

City-School-Community Advisory Committee Meeting

October 24, 2012, 3:30 pm

Chamber & Tourism Office

MINUTES

<input checked="" type="checkbox"/> Jeremy Carter	<input checked="" type="checkbox"/> Brian Guggisberg (6/30/13)	<input checked="" type="checkbox"/> Brian Mohr
<input checked="" type="checkbox"/> Steve Cook	<input checked="" type="checkbox"/> Greg Haffley, Vice Chair (6/30/14)	<input checked="" type="checkbox"/> Dolf Moon
<input checked="" type="checkbox"/> Chad Czmowski	<input checked="" type="checkbox"/> Anthony Hanson, Chair (6/30/12)	<input type="checkbox"/> Tara Oberg (6/30/13)
<input type="checkbox"/> Tom Daggett (6/30/14)	<input checked="" type="checkbox"/> Ryan Jurgenson (6/30/12)	<input checked="" type="checkbox"/> Daron VanderHeiden
<input type="checkbox"/> Josh Gehlen	<input checked="" type="checkbox"/> Donna Luhring	<input checked="" type="checkbox"/> Tina Vorlicek, Secretary
	<input type="checkbox"/> Don Martinez	

Call to Order – Anthony Hanson called the meeting to order.

Recent Examples of City/School Cooperation and Shared Service Conversations- No new shared services at this time.

Program – Dan Jochum, Director of Building, Planning and Zoning, John Paulson, Environmental Specialist, and Jeremy Carter, City Administrator provided an overview of the City of Hutchinson’s five year facility plan. Daron VanderHeiden, Superintendent and Brian Mohr, Director of Buildings, Grounds and Student Transportation provided an overview of the school district’s five year facility plan. (Plans are attached.) A brief overview was also given of the City’s comprehensive plan and downtown revitalization plan. Detailed information about the comprehensive plan and downtown revitalization plan is available on the City’s website (<http://www.ci.hutchinson.mn.us/planning.html>).

Other – The Letter to the Editor about this committee did not generate any real feedback. (People commented they saw the article and liked it.) Jeremy Carter spoke about the phased merger of Hutchinson Area Health Care and the Hutchinson Medical Clinic. As the City phases out of a leadership role with HAHC, there may be potential community health and wellness projects develop. Dolf Moon commented that a number of people have asked him about the potential of a YMCA. He informs people that YMCA’s are membership based and not public facilities.

Next Meeting – The next meeting will be April 24, 2013 from 3:30 to 5:00 pm, location to be determined. Potential agenda item: develop road map/process to identify trigger points to potential shared facility projects. It was suggested a facilitator would be beneficial. Anthony will research facilitators.

Adjourn – The meeting was adjourned by Greg Haffley.

