

## **BUILDINGS/GROUNDS & TRANSPORTATION REPORT**

**Date:** April 18, 2016  
**To:** Board of Education  
**From:** Lori Ade

### **BUILDINGS/GROUNDS**

#### **Facilities Committee**

The Facilities Committee met Wednesday, April 13th. Minutes from this month's meeting are included with my Board Report. The next Facilities Committee meeting is scheduled for Wednesday, May 4, 2016.

#### **Performance Contracting Proposals**

Performance Contracting Proposals for the district were opened on April 12<sup>th</sup>. Ameresco and GRP presented their proposals to the Facilities Committee on April 13<sup>th</sup>. A recommendation will be made Monday night, April 18, to award the performance contract to one of these firms.

#### **Lincoln Water Meter/Leak**

As you will see on this month's payables, the water bill for Lincoln was quite excessive. The water bills always reflect two months of service. The first issue that affected the usage and cost is that we had a leak in the kitchen/storage area. Hilton's fixed this leak over Easter break. The second factor is simply a recording/billing issue due to the old meter being changed to a new meter system. The error has been fixed, but bottom line, we had not been billed enough the last couple billing cycles, and now that it was discovered, and we had to get caught up with the new billing system. The City no longer gives credits for leaks or misreadings.

#### **Building Repairs/Maintenance - Easter Break Work**

During the Easter break, we had several building projects completed, which are reflected in this month's payables.

- At Lincoln, Hilton's repaired a water pipe leak in the kitchen and storage room area.
- At Lincoln, we had floor tile work, toilet repair, and partition replacements in one boy's bathroom. Triple AAA, Hilton's, and Dailey Electric, as well as our own maintenance staff have been involved in this project.
- At Lincoln and Washington, Holthaus Heating & A/C installed mini-split air conditioning units in the offices and server rooms. These units replaced window type air conditioners that were not adequate for interior rooms, and we had ongoing issues with these window units. Dick Dailey and Hilton's also completed work with this project.
- At Lincoln and Washington, White's Flooring repaired nicks and cuts in the gym/cafeteria floors.

## **Personnel**

- **High School Custodian**

Ron Brown, long-standing employee with Pana School District, has accepted the position of evening custodian to replace the vacancy left by Randy Casner's transfer. Ron will begin his new position on Monday, April 18. Ron held three separate part-time positions with the district. Those positions have been posted, and we anticipate being able to fill those positions with current part-time district employees.

- **Summer Maintenance**

The temporary summer maintenance workers will begin around mid-May. We have two returning employees, and two new employees working this summer.

## **TRANSPORTATION**

### **Summer Special Education Route**

We have one special education route available this summer. This route transports one student for services locally, and runs for the month of June. The position is filled by current district school bus drivers.