

Date: July 9, 2024

To: Salt Lake City School District Board of Education
Superintendent Grant

From: Alan Kearsley, Business Administrator

Subject: Bonding Discussion and Timeline

Summary:

As the district is looking toward a potential bond election in November 2024 for the purpose of rebuilding Highland and West High Schools, and addressing other capital needs, this discussion will focus on the next steps in this process. We will cover the bonding process and a timeline of the necessary steps to hold a bond election in November. The timeline is attached. We will also discuss the possibility of having the architects that have been selected for these potential projects begin with preliminary work to be able to move the projects along as quickly as possible in the event a bond is passed this November. Please note that the architects for these potential projects were chosen through a procurement process when we did the feasibility studies.

Scheduled to be at the meeting to discuss the process and answer any questions are Alex Buxton from Zions Public Finance, the district's financial advisor; Ryan Bjerke from Chapman and Cutler, the district's bond counsel, and Kyrene Gibb from Y2 Analytics.

Requested Board action:

We are seeking direction from the Board to put a bond election resolution on the agenda for the August 6th meeting. We are also seeking direction to put purchase orders on the August 6th agenda for the architects to begin preliminary design work for both Highland and West High Schools.

Attachment:

Salt Lake City School District Calendar of Events for Bonding

August							September							October						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
25	26	27	28	29	30	31	29	30						27	28	29	30	31		

Day	Date	Event	Responsibility
Wednesday	June 26	Conference Call to discuss election timeline and plan to move forward	BD, SB, BA, MA, EC
Tuesday	July 9	Regular Board meeting to discuss election timeline and plan to move forward	BC, SB, BA, MA, EC
Tuesday	August 6	Regular Board meeting to adopt Election Resolution.	BC, SB, BA, MA, EC
Thursday	August 22	Last day to adopt a resolution calling the bond election and deliver the resolution to the Lieutenant Governor and the Election Officer. Resolution must include the ballot proposition.	SB, BA, MA, EC
Tuesday	August 27	Publication of the "Notice of Public Hearing" on the Utah Public Notice Website and in a public location that is reasonably likely to be seen by the residents of the District	District
Monday	September 2	Last day for an eligible voter to file a request with the election officer to prepare an argument in favor or against the bond proposition to the Election Officer.	SB, BA, MA
Friday	September 6	Board must submit an argument in favor of the bond proposition to the Election Officer (500 words or less). Last day an eligible voter may submit an argument against the bond proposition to the Election Officer (500 words or less).	SB, BA, MA
Tuesday	September 17	Public Hearing and consideration of an election procedures resolution. This resolution will contain the form of the Notice of Bond Election and other information on how the election will be conducted.	BC, SB, BA, MA
Monday	September 23-	Voter information pamphlet must be mailed during these dates. Effective July 1, 2015, the voter information pamphlet must also include a "plan of finance" that specifies the specific project or project for which bond proceeds are to be used and a priority designation for each project.	
Monday	October 21		
Monday	September 23	Last day an eligible voter may submit rebuttal arguments to the Election Officer (250 words or less).	
Tuesday	October 1	Board to hold a "public meeting" to allow presentation of arguments for and against ballot proposition and allow interested parties to be heard within a reasonable time limit (the "Argument Public Hearing"). The Argument Public Hearing must be held beginning at or after 6:00 p.m.	BC, SB, BA, MA
Tuesday	October 1	Begin distribution of informational brochures to homes of residents.	EC

*Preliminary; subject to change

September							October							November						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
29	30						27	28	29	30	31			24	25	26	27	28	29	30

Day	Date	Event	Responsibility
TBD	October	Meeting with the Utah Taxpayers Association. (optional)	SB, BA, MA, EC
Friday	October 4	By this date the Board (i) post the arguments and rebuttal arguments to the statewide Electronic Voter Information Website and the Board's website and (ii) publish the arguments and rebuttal arguments in the District's newsletter or other periodical (if applicable).	CC
Tuesday	October 10	Publication of the "Notice of Bond Election" on the Utah Public Notice Website and in a public location that is reasonably likely to be seen by the residents of the District	District
Tuesday	November 5	Special Bond Election at designated polling places.	Voters
Tuesday	November 19	The Board holds a meeting after 12:00 pm to canvass the returns of the election.	SB, BA, MA, EC

LEGEND

A	Attorney for District.....	
BA	Business Administrator.....	Alan Kearsley
BC	Bond Counsel.....	Chapman and Cutler
SB	Superintendent.....	Elizabeth Grant
SB	School Board.....	Salt Lake City School Board Members
EC	Election Committee.....	TBD
MA	Municipal Advisor.....	Zions Public Finance Inc.

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