

## Westlake High School Football Stadium and Baseball Field –

Improvements to the football stadium are approximately 90% complete. Installation of the turf should be complete by the end of the month. The scoreboard is scheduled for delivery the week of August 12<sup>th</sup>. Based on the proposal David Poole obtained from Omega Graphics, the committee authorized the purchase of the new interactive messaging center compatible video equipment to be purchased through a change order issued to Baird/Williams Construction's contract. Dr. Butler, Ellen Balthazar, and David Poole are to meet to adopt a plan for training and use of the new equipment. Plans for fund-raising brick pavers are still being developed.

### Technology –

The WAN upgrade includes fiber-optic cabling, wireless radio connections, and some leased services from Southwestern Bell. Currently, the fiber-optic cabling has been completed to the point of Hwy. 360 and Bee Caves Road. The remaining portion from 360 to West Ridge is on hold pending Austin Energy's approval of the contract. Fiber-optics from West Ridge to Barton Creek is nearing completion. Installation of the new VoIP telephone system is nearing completion with the switchover scheduled before the start of school.

### Other –

Design documents for the new Facilities Services Building on the former Shriner tract have been submitted to the district, and the architect is proceeding with the construction documents. Cost estimates for the proposed multi-purpose practice field are much greater than originally anticipated due the extensive excavation required for the project. In light of the increased cost, the committee recommends exploring other avenues for an additional playfield.

## 2. Presentation on Construction & Renovation Plans at Westlake High School

Tom Oehler, with SHW Group, Inc., presented a revised master plan, which is aimed at increasing the flow of the main campus with the expansion areas. The new plan provides for expanding and consolidating of the administration areas and creating a more defined main entrance to the campus. Due to postponement until next summer of Travis County's plans for improving Westbank Dr., the main entrance renovation will not be as extensive as hoped. Additional work to the entrance can still be done at the time of the road construction project. Also slated in the new master plan are numerous classroom, library, athletic, and other area expansion/renovations, relocation of the TLC program to the main campus, and various ADA upgrades. Although all campus requests could not be accommodated, the plan was developed giving consideration to addressing those desires in future renovation projects.

The committee requested current programming figures be reviewed before making a recommendation on the plan. SHW will continue to meet weekly to move forward with the programming and hopes to have final plans ready to go out for bid in late January. Construction is currently scheduled to begin late May or early June 2003.

## 3. Financial Update on Bond Project Expenditures

TPM presented revised budget figures for the various bond program projects, which were compared to the figures prepared by the committee. Numerous change orders and scope changes were presented to the committee for approval. Due to various changes of personnel in the district, the committee outlined new guidelines for future changes and budget management.

Meeting adjourned at 1:35 p.m.

**EANES INDEPENDENT SCHOOL DISTRICT  
FACILITIES COMMITTEE MEETING**

August 27, 2002 2:30 P.M.

Board Room

Facilities Committee Members Present: Brad Shields  
Ellen Balthazar  
Robert Durkee

Board Members Present: Jim Strickland  
Clint Sayers

EISD Administrative Staff Present: Jess Butler, Interim Superintendent  
Charles Teichner, Executive Director of Facilities Mgmt  
Ebbie Neptune, Director of Athletics

Others Present: Blair Williams, Baird/Williams Construction  
Chris Britt, Baird/Williams Construction  
Dean Sharp, Total Program Management  
Mark Law, Total Program Management  
Anne Monnig, Westlake High School Booster Club  
Mike Monnig, Westlake High School Booster Club  
Cathy Clay, Westlake High School Booster Club

Meeting convened at 2:35 p.m.

**Items for August 28, 2002 Board Meeting**

1. Approval of New Local Policy on Change Order Procedures

**Items of Information for Discussion**

1. Bond Project Update
2. Discussion of Renovation Plans at Westlake High School
3. Discussion Concerning Athletic Fields

**1. Bond Program Update:**

**Barton Creek Elementary –**

Punch list items should be completed by the end of September. The remaining scope of work to be considered includes interior signage, card access, and replacement of gym floor. The schedule for this work has not yet been established. A decision on the gym floor replacement is pending evaluation of the Sport Court flooring at Eanes Elementary.

**Bridge Point Elementary –**

The scope of work is still being developed and should be presented to the district at the end of September.

Cedar Creek Elementary –

Improvements are substantially complete with punch list items being worked off. Improvements to the playground are scheduled for completion by the end of September. Replacement of the exterior wall panels of the gym should be completed by mid to late September.

Eanes Elementary –

Work is substantially complete and punch list items should be complete by the end of September. The remaining scope of work to be considered includes card access, signage, and construction of some storage area at the gymnasium/cafeteria.

Forest Trail Elementary –

Punch list work is scheduled for completion by the end of September. The remaining scope of work to be considered includes repairs to the roofing, additional restrooms for the 40's and 50's wings, and miscellaneous interior repairs. Recent discussions with the staff and architect revealed the need to reconsider replacement of the existing roof versus repairing it. The schedule for the remaining work is pending re-evaluation of the scope of work. It is anticipated the outstanding work will be completed over the summer of 2003.

Valley View Elementary --

Punch list work is to be complete by the end of September. Scope of work yet to be completed includes replacement of roofing and site work at the back of building. The schedule for remaining work is pending decision on final scope. It is anticipated the outstanding work will be completed over the 2003 summer.

Hill Country Middle School –

The project is currently on schedule with all work scheduled for completion by the end of summer 2003. The kitchen is to be taken over during the winter break to allow for completion by the beginning of the 2003-04 school year.

West Ridge Middle School –

The project is currently on schedule, with all work estimated to be completed by the end of summer 2003. The building pad and site utilities for the new classroom are underway, with the first concrete pour scheduled for today.

Westlake High School –

Improvements to the stage rigging and fire sprinkler system at the Fine Arts Facility is nearing completion, with a punch list being compiled. The new sanitary sewer lift station is complete and on-line.

The football stadium renovation is substantially complete ahead of schedule, with punch list items currently being worked off. Final completion is expected within the next few weeks. The increase in budget from the original projected estimate is due to an increase in professional fees, change in quantity and type of seating, scoreboard and interactive message/video system, new sound system and lighting, new lift station, construction of fire line loop and fire lane access drive, and unforeseen conflicts with underground utilities. Representatives of the Westlake High School Booster Club presented a proposal for creation of a gathering area to be known as "Chaps Isle" behind the scoreboard. This would be an alternative area for installation of the fund-raising pavers and could be constructed in enoperation with the WHS Beautification Committee. They will compile a more detailed plan for presentation at next month's committee meeting.

Construction of the baseball bleachers and press box and installation of the new lighting are progressing. The district Athletic Director, Ebbie Neptune, presented concerns regarding damage to the baseball field caused by transporting heavy equipment to install the new lighting. Representatives of Baird/Williams Construction assured the committee the field would be restored to optimum condition.

#### **Technology –**

The WAN for Cedar Creek Elementary, Eanes Elementary, and Hill Country Middle School is nearing completion. The WAN fiber-optic cabling to West Ridge Middle School is pending the road bore under Barton Creek. The new district-wide telephone system is approximately 80% complete with most old phone service connections due to be disconnected next month.

#### **Miscellaneous –**

The architect has completed the design documents for the new Support Services Facility and has submitted them to the district for review. The construction schedule and cost estimate are pending approval of final design and determination of construction delivery method. Plans for renovations to the Transportation Center are pending district approval, with work scheduled for completion next summer.

### **2. Renovation Plans at Westlake High School:**

The architect has met with campus administrators to develop the current conceptual design for the main campus. The Board of Trustees is meeting tomorrow to discuss the proposal and whether it meets the original campus objectives. The committee feels the WHS administration needs more input into — developing the final plan. Scheduling and cost estimates are pending finalizing of the scope of work.

### **3. Athletic Fields:**

The committee feels a decision needs to be accelerated on whether to re-locate the TLC program in conjunction with the proposed renovations at the main campus. The pending move of this program would impact the future of the Buchanan house and former Shriner building and is the driving factor for the proposed tennis center and additional practice field. It is recommended the campus administration be consulted to gauge any change of priority and all proposals for these properties be tabled until a final consensus is reached.

