

Memo to the School Board

From: Project Oversight Committee (POC)

Date: 6/18/2026

THE REMODEL PLAN OBJECTIVE:

The scope outlined below was reviewed and formally approved for recommendation to the School Board by the Project Oversight Committee on June 10, 2026. These improvements represent critical investments necessary to provide a safe, functional, and reliable learning environment for students and staff at Rippleside Elementary School.

This work is intended to serve as the first phase of the District's long-term facilities plan, addressing the most immediate and pressing needs while establishing a foundation for future improvements. While this phase does not transition the building to modern, 21st-century learning environments, it has been developed with consideration of long-term goals. The selected improvements have been evaluated against multiple future renovation scenarios and are intentionally aligned to integrate seamlessly into a comprehensive remodel or require only minimal modification as future phases are implemented.

Consistent with community input, which did not support construction of a new elementary facility at this time, future phases will focus on a broader remodeling effort, potentially including additions. The development and direction of those future improvements will continue to be guided by listening sessions and ongoing community engagement as the District advances its long-term planning efforts.

1) Indoor Air Quality (Rippleside Elementary):

Professional engineers from CMTA evaluated ventilation systems for our indoor air quality improvement needs. CMTA's recommended scope to bring Rippleside Elementary to meet current codes and qualify for IAQ funding mechanisms with the State of MN listed below. The mechanical scope of these areas will include new acoustical ceiling and LED lighting where applicable.

1. AHU-4 old gym ventilation system replacement
2. AHU-5 cafeteria ventilation system replacement
3. AHU-6 music ventilation system replacements
4. Unit vents (5), replace with new system
5. RTU-1 media center areas, replace with new system

6. RTU-2 early childhood, replace with new system
7. RTU-3 kitchen area, replace with new system
8. AHU-1, 2, & 3 – classroom wing ventilation systems recommissioning & miscellaneous repairs

Budgeted Amount: \$4,171,129

Reference Exhibit A – IAQ MDE Narrative

2) Parent and bus pick-up and drop-off (Rippleside Elementary):

Together with District leadership, the CMTA civil engineering team, the JLG Architectural team and the ICS team evaluated the site's existing pick-up and drop-off challenges, along with parking constraints. Throughout this process, the School Board emphasized its desire to preserve the baseball field if possible yet, achieve a safe and efficient traffic flow.

The preferred concept allows parents to drop off and pick up students along the public roadway using the existing sidewalk, eliminating the need for students to cross traffic. It also establishes a dedicated bus-only drop-off and pick-up area, reducing congestion on the roadway during peak times.

As part of these improvements, the parking lot will be reconfigured to better accommodate both staff and visitor parking. Additionally, the bus parking area will be dual-striped to provide overflow parking for after-school events.

Additionally, field drainage and stormwater corrections will occur to address current issues, trail connection, light landscaping, and parking lot lighting will also be included.

Budgeted Amount:

- Bus Pick-up/Drop-Off & Parking lot: \$1,581,694
- Field drainage corrections, landscaping and lighting: \$375,969
- Total: \$1,957,663

Reference Exhibit B – Parent Pick-up/Drop-off/Bus Parking

3) Bus drop-off / pick-up vestibule (Rippleside Elementary):

This scope of work includes the addition of a new 12' x 12' vestibule at the updated bus drop-off and pick-up location to enhance safety and improve the efficiency of student entry into the facility. The new entry sequence is intended to provide a more controlled and

organized transition into the building while buses are active, while the existing parent drop-off entrance will remain in use, helping to distribute traffic and reduce overall congestion at arrival and dismissal times.

Budgeted Amount: \$170,823

Reference Exhibit C – Bus Drop-Off/Pick-up Vestibule

4) Paving northeast parking lot (High School):

The northeast parking lot at the high school, which is currently surfaced with Class 5 aggregate. While functional, the gravel surface creates ongoing maintenance challenges and contributes to dust, dirt, and debris being tracked into the building. This option proposes paving the northeast lot to provide a more durable, low-maintenance surface that improves overall site functionality, safety and appearance.

Budgeted Amount: \$341,646

Reference Exhibit D – High School NE Lot

5) Secure entry (Rippleside Elementary):

JLG Architects reviewed multiple secure entry options in collaboration with the POC team, ultimately developing a low-cost solution that builds upon the existing layout. This option expands the current vestibule and creates a more defined and secure point of entry by routing all visitors through the reception office for check-in before gaining access to the school.

The design includes new aluminum-framed doors and entry glazing, along with upgraded security hardware to support controlled access, including badge entry and visitor management. Interior window glazing will be added to improve visibility between the reception office and entry area, enhancing staff oversight of incoming guests. A lockdown button will also be incorporated to support emergency response protocols. As part of the project, the reception area and vestibule will receive a comprehensive refresh, including new finishes such as paint, flooring, doors, casework and ceiling systems to modernize the space and improve overall functionality.

Budgeted Amount: \$246,807

Reference Exhibit E – Secure Entry

6) ADA Lift Replacement at 1957 section “the Hill” (Rippleside Elementary):

The lift located at “The Hill” near the main entrance will be replaced with a new, code-compliant system. The existing lift has reached the end of its useful life and has experienced frequent breakdowns, resulting in ongoing maintenance challenges and reliability concerns. Replacement of the lift will improve accessibility, safety, and consistent operation for students, staff, and visitors.

Budget Amount: \$75,921

7) Office Area Refresh (Rippleside Elementary):

This scope of work is intended to refresh and enhance the existing office area through a coordinated update of finishes and furnishings, including new paint, replacement of floor finishes, and the addition of updated furniture. The improvements are designed to create a more modern, functional, and cohesive workspace environment. This is meant to complement the secure entry work as well.

Budgeted Amount: \$94,902

Reference Exhibit F – Office Area Refresh

8) Partition Walls at SPED (Rippleside Elementary):

This scope of work involves the installation of interior walls within an existing large existing classroom to create smaller, dedicated learning areas. These defined spaces are intended to better support a variety of instructional activities, providing a more focused, adaptable, and appropriately scaled environment that enhances both teaching effectiveness and the overall student experience.

Budgeted Amount: \$204,786

Reference Exhibit G – Interior Partition Walls for Dedicated Learning Areas (SPED)

9) Misc. flooring and hazardous abatement (Rippleside Elementary):

IEA, the Environmental Health and Safety consulting firm, is assessing the existing materials and will identify multiple areas of flooring/mastic and existing asbestos insulation on HVAC systems and piping. These materials will be fully removed through

mechanical abatement methods and replaced with new floor finishes and proper insulation.

Budgeted Amount:

- Abatement Allowance: \$191,069
- New Floor Finishes and Casework Allowance: \$412,506
- Total: \$603,574

Reference Exhibit H – Misc. Flooring and Hazardous Abatement

10) Exterior door replacement allowance (Rippleside Elementary):

This scope of work includes an allowance for the replacement of failing exterior doors, including new frames, door slabs, and upgraded hardware. The existing doors exhibit signs of deterioration and are in need of replacement; this work is intended to improve functionality, security, and overall building performance through the installation of durable, updated components.

Budget Amount: \$75,921

11) Roofing (Rippleside Elementary & High School):

The roofing systems at both Rippleside Elementary and Aitkin High School have replacement needs and support long-term capital planning. The existing roofs consist primarily of ballasted EPDM systems installed in the late 1980s and early 1990s, along with select newer systems installed in later years.

At Rippleside Elementary, a large portion of the roof areas have exceeded their useful life and are recommended for immediate replacement to reduce the risk of water intrusion. Similarly, Aitkin High School includes multiple roof sections that require immediate replacement, along with others that should be addressed in the near term, while newer systems remain serviceable with ongoing maintenance.

The plan includes a replacement plan prioritizing the most critical areas first, followed by remaining sections over time. The scope of this project is to replace roofs identified as Immediate Need and Recommended. Roof replacement efforts will focus on durable, fully adhered systems that align with the District’s long-term maintenance goals.

Budgeted Amount:

- Rippleside Elementary: \$1,518,763
- High School: \$1,433,075
- Total Roofing: \$2,951,838

Reference Exhibit I – Roof Plan MDE Narrative

FINANCIAL INFORMATION

- Capital Projects Levy: \$322,728 (to come from either the next two fiscal years)
- LTFM Indoor Air Quality: \$4,362,197
- Annual Operating Capital: \$958,938*
- Abatement Bonds: \$2,299,308
- LTFM-Roofing: \$2,951,837
- TOTAL: \$10,895,008

*Using 50% of the District’s annual operating Capital for Facility Bond’s annual operating capital

AUTHORIZATION AMOUNTS AND TAX IMPACT

The estimated tax impact for an average home within city limits is valued at \$175,000 is approximately \$8 per month, or \$96 annually. The impact for an average home outside of city limits is valued at \$300,000 and is approximately \$15.58 per month, or \$187 annually. Please refer to the Ehlers reports included in Exhibit J for additional detail.

