



South Washington County Schools

Keith Jacobus, Ph.D., Superintendent

District Service Center

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ADMINISTRATIVE REPORT

TO: Members of the School Board
Keith Jacobus, Superintendent

FROM: Dan Pyan, Director of Finance & Operations, 425-6260

DATE: April 15, 2020

TOPIC/PURPOSE OF REPORT: Approval of Fiscal Year 2020-2021 Long Term Facilities Maintenance, Operating Capital, Debt Service Fund and Trust Fund budgets

REFERENCE TO POLICY/STRATEGIC PLAN: Policy #701, Establishment and Adoption of School District Budget

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: April 23, 2020

REPORT**Long-Term Facilities Maintenance budget**

The fiscal year 2020-2021 Long Term Facilities Maintenance Fund Balance Summary and a listing of fiscal year 2020-2021 projects are attached. The project list has been submitted to and approved by the Minnesota Department of Education. Long-Term Facility Maintenance Program projects are financed through a combination of a dedicated property tax levy and alternative facilities bonds.

Health and Safety budget

The fiscal year 2020-2021 Health and Safety projects have been incorporated into the Long-Term Facility Maintenance programs.

Operating Capital Budget

The fiscal year 2020-2021 Operating Capital budget is included. This budget is included in the general fund.

Debt Service Fund budget

The fiscal year 2020-2021 Debt Service Fund Budget Fund Balance Summary and Statement of Revenues and Expenditures are attached.

Projected revenue consists of local taxes based on property tax levy amounts certified in the 2019 Payable 2020 Levy by the School Board at the December 12, 2019 meeting. Additional revenue is generated from interest earnings on cash balances during the year as well as estimated earnings on escrow account balances for refunding transactions.

Expenditures represent scheduled principal and interest payments due on outstanding bond issuances.

Trust Fund budget

The fiscal year 2020-2021 Trust Fund Budget Fund Balance Summary is attached. The Trust Fund is used to record activity related to gifts made to the district for the benefit of someone other than the district. The district must use the funds recorded in this fund for the purpose designated by the donor. All funds currently included are designated for post-secondary education scholarships which have been or will be awarded to students enrolled in the district.

Approval of this item tonight will allow District personnel the ability to begin the process of constructing projects and acquiring capital items.

ISD 833 - LTFM Projects and Costs 2020-2021				
UFARS		SITE / PROJECT	COST	
368	DW	Exterior Tuck Pointing	\$ 50,000	
368	WMS	Exterior Doors / Windows	\$ 750,000	\$ 800,000
369	CGMS	Classroom and Office Doors	\$ 150,000	\$ 150,000
370	CGMS	Replace Parking Lot Lights	\$ 120,000	
370	CGMS	Replace PA System	\$ 400,000	
370	CGMS	Electrical	\$ 378,000	
370	DPC	Electrical Replacements	\$ 195,000	
370	PHES	Parking Lot Lighting	\$ 50,000	
370	RRES	Parking Lot Lighting	\$ 100,000	
370	WHS	Replace PA System	\$ 500,000	
370	ERHS	Replace PA System	\$ 550,000	\$ 2,293,000
379	CGMS	Paint Classrooms/Offices	\$ 60,000	
379	CGMS	Replace Worn Carpet/Tile	\$ 250,000	
379	CES	Paint Gyms/Cafeteria	\$ 15,000	
379	PHES	Refurb Terrazzo	\$ 40,000	
379	PUES	Refurb Terrazzo	\$ 40,000	
379	WHS	Auditorium Refurb Phase II	\$ 1,000,000	
379	WMS	Paint Halls/Classrooms	\$ 120,000	
379	SPED	Paint Leased Sites	\$ 20,000	
379	VCES	Paint Classrooms/Offices	\$ 20,000	\$ 1,565,000
380	CGMS	Boiler & Chiller Replacement	\$ 1,835,000	
380	CGMS	Pool Filters	\$ 100,000	
380	DPC	Replace HVAC Systems	\$ 370,000	
380	LMS	Boiler & Chiller Replacement	\$ 1,000,000	
380	WHS	BAS Controls	\$ 570,115	
380	ERHS	BAS Controls	\$ 570,115	\$ 4,445,230
381	CGMS	Plumbing	\$ 162,000	\$ 162,000
382	DW	PROJECT ENGINEERING	\$ 355,000	
382	DW	CHARGEBACK FOR DISTRICT LABOR	\$ 75,000	
382	DPC	Soft Costs (DPC Projects)	\$ 189,000	\$ 619,000
383	CGMS	Roof Replacement	\$ 3,350,000	
383	DPC	Roof Repairs	\$ 30,000	
383	NFSI	Pool Roof Replacement	\$ 250,000	
383	HES	Roof Replacement	\$ 800,000	
383	WMS	Roof Replacement	\$ 1,500,000	\$ 5,930,000
384	AES	Parking Lot Crack Sealing	\$ 20,000	
384	CGMS	Parking Lot Replacement	\$ 1,300,000	
384	CGES	Parking Lot Crack Sealing	\$ 43,500	
384	GCES	Parking Lot Reconstruction	\$ 1,100,000	
384	NES	Parking Lot Reconstruction	\$ 650,000	
384	PHES	Parking Lot Replacement	\$ 850,000	
384	PUES	Parking Lot Seal Coat	\$ 50,000	
384	RRES	Parking Lot Replacement	\$ 1,250,770	
384	DW	Replace Broken /Spalled Concrete	\$ 150,000	
384	DW	Replace Playground Boarder	\$ 60,000	
384	DW	Repair Bituminous	\$ 100,000	
384	DW	Repaat Bus Lot Lines	\$ 60,000	
384	DW	Replace Broken/damaged Irrigation Lines	\$ 100,000	
384	DW	Repint parking lot light poles	\$ 50,000	
384	DW	Parking Lot Crack Sealing	\$ 23,000	\$ 5,807,270
			\$ 21,771,500	
		Health and Safety	\$ 1,000,000	
			\$ 22,771,500	