Meeting adjourned at 5:30 p.m.

**EANES INDEPENDENT SCHOOL DISTRICT  
FACILITIES COMMITTEE MEETING**

September 24, 2002 2:30 P.M.

Board Room

**Facilities Committee Members Present:**

Brad Shields  
Ellen Balthazar  
Robert Durkee

**EISD Administrative Staff Present:**

Jess Butler, Interim Superintendent  
Charles Teichner, Executive Director of Facilities Mgmt

**Others Present:**

Blair Williams, Baird/Williams Construction  
Dean Sharp, Total Program Management  
David Hickman, Total Program Management  
Mark Law, Total Program Management

Meeting convened at 2:45 p.m.

**Items for September 25, 2002 Board Meeting**

None.

**Items of Information for Discussion**

1. Bond Project Update
2. Middle School Student Seating at Varsity Football Games
3. Maintenance Sweep Team Concept

**Bond Program Update:**

**Elementary Schools –**

Most elementary work is very close to being completed. The Cedar Creek playground work is nearing completion. Forest Trail and Valley View have roof work to be finished. Forest Trail has an internal gutter system in the existing roof structure. This will be an ongoing maintenance problem unless the roof is replaced. Pricing options are being explored.

**Hill Country Middle School –**

Installation of the structural steel, masonry, and MEP rough-ins will continue during October in the athletics and classroom addition. Pier drilling, foundation, beams, and slab work are underway for the new library. All new outside air-conditioning units are operational. Testing and balancing is in progress. Dr. Butler and Charles Teichner are to meet with the Westlake Hills Fire Department regarding the proposed fire lane.

West Ridge Middle School –

The Synergistics Lab, tennis court repairs, and central plant improvements are complete. The foundation, concrete columns, and structural steel at the athletic addition are also complete. Concrete work for interior grade and slab for the classroom addition are in progress. Exterior grade beams for the classroom addition are finished, with the slab 50% complete. Masonry work for the athletic addition is underway, with structural steel and masonry for the classroom addition scheduled to begin in October.

Westlake High School -

The architect is currently revising the conceptual design for the main campus. The construction schedule and phasing plan are pending establishing the scope of work. Work is still scheduled to begin next May. Completion of the truss system at the Fine Arts Facility should be completed by mid-October.

Westlake High School Football and Baseball Stadium –

The general contractor for the football stadium has been asked to perform additional improvements on the visitors' side due to safety concerns, and additional signage will be ordered for the home side to better designate handicapped seating areas. The punch list work should be completed by early-October. The baseball practice infield and lighting, seating, and backstop netting installation are complete. Due to unsatisfactory work by previous subcontractors, Baird Williams Construction has called in a new landscape contractor to complete the repairs to the playing surface. These should be completed this week, with the walk through of the final punch list scheduled for today. The architect is currently looking at options for replacing the baseball dugouts and incorporating a storage facility. New concerns were raised regarding possible glare from the new bleachers, the whereabouts of the old sound system, and a low area behind third base.

Technology –

The WAN for Forest Trail, Valley View, Cedar Creek, Hill Country, Westlake High School, The Learning Center, and the Buchanan House are complete, as well as the wireless connection from the high school to Eanes Elementary. The fiber-optic cabling to West Ridge Middle School is pending discussions with Austin Energy concerning the pole attachment agreement.

Miscellaneous –

Conceptual plans for the tennis center and softball practice infield have been developed by the project architect. Construction documents for the additional multi-purpose practice field located on the Shriner tract have been completed, and the project was bid through Baird/Williams Construction. Due to the higher than expected projected cost, the project is being re-evaluated. Preliminary drawings are complete for the improvements to the Transportation Center and are awaiting determination of the final scope of work. The renovations are scheduled for next summer.

The construction documents for the proposed new Support Services Facility are approximately 75% complete. The project is currently scheduled for bid during December or January with construction due to begin spring 2003. The committee requests Dr. Butler and Charles Teichner review the project due to higher than anticipated estimated cost.

**2. Middle School Student Seating at Varsity Football Games --**

The Athletic Department and middle school administrators have made arrangements agreeable to all parties for middle school student seating and supervision at the stadium during varsity football games.

**3. Maintenance Sweep Team Concept --**

Chuck Teichner proposed organizing Maintenance Sweep Teams of 4 to 8 maintenance staff members that will rotate throughout the district concentrating their efforts at a particular campus for 1 to 2 days each month performing outstanding work order requests. This arrangement will reduce daily travel time required to make miscellaneous repairs and provide additional personnel for larger jobs.

Meeting adjourned at 3:25 p.m.

**EANES INDEPENDENT SCHOOL DISTRICT  
FACILITIES COMMITTEE MEETING**

October 29, 2002 8:30 A.M.

Board Room

Facilities Committee Members Present: Brad Shields  
Ellen Balthazar  
Robert Durkee

Board Members Present: Clint Sayers

EISD Administrative Staff Present: Jess Butler, Interim Superintendent  
Charles Teichner, Executive Director of Facilities Mgmt.

Others Present: Blair Williams, Baird/Williams Construction  
Chris Britt, Baird/Williams Construction  
Dean Sharp, Total Program Management  
David Hickman, Total Program Management  
Mark Law, Total Program Management  
Don Sansom, Murfee Engineering

Meeting convened at 8:38 a.m.

**Items for October 30, 2002 Board Meeting**

None.

**Items of Information for Discussion**

1. Bond Program Update
2. Westlake High School Baseball Field Improvements
3. Westlake High School Renovations
4. Buchanan House/Shriner Building Status
5. Interlocal Agreement for Travis County Improvements to Westhank Dr.
6. Westlake High School Track Repairs

**1. Bond Program Update –**

**Elementary Schools –**

Punch list work and final walk-throughs are being completed on various elementary school projects. Replacement of the roof and addition of restrooms at Forest Trail are still under consideration.

**Hill Country Middle School –**

Erection of the structural steel is in progress for the classroom addition and is substantially complete on the athletics addition. The site retaining walls are nearing completion along with the grading for the emergency drive. Masonry and roofing work should begin next month. The project is currently behind schedule due the unusually heavy during rains recent months, but is still scheduled for completion by the beginning of the 2003 school year. Construction will begin in the kitchen over the winter break.

### West Ridge Middle School –

The structural steel erection, masonry, and MEP rough-ins are in progress for the classroom addition. MEP rough-ins are also underway for the athletics addition. This project is also slightly behind schedule due to weather, but is still slated for completion by the end of the summer 2003.

### Technology –

EISD, Avnet and TPM met with Austin Energy concerning the WAN fiber-optic cabling to West Ridge Middle School. Several issues are still pending discussions concerning the pole attachment agreement.

### Miscellaneous –

TPM presented a detailed report of bond project change orders to date and reported that Hill Country and West Ridge Middle Schools are the only remaining projects with future change order potential due to unexpected challenges during the extensive construction still ahead.

## **2. Westlake High School Baseball Field Improvements –**

The new lights, scoreboard, and press box are in place and the existing sound system equipment has been located. New speakers will be purchased and installed early next month. Options are still being explored for a new storage facility. The new landscape subcontractor has drafted a plan to perform some repairs as soon as the field is dry and additional improvements in the spring. Due to rains and subcontractor difficulties, all parties agree it is too late in the season to re-sod the damaged areas. The committee and general contractor are determining what repairs will be the contractor's responsibility. Recently raised questions regarding moving the dugouts are being considered, but will likely be driven by ADA compliance factors. The baseball parents group presented the committee with a letter outlining possible safety concerns at the field. Due to the time required to evaluate and address all concerns, the committee advised notifying the Athletic Department that early season home games may need to be re-located.

## **3. Westlake High School Renovations –**

Improvements to the stage rigging, installation of the truss system, and the fire sprinkler system at the Fine Arts Facility are complete. SHW Group, the architect for the main campus renovation, has been given direction by the Board of Trustees to proceed with the conceptual design. They will make a presentation to the Board at this month's meeting. Additional programming meetings with the campus administration will be conducted in the coming weeks. Development of a construction schedule is pending approval of the final scope of work. The committee is reviewing the remainder of the bond program budget for full funding of the extensive high school renovations.

