

**SCHOOL FACILITIES BOARD  
December 2, 2004  
Tolleson, Arizona**

The School Facilities Board held a board meeting at the Tolleson Elementary School District Office. The meeting began at approximately 10:00 A.M.

<u>Members Present</u>	<u>Guests Present</u>
Conley, Patrice	Dr. Diane Hamilton, Tolleson ESD
Davidson, Frank	Raul Bejarano, Sunnyside USD
Granillo, Peter	Gene Repola, Sunnyside USD
Keenan, Brooks	Judith Bobbitt, Somerton ESD
McGee, Kate	Kirk Waddell, Humboldt USD
Vaughan, G. Keith	
Williams, Phil Superintendent's Representative (non-voting)	
Wright, John, Vice-Chair	
<u>Members Absent</u>	
Triphahn, Carl	
Van Sittert, Logan, Chair	
Vicki Salazar, Superintendent's Representative (non-voting)	
<u>Staff Present</u>	
Tim Brand, Facilities Deputy Director	
John Arnold, Deputy Director of Finance	
Charlotte Hosseini, Special Projects	
Terrie Zenoff, Assistant Attorney General	
Deborah Dominguez, Executive Assistant	
Kristen Landry, Public Information Officer	

Welcome

Dr. Diane Hamilton, Superintendent, welcomed the School Facilities Board.

- I. Call to Order  
Board Vice-Chair, John Wright, called the meeting to order at approximately 10:00 A.M.
  
- II. Roll Call  
There were eight Board Members present at this meeting including Phil Williams of ADE a non-voting member.
  
- III. Approval of Minutes of November 4, 2004 Meeting  
Keith Vaughan moved that the Board approve the Minutes for November 4, 2004. Frank Davidson seconded. Motion passed on a 7-0 voice vote.

Approval of Minutes of November 17, 2004 Meeting

Peter Granillo moved that the Board approve the Minutes for November 17, 2004. Kate McGee seconded. Keith Vaughan recused himself from the vote as this meeting dealt with the Gilbert Unified School District of which he is employed. Motion passed on a 6-0 voice vote.

The following items are listed in the order in which they appear on the agenda, not necessarily in the order in which they were discussed. Several items were reviewed out of order as they related to other items on the agenda.

IV. Director's Report

a. Deficiency Correction and Audit Update

Director Bell stated that 15 audits have been issued and most have responded. He added that the SFB is filing claims against two firms and are negotiating with the others. Gilbane's audit has been very successful and the audit with Jacobs/Chanen is also going well.

Director Bell informed the board that the Auditor General's Office reported that they believe Qwest may owe the state up to \$1 million. Staff has requested an audit of Qwest's books through Jefferson Wells International.

Tim Brand reported on the status of the Deficiencies Correction projects.

b. Annual Report

Director Bell reported that staff is finalizing the Annual Report and will be forwarding it to the board members for review. He added that in the past, this report was compiled by a consultant, however, this year staff compiled the information and saved money.

Pat Conley asked if the building renewal expenditures include the past expenditures. John Arnold stated that staff is working on reconciling those numbers. She added that previously she requested that the Blue Ribbon panel information be excluded because it is misleading to the legislature. Mr. Arnold said that he is working to update the information on best practices.

Kate McGee asked what the board members should do if they have concerns regarding the report. Director Bell said board members should call him with their concerns.

John Wright requested that the report be posted on the SFB website.

c. Discussion of Sunnyside Unified

Director Bell stated that Sunnyside USD was not on this agenda for new construction because of their ADM numbers, but they were listed for discussion because board member Peter Granillo requested it. He said part of the problem involves incompatibility between the district's computer system and ADE's.

Mr. Raul Bejarano, Sunnyside Superintendent, and Mr. Gene Repola, Assistant Superintendent addressed the board. They stated that the area is

growing very fast and explained the problems they are having with their computer system.

Peter Granillo asked when the District would have the information fully compiled. Mr. Repola said that he could not give a solid date, but expected it to be complete in the next few weeks.

Phil Williams, ADE representative, offered clarification on the ADM numbers. He stated that there is a difference between the "warm body count" and the ADM in that the ADM is an average and is always lower.

d. Status of Prioritized List for Study Session

The Board was presented with a prioritized list of study session topics.

Kate McGee asked how the board could discuss a strategic plan without discussing the other issues first. Director Bell said this item would take some time and suggested the board set this item aside until they had enough time to really discuss it. John Wright agreed that the strategic plan should be given the board's full attention.

