



Finance & Operations Committee

November 7, 2024

MINUTES

Meeting called to order: Member Kehoe at 5:00 p.m. **Board members present:** Kehoe, Picard, Christenson

District staff: Merritt, Minnick, Lents, Jory **Citizen Representatives:** Roderique, Paton, McKee

Others Present: John Johnson, Nicole Reid

Public Comments – Ms. Reid inquires about the promised wayfinding signs, which were initially deemed non-bondable but are now planned for installation during bond work. The simpler signs could be added sooner, but finalizing construction plans is necessary to avoid later rework. She also notes that no disabled individuals participated in the ADA audit, and Mr. Kehoe confirms stakeholder groups are being formed to address the audit's findings. Additionally, Ms. Reid highlights delayed responses to her requests for improvements, such as sidewalk repairs, weed removal, and snow removal plans.

Approval of Prior Meeting Minutes – October 17, 2024 - approved.

Allen Early Childhood Fire Alarm Expansion– Ms. Minnick introduced Matt Lents to propose expanding fire protection at Allen Early Learning Academy (AELA), as the current fire alarm system, installed in 2012 for elementary use, does not meet the updated requirements for Pre-K facilities. A recent fire inspection found the system non-compliant due to the lack of additional smoke detectors. National Time & Signal (NT&S) provided a quote of \$47,234 to add 83 detectors, with work scheduled for winter break. The upgrade will be funded through the General Fund's maintenance budget. Member Kehoe requested a revised quote with a breakdown of device costs and clarification on the quote's mention that the system will not be fully code-compliant. He also suggested adding language to the recommendation memo to clarify this is the only identified deficiency and that the upgrade is necessary for licensing renewal. Ms. Minnick noted that all other Preschool facilities have been inspected, and AELA is the only one requiring this upgrade.

Financial Reports as of September 30, 2024- The financial report for the General Fund as of September 30, 2024, compares the original budget to actual revenues and expenditures, with variances analyzed at the function and object levels. Revenue is at 15.5% of the total budget, higher than the three-year historical average, mainly due to increased local property tax revenue. Expenditures are at 20.7% of budget, which is consistent with past trends. Notable expenditure variances include higher-than-expected costs in general administration and maintenance due to contract payments and staffing levels, while transportation and non-voted debt expenditures are lower due to timing differences. The net change in fund balance aligns with expectations and will be further adjusted during the annual audit. The report aims to provide the Board with clearer insights into the district's financial position for the year.

The committee discusses whether a year-over-year comparison would be more valuable than a three-year comparison, given the unusual impact of federal grant funds during the COVID years (2020-21 and 2021-22). Member Kehoe explains that the purpose of the report is to identify patterns and detect irregularities. Upon reviewing the reports, we note that the increase in expenditures for this September isn't as large as in previous years. Ms. Minnick mentions that next month's report will include a comparison to the previous year. She also notes that the 11/21/24 meeting currently has only one agenda item, and the need for the meeting will be re-evaluated as the date approaches.

Adjourn: 5:58 p.m.