## **4. Buchanan House/Shriner Building Status –**

A team of Eanes ISD personnel recently toured the former Shriner Building to consider possible district uses. Due to reduced fire code requirements for warehouse use compared to student use, the team recommends the required modifications be made and the existing building be utilized as a district warehouse rather than construct the proposed new warehouse building. It was also suggested previous

plans to move the Transportation Facility to the former Shriner property be reconsidered, as the current Transportation location is more conducive to playfield construction. Such a move would also improve traffic-flow on Westbank Dr. The committee wishes to review the complete master plan for the high school campus, south campus and former Shriner property at the next meeting and requests Chuck Teichner explore the possibility of using the Buchanan house for TLC program.

**5. Interlocal Agreement for Travis County Improvements to Westbank Dr. --**

Travis County has significantly reduced the scope of proposed improvements for Westbank Dr. and has increased the requested Eanes ISD financial commitment from an estimated \$35,000-\$50,000 to \$120,000. The committee plans to request Board approval of the funds at the next Board of Trustees meeting, but recommends stipulating Eanes' support is based upon specific district priorities being addressed.

**6. Westlake High School Track Repairs --**

Baird/Williams Construction has twice repaired damaged areas in the track. Despite the areas being fenced and roped off, vandalism has occurred each time before the material set. BWC will once again attempt repairs this weekend and will post personnel to protect the areas until dry. The committee expressed concern over the color of the patched areas not matching the existing track. BWC advised they ordered the exact color as previously used, but it will have to weather to match.

Meeting adjourned at 11:00 a.m.

**EANES INDEPENDENT SCHOOL DISTRICT  
FACILITIES COMMITTEE MEETING**

November 19, 2002 8:30 A.M.

Board Room

Facilities Committee Members Present: Robert Durkee  
Ellen Balthazar

Board Members Present: Jim Strickland

EISD Administrative Staff Present: Jess Butler, Interim Superintendent  
Thomas Wolfe, Associate Director of Maintenance &  
Operations  
Alan Veach, Westlake High School Principal  
Ebbie Neptune, Athletic Director

Others Present: Blair Williams, Baird/Williams Construction  
Chris Britt, Baird/Williams Construction  
Dean Sharp, Total Program Management  
David Hickman, Total Program Management  
Mark Law, Total Program Management  
Dennis Farr, SHW Group, Inc.  
Rance Enright, SHW Group, Inc.

Meeting convened at 8:35 a.m.

**Items for November 20, 2002 Board Meeting**

Contract for Management Services and Construction at Westlake High School

**Items of Information for Discussion**

1. Bond Program Update
2. SHW Group Presentation on Westlake High School
3. Westlake High School Baseball Field
4. LCRA Leasing of Shriner Tract

**I. Bond Program Update:**

Elementary Schools –

Final punch list walk-throughs have been conducted for work completed. The remaining scope of work has been reviewed with the campus administrators to define priorities and will be considered by the facilities staff to determine the final scope of work.

Hill Country Middle School –

Per the EISD staff's direction, a change order totaling \$138,219 for bid alternates #1, 2 and 10 have been generated for consideration and is to be funded under the project contingency budget. Masonry work, MEP

rough-ins and top-outs, second story structural steel, and miscellaneous framing work is progressing in the new classroom wing, with roofing to begin at the end of November. The roof work for the athletic expansion is complete, and the masonry work has begun and will continue throughout the month. The library addition slab is complete and erection of the structural steel is beginning. Coordination efforts are being finalized for the kitchen takeover during the winter break. Campus administration will dismiss school early the last day before the break to allow teachers to prepare for the next phase of construction.

#### West Ridge Middle School –

The roofing for the athletic area is approximately 95% complete. Roof work for the classroom addition is scheduled for completion next month. Concrete construction for the entire project is about 95% complete. MEP rough-ins and top-outs in the athletic and classroom additions will continue through next month, with much of the remaining mechanical work and installation of energy management controls due to be completed during the winter break.

#### Westlake High School –

SHW Group will present a revised plan for the high school renovation project at this month's Board of Trustees meeting. The final scope of improvements to Westbank Dr. is still being determined by Travis County. District and committee personnel met at the high school during a peak traffic time to observe the traffic flow. They recommend adding 20 limited time parking spaces in front of the main building, which is currently for bus traffic only and closed to traffic during the day. The committee favors exploring other routes for bus traffic altogether as they are a small percentage of the overall traffic.

#### Technology –

EISD, Avnet, and TPM are reviewing options for completion of the WAN fiber-optic cabling to West Ridge Middle School and Barton Creek Elementary. There are some additional engineering and make ready fees that will be due Austin Energy, but it appears utilizing their poles is still the best option.

#### Miscellaneous –

The committee requested TPM prepare a list of punch list and IDIQ work outstanding

## **2. SHW Group Presentation on Westlake High School:**

A public meeting was held last week for input on the high school renovation project. Some changes are still being made but should be ready for presentation to the Board of Trustees at this month's meeting. The campus administration favors the latest concept, however, concerns were raised regarding the safety of the new athletic dressing rooms layout. These will be addressed with the coaching staff and campus administration. Due to delays in finalizing the conceptual design, the design team has concerns as to what renovations or additions can be scheduled for next summer. Dr. Butler and the committee members will make a recommendation at tomorrow night's Board of Trustees meeting on how the project should be managed.

**3. Westlake High School Baseball Field:**

Baird/Williams Construction's repairs to the baseball field are complete and have been accepted by the Athletic Department. The press box has been painted as well as the bleacher seat edges, toe boards and walk plank edges directly in front of the press box to alleviate safety concerns regarding glare. District grounds' personnel have over-seeded the field for the winter and will make adjustments to the irrigation system. The design for the storage unit has been prepared and quotes have been requested from two contractors. Dr. Butler will oversee expediting the project once the prices are received.

**4. LCRA Leasing of Shriner Tract:**

The LCRA has requested use of part of the former Shriner property to use as a staging area for an upcoming construction project. Their representatives met with Thomas Wolfe and are preparing a proposal for submission to the district. Dr. Butler has coordinated past projects with the LCRA and informed the committee they are good partners. The committee recommends requesting services from them in lieu of payment.

Meeting adjourned at 11:05.

**EANES INDEPENDENT SCHOOL DISTRICT  
FACILITIES COMMITTEE MEETING**

December 17, 2002 8:30 A.M.

Board Room

Facilities Committee Members Present: Robert Durkee  
Ellen Balthazar

Board Members Present: Jim Strickland

EISD Administrative Staff Present: Jess Butler, Interim Superintendent  
Chuck Teichner, Executive Director of Facilities Planning  
Ebbie Neptune, Athletic Director

Others Present: Blair Williams, Baird/Williams Construction  
Chris Britt, Baird/Williams Construction  
Dean Sharp, Total Program Management  
David Hickman, Total Program Management  
Mark Law, Total Program Management  
Dennis Farr, SHW Group, Inc.

Meeting convened at 8:30 a.m.

**Items for December 17, 2002 Board Meeting**

Contract for Program Management Services for the Coordination of School Facility Construction

**Items of Information for Discussion**

1. General Bond Project Update
2. Update on Baseball Storage Facility
3. Discussion of Facilities Master Plan
4. Discussion/Update on District Energy Management Plan
5. Update on Elementary Punch List
6. Discussion of 2003 Summer Projects
7. Report on Status of Shriner Building
8. Discuss Summer Plans for Relocation of Portable Buildings to Westlake High
9. Discussion and Update on the Westlake High School Facility Renovation Plans

**1. Bond Program Update:**

Elementary Schools –

Hill Country Middle School –

Kitchen equipment will be disconnected on December 19<sup>th</sup> and 20<sup>th</sup> and the kitchen staff will begin moving on the 20<sup>th</sup>. The demolition of efforts of the kitchen, excavation and concrete work

is expected to progress in January. Temporary serving lines, offices, storage and equipment locations have been finalized and BWC will begin constructing these temporaries during the Winter Holiday. Eanes child nutrition personnel have arranged plans with outside sources to bring in food service.

