

GERMANTOWN SCHOOL DISTRICT

Notice of Finance Committee Meeting

November 26, 2018

6:15 P.M.

County Line Elementary School Cafetorium

W159 N9939 Butternut Rd.

Germantown, WI 53022

AGENDA

- I. Meeting Called to Order**
- II. Roll Call**
- III. Agenda Revisions and Approval**
- IV. Approve Minutes**
 - A. October 22, 2018 Meeting Date
- V. Consent - Review & Discuss**
 - A. November Vouchers
- VI. Unfinished Business – Discussion with Appropriate Action**
 - A. None
- VII. New Business – Discussion with Appropriate Action**
 - A. Monthly Purchase Requests Exceeding \$15,000 & Purchasing/Project Bid Results
- VIII. Reports**
 - A. Voucher(s): Follow Up
 - B. Monthly Financial Reports
 - C. General Financial Updates & Other Reports
- IX. Adjourn**

***Note:** School Board members who are not members of the Finance Committee may be present at this Finance Committee meeting.*

GERMANTOWN SCHOOL DISTRICT

TO: Finance Committee

FROM: Ric Ericksen, Director of Business & Auxiliary Services

AGENDA ITEM: IV.A. – Approve Minutes: **October 22, 2018 Meeting Date**

ATTACHEMENTS: See next page(s).

RECOMMENDATION: Approved as presented.

GERMANTOWN SCHOOL DISTRICT
Minutes of the Finance Committee Meeting
October 22, 2018

1. The meeting of the Finance Committee was called to order by Michael Loth at 6:15 p.m. in the school district offices Board Room.
2. Finance Committee Members Present: Michael Loth, Tom Barney, and Ray Borden. Board President Bob Soderberg, Director of Business Ric Ericksen, and Superintendent of Schools Jeff Holmes were also present.
3. Motion by Barney, second by Borden to approve the agenda. Motion carried.
4. Motion by Borden, second by Barney to approve the September 24, 2018 Finance Committee minutes. Motion carried.
5. Motion by Barney, second by Borden to approve payment of vouchers for October 2018. Motion carried.
6. Motion by Barney, second by Borden to forward to the Board with a positive recommendation, approval of the 2018-2019 final budget and tax levy and adjust the accounts as appropriate on the report identified as the Adoption Format, for final submission to the Department of Public Instruction as required, and certify the tax levies to municipalities accordingly. Motion carried.
7. Ric Ericksen provided a 2018-2019 cash flow review.
8. Motion by Barney, second by Borden to forward to the Board with a positive recommendation, approval of the Milwaukee Plate Glass bid to replace high school entrance #33 doors, door frame, and hardware, in an amount not to exceed \$17,607, funded through the appropriate accounts in the General Fund 10 maintenance budget. Motion carried.
9. Motion by Borden, second by Barney to forward to the Board with a positive recommendation, approval of the Midwest Glass Tinters bid to install 3M S800 window safety film in an amount not to exceed \$49,674, funded through Department of Justice Safety Grant dollars in the appropriate General Fund 10 accounts. Motion carried.
10. The committee reviewed the American Deposit Management monthly activity report.
11. Motion by Barney, second by Borden to adjourn. Motion carried.
12. The Finance Committee adjourned at 7:03 p.m.

Jayne Borst
Recording Secretary

GERMANTOWN SCHOOL DISTRICT

TO: Finance Committee

FROM: Ric Ericksen, Director of Business & Auxiliary Services

AGENDA ITEM: V.A. – Consent of Vouchers: **Review & Discuss**

Vouchers List(s)

Review monthly bills and voucher payments.

Only the FC needs to consent and approve monthly vouchers. Based on policy, it does not go to the full Board of Education.

The report has been posted at the district's web site Finance Committee link.

ATTACHEMENT(S): None

RECOMMENDATION: Consent to Payment of Claims as presented & reviewed.

GERMANTOWN SCHOOL DISTRICT

TO: Board of Education

TOPIC: Purchases Over \$15,000

FROM: Ric Ericksen

BOARD MEETING: November 26,
2018

DATE:

AGENDA ITEM: XXXX

FC Date: November 26, 2018

FC Agenda Item(s): VII. A.

