

**BEMIDJI AREA SCHOOLS
BEMIDJI, MINNESOTA**

DATE: JULY 15, 2024
TO: BOARD OF EDUCATION
FROM: ASHLEY EASTRIDGE, CPA, DIRECTOR OF BUSINESS SERVICES
SUBJECT: RESOLUTION RENEWING APPROVAL OF LTFM PLAN

The Minnesota Department requires School Boards to annually approve a school district's long term facilities maintenance plan (LTFM Plan). This plan consists of three parts. There is a ten-year expenditure projection. There is a ten year Revenue projection. There is a statement of assurances.

All three parts of the LTFM Plan for the Bemidji School District are attached and a short description of each follows.

The ten year expense plan is derived by populating the various expense categories with projects from our ten year planning schedule. If at some time we decide to do a major project, we can modify the schedule accordingly.

The ten year revenue projection is derived by using current data, including enrollment and building ages and rolling them forward. If we have a large project that qualifies for additional funding (such as asbestos abatement) we can request additional levy authority by providing specific project data to the department for approval.

The Statement of Assurances is approved by the Board and signed by the Superintendent and indicates that we will spend the funds in accordance with the LTFM statutes for allowable spending.

The Bemidji School Board desires to approve its Long Term Facilities Maintenance Plan (LTFM Plan) for FY 2025-2026. Consistent with this desire, the Bemidji School District #31 Board of Education is offering the following Resolution.

_____ introduced the following resolution and moved its adoption:

**RESOLUTION TO APPROVE THE LTFM PLAN FOR THE BEMIDJI SCHOOL DISTRICT #31 FOR
FY 2025-2026**

_____, ISD #31 Board Member seconded the resolution in support approving the district's LTFM Plan for FY 2025-2026.

Ayes:

Nays:

Abstain:


Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTY OF BELTRAMI

I, the undersigned, being the fully qualified and acting Clerk of the ISD #31 Board of Education hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the School Board of ISD #31, duly called and held at the date therein indicated, so far as such minutes relate to the adoption of a resolution approving the appointment of an independent financial advisor, and that said resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such Clerk this _____ day of _____, 2024.

Clerk of the ISD #31 School Board

 Division of School Finance 400 NE Stinson Blvd Minneapolis, MN 55413		ED - 02478-10
Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnes:		
District Info. (REQUIRED) Enter Information		
District Name:	Bemidji	
District Number:	31	
District Contact Name:	Ashley Eastridge	
Contact Phone #	218-333-3100 ext. 31196	
Expenditure Categories		
Health and Safety - this section includes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 359, 363 and 366.		
Category (1)		
Finance Code		
347	Physical Hazards	\$15,000
349	Other Hazardous Materials	\$155,000
352	Environmental Health and Safety Management	\$184,000
358	Asbestos Removal and Encapsulation	\$3,700
363	Fire Safety	\$36,000
366	Indoor Air Quality	\$0
Total Health and Safety Capital Projects		
Total Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year - Additional Revenue		
Finance Code		
358	Asbestos Removal and Encapsulation	\$0
363	Fire Safety	\$0
366	Indoor Air Quality	\$0
Total Health and Safety Capital Projects \$100,000 or More		
Remodelling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151		
Category 3 (a)		
Finance Code		
355	Remodelling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0
Total Remodelling for Approved Voluntary Pre-K Projects		
Remodelling for Gender-Neutral Single-User Restrooms		
Category 3 (b) LTFM REVENUE EFFECTIVE FY 2025		
Finance/ Course Codes		
Finance Code 384 and Course Code 684 MUST USE BOTH	Remodelling for gender-neutral single user restroom per site.	\$0
Total Remodelling for Gender-Neutral Single User Projects		
Accessibility		
Finance Code		
367	Accessibility	\$0
Total Accessibility Projects		
Deferred Capital Expenditures and Maintenance Projects		
Category (5)		
Finance Code		
368	Building Envelope	\$20,000
369	Building Hardware and Equipment	\$100,000
370	Electrical	\$27,000
379	Interior Surfaces	\$200,000
380	Mechanical Systems	\$100,000
381	Plumbing	\$50,000
382	Professional Services and Salary	\$65,000
383	Roof Systems	\$300,000
384	Site Projects	\$525,000
Total Deferred Capital Expense and Maintenance		
Total Annual 10-Year Plan Expenditures		
Fund Balance Section		\$1,774,700
Fund 01		
Beginning Fund Balance 01-467-XX		\$1,774,500
LTFM Fiscal Year Revenue - Levy		\$1,335,681
LTFM Fiscal Year Revenue - AID If Applicable		\$564,221
LTFM Fiscal Year Revenue Other		\$0
LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)		\$0
LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)		\$0
LTFM Transfer OUT if applicable - Special Legislation		\$0
LTFM Estimated Fiscal Year Expenditures		\$1,774,700
Ending Fiscal Year Fund Balance 01-467-XX		\$1,900,102
Fund 06		
Beginning Fund Balance 06-467-XX		\$0
LTFM Fiscal Year Bonded Revenue		\$0
LTFM Fiscal Year Revenue Other		\$0
LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)		\$0
LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)		\$0
LTFM Transfer OUT if applicable (see transfer guidance tab)		\$0
LTFM Estimated Fiscal Year Expenditures		\$0
Ending Fiscal Year Fund Balance 06-467-XX		\$0

