

# Horry County Board of Education

## Facilities Committee



### Facilities Committee Meeting Minutes Monday, May 18, 2020 Virtual Meeting

#### Board Members Present:

Neil James, Facilities Committee Chairman  
John Poston, Facilities Committee Member  
Sherrie Todd, Facilities Committee Member

Ken Richardson, Board Chairman  
Shanda Allen  
Janet Graham  
Ray Winters

#### Staff Members Present:

Dr. Rick Maxey, Superintendent  
Velna Allen  
Mary Anderson  
Daryl Brown  
Joe Burch  
Edi Cox  
Mike Cherry  
John Gardner

Kenneth Generette  
Leann Hill  
Boone Myrick  
Heidi Oates  
Lucas Richardson  
Mark Wolfe

#### Others Present:

Patrick Graham, CHA Associates

*As required by SC Law 30-4-80, local news media were informed of the date, time, place, and agenda of this meeting. Copies of the agenda were posted at the District Office and distributed to schools for posting.*

#### Review and Approval of Agenda

Mr. James noted that the agenda should reflect that the Loop Roads were approved on May 11<sup>th</sup>, not May 8<sup>th</sup>. Ms. Todd moved to approve the agenda as corrected. Mr. Poston seconded the motion. All voted in favor of approving the agenda. Motion passed.

#### Review and Approval of Minutes

Ms. Todd moved to accept the minutes of April 27, 2020, as presented. Mr. Poston seconded the motion; all voted in favor. Motion passed.

## Discussion

### Signage

#### Directional and Way-Finding Signage

Mr. Poston reminded the Committee that the topic of on/off campus signage was discussed at the last meeting and asked staff for their input. Mr. Wolfe answered that typically the design architects handle signage. He added that it could be a sizable undertaking to evaluate current signage across the District. Mr. James proposed that a standard be established. Mrs. Todd agreed that a consistent standard would be helpful. Mr. James asked that SOAR Academy signage be reviewed by the Committee. Mr. Wolfe added that there is consistent continuity regarding directional signage across the district, although size and color may vary.

#### Request from City about Gateway Sign at Conway High

Mr. Burch explained that the City of Conway has been installing signage throughout the City and has requested that one be placed on the campus of Conway High School. Mr. Poston said he approved of this partnership with the City for increased signage. Mrs. Todd agreed as well. Mr. Burch said that Committee approval is needed and final imagery and location will be brought back for consideration. Mrs. Todd moved to authorize staff to work with the City of Conway to arrange signage to be placed on the campus of Conway High School. Mr. Poston seconded the motion. All voted in favor. Motion passed.

### SOAR Academy Groundbreaking

Mr. Brown updated the Committee on the progress at the SOAR Academy site, noting that the site has been cleared and suggested a groundbreaking be set for the week of June 15<sup>th</sup>. The Committee agreed to the planned date. Mr. James will advise the full Board of the schedule during his update.

### Building Modification and Sustainment Items

*Mr. Poston recused himself from the Four New Loop Roads item.*

Mr. Wolfe reviewed the list of items and noted that many of the items occur yearly, rotating all schools into the schedule.

- Recurring Painting Needs
- Recurring Carpeting Needs
- Recurring Paving Repair Needs
- Recurring Roofing Repair Needs
- Forestbrook Middle Site Drainage Improvements
- New Marquee and Electronic Message Center Signs
- Painting at Green Sea Floyds High
- Painting at Loris High
- Replace Electrical Switchgear at NMBHS
- Replacement of Fire Alarm Control Panels:
  - Kingston Elementary
  - Ocean Drive Elementary

- Homewood Elementary
  - HCS Facilities Building
- Four New Loop Roads (*previously approved May 8, 2020*) **Mr. Poston Recused himself from this item.**
- Improvements to New Properties
- Additional Funding for Phase I Track/Tennis Improvements

Mr. Wolfe reviewed each item for the Committee as detailed in the attached Sustainment and Building Modifications Project Requests.

Mr. James asked what the criteria is to decide if tile or carpet is installed. Mr. Wolfe said that typically the principal may request a flooring type, which is usually replacing the existing type. He noted that all of these categories are usually smaller projects, or repairs.

Mr. James asked about the Forestbrook Middle School drainage improvements. Mr. Wolfe answered that over time, the ground becomes uneven and requires attention to ensure proper drainage occurs.

Mr. James asked the Committee's opinion on the cost allocated for marquee signage and the need for this to be a priority for the coming year given that it account for nearly 50% of the sustainment fund allocation. Mrs. Todd agreed that this may not be a necessity, except for the ones with structural damage should be a priority. Mr. Wolfe noted that the attached listing has high schools and middle schools in the first year, and elementary schools in the second year. The Committee approved staff proceeding with the plan for marquee signage.

Mr. James requested a description of the electrical switch gear at North Myrtle Beach High School. Mr. Wolfe explained that this internal switch gear project replaces the old gear and will tie in the recent renovations at the high school. The Committee agreed that completing this work over the summer is an excellent time since the power needs to be brought down for a short time.

Mr. Wolfe explained that the four fire alarm control panels are replacements for equipment that is no longer manufactured or supported as identified by our monitoring company. Mrs. Todd noted that these items should be addressed promptly.

Mr. James noted that Mr. Poston has recused himself from the Loop Road discussion. Mr. Wolfe commented that he added this to the list to account for the funding needed, no further action is needed since it was approved at the Board meeting on May 8, 2020.

Mr. James asked for details regarding site design at the new properties. Mr. Wolfe answered that conceptual design work approval at this time to help with establishing budgets for each site. The Committee agreed that staff should pursue obtaining conceptual designs, including site work needs. Additional work needed will be brought back to the full Board.

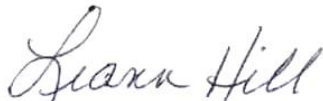
Mr. James reminded the Committee that previously the Tennis and Track bid was renegotiated. Mr. Wolfe requested that the Committee approve additional funding that would cover some minor adjustments to the scope of work. Mr. James asked why the bid did not encompass all needs. Mr. Wolfe asked Mr. Graham of CHA to answer the question. Mr. Graham commented that increased costs were related to the addition of sports lighting, construction costs due to uncertainty of impacts from COVID-19, and the pipeline of future jobs. Mr. Poston noted his disapproval that this project is significantly under budgeted. Mr. James asked if this increase was over 10% which would mean that the full Board would need to approve. Mr. Wolfe said that it is about an 8% increase on both Tennis and Track. Mr. Gardner added that Board Governance should be checked to determine if it needs to go to the full Board. Mr. James asked how long the bid is valid. Mr. Wolfe answered that it was 60 days from the day the bid was accepted. Mr. Poston asked if the project can be rebid since some of the urgency is gone with spring sports having been cancelled, and fall sports are under discussion and funding could be impacted. Mr. Wolfe noted that the projects were bid separately and together, should the Committee wish to only address some locations at this time. Mr. Richardson noted his concern that bids are driving the scope of work and cautioned that it could negatively impact the budget. Mr. Gardner advised the Committee that the increase requires full Board approval. Mr. James and the Committee requested that it be added to the next Board agenda for discussion.

Staff was asked to bring information to the Board for consideration, including lighting information and condition assessment at the Phase 1 locations.

## Adjourn

Mr. Poston moved to adjourn, seconded by Mrs. Todd; all voted in favor. Motion passed.

Respectfully submitted,



Leann Hill  
Administrative Asst. – Support Services

Approved: August 17, 2020