

**LAKE COUNTY**  
**CAPITAL FACILITIES ADVISORY COMMITTEE**  
**MEETING MINUTES – October 11, 2012**

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**County Commission Liaison:** Commissioner Sean Parks, District 2

**Members Present:**

Linda Nagle, Home Builders Association of Lake County  
Dr. Tod Howard, Lake County Schools  
Tim Sennett, Chamber of Commerce  
Davis Talmage, Banking and Finance  
Nancy Hurlbert, Citizen at Large  
Alan Winslow, Citizen at Large  
Ralph Smith, Citizen at Large

**Members Absent:**

Bill Benham, Agricultural Industry Representative  
Peggy Cox, Environmental Representative  
Peter Tarby, League of Cities  
Jeffrey Banker, Citizen at Large

**Staff Present:**

Melanie Marsh, Lake County Deputy County Attorney  
Gregg Welstead, Lake County Director of Conservation and Compliance  
Donald P. Simmons, Lake County Planner  
John Davis, School District Chief Operating Officer  
Harry Fix, School District Director of Planning  
Kelly Randall, School District Senior Planner  
Dawn MacDonald, School District Senior Planner

Vice Chairman Nagle called the meeting to order at 9:36 a.m. She noted that the meeting had been duly advertised and asked for a motion to approve the minutes of the September 13, 2012 and the September 27, 2012 Capital Facilities Advisory Committee meeting. Mr. Talmage asked if a reply to the letter sent to Senator Alan Hayes' office, referenced in the minutes, was received. Ms. Nagle asked staff to address this issue and recommended proceeding with the approval of the prior meetings minutes.

***MOTION was made by Tim Sennett and SECONDED by Nancy Hurlbert to approve the September 13, 2012 minutes of the Lake County Capital Facilities Advisory Committee. Motion carried 7-0.***

***MOTION was made by Nancy Hurlbert and SECONDED by Tim Sennett to approve the September 27, 2012 minutes, as corrected, of the Lake County Capital Facilities Advisory Committee. Motion carried 7-0.***

**Old Business:** There was no Old Business.

**New Business:** Vice Chairman Linda Nagle opened the meeting and addressed the issue of the November meeting schedule. Paul Simmons addressed the Committee and advised that meeting dates for November would need to be finalized prior to the next CFAC meeting. The legal advertisement schedule required the advertisement to be submitted by October 16, 2012. Ms. Nagle confirmed that the Committee had previously agreed on November 8, 2012 and November 29, 2012 for meetings. Ms. Nagle asked if all members were in agreement on these dates. There were no objections to the dates.

Commissioner Sean Parks asked if Senator Alan Hayes received the letter that was previously sent; Gregg Welstead verified with Senator Hayes office that follow-up questions from the Committee had not been received by his office. Commissioner Parks also reminded the Committee that Representative Larry Metz would be attending the next meeting and stressed the importance of attendance by all members. Ms. Nagle asked that this be emphasized in the next meeting reminder sent by staff.

Harry Fix, Lake County Schools, began his overview of the Capital Plan Priorities booklet and the summary sheet detailing the approximate amount of shortfall. A brief background was provided on the organization and content of the booklet. He noted that the booklet was originally prepared for the Lake County School Board and the items covered will be of significance to the Committee when addressing capital needs. Alan Winslow questioned if some of the maintenance capital needs are funded. Mr. Fix explained that the needs shown in the booklet were for unfunded needs over and above what is currently budgeted. This booklet attempts to show the shortfall that will occur with current funding levels. Mr. Fix explained that the School Board has been fiscally responsible and this was evident in the age of the facilities and vehicles.

Mr. Fix discussed the Summary of the Long Range Planning Committee (LRPC), facilities only, and the variations in the ballpark figures presented. He noted that the figures are highly variable and could fluctuate by 20% or more, depending on the direction the School Board takes. The Long Range Facilities Plan also shows figures that could vary greatly. The source of revenue that funds these items is variable and difficult to predict. The two items that are in the Capital Plan are for facilities only and would occur over approximately 11-20 years. The long term facilities plan does not include "white" and "yellow" fleet replacement or the replacement of technology. Mr. Fix did not want to guess on the trend of technology into the future.

Ms. Nagle asked for a clarification of the LRPC recommendations. Mr. Winslow questioned where the unknown funding would come from and why it wasn't included. Mr. Fix explained the concept of unanticipated revenue and why it is not prudent to include this funding in projections. Mr. Fix explained that traditional funding sources could be used to fund items, but could not predict that these would be allocated for facilities. Dr. Tod Howard, explained that the debt service (present-2030) currently required the Lake County School Board to use all of the millage that is currently in place. He also explained that a unique funding source will be required to pay for additional items. Mr. Fix explained that these needs are current and may not mean a 100% replacement of the facility, but some institutions would require this. It was explained that redistricting could help in the long term with student stations and school need.

Mr. Fix began his presentation of the Capital Plan Priorities booklet starting with Section 1, which is a summary of the current decisions on facilities in the County. This section is an overview and provides a snapshot of the state of the County School Board facilities. Mr. Fix reviewed the single page fiscal summary included with the Capital Plan Priorities booklet, touching briefly on the figures presented.

Mr. Fix explained that Section 2 is a ranking of all facilities within the county using a matrix of items that are used to evaluate the facility. This section uses an objective review to rank the facilities based on certain parameters. Mr. Winslow addressed the High School educational needs and if the capacity ranking included proposed capacity. Mr. Fix explained that proposed capacity was not included. Mr. Winslow questioned some of the items in the chart and received clarification on those items. It was noted that all of the capacities may not be student stations in a traditional classroom, but could be science labs. Ms. Nagle requested a definition of FCI. Mr. Fix explained that it stands for Facility Condition Index, a cumulative number tallying all of the other amounts.

