



SHEBOYGAN AREA

SCHOOL DISTRICT

NOTE: This meeting will be held in the Boardroom.

**Starting/ending times may vary*

Tuesday, October 11, 2022

Starting Time: 6:20 p.m. – 6:35 p.m.

CHAIR: Mr. Burg

MEMBERS: Mr. Laster, Vice Chair
Mr. Mancl

Ms. Ruiz-Harrison

(a quorum of the Board may be present)

The Facilities/Recreation/Theatre Committee meeting will be held in the Board of Education meeting room, 3330 Stahl Road, Sheboygan, Wisconsin on **Tuesday, October 11, 2022 at 6:20 p.m.** The following items will be presented for consideration at that time:

Please note some Board members may be participating in this Board meeting via teleconference or other remote access technology. Members of the public who attend the meeting will be able to hear any open session dialogue between such members and the Board members present in the Boardroom. In addition, the District is offering audio and video access to the meeting via phone connection by calling 1-312-626-6799 with meeting ID: 876 3390 1630 and Passcode: 112210 or <https://us06web.zoom.us/j/87633901630?pwd=Rk5sR2pQS3FPMDI5ekNEWUZFcE8rQT09> at the scheduled meeting time.

REPORT TO THE FACILITIES/RECREATION/THEATRE COMMITTEE AGENDA

- 5 Min. 1. **FUND BALANCE REQUEST WITH FIVE-YEAR CAPITAL SCHEDULE – Mr. John Koehler**
(Information/Possible Action)

The administration requests approval to use the Community Recreation Department fund balance for capital projects.

- 3 Min. 2. **KIDSTOP PROGRAM UPDATE – Mr. John Koehler/Mr. Austin Coss** (Information)

The administration will give an update on the KidStop program for the 2022-2023 school year.

- 2 Min. 3. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 7510 - USE OF DISTRICT FACILITIES - SPECIAL GROUPS/PUBLIC GROUPS – Mr. John Koehler** (Discussion/Possible Action)

The administration recommends the introduction (first reading) of following revised policy:

- Policy 7510 – Property; Use of District Facilities - Special Groups/Public Groups

- 1 Min. 4. **FACILITY PERMIT REPORT – Mr. John Koehler** (Information)

The administration will present the Facility Permit Report for the period of July 1 through September 30, 2022.

- 4 Min. 5. **TABULATION OF BIDS – HVAC PROJECTS – Mr. Joe Vollmer** (Action)

The administration recommends that it be authorized to enter into contracts with Jos. Schmitt & Sons Construction, Inc. in the amount of \$1,102,920 for the James Madison Elementary School HVAC project, Quasius Construction Inc. in the amount of \$968,053 for the Cleveland Elementary School HVAC project, Kleeman Mechanical Inc. in the amount of \$84,748 for the Wilson Elementary School HVAC project, and Mannenbach Mechanical LLC in the amount of \$86,275 for the Central Support Building HVAC project.

James Madison Elementary School**BIDDER**

Jos. Schmitt & Sons Construction, Inc.
Quasius Construction, Inc.
A. Chappa Construction, LLC

BID AMOUNT

\$1,102,920
\$1,143,960
No Bid

Cleveland Elementary School**BIDDER**

Quasius Construction, Inc.
Jos. Schmitt & Sons Construction, Inc.
A. Chappa Construction, LLC

BID AMOUNT

\$ 968,053
\$ 979,995
No Bid

Wilson Elementary School**BIDDER**

Kleeman Mechanical Inc.
Mannenbach Mechanical LLC
Schaus Mechanical
Aldag Honold Mechanical Inc.