-- The intent is to review due diligence with respect to seeking competitive bids/quotes when possible. Vetting for the purpose of the purchases may have occurred at other committees. --

\$56,396.83 (37,031.07+19,365.76): Buildings & Grounds: Baycom - DOJ Grant

Recommendation to the Board of Education and Finance Committee:

Bring forward to the Board of Education with a positive recommendation to purchase the portable radios, software, and radio infrastructure from Baycom for \$56,396.83 as presented and fund using the appropriate accounts in the General Fund from the Department of Justice Grant.

Background:

From Don Erickson, Director of Buildings & Grounds:

The Baycom radio system in the Germantown will be upgraded as part of the DOJ safety grants. The upgrade includes a repeater antenna system at the schools. This will enable the District wide radios to be used at all locations regardless of the base location. 31 additional radios will be purchased and distributed to the schools. Total cost is \$56,396.83.

Continued ...

\$47,850: Germantown High School Electronic Message Board

Recommendation to the Board of Education and Finance Committee:

Table this item.

Background:

On November 12, 2018 the Building Committee approved the purchase and installation of Daktronics 10mm 50" x 8'8" message board and further sends this item to the Finance Committee to determine funding options. *Please see November 12 Building Committee background.*

District officials are not prepared to make a recommendation at this time.

Principal Farren and his team are looking at funding sources at the high school level, as well as working with district office for other funding sources.

BAYCOMserious mobility.
when it matters most.**BAYCOM, Inc.**

W239N2890 Pewaukee Rd.

Pewaukee, WI 53072

Phone: (414) 456-7628

Email: kpremo@baycominc.com

Date: 11/14/2018

Quote: KP11142018

Prepared for: Germantown School District
 Attn: Don Erickson
 Address: N104W13840 Donges Bay Rd
 City, State, Zip: Germantown, WI 53022
 Phone: (262) 253-3900
 E-Mail: jholmes@gsdwi.org

Qty.	Item ID	Description	Unit Price	Total
MOTOTRBO Digital Radio System				
6	A	Motorola Digital Radio System Infrastructure * Includes: (1) Motorola SLR5700 50W/UHF/Digital repeater, cabling, RF filtering, ground bar, ground wire,	\$2,911.85	\$17,471.10
6	B	UHF Repeater Antenna System * Includes: Unity gain fiberglass antenna, non-penetrating roof mount, 1/2" hard-line coaxial cable, connectors, and lightning protection system * Customer to provide 2" weather head through roof at each repeater location * Based on physical construction of each school, Baycom may be able to run coax cable out of the exterior wall rather than through the roof. To be determined.	\$767.33	\$4,603.96
1	C	System Staging / Programming / Deployment * Includes: Reprogramming of existing portable radios, School building site-walks, signal strength testing, engineering services, system design, meetings, project management, Fleetmap development, programming template creation, radio ID tracking, in-house system staging/programming/testing, subscriber cloning/testing, on-site antenna system and equipment installation, post-install coverage testing, subscriber radio deployment and admin radio training.	\$9,582.00	\$9,582.00
2	D	Frequency Licensing & Coordination	\$2,628.00	\$5,256.00

Item Total: \$36,913.07

Shipping: \$118.00

Sub Total: \$37,031.07

Tax: Exempt

Total: \$37,031.07

Price valid for 60 Days

Quoted by: Kate Premo

Date: 11/14/2018

Accepted by:



Date: 11/15/18

Note: Price quoted for payment by check or ACH transfer

 108827 ~~11/14/18~~ 254300 609
 323 VPM

BAYCOM

serious mobility.
when it matters most.

BAYCOM, Inc.

