

**Minutes of the SB411 Committee Meeting
on November 12, 2015 at the
Douglas County School District Office, Minden, Nevada**

Call to Order and Opening Items:

The meeting was called to order at 5:30 p.m. by Dave Brady, Committee Chairman, and roll call was taken. Committee members present were as follows: Senator James Settelmeyer, Assemblyman Jim Wheeler (*left ~ 6 p.m.*), Dave Brady representing Carson Valley Chamber of Commerce, AJ Frels representing Carson Valley Visitors Authority, Cleo Whipple representing Nevada Resort Authority, Mandee Kuskie representing Carson Valley Middle School PTO (*arrived ~5:45 p.m.*), Brad Spires representing Nevada Association of Realtors, Piper Brown representing Retail Association of Nevada, Steve Thaler representing Douglas County Commissioners, Valerie Melendez (*non-voting / non-Douglas County resident*) representing Northern Nevada Development Authority, Blayne Osborn representing Assemblyman Jim Wheeler, and Teri White, DCSD Superintendent, and Holly Luna, CFO of DCSD were also present.

Dave Brady requested adoption of the agenda which was motioned by Steve Thaler and seconded by Brad Spires and was unanimously approved 8/0.

Minutes of the October 28th meeting were reviewed. Holly Luna requested two revisions to add “Whipple” to after Cleo’s name in the 3rd paragraph, and to correct the Senator’s last name in the 4th paragraph. Senator Settelmeyer motioned to approve the minutes with the proposed revisions. The motion was seconded by Brad Spires, and passed with an 8/0.

Dave Brady welcomed Committee members, and requested that Holly Luna, DCSD CFO, review the summary of the upcoming funded projects as noted in the 5 Year Capital Improvement Plan (CIP) totaling \$18,894,687. She then explained the summary of the unfunded projects. It was noted by Cleo Whipple that item #7 (PWLMS – Fan Coil Replacement) was on the unfunded and the funded page. Dave Brady noted that the summary on the funded projects was mistitled as “unfunded.” Holly agreed that both were in error. When the PWLMS fan coil project was moved from unfunded to funded, she had inadvertently left the item in the unfunded list.

Committee discussion ensued and included questions on cost and how those numbers were configured, comparisons to the original KIDS Committee list and why certain projects had not been completed, why the numbers of unfunded projects had grown since the last presentation, how the list was configured / what was the source of the compilation, and general confusion regarding ability to connect the list to the original KIDS Committee document.

Holly Luna indicated that the original unfunded list (as presented at the September 29th meeting) had been her internal “to-go” document compiled to accommodate the majority of the remaining KIDS Committee list as well as the Facilities’ Master Plan (FMP) from the perspective of attempting to increase each site’s BASYS scoring as planned in the FMP. She had attempted in this presentation to more fully encompass the remainder of the outstanding items on the KIDS Committee list. The list was noted to be 8 years old, and thus impacting the then projected costs.

Ms. Luna also noted that the FMP had projected costs for each site, but that current construction costs were higher, again noting that the FMP was now approximately 5 years old. She had retained the FMP's estimates for CCMES and JVES as they were fairly aligned with current costs; however, the remainder of the sites' estimates fell short. Ms. Luna indicated that she had valued the outstanding sites' costs through an estimated cost per square foot. Ms. Luna went on to explain that the compilation of the list also included items noted by Gary Cullen, DCSD's Director of Buildings and Grounds Maintenance, as prioritized needs.

Dave Brady confirmed with Senator Settlemeyer that the KIDS Committee had provided the categories and tiering of the KIDS Committee list. He recommended that the District provide a more fully detailed listing of the unfunded projects as well as to catalog the projects utilizing the KIDS Committee strategies. The Committee members concurred and asked that Gary Cullen attend the next meeting and be available to answer Committee questions.

Next Meeting(s) Date(s): The next Committee Meeting was set for **Wednesday, December 9th at 5:30 p.m. at the District Office.**

The meeting adjourned at approximately 6:50 p.m.

Respectfully Submitted,
Holly Luna, CFO, Business Services
Douglas County School District
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