Reference Exhibit J – Authorization Amount & Tax Impact Chart

TIMING:

While the overall scope of work represents a significant investment across multiple areas, the POC team is confident in the project team’s ability to successfully deliver the improvements within an efficient and well-coordinated timeline. If approved, the design and documentation phase is anticipated to be completed by November 2026.

Construction would then be planned to begin in Spring 2027, allowing the work to be sequenced over the summer to minimize disruption to District operations. The project is expected to be substantially complete in time for the start the 2027–2028 school year,

ensuring that all improvements are in place and ready for student and staff use in September 2027.

Feel free to contact any POC members if you have comments, questions or suggestions.

Thank you.

POC Committee

Cindi Hills

Brian Leitinger

Rolland Hill

Dan Stifter

Heather Hipp

EXHIBIT LIST:

Exhibit A – Rippleside IAQ

Exhibit B – Rippleside Parent Pick-up/Drop-off/Bus Parking

Exhibit C – Bus Drop-off/Pick-up Vestibule

Exhibit D – High School NE Lot

Exhibit E – Rippleside Secure Entry

Exhibit F – Rippleside Office Area Refresh

Exhibit G – Rippleside Interior Partition Walls for Dedicated Learning Areas

Exhibit H – Rippleside Misc. Flooring and Hazardous Abatement

Exhibit I – Roof Plan

Exhibit J – Authorization Amounts & Tax Impact Chart

Exhibit A – Rippleside IAQ



MEMORANDUM

Date: June 16, 2026
Project: Independent School District #1 – Aitkin Public Schools
Subject: Rippleside Elementary School IAQ Project Narrative – LTFM FY 2027-2028

Ms. Miller,

Included in this memo is a brief overview and summary of the health and safety related improvement project currently being planned at the Rippleside Elementary School located in Aitkin, Minnesota, over fiscal years 2027 through 2028. The scope of the project will include classroom indoor air quality upgrades as described in this narrative.

Rippleside Elementary School:

The elementary school was originally built in 1957, with subsequent additions in 1965, 1981, 1988, 1999, and 2001. It has a total building area of approximately 78,000 ft². The building is heated and cooled by a combination of centralized hot, chilled water and individual DX systems. The majority of the 1957 and 1965 portions of the building’s heating, ventilation, and air conditioning (HVAC) systems primarily consist of ducted centralized variable air volume (VAV) air handling units and VAV boxes with reheat coils. The original 1981 portion of the building is served by constant volume (heat only) ceiling hung air handling units. The 1999, 2001 additions and kitchen area are served by a combination of ducted, packaged roof top units and classroom (heat only) unit ventilators. The classroom unit ventilators are not capable of controlling humidity levels. The administration area is served by a packaged roof top unit.

The project will be phased over through the summer of 2027. It will include replacing the existing HVAC systems (see attached map showing areas affected) with new hot/chilled water systems designed to deliver, measure, monitor, and maintain appropriate indoor air quality and environmental comfort levels per current ASHRAE 62.1 standards for relative humidity, carbon dioxide levels, and outside air delivery. The newer ventilation systems (AHU-1, -2, -3, and RTU-4) will be recommissioned to make sure they continue to deliver code compliant ventilation per ASHRAE 62.1.

Project Budget: \$4,171,129 total project budget.

Project Timeline: Design: August – December 2026
Bidding/Award: January 2027
Construction: June 2027 – August 2027
Completion: August 2027

Current Deficiencies:

- Existing HVAC systems (Unit Ventilators, AHU-4, -5, -6, RTU-1, -2, -3 and MUA-1) serving portions of the facility (see map) are not capable of providing or monitoring and measuring outdoor air quantities in normally occupied spaces per ASHRAE 62.1. Additionally, these systems are not capable of accurately controlling humidity levels within normally occupied spaces per ASHRAE 62.1.

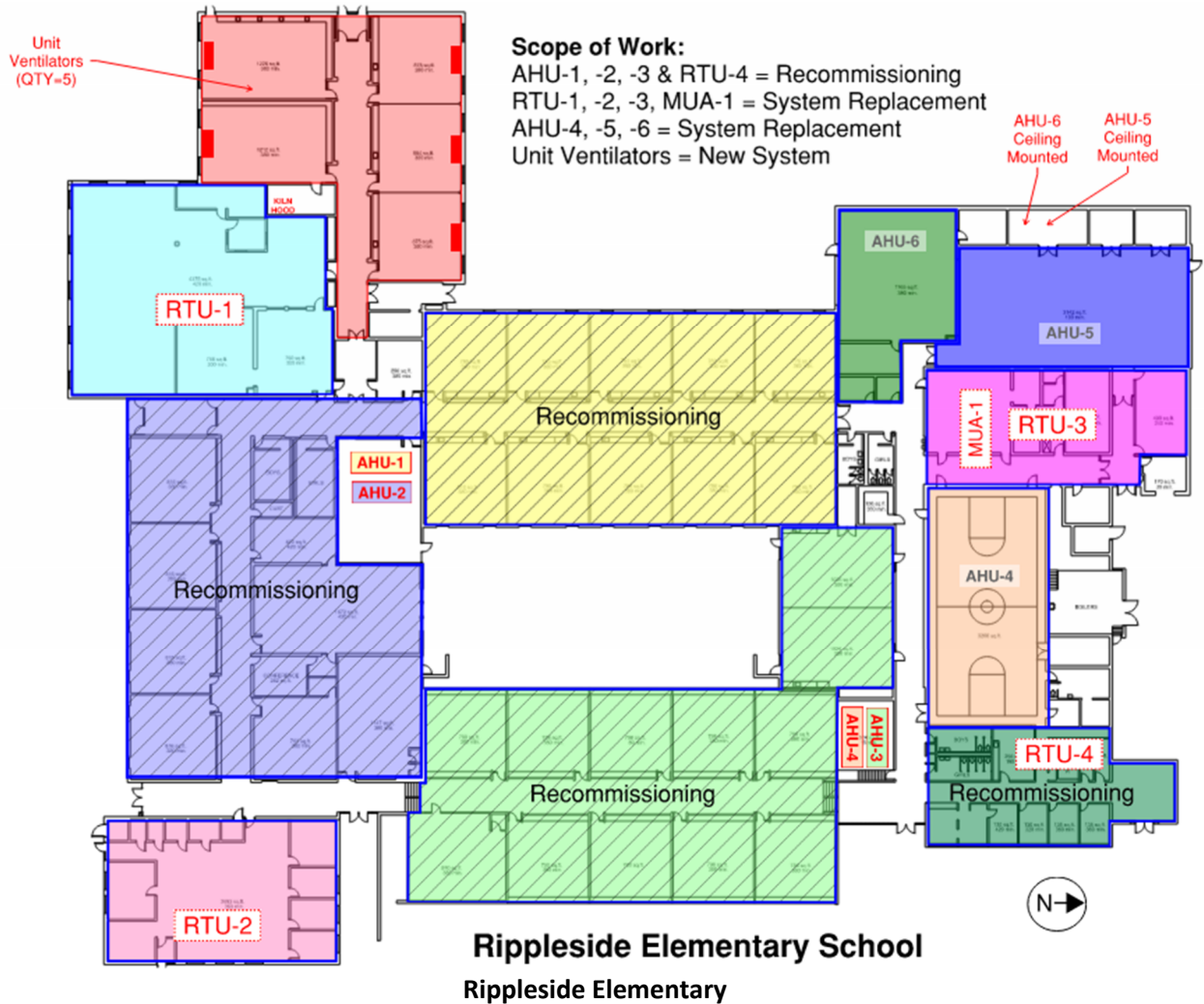
Project Goals:

- Design and install new systems to improve indoor air quality by meeting ASHRAE 62.1 standards for ventilation outside air quantities, temperature, and humidity levels within normally occupied spaces.
- Design and install new systems to minimize noise levels within normally occupied spaces by meeting the NC35 (approx. 45 dBA) guidelines.
- Ensure new systems improve environmental comfort for all occupants by accurately measuring, monitoring, and controlling space temperature and humidity levels in alignment with ASHRAE 90.1 and ASHRAE 62.1 standards.

Conceptual Project Scope:

- Replace the existing unit ventilators currently serving five classrooms with new centralized systems capable of meeting current ASHRAE 62.1 standards for relative humidity, carbon dioxide levels, and outside air delivery. New unit will likely be located on the roof of the existing facility with distribution routed vertically to serve existing classrooms.
- Replace the existing rooftop air handling units serving the Media Center, ECFE Learning Center and Kitchen area (including MUA-1) with new centralized systems capable of meeting current ASHRAE 62.1 standards for relative humidity, carbon dioxide levels, and outside air delivery.
- Replace the air handling units serving the 1981 Music Room, Multipurpose Space, and 1957 gym with new centralized systems capable of meeting current ASHRAE 62.1 standards for relative humidity, carbon dioxide levels, and outside air delivery.
- Recommission newer HVAC systems (AHU-1, -2, -3 and RTU-3) to ensure they meet current ASHRAE 62.1 standards for relative humidity, carbon dioxide levels, and outside air delivery.
- The new HVAC systems will be equipped with automated controls capable of accurately controlling, measuring, and monitoring outdoor air, space temperature, and relative humidity levels – to not exceed 55% RH, per ASHRAE 62.1.