FY 26 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection												Revised 5/09/2024			
31 <= Type in School District Number															
BEMIDJII PUBLIC SCHOOL DISTRICT															
Calculations for Ten Year Projection															
Pay 24 LLC #	Change only if requiring levy adjustments	FY 2025	FY 2025	FY 2025	FY 2025	FY 2025	FY 2025	FY 2025	FY 2025	FY 2025	FY 2025	FY 2025	FY 2025	FY 2025	FY 2025
57	Total General Fund Revenue = (34) - (51)	1,293,270	1,344,189	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139
58	General Fund Equalized Revenue = (43) - (52)	1,293,270	1,344,189	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139	1,343,139
59	Total General Fund Aid = (46) - (53)	369,057	393,641	395,878	395,878	395,878	395,878	395,878	395,878	395,878	395,878	395,878	395,878	395,878	395,878
60	General Fund Equalized Levy = (58) * (41)	924,212	950,548	947,260	947,260	947,260	947,260	947,260	947,260	947,260	947,260	947,260	947,260	947,260	947,260
61	General Fund Unequalized Levy = (57) - (58)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
62	Total General Fund Levy = (60) + (61)	924,212	950,548	947,260	947,260	947,260	947,260	947,260	947,260	947,260	947,260	947,260	947,260	947,260	947,260
Notes: 1. Underlevy on general fund equalized levy results in proportionate reduction in associated aid. 2. Total Debt Service revenue on line 49 must not exceed total LTFM revenue for individual district projects (line 30) for any of the 10 years in the plan. 3. For 1A districts with old Alt Facilities bonding, the amount on line 22 will reduce initial revenue on line 10, less the H & S portion entered on line 14.															



Division of School Finance
400 NE Stinson Blvd.
Minneapolis, MN 55413

Fiscal Year (FY) 2026 Application for Long-Term Facilities Maintenance Revenue Statement of Assurances

ED-02477-010
Due: July 31, 2024

General Information: Minnesota school districts, intermediate school districts, cooperative districts, joint powers applying for Long-Term Facilities Maintenance revenue (LTFM) under Minnesota Statutes 2023, section 123B.595 must annually complete the Application for Long-Term Facilities Maintenance Revenue – Statement of Assurances (ED-02477). The application must be submitted to the Minnesota Department of Education (MDE) by July 31, 2024. Submit to [Sarah C. Miller](mailto:Sarah.C.Miller@mde.state.mn.us) (MDE.Facilities@state.mn.us) along with other required LTFM documentation. **Do not mail a hard copy. Please email this form with other required documentation.**

Identification Information

Name of District, Intermediate/Cooperative/Joint Powers ISD #31 Bemidji Area Schools	District Number and Type: 0031-01	Date Submitted: 07/16/2024
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Statement of Assurances

1. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety data submission system are for allowed health and safety uses under Minnesota Statutes 2023, section 123B.595, subd. 10, paragraph (a), clause (3), Minnesota Statutes 2023, section 123B.57, subd. 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety System are for uses prohibited under Minnesota Statutes 2023, section 123B.595, subd. 11.
2. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for allowed uses under Minnesota Statutes 2023, section 123B.595, subd. 10, paragraph (a), clauses (1) and (2) and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for uses prohibited under Minnesota Statutes 2023, section 123B.595, subd. 11.
3. All actual expenditures to be reported in Uniform Financial Accounting and Reporting Standards (UFARS) for FY 2026 under Finance Codes 347, 349, 352, 358, 363 and 366 will be for allowed health and safety uses under Minnesota Statutes 2023, section 123B.595, subd. 10, paragraph (a), clause (3), Minnesota Statutes 2023, section 123B.57, subd. 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes 2023, section 123B.595, subd. 11.
4. All actual expenditures to be reported in UFARS for FY 2026 under Finance Codes 367, 368, 369, 370, 379, 380, 381, 382, 383 and 384 for Accessibility and Deferred Maintenance will be for allowed uses under Minnesota Statutes 2023, section 123B.595, subd. 10, paragraph (a), clauses (1), (2) and (4) and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes 2023, section 123B.595, subd. 11. **Effective FY 2025 and if applicable, provisions for a gender-neutral, single-user restroom are included in The LTFM plan (Finance Code 384 must be used with Course Code 684).**
5. The district will maintain a description of each project funded with long-term facilities maintenance revenue that will provide enough detail for an auditor to determine the cost of the project and if the work qualifies for revenue (Minn. Stat. 127A.41, subd. 3[2023]).
6. The district’s plan includes provisions for implementing a health and safety program that complies with health, safety and environmental regulations and best practices, including indoor air quality management and mandatory lead in water testing, remediation and reporting (Minn. Stat. 121A.335 [2023]). **The district’s ten-year plan does not include a request for a second-time project cost for: (1) replacement of an existing mechanical ventilation system to the current Minnesota State Mechanical Code/American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) guidelines; or, (2) to provide a level of approximately 15 Cubic Feet per Minute (CFM) per person.**

Certification of Statement of Assurances

Signature – Must be signed by Superintendent or Cooperative Unit Director:	Name – Superintendent or Cooperative Director (Please print) Jeremy Olson	Date: 7/16/2024
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