JOINT ASSEMBLY & SCHOOL BOARD FACILITY PLANNING COMMITTEE

Regular Meeting – September 15, 2016

1:00 – 2:00 PM – Assembly Chambers

Mary Becker, Chair

I. ROLL CALL

Meeting was called to order at 1:04 pm.

Committee Members Present: Assembly Member and Committee Chair Mary Becker, Assembly Member Jerry Nankervis, School Board President Brian Holst, School Board Member Sean O'Brien, School Board Member Josh Keaton (via call-in)

Committee Members Absent: Deputy Mayor Jesse Kiehl

CBJ Staff Present: Deputy City Manager Mila Cosgrove, Director of Public Works/Engineering Roger Healy, Project Manager Nathan Coffee

School District Staff Present: Superintendent Mark Miller, Director of Administrative Services David Means, Maintenance Supervisor Curtis Blackwell, Administrative Services Assistant Sally Hand

Public Present: None

II. APPROVAL OF AGENDA

No changes requested

III. APPROVAL OF MINUTES

Minutes from the April 18th meeting were reviewed in the meeting packets. There were no corrections noted. Mary Becker asked for a motion to approve.

Jerry Nankervis moved that the minutes from the April 18th meeting be approved. Sean O'Brien seconded the motion. There were no objections.

IV. STAFF REPORTS*

Mary Becker opened the meeting with discussion about the role of the Joint Assembly School Board Facility Planning Committee (Committee) versus the Juneau School Board (Board). The

Committee is involved in developing the plan but the Board determines whether to implement changes.

It was discussed that the Juneau School District (District) used to have a facilities planner position. That position disappeared with budget cuts; could the money for the RFP be used to reestablish the position? It was pointed out that going through a consultant will bring a wider variety of skills and knowledge.

V. AGENDA TOPICS

A. Facility Master Plan Scope of Work

The committee went through and discussed each task listed in the Scope of Work. There was discussion about not duplicating work, particularly in enrollment number projects. There was discussion about facilities operating cost and if that pertained to utilities and efficiencies. There was also discussion about how and when the draft plan would be shared with the whole Assembly and School Board.

B. Facility Master Plan Schedule

Mary Becker asked if there were any questions related to the timeline in the meeting packet. There was discussion if public input is needed as part of the process. It was determined it was not needed for developing the plan; if the Board decides to implement changes then public input would be solicited.

It was mentioned the schedule should provide needed information to the Board by September 2017 to prepare for the following school year.

There was also discussion about finalizing the contract before the municipal elections while the current Committee members have all the needed information. If Committee members change, the process might be slowed down. There are a couple of small changes to the scope of work based on today's discussions. The revised scope of work will be sent out to the Committee members and if there are no further comments the contract can be issued.

VI. PUBLIC PARTICIPATION

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual.)

There was no public comment.

VII. ADJOURNMENT – NEXT MEETING IS SCHEDULED FOR:

Roger Healy referred to the project schedule in the packet and said the next meeting would be in late December or early January for a presentation of data.

Mary Becker reiterated that Roger Healy would revise the Scope of Work and e-mail it to the Committee members for final review. If there were no objections then the contract could be issued and the work begin.

Mary Becker also offered to Committee members to contact her if they felt a meeting was needed before the data presentation.

Meeting adjourned at 2:09 pm.

** The item "Staff Reports" was added to the minutes but was not on the original agenda. Per the approved minutes from April 18, 2016, "Staff Reports" was to appear on all future agendas. The meeting was conducted to include this item.*