Kate McGee asked if the Building Renewal Subcommittee was put on hold. Director Bell stated that this issue has been discussed among staff and the Governor's Office and they are working on putting something together for this item. John Wright clarified that staff has not been able to move forward on this at this time, but other parties are interested in this issue.

Pat Conley discussed the recurring problem with changes in the building renewal formula. Director Bell added there are issues with Building Renewal that he would like discussed as well.

Keith Vaughan requested that the board discuss board protocol at the January meeting. Terrie Zenoff said she would find someone at the Attorney General's Office to present this topic.

e. Full Day K Applications

Brooks Keenan moved that the Board approve the following:

1. Funding in the amount of \$92,697 for the Amphitheater Unified District for instructional aids, textbooks, and computers.
2. Funding in the amount of \$84,296 for the Balsz Elementary District for technology items and to renovate eight classrooms.
3. Funding in the amount of \$70,344 for the Cartwright Elementary District for furniture, equipment, and instructional supplies.
4. Funding in the amount of \$11,183 for the Cedar Unified District for Leapfrog merchandise and books.

5. Funding in the amount of \$15,115 for the Douglas Unified District for computers, rugs, furniture, audio/visual equipment, plumbing and playground shading equipment.
6. Funding in the amount of \$27,905 for the Flagstaff Unified District for computers, instructional materials, books, software, toys, and furniture and equipment.
7. Funding in the amount of \$12,790 for the Holbrook Unified District for instructional aids and books.
8. Funding in the amount of \$4,651 for the Hyder Elementary District for their early learning and reading programs.
9. Funding in the amount of \$444,895 for the Isaac Elementary District for computers, books, instructional aids, carpeting, and kindergarten playgrounds.
10. Funding in the amount of \$44,183 for the Kayenta Unified District for computers.
11. Funding in the amount of \$21,510 for the Maricopa County Regional District for reading items and furniture.
12. Funding in the amount of \$117,724 for the Mesa Unified District for computers and printers, furniture, instructional equipment; playground shade and for the conversion of rooms for Full Day K program.
13. Funding in the amount of \$60,461 for the Nogales Unified District for computers, playground structures, classroom furniture and display items.
14. Funding in the amount of \$53,484 for the Paradise Valley Unified District for the kindergarten playground renovation and upgrade.
15. Funding in the amount of \$11,627 for the Parker Unified District for a computer workstation, instructional software, teaching materials, and furniture and equipment.
16. Funding in the amount of \$22,091 for the Roosevelt Elementary District for computers and furniture.
17. Funding in the amount of \$1,044,096 for the Sunnyside Unified District for computers, curriculum materials and program support, additional restrooms, and four new classrooms.

Peter Granillo seconded.

Frank Davidson asked how many districts were eligible. Director Bell stated that 45 districts are eligible and of those, only 21 have submitted their plans. John Wright stated that with just 21 districts requesting their money, they are sending a message to the legislature that they do not need this money.

Pat Conley asked if the money set aside was primarily for space needs. John Arnold explained that some of the awards were not significant enough to add space. He added that the law does discuss space, but it is not required. Pat Conley stated that if the SFB is required to administer this funding, shouldn't it meet the SFB guidelines?

John Wright stated that there are three aspects to this program that differ from the guidelines:

- 1) This is the only time soft capital requests come to the SFB.
- 2) The SFB's guidelines are done on a district-wide basis and Full Day Kindergarten involves individual schools.
- 3) While the students are in Full Day Kindergarten they are still considered as a half student.

Kate McGee asked if all the districts have been notified. Director Bell stated that all districts have been informed of this, and part of the delay has to do with the Governing Board approvals.

Motion passed on a 7-0 voice vote.

V. New School Construction

a. Consideration of New Construction Projects Review, Bids, Bid Packages and Change Orders

Somerton was removed from the agenda.

Judith Bobbitt, Somerton Superintendent, addressed the Board. She stated that the district has been having problems with their ADM numbers and is working on putting that information together.

Pat Conley asked what stage the district is in. Ms. Bobbitt stated that the district is in [CM@Risk](#) and the GMP is within budget.

