



Finance & Operations Committee

August 3, 2023

MINUTES

Meeting called to order by: Member Kehoe 5:03 p.m.

Board of Ed members present: Kehoe, Picard (Christenson absent)

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

Presenters: J. Crowley-Miller-Canfield; W. McCarthy and B. Gesaman -McCarthy & Smith; D. Dinkeloo - TMP **Citizen Rep(s):** McKee **Others present:** none

Public Comments – none.

Approval of Prior Meeting Minutes – June 22, 2023 - approved.

Election(s) Update – Jim Crowley from Miller-Canfield shared information regarding upcoming election deadlines, and how they relate to the upcoming Non-Homestead tax renewal in 2024, as well as the possibility of the district going out to the electorate for a sinking fund in the future.

- **Non-Homestead Millage** – The Non-Homestead millage is the levy of 18 mills from the commercial or non-homestead property within the district. This millage renews every 10 years. Our current non-homestead millage expires on June 30, 2024. Mr. Crowley has furnished a list of upcoming election dates. However, there has been recent legislation proposed to move the March 12th presidential primary election to February 27th, 2024. This has not been finalized yet, but if it takes effect, the presidential primary will be held in Michigan on February 27, 2024. The district will ideally set an election date that would cost nothing, so the best option is the presidential primary election, February (or March) 2024 date. If for some reason the Non-Homestead millage does not pass, we could go back out on the August primary election date and try again. Mr. Crowley also states that the Board can resolve that the election be held on both of those election dates within one resolution.

Mr. Crowley also suggests that we go out for a 20-year period this time, as opposed to the usual 10 years. The district would also ask for an extra 2-4 mills as a cushion against a Headlee rollback. Our current rate is 19.05 mills. The language would say that we are asking to renew the Non-Homestead tax levy for 20 years at 22 mills, but we will only levy a maximum of 18 mills.

- **Sinking Fund** – There have been some legislative changes over the last few years to expand the uses of sinking funds. You can now use sinking fund dollars for security improvements, technology, student transportation vehicles, district trucks, vans, and the parts, supplies, and equipment to go along with those vehicles. You can now use a sinking fund for repairs, but still not for maintenance. The best time to go out for the sinking fund is when your debt service rate goes down below the 4 mills. Mr. Kehoe suggests 2025 would be a good time to go out for a sinking fund. If successful, we could move the cost of buses and technology over to the sinking fund, freeing up bond funds to cover any construction overages.

Tentative 2023-24 F&O Calendar – There is a meeting on the calendar for November 23, 2023 which falls on the Thanksgiving Day holiday. That meeting will be rescheduled for one week earlier, November 16, 2023 at 5:00 p.m. This change will be made to the calendar and invitations to all 2023-24 meetings will be sent to committee members.

2020 Bond Update: Mr. Gesaman from McCarthy & Smith discusses the status and budget for the following bid packages:

- **BP HS-2A** – This is the Band Room Addition and Salem Operable Partition. This will go out for bid on August 21, 2023, to be awarded September 26, 2023, with construction to start in the fall of 2023, and completion in August 2024. This package will include the Salem Operable partitions, although the cost of that will be coming from a different fund. There is a possible 10-month lead time on ordering the Salem partition.

The original scope of the Band Room Expansion was based on 5,000 square foot addition estimated at \$1.1M, but the district since expanded the space to 8,000 square feet, so the estimated cost grew. Now, with today's inflation rates, the cost is now estimated at \$3.3M.

- **BP PCEP-1 / HS-4-** These two bid packages include the new stadium, new team rooms, concessions building, ticket booth, and multi-purpose room. This includes the new stadium, team rooms, and the multi-purpose room. This had an original budget of \$9.9M, current estimate is \$13.4M. The \$3.4M variance includes underground utilities and stormwater retention requirements.

The Robotics and Innovation Hub is not included here as that project has been re-imagined, and we will need to take more time in designing the changes requested by the district. It has been pulled out and re-named BP HS-4A.