Project Ranking by Facility Condition

Project Name	Facility Name	Department	Cost	CIPP Score	Year
Parks Garage Overhaul	Parks Garage	Parks	\$340,000	375	2013
Parks Garage Parking Lot	Parks Garage	Parks	\$60,000	375	2013
SD Sidewalk Replacement	Senior Dining	Planning Building Zoning	\$4,000	375	2012
Dehumidification Units	Civic Arena	Parks	\$400,000	340	2014
SD Parking Lot Replacement	Senior Dining	Planning Building Zoning	\$50,000	340	2013
Library Roof Replacement	Library	Planning Building Zoning	\$40,000	340	2012
Tipping Building Interior	Creekside	Creekside	\$25,000	320	EF
LH Roof Replacement	Liquor Hutch	Liquor Hutch	\$70,835	315	EF
East Rink Roof Replacement	Civic Arena	Parks	\$291,500	310	2012
Refrigeration units	Civic Arena	Parks	\$850,000	305	2014
CA Sidewalk Replacement	Civic Arena	Parks	\$15,000	305	2012
RC Roof Replacement	Recreation Center	Parks	\$218,000	290	2015
New Pool Equipment	Recreation Center	Parks	\$75,000	285	2016
EC Roof Replacement	Event Center	Parks	\$44,325	285	2012
CC VAV boxes	City Center	Planning Building Zoning	\$25,000	285	2012
LH Roof Top Unit	Liquor Hutch	Liquor Hutch	\$20,000	280	EF
WW Solids Building Boiler	Wastewater Plant	Public Works	\$15,000	280	EF
Cemetery Roof Replacement	Cemetery	Public Works	\$17,920	280	2012
East Rink Insulation Reface	Civic Arena	Parks	\$200,000	275	2015
WW Wall Packs	Wastewater Plant	Public Works	\$4,000	275	EF
WW Bldg 90 High Bays	Wastewater Plant	Public Works	\$4,000	275	EF
East Rink Front Doors	Civic Arena	Parks	\$7,430	270	2012
Controls Building Exterior	Creekside	Creekside	\$2,500	260	EF
CC Carpet	City Center	Planning Building Zoning	\$65,000	260	2013
FD Parking Lot	Fire Hall	Fire	\$150,000	260	2015
RC Main Air Handler	Recreation Center	Parks	\$42,661	255	2013
CA East Dasher Boards	Civic Arena	Parks	\$125,000	240	2015
CA East Tough Flex Flooring	Civic Arena	Parks	\$85,000	240	2014
Hangar Replacements	Airport	Public Works	\$400,000	240	2017
CA West Dasher Boards	Civic Arena	Parks	\$125,000	240	2017
FD Floor	Fire Hall	Fire	\$25,000	230	2016
CA RC Parking Lot	Civic Arena	Parks	\$640,000	230	2016
WTP Garage Roof	Water Plant	Public Works	\$10,000	225	EF
PD Windows	Police Department	Police	\$10,000	215	2017
Tip up joint replacement	HATS	Public Works	\$10,000	190	2017
PD Attic Insulation	Police Department	Police	\$5,000	165	2016

EF= Enterprise Funds

Future Projects

Band Shell Renovation	Band Shell	Parks			
CC Front Doors	City Center	Planning Building Zoning			
Roberts Park Lighting	Roberts Park	Parks			

Project Ranking by Year

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SD Sidewalk Replacement	Senior Dining	Planning Building Zoning	\$4,000	375	2012
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East Rink Roof Replacement	Civic Arena	Parks	\$291,500	310	2012
CA Sidewalk Replacement	Civic Arena	Parks	\$15,000	305	2012
EC Roof Replacement	Event Center	Parks	\$44,325	285	2012
CC VAV boxes	City Center	Planning Building Zoning	\$25,000	285	2012
Cemetary Roof Replacement	Cemetery	Public Works	\$17,920	280	2012
East Rink Front Doors	Civic Arena	Parks	\$7,430	270	2012
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CC Carpet	City Center	Planning Building Zoning	\$65,000	260	2013
RC Main Air Handler	Recreation Center	Parks	\$42,661	255	2013
Dehumidification Units	Civic Arena	Parks	\$400,000	340	2014
Refrigeration units	Civic Arena	Parks	\$850,000	305	2014
CA East Tough Flex Flooring	Civic Arena	Parks	\$85,000	240	2014
RC Roof Replacement	Recreation Center	Parks	\$218,000	290	2015
East Rink Insulation Reface	Civic Arena	Parks	\$200,000	275	2015
FD Parking Lot	Fire Hall	Fire	\$150,000	260	2015
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PD Attic Insulation	Police Department	Police	\$5,000	165	2016
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Tip up joint replacement	HATS	Public Works	\$10,000	190	2017
CA West Dasher Boards	Civic Arena	Parks	\$125,000	240	2017
Future Projects					
Band Shell Renovation	Band Shell	Parks			
CC Front Doors	City Center	Planning Building Zoning			
Roberts Park Lighting	Roberts Park	Parks			
Enterprise Fund Projects					
Tipping Building Interior	Creekside	Creekside	\$25,000	320	EF
LH Roof Replacement	Liquor Hutch	Liquor Hutch	\$70,835	315	EF
LH Roof Top Unit	Liquor Hutch	Liquor Hutch	\$20,000	280	EF
WW Solids Building Boiler	Wastewater Plant	Public Works	\$15,000	280	EF
WW Wall Packs	Wastewater Plant	Public Works	\$4,000	275	EF
WW Bldg 90 High Bays	Wastewater Plant	Public Works	\$4,000	275	EF
Controls Building Exterior	Creekside	Creekside	\$2,500	260	EF
WTP Garage Roof	Water Plant	Public Works	\$10,000	225	EF

