

Agenda
Farmington High School Facility and Financial Ad Hoc Committee
October 16, 2018
Farmington High School Library
7:00 PM

- A. Call to Order.
- B. Public Comment.
- C. Minutes.
 - 1) To approve the attached September 18, 2018 minutes.
(Attachment 1)
- D. Presentation.
 - 1) Presentation on building committee experiences from other Towns
 - Guilford
 - Wethersfield
 - 2) Presentation on the previous building committee options- Kathy Greider, Superintendent & Bill Silva, FHS Principal
- E. Reports/Updates.
 - 1) Update from the Farmington High School Community Survey Ad Hoc Committee
- F. Old Business.
 - 1) Follow up from the September 18, 2018 meeting:
 - Questions and Answers: Accreditation **(Attachment 2)**
 - Updated 1 Pager on Statement of Needs **(Attachment 3)**
 - Matrix **(Attachment 4)**
- G. New Business.
 - 1) To review the Town of Farmington Code, Chapter 53: Public Buildings **(Attachment 5)**
 - 2) To review the charge of the Farmington High School Facility and Financial Ad Hoc Committee. **(Attachment 6)**
 - 3) To review the proposed timeline and upcoming meeting schedule. **(Attachment 7)**
- H. Adjournment.

cc: Committee Members
Paula Ray, Town Clerk

Minutes are considered "DRAFT" until approved at next meeting.

Minutes
Farmington High School Facility and Financial Ad Hoc
Committee September 18, 2018

Present:

Edward Giannaros, Chair	Kathy Eagen, Town Manager
Bruce Charette	Kathy Greider, Superintendent of Schools
Paul Cianci	Kim Wynne, Assistant Superintendent of Schools
Liz Fitzsimmons	Vince LaFontan, School Business Administrator
Christine Arnold	Tim Harris, Director of School Facilities
Sharon Mazzochi	Matt Ross, Director of Technology- FPS
Michael Smith	Kat Krajewski, Management Specialist
	Joe Swetcky, Director of Finance
	Nancy Nickerson, Ex-Officio Member

A. Call to Order.

The Chair called the meeting to order at 7:01 p.m.

B. Public Comment.

Donald Dube, 94 Oakridge, Unionville, told the committee that he was on the 2002 building committee for Westwoods, and presented a document to the committee illustrating median construction cost per square foot for the nation as well as across Connecticut, as compared to the 2017 FHS project. A copy of this document is attached to these minutes as Attachment A.

C. Minutes.

1) **To approve the attached August 21, 2018 minutes.**

Christine Arnold requested the (via phone) next to her name be removed, as she attended the meeting in person.

Upon a motion made and seconded it was unanimously VOTED (Mazzochi/Charette) to approve the August 21, 2018 minutes as amended.

D. Presentation.

1) **Updated Town of Farmington Financial Presentation- Joseph Swetcky, Director of Finance.**

Joe Swetcky presented an updated debt presentation, implementing the information requested by the committee at previous meetings. A copy of this presentation is attached to these minutes as Attachment B.

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This presentation reviewed the projected debt service forecast with a school project added through different financing methods. In order to provide a snapshot of the impact of a school project, the Town of Farmington Finance Department used historical financial data and certain financial assumptions. It was recommended that a disclaimer be added to the presentation informing the public that assumptions were made in order to provide the committee with a best estimate as to what could take place.

Mr. Swetcky compared maturity schedules with a 20 year issue, 25 year issue, and 30 year issue. With the longer maturity schedules, money is saved up front but the cost of interest increases. Another financing method that was discussed is a principal skip, where the payment of the principal is pushed out. Principal skips are fairly common practices in municipal bonding.

E. Old Business

1) Review information requested from Committee at the August 21, 2018 Meeting.

- **1 Pager on Statement of Needs**
- **Initial draft of Matrix Chart that was requested by Edward Giannaros**

Kathy Greider reviewed the statement of needs documents with the committee regarding the statement of needs. The committee had general questions regarding accreditation and Superintendent Greider reviewed the accreditation process and explained that Farmington High School is on warning for one of the seven accreditation standards, Community Resources for Learning.

The second document is a matrix created to illustrate the impact of each statement of needs item. This is a tool that will be useful in highlighting the levels of importance of each of the categories. It was requested that the Board of Education complete an initial ranking of the excel file to present to the committee at the next meeting.

- **Review of Previous School Building Committee Options.** It was noted that this should have been included under the new business section.

F. New Business

1. To discuss topics for the October 16, 2018 Meeting.

The committee gave consensus that they are interested in a presentation by Town and Board of Education staff giving an overview of previous building committee options.

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The committee had general discussion regarding communications moving forward. Michael Smith suggested having other members of the public, who many not have supported the building project, review the communications and offer their perspective. There was a discussion of possibly including a question in the community survey regarding participation in future focus groups regarding a high school project.

The committee was also interested in providing feedback on the community survey questions to ensure the information will help them achieve their goals as well. The responses from the survey will help the committee determine the next steps for the Farmington High School facility.

The committee engaged in a discussion regarding the charge of the committee and requested deliverables and action items for the next steps. Kathy Eagen suggested that she will work with Kathy Greider to determine what the next steps are and assign corresponding action items. This will be provided to the committee at the next meeting.

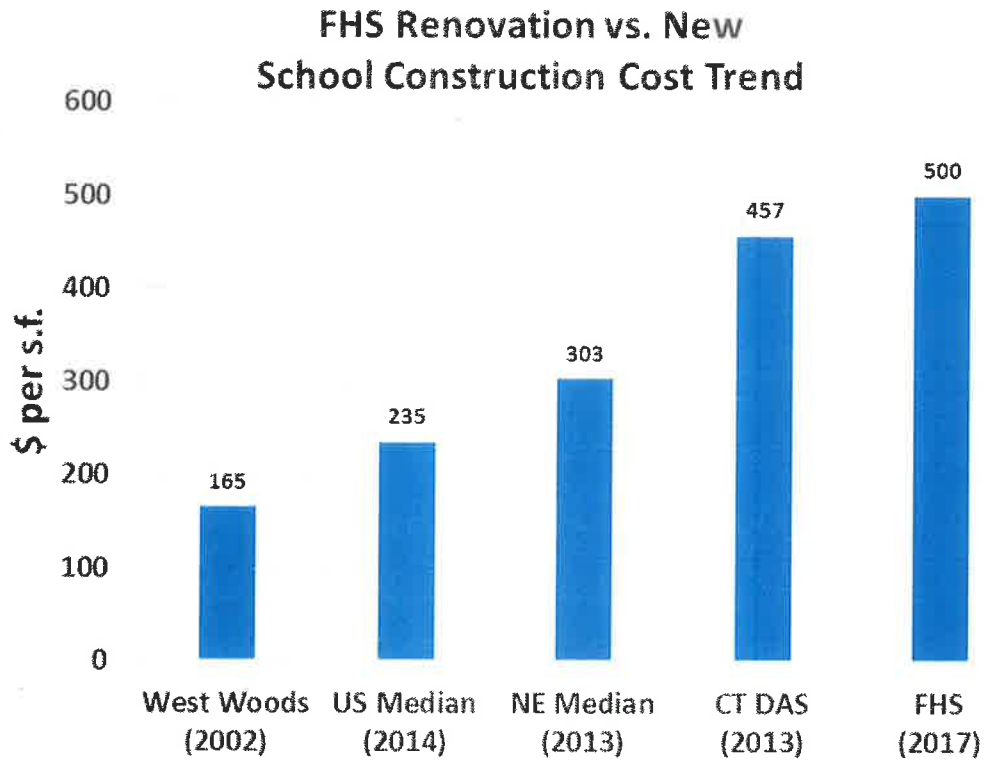
G. Adjournment.

