

Board Approval of Minutes:

Approved: 2/28/20

Chair's Signature: [Signature]



Lutz Preparatory School

A Hillsborough County Public Charter School of Choice Serving Grades K-8

Building Subcommittee Meeting

Minutes: January 20, 2020

- 1) Meeting Call to Order by CM at 7:31 AM
 - a. Attendees Board: Chris Moore & Rick Narkiewicz
 - i. Absent: Brian Lambert & Daniel Abou-Jaoude
 - b. Committee Chair: Chris Moore
 - c. Administration: Mr. Wheaton, Mrs. Jenkins
 - i. Absent: Mrs. Guertin
 - d. Owners Representative – Jonathan Moore, Leena Castro, and Shawn Pierson
 - e. Minutes – Lori Toso
- 2) Public Comment: None
- 3) Jonathan Moore Update:
 - a. Received 32 page budget document from Walbridge on 1/17/2020. Has been reviewing line items and targeting his input for discussion back with Walbridge.
 - b. Construction contingency & market escalation – he believes they should revise/remove.
 - c. JM working on this today and discussing with Walbridge to be ready to present to board at 1/30/2020 meeting.
 - d. For example: finishes, HVAC, and electrical he will work on getting those reduced to what he normally sees in market. 34 SF for management fees JM feels if very high, top out at 20 SF.
 - e. He believes the building is bigger than what we can build; potentially removing 1 SF from length of building to find savings (this would impact each classroom by 25sf) ; but 650 SF per classroom is base threshold from staff.
 - f. Reducing allowances to find savings, this new building has 37 classrooms. VA from Walbridge is to remove 8 classrooms, remove multipurpose room, reduce finishes.
 - g. Needs verification on water and sewer numbers. We now have confirmation from Hillsborough County with exact locations. Water has to go under train tracks; north to Crystal Lake may be cheaper.
 - h. 284 SF build for building (all of architecture plus offsite and onsite) – TPC
 - i. CM concern - taking money out of the budget, is it really coming out of the budget or just increasing our risk to go over on the actual build. JM agrees, wants to make sure budget is realistic to actual project before moving forward.
 - j. Example HVAC conversation: is it top of the line or is it a realistic system that can work for what we need? These are the type of conversations that JM will have with Walbridge this week. This will allow him to help us decide if we need to give up the programmatic pieces.
 - k. It has gone out to market and may subcontractors involved now. This is a first draft proposal. This is for the 41K SF building. At this cost, we cannot move forward.
 - l. Quarter million on water – still not ready to give up yet. Permitting, water assessment fees, etc. JM is very conservative on his budget to make sure we have cushions.
 - m. Diana and JM have been talking to Hillsborough County. We were rejected to connect to sanitary HC due to planning commission not understanding that charter schools are public,

not private. State Statues support this; Arnold Law Firm (Melissa) is now involved to help planning commission understand state statutes and charter/public schools.

- n. CM – do we have a contingency plan on water and sewer? If we can build onsite ourselves. JM Not sure if we have enough room on property to move drain fields. We need to understand/estimate of wastewater and water future bills/costs.
- o. If we hold off 2 years, we would pay off 1 million of our current loan. Would there be an increase in construction cost, interest rates, etc.
- p. If we don't building what are alternatives. Keep current; add more modular where new building would be. If we don't expand school, we are still going to have to put in X to redo/rehab current modulars and refinance the mortgage.
- q. 671K in owner's contingency (5%) in ours and 300 in Walbridge.
- r. CM asks that JM speak to DA after conversation with Walbridge.
- s. CM asking Diana to have Piper Sandler to run estimate at 11, 11.5 and 12. JM's target is 11.3
- t. Tentative subcommittee meeting at 7:30 AM on Thursday, January 23rd, 2020 to tie in to finance committee meeting at 6:00 PM that night. JM will follow up with team at least 24 hours out to make sure that he will be ready to discuss at that time.

4) Meeting adjourned at 8:23 AM.