

# City Schools Coordinating Committee Meeting on School Construction

## July 15, 2020

### Meeting Summary

#### 1. Introductions

Attendees: Tisha Edwards (Mayor’s Office), Larry Flynn (MSA), Jamie Bridges (IAC), Michael Bayer (MDP), Chris Ryer (DOP), Cheryl Casciani (DOP), Jennifer Leonard (DOP), Chad Hayes (DOP), Kyle Leggs (DOP), Reni Lawal (DOP), Marshella Wallace (DOP), Dorothy Hellman (21<sup>st</sup> Century), Reneè Stainrod (21<sup>st</sup> Century), Michael McBride (21<sup>st</sup> Century), Robin Smith (21<sup>st</sup> Century), Jacia Smith (BCRP), Ciara Harris (BCRP), Frank Murphy (DOT), Nikia Mack (DOT), Bob Pipik (HCD), Eric Lee (HCD)

#### 2. Approved Minutes of April 15, 2020

#### 3. Cooperative Use MOU Status: City Schools, BCRP

<i>Discussion</i>	<i>Follow-up Task</i>
<ul style="list-style-type: none"> <li>• Have not started a second MOU or amendment for next set of schools.</li> <li>• All schools opening soon have a licensing agreement in place or in the works, except Mary E. Rodman. BCRP met with principal this morning and will schedule a follow-up.</li> <li>• BCRP and 21<sup>st</sup> Century continuing to work on MOU for non-21<sup>st</sup> Century schools. No agreement yet on how or if to include cost sharing. Meeting next in two weeks.</li> </ul>	None

#### 4. Planning & Design Coordination: DOT, DOP, City Schools, MSA

##### a. Pedestrian Safety (*note: quarantine in DOT division has hampered many activities in this section*)

<i>Discussion</i>	<i>Follow-up Task</i>
<p><b>Lake Clifton Park: Traffic Safety on Harford Road</b></p> <ul style="list-style-type: none"> <li>• DOT plans to ID crosswalk needs starting week of 7/20.</li> <li>• Graham Young is working on final design. Will share at community meeting prior to beginning work. Mtg: 7/22 (5pm).</li> <li>• Because of COVID-19/quarantine, not sure if work can be done before school starts. DOT will let group know.</li> </ul>	<ul style="list-style-type: none"> <li>• DOT to share plan/timing by early August.</li> <li>• Michael McBride to share with DOT (Nikia Mack) the changes that City Schools/21<sup>st</sup> Century will make on campus to ensure they’re on the same page re: signage package.</li> </ul>
<p><b>Calvin Rodwell: Hillsdale &amp; Main Crosswalk</b></p> <ul style="list-style-type: none"> <li>• DOT received design for crosswalk. Need to construct ramp first; staff quarantined. Likely will be complete before school starts.</li> <li>• Shopping center installed school parking signage in lot.</li> </ul>	None
<p><b>John Ruhrah: Ramps, crosswalks</b></p> <ul style="list-style-type: none"> <li>• DOT began surveying tech issues for roadway. Staff quarantined.</li> </ul>	<ul style="list-style-type: none"> <li>• DOT send status once staff returns,</li> </ul>

<p><b>Mary E. Rodman: Distance &amp; safety for Sarah Roach students</b></p> <ul style="list-style-type: none"> <li>• 21<sup>st</sup> Century leading plan to start a walking school bus (WSB). Designated routes and stops (school and DOP assisted). WSB materials will be sent to City Schools Legal this week. Working to ID volunteer pool and funding streams.</li> <li>• INSPIRE primary routes Identified. Expect DOT work to begin ~ 2 weeks, weather permitting.</li> </ul>	<ul style="list-style-type: none"> <li>• DOT will review the proposed walking routes, which have been shared with them, before school starts.</li> </ul>
<p><b>Harford Heights: Ped access during construction</b></p> <ul style="list-style-type: none"> <li>• DOP and DOT coordinating on list of previously discussed improvements, including restricting parking on street leading to school.</li> <li>• Alley lights have been upgraded to LED. Request for brighter lights needs to come from residents.</li> <li>• DOP and 21<sup>st</sup> Century do site visit with principal soon.</li> </ul>	<ul style="list-style-type: none"> <li>• DOP following up with DPW</li> </ul>
<p><b>All future opening schools</b></p>	<ul style="list-style-type: none"> <li>• DOP to develop prioritized list of items for agencies to complete prior to school opening (specifics, beyond basic primary route expectations). Top tier and second tier priorities.</li> </ul>

