



NEW HOPE-SOLEBURY SCHOOL DISTRICT  
*Engaging, Enriching, and Empowering All Students  
through a World-Class Education*

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## **Facilities Committee**

Tuesday 16<sup>th</sup> April, 2019  
7.15pm District Conference Room

*Per BOG 006.2, all public meetings of the Board of Directors,  
including committees, are audio recorded.*

### **Call to Order**

### **Approve Minutes from the March 21st Meeting.**

### **Old Business**

- Facilities Chair Opening Statement- Mr. Capriotti
- Facilities Committee Functional Statement- Mr. Capriotti
- Facilities Management Plan Update-
  - Athletic Capital Improvement Items- Mr. Teasdale
  - Summer Project Items- Mr. Teasdale
  - High School Boiler Update- Mr. Teasdale
- Car Parking Management Plan Recommendation- Mr. Teasdale/Mr. Lechman
- Hall of Fame Update- Mr. Pedersen

### **New Business**

- Athletics Update- Mr. Pedersen

### **Public Comment**

### **Adjournment**



## **Facilities Committee Minutes**

Thursday March 21st, 2019

**Board Chair**—Mr. Capriotti

**Administrative Liaison**—Mr. David Teasdale

**Attendance**—Please see the accompanying committee attendance sheet.

Mr. Capriotti called the meeting to order at 7.36pm.

The minutes of the February 25th, 2019 meeting were approved. The minutes were approved noting Mr. Hansel request for energy usage over the last 4 years to be added. These will be added to the February minutes and re-posted.

### **Old Business**

- **Batting Cage-** Mr. Pedersen update on the batting cage and the updated netting which will allow multi sporting use. Mr. Hansel had a question in relation to the netting and the upgrade cost which is now \$18,009 which is an increase of \$2,000 approximately. The budget transfer was approved at finance to move forward for board approval. Installation is hopeful for June. Mr. Hansel also commented that part of the season was lost for training for the Baseball/Softball teams.
- **Hall of Fame Update/Banners-** Mr. Pedersen updated on the Hall of Fame Committee will be held April 10<sup>th</sup>. An update of the committee will be released once this is finalized.
- **Facilities Management Plan Update-** Mr. Teasdale updated on the FMP which was presented at the February meeting and will be presenting quotes for these works at the April Meeting.
- **FMP Athletic Capital Items-** Mr. Teasdale presented identified Capital Improvement items related to the Athletic facilities and a recommendation was presented to move ahead and work with Professionals to design and present cost proposals for these works, the administration team will work on a RFP to move forward with the above which was presented. There was committee discussion in relation to the presentation.
- **Car Parking Management Plan-** Mr. Teasdale gave an update of where we are at with the Plan and a full recommendation will be presented at the April Facilities Meeting.

### **New Business**

- **Review and Approval of Updated Mission Statement-** Mr. Capriotti updated of the Policy for the new version of the mission statement. There was committee

discussion in relation to this items. The committee approved this item and this will go to the board for approval.

- **Athletics Update-** Mr. Pedersen updated that all updates for athletic teams and sports will be presented by the students at the board meeting. Mr. Pedersen advised that they have made alternative plans for the tennis programs for training and games due to the tennis courts being unavailable. There was committee discussion in relation to athletic items.
- **Lacrosse Trip-** Mr. Foulke updated of the up-coming overnight spring break trip for Lacrosse. Kris gave an update of the trip and the purpose.
- **Facilities Use Fee Schedule/Procedure-** Mr. Teasdale gave an update on the current fee structure and the proposed fee structure, the aim is to bridge the gap in the fee schedule for community groups utilizing the facilities and aligning our fee structure to other districts. Mr. Teasdale also updated of the procedures of managing the facilities and what protocol we would have in place. There was committee discussion in relation to the fee schedule and how it will be implemented. The committee has approved this item and this will go to the board for approval.