Areas of the existing portions of the facility to be impacted by the scope of this project are shown on the following building layout.



Please contact me if you need any additional information or have any further questions regarding the proposed improvements or any of the information included in this memo.

Sincerely,

Michael J. Hubbard

Michael Hubbard, PE, CEM, GBE

ICS

Attachments (1)

Attachment 1 – Existing vs. Required Occupant Ventilation Rates Table

System Summary				Design Standards (ASHRAE Guidelines)					Code Requirements				
AHU-1 (2014)	Rooms Served	Supply CFM (per dwg)	Room Area (per dwg)	Occupant Density (#/1000 sq ft)	Area OA Rate (cfm/sq. ft.)	People OA Rate (cfm/person)	Exhaust cfm (cfm/sq ft)	Vent. Effec.	Occupancy	Code Required Total OA cfm	Code Required Exhaust cfm	Total Required OA cfm	OA Required Including Effec.
SA: 8,400 CFM	Classroom 1-1	840	780	35	0.12	10	0	0.8	27	367	0	367	458
OA: 4,800 CFM	Classroom 1-2	840	783	35	0.12	10	0	0.8	27	368	0	368	460
	Classroom 1-3	840	783	35	0.12	10	0	0.8	27	368	0	368	460
Dehumidify?	Classroom 1-4	840	783	35	0.12	10	0	0.8	27	368	0	368	460
YES	Classroom 1-5	840	770	35	0.12	10	0	0.8	27	362	0	362	452
	Classroom 1-6	840	810	35	0.12	10	0	0.8	28	381	0	381	476
	Classroom 1-7	840	798	35	0.12	10	0	0.8	28	375	0	375	469
	Classroom 1-8	840	798	35	0.12	10	0	0.8	28	375	0	375	469
	Classroom 1-9	840	798	35	0.12	10	0	0.8	28	375	0	375	469
	Classroom 1-10	840	790	35	0.12	10	0	0.8	28	371	0	371	464
	Corridor 1	0	2,127	0	0.06	0	0	0.8	0	128	0	128	160
Totals		8,400	10,020	-	-	-	-	-	276	3,837	0	3,837	4,797

System Summary				Design Standards (ASHRAE Guidelines)					Code Requirements				
AHU-2 (2014)	Rooms Served	Supply CFM (per dwg)	Room Area (per dwg)	Occupant Density (#/1000 sq ft)	Area OA Rate (cfm/sq. ft.)	People OA Rate (cfm/person)	Exhaust cfm (cfm/sq ft)	Vent. Effec.	Occupancy	Code Required Total OA cfm	Code Required Exhaust cfm	Total Required OA cfm	OA Required Including Effec.
SA: 6,500 CFM	Classroom 2-1	820	816	35	0.12	10	0	0.8	29	384	0	384	479
OA: 3,800 CFM	Classroom 2-2	820	816	35	0.12	10	0	0.8	29	384	0	384	479
	Classroom 2-3	820	816	35	0.12	10	0	0.8	29	384	0	384	479
Dehumidify?	Classroom 2-4	820	816	35	0.12	10	0	0.8	29	384	0	384	479
YES	Classroom 2-5	600	760	35	0.12	10	0	0.8	27	357	0	357	447
	Classroom 2-6	810	1,147	35	0.12	10	0	0.8	40	539	0	539	674
	Classroom 2-7	1,000	1,672	35	0.12	10	0	0.8	59	786	0	786	982
	Classroom 2-8	290	420	35	0.12	10	0	0.8	15	197	0	197	247
	Conference	200	242	50	0.06	5	0	0.8	12	75	0	75	94
	Custodian Closet	0	65	0	0	0	75	0.8	0	0	75	75	94
	Boy's Restroom	0	270	0	0	0	75	0.8	0	0	450	450	563
	Girl's Restroom	0	357	0	0	0	75	0.8	0	0	450	450	563
	Conference closet	100	126	0	0	0	0	0.8	0	0	0	0	0
	Corridor 2	0	2,450	0	0.06	0	0	0.8	0	147	0	147	184
Totals		6,280	10,773	-	-	-	-	-	266	3,636	975	4,611	5,763

System Summary				Design Standards (ASHRAE Guidelines)					Code Requirements				
AHU-3 (2014)	Rooms Served	Supply CFM (per dwg)	Room Area (per dwg)	Occupant Density (#/1000 sq ft)	Area OA Rate (cfm/sq. ft.)	People OA Rate (cfm/person)	Exhaust cfm (cfm/sq ft)	Vent. Effec.	Occupancy	Code Required Total OA cfm	Code Required Exhaust cfm	Total Required OA cfm	OA Required Including Effec.
SA: 9,900 CFM	Classroom 3-1	840	798	35	0.12	10	0	0.8	28	375	0	375	469
OA: 5,600 CFM	Classroom 3-2	840	798	35	0.12	10	0	0.8	28	375	0	375	469
	Classroom 3-3	840	798	35	0.12	10	0	0.8	28	375	0	375	469
Dehumidify?	Classroom 3-4	840	798	35	0.12	10	0	0.8	28	375	0	375	469
YES	Classroom 3-5	840	785	35	0.12	10	0	0.8	27	369	0	369	461
	Classroom 3-6	840	970	35	0.12	10	0	0.8	34	456	0	456	570
	Classroom 3-7	840	790	35	0.12	10	0	0.8	28	371	0	371	464
	Classroom 3-8	840	790	35	0.12	10	0	0.8	28	371	0	371	464
	Classroom 3-9	840	790	35	0.12	10	0	0.8	28	371	0	371	464
	Classroom 3-10	840	780	35	0.12	10	0	0.8	27	367	0	367	458
	Classroom 3-11	750	1,026	35	0.12	10	0	0.8	36	482	0	482	603
	Classroom 3-12	750	1,026	35	0.12	10	0	0.8	36	482	0	482	603
	Corridor 3-A	0	1,745	0	0.06	0	0	0.8	0	105	0	105	131
Totals		9,900	11,894	-	-	-	-	-	355	4,875	0	4,875	6,093

System Summary				Design Standards (ASHRAE Guidelines)					Code Requirements				
AHU-4 (1957)	Rooms Served	Supply CFM (per dwg)	Room Area (per dwg)	Occupant Density (#/1000 sq ft)	Area OA Rate (cfm/sq. ft.)	People OA Rate (cfm/person)	Exhaust cfm (cfm/sq ft)	Vent. Effec.	Occupancy	Code Required Total OA cfm	Code Required Exhaust cfm	Total Required OA cfm	OA Required Including Effec.
SA: 3500 CFM	Gymnasium	3,500	3,206	7	0.18	20	0	0.8	22	1026	0	1026	1282
OA: 875 CFM													
Dehumidify?													
NO													
Totals		3,500	3,206	-	-	-	-	-	22	1,026	0	1,026	1,282

System Summary				Design Standards (ASHRAE Guidelines)					Code Requirements				
AHU-5 (1981)	Rooms Served	Supply CFM (per dwg)	Room Area (per dwg)	Occupant Density (#/1000 sq ft)	Area OA Rate (cfm/sq. ft.)	People OA Rate (cfm/person)	Exhaust cfm (cfm/sq ft)	Vent. Effec.	Occupancy	Code Required Total OA cfm	Code Required Exhaust cfm	Total Required OA cfm	OA Required Including Effec.
SA: 6,000 CFM	Cafeteria	5,550	3,142	100	0.12	10	0	0.8	314	3519	0	3519	4399
OA: 1500 CFM													
Dehumidify?													
NO													
Totals		5,550	3,142	-	-	-	-	-	314	3,519	0	3,519	4,399

System Summary				Design Standards (ASHRAE Guidelines)					Code Requirements				
AHU-6 (1981)	Rooms Served	Supply CFM (per dwg)	Room Area (per dwg)	Occupant Density (#/1000 sq ft)	Area OA Rate (cfm/sq. ft.)	People OA Rate (cfm/person)	Exhaust cfm (cfm/sq ft)	Vent. Effec.	Occupancy	Code Required Total OA cfm	Code Required Exhaust cfm	Total Required OA cfm	OA Required Including Effec.
SA: 5,000 CFM	Music Room	4,320	1,765	35	0.06	10	0	0.8	62	724	0	724	905
OA: 1250 CFM	Music Office	260	216	5	0.06	5	0	0.8	1	18	0	18	23
Dehumidify?	Practice rooms	440	168	10	0.06	10	0	0.8	2	27	0	27	34
NO													
Totals		5,020	2,149	-	-	-	-	-	65	769	0	769	961

