



Skaneateles Central School District

Excellence in Education

To: SCSD Board of Education
From: Christine DeMass, Assistant Superintendent for Business Operations

Date: 12/07/18

Re: Capital Review I

Purpose of Review: for *Part I* of each of the three budget components – capital, administrative, and program - we will present for discussion and conceptual approval (final approval will not take place until the Board's adoption of the entire budget) key items that we wish to include in the 2019-2020 budget. *Part II* of each component will consist of a more detailed review. Each will include a report out by the Audit, Budget and Finance (ABF) Committee.

Background of Recommendation:

Key Capital Components for 2019-2020

1. *Annual Building Maintenance Project* – Throughout the planning process for Project 2021, Ashley McGraw and the district have identified several potential \$100,000 capital outlay projects that can be considered for the 19-20 school year. Some of the potential scope is a continuation of safety and security with examples being interior door hardware replacement and exterior secure access doors. We anticipate further discussions to determine the priority of these projects in the coming weeks and will share more details as we have them. As noted in the past, these projects are limited to \$100,000, are paid for by an interfund transfer from the General Fund to the Capital Fund and drive aid back to the district the following year. Our aid ratio is 62.9%. These smaller projects are key to maintaining our buildings in between the larger projects.
2. *Bus Replacement Plan* – administration recommends that the board continue with the Bus Replacement Program by placing a proposition before the voters for the purchase of an additional four buses at a cost not to exceed \$435,000. For the 19-20 school year, our recommendation is to purchase four gasoline bus – one being a wheel chair accessible bus (63 passengers with up to 3 wheel chairs) and the others being three 71 passenger style buses. The district currently has one gasoline bus and would like to transition the fleet to all gasoline buses. Some of the advantages to gasoline buses are as follows:
 - The cost of a 71 passenger gasoline bus is about \$10,700 less than a diesel bus of the same size and a wheelchair bus is about \$8,800 less,
 - Gasoline buses generally get better gas mileage (currently getting about 6.5 mpg with gasoline bus vs. 8 mpg from the diesel buses),
 - Cheaper oil changes (gasoline buses use 8 quarts of oil vs. 24 with diesel),
 - Gasoline buses do not need to be plugged in at the bus garage which can save on electricity,
 - Gasoline buses do not need the additive DEF which is a cost savings,
 - More environmentally friendly - gasoline is cleaner than diesel.

3. *Fleet and Equipment Replacement Plans* - administration is reviewing all of the district's fleet and equipment in its asset management system to identify their condition – *i.e.*, Excellent, Good, Fair or Poor – and prioritize their replacement. Part of the review includes determining if replacement of certain equipment aligns with the district's current strategic plan. Lastly, for equipment in fair or poor condition likely to be replaced, administration is working with appropriate personnel to estimate the current or future replacement cost.
4. *Staffing* – administration is reviewing the overall staffing in operations, maintenance, and grounds to ensure maximum effectiveness. We will, again, be reviewing the structure of each area to determine if staffing levels are where they need to be to support our current needs and our overall strategic plan.

Recommendation: administration recommends that the Board direct us to continue planning for these four (4) areas and to review them for feedback with the ABF at upcoming meetings.

DRAFT for Board Consideration