Peter Granillo asked if [CM@Risk](#) was approved prior to him joining the board. He feels that [CM@Risk](#) eliminates small and minority businesses. John Wright suggested that the issue of [CM@Risk](#) be discussed as a separate item in the future.

b. Consideration of New Construction Projects Expansion/Change of Scope and Increased Project Cost

Keith Vaughan moved that the board approve the low bid amount of \$5,498,500 and \$621,500 in site conditions for the Humboldt Unified School District which require a total project budget of \$7,230,092. Brooks Keenan seconded.

Pat Conley stated that site conditions need to be scrutinized. She is also concerned about the time between the design phase and construction phase and the rising construction costs.

Brooks Keenan asked how the bids compared to the [CM@Risk](#) offer. Tim Brand stated that while the project never made it to the GMP phase, it was about \$400,000 more.

Kate McGee asked what the population of the District is and what is the status of the empty high school.

Kirk Waddle, Humboldt's Finance Director, explained that the district had experienced a deficit and their enrollment dropped. Enrollment grew by 6.2% last year and 4% this year. He said that freshman will be moved over to the new high school next year.

Motion passed on a 7-0 voice vote.

VI. Consideration of Request for Land or Real Property Purchase, Lease, or Donation, including requests from:

a. Steps I and/or II

Peter Granillo moved that the Board approve Saddle Mountain Unified District's request to accept a donation of 12 acres for a K-8 site and move to Step III. Frank Davidson seconded. Motion passed on a 7-0 voice vote.

b. Step III

Frank Davidson moved that the Board approve Dysart Unified District's request to accept a donation of 12 acres for a K-8 site. Keith Vaughan seconded. Motion passed on a 7-0 voice vote.

VII. Request for Reduction in Square Footage

Brooks Keenan moved that the board approve the staff recommendation to instruct staff to reflect the changes in square footage for the Flagstaff and Winslow school districts as outlined in agenda item VII. Motion passed on a 7-0 voice vote.

VIII. Assessment Deficiencies

a. Consideration of Ratification of Contracts for Deficiency Corrections Projects  
Peter Granillo moved that the Board ratify the contract awards for the School Facilities Board and the districts and vendors listed under agenda item VIII.a.

Keith Vaughan seconded. Motion passed on a 7-0 voice vote.

b. Consideration of Ratification of Change Orders for Deficiency Corrections Projects

Keith Vaughan moved that the Board ratify the change orders for the districts and vendors listed under agenda item VIII.b. Kate McGee seconded. Motion passed on a 7-0 voice vote.

c. Consideration of Other Deficiencies Construction Issues:

Ash Fork Unified:

Pat Conley moved that the board approve funding in the amount of \$14,000 for testing items for the Ash Fork Unified School District. Peter Granillo seconded. Motion passed on a 7-0 voice vote.

Mobile Elementary:

Frank Davidson moved that the Board approve funding in the amount of \$20,000 to evaluate the structural integrity of the recommended buildings. Pat Conley seconded.

John Wright asked if this funding was only to evaluate the problem. Tim Brand confirmed that this recommendation is only to evaluate.

Brooks Keenan stated that a water leak could be the cause of the problem.

Motion passed on a 7-0 voice vote.

IX. Preventive Maintenance

a. Consideration of Preventive Maintenance Plans

Frank Davidson moved that the Board approve the School Districts Preventive Maintenance Plans as presented in Item IXa. Keith Vaughan seconded. Motion passed on a 7-0 voice vote.

X. Consideration of 5 Year Building Renewal Plans

Keith Vaughan requested that Gilbert Unified be separated from the other 18 districts as he is employed by the District.

Brooks Keenan moved that the Board approve the Five Year Building Renewal Plan for Gilbert Unified. Frank Davidson seconded. Motion passed on a 7-0 voice vote.

Peter Granillo moved that the Board approve the other 18 districts' Five Year Building Renewal Plans as listed in item X. Kate McGee seconded. Motion passed on a 7-0 voice vote.

XI. Finance Report

John Arnold discussed the Request to the treasurer. He provided information on the Deficiency Corrections Fund, New Construction Fund, and Building Renewal Fund.

Keith Vaughan moved that the board instruct the State Treasurer to transfer the amounts as listed in item XI. Frank Davidson seconded. Motion passed on a 7-0 voice vote.

XII. Future Agenda Items

There were no items discussed.

XII. Public Comment

There was no public comment.

Adjournment

There being no further business Vice Chair, John Wright, adjourned the meeting at approximately 12:00 P.M.

Approved by the School Facilities Board on \_\_\_\_\_, 2005

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Kate McGee, Chair