

SAYDEL COMMUNITY SCHOOL DISTRICT

5740 NE 14th STREET
DES MOINES, IA 50313

SPECIAL BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room
February 24, 2014

- I. Call the Meeting to Order – Meeting called to order by President Paul Breitbarth at 6:00 PM.
- A. Roll Call – Brian Bowman, Chad Briles, Melissa Sassman, Rob Stephenson, Paul Breitbarth, Kyle Prendergast and Henry Wood – 6:02PM.
- B. Approve the Agenda – Motion to approve by Brian Bowman, seconded by Rob Stephenson. Motion approved 5/0.
- II. Discussion/Action Items
- A. Budget Amendment – FY 14
1. Hearing – President Paul Breitbarth announced that this is the time and place for the public hearing and meeting on the amendment of the 2013-14 school budget, and that the amended budget has been published pursuant to the provisions of the *Code of Iowa*. He then inquired whether there are any residents or taxpayers who would like to speak to the amended budget. Hearing none President Breitbarth declared the time for hearing objections or arguments in favor is closed
2. Recommendation – Motion to approve by Melissa Sassman, seconded by Brian Bowman. Motion approved 7/0.
The 2013-14 published budget will need to be adjusted for the increased construction expenditures related to the passing of the 2013 general obligation bonds.
- In order to comply with the *Code of Iowa*, which requires Districts not to exceed their budget, the District needs to amend the other expenditures area of the budget by \$6,283,584. This increase in expenditures will not have an impact on the tax levy rate.
- Board approval of the amended budget is recommended.
- B. Resolution for tentatively approving plans, specifications and cost of Maintenance Facility. Motion to approve by Chad Briles, seconded by Rob Stephenson. Motion approved 6/1.
Chad Briles – no.

Resolution Tentatively Approving the Plans, Specifications, Form of Contract, and Estimate of Total Cost for the 2014 Bus/Maintenance Facility & Paving Projects and Setting the Time, Date, and Location for a Hearing Thereon and Further Authorizing the Advertisement for Competitive Bids on Said Project.

The architects with Haila Architecture have completed the design and planning phases of the 2014 Bus/Maintenance Facility & Paving Projects. The proposed plans for this project have been before Committees of the Board as well as this Board, most recently at the regular Board Meeting on February 10, 2014.

The Board is now being presented with the following information for the 2014 Bus/Maintenance Facility & Paving Projects:

- Project Manual/Drawings
- Form of Contract that has been reviewed by District Legal Counsel
- Estimated Budget

A set of the plans and specifications will be made available for review at the Saydel Community School District Office.

The Superintendent is recommending Board approval, pending public hearing as required by Iowa law, these proposed plans, specifications, forms of contract and estimate of total cost of construction for the 2014 Bus/Maintenance Facility & Paving Projects. The Superintendent further recommends that the Board begin Advertising for Bids on this project on February 28th, 2014, with a submission date of March 18th, 2014. A public hearing will be held on these proposed plans, specifications, form of contract, and estimate of total cost on March 24th, 2014, at 6:00 p.m. in the Saydel District Office Boardroom.

RESOLUTION TENTATIVELY APPROVING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATE OF TOTAL COST FOR THE 2014 BUS/MAINTENANCE FACILITY & PAVING PROJECTS AND SETTING THE TIME, DATE AND LOCATION FOR A HEARING THEREON AND FURTHER AUTHORIZING THE ADVERTISEMENT FOR COMPETITIVE BIDS ON SAID 2014 BUS/MAINTENANCE FACILITY & PAVING PROJECTS

WHEREAS, it is deemed advisable and necessary by the Board to renovate the Saydel High School within the Saydel Community School District, and therefore, the Board has caused to be prepared and now has received a recommendation from the Administration for plans, specifications, form of contract, together with an estimate of total cost, which will be on file in the office of the Secretary for public inspection at the time of publication of the notice for public hearing for the 2014 Bus/Maintenance Facility & Paving Projects, and said plans, specifications, form of contract, and estimate of total cost are deemed suitable for the construction and installation of said public improvements; and

WHEREAS, before said plans, specifications, form of contract, and estimate of total cost may be adopted, and contract for the 2014 Bus/Maintenance Facility & Paving Projects be entered into, it is necessary to hold a public hearing and advertise for bids:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS FOR THE SAYDEL COMMUNITY SCHOOL DISTRICT, IN THE COUNTY OF POLK, STATE OF IOWA:

Section 1. That it is hereby determined that it is necessary and advisable to renovate the Saydel High School within the Saydel Community School District, in the manner set forth in the plans, specifications, form of contract, and estimate of total cost above referred to, in accordance with the provisions as set out in the published Notice of Hearing and Advertisement for Bids as follows: [see attached Notice of Hearing and Advertisement for Bids to be Published in Newspaper]

Section 2. The Secretary is directed to publish the Notice of Hearing to reflect a public hearing to be held at 6:00 p.m. on the 24th day of March, 2014 in the Boardroom of the Saydel Community

School District. Said Notice to be published in the *Des Moines Register*, a legal newspaper, printed wholly in the English language, published in the County in which the work is to be done at least once weekly, and is a newspaper of general circulation in the District. The publication shall be at least four (4) days but not more than twenty (20) days prior to the date set for the public hearing.

Section 3. The Secretary is also directed to publish the Advertisement for Bids beginning on February 28, 2014, with bid submission date set for March 18, 2014. Said Advertisement for Bids to be published in the *Des Moines Register*, a legal newspaper, printed wholly in the English language, published in the County in which the work is to be done at least once weekly, and is a newspaper of general circulation in the District. The publication shall be at least four (4) days but not more than forty-five (45) days prior to the date set for receiving bids.

