

MEETING: WCS Bond Oversight Committee

MEETING DATE: March 1, 2016

DATE PREPARED: March 22, 2016

The Bond Oversight Committee Meeting of Westside Community Schools convened in open and public session on March 1, 2016 at 5:00 p.m. at the Westside ABC Building, 909 South 76th Street, Omaha, Nebraska. The BOC Meeting scheduled for February 2, 2016 was cancelled due to district-wide closure for snow.

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 February 28, 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.

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

Committee members present: John Hughes (Chairperson), David Cota, Mike Williams, Kris Karnes, Adam Yale.

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

Others in Attendance: Dana Blakely, John Taylor, Joel McWilliams, Alan Kennedy, Beth Molloy.

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

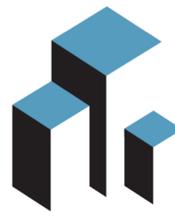
Chairperson John Hughes called the meeting to order at 5:07 p.m. He confirmed that the meeting had been publicly announced, that the agenda was available to any interested parties, and that the public is welcome to attend and speak, in accordance with the current statutes of the Nebraska Open Meeting Act as posted in the foyer of the District Administrative Offices (ABC Building).

Mr. Hughes presented minutes from the meeting held on January 6, 2016. Mike Williams moved to approve the minutes and Kris Karnes seconded the motion. All voting members present voted approved the minutes.





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Program Update

Communication Planning & Efforts

- Julie Anderson provided a status of various communication efforts:
 - Community Club and staff meetings for High Priority projects are proceeding, with a Paddock Elementary meeting scheduled for March 1, 2016. There are also staff meetings scheduled at two additional schools during the second week in March.
 - A letter will be mailed on March 2, 2016 to all neighbors residing within 300 feet of Oakdale Elementary, inviting them to a public meeting regarding re-zoning and re-platting. This meeting is scheduled for March 10, 2016 at 6:30 p.m. at Oakdale Elementary School.
 - Ms. Anderson continues to post updates to the Imagine A District website, as well Facebook and Twitter newsfeeds.
- Ms. Kris Karnes asked for particulars on the information process for the Imagine A District, which is the primary interface with the public on Bond projects and progress.
- Ms. Anderson and Mr. McWilliams described the process:
 - Project Advocates updates the Westside Sharepoint website approximately every two weeks, posting scheduled meetings/events and public documents approved by the Board of Education.
 - Information is bridged automatically from Project Advocates' Westside Sharepoint website to the Imagine A District website.
 - Progress information and photos are uploaded to the home page. This "front page" is the high-level district-wide webpage where visitors view a sliding newsfeed and can click on its links to navigate to lower level web pages for additional in-depth, school-specific information.
- Ms. Karnes noted that many, if not most, people would bypass the district-wide front page and go directly to school-specific pages. Mr. Hughes and Mr. Yale agreed that it would be more beneficial to upload photos, documents, meeting schedules, and other progress information to pertinent school webpages, not just to the general district-wide webpage.
- Ms. Karnes emphasized that it is critically important that information be as current as possible, since the District encourages the community to access this site as their central and prime source for updates on project progress.
- The committee discussed the level of detail to publish, per school, regarding floor plans & schematics. The BOC agreed that basic Sketch-Up type floor plans and schematics (that were reviewed by the community and approved by the Westside Board of Education) should be uploaded to Imagine A District. The numerous construction plan documents are too detailed to be of significant informational value to the general public.



- Wherever possible, there should be consistency across all schools in the information provided. The goal is to “keep it simple”. Website navigation should be intuitive. Information should be presented at a summary level, with links to additional, more detailed information.
- Some Westside Middle School parents missed notification of the schematic review meeting until a reminder email was sent the day prior, and were disappointed they were unable to attend due to such short notice. There were postings on the website at least two weeks before, but just on the district-wide front page. Community outreach dates will be added on the progress pages for the schools as an additional notification.
- CCC progress photos were helpful and well-received. Additional progress photos for other schools will be added on an on-going basis.

Overall Program Schedule

- Loveland Elementary is going before the Zoning Board of Appeals on March 10, 2016 in the Civic Center Legislative Chambers (1819 Farnam Street) to obtain a waiver on the size of the area of refuge. The waiver requests that the area of refuge capacity be based on actual school enrollment versus a capacity factor using building area. Dr. Blane McCann and Project Advocates plan to attend.
- The District will apply for re-zoning at Oakdale (from Developmental Reserve to R-4) & re-platting (to move the North boundary line slightly, per city easement requirements) on March 7, 2016. The District will go before the Planning Board for approval on April 6, 2016 at 1:30 p.m. in the Civic Center Legislative Chambers (1819 Farnam Street). Re-zoning and re-platting plans will be explained to neighbors residing within 300-feet of Oakdale Elementary at the community meeting on March 10, 2016 at the school. At the end of the meeting, after the re-zoning/re-platting agenda is completed, DLR and Project Advocates will be available to respond to questions and concerns about the layout of the new building and parking lot design.
- Six High Priority projects are now underway.
- Westside Middle school is currently under design and will go into construction at the end of the school year.
- The recommendation to select TACK Architecture as the designer for Sunset Hills Elementary will be presented for approval at the March 7, 2016 Board of Education meeting. Construction is scheduled to begin in Spring of 2017.
- Oakdale construction will commence late summer 2016.
- Selection process for Swanson designers will start fall of 2016.

