



909 South 76th Street, Omaha, NE 68114
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MEETING: WCS Bond Oversight Committee

MEETING DATE: Oct 10, 2017

DATE PREPARED: Oct 26, 2017

The Bond Oversight Committee (BOC) Meeting of Westside Community Schools convened in open and public session on October 10, 2017 at 6 p.m. at the ABC Building, 909 South 76th St, Omaha, Nebraska.

Advanced notice of the meeting occurred:

- On the front page of Westside Community School’s District website (no less than 48 hours in advance of the scheduled meeting date as authorized by Board Policy 1220) beginning on October 6, 2017 until the start of this Oversight Committee meeting.
- Simultaneously with the availability of the agenda to all members of the Bond Oversight Committee and staff of the Board of Education office (“the Board” hereafter).

All proceedings hereafter were taken while the convened meeting was open to the public.*

Committee members present: John Hughes (Chairperson), Kris Brown, Jess Zeis, Mike Williams

District Administrators and Staff Members in attendance: Bob Zagozda

Others in Attendance: Beth Morrissette, Joel McWilliams, Rob Zimmerman, Christina Smith-Larney

*Members of the public in attendance are not required to identify themselves.

Chairperson John Hughes called the meeting to order at 6.02 p.m. and started with meeting logistics, confirming that the meeting had been publicly announced, that the agenda was available to any interested parties, and that the public was welcome to attend and speak, in accordance with the current statutes of the Nebraska Open Meeting Act as posted in the foyer of the District Administrative Offices (ABC Building). Next, Mr. Hughes presented the Sept 12, 2017 meeting minutes for review. Mr. Williams made a motion to approve and Mr. Brown seconded the motion. The minutes were then approved by the committee.

Mr. Hughes welcomed Beth Morrissette, president of the Board.

PROGRAM UPDATE

Bond Status:

6.04pm

- Mr. Zagozda handed out the monthly summary report and payments by vendor – payments totaled just under \$1.7 million, another big month
- Big payments in September to Lueder (\$450K) and Vrana (\$862.2K) – essentially no payment to Prairie, likely to be a very big payment next month





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- Ms. Morrissette reported that Chairman Hughes had presented at the Board Meeting and had done a fabulous job. Mr. Hughes shared that he had received a handwritten thank you to the BOC from the Board and that he would share the letter with the BOC
- Mr. Zagozda shared that they had closed out August and that \$23.2 mil was spent last FY. The auditors have left the field but they are not done with adjustments so numbers are not quite final – still need to calculate and record the cost to market on investments (realized gains and losses) for the FY. This is not done monthly, just done at end of the year.
- The Board will be voting on the \$10 mil bond issuance resolution (for bank-qualified bonds) at the upcoming meeting Monday. Kutak & RBC are working on the details of the bond resolution and proceedings memo for the offering. This process is essentially like another year end due to the required financials.
- Mr. Hughes asked whether they were looking at issuing another \$10 mil in the first quarter of 2018 and Mr. Zagozda replied that they had determined that rates would need to go up 2% or more for it to make sense to issue right away when there is not a present need for the cash flow. This would be a dramatic increase and it is unlikely that the \$10 mil in bank-qualified bonds will issue in the first half of 2018.

Communications Planning and Efforts:

6.12pm

- Mr. Zagozda shared an update provided by Brandi to the BOC. Highlights included a summary of communication efforts to stakeholders that include: 1/ Monthly updates on each project currently underway emailed directly to a community database that has grown to 500+ stakeholders in addition to staff and school families, 2/ Posting of these updates to the ImagineADistrict website, with links to that article on the main District website (<http://imagineadistrict.org/september-construction-updates/>), 3/ Posting updates to FB and Twitter as well, and 4/ Uploading aerial video footage of Oakdale and Sunset to the district website and sharing links to the footage across social media has proven very popular.
- Highlights for projects included in Brandi's update:
 - Oakdale – Grand Opening tentative date 12/14 to include private showings, ribbon cutting & community Open House
 - Swanson – next information session scheduled for Thurs 10/26 @ 6pm; 'Goodbye to Swanson' being planned as well
 - Sunset Hills – Governor Ricketts (a Sunset grad) would like to tour the building, will plan to coordinate Governor's visit with Open House and 'Goodbye to Sunset'
 - WMS – updates shared in the newsletter and on the web
- The BOC commented that Brandi is doing a great job and talked about the upcoming Grand Opening of Oakdale on Dec 14 (tentative date). Three weeks earlier than we need to let anyone see it. There will be the Class of '36 in the morning for a private tour and then the evening will be the Ribbon Cutting and community Open House

District-Wide Programs:

