

Oak Park District 97
Facilities Committee (FAC)
2009 Annual Report

MISSION OF COMMITTEE:

To provide on-going expert oversight and guidance to the Board and Administration regarding District facilities and infrastructure, the impact of the Strategic Plan, the District's master facilities plan, the District's 10-year Life Safety Survey Report, and proposed summer and related projects. Considerations include equity of investment among buildings, energy efficiency, environmental sustainability, and accessibility.

CHARGE TO COMMITTEE:

In October 2007, the District 97 Board of Education adopted a document that directed the FAC Committee to:

1. Examine the impact on facilities resulting directly and indirectly from the Strategic Plan.
2. Review the District's master facilities plan, including phasing of proposed multi-year improvements.
3. Review the District's 10-year Life Safety Survey Report, including proposed remediation to findings.
4. Review the District's proposed summer and related projects, including consideration within the plan of equity among buildings.
5. Investigate industry trends, best practices, environmental sustainability, and accessibility.
6. Provide guidance and recommendations to the Board for action on facilities issues as requested.
7. Report to the Board; provide an annual report summarizing the Facilities Committee's activities, noting any significant issues or trends over the preceding and succeeding fiscal years.

COMPOSITION:

The FAC Committee is comprised of two D97 board members, the D97 Assistant Superintendent for Finance and Operations, D97 Director of Building and Grounds, and five board-appointed community members with relevant expertise and knowledge.

D97 Board Members:

Peter Traczyk (through 9/09)

Peter Barber (began 9/09)

Bob Spatz

D97 Assistant Superintendent for Finance and Operations:

Therese O'Neill

D97 Director of Buildings and Grounds

Norman Lane

Committee Secretary:

Penny Sylvester

Community Members:

George Beach (term began 9/09)

Jamil Bou-Saab, Chairperson

Bob Heilman

Ralph Muehleisen (term began 9/09)

Melanie Weiss

Jack Chalabian II (term ended 6/09)

2009 MEETING DATES AND OVERVIEW:

January 21, 2009: Presentation by DLA Architects with discussion about ten year maintenance survey for buildings, asbestos tile abatement throughout District, and tuck pointing estimate. Review of summer 2009 capital projects. Reviewed the Madison Highlands Development plan options and discussed facilities' needs for the Oak Park Park District.

February 18, 2009: Discussion of usage of District buildings by outside groups and expenses incurred by usage. Discussion of District warehouse square footage needs. Bob Heilman distributed plan he worked up regarding rebuilding the Administration Building on current Home Avenue property (with underground garage). Reviewed brochure of the completed phase I performance contractor from Precision Controls.

March 25, 2009: Review of heating and gas analysis from 2004-2009 and cost savings realized from upgrades. Reviewed updated long-range plans. Presentation by Cao Mac regarding District's shifting to standardized, shared printers to save money and energy. Therese O'Neill and Norm Lane discussed savings in O&M Budget due in part to in-house staff completing more maintenance issues.

April 29, 2009: Therese O'Neill presented Capital Project Planning Process: long term large projects, smaller annual projects and annual maintenance.

June 3, 2009: Discussion regarding adding playground equipment, landscaping, and major outdoor redevelopment to 5 year Capital Improvement Plan. Review of O&M Budget quarterly shows cost savings. Reminder to ask Dr. Anderson to show Un-ivent DVD each year at Institute Day.

September 2, 2009: Discussion regarding quality of roofs on District buildings. Review of architects' roof report. Review of completed summer 2009 capital projects and money saved. New hand dryers installed at four schools. Discussion of how Village's newly hired sustainability director K.C. Poulos can work with District and will extend invitation for Ms. Poulos to attend upcoming meeting.

September 29, 2009: Precision Control Systems presented Phase I performance contract cost savings to district for lighting retrofit. Approved summer construction budget before goes out to bid. Discussion regarding hiring of roof consultant to review District middle school roofs. Norm determined District warehouse space needs had previously been under-estimated and current space proving adequate.

November 4, 2009: Therese reported in O & M Budget that purchased services were under spent but salaries slightly up due to more maintenance work being done in house. Therese reviewed expenses related to O&M Staff and suggested wellness incentives may be considered in future contract negotiations. Discussion of comparing District O&M costs to other comparable school districts. Consideration of what formula to use, such as per child, per square foot etc. Norm reiterated that warehouse space is being used effectively. Roof inspections scheduled.

December 2, 2009: Presentation by Gary Cuneen from Seven Generations Ahead and K.C. Poulos, Village Sustainability Manager. Procurement and use of recycled paper in district discussed. Lakeview Bus Lines has proposal to use hybrid buses with new 5-year contract. Community gardens discussed. Gary Cuneen spoke about zero waste pilot program, including cost savings from outfitting elementary schools with dishwashers and plastic trays. Discussion of composting program at Holmes. Committee reiterated need for District to consider green practices when doing building maintenance or making new purchases. Further discussion on getting comparables from districts on energy costs. Contact potential roofing consultants to get estimates for roof inspection.

The minutes of all FAC meetings are available on the district website or at the request of the committee chair.

ACCOMPLISHMENTS:

1. Reviewed and recommended the 2009 Capital Improvements plans and Bid
2. Continued the discussion on the Administration and Warehouse space needs, analysis and cost estimates. Reviewed and evaluated the Madison Highlands Development option
3. Participated in discussion with the Village and Seven generation Ahead regarding Sustainability and Green practice
4. Initial Review of Operation and Maintenance (O&M) and on-going capital improvements financial projections.
5. Evaluating the recommendation of Roofs Improvement.

FUTURE INITIATIVES:

1. Administration & Warehouse analysis and recommendations
2. Review capital improvements and O & M plans
3. Review and evaluate O& M costs (compare annually)
4. Sustainability and Green practice review and recommendation (not limited to energy efficiency, recycling etc..)
5. Provide recommendation on Roof improvements for Brooks and Julian
6. Provide recommendation for Performance Contract Phase II
7. Review and Evaluate Site improvements such as play grounds, landscaping etc..