



## **Bond Planning Committee Meeting 5**

**October 22, 2009**

The fifth meeting of the GCISD Bond Planning Committee was held at 6 p.m. on Thursday, October 22, 2009, at the Professional Development and Education Center. Thirty-eight members of the 52-member committee were present.

### **Welcome and Review**

Paula Barbaroux, GCISD Chief Operations Officer and Administrative Facilitator/Advisor to the Committee, welcomed members and explained the handouts provided to the committee. She outlined the Opinion of Probable Cost Summaries by facility and category, noting that the total amount for all items requested and related costs was \$320,652,912. She discussed how this total is not a final number but serves as a starting point for making decisions. She explained that the numbers also reflect escalation to account for the time from when a bond is passed to when the bonds could be issued and the projects scheduled for completion (approximately 16 months). The first phase was calculated with 8 percent escalation; two additional years then were added and compounded by 12 percent annually.

She responded to a question about the possibility of dividing the bond requests and holding two elections – one referendum for the critical need items such as safety and maintenance and a second measure for requests considered important but not critical at this time. Ms. Barbaroux explained that in the parameters set by the Board of Trustees, the committee was charged with developing one proposition. Dividing the requests would require multiple propositions or multiple bond elections in consecutive years. Additionally, another community survey would be needed to gauge support for two bond programs.

Another question pertained to how the priority numbers were established for each requested item. Priority ratings were recommended by each requestor during the submission process. The Master Design Team, which is comprised of administrators who oversaw the 2005 Bond Program, then reviewed the recommended priority ratings and made adjustments as deemed appropriate. Ms. Barbaroux added that through the review process, the Master Design Team worked with requestors to fully understand how the requests fit into District programs to establish the priority levels of need. Additionally, the Bond Planning Committee is encouraged to review and provide perspective on the priority ratings as part of committee and sub-committee discussions.

### **Operational Services Priority Needs**

Ms. Barbaroux outlined priority needs for the departments encompassing Operational Services. She used a PowerPoint presentation to highlight key items pertaining to Facility Services, Compliance and Safety, Nutrition Services, Transportation Services, Distribution (Warehouse), Public Information and the Print Shop, and Human Resources. Also addressed were business services including Financial Services, Purchasing Services, Payroll and Employee Benefits, Systems Analysts and Support, and the Tax Office.

Ms. Barbaroux explained that the assessment and evaluation of District facilities and operations is critical to maintaining effective learning environments. Key areas of focus include energy efficiency and conservation; roof structures; mechanical, electrical and plumbing systems; kitchen equipment; compliance; and building safety. Replacement cycles of District equipment, fixtures, and operational systems also were discussed.

Priorities of the Operational Services division include: promoting safety and security, conserving energy and reducing consumption, maintaining facilities and systems operational, preserving facility finishes, ensuring functional and effective operations, and creating efficiencies for prudent systems and budget management.

Ms. Barbaroux began the discussion with security priorities, explaining the need to replace security camera equipment and access control card readers that have outlived the expected lifespan. This would continue the replacement of security cameras and related equipment begun as part of the 2005 Bond Program. Some remaining equipment (i.e. analog cameras) is more than 10 years old and neither parts nor repair service is available. Other security priorities include ID badge equipment, a visitor background check-in and management system, cameras for buses, radio frequency identification system for District vehicles, and modified school entrances. Safety priorities include the replacement of school buses and District service vehicles, replacement/upgrade of exterior building lighting, and replacement of emergency radios.

Under energy conservation, priorities include lighting retrofits and occupancy sensors, control and HVAC systems management, building improvements (window replacements and roofing upgrades), and water efficiency upgrades such as sink moderators, irrigation controls, and toilet/urinal retrofits for minimum gallons flushed. Also mentioned was the water conservation and operational cost savings resulting from synthetic turf on athletic fields.

In Facility Services, the major priority is maintaining and preserving District facilities and operational systems. Ms. Barbaroux outlined roof replacement cycles and repairs needed to extend the life of roofs in the District, and discussed upgrades for mechanical, electrical and plumbing systems. Other maintenance items addressed included adding adjustable sensors for thermal control/comfort, replacing lamps and ballasts on competition field lights, adding ventilation, replacing gas lines and systems, replacing identified elevators for functionality and ADA compliance, adding emergency lighting, and adding emergency shut-off valves in science labs. Items addressed to preserve facilities included interior and exterior painting, and flooring replacement cycles. Ms.

Barbaroux also discussed equipment needs including custodial, lifts, and grounds-keeping materials.

In Nutrition Services, a key priority is replacement of equipment that has reached end-of-life (18-20 years), is beyond life expectancy, or is too costly/unable to be repaired. Ms. Barbaroux also explained that the serving areas at Cross Timbers Middle and Heritage Middle no longer are equipped to accommodate the number of students being served daily. Other priorities include replacement of computers and printers on the serving lines and the addition of security cameras in storage rooms and walk-in units.