**b. MOU for Constructing ADA Ramps and Crosswalks outside of Project Limits**

<i>Discussion</i>	<i>Follow-up Task</i>
<p><b>MOU Status</b></p> <ul style="list-style-type: none"> <li>• Chris Ryer, Cheryl Casciani, and Eric Johnson developing. Complete in time to have sign off at September Executive Committee meeting.</li> <li>• DOP/DOT identifying specific needs for each school and sending to MSA for cost estimates. Walter P. Carter and Medfield submitted to MSA. Govans and Harford Heights next, then will continue with others. Montebello will be discussed at SPRC (~late August).</li> <li>• Tisha and Cheryl will work to identify funding once MSA prepares cost estimates for first couple of schools.</li> </ul>	<ul style="list-style-type: none"> <li>• Larry Flynn, Cheryl, and Jen Leonard to develop timeline with required signoffs for approval (e.g. IAC vote, school board, Executive Committee).</li> <li>• Cheryl share scope with Dorothy Hellman.</li> </ul>

**5. Planning & Design Coordination: BCRP, DOP, City Schools, MSA**

**a. Upcoming Design Process**

<i>Discussion</i>	<i>Follow-up Task</i>
<p><b>Highlandtown #237 -</b></p> <ul style="list-style-type: none"> <li>• UDAAP is scheduled for July 23<sup>rd</sup>.</li> </ul>	<p>None</p>

<p><b>Cross Country – flood plain/redesign</b></p> <ul style="list-style-type: none"> <li>• 3 options have been presented by architect/engineer. MSA studying the cost implications.</li> <li>• Delegate Rosenberg and the principal have been advised of the situation but there has not been a meeting with the larger community. Wanted to wait until there was information based on analysis to share.</li> <li>• Communication about project should be transparent and inclusive; share with all MOU partners including the City (Mayor’s Office, DOP).</li> </ul>	<ul style="list-style-type: none"> <li>• Copy Mayor’s Office (Tisha Edwards) and DOP (Chris, Laurie Feinberg) on communications.</li> <li>• Chris and Dorothy to follow-up next week.</li> <li>• Schedule community meeting as soon as there is information to share.</li> </ul>
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**b. Closeout Items**

<i>Discussion</i>	<i>Follow-up Task</i>
<p><b>Walter P. Carter pool</b></p> <ul style="list-style-type: none"> <li>• Contracts approved. Waiting for proposal for design work. Fully funded.</li> </ul>	None

**c. New Items**

<i>Discussion</i>	<i>Follow-up Task</i>
<p><b>REACH/Clifton Park Stormwater Pipe Leak</b></p> <ul style="list-style-type: none"> <li>• Dorothy Hellman mentioned a leaking stormwater line under the CSX tracks adjacent to REACH. Have met with DPW, need to move forward a solution. Chris and Tisha will assist.</li> </ul>	<ul style="list-style-type: none"> <li>• Chris follow-up with Dorothy. Also check with Graham Young (DOT).</li> <li>• Add to October agenda.</li> </ul>

**6. Design Issues**

**a. Parking**

<i>Discussion</i>	<i>Follow-up Task</i>
<p><b>Walter P. Carter: Offsite options</b></p> <ul style="list-style-type: none"> <li>• Church across street will let staff use their (10) spaces. Doesn’t fully meet needs, but a good start.</li> </ul>	<ul style="list-style-type: none"> <li>• Take off future agendas.</li> </ul>

**b. Design Process**

<i>Discussion</i>	<i>Follow-up Task</i>
<p><b>Post SPRC/UDAAP Follow-ups</b></p> <ul style="list-style-type: none"> <li>• Caught up (Calverton, James Mosher, Northwood, Robert Coleman).</li> </ul>	None

**7. Feasibility Studies for the Next Round of Schools (High Schools)**

<i>Discussion</i>	<i>Follow-up Task</i>
<ul style="list-style-type: none"> <li>• Have Ed Specs on Douglass and City College. Had kickoff meetings. Historic and BOPA</li> </ul>	<ul style="list-style-type: none"> <li>• DOP (Chris and Felicia Nordeen) will work with 21<sup>st</sup> Century (Dorothy) to find a regular day</li> </ul>

