

SCHOOL BUILDING AUTHORITY OF WEST VIRGINIA
Meeting Minutes

April 11, 2011
9:30 A.M.

I.

CALL TO ORDER

Mr. Kurt Dettinger, the Governor's designee, called the School Building Authority of West Virginia (SBA) meeting to order at 9:30 a.m. on April 11, 2011. The following members were present: Mr. Tom Lange; Mrs. Jenny Phillips; Dr. Jorea Marpel; Mrs. Priscilla Haden; Mr. Steve Burton, Vice President; Mr. Robert Holroyd; Mr. Robert Dunlevy; Mr. Eric Lewis and Dr. Mark A. Manchin, Executive Director. Mr. Victor Gabriel joined the meeting via conference call during the project deliberation portion. Due to a conflict of interest; Mr. Nicholas Preservati was unable to participate in the April 11, 2011 meeting. Also present were the following SBA staff members: Mr. David Sneed; Mr. Garry Stewart; Mr. Scott Raines; Ms. Joyce VanGilder; Mr. Mike Hall; Mr. Benjamin Ashley; Ms. Mary Blashford and Ms. Stella Gill.

II.

ACKNOWLEDGMENTS AND RECOGNITIONS

Others in attendance were: Mr. David Kirby, Scott & Stringfellow; Mr. C. C. Lester, Pocahontas County Superintendent of Schools; Mr. Rick Hicks, Tucker County Superintendent of Schools; Mr. Chuck Hatfield, Putnam County Superintendent of Schools; Mr. Greg Williamson, Williamson Shriver Architects; Mr. Blaine Hess, Jackson County Superintendent of Schools; Mr. Larry Parsons, Preston County Superintendent of Schools; Mr. Michael Pickens, WV Department of Education; Mr. Scott Lampinen, Upshur County Superintendent of Schools; Mr. Ted Shriver, Williamson Shriver Architects; Mr. Gary Mitchell, AVG Architects; Mr. Randy Keathley, Mingo County Superintendent of Schools; Mr. John Judson, Boone County Superintendent of Schools; Mr. Roger Propst, Calhoun County Superintendent of Schools; Mr. Joe Super, Pleasants County Superintendent of Schools; Mr. David Meeks, Pleasants County Schools; Mr. Rick Milhoan, P.C. S. ; Mr. Alfred Renzella, Marshall County Superintendent of Schools; Mr. Ernie Dellatorre, McKinley & Associates; Mr. Wayne Simms, Marshall County Schools; Mr. Edward Toman, Ritchie County Superintendent of Schools; Mr. Steve Whited, Calhoun County Board of Education; Mr. Donald Potts, Calhoun County schools; Mr. Frant Blackwell, Wyoming County Superintendent of Schools; Mr. Jeff Brewer, Wyoming County Schools; Mr. Jack Wiseman, Jackson County Schools;

III.

APPROVAL OF MINUTES

Upon a motion by Mr. Steve Burton with a second by Mr. Robert Holroyd, the Authority approved the SBA Meeting Minutes of March 14 and 15, 2011.

IV.

CONSENT AGENDA

Upon a motion by Mr. Steve Burton with a second by Mr. Tom Lange, the Authority approved the following item from the Consent Agenda:

Barbour County's CEFP Amendment

The Barbour County Board of Education requested an amendment to their 2010 – 2020 CEFP. This amendment provides for the construction of a connector between the Philip Barbour High School and the Barbour County Career and Technical Center as well as the renovation which are identified in the Barbour County's current Needs request. Barbour County provided the appropriate amendment documentation to the SBA office.

V.

CONSTRUCTION COMMITTEE

Update Quality & Performance Document

Mr. Kurt Dettinger recognized Mr. Steve Burton for the purpose of providing the Construction Committee Report. Mr. Burton informed the Authority that the Construction Committee had recently met to discuss the updated Quality & Performance Document. He stated that after review of the updated document the committee voted to recommend the full Authority's approval of these updates. He then recognized Mr. David Sneed to provide a brief review of the updated document.

Upon a motion by Mr. Steve Burton, with a second by Mr. Tom Lang the Authority voted to approve the Quality and Performance document.

VI.

FINANCE REPORTS

Selection of Independent Auditor

Mr. Garry Stewart informed the Authority that a Request for Quotation (RFQ) would be utilized to obtain bids for auditing services for the SBA and that the proposed RFQ includes an SBA option to renew the contract for an additional two (2) years. Because we anticipate the annual cost to not exceed \$25,000, the bidding for these services will not be required to be conducted by the Department of administration.

Upon a motion by Mrs. Priscilla Haden, with a second by Mrs. Jenny Phillips, the Authority voted to approve the proposed RFQ for the procurement of services by an Independent Auditor.

Mr. Garry Stewart presented a recap of the various finance reports to the Authority for their review and information. Mr. Stewart also handed out a report which provided the Authority with a breakdown of funds available for distribution during the consideration process. He also reminded them that state law required that at least 50% of current year funds available for distribution must be designated for new projects. This would affect the project selection process by limiting the amount of projects that can be approved for multi-year funds.

VII.

