

## Horry County Board of Education



### Joint Facilities and Finance Committee Meeting

Tuesday, November 19, 2019

District Office C-300

#### Board Members Present

Chris Hardwick, Board Member and Finance Committee Chair  
Neil James, Board Member and Facilities Committee Chair  
David Cox, Board Member  
Janet Graham, Board Member and Finance Committee Member  
Janice Morreale, Board Member  
John Poston, Board Member and Facilities Committee Member  
Kenneth Richardson, Board Chair  
Sherrie Todd, Board Member and Facilities Committee Member  
Ray Winters, Board Member

#### Staff Present

Rick Maxey, Superintendent  
Velna Allen, Chief Officer of Student Services  
Mary Anderson, Chief Human Resources Officer  
Lisa Bourcier, Public Information Officer  
Daryl Brown, Chief Officer of Support Services  
Joe Burch, Coordinator of Planning  
Roger Dixon, Athletics  
John Gardner, Chief Financial Officer  
Kenneth Generette, Staff Attorney  
Mark Koll, Coord of Design, Engineering & Sustainability  
Boone Myrick, Chief Academic Officer  
Mark Wolfe, Executive Director of Facilities  
Polly Dean, Administrative Assistant  
Leann Hill, Administrative Assistant

#### Media

Katie Powell, Horry Independent  
David Weissman, Sun News

## **1.WELCOME AND INTRODUCTIONS**

Mr. Hardwick called the meeting to order at 3:30 pm and welcomed those in attendance and asked everyone to introduce themselves. As required by SC Law 30-4-80, local news media were informed of the date, time, place, and agenda of this meeting. Copies of the agenda were posted at the District Office and distributed to schools for posting.

## **2. REVIEW AND APPROVAL OF AGENDA**

Mr. Hardwick informed committee members that due to an ongoing discussion regarding items e. *Budget Assumptions/Parameters* and f. *Personnel Allocation Formulae* on the agenda, those items be removed from the agenda and asked for a motion for the agenda to be approved as amended. Moved by Ms. Graham and seconded by Mr. Hardwick, the agenda was unanimously approved as amended.

## **3.REVIEW AND APPROVAL OF COMMITTEE MINUTES**

- a. October 16, 2019, Finance Committee Meeting  
A motion was made by Ms. Graham and seconded by Mr. Hardwick to approve the October 16, 2019 minutes as presented. The motion carried unanimously.
- b. October 21, 2019, Facilities Committee Meeting  
A motion was made by Mr. Poston and seconded by Mr. James to approve the October 21, 2019 minutes as presented. The motion carried unanimously.
- c. September 23, 2019, Facilities Committee Meeting - Revised  
A motion was made by Mr. Poston and seconded by Mr. James to approve the September 23, 2019 minutes as REVISED. The motion carried unanimously.

## **4.UPDATES**

- a. Naming Updates – Mr. Daryl Brown/Mr. Joe Burch

Mr. Brown gave an update on the naming of the old Myrtle Beach Intermediate site. Adult Education will be located on this site and it was proposed to be named Horry County Adult Education Center. Transportation will be moving into the old records center which is currently being renovated and is proposed to be named Horry County Schools' Transportation.

Mr. Burch gave an update on the naming of the new Horry County Education Center. The naming committee held their first meeting on November 15, 2019 and 11 out of the 15 committee members were in attendance. The committee agreed upon four potential names which will be sent to the Horry County Education Center for a student survey. The results are anticipated within about a month and the committee will reconvene at that point. The top name suggested by the committee was Soar Academy.

## **5.DISCUSSION**

### **a. Updated Analysis of School Building Projects - Mr. John Gardner**

Mr. Gardner updated the Committee members on the current standing of project funding. He showed project fund budgets, costs to date, encumbrances, and the cost to complete. He explained the cost to complete reflects the remaining funds available.

Mr. Gardner detailed the accounting practices utilized by the District to track budgets and expenditures based on projects. He explained that much like the building modification fund, residual funds from a project are held within that area and reallocated as needed.

After reviewing the funds with associated distributions, the Committees requested that Mr. Gardner consolidate the residual contingency funds from projects to allow the members to see available funds. Mr. Hardwick also suggested that the column heading more accurately reflect that the funds listed are "after completion."

Mr. James also suggested that an end date be determined when a project is funded. Should a project not be completed by the deadline, the project manager would have to show justification for the overage.

Mr. Richardson noted that he anticipates that the penny sales tax will be on the November 2022 ballot. He added that it is important to have that decision prior to the March of 2024 sunset of the existing tax, so work will begin next year in preparation for the November ballot question.