Upon a motion made and seconded (Charette/Smith) the meeting adjourned at 9:29 p.m.

Respectfully Submitted,

Kathryn Krajewski
Management Specialist

D.A. Dube
9/18/18



West Woods (2002): \$21.8 million, 132k s.f., 663 students, 200 s.f. per student

FHS (approximate): \$135 million, 219k s.f., 1300 students, 200 s.f. per student

CT DAS: Dept. Administrative Services, CT School Building Projects Advisory Council (2014)

**West Woods (2002) to CT DAS (2013) = 9% per year compound
rate increase in new school construction costs**

TOWN OF FARMINGTON
DEBT PRESENTATION
SEPTEMBER 18, 2018

NOTE: The following report and forecasts were prepared by the Town of Farmington Finance Department using historical data and certain financial assumptions. The forecasts shown in this report are intended to show the potential debt that maybe issued by the Town over the next ten years and the impact of that debt on the Town budget and tax rate. All forecasts shown in this report are tentative and subject to change as more information becomes available.

**COMPARISON OF VARYING DEBT MATURITY SCHEDULES
\$75 MILLION PROJECT**

	75.0 Million 20 Year Issue	75.0 Million 25 Year Issue	75.0 Million 30 Year Issue	Difference 20 vs 25	Difference 20 vs 30
Year 1	\$ 1,237,500	\$ 1,102,500	\$ 1,010,000	\$ (135,000)	\$ (227,500)
Year 2	4,513,125	4,022,400	3,688,000	(490,725)	(825,125)
Year 3	5,248,750	4,683,700	4,300,610	(565,050)	(948,140)
Year 4	5,143,125	4,596,600	4,226,830	(546,525)	(916,295)
Year 5	5,887,500	5,269,500	4,853,050	(618,000)	(1,034,450)
Year 6	5,764,375	5,168,000	4,767,043	(596,375)	(997,332)
Year 7	5,641,250	5,066,500	4,681,035	(574,750)	(960,215)
Year 8	5,518,125	4,965,000	4,595,028	(553,125)	(923,097)
Year 9	5,395,000	4,863,500	4,509,020	(531,500)	(885,980)
Year 10	5,271,875	4,762,000	4,423,013	(509,875)	(848,862)
Year 11	5,148,750	4,660,500	4,337,005	(488,250)	(811,745)
Year 12	5,025,625	4,559,000	4,250,998	(466,625)	(774,627)
Year 13	4,902,500	4,457,500	4,164,990	(445,000)	(737,510)
Year 14	4,779,375	4,356,000	4,078,983	(423,375)	(700,392)
Year 15	4,656,250	4,254,500	3,992,975	(401,750)	(663,275)
Year 16	4,533,125	4,153,000	3,906,968	(380,125)	(626,157)
Year 17	4,410,000	4,051,500	3,820,960	(358,500)	(589,040)
Year 18	4,286,875	3,950,000	3,734,953	(336,875)	(551,922)
Year 19	4,163,750	3,848,500	3,648,945	(315,250)	(514,805)
Year 20	4,040,625	3,747,000	3,562,938	(293,625)	(477,687)
Year 21	3,167,500	3,645,500	3,476,930	478,000	309,430
Year 22	1,068,750	3,544,000	3,385,923	2,475,250	2,317,173
Year 23	535,000	3,442,500	3,295,085	2,907,500	2,760,085
Year 24	517,500	3,341,000	3,209,418	2,823,500	2,691,918
Year 25	-	3,239,500	3,118,750	3,239,500	3,118,750
Year 26	-	2,538,000	3,033,265	2,538,000	3,033,265
Year 27	-	856,600	2,947,780	856,600	2,947,780
Year 28	-	428,800	2,862,295	428,800	2,862,295
Year 29	-	414,400	2,776,810	414,400	2,776,810
Year 30	-	-	2,691,325	-	2,691,325
Year 31	-	-	2,105,840	-	2,105,840
Year 32	-	-	707,355	-	707,355
Year 33	-	-	354,090	-	354,090
Year 34	-	-	342,045	-	342,045
Year 35	-	-	-	-	-
Total	\$ 100,856,250	\$ 107,987,500	\$ 114,860,255	\$ 7,131,250	\$ 14,004,005

COMBINED DEBT SERVICE COMPARISON					
\$75.0 Million Issue with and without Principal Skip					
		\$75.00		\$75.00	
		Million		Million	
		Issue		Issue	
		No Principal Skip		1st Yr Principal Skip	Difference
Year 1	\$	1,237,500		\$ 487,500	(750,000)
Year 2		4,513,125		2,537,500	(1,975,625)
Year 3		5,248,750		4,838,125	(410,625)
Year 4		5,143,125		5,248,750	105,625
Year 5		5,887,500		5,493,125	(394,375)
Year 6		5,764,375		5,887,500	123,125
Year 7		5,641,250		5,764,375	123,125
Year 8		5,518,125		5,641,250	123,125
Year 9		5,395,000		5,518,125	123,125
Year 10		5,271,875		5,395,000	123,125
Year 11		5,148,750		5,271,875	123,125
Year 12		5,025,625		5,148,750	123,125
Year 13		4,902,500		5,025,625	123,125
Year 14		4,779,375		4,902,500	123,125
Year 15		4,656,250		4,779,375	123,125
Year 16		4,533,125		4,656,250	123,125
Year 17		4,410,000		4,533,125	123,125
Year 18		4,286,875		4,410,000	123,125
Year 19		4,163,750		4,286,875	123,125
Year 20		4,040,625		4,163,750	123,125
Year 21		3,167,500		4,040,625	873,125
Year 22		1,068,750		3,167,500	2,098,750
Year 23		535,000		1,068,750	533,750
Year 24		517,500		535,000	17,500
Year 25		-		517,500	517,500
Year 26		-		-	-
Year 27		-		-	-
Total	\$	100,856,250		\$ 103,318,750	\$ 2,462,500

