



NOTICE OF MEETING

Infrastructure Committee Agenda

Improve and maintain district facilities to provide quality instructional spaces and safe environments that add value to the community as a whole.

DATE: Thursday, June 7, 2018

TIME: 5:00 p.m.

LOCATION: KOLAK EDUCATION CENTER
Superintendent's Conference Room 106
1633 Keeler Avenue
Beloit, WI 53511

COMMITTEE MEMBERS: Wendy Sanchez, Kyle Larsen, Crystal Ballard, Corey Hagemann, and Joe Stadelman

ADMINISTRATIVE LIAISON: Sean Winters, Director of Facility Services

AGENDA

1. Call to Order
2. Approval of the Agenda
3. Swearing in of New Members
4. Parliamentary Procedures Orientation (30 minutes)
5. Scope of the Infrastructure Committee (10 minutes)
6. Crossing in Front of Robinson (Discussion/Action) (20 minutes)
7. District Plumber & Electrician Positions (15 minutes)
8. BMHS Kitchen Renovation (15 minutes)
9. Aldrich Classroom Remodels (15 minutes)
10. Approval of Purchase of District Vans (15 minutes)
11. Ten Year Capital Plan (15 minutes)
12. Site Visits (10 minutes)
13. Future Meeting Dates and Times (10 minutes)
14. Future Agenda Items
15. Adjournment

Posted: June 6, 2018



School District of Beloit Infrastructure Report

June 7, 2018

I. BASIC INFORMATION

Topic or Concern: Crossing in Front of Robinson

Which area(s) of the Strategic Plan does this support? Infrastructure

Your Name and Title: Wendy Sanchez, Chair

Others assisting you in the presentation: Kyle Larsen, Vice Chair

My report is for: Discussion/Action

II. TOPICAL INFORMATION

A. What is the purpose of presenting this to the Infrastructure Committee?

To have a discussion with district and city officials regarding the crossing of Cranston Avenue in front of Robinson Elementary School.

B. What information must the Infrastructure Committee have to understand the topic/concern and provide any requested action?

City Representatives and District employees will be in attendance to answer questions related to previous lights, crossing guards and traffic flows.

C. If you are seeking Infrastructure Committee action, what is the rationale for your recommendation?

n/a

D. What are your conclusions?

MOTION: TBD by the committee if necessary.

Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List: unknown at this time

Long Term Committed Funds? No

BUDGET LOCATION: unknown at this time

FISCAL IMPACT: unknown at this time



School District of Beloit Infrastructure Report

June 7, 2018

I. BASIC INFORMATION

Topic or Concern: District Plumber/Maintenance Position
District Electrician/Maintenance Position

Which area(s) of the Strategic Plan does this support? Infrastructure

Your Name and Title: Sean Winters, Director of Facilities

Others assisting you in the presentation:

My report is for: Action

II. TOPICAL INFORMATION

A. What is the purpose of presenting this to the Infrastructure Committee?

Approval of increase for 2 FTE 1 Plumber/Maintenance, 1 Electrician/Maintenance

B. What information must the Infrastructure Committee have to understand the topic/concern and provide any requested action?

See attached job descriptions.

C. If you are seeking Infrastructure Committee action, what is the rationale for your recommendation?

To lower the cost of electrical and plumbing services.

D. What are your conclusions? (NOTE: Reports requesting action must contain a specific motion for Infrastructure Committee consideration and a fiscal note.)

To approve the FTE Electrician and Plumber positions.

MOTION: The administration recommends that the Infrastructure Committee recommend to the full Board of Education the approval of an FTE for an Electrician and an FTE for a Plumber position.

Please indicate if you are using an Existing Budget.

Long Term Committed Funds? Yes, indefinite.

BUDGET LOCATION: 810 Facilities

FISCAL IMPACT: Salaries approximately \$90,000 each. Monies in the Facilities budget will be reduced by the salary amount to cover the salary cost in the district salary budget.

