



**LAS VIRGENES UNIFIED SCHOOL DISTRICT  
FACILITIES COMMITTEE MEETING MINUTES  
May 7, 2020**

Present: Angela Cutbill, Board Member  
Mathy Wasserman, Board Member  
Dan Stepenosky, Superintendent  
Karen Kimmel, Assistant Superintendent, Business Services  
Ryan Gleason, Director of Education & Leadership  
Jim Klein, Chief Technology Officer  
Julie Pescetto, Director of Facilities, Maintenance & Operations  
Scott Foli, Principal, Lupin Hill Elementary School  
CJ Foss, Principal, Calabasas High School  
Steph McClay, Principal, Agoura High School  
Sara Exner, Assistant Principal, Calabasas High School  
Ethan Castillo, Student

The meeting was called to order at 1:30 p.m. via teleconference/ video conference.

**Lupin Hill Close-Out**

Ms. Kimmel shared an update regarding the MPR at Lupin Hill Elementary School and the close-out of the project. Ms. Kimmel explained that the District is still in dispute over charges and has not yet taken possession of the building. The district is hoping to close-out the project soon.

**Lupin Hill Ribbon Cutting Ceremony**

Ms. Kimmel asked the committee for ideas as to what the ribbon cutting ceremony would look like with the new normal. Ms. Kimmel suggested limiting attendees as well as spacing chairs out in the auditorium. Dr. Stepenosky suggested setting up a live-stream where a few people can attend in person and the rest can watch it digitally. Principal Foli feels it would be best to schedule the ceremony a couple of weeks into the new school year around the beginning of September. Ms. Wasserman agrees with the virtual aspect and suggested a video instead of a traditional ceremony. Ms. Kimmel stated that the committee will brainstorm ideas and discuss at the next meeting.

**Measure G and Available Resources**

Ms. Kimmel shared the available funds from the Measure G bond. The bond has an estimated \$4.5M left, \$1.5M of which has been earmarked for technology leaving \$3M potentially available. The deferred maintenance fund as an estimated \$500K available which is less than needed for critical projects. Lastly, the Developer Fee fund has \$7.5M available which is earmarked for COP. Money from this fund can

only be used in growth areas.

### **Calabasas High School Snack Shack**

Ms. Pescetto shared the plan to relocate the snack shack to a central location so that the baseball and softball teams can all access it. The plan calls for relocating the existing baseball snack shack for use by all teams and using the existing softball shack for storage. Ms. Pescetto shared the costs involved with this project which would total approximately \$88K. The largest cost would be the concrete railing and foul-ball netting. The committee approved moving forward with this project. Ms. Kimmel will contact the neighbors living close to CHS and inform them of the new plans.

### **Sports Storage Inventory Update**

Ms. Pescetto shared that all 24 storage sheds on campus at Calabasas High School have been identified. Ms. Cutbill asked if all storage containers were being used and Ms. Pescetto stated that most appear to be. Ms. Wasserman asked if each was clearly marked indicating the contents being stored. Ms. Pescetto shared that is being worked on. Ms. Pescetto also shared that there is a new DSA ruling that for structures 250 square feet or under, DSA approval is not needed. She shared that in addition to the signage, the storage units will be painted. Ms. Kimmel stated that a goal of each school should be to inventory the items in each unit.

Ms. Pescetto shared that there are 56 units on campus at Agoura High School, all of which has been identified. In addition to cleaning these up like at CHS, ways are being looked at to reduce the number of storage units on campus.

### **Class of 2020 Time Capsules at AHS & CHS**

Mr. Gleason shared that due to the current situation, creative graduation plans are being explored. Both Agoura and Calabasas High Schools are planning to install a time capsule on their campuses to commemorate the Class of 2020.

Principal Foss shared that a variety of capsules have been looked at ranging from \$200-\$400. In addition to a capsule, a plaque would be installed which would cost approximately \$700. Ms. Pescetto shared that installation would be \$500. Principal Foss stated that the capsules would be installed in 2020 and recovered in 2040. Principal McClay shared that all items put into the capsule would be approved by district administration.

Principal Foss shared three proposed sites for the capsule at CHS:

- Option 1: In front of H Building
- Option 2: In the Rose Garden
- Option 3: By the Pay Phone Post

Principal McClay shared three proposed sites for the capsule at AHS:

- Option 1: In front of the outdoor stage
- Option 2: By the arch in front of the principal's office
- Option 3: Next to the media center

Ms. Pescetto stated that it is preferred and more secure if the capsule is in concrete other than dirt. The committee approves this project.