10 Year Bonding Forecast
Based on FY2018/2019 Adopted CIP and BOE Friar report

Project	Appropriation	Issue date:												Totals
		May-19	May-20	May-21	May-22	May-23	May-24	25-May	May-26	May-27	May-28	May-29		
Road 2015														
Issue		750,000												750,000
Roads 2019	2,000,000													
Issue		1,000,000	1,000,000											2,000,000
Roads 2021	2,000,000													
Issue				500,000	750,000	750,000								2,000,000
Roads 2023	2,000,000													
Issue								750,000	750,000	500,000				2,000,000
Roads 2025	2,000,000													
Issue										250,000	750,000	750,000	250,000	2,000,000
Roads 2027	2,000,000													
Issue													500,000	500,000
Engine 2	650,000													
Referendum April 2018														
Bid	Dec-18													
Award	Feb-19													
Deposit	Mar-19													
Issue		325,000	325,000											650,000
Ladder 1	1,500,000													
Referendum	Apr-19													
Bid	Dec-19													
Award	Feb-20													
Deposit	Mar-20													
Issue			750,000	750,000										1,500,000
Engine 8	750,000													
Referendum	Apr-20													
Bid	Dec-20													
Award	Feb-21													
Deposit	Mar-21													
Issue				375,000	375,000									750,000
Engine 5 & Engine 9	1,500,000													
Referendum	Apr-21													
Bid	Dec-21													
Award	Feb-22													
Deposit	Mar-22													
Issue						750,000	750,000							1,500,000
Fire Station Renovations	9,000,000													
Referendum	Apr-20													
Bid	Oct-20													
Award	Dec-20													
Issue				2,000,000	2,500,000	2,500,000	1,500,000	500,000						9,000,000

10 Year Bonding Forecast
Based on FY2018/2019 Adopted CIP and BOE Friar report

Project	Appropriation	Issue date:											Totals		
		May-19	May-20	May-21	May-22	May-23	May-24	25-May	May-26	May-27	May-28	May-29			
School Roofs	1,995,000														
Referendum	Apr-18														
Issue		444,475	1,250,000												1,694,475
School Roofs	1,650,000														
Referendum	Apr-20														
Issue					315,000	840,000									1,155,000
School Security & Infrastructure	1,935,000														
Referendum	Apr-18														
Issue		685,000	1,250,000												1,935,000
School Mechanical	24,800,000														
Issue				1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	10,125,000
School Structural	24,800,000														
Issue				1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	10,125,000
Totals		3,204,475	4,575,000	5,875,000	6,940,000	7,090,000	4,500,000	3,500,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	47,684,475

**TOWN OF FARMINGTON
TEN YEAR DEBT SERVICE FORECAST**

		FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	
		Adopted	Projected	Projected	Projected	Projected	Projected	
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Existing Debt Service		6,142,458	5,930,370	5,195,971	4,238,833	2,601,935	2,571,294	
CWF Loan # 1	34,000,000	1,808,448	2,044,534	2,044,534	2,044,534	2,044,534	2,044,534	
CWF Loan # 2	7,320,000		406,475	444,367	444,367	444,367	444,367	
CWF Loan # 3	7,065,000			499,538	428,888	428,888	428,888	
Issue of 2019	3,200,000		260,800	255,760	250,720	245,680	240,640	
Issue of 2020	4,575,000			375,028	367,737	360,446	353,155	
Issue of 2021	5,875,000				483,000	473,560	464,120	
Issue of 2022	6,940,000					574,162	562,857	
Issue of 2023	7,100,000						585,750	
Issue of 2024	4,500,000							
Issue of 2025	3,500,000							
Issue of 2026	3,000,000							
Issue of 2027	3,000,000							
Issue of 2028	3,000,000							
ESCO Lease	4,821,593	79,438	81,899	84,433	87,043	89,732	92,501	
Streetlight Lease	1,000,000	152,690	152,690	152,690	152,690	152,690	152,690	
Issuance Cost		125,000	175,000	250,000	200,000	200,000	250,000	
Totals		\$ 8,308,034	\$ 9,051,768	\$ 9,302,321	\$ 8,697,812	\$ 7,615,994	\$ 8,190,796	

**TOWN OF FARMINGTON
TEN YEAR DEBT SERVICE FORECAST**

		FY24/25	FY25/26	FY26/27	FY27/28	FY28/29	
		Projected	Projected	Projected	Projected	Projected	
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
Existing Debt Service		2,489,969	2,413,360	1,501,456	1,466,294	1,030,169	
CWF Loan # 1	34,000,000	2,044,534	2,044,534	2,044,534	2,044,534	2,044,534	
CWF Loan # 2	7,320,000	444,367	444,367	444,367	444,367	444,367	
CWF Loan # 3	7,065,000	428,888	428,888	428,888	428,888	428,888	
Issue of 2019	3,200,000	235,600	230,560	225,520	220,480	215,440	
Issue of 2020	4,575,000	345,864	338,573	331,282	323,991	316,700	
Issue of 2021	5,875,000	454,680	445,240	435,800	426,360	416,920	
Issue of 2022	6,940,000	551,552	540,247	528,942	517,637	506,332	
Issue of 2023	7,100,000	574,213	562,675	551,138	539,600	528,063	
Issue of 2024	4,500,000	372,150	364,793	357,435	350,078	342,720	
Issue of 2025	3,500,000		290,500	284,725	278,950	273,175	
Issue of 2026	3,000,000			249,900	244,905	239,910	
Issue of 2027	3,000,000				250,500	245,475	
Issue of 2028	3,000,000					251,100	
ESCO Lease	4,821,593	95,353	98,852	103,560	106,677	109,887	
Streetlight Lease	1,000,000	76,345					
Issuance Cost		250,000	250,000	250,000	250,000	250,000	
Totals		\$ 8,363,515	\$ 8,452,589	\$ 7,737,547	\$ 7,893,261	\$ 7,643,680	

