

Attendance: Allison Gant, Steve Carter, General Blake Williams, Patsy Simpson, Dr. Algie Gatewood, Tom Hartman, Matt Banko, Dr. Bruce Benson, Jeremy Teetor, Dr. Todd Thorpe, Jimmy Russell, Misty Brown, Bryan Hagood, Sherry Hook, Susan Evans, Andrea Rollins, Selina Chalk

I. Welcome- Allison Gant

II. TRC Update

a. April 2021 Bond Issuance Update- Susan Evans

- On May 17th, a Budget Amendment was used to budget bond issuance costs and record premiums. Project costs were restored to planned levels.

b. ABSS

- ABSS is working on closing out completed projects funded with Capital Reserve.
- Jeremy Teetor ran a report on expenses and matched this against what is appropriated for use. ABSS is making sure to monitor their expenses to prevent overspending.
- ABSS is using forecasting to ensure that all capital projects can be completed on time.

c. Capital Plan Document (draft)- County Manager Bryan Hagood

- County Manager Bryan Hagood provided an overview of the Capital Plan Document. The Capital Plan Document includes information on ABSS, ACC, and County Government projects. The draft document will be revised to include prioritization of unfunded needs for ABSS, ACC, and Alamance County Government. In addition, bid amounts for each project will be included on project pages to show expected project costs.

III. Capital Reserve Minimum Discussion- County Manager Bryan Hagood

Unallocated capital reserves are the portion of capital reserved not already designated for a specific use. Unallocated capital reserves can be used for bond project cost overruns, economic downturn, catastrophic emergencies, and unfunded or unexpected projects. Capital reserves can be utilized for the design, architecture, buying land, and to cover the rising costs of materials (ex. steel).

ABSS has an \$7.8M unallocated capital reserve, ACC has \$1.7M unallocated capital reserve, and Alamance County Government has \$1.7M in capital reserve, of which \$1.3M is unallocated. However, Alamance County's capital reserve has the following allocations:

- \$200,000 for Graham property allocation
- \$20,000 to remove the structure on this property
- \$40,000 for a space study to move environmental health into HSC
- \$100,000 in renovations for the space currently used by Open Door Clinic.
- \$50,000 for renovations to BOE office

IV. Project Ranking Criteria- Dr. Benson

Appendix B (page 54) of the Capital Plan includes a sample Project Ranking Criteria. Setting criteria to rank projects ensures that priorities are set to best maintain buildings. For example, to prevent further school deterioration from water damage, roof projects can be ranked highly to ensure the project is addressed in a timely manner. Health and safety concerns can be brought to the forefront. A project may need to be ranked highly to ensure legal compliance, such as meeting ADA accessibility requirements. The Project Ranking System can address education concerns across the county as well. For instance, the EMS program is a priority for ACC to meet the educational needs of the community. A ranking system removes the political atmosphere from these decisions and promotes transparency.

The Technical Review Committee (TRC) may create a rubric template to rank and suggest projects to the Oversight Committee (OSC). The OSC could then have conversations about the projects and bring these ideas to their respective boards to form a long-range plan that is open and transparent. Overall, the Project Ranking Criteria helps to guide discussion about these plans and show why projects were ranked in a specific order.

Commissioner Carter stated that it is most important to at least have a plan so you can anticipate any issues as they start to show up. The Commissioner noted that some publicity may be required so that the public is made more aware of the positive collaborative efforts coming out of the Oversight Committee. It was suggested that members of the OSC report out to their colleagues what is happening in the OSC meetings to facilitate further transparency and communication.

V. Monthly Finance Report – Available on the capital project website.

www.alamancecapitalprojects.com

VI. Project Updates

a. ABSS

- June 8th is the move-in date for contractors.
- Aerial pictures and drone video clips will be available soon.
- Summer projects will begin in the next two weeks
- The workforce is busy and summer school is in session.
- The New High School has undergone grading, the next step is building a pad.

b. ACC

- Center For Excellence- All subcontractor bids have been opened causing concerns about bids coming in higher than anticipated. For instance: concrete, site work, and steel prices are very high.
- The Student Services Center has a July bid time. The design team expressed concerns about pricing surrounding steel and engineering for this project.
- Designs are underway for ACC's Public Safety Training Center. Phase I environmental has begun.
- The Main/Powell/Gee Building Classroom renovation project has received RFQ responses for design services. The responses will be reviewed by the Trustees this month.
- The EMS project has accepted bids for the construction contract. June 1st is the construction begin date with a 60 day window until completion of the project.

c. County

Completed Projects:

- Clerk of Court Office Remodel (carpet replacement due to a safety hazard)
- JB Allen & HCH Roof Replacement
- HSC WIC Program Area HVAC Replacement
- CSI Demolition (roof repair avoided and space is now available for a new court building).
- Frank Holt Drive received a renovation converting it from 5,000 sq ft to 15,000 sq ft. An eight-year annual lease is ongoing.
- Pleasant Grove Recreation Center- Water leak was repaired and the ruined floors/cabinets have been replaced.
- Eric Lane Vaccination Center- Renovated the leased space to conduct immunization clinics.

Projects in Progress:

- Elevator Modernization- County Administration Building and HSC (4)
- Chiller Replacement Project - The chiller in HSC has been temporarily replaced with a rental unit. A new unit has been ordered and should be installed in August
- The Ann Ivey Petree Building renovations should be completed in late summer or early Fall 2021.

VII. Other Business:

The owner of the old Western Electric building has suggested the County consider a lease of a 51,000 sq ft warehouse space with favorable lease pricing. Since ABSS has a need for warehouse space to store construction materials for the new High School, this site will be reviewed.

VIII. Growth Projections:

Commissioner Carter asked about planning for growth within the county. Reports state that by 2035, there could be over 30,000 new citizens living in Alamance County which could equate to over 5,000 new students in our schools. Dr. Benson will share a ten-year projection for student enrollment which also shows the anticipated growth by school attendance zones. While this projection is most accurate in the short term, it can be a helpful planning tool to identify which schools may experience pressure from population growth.

Next Meeting: July 1, 2021 2:00 pm at Impact Alamance and via WebEx or Zoom.