



Finance & Operations Committee

June 8, 2023

MINUTES

Meeting called to order by: Member Kehoe 4:38 p.m.

Board of Ed members present: Kehoe, Picard, Christenson

District staff: Merritt, Piesz, Emmadi, Gruszczynski, Meier, Salzer, Jory

Citizen Representatives: Paton, Roderique, McKee **Presenters:** Bill Bowman from Great Northern Consulting and Dana Abrahams from Clark Hill Law Firm

Others Present: John Johnston, Bridgit Cook, Maya Sudradjat, Patrick Halim, Nadia Halim

Public Comments – Bridgit Cook, orchestra parent and music educator in P-CCS, speaks about the orchestra program, and shares that they have created a list of desired enhancements, including increased private lessons and additional instruments that she feels are needed to support an excellent orchestra program. She is requesting increased funding. Maya Sudradjat, an orchestra parent who shares that the program has been very beneficial to her children, her students have had a wonderful experience, and she feels that participation in this program will affect the lives of students in their future careers and lives. She is commenting here in support of the request for additional funding for the orchestra program. Patrick Halim, who is a former orchestra student, speaks on the great inspirational experience he had in the orchestra program. And, Nadia Halim, who is the current P-CEP Orchestra Student Council President, and speaks about the importance of additional funding for the orchestra program to pay for professional musicians and coaches to come to lecture and teach the students. She has prepared and distributed a handout that shows a summary the current Orchestra Program budget, a projection of next year's program budget, and the budget that she feels that the orchestra really needs.

Approval of Prior Meeting Minutes – May 18, 2023 - approved.

2023-2024 Proposed Budget Hearing-Ms. Piesz

Ms. Piesz previews for the committee the 2023 Tax Rate Form L-4029 that shows that we have a non-homestead tax rate of 18.00 mills. The non-homestead millage will come up for renewal in 2024, and Ms. Piesz reminds that we need to begin to solicit a committee of citizens to work toward the 10 year renewal of our Non-Homestead millage. The other amount noted on the form is the debt millage, which remains at 4.00 mills.

Ms. Piesz also presents the 2023-2024 Proposed Budget Presentation ahead of the June 13th Annual Budget Public Hearing. This presentation includes a financial update for fiscal year 2023-24, information about the budgeted foundation allowance and projected enrollment, information on our 18 mill operating millage, the 4.00 mill debt millage, and the process and timeline that the budget development follows. The presentation goes on to cover the revenue assumptions, the expenditure assumptions, and a preview of the 2023-2024 General Fund budget numbers. Ms. Piesz answers committee questions, explains what costs are contained in each category, and answers questions around the year-over-year variances.

Property Sale Agreements –

987 Mill Street – Winning bidder was Bidigare Contractors, Inc. – The buyer is very eager to complete purchase. It has been a smooth process with Mr. Bidigare. This resolution will go for first reading on Tuesday evening.

Tanger Center – Purchasers are Toll Brothers, which is a large corporation. There has been some back and forth between parties in the negotiation of this agreement. Ms. Abraham shares that there is not anything unusual in the agreement, the back and forth has mainly been smoothing out the contract language. Ms. Piesz adds that there were some issues due to the fact that the purchasers are from out-of-state (Pennsylvania) and the buyer was not aware of some differences in state (Michigan) requirements. We are anticipating a long time before closing will be complete, perhaps not until January 2025. After Board approval, there is a 90 day inspection period, then a governmental approval period, necessary zoning changes, final plans must be adopted, and then finally full council meetings, will all need to happen prior to closing. Ms. Abrahams shares that there is also an obligation written into the contract that they must close 30 days from governmental approval. The deal must be done by January 2025, as that is a fixed date. Ms. Piesz shares that we will be launching an RFP on the demolition of the Tanger Building. We are not in a hurry to complete the demo, and we can choose a non-busy time to get a better price. Ms. Abraham will have the Toll Brothers sign the purchase agreement as soon as possible.

