



*The Helena Public Schools educate, engage, and empower each student to maximize his or her individual potential with the knowledge, skills and character essential to being a responsible citizen and life-long learner.*

Board of Trustees  
Facilities & Maintenance Committee

Lincoln Campus  
and via Microsoft Teams

Monday, November 7th, 2022 Noon

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## MINUTES

### ATTENDEES

*Trustees: Others:*

Luke Muszkiewicz, Committee Chair  
Siobhan Hathhorn, Committee Member  
Terry Beaver, Committee Member  
Kay Satre, Committee Member

Todd Verrill, Facilities Director  
Klint Fischer, SMA Architects  
Barb Ridgway, Chief of Staff  
Josh McKay, Assistant  
Superintendent  
Brian Cummings, Assistant  
Superintendent  
Gary Myers, Director of Educational  
Technology  
Karen Ogden, Communications Officer  
Keri Mizell, HR Director  
Kevin Flanagan, NAC Architecture  
Jane Shawn, HEA President  
Lona Carter, School Health Grant Facilitator

**I. CALL TO ORDER**

Committee Chair Luke Muszkiewicz called the meeting to order at 12:01 p.m.

**II. GENERAL PUBLIC COMMENT**

No comments were offered.

**III. REVIEW OF AGENDA**

No changes were made to the agenda.

**IV. REVIEW OF MINUTES**

Minutes from the 10.03.22 Facilities and Maintenance committee meeting were reviewed and approved.

**V. NEW BUSINESS**

**A. SMA Facilities Master Plan Update**

Klint Fischer, Principal + Director with SMA Architects, gave an update on the Facilities Master Plan. Mr. Fischer mentioned the SMA/NAC team facilitated the Key Stakeholder Visioning Meeting on 11.01.2022. SMA is compiling notes for the 11.01.22 Key Stakeholder Visioning Meeting and will distribute the notes to the team early the week of 11.07.2022. The SMA/NAC team are developing strategies for upcoming surveys. Based on the feedback provided from the District's building administrator survey, the team is strategizing for survey audience, format and questions. SMA will continue to analyze district enrollment history, trends and demographic information. SMA will work with Facilities Director Todd Verrill to schedule meetings with district departments to support the Phase 1 information gathering efforts. Mr. Fischer shared the Helena School District Facilities Master Plan Progress Report with the committee which outlined additional information including schedule, meetings and deliverable status and client input/action items.

The committee discussed it would be beneficial to check again with the Key Stakeholder Community Group to confirm that the 4:00 p.m. to 6:00 p.m. meeting time works well for them going forward.

**B. 7<sup>th</sup> Avenue Gym Discussion**

Todd Verrill, HPS Facilities Director, gave an update on 7<sup>th</sup> Avenue Gym. Mr. Verrill discussed that he met with a representative from DEQ last month and gave them a tour of 7<sup>th</sup> Avenue Gym. After

walking through the facility, DEQ agreed they could help with a more thorough assessment of the environmental health hazards in the building, specifically asbestos and lead paint. Mr. Verrill has also reached out to the Montana Business Assistance Connection organization. MBAC partnered previously with the district on phase one and phase two environmental reports, and the feasibility study that was done on the facility as well. The Montana Business Assistance Connection is interested in helping the district and working with DEQ to do a brownfield mitigation in 7<sup>th</sup> Avenue Gym. Mr. Verrill said his hope is to secure a grant through the Montana Business Assistance Connection and hopefully pay for an entire mitigation or remediation of the building at no cost to the school district. Mr. Verrill said that he will speak with DEQ and see what they can do to conduct an addendum to the phase one and phase two environmental reports that have already been completed. It would enable a more in-depth investigation of the extent of contamination in 7<sup>th</sup> Avenue Gym, would help us understand the building better, give us an idea of the cost and how difficult it will be to do additional work on the facility.

Mr. Verrill moved on to discuss that 7<sup>th</sup> Avenue Gym is completely full of old district furniture and sometime in the future he would like to ask the Trustees' permission to dispose of a large portion of what is in the building. The vast majority of the furniture will never get used again and keeping it in the building or moving it around to different facilities is a waste of time and effort.

The committee discussed it may be beneficial to keep a small percentage of the furniture in case of an emergency in which the furniture may be needed.

### **C. Jim Darcy and Rossiter Water Rights Discussion**

Mr. Verill gave an update on the wells located at the four schools in the valley. Warren Elementary has two wells; one for the school and one for the park and they are both permitted. Four Georgians Elementary has a well for the park and the playground which is permitted. Jim Darcy Elementary has multiple wells; one of which was abandoned and another well was brought online entirely when the new school was built. A completion notice must be filed with DNRC and that is due by December 31<sup>st</sup>, 2023. The district's water attorney is moving forward with filing the notice with DNRC. There are two wells at Rossiter Elementary; one for the school and one for Sierra Park. There are no water rights filed for the school well, and the Sierra Park well is considered exempt. Mr. Verrill said per his conversation with the district's water attorney, we need to determine how much water we are using in both wells and combine that amount. In the spring when we turn on the water to Sierra Park to irrigate the fields, we will put a meter on that well to determine how much water we are using. We will combine that data with the school well data to see if we hit the threshold that requires a permit for the school well. If we do hit that threshold, we must find upstream water availability and secure rights to that. If we do not hit the threshold it just requires a groundwater certificate and does not require a permit. Mr. Verrill said he will update the committee on the Rossiter wells towards the end of the summer once we collect that data.