District Wide Programs

- The Education Specification draft is in for final review and should be completed and signed off on soon.
- Security specifications for devices and doors will be finalized in two to three weeks.



- A/V technology standards for elementary schools are complete and are being finalized for Westside Middle School.
- A/V and security standards will be rolled into one Education Specification guideline for the District to utilize in the future when renovating or adding buildings.
- Dr. McCann made the point that it is important for the community not to lose sight of the fact that this is Phase 1 of a long range plan. He recommended incorporating this point into Education Specification guidelines, or adding it as an addendum to the Facilities Task Force Plan.
- Security procedures are still being developed by Morrissey Engineering with feedback from the Omaha Police Departments.
- Security meetings to develop standards and staff procedures for door and camera security are ongoing. Issues of after-hours access will be worked through. New security procedures will effect a change in culture for the community due to the freedom of access changing.
- From the Bond Oversight Committee's viewpoint, it will be important to ensure that the new security equipment is being utilized properly.
- Project Advocates has scheduled additional meetings with furniture vendors to evaluate furniture styles and functionality.
- All safety areas should be referenced with the correct FEMA term "areas of refuge". Not all proposed areas are intended to be FEMA-rated "storm shelters", which by definition include a restroom and other features not necessarily included in a FEMA-rated "area of refuge".

Current Project Updates:

- **High Priority Project Updates**
 - Mr. Alan Kennedy summarized the progress and key activities for the High Priority projects. (Refer to Monthly report, project-specific pages)
 - Some of the High Priority Community Club meetings have been better attended than others, but there have been positive questions and feedback.
 - At Hillside, Westbrook & Rockbrook Elementary Schools, some 9"x9" asbestos floor tiles underneath the carpeting in the corridor and administrative areas need to be removed. The asbestos abatement contract has been awarded to McGill Restoration.
 - All six High Priority projects are in the bidding stage, with construction management contractors collecting subcontractor pricing and assembling their bids. First review of bids will start next week.
 - High Priority project schools will have to be cleaned out and ready for construction by May 25, 2016. FF&E can be stored elsewhere in the school. Paper files will need to be boxed, and sensitive health & academic records be protected. Plans are being made for handling this critical task.



▪ **Hillside Elementary:**

Mr. Kennedy met with the Community Club on February 18, 2016.
Hillside building permit has been acquired.

▪ **Loveland Elementary:**

Mr. Kennedy met with the Community Club on February 22, 2016.
Soil borings at the portable site were obtained for constructing the area of refuge.
The Zoning Board of Appeals will hear Loveland Elementary's request for a size waiver for the area of refuge on March 10, 2016. (See Overall Program Schedule section, page 3)
Dr. McCann noted that with the two property acquisitions, the District is considering feasibility of designing and constructing improvements at Loveland without acquiring more properties to the south.

▪ **Paddock Road Elementary:**

Mr. Kennedy will meet with the Community Club later this evening, March 1, 2016 at 7 p.m.
Soil borings were obtained in preparation for constructing the area of refuge by enclosing the balconies.
Size calculations for the enclosed balcony area of refuge have been submitted to the City of Omaha Planning Board. Mr. Kennedy doesn't anticipate any problems, including the size variance waiver required for Loveland Elementary.

▪ **Rockbrook Elementary:**

Mr. Kennedy met with the Community Club last week.
Parents raised a concern about students having to exit the building to access the area of refuge, and requested a test of how long it takes for students to exit.
Dr. McCann pointed out that those concerns need to be balanced by the fact that students are safer in the area of refuge than inside the school building, so early warning and response will be key.
In response to expressed concerns, Principal Garrett Higginbotham will schedule a mock exit to assess timeframes.
Size calculations for Rockbrook Elementary's enclosed balcony area of refuge have been submitted to the City of Omaha Planning Board. Mr. Kennedy does not anticipate any problems or need for variance waivers.



Soil borings were taken in preparation for summer work on the areas of refuge.

Asbestos floor tile needs to be removed from the interior administrative areas, both current and planned.

At Rockbrook, as well as the other elementary schools, there are occasional instances where the tie-ins for piping may have asbestos in the pipe insulation, which must be remediated.

If asbestos is in an area that is not going to be disturbed by construction, it will remain in place.

Spring break work is not possible because of testing requirements. That will add a little extra sense of urgency at the start of summer, primarily at Westbrook and Rockbrook Elementary Schools.

Principal Garrett Higginbotham may have to have his office relocated to a different building for the summer; alternatives are under consideration.

▪ **Westbrook Elementary:**

Mr. Kennedy met with both the Community Club and the staff on February 4, 2016 to go over plans for the project.

The asbestos floor tile also needs to be remediated.