Change orders for bid alternates #1, #2 and #10 in the amount of \$138,219 have been covered under the project contingency.

**West Ridge Middle School –**

BWC will work through the Winter Holiday to make up for time lost due to inclement weather. Roofing, insulation, sheetrock, MEP rough-ins and masonry will be 100% complete at the classroom and the athletics addition. The remaining demolition of openings at the athletics area will be completed by BWC.

**Westlake High School –**

SHW will tour campus on December 17 in order to proceed with schematics designs. Geotechnical investigation has begun and results will be passed on to structural and civil engineers. A site and utility package will be finalized by February 1. Plans to have first construction documents out for chiller and site work bids are on target to be completed by mid-summer. A meeting is scheduled for December 20 to discuss a list of improvements needed for Westbank Drive. Four items needing approval are: 1) kitchen, 2) girls athletics locker room, 3) parking behind kitchen and, 4) new library area.

**Technology –**

A letter has been drafted to Austin Energy to complete fiber-optic cabling by Avnet to West Ridge Middle School and Barton Creek Elementary. The schedule is set to proceed by mid-January 2004.

**Miscellaneous –**

The scope of work to be completed concerning the tennis center, softball practice infield, maintenance facility, transportation and the multi-purpose practice field are pending the update to the WHS "master plan".

**2. Update on Baseball Storage Facility**

BWC is completing the final punch list items for the baseball improvements. Recommendations to build a permanent storage facility verses portable buildings will be discussed at the Board

Meeting on December 18. Original plans for a 20x30 storage facility adjacent to the batting cage area for sports equipment and maintenance equipment at a cost of \$28,000 has been exceeded to \$40,000. The Board will review options for parents in the Eanes District who are local builders to construct a permanent facility at cost. Another option will be discussed to move 3 used portable storage buildings at a cost of @\$2,500 per unit. Plans to move dugouts by batting cages are being finalized.

### **3. Facilities Master Plan**

Plans to recommend relocating bus barn, bus parking, maintenance office and workshops to Ben Hur site will be reviewed at Board Meeting on December 18. Permits for testing for mold and asbestos are to proceed immediately at Shriner Tract. The location of 10 portable buildings needed for renovation of WHS is being reviewed by the School Board and will be discussed at their next meeting. ....

### **4. District Energy Management Plan**

Recommendations for installing motion detectors at school campuses will be reviewed. BWC is working on unit prices per classroom.

### **5. Elementary Punch List**

Final punch list walk-throughs have been conducted. The O&M documents for Forest Trail and Valley View have been approved. Replacement of the entire roof at Valley View may be required after reviewing assessment papers. The roof at Forest Trail will be evaluated and could need only partial replacements.

### **6. 2003 Summer Projects**

### **7. Status of Shriner Building**

Casa Bella Architects are submitting a proposal to provide professional design services for the renovation of the existing Shriner Building. Plans are to convert building into a new warehouse facility and additional administrative offices. Construction cost is estimated at \$1.2 to \$1.4 million.

**8. Summer Plans for Relocation of Portable Buildings to Westlake High**

Plans to move 10 portable buildings are under review by the Eanes School Board.

**9. Westlake High School Facility Renovation Plans**

Renovations to WHS should take approximately two years.

Meeting Adjourned at 11:25 a.m.

**EANES INDEPENDENT SCHOOL DISTRICT  
FACILITIES COMMITTEE MEETING**

January 28, 2003 8:30 A.M.  
Board Room

Facilities Committee Members Present: Robert Durkee  
Ellen Balthazar

EISD Administrative Staff Present: Charles Teichner, Executive Director of Facilities Planning  
Alan Veach, Principal Westlake High School  
Betty Brace, Principal Eanes Elementary

Others Present: Dennis Farr, SHW Group Inc.  
Tom Oehler, SHW Group Inc.  
Ranee Enright, SHW Group Inc.  
Conrad Judd, SHW Group Inc.  
Blair Williams, Baird/Williams Construction Ltd.  
Chris Britt, Baird/Williams Construction Ltd.  
Dean Sharp, Total Program Management  
Paul Barker, Westlake Fire Department  
Mike Elliott, Westlake Fire Department  
Mike Lacey, Westlake Fire Department  
Jaime Palomo, Casabella Architects  
Daniel Perez, O'Connell Robertson & Associates  
Paul Wakefield, Travis County WCID #10  
Tom Arndt, Dannenbauin Engineering  
Chris McComb, Akin McComb Construction Company  
Chris Hamby, Estes, McClure & Assoc, Inc.  
Garrett Hoffman, Estes, McClure & Assoc, Inc.

Meeting convened at 8:40 a.m.

**Items for January 29, 2003 Board Meeting**

1. Request from O'Connell Robertson & Associates for increase in fees

**Items of Information for Discussion**

1. General Bond Project Update
2. Review Proposed Change Orders
3. Presentation from SHW Group on renovations to Administrative Area of Westlake High School
4. Presentation from Westlake Fire Marshall, Mike Lacey, on Fire Code Issues at Westlake High School and Shriner Building
5. Discuss request from Eanes Elementary parents to purchase phones for each classroom

**1. Bond Program Update:**

Elementary Schools –

The first phase of IDIQ contract work is complete and priorities need to be established for the remaining projects.

Hill Country Middle School –

Charles Teichner informed the committee that cabinetry in the new classroom wing was omitted from the contract leaving the new rooms without storage. He recommended issuing a change order for the current contractor, which would be less expensive than other alternatives. The kitchen demolition is complete. Dean Sharp advised there might be additional abatement issues as renovation of the existing building progresses, but this has been figured into the construction timetable. Campus administration has decided to eliminate lockers for safety reasons.

West Ridge Middle School –

Construction is progressing well with move-in for the new Science Labs scheduled to begin during Spring Break. Committee members expressed concern over adequate "air-out" period, but the contractor says it will not be an issue as materials have been airing out on-site for sometime. The existing portable classroom buildings will be moved to the high school this summer in preparation for that construction project.

Westlake High School –

Charles Teichner reported the grass at the baseball stadium looks great. There have been some delays in approval of the storage building design, but it is still scheduled for completion by the end of February. Adequate temporary storage has been provided. Repairs to the stadium track are complete and have been approved by the Athletic Department. The geotechnical survey for the proposed high school renovation was completed over the winter break. The architect for the project is still working with campus administration to finalize an acceptable plan.

Technology –

Negotiations are continuing with Austin Energy to finalize terms for using their poles between Barton Creek Elementary and West Ridge Middle School. The project completion date is pending this outcome.

Maintenance/Warehouse Facility –

Dr. Butler and Charles Teichner met last week with the architect to discuss the most efficient use of the former Shriner property. Jaime Palomo, with Casabella Architects, presented a revised site plan addressing the issues discussed. The new plan calls for omission of the previously proposed practice field, renovation of the existing building for warehouse use, and relocation of the Transportation Dept. to share the proposed new Maintenance Facility building. It is believed this plan will reduce construction costs by combining common spaces and mechanical systems, while increasing staff and student parking and reducing the number of student street crossings. The preliminary cost estimates are \$1.5 to \$2 million. The committee favors further scaling back of the project and request Mr. Teichner explore further cost-saving options for reporting at next month's meeting. Additionally, it was recommended a priority be set of utilizing the mulch lot in some capacity before next school year.

**2. Proposed Change Orders:**

Charles Teichner presented a change order on the Hill Country Middle School job for adding a canopy to the walkway at the rear of the building at the request of campus administration. The committee members

do not feel additional requests can be accommodated in the project budget and recommend all future change requests be presented to the committee before additional architectural charges are incurred. This request for change order approval will be withdrawn from the agenda for tomorrow night's Board of Trustees Meeting.