South Washington County Schools
 Health and Safety Budget

Health and Safety July 1, 2020 to June 30, 2021				
Code	Building	Project	Budget \$	
347	See list	Playground - Correct hazards	\$129,935.00	
347	DW	Personal Protective Equipment - Custodial and Maintenance	\$15,000.00	
347	DW	Personal Protective Equipment - Science/ Tech Ed - Mechanic - Engine/ Art	\$8,000.00	
347	PHS/ WHS	Machine Safety - ongoing hazard corr.#MG1211	\$25,000.00	
347	See list	OSHA Hazard Control	\$14,200.00	\$192,135.00
349	DW	Hazardous Waste disposal	\$33,000.00	
349	DW	Backflow preventers testing & rebuilding	\$20,000.00	
349	DW	Radon - testing at facilities with below grade classrooms	\$2,000.00	\$55,000.00
352	Facilities	Mgmt. Charge backs	\$129,097.00	
352	DSC	Hlth Safety and Env. - CONTRACTED	\$120,000.00	
352	DSC	Safety Committee - all facilities	\$4,000.00	
352	DSC	Bloodborne Pathogen compliance - On-line training, supplies, vaccines	\$16,490.00	
352	Sec.Blds	Science Lab Safety - ERHS, WHS, PHS, WHS, CGMS, LMS, OMS, WMS, DPC Alt Le	\$8,000.00	
352	DW	Licenses for HW; Elev; Etc.	\$13,000.00	
352	All playgrounds	Playground Inspections - Julie Q. Peterson inspections, 17 playgrounds	\$8,500.00	
352	DW	Lead Inspection and Management Services	\$8,000.00	
352	DSC	Hearing/Respiratory Protection & Testing	\$4,500.00	
352	DSC	Management Assistance (ECSU) - annual fee	\$3,500.00	
352	DW	Automated External Defibrillator (AED) - Supplies/ batteries/ pad/ replacement	\$10,000.00	\$325,087.00
358	DW	6 month periodical asbestos inspection	\$15,000.00	
358	DSC	Training Physicals	\$7,000.00	\$22,000.00
363	DW	Fire Alarm Monitoring	\$54,000.00	
363	DW	Fire Alarm annual testing and repair	\$98,000.00	
363	DW	Hood Cleaning	\$20,000.00	
363	DW	Replace fire alarm control panel and devices	\$220,000.00	
363	DW	Fire Marshall Inspections	\$13,778.00	\$405,778.00
			\$1,000,000.00	

South Washington County Schools
2020-21 Estimated Operating Capital Revenues and Expenses

Beginning Balance (estimated)	\$	827,760	
Revenue	\$	4,526,262	
Building & Grounds	\$	2,411,000	
Technology	\$	750,000	
TLS - Textbook Cycles	\$	1,000,000	
TLS - Media and Contingency	\$	325,000	
School Allocations	\$	507,335	
School Requests to Building and Grounds	\$	242,105	
Athletics	\$	130,000	3 \$ 43,333
Musical Instruments	\$	80,000	
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Insurance Deductible	\$	50,000	
Contingency	\$	50,000	
	\$	5,545,440	
	\$	(191,418)	
Ending Balance June 30, 2021	\$	636,342	14.06%