ELECTRICAL**10E810-320-254391**

Fiscal Year	Budget	Activity	Unused Amount	Pct Used	Debit Amount	Credit Amount	Available Funds
2018-2019	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
2017-2018	\$ 312,603.00	\$ 271,404.85	\$ 41,198.15	\$ 86.82	\$ 275,404.85	\$ 4,000.00	\$ 41,198.15
2016-2017	\$ 150,000.00	\$ 238,620.29	\$ (88,620.29)	\$ 159.08	\$ 240,752.14	\$ 2,131.85	\$ (88,620.29)
2015-2016	\$ 100,369.00	\$ 108,901.26	\$ (8,532.26)	\$ 108.50	\$ 110,209.07	\$ 1,307.81	\$ (8,532.26)
2014-2015	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
2013-2014	\$ 3,000.00	\$ 1,880.59	\$ 1,119.41	\$ 62.69	\$ 1,880.59	\$ -	\$ 1,119.41
2012-2013	\$ 35,711.00	\$ 35,710.79	\$ 0.21	\$ 100.00	\$ 35,710.79	\$ -	\$ 0.21
TOTAL	\$ 601,683.00	\$ 656,517.78	\$ (54,834.78)	\$ 517.09	\$ 663,957.44	\$ 7,439.66	\$ (54,834.78)

MONONA PLUMBING

Year	Payments	Purchases	Discounts	Encumbered
2017-2018	\$ 53,147.48	\$ 36,932.64		0
2016-2017	\$ 2,903.04	\$ 19,117.88		0
2014-2015	\$ 238.00	\$ 238.00		0

School District of Beloit

Job Description

ELECTRICIAN/MAINTENANCE POSITION

Job Summary:

The District Electrical/Maintenance Position is responsible for maintaining, installing, and repairing of the electrical and physical facilities in the District so they are safe and provide a proper learning environment for all students, staff, and the community.

Reports To:

Director of Facilities

Essential Job Functions:

1. Attend training, classes, and conferences as required to meet safety and operational compliances.
2. Comply with all District safety requirements.
3. Ability to work independently and have flexibility of work hours based on District needs.
4. Maintain, install, and repair items such as but not limited to heating, air conditioning, plumbing, electrical, flooring, ceilings, wall coverings, and painting systems.
5. Perform any and all general maintenance operations on building systems, equipment, vehicles, furniture, instructional equipment, and buildings in general.
6. Monitor and adjust all pneumatic/mechanical equipment, control gauges, distributor panels, valves, thermostats, diffusers, building automation scheduling, and other equipment necessary to provide a comfortable environment in the District's buildings.
7. Perform preventative maintenance duties such as but not limited to changing filters, oiling, motors, replacing light fixtures, inspecting/adjusting belts and hoses, aligning shafts, and annual inspections based on manufacturer's specifications.
8. Must be able to operate and maintain ground equipment such as but not limited to mowers, tractors, trimmers, pruners, saws, snow blowers, salt spreaders, and plow vehicles.
9. Must have thorough understanding of HVAC, electrical, plumbing, and building automation systems.
10. Ability to work with blueprints, schematics and technical illustrations.
11. Maintain tools and equipment to safe working order.
12. Report all unsafe/unhealthy conditions observed in or on the buildings and grounds of the District to his/her supervisor.
13. Perform all other maintenance related tasks assigned by his/her supervisor.
14. Complies with all District safety requirements including the use of Personal Protective Equipment (PPE).
15. Comply with the absence policy of the District.

Requirements of Essential Functions:

Constant 66-100% bending, pushing, pulling, lifting, walking, squatting, reaching, and stair climbing in order to perform essential job functions.

Lifting:	0-10 pounds	Constantly 66-100%
	11-50 pounds	Frequently 34-65%
	Over 50 pounds	Occasionally 1-33%

Shall be able to lift 50 pounds in a repetitive situation and work from a step ladder at a height of 10 feet. Possess the ability to work from all types of aerial lifts and scaffolding.

Marginal Job Functions:

1. Welding, carpentry, masonry, cement work, and emergency response
2. Assist in the maintenance and set up of District properties and events
3. Substitute for a custodian as needed
4. Must comply with rotating on call schedule
5. All other duties assigned which relate to the functions of the District's needs.

