

**Rochester Joint Schools Construction Board**  
**Monthly Meeting Minutes**  
**October 11, 2022**  
**4:00 PM**

**Present – Called to Order by the Board Chair at 4:04 PM**

The meeting was attended by Board Chair Thomas Richards, Treasurer Kim Jones (virtual), Richard Perrin (virtual), Vernon Connors (virtual), Ron Gaither (virtual – 4:28), Jesse Dudley, General Counsel Greg McDonald (virtual), General Counsel Melissa Mahler, General Counsel Ed Hourihan (virtual), RCSD Interim Chief of Staff Linda Cimusz (virtual). Vice Chair Michael Schmidt was not in attendance.

**Approval of Minutes**

Monthly Meetings held on September 12, 2022

Motion by Board Member: Richard Perrin

Second by Board Member: Kim Jones

Approved: 5-0

**Action Items**

**Resolution 2022-23:10**

**Pay Requisition Summaries Acceptance (September 2022)**

**Moved by Board Member: Jesse Dudley**

**Second by Board Member: Rich Perrin**

**Adopted: 5-0**

**FUND BALANCE REPORT:**

Chairman Richards introduced the report to the Board and asked Consultant Kimberly Mitchell to review the details of the report with the Board. Ms. Mitchell stated that all remaining DWT 2A contingency had been moved to DWT 2B contingency which will allow DWT 2A to be closed. The RJSCB funds from the Revolving Loan Program had been returned and deposited into the Cash Capital account, increasing the Attorney General line by \$148,836.08. The CPL E&O Settlement funds were separated into its own line and a Cannon E&O Settlement line was created and will be funded pending settlement of litigation. This left a balance of approximately \$5,936,841 in the Cash Capital account, which does not reflect any interest accrued in the account. There are six open contracts totaling \$449,982.13. The current pay requisition for \$177,984.64 is comprised of two vendor payments from the Phase II Bond Funds totaling \$7,024 and three vendor payments from the RCSD Loan Fund totaling \$170,960.64. The remaining balances are \$405,201 in the RJSCB Fund, \$5,319,194 in the Phase II Bond Fund, \$205,421 in the Settlement Funds and \$800,855 in the RCSD Loan Fund.

**Meeting Notes**

- Chairman Richards explained that monies that arose out of Phase II must go back into Phase II, either for construction or to reduce the debt. Representatives from the District are looking at how they want to approach this and how they can approach it. The only item that has some flexibility is the Attorney General settlement – the funds still must be spent on the Program but there is some flexibility with respect to what phase it applies to. To avoid any confusion, the decision was made to have all expenses that are being incurred to prepare for Phase III be paid from the RCSD Loan fund, which will be repaid out of the Phase III bond.

- Chairman Richards requested Consultant Richard Stoffel present a brief presentation to bring the new Board members up to speed on the proposed site work at Schools 4 and 54. Some of the issues that drove this proposed work are increasing the green space around existing schools, increasing parking, safe drop-offs for buses and, to the extent it can be avoided, not surrounding the schools with dilapidating housing, which is not an ideal circumstance. Member Vern Connors stated that, by the next monthly meeting, they expect to have more specific information about how the projects will be approached from a funding standpoint to ensure that there is enough funding to complete the work. Member Rich Perrin asked for the status of the property acquisitions at these two school sites and Chairman Richards stated that the properties have already been acquired to complete the plans that were presented.
- Chairman Richards requested Brian Sanvidge present the draft of the final Diversity Report. Mr. Sanvidge reviewed the numbers in the summary report that was included in the Board Packet. Member Ron Gaither asked how the goals were derived and Mr. Sanvidge stated that they looked at the final numbers from Phase 1 and worked with the Board to determine what could be a realistic “stretch” goal for Phase 2 to determine the goals. He also stated that they took the Certified Payrolls; the race, gender, wage information and geographic locations and tied it back to the contract, the subcontract and certified payroll so they could see what an individual was paid and then tied that back out with ultimate payments to the workforce. Chairman Richards added that some additional numbers that influenced the Phase II goals were goals set on city and state projects in the area. Mr. Sanvidge stated that one of the numbers they are struggling with, going through over 20,000 records, is what are the actual dollar wages to city residents and city businesses and that information will be included in the final report. Chairman Richards requested that the final report also include an explanation of the requirement that businesses maintain a consistent designation throughout the project and the consequences of that.
- Chairman Richards reviewed the work being done on the Strategic Plan with the Board. A lot of work has been done on it and it’s getting to the point where the team will need to work with the State and some others to make sure the schedule works and is adequate to keep the project moving and is consistent with what people’s expectations are. Phase III of the RSMP can’t start until the comprehensive plan gets approved.
- Member Jesse Dudley explained that the RFQ, as it was originally sent out earlier this year, contained a version of the RFP within the RFQ. The Committee was charged with reviewing the RFP portion prior to the next committee meeting scheduled for October 28<sup>th</sup> to see which items needed to be updated for Phase III. The expectation is to have more information at the next Board meeting. Chairman Richards stated that, in order complete the plan, a Program Manager will need to be in place.

There was no Executive Session held this meeting.

**Adjourned at:** 5:11 pm

Moved by: Kim Jones

Seconded: Ron Gaither

Approved: 6-0