### **Stadium Fencing**

Ms. Kimmel shared that with the closure of the schools, people have been hopping over the fences at the high school stadiums and accessing the fields. Ms. Cutbill asked if this was an issue at both schools and Ms. Kimmel said it was. Ms. Kimmel recommended making an investment to protect the district's investments in the fields. She stated that AHS received a quote of \$67K to enhance fencing and they are working on getting numbers for CHS. The committee agrees on the importance of this issue. Ms. Kimmel will get more information on cost and bring back to the committee.

### **AHS Bleacher Project Update**

Ms. Kimmel shared that there had been an ADA complaint with the visitor's bleachers at Agoura High School. The Office of Civil Rights (OCR) has been alerted and the district was working with them on a plan of action. Ms. Pescetto noted that if one project is taken on, the scope extends and ADA access for everything nearby is considered a part of that project and must be included.

Ms. Kimmel shared that since Measure V did not pass, funds are not available to work on this project.

### **AHS & CHS Key Card Entry**

Ms. Kimmel shared that the district has had issues with unauthorized entry into some of its buildings. Mr. Klein shared that the district is working with a vendor to provide wireless, electronic locks. These locks can have a set schedule and access can be granted and removed easily. Mr. Klein said the cost would be approximately \$65K for both high schools. The committee approves moving forward with this project.

### **Summer 2020 Projects**

Ms. Pescetto shared the plan for standard Summer 2020 projects.

They include:

- Replacing AE Wright and Maintenance & Operations Fascia/Siding-paint.
- Replacing White Oak playground asphalt
- Repair and seal Yerba Buena and Chaparral asphalt
- Re-roof District Office

Ms. Pescetto also shared roofs in the district that are failing. These include the District Office, Calabasas High School, Round Meadow and Willow Elementary. Replacing these roofs would cost \$2M so the district proposes repairing the majority of them to get through the next few years. With the District Office roof providing protection to the districtwide technology infrastructure, this roof is deemed most critical. Cost would be \$300K for the District Office and \$25K-\$40K per school site for repairs. The committee approves this project.

### **Facility Implications for Potential Fall Scenarios**

Ms. Kimmel shared potential facility implications for the fall. Depending on how things proceed in the fall, facilities could be impacted related to social distancing, class size, sports and activities.

### **Long Term Tenant Review**

Ms. Kimmel shared that the district currently receives annual revenue from the following long term rentals:

- Preschools and Private Schools - \$600K
- Child Care - \$130K
- Cities – Athletic Facilities - \$87K
- AYBA - \$33K
- Agoura Pony Baseball - \$21K
- Cell Antennas - \$265K

With the exception of cell antennas, the district is unsure how the COVID-19 related regulations will impact revenues and the ability of some long-term users to pay.

### **Integrated Pest Management Update**

Ms. Pescetto shared that as an experiment, all bait boxes from the Agoura schools have been removed. They are still in place at the Calabasas schools. Ms. Pescetto shared that no-bait maintenance costs the district \$1250/month (per site) and bait maintenance costs \$465/month. Ms. Kimmel asked that if there are no bait boxes, is there more infestation. Ms. Pescetto stated that there is more infestation at some sites. Rodent destruction creating unsafe fields, diseases carried by rodents, bait usage and related environmental impacts, and the financial cost to the district are all considerations to the district. Ms. Kimmel will explore the cost and keep an eye on this area.

### **Solar Projects – PPA Opportunities**

Ms. Kimmel shared a solar project for the district which is a PPA model which could have savings over time. The district can pilot the program at a site and see how it goes. Ms. Kimmel noted that after year 6, the district can purchase the systems. The committee approved moving forward with this project.

### **Willow Welcome Sign – PFC Project**

Ms. Pescetto shared that the PFC at Willow Elementary proposed adding a welcome sign to the courtyard and would fund the project. It would read “Home of the Wildcats”. Ms. Cutbill and Ms. Wasserman stated the sign should read “Home of the Willow Wildcats”. The committee would like the new design sketched out and brought back to the committee for approval.

The meeting adjourned at 3:10 pm.

