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Wilton Public School Facility Assessment

Date: 4/9/2020

Project: Wilton Public School Facility Assessment

Project Number: 19-116

Location: Wilton, North Dakota

Attendees: Dylan Miller, Don Weible, Duane Johnson, Vicky Bender, Jess Oswald, Corey Krush, Lisa Jenkins, Jan Hansen, Lisa Klabunde, Kelly Bauer, Andrew Jordan, Jenna Kirchmeier, Kyle Kvamme, Kasey Allen, Lee Pierce, Jim Perras, Cassidy Ulmer, Mike Barsness

Purpose: Review Information Gathered Up Until This Point

Reported By: Kasey Allen

Attachments: None

Discussion Items

1. Introductions
 - a. Consolidated Construction Company (CCC) – Construction Manager at Risk
 - i. Jim Perras
 - ii. Mike Barsness
 - iii. Cassidy Ulmer
2. Facility Assessment
 - a. The Initial Draft
 - i. ICON is working on finishing up the assessment of the existing facility and will also be receiving information from Prairie Engineering who has evaluated the Mechanical and Electrical systems
 - ii. The assessment includes staff and community input
 - iii. The assessment evaluates overall site and the site context
 - iv. The assessment determines what activities and programs take place at the school other than Pre-K – 12 education
 - v. The assessment evaluates the existing school building for code compliance issues (ADA, fire suppression, etc.) as well as energy efficiencies, HVAC systems, sprinkler systems, plumbing systems, etc.
 - b. Once facility assessment is complete, CCC will conduct a capital/deferred maintenance plan to determine items that are nearing the end of their useful lives as well as items that are in good condition
 - i. They will prioritize these items into immediate needs, 3 – 5-year needs, and long term (6 – 10-year) needs
3. Staff Interviews
 - a. Results/Common Themes
 - i. ICON emailed the results to the group
 - ii. The group is to take in the information and start thinking about its implications and potential solutions
4. Community Input
 - a. Results
 - i. ICON emailed the results to the group
 - ii. Similar to the staff input results, the group is to take in the information and start thinking about its implications and potential solutions

Coordination / Action Items

1. Next Steps
 - a. ICON and Prairie Engineering to complete the facility assessment

- b. Deferred Maintenance Plan
 - i. CCC will complete once the facility assessment is done
 - 1. Tentatively 4 – 5 weeks out
- c. Tax Implications
 - i. ICON will work with financial consultants for Public Financial Management (PFM) to determine tax impact numbers so the committee can get an idea of how much potential projects may cost taxpayers
 - 1. They will determine the numbers for a \$1 million project on a \$100,000 house
- d. ICON will set up a microsite for all project information
- e. Committee members should start talking with friends, family, neighbors, etc. about the community input and staff input results and start discussing potential ideas and solutions
 - i. The goal is to have as much diverse input as possible

Milestone Dates

List all dates / deadlines.

- Next Meeting
 - Talk through facility assessment and capital maintenance plan
 - Talk about tax implications
 - Potentially discuss possible solutions/ideas
 - ICON will send out meeting date and time Doodle poll in a couple weeks
 - Our next meeting will be late April/early May
- District-Wide Survey
 - If decided on, ideally, this would go out in mid-June
- Potential Vote
 - In order to levy taxes for next year, a vote would be the first week of October 2020