

**Scioto County Board of Developmental Disabilities**  
**Minutes for Facilities Committee Meeting**  
August 18, 2016 @ 5:00 P.M.

STAR, Inc.

Attending Members: C. William Rockwell (Chair), Jeffrey Kleha, and Rodney Barnett  
Attending Ex-officio: Superintendent Julie Monroe, Finance Director Matt Purcell, Adult Services Director, Kelly Hunter, and Operations & Safety Consultant Darin Porter.  
Observing: Board member Cindy Gibson

The meeting began at approximately 5:05 P.M.

1. **Update on Carousel Roof Project** : Mr. Porter stated PARR Roofing completed the roofing project with excellent results. Currently, there are a few minor tasks (paint touch-ups, masonry seal, etc.) that will be done as soon as possible to fulfill the contract. He added PARR's bid of \$138,000 was well below the estimated range of \$150,000 to \$175,000. He also noted he conducted a project meeting once a week with a representative from TSHD Architects and the contractors to discuss the project's progress. Minutes were sent to the Director's from each meeting.

Mr. Porter also said that there is a need to recaulk around all of the windows at the Carousel building, as the current caulking has disintegrated. The committee agreed that this project should be completed as soon as possible.

2. **Review of proposal from TSHD Architects for Capital Improvements on the following items:**
  - A. STAR and VRS buildings roofing project
  - B. Addition of a ramp at the south side of VRS
  - C. Renovation of group restrooms at STAR

The Board received a Capital Improvement Plan draft depicting which projects were in progress and those that had been completed. The health/safety items that the Board wanted finished first are in the final stages of completion. The three items above were prioritized to be completed next. It was determined the addition of a ramp should be pulled from the list and completed as soon as possible, as it was a safety concern for the students. Mr. Rockwell stated he would present a recommendation to the full Board that Ms. Monroe be authorized to move forward with the project since it would be outside of her spending authority. Mr. Purcell added he would be requesting approval to transfer funds from the General Fund to the Capital Fund to pay for the costs.

Mr. Porter stated the bidding process for the roof projects at STAR and VRS would begin in March of 2017. He added contractors may want to "bundle bid" on the two roofing projects. The renovation of group restrooms at STAR will also be looked at in 2017, as Mr. Hunter stated that the current restrooms cannot accommodate more than one person

being changed at a time. With the increasing need of restroom assistance at STAR, this creates a wait time for the service.

A concern about the masonry issues on the VRS building were brought up and this was determined to be an immediate safety issue as well. It has been reported that chunks of the ledge around the school are falling off, and while this project is already included in the Capital Improvement Plan, it will be expedited along with the ramp and caulking projects. All of these projects will be slated for completion by this fall.

3. **Planning and Financing Options:** Ms. Monroe stated she hoped all the projects would be completed by the end of the levy cycle. There was discussion regarding the options of splitting the projects up and doing a certain number per year versus completing them all at once via financing. Mr. Purcell stated he was confident the funding currently was available to complete the ramp, masonry and caulking projects, but would not know about funding for the other projects until next year. The committee will look at the budget before the bids go out for the roof projects to determine if financing would be a better option. There was further discussion regarding the next levy drop, time frame of projects and bidding schedule.
4. **Other:** None
5. **Adjournment:** The Facilities Committee adjourned at 5:42 P.M. on a motion made by Mr. Rockwell.

Respectfully Submitted by:  
Julie Monroe, Superintendent