

The Bond Oversight Committee met June 21, 2022 at 6:00 p.m. at the Mountain View Conference Center.

## **1. CONVENE**

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### 1.01 Call to Order by Chair

Riley Cornelsen called the meeting to order at 6:13 p.m.

### 1.02 Roll Call of Committee Members

Committee members present in-person included Riley Cornelsen, Mark Harting, Dan Cornelsen, Sandi McMillan, Brian Lynch, and alternate members Michael Contezac and Rick Strissel.

Also present in-person were Ferndale School Board Member Steve Childs, Ferndale School District Maintenance and Facilities Director Jamie Plenkovich, Athletic Director/Assistant Principal Eric Tripp, Administrative Assistant Tammy Longstaff.

Present via Zoom was Construction Services Group Representative Heidi Hansen.

### 1.03 Adopted the Agenda

Brian Lynch moved to adopt the June 21, 2022 agenda as modified. The motion carried.

Insert under 4.01, a.,

Update on budget for Performing Arts Center (PAC)

Insert under 4.02

- a. Operation and Maintenance budget for 2022-23
- b. State Audit Schedule

### 1.04 Approval of Minutes

Mark Harting moved to adopt the May 24, 2022 minutes as written. The motion carried.

## **2. PUBLIC COMMENT**

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### 2.01 Receive Public Comment

None received

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

Teachers are asking how school is going to function with shared classrooms. Communication is important during this transition.

Cornerstone has donated time to remove old gym flooring for the Booster Club to distribute. The Booster Club will sell the materials as a fundraiser. Cornerstone's donation of labor will allow the Booster Club to be able to offer the material to the public at a reduced cost.

Community members are still inquiring about the bricks from Old Main. More information will be made available once Old Main has been taken down.

## **3. UNFINISHED BUSINESS**

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

The FHS Dashboard and the Critical Projects Schedule have been updated on the district's website. Cashflow information has also been uploaded to the district's website.

Discussion took place about the value of the Safety and Security projects as part of this bond work and what training is required for staff to operate the secured entry systems.

3.02 Action Item Follow-up from May 24, 2022 meeting

a. New FHS Tour Feedback – BOC

Michael Contezac and Brian Lynch attended the tour. They appreciate the level of detailed information that Ken Kuiken offers on the tour. They shared that it is helpful to see the work that the committee discusses during their meetings. The committee is requesting a tour every quarter. Jamie will work with the construction team to schedule another FHS Tour in August.

The committee encouraged the district bring staff through the facility as the spaces become finished. Staff had a meeting on June 16 and saw 3-D renderings of the spaces in the new high school. Details and instructions were provided to staff on how shared classrooms will work. It was reported that approximately 50% of the staff attended the meeting in person and 50% attended via zoom.

Riley shared that one of the highlights of the Academic Wing is the special education program design and layout.

b. SCAP Funds – Full Utilization Overview – Heidi Hansen, CSG

With regard to the BOC members questions about full utilization of SCAP funds, Heidi Hansen with CSG provided additional information. She explained that the billing for SCAP funding is incomplete and therefore reports may show that some categories of work have remaining balances. She also shared that she has not had an experience where there were uncollected SCAP funds by a receiving agency. The only impact would be if there was a large-scale design change that reduced the overall cost of the project. SCAP funds are not increased if the scope of the project increases.

The D-10 is the form that identifies the secured funding amounts. There are 34 line items which are based on actual expenses. Some of the categories are estimates because we do not know the amount at the time the D-10 information is uploaded.

The local share has to be extended before the State will reimburse.

c. New FHS Project Information – Old Settlers Days

Old Settlers Days will be July 29-30, 2022. The District's communication team will put together a display for the event. The Bond Oversight Committee will work on a schedule for any members available to staff the booth.

It was suggested that it would be nice to have FSD and Cornerstone swag available if possible. This would only work if the booth is staffed. The booth display will be set up so that if it is not staffed, it will be self-sustainable.

#### **4. NEW BUSINESS**

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##### 4.01 District Comments/Input

###### a. Review Bond Related Spending for May 2022

Current expenditures on the new FHS project as of May 31, 2022 total \$55,886,623. CSG fixed the oversight of the builder's risk insurance which was miscategorized.

CSG Charges – Heidi will provide clarification on what the charges are.

PCO#094 - \$230,000 – Grandstand Parts – Expedite structural steel in order to maintain the schedule and circumvent cost escalation. Overall, a cost savings to the project.

The BOC acknowledged appreciation of the process of CSG approving invoices prior to warrants being issued.