**TAX AND BUDGET WORKSHEET
10 YEAR FORECAST**

		FY18/19	FY19/20	FY20/21	FY21/22
		Adopted	Projected	Projected	Projected
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>EXPENDITURES</u>					
Education		65,799,897	67,787,054	69,834,223	71,943,216
Town		29,573,654	30,407,631	31,265,126	32,146,803
Debt Service		8,399,011	9,051,768	9,302,321	8,697,812
Capital Improvements		2,519,000	3,217,394	3,312,050	3,383,635
	Total	106,291,562	110,463,847	113,713,720	116,171,466
<u>GRAND LIST</u>					
Real Estate		3,193,799,380	3,199,548,219	3,223,224,876	3,250,944,610
Personal Property		228,781,599	246,397,782	255,144,903	272,443,728
Motor Vehicles		232,795,485	238,731,770	241,620,424	243,939,980
	Total	3,655,376,464	3,684,677,771	3,719,990,203	3,767,328,318
<u>REVENUES</u>					
Other Property Taxes		1,265,000	1,265,000	1,265,000	1,265,000
Licenses and Permits		648,000	658,498	669,165	680,006
Fines and Penalties		39,000	29,000	29,000	29,000
Interest		335,000	375,000	375,938	376,877
Grants		4,039,095	4,638,000	4,623,000	4,673,000
Service Charges		1,313,790	1,290,000	1,303,558	1,317,258
Other		51,500	51,500	51,500	51,500
Westwoods Contribution		335,030	325,000	325,000	325,000
	Total	8,026,415	8,631,998	8,642,161	8,717,641
<u>TAX & MILL RATE</u>					
Tax Levy		\$ 98,973,147	\$ 102,539,849	\$ 105,779,560	\$ 108,161,825
Mill Rate		27.18	27.94	28.55	28.83
Mill Rate Change		0.51	0.76	0.61	0.28
% Change		1.90%	2.78%	2.18%	0.97%
Avg Residential Assessment		\$ 226,777	\$ 226,777	\$ 226,777	\$ 226,777
Real Estate Taxes		\$ 6,164.88	\$ 6,336.26	\$ 6,474.40	\$ 6,537.03
Dollar Increase		(26.66)	171.37	138.14	62.62
Percent Increase		-0.43%	2.78%	2.18%	0.97%

**TAX AND BUDGET WORKSHEET
10 YEAR FORECAST**

		FY22/23	FY23/24	FY24/25	FY25/26
		Projected	Projected	Projected	Projected
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>EXPENDITURES</u>					
Education		74,115,902	76,354,202	78,660,099	81,035,634
Town		33,053,343	33,985,447	34,943,837	35,929,253
Debt Service		7,615,994	8,190,796	8,363,515	8,452,589
Capital Improvements		3,443,557	3,555,913	3,659,024	3,762,524
	Total	118,228,795	122,086,358	125,626,474	129,180,000
<u>GRAND LIST</u>					
Real Estate		3,261,997,821	3,317,451,784	3,323,423,197	3,348,016,529
Personal Property		282,796,589	291,478,445	313,863,989	325,006,161
Motor Vehicles		246,550,138	245,835,143	252,103,939	255,154,397
	Total	3,791,344,549	3,854,765,372	3,889,391,126	3,928,177,087
<u>REVENUES</u>					
Other Property Taxes		1,265,000	1,265,000	1,265,000	1,265,000
Licenses and Permits		691,022	702,216	713,592	725,152
Fines and Penalties		29,000	29,000	29,000	29,000
Interest		377,820	378,764	379,711	380,660
Grants		4,583,000	4,683,000	4,683,000	4,585,000
Service Charges		1,331,103	1,345,093	1,359,229	1,373,515
Other		51,500	51,500	51,500	51,500
Westwoods Contribution		325,000	325,000	325,000	325,000
	Total	8,653,444	8,779,573	8,806,033	8,734,828
<u>TAX & MILL RATE</u>					
Tax Levy		\$ 110,283,351	\$ 114,014,785	\$ 117,528,441	\$ 121,153,172
Mill Rate		29.21	29.70	30.34	30.97
Mill Rate Change		0.38	0.49	0.64	0.63
% Change		1.32%	1.68%	2.16%	2.07%
Avg Residential Assessment		\$ 226,777	\$ 230,632	\$ 230,632	\$ 230,632
Real Estate Taxes		\$ 6,623.02	\$ 6,848.94	\$ 6,997.16	\$ 7,141.74
Dollar Increase		86.00	225.92	148.22	144.58
Percent Increase		1.32%	3.41%	2.16%	2.07%

**TAX AND BUDGET WORKSHEET
10 YEAR FORECAST**

		FY26/27	FY27/28	FY28/29
		Projected	Projected	Projected
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>EXPENDITURES</u>				
Education		83,482,910	86,004,094	88,601,417
Town		36,942,458	37,984,235	39,055,390
Debt Service		7,737,547	7,893,261	7,643,680
Capital Improvements		3,844,887	3,956,448	4,059,015
	Total	132,007,802	135,838,037	139,359,502
<u>GRAND LIST</u>				
Real Estate		3,376,809,471	3,388,290,623	3,445,891,564
Personal Property		347,041,579	360,229,159	371,288,194
Motor Vehicles		257,603,879	260,360,240	259,605,196
	Total	3,981,454,929	4,008,880,022	4,076,784,954
<u>REVENUES</u>				
Other Property Taxes		1,265,000	1,265,000	1,265,000
Licenses and Permits		736,900	748,838	760,969
Fines and Penalties		29,000	29,000	29,000
Interest		381,612	382,566	383,522
Grants		4,535,000	4,635,000	4,733,000
Service Charges		1,387,951	1,402,538	1,417,279
Other		51,500	51,500	51,500
Westwoods Contribution		325,000	325,000	325,000
	Total	8,711,963	8,839,442	8,965,270
<u>TAX & MILL RATE</u>				
Tax Levy		\$ 124,003,839	\$ 127,706,596	\$ 131,102,232
Mill Rate		31.27	31.98	32.29
Mill Rate Change		0.30	0.71	0.30
% Change		0.98%	2.28%	0.95%
Avg Residential Assessment		\$ 230,632	\$ 230,632	\$ 234,553
Real Estate Taxes		\$ 7,211.96	\$ 7,376.50	\$ 7,573.10
Dollar Increase		70.23	164.54	196.60
Percent Increase		0.98%	2.28%	2.67%

TAX AND BUDGET WORKSHEET
10 YEAR FORECAST WITH \$75.0M PROJECT (PRINCIPAL SKIP)