Job Qualifications:

1. High school diploma or equivalent.
2. Journeyman certification for electrical
3. Must have excellent communication skills and be able to follow written/verbal directions in order to work effectively with outside suppliers, community, parents, students, and staff. Must be able to document and report activities.
4. Ability to read and interpret documents such as safety rules, operating instructions, procedure manuals, and blue prints
5. Ability to operate and maintain hand tools, power tools, and job related equipment safely. Must be able to use appropriate personal protective equipment when necessary.
6. Must have proficient computer skills.
7. Must maintain and demonstrate behavior that is appropriate to work in a school environment at all times. This will include but not limited to: appropriate use of language, respect of property, concerns for others, and a willingness to assist when needed.
8. Ability to work independently in a variety of environmental situations that include but are not limited to inside of buildings, outside of buildings, confined spaces, and elevated work platforms.
9. Possess a valid driver's license.
10. Attend all required safety trainings.

Print Name_____

Signature

Date

School District of Beloit
Job Description
PLUMBER/MAINTENANCE POSITION

Job Summary:

The District Plumber/Maintenance Position is responsible for maintaining, installing, and repairing of the plumbing systems and facilities in the District to ensure a safe and proper learning environment for all students, staff, and the community.

Essential Job Functions:

1. Complies with all District safety requirements including the use of Personal Protective Equipment (PPE).
2. Works independently and is able to have flexible work hours based on District needs.
3. Maintains, installs, and repairs items such as but not limited to heating, air conditioning, plumbing, electrical, flooring, ceilings, wall coverings, and painting systems.
4. Performs all general maintenance operations on building systems, equipment, vehicles, furniture, instructional equipment, and buildings in general.
5. Monitors and adjusts all pneumatic/mechanical equipment, control gauges, distributor panels, valves, thermostats, diffusers, building automation scheduling, and other equipment necessary to provide a comfortable environment in the Districts' buildings.
6. Attends District required trainings, classes, and conferences to meet safety and operational compliances.
7. Performs preventative maintenance duties such as but not limited to changing filters, oiling, motors, replacing light fixtures, inspecting/adjusting belts and hoses, aligning shafts, and annual inspections based on manufacturer's specifications.
8. Operates and maintains ground equipment such as but not limited to mowers, tractors, trimmers, pruners, saws, snow blowers, salt spreaders, and plow vehicles.
9. Possesses thorough understanding of HVAC, electrical, plumbing, and building automation systems.
10. Works with blueprints, schematics and technical illustrations.
11. Maintains tools and equipment in safe working order.
12. Reports all unsafe/unhealthy conditions observed in or on the buildings and grounds of the District to his/her supervisor.
13. Perform all other maintenance related tasks assigned by his/her supervisor.
14. Must maintain and demonstrate behavior that is appropriate to work in a school environment at all times. This will include but not limited to: appropriate use of language, respect of property, concerns for others, and a willingness to assist when needed.

Other Duties

1. Must have proficient computer skills.
2. Welding, carpentry, masonry, cement work, and emergency response.
3. Assist in the maintenance and setup of District properties and events.
4. Substitute for a custodian as needed.
5. Must comply with rotating on call schedule.
6. All other duties assigned which relate to the functions of the District's needs.
7. Comply with all policies of the District including those in the District's Personnel Policy Handbook.

Education and/or Experience:

- High school diploma or equivalent.
- Journeyman certification for plumbing

Language Skills: Excellent communication skills and ability to follow written/verbal directions in order to work effectively with outside suppliers, community, parents, students, and staff. Can read and interpret documents such as safety rules, operating instructions, and procedure manuals. Must be able to read, document and report activities.

Major Competencies:

- Problem Solving/Analysis
- Technical Capacity
- Thoroughness
- Time Management
- Customer/Client Focus

Physical Requirements:

- Standing and walking for extended periods of time.
- Bending at the waist; pushing and pulling maintenance supplies and equipment; lifting and moving heavy objects.
- Reaching overhead, above the shoulders and horizontally.
- Climbing ladders, stairs, scaffolding, and ramps.
- Requires dexterity of hands and fingers to operate hand and power tools.