Daniel Perez presented a request from O'Connell Robertson & Associates for an increase of architectural fees on the Hill Country project due to numerous scope changes since initial contract negotiations. He informed the committee that the original request was presented to him over a year ago while he was serving as the district's Assistant to the Superintendent of Facilities & Planning. Mr. Perez felt it best to allow his successor to address the matter and stated he has been negotiating with Charles Teichner since this past September. Mr. Teichner reported some increase in fees is allowed for and justified under the contract terms. He has negotiated a figure with Mr. Perez, which he plans to present to the board for approval.

### **3. SHW Group Presentation for Westlake High School Renovation –**

Dennis Farr presented the revised site plan for the Westlake High School renovation project. The new plan incorporates the administration's desire for greater connectivity of the campus, but requires additional fire prevention measures due to reclassification of the campus as one continuous building. The added features of the current plan, along with the increased fire safety requirements, puts the revised estimated cost beyond the present budget. Although Dr. Veach favors the revised plan, he is skeptical that all features are worth the increased cost. SHW Group requested further direction from the committee members in order to reevaluate the plan for cost savings. Committee members and campus administration question the wisdom of investing in the costly renovation of the existing high school cafeteria while the new 9<sup>th</sup> Grade Center cafeteria is under-utilized. The committee wishes to further evaluate features of the plan to identify options that could be eliminated or postponed for future consideration. Westlake Fire Dept. representatives were present to explain their concerns regarding the new plan.

### **4. Westlake Fire Department Fire Safety Issues:**

Michael Lacey, Fire Loss Control Officer for Westlake Fire Dept., along with Chiefs Paul Barker and Mike Elliott, addressed the committee regarding fire safety issues at the high school campus. Of prime concern is the City of Austin's decision to cancel the previously planned construction of a new pump station on Allen Rd., which would have provided increased service to the high school. The fire dept. feels the proposed renovation, which will connect most of the buildings, makes a campus-wide sprinkler system a necessity. Unfortunately, the cancellation of the new pump station makes it doubtful the current water supply can accommodate the increased demand of such a system along with the increased square footage of the proposed construction projects at the high school campus and former Shriner property. The Fire Dept. feels it is imperative this issue be addressed before commencement of further construction projects in this area.

Chris McComb, a civil engineer with Akin McComb Construction, met with City of Austin representatives to discuss water supply options. Their joint proposal for adequate water-flow is to split the water supply between the City of Austin and Travis County W.C.I.D. #10. Paul Wakefield, with Water District #10, and Tom Arndt, with Dannenbaum Engineering, reported District #10 is amicable to the plan, pending a formal agreement approved by all parties, however, the estimated cost of \$200,000 would have to be paid by the district. Mr. Wakefield recommended district representatives attend the Water District's Board Meeting scheduled for February 12 to request approval of the plan. The committee requested Charles Teichner work with Mr. Wakefield in preparation for the upcoming meeting.

**5. Eanes Elementary Request for Classroom Phones:**

Betty Brace, principal of Eanes Elementary, presented the committee with a request from the Booster Club to install phones in each classroom at the club's expense. The request was prompted by longtime safety concerns regarding the detached nature of the campus layout. The committee approved the request with the stipulation the Booster Club is responsible for all future expenses related to the phones' operation and installation. The committee also stated they would approve similar requests from other elementary school campuses with the Booster Clubs' support.

Meeting convened at 12:10 p.m.



### Hill Country Middle School –

Construction is approximately 80% complete. Substantial Completion for the new classroom wing and library is scheduled for June 1, 2003, with completion of all construction by the beginning of school next year. The committee members are concerned that, in addition to the substantial increases in scope and budget already approved, requests for additional budget items continue to be submitted. Ellen Balthazar proposed an open house for both new middle school wings.

### Transportation, Maintenance, and Central Warehouse –

Dr. Butler still favors relocating the Transportation Complex to the former Shriner Property. This would increase student parking closer to the main campus and parking for the baseball field, allow for a dedicated bus lane, and reduce student street crossings. The committee feels no other construction projects can be approved until the high school project is fully funded. Dr. Butler suggests the district could still pursue construction of an additional playfield on the property with the assistance of the LCRA, who has assisted other districts. The committee encouraged Dr. Butler to contact the LCRA with a playfield proposal. Ellen Balthazar inquired about construction of another playfield on the South Campus. Charles Teichner reminded the committee of the flood plane issue encountered in the past when trying to plan new facilities on this tract. Chris Britt with Baird/Williams Construction pointed out the Shriner Property has already been permitted for a playfield. Ellen suggests a new Central Warehouse might not be necessary if each campus took over ordering their supplies. Dr. Butler and Charles Teichner are currently reviewing the district's warehousing practices to identify specific needs and possible streamlining.

### 2. Presentation from SHW on the WHS Design Development Plans and Building Entrance Proposed Elevations –

Tom Oehler and Dennis Farr with SHW Group presented the latest revised plan for the high school renovation project. Additional programming meetings with campus administration and a kitchen consultant revealed the new kitchen at the 9<sup>th</sup> Grade Center is under-utilized and could handle hot food preparation for transporting to the main campus. Dr. Butler favors multiple lunch periods, which will contribute to the success of one kitchen. The new plan eliminating the kitchen and rotunda will save an estimated \$3 million. It is still uncertain if sufficient funds remain for the alternate plan to renovate the library. Per Tom Oehler, the existing library could be opened up to the 9<sup>th</sup> Grade Center library with the installation of the required sprinkler system. Dr. Butler asked if the plan includes a card access entry system. Mr. Oehler recalls the district obtained its own estimates for this service and it was a separate budget item in the bond program. Charles Teichner reported the Maintenance & Operations Dept. is purchasing equipment and hardware for secured door keys that cannot be duplicated.

Dr. Veach and Austin Energy recommend situating the temporary portables in the corner of the high school parking lot next to the Fine Arts Facility due to availability of adequate power, traffic safety, and permitting issues. Charles Teichner reported Thomas Dowdy is working with Austin Energy for temporary service. Baird/Williams estimate, if work on new construction begins this fall, it should be complete by fall 2004 and the renovations should be complete by fall 2005. Mr. Teichner is still working with WCID #10 for water service improvements. Dr. Butler will arrange a special purpose audit to determine the bond funds available for this and other projects.

### 3. Change Order for Eanes Elementary –

Charles Teichner presented the committee with a change order for Brandes Brothers for replacement of 13 rusted canopy supports. Inquiries have been made of the committee regarding numerous holes dug around

the campus and unfilled for a length of time. Charles Teichner explained the holes were necessary to repair the gas line, which required pressure testing over a period of time. As all repairs and testing have been performed, full restoration of the grounds should be complete soon.

#### **4. Exercise Trail at Bridge Point Elementary –**

The Booster Club presented their proposal to construct an exercise trail and their plan for future maintenance of the project. They received approval of their proposal yesterday from the City of Austin and, they hope to complete phase I by the end of the school year and construct phase II next year. Charles Teichner has reviewed the project and with his recommendation and the committee approved. Ellen Balthazar inquired as to why the Booster Club was required to appear before the committee if the Facilities Management Dept. approved the project? Dr. Butler stated he had requested the project be presented to the committee due to the scope. Mr. Teichner pointed out projects are being done around the district without notification to the department. Robert Durkee cited the example of past projects at another campus that covered courtyard drains and caused flooding. Dr. Butler suggests a district-wide policy be drafted that allows for special approval by Charles Teichner of smaller projects.

#### **5. Request from Austin Energy for Additional Engineering Fees –**

Charles Teichner reported the work to attach fiber-optic cable to Austin Energy's utility poles was planned without a contract. Now the expense is more than anticipated and Austin Energy is requesting approximately \$48,000 in additional fees. The committee will present it for Board approval.

#### **6. Improvements to Softball Practice Infield –**

The high school softball coach reported conflicts with overhead utilities and requests shifting of the infield or relocation of power lines. Robert Durkee recalls a large portion of the original budget was used for conversion of some utilities to underground lines and stated there no funds remaining in that budget. Charles Teichner will consult with Don Sansom of Murfec Engineering regarding the estimated cost.

