

**Date/ Time:** May 14, 2025, at 6:00 PM

**Purpose:** Citizen-Led Oversight Committee (CLOC) Meeting

**Location:** Okatie Elementary School Media Center and Via Zoom

**Committee Member Attendees:**

Mike McNally, Robert Priest, Daniel Clare, Marion Johnson Payne, Michael Swiecicki, Rich Tritschler

**Beaufort County School District (BCSD) Representatives Present:**

Robert Oetting, Tim Summers, Alexander Marshall, Freddie Lawton, Lou Ackerman, Richard Geier, Victor Ney

**Turner & Townsend Heery Attendees:**

Jessica Killian, Mark Koll, Ben Froemming, Agustin Vargas, Amanda Matuzak

**Other Attendees:**

Halie Cooler, Olivier, Inc.

**Meeting Minutes**

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- Prior to the May 14, 2025, CLOC meeting, the following materials were distributed to the committee members via email:
  - Meeting Agenda
  - Meeting No. 63 Presentation Materials
  - Public Comment Card
  - Draft Minutes from April 9, 2025 CLOC Meeting
  - Referendum Projects 2019 Financial Summary
  - BCHS Financial Details
  - MRHS Addition Financial Details
  - RRA Additions Financial Details
  - RSLA Replacement Financial Details
  - HHIMS Financial Details
  - Referendum Project Contingency Log
  - Cash Flow Projections vs Actuals

1. Mr. McNally called the meeting to order at 6:00 PM with the Pledge of Allegiance.
2. Mr. McNally confirmed that there were no public comments.
3. Mr. Vargas introduced Amanda Matuzak as the New Turner & Townsend Heery Assistant Project Manager.

4. Mr. McNally asked for a motion to approve the 2019 Bond Referendum CLOC meeting minutes from April 9, 2025.

- Mr. Tritschler made a motion to approve the meeting minutes and Mr. Swiecicki seconded the motion. The approved meeting minutes will be posted on the CLOC website.

5. **2019 Bond Referendum Project Updates and Project Closeouts** (Mr. Vargas)

- Mr. Vargas provided the Project Closeout updates. Twenty-two (22) project closeouts remain. Progress is being made on closeouts as the CM's continue to receive final invoices from subcontractors and process payment applications.

➤ Questions on Project Closeouts

- Mr. McNally asked if the contractors had been given a deadline for the completion of the baseline scope projects.
  - Mr. Vargas responded that there have been discussions with all contractors expressing the urgency. The top performing contractors should have little to no issues finalizing the projects, however the contractors who have had issues with payment applications will struggle more getting these close outs finished in the Summer. However, the team is working with the contractors to issue payment application comments as quickly as possible to get invoicing current in order to reconcile projects.

6. **2019 Bond Referendum Financial Update** (Mr. Vargas)

- Reported with a "green" traffic light for budget and schedule as of April 30, 2025.
- Current Budget remains at \$375,710,000.
- The Paid and Committed Funds total \$372,255,013 (99.08%).
- Total Remaining Funds to Commit (including Contingency) total \$3,454,988 (0.92%).
- Contingency Activity in April 2025 reported no savings.
- Contingency used was \$535,352
- The remaining available contingency is \$2,488,073

7. **2019 Bond Referendum Suggested Items** (Mr. Vargas)

- Mr. Vargas addressed the remaining 2019 Referendum items and explained that the projects that are being added follow the guidelines of the approved 2019 Referendum as well as the guidance of the Bond Council which are to spend the funding on Capital Improvement projects that fall under the categories of scopes of work that were approved under the 2019 Bond Referendum. These include but are not limited to playgrounds, technology/infrastructure, safety & security, athletics. Currently many of the suggested items have been placed under contract, a few items are awaiting proposals from CM's.

➤ Questions on Remaining Program Contingency Commitments

- Mr. McNally asked if the projects are to begin immediately or if these will begin after the current projects in closeout are fully completed.
  - Mr. Vargas responded by saying the work is to begin immediately with the intent of taking advantage of the Summer break. These projects will be closed out separately.
- Mr. Clare asked when the district thinks the closeout of the projects will conclude including the remaining commitments.
  - Mr. Oetting responded that the current scope of work will conclude around October 2025, however there is a possibility that the financial reconciliation on the projects will finalize in Q4 2025.
  - Mr. Vargas added to the discussions by saying that the financial closeout on these projects should not be as difficult as it has been with the baseline scopes as the remaining commitments are simpler scopes and will be easier to reconcile as the subcontractors doing the work are quick at invoicing.

8. **2019 Bond Referendum Cash Flow Projections vs. Actual Expenditures** (Mr. Vargas)

- The 2019 Referendum funds paid as of April 30, 2025, totaled \$355.05 Million.
- The forecasted expenditures through April 30, 2025, were \$375.71 Million.

9. **2019 Bond Referendum Community Outreach** (Mr. Vargas)

- Mr. Vargas stated that there was no community outreach to report on for the 2019 Bond Referendum.

10. **CLOC Sub-Committee Reports/Updates** (Mr. McNally)

➤ **Project Sub-Committee** (Mr. McNally)

- Mr. McNally confirmed that there was nothing to report for the 2019 Bond Referendum.

➤ **Finance Sub-Committee** (Mr. Tritschler)

- Mr. Tritschler provided the Finance Sub-Committee report on the financial information received at the April 9, 2025, meeting, Comments received were:
  - i) Mr. Tritschler reported on the 519 report that was prepared by the district. The CLOC Finance team has concluded that everything looked good after cross-reference project numbers. No issues were reported.

11. **2019 Bond Referendum Forward-looking items** (Mr. McNally)

- Mr. McNally stated that there were no Items to report on

**12. 2019 Bond Referendum Forward-Looking Items (Mr. McNally)**

- Mr. McNally stated that there were no forward-looking items to report on
13. Mr. McNally discussed the date for the next CLOC meeting. The group agreed to hold the meeting on June 11, 2025, at Hilton Head Island High School at 6:00PM in the Media Center if the space is available. There will be a project walkthrough of the 3-story facility at HHHS starting at 5:00PM.
14. Mr. McNally asked if there were any more questions or items to discuss.
- Mr. Priest asked about the remaining contingency and if there will be funding remaining at the end of the program.
    - Mr. Oetting responded by saying that the team is working to spend the funding as approved by the 2019 Referendum and with guidance of Bond Council. The goal is to spend the funds in their entirety.
  - Mr. Priest commented that with the current balance remaining, how would that be possible.
    - Mr. Vargas responded by saying that the balance will diminish as new projects are put under contract for the remaining items. The balance will most likely be lower at the next CLOC meeting
  - No more questions were brought forth. A motion was made by Mr. Swiecicki to adjourn the meeting and seconded by Mrs. Payne. The meeting was adjourned at 6:19pm.