FINANCE COMMITTEE

Mr. Kurt Dettinger recognized Mr. Tom Lange in Mr. Nicholas Preservati's absence to provide the Finance Committee report. Mr. Lange provided the Authority with a review of the actions taken during the recent Finance Committee meeting and provided the Authority with details regarding the various funding options available to them. Mr. Lange then recognized Mr. Kurt Dettinger to provide further details and explanations regarding the Bridge Financing and how it would work with the SBA funding process. Next, Mr. Lange informed the Authority that the Finance Committee had voted to presented the following recommendations to the full Authority for approval: (1) recommendation of the SBA to utilize "Bridge Financing" in either 2012 or 2013 funding cycles; (2) recommendation of the SBA to utilize multi-year funding scenario for this year using funding from 2011 and up to 50% of 2013 funding allocation and last (3) recommend that the Authority not create a "B-list" during this meeting. The Authority member took the following actions:

Upon a motion by Mr. Tom Lange, with a second by Mrs. Priscilla Haden, the Authority voted to approve the "Bridge Financing" to be utilized in either the 2012 or 2013 funding cycles.

Upon a motion by Mr. Tom Lange, with a second by Mr. Eric Lewis, the Authority voted to approve the utilization of multi-year funding scenario for this year's funding cycle, using funding from 2011 School Construction Funds and up to 50% of the 2013 School Construction Funds.

Upon a motion by Mr. Tom Lange, with a second by Mr. Robert Dunlevy, the Authority voted for there not to be a "B-List" created from this year's funding cycle.

Dr. Mark A. Manchin, without objection, requested that the Authority return to the Construction Committee and to recognize Mr. Steve Burton for the purpose of taking care of some Construction Committee business that was inadvertently missed during the course of the his original report. Mr. Burton apologized for the inconvenience and proceeded to provide the Authority with the details regarding Preston County's request for Emergency Funds. He said that Preston County was requesting an additional \$73,000.00 in Emergency Funds for the completion of the Courtyard Project and he said that Preston County was also committing additional funding as well.

Upon a motion by Mr. Steve Burton, with a second by Mr. Robert Holroyd the Authority approve Emergency Funding in an amount not exceeds \$73,000.00 for the Courtyard Project in Preston County.

Mr. Kurt Dettinger recommended that the Authority take a short break before they begin the deliberation and selection of Needs projects.

VI.

DELIBERATION AND SELECTION OF NEEDS PROJECTS

At this time, Mr. Kurt Dettinger called the meeting back to order and recognized Dr. Mark A. Manchin. Dr. Manchin provided the Authority members with details regarding the SBA's review process and then he recognized Mr. David Sneed for the purpose of the review of the

projects. Mr. Sneed provided a review of each project and provided the Authority with information as to the requirements of each project, if funded, for their project development team needs (i.e. clerk of the works, construction manager, construction analysis and architects). Next, Mr. Dettinger opened the floor for nominations. Mr. Steve Burton was recognized for the purpose of making a nomination and he nominated the five counties that were considered to be new bond projects (Pleasants, Preston, Harrison, Boone and Upshur). At this point a lengthy discussion ensued regarding the project nomination process. It was decided that as in past practices, the Authority members would each have an opportunity to nominate a project. At this time Mr. Garry Stewart will provide a total of nominated projects to determine if the Authority had exceeded the amount of current funds available to distribute yet. Once everyone had nominated a project, the list of projects was as follows:

County	Project Description	SBA Funds Awarded	Member Nominating Project	Emergency Funds
Pleasants	New St. Mary H.S.	12,972,918	Steve Burton	
Preston	New Central Preston M.S	8,800,000	Steve Burton	
*Upshur	New Buckhannon-Upshur M.S.	14,419,830	Steve Burton	
**Wyoming	New Pineville EL. School	7,397,248	Bob Dunlevy	\$2,000,000
Jefferson	Harpers Ferry M.S. Addition/Renovation	4,472,108	Eric Lewis	
*Boone	Sherman Junior/H.S. Addition/Renovation	6,000,000	Steve Burton	
*Harrison	New North Harrison M.S.	8,250,000	Steve Burton	
Berkeley	New Gerrardstown M.S	13,515,283	Tom Lange	
**Calhoun	New Arnoldsburg El School	3,596,162	Jorea Marple	\$2,000,000
Mercer	New Oakvale El School	6,068,060	Bob Holroyd	
Mingo	Riverside PK-4 Addition/Renovations	3,398,154	Priscilla Haden	
Fayette	New Mount Hope El	7,228,428	Jenny Phillips	
Jackson	New Kenna El School	8,738,038	Steve Burton	

* This denotes a project that is contingent on the passage of a local Bond.

** This denotes a project that would include a portion of Emergency Funds

Mr. Garry Stewart informed the Authority that they had nominated \$29,000,000 worth of projects more than there were funds available to distribute.

