

Finance and Facilities Committee Meeting

September 18, 2025

Meeting Minutes

Administrators Present: Tom Fortnum, Kevin Kritsberg, Jeffrey Matzner, Matthew McFarland, Josh Reynolds, Vanessa Sanders, and Belinda Wallen

Board Members Present: Al Moyer

Guest Present: Bill Clark of KC Signs

Topics for Discussion:

1. Marquee Sign Demonstration

- a. Mr. Clark set up a marquee sign in front of the Administration Building, which was initiated at the request of the Finance and Facilities Committee chair.
- b. Mr. Clark explained that the sign shown for the demonstration was slightly larger at 4 feet high by 8 feet wide in comparison to the two quotes the district received of 2 feet high by 8 feet wide and 3 feet high by 6 feet wide.
- c. In the demonstration, Mr. Clark showed the low clarity level like the district was quoted and noted that he thought that would be sufficient for out in front of the building.
- d. Mr. Clark showed how the display can show full weather options and the time of the day, in addition to automatic dimming settings throughout the day.
- e. Mr. Clark indicated he would do a rendering with the sign in front of the administration as well as the high school, where the committee chair expressed interest previously.

2. Administration Building HVAC Renovation Scope and Budget

- a. Mr. Reynolds explained that the Board of School Directors previously approved a design proposal by Barton Associates to complete design and construction administration for HVAC renovations at the administration building. In that scope, the main focus was putting in all new HVAC, but a very close second was getting the Information Technology (IT) server room for the entire district out of the basement, according to Mr. Reynolds.
- b. Mr. Reynolds noted that the original thought was to move the IT server room to the third floor, which is currently an attic, and add some conference room space, but the cost came back at \$6.8 million, higher than the original estimate of \$4.6 million.
- c. Mr. Reynolds indicated that they decided to look at the cost for a one-story addition that could house a new boardroom, while the current boardroom would become the IT server room and some conference space. This cost came in at \$6.5 million, approximately \$300,000 less than the first option, according to Mr. Reynolds.
- d. In a third option, Mr. Reynolds shared it would cost \$7.5 million to renovate existing space, add a first floor boardroom addition, renovate the existing boardroom, and add a second floor open office above the boardroom addition.
- e. Mr. Reynolds sought a recommendation from the Finance and Facilities Committee to approve designing up to \$6.5 million with an add-on alternate to include the second level above the boardroom addition.
- f. Dr. Moyer asked how old the current HVAC system is in the building.
- g. Mr. Reynolds said it's about 20 years old.

- h. Dr. Moyer asked administrators what they thought from a fiscal standpoint.
- i. Dr. Matzner echoed his support for the recommendation, pointing out that it is cheaper than the original option with the advantage of creating a direct entry point for the public attending board meetings in the proposed addition, while also giving the district a chance to grow with more office space with the add-on alternate.
- j. Ms. Wallen also showed support, noting that the funding is there from the remaining Bond Funds and Capital Reserve Fund for the project without any impact to taxpayers.
- k. Mr. Reynolds indicated this will appear as an information item at the Oct. 6 Board meeting.

The next meeting will be held on October 16, 2025 at 4 p.m. in the Boardroom at the Administration Building.