###### 1. PAC Budget

Costs are being considered at this time, but the final PAC budget changes have not yet been approved by the district. This item will be kept on old business awaiting further updates.

Currently being addressed on the PAC is ADA compliance.

###### b. Review Cash Flow Plan

The Cash Flow Plan has been uploaded to the District's website.

###### c. Construction Management Report/Change Orders

Clarification of meaning of "Owner's Request" with regard to risk contingency.

BOC members questioned what change orders were approved last month. Ken with CSG will need to address these questions.

BOC members stated that the Owner's risk remaining value seems to be low considering the work that remains. Discussion ensued about "worst case scenario" estimates being used for calculations and where funds exist in other categories on the report. It was also noted that due to the success of the project, multiple alternates have been added to the scope including the auxiliary gym, ag science building, greenhouse, etc.

d. Receive an update on items related to the bond

### **CSG Monthly Report on FHS – Ken Kuiken**

#### **1. Grandstands**

- Grandstands are close to receiving roofing. The grandstands should be complete in early July.

#### **2. Athletic Wing**

- Exhaust ductwork over the kitchen continues.
- Mechanical & Electrical rough-in should be completed within the next couple of weeks.
- Locker and athletic rooms are receiving the final finished products. Paint, tile, and ceiling grid installation are underway. Cabinet install will begin within the next couple of weeks.
- Hoops, speakers, and big screen have been installed in the main gym. Wood flooring install is near completion and final court striping will be placed in July.
- Window and siding installation is substantially complete.
- Final masonry block that wraps the athletic wing should begin next week.

#### **3. Academic Wing & Commons**

- Painting at level 2 is wrapping up. Crews will begin painting on level 3 next week.
- Ceiling grid installation is ongoing on level 2. West end is primarily complete, East end should wrap up in July.

- Cabinet installation at the West end of level 1 is primarily wrapped up. East end will be ongoing over the next few weeks.
- Middle set of stairs has received precast treads and completes installation of treads on all staircases.
- Siding has made good progress and likely will be complete around the entire commons and academic wing by the end of June.
- Window sunshades are close to being finished.
- Storefront system installation is ongoing and expected to be completed by the end of July.
- The Bathroom Tile at west end of level 1 is primarily complete. Tile crews will now shift to the locker rooms since that area is ready and will be the first portion of the facility to open.

#### **4. CTE Village**

- Foundation walls are being formed.
- Electricians and plumbers are installing underground piping and conduit in this area.
- The CTE Village includes the Greenhouse, Ag Science building, and the Aquaculture building.

#### **CSG Monthly Report on Critical Projects/Safety and Security – Ken Kuiken**

- Beach will be receiving their Safe Visitor secure entry system this summer.
- Hot water tank installation throughout the district is still in the works but other tasks are using up staff hours.
- At Vista, a gap was left open at the top of the inner set of doors to accommodate air flow from the air handling system.

#### **4.02 BOC Comments/Input**

##### **a. Operations and Maintenance Budget – 2022/2023**

Maintenance costs in the 2022-2023 budget have not been reduced. Even though the new high school may cost less to maintain per square foot compared to the old facility, the old high school will continue to be used into the new school

year. Escalating maintenance costs and prioritizing district's maintenance program adds cost. Moving from a reactive maintenance program to a preventative maintenance program requires both financial and staff resources.

A Cascade Natural Gas rebate of \$6,000 was shared with the committee via the BOC SharePoint site. It was clarified that it does not reflect the \$65,000 anticipated grant amount that Ken with CSG continues to work on.

b. 2022/2023 State Audit Schedule

Dates for the 2022/2023 State Audit have not been released. Mark Deebach will provide scheduling information as it becomes available.

C. BOC Quarterly Report Due

The next BOC Quarterly Report is due to the School Board on July 2022. They will keep the same format and provide the board with the updated informational documents that were included in the last report.

BOC Members were asked to contribute a paragraph about themselves and their areas of interest/expertise that can be included in the July report to the School Board. Riley would like to have the BOC report in a final draft status by the second week of July.

4.03 Upcoming Meetings/Important Happenings

- a. Nothing at this time – Future FHS tour opportunities to be announced

*The next meeting will be August 23, 2022 at 6:00 p.m.*

**5. ADJOURNMENT**

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The meeting adjourned at 7:40 p.m.

Items for Follow-up/Action:

Itemized list of CSG Charges – Tammy/Heidi

Ferndale School District No. 502  
Bond Oversight Committee  
Meeting Minutes June 21, 2022  
Recorder: Tammy Longstaff

State Auditors Schedule for 2022-2023 – Mark Deebach

FHS Tour Date Opportunity for August 2022 – Jamie