

**Yamhill Carlton School District
Citizen Oversight Committee Meeting**

July 6, 2017

Present: COC Members: Keith Spande, Chuck McCord, Murray Paolo, Richard Bernstein, Thomas Shu
MMC Inc.: Michael Marino, Project Manager, Sam Robertson, Project Engineer
YCSD: Charan Cline, Superintendent
School Board: Tim Pfeiffer, Susan Fitzgerald
Visitors: Lisa Jacobs, Vicki Bernstein, Holly Nettles, Patricia Manson, Glenn Manson, Rocky Losli

1. Call to Order:

- Meeting called to order at 5:35 p.m. by Murray Paolo. Discussed change of meeting dates and time of today's meeting. Patti Bertrand introduced as COC meeting secretary.

2. Meeting minutes:

- Motion to approve June 8, 2017 minutes made by Tim Pfeiffer, second by Thomas Shu. Chuck McCord abstained. Motion carried.

3. Financial Report:

- Keith-Finance report: Reviewed the last budget and meeting minutes, two things are concerning, 1) concerns on GMP #3, 2) hasn't received GMP #2. Mike confirmed that GMP #2 is in the share file. Sam will send link and supporting documents for the GMP#2.
- Concerned about "scope creep", and \$700K Ag building. Ag building is not part of the bond. Ag building is temporary STEM building. Lost track of the big items? Original goal is STEM building. Other building is not part of bond. \$700K out the window, scrapped. Revisited and reached out to contractors. Base shell \$130K to 150K only for shell. Looking for other alternatives to reduce cost and get back into the range that was expected.
- Charan noted that we will still need a place for the Ag building. Temporary option being considered.
- Domes, biggest portion of budget will determine what budget looks like. There are 4 different bids and it's taking a while to look through those. Bids received June 22nd. Dome bids coming in about \$60K less the Turners original estimate of \$300K. Turner will present Mike with bids any day. Mike will bring a balanced budget and reconciliation next month.
- Mike will bring the best options for the dome buildings to this committee and a recommendation to the board.

4. Communications:

- M. Paolo reported that Holly Nettles is in attendance and the board will make a decision tonight to appoint her to the COC. Murray spoke about getting a sub-committee for communications. Web site updates, monthly mailer, and meeting notifications. Charan will get the cost for the monthly mailing so that the sub-committee can analyze for communications.

5. Permits, appeals:

- City planning recommendations approved the variance application. Permit process: The 100% construction documents were submitted to the city. Richard (city) asked for information on-site water line before he can make a decision. Demolition is almost complete. Site work will begin on July 17th. The Dome building review by the city is ongoing and once the water issue is taken care of a decision will be made.

6. Mikes Report:

- Turner presentation on GMP #3, 7/7/17. Working closely with district on planning and permit process. Working with City, fire department, and PGE. PGE is almost done with their design. It is in the PGE Director's hands at the moment.
- Kerr will begin site demolition on July 17th.
- Already discussed budget. Will have GMP#3 with value engineering options and a reconciled budget at next meeting.
- OH Planning for offsite utilities and water. Waiting for direction from district regarding the design options. Several options on what we will provide. Pump house and design of onsite reservoir, just got today. \$95K to develop the water line.
- Camellia right of way work was provided by OH and estimate of \$35K. Charan asked about vacating the street. Engineers are working up the legal description. Paula (mayor) is willing to work with the district. Vacating would be a significant cost savings.
- Schedule status: began work on time. Work at YCES proceeding nicely. Elementary school is torn apart and work is steaming right along. Pictures are being kept and will be put into a sharable google drive.
- Water tank cost estimates to be added budget.
- Charan met with Ron Noble regarding information on Regional Solutions which needs the city to develop master water plan. City will meet with the Regional Solutions to get answer on whether or not they get funded to help with water main and next spring can get started on doing transmission line into the city. Fire chief wanting 1500 gallons per minute before building water tanks. Possibly rent some storage tanks for temporary water until the city of Yamhill has the infrastructure. Pump house to be pressurized.

- Tasks anticipated in the month ahead, Mike reports that they are working on YCES and the asbestos has been completely abated, old carpet, old tile pulled out and flooring guys laying subflooring and painters lined up. Turner is upgrading electrical and cutting holes for HVAC units. Things to be done; need answers on water line by mid-September, which will dictate what can be done.
- Documents are in for permits for underground utilities. Waiting for Richard to return from vacation to approve permits.
- M. Paolo wants monthly report on what has been accomplished in last month and what is anticipated for next month. Mike will work on having that information ready for each meeting.
- Mike would like to thank YCES staff for their hard work in getting everything packed and ready to go.
- The board has asked that the committee accept the report from Mike. Motion to accept Project Managers Report as presented made by Tim Pfeiffer and seconded by Chuck McCord. Motion carries.

7. Other items:

- The board did change the charter. M Paolo made copies and passed them out to the committee. The board followed the recommendation from the committee.
- Murray Paolo reported that Brian King has been hired as the Facilities Manager. The charter says the Facilities Manager will be part of the committee. Charan will reach out to Brian regarding this.
- COC meetings will be second Thursday of the month. This will work logistically in regards to School Board meetings.
- Chuck McCord submitted a resignation letter from the Citizens Oversight Committee. With the resignation he handed out some recommendations. He will still visit as a guest, but no longer as a committee member. Murray Paolo will forward letter to the school board and thanked Chuck for his time on the committee.
- Rocky would like to know if it is within the schedule that within 35 days from this date, if we will have a remedy that when school starts that there will be a plan for an AG building. Charan noted that we will have a back plan. Tim Pfeiffer's barn will be available for use for construction of tiny houses. Code issues in regard to the barn will be evaluated.

Next meeting will be Thursday, August 3, 2017 at 6:30 p.m.

Meeting adjourned at 6:18 p.m.

Minutes respectfully submitted by Patti Bertrand.