BID AMOUNT

\$ 84,748
\$ 95,445
\$ 98,825
\$ 103,989

Central Support Building**BIDDER**

Mannenbach Mechanical LLC
Kleeman Mechanical Inc.
Aldag Honold Mechanical Inc.
Schaus Mechanical

BID AMOUNT

\$ 86,275
\$ 92,997
\$ 99,318
\$ 101,881

[Funding for this project – ESSER grant funds]

EXECUTIVE SUMMARY

Facilities Attachment #1

FOR THE SHEBOYGAN AREA SCHOOL BOARD

Topic: Request to the SASD Board of Education for Fund Balance Expenditures

Date: October 5, 2022

Prepared by: Mr. John T. Koehler, Director of Recreation
Sheboygan Area School District-Community Recreation Department

Recommended action:	Information only
	Presentation/discussion
X	Discussion/action by committee
	Discussion/action by Board of Education
	Presentation/action next meeting

Purpose: Request to the SASD Board of Education for fund balance expenditures for Sheboygan Community Recreation Department (CRD) and the Sheboygan Area School District (SASD) projects that will continue to keep pace with goal of increased marketing initiatives, facility improvements/additions, progressive field maintenance plan, provide safe updated facilities/fields.

How does this relate to the Principles of Equity? All CRD programs and facilities are open and welcoming to children and families from all different backgrounds without bias towards gender, race or financial status.

Recommendation: The CRD administration is requesting capital funds from the CRD fund balance.

Community Recreation Department 2022-23 operating budget	\$2,018,589.00
Current fund balance is at 42.3% of the operating balance	\$855,499.31
Fund Balance designation request 2022-23:	\$228,000
District Fund Balance Policy 6235 - Recommended fund balance 15-20% of operating budget	
Undesignated fund balance after administration request will be at 31%	\$627,499.31

Background:

Who is affected? This fund balance designation will help fund CRD athletic field and facility upgrades, maintenance expenses and other funding initiatives.

What is the cost and budget impact? Budget impacts outlined in the recommendation description section above. Costs summarized below.

Fund balance area designations

Soccer Fields & Equip.	\$23,500.00
Baseball Fields & Equip.	\$80,000.00
Maintenance	\$34,000.00
CRD Marketing Initiatives	\$54,500.00
Fitness Centers/ Pools	\$36,000.00
Total	\$228,000.00
TOTAL AMOUNT REQUESTED	\$228,000.00

How will this be implemented and what is the timing? Fund balance designation will receive final approval by Board at the October 25, 2022 meeting. Funds and projects to be designated and accomplished in the 2022-23 fiscal year.

How will we assess if this is successful? Updates and summary of projects and accomplishments will be given at future committee meetings.

Attachments: CRD Five-Year Deferred Maintenance and Capital Improvement Plan 2022-27