### **D. Building Reserve Voted Levy Discussion**

Mr. Verrill discussed construction inflation and why it is important for the building reserve voted levy and why that levy needs to increase. First, Mr. Verrill reviewed how we measure construction

inflation:

- Inflation is generally measured using a cost index (i.e., the Consumer Price Index)
  - A cost index is a ratio of the cost of something today to its cost at some time in the past...it measures the change in cost over time.
- Construction inflation uses two types of indices
  - Bid Cost Indices
    - The final bid cost of a project (labor + material + margins)
    - Useful to developers and banks
  - Input-Based Indices
    - Expenses of a project (labor and/or materials)
    - Useful to contractors

Next, Mr. Verrill discussed construction inflation from 2014-2022.

- The last voted building reserve levy was around 2014.
- Over the past 30 years non-residential construction inflation averages 42%/year (excluding deflation in recession years)
- Using that historical average, inflation since 2014 should have been about 42%
- Because of COVID and its associated disruption of the global economy and logistical systems, and the continuing war in Ukraine.... We have seen construction inflation increase to 49.35%

Mr. Verrill shared the following graphs with the committee:

- Producer Price Index (PPI) Bid Prices and Selected Inputs
- Annual Construction Inflation (2014-2022)
- Combination Cost Index

The committee reviewed why construction inflation matters:

- The next building reserve levy will have to increase at least 50% just to keep up with inflation
- Current voted levy:
  - High Schools: \$750K
  - Elementary: \$1.25M
- We also have an \$88M deferred maintenance backlog to address
  - \$36M in HIGH PRIORITY projects alone (roofs, HVAC, elec.)
  - \$40M in Medium Priority
  - \$12M in Low Priority
  - Some items are necessary to protect our investments
  - Some items can wait (future construction/major renovations)

Mr. Verrill discussed voted building reserve levy recommendations.

- Recommend the following funding levels for the next building reserve levy:

- High School: \$1.5M
- Elementary: \$2.5M
  - 50% to cover inflation
  - 50% to address
    - Routine Maintenance
    - Emergencies
    - Deferred Maintenance

In summary, Mr. Verrill discussed the construction inflation since 2014 has outpaced historical averages. COVID, and global disruptions have negatively impacted the costs of construction materials and bid prices. The District has a \$88M deferred maintenance backlog. The voted levy needs to increase to both: keep pace with inflation, and address maintenance priorities.

#### **E. HPS Facilities Projects Update**

Mr. Verrill gave a Facilities and Maintenance Update.

##### Projects over the last 30 days include:

- Vigilante Stadium ticket booths repainting
- Jim Darcy pavilion (75% complete)
- Safety and Security Bond Projects: Safety fences around Jim Darcy retention ponds. Safety fence between Kessler and HWY 12
- HHS pressure reducing valve installation
- Sprinkler and sod installations at HMS boulevard (Rodney Street)
- Winterization projects: irrigation blow-out at all schools.

##### Safety and Security Projects:

- Secure Education Consultants Assessment site visits
- Emergency incident drills
- 911 call testing at all schools
- District-wide fire escape recertification by Stahly Engineering

##### October Work Order Count: 692

##### Current Projects:

- Jim Darcy pavilion
- Shot clocks for HHS, CHS, Bryant, and Central School (awaiting parts)
- Exterior security door replacement at Rossiter and Hawthorne (awaiting parts)
- Fall tree pruning
- Four Georgians Interior Repainting
- Helena Middle School Locker Repainting

## Projects for the Next 6-12 Months:

### New Since October Committee Meeting:

- HMS Water Main
  - Abandon current main under Vigilante
  - A new line will connect at Rodney Street
- Concession Stand Water Meter
  - Meter and backflow preventer required by city
- Broadwater Sewer Cleanout
  - Roots and debris
- CRA Sewer Cleanout
  - Roots and debris
- 4Gs Fire Lane Gate
  - As per Fire Marshall
- Hawthorne Sidewalks
  - Adjacent Harrison Ave. and Holter St.
- Water Meter at Sierra Park (Rossiter)
  - To determine groundwater usage for DEQ permitting
- Bryant Solar Panels

### Discussed at October Committee Meeting:

- CR Anderson partial roof replacement
  - Zones E, F, G, H
  - 29,310 sf
- CHS Tennis Court Rehabilitation
  - Draft construction drawings available for review from RPA
- CHS Auditorium Lighting Upgrade
  - 24 florescent fixtures are failing and/or replacement parts are not available
  - Replace with LED fixtures
- CHS Gym Floor Refinishing
- Warren Elementary School Water Treatment System
  - Repair current system

## VI. **BOARD COMMENT**

There were no board comments.

## VII. **ADJOURNMENT**

Committee Chair Luke Muszkiewicz adjourned the meeting at 1:08 p.m.