#### **Public Comment**

- Renee Lunio had comments in relation to the tennis courts and a timeline for the works to be completed. There was also comments in relation to the fee schedule and managing the process.
- Mitchel Ardman had comments in relation to the tennis courts and the timeline to complete the tennis court proposal.
- Nan Nagg had comments/questions in relation to the building construction and the selection requirements for engineers/architects. Also is there a possibility of community involvement for demolition of works to save cost.
- Alison Campbell had a question in relation to the outside batting cages and getting them operational as quickly as possible.
- Lisa Menz had comments in relation to drainage on field 12 and turf field for this area.
- Mr. Hansel had comments in relation to recent school board meeting in relation to the Construction project and what was completed for the project cost. The discussion also involved the current FCA finding and committee discussion. Also there was questions to Mr. Lechman in relation to finances.
- Mr. Capriotti responded to public comments.

Mr. Capriotti adjourned the meeting at 8.52pm.

Respectfully submitted,

Administrative Liaison





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Public Facilities Committee Meeting Sign-In Thursday March 21<sup>st</sup> 2019.


Name (Please Print)	Signature
Gwen Smith	Gwen Smith
Kathy Feehan	Kathy Feehan
CAROLINE ELIAS	Caroline Elias
LISA MENZ	Lisa Menz
CARL A. MAIO	Carl A. Maio
MITCHEL ARDMAN	Mitchell Ardmann
RENÉE LUKIO	Renée Lukio
CHUCK LUKIO	Chuck Lukio
Allison Campbell	Allison Campbell
Kimi Wilson	Kimi Wilson
Shannon Meyers	Shannon Meyers
Davis Nagg	Davis Nagg
Nan Nagg	Nan S. Nagg

**Please note:** This sign-in sheet will be included in the meeting minutes and posted to the District's website.



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Member Facilities Committee Meeting Sign-In and Attendance Thursday March 21<sup>st</sup> 2019.

Name (Please Print)	Signature
John Capriotti	<i>John Capriotti</i>
Deidre Alderfer	<i>Deidre Alderfer</i>
Mark Cowell	<i>Mark Cowell</i>
David Teasdale	<i>David Teasdale</i>
Dr Chuck Lentz	<i>Charles R. Lentz</i>
Andrew Lechman	<i>Andrew Lechman</i>
Dudley Rice	<i>Dudley Rice</i>
David Hansel	<i>David Hansel</i>
Jonathan Adar	
Rich Hepp	
Lucas Craig	<i>Lucas Craig</i>
Lisa Menz	<i>Lisa Menz</i>
Carl Maio	<i>Carl A. Maio</i>
Scott Thistlewaite	<i>Scott Thistlewaite</i>
Nimamarie Vlahovic	<i>Nimamarie Vlahovic</i>
Erik Pedersen 	<i>Erik Pedersen</i>
Kris Foulke	<i>Kris Foulke</i>

**Please note:** This sign-in sheet will be included in the meeting minutes and posted to the District's website.

## Parking Lot Usage Recommendation

**Background:** The New Hope-Borough is growing with new venues but there is limited parking available in town. The NHSD campus is in close proximity and our parking facilities are a viable solution and local businesses have expressed interest in using them for parking needs. Members of the School Board of Directors have also expressed interest in exploring options available with the potential to generate revenue for school district operations. The Administration was tasked with reviewing options and making a recommendation on how to proceed.

**Primary Consideration:** New Hope-Solebury School District staff/students/events are the number one priority/consideration and additional users will only be given secondary consideration.

### Options:

- 1) Maintain status quo and allow requests for parking based on the facility use schedule/process
- 2) Parking Kiosks
- 3) Parking License Agreements with venues requesting parking
- 4) Hire staff to manage public parking in parking lots on evenings and weekends

**Recommendation:** The district Administration has given careful consideration to all potential options. With the primary consideration being the focus of this decision, the recommendation is option 1 which is to maintain status quo and allow requests for parking based on the facility use fee schedule. Even this recommendation will create challenges, but it allows the district to maintain the highest level of flexibility in managing campus facility resources in line with the primary consideration.