		FY18/19	FY19/20	FY20/21	FY21/22
		Adopted	Projected	Projected	Projected
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>EXPENDITURES</u>					
Education		65,799,897	67,787,054	69,834,223	71,943,216
Town		29,573,654	30,407,631	31,265,126	32,146,803
Debt Service		8,399,011	9,051,768	9,302,321	8,697,812
HS 75.0M w/Skip		-	487,500	2,537,500	4,838,125
Capital Improvements		2,519,000	3,217,394	3,312,050	3,383,635
	Total	106,291,562	110,951,347	116,251,220	121,009,591
<u>GRAND LIST</u>					
Real Estate		3,193,799,380	3,199,548,219	3,223,224,876	3,250,944,610
Personal Property		228,781,599	246,397,782	255,144,903	272,443,728
Motor Vehicles		232,795,485	238,731,770	241,620,424	243,939,980
	Total	3,655,376,464	3,684,677,771	3,719,990,203	3,767,328,318
<u>REVENUES</u>					
Other Property Taxes		1,265,000	1,265,000	1,265,000	1,265,000
Licenses and Permits		648,000	658,498	669,165	680,006
Fines and Penalties		39,000	29,000	29,000	29,000
Interest		335,000	375,000	375,938	376,877
Grants		4,039,095	4,638,000	4,623,000	4,673,000
Service Charges		1,313,790	1,290,000	1,303,558	1,317,258
Other		51,500	51,500	51,500	51,500
Westwoods Contribution		335,030	325,000	325,000	325,000
	Total	8,026,415	8,631,998	8,642,161	8,717,641
<u>TAX & MILL RATE</u>					
Tax Levy		\$ 98,973,147	\$ 103,027,349	\$ 108,317,060	\$ 112,999,950
Mill Rate		27.18	28.07	29.23	30.12
Mill Rate Change		0.51	0.89	1.16	0.88
% Change		1.90%	3.27%	4.14%	3.01%
Avg Residential Assessment		\$ 226,777	\$ 226,777	\$ 226,777	\$ 226,777
Real Estate Taxes		\$ 6,164.88	\$ 6,366.38	\$ 6,629.71	\$ 6,829.43
Dollar Increase		(26.66)	201.50	263.33	199.72
Percent Increase		-0.43%	3.27%	4.14%	3.01%

TAX AND BUDGET WORKSHEET
10 YEAR FORECAST WITH \$75.0M PROJECT (PRINCIPAL SKIP)

		FY22/23	FY23/24	FY24/25	FY25/26
		Projected	Projected	Projected	Projected
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>EXPENDITURES</u>					
Education		74,115,902	76,354,202	78,660,099	81,035,634
Town		33,053,343	33,985,447	34,943,837	35,929,253
Debt Service		7,615,994	8,190,796	8,363,515	8,452,589
HS 75.0M w/Skip		5,248,750	5,493,125	5,887,500	5,764,375
Capital Improvements		3,443,557	3,555,913	3,659,024	3,762,524
	Total	123,477,545	127,579,483	131,513,974	134,944,375
<u>GRAND LIST</u>					
Real Estate		3,261,997,821	3,317,451,784	3,323,423,197	3,348,016,529
Personal Property		282,796,589	291,478,445	313,863,989	325,006,161
Motor Vehicles		246,550,138	245,835,143	252,103,939	255,154,397
	Total	3,791,344,549	3,854,765,372	3,889,391,126	3,928,177,087
<u>REVENUES</u>					
Other Property Taxes		1,265,000	1,265,000	1,265,000	1,265,000
Licenses and Permits		691,022	702,216	713,592	725,152
Fines and Penalties		29,000	29,000	29,000	29,000
Interest		377,820	378,764	379,711	380,660
Grants		4,583,000	4,683,000	4,683,000	4,585,000
Service Charges		1,331,103	1,345,093	1,359,229	1,373,515
Other		51,500	51,500	51,500	51,500
Westwoods Contribution		325,000	325,000	325,000	325,000
	Total	8,653,444	8,779,573	8,806,033	8,734,828
<u>TAX & MILL RATE</u>					
Tax Levy		\$ 115,532,101	\$ 119,507,910	\$ 123,415,941	\$ 126,917,547
Mill Rate		30.59	31.13	31.86	32.44
Mill Rate Change		0.48	0.53	0.73	0.58
% Change		1.59%	1.74%	2.35%	1.82%
Avg Residential Assessment		\$ 226,777	\$ 230,632	\$ 230,632	\$ 230,632
Real Estate Taxes		\$ 6,938.24	\$ 7,178.92	\$ 7,347.67	\$ 7,481.54
Dollar Increase		108.81	240.68	168.76	133.86
Percent Increase		1.59%	3.47%	2.35%	1.82%

TAX AND BUDGET WORKSHEET
10 YEAR FORECAST WITH \$75.0M PROJECT (PRINCIPAL SKIP)

		FY26/27	FY27/28	FY28/29
		Projected	Projected	Projected
		<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>EXPENDITURES</u>				
Education		83,482,910	86,004,094	88,601,417
Town		36,942,458	37,984,235	39,055,390
Debt Service		7,737,547	7,893,261	7,643,680
HS 75.0M w/Skip		5,641,250	5,518,125	5,395,000
Capital Improvements		3,844,887	3,956,448	4,059,015
	Total	137,649,052	141,356,162	144,754,502
<u>GRAND LIST</u>				
Real Estate		3,376,809,471	3,388,290,623	3,445,891,564
Personal Property		347,041,579	360,229,159	371,288,194
Motor Vehicles		257,603,879	260,360,240	259,605,196
	Total	3,981,454,929	4,008,880,022	4,076,784,954
<u>REVENUES</u>				
Other Property Taxes		1,265,000	1,265,000	1,265,000
Licenses and Permits		736,900	748,838	760,969
Fines and Penalties		29,000	29,000	29,000
Interest		381,612	382,566	383,522
Grants		4,535,000	4,635,000	4,733,000
Service Charges		1,387,951	1,402,538	1,417,279
Other		51,500	51,500	51,500
Westwoods Contribution		325,000	325,000	325,000
	Total	8,711,963	8,839,442	8,965,270
<u>TAX & MILL RATE</u>				
Tax Levy		\$ 129,645,089	\$ 133,224,721	\$ 136,497,232
Mill Rate		32.69	33.37	33.62
Mill Rate Change		0.25	0.67	0.25
% Change		0.78%	2.06%	0.75%
Avg Residential Assessment		\$ 230,632	\$ 230,632	\$ 234,553
Real Estate Taxes		\$ 7,540.05	\$ 7,695.24	\$ 7,884.75
Dollar Increase		58.52	155.18	189.51
Percent Increase		0.78%	2.06%	2.46%

**Farmington Public Schools
Questions and Answers: Accreditation
Follow-up from 9/18/18 FHS Facility and Financial Ad Hoc Committee**

1. How many schools in Connecticut have a warning status on Standard 7 (Community Resources for Learning)?

We received the following response from NEASC:

"Out of the 156 high schools in Connecticut holding NEASC Accreditation, 10, inclusive of Farmington High School, are on Warning for building facility concerns as related to the Standard for Accreditation on Community Resources for Learning."

2. What is the procedure if the recommendations that prompted a Warning status are not addressed?

If the recommendations are not addressed that prompted the Warning status it could next proceed to Probation Status--the Commission would inform the school of this decision, and the school would have the opportunity to show cause in response. The decision to move to Probation status would probably be preceded by a visit of NEASC staff who would investigate corrective actions taken or not taken relative to a Warning. This generally happens in response to a Progress Report. FHS just submitted a response and they are awaiting a response from NEASC.