System Summary				Design Standards (ASHRAE Guidelines)					Code Requirements				
RTU-1 (2000)	Rooms Served	Supply CFM (per dwg)	Room Area (per dwg)	Occupant Density (#/1000 sq ft)	Area OA Rate (cfm/sq. ft.)	People OA Rate (cfm/person)	Exhaust cfm (cfm/sq ft)	Vent. Effec.	Occupancy	Code Required Total OA cfm	Code Required Exhaust cfm	Total Required OA cfm	OA Required Including Effec.
SA: 6500 CFM	Media Center	4,834	4,375	25	0.12	10	0	0.8	109	1619	0	1619	2023
OA: 1625 CFM	Classroom M1	837	758	35	0.12	10	0	0.8	27	356	0	356	445
Dehumidify?	Classroom M?	829	750	35	0.12	10	0	0.8	26	353	0	353	441
NO													
Totals		6,500	5,883	-	-	-	-	-	162	2,328	0	2,328	2,909

System Summary				Design Standards (ASHRAE Guidelines)					Code Requirements				
RTU-2 (1999)	Rooms Served	Supply CFM (per dwg)	Room Area (per dwg)	Occupant Density (#/1000 sq ft)	Area OA Rate (cfm/sq. ft.)	People OA Rate (cfm/person)	Exhaust cfm (cfm/sq ft)	Vent. Effec.	Occupancy	Code Required Total OA cfm	Code Required Exhaust cfm	Total Required OA cfm	OA Required Including Effec.
SA: 2,500 CFM	Children's Center	2,500	3,660	25	0.18	10	0	0.8	92	1574	0	1574	1967
OA: 500 CFM													
Dehumidify?													
YES													
Totals		2,500	3,660	-	-	-	-	-	92	1,574	0	1,574	1,967

System Summary				Design Standards (ASHRAE Guidelines)					Code Requirements				
RTU-3 (2009)	Rooms Served	Supply CFM (per dwg)	Room Area (per dwg)	Occupant Density (#/1000 sq ft)	Area OA Rate (cfm/sq. ft.)	People OA Rate (cfm/person)	Exhaust cfm (cfm/sq ft)	Vent. Effec.	Occupancy	Code Required Total OA cfm	Code Required Exhaust cfm	Total Required OA cfm	OA Required Including Effec.
SA: 3400 CFM	Kitchen Storage	496	452	0	0.12	0	0	0.8	0	54	0	54	68
OA: 850 CFM	Kitchen	881	802	20	0.12	7.5	0	0.8	16	217	0	217	271
	Kitchen Back Room	463	422	0	0.12	0	0	0.8	0	51	0	51	63
Dehumidify?	Teacher Dining	1,000	490	70	0.18	7.5	0	0.8	34	345	0	345	432
NO	Corridor 3-R	559	930	0	0.06	0	0	0.8	0	56	0	56	70
Totals		3,400	3,096	-	-	-	-	-	50	723	0	723	903

Teacher Dining ventilation is provided by a unit ventilator, not connected to the roof top unit.

System Summary				Design Standards (ASHRAE Guidelines)					Code Requirements				
RTU-4 (2021)	Rooms Served	Supply CFM (per dwg)	Room Area (per dwg)	Occupant Density (#/1000 sq ft)	Area OA Rate (cfm/sq. ft.)	People OA Rate (cfm/person)	Exhaust cfm (cfm/sq ft)	Vent. Effec.	Occupancy	Code	Code	Total Required OA cfm	OA Required Including Effec.
										Required Total OA cfm	Required Exhaust cfm		
SA: 2900 CFM	Office Lobby	277	252	10	0.06	5	0	0.8	3	28	0	28	35
OA: 725 CFM	Office 1	143	130	5	0.06	5	0	0.8	1	11	0	11	14
	Office 2	143	130	5	0.06	5	0	0.8	1	11	0	11	14
Dehumidify?	Office 3	149	135	5	0.06	5	0	0.8	1	11	0	11	14
YES	Office 4	149	135	5	0.06	5	0	0.8	1	11	0	11	14
	Lounge	282	256	20	0.06	5	0	0.8	5	41	0	41	51
	Boy's Restroom	187	170	0	0	0	0	0.8	0	0	300	300	375
	Girl's Restroom	187	170	0	0	0	0	0.8	0	0	300	300	375
	Men's Restroom	77	70	0	0	0	0	0.8	0	0	75	75	94
	Women's Restroom	77	70	0	0	0	0	0.8	0	0	75	75	94
	Storage	127	115	0	0.12	0	0	0.8	0	14	0	14	17
	Vestibule	457	415	0	0.06	0	0	0.8	0	25	0	25	31
	Corridor 4	646	587	0	0.06	0	0	0.8	0	35	0	35	44
Totals		2,900	2,635	-	-	-	-	-	10	188	750	938	1,172

System Summary				Design Standards (ASHRAE Guidelines)					Code Requirements				
Unit Ventilators (2001)	Rooms Served	Supply CFM (per dwg)	Room Area (per dwg)	Occupant Density (#/1000 sq ft)	Area OA Rate (cfm/sq. ft.)	People OA Rate (cfm/person)	Exhaust cfm (cfm/sq ft)	Vent. Effec.	Occupancy	Code	Code	Total Required OA cfm	OA Required Including Effec.
										Required Total OA cfm	Required Exhaust cfm		
SA: 4250 CFM	Classroom U-1	750	875	35	0.12	10	0	0.8	31	411	0	411	514
OA: 1065 CFM	Classroom U-2	750	884	35	0.12	10	0	0.8	31	415	0	415	519
	Classroom U-3	750	875	35	0.12	10	0	0.8	31	411	0	411	514
Dehumidify?	Classroom U-4	1,000	1,212	35	0.12	10	0	0.8	42	570	0	570	712
NO	Classroom U-5	1,000	1,226	35	0.12	10	0	0.8	43	576	0	576	720
	Corridor 4	0	1,471	0	0.06	0	0	0.8	0	88	0	88	110
Totals		4,250	6,543	-	-	-	-	-	178	2,472	0	2,472	3,090