Upon a motion by Mr. Tom Lange with a second by Mr. Eric Lewis, Harrison was set aside for the purpose of discussion and the motion passed. Mr. Lange state that he was concerned that the propertied had yet to be purchased for this property and that this had proven to be a problem with projects in the past. Mr. Victor Gabriel requested that he have the opportunity to ask the Superintendent of Harrison County questions regarding this issue. The superintendent stated that they had identified the property and had already preliminary discussions with the property owner but that they were waited approval from the SBA before they entered into a contract to purchase the property. Mr. Lange stated that that his point was that he would rather see a county come to the Authority with a project that has proper that already has an executed contract with an option to buy

the property and Mr. Lewis agreed with him. Mr. Gabriel requested that the Authority consider leave the project on the list of project for consideration.

Mr. Tom Lange withdrew his motion to sit aside the Harrison County project and Mr. Eric Lewis withdrew his second.

Mr. Steve Burton made a motion and Mr. Victor Gabriel seconded it for the Authority to approve grant funds for the Bond County projects which were Pleasants, Preston, Harrison, Boone and Upshur. Mr. Robert Holroyd then made a motion to amend this motion and Mr. Victor Gabriel seconded it; the amendment stated that should any of the counties whose project is contingent upon the passage of their local Bond fail to pass their Bond, they forfeit their the money awarded for this project and the money shall be returned to the SBA construction fund to be redistributed. The Authority voted to pass the amendment to the motions. Mrs. Jenny Phillips then made a motion to amend the amendment this was seconded by Mrs. Priscilla Haden; this amendment to the amendment was for the original motion to include the Calhoun project. The Authority voted to pass the proposed amendment to the amendment. There being no further discussion, the Authority voted to approve grant funds for the following counties: Pleasants - \$12,972,918.00; Preston - \$8,800,000.00; Harrison - \$8,250,000.00; Boone - \$6,000,000.00; Upshur - \$14,419,830.00 and Calhoun - \$3,596,162.00.

Upon a motion by Mr. Eric Lewis with a second by Mr. Steve Burton the Authority voted to approve \$2,000,000 in Emergency Funds for Calhoun County.

Mr. Tom Lange made a motion and Mr. Eric Lewis seconded it to nominate the Berkeley County project for funding. At this point, lengthy discussion ensued as to whether Jefferson and Wyoming Counties should be amended into this motion or not. Finally Mrs. Priscilla Haden made a motion and Mr. Lewis seconded the motion to include Jefferson and Wyoming Counties in this motion and for this action to be for approval of the projects only. Mrs. Haden then made a motion for an amendment to the amendment and Mr. Lewis seconded it; the amendment was to decrease the amount to be awarded to Berkeley County by \$3,900,000 and allow them to utilize any savings actualized from the recently bid Springmills High School project. After further discussion, Mrs. Haden withdrew her motion for an amendment and Mr. Lewis withdrew his second. The Authority voted to pass this motion as amended.

Mr. Tom Lange made a motion and Mr. Robert Holroyd seconded it; the motion stated Berkeley County's project would be decreased by \$3,500,000 and Jefferson County's project would be decreased by \$401,046 with the understanding that Mr. Lange would be coming back to the Authority at the appropriate time to request that Berkeley County be allowed to access up \$3,500,000 of the fund left over from the Springmills High School project. Mr. Kurt Dettinger clarified motion was to include the approve the \$2,000,000 Emergency Funds for Wyoming County's project. Mr. Lange stated that yes it was intended to include to be for the approval for the Wyoming funding as well. The Authority voted to pass the motion

Mr. Kurt Dettinger requested that Mr. Garry Stewart verify that that there was enough construction funds to fund all the projects just award and Mr. Stewart stated that there was.

The final list of awarded projects is as follows:

<u>County</u>	<u>Project Description</u>	<u>SBA Funds Awarded</u>	<u>Emergency Funds</u>
Pleasants	New St. Mary H.S.	12,972,918	
Preston	New Central Preston M.S	8,800,000	
*Upshur	New Buckhannon-Upshur M.S.	14,419,830	
**Wyoming	New Pineville EL. School	7,397,248	\$2,000,000
Jefferson	Harpers Ferry M.S. Addition/Renovation	4,071,062	
*Boone	Sherman Junior/H.S. Addition/Renovation	6,000,000	
*Harrison	New North Harrison M.S.	8,250,000	
Berkeley	New Gerrardstown M.S	10,015,283	
**Calhoun	New Arnoldsburg El School	3,596,162	\$2,000,000

* This denotes a project that is contingent on the passage of a local Bond.

** This denotes a project that would include a portion of Emergency Funds

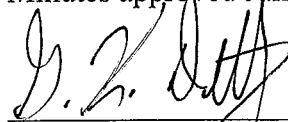
Dr. Mark A. Manchin reminded everyone that that had a project that was not funded at this meeting, that two of the project that had just been approved were contingent upon the passage of a local Bond that were scheduled to go to the voters on May 14, 2011. He informed them that should either of those fail to pass, there may be funds available to pass out during the SBA's June Quarterly meeting.

VII.

ADJOURNMENT

Upon a motion Mrs. Jenny Phillips, with a second by Mr. Robert Holroyd, April 11, 2011 meeting of the School Building Authority of West Virginia was adjourned.

Minutes approved June 27, 2011



Kurt Dettinger, Governor's Designee
School Building Authority of West Virginia