<p>reviews happening. Creating prelim feasibility study that describes meetings that need to occur and when.</p> <ul style="list-style-type: none"> <li>• Plan to get EAP packages by end of year, to City Schools after annual report (Feb), and to Board of Commissioners for approval by March.</li> <li>• Want to be efficient with meeting scheduling: set a consistent day for monthly meeting for 21<sup>st</sup> Century/DOP/MSA to review whatever is needed. Include architects as needed and as part of their contract meetings.</li> </ul>	<p>each month. Dorothy send Chris list of who needs to be in mtg and prelim list of meetings.</p>
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**8. Construction Schedule Update (see Year 1 and Year 2 At-a-Glance)**

<i>Discussion</i>	<i>Follow-up Task</i>
<ul style="list-style-type: none"> <li>• Commodore John Rodgers pushed back in order to wait for Highlandtown #237 swing space.</li> <li>• Mary Rodman will be delivered on August 26<sup>th</sup>.</li> <li>• Walter P. Carter and Medfield on schedule for December.</li> <li>• Still on schedule to deliver 7 schools in 2021.</li> <li>• If we stay on the schedule, the last school (Commodore John Rodgers) will open in December 2023-January 2024.</li> </ul>	<p>None</p>

**9. Community Engagement – Coordinating/Collaborating/Informing – 21<sup>st</sup> Century, DOP, BCRP**

<i>Discussion</i>	<i>Follow-up Task</i>
<ul style="list-style-type: none"> <li>• 21<sup>st</sup> Century meetings <a href="#">available on web site</a>. PPTs will be posted on school pages.</li> <li>• No scheduled INSPIRE meetings.</li> </ul>	<p>None</p>

**10. Updates**

**a. 21<sup>st</sup> Century Portfolio Building Tour & Lessons Learned Review/ Recap**

<i>Discussion</i>	<i>Follow-up Task</i>
<ul style="list-style-type: none"> <li>• October 21 and 22, following regular quarterly meeting. Plan for new MOU and set a foundation for future resources. Day 1: visit schools, lessons learned from design and construction. Day 2: small group discuss new MOU, refine and improve on current work/process.</li> </ul>	<ul style="list-style-type: none"> <li>• Cheryl will discuss at upcoming monthly BCRP and DOT meetings.</li> <li>• The agenda planning team (Dorothy, Tisha, Laurie, and Cheryl) will share draft agenda soon.</li> </ul>

**b. Surplus School Buildings**

<i>Discussion</i>	<i>Follow-up Task</i>
<ul style="list-style-type: none"> <li>• Need to position New Song Academy for success. City getting New Song a Right-of-Entry into Gilmore building, and moving towards a lease. City Schools engagement and DOP</li> </ul>	<ul style="list-style-type: none"> <li>• Cheryl will talk with Chad Hayes about providing some assistance for New Song.</li> <li>• Request help from 21<sup>st</sup> Century Engagement or City Schools’ Office of New Initiatives.</li> </ul>

<p>assistance would be valuable in helping generate community support for the move.</p> <ul style="list-style-type: none"> <li>• City released an Expression of Interest for 6 schools in the spring. Grove Park, Roland, Patterson, and Raynor Brown got multiple viable options. Patterson has a letter of intent. HCD will do an RFP in September for the others to nail down reuse.</li> <li>• Baltimore Collegiate will be moving into Monarch. Unsure of term.</li> </ul>	
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**c. Upcoming Events**

<i>Discussion</i>	<i>Follow-up Task</i>
<ul style="list-style-type: none"> <li>• Mary E. Rodman ribbon cutting: August 26, 3-5 pm. Determining format.</li> </ul>	<ul style="list-style-type: none"> <li>• 21<sup>st</sup> Century will share invite when available.</li> </ul>

**d. INSPIRE**

<i>Discussion</i>	<i>Follow-up Task</i>
<ul style="list-style-type: none"> <li>• Primary route construction: Medfield is happening now, Mary E. Rodman expected to start in next 2 weeks, weather permitting, and Walter P. Carter will follow.</li> </ul>	None

**Next Scheduled Coordinating Committee Meeting: October 21, 2020 at 9:00 a.m.**