Exhibit B – Rippleside Parent Pick-up/Drop-off/Bus Parking

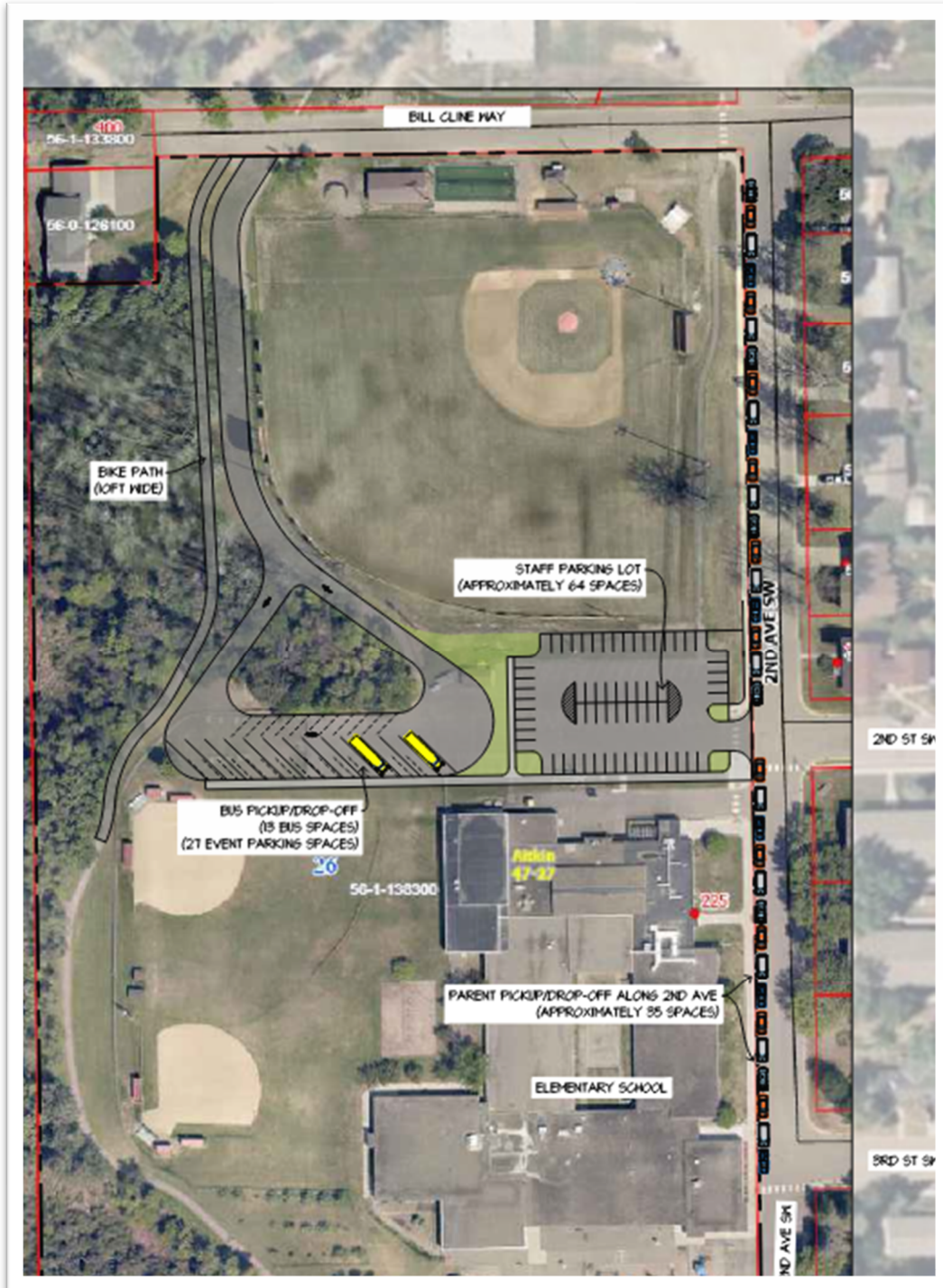


Exhibit C – Bus Drop-off/Pick-up Vestibule

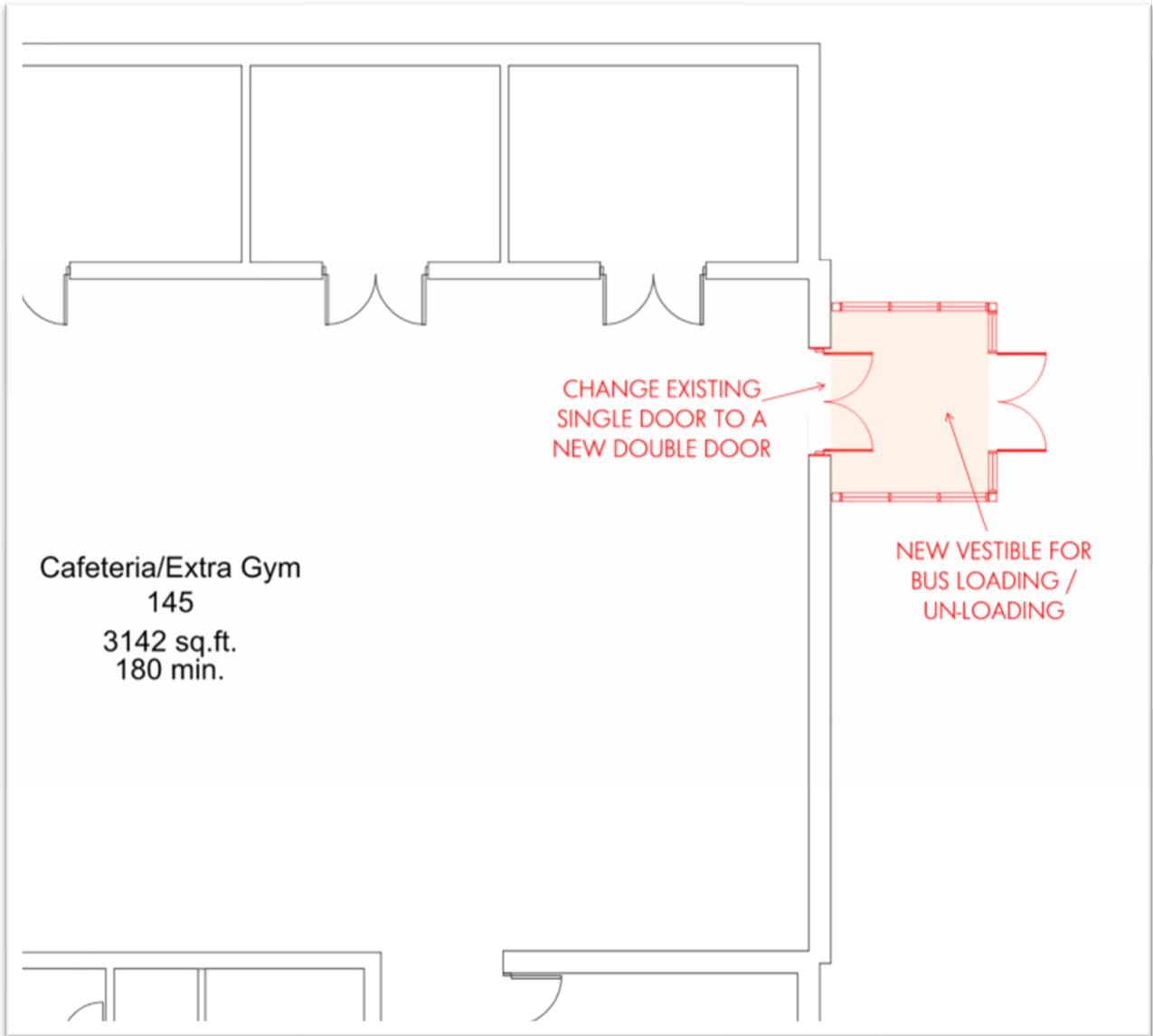


Exhibit D – High School NE Lot

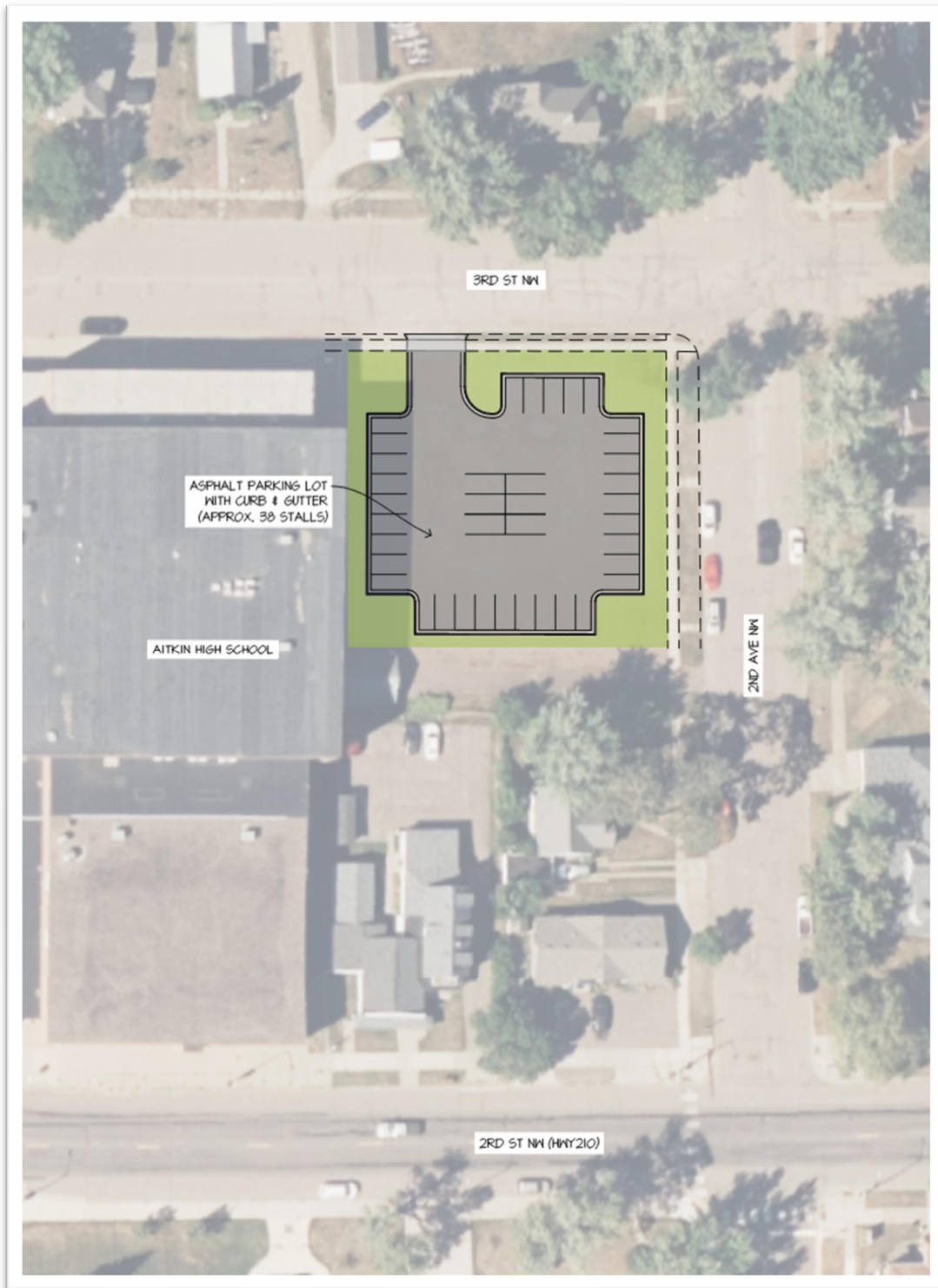


Exhibit E – Rippleside Secure Entry

