



Finance Advisory and Capital Projects Oversight Committee Minutes
February 15, 2024 – 4:00 P.M.

Committee Members:

Present: Bill Newton, Garrett Apland, Michael McElwee, Jen Kelly, Rich Truax, Chrissy Reitz

Absent: Ted Cramer-HREA Rep, Nancy Rowley-OSEA Rep, Columba Jones

The following HRCSD staff/community members present:

Nancy Hall, Tod Hilstad, Meghan West,

1. Welcome & Call to Order – 4:04 P.M.

Superintendent Bill Newton called the meeting to order at 4:04 pm on February 15, 2024 in a virtual google meet.

2. Public Comment

Superintendent Bill Newton shared no one had signed up for public comment.

3. Reports & Discussions

A. HRCSD & Capital Projects Update

Newton shared information about the Hood River Valley High School metal siding that was installed incorrectly. It was put back to the manufacturer to fix the roof where it was recognized during the walk through.

Newton shared the district received a proposal of \$530,000-\$580,000 for the HVAC update at Cascade Locks Elementary. The committee spoke to the emergency declaration to move forward with this project. Newton shared the funding was coming from the contingency fund and the general fund. He shared both Interface Engineering and Hunter-Davidson are both working on this project.

Newton gave an update on the Hood River Middle School boilers, sharing one is not working, but is under warranty. He shared the maintenance to replace the parts however is not under warranty. The second boiler had a flame issue, but they were able to get it fixed.

B. Financial Report

Nancy Hall shared the following information with the committee through reports and information with the program called Forecast Five. Hall reviewed the General Fund Financial Summary by Object charts, Special Revenue Funds Financial Summary by Object Chart, Debt Service Funds Financial Summary by Object chart, and Capital Project Financial Summary by Object chart. Hall shared the Variance Report Analysis prepared by Forecast Five for the period from July 1, 2023 to January 31, 2023. Hall shared the chart on staffing allocations. Hall shared the list of grants, contracts and donations. Hall shared she would bring fund 207 broken out for the next meeting.

Newton shared he is in the process of meeting with school staff, PTOs and community members to get input to help prioritize the budget for next year. Newton has been sharing with staff that the district doesn't currently have a budget reduction number, but Hall is working on that. Hall shared the process that ODE uses to calculate out the estimate the school will receive for the next year in State School Fund payments by March 10th.

The committee asked Newton and Hall what the purpose of this committee's work should look like moving forward. Newton shared that this committee brings up ideas and suggestions to him to look at, such as a capital projects fund. Truax shared in the past the biennial reserve was something protected to offset unforeseen budget shortfalls.

The committee spoke about the last legislative session where Early Intervention did not get funded and Summer School did not get funded. These are two areas that the State is looking at funding this for the next year, which would help offset the districts budget.

4. Adjourn – 5:10 P.M.