### **b. Project Budget Reconciliation – Mr. John Gardner**

Mr. Hardwick introduced this item by explaining that this topic was discussed at a previous Finance Committee meeting. At that time it was suggested the Mr. Gardner meet with Facilities staff to determine project completion procedures, such as reporting of unused funds. Mr. Hardwick also noted that this item ties in with the previous agenda item.

Mr. Hardwick reiterated the previous comments requesting that Mr. Gardner consolidate the residual contingency funds from projects to allow the members to see available funds. Mr. Hardwick also suggested that the column heading more accurately reflect that the funds listed are "after completion."

Mr. James stated that the goal of the Board was to understand what is available to fund projects such as the tennis court project. He noted that the tennis court project is scheduled to be done in phases, which may not be necessary if contingency funds are available from various completed projects.

Dr. Maxey concluded by saying that staff has discussed the need for simplicity with regards to financial reporting. He suggested that reporting on fund balances could be presented to the Board on a regular basis.

c. Grand Strand Water and Sewer ASR Well Site – Mr. Joe Burch

Mr. Burch asked the committee to look at the enclosed map of the aerial view of Forestbrook Elementary School for a potential ASR (aquifer storage and recovery) well site. In 2014, HCS sold property to Grand Strand Water at Seaside Elementary School for an ASR well site, in 2017 HCS sold property at River Oaks Elementary School and in 2018 HCS sold property at Ten Oaks Middle School. HCS has been approached again for a potential fourth site around the Forestbrook area. Grand Strand Water is asking for a 200 feet x 200 feet piece of property at a fair market value. Mr. James asked if there had been any issues on any of the other properties. Mr. Burch answered that the only well that has been built so far is the one at Seaside Elementary School, with no reported issues at that site. Mr. Burch explained the next step would be for a survey and an appraisal before bringing it to the Board for further discussion.

d. Tennis Court & Track Projects – Mr. Mark Wolfe

1. CHA Report for Tennis Courts and Tracks

Mr. Wolfe provided a report on Phase I for tennis courts and tracks from CHA. The \$180,000 that is listed on the bottom of the page for the Phase I option total has been funded through the sustainment projects that was brought to the committee in September. The balance is what needs to be funded. CHA has a signed contract and is actively working, but their design fees have not been funded. The design fees need to be funded as quickly as possible so a purchase order can be issued. CHA anticipates on completing the schematic designs by end of November and the design and development drawings by the end of December with bid documents ready by mid-February.

Because the City of Myrtle Beach has completed refurbishing the courts they are responsible for at MBHS, Mr. Winters inquired about the possibility of including the Districts' four courts in Phase 1. Mr. Wolfe replied that staff has suggested that those four courts be added to Phase 1 as an alternate bid. This would provide a separate price for the work, allowing flexibility to consider inclusion in Phase 1 work.

2. Funding Source

Mr. James noted that the Board has identified this as their top priority at the last Board retreat. As a top priority for the Board, it was recommended by Mr. James to utilize sustainment funds for the CHS design fees. He also stated that the committee make a recommendation to the full Board for the funding of the construction at a future meeting.

e. Budget Assumptions/Parameters-Fiscal year 2020-21 – Removed from Agenda

f. Personnel Allocation Formulae-FY 2021 – Removed from Agenda

g. Sustainment Projects – Mr. Mark Wolfe

1. SHS Additional Parking Lot Lights

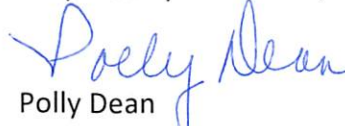
Mr. Wolfe stated there have been issues with the lighting in the parking lot at Socastee High School and a number of poles need to be added. There are currently only 6 40-foot tall poles, and the recommendation is to add 6 more. Staff believes the probable cost will be \$120,000 for the total project. Mr. James asked if there were any other schools with the same issue and Mr. Wolfe replied that no other issues have been brought to his attention.

To fund this project, Mr. Wolfe recommended the use the building modification account. A motion was made by Mr. Poston and seconded by Mr. James to add the addition of parking lot lighting at SHS to the building modification project list. The motion carried unanimously.

**6. ADJOURNMENT**

A motion was made by Ms. Graham and seconded by Mr. Hardwick to adjourn the meeting. The motion carried and Mr. James adjourned the meeting at 4:50 pm.

Respectfully Submitted,



Polly Dean  
Administrative Assistant, Fiscal Services

Approved:

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