

Meeting Minutes

Board Finance and Operations Committee

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

Tompkins Boardman Administration Center

Conference Room C (2nd Floor)

412 Webster Street, Traverse City, MI 49686



Approved on April 26, 2023

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

1. The meeting was called to order at 4:34 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.

Treasurer Raymond informed the Committee of an addition to the meeting agenda. The item of *Band Tower* was placed under Capital Projects on the meeting agenda.

3. PROCEDURAL ITEMS

a. Prior Committee Meeting Minutes

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

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

b. Bids, Services, and/or Purchases

Facilities

i. Equipment

This purchase upgrades and replaces facility equipment that has met or exceeded life expectancy.

Recommend the purchase of facility equipment for a total amount not to exceed \$67,543 which includes a 5% contingency; funded from the Capital Bond allocation for Facility Equipment; place this on the next Board of Education meeting under Consent.

ii. Vehicle

The district has been interested in purchasing vans in order to reduce vehicle rental costs for athletic/other types of travel. This purchase is for an electric 10-passenger van. This is a good opportunity for the district to explore electric vehicles and the option for possible expansion in the future.

Recommend the purchase of an Electric 10-Passenger Ford E Transit Van from Hoekstra Transportation for a total amount not to exceed \$97,048 which includes a 10% contingency; funded out of General Fund from the proceeds of the JUUL litigation settlement; place this on the next Board of Education meeting under Consent.

Technology

i. Firewall

This is a planned replacement of the district-wide firewall. The firewall is a critical network security device that monitors and filters incoming and outgoing network traffic based on established security policies. This new firewall will provide an added layer of security as compared to what is currently in place.

Recommend Board approval to purchase the Palo Alto Firewall High Availability Configuration Hardware and Services from People Driven Technology for a total not to exceed \$429,087 which includes a 10% contingency; funded from Capital Bond Funds - Technology Allocation; place this on the next Board of Education meeting under Consent.

ii. Wireless Controllers

This is a planned replacement of the district-wide wireless network controllers. This system allows for a single point of management and a seamless transition from site to site and even room to room in a building. These controllers are required for connecting all staff devices and student Chromebooks to our network systems.

Recommend Board approval to purchase the wireless controller hardware from People Driven Technology for a total not to exceed \$233,667 which includes a 10% contingency; funded from Capital Bond Funds - Technology Allocation; place this on the next Board of Education meeting under Consent.

Capital Projects

i. Band Towers

This purchase is for band towers at the Central High School and West Senior High track.

The committee discussed the purchase of the band towers and reviewed the supporting documents. This item will be moved on to the next Board of Education meeting as a Discussion item.

4. 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 - Certificate of Excellence

TCAPS' Annual Comprehensive Financial Report (ACFR) has achieved the Certificate of Excellence in Financial Reporting for the eighteenth consecutive year. The annual report represents the district's continued commitment to high-quality financial reporting and transparency and the award recognizes that work.

5. OTHER ITEMS

No other items were discussed.

6. ADJOURNMENT

The meeting adjourned at 5:24 p.m.

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

Next Board Finance and Operations Committee Meeting

Wednesday, April 26, 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