Building and Grounds Detail

Building Maintenance (unscheduled carpentry, masonry repairs)	\$ 250,000
Grounds Maintenance (Spraying, Seeding, Fertilizer, Signage)	\$ 225,000
Roof Maintenance (roof leaks, drains, scuppers etc)	\$ 100,000
Mechanical Maintenance (M/E, plumbing and Pool Repairs, UHL, Seimens, Generators)	\$ 600,000
Landscape Improvements (Woodchips, Rock, Tree trimming, Irrigation expense)	\$ 150,000
Painting upkeep (misc touch-ups, patching)	\$ 85,000
Assessments	\$ 160,000
Field maintenance and vehicle replacements (2 Steiner JD blower/broom, Warehouse Freight truck, 1T Plow truck and Small equip)	\$ 210,000
Building Custodial & High Volume Floor Maintenance Equipment Floor scrubbers, carpet extraction, Sweepers)	\$ 120,000
Installation of ADA playground equipment at CGE.	\$ 376,000
Theaters, Auditoriums, Sound systems, Stage Lighting etc	\$ 50,000
Levelling/grading baseball and soccer fields at PHS(level grading, reseed and sod parts of both fields)	\$ 85,000
Total	\$ 2,411,000

School Requests to Facilities

	<u>Cost</u>	<u>School</u>
Construction of 2 offices out of the old media room	\$ 10,000	CES
Replacing classroom cabinets in 2 more wings	\$ 80,000	AES
Transforming a SPED restroom to a functional usable space for students	\$ 16,510	WMS
Room 108 - creation of 2 office spaces	\$ 15,000	WHS
Downstairs Testing room - divide into 2 spaces	\$ 10,000	WHS
Replace worn out gym wall pads	\$ 15,000	VCES
Upgrade gym sound system	\$ 10,000	VCES
Paint media center and computer lab	\$ 5,000	PHES
Purchase of Genie lifts for Elementary schools(MES,CGE,GCE,BES,RRE,LRES,NFSI,VCES)	\$ 75,095	Facilities
Replacing worn out carpet(main office area)	\$ 5,500	CES
Total	\$ 242,105	

**Fund 7 - Debt Service
Fund Balance Summary
Fiscal Year 2020-2021**

Audited Fund Balance June 30, 2019		\$ 4,745,861
Add: 2019-2020 Projected Revenue	\$ 31,346,627	
Less: 2019-2020 Projected Expenditures	<u>(30,199,420)</u>	<u>1,147,207</u>
Projected Fund Balance June 30, 2020		5,893,068
Add: 2020-2021 Projected Revenue	30,785,000	
Less: 2020-2021 Projected Expenditures	<u>(31,045,411)</u>	<u>(260,411)</u>
Projected Fund Balance June 30, 2021		<u><u>\$ 5,632,657</u></u>

Fund 7 - Debt Service
Statement of Revenue and Expenditures

	Actual 2018-2019	Budget 2019-2020	Proposed 2020-2021
A. Revenue			
<i>Local Taxes</i>	\$ 26,926,923	\$ 28,958,627	\$ 28,397,000
<i>Interest Income</i>	306,719	125,000	125,000
<i>Market Value Credits</i>	8,389	8,000	8,000
<i>Federal Sources</i>	1,023,148	1,025,000	1,025,000
<i>Other</i>	29,014,002	1,230,000	1,230,000
Total	57,279,181	31,346,627	30,785,000
B. Expenditures			
<i>Bond Principal</i>	16,735,000	17,355,000	18,805,000
<i>Bond Interest</i>	12,933,511	12,824,420	12,220,411
<i>Lease Principal</i>	-	-	-
<i>Lease Interest</i>	-	-	-
<i>Other</i>	28,244,028	20,000	20,000
Total	57,912,539	30,199,420	31,045,411
C. Excess of Revenues Over Expenditures	\$ (633,359)	\$ 1,147,207	\$ (260,411)

**Fund 8 - Trust Fund
Fund Balance Summary**

Audited Fund Balance June 30, 2019		\$ 50,882
Add: 2019-2020 Projected Revenue	\$ 32,000	
Less: 2019-2020 Projected Expenditures	<u>(32,000)</u>	<u>-</u>
Projected Fund Balance June 30, 2020		50,882
Add: 2020-2021 Projected Revenue	32,000	
Less: 2020-2021 Projected Expenditures	<u>(38,000)</u>	<u>(6,000)</u>
Projected Fund Balance June 30, 2021		<u><u>\$ 44,882</u></u>