



BEX/BTA Capital Programs Oversight Committee

October 12, 2018, 8:30 – 10:30 a.m.

Conference Room 2750, John Stanford Center

2445 3rd Avenue South, Seattle, WA 98134

Minutes

Call to Order (John Palewicz)

1. John Palewicz called the meeting to order at 8:30 a.m.
2. Roll Call:
 - a. Committee Members Present: Rob Stephenson, Freeman Fong, Steve Goldblatt, John Palewicz, Daniel Williams, Duncan Griffin,
 - b. Staff Present: Richard Best, Melissa Coan, Becky Asencio, Lucy Morello, Mike Skutack, Jen Lincoln
3. Committee members unanimously accepted the proposed agenda.
4. Committee members unanimously approved three sets of minutes with a motion by Steve Goldblatt, which was seconded by Duncan Griffin. The minutes were from the May 11, June 8, and September 14, 2018 meetings.
5. John Palewicz asked committee members to introduce themselves. Guests introduced themselves.

Budget Update (Melissa Coan/Richard Best)

1. Melissa Coan reviewed the BEX IV Program Cost Summary (Financial Activity through August 31, 2018) and the BEX IV Budget Transfer/Changes Log.
2. Melissa Coan also reviewed the Quarterly Update for the BEX IV Other Costs Summary (Financial Activity through August 31, 2018) for smaller BEX IV projects.
3. Melissa Coan reminded the committee that the last budget transfer was for the additions to Daniel Bagley Elementary School.
4. Richard Best highlighted that the financial year closed on August 31, 2018, but that the final accounting reconciliation is still in progress. Melissa Coan confirmed that expenses submitted through October 24 will have a reflective date of August 31.
5. Richard Best inquired as to whether transfers surrounding technology and facilities were reflected in the documents distributed to attendees. Melissa Coan explained that they haven't occurred yet but will occur soon as part of the year-end financial closeout process.
6. Duncan Griffin asked about the practice of applying reserve funds from one levy to start design process for projects identified in the next levy. Melissa Coan confirmed that funds were earmarked as "seed" dollars from BEX III to start BEX IV projects and believes a similar process will occur for BEX V projects, if the BEX V capital levy passes.
7. Melissa Coan explained that the line item "election planning" in the BTA IV budget designates planning dollars for BEX V, as has been done for each of the prior levies.
8. Rob Stephenson inquired into the line item for "contracts," indicating that it didn't convey information relevant to the Oversight Committee. Melissa Coan confirmed that the line does not represent all commitments and encumbrances. Flip Herndon suggested that the line could be



collapsed from view for this report to the committee. Rob Stephenson suggested that it would be more useful to know if the project was totally bought out against the current budget.

9. Daniel Williams requested an additional column on expenditures reflecting the EUI. Richard Best explained that staff are examining eight schools that were constructed on BEX IV, to review the thermal envelope and mechanical systems to help guide the work for BEX V projects. He noted that staff will make a formal presentation to the committee with data after December 2018 committee meeting.
10. Daniel Williams requested to see the relationship between energy efficiency and building orientation. Richard Best explained that staff are hoping to collect that information. The hope is to standardize on thermal envelope and building mechanical systems, with attention to what's the best for the end user and focus on annual operating costs, energy use, and system maintenance. Staff desire to learn if the district should pay more initial costs to avoid operating and maintenance costs later. John Palewicz noted that this will be a discussion at the January 2019 committee meeting. Daniel Williams also recommended tracking the atmospheric carbon and carbon footprint and the costs avoided via a smaller carbon footprint.
11. Daniel Williams asked about retrofitting schools with solar panels and the impact of that. He requested that data be documented and shared with the committee. He added that it would also be a "good story" to share publicly.
12. Rob Stephenson noted relationship between levels of fresh air and cognitive function. Mike McBee explained that CO2 sensors are expensive and can drift. Facilities does not have the funding to maintain 60 or 70 sensors in every school.
13. Rob Stephenson requested a future agenda item be HVAC and code. Mike McBee confirmed that the district now has more efficient systems and can report on performance. John Palewicz confirmed that this would be an agenda item for the January 2019 meeting.
14. Melissa Coan reviewed the BTA IV Program Cost Summary activities through August 31 (Financial Activity through August 31, 2018). She noted that the costs will be higher when the year is closed out.
15. Melissa Coan highlighted the addition of the Distressed Schools projects, which combined state and BEX V funding. She noted that staff are early in this program; the completion date is in 2022.
16. Steve Goldblatt inquired into how the department manages all these projects. Richard Best explained the organizational structure and project tracking responsibility lies with the Senior Project Manager and Project Manager. He clarified that not all projects are in progress at the same time and that projects are in different phases of work, such as design, construction, or closeout. He complimented staff for their efforts tracking projects financially.

