

## CENTRAL BUCKS SCHOOL DISTRICT

Finance Committee Meeting  
May 16, 2018

### Committee Members

Mrs. Beth Darcy, Chairperson  
Mrs. Jodi Schwartz, Member  
Mrs. Karen Smith, Member

Mrs. Tracy Suits, Member  
Mr. Dave Matyas, Business Administrator  
Mrs. Susan Vincent, Director of Finance

### Others in Attendance

Mr. Glenn Schloeffel, Board President  
Mrs. Sharon Collopy, Board Member  
Dr. John Kopicki, Superintendent

Dr. David Bolton, Assistant Superintendent  
Mr. Jason Jaffe, Director of Innovation & Technology  
Mr. Robert Kleimenhagen, Jr., CFM, SFP  
Director of Facilities & Energy Management Operations

The meeting was called to order by Mrs. Darcy at 6 p.m.

### PUBLIC COMMENT

There was no public comment.

### REVIEW OF MEETING NOTES

The April 18, 2018 Finance Committee Meeting minutes were reviewed and approved without changes.

### INFORMATION/DISCUSSION/ACTION ITEMS

**Presentation by Cenergistics – Long Term Guaranteed Energy Savings:** Mr. Pat Bannon, Regional Vice-President from Cenergistics, presented an energy management program designed to save the district money. Mr. Bannon reviewed background on his company, including details on their national program and the over 1,425 clients in the United States. Mr. Bannon noted that his company assists their clients in the conservation of their energy use, which translates to an average consumption reduction of 20-30%. Conservation practices save money, help the environment and prolongs equipment life. Mr. Bannon noted that a New Jersey school district saw a 17% energy savings after just three months of implementing the Cenergistic program. The Cenergistic program includes a locally hired Energy Specialist that works daily in district buildings. Mrs. Darcy asked how energy savings can be obtained considering the growth in technology use in the district. Mr. Bannon noted that newer technologies use energy more efficiently, and the Cenergistic program focuses on ways to provide savings during “down time” – when there would be no impact on academic usage of energy. Mr. Bannon provided details on net savings projections of about \$1.8 million over five years. Cenergistic would share 50% of the district’s gross savings monthly while funding all costs of program implementation, noting that if there were no savings there would be no payout to Cenergistic. Cenergistic would extract any technical efficiencies implemented by the district so that their company does not get “credit” for energy savings not attributed to their conservation program. Mr. Bannon reviewed details on how the program would be implemented should the district decide to move forward. Dr. Kopicki recommended the district solicitor review the contract proposal prior to presentation for full board approval.

**Review of Finance Information Items/Budget Transfers:** Mrs. Vincent provided a review of General Fund disbursements, receipts and balances. Details were provided for the Investment Portfolio, the Summary Totals by Bank and the Capital Reserve Account. Projected real estate tax revenues are slightly higher than previously estimated and Earned Income Taxes received are close to budget. Mrs. Vincent reviewed information regarding budgetary transfers and details provided in an Expenditure Summary of line items.

**Professional Services Contracts – Information Technology and Innovation:** Mr. Jaffe reviewed vendor expenditures for the Information Technology and Innovation budget.

**2018-2019 Budget Update – Final Budget and Resolution:** Mr. Matyas provided details regarding Act 1 Property Tax Relief, Real Estate Tax Revenue and Revenue Adjustments. He reviewed local, state and federal sources of revenue. Expense adjustments were detailed, including off-sets for facility use fees and food service reimbursements. Millage rates were summarized. Final budget and resolution adoption will be requested at the June 12 board meeting.

**2018-2019 Lunch Prices:** Mr. Matyas presented a summary of the meal price calculation for the 2018-2019 school year. He noted that lunch prices are heavily regulated, and the calculation would require that the district increase lunch prices by about 5 cents. PDE has recently informed districts that if they have a positive Food Service Fund balance, they may choose not to increase breakfast/lunch prices. Mr. Matyas recommends the district does not raise prices since our fund balance is positive. The Committee agrees to recommend to the board that the district maintain the current meal pricing structure with no price increase for the 2018-2019 school year.

**Overview of the Proposed Three-year contract with First Student:** Mr. Matyas provided details on the proposed three-year contract with First Student, which includes a 20% increase over the three-year period. Central Bucks has the lowest rates with First Student compared to all districts in the area. Mr. Matyas and Dr. Kopicki conducted a small transportation RFP in the fall to ensure pricing received from First Student was acceptable. That RFP resulted in a price per day of either \$333 or \$372 if the new contractor had to develop a bus depot to park buses. Mr. Matyas recommends that consideration be given to building another bus depot to park 100% of district buses. At the First Student cost of \$40/day per bus, times 143 buses, times 184 school days the district could save approximately \$1 million per year by maintaining our own facility. A complete RFP for a new transportation contractor could then eliminate the need for the contractor to develop a bus depot and result in lower rates. The Committee agrees to move the proposed contract with First Student to the full board for approval after review by District Solicitor Garton. Discussion will continue regarding the possibility of building a new district bus depot.

**Potential Uses of 2017-2018 Projected Budget Surplus:** Mr. Matyas presented some ideas for consideration for the projected budget surplus. Items included monies set aside for technology infrastructure items, funding to start the purchasing process for 90 passenger buses, monies for security items and initial funding to construct a new district bus depot.

**Homeowner Assessment Appeal Update:** Mr. Matyas presented details on negotiations with a homeowner regarding the assessment appeal of their property.

**ADJOURNMENT:**

The meeting was adjourned at 8:12 p.m.

**NEXT MEETING:**

The next meeting of the Finance Committee will be June 20, 2018.