

Master Planning
December 18, 2014
4:00 pm

Member Present: Moe Hickey, Todd Hauber, Jamie Sheetz, Todd Hansen, Tania Knauer, Mark Parker, Sean Morgan, Rory Murphy, Bob O'Connor, Tom Van Gorder, Ember Conley, and Lorie Pearce.

VCBO: Vern Latham, Brianna Bonsavage, and Boyd McCallaster

Rory Murphy started the meeting by welcoming everyone and explained that the committee is on a very condensed timeline based on the steps it will take to get from A-Z to prepare for the Board recommendation.

Sean and Rory have outlined a timeline to move forward. An important part of moving this process forward is having the community engaged and informed. Superintendent Conley emphasized that we want to get community input on each and every facility along the way. Sean envisions that there are really three scopes of work; the architect, master planning process, and community engagement.

Rory mentioned that we need to identify the stakeholders and make sure they are at the table at the appropriate time. Mark wants to make sure that we manage our message to make sure the correct information is out there. The committee is in agreement that a PR person needs to be appointed or hired to help manage the information for the public. Rory cautioned that when you are talking about public money, you have to be fiduciary. To present a bond, we need to be able justify the amount of the bond.

Todd mentioned that we should not have a priority list because we have to know what the whole building plan is, not piece meal. Once we have the entire plan, then we can move forward with determining what the bond amount should be. According to Todd, November 3, 2015 is the general election. By law a resolution has to be adopted by the Board 70 days prior to that date which is August 28, 2015. Todd explained that when you go to a bond, you are asking for authority to bond. You then have the authority for 10 years. You have to have your project list put together and know what the scope of all of the projects are to get them on the list. Sean said we need a schematic design that a contractor could put some numbers together. Moe mentioned that the district has \$19M in the capital account right now. As we work through this, if we have a need for an elementary expansion we could possibly use some of the funds available in the capital fund. The shortest bond that this district has done is 10 years, but districts are now bonding for as many as 30 years. The average is 15 years.

Rory said that we need to emphasis to the public that we are still in the planning stages, and we do not know exactly what is being built at this time. Sean said that

the message that needs to be share is that we are determining what the needs and costs are.

Mark would like talking points for those who ask him questions after a meeting. Superintendent Conley will prepare those and share with the committee members. Rory suggested that the school should perhaps look at hiring a schools communication person who will be responsible for relaying information. Todd cautioned that we need to be careful with how we proceed because we can use money to hire someone to communicate and share information, but that money cannot be use for campaigning of any type.

Tania said that she and Mark have talked about putting together a blog for people to express their concerns and comments. Several committee members have stared to receive emails from citizens, and Tom would like for the entire committee to be able to see the emails that one or two members are being sent. It would be helpful for the entire committee to see emails so that they can have a clear picture of community needs and concerns.

Tania is being asked by community members why this process is taking so long. She has emphasized that because the group is working on a long-term plan for the next 10-20 years, we need to take our time and make sure we get it right since we are spending taxpayer dollars. Sean would like the committee to define a scope of work for the communications person or firm so that we can move toward an RFP if we need to.

Rory would like to determine what stakeholders need to be identified and sitting at the table with the committee. He is also asking VCBO to help in defining the scope of work and selection criteria. Rory stated that the focus seems to be on TMJH, which is an architectural focus; the Kearns campus is more of a planner. VCBO can do both the architecture and the land planning. Moe is concerned about traffic patterns and how to address those needs. For traffic, since this is a state road, conversations would need to occur with UDOT.

Boyd said they would need the following information:

- A time schedule.
- Are you going to keep the grade configuration?
- Demographics of growth, what is the size of the building and programming. (Todd is projecting that growth at the junior high could grow to 900 students).

Sean sees the scope of the work is to determine the functional relationship of the facilities. Tania said from a PR point of view, it would be hard to sell building a new high school rather than a new junior high. Jamie is asking that the scope of work also include looking at the shared spaces to determine which spaces can be shared such as Music, Performing Arts and PE.

Sean explained that as a planner, you don't necessarily look at the boundary; you look at what you need for the project or the facility. Rory said we will also need a transportation/parking study. Pedestrian access is also very critical. We are looking at an overall plan of the Kearns campus master plan. We need to define what each building needs are and the relationship between each of the buildings. Sean suggested that instead of thinking of the buildings as being separate, we need to label them as functions.

Sean will send out the bullet points to help define what the scope is. Each committee member will then respond with his or her input. Sean will compile all of the information.

Rory is suggesting that the city, county and UDOT will need to be brought to table at some point. He will prepare a letter to send to all parties, including identified home owners, students, PTO/PTA representatives, Booster Club, etc., and ask them for their participation at some the meetings as we move forward.

Sean wanted to clarify that the Kearns Campus is the focus, but district wide we still need to talk about the elementary schools and accommodating the growth.

PR and communication is critical. Sean and Rory will be on the radio in the morning and they will clarify that the articles in the newspaper are assumptions and not facts. They will state that we are currently trying to get our arms around the situation right now and we recognize that there are many issues that must be addressed. The consensus of the group is to hire a Communications Specialist rather than an internal employee. Sean and Rory will present a recommendation to the Board at the January 6 meeting to hire a Communications Specialist and also to proceed with the scope of work.

Moe made a motion to recommend that the two co-chairs recommend to the Board the hiring of a communications specialist and also move forward with an RFP for a Kearns Master Planner. Tania seconded the motion. Motion passed.

Next meeting is scheduled for Wednesday, January 7 at 4:00 pm. Subsequent meetings will take place on Thursday, January 15, and Wednesday, January 21.