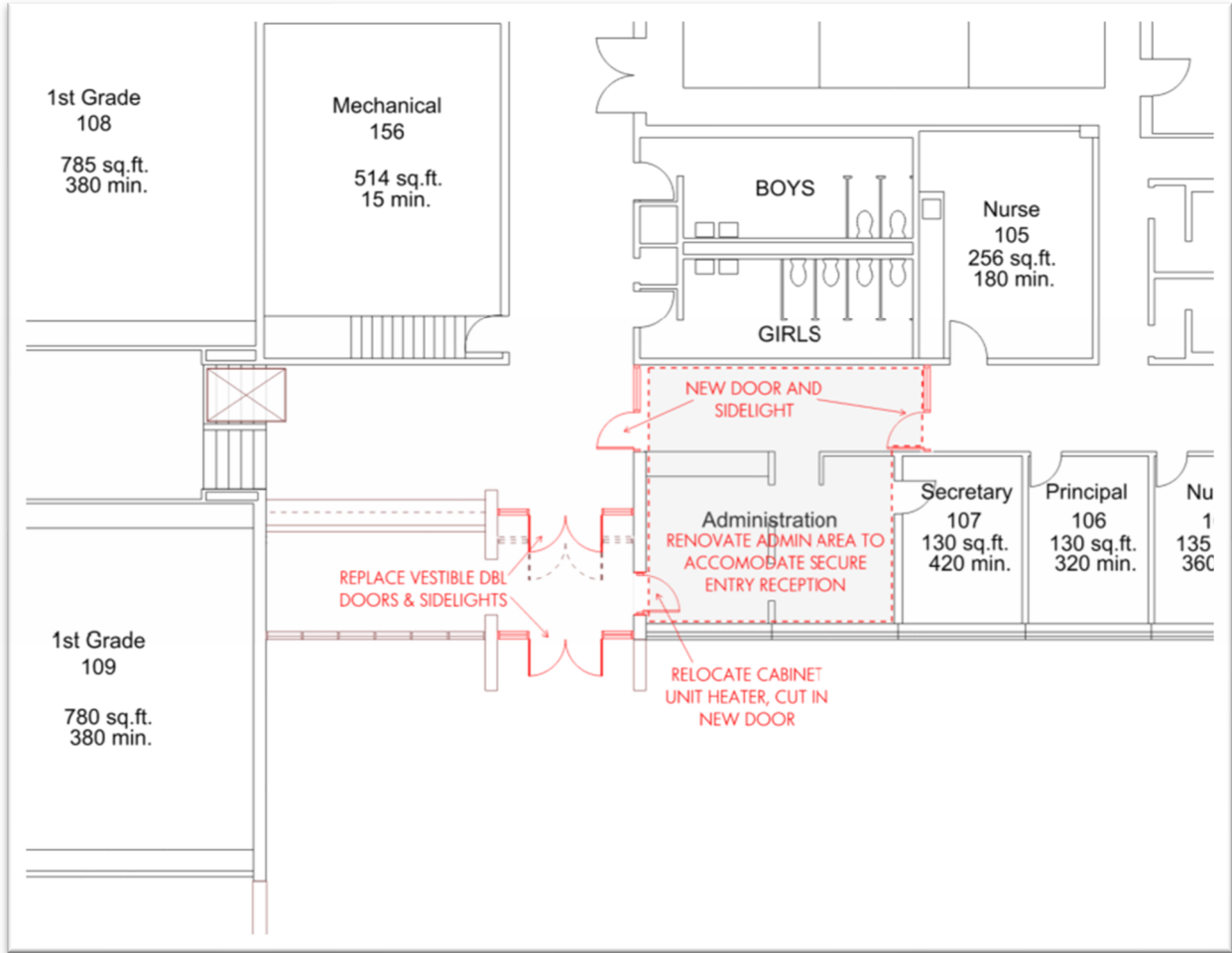


Exhibit F – Rippleside Office Area Refresh

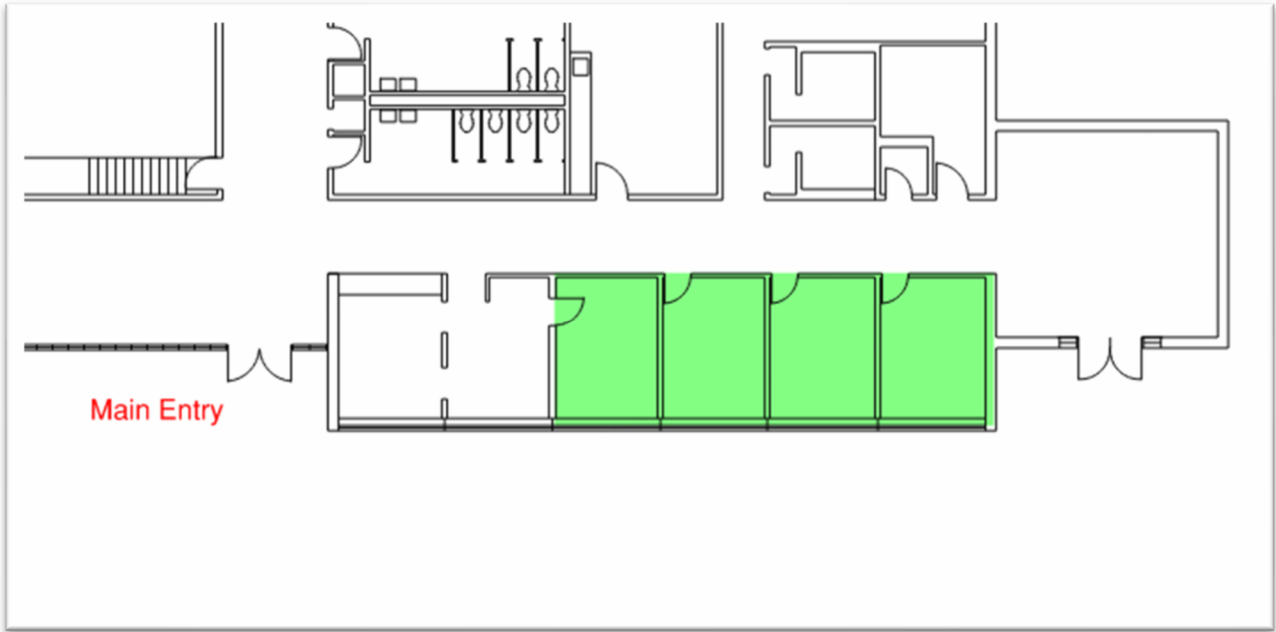


Exhibit G – Rippleside Partition Walls for dedicated Learning Areas (SPED)

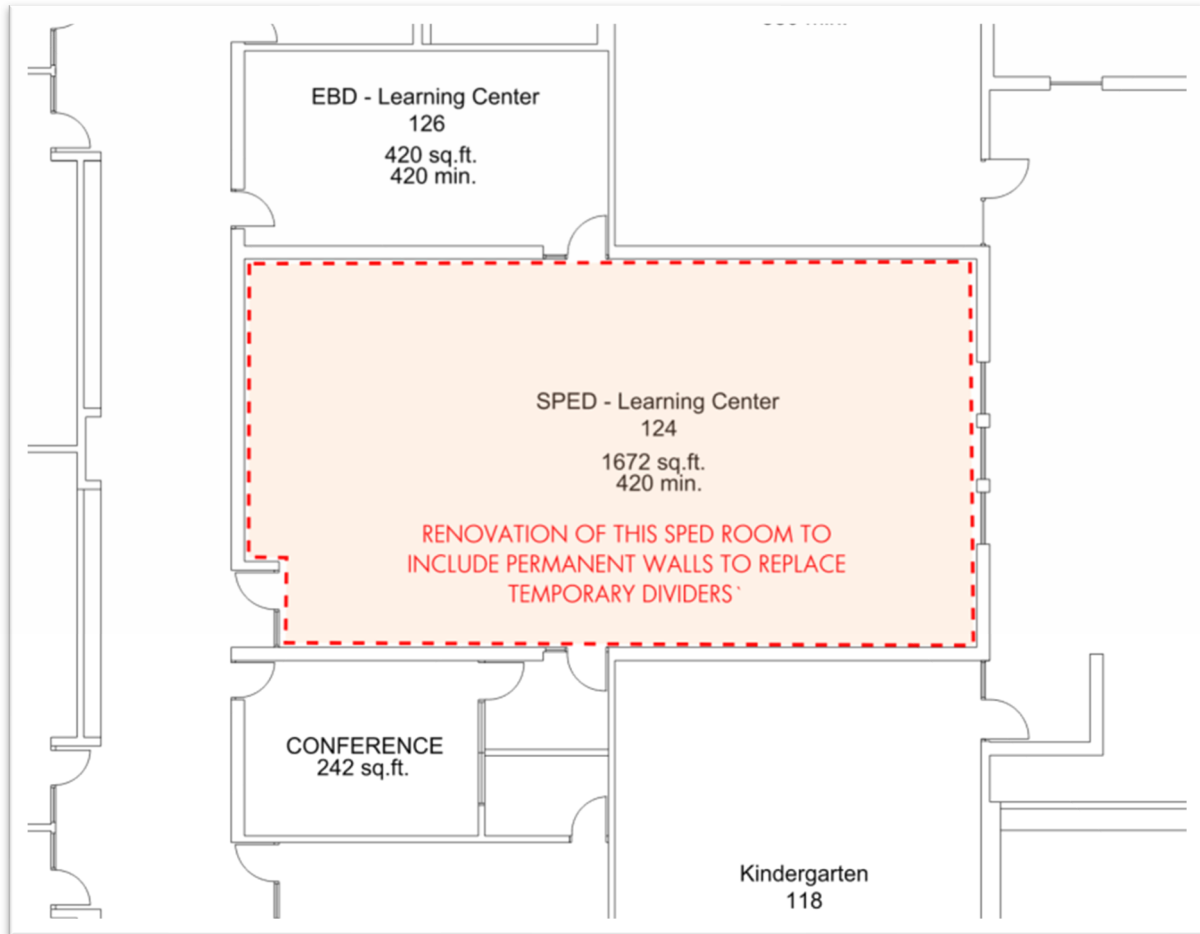


Exhibit H – Rippleside Misc. Flooring and Hazardous Abatement (Pending IEA Site Survey)