3. How often is FHS now required to provide updates to NEASC?

We submitted our required Two-Year Progress Report on October 1, 2017, and were required to submit a Special Progress Report by October 1, 2018 (already submitted). We will be informed of the need for additional progress reports once the Committee reviews our most recent submission. The Principal's expectation is that we will be asked to provide another Special Progress Report by October 1, 2019. We are already required to submit our Five-Year Progress Report by March 1, 2020.

4. What are the 7 NEASC standards? (in 2020 there will be a revision to 5 standards)

The seven NEASC standards we were evaluated on for FHS Accreditations are:

- Core Values and Beliefs About Learning
- Curriculum
- Instruction
- Assessment of and for Student Learning
- School Culture and Leadership
- School Resources for Learning
- Community Resources for Learning

Farmington High School Facility - Summary of Needs

External Requirements

ACCREDITATION AND ACCESSIBILITY

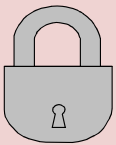


High School Accreditation: The New England Association of Schools and Colleges has placed FHS on “warning” status for “serious facilities deficiencies, including ADA access, heating and ventilation problems, leaky roof, inadequate science, cafeteria, auditorium, and library and media facilities, and other facilities issues that limit educational opportunities for students.” Although FHS met and exceeded expectations in six (6) NEASC accreditation standards, it was placed on “warning” status for standard seven (7) – “Community Resources for Learning.”

ADA Compliance: FHS must adhere to an Office of Civil Rights (OCR) report indicating multiple areas of the school that do not meet Americans with Disabilities (ADA) Act requirements. Examples include music spaces, media center, gymnasium, some classrooms, bathrooms, weight room, auditorium, stage, orchestra pit, 2nd/3rd floors of 1928 building, outdoor athletic facilities, culinary spaces, and various spaces throughout the building.

Challenges and Needs

SECURITY COMPLIANCE



There have been seven (7) additions / renovations to FHS when heightened security expectations were not a consideration.

- 23 separate entry points, sightline issues, lack of private/public separation, inadequate lighting (interior and exterior, difficult building orientation even with signage)
- Current parking lot configuration does not provide for clear pedestrian traffic pathways which is a safety concern

SPRAWLING LAYOUT



FHS is a large, mostly one floor inefficient facility with too many long and narrow hallways.

- Built in 1928 with renovations/additions in 1952,1964,1969,1974, 1978, 1996, and 2003
- Hallway overcrowding and lengthy passing time for students to get to classes on time
- 30% of the square footage is used for hallways instead of instructional space
- Sprawling building is associated with increased energy costs

EDUCATIONAL PROGRAMMING



FHS is reaching its limits for providing 21st Century programming and learning spaces that prepare today's learners for the future.

- Inadequate classroom space to accommodate all programmatic offerings and active vs. passive learning
- Overcrowded study halls (most quiet study halls have been eliminated due to lack of space)
- Undersized library at capacity every period of the school day
- Inadequate space for robotics, special education, science labs and performance spaces
- Lack of collaborative work spaces that reflect the way students learn in today's educational setting
- Auditorium and cafeteria are undersized for the population, impacting scheduling, educational programming, and state and federal requirements for food services.

Education today requires:

- Open, flexible spaces to promote independence, collaborative spaces to mirror real world work environments, public spaces to showcase learning and display work, and quiet places for reflection
- Technology and imagination rich environments to foster a maker mindset

BUILDING ENVELOPE CODE COMPLIANCE (MEP) ENERGY EFFICIENCY



FHS is currently an inefficient building from an energy standpoint and also has code compliance issues.

- An inefficient building envelope impacts energy costs and efficiencies (insulation, façade, windows-except for 900 wing)
- Mechanical, electrical, plumbing, fire alarm and building-protection systems are out-of-date and not in code compliance
- Farmington High School energy system performance is inefficient, with a \$393,000 cost per year
- A “Green Design” (new or renovated MEP systems) could save 35-45% of annual costs per year depending upon design

**Facility & Financial Ad-Hoc Committee
Farmington Public Schools
Draft Working Matrix**

			GOALS					
			1	2	3	4	5	6
number	Breakdown of FHS Statement of Needs	Statement of Needs Description	Successfully Maintain FHS Accreditation to Advance Educational	Create Flexible Learning Facility	Meet Compliance for State of CT Safety Code / Security Standards	Meet OCR/ADA Compliance	Community Shelter and Use	Long-term Budget Efficiency/Savings/Cost Avoidance
1	Security Compliance	Address accessibility issues, sight line issues, separate public/private use of building, increase parking spots to accommodate for the school and public use of FHS and increase pedestrian safety within the parking lot.						
2	Reduce Sprawl	Reduce travel distance for faculty and staff, maximize instructional space by reducing hallway square footage, improve circuitous and crowded corridors and intersection/converging students and faculty.						
3	Improve Building Envelope and Mechanical, Electrical and Plumbing Needs (Energy Efficient Building)	Address building envelope including aging roof and insufficient insulation to ensure a safe learning environment. Address inefficient MEP systems impacting energy costs, code compliance, efficiencies and comfort. Update inefficient, aging heating system, expand air conditioning, and minimize plumbing and sewer issues. Comply with current building codes.						
4	Address Undersized and Inadequate Auditorium	Provide space for the standard of two full grades in the auditorium and improve acoustics and ADA compliance.						
5	Address Undersized Cafeteria	Improve school scheduling as well as state and federal requirements on food service.						
6	Address Undersized and Inadequate Media Center	Improve educational programming by increasing space for collaborative student work, study space and student supports.						
7	Increase Classrooms for Academic Programming Needs	Improve school scheduling, educational programming, and student supports by increasing classrooms to accommodate FHS academic programming.						
8	Address Handicap Accessibility Needs	Address accessibility issues within the Office of Civil Rights report in all learning spaces for students and community members.						
9	Move Board of Education Office to FHS	Address overcrowding at Town Hall.						
10	Move Alternative High School to FHS	Provide space within the high school for the alternative high school program instead of an off-site location.						

