

**WAUNAKEE COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION FACILITY COMMITTEE MEETING**

Monday, September 30, 2019

5:30 PM

District Administration & Maintenance Center
905 Bethel Circle
Waunakee, Wisconsin 53597

AGENDA

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **APPROVE AGENDA**
- IV. **PUBLIC COMMENTS**
- V. **CONSTRUCTION MANAGEMENT REQUEST FOR PROPOSAL**

The purpose of this agenda item is to review the Construction Management Request for Proposal. Attached please find a draft Construction Management Request for Proposal and cover letter. Please note that feedback from our attorney is indicated in blue. Also please find a fee worksheet as prepared by Eppstein Uhen Architects.

The draft Construction Management Request for Proposal is modeled after the approach taken for the 2014 Referendum. I will be seeking feedback from the Committee on the construction management firms to select to receive the RFP, determining a date for interviews/review of the proposals that are received, the fee worksheet scenario, and the points system utilized to select the recommended construction management firm.

Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2000 ext 8012 if you have any questions. Thanks.

- VI. **SOCCER STADIUM PLANNING**

The purpose of this agenda item is to review the Soccer Stadium project. As a reminder, the School Board approved the design phase of the field project and the team building project. Attached please find the Soccer Stadium update presentation from the September School Board meeting, the preliminary referendum options, and information from our bond attorney on reimbursement resolutions.

Administration intends to review the range of financial options for this project with the Budget Committee at its next meeting on September 27th. Administration would like to discuss the project with the Facility Committee and how the project fits in with the District Long Range Facility Maintenance Plan and referendum options.

Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2000 ext 8012 if you have any questions. Thanks.

VII. CAPITAL PROJECTS BUDGET

The purpose of this agenda item is to discuss the Capital Projects budget. I would like to update the Facility Committee members on the following discussion that is taking place at the Budget Committee meeting on September 27th.

Notes from Budget Committee on September 27th

The purpose of this agenda item is to review the fund balance allocations approved by the School Board at the September 9th meeting. Please recall that during the month of June, the School Board approved fund balance classifications to comply with national accounting standards. Attached please find an all Funds fund balance report and a fund balance report detailed the accounting of the Fund 10 937900 and 938900 fund balance accounts.

The final 18-19 Fund 10 fund balance is \$6,778,701.67 or 13.3% of the 19-20 Fund 10 expenditure budget approved in August by the School Board. The 13.3% compares to a number of 15.3% in 18-19. The Board policy on fund balance has a statement of working towards maintaining a 15% balance. Please note that the Fund 41 fund balance has increased to \$1,313,442.12 as part of the three-year plan to decrease the Fund 10 fund balance while increasing the Fund 41 fund balance. Added

together, these amounts represent 15.9% of the 19-20 Fund 10 expenditure budget approved in August by the School Board.

The 18-19 fiscal year was the first year where funds are being set aside for the replacement of the turf field for Warrior Stadium. You can see the balance in the 937900 fund balance account. Please recall that School Board policy allows buildings/departments to carry over funds from one fiscal year to the next. You can see the balances in the 938900 fund balance account.

I would like to review the carryover balance for the District (Referendum) line within Fund 10. The ending balance is \$520,686.37. The School Board has currently approved \$401,425 in Capital Projects. I would like feedback from the Committee on increasing the 19-20 Capital Projects budget by \$119,261.00 (the difference between the ending balance and the approved projects) so that these funds are available for review by the Facility Committee for consideration of work at Prairie Elementary School, the pool at the High School, and any other issues that arise this year.

Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2012 if you have any questions. Thanks.

VIII. FUTURE MEETINGS AND TOPICS

Administration would like to discuss the future topics that need to be addressed by the Facility Committee, after the Construction Management firm has been selected.

IX. ADJOURN

“Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires assistance with access or materials should contact the Waunakee Community School District Office at 849-2000, 905 Bethel Circle Drive Waunakee, WI 53597, at least twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.”