

	Division of School Finance 1500 Highway 36 West Roseville, MN 55113-4266		Long-Term Facilities Maintenance Ten-Year Expenditure Application								ED - 02478-04		
Instructions: Enter estimated expenditures that are allowable uses of Long-Term Facilities Maintenance Revenue under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code by fiscal year in the space provided.													
District Name: Greenbush Middle River			District # 2683										
District Contact for Questions on this Spreadsheet: Tom Jerome			Email: tjerome@greenbush.k12.mn.us										
Name: Tom Jerome			Phone #: () 218-782-2232										
Fiscal Year, Ending June 30th -->			2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Estimated Expenditures:													
Health and Safety - this section excludes project costs of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.													
Finance Code	Category												
347	Physical Hazards	\$13,500	\$3,000	\$3,100	\$10,000	\$3,200	\$3,300	\$10,300	\$3,400	\$3,500	\$10,400	\$3,500	
349	Other Hazardous Materials	\$2,100	\$2,200	\$2,300	\$2,400	\$2,500	\$2,600	\$2,700	\$2,800	\$2,850	\$2,900	\$2,950	
352	Environmental Health and Safety Management	\$6,500	\$6,500	\$6,700	\$6,950	\$7,200	\$7,500	\$7,800	\$8,050	\$8,150	\$8,250	\$8,300	
358	Asbestos Removal and Encapsulation	\$1,000	\$1,060	\$1,100	\$1,140	\$1,180	\$1,220	\$1,280	\$1,330	\$1,380	\$1,430	\$1,480	
363	Fire Safety	\$10,500	\$10,710	\$10,924	\$11,142	\$11,366	\$11,593	\$11,825	\$12,061	\$12,280	\$12,500	\$12,700	
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Total Health and Safety Capital Projects	\$33,600	\$23,470	\$24,124	\$31,632	\$25,446	\$26,213	\$33,905	\$27,641	\$28,160	\$35,480	\$28,930	
Health and Safety - Projects Costing \$100,000 or more per Site/Year													
Finance Code	Category												
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Total Health and Safety Capital Projects \$100,000 or More	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151													
Finance Code	Category												
355	Remodeling for prekindergarten (Pre-K) instruction approved by the	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Accessibility													
Finance Code	Category												
367	Accessibility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Deferred Capital Expenditures and Maintenance Projects													
Finance Code	Category												
368	Building Envelope	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000	\$65,000	\$73,000	
369	Building Hardware and Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	
370	Electrical	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
379	Interior Surfaces	\$0	\$0	\$0	\$0	\$70,000	\$0	\$50,000	\$0	\$0	\$0	\$0	
380	Mechanical Systems	\$0	\$0	\$0	\$140,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
381	Plumbing	\$35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
382	Professional Services and Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
383	Roof Systems	\$55,000	\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	
384	Site Projects	\$0	\$140,000	\$100,000	\$0	\$0	\$100,000	\$40,000	\$65,000	\$100,000	\$0	\$0	
	Total Deferred Capital Expense and Maintenance	\$90,000	\$140,000	\$130,000	\$140,000	\$120,000	\$100,000	\$130,000	\$130,000	\$130,000	\$65,000	\$73,000	
Total Annual 10 Year Plan Expenditures			\$123,600	\$163,470	\$154,124	\$171,632	\$145,446	\$126,213	\$163,905	\$157,641	\$158,160	\$100,480	\$101,930

Long-Term Facilities Maintenance Expenditure Categories used in the Excel Spread

Category 1: Health and safety expenditures by Uniform Financial and Accounting Reporting Standards (UFARS) Finance Codes 363 and 366 (this section excludes project costs of \$100,000 or more for which additional revenue is requested in Category 2).

A district enters estimated costs for the health and safety program. Focus on providing accuracy for anticipated projects for FY 2020. The later years can be a rough estimate. Fiscal 2018 is an estimate of what the final UFARS expenditures will be once financial data is complete and final UFARS data has been submitted, enter the actual FY 2018 Health and Safety (H and Safety Data Submission System Category 1 excludes projects costing \$100,000 or more for asbestos removal or indoor air quality as they are entered under Category 2 as listed below. Also enter FY 2018, FY 2019 and FY 2020 totals for Health and Safety Data Submission on the Minnesota Department of Education (MDE) website (MDE homepage > District Information > Business and Finance > Data Submissions, then select the Health and Safety category) so hold harmless revenue can be calculated.

Category 2: Health and Safety expenditures by UFARS finance code for Asbestos Removal and Encapsulation, Fire Safety, and Indoor Air Quality projects costing \$100,000 or more per site, per year.

A district enters totals by finance code for individual projects that cost \$100,000 or more per site, per year for asbestos removal, fire safety, or indoor air quality as they generate additional revenue. Also, enter FY 2018, FY 2019 and FY 2020 totals for each project **on a separate line** in the Health and Safety Data Submission System on the MDE website (the project description, cost, and whether it is financed by “pay-as-you-go” or bonded dollars).

Category 3: Remodeling for Approved Voluntary Prekindergarten (VPK) Program

If the district has an approved VPK program include planned expenditures for remodeling projects.

Category 4: Americans with Disabilities Act (ADA) Accessibility Projects.

Enter approved project costs to increase accessibility to school facilities. The project shall conform to both the district's approved access transition plan and the current ADA Accessibility Guidelines for Buildings and Facilities, as well as applicable building codes.