#### **7. Update on Proposed Westbank Dr. Improvements –**

Robert Durkee is still working with Travis County on the proposed road improvements. The county is requesting \$120,000 financial participation from the district and will consider a list of the district's priorities for the project. Construction should begin by June 1, 2003.

#### **8. Selection of New Internet Provider –**

The district has a proposal from Time Warner for internet service with much greater capacity than the current provider. The district can save substantially on the monthly cost by prepaying the monthly fee, but it will require an initial payment of \$50,000. Ellen Balthazar suggests approaching Westbank Community Library to share the service and expense and recommends converting to the new service before school starts next year. The committee favors the proposal and will present it for Board approval.

Meeting adjourned at 11:15 am.

**EANES INDEPENDENT SCHOOL DISTRICT  
FACILITIES COMMITTEE MEETING**

April 29, 2003 8:30 AM  
Board Room

Facilities Committee Members Present: Robert Durkee  
Ellen Balthazar

EISD Administrative Staff Present: Jess Butler, Superintendent  
Charles Teichner, Executive Director Facilities Management  
Alan Veach, Principal Westlake High School

Others Present: Dennis Farr, SHW Group, Inc.  
Tom Oehler, SHW Group, Inc.  
Rance Enright, SHW Group, Inc.  
Blair Williams, Baird/Williams Construction  
Chris Britt, Baird/Williams Construction  
Paul Wakefield, Travis County WCID #10

Meeting convened at 8:35 a.m.

**Items for April 30, 2003 Board Meeting:**

None

**Items of Information for Discussion:**

1. General Bond Project Update
2. Presentation from SHW on the WHS Design Development Plans and Building Entrance Proposed Elevations
3. Discuss Proposed District-Wide Security Keying and Card Access
4. Discuss Ground Maintenance Equipment Storage Facility and Proposed Costs
5. Discuss Status of Austin Energy Pole Agreement
6. Discuss Improvements to Softball Practice Enfield
7. Update on Proposed Westbank Drive Improvements
8. Discuss Proposed Engineering Fee for Extension of Water District #10 Waterline to Westlake High School
9. Proposed Fee from SHW for Roofing Project at Forest Trail Elementary
10. Discuss Proposed GMP for Re-roofing of Valley View Elementary
11. Soccer Field
12. Scoreboard Vandalism

**1. Bond Program Update:**

West Ridge Middle School –

New construction is substantially complete. Dr. Butler would like Board Members to tour new middle school facilities before move-in.

Hill Country Middle School –

New construction is approximately 90% complete and is ahead of schedule.

## Westlake High School –

Per Charles Teichner, the Business Office is compiling a report on bond program expenses to date and should have numbers ready for the Board Meeting. Based on this report, Mr. Teichner will make prepare recommendations for future bond projects for next month's meeting. He feels the preliminary figures indicate there will be adequate funds for the high school renovation. Charles Teichner reported the City of Westlake is amicable to the proposed construction and placement of the sign to be purchased by the PTO

### **2. WHS Design Development Plans:**

SHW Group presented drawings for the proposed new high school entrance. The committee members and Dr. Veach favor a plan extending the covered walkway to the street to make the entrance more prominent. SHW reported the construction documents are approximately 15% complete, with bids due to go out October 2 and received November 1, 2003. The main construction will begin over the 2003 Winter Break.

### **3. Proposed District-Wide Keying and Card Access:**

Charles Teichner recommended purchasing a van for locksmith purposes to produce non-duplicable keys and to use in conjunction with card access systems. The committee favors a complete card access system to completely eliminate key duplication. Mr. Teichner and Chris Britt of Baird/Williams Construction feel such a system would be too costly. The committee requests Mr. Teichner look further into the expense of card access since it also allows tracking who has entered the buildings.

### **4. Ground Maintenance Equipment Storage Facility:**

Charles Teichner advised the committee that the high school Grounds storage was displaced by the baseball field renovation, and there is now no Grounds storage on the high school campus. He proposes a fenced, partially covered area on the concrete slab of the former lift station site. The committee favors the plan and recommends Mr. Teichner view the dumpster area at the Westbank Community Library as a model.

### **5. Status of Austin Energy Pole Agreement:**

The contract with Austin Energy for additional funds has been signed, and Austin Energy is allowing Avnet to resume construction.

### **6. Improvements to Softball Practice Field:**

The Athletic Dept. feels the infield should be moved inward to eliminate conflicts with overhead power lines. Charles Teichner feels the modifications could be performed under existing district IDIQ contracts, but will likely require re-permitting from the City of Austin due to overlapping to the Buchanan property.

### **7. Proposed Westbank Drive Improvements:**

Charles Teichner reported the agreement with Travis County has been signed for the district's participation and financial contribution to this project.

**8. Proposed Engineering Fee for WCID #10 Waterline to Westlake High School:**

Charles Teichner presented the committee with an estimate from SHW Group for the engineering fees. Preliminary estimates for the waterline construction are \$400,000, which have been budgeted for in the WHS construction project and will provide adequate water flow for all future uses at WHS, the 9<sup>th</sup> Grade Center and the Shriner Property. Mr. Teichner requests the proposal for engineering fees be presented to the Board for approval. Robert Durkee recommended Mr. Teichner negotiate with the City of Austin on waiving their inspection fees due to their cancellation of the Allen Rd. pump station.

**9. SHW Group Fee for Roofing Project at Forest Trail Elementary:**

Charles Teichner reported SHW has submitted a proposal, and he requested approval of the engineering fees.

**10. Proposed GMP for Re-roofing of Valley View Elementary:**

Charles Teichner presented the committee with the bid on this project and requests Board approval at tomorrow night's Board of Trustees meeting. Although the price exceeds the allotted budget, Dr. Butler feels leaking roof problems cannot be delayed until other budgets are confirmed. Mr. Teichner explained the roof for this campus is more expensive than Forest Trail due to difference in construction.

**11. Soccer Field:**

Mr. Ashby McMullin and other soccer parent representatives met with Charles Teichner regarding long-time concerns of is no adequate soccer field for the high school. They recommend upgrading the existing freshman football practice field. The committee favors this plan over constructing another playfield on the Shriner Property due to elevation problems encountered there.

**12. Scoreboard Vandalism:**

Charles Teichner reported the estimate to fix the scoreboard is \$14,355. Dr. Butler has instructed Laura Santos-Farry, the district Safety Officer, to make finding the responsible party and preventing future vandalism a priority.

Meeting adjourned at 10:54 a.m.

**EANES INDEPENDENT SCHOOL DISTRICT  
FACILITIES COMMITTEE MEETING  
May 27, 2003 8:30 A.M.  
Hill Country Middle School Library**

**Facilities Committee Members Present:** Jim Strickland  
Ellen Balthazar  
Paul Stone

**Other Board Members Present:** Clint Sayer

**EISD Administrative Staff Present:** Jess Butler, Superintendent  
Charles Teichner, Executive Director Facilities Management  
Tracy Sherrod, Director of Information Systems  
Paula Murray, Director of Technology/Staff Development  
Cory Duty, Principal of Hill Country School

**Others Present:** Blair Williams, Baird/Williams Construction, Ltd.  
Chris Britt, Baird/Williams Construction, Ltd.  
Dennis Farr, SHW Group, Inc.  
Pat Liston, Community Member

Meeting convened at 8:37 a.m.

**Items for May 28, 2003 Board Meeting:**

None

**Items of Information for Discussion:**

1. General Bond Project Update
2. Discuss Proposed Project Budget for Re-roofing at Forest Trail Elementary
3. Discuss Proposed Change Order #3 for Hill Country Middle School
4. Receive a Report on Facility Needs Assessment
5. Receive a Report/Discuss Undeveloped Property Owned by District
6. Tour of New Construction

**1. Bond Program Update:**

Hill Country Middle School –

Charles Teichner reported mold was discovered in a demolition area. It is estimated remediation will cost \$8000. The architect, O'Connell, Robertson & Associates, is confident the new design for the affected area will prevent future mold problems.

West Ridge Middle School –

Substantial completion was reached in April and the architect's walk-through was performed last week. Post-construction site work is underway.

