyuna Lakes Trail Association for Bike Trail Along North Edge of CRES Campus – The committee received information about the potential for the Cuyuna Lakes Trail Association to seek an easement to install a bike trail along the north side of the CRES property adjacent to 8<sup>th</sup> Street. Discussion focused on how big the easement would need to be. A recollection was shared that the City of Crosby may have purchased five to eight feet on the north edge of the CRES property in 1999 for this sort of purpose and that will be confirmed based on the completion of the survey noted in the preceding topic. The committee was interested in the School District continuing to investigate needs and options, with the caveat the that little to no School District funds be used to facilitate the project.

Phase IV Summer of 2023 Construction Project Identification – The committee worked through a list of referendum projects remaining for Phase IV and V and beyond. The purpose was to identify and prioritize projects that would be completed in each of those phases – Phase IV in Summer of 2023 and Phase V in Summer of 2024. The final phases – likely Phase VI and VII – would focus on exterior building envelope items, with the major task accomplished in those phases being the re-roofing of the school buildings. The current environment associated with roofing is totally chaotic, with commercial roofing materials providers cancelling all their contracts and, if products are available, they are coming at greatly inflated costs. In addition, an assessment of the existing roof is being planned for June, which will help to identify the condition of the existing roof and associated insulation system and provide information for the potential of planning for something other than a full scale, overall replacement; which might include reusing some of the existing insulation base material if it remains in good condition. A list of remaining projects, by building is included with this meeting summary as an appendix.

Topics of discussion included whether remaining athletic spaces in the secondary building be done in Phase IV or if it might be more prudent to take more time to plan for them and have better updates on available funding which would make a better fit for those projects to be considered in Phase V. This would allow a number of interior facilities maintenance projects to be completed during Phase IV. Also at the secondary, there was a need identified to consider replacement of classroom furnishings. At the elementary school, additional issues have arisen regarding

the potential need to modify the early learning spaces, which include redesign of the special education life skills space. Many of the CRES performance area items that were easier to address have been completed, including a new sound system and a new electricity transformer with a reduced hum. More discussion needs to happen regarding the extent of any remaining performance area modifications and whether they remain a priority of building users. The other area that is pending includes what might be referred to as specialty areas, including modifications to the two special ed spaces that were originally designed as art and science lab spaces and the foyer to the music room.

After lengthy discussion, the committee suggested that it would be helpful to get the input of all School Board members, so a special School board meeting will be planned for June 2022 with the goal of prioritizing remaining projects and assigning them to a phase that makes the most sense, in terms of similar construction during that particular phase, construction in adjacent areas, and the need to take more time and gather more information to plan for certain projects, such as what happens in the Woock Gym or the CRES Performance Area.

Tommy Sablan left the meeting at 6:30 p.m.

Sale of CRES Bus Loop Driveway Property to Crow Wing County – The Crow Wing County Highway Department has been moving forward with all of the elements of the planned construction of a round-about at the intersection of State Hwy 6/210 and County Road 31 near the new Super One store. This includes the need to realign the main entry of the Heartwood Senior Living complex from directly off of County Road 31 to a new entry off of the CRES bus loop parking lot. This proposal was presented to the Buildings and Grounds Committee initially on August 11, 2021. The gate to keep traffic out of the bus loop is being finalized and price quotes will be provided to the County. Once the County has that information, a proposal for the purchase of the driveway property from the School District will be provided, along with an offer to pay for the cost of the purchase and installation of the gate system. This will likely be ready for action at the May or June, 2022 School Board meeting.

The meeting adjourned at 7:25 p.m.

Respectfully prepared and submitted by William Tollefson

## Crosby Secondary Bldg. – Projects Remaining:

(General Note: numbers presented below do not have General Requirements include within).

- **Areas A & B:**
  - These locations have been predominately completed with the exception of some small deferred maintenance items when compared to the original plan. Items for discussion yet are:
    - FACS / Culinary Remodel – desire to re-pursue this at all? This was not a part of original Ref. and during design was Estimated at \$187,630 and at Bid Day was \$184,708. With the current economy, I'd safely move this to a \$200,000 item.
    - Classroom Furnishings – do we want to exhaust some of the remaining FF&E Lines for this location?
    - Classroom Finishes – originally there was no plan to tackle carpets/ceilings/etc... in this area; should this be explored?
    - The lower level of Area B appears to have a shifting/settling issue – this should be explored regardless. Minimal funds dedicated, but review should occur.
- **Areas C & D:**
  - Sim. to above, these locations will be predominantly completed at YE 2022.
    - Some deferred maintenance will still exist, with a focus remaining on lighting upgrades.
    - Also similar to above, do we explore finish updates as well when progressing through the remaining un-touched spaces/classrooms/offices?
- **Area E – PE Gym / Wrestling / Weight Room (Athletics in Ref.):**
  - Some work has been completed in this area under Ph. 1. Items for discussion are:
    - Is a review of the large bathroom set by the Galovich Gym desired, to potentially allow for a reconfiguration of space?
    - Changing room for officials was at one time discussed, does that play into the notion above of a bathroom reconfiguration?
    - Wrestling room location – revisit? *Note: this was not a part of the Referendum.*
    - Weight Room could use more space in conjunction with a cardio room. Does that lend itself to a revisit of Room 310?
- **Area F – Front Office / Band / Choir / Varsity Lockers:**
  - Garage ventilation still remaining.
  - Misc. updates & Locker Room Refresh.
- **Area G – Galovich Gym:**
  - Nothing really remaining within this space, had the dehumidification dedicated to it and has been subsequently completed.
- **Area H – Woock Gym / Auditorium:**
  - A refinish of the gym floor was planned for at the value of around \$30,000.
  - Misc. improvements throughout the gym space, some doors, etc... were allocated to this line.
  - Does the overall use and function of the Woock Gym itself need to be revisited? Seats, railings, accessibility, etc... ? If so, would a reallocation of funds from Area E need to be applied to this location.