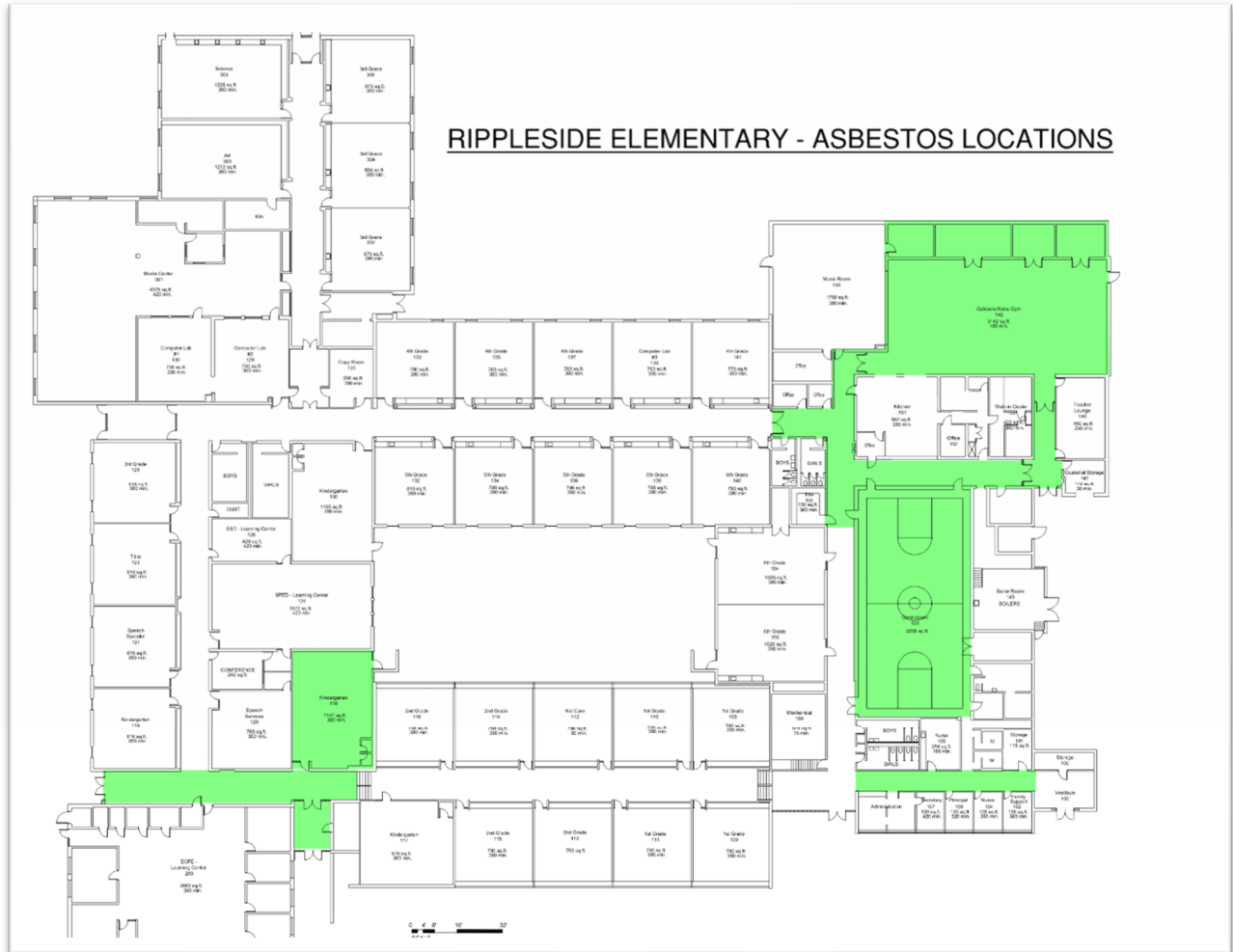


Exhibit I – Roof Plan (Rippleside)

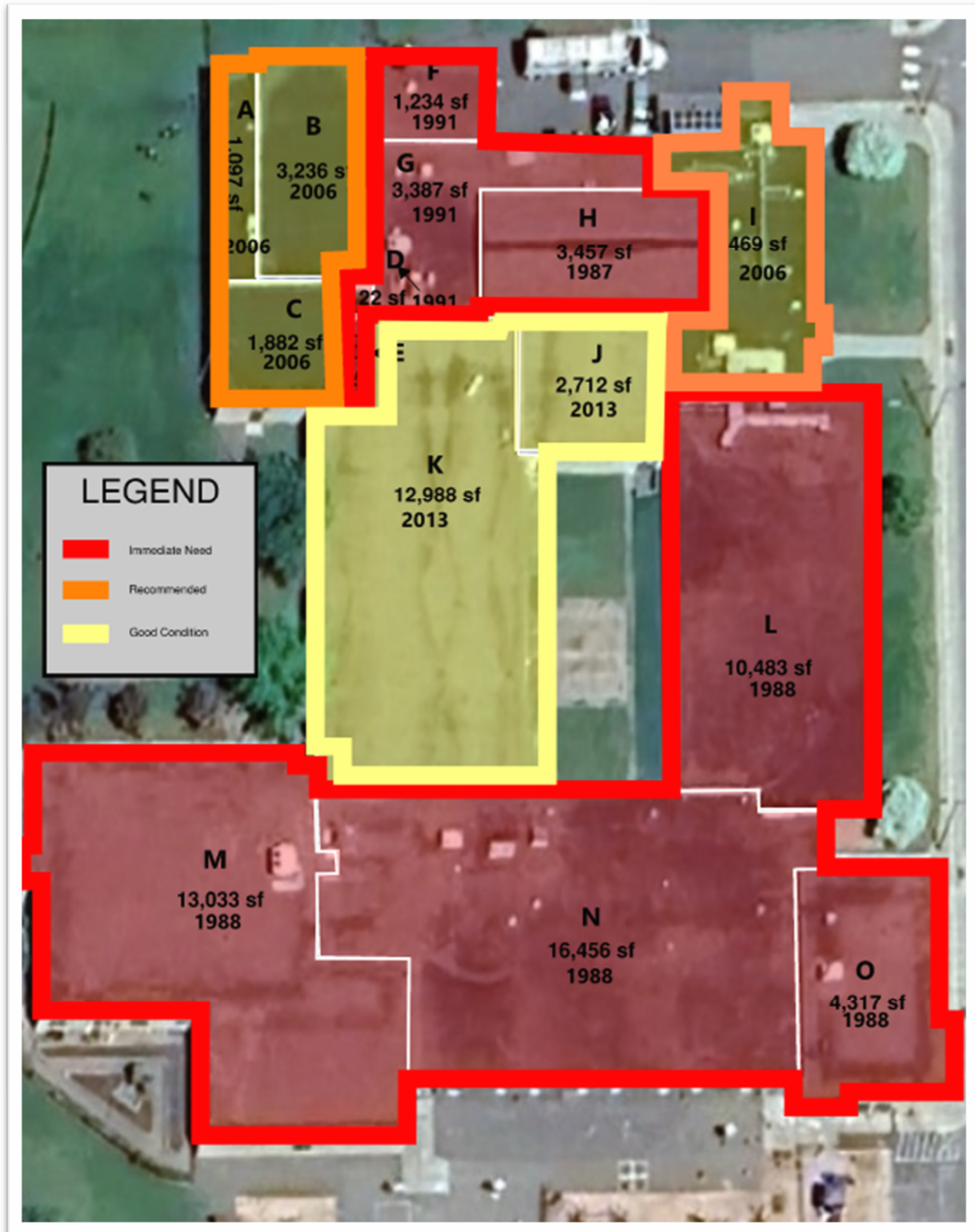


Exhibit I (continued) – Roof Plan (High School)



Exhibit I – Roof Plan



MEMORANDUM

Date: June 16, 2026
Project: Independent School District #1 – Aitkin Public Schools
Subject: Rippleside Elem. and High School Roofing Project Narrative – LTFM FY 2027 - 2028

Ms. Miller,

Included in this memo is a brief overview and summary of the roofing project currently being planned at the Rippleside Elementary and High School facilities located in Aitkin, Minnesota, over Fiscal Year 2027 – 2028. The scope of the project will include a roofing replacement as described in this narrative.

