

**Meeting Minutes:** Planning Committee – District Office Board Room**Date/Time:** August 22, 2022 – 7:30 a.m.**Start:** 7:30 a.m.**End:** 8:55 a.m.**Committee Members Present:** Jim Johnson, Seth Holden, Katie Christensen, Nyamal Dei, Tracie Newman**Committee Members Absent:** None**Board Members Present:** None**Staff Members Present:** Dr. Rupak Gandhi, Jackie Gapp, Tara Brander, Doug Andring**Guests:** Rick Flacksbarth**Recorder:** Jackie Gapp

Agenda Item	Discussion – Conclusion	Recommendations/Actions
<b>Approval of June 14th Meeting Minutes</b>	Committee reviewed and approved the minutes of the June 14 meeting.	Minutes will be posted on the Board's section of the public website.
<b>Long-Range Facility Planning</b>	<p>Dr. Gandhi provided the committee with background information on long-range facility planning, preferred feeder patterns for the District's middle and high schools, and southside elementary needs.</p> <p><u>Southside Land</u> Rick Flacksbarth, realtor with Cityscapes Development, presented information related to land located on the west side of I-29 within district boundaries.</p> <p>Discussion occurred regarding land options with the committee reaching consensus to recommend full board discussion at a future meeting.</p> <p><u>Long-Range Facility Plan 2022</u> Dr. Gandhi introduced the Long-Range Facility Plan, which is updated on an annual basis to align with the strategic vision of the district. The plan consists of both facility planning and annual operational maintenance. Blake Mikesell, Director of Maintenance and Operations provided context around the deferred maintenance of the district and the updates to future planning accomplished with the assistance of new software purchased through ICS Consulting, Inc., the vendor who originally assisted with developing the annual operational maintenance plan.</p> <p>Discussion occurred regarding the plan with committee reaching consensus to recommend presentation to the full board at a future meeting.</p> <p><u>South High Chillers</u> Blake Mikesell provided an update on the HVAC system at South High School and the need to replace the chillers due to aging at an approximate cost of \$1.0M. Administration will suggest methods of accomplishing this through final budget approval.</p> <p><u>Portable Update</u> Administration previously sought bids for a portable classroom at Lewis &amp; Clark Elementary. Due to restructuring of classroom space, it was determined that the portable will not be needed for the 2022-2023 school year.</p>	<p>The committee recommends taking the southside land information to the full board at a September meeting for discussion and possible action.</p> <p>The Long-Range Facility Plan will be presented to the Board at a September meeting.</p> <p>Administration will factor in repairs to the South High Chillers for final 2022-2023 budget approval.</p>
<b>Retention Proposal</b>	Doug Andring presented the draft of a retention payment plan for district employees through the use of ESSER funding. Discussion occurred and consensus was reached to present the plan to the full Board.	The Committee recommends taking the proposal to a

		September board meeting for discussion and potential action.
<b>Roosevelt Family Lofts PILOT Application</b>	The PILOT application from the City of Fargo from Roosevelt Family Lofts, LLC to construct a new housing facility located at 711 10 <sup>th</sup> Avenue North was reviewed. Discussion occurred. Consensus was reached to recommend Board approval for participation in the incentive as presented.	The PILOT application will be placed on the consent agenda for the September 13 Board Meeting.
<b>Closing of Depository Accounts</b>	Jackie Gapp updated the committee on the closing of depository accounts at Bank of the West and American Federal.	
<b>Standard of Effort Report 2021</b>	Jackie Gapp provided an overview of the Standard of Effort Report for school year 2020-2021. Chair Johnson recommended committee members review the report and bring areas for which further information would be sought and the committee will go in depth as needed.	The Standard of Effort Report will be presented to the Board at a September meeting.
<b>Fiscal 2022 Final Budget Revisions and Preliminary Financials</b>	Jackie Gapp presented fiscal year 2022 budget revisions through June 30, 2022, as well as the preliminary/unaudited general fund financial statement. In accordance with executive limitations, line items falling within the parameters specified will be brought to the full board for approval.	Final budget adjustments will be brought to the full board at a September meeting.
<b>Determine Future Meeting Dates</b>	The committee discussed dates of future meetings. Consensus was reached to hold Planning Committee Meetings on the 3 <sup>rd</sup> Tuesday of the month at 7:30 am.	
<b>Next Meeting: Tuesday September 20 at 7:30 am</b>		