

Date: February 5, 2020

Purpose: Citizen-Led Oversight Committee (CLOC) Meeting

Committee Member Attendees:

Kim Fleming, Derrick Coaxum, Rich Tritschler, Mike McNally, Ron Groteluschen, Ted Barber, Ray Warco, Carlton Dallas, David Ames

Beaufort County School District Attendees:

Robert Oetting, Alexander Marshall, Timothy Summers, Jim Foster, Brandy Majors, Trudy Unsworth, Leah Frazier

Guest Attendees: Rachel Jones, Island Packet

Meeting Minutes

The meeting agenda and January minutes were distributed to committee members prior to the beginning of the meeting.

1. Robert Oetting opened the meeting with the Pledge of Allegiance.
2. Mr. Oetting turned meeting over to committee for election of officers. Ted Barber announced there was a motion on the table from last meeting nominating him to be chair. He advised he accepted the nomination. The motion was seconded by Derrick Coaxum and motion passed, all in favor.

Mr. Barber made a motion to nominate Mike McNally as vice-chair. The motion was seconded by David Ames and motion passed, all in favor.

3. Agenda approval was added to the agenda. Agenda was approved by all. Mr. McNally made motion to approve minutes from January 14, 2020. The motion was seconded by Ray Warco and motion passed, all in favor.
4. River Ridge Academy (RRA) Injection Grouted Micro Piles report and RRA Contractor Schedule Update were distributed to committee members. Project Manager Tim Summers presented update on RRA project. Committee members asked project managers to add to their future update presentations two items: target completion date and whether or not the project is on schedule to meet target completion date.

Committee members asked questions regarding contingency days, quality control, incentives for early completion and third-party inspections. Mr. Summers and Mr. Oetting answered all questions.

5. May River High School (MRHS) Building Addition Geotechnical Engineering Investigation report and MRHS Contractor Schedule Update were distributed to committee members. Project Manager Alexander Marshall presented update on MRHS project. Committee members asked questions regarding contingencies, submittal logs, long lead items, critical items, phasing opening dates, inspections, interpretation of the schedule updates. Mr. Marshall and Mr. Oetting answered all questions.

Committee members requested a plan view of the MRHS and RRA sites at the next meeting. Committee suggested that some future meetings be held at project sites.

6. Mr. Oetting gave presentation of BCSD processes involved with referendum projects, including need identification, architect and contractor selection, procurement, contracts and amendments, construction and

payments. Committee requested clarification on items, such as advertising, prequalification, CM at-risk contracts, change orders and contingencies, overpayments and retainage, in-field adjustments and substitutions, requests for information (RFI) logs and lead times. Mr. Oetting answered all questions.

7. Mr. Oetting presented referendum schedule that was amended to include start and finish dates for each project. Committee members requested the schedule be posted on website, broken down by milestones.

Mr. Oetting stated the next meeting would include a detailed discussion regarding budget sheets for each location.

8. Jim Foster announced the referendum webpage on the BCSD website is now operational (click on bulldozer icon.) Updates will occur every two weeks.

Mr. Foster stated that Dr. Rodriguez will be hosting a series of town hall meetings in the near future that will feature discussions about progress on referendum projects. Also, BCSD Operations staff will be going to schools, upon request, to inform school staff regarding construction projects at their schools.

Mr. Foster advised the first CLOC quarterly report to the Board will take place in March. He asked committee members to consider their own plan for communicating with public.

9. There was a question-and-answer period. Members asked about special permits, LEED certification and scope of projects. Members requested that future progress reports include percentages of completion of each project relating to construction and budget.
10. Committee discussed preparation for their report to the Board and items that might be included. It was decided to address this topic further at the next meeting.

11. Agenda items for next meeting include:

- Pledge of Allegiance
- Approval of minutes
- Construction project updates
- Referendum bond update
- Budgeting process presentation
- Communication as committee/transparency
- Report to Board
- Tour of RRA project

12. Next CLOC meeting will be held at RRA on March 4, 2020 at 6pm. Everyone will meet at front of school.

13. Mr. McNally made a motion to adjourn. Motion was seconded by Carlton Dallas and motion passed, all in favor.