

Approved on April 5, 2023

PRESENT: Andrew Raymond (chair), Josey Ballenger, Holly T. Bird
Tyson Burch, Cindy Farah, Sandy Low, Evan OBranchovic, Wes Souden, Christine Thomas-Hill,
Dr. John VanWagoner II

ABSENT: Paul Thwing

1. The meeting was called to order at 4:30 p.m.

Committee Chair, Andrew Raymond, welcomed everyone to the meeting.

2. PUBLIC COMMENT

Treasurer Raymond offered time for public comment and none was requested.

3. TRAVERSE INDOOR SPORTS PRESENTATION

Jessica Sullivan of Legado Family Office Management shared a presentation with the Committee outlining a proposal that would potentially bring indoor field houses to Central High School and West Senior High.

4. PROCEDURAL ITEMS

a. Prior Committee Meeting Minutes

The Committee was asked if they had any changes to the draft minutes from the February 1, 2023, Board Finance and Operations Committee (BFOC) meeting. No changes were recommended.

Recommend February 1, 2023, BFOC meeting minutes remain as posted.

b. Acceptance of Grant

The Grand Traverse Band of Ottawa and Chippewa Indians has approved an allocation of funds from the second half of the 2022 2% cycle. TCAPS is grateful to receive a grant in the amount of \$15,000 in support of the Student Support Network (SSN).

c. Bids, Services, and/or Purchases

Business Office/Facilities

i. Custodial Supplies

This contract is for janitorial and sanitation supplies, equipment, and related services for the district.

Recommend Board approval of a three-year contract for Custodial Supplies with Nichols via Network Distribution, utilizing Omnia Partners purchasing cooperative contract #202329-01 for an annual estimated amount of \$500,000; funded from the General Fund; place this on the next Board of Education meeting under Consent.

Technology

i. Chromebooks

This is a planned purchase of Chromebooks for the incoming 6th and 9th-grade students for the 2023/2024 school year. Students will use these Chromebooks for the duration of their middle school or high school years.

Recommend Board approval of the purchase of Chromebooks from Bluum for a total not to exceed \$879,784.29 which includes a 5% contingency; funded from Capital Bond Funds - Technology Allocation; place this on the next Board of Education meeting under Consent.

Capital Projects

i. **East Middle School Digital Classroom/Studio Renovations**

This project consists of the renovation of two classrooms at East Middle School to create digital media classrooms and TV studio expansions.

Recommend Board approval of a contract with Eckler Building Solutions for East Middle School Digital Classroom and Studio Renovations for a total not to exceed \$79,800 which includes a 10% contingency; funded from Capital Bond Funds and Capital Bond Funds - VPAA Allocation; place this on the next Board of Education meeting under Consent.

ii. **Eastern Elementary - Additional Pre-K Lockers**

This project includes the purchase of 50 additional lockers to be installed in the licensed child care wing at Eastern Elementary.

Recommend Board approval of a contract with Symons Building Specialties, LLC for Preschool lockers at Eastern Elementary for a total not to exceed \$37,000 which includes a 10% contingency; funded from Community Service Funds - Child Care Program; place this on the next Board of Education meeting under Consent.

iii. **Transportation Parking Lot Renovation and Bus/Vehicle Wash**

This project will include paving the Transportation parking lot and the construction of a bus/vehicle wash. This recommendation also includes paving the Facilities parking lot.

Recommend Board approval of contracts with various contractors for the Transportation Parking Lot Renovation and Bus/Vehicle Wash for a total not to exceed \$5,229,449 which includes a 10% contingency; funded from Capital Bond Funds; place this on the next Board of Education meeting under Discussion.

iv. **West Senior High Weight Room Renovations**

The weight room renovations will expand the current weight room and include new flooring, paint, doors, and frames. An upgrade of the gym divider is also included in this bid.

Recommend Board approval of a contract with Eckler Building Solutions for the Weight Room Renovations at West Senior High for a total not to exceed \$368,500 which includes a 10% contingency; funded from Capital Bond Funds; place this on the next Board of Education meeting under Consent.

v. **Additional Funding for Central High School Tennis Courts**

During a pre-construction meeting, it was determined that changing the design of the drainage system would provide better reliability, less maintenance, and longer court life. This change will incur additional engineering costs of approximately \$94,768.

Recommend Board approval of a contract with Rieth-Riley for the additional funding for Central High School Tennis Courts for a new total not to exceed \$740,328 which includes a 10% contingency; funded from Capital Bond Funds and Capital Bond Funds - Athletic Allocations; place this on the next Board of Education meeting under Consent.

5. INFORMATIONAL ITEMS

a. Operations - Capital Projects Update

A presentation was shared with the Committee that provided information about the status of construction projects across the district. The full presentation is available on the district's website:

www.tcaps.net/about/departments/capital-projects-and-planning.

b. Finance Update

Assistant Superintendent, Christine Thomas-Hill, provided the Committee with FY24 draft budget projections solely based on the Governor's proposed budget. The Senate and House have not yet shared budget proposals.

6. CLOSED SESSION

The Committee went into Closed Session under Section 8(1)(h) of the Michigan Open Meetings Act, MCL 15.268(1)(h), to discuss contents of an attorney-client privileged communication exempt from disclosure under the Michigan Freedom of Information Act and to consider a Privileged Written Attorney-Client Communication (attorney communication dated February 27, 2023) as allowed by Section 8(h) of the Open Meetings Act.

Approval to enter into Closed Session under Section 8(1)(h) of the Michigan Open Meetings Act, MCL 15.268(1)(h), to discuss contents of an attorney-client privileged communication exempt from disclosure under the Michigan Freedom of Information Act and to consider a Privileged Written Attorney-Client Communication (attorney communication dated February 27, 2023) as allowed by Section 8(h) of the Open Meetings Act.

Moved by: Ballenger

Seconded By: Bird

The following vote was held:

Ayes: Ballenger, Bird, Raymond

Nay: N/A

MOTION CARRIED 3-0

The Committee into Closed Session at 5:52 p.m.

The Committee returned to Open Session at 6:16 p.m.

7. OTHER ITEMS

No other items were discussed.

8. ADJOURNMENT

The meeting adjourned at 6:17 p.m.

Minutes respectfully submitted by Committee Recording Secretary: *Julie Porter*

Next Board Finance and Operations Committee Meeting

Wednesday, April 5, 2023 at 4:30 p.m.

Tompkins Boardman Administration Building (Conference Room C)

412 Webster Street, Traverse City, MI 49686

Finance and Operations Committee Members:

Andrew Raymond (Chair), Josey Ballenger, Holly T. Bird,

Dr. John VanWagoner, Christine Thomas-Hill, Wes Souden, Sandy Low, and Paul Thwing