Funding Plan

Year	Beginning Balance	(LGA) Funding	Proposed Improvements	Ending Balance	Contingency Funding (LGA)	Contingency Used	Contingency Balance
2011	-			400,000	-		-
2012	400,000	750,000	(445,175)	704,825	250,000	-	250,000
2013	704,825	750,000	(557,660)	897,165	250,000	-	500,000
2014	897,165	750,000	(1,335,000)	312,165	250,000	-	750,000
2015	312,165	750,000	(693,000)	369,165	250,000	-	1,000,000
2016	369,165	750,000	(720,000)	399,165	250,000	-	1,250,000
2017	399,165	750,000	(420,000)	729,165	250,000	-	1,500,000
		4,500,000	(4,170,835)		1,500,000	-	

Funding Plan

2012	291,500	East Rink Roof
	44,325	Event Center Roof
	40,000	Library Roof
	24,000	City Center VAV Boxes
	17,920	Cemetery Roof
	15,000	Civic Arena Sidewalk
	7,430	East Rink Front Doors
	5,000	Senior Dining Sidewalk
	<u>445,175</u>	Total
2013	340,000	Park Garage
	60,000	Park Garage Parking Lot
	65,000	City Center Carpet
	50,000	Senior Dining Parking Lot
	42,660	Recreation Center Air Handlers
	<u>557,660</u>	Total
2014	1,250,000	Civic Arena Dehumidification & Refrigeration
	85,000	East Rink Tough Flex Flooring
	<u>1,335,000</u>	Total
2015	218,000	Recreation Center Roof
	200,000	East Rink Insulation Reface
	150,000	Fire Department Parking Lot
	125,000	East Rink Dasher Boards
	<u>693,000</u>	Total
2016	640,000	Civic Arena / Recreation Center Parking Lot
	75,000	New Pool Equipment
	5,000	Police Attic Insulation
	<u>720,000</u>	Total
2017	400,000	Hangar Replacements
	10,000	Police Window Replacements
	10,000	HATS
	<u>420,000</u>	Total



Hutchinson Public Schools

Excellence in Academics, Activities, and Character

**City-School-Community
Advisory Committee**

October 24, 2012

District Facilities

<u>Buildings/Properties</u>	<u>Year</u>	<u>Sq. Feet</u>	<u>Acres</u>
West	1988 (24)	75,845	99.6
Park	1938 (74)	129,109	2.5/9
HMS	1990 (22)	125,390	99.6
HHS	1961 (51)	191,519	99.6
Central Office	1954 (58)	9,000	1
District Farm Site	1999 (NA)	None	9/71
*TAP Building	NA	3,000	1
District Total	45.8 Ave. Age	533,683	119.6

Note: Repair and Maintenance = \$.35 per sq ft

Facility Maintenance Priorities

District Policy 801-District Facility Planning

Capital Investment Plan

- 1st Health & Safety of Students
- 2nd Protection of the Building Envelope
- 3rd Extension of Building Life
- 4th Improve Functionality & Efficiency
- 5th Restoration to Original Condition
- 6th Improve Aesthetics of the Building