**Westlake High School –**

Preliminary review of the bond program funds indicates there are adequate funds for the complete renovation project. Blair Williams stated the allocated budget for this project should be adequate.

**Technology –**

Paula Murray and Tracy Sherrod expressed concern of whether funds slated for future computer purchases are being held for this purpose. Charles Teichner advised the funds are still available and he will consult with Tom Zimmerer regarding any changes in accounting allocation.

**Miscellaneous –**

Charles Teichner reported figures compiled with the assistance of Tom Zimmerer indicate approximately \$2,000,000 of non-allocated bond program funds. The committee members still feel all other projects should be postponed until the high school project nears completion. Dr. Butler and Mr. Teichner will prepare a list of recommended future projects to present to the committee next month and will begin a list of proposed projects for future bond programs.

**2. Re-roofing Project at Forest Trail Elementary:**

Charles Teichner presented an estimate from SHW Group, Inc. for the re-roofing job. Mr. Teichner will present the estimate to the Board of Trustees for approval at tomorrow night's meeting.

**3. Proposed Change Order #3 for Hill Country Middle School:**

Charles Teichner presented a change order for \$64,294 to remove the existing lockers and repair areas, replace VCT tile in Rooms 102, 104, 106, and 108 due to abatement, upgrade gym flooring, install a new cable television distribution and broadband headend system. The Booster Club and other groups who use the gymnasium are contributing to the cost of the flooring upgrade. Blair Williams reported the sub-contractor's bid is very competitive. Complete replacement of the cable television system is necessary due to the extensive construction campus-wide and obsolescence of the existing cable wiring. The committee feels it must look seriously at approving any future projects not included in the original bond program assessment due to depleted funds and unforeseen construction issues. The committee requests Mr. Teichner make recommendations of where funds can be drawn for future change orders presented for committee action.

**4. Report on Facility Needs Assessment:**

Charles Teichner reported the district still faces serious budget issues, which could require future closing an elementary campus. The recommendation is Eanes Elementary due to age and maintenance costs. Ellen Balthazar requested a comparison of the maintenance costs for all elementary schools before a decision is made. Clint Sayer recommended contracting an outside consulting firm to develop an assessment of future district needs. The committee understands the campuses have become accustomed to large amounts of dedicated space, but feel more multi-use spaces will be required in the future due budget restraints.

**5. Discuss Undeveloped Property Owned by District:**

Charles Teichner presented the committee with a preliminary inventory of district-owned undeveloped property. Clint Sayer advised various parties are interested in some land tracts and recommends re-classifying portions as surplus if not slated for development. Dr. Butler cautions against selling property unnecessarily due to limited availability in the future should district expansion become necessary. He

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recommends exploring possibilities for each land tract before considering for sale. Mr. Teichner advised additional property updates should be available for next month's committee meeting.

**6. Tour New Construction:**

Meeting adjourned at 10:12 a.m. to tour new wing at Hill Country Middle School.

**EANES INDEPENDENT SCHOOL DISTRICT  
FACILITIES COMMITTEE MEETING**

June 30, 2003 2:00 P.M.

Board Room

**Facilities Committee Members Present:** Jim Strickland  
Ellen Balthazar  
Paul Stone

**EISD Administrative Staff Present:** Jess Butler, Superintendent  
Charles Teichner, Executive Director Facilities Management  
Tom Zimmerer, Interim Assistant to the Superintendent for  
Business Affairs  
Charles McCasland, Principal of Forest Trail Elementary

**Others Present:** Blair Williams, Baird/Williams Construction, Ltd.  
Chris Britt, Baird/Williams Construction, Ltd.  
Dennis Farr, SHW Group, Inc.  
Ranee Enright, SHW Group, Inc.  
Tommy Broyles, Westlake Youth Soccer Association  
Bill Schuurman, Westlake High School Tennis  
Karla Schuurman, Westlake High School Tennis  
Rich Eagan, Forest Trail Booster Club

Meeting convened at 2:07 p.m.

**Items of Information for Discussion:**

1. General Bond Project Update
2. Master Plan Update
3. Discuss Change Order #4 for Hill Country Middle School
4. Discuss Softball Practice Infield Proposal
5. Update on Proposed Westbank Drive Improvements
6. Forest Trail Elem. Booster Club Request for Playground Equipment Replacement

**1. Bond Program Update:**

Hill Country Middle School –

Charles Teichner reported the abatement and mold remediation issues are being resolved. Although this work will delay the full opening of the new wing in time for the start of school, Baird/Williams Construction is confident the key areas will be complete. Portable classrooms will be retained until the construction is complete. Baird/Williams expects to have a more definite completion date toward the end of July.

Westlake High School –

Dennis Farr with SHW Group reported bids have been received and opened for the utility work at the high school. Unfortunately, most of the submitted bids were incomplete. A decision will need to be made on whether to re-bid the work or combine it with the main campus project. It is still hoped work can begin during the winter break. The bids for the waterline work are scheduled for opening July 1, 2003. WHS tennis parents, Karla and Bill Schuurman, expressed their concern over delays in building a tennis court locker room facility. Ellen Balthazar explained the numerous issues still pending before a decision to

proceed with the tennis facility can be made. It was suggested the TLC could be used as an interim dressing room facility. Charles Teichner presented for the committee's approval an Austin Energy Easement Agreement in connection with the high school construction. The committee approved the agreement and will present it at the next Board meeting.

## **2. Master Plan Update:**

Charles Teichner presented the committee with a list of proposed remaining bond projects. Tom Zimmerer advised there is approximately \$5.7 million left in the current bond program, with \$1 million slated for additional technology purchases. The committee designated several projects from the list they feel should be given high priority with the remaining \$4.7 million and requested Mr. Teichner prepare a prioritized list from the remaining projects for consideration at next month's meeting.

## **3. Hill Country Change Order #4:**

Charles Teichner presented the committee with a change order for additional teachers' restrooms in the new classroom wing, which were omitted from the original plans. The committee feels these are necessary and recommends approval. Ellen Balthazar proposed a form giving complete background information he drafted to accompany all future change orders. This would eliminate unnecessary discussion and delay on issues already explored. Dr. Butler and Charles Teichner are already working to prepare such a document.

## **4. Softball Practice Infield Proposal:**

The committee received a bid from Baird/Williams Construction for the needed improvements to the softball field and favors presenting it to the full Board of Trustees for approval.

## **5. Update on Proposed Westbank Drive Improvements:**

Charles Teichner reported the construction on Westbank Dr. is progressing well. Mr. Teichner is working with the Travis County engineer to have their contractor construct the district's waterline crossing at Camp Craft Rd., which would save money by utilizing a less expensive method of installation.

## **6. Forest Trail Elem. Booster Club Request for Playground Equipment Replacement:**

Rich Egan of the Forest Trail Booster Club expressed concern that most of the playground area at this campus is not ADA accessible and that much of the existing playground equipment has been removed without replacement. It was explained to Mr. Egan the equipment removed was not in line with current standards for non-chemically treated materials. Mr. Egan stated the Booster Club is willing to assist with the cost of replacement fixtures if the area could be modified to ADA standards.

## **Not on Agenda:**

Tommy Broyles with Westlake Youth Soccer Association addressed the committee on establishing a partnership between the district and outside groups utilizing district playfields. His group has \$250,000 to contribute initially and would incorporate a field maintenance fee in their registration fees. Their goal is to assist with the cost of optimal maintenance of the fields without increasing their usage. Dr. Butler will meet with Mr. Broyles regarding details to be presented at the next Board meeting.

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Charles Teichner presented the committee with a proposal from John Trigg, a district employee, regarding a proposed in-house security arrangement allowing him to reside in the Buchanan House and provide after-hours security to the district at a significantly reduced cost from the current contract security service. The committee would like to discuss this arrangement at a later date.

Meeting adjourned at 5:30 p.m.

**EANES INDEPENDENT SCHOOL DISTRICT  
FACILITIES COMMITTEE MEETING**

July 29, 2003 1:00 P.M.