- **Exterior Site (Ref. B1):**
  - Tennis Courts and Track have been maintained and are in good standing.
    - I'll reach out to Fisher Track to get a site assessment completed to generate a maintenance plan and/or goal going forward for these two assets.
  - Parking lots need some focus and attention.
- **Exterior Envelope (Ref. B2):**
  - Project planning for 2024
    - Work to involve tuckpointing campus as a whole, review caulking/joints, and overall wall envelope.
- **General Bldg. Mechl. / Elect. / Struct. deferred maintenance (Ref. B4):**
  - Largest components of this line in the budget are the BAS (Bldg. Automation System) and RTU replacement plans.
    - To approach this item, I think we'll need to schedule a walk-thru with Widseth (Steve and maybe Eric), Climate Makers and Bill/I to review the overall vision moving forward. Some units need replacing, others are fine, etc...
    - The boiler plant should also be revisited. It is currently running fine with the exception of the exhausto system and a direct vent application would be preferred.
    - Water heater also needs review. Only one dedicated unit for the complete campus with no back-up or redundancy of sorts. Should this be replaced, add supplemental heaters to the system and/or is it possible to zone out the building with dedicated units to various wings of the building?

## Cuyuna Range Elementary (CRES) – Projects Remaining:

(General Note: numbers presented below do not have General Requirements include within).

- **Area C1 – Performance Area:**
  - A reconfigure of this space was originally planned for and may no longer be desired.
  - Some of the deferred maintenance has been taken care of already with in the performance area.
  - If no longer a desired remodel, do some of these funds get re-allocated to early childhood?
    - In the early childhood wing, there is a need to improve heating/cooling, casework improvements, general finishes, etc... This could lend itself to being an anchor project for Phase 4 in 2023.
- **Area C1 – Def. Maintenance:**
  - Largest components of this location would be the gym floors as well as any gym equipment updates necessary.
  - Focus with these floors will be to find a product that can handle the apparent moisture issues that exist with the slab-on-grade system.
- **Area D3 & D5– General Bldg. Int. Items:**
  - Within this allocation line, we were carrying work remaining for some non-specific carpeted areas.
  - Flooring in the cafeteria space.
  - Remaining ceiling tile through un-affected areas that have not been replaced.
- **Area D4 – Front Office / Lobby:**
  - Focus on this are included a re-work of the lobby ceilings and incidental deferred maintenance.
  - Included a complete replacement of the existing elevator (cab/machine only), this may not be required any further. Allocated value of \$90k.
    - This work scope could realistically slide in with any adjustments to plans that involve the early childhood wing and would be planned for in Ph. 4 – 2023.
- **Exterior Site (Ref. D1):**
  - Loading dock space is still an outstanding item.
  - Entrance parent loop / student drop off / flow / etc... This space has been discussed at length and is still on the radar for completing. *Note: this was not a part of the Referendum.*
  - As of recent, bike trail interaction would be a discussion point. Does any ancillary project need to occur if this is proceeded with (presumably funded through a grant); for example, fencing replacement around retention ponds, etc... ?
- **Exterior Envelope (Ref. D2):**
  - Project planning for 2024 to coincide with the Secondary.
    - Work to involve tuckpointing campus as a whole, review caulking/joints, and overall wall envelope.

- **General Bldg. Mechl. / Elect. / Struct. deferred maintenance (Ref. D6):**
  - Largest components of this line in the budget similar to the Secondary Bldg. with updates having been slated for Telephone, Cameras, Access Cntrl, and Intercom which are all for the most part completed. This accounted for nearly \$500k that is available.
  - Focus will need to be on remaining lighting and corridor work.
  - Compressor/condenser/cooling unit replacements as these are near end of life and/or not functioning correctly.
    - A site visit similar to the Secondary Bldg. would be warranted to re-size and plan correctly for these components.
    - Some of this work would be better suited to be completed during re-roofing scope of work.