

West Linn / Wilsonville School District
2014 Bond Oversight Committee Meeting



Project: **2014 BOND OVERSIGHT COMMITTEE**

Date: April 28, 2015 – 7:30 PM

Recorded By: Amy Berger

MEETING MINUTES

ATTENDEES

Name

Bill Rhoades	Doris Wehler
Tim Woodley	Amy Berger
Regan Molatare	Tony Vandenberg
Keith Liden	Remo Douglas
Gretchen Katko	R.B Brandvold
Tom Miller	

NEW BUSINESS

Mtg - Item

Discussion / Action Item

- 1 Tim called the meeting to order at 7:38 pm.
- 2 Election of Officers:
 1. The first order is to elect a chair and vice chair of the Bond Oversight Committee. David Lake has been nominated to be the Oversight Chair, however he was not present so we will appoint at the next meeting. Gretchen has been nominated for Vice Chair.
- 3 Committee Purpose / Goals:
 1. The board went through an exercise to assign bond oversight to the Long Range Planning Committee. The guidelines are listed on the bottom of the agenda.
 2. The Bond Oversight Committee will meet quarterly and not coincide with the Long Range Planning Committee Meeting.
 3. The Board would like quarterly reports to the board as well as annually.
 - a. The reports and progress will be developed over time. The key aspect of the financials is not necessarily of project budgets but to make sure we can answer the questions of spending the bond money on bond projects that the voters approved in the election.
 4. Doris asked if there is a general or school contingency for anything that comes up in an emergency capacity. Tim confirmed that there is not a specific contingency however a lot of predictions were made in the bond language to include almost anything that could possibly come up relating to each project. The bond will be very disciplined to use the money for the projects that were identified in the ballot.
- 4 2014 Bond Activity:
 - Summer Projects
 1. The bond projects were listed, the 7 bond components, New school in Wilsonville, Replace Sunset, 700 Building at WLHS, Performing Arts at WHS, Tech, Safety & Security, and District-wide Improvements.
 2. Tim explained why a new middle school has a bigger budget than a replacement Sunset

due to more students, larger school, more outside track space, etc.

3. There is a specific list of what is considered district wide improvements. Each highlighted item represents a project that will be done this year. Some of them will be grouped together in projects, but they will all be done in 2015.
4. Tim explained that we are underway for both new schools with ed spec design work and meetings have started with staff at the 700 Building. Design and Permitting have begun.

Consultant Selection

1. The consultants have been and are continuing to be selected for this bond work.
2. A few consultants have been selected directly, our software, e-builder is one that was used for the last bond and already established in the district. Compass Surveying is a partner in the district and holds all the district legal records. Planning, Keith has also been with the district since before the Long Range Plan was made and holds a lot of history.
3. All other consultants have been selected as required by state law.

Financial – Sale of the Bonds:

1. The district sold the bonds in March. Tim will work with Doug to create a memo describing the financials.

Program Schedule:

1. The last handout is a program schedule overview with each of the bond projects and each of the phases (design, permitting, and construction) listed out.
2. Each of the new schools are planned for opening in Fall 2017. Both those schedules are tight and there is a possibility of something out of our control shifting schedules, but we are hoping to stick with the schedule.
3. The technology project is primarily taken on by Curt Nelson the IT Director. He purchases with much more ease than other projects without having to go through design or permitting.
4. The Safety and Security component has a safety consultant selected through public process to help the district through safety plans and design through the district. They will do site assessments; prepare an emergency preparedness plan for the district and each site through district staff, public, and community safety (fire, police, etc). The district shares safety and security protocol with our community police and fire departments.
5. The last item is district-wide improvements that will be ongoing throughout the bond. Progress will be seen as we continue to move forward.

Each Oversight Committee Member will receive a notebook that includes policies, state laws and any project handouts.

Please check out the bond website, accessible through the district homepage.

The meeting is adjourned.

TBD, Quarterly

Next
Meeting

Handouts

No.	Item	Dated
1.	Agenda	4.28.15
2.	Capital Bond Project List	
3.	Consultant Selection Checklist	
4.	Program Schedule Overview	



West Linn – Wilsonville Schools

**2014 Bond Oversight Committee Meeting
Administration Building
22210 SW Stafford Rd, Tualatin, OR 97062
Tuesday, April 28, 2015, 7:30 PM**

2014 Bond Oversight Committee Meeting

Agenda

1. Call to Order
2. Roll Call
3. Election of Officers
4. Committee Purpose / Goals
 - a. Process
 - b. Reporting
5. 2014 Bond Activity
 - a. Project Descriptions (by Ballot Title)
 - b. Summer Projects
 - c. Consultant Selection Process
 - d. Financial- Sale of Bonds
 - e. Program Schedule

Bond Oversight Committee Meetings & Important Dates

Adjourn

Bond Oversight Committee Guidelines

The Long Range Planning Committee, in providing 2014 Bond Oversight, will actively monitor and regularly report to the School Board on the progress of the bond program. Responsibilities include the following:

1. Ensure bond revenues are used for purposes consistent with the Long Range Plan, the voter-approved ballot measure 3-456, and state law.
2. Meet at least quarterly to review expenditure reports, project plans, and progress reports. Provide quarterly and annual written reports and presentations of capital bond progress and finances to the Board at a regularly scheduled School Board meeting.
3. Communicate key 2014 Capital Bond progress and information to community stakeholders through a variety of methods.

