

Finance Buildings and Grounds
Subcommittee Meeting
October 18, 2018

MINUTES

Board Members present: Bill Hewitt and Carrie Soliday

Administrators Present: Wayne Crosby, Tom Fortnum, Brad Hunt, Jason Perrin and Andrew Robinson

Faculty Present: Beth Persinger

1. **Review Budget Calendar-** See attached. *Key Dates:* November 16: technology requests are due. On December 14: special requests should be initially sorted out and submitted to Dr. Perrin and Mr. Hunt. On January 25: all of the budget and detail is due to the business office. January 21: school board- Act I exception deadline.

The December meeting is set as the date to tentatively approve the 5-year technology plan with the committee and then sent to board for approval. Mr. Hewitt would like to have the special budget requests submitted by mid-December for approval. Dr. Perrin and Mr. Hunt indicated they expect additional work will be necessary to prepare the information for distribution. Mr. Hewitt also asked for the November Finance Buildings and Grounds meeting date to be added to the budget calendar. Mr. Hunt will add this information and publish a new calendar.

2. **Review Updated Capital Projects Document-** See attached report. The prior year's 2016-2017 through 2017-18 document is unchanged from the last meeting, per Mr. Crosby. This details the budget estimate and the actual cost.

Exterior window replacement at FTE. Mr. Crosby wanted to have his team work on this project but it was a lot more work than anticipated. The estimate has been adjusted accordingly.

At James Gettys, more funds were added and the parking lot expansion/parent drop off improvements project was moved up to 2019-20 from 2021-22 projected year.

At Lincoln, the pedestrian bridge needs to be repaired. The courtyard/ retaining wall is in bad shape and needs to be replaced at Lincoln. Mr. Crosby's intention is to take down the wall, waterproof the area properly and put some drains in there. The wall would then be reinstalled. Mr. Crosby said this is very different from what they were looking at before so they can do it correctly. For emergency egress, Mr. Crosby recommends this project be completed with ADA access.

The gym bleachers at the high school are in good condition but according to Mr. Crosby, the traction/drive system need to be upgraded. The bleachers are used heavily and sometimes go in and out multiple times per day. The current drive system is failing regularly.

Mr. Fortnum said the \$20,000 item regarding the instructional/program space study at James Gettys was moved from the 2017-18 plan to the 2024-25 - 2028-29 plan. The cost, however, was not taken off of the 5-year capital plan items from the prior to current year report. He will make this change to reflect in the next document.

The work at James Gettys for “looking ahead 10 years” would require the enrollment study to be completed before proceeding. This is specific to the building renovations/program space.

Mr. Crosby will provide a copy of the draft capital improvement program for 2019-20 through 2023-24 booklet for the next meeting.

3. **Enrollment Study Information-** See attached report. Mr. Hewitt would like a recommendation of who to use next meeting and then it can be taken to the board thereafter. Dr. Perrin, Mr. Fortnum and Mr. Hunt will get together to narrow down the vendors and get more details.
4. **Traffic Pattern Study/James Gettys Elementary-** A proposal was put together to do traffic studies throughout different times of the day and different weather patterns. The study will look at traffic patterns and ways to improve safety and expand the parking lot on the complex.

Future Items (November):

Review Five Year Technology Plan