

# Horry County Board of Education

## Facilities Committee



### Facilities Committee Meeting Minutes Monday, December 11, 2017

#### Board Members Present:

Neil James, Facilities Committee Chairman  
Janet Graham, Facilities Committee Member  
Holly Heniford, Facilities Committee Member  
Pam Timms, Facilities Committee Member  
Sherrie Todd, Facilities Committee Member  
Ray Winters, Facilities Committee Member

Joe DeFeo  
Shanda Allen  
David Cox  
Chris Hardwick  
Janice Morreale

#### Staff Members Present:

Dr. Rick Maxey, Superintendent  
Velna Allen  
Edward Boyd  
Lisa Bourcier  
Daryl Brown  
Joe Burch

John Gardner  
Kenneth Generette  
Leann Hill  
Boone Myrick

#### Media Present:

Christian Boschult, Sun News  
Josh Davis, WPDE  
Patrick Lloyd, WMBF  
Abbey O'Brien, WBTW  
Nick Papantonis, WPDE  
Katie Powell, Horry Independent

#### Others Present:

Robbie Ferris, FFEP  
Erin Haney, Brandon Agency (FFEP)  
Beth Kohn, Brandon Agency (FFEP)  
Joe Pike, Pike McFarland Hall Associates  
Graham Reynolds, H.G. Reynolds

*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.*

#### Review and Approval of Agenda

Mr. Winters moved to approve the agenda as presented. Ms. Todd seconded the motion. All voted in favor of approving the agenda. Motion passed.

#### Review and Approval of Minutes

Mr. Winters moved to accept the minutes of November 20, 2017, with a correction to the Horry Street Property discussion – the correct meeting date of the City of Conway was December 4<sup>th</sup>. Ms. Heniford seconded the motion, all voted in favor. Motion passed.

## **Construction Projects Update**

### **FFEP-Five New Schools**

Mr. Robbie Ferris presented a brief update on his projects, noting that Ten Oaks Middle School, St. James Intermediate School, and Socastee Elementary School all have ongoing punch list work. He added that the punch lists will be completed over winter break because some items require that the buildings be empty for ease of equipment usage.

The final inspection of Myrtle Beach Middle School resulted in about 25 items needing attention before occupancy can be granted. The reinspection is scheduled for December 19, 2017. The Socastee Middle School overhead inspection is scheduled for the same day.

Mr. Ferris presented information about the energy consumption of Ten Oaks Middle School and St. James Intermediate School. He commented that having Ten Oaks operating at nearly net-zero this early is unexpected, and cost savings are already being realized.

Mr. James clarified that the punch lists would be completed over winter break. Mr. Ferris answered that “yes, only about 125 item remain from the original list of 5,000”. He noted that the door hardware remains the biggest problem. (Mr. Ferris provided an email to Facilities after the meeting apologizing that he had misspoke, and there were actually 230 items remaining).

### **PMH Associates – Midland Elementary School Addition / Renovation**

Mr. Joe Pike updated the committee on the addition and renovation progress at Midland Elementary. The two-story section is scheduled to be finished in December 2017, with the final inspection scheduled for January 10, 2018. He anticipates that the move into the new areas will be around February 20, 2018. He added that the project is on schedule and under budget.

Mr. James asked about the portables currently onsite and their possible use at other sites. Mr. Wolfe answered that the new ones will be moved to SJHS but the administrative office modular is being leased and will be returned to the rental agency at completion. He added that the other portables are old and moving them is not feasible due to the location on site, which also would require a house moving company since the units are not constructed for axles and wheels. He anticipates requesting permission to demolish those portables for that reason, and given that they do not meet current code, and moving them would likely damage new site improvements. Ms. Heniford asked for an estimate to have them demolished. Mr. Pike answered that the cost would be about \$10 per square foot.

### **H.G. Reynolds Company - North Myrtle Beach High School Addition / Renovation**

Mr. Graham Reynolds addressed the Committee regarding the multi-phased renovations at North Myrtle Beach High School. Having recently received successful third-party inspections, the OSF inspection is scheduled to be completed by the first week of January 2018 for areas of the final phase, with final work on the auditorium and substantial completion expected to be in February 2018.

Ms. Heniford requested that future changes to the drop-off and pick-up process be discussed with school administration for their input.

## **Draft Five Year Plan Update**

Mr. Wolfe stated that the Plan is substantially complete, with the exception of the growth/capacity data because the parameters will change if the Board decides to change the red zone capacity threshold. The report will address major project types for our facilities including new buildings, major additions / renovations, building modification and sustainment projects, athletic facilities, and paving and grounds. He will present the full draft report to the Committee at the January 22<sup>nd</sup> meeting. Mr. James noted that portable capacities are an important factor to consider. Mr. Wolfe added that there are other growth issues at sites with portables, such as impacts to cafeteria capacities, parking and parent drop off issues, and playground sizes.