FY 2013

Description

Estimates

Beginning Balance	\$833,281
General Aid and anticipated interest	\$375,000
Deferred Maintenance Revenue	\$180,000
Ag. Property Rental	\$8,750
RE taxes	\$(4,400)
Electrician (Partial Salary)	\$(50,000)
Projects	\$(1,297,500)
A&E Fees for 2014 Projects	\$(77,850)
Minor Projects & Contingencies	\$(110,000)
Equipment	\$(35,000)
Total	\$(177,719)

Capital Facilities Cash Flow



FY 2013

West Elementary

Description

Window replacement (Phase 2)
Move west playground
Parking Lot Repairs

Estimate

\$(25,000)
\$(25,000)
\$(125,000)

Park Elementary

Description

Replace PA system
Replace centralized clock system

Estimate

\$(42,000)
\$(15,000)

Middle School

Description

No projects

Estimate

\$0

**Capital
Projects
by
Building**



FY 2013 High School

Description

Estimate

Tennis court resurfacing	\$(200,000)
Replace interior doors	\$(25,000)
Expand shotput pad	\$(15,000)
Univent replacement (8 @ \$2,500 ea)	\$(20,000)
Irrigate south green space	\$(28,000)
Replace Pressbox	\$(50,000)
Repair PE/Athletic Lockers	\$(38,000)
Replace classroom curtains	\$(42,000)
Repaint classrooms	\$(8,500)
Replace auditorium dimming equipment	\$(19,000)
Upgrade PA systems	\$(60,000)
Rewire stadium lighting - underground	\$(45,000)
Replace obsolete circuit panels	\$(30,000)
West parking lot rebuild	\$(425,000)
Repaint hallways	\$(15,000)

**Capital
Projects
by
Building**



FY 2013

District Office

Description

Rebuild parking lot

Estimate

\$(45,000)

**Capital
Projects
by
Building**



FY 2014

Description

Estimates

General Aid and anticipated interest	\$375,000
Deferred Maintenance Revenue	\$180,000
Ag. Property Rental	\$8,750
RE taxes	\$(4,400)
Electrician (Partial Salary)	\$(50,000)
Projects	\$(3,789,000)
A&E Fees for 2014 Projects	\$(227,340)
Minor Projects & Contingencies	\$(110,000)
Equipment	\$(35,000)
Total	\$(3,829,709)

Capital Facilities Cash Flow



FY 2014

West Elementary

Description

Replace 1988 Airhandlers

Estimate

\$(65,000)

Park Elementary

Description

Install powered exhausts w/economizers

Move office, nurse, counselors

Replace boilers

Tile exterior perimeter and
waterproof foundation (1956)

Replace lighting in 1956 wing

Replace and widen bus loading sidewalk

Estimate

\$(50,000)

\$(40,000)

\$(300,000)

\$(150,000)

\$(150,000)

\$(20,000)

**Capital
Projects
by
Building**



FY 2014

Middle School

Description

Repair and Seal Coat East Parking Lots
Fill auditorium
Replace carpet in 20 classrooms w/VCTT

Estimate

\$(18,000)
\$(80,000)
\$(70,000)

High School

Description

Track crack filling & Sealing
Seal coat front & rear lots
Parking lot pot hole repairs
Replace "courtyard" air handlers
Build 1 baseball/softball field by ECFE
Univent replacement (8 @ \$2,500 ea)
Roof restoration
Repaint classrooms
Tuckpoint brick below main roof
Upgrade electrical service
Replace windows

Estimate

\$(2,500)
\$(15,000)
\$(20,000)
\$(475,000)
\$(45,000)
\$(20,000)
\$(175,000)
\$(8,500)
\$(575,000)
\$(60,000)
\$(1,450,000)

**Capital
Projects
by
Building**



FY 2014

District Office

Description

No projects

Estimate

\$0

**Capital
Projects
by
Building**



FY 2015

Description

Estimates

General Aid and anticipated interest	\$375,000
Deferred Maintenance Revenue	\$180,000
Ag. Property Rental	\$8,750
RE taxes	\$(4,400)
Electrician (Partial Salary)	\$(50,000)
Projects	\$(1,640,000)
A&E Fees for 2015 Projects	\$(98,400)
Minor Projects & Contingencies	\$(110,000)
Equipment	\$(35,000)
Total	\$(5,203,759)

