

Rochester Joint Schools Construction Board
Monthly Meeting Minutes
December 12, 2022
4:00 PM

Present – Called to Order by the Board Chair at 4:01 PM

The meeting was attended by Board Chair Thomas Richards, Vice Chair Michael Schmidt (4:04 virtual), Treasurer Kim Jones (virtual), Richard Perrin (virtual), Shawn Farr, Ron Gaither (virtual), Jesse Dudley, General Counsel Greg McDonald, General Counsel Melissa Mahler (virtual), RCSD Chief of Staff Linda Cimusz (virtual).

Approval of Minutes

Monthly Meeting held on November 14, 2022

Motion by Board Member: Jesse Dudley

Second by Board Member: Richard Perrin

Approved: 6-0

Action Item

Resolution 2022-23:13

Pay Requisition Summary Acceptance (November 2022)

Moved by Board Member: Kim Jones

Second by Board Member: Jesse Dudley

Adopted: 7-0

FUND BALANCE REPORT:

Chairman Richards asked Consultant Kimberly Mitchell to review the details of the Fund Balance report with the Board. There were no changes to the CPL E&O Settlement funds or the Cannon E&O Settlement funds. The payments from the previous month were deducted. This left a balance of approximately \$5,866,446 in the Cash Capital account, which does not reflect any interest accrued in the account. There are five open contracts totaling \$423,588.49. The current pay requisition for \$178,851.47 is comprised of three vendor payments from the Phase II Bond Funds totaling \$8,550.43 and three vendor payments from the RCSD Loan Fund totaling \$170,301.04. The remaining balances are \$377,025 in the RJSCB Fund, \$5,275,449 in the Phase II Bond Fund, \$205,421 in the Settlement Funds and \$658,700 in the RCSD Loan Fund. Chairman Richards brought to the attention of the Board that some of these buckets of funds will be extinguished in Phase 2 to go back to the RCSD to pay down any outstanding debt and some will be available for Phase 3. Although there are more funds available from Phase 2, they cannot be used for Phase 3 expenses so we will soon spend down the original million-dollar allocation from the District as we get close to completing the Phase 3 Comprehensive Plan.

Meeting Notes

- Chairman Richards pointed out that one of the open contracts is for the pending claim against the architect for the East Campus. Negotiations continue but the Board is comfortable that the funds are covered, regardless of the outcome of that claim.
- Chairman Richards explained that the final Diversity Report was included in the packet. The Phase 2 ICO reviewed the report in detail at the previous meeting so the Chairman opened the floor to any questions regarding the document. Chairman Richards also stated that the Board Packet included information on the BOP Instructional Series and Revolving Loan Program, which were separate from the Anchin report.
- The final page in the Board packet was included for the Board's information only. It was provided by Watts Engineering to briefly explain Building Aid Units and Maximum Cost Allowance.
- Chairman Richards discussed the status of the Phase 3 plan. The work to prepare the plan for the Board of Education meeting this month in order for them to be able to officially select the schools for Phase 3 has been completed by Watts Engineering and SWBR. The demographic report has also been completed and will go to the Board of Education this month. This part of the plan illustrates what needs to be done for the District's core model to fit with the new grade configurations and a rough order of magnitude for what it will cost for those renovations to ensure they fit within the \$475 million dollar limit authorized by the Legislation. Watts Engineering and SWBR were asked to prepare a proposal for transitioning to Part 2 of the Strategic Plan while the shift to the Program Manager function is being made. That proposal will be presented at the next Board meeting. The RJSCB needs to get going with bringing the Phase 3 Program Manager, Financial Advisor and Independent Compliance Officer on board. The Project is already in danger of not being able to get any construction done in 2023. There may be some places where things can get done, like at the East Campus, but the Board would like to get prepared to kick things off in a major way in 2024. The RFP for the Program Manager has been prepared and is ready to go so Chairman Richards will write a letter to the Board of Education to let them know that the RJSCB will be releasing it. The ICO RFP should be released right after, without waiting. The Board will be asked to authorize these actions at this meeting. In the period of time between when the RFP gets released and the Program Manager is hired, Watts and SWBR will do as much as is practical to keep the plan going.
- Chairman Richards will prepare a proposal for the next meeting for how the available program funds should be allocated.
- Chairman Richards made a motion to proceed with issuing the RFPs for the Program Manager and ICO.

Resolution 2022-23:14

Authorization to Release RFPs for Program Manager and Independent Compliance Officer

Moved by Board Member: Tom Richards

Second by Board Member: Jesse Dudley

Adopted: 7-0

There was no Executive Session held this meeting.

Adjourned at: 4:26 pm