Environment: Educational facilities where active teaching and learning is occurring. Indoor and outdoor environment; driving a vehicle to conduct work; regular exposure to fumes, dust and odors; seasonal heat and cold or adverse weather conditions. Work will also be completed in confined spaces.

Valid Wisconsin Driver's License

Other Duties: Please note this job description is not designed to cover or contains a comprehensive listing of activities, duties or responsibilities and activities may change at any time with or without notice.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I have reviewed the above job description and analysis and understand the requirements, essential functions and duties of this position.

Print Name _____

Signature

Date



School District of Beloit Infrastructure Report

June 7, 2018

I. BASIC INFORMATION

Topic or Concern: BMHS Kitchen Remodel

Which area(s) of the Strategic Plan does this support? Infrastructure

Your Name and Title: Sean Winters, Director of Facilities

Others assisting you in the presentation:

My report is for: Action

II. TOPICAL INFORMATION

A. What is the purpose of presenting this to the Infrastructure Committee?

Approval of vendor - Klobucar Construction Company Inc. for BMHS kitchen remodel.

B. What information must the Infrastructure Committee have to understand the topic/concern and provide any requested action?

We sent request to (#) vendors. We had one bid come in at \$627,000 from Klobucar Construction Company Inc.

C. If you are seeking Infrastructure Committee action, what is the rationale for your recommendation?

To approve the vendor Klobucar Construction Company Inc. for BMHS kitchen remodel.

D. What are your conclusions? (NOTE: Reports requesting action must contain a specific motion for Infrastructure Committee consideration and a fiscal note.)

MOTION: Administration recommends that the Infrastructure Committee recommend to the full Board of Education the approval of Klobucar Construction Company, Inc. for the BMHS kitchen remodel.

Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List: Existing Budget

Long Term Committed Funds? No

BUDGET LOCATION: Food Service Fund 50

FISCAL IMPACT: \$627,000



School District of Beloit Infrastructure Report

June 7, 2018

I. BASIC INFORMATION

Topic or Concern: Aldrich 8 Classrooms Remodel

Which area(s) of the Strategic Plan does this support? Infrastructure

Your Name and Title: Sean Winters, Director of Facilities

Others assisting you in the presentation:

My report is for: Action

II. TOPICAL INFORMATION

A. What is the purpose of presenting this to the Infrastructure Committee?

To approve the vendor for Aldrich 8 classroom remodel.

B. What information must the Infrastructure Committee have to understand the topic/concern and provide any requested action?

We sent (#) bids to vendors. We received (#) of bids.

C. If you are seeking Infrastructure Committee action, what is the rationale for your recommendation?

To update classrooms that are in various states of disrepair.

I recommend these rooms receive new flooring, ceilings, doors, lighting and cabinetry.

D. What are your conclusions?

I recommend approval to remodel Aldrich 8 Classrooms.

MOTION: The administration recommends that the Infrastructure Committee recommend to the full Board of Education _____ to perform the remodel work for Aldrich 8 classrooms in the amount of \$____.

Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List: Existing Budget

Long Term Committed Funds? No

BUDGET LOCATION: Facilities 810

FISCAL IMPACT: To be determined after bids are received.



School District of Beloit Infrastructure Report

June 7, 2018

I. BASIC INFORMATION

Topic or Concern: Approval of Purchase of District Vans

Which area(s) of the Strategic Plan does this support? Infrastructure

Your Name and Title: Sean Winters, Director of Facilities

Others assisting you in the presentation:

My report is for: Action

II. TOPICAL INFORMATION

A. What is the purpose of presenting this to the Infrastructure Committee?

Approval of 4 vans, 1 District and 3 Food Service vans

B. What information must the Infrastructure Committee have to understand the topic/concern and provide any requested action?

Bids coming in 6/6/18

C. If you are seeking Infrastructure Committee action, what is the rationale for your recommendation?

To approve the purchase of 4 vans 1 District and 4 food service.

D. What are your conclusions?

The Courier van will be used to bring deposits to bank and mail between District buildings.

MOTION: TBD after bids are received on June 6th.

Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List: Existing Budget

Long Term Committed Funds? No

BUDGET LOCATION: Fund 50 and Facilities 810

FISCAL IMPACT:

Money for Courier van will be out of 810 (Facilities). Money for Food Services vans will be 75% from Fund 50 and 25% from 810 (Facilities) due to District use by Maintenance.



