

**MEETING:** WCS Bond Oversight Committee

**MEETING DATE:** Sept. 13, 2016

**DATE PREPARED:** Sept. 20, 2016

The Bond Oversight Committee Meeting of Westside Community Schools convened in open and public session on September 13, 2016 at 6:03 p.m. at the Westside ABC Building, 909 South 76<sup>th</sup> Street, Omaha, Nebraska.

Advance 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 September 7, 2016 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, David Cota, Ann Christiansen, Mike Williams

District Administrators and Staff Members in attendance: Dr. Blane McCann, Bob Zagozda

Others in Attendance: Joel McWilliams, Rob Zimmerman, Dani Herzog

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

Chairperson John Hughes called the meeting to order at 6:03 p.m. Mr. Hughes confirmed 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).

Mr. Hughes presented minutes from the meeting held on August 9, 2016.

Mr. David Cota moved to approve the minutes. Mr. Williams seconded the motion. All voting members in attendance, voted and approved the minutes. The motion passed with four approving votes.



## **Bond Status Update**

- Mr. Cota detailed the history and background of the process to market and sell bonds.
- Mr. Cota gave a detailed explanation of the difference between bonds sold at Par and bonds sold at Premium.
- Additionally, he explained the positive and negative implications of Westside using Premium bonds and how Premium bonds were the only option because there is no market right now for bonds sold at Par.
- Mr. Zagozda shared the Monthly Report Payments by Vendor and highlighted that a significant amount of new vendors have been added.
- Mr. Zimmerman shared an update of costs and savings from the budget revision on the Overall Bond Program Phase I Budget. He posed the question of how the committee thinks those additional funds should be reported on the budget.
- Mr. Williams commented that it's important to be as transparent as possible.
- Joel McWilliams pointed out that there are further legal fees and those funds could be applied to these kind of unexpected costs. Dr. McCann agreed that there will be further unexpected costs.
- It was decided by the committee to create two additional categories on the budget sheet: Additional Revenue and General Expenses. The Additional Revenue category will include: Bond Premium, Interest Earned and Equipment Sales.
- Dr. McCann asked Mr. Zagozda to explain why bond funds were used to compensate Mr. Zagozda's work that was solely on the bond. It was paid for out of Fund 15 via journal entry. Mr. Hughes asked for more details and time period of his work and wanted confirmation that it is not an operational expense. It was confirmed that it was not. The cost was approved and well documented by the auditor.

## **Program Update**

- **District-Wide Programs:**
  - Mr. Zimmerman updated information that was discussed at the previous meeting regarding Ed Specs and needing to reduce the elementary school overall square footage.
  - Project Advocates had a successful meeting with the Board of Education where they showed graphically what each space was like and what was currently in those spaces. Mr. Williams and Ms. Christiansen also attended the meeting. Mr. Zimmerman reviewed all the current school's square footage and highlighted the fact that current school sizes on the low size are still gaining a significant increase, such as Swanson Elementary. Oakdale's plan, specifically, was viewed and received positive feedback from the Board.
  - Mr. Williams added that he felt the meetings were successful and well received as well.



- Following that meeting, plans were adjusted on the Ed Spec and reductions were made. Everyone now feels more comfortable with those plans and how they affect the budget.
  
- **High Priority Projects Update:**
  - All the physical work is complete for the High Priority Projects. These projects came in slightly under budget.
  - There was a change to the functionality of the vestibule. Originally, the second door in the space was initially to be unlocked with a panic button that could be pressed by the secretary in case of emergency. Now, the consensus is that the door needs to be locked seeing that all staff has key card access and all can unlock it properly.
  - Dr. McCann supported the change and felt it was a significantly safer, more effective solution.
  
- **Swing School Construction Project Updates:**
  - Mr. Zimmerman and Dr. McCann shared that there has been a significant amount of positive feedback regarding the Swing School.
  - Mr. McWilliams explained that miscellaneous additions have been made that include adding a sidewalk to the playground, adding basketball hoops outdoors and addressing ADA access issues.
  - The project is coming in under budget (unspent contingency) partly due to allowances in the general contractor budget that didn't need to be spent.
  
