



Finance & Facility Committee Agenda

Tuesday, August 21 @ 4:15 pm
Aspen Media Center

Committee Members:

Wade Phillips – Board Treasurer, Committee Chair
Rob Allison Committee Vice Chair
Misty Schutrop – Board Chair

Agenda

1. Review Budget Updates FY18 - TAG
2. Review Enrollment Projections - Staff / TAG
3. Review Budget FY19 - TAG
4. FY19 Facility Updates and needs review - Kou

4:19 Start

- Ed and Kou met with the committee regarding facilities updates
 - City of Savage Letter from July 24th - Punch List 10 Items Review. All items are covered financially, with the exception of the asphalt and fencing. That project will be taken out of bond and comm ed fund balance.
 - Committee reviewed the 11 month walk through meeting report
 - Anderson / Aspen Admin is working through the 11 month punch list
 - Seeking RFI, Submittals etc from Anderson - have not produced them yet
 - Anderson and Aspen will work to resolve the landscaping 2.1 and 2.2 issues asap before schools starts. - Estimate under 3K
 - NAC - developing a preventative maintenance program - 3 year program for HVAC system
 - Light Sensors - seeking repairs
 - Room 148 - New Addition - fix crack and ceiling tile from leak
 - Room 270 - Need to fix cracked tile
- Enrollment
 - Look great for the time of year
 - Goal is 550 Budget
 - Current enrollment is 574

- Have some extra “over” enrollment in board approved areas
- Administration feels confident in current numbers
- Went from 517 last year to current 574
- Financial FY-2018 Review / Close Out
 - June - Close out there maybe 20/30K Surplus
 - Looking at DCR to meet covenants 1.15 will close
- Financial FY-2019 Review and Planning
 - Budget Topics Discussed
 - Joined MACS - 7K
 - Looking at transportation and bussing - 333 students requesting families. 4 busses are two hours long, so that is over an acceptable amount of time. Will drop max time to about 1 hr. Last on, first off process. 60 per bus. 56K
 - Fencing / Playground / Asphalt - 30K
 - HVAC maintenance - 20K (needs review and RFP)
 - Technology - Unknown / Service, Support and Equipment
 - Property Tax Plan needs review by TAG and Connie - Zinran Special Assessment
 - 10 year - 20k per year through Friends of Aspen
 - TAG will review and give to Connie and Finance Chair ASAP
- Aspen Audit in progress
 - August Audit
 - Will be finalized - numbers are final
 - Audit Report to share to board in Sept meeting
 - BKDV - Audit Vendor
- FY19 Budget Update Plan / Adjustment
 - Reforecast Sept Meeting
 - Adjusted Budget at Oct
 - Enrollment Report projected - Oct 1st Submission

5:50 Adjourn