

**MINUTES OF THE SCHOOL CAPITAL FUND
COMMISSION FOR BUNCOMBE COUNTY
REGULAR MEETING HELD, ON MONDAY, JULY 10, 2023 AT 3:00 PM**

BE IT REMEMBERED: That the School Capital Fund Commission met for a special meeting on July 10, 2023, in the County Administration Building, 200 College Street, room 310, in downtown Asheville, North Carolina at 3:00 p.m. where and when the following business was transacted:

The Commission meeting was called to order with the following Members present:

Terri Wells, Commission Chair
George Sieburg, Commission Vice-Chair
Amanda Edwards, Commission Member
Amanda Simpkins, Commission Member
Matt Kern, Commission Member

County Staff Present: Mason Scott, Interim Finance Director; Matt Evans, Financial Planning & Analysis Manager; Paige Anderson, Financial Analyst; Ronald Lunsford, General Services Facilities/Project Manager

Approval of Agenda as Presented

Commission Member Matt Kern moved that the Commission follow the agenda as presented. The motion passed unanimously.

Approval of March 13, 2023 Meeting Minutes

Commission Member George Sieburg moved that the minutes be approved with amendments. The motion passed unanimously.

Public Comment

Commission Chair Terri Wells opened the floor for public comment. There was no public comment.

Officer Appointments

Per the School Capital Fund Commission Bylaws, officers must be appointed annually. For Chair, Commission Member Amanda Simpkins made a motion to appoint Terri Wells. Commission Member Matt Kern seconded. The motion passed unanimously. For Vice- Chair, Commission Chair Terri Wells made a motion to appoint George Sieburg. Commission Member Amanda Simpkins seconded. The motion passed unanimously. Commission Member Terri Wells made a motion to appoint Paige Anderson as Secretary. Commission Member George Sieburg seconded. The motion passed unanimously.

Financial Update

Mr. Evans asked the Commission to think of what information would be valuable to include in financial updates going forward to aid in decision-making and to reach out with suggestions. He gave a quick orientation to the School Capital Fund Commission finances and noted that the most recent month of sales tax was less than anticipated. Despite that, revenues are still on track with projections. Commission Member Amanda Simpkins inquired as to what the growth was at the previous meeting versus today. Mr. Evans explained we were previously at 7%, with the most recent sales tax numbers the growth is now just over 5%. Sales tax is difficult to predict so we like to keep our projections conservative in case sales tax distributions drop.

Commission Member Matt Kern asked for clarification on when the final decision for projects is made. Mr. Evans explained that requests are heard by the Commission in September and recommendations are made to the Board of Commissioners in October. Mr. Evans stated that the Financial Planning and Analysis team will put together documentation and deliver it to the Commission. Time will be allowed to review and report back to the team with any additional information requests. The new documentation will include additional project information such as start dates and close dates. Commission Member Amanda Edwards inquired about whether

contingency plans are put into place for projects. Mr. Lunsford stated that contingency plans are made for projects although it is difficult in this environment to predict how much should be set aside for unexpected changes.

Asheville City Schools Budget Request

Mr. Lunsford provided updates on the following Projects:

AHS track replacement is projected to end under budget.

AHS Auditorium Renovations will not require an HVAC replacement which is resulting in a budget surplus.

AHS Varsity Gym Renovations now require a floor replacement.

Mr. Lunsford requested that funds from the Auditorium Renovations be transferred to the Varsity Gym for the re-flooring. Commission Chair Terri Wells recapped the request and referred to Resolution 2016-01 Section 3 and 4. Commission Member Matt Kern inquired about the scope of the auditorium project and whether the area had been fully inspected, and Mr. Lunsford responded with confidence. Mr. Evans asked Mr. Lunsford about the timing of the contract. Mr. Lunsford stated that the Board of Commissioners will still need to approve the movement of funds but he is confident he will have time to complete all the contracts.

Commission Member George Sieburg made a motion to recommend that the excess budget of \$410,000 from the Auditorium be moved to the Varsity Gym renovation. Commissioner Chair Terri Wills seconded. The motion passed unanimously.

New SCFC Website

Miss Anderson shared the new School Capital Fund Commission website where live streams and documentation will be housed.

Schedule of Future Meetings

The Commission acknowledged and approved the following schedule for the upcoming cycle:

September 11, 2023

October 9, 2023

February 12, 2024

March 11, 2024

Adjournment

Commission Member Matt Kern made a motion to adjourn the meeting at 3:30 PM. The motion passed unanimously. The meeting was adjourned at 3:30 PM.

SCHOOL CAPITAL FUND COMMISSION FOR BUNCOMBE COUNTY

By _____
Terri Wells, Commission Chair

ATTEST

Mason Scott,
County Finance Officer