School District of Beloit Infrastructure Report

June 7, 2018

I. BASIC INFORMATION

Topic or Concern: Ten Year Capital Plan

Which area(s) of the Strategic Plan does this support? Infrastructure

Your Name and Title: Sean Winters, Director of Facility Services

Others assisting you in the presentation:

My report is for: Information

II. TOPICAL INFORMATION

A. What is the purpose of presenting this to the Infrastructure Committee?

To review the ten year capital plan.

B. What information must the Infrastructure Committee have to understand the topic/concern and provide any requested action?

Please see the attached 10 year capital plan.

C. If you are seeking Infrastructure Committee action, what is the rationale for your recommendation?

n/a

D. What are your conclusions?

MOTION: n/a

Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List: unknown at this time

Long Term Committed Funds? n/a

BUDGET LOCATION: n/a

FISCAL IMPACT: n/a

Capital Improvement Plan December 2017

*Planning to use Fund 46 monies for the projects with an asterik

Building	Project	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Memorial High School	Home Concession Stand											\$125,000
Memorial High School	Visitor Concession Stand										\$100,000	
Memorial High School	Bathroom Remodel					\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$100,000
Memorial High School	DDC 1st floor									\$1,000,000*		
Memorial High School	DDC 2nd floor										\$300,000*	
Memorial High School	DDC 3rd floor										\$200,000*	
Memorial High School	DDC Ground Floor										\$200,000*	
Memorial High School	Pool DE Replacement									\$60,000		
Memorial High School	Hallway Floor Replacement		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Memorial High School	Stairwell Floor Replacement										\$25,000	\$25,000
Memorial High School	LMC Remodel											\$100,000
Memorial High School	Terrazo Floor Repair		\$15,000									\$25,000
Memorial High School	Locker Room Remodel											\$75,000
Memorial High School	Frequency Drives on HVAC		\$10,000	\$10,000	\$10,000							
Memorial High School	New Bleachers Barkin											\$300,000
Memorial High School	Refinish gym floor								\$75,000			
Memorial High School	Replace Flooring								\$10,000	\$10,000	\$10,000	\$10,000
Memorial High School	Add A/C - Chiller										\$1,000,000*	
Memorial High School	Replace Boilers										\$200,000	
Memorial High School	replace lights with LED						\$50,000	\$50,000		\$50,000	\$50,000	
Memorial High School	Window Replacement											\$75,000
Memorial High School	Replace Fire Panel					\$100,000						
Memorial High School	Pool Floor Replacement	\$40,000										
Memoial Auditorium	Parking Lot Replacement								\$175,000			
McNeel	Parking Lot Replacement										\$350,000	
McNeel	EFIS Replacement							\$1,000,000*		\$175,000	\$200,000	
McNeel	Window Replacement							\$500,000*				
McNeel	replace hallway lights			\$10,000	\$10,000							
McNeel	Replace Parking Lot lights	\$10,000										
McNeel	Replace HVAC add A/C		\$30,000	\$30,000	\$30,000	\$30,000	\$30,000					
McNeel	LMC Remodel						\$150,000					
McNeel	Classroom Remodel		\$10,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
McNeel	Outside Lights	\$10,000	\$10,000									
McNeel	Locker Room Remodel								\$50,000			
McNeel	DDC Upgrade	\$10,000	\$30,000	\$10,000	\$10,000	\$10,000	\$20,000	\$20,000	\$20,000			
McNeel	replace lights with LED		\$10,000	\$10,000	\$10,000							
McNeel	Bathroom Remodel		\$80,000									
McNeel	Replace Roof								\$350,000			
McNeel	Replace Flooring			\$10,000	\$10,000	\$10,000	\$10,000		\$10,000			

