INFORMATION SHEET 10/13/2020 TRUSTEES' MEETING

ATTACHMENT: 7.4

TO: Jim Bridges, Superintendent

FOR: Board of Trustees

FROM: Dena Whittington, CBO

ISSUE: Five Year Facility Maintenance Plan 2020-2025

The State of California requires that districts maintain their facilities in good repair. In addition, to qualify for State funded grants to build or maintain facilities, the district is required to contribute 3% of the General Fund expenditures in to the restricted resource in the General Fund for Major Ongoing Maintenance. In 2019, the district received State Facility Funding as a reimbursement on the Jefferson School modernization. Going forward this plan will be updated and brought back to the board for approval annually.

FIVE YEAR FACILITY MAINTENANCE PLAN 2020 TO 2025

Jefferson School District
Dena Whittington, CFE
Updated October 2020

CA SCHOOL ACCOUNTING MANUAL (CSAM)

- Procedure 650
- Required by law to maintain their facilities in good repair as defined in Ed Code 17002
- To ensure eligibility for State funded facility projects under the Leroy F. Greene School Facilities Act of 1998

EDUCATION CODE 17014

- Major Maintenance, Repair and Replacement is defined as:
  - Roofing
  - Siding
  - Painting
  - Floor and window coverings
  - Fixtures
  - Cabinets
  - Heating and Cooling Systems (HVAC)
  - Landscaping
  - Fencing

ONGOING MAJOR MAINTENANCE - RMA

- Restricted Maintenance Account (RMA)
  - General Fund, Resource 8150
  - Required annual contribution of 3% total General Fund expenses
  - Must be maintained for 20 years after receiving State facility funds
  - October 2019 received State Facility Funds for Jefferson Modernization

ONGOING MAJOR MAINTENANCE – DEFERRED

- Deferred Maintenance
  - Fund 14
  - No longer required as of 2013-14
  - Continue with restricted contribution from LCFF

PROJECTS COMPLETED IN 2019-20

- Hawkins Office Remodel
- Monticello Library Ceiling Tiles
- Monticello Playground Structure

PROJECTS FOR 2020-21

	Major Ongoing Maintenance	
	Restricted Maintenance	Deferred Maintenance
2020-21 Beginning Balance	629,281	228,761
2020-21 Contribution	793,869	168,814
Total Available	1,423,150	397,575
Maintenance Salaries and Benefits	350,000	
HVAC repairs	95,000	
Jefferson Shade Structure	50,000	
Short Throw Projectors TK-4	300,000	
Monticello Painting		120,000
Traina Exterior Light Fixtures	100,000	
District-wide security cameras	125,000	
2020-21 Total Projects	1,020,000	120,000
2020-21 Ending Balance	403,150	277,575

PROJECTS FOR 2021-22

	Major Ongoing Maintenance	
	Restricted Maintenance	Deferred Maintenance
2021-22 Beginning Balance	403,150	277,575
2021-22 Contribution	793,869	168,814
Total Available	1,197,019	446,389
Maintenance Salaries and Benefits	350,000	
HVAC repairs	95,000	
Monticello Security System		100,000
Jefferson Exterior Paint Touch Up		20,000
HVAC Hawkins	750,000	
Traina Painting		120,000
Hawkins Painting		120,000
2021-22 Total Projects	1,195,000	360,000
2021-22 Ending Balance	2,019	86,389

PROJECTS FOR 2022-23

	Major Ongoing Maintenance	
	Restricted Maintenance	Deferred Maintenance
2022-23 Beginning Balance	2,019	86,389
2022-23 Contribution	793,869	168,814
Total Available	795,888	255,203
Maintenance Salaries and Benefits	350,000	
HVAC repairs	95,000	
Asphalt On The Temp Campus		25,000
Traina Additional Play Structure		100,000
Monticello School Entrance Railing		25,000
Traina Masonry Work		25,000
Monticello Brick Work		25,000
Hawkins Fire Alarm	170,000	30,000
HVAC Jefferson	180,000	
2022-23 Total Projects	795,000	230,000
2022-23 Ending Balance	888	25,203

PROJECTS FOR 2023-24

	Major Ongoing Maintenance	
	Restricted Maintenance	Deferred Maintenance
2023-24 Beginning Balance	888	25,203
2023-24 Contribution	793,869	168,814
Total Available	794,757	194,017
Maintenance Salaries and Benefits	350,000	
HVAC repairs	95,000	
District-wide Wireless Clock System	120,000	180,000
HVAC Monticello	130,000	
2023-24 Total Projects	695,000	180,000
2023-24 Ending Balance	99,757	14,017

PROJECTS FOR 2024-23

	Major Ongoing Maintenance	
	Restricted Maintenance	Deferred Maintenance
2024-25 Beginning Balance	99,757	14,017
2024-25 Contribution	793,869	168,814
Total Available	893,626	182,831
Maintenance Salaries and Benefits	350,000	
HVAC repairs	95,000	
Bus Barn	300,000	
2024-25 Total Projects	745,000	-
2024-25 Ending Balance	148,626	182,831

GOING FORWARD

- District will work closely with PJHM to ensure all DSA requirements are met
- All jobs will be bid as required by Public Contract Code
- As jobs are estimated and scheduled, amounts and timelines will be adjusted
- If an unidentified need arises at a site, it will be scheduled as necessary