- **Westside Middle School Project Updates:**
  - Westside Middle School construction progress is tracking on schedule for the addition.
  - They are currently erecting steel, continuing to work on the masonry wall construction, as well as the mechanical and electrical components to the addition.
  - Mr. McWilliams will be holding a pull planning session on Thursday, September 15, 2016 with trades/vendors to define the schedule so work can be completed in 90 days.
  - Dr. McCann expressed his concern over the time frame and not being able to move into space by the start of the semester. Mr. McWilliams assured him that their time frame is still on target.
  - They are currently working on phasing plans to tie in the mechanical systems across the building without disrupting the students.
  - Mr. Zimmerman added that the unit ventilators are currently being replaced in each room. It's a large upgrade that will now be a four pipe unit ventilator system that can be independently controlled.
  - The plan is to have students in after holiday break on January 5, 2016. Dr. McCann complimented the temporary space and its effectiveness.



□ **Oakdale Elementary**

- Mr. McWilliams stated that on Monday, September 19, 2016 they will move the cell tower off the building and on to the new pole.
- Depending on weather, plans to finish site demolition should be complete the week of September 19, 2016.
- Implementing the storm water prevention plan and dirt hauling will begin the week of September 19, 2016.
- Mr. McWilliams is keeping Ms. Peterson updated with information to convey to public.
- The project is still on schedule and on budget, even after weather delays.
- Mr. Zimmerman added that Mr. McWilliams has been working with the educators of the building to prioritize costs.
- Mr. McWilliams added that they raised the floor elevation slightly due to the cost analysis process. Floor has been raised one foot.
- Mr. Zimmerman shared visual plans of the changes made to the dock, which was moved six feet back.
- Mr. McWilliams shared additional changes, including a modified mechanical system and 15ft accordion pocket walls.
- There is currently one set of furniture in a swing school classroom right now with a second set testing in the next week. The plan is to test the effectiveness of the furniture before purchasing.
- Project Advocates has been talking to four different furniture vendors about the educational philosophy and input and have been getting design and pricing estimates.
- Mr. Brown shared that his daughter is currently in one of the classrooms where furniture is being tested and has received positive feedback from her as well as other students.

□ **Sunset Hills Elementary Project Updates:**

- Design development drawings are being reviewed and plan to be presented to the Board of Education in October, 2016.
- Permits are being obtained so the dirt can be moved from Oakdale Elementary to Sunset Hills.
- There are approximately 24,000 cubic yards of dirt that will take an estimated 2.5 weeks to move. The plan is to use two different routes. The ideal situation is to place it directly on the building pad instead of storing the dirt.
- The preschool playground is currently being moved to the east side of the property.
- They are currently working on determining what hours the trucks will be hauling throughout the day to accommodate pick-up/drop-off concerns.
- Due to insufficient amounts of dirt from Oakdale to fill Sunset Hills' needs, an amount of soil from the soccer fields area will be used to compensate.
- Mr. McWilliams is currently working to address Pre-K drop off/pick up as well as safety concerns during this moving period.





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## PROJECT ADVOCATES

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### **Swanson Elementary Project Updates:**

- Project Advocates recently sent RFQ for architects and are due on September 30, 2016. They have already heard back from over five firms that are interested.
- Asbestos survey is complete.
- Soil borings will begin shortly.
- Mr. McWilliams is meeting with school principal, Jennifer Harr, about making sure construction and work will not disrupt classrooms and learning environments.

### Closing Comments

- Mr. Hughes stated that he'll be making a presentation at the Board of Education meeting on October 17, 2016. He also invited Mr. Cota to attend to discuss the bond aspect of the project.
- Dr. McCann shared they wrote a letter of intent with the Boys and Girls Club for the Westbrook renovation. Boys and Girls Club will be going to Millard for their Middle School project. He was disappointed in their decision.
- Dr. McCann thinks it would be a good idea to reconvene our Community Task Force to keep them informed. He also would like to do one or more town hall meetings in October to keep the community updated and celebrate what we've done. Ms. Peterson will organize the event and publicize it.
- Dr. McCann & Ms. Christiansen both noted the success of Ms. Peterson's work and exposure she is getting for the district and project.

Mr. Hughes adjourned the meeting at 7:45 p.m.