In Transportation Services, priority needs include replacing school buses and service vehicles that have reached or will reach replacement age/miles by 2015. Ms. Barbaroux added that some bus replacements have been recommended to improve efficiency and safety on currently overcrowded routes. Other priorities include video cameras for student safety and discipline, tire balancer to reduce tire wear, replacement of underground fuel tanks and dispensers, and installation of a propane or CMG fueling station.

In Human Resources, priorities include replacement of ID badge making equipment, addition of moveable file bays to accommodate the large volumes of files required to be stored, and addition of HR “kiosks” at various District locations to provide information regarding employee news and job openings.

In Public Information, the major priority needs are in the Print Shop, where operational equipment is either original or was purchased used and is no longer able to be serviced or repaired. Equipment replacement includes a programmable paper cutter, multiple spindle paper drill, automated creaser, and automated folder. Other priority items discussed were the addition of a video streaming server to accommodate streaming web video and replacement of aging video editing equipment.

Priority requests for Distribution Services (Warehouse) include replacement of dock pads and the addition of metal ramp jacks for loading and unloading deliveries, a bar code scanner for inventory management, and a digital paper scanner.

Ms. Barbaroux also outlined general operational priorities for schools and departments including replacement of furniture, computers, printers, scanners, and copiers. She added that all furniture replacement in the District is funded through bond programs as the operational budget is not able to accommodate that expense.

In response to a question regarding document retention schedules and format, Ms. Barbaroux explained that state and federal requirements apply depending on the document. Some documents can be stored electronically while others must remain in original paper form. She added that the 2005 Bond Program provided for a document repository system to manage electronic documents and retention schedules; the system is in the process of being implemented.

Another question arose concerning priority ratings vs. category types. For example, asbestos abatement is categorized as a safety need, yet was rated a priority 3. Ms. Barbaroux explained that some items may represent priority categories (such as safety or security) but may have a lower priority rating because, although not ideal, it is being and can continue to be managed in its current state. She added that subcommittees can evaluate ratings as they work to prioritize all items in their subcommittee area.

### **Setting Parameters**

Ms. Barbaroux led a discussion about setting targets for the full committee or subcommittees regarding a recommended cost for a future bond program. Questions and discussion included:

**Q: *I would like to hear from residents on the committee about what the community will tolerate.*** The Bond Attitudes and Awareness Survey queried respondents about various scenarios based on total dollar amounts up to \$120 million as well as monthly and annual household tax impacts. At the time the survey was conducted, the approval threshold leveled at \$76-\$100 million. The degree of support increased as the total bond amount decreased. One scenario did consider no tax increase.

**Q: *What is the sense of support for \$120 million?*** Fifty-one percent of the respondents to the survey indicated in post-test questions that they would support a bond measure of up to \$120 million. Thirty-three percent indicated they would oppose a measure of that amount, with 15 percent undecided.

**Q: *What kind of communication happens between subcommittees so that when one subcommittee eliminates something, other subcommittees that may have related items are aware?*** Each subcommittee will present reports and recommendations to the full group for consideration.

**Q: *Can we assume we will be having another bond election in five years and, if so, could some of these things hold until then?*** Ms. Barbaroux explained that it will become more common for school districts to have five-year bond programs, in large part to keep up with replacement cycles and growth/program needs not sustained by the operational budget. However, the committee could choose to recommend a shorter bond program (i.e. 3 years) to address immediate needs and hold the remaining items for a future program in five years.

**Q: *Is \$100-\$200 million the starting target?*** Ms. Barbaroux reminded the group that 51 percent of the respondents to the survey indicated in post-test questions that they would support a bond measure of up to \$120 million. The survey did not test a higher amount. The committee took a vote, limiting participation to those members who are residents representing the community perspective, and set an initial goal of \$160 million as the total bond package amount.

**Subcommittee Work**

The committee broke into five sub-committees: Elementary School Renovations & Additions and Early Childhood Development Center, Secondary School Renovations & Additions, Technology, Sports Facilities & Ancillary Facilities, and Fixtures, Furniture & Equipment. Sub-committees began prioritizing, evaluating, and paring down the list of requested items.

The meeting adjourned at 7:42 p.m. The next meeting is scheduled for Thursday, November 5, 2009, 6-7:30 p.m. at the Professional Development and Education Center.

**Handouts provided:**

- Opinion of Probable Cost Summary by Facility
- Opinion of Probable Cost Summary by Category
- GCISD Operational Services Priority Needs PowerPoint presentation by Paula Barbaroux
- History and Philosophy of Security Cameras and Card Access Control
- Sample Sheet – Establishing Priorities and Setting Parameters
- Subcommittee Membership Rosters