

Ferndale School District No. 502  
Bond Oversight Committee  
Meeting Minutes December 8, 2020  
Recorder: Tammy Longstaff

The Bond Oversight Committee met December 8, 2020 at 6:00 p.m. via Zoom video conference.

## **1. CONVENE**

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### 1.01 Call to Order by Chair

Riley Cornelsen called the meeting to order at 6:01 p.m.

### 1.02 Roll Call of Committee Members

Committee members present: Riley Cornelsen, Anya Milton, Sandi McMillan, Brian Lynch, Mark Harting, Dan Cornelsen and alternate committee member Joe Lupo.

Also present were Ferndale School District Assistant Superintendent Mark Deebach, Ferndale High School Principal Jeremy Vincent, Facilities and Maintenance Director Jamie Plenkovich, Administrative Assistant Tammy Longstaff, Construction Services Group Representatives Tex Ladish, Heidi Hansen and Ken Kuiken and Ferndale School Board Member Andrew McLaurin.

### 1.03 Adopted the Agenda

Anya Milton moved to approve the agenda as written. Sandi McMillan seconded the motion. The motion carried.

### 1.04 Approval of Minutes

Moving forward, a recording of the Bond Oversight Committee meetings will be made available to the public on the District's website. The format of the minutes will be changed from detailed to summary following Roberts Rule of Order.

November minutes will be modified to remove Dan Cornelsen from showing present at the November meeting.

Anya Milton moved to approve the November 2020 minutes as amended. Mark Harting seconded the motion. The motion carried.

## **2. PUBLIC COMMENT**

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### 2.01 Receive Public Comment

No public comment was received

### 2.02 Shared Public Comment Received During the Past Month

No public comment to share. Public was invited to communicate via chat feature in Zoom if they would like to comment.

## **3. UNFINISHED BUSINESS**

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### 3.01 How do we communicate with the public?

FHS Dashboard and Critical Projects Schedule have been updated on district's website.

### 3.02 Observations and Concerns

The BOC appreciates the Board's response to their items of concern that were submitted to the Board and understands the ongoing work needed on these topics will be handled outside of the BOC's remit as a committee. Committee members will refocus their efforts on the function and responsibilities related to the bond and building a new high school which include the following:

- On Time
- On Budget
- As Promised
- With Transparency

### 3.03 School Board's Feedback with regard to BOC's 3<sup>rd</sup> Quarterly Report

The Board wants to continue to hear from the BOC as questions and concerns arise. As partners in this project of building a new high school, working together is key. Work will continue to be done on some of the outstanding items presented by the BOC.

## **4. NEW BUSINESS**

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4.01 District Comments/Input

a. Review Bond Related Spending for November 2020

- Expenditure reports were provided to include expenditures through November 30, 2020. Additional notations were added in the notes to clarify some of the details in the CSG Expenditure report.

b. Review Cash Flow Plan

- Due to the short turnaround between the November and December meetings, there was not enough time to update the Cash Flow Plan. An update can be expected at the January BOC meeting.

c. Receive an Update on Items Related to the Bond from Ferndale School District and Construction Services Group

**CSG Monthly Report – Heidi Hansen**

- Tim Jewitt attended the FHS staff meeting to present the current new FHS design and share the plans. Dykeman will be meeting with individual groups of staff members to review the design in more detail on the 9<sup>th</sup> and 16<sup>th</sup> of December.
- Dykeman will be presenting the new FHS Design and plans to the community via a virtual community forum on December 9<sup>th</sup>. Riley Cornelsen will be representing the BOC during this meeting.
- The constructability review wrapped up on December 4, 2020. Comments are currently being compiled by Sam at Cornerstone and once complete, the comments will be uploaded to the BOC SharePoint site. The design team will now be responding to each of the raised issues. The fact that the plans were 85% complete had a positive impact on the review process.
- CSG secured an agreement with the railroad to allow use of their property for construction access near the southeast end of the planned construction site. Cornerstone will hold the lease with the railroad which greatly reduces the liability for the district. Costs of the lease per year have not been finalized however it likely will be between \$1,000 and \$2,000 annually.

- The Executive Steering Committee and Design Team reviewed the interior and exterior finishes for the new high school on Monday December 7<sup>th</sup>. The finish board will be shared with the public and placed at Pioneer Pavilion behind the glass doors. Anya will work with Jeremy to coordinate this.
- Discussions took place around product lead times and Buy American or Buy America provisions. CSG will check to see what provisions if any apply.
- Design changes were noted on the slope of the roof on the CTE Building. These changes were a result of sizing of mechanical and steel building requirements.
- Tex with CSG will inquire if water leak detection sensors are being incorporated into the design of the new Ferndale High School.

#### **Critical Projects - Tex**

- CSG shared the updated District-wide Critical Projects Schedule in its updated format. Color coding was added to show completed projects in an easier to view format.
  - Beach Elementary School is being evaluated for the appropriateness of a secure vestibule.
  - An estimate is currently being put together for Masonry Repairs at Custer so a bid package can be developed for bidding in Spring of 2021.
  - GeoTest will complete their special inspection on December 10<sup>th</sup>, as it relates to the seismic design which will allow for the design to be finalized so that a final price can be determined. This project will be bid under Cornerstone.
- d. View Facility Advisory Committee's PowerPoint Presentation on Facility Recommendations and Long-Range Facilities Master Plan as presented to the School Board in 2013.

Mark Deebach presented the Facility Advisory PowerPoint presentation as a follow-up to questions presented at last month's BOC meeting with regard to long-term facility and maintenance planning.

Discussions ensued on ways to capitalize on engaging our community and gaining support for our facility and maintenance needs.

Action Items:

- Anya and Jeremy will connect to share the finish board with the public at Pioneer Pavilion
- CSG will inquire about water leak detection and if Buy America/Buy American provisions will apply for new FHS contract.
- Constructability Review comments to be uploaded to BOC SharePoint site once they are available.

***The next meeting will be January 19, 2020 at 6:00pm.***

## **5. ADJOURNMENT**

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The meeting adjourned at 7:20 p.m.