- **BP HS-4A Robotics – Innovation Hub** – This new separate bid package is to re-locate the Robotic addition to an area closer to the existing CTE wing. The program director felt the Robotics field needed to be nearer to his CTE wing classroom area. We are in the design development phase working on construction drawings. This would go out to bid October 17, 2023, awarding in December 2023, with construction to begin in January 2024. The addition would be complete in December 2024, but the site work, such as restoration, etc. wouldn't be completed until spring 2025.

In addition:

- The racquetball courts will remain in place for instructional purposes.
- The Robotics / Innovation Hub addition will be located on the existing green space facing Canton Center Road, and will attach to an existing exterior door. No parking spaces will be lost. There are utilities in that area, so testing, soil borings, and geo surveys are in process.
- All in, there will be almost 11,000 sq. feet dedicated to the Robotics Program, which compares very favorably with Livonia and Northville's Robotics spaces.
- Overages and Deferred Scope – We are seeing about a \$500K overage on this project, and about a \$6M shortage for all the P-CEP work. The suggestion is that we utilize the funds held for LED lighting replacements, boiler and air handler replacements not needed, etc., to address some of the overages. We can move the purchase of bottle fillers off to future grants or donations, continue to be selective with renovations and projects as opposed to the total renovations that were planned.
- **Tennis Court Replacements** – In the bond the tennis courts were scheduled to be replaced, but now it needs to be done sooner. They have been deemed playable by a professional consultant, so we will not implement the proposed \$20K repairs. The APAA's and coaches have modified their schedules. The next steps will be to design the new courts, and we will work with coaches and APAA's on the new design. Extra grounds and maintenance work will help keep the courts clear of pebbles, paint chips, etc.
- **Hoben Elementary Flooding** – Recent flooding at Hoben has resulted in the need to move Hoben up in the bond schedule. We will group this with the work at Farrand scheduled for summer 2024. We need to begin design and start to look at where the future addition will go, so we can begin to address water retention issues, parking lot replacement, etc. We have had mold

testing done by Arch Environmental and they have concluded that mold is not present there. Mr. Kehoe feels that we need to address this as soon as possible, so the team has direction to begin design. We will begin the process of soil borings and testing.

- **Next Steps:** Bid out the Band Room bid package (HS-2a), P-CEP 1, and HS-4. We will continue to review the HS-4a (Robotics/Innovation Hub) project until we have consensus from the stakeholders, and we will begin to look at the scope of P-CEP 2.

ADA Audit – Mr. Gruszczynski has been working with TMP Associates to embark on a districtwide audit of all buildings to evaluate every aspect of the building that may need more accessibility, more functional ADA furnishings or equipment, and how to bring accessibility at our buildings up to a higher standard than code. The report that is produced will look at every building, both inside and outside. This study will assess existing spaces as opposed to just new bond work areas. This will facilitate bringing every space up to today’s standard of compliance and higher.

Purchase of Radar Speed Warning Signs for P-CEP– Mr. Meier presents the need for speed warning radar signs on the P-CEP Campus. He has a quote to purchase these from a company called Radarsign, LLC. They do plan on adding speed bumps to these areas within the next 2 weeks. Mr. Kehoe approves a first and final reading at the Board of Education on Tuesday evening in order to ensure these improvements can be done prior to the start of school.

Purchase of Mulch for Elementary Buildings – Mr. Welch tells the committee that there is only one company in the state who uses the blown-in process for mulch, Superior Groundcover. Superior has offered us a 3-year deal. We have also obtained a quote from Mains Landscape to compare mulch costs, but that does not include the cost of installation. We would like to proceed by entering into the 3-year agreement with Superior Groundcover which includes all mulch and installation.

Custodial KPI Reporting Process Discussion – ABM has held required staffing levels for several months. At this time we are asking that Custodial KPI reports can be presented only to F&O, and not to the full Board. Mr. Kehoe requests that a question be added to the climate survey specifically asking about custodial.

Adjourned: 6:52 p.m.