

North Boone Community Unit School District No. 200
Minutes of the Facilities-Long Range Planning Committee Meeting
North Boone District Office
6248 North Boone School Road
Poplar Grove, IL 61065
Thursday, July 10, 2025
6:30 p.m.

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Mrs. Hutchinson at 6:30 p.m.

Committee members present were Mrs. Hutchinson, Mrs. Meyer, Dr. Cascio, Jim Nolen, Marc Eckmann, Chris McKibben, Jasen Chamberlain, Robert Dreyer, and Donnie Livdahl.

Committee members absent were Mr. O'Donnell, Mrs. Schilling, Nick Augustine, Chad Cunningham, and Ken Squires.

AUDIENCE TO VISITORS

(none)

SUMMER PROJECT UPDATE

Mr. Nolen presented an overview of the Summer projects and their progress.

The major projects that are in process or recently completed include:

- LED Lighting: The High School completion is expected by July 21st, which includes the football field and exterior building lights.
- Scoreboard and play clock: The Scoreboard is scheduled for delivery on July 22nd, and the play clock installation is underway with donated labor from Jake's Electric and Coyote Underground (banners will be displayed for recognition).
- Carpet installation: There are four rooms and one hallway left at Manchester Elementary, with the front vestibule and first-floor hallway also remaining. The completion is expected for next week.

Other updates/discussions included:

- Poplar Grove Pony Field Dugouts: One dugout is on school property, one is on the church's property. The plan is to refurbish both as a goodwill gesture, even though the ownership is mixed.
- Bleacher Maintenance: The scraping and repainting are in progress, and new press box speakers are installed and operational.
- Sealcoating: The work is being handled by Norwest, the District's vendor for the past several years.
- Garbage Disposals: Two new units have been purchased by food services for \$6,200, and we are awaiting delivery with the District staff doing the install.

On-Hold Item:

- Middle School stage curtain replacement (previously deferred in favor of new scoreboards).

HVAC

Mr. Nolen and Dr. Cascio reached out to Mr. O'Donnell regarding HVAC work, and he recommended involving a third-party company to inspect the units. A meeting has been scheduled. After the meeting, the decision to proceed will depend on the cost.

LONG-TERM PROJECTS

Discussion was held regarding Long-Term Projects. The project planning approach is as follows:

- The past 10-year plan was split into *improvements* and *capital improvements*.
- Reviewed needs for 2024-2027 based on visits to each school.
- 90% of identified projects require architectural involvement.

Parking lot repairs:

- The Middle School lot has fully deteriorated with a prior bid of \$305,000, which included infrastructure.
 - Grinding/re-paving is possible, but longevity depends on sub-base condition, and soil borings are recommended.
 - Heavy traffic (buses/equipment) requires a stronger sub-base.
- At Manchester Elementary School, the lot is also in poor shape, and the High School lot is showing some aging. There is a potential to address multiple lots at once, prioritizing high-traffic/bus routes.

Top priority projects (initial suggestion):

- Middle School parking lot.
- Manchester parking lot.
- HVAC unit replacements (older rooftop and coil systems that are 20-25 years old)
- Other identified high-priority mechanicals and roofs.
- Additional safety/functional upgrades as funding allows.

HVAC Needs:

- Many units approaching end-of-life; replacing before catastrophic failure is preferred.
- Summer work window is only approximately 70 days, but lead times are now up to 8 months.
- Proposal to implement an annual replacement schedule for a set number of units to spread costs and improve planning.

Bus Lot Fencing:

- Discussion was had on whether it was required initially by Grant or bond; however, no security incidents have been reported in 12 years. If installed, it would require gate access control.

Roofing Projects:

- Manchester Elementary School roof requires an architect if it is over \$50,000 (likely state-mandated for public school bidding).

Budget & Funding:

- Call to align project priorities with the actual available budget before committing.
- Explore grants (state matching funds, other sources) and possibly designate a grant writer role.
- Consider countywide facilities sales tax revenue (approximately \$800,000 per year) as a bonding source for larger projects.
- Several bonds are coming off the books soon, so there is a potential to reallocate without raising taxes.

Impact Fees:

- Could generate funds from new home construction, but some concerns charging these might deter builders.
- Mixed reports on whether the District previously declined them.
- Suggested to research building/development trends in surrounding areas before deciding.

Life Safety Audit:

- This is required by December 2026 and will provide a ranked list of essential repairs, aiding long-term prioritization.

The overall goal is to shift from a wish list to a must-do list with annual targets. Additionally, establish a multi-year, rolling project schedule that is directly tied to budget realities and grant opportunities.

SERVICE AGREEMENTS

Mr. Nolen stated that Mr. O'Donnell and Dr. Cascio had requested information about service agreements, but the exact scope of what was wanted was unclear. A follow-up discussion with Mr. O'Donnell is scheduled to clarify the request and provide only necessary information.

DISCUSSION/ANNOUNCEMENTS

(none)

ADJOURNMENT

The meeting adjourned at 7:30 p.m.

Submitted by:

Russell O'Donnell, Chair

Judy Hutchinson, Vice-Chair