Category 5: Deferred maintenance projects by UFARS finance code.

Facility deferred maintenance projects are broken into nine finance codes. Each code represents a component group. The assignment of a project into the proper code. The code breakdown is also meaningful for comparison of costs to the Minnesota legislature to assess school facility costs and the ongoing need for facility funding.

Additional Documentation

1. Asbestos Removal and Encapsulation, Fire Safety and Indoor Air Projects \$100,000 or over per site, per year

For districts with asbestos removal and encapsulation, fire safety and indoor air quality projects costing \$100,000 or more per year for FY 2019 or FY 2020 the ten-year plan includes a narrative describing the scope and cost of the project in great detail. Individual project approval is required as these projects generate additional revenue.

- a. For **asbestos removal and encapsulation projects**, give a description of the type and amount of asbestos and the scope of the project including an engineer or contractor estimate of the cost.
- b. For **fire safety projects**, include a project description and an estimate of the cost from the project engineer. If a building permit has been pulled for other school construction projects, the building inspector has jurisdiction over the review and approval of the fire suppression rework; otherwise, the fire suppression rework requires an order from the state fire marshal, school division.
- c. For **indoor air quality projects**, describe which American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) Indoor Air Quality (IAQ) standards are not being met and indicate how the project will result in meeting ASHRAE standards and include an estimate of cost from the project engineer. Also, include a floor plan to reflect classrooms affected by the project and a report listing cubic feet per minute (CFM) ratings.

2. Approved Voluntary Prekindergarten (VPK) Program - Remodeling Costs

For districts with an approved voluntary prekindergarten program under section 124D.151, a narrative describing the project to remodel existing instructional space to accommodate kindergarten instruction. In the narrative, describe the square footage of the existing instructional space, changes to be made to the facility, and the final square footage and features of the prekindergarten instructional space, for example, bathroom space, play area, and small group instruction space. This narrative must be the same narrative submitted to MDE as part of the application to obtain approval for the voluntary prekindergarten program under section 124D.151.

4. Deferred Maintenance Projects Costing \$2,000,000 per Site, per Year

For districts with deferred maintenance projects for FY 2019 or FY 2020 costing \$2,000,000 or more per site, per year, a narrative describing each project in greater detail is required. In the narrative, discuss the deferred capital and maintenance criteria that make the project eligible for long-term facilities maintenance revenue and the work necessary to prevent further erosion of the facilities. Describe the scope of work in sufficient detail to indicate the change in condition of the facility and provide an estimate of the improvement to useful life. Indicate the level of deferred maintenance work needed for the facility before and after the project will be completed. Include an architect or consultant cost estimate detailing categories of work and associated costs including an estimate of fees.

Updating the Health and Safety Database

The Minnesota Department of Education will continue to use the existing health and safety database (located on the Districts, Schools and Educators > Business and Finance > Data Submissions, select Health and Safety) to drive levy. Districts enter summary data by finance code, consistent with the summary data for FY 2018, FY 2019 and FY 2020 expenditure spreadsheet. Detailed information by project will still be required for asbestos removal and encapsulation quality projects costing \$100,000 or more per site, since those generate additional revenue over and above the LT. Districts enter information for deferred maintenance or accessibility finance codes. The Health and Safety amounts provide a hold harmless revenue estimate on the levy and aid entitlement reports, and either add to revenue or show comp seek levy information.

When comfortable with data and assumptions, a district should ***enter the total health and safety cost from the expenditure spreadsheet and the Health and Safety Data Submission System***. Hold harmless revenue for districts that did not qualify for alternative facilities revenue. For alternative facilities school district is health and safety plus an amount to fund the other ten-year plan projects. For asking school districts to enter ***totals by finance code*** from the expenditure spreadsheet in the ***Health and Safety Data Submission System*** (instructions on how to enter H&S data on the data submissions website may be found on the LTFM webpage under Districts, Schools and Educators > Business and Finance > School Finance > Facilities and Technology > Long-Term Facilities Maintenance Website Instructions” (these instructions may also be found on the Health and Safety Data Submission System)). Make sure to load the prior law calculation H&S amount into the Levy Limitation and Certification system and LTFM Aid Entitlement. If the levy shows zero in the health and safety line under the old law revenue and the calculation is inaccurate. An amount should not include the amount in both the Health and Safety Data Submission System and in the revenue amount. For alternative facilities ten-year plan projects levy as the H&S levy will be doubled. In the Health and Safety Data Submission System, six in all (if all are included in the ten-year planned projects) from the expenditure spreadsheet plus separate for asbestos removal and encapsulation, fire safety or indoor air quality) costing \$100,000 or more for H&S. Only H&S from the Health and Safety Data Submission System, **no deferred maintenance finance codes should be entered**.

Note: School Districts should continue to update H&S expenditures in the Health and Safety Data Submission system to accurately cost estimate decreases or increases for applicable fiscal years.

Make sure to update the system for final, audited UFARS H&S financial data (reference the 17-18 UFARS Turnaround by Finance Code Report” on the Minnesota Funding Reports (MFR) webpage located at Data Center > Data Report Finance Reports section, select Minnesota Funding Reports (MFR). Enter your school name, view all reports, select category, select 17-18 year, under Report select “All” and then List Reports.