SINGLE POINT RUBRIC: Impact Level Descriptors reflect a level "3" impact	
3: Full Impact 2: Partial Impact 1: Minimal Impact	
1	<p>Successfully Maintain FHS Accreditation to Advance Educational Excellence</p> <p>Maintain FHS Accreditation: Farmington High School is on warning for one standard for accreditation due to the lack of improvement related to ADA compliance and issues with the facility impacting educational programming needs and requirements.</p> <p>Fully address all elements of the NEASC Community Resources Standard by:</p> <p>*Address all facility issues that hinder full implementation of the curriculum (more classroom space, address undersized areas, overcrowded hallways, minimize student travel time, address MEP issues that are impacting student, faculty and community comfort.</p> <p>*Identify and address the limitations of the library media facility on furthering development of program delivery</p> <p>*Remedy all facility issues to ensure compliance with all state and federal laws and regulations, including those related to ADA compliance issues, and to fully support the educational program.</p> <p>Fully advance educational excellence by: Creating open spaces, flexibility with furniture and spaces to promote independence, collaborative spaces to mirror real world work environments, spaces to showcase learning, technology and imagination rich environments to foster maker mindset. Safe, warm, and nurturing school that welcomes <u>all</u> children.</p>
2	<p>Create Flexible Learning Facility</p> <p>Create a learning environment that meets state and federal requirements and serves the diverse needs fo all students providing collaborative and active learning spaces for students that reflect work environments of today and tomorrow.</p>
3	<p>Meet Compliance for State of CT Safety Code / Security Standards</p> <p>Fully meet State of CT fire alarm and protection building systems for safety and code compliance throughout the school building (MEP) and fully achieve all new CT Security Standards including but not limited to heating, cooling, mechanicals, facade, windows, plumbing, sewer and insulation needs</p> <p>Fully address CT security standards through reducing entry points, creating separation between public and private use, and through adherence to pedestrian safety standards in the parking lot as outlined in the new CT security standards for school buildings</p>
4	<p>Meet OCR/ADA Compliance</p> <p>Fully address OCR/ADA requirements in the following identified areas: Music spaces, media center, gymnasium, some classrooms, bathrooms, weight room, auditorium, stage, orchestra pit, 2nd/3rd floors of 1928 building, outdoor athletic facilities, culinary spaces, various spaces throughout the building</p>
5	<p>Community Shelter and Use</p> <p>Fully address ADA, MEP, CT Security Standards, private/public separation and undersized parking lot</p>
6	<p>Long-term Budget Efficiency/Savings/Cost Avoidance</p> <p>Fully achieve long-term budget efficiencies, savings and cost avoidance with specific benchmarks overtime: Replace aging equipment, mechanicals and infrastructure with energy efficient equipment and systems--- MEP, boilers, building envelope/insulation, mechanicals, windows, and less square footage for roof replacement projects in the future</p>

Attachment 5

*Town of Farmington, CT
Thursday, January 14, 2016*

Chapter 53. Public Buildings

[HISTORY: Adopted by the Town Council of the Town of Farmington as indicated in article histories. Amendments noted where applicable.]

GENERAL REFERENCES

Building construction — See Ch. 83.

Article I. Construction Procedures

[Adopted 2-28-1995; amended in its entirety 5-14-2002]

§ 53-1. Purpose.

The purpose of this article is to establish procedures to plan, approve and construct public buildings in an orderly and cost-effective manner, including giving clear direction and course of action to the appointed building committee or designated person or persons. This article shall apply to all pending public building projects in progress on the effective date of this article.

§ 53-2. Statement of needs.

- A. The Town department or agency initiating a request for the construction or renovation of a public building shall submit to the Town Manager a statement of needs which justifies the requested construction. The Town Manager shall review the statement of needs critically and shall, when satisfied that the statement is complete, submit the statement to the Town Council along with a recommendation for approval or disapproval of nonschool proposed construction.
- B. The Board of Education, being responsible under C.G.S. § 10-220 for making a study of the needs for school facilities and of a long-term school building program, shall, as part of a statement of needs, make recommendations to the Town Council for new school construction, additions or renovations based upon such study.
- C. Town Council approval of a statement of needs shall be required before any further action is taken. The Town Council may hold hearings or take any other action it deems appropriate to obtain information prior to approving a statement of needs.
- D. Each Town department or agency, including the Board of Education, shall, at the time of submitting annual budget requests, submit an estimate of expenditures for capital improvements for the next five years. The Town Manager, at the time of submitting the proposed annual budget to the Town Council, shall submit a five-year capital improvements program with a recommendation of what, if any, project or projects should be undertaken in the ensuing fiscal year. The Council shall consider and act on the projects, either approving, disapproving or approving at a revised estimate of costs.

§ 53-3. Building committee or other designated person or persons.

- A. Upon approval of a statement of needs, the Town Council shall appoint a building committee for all school buildings, including at least one member of the Board of Education, and may appoint a building committee for all other Town buildings.
- B. If a building committee is appointed, the Town Council shall define the scope of the responsibilities of such committee. The Town Council shall seek to include persons experienced in design and construction (such as an architect and/or construction engineer) to be building committee members.
- C. If a building committee is not appointed for Town buildings other than schools, the Town Council shall specifically designate the person or persons responsible for planning and supervising the construction of such building and shall define the scope of responsibilities of such person or persons.
- D. Hereinafter, the building committee or designated person or persons shall be referred to as the "committee."
- E. The Town Manager shall provide the committee with qualified and adequate staff support on building, financial, administrative and clerical matters. The role and scope of staff shall be clearly defined by the Town Manager and shall be described by the Town Manager to the committee. The Town Manager shall stay in close touch with the committee and keep the Town Council advised on material developments as they occur.

§ 53-4. Planning and construction process for building projects.

- A. Project initiation. The Town Council shall, upon recommendation of the Town Manager:
 - (1) Select a site for the construction. If a school site is involved, the site shall be approved by the Board of Education and the State Commissioner of Education prior to the start of construction.
 - (2) Develop and incorporate into the committee's charge a clear description of the nature, size and purpose of the proposed building based on the approved statement of needs.
- B. Preliminary plan development. The committee shall:
 - (1) Solicit proposals from qualified architects to prepare schematic drawings and project cost estimates, including costs of construction, engineering, finance, legal, contingency, independent construction monitoring and oversight, and other appropriate costs.
 - (2) Negotiate a contract or contracts with the selected architect. The architectural work will be contracted for in two phases. Phase one will consist of preresult services, including the preparation of schematic drawings and cost estimates, including structural site work, grading and drainage, presentations to Town boards and commissions and other services and costs as determined by the committee. Phase two services will complete the project through Town acceptance and final payment to the contractor(s). The phase two contract will include the architectural fees and expenses to take the project through the design development, contract document and administrative services phases during construction, including the preparation of bid documents and contract documents, the evaluation of bids and the determination of

appropriate bonding, insurance and other soft costs. The contract(s) shall provide that the architect will not proceed beyond phase one services until the committee has issued a notice to proceed after the approval of funding for the entire project; and that the Town has no financial obligation beyond phase one fees and expenses if the project funding is not approved.