New Middle School in Wilsonville	\$ 40,000,000.00
Replace Sunset Primary School	\$ 24,000,000.00
700 Building Renovation @ WLHS	\$ 3,000,000.00
Performing Arts Remodel @ WHS	\$ 3,000,000.00
Technology @ D-W	\$ 7,000,000.00
Safety & Security @ D-W	\$ 500,000.00
District-Wide Improvements	\$ 7,000,000.00
Total	\$ 84,500,000.00

*Highlighted Items are scheduled for 2015

District-Wide Improvements Details

Arts and Technology I - Site Improvements ATHS Exterior Storage ATHS Hardscape Outdoor Play Area II - Interior Improvements ATHS Various Tenant Improvements
Athey Creek IV - Roofing / Exterior Envelope AC Select Roof Replacement V - Mechanical/Electrical/Plumbing AC Ground AHU Motors AC Gymnasium AHU replacement AC Individual Boiler Venting AC Install VFD's for Multizone Unit AC Remove Generator from Roof AC Remove Old Domestic Water Storage Tank AC Replace Gym Lights AC Select VFD Replacement
Boeckman Creek II - Interior Improvements BC Remodel Office for Testing Lab BC Replace Partitions with Permanent Walls BC Select Corridor Carpet Replacement BC Select Restroom Renovation IV - Roofing / Exterior Envelope BC Select Roof Replacement V - Mechanical/Electrical/Plumbing BC Individual Boiler Venting BC Lighting Replacement BC Replace Boiler Room Controls with DDC BC Replace Commons Lights BC Replace Cooler Tower BC Replace Fire Sprinkler System BC Replace Gym Lights BC Upgrade HVAC Control Boards

Bolton II - Interior Improvements BO front office BO Paint Classrooms BO Renovate Lower Level Locker Rooms IV - Roofing / Exterior Envelope BO Replace cafeteria windows V - Mechanical/Electrical/Plumbing BO Controls for Classroom Exhaust Fans BO Replace Gym Lights
Boones Ferry II - Interior Improvements BF Replace Office and Staff Room Carpet III - Furniture/Fixtures/Equipment BF Replace Dishwasher (Main Kitchen) V - Mechanical/Electrical/Plumbing BF Install Isolation Valves on Heating Water System BF Replace Refrigeration Lines for Freezers
Cedaroak Park V - Mechanical/Electrical/Plumbing CO Replace Gym Lights CO Replace Gym Unit Ventilators CO Replace PRV System CO Upgrade Controls to DDC
District - Wide I - Site Improvements D-W Parking Lot Assessment Report III - Furniture/Fixtures/Equipment D-W Student Furniture

Inza Wood

II - Interior Improvements

- WD Replace Classroom Carpet
- WD Replace Library area Carpet

IV - Roofing / Exterior Envelope

- WD Select Roof Replacement

V - Mechanical/Electrical/Plumbing

- WD Replace Boilers / Isolate Vibration
- WD Replace Gym Lights
- WD Replace Isolation Valves
- WD Upgrade Controls to DDC

Rosemont Ridge

I - Site Improvements

- RR Additional Drainage at Baseball Field
- RR New Play Equipment
- RR Women's Softball Storage, Restrooms

IV - Roofing / Exterior Envelope

- RR Select Roof Replacement

V - Mechanical/Electrical/Plumbing

- RR Ground VFD Motors
- RR Replace Commons Lights
- RR Replace Gym Lights
- RR Upgrade Fire Panel

Stafford

I - Site Improvements

- ST New Play Equipment / Add Drainage

II - Interior Improvements

- ST Select Restroom Renovation

IV - Roofing / Exterior Envelope

- ST Library and Office Roofing Replacement
- ST Paint Building Exterior

V - Mechanical/Electrical/Plumbing

- ST Add Wall Packs Around Building Exterior
- ST Replace Freezers
- ST Replace Gym Lights
- ST Replace Gym Unit
- ST Replace Multi-Purpose Rooms Lights

West Linn

I - Site Improvements

- WLHS Remodel Restrooms at Football Stadium

V - Mechanical/Electrical/Plumbing

- WLHS Add Wall Packs Near Gym/Boiler Room
- WLHS Replace Clock and Bell System
- WLHS Replace Damaged Fire Sprinkler Pipe (MIC)
- WLHS Replace Domestic Hot Water Heater
- WLHS Replace Gym Lights (Main Gym)
- WLHS Replace Heating Water Heaters

Willamette

I - Site Improvements

- WM New Play Equipment

II - Interior Improvements

- WM Corridor Painting
- WM Replace Classroom Carpet
- WM Replace Hallway Carpet

IV - Roofing / Exterior Envelope

- WM Slope Roofing at Cafeteria

V - Mechanical/Electrical/Plumbing

- WM Add Wall Packs Around Building Exterior
- WM Replace Gym Lights
- WM Replace Gym Units
- WM Sump Pump and Tamper Circuit at Fire Vault
- WM Upgrade Controls to DDC

Wilsonville

I - Site Improvements

- WVHS Paint Stadium
- WVHS Select Sidewalk Replacement at Stadium

II - Interior Improvements

- WHS Robotics Renovation
- WV Replace Select Space Carpet
- WVHS Replace Gym Scoreboards

III - Furniture/Fixtures/Equipment

- WVHS Replace Dishwasher (Main Kitchen)
- WVHS Replace Kitchen Equipment

IV - Roofing / Exterior Envelope

- WVHS Select Roof Replacement

V - Mechanical/Electrical/Plumbing

- WVHS Replace Fire Alarm System
- WVHS Replace Gym Lights (Main Gym)
- WVHS Replace Rolling Fire Doors with Swinging

[illegible]

West Linn - Wilsonville School District 2014 Capital Bond Program Program Schedule Overview

[illegible]

West Linn - Wilsonville School District
2014 Capital Bond Program
Bond Oversight Committee
Attendance Sheet

Meeting Date: April 28, 2015

[illegible]