Mr. Kehoe does not feel that Ms. Abrahams and Mr. Bowman need to attend Tuesday evening's Board Meeting, but if any questions arise they can attend the June 27th meeting for the second reading and answer any questions there.

Purchase of French Horns – Dr. Brady shares that we went out for RFP to procure 20 new French Horns. We received five bids at the public bid opening. The winning bid was Taylor Music at \$62,820. These horns will be used by the 5 middle schools, as well as the P-CEP orchestra.

Safety & Security Purchases – Mr. Meier and Mr. Salzer are here to discuss five safety and security projects that we would like to fund with the State of Michigan Section 97 funds we have received. All five projects align with the P-CCS Dynamic Plan, and they all align with the SEC security assessment recommendations. All items can be integrated into and will interface with our current systems.

- **Code Blue Emergency Call Boxes at P-CEP** – 8 call boxes located throughout the park with emergency notifications capabilities.
- **Extended Day Access Control Systems**– additional equipment to allow parents and students into the Extended Day areas without the ability to gain access to the rest of the building.
- **Shooter Detection Systems** – The initial phase covers 8 buildings, the three high schools and the five middle schools. The system detects gunshots within the building and has automatic notification capabilities when the sound of a gunshot is detected. The purchase also includes five years of licensing fees. After 5 years the fees for these 8 systems would be about \$400 per year.
- **Building Entry Emergency Identifiers** – We currently have door numbers on our building, but in the chaos of an emergency it isn't possible for emergency responders to identify which door is which, so this system provides a strobe light over the door so they can easily see where they can gain access.
- **General Office Entry Monitoring** – the office staff is the first level of screening of visitors. This initiative will provide cameras within in the secure vestibule, and a 55-inch monitor in each office to allow office staff to clearly see who is entering and what they have with them. This would be a constant live feed.

Mr. Meier adds that, if approved, these projects will be complete and implemented by the start of school next year. Safeware is the vendor recommended in the OMNIA Cooperative Purchasing Agreement. The reason that we have chosen to go through the OMNIA Cooperative Purchasing Agreement is for the expedited timing that will allow implementation by the start of next school year.

The installation of the equipment will be completed by Security 101, who is a recognized installer by the OMNIA Cooperative. We only have a short time to spend the grant funds we have been given. There are also plans in process around training that will be provided to staff to ensure the new equipment and software programs can be used to the fullest extent. We are looking at training staff soon after we come back for the new school year. Committee members ask questions regarding the proposed security enhancements and Mr. Meier and Mr. Salzer provide more specific information on how these systems work and the process we will follow to implement them.

Electronic Building Signs (Isbister, Pioneer, and Starkweather) – Mr. Gruszczynski tells the committee that we are recommending the purchase of three electronic building signs for Isbister, Pioneer, and Starkweather. These are the same signs that we have installed at BP EL-1 and EL-2, however, these three buildings have useable existing bases and electrical hook-up, so they will be less costly to install than the previous signs. The signs are being purchased through Sourcewell consortium pricing.

2020 Bond Program Update – There is a presentation included in the packet to illustrate the future bond work, the budgets for those projects, and the proposed schedule. Ms. Piesz, due to the time constraints in today's meeting, has asked that the committee review the presentations and we will discuss them at the next Finance & Operations meeting on June 22. The projects covered are as follows:

- P-CEP New Stadium/ Innovation Hub / Multi-Purpose Room
- Band Room Addition Pre-Bid Presentation
- Salem Auditorium Operable Partition
- Tennis Courts Discussion

Additional Discussion - Member Kehoe tells the committee that the Board has decided that they would like to entertain the possibility of perhaps using a different legal firm for some purposes, as a supplemental resource for the Board of Education. It is requested that language in the organizational meeting agenda be revised to specify that the Board of Education may elect to name an additional law firm to work with them for different purposes.

Adjourned: **5:48 p.m.**