Having the potential for significant increases in requests to use our parking facilities, a full review of the facility usage process will be required. Currently scheduling of district facilities is managed with a minor time requirement. If multiple venues are going to be making requests to use parking facilities the district will require a monthly facility planning meeting with clear timelines for submitting requests. This meeting will be used to assign facilities based on the primary consideration and then determine parking requests after school events are assigned.

The following items build the basis for this recommendation:

- 1) This option provides for the most flexibility. This can be tested and adjusted as needed. More availability can be provided during times of the year such as the summer months. Parking can be restricted based on primary consideration needs during the school year and regular annual events like the Car Show.
- 2) Fundraising events requests using district parking facilities can be prioritized as a request and assigned based on availability.
- 3) All options involve inviting public parking on a large scale onto the school district campus which creates the potential for significant challenges that could impact our primary consideration:
  - a. The most significant challenge is the full and open access to our campus parking facilities. Without having staff onsite regularly to manage our parking lots it will be a challenge to assure that:
    - i. Our primary consideration is managed with fidelity.
    - ii. Parking spots that may be licensed are available per an agreement

- b. There are numerous school and campus events that occur throughout the year on evenings and weekends affecting all parking facilities.
  - i. Example - If the east parking lot is designated for public parking and there is a play being held in the Buck Auditorium there will be no way to prevent people who are not here for the event from parking in this lot.
- c. Evening and Weekend traffic on our campus has the potential to create safety concerns. Current requests are upwards of 250 spots from 2 venues and a third that has expressed interest.
  - i. Requests in some cases are for overnight parking which has the potential to lead to parking constraints for school day parking on Monday.



## Facilities Committee

- a. The mission of the Facilities Committee is to oversee the School District's physical assets; its land, building, equipment, and technology infrastructure.
- b. The Facilities Committee will develop strategies:
  - i. to maintain the adequacy and condition of capital assets,
  - ii. to develop and periodically review policies,
  - iii. to advocate for new structures and rehabilitate or remove older structures, and
  - iv. to ascertain that adequate levels of funding exist for campus maintenance and operations, and technology infrastructure.
- c. The Facilities Committee understands that welcoming, well-maintained and safe schools are vital to helping ensure that all students have a positive learning environment in which they can succeed and thrive.
- d. In addition to studying the District's facilities, the members of the Facilities Committee will also monitor individual building maintenance concerns articulated by the Superintendent as well as the Principal and the Director of Operations.
- e. The Facilities Committee may request information about facility concerns in each building, may tour and inspect each building on a periodic basis and will monitor the completion of any projects targeted to address any concerns.
- f. The recommendations of the Facilities Committee assist the Board of School Directors of New Hope-Solebury School District in developing an updated Comprehensive Plan which guides facility initiatives throughout the District based upon a study of current and future needs.
- g. These recommendations are formed by a review of the following information:
  - i. school District enrollment history and projections,
  - ii. present and future educational program needs,
  - iii. city/county population data and growth projections,
  - iv. community development information,
  - v. existing school capacity information,
  - vi. review of school District property available for development,
  - vii. existing school facility needs assessment data,
  - viii. capital funding options and information,
  - ix. input from students, parents, citizens and staff, and
  - x. available survey/polling information.
- h. The Facilities Committee will gain an understanding of issues and provide meaningful recommendations to the Board of School Directors of New Hope-Solebury School District for policy changes to enable improvement related to facilities.
- i. The Facilities Committee works in partnership with individuals from both campuses and community stakeholders in developing District-wide policies and making decisions that are needed and are aligned with the School District's mission, goals, and priorities.



j. The Facilities Committee will debate any issues and recommend decisions, actions, and policies to the Board of School Directors of the New Hope-Solebury School District to endure compliance with federal, state, and local laws while adhering to the principles outlined in this Mission Statement.

k. These recommendations will be based on current research, best practices, and innovative new ideas.

l. All recommendations shall be reached by ~~consensus~~, or a vote of a simple majority of the total Facilities Committee voting members, after thorough discussion and deliberation. Only duly elected officials will have voting rights.

m. The group consensus or voting of the Facilities Committee will be summarized and presented to the Board of School Directors of New Hope- Solebury School District for review and vote.