Rippleside Elementary School:

The elementary was originally built in 1957, with additions in 1965, 1981, 1999, and 2001. It has a total building area of approximately 92,694 ft². The elementary includes multiple roof sections consisting primarily of ballasted EPDM systems installed between 1987 and 1991, along with smaller areas of newer systems. The majority of EPDM roof sections have exceeded their anticipated service life and are recommended for immediate replacement. The existing roof is in poor condition, and leaks are becoming more frequent. The district’s LTFM budget constraints have forced them to defer upgrading this roofing, which is at the end of its expected service life and needs to be replaced.

High School:

The high school was originally built in 1936, with additions 1957, 1959, 1976, and 1979. It has a total building area of approximately 187,988 ft². The High School facility consists of several ballasted and fully adhered EPDM roof sections installed between 1987 and 1994, in addition to a BUR roof system installed in 2004 and spray applied in 2017. The existing roof is in poor condition, and leaks are becoming more frequent. The district’s LTFM budget constraints have forced them to defer upgrading this roofing, which is at the end of its expected service life and needs to be replaced.

Project Budget:

Rippleside Elementary:	\$1,518,763
High School:	<u>\$1,433,074</u>
Total:	\$2,951,837

Project Timeline:	Design:	August – December 2026
	Bidding/Award:	January 2027
	Construction:	June 2027 - August 2027
	Completion:	August 2027

Current Deficiencies:

The existing roofing systems exhibit ongoing leakage that is compromising the exterior building envelope and has begun to cause interior damage to finishes and furnishings. The roofs have exceeded their anticipated service life.

Project Goals:

Replace portions of the existing roofing to mitigate future roof leaks and ensure future occupant health and safety.

Conceptual Project Scope:

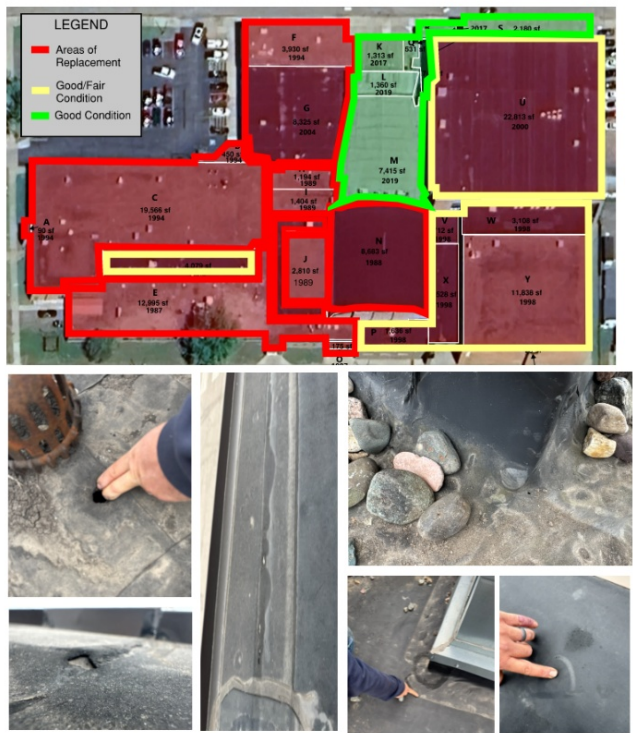
Remove the existing roof, repair areas of insulation damaged by roof leaks, and install a new fully adhered roof assembly.

The following image identifies the areas of the existing roofing on the facility that will be impacted by the scope of this project.

Rippleside Roofing Overview



High School Roofing Overview



Please contact me if you need any additional information or have any further questions regarding the proposed improvements or any of the information included in this memo.

Sincerely,

Michael J. Hubbard

Michael Hubbard, PE, CEM, GBE

ICS

Exhibit J – Authorization Amounts & Tax Impact Chart

PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Aitkin Public Schools No. 1
Estimated Sources and Uses of Funds

June 10, 2026

	Abatement	IAQ/Asbestos	Roofs	Cap Fac. Bond	Total
Authorized Bond Amount	\$2,300,000	\$4,460,000	\$3,020,000	\$1,000,000	\$10,780,000
Estimated Project Costs	\$2,250,000	\$4,362,197	\$2,951,837	\$975,000	\$10,539,034
Term	8	5	5	10	
Dated Date of Bonds					
Sources of Funds					
Par Amount	\$2,300,000	\$4,460,000	\$3,020,000	\$1,000,000	\$10,780,000
Estimated Reoffering Premium ¹	0	0	0	0	0
Investment Earnings ¹	11,195	21,709	14,700	4,867	52,471
Total Sources	\$2,311,195	\$4,481,709	\$3,034,700	\$1,004,867	\$10,832,471
Uses of Funds					
Underwriter's Discount ²	\$34,500	\$66,900	\$45,300	15,000	\$161,700
Legal and Fiscal Costs ³	26,496	51,378	34,790	11,520	124,184
Net Available for Project Costs	2,250,199	4,363,430	2,954,610	978,348	10,546,587
Total Uses	\$2,311,195	\$4,481,709	\$3,034,700	\$1,004,867	\$10,832,471
Initial Deposit to Construction Fund	\$2,239,004	\$4,341,722	\$2,939,910	\$973,480	\$10,494,116

¹ Estimated investment earnings are based on an average interest rate of 1.50% and an estimated project duration of 8 months.

² The underwriter's discount is an estimate of the compensation taken by the underwriter who provides the lowest true interest cost as part of the competitive bidding process and purchases the bonds. Ehlers provides independent municipal advisory services as part of the bond sale process and is not an underwriting firm.

³ Includes fees for municipal advisor, bond counsel, rating agency, paying agent and county certificate.



Sources and Uses 26A .xlsx

Exhibit J – Authorization Amounts & Tax Impact Chart

PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Aitkin Public School District No. 1

Analysis of Tax Impact for Potential Bond Issue

June 10, 2026

	Tax Abatement (Parking)	LTFM (IAQ/Asbestos/Roofs)	Capital Facilities (Other)	Total
Source of Payments	Tax Levy	Tax Levy	Existing Revenues	
Bond Issue Amount	\$2,300,000	\$7,480,000	\$1,000,000	\$10,780,000
Number of Tax Levies	8 Tax Levies	5 Tax Levies	10 Tax Levies	

Type of Property	Estimated Market Value	Estimated Impact on Annual Taxes Payable in 2027*			
	\$100,000	\$7	\$35	\$0	\$42
Avg City Limits	175,000	16	80	0	96
	200,000	19	95	0	114
	250,000	25	125	0	150
Avg Out of City	300,000	31	156	0	187
Residential Homestead	325,000	34	171	0	205
	350,000	37	186	0	223
	400,000	43	216	0	259
	450,000	49	246	0	295
	500,000	55	277	0	332
	600,000	69	347	0	416
Commercial/Industrial #	\$50,000	\$8	\$42	\$0	\$50
	100,000	17	83	0	100
	250,000	47	236	0	283
	500,000	102	513	0	615
	1,000,000	212	1,068	0	1,280
Agricultural Homestead**	\$1,000	\$0.02	\$0.08	-\$0.01	\$0.09
	2,000	0.03	0.17	-0.03	0.17
	3,000	0.05	0.25	-0.04	0.26
(average value per acre of land & buildings)	4,000	0.07	0.33	-0.05	0.35
	5,000	0.08	0.42	-0.06	0.44
Agricultural Non-Homestead**	\$1,000	\$0.03	\$0.17	-\$0.03	\$0.17
	2,000	0.07	0.33	-0.05	0.35
	3,000	0.10	0.50	-0.08	0.52
(average value per acre of land & buildings)	4,000	0.13	0.67	-0.10	0.70
	5,000	0.17	0.83	-0.13	0.87
Seasonal Recreational Residential	\$100,000	\$11	\$55	\$0	\$66
	200,000	22	111	0	133
	300,000	33	166	0	199
	400,000	44	222	0	266
	500,000	55	277	0	332
	750,000	90	451	0	541

* Estimated tax impact includes principal and interest payments on the new bonds. The amounts in the table are based on school district taxes for bonded debt levies only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the homeowner's Homestead Credit Refund ("Circuit Breaker") program. Owners of homestead property may qualify for a refund, based on their income and total property taxes. This will change the net effect of the proposed bond issue for those property owners.

The tax impact for commercial-industrial property in the District will vary due to the impact of the Iron Range Fiscal Disparities program.

** For all agricultural property, includes a 70% reduction due to the School Building Bond Agricultural Credit. Average value per acre is the total estimated market value of all land & buildings divided by total acres. If the property includes a home, then the tax impact on the house, garage, and one acre of land will be calculated in addition to the taxes per acre, on the same basis as a residential homestead or non-homestead property. If the same property owner owns more than \$3.84 million of agricultural homestead land and buildings, a portion of the property will be taxed at the higher non-homestead rate.