W239N2890 Pewaukee Rd

Pewaukee, WI 53072

Phone: (414) 456-7628

Email: kpremo@baycominc.com

Date: 8/30/2018

Quote: GSD08302018

Prepared for: Germantown School District

Attn: Jeff Holmes

Address: N104W13840 Donges Bay Rd

City, State, Zip: Germantown, WI 53022

Phone: 262-253-3900

E-Mail: jholmes@gsdwi.org

Qty.	Item ID	Description	Unit Price	Total
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MOTOTRBO IP SITE Connect Digital Radio System Portables

19	A	Motorla SL3500e Portable Radio Includes: Stubby Antenna, belt holster, IMPRESS Battery, Standar USB Charger Limited Keypad, 2 Yr Warranty, 4 Watt Output Power MSRP \$768.00 Wisconsin Counties Association Pricing \$617.76	\$558.96	\$10,620.24
12	B	Motorla XPR3500e Portable Radio Includes: Stubby Antenna, belt clip, IMPRESS Battery, Standard Impress Charger Limited Keypad, 2 Yr Warranty, 4 Watt Output Power MSRP \$768.00 Wisconsin Counties Association Pricing \$617.76	\$558.96	\$6,707.52
31	C	Motorola IP Site Connect Software for Portable Radios MSRP \$83.00 Wisconsin Counties Association Pricing \$73.04	\$65.00	\$2,015.00

Date: 8/30/18

Accepted by:

Date

11/14/18

Note: Price quoted for payment by check or ACH transfer

Item Total: \$19,342.76

Shipping: \$23.00

Tax: Exempt

Total: \$19,365.76

GERMANTOWN SCHOOL DISTRICT

TO: Finance Committee

FROM: Ric Ericksen, Director of Business & Auxiliary Services

AGENDA ITEM: VIII. Reports

A. Voucher(s): Follow Up

None

B. Monthly Financial Reports

1. General Report(s)
 - All Financial Reports will be updated and posted to the FC web link after the Board finalizes the October budget.
2. American Deposit Management (ADM) – Monthly Activity Report
 - The monthly earnings statement is attached.
3. Nov 2018 Referendum Results Report is attached.

C. General Financial Reports

Please know that I have financial information relative to the 2019/2020 budget year that will be shared with the committee at the December meeting. Including an analysis of Department of Revenue state revenue projections and the annual Sussex Hamilton student survey.

AGENDA ITEM: IX. Adjourn

Germantown School District Account Summary
CGERSD03 – 2016 Referendum
11/20/2018

Deposit Activity

11/01/2018 CD Interest Earned, Westbury Bank - \$8,705.47

Total Credits - \$8,705.47

Withdrawal Activity

11/14/2018 Withdrawal in the amount of \$12,561.08

11/16/2018 CD Placement Fee in the amount of \$1,002.74

Total Debits - \$13,563.82

Investment Activity

Bond proceeds are currently spread across **13** financial institutions:

Altra Federal Credit Union	NexBank, SSB
Associated Bank, National Association	Security State Bank
Citizens Bank, National Association	Union Bank & Trust Company
City National Bank of Florida	Webster Bank, National Association
Commerce West Bank	Westbury Bank
Coulee Bank	Western Alliance Bank
Luther Burbank Savings	

Miscellaneous: As a reminder, ADM only utilizes state approved investments for investing the District's funds. Investments that exceed \$250K per institution are backed with state and GFOA approved collateral which is held and tracked by ADM. All other investments listed on your statement are backed with FDIC insurance.


the American Deposit Management Co.

November 20, 2018

Account Activity:

November 01, 2018 - November 20, 2018

Germantown School District
N104 W13840 Donges Bay Road
Germantown, WI 53022

Contact Us 

- For personal assistance, call:
414-961-6600
- Visit us online:
www.americandeposits.com
- Questions on products & services:
info@americandeposits.com
- Mail correspondence to:
W220 N3451 Springdale Road
Pewaukee, WI 53072

CGERSD03 - 2016 Referendum

Transaction Type	Settlement Date	Amount	Balance
Beginning Balance	11/01/2018		\$ 19,668,977.46
CD Interest Earned	11/01/2018	\$ 8,705.47	\$ 19,677,682.93
CD Interest Earned	11/01/2018	\$ 8,705.47	\$ 19,686,388.40
Interest Distribution Client	11/01/2018	-\$ 8,705.47	\$ 19,677,682.93
Withdrawal	11/14/2018	-\$ 12,561.08	\$ 19,665,121.85
Fee CD PLACEMENT CDASSOC211	11/16/2018	-\$ 1,002.74	\$ 19,664,119.11
Ending Balance	11/20/2018		\$ 19,664,119.11

REFERENDA RESULTS

NOVEMBER 6, 2018

On November 6th, 61 Wisconsin school districts chose to go to referendum for a total of 82 questions. 93% of school district referendum questions were approved, making 2018 the highest approval rate (89%) since the revenue limit formula was implemented.