PASSED AND APPROVED, this 24th day of February, 2014.

Paul Breitbarth
President

ATTEST:

Jane Prange

Secretary

- C. Resolution for tentatively approving plans, specifications and cost of high school stadium project. Motion to approve by Rob Stephenson, seconded by Kyle Prendergast. Motion approved 7/0.

Resolution Tentatively Approving the Plans, Specifications, Form of Contract, and Estimate of Total Cost for the 2014 Stadium Improvements Project and Setting the Time, Date, and Location for a Hearing Thereon and Further Authorizing the Advertisement for Competitive Bids on Said Project.

The architects with Haila Architecture have completed the design and planning phases of the 2014 Stadium Improvements Project. The proposed plans for this project have been before Committees of the Board as well as this Board, most recently at the regular Board Meeting on February 10, 2014.

The Board is now being presented with the following information for the 2014 Stadium Improvements Project:

- Project Manual/Drawings
- Form of Contract that has been reviewed by District Legal Counsel
- Estimated Budget

A set of the plans and specifications will be made available for review at the Saydel Community School District Office.

The Superintendent is recommending Board approval, pending public hearing as required by Iowa law, these proposed plans, specifications, forms of contract and estimate of total cost of construction for the 2014 Stadium Improvements Project. The Superintendent further recommends that the Board begin Advertising for Bids on this project on February 28th, 2014, with a submission date of March 20th, 2014. A public hearing will be held on these proposed plans, specifications, form of contract, and estimate of total cost on March 24th, 2014, at 6:00 p.m. in the Saydel District Office Boardroom.

RESOLUTION TENTATIVELY APPROVING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATE OF TOTAL COST FOR THE 2014 STADIUM IMPROVEMENT PROJECT AND SETTING THE TIME, DATE AND LOCATION FOR A HEARING THEREON AND FURTHER AUTHORIZING THE ADVERTISEMENT FOR COMPETITIVE BIDS ON SAID 2014 STADIUM IMPROVEMENT PROJECT

WHEREAS, it is deemed advisable and necessary by the Board to renovate the Saydel High School within the Saydel Community School District, and therefore, the Board has caused to be prepared and now has received a recommendation from the Administration for plans, specifications, form of contract, together with an estimate of total cost, which will be on file in the office of the Secretary for public inspection at the time of publication of the notice for public hearing for the 2014 Stadium Improvement Project, and said plans, specifications, form of contract, and estimate of total cost are deemed suitable for the construction and installation of said public improvements; and

WHEREAS, before said plans, specifications, form of contract, and estimate of total cost may be adopted, and contract for the 2014 Stadium Improvement Project be entered into, it is necessary to hold a public hearing and advertise for bids:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS FOR THE SAYDEL COMMUNITY SCHOOL DISTRICT, IN THE COUNTY OF POLK, STATE OF IOWA:

Section 1. That it is hereby determined that it is necessary and advisable to renovate the Saydel High School within the Saydel Community School District, in the manner set forth in the plans, specifications, form of contract, and estimate of total cost above referred to, in accordance with the provisions as set out in the published Notice of Hearing and Advertisement for Bids as follows: [see attached Notice of Hearing and Advertisement for Bids to be Published in Newspaper]

Section 2. The Secretary is directed to publish the Notice of Hearing to reflect a public hearing to be held at 6:00 p.m. on the 24th day of March, 2014 in the Boardroom of the Saydel Community School District. Said Notice to be published in the *Des Moines Register*, a legal newspaper, printed wholly in the English language, published in the County in which the work is to be done at least once weekly, and is a newspaper of general circulation in the District. The publication shall be at least four (4) days but not more than twenty (20) days prior to the date set for the public hearing.

Section 3. The Secretary is also directed to publish the Advertisement for Bids beginning on February 28, 2014, with bid submission date set for March 20, 2014. Said Advertisement for Bids to be published in the *Des Moines Register*, a legal newspaper, printed wholly in the English language, published in the County in which the work is to be done at least once weekly, and is a newspaper of general circulation in the District. The publication shall be at least four (4) days but not more than forty-five (45) days prior to the date set for receiving bids.

PASSED AND APPROVED, this 24th day of February, 2014

Paul Breitbarth
President

ATTEST:
Jane Prange

Secretary

III. Adjourn – Motion to adjourn by Melissa Sassman, seconded by Rob Stephenson. Motion approved 7/0. Meeting adjourned at 6:51PM.

SAYDEL COMMUNITY SCHOOL DISTRICT
5740 NE 14th STREET
DES MOINES, IA 50313
BOARD WORK SESSION MINUTES
*****6:10 PM*****
Saydel District Office Board Room
February 24, 2014

- I. Call the Meeting to Order – Meeting called to order by President Paul Breitbarth at 6:54 PM.
 - C. Roll Call – Henry Wood, Rob Stephenson, Melissa Sassman, Kyle Prendergast, Chad Briles, Brian Bowman and Paul Breitbarth
 - D. Approve the Agenda – Motion to approve by Chad Briles, seconded by Henry Wood. Motion approved 7/0.

- II. Finance Update - Ryan Eidahl, Business Manager, present the Board with an update on the financial status of the school district.

- III. Budget for 2014-15 – Ryan and the Board discussed the budget for the 2014-15 school year which needs to be filed by April 15, 2014.

- III. Adjourn – Motion to adjourn by Melissa Sassman, seconded by Henry Wood. Motion approved 7/0. Meeting adjourned at 7:45 PM.

Paul Breitbarth, Board President

Jane Prange, Board Secretary

The next Board meeting will be March 10 at 6:00 PM in the Board Room at the Saydel District Office.