

**MINUTES  
SCHOOL BUILDING AUTHORITY OF WEST VIRGINIA**

**Held at  
The West Virginia Lottery  
900 Pennsylvania Avenue  
Tenth Floor Conference Room  
Charleston, WV 25302**

**Quarterly Meeting  
December 17, 2019  
9:30 A.M.**

**I. CALL TO ORDER**

Chairman Brian Abraham called the School Building Authority of West Virginia's (SBA) Quarterly Meeting to order at 9:30 A.M. on Tuesday, December 17, 2019. Members present: Chairman Brian Abraham, Steve Burton, Victor Gabriel, Secretary, Chris Morris, Bart Willis, Vice-Chair, Dr. Steven Paine, David Perry, Miller Hall, and Debra Sullivan. The following SBA Staff were also present: David Roach, Executive Director, Sue Chapman, Ben Ashley, Mike Hall, Dana Womack, Joyce VanGilder, Angie Bradley, Mark Miller; Heather Brunton, Andrew Lore, and Shannon Driver.

**II. ACKNOWLEDGMENTS AND RECOGNITIONS**

The following individuals were in attendance: Robin Lewis, Superintendent of Lewis County; Patricia Lowther, Superintendent of Gilmer County; Joe Frashure, Gilmer County; Tim Derico, Upshur County; George Carver, Upshur County; Paul Hodges, Mercer County; Tristan Gray, Upshur County; Scott Cochran, Superintendent of Webster County; Larry Ford, Raleigh County; Mike Price, Marshall County; Dr. Deborah Akers, Superintendent of Mercer County; Ernie Dellatorre, McKinley Architecture; Paris Dunford, 59 News; Hubert Judy, Meadow Bridge High School; Richard Duncan, Roane County; Tracy Hannah, Affiliated Construction Trade; Michael Wells, Pleasants County; Steve Slockett, Fayette County; Dr. Eddie Campbell, Jr., Superintendent of Monongalia County; Rex Cox, Pleasants County; C. David Price, Raleigh County; Terry George, Superintendent of Fayette County; Anna Kincaid-Cline, Fayette County; Tim Payton, Fayette County; Jim Lopez, Harrison County; Gary Hamrick, Harrison County; John Jeffries, PCS; Ted Shriver, Williamson Shriver Architects; Greg Martin, Williamson Shriver Architects; Randall Farley, Superintendent of Marion County; Mary Jane Pope-Albin, Superintendent of Wirt County; Jeff Smith, Wirt County; Curtis Moore, Wirt County; Troy Ravenscroft, Superintendent of Mineral County; Dr. Ron Duerring, Superintendent of Kanawha County; Chuck Smith, Kanawha County; Carolyn Arnett; Dr. Kim Miller, Superintendent of Ohio County; Kelli Whytsell, Superintendent of Calhoun County; Amanda Chevront; Thrasher; Bill Ratcliffe, Thrasher; Dr. Sara Lewis-Stankus, Superintendent of Upshur County; Audra Blackwell, ESG; David Ferguson, ZMM, Inc., and Ryan Quinn, Charleston-Gazette Mail.

**III. APPROVAL OF MINUTES**

Upon a motion by Victor Gabriel with a second by Dave Perry, the Authority voted to approve the SBA Meeting Minutes for November 18 and 19, 2019.

**IV. EXECUTIVE DIRECTOR'S REPORT**

P-Card Review – (Information) – **HANDOUT**

One of the requirements of the P-Card Program is for the Authority to review all purchases made by the SBA Staff. Executive Director Roach provided a Handout containing an itemized list of the SBA's card usage for the period of July 1, 2019 through July 1, 2019 through November 30, 2019.

V.

**FINANCE REPORTS**

- A. SBA Profit and Loss Statement - (Information) – **ATTACHMENT B**  
CFO Sue Chapman presented the SBA Profit and Loss Statement for the period ending November 30, 2019. Attachment B was provided to the Authority.
- B. SBA Grant Awards Cash Flow Analysis FY2019 – (Information) - **ATTACHMENT C**  
CFO Chapman presented the SBA Grant Award Cash Flow Analysis for FY2019. Attachment C was provided to the Authority.
- C. School Construction Funds Available for Distribution – (Information)  
CFO Chapman presented the breakdown of funds available for distribution. A total of \$29,781,615 was available for funding School Construction NEEDs Project Awards.

VI.

**SELECTION OF PROJECTS**

Executive Director Roach presented the SBA's recommended projects submitted for FY2020 NEEDs funding consideration, which included the following counties: Fayette, Harrison, Marion, and Hampshire. He advised the Authority that funding these recommended projects would leave \$1.9 million in reserve funds for the possibility of funding another county in the future. The Executive Director's Recommendation Handout and copy of the Project Nomination and Funding Procedures, which was approved by the Authority at the November 4, 2019 Special Meeting, were provided to the Authority. Dr. Paine motioned to support the Executive Director's nominations with the exception of Hampshire County. The Authority discussed working with Hampshire County regarding the WVDE's reimbursement funding process.

Upon a motion by Dr. Paine, with a second by Steve Burton, the Authority voted to approve the following projects: counties:

County	Project Description	Project Cost	Local Funds	Funds Awarded
Fayette	New Meadow Bridge PreK-12 School	\$20,012,448	\$0	\$20,012,448
Harrison	Gore Elementary School Addition / Renovation (Former United HS)	\$8,130,000	\$2,000,000	\$6,130,000
Marion	East Dale Elementary School Addition	\$3,154,650	\$1,557,325	\$1,557,325
<b>Totals</b>		<b>\$31,297,098</b>	<b>\$3,557,325</b>	<b>\$27,719,773</b>

The Authority discussed future county projects to keep in mind regarding funding. Executive Director Roach advised the Authority that the SBA has approximately \$10,000,000 to \$12,000,000 in tax credit bonds that may become available prior to the SBA's next quarterly meeting in March of 2020. If the money is available, Executive Director Roach advised that the Authority could vote at the next quarterly meeting in March to fund additional counties in need. He confirmed Raleigh County will maintain its position as the number one project in need, should the additional funds become available. Debra Sullivan recommended adding sections for county project requests that would identify a history of preventative maintenance and deferred maintenance efforts.

VII.

**FUTURE MEETINGS**

Executive Director Roach advised the Authority to review the following tentative meeting dates in 2020 and advise of any conflicts in scheduling. Should there be no conflicts, Executive Director Roach respectfully recommended that the Authority approve the following meeting dates:

- o March 16, 2020
- o June 15, 2020 – MIP and Three Percent Funding
- o September 14, 2020
- o November 16 & 17, 2020 – Superintendent Interviews
- o December 14, 2020 – NEEDs Grant Funding  
*Locations to be Determined*

Upon a motion by Mr. Gabriel, with a second by Chris Morris, the Authority voted to approve the tentative dates for the 2020 quarterly meetings.

VIII.

#### ADJOURNMENT

There being no further business to come before the Authority and upon a motion by Dave Perry with a second by Victor Gabriel, the Authority voted to adjourn the December 17, 2019 Quarterly Meeting of the School Building Authority of West Virginia.

Minutes Approved July 30, 2020

A handwritten signature in black ink, appearing to read "Brian Abraham", written over a horizontal line.

Mr. Brian Abraham, Governor's Designee  
School Building Authority of West Virginia