Community Recreation Department Five-Year Deferred Maintenance and Capital Improvement Plan 2022-2027									
It is the goal of the CRD to provide the safest and highest quality recreation fields and facilities. The below plan identifies the projects and costs associated with achieving that goal.									
Starting Fund Balance		\$812,058.87	\$607,253.74	\$725,401.67	\$855,499.31				
		<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-22</u>	<u>2022-23</u>				
Soccer Fields & Equip.		\$20,500.00	\$6,000.00	\$28,500.00	\$23,500.00				
Baseball Fields & Equip.		\$75,000.00	\$12,500.00	\$9,000.00	\$80,000.00				
Maintenance		\$38,000.00	\$15,000.00	\$97,000.00	\$34,000.00				
CRD Marketing Initiatives		\$59,200.00	\$20,500.00	\$25,500.00	\$54,500.00				
PRRC		\$0.00	\$5,000.00	\$0.00	\$0.00				
Fitness Centers/ Pools		\$23,000.00	\$0.00	\$0.00	\$36,000.00				
Total		\$215,700.00	\$59,000.00	\$160,000.00	\$228,000.00				
AMOUNT REQUESTED		\$215,700.00	\$59,000.00	\$168,000.00	\$228,000.00				
Highlight Key									
Gray- Fund balance request									
Green- strike through-completed									
Orange- expense covered by SASD/Facilities Services		\$750,000.00							
Soccer Fields and Equipment	Estimated Cost	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>
2020 Horace Mann Field 1 Artificial Turf	\$750,000.00	\$750,000.00	-	-	-	-	-	-	-
2020 Horace Mann Field 1 Turf (Replace Turf 12-15 years, 2032)	\$500,000.00	-	-	-	-	-	-	-	-
H. Mann- Sprinturf Maintenance Supplies	\$2,500.00	-	-	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
Replacement Lights-Retro Fit LED Field 1 (installed in 1992)	\$300,000.00	-	-	-	-	-	-	\$300,000.00	-
LED Lights for soccer fields #2, #3	\$300,000.00	-	-	-	-	-	-	-	\$300,000.00
Upgrade soil/amendments all soccer fields	\$2,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Removal of Trees at HM & FOD	\$3,000.00	\$9,000.00	-	\$2,000.00	-	-	-	-	-
Play Equipment (North side FOD)	\$50,000.00	-	-	-	-	-	-	\$50,000.00	-
FOD- Taylor-soil, fertilizer pesticide apps turf fields 1, 2, 3, 4	\$7,500.00	\$2,500.00	-	\$7,500.00	\$5,000.00	-	-	-	-
FOD- HM -soil, fertilizer, pesticide apps turf fields 2, 3, 4, 5, 6, 7	\$7,500.00	-	-	\$7,500.00	\$5,000.00	-	-	-	-
Soccer Goals- replacement set(s) Sizes 510, 612, 721, 824	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00
Subtotal Soccer Fields/ Equipment		\$20,500.00	\$9,000.00	\$28,500.00	\$23,500.00	\$11,000.00	\$11,000.00	\$363,500.00	\$313,500.00
Baseball/Softball Field Upgrades/Renovations		<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>
New playground Equipment for FOD North Taylor Drive	\$50,000.00	-	-	-	\$50,000.00	30,000	-	-	-
South High Baseball Field 60 x90 (SASD phase II)	\$75,000.00	-	-	-	-	-	-	-	-
FOD- Legion- 60 x90	\$10,000.00	-	-	-	\$3,000.00	-	-	-	-
2018 FOD Hummitchsch 60 x 90- (Replace Turf 12-15 years, 2030)	\$250,000.00	-	-	-	-	-	-	-	-
FOD Hummitchsch- Astro Turf maintenance supplies	\$3,000.00	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
FOD- Baseball Dugout repair, repaint, replace	\$15,000.00	-	-	-	\$18,000.00	-	-	-	-
Wilson West/East	\$5,200.00	-	-	-	-	-	\$6,000.00	-	-
Wilson East- Backstop and fence replacement	\$20,000.00	\$20,000.00	-	-	-	-	-	-	-
Kuehne Court Youth Baseball	\$6,000.00	-	-	-	-	\$3,000.00	-	-	-
Cooper West Youth Baseball	\$6,000.00	-	-	-	-	-	-	\$6,000.00	-
Farnsworth Youth BB/SB- field mix	\$500.00	-	-	-	-	-	-	-	-
Jaycee Youth Baseball- extend the infield	\$6,000.00	-	\$5,000.00	-	\$4,000.00	-	-	-	-
Jaycee Field- Install player dugouts	\$10,000.00	-	-	-	-	-	-	-	-
Batting Cages/Accessories-FOD	\$10,000.00	-	\$10,000.00	-	-	-	-	-	-
South High Softball	\$6,000.00	-	-	-	-	-	-	\$3,000.00	-
Washington North & South	\$6,000.00	-	-	-	-	-	-	-	\$6,000.00
North High West 22-23 East 21-22	\$6,000.00	-	\$5,000.00	\$6,000.00	\$2,000.00	-	-	-	-

