

**MINUTES OF THE SCHOOL CAPITAL FUND  
COMMISSION FOR BUNCOMBE COUNTY  
REGULAR MEETING HELD, ON MONDAY, JULY 12, 2021 AT 3:00 PM**

---

**BE IT REMEMBERED:** That the School Capital Fund Commission met for a regular meeting on July 12, 2021, in the County Administration Building, 200 College Street, room 310, in downtown Asheville, North Carolina at 3:00 p.m. where and when the following business was transacted:

The Commission meeting was called to order with the following Members present:

Brownie Newman, Commission Member  
Terri Wells, Commission Member  
Max Queen, Commission Member  
Matt Kern, Commission Member

**County Staff Present:** Michael Frue, Senior Attorney; Mason Scott, Business Administrator II; Matt Evans, Financial Planning Analyst; Sue Robinson, Accountant; Rachael Nygaard, Strategic Partnerships Director; Ronnie Lunsford, Facilities and Construction Coordinator; Pamela Freeman-King, Business Administrator I

**Approval of Agenda as Presented**

Commission Member Terri Wells moved that the Commission follow the agenda as presented. The motion passed unanimously.

**Approval of March 8, 2021 Meeting Minutes**

Commission Member Terri Wells moved that the minutes be approved as presented. The motion passed unanimously.

**Public Comment**

Commission Member Max Queen opened the floor for public comment at 3:01 PM. There was no public comment.

**Officer Appointments**

Per the School Capital Fund Commission Bylaws, officers must be appointed annually. For Chair, Commission member Brownie Newman made a motion to re-appoint Max Queen as Chair. Commission member Terri Wells seconded. The motion passed unanimously. For Vice- Chair, Commission member Brownie Newman made a motion to re-appoint Charlotte Sullivan as Vice- Chair. Commission member Terri Wells seconded. The motion passed unanimously. For the appointment of Secretary, Commission Member Newman asked staff if the Secretary must be a commission member. After confirmation that staff could be appointed as Secretary, Commission Member Matt Kern made a motion to appoint Matt Evans as Secretary. Commission member Terri Wells seconded. The motion passed unanimously.

**Sales Tax Update & Closed Projects**

Mr. Evans gave a quick update of Article 39 sales tax, noting that actuals are coming in better than early projections. Mr. Evans highlighted language from a 2016 resolution regarding procedures for budget savings in projects recommended by the Commission. Evans pointed out that the resolution asks the School Boards to certify projects ready to close to the Commission. Evans stated that though this has happened annually, this process needs to be more transparent and recommended including an item on the March meeting of each cycle to discuss upcoming project closures.

**Asheville High School Project Update/Budget Increase**

As part of the 2021 Funding Cycle, the Commission approved three projects related to design, inspection, and construction of a new classroom for Asheville City Schools. Bids for the construction portion of the project

came in over budget. Staff presented a recommendation to the Commission to approve moving savings from 2 of the 3 projects related to the initial request, as well as allocating \$150,000 in savings from a recently closed Asheville High Campus Wide project. After much discussion of not utilizing the savings from the recently closed Asheville High Campus Wide Project, Commission member Brownie Newman made a motion to approve the budget transfers from the related projects and increase the total budget by \$150,000 from a new appropriation (not from the Campus Wide project). Commission Member Terri Wells seconded the motion, and the motion was passed unanimously.

#### **Scheduled of Future Meetings**

The Commission acknowledged and approved the following schedule for the upcoming cycle: July 12, 2021; September 13, 2021; October 11, 2021; February 14, 2022; March 14, 2022. Commission Members Terri Wells and Brownie Newman asked each School System for project updates. Small discussion was had.

#### **Adjournment**

Commission Member Matt Kern made a motion to adjourn at 3:50 PM. The motion passed unanimously. The meeting was adjourned at 3:50 PM.

SCHOOL CAPITAL FUND COMMISSION FOR BUNCOMBE COUNTY

By   
Max Queen, Commission Chair

ATTEST

  
Donald P. Warn, Commission Secretary;  
County Finance Officer