

Rochester Joint Schools Construction Board
Monthly Meeting Minutes
June 10, 2023
4:00 PM

Present – Called to Order by the Board Chair at 4:03 PM

The meeting was attended by Board Chair Thomas Richards, Vice Chair Michael Schmidt (virtual), Treasurer Kim Jones (virtual), Richard Perrin, Shawn Farr, Jesse Dudley, General Counsel Ed Hourihan (virtual). Member Ron Gaither was absent.

Approval of Minutes

Monthly Meeting held on May 8, 2023

Motion by Board Member: Shawn Farr

Second by Board Member: Jesse Dudley

Approved: 6-0

Action Item

Resolution 2022-23:27

Pay Requisition Summary Acceptance (June 2023)

Moved by Board Member: Rich Perrin

Second by Board Member: Jesse Dudley

Adopted: 6-0

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. Per the agreement with Cannon Design, their open contract balance is \$159,297. The payments from the previous month were deducted from the cash capital account. This left a balance of approximately \$5,738,972 in the Cash Capital account, which does not reflect any interest accrued in the account. There are two open contracts totaling \$188,953.28, including a fund transfer to Bond, Schoeneck & King. The current pay requisition for \$145,652.77 is comprised of one vendor payment from the Phase II Bond Funds totaling \$5,459.50 and seven vendor payments from the RCSD Loan Fund totaling \$140,193.27. The remaining balances are \$330,648 in the RJSCB Fund, \$4,997,444 in the Phase II Bond Fund, \$405,421 in the Settlement Funds, including \$200,000 from the Cannon settlement, and \$958,558 in the RCSD Loan Fund.

Meeting Notes

- During the Fund Balance Report, Chairman Richards asked General Counsel Ed Hourihan to address the Cannon Settlement agreement. Ed Hourihan stated that the final releases and settlement agreement have been circulated to Cannon for signature and will be returned to the RJSCB for signature. An amendment is being prepared for inclusion in the next Board meeting. Chairman Richards explained that the contract balance will be released to Cannon and the settlement amount will be returned to the Bond Fund account.
- Chairman Richards referred the Board to the Watts update included in the Board packet. The work Watts is doing is part of the underlying document for the comprehensive plan. The preliminary cost estimates are being done via that contract. A solid draft of that work will be completed within the week.
- With respect to the approval of the Program Manager, Chairman Richards explained that the proposal will be

presented to the Finance Committee at the District and the full Board of Education in the last week of June. There is no working session currently scheduled with City Council. Treasure Kim Jones explained that the City needs to wait for the approval by the District and the resolution number from the District will be added to the ordinance to go before City Council in July. Kim Jones has requested a date for the work session but has not received anything to date. Chairman Richards stated that the information being assembled for the Board of Education can also be used for City Council.

- Chairman Richards shared a letter he received from Savin Engineers in the Board packet. The RJSCB requested a proposal for what could be done in the interim between when financing is in place and when the work starts. Certain things have to be done in order which will result in a gap. The Savin Team will need to be approved before the RJSCB can contract with them but it was useful for the RJSCB to see the list of tasks that need to get done and who will need to complete those tasks. The Savin Team has been through this process before, which allows them to provide input on what will be required that the Board may not have otherwise been able to be assured of.
- Member Jesse Dudley updated the Board on the progress of the RFP for the Independent Compliance Officer (ICO). The Committee met and made changes to the draft, including adding a tentative schedule. When the Committee finalizes the draft, it will be sent to the NYS Monitor at the District for review. Chairman Richards added that the Diversity Plan, which is created by the ICO, is part of the comprehensive plan which means there is a time pressure on hiring the ICO.

ADJOURNMENT:

4:24 pm.