Subtotal Baseball Fields		\$22,500.00	\$22,500.00	\$9,000.00	\$80,000.00	\$6,000.00	\$9,000.00	\$12,000.00	\$9,000.00
Maintenance Equipment/Vehicles		2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
2022 JOHN DEERE 1025R Sub-Compact Utility Tractor (2 Tractors)		-	-	-	\$34,000.00	-	-	-	-
Sportstraq GPS Annual Fee	\$1,000.00	-	-	\$1,000.00	\$1,000.00	-	-	-	-
2021 Arctic Cat Prowler	\$20,000.00	-	-	\$20,000.00	-	-	-	-	-
2021 Sportstraq line marking steering kit system/Paint Traq GPS Marker	\$47,000.00	-	-	\$47,000.00	-	-	-	-	-
2021 Smithco diamond groomer replacement with edger/brush	\$30,000.00	-	-	\$30,000.00	-	-	-	-	-
2020 Replacement of water reels (1 water reel \$15,000)	\$15,000.00	-	\$15,000.00	-	-	-	-	-	-
2019 John Deere 4044R Compact Utility Tractor- Replacement w/trade	\$19,000.00	\$38,000.00	-	-	-	-	-	-	-
2018 John Deere 647 Rotary Tiller (Replace in 12-15 years, 2030)	\$2,500.00	-	-	-	-	-	-	-	-
2018 Ford F-250Truck replacement (Replace in 10-12 years, 2030)	\$30,000.00	-	-	-	-	-	-	-	-
2018 Walk behind mower replacement (Replace in 10-12 years, 2030)	\$600.00	-	-	-	-	-	-	-	-
2018 Dual axle utility trailer (Replace in 15 years, 2033)	\$8,000.00	-	-	-	-	-	-	-	-
2016 Dodge RamTruck replacement (Replace in 10-12 years, 2028)	\$30,000.00	-	-	-	-	-	-	-	\$35,000.00
2015 Seed-a-vator- (Replace in 10-12 years, 2028)	\$10,500.00	-	-	-	-	-	-	-	\$10,500.00
2014 John Deere Mower/Tractor/Blower (Replace in 10-12 years, 2026)	\$20,000.00	-	-	-	-	-	\$20,000.00	-	-
2011 Ford F-250 Truck replacement (Replace in 10-12 years, 2023)	\$40,000.00	-	-	-	-	\$40,000.00	-	-	-
Subtotal Maintenance Equipment		\$0.00	\$0.00	\$97,000.00	\$34,000.00	\$40,000.00	\$20,000.00	\$0.00	\$45,500.00
CRD Marketing/Technology Initiatives	Estimated Cost	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Rec./Marquee Purchase/ Replace	\$25,000.00	-	-	-	-	-	-	\$25,000.00	-
Rec./FOD- Marquee/Camera Surveillance-	\$30,000.00	\$30,000.00	-	-	-	-	-	-	-
Installed Automatic Buzz in entry system with Video-South		-	\$5,000.00	-	-	-	-	-	-
New Computer Registration/facilities Software	\$30,000.00	-	-	-	\$30,000.00	-	-	-	-
CRD Marketing Initiative-	\$12,000.00	-	-	-	\$1,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
New logo sign updates & H. Mann Concession Fascia	\$20,000.00	-	-	\$20,000.00	\$18,000.00	-	-	-	-
Marquee Tech Support and Repairs	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
Computer Replacements (2 per year)	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
Subtotal Marketing/Technology Initiatives		\$38,000.00	\$10,500.00	\$25,500.00	\$54,500.00	\$18,500.00	\$18,500.00	\$43,500.00	\$18,500.00
Pigeon River Recreation Center (PRRC)	Estimated Cost	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Replace Entrance and Exit doors- PRRC	\$16,000.00	-	\$16,000.00	-	-	-	-	-	-
Replace/Upgate PRRC Shed	\$50,000.00	-	-	-	-	-	-	-	-
Fence Replacement - along N. 21st St.	\$10,000.00	-	-	-	-	\$10,000.00	-	-	-
Child Care Van	\$21,000.00	-	-	-	-	-	\$21,000.00	-	-
PRRC south parking lot replacement	\$40,000.00	-	-	-	-	\$40,000.00	-	-	-
Gym floor replace with Wood/laminate	\$50,000.00	-	-	-	-	-	\$50,000.00	-	-
Subtotal PRRC		\$0.00	\$16,000.00	\$0.00	\$0.00	\$50,000.00	\$71,000.00	\$0.00	\$0.00
Pool Equipment	Estimated Cost	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Pool Vacuum Replacement		\$3,000.00	-	-	\$4,000.00	-	-	-	-
Fitness Centers	Estimated Cost	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Fitness Center Cardio Equipment Replacement	\$25,000.00	\$20,000.00	-	-	\$32,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Subtotal Pool Equipment/Fitness Centers		\$23,000.00	\$0.00	\$0.00	\$36,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Total projections for Fund Balance use		\$215,700.00	\$59,000.00	\$168,000.00	\$228,000.00				