Public Finance

2018 Referendum Breakdown

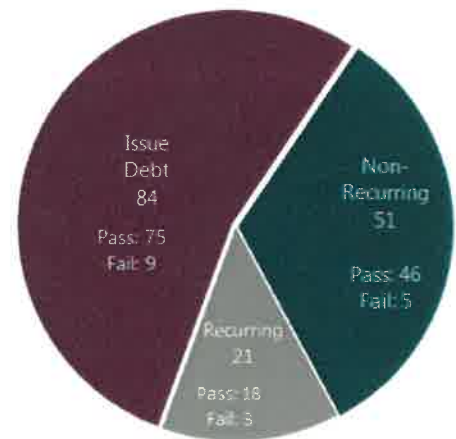
NOVEMBER 2018 REFERENDUM BREAKDOWN:

- 44 questions asking residents to issue debt totaling \$1,249,145,000.
- 24 questions asking residents to exceed the revenue limit on a non-recurring basis in an amount totaling \$157,026,073.
- 14 questions asking residents to exceed the revenue limit on a recurring basis in an amount totaling \$26,133,487.

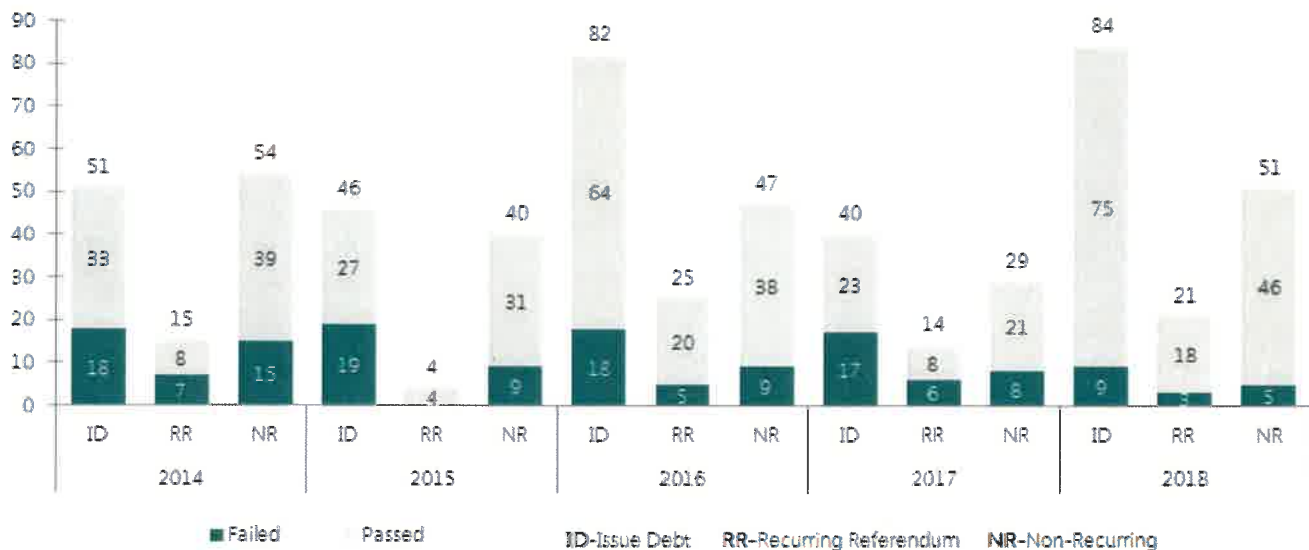
RESULTS:

57 school districts celebrated success:

- 42 Debt questions passed totaling \$1,207,905,000
- 21 Non-Recurring questions passed totaling \$140,591,073
- 13 Recurring questions passed totaling \$24,015,000



Referendum History



UPCOMING REGULAR ELECTION DATES¹

	2019		2020		2021	
	Primary	General	Primary	General	Primary	General
Spring	02/19/2019	04/02/2019	02/18/2020	04/07/2020	02/16/2021	04/06/2021
Fall	No Fall Elections		08/11/2020	11/03/2020	No Fall Elections	