Board Room

Facilities Committee Members Present: Jim Strickland  
Ellen Balthazar  
Paul Stone

EISD Administrative Staff Present: Jess Butler, Superintendent  
Charles Teichner, Executive Director Facilities Management  
Tom Zimmerer, Interim Assistant to the Superintendent for  
Business Affairs  
Sara Green, Principal of Cedar Creek Elementary  
John Trigg, Carpenter Foreman

Others Present: Blair Williams, Baird/Williams Construction, Ltd.  
Chris Britt, Baird/Williams Construction, Ltd.  
Dennis Farr, SHW Group, Inc.  
Don Reese, President Chaps Club  
Pam Whitley, Community Member

Meeting convened at 1:05 p.m.

**Items of Information for Discussion:**

1. General Bond Project Update
2. Master Plan Update
3. King Consultant Emergency Service for Mold Abatement
4. AB Contracting Abatement Invoice
5. Update on Proposed Westbank Drive Improvements
6. Review Available Options for Eanes Elementary Wastewater Disposal System
7. Review Proposal for District-Wide Security Key System
8. Review FF&E Request for Cedar Creek Elementary

**1. Bond Program Update:**

Cedar Creek Elementary –

Charles Teichner reported portable classroom buildings are being relocated around the district as dictated by construction scheduling. Only one portable will remain at Cedar Creek to accommodate the state-mandated Nineteen Plus Program, which must have access to public transportation.

Hill Country Middle School –

Baird/Williams reports all academic areas will be available for the beginning of school. The library will be utilized for pre-school activities while construction is completed in other areas. Charles Teichner reported the campus administration requested an upgrade in the stage lighting system to make it comparable to the system at Westridge. Per Blair Williams, the original renovation plan called for reusing the existing light fixtures, and he estimates it will cost \$70,000 to upgrade the wiring system and fixtures. The committee

members feel many additions have already been made to the original scope of the project and recommend Baird/Williams explore the feasibility and cost of installing the upgraded infrastructure only at this time for possible future addition of the desired fixtures.

Charles Teichner has been working with neighboring residents regarding lighting and sound issues. Jim Strickland inquired about possible solutions and determining district responsibility for a property owner's complaint that community members cut across their property to access the campus. Charles and Dr. Butler have surveyed the area and feel the grade is too steep to establish a pathway on district property and advised the committee ADA accessibility would also be a factor.

#### West Ridge Middle School –

The new classroom addition will be open for the beginning of school. The architect completed the punch list last week and Baird/Williams has begun work on these items. Outstanding ADA compliance issues are being addressed. The portable classroom buildings are scheduled for moving this week.

#### Westlake High School –

Charles Teichner reported the high school renovation project should be ready for bid in November with construction scheduled to begin during the 2003 Winter Break. The project will take approximately 18 months to complete. Waterline construction is underway along Westbank Drive with substantial savings to the district by coordinating with the county's contractor to make the cuts through the roadways. Don Reese, Chaps Club President, expressed concern to the committee that additional improvements need to be made to the baseball field and expressed the club's willingness to help with the additional cost. The committee requested Mr. Reese work with Charles Teichner to obtain estimates and to prioritize the baseball community's concerns.

#### Technology –

Tom Zimmerer and Dr. Butler confirmed that remaining technology funds are in place and were mistakenly omitted from the last Business Office report. Tom also clarified these funds are not duplicated by the technology line items for each campus. Those line items are included in the overall technology figure.

## 2. Master Plan Update:

Pam Whitley, a community soccer parent, inquired on the progress of a proposed soccer field to be constructed on the Shriner or Buchanan tract. Per Ellen Balthazar, Tommy Broyles with Westlake Youth Soccer Association is working to form a foundation similar to Eanes Education Foundation to support athletic programs. He is very interested in assisting the district with funds to construct a field. The committee feels the district cannot commit funds to this project until full funding of the high school renovation is certain and requests Charles Teichner contact Mr. Broyles regarding estimated costs and available budget.

Charles Teichner presented the committee with a list of top bond program priorities for each campus. Paul Stone requests the list be expanded to include all original bond funding requests and remaining needs for each campus to assist the committee in assessing the recommendations. Charles and Dr. Butler recently toured the TLC facility with the fire marshal to identify safety needs in the existing structure. Dr. Butler stressed the students feel comfortable in the current atmosphere, but acknowledged improvements are needed. The committee requests Charles obtain estimates for making the needed modifications.

Charles Teichner presented the committee with invoices for the emergency abatement and mold remediation work at Hill Country Middle School. Dr. Butler has reviewed them and will recommend the Board of Trustees approve them for payment.

#### **5. Westbank Drive Improvements:**

Charles Teichner reported construction is progressing well, and Travis County representatives are confident the main portion will be completed and two-way traffic restored in time for the beginning of school.

#### **6. Eanes Elementary Wastewater Disposal System:**

Dennis Farr with SHW Group apologized to the committee for misstating at the last Board of Trustees meeting the estimated cost to repair the wastewater system at Eanes Elementary. The engineer's preliminary estimate was one-quarter of a million dollars, not one million dollars. Charles Teichner reported using the existing wet-well for storage is a temporary solution. He is exploring various long-term options. The committee members expressed concern regarding recent newspaper reports that the district had rejected a past offer from the City of Westlake Hills to provide wastewater service. Ellen Balthazar stated legal counsel for the district had advised against accepting the city's proposal due to the increased monthly utility rates the city would charge the district. She also advised a local wastewater consultant has volunteered to review the district's options and requested Charles Teichner contact him.

#### **7. District-wide Security Key System:**

Charles Teichner presented committee members with an estimate for a new district-wide secured key system. The vendor would supply the district with non-duplicable keys to be issued through John Trigg, a locksmith trained district employee. Charles and Blair Williams reported this system is dramatically cheaper than the card access system the district desired. Ellen Balthazar expressed concern the problem of key holders not returning keys would still exist. Charles suggested we charge for keys not returned.

Mr. Teichner also presented greater details on the previously proposed in-house security arrangement utilizing a current district employee taking up residence in the Buchanan house. The advantages to the district would be substantial savings in the cost of the current contract security service, having a patrol with greater familiarity and access of district facilities, and reduced overtime expenses for on-call personnel responding to alarm calls. Tom Zimmerer has reviewed the proposal and feels it is feasible. The committee is favorable to the arrangement and authorized presentation to the full Board of Trustees.

#### **8. FF&E Request for Cedar Creek Elementary:**

Charles Teichner reported this campus' remaining bond program FF&E funds were mistakenly cleared when construction there was completed. Due to the original open-concept design of the building, adequate classroom storage is an ongoing problem, which the administration hoped could be addressed with the remaining FF&E funds. Sara Green requested the committee reinstate approximately \$11,000 of the originally budgeted funds to purchase classroom storage cabinets. The committee members approved this request.

Meeting adjourned at 3:10 p.m.



**3. Westbank Drive Improvements:**

Charles Teichner reported the Travis County contractor did an excellent job of completing the road improvements in time for the beginning of school and traffic has dramatically improved. He hopes to see future improvements extended to Hwy. 360. Dr. Butler suggested the district apply for a Texas Dept. of Transportation grant to aid with the expense. Student parking in non-parking areas along Westbank Dr. is still a safety issue due to backing out into traffic. It is hoped this will improve with the proposed development of the mulch lot.

**4. Eanes Elementary Wastewater Disposal System:**

Charles Teichner is exploring less expensive alternatives for augmenting the aging septic system. A full discussion was postponed until next month's meeting.

**5. District-wide Security Key System:**

Charles Teichner presented an itemized cost for installing the previously discussed secured key lock system district-wide. The committee approved the expenditure.

**6. District-wide Card Access:**

Charles Teichner presented an estimate for a district-wide card access system. The committee feels this is too expensive for the district to pursue at this time and that the secured key system will provide sufficient additional building security.

**7. Hill Country Middle School Change Order:**

Charles Teichner reported remediation construction was necessary due to unexpected additional mold abatement. The work was performed on an emergency basis so it could be completed before the start of school. A change order authorizing the additional charges will be presented to the Board of Trustees' at this month's meeting. The committee recommends approval.

Meeting adjourned at 9:50a.m.

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