Book	Policy Manual
Section	7000 Property
Title	USE OF DISTRICT FACILITIES - SPECIAL GROUPS/PUBLIC GROUPS
Code	po7510*jjh
Status	First Reading
Adopted	October 22, 2013
Last Revised	April 28, 2020

7510 - **USE OF DISTRICT FACILITIES - SPECIAL GROUPS/PUBLIC GROUPS**

FEES

A. Special Groups

1. No charge shall be made for the use of District facilities for authorized school ~~or~~ Community Recreation Department activities.
2. There shall be no charge for P.T.A., P.T.O. or School Advisory Committee sponsored activities.
3. There shall be no charge for scouting, 4-H activities and school-affiliated clubs/groups (*i.e. Junior Raiders, Junior Redwings*) while the building is regularly staffed. Scouts, 4-H and school affiliated clubs/groups shall be responsible and invoiced for any custodian overtime costs incurred due to staffing the additional building hours.
4. The administration may grant use of facilities for use by employee groups at no fee while the building is regularly staffed.
5. There shall be no charge for building principal-approved student activities that are conducted for school fund-raising purposes while the building is regularly staffed.
6. There shall be no charge for Booster Club sponsored student activities while the building is regularly staffed.
7. There shall be no charge for the use of facilities by outside organizations when the program is for Sheboygan Area School District staff development while the building is regularly staffed. The program must be approved by the appropriate assistant superintendent and the Superintendent or his/her designee.

B. Public Groups

1. The administration may grant the use of Sheboygan Area School District (SASD) facilities and/or grounds to organizations, businesses, groups, educational institutions, or individuals, and charge a rental fee listed in ~~AG-7510A and~~ AG 7510B. Non-Resident organizations, businesses, groups, educational institutions, or individuals who reside outside of the SASD will be assessed a non-resident rate listed in AG 7510B. ~~of fifty percent (50%) higher than the resident fee~~ Those who reside outside the SASD but own a business in the SASD are entitled to use SASD facilities at the resident rate to conduct business related events. Resident status will be determined by the mailing address of the individual or organization renting a school district facility.
2. In addition to the rental fees, custodian overtime charges will be assessed to renters for the times when a building is normally closed. Overtime rates will be reviewed annually.
3. Additional custodial and cleanup charges will be assessed when additional staff are required for clean up that extends beyond the rental time period.
4. Additional charge(s) will also be assessed for requests for equipment, services, or when additional clean up is required beyond the rental time period.

5. A listing of all permits approved by the administration shall be presented to the Board of Education at its monthly meeting for informational purposes. ~~Requests for the use of facilities not governed by this policy shall be presented to the Board of Education for approval and fee determination.~~ The administration shall review the Sheboygan Area School District Facility Fees Schedule in accordance with AG 7510B annually.

Revised 6/23/15

Legal 120.13(17), Wis. Stats.

SASD Facility Financial Rental Permit Report: July 2022- September 2022

School	Facility	Permit Date(s)	Time	# Hours	Organization	Purpose	Fee
Urban Middle School	Auditorium	9-17-2022	1pm-11:30pm	10.5 Hrs.	Sheboygan Police Benevolent Association	Charity Concert	\$807.71

2022-2023 FISCAL YEAR TO DATE ACTUAL REVENUES		2021-22 FISCAL YEAR TO DATE ACTUAL REVENUES	
July 2022	\$0	July 2021	\$0
August 2022	\$2,547.50	August 2021	\$0
September 2022	\$807.71	September 2021	\$0
Total Revenues Year to Date	\$3,355.21	Total Revenues Year to Date	\$0
October 2022	\$0	October 2021	\$320.00
November 2022	\$0	November 2021	\$0
December 2022	\$0	December 2021	\$5,857.14
January 2023	\$0	January 2022	\$3,093.93
February 2023	\$0	February 2022	\$2,285.50
March 2023	\$0	March 2022	\$4,293.20
April 2023	\$0	April 2022	\$2,778.38
May 2023	\$0	May 2022	\$2,428.97
June 2023	\$0	June 2022	\$3,392.23
Total Revenues 7/1/22-8/31/2022	\$3,355.21	Total Revenues 7/1/21- 6/30/22	\$24,449.35