Principal Glen Jagels will need to relocate his office to a different building so that HVAC improvements can be put in place over the summer.

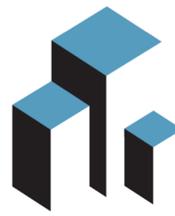
○ **CCC / Swing School:**

- The lower level is currently being roughed-in and drywall is being installed.
- A moving company will pack and move the upper level down to the lower level on May 26 and May 28-29, 2016, so that summer school can open on June 4, 2016.
- Asbestos abatement is the first task scheduled for the upper level.
- Oakdale Elementary parents are asking questions about transportation. The question of whether the two-mile transportation policy should be adjusted for internal temporary transportation is under review. A decision about allocating District operating funds for temporary transportation will be made by the end of the month.
- Early Childhood management is applying for accreditation for the preschool and before/after-care programs.

○ **Oakdale Elementary:**

- The next Community Outreach meeting is scheduled for March 10, 2016 at 6:30 p.m. to discuss re-zoning/re-platting.
- Initially, the Oakdale Advisory Committee had concerns about the proposed dark gray brick with red accents exterior. Although, there is still open dialogue on this





issue, the dark gray brick is currently the exterior design that DLR plans to present to the Board of Education for schematic design review.

- DLR is providing addresses of buildings in Omaha built with the gray brick for people to see examples of the color.
- DLR advocated for the gray brick to better offset the historical red-brick components. In general, reaction became more enthusiastic after DLR explained their design rationale.
- The design for Oakdale is a unique intentional building design that takes into consideration the neighborhood and the history. It is not a generic box design.
- There are restrictions that limit design options. For instance, a flat roof is indicated given the building size, and while it may feel more generic and less interesting than the current pitched roofline, it is a necessary design component.
- There will be no electronic sign board.
- The existing cupola will be a prominent historical design feature incorporated into the monument sign at the new entrance.
- It is important that the community feels they were listened to and engaged in the design concept. There was minimal attendance at the last Design Advisory Committee meeting to review the design, so there may be additional feedback to consider.
- The contractor for the new Oakdale Elementary will be chosen by hard bid.
- Everything at Oakdale will be moved into storage units, which will then be relocated to the parking lot at the CCC/Swing site for two months over the summer, and then will be unloaded for the start of school.
- The schematic design for Oakdale Elementary will be presented to the Board of Education in an informational review session, and not for final approval, at the March 7, 2017 meeting. After this Board meeting, another schematic review meeting will be scheduled for the Oakdale community and the Design Advisory Committee to finalize schematics.
- Mr. Mike Williams has received several questions about security fencing and night lighting. There are members of the community requesting lights for safety and security reasons, while others worried that excessive lighting would infiltrate their properties.
- Fencing will be installed per OSHA regulations. Screening is not required, but may help keep out curious children, and could be an advertising venue for the District.
- Project Advocates is continuing to work with the City of Omaha on the Oakdale frontage road. The City suggested that the District install a cul-de-sac at the end of the Church's parking lot, which would close off 99th Street. The City would acquire that part of Rockbrook United Methodist Church's property. Conversations on this suggestion, and on other approaches for alleviating the City's access road safety issues, are on-going. Ms. Karnes and Mr. Williams



advised contacting Mr. Mike Coyle, J.D, to request his aid and expertise in helping to resolve this issue.

- Discussions about relocating the Sprint cell tower and tornado siren are ongoing.
- **Sunset Hills Elementary:**
 - Tack Architecture will be recommended to the Board of Education for approval as the architect for Sunset Hills Elementary at next week's Board of Education meeting.
 - Design schedules are being created to get the project rolling quickly, while school is still in session.
 - Invitations for Design Advisory Committee meetings will be sent out shortly.
 - Baseball fields on the property, which are used often and have been funded by the community, will be out of commission for two summers. Alternative venues may be explored.
- **Westside Middle School:**
 - A Community Outreach meeting for the schematic design was conducted on February 25, 2016.
 - The design development drawings will be presented for approval at the April Board of Education meeting.
 - The moving plan is under development. It will be a somewhat complicated process; staff will be scheduled to move in and out of the building in four phases.
 - Project Advocates will meet with staff to hear any concerns.
 - Soil boring samples were collected last week at the site of the two additions.
 - Dr. McCann will meet with community and the Board of Education about working with the Boys and Girls Club to set up a teen center. The District will track academic progress and other metrics to assess the anticipated beneficial impact of the program.

Bond Status

Mr. Zagozda stated that there was no new information on the bond status.

Closing Comments

Mr. Hughes complimented the excellent committee participation and the entire team's time and efforts. He noted that the selection committees were a lot of work, but feels that the time was well spent, as evidenced by the strong competitive bid numbers for the designs. Everyone is going above and beyond, with the end result being that all that extra work was paying off with having unique schools with their own personalities.





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Dr. McCann mentioned that there may be expiring terms for some Bond Oversight Committee members. He will look at bylaws to see if term extensions can be offered and will recruit new committee members when needed.

Mr. Hughes adjourned the meeting at 6:21 p.m.