- (3) Obtain from the architect a certificate attesting to the architect's errors and omissions insurance coverage that will be valid throughout the duration of the project.
 - (4) Request sufficient funds from the Town Council to pay for the architect's phase one services. Upon approval of such funding, the committee shall execute the contract with the architect for such services.
 - (5) Decide what type of owner's representative to use (if other than the architect) such as a clerk of the works, construction manager or general contractor. If a construction manager is to be used, the committee shall solicit proposals from qualified firms and negotiate services and fees for the pre- and post-referendum phases.
 - (6) Submit the completed schematic drawings to the Town Plan and Zoning Commission for informal review and recommendation and make such changes as appropriate in accordance with the contract for architectural services.
 - (7) Submit the completed schematic drawings and project cost estimates to the Town Council for approval.
 - (8) Upon Town Council (and Board of Education for school projects) approval of the schematic drawings and project cost estimates, request that the Town Council:
 - (a) Set a Town meeting (and referendum if necessary) for the total project cost based on the cost estimates prepared by the architect and/or construction manager; and
 - (b) Refer the project to the Town Plan and Zoning Commission for a report under C.G.S. § 8-24.
- C. Final plan development. If the project is approved at the Town meeting (or referendum, if necessary) the committee shall:
- (1) Issue a notice to proceed to the architect to complete final plans, working drawings and specifications, bid documents and contract documents. The committee and its consultants shall review the design documents at each design phase to evaluate, refine and update cost estimates and verify that the plans fulfill the purpose of the proposed building in a reasonable manner. The committee shall submit a copy of the final plans, working drawings, specifications, bid documents and contract documents to an independent, qualified engineering firm for a comprehensive review as to accuracy, clarity and completeness. The engineering firm shall submit comments to the committee. The committee shall direct the architect to make such changes as it deems appropriate.
 - (2) Submit the final plans to the Town Plan and Zoning Commission for site plan approval. Upon receipt of the architect's changes and approval of the Town Plan and Zoning Commission, and approval of the Board of Education for school projects, the committee shall put the project out to bid and award the construction contract. The Town Manager and a person designated by the committee shall execute the construction contract on behalf of the Town.
 - (3) Meet with the architect, general contractor or construction manager to reconcile any differences between the parties. The committee shall approve the final plans, working drawings and specifications, bid documents and contract documents.

D. Construction initiation. The committee shall:

- (1) Establish an oversight team consisting of the architect, Town staff members and/or consultants to assure regular and knowledgeable in-the-field monitoring of construction and evaluation of change orders and to keep the committee up-to-date on a regular basis on all material developments. The committee shall contract for additional independent monitoring of the construction process, if deemed necessary.
- (2) Authorize the start of construction.
- (3) Monitor the construction process to include meetings with the architect, project manager and construction contractor as necessary to resolve any differences.
- (4) Establish liaisons and/or other means of communication to keep the Town Manager, Town Council and other interested parties up-to-date on project developments.
- (5) Consider and act promptly on change orders, making certain that any increase in the cost involved in any change order is within the amount appropriated for the project.
- (6) Monitor the preparation by the architect of a list of items (punch list) which are not fully completed or which require further attention when the architect has certified that the building is substantially complete. The committee shall accept the building as substantially complete and make certain that the punch list items are completed promptly and properly.
- (7) Review the certification by the architect that construction has been completed in full compliance with contract documents or review the list of items that are not yet satisfactorily completed.
- (8) Authorize the release of funds that had been withheld or designate those funds to be withheld pending completion of any unfinished work or for any other appropriate reason.

§ 53-5. Town Manager's responsibility for coordination of process.

Throughout the planning and construction process, the Town Manager shall be responsible for coordinating the process and working with the committee and making full use of the Town staff and appropriate outside services as required. The Town Manager shall attend meetings as necessary between the architect and general contractor or construction manager and/or subcontractors. In the event of a conflict precluding the Town Manager's attendance at any such meetings, the Town Manager shall designate an alternate to attend in his/her absence and promptly after the meeting shall confer with the alternate and be briefed on significant developments. Within budgetary limits, the Town Manager is authorized to obtain such outside services as he/she believes are needed.

§ 53-6. Execution of contracts.

The Corporation Counsel shall review all contracts before they are entered into by the Town or the committee and shall oversee the execution of such contracts and compliance with appropriate bonding and insurance requirements.

§ 53-7. Approval by State Commissioner of Education.

In the case of the construction of school buildings, the Town Council may by resolution authorize the

Board of Education to apply to the State Commissioner of Education for a state grant-in-aid for the project. The Board of Education and Superintendent of Schools shall be responsible for having the State Commissioner of Education approve the plans and other matters relating to such application and for obtaining school construction grants from the state.

Charge of the Committee
FHS Facility & Financial Ad Hoc Committee

Such committee shall develop and present options to the Farmington Town Council and Board of Education on next steps for the Farmington High School facility utilizing the following information:

CHARGE #	DESCRIPTION OF THE CHARGE	ACTION ITEM	COMPLETE
1.	The previous FHS Building Committee information and data	Presentation on various options from previous committee will be presented at the October 16 th meeting	*
2.	Town of Farmington Financials (Present and Forecasted);	This was completed on September 18 th	✓
3.	Community input/ public informational meetings;	Hold meeting on November 8 th (tentative date) - SWOT analysis	
4.	Results of the citizen survey poll focused on the FHS facility	Hold joint meeting on November 15 th (tentative date) – hear survey results from the FHS Community Survey Committee	
5.	Information from experts in school construction.	It is anticipated that this will be complete at the October 16 th meeting- presentation on building committee experiences from other Towns	*

*It is anticipated that by the end of the October 16, 2018 meeting- charges #1, #2 and #5 will be complete

UPDATED: October 1, 2018

**FHS FACILITY AND FINANCIAL AD HOC COMMITTEE
DRAFT TIMELINE**

October 16 FHS Facility & Financial Meeting

Presentation(s) on building committee experience
 Presentation on the previous building committee options
 Updated versions of Statement of Needs one pager & matrix
 Review the charge of the committee
 Review of ordinance- Public Buildings (Chapter 53)
 Propose Timeline
 Upcoming Meeting Dates

November 1 (Tentative Date) – FHS Community Survey Committee

Review of survey committee results

November 8 (Tentative Date) - FHS Facility and Financial Meeting

SWOT Analysis with Public Participation

November 15 (Tentative Date) - Joint Community Survey & Facility & Financial Meeting

Presentation of survey results

Early of December (Tentative)- FHS Facility & Financial Meeting

Work on recommendation to Town Council/Board of Education

1st Week of December (Tentative)- FHS Community Survey Meeting

Final committee meeting on survey results/prepare presentation for Town Council/Board of Education meeting

January 2019 (Tentative)

Joint Town Council/Board of Education Meeting for committee recommendations

Key:

	FHS Facility & Financial Committee Meeting
	FHS Community Survey Committee Meeting
	Joint Meeting(s)

2018 Upcoming Meeting Schedule

Need to Confirm Dates

November 8, 2018
 November 15, 2018
 December 5, 12, or 13, 2018-
 Proposed Dates

January 2019, Final Meeting –
 Joint Town Council/ Board of
 Education Meeting