## **Capital Planning Assumptions/Parameters**

Mr. Gardner reminded the Committee that the about a year ago the Finance Committee had asked staff to establish capital planning parameters and assumptions. Mr. Gardner asked that as the Board begins discussing the five year plan special attention is paid to number 7, which states that “a stable and sufficient funding plan, which is both multiyear and reliable, must be established as a precursor to the final approval of the short and long term facilities plan or any modification to the plans.” He suggested that the list will need to be prioritized based on the funding available. Mr. James asked for clarification on “stable” funding sources. Mr. Gardner explained that a consistent funding source, such as sales tax or millage can be used – fund balance cannot be used.

Mrs. Graham asked about option number 3, the 8% debt limitation. Mr. Gardner explained that the 8% debt limit is similar to a home equity loan or line of credit. By law, we can borrow up to 8% of our entire assessable tax base less any outstanding issues. The 8% debt should be issued for short-terms in order that the funds can be paid back as quickly as possible. This would allow the district to utilize the debt limit for future capital needs.

Mr. James asked how often appraisals are done on our properties. Mr. Gardner answered that a couple years ago the Insurance Reserve Fund completed a property assessment. He added that typically it is 5-7 years between appraisals.

## **45-Day Average Daily Membership Report Revisions**

Mr. Burch distributed two 45-day Average Daily Membership (ADM) Reports for the Committee’s review. He explained the contents of each; one including transfer students remaining at their base school, and one with temporary classroom utilization.

Mr. Winters asked that the reconfiguration of the Myrtle Beach attendance area be presented at a future meeting. Mr. Burch answered that he is in the process of analyzing that for the 2018-19 forecast.

Mr. James asked about the use of temporary classrooms which impacts the functional capacity percentages, and if those schools have the core infrastructure to support the additional students. Mr. Burch explained that the core infrastructure is being challenged at Carolina Forest Elementary, River Oaks Elementary, and Palmetto Bays Elementary.

Mr. James asked that all Board members review this information so that the red zone issue can be discussed at the January meeting.

Mr. Burch clarified that some portables are used for non-classroom issues. Mr. James agreed that portables not used to reduce the functional capacity of a school should be noted on the report.

Mrs. Allen expressed concern with the overcrowding at Aynor Middle where there are no modulars in use, requesting that the needs at that school be addressed before the next school year. Mr. Burch explained that Aynor Middle is one of our smaller capacity middle school designs.

### **Socastee Middle School Move-in Schedule**

Mr. Brown first noted that staff had recently met with the principals of the schools being renovated or built this year, as the Committee had requested. He will present a follow-up report at the January meeting.

Mr. Brown then discussed the move-in schedule for Socastee Middle School. Ms. Melchione has created a draft schedule based on an anticipated Certificate of Occupancy (CO) in February. Mr. Brown noted that once the CO is received, staff will need about 30 days to complete necessary technology installation, and State testing is scheduled for May, which will be shortly after the proposed move-in date. Mr. Brown asked the Committee to consider whether it would be best for the students to finish the year at their current location. Ms. Timms commented that parents of that school are quite concerned about the disruption that a move will cause and the importance of perfect Wi-Fi for the testing computers at either location. It is the consensus of the Advisory Board and parents that it would be best to wait until the end of the year to move. Mr. Wolfe assured Ms. Timms that technology is working diligently to assure proper accommodations for testing at either school.

Mr. James asked staff to review all options and make a recommendation to the Committee at a future meeting.

### **Myrtle Beach Middle School Conversion Update**

Mr. Wolfe updated the Committee on the progress of the Myrtle Beach Middle School conversion, noting that a very productive meeting was held last week where floor plans were reviewed by the principal, Mr. Porter, and several other principals. He said that responses have been received from the solicitation for selection of a general contractor and the committee is scheduled to meet on December 13 and 18, 2017 to review the submissions.

He asked for input on the need to increase the number of bathrooms to stay in code compliance. Under current code, when the seating in the gymnasium and cafeteria is calculated, the number of restrooms to accommodate the crowd is insufficient by 20, at a cost of about \$600,000. However, if some or all of the bleachers are removed, then there is no need to increase the restrooms. Whereas this school will not be hosting large athletic events, the removal of bleachers will not have a big impact, and are not typically provided in an elementary school gym.

After brief discussion regarding the need for the bleachers, it was the collective agreement to remove the bleachers.

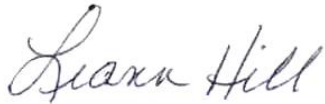
## **Videos**

First Floor Energy Positive showed a video of the Energy-Wise Club at Ten Oaks Middle School explaining the meaning of net-positive.

## **Adjourn**

Mrs. Graham moved to adjourn, seconded by Mr. Winters, all voted in favor. Motion passed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Leann Hill".

Leann Hill  
Administrative Asst. – Support Services

**Approved: January 22, 2018**