Mr. Fix proceeded to Section 3, which details five and ten year maintenance requirements. It was noted that in 2013 the maintenance needs were higher due to carryover from the previous year, it was also noted that this number will always be higher. Each additional year shows amounts from discrepancies. Mr. Winslow questioned if the Ten Year by Category Chart includes all maintenance needs. Mr. Winslow stated that the numbers shown on the Ten Year by Category Chart show a discrepancy from the unfunded capital needs on the Summary Sheet. Dr. Howard clarified that the Ten Year by Category Chart is strictly for facilities maintenance, specifically the buildings and appurtenances. Mr. Fix encouraged all Committee members to ask questions in order to clarify any confusion.

Mr. Fix transitioned to Section 4, which details the replacement plans for the "white" and "yellow" fleet vehicles. It was stated that the average age of the "white" fleet is 15 years. These vehicles are separate from the "yellow" fleet, which are replaced on a ten year basis. John Davis, Lake County Schools Chief Operating Officer, stated that there is a policy for replacement on the "yellow" fleet, but no policy on replacement of "white" fleet vehicles. Ms. Nagle stated that there should be a priority for the buses. Mr. Davis noted that there are approximately 361 buses on 297 routes; the average age of the route fleet is 6 years old. Mr. Davis added that a standard diesel bus cost approximately \$100,000 to \$110,000 each. An alternate fuel bus would cost approximately \$125,000. Commissioner Parks questioned the use of Biodiesel in the "yellow" fleet. Mr. Davis stated that he wants to use Biodiesel in the "white" fleet first and follow up in the "yellow" fleet. This will allow the fleet to blend or switch back and forth between Biodiesel and Petro Diesel. Dr. Howard noted that certain vehicles are used by departments that provide critical support services to the school. Mr. Davis clarified that the car-pool vehicles for personnel are being phased out in favor of paying mileage.

At this time the recommendation is to replace service vehicles critical to operation of the job, which are primarily maintenance type vehicles.

Mr. Fix resumed the overview with Section 5, which addresses the funding of the technology component within schools. The costs associated with this section do not include the conversion of schools to wireless. Mr. Fix verified that the costs for wireless were already budgeted and were not included in this section; Dr. Howard indicated that the majority of the cost of the wireless install was in the infrastructure cost. The infrastructure cost is not shown in the booklet, but they are a factor in the upgrading process of new technology.

Mr. Fix stated that Section 6 will be covered by Carol Macleod, CFO Lake County Schools, at the next meeting. This section will cover all possible revenue sources to help pay for capital improvements. The section will present the Committee with the funding options available and the positives and negatives of choosing them.

Mr. Fix noted that Section 7 is the final conclusion of multiple LRPC meetings and is composed of minutes and conceptual site plans associated with each individual committee. One of the important things that the LRPC found was major structural and mechanical problems that need to be addressed due to the structures age. These LRPC meetings helped find solutions to some of the problems facing the School Board.

Mr. Winslow expressed concerns about postponing necessary maintenance needs, noting that maintenance is cheaper than the cost of replacement. Dr. Howard concurred with the need for maintenance and noted that the funds were just not there for the maintenance needs. Ms. Nagle questioned if the School Board was addressing the funding issue with the State of Florida and the Board of County Commissioners (BCC). Dr. Howard explained some of the funding issues based on the changes in the revenue. He stated that 80% of the School District costs are in personnel and he does not agree with balancing the budget while sacrificing the facilities. He referenced the issue of raw sewage backing up at Clermont Elementary School. Dr. Howard stated that he wants an honest, open conversation about the need for maintaining the facilities. He noted the costs of emergency maintenance on existing schools versus the cost of constructing new schools. Dr. Howard will present an idea to the School Board for the southern area, which will decrease the number of facilities needed. He noted that portables have been, and will be, used by the School District; however, the lifespan of the portables versus a permanent structure should be considered. Mr. Winslow explained that this should be a top priority and noted that all of these expenses could be cut in the present year, but the expenses would compound in the future. Mr. Howard stated that he is presenting this with no hidden agenda and wants solutions. Mr. Howard noted that Clermont Elementary School has a maintenance request every day of the school year, which brings to question the need to construct new versus spending on maintenance cost.

Ms. Nagle questioned if the School Board considered fundraising to produce additional funds. Dr. Howard noted that the current projections could change with an upturn of the economy. He further noted that unintended consequences must be considered when deciding on options to increase revenue and pointed out that the purpose of this committee is to present revenue producing options to the BCC.

Dr. Howard noted that Legislation keeps them from having an open-door policy for volunteers on a school campus. Mr. Talmage explained that the outreach is for community awareness. Ms. Nagle feels that the community leaders, once aware, will find an alternative solution to fix the problem and suggested that the School Board should take the these facility issues to the Board of County Commissioners and make their points known. There was further discussion concerning funding options.

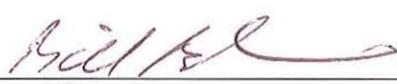
***MOTION was made by Tod Howard and SECONDED by Nancy Hurlbert to adjourn the Lake County Capital Facilities Advisory Committee.***

The meeting was adjourned at 11:26 a.m.

Respectfully submitted,



Donald P. Simmons  
Planner



Bill Benham  
CFAC Chairman