6.14pm





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- The Board saw the detailed design documents for Swanson today at the Board Luncheon and the meeting went well. Ms. Morrissette agreed that the review of the design documents went very well and the Board will be voting on the design development package at their meeting on Monday 10/16.
- There will be a compacted presentation to the Board at the 10/16 meeting/at the time of the official sign off – if the BOC wants a hand-out of the full presentation that was provided to the Board earlier in the day, Mr. McWilliams can provide the expanded presentation. Mr. Hughes asked that Mr. McWilliams send the full presentation to the BOC members.
- Goodbye to Swanson looking to be the Sunday before Thanksgiving, 11/19
- Mr. Zimmerman shared that at the next Board Meeting, there would be an update on design development for Swanson as well as requesting approval to use CMRs (Construction Manager at Risk) as the delivery method
- We are in the planning stages of design procurement for Prairie Lane (\$9mil). Mr. Hughes asked if the same process was going to be used and Mr. Zimmerman confirmed that yes it would. An RFP will be posted on the Westside District page at the first of the year. There have been education specs included as part of the process which has been very helpful to the architects/design teams – process has worked very well.
- Mr. Hughes asked about the summary spreadsheet on p5 of the Facilities Master Plan Phase I Implementation – Monthly Report. There is land acquisition for \$900K but where does the other budget transfer for \$1.510 mil – where does that show up? Mr. McWilliams replied that the \$1.510 relates to the \$1.499 mil further up the page listed as bond premium expenditures. \$995.7K is committed cost while \$503.7K is potential change orders.

Status of Current Projects:

6.24pm

Westside Middle School – currently in phase III, going to be finishing area B and special rooms (resource, health & science) by DEC and then all the classes in the portable classrooms will move into the building over the holiday break so that after winter break all the portables will be empty and all the kids and staff will be in the building, safe and secure.

- Finish last phase in the summer
- Existing portables? Two will be dismantled and thrown away, in rough condition; the one on the North side looks better but there is no way to get it out without dismantling – planning to have a contractor dismantle and scrap it
- Once the north portable is removed, they plan to create an outdoor courtyard in that area that is enclosed and secure for outdoor learning opportunities
- Ms. Morrissette asked about a couple fires that had been reported. One was a kiln overheating (a very old kiln) due to not shutting down periodically when the maximum allowed temperature was reached and the increased heat (over 2000 degrees) caused the exhaust tube to catch on fire. The other fire was a motor burning out in a uninvent. From a cost perspective, the only monetary need is the purchasing of a new kiln and replacing the exhaust pipe.





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- The BOC commented that Russ and the Westside staff have been great during the renovation process, a lot has been asked of them and they have been very accommodating and supportive.

Oakdale – progress continues on the inside. Drone footage from earlier in the day

- Drywall installed on the first floor and painting has started
- All mechanical to be turned on 10/16 and then flooring can start being laid and other finishes can be started
- Second floor of area C – just finished taping and mudding and starting to paint
- Office area is fully drywalled and they will be mudding and taping it later this week
- Common spaces where the cafeteria and service area are located are drywalled and waiting for the tapers
- The two most visible projects being completed are 1/ finishing up the glazing – especially at the front of the building by the media center, and 2/ the paving.
- Landscaping plan is almost all sod with a lot of trees on the east side. Schedule is to plant trees and lay sod through the end of October and into November. Everything around the building, the soccer field and some sod will be irrigated. Still need to do the final grading, it has been too wet from all the rain.
- Oakdale is a lot further along on the interior. Appears to be less progress because of the wet weather delaying the paving.
- Almost all the dropped ceilings in the lower level have been put in. All classrooms have movable partitions in demising walls at Oakdale.

Sunset Hills – drone footage from earlier in the day was shared with the BOC

- A lot of the roof decking is on but no roofing at this point
- Mason is nearly complete
- Main focus right now is getting the structural steel set and decking on and there is a lot of miscellaneous wall rough in that needs to be done
- Kitchen server area and gym are ready for slab on grade pour once it dries out enough – whole NW corner of lot ready to pour
- Starting to put roof on this week
- Been addressing the issue of delivered brick not matching the color of the mock up that was provided by the vendor. Had to order second load and color was still off and went to other vendors to try to color match and have not been able to match the mock up so have gone back to architect and design team and DAC to inform them of the color change

Swanson – had the Board luncheon today for the design drawings – went well, positive feedback

- Moving to swing school over winter break.





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- Another unique building and team is working out details of the budget and materials and getting a very clear picture of pricing so that they can get as close to the design concept as possible in the finished facility.
- Mr. Williams asked about the neighborhood association/neighborhood park. Mr. Hughes replied that the park is going to be left alone. The school is not having any negative impact on the park. The District owns the park and tennis courts and they need work/upkeep/maintenance/drainage but the Swanson school budget does not include these expenses

Closing Comments:

7pm

Chairperson Hughes thanked Ms. Morrissette for all her great work on the Board and for staying involved with the BOC. Going to need a new member on the Board of Education and they are looking for candidates. The BOC will be stable for the next year as no terms will be expiring during this time but by next summer may need to find a new member or two.