Capital Facilities Cash Flow



FY 2015

West Elementary

Description

Parking Lot Repairs

Estimate

\$(15,000)

Park Elementary

Description

Install carpet in 1938 classrooms

Move office, nurse, counselors

Replace univents in 1956(Part H&S)

Install centralized chiller plant

Repave drive and parking lot

Estimate

\$(62,500)

\$(260,000)

\$(340,000)

\$(72,500)

\$(35,000)

Middle School

Description

Repair and Seal Coat West Parking Lots

Repair and Seal Coat West Parking Lots

Estimate

\$(22,000)

\$(25,000)

**Capital
Projects
by
Building**



FY 2015 High School

Description

Tennis court resurfacing
 Convert Media Center/Cafeteria
 into commons
 Univent replacement (8 @ \$2,500 ea)
 Replace concession building &
 build restrooms
 Add cooling to auditorium and gym
 Repair/replace hall lockers
 Repaint classrooms
 Replace track surface
 Add bleachers to football field

Estimate

\$(4,500)

 \$(20,000)
 \$(20,000)

 \$(150,000)
 \$(175,000)
 \$(80,000)
 \$(8,500)
 \$(100,000)
 \$(250,000)

District Office

Description

Upgrade HVAC
 (Boiler, airhandling, plumbing)

Estimate

\$(150,000)

**Capital
Projects
by
Building**



FY 2016

Description

Estimates

General Aid and anticipated interest	\$375,000
Deferred Maintenance Revenue	\$180,000
Ag. Property Rental	\$8,750
RE taxes	\$(4,400)
Electrician (Partial Salary)	\$(50,000)
Projects	\$(6,302,500)
A&E Fees for 2016 Projects	\$(378,150)
Minor Projects & Contingencies	\$(110,000)
Equipment	\$(35,000)
Total	\$(11,520,059)

Capital Facilities Cash Flow



FY 2016

West Elementary

Description

Build PU/DO lane/west side of building

Estimate

\$(300,000)

Park Elementary

Description

Replace univents in 1938 (Part H&S)

Purchase house across from Park

Replace potable water pipes

Redesign kitchen and cafeteria

Estimate

\$(750,000)

\$(150,000)

\$(145,000)

\$(359,000)

Middle School

Description

Expand cafeteria & Kitchen

Estimate

\$(350,000)

**Capital
Projects
by
Building**



FY 2016 High School

Description

Track crack filling & Sealing	\$ (2,500)
Parking lot pot hole repairs	\$ (20,000)
Convert Media Center/Cafeteria into commons	\$ (80,000)
Phase 3 - 4 additional baseball/softball fields	\$ (220,000)
Univent replacement (8 @ \$2,500 ea)	\$ (20,000)
Replace toilet fixtures and plumbing	\$ (960,000)
Install centralized chiller plant	\$ (800,000)
Install DDC to replace pneumatic controls	\$ (464,000)
Replace cafeteria, art, & media HVAC	\$ (395,000)
Replace gym and auditorium air handlers	\$ (90,000)
Replace uni-vents with air handlers	\$ (75,000)
Replace steam distribution	\$ (1,000,000)
Replace "400 wing" air handlers	\$ (105,000)
Replace sidewalks	\$ (17,000)

District Office

Description

No projects	\$0
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Estimate

\$ (2,500)
\$ (20,000)
\$ (80,000)
\$ (220,000)
\$ (20,000)
\$ (960,000)
\$ (800,000)
\$ (464,000)
\$ (395,000)
\$ (90,000)
\$ (75,000)
\$ (1,000,000)
\$ (105,000)
\$ (17,000)

Estimate

\$0

**Capital
Projects
by
Building**

