



MEETING MINUTES

Date: October 16, 2023
By: Teresa Youngman
Re: Capital Outlay Committee Meeting

Meeting Date: October 16, 2023
Meeting Time: 1:30 PM
Meeting Location: Brevard County Public Schools Educational Services Facility
2700 Judge Fran Jamieson Way, Viera, FL
Board Room

Attendees:

Voting Attendees:

Bradley Parrish	City of Titusville (Member)
Loren Wiltse	City of Cocoa Beach (Alternate)
Todd Corwin	City of Melbourne (Alternate)
Erica Ehly	City of Satellite Beach (Member)
Keith Neterer	Brevard County (Alternate)
Jason Mahaney	Town of Grant-Valkaria (Member)
Michael Casey	Town of Indialantic (Member)
John Coffey	City of Indian Harbour Beach (Member)
Matt Stinnett	Town of Malabar (Member)
Christy Fischer	City of West Melbourne (Chair)
David Lindemann	Brevard Public Schools (Member)

Non-Voting Attendees:

Lindsey Carter	City of West Melbourne (Alternate)
Rayna Dibling	Brevard Public Schools
Karen Black	Brevard Public Schools (Alternate)
Teresa Youngman	Brevard Public Schools

1. Call to Order / Roll Call

Ms. Fischer called the meeting to order at 1:30 PM. Ms. Dibling called the roll. A quorum was present.

Note: This meeting of the Capital Outlay Committee was publicly advertised in Florida Today on Monday, October 9, 2023. This meeting was audio recorded.

2. Pledge of Allegiance

All attendees stood and recited the Pledge of Allegiance.

3. Introductions

Ms. Fischer led the introductions. All additional attendees introduced themselves and are listed above.

4. Approval of Agenda

Mr. Mahaney made a motion to approve the agenda, seconded by Mr. Coffey. The motion passed unanimously.

5. Approval of Minutes of July 10, 2023 COC Meeting

Mr. Mahaney made a motion to approve the minutes of the April 10, 2023 meeting, seconded by Mr. Coffey. The motion passed unanimously.

6. Standing Agenda Items

Capital Outlay Committee Appointment Updates

Ms. Black stated that she didn't have updates for this meeting.

School Board Local Planning Agency Representatives (LPA)

Ms. Black stated that Mr. Susin has recommended a representative for the City of Melbourne planning and zoning board. This recommendation will be on the October 24, 2023, School Board agenda for consideration. Ms. Black may have a potential volunteer for the City of Cocoa planning board. We still have vacancies at Cape Canaveral, Rockledge, Palm Bay, Melbourne Beach, Indialantic, Grant Valkaria and Malabar. If anyone knows of someone that would like to volunteer, please let Ms. Black know.

7. Parental Choice Analysis Presentation – Dr. Maier & Ms. Black

An in-depth presentation was shared on parental choice and the effect on student

enrollment in Brevard County.

8. Long Term Facility Planning Consultant, Phase 1

The district has engaged a planning consultant to interview School Board members and various other stakeholders in order to deliver a comprehensive report of the district's highest priorities to create a foundation for long-term planning, investment of staff resources and planning for revenue. Once the consultant's proposal for phase 1 is approved at the October 24, 2023, School Board meeting, the process of gathering information should proceed throughout November and December with a final report highlighting the findings and presented to the Board in January.

Pause Meeting

2:25pm Mr. Stinnett made a motion to pause the meeting, seconded by Mr. Mahaney. The motion passed unanimously.

9. BPS Facilities Planning Report- Karen Black

- School Concurrency update

1. Revisions to application – Action Item

Minor revisions to the School Facility Planning and Concurrency Application were discussed/ approved to make things clearer for all involved. Changes/updates will be completed and emailed to the board.

Motion to approve the revised application with minor revisions by Bradley Parish, seconded by Todd Corwin.

The motion was passed unanimously.

2. The process to make ADA accessible PDF response letters is on-going.

- District 5-Year Work Plan – The 5-year work plan and is due October 1, 2023. The Report has not been opened by FLDOE yet. Once completed, a draft will be forwarded to the committee for review prior to Board approval.
- An attendance boundary for the new middle school was approved in May, 2023. The new school is scheduled to open in August for the 2024-25 school year.
- A new school site locator map has been created by the district and is available on the District's website for anyone to search by address to find zoned schools.
- Financially Feasible Plan (FFP) – Fall development data requests were emailed to each municipality August 31, 2023, responses are due to BPS on October 16, 2023 to coincide with this meeting. Student Membership Projections will be calculated in November. The FFP will be distributed to all members by December 31st.
- Student Accommodation Plan schedule– Report due annually March/April 2024
- Educational Plant Survey (EPS) Update is due every five years. It was approved by the Board and submitted to DOE in June, 2023. The District is seeking approval to

demolish building 9 at MILA Elementary School through the FLDOE's Castaldi Building Raze Form process. A new modern classroom building will be constructed to replace the razed building. An amendment to the District's EPS will be necessary prior to removal of the building.

10. Tentative 2024 COC Meeting Schedule

- Monday, January 22, 2024; 1:30 pm (Facilities Conference Room)
- Monday, April 8, 2024; 1:30 pm (School Board Room Reserved)
- Monday, July 15, 2024; 1:30 pm (School Board Room Reserved)
- Monday, October 21, 2024; 1:30 pm (School Board Room Reserved)

11. Additional Discussion

Ms. Black is in the process of making response letters ADA Compliant and updating the School Concurrency Application. Ms. Black believes she will need to do each letter separately, not something easily done using a template. Will need to add text behind the table so the automatic reader will read it. She is working to provide this for everyone.

12. Adjournment

Ms. Fischer adjourned the meeting at 3:27 PM.

David Lindemann, Secretary

End of Minutes