Project Status Reports (Richard Best)

1. Richard Best presented the BEX IV and BTA IV Capital Levies projects under construction.
2. Duncan Griffin inquired into the recycling of old building materials from the Wing Luke demolition. Richard Best confirmed that the concrete and other building materials were recycled during the demolition of the building.
3. John Palewicz asked if the windows at Magnolia were new or refurbished. Richard Best explained that the windows were 95% new - all classroom windows are new, while common space and corridor windows will be refurbished. Daniel Williams asked about the cost to use



windows that look like old ones. Richard Best noted that costs are expensive for the historically accurate windows but noted that Landmark Board provides input and guidance surrounding the window the detailing.

4. John Palewicz paused the conversation and scheduled discussion of the solar projects for the November 9th meeting.

Committee Recruitment Plan (Flip Herndon)

1. Flip Herndon provided an updated on the application process and reported 12 applications have been received to date. Application period closes October 24, 2018.
2. Flip Herndon confirmed that the application process will be same as the Facilities Master Plan Task Force: involving two or three Board Members, Committee Chair John Palewicz, Flip Herndon and Richard Best reviewing the applications and notifying selected candidates.
3. Flip Herndon highlighted the District's attention to equity and the intention to recruit greater race and gender diversity.
4. John Palewicz highlighted that a knowledge of Capital Projects, with a background in architecture or construction, is required.
5. John Palewicz asked where the committee application had been posted. Richard Best replied that it had been distributed to the same locations as the Facilities Master Plan Task Force and an e-mail was sent to AGC, as the BEX/BTA committee desires participation by a contractor and subcontractors. Flip Herndon conveyed staff's desire to fill any gaps in the committee.
6. John Palewicz urged committee members to distribute the application to their networks. He confirmed that the goal to have 11 members in place at the November meeting.
7. Duncan Griffin inquired into potential conflicts of interest. Richard Best explained that it is outlined in the committee charter.
8. Flip Herndon noted that the goal is to return the committee to the terms established in the charter regarding members being replaced regularly.

BEX V Capital Levy Update (Flip Herndon/Richard Best/Becky Asencio)

1. John Palewicz reminded the committee that their role is not to advise on which projects should be on the levy, but to ensure that staff provide the school board with the best analysis and decision.
2. Richard Best provided background into the BEX V levy process, reviewing Board Policy 6901, Board Guiding Principles, community meetings and feedback, and Board Work Sessions.
3. Richard Best reported that staff are proposing a \$1.4B replacement levy.
4. Daniel Williams suggested that demonstrating that schools are more efficient, and saving money, is a strong talking point. Flip Herndon agreed, explaining that the district can show that it has delivered the projects promised in BTA III and BEX IV.
5. Rob Stephenson inquired into how the district is conveying that it is underbudget and delivering value on the projects. Flip Herndon described it is the investment of capital such that more efficient buildings mean less money out of operations for maintenance. Those funds then can be applied to curriculum and teachers.



6. Flip Herndon explained that the campaign starts when the School Board acts on the resolution hopefully October 30, 2018. He highlighted that the absolute deadline is the December 5, 2018 Board meeting, as the ballot language is due 60 days in advance.
7. Richard Best reported the School Board's feedback at the September 26 Work Session, where they requested more granularity on the equity scoring for capacity/condition projects. Originally, staff employed the Equity Tier/Weighted Staffing Standard, which is utilized for the annual budget. Staff modified the scoring to apply the Equity Index, which does offer more granularity. Additionally, the Board requested more building systems repair and replacement projects be added.
8. Richard Best reviewed the revised list of projects, produced in response to the Board's feedback. He highlighted:
 - a. Ingraham was not considered for a major project as it currently has a project underway
 - b. Aki Kurose requires housing at an interim site, design work would begin with this levy.
 - c. Sacajawea requires housing at an interim site, design work would begin with this levy.
 - d. Muir has experienced a recent drop in enrollment, therefore it will be watched for the next 3 years and will not receive a classroom addition as part of BEX V.
 - e. Washington requires housing at an interim site, its design process is on hold until after Aki Kurose is complete.
9. John Palewicz asked about a new downtown high school. Flip Herndon explained that the Board concluded the new building is not needed at this time. Funds are designated for planning and there is \$30M for property acquisition, infrastructure and planning. He noted the high cost of downtown property.
10. Duncan Griffin inquired into how can school buildings serve more than just the students and be flexible for other populations? Flip Herndon recognized the tension between sharing building space when it is available versus returning it to the schools when capacity requires it. He explained that when community-based organizations establish themselves in a space there is resistance to moving them out of that space at many levels.
11. Richard Best presented the project list priorities and highlighted playgrounds as a new repair the Board has requested be addresses as a means for achieving greater equity throughout the district.

Meeting Re-Cap and Next Meetings Agenda Items (John Palewicz)

1. The next meeting will be on Friday, November 9, 2018, from 8:30 AM to 10:30 AM.
2. Agenda will include:
 - a. Discussion of the BEX V presentation at that meeting.
 - b. An update on applications and introduction of new members.

John Palewicz reminded committee members to solicit applicants for the committee.

Adjournment

John Palewicz adjourned the meeting at 10:30 a.m.