**Capital Improvement Plan
December 2017**

*Planning to use Fund 46 monies for the projects with an asterik												
Building	Project	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Merrill	Bathroom Remodel				\$60,000	\$60,000	\$60,000	\$60,000				
Merrill	Replace Roof						\$100,000					
Merrill	Classroom Remodel		\$15,000	\$15,000	\$15,000	\$15,000	\$15,000		\$15,000			
Merrill	Replace Playground Asphalt						\$50,000					
Merrill	Fire Panel Replacement						\$50,000					
Merrill	Replace Flooring	\$5,000										
Merrill	Add/replace windows	\$7,000						\$50,000				
Merrill	replace lights with LED		\$10,000	\$10,000	\$10,000	\$10,000						
Robinson	Bathroom Remodel			\$60,000	\$60,000	\$60,000	\$60,000					
Robinson	Hallway Floor Replacement				\$15,000							
Robinson	Replace HVAC in Original Section add A/C								\$1,000,000*			
Robinson	Playground Drainage/TopSoil									\$35,000		
Robinson	Replace Flooring	\$10,000	\$20,000	\$10,000								
Robinson	replace lights with LED	\$10,000		\$10,000	\$10,000							
Todd	Bathroom Remodel	\$60,000	\$60,000	\$60,000	\$60,000							
Todd	LMC Remodel							\$200,000				
Todd	Classroom Remodel			\$10,000	\$20,000	\$20,000	\$20,000	\$20,000				
Todd	Replace Flooring		\$30,000	\$10,000								
Todd	replace lights with LED	\$10,000	\$20,000	\$10,000								
Wright/BLA	Parking Lot Replacement/ add green area			\$20,000					\$75,000			
Wright/BLA	Replace Flooring						\$10,000	\$10,000	\$10,000			
Wright/BLA	Replace Univents with air handler with a/c									\$250,000		
Fiscal Year Total Cost		\$ 655,000.00	\$ 1,025,000.00	\$ 1,040,000.00	\$ 1,140,000.00	\$ 1,185,000.00	\$ 1,090,000.00	\$ 2,580,000.00	\$ 2,060,000.00	\$ 2,010,000.00	\$ 2,095,000.00	\$ 3,705,000.00
Fund 46 monies		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 2,500,000.00
Fund 10 monies		\$ 655,000.00	\$ 1,025,000.00	\$ 1,040,000.00	\$ 1,140,000.00	\$ 1,185,000.00	\$ 1,090,000.00	\$ 1,080,000.00	\$ 1,060,000.00	\$ 1,010,000.00	\$ 1,095,000.00	\$ 1,205,000.00



School District of Beloit Infrastructure Report

June 7, 2018

I. BASIC INFORMATION

Topic or Concern: Site Visits

Which area(s) of the Strategic Plan does this support? Infrastructure

Your Name and Title: Sean Winters, Director of Facility Services

Others assisting you in the presentation:

My report is for: Information

II. TOPICAL INFORMATION

A. What is the purpose of presenting this to the Infrastructure Committee?

To discuss the possibility of site visits during future meetings.

B. What information must the Infrastructure Committee have to understand the topic/concern and provide any requested action?

There will be a discussion at the meeting about the potential of doing site visits at various schools throughout the year during future meetings.

C. If you are seeking Infrastructure Committee action, what is the rationale for your recommendation?

n/a

D. What are your conclusions?

MOTION: n/a

Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List: unknown at this time

Long Term Committed Funds? n/a

BUDGET LOCATION: n/a

FISCAL IMPACT: n/a



School District of Beloit Infrastructure Report

June 7, 2018

I. BASIC INFORMATION

Topic or Concern: Future Meeting Dates and Times

Which area(s) of the Strategic Plan does this support? Infrastructure

Your Name and Title: Wendy Sanchez, Committee Chair

Others assisting you in the presentation:

My report is for: Discussion

II. TOPICAL INFORMATION

A. What is the purpose of presenting this to the Infrastructure Committee?

To discuss future meeting dates and times.

B. What information must the Infrastructure Committee have to understand the topic/concern and provide any requested action?

The committee would like to find a future day and time to meet each month as needed.

C. If you are seeking Infrastructure Committee action, what is the rationale for your recommendation?

n/a

D. What are your conclusions?

MOTION: n/a

Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List: unknown at this time

Long Term Committed Funds? n/a

BUDGET LOCATION: n/a

FISCAL IMPACT: n/a