

**BEX /BTA Oversight Committee**  
**March 12, 2021, 8:30 – 10:30 AM**  
**Zoom Meeting**

**Minutes**

**1. Call to Order**

- a. Janet Donelson called the meeting to order at 8:32 AM.
- b. Roll call
  - i. Committee members present: Janet Donelson, Steve Goldblatt, Sherry Edquid, Duncan Griffin, Warren Johnson, Rob Stephenson, Steve Tatge, Kyle Wang, Daniel Williams
  - ii. Committee members absent: John Palewicz, Freeman Fong
  - iii. Board Directors present: President Chandra Hampson, Lisa Rivera-Smith
  - iv. Staff present: Fred Podesta, Richard Best, Melissa Coan, Vince Gonzales, Jeanette Imanishi, Mike Skutack, Becky Asencio,
- c. Approval of Agenda: Steve Goldblatt made a motion to accept the agenda. Daniel Williams seconded. The motion passed unanimously.
- d. Approval of minutes from February 12, 2021: Steve Goldblatt made a motion to accept the minutes from February. Daniel Williams seconded. The motion passed unanimously.

**2. BEX/BTA Oversight Committee Membership Status**

Richard Best reported that President Hampson had reviewed the application materials and suggested revisions. Jen Lincoln made the updates and provided them to Mr. Best for finalization. Upon his review, the materials will be posted and disseminated. Ms. Lincoln will share that with the committee for outreach to the members' networks. Mr. Best conveyed that the goal is to seat the new members in June 2021 for four-year terms.

**3. Budget Update**

- a. Melissa Coan reported on the BEX IV Program through January 31, 2021
  - i. She highlighted that 100% of the anticipated levy funds had been received. If additional funds are received, they will be added to the reserve. Reserve dollars would be applied to emergencies, project scope increases, or allocated as "seed dollars" for BTA V.
- b. Ms. Coan reported on the BTA IV Program through January 31, 2021
  - i. She conveyed that there were no variances to report or budget transfers,
  - ii. She noted that an overage for Magnolia was anticipated for that project.
  - iii. She reminded the committee that expenditures can be received for a few years following the opening of a building.
  - iv. Ms. Coan highlighted that she is monitoring the revenue for this program closely, as it may be impacted by the Covid-19 pandemic. At this time, the program is on target to remain within available funds.

- c. Ms. Coan reported on the BEX V Program through January 31, 2021.
  - i. She reminded the committee that this is a young program and it was too early to reflect a reserve.
  - ii. She highlighted that \$5.7M of the contingency fund was applied to costs at West Woodland and various other projects.
  - iii. She reported that the revenue was on target and there were no variances.
- d. The committee and staff discussed potential funding from the latest federal stimulus bill. Staff confirmed that they are discussing the matter with district leadership. Currently, district leadership is focused on financial concerns with the General Fund. Capital Projects staff have tracked Covid-19 related change orders and are equipped to pursue new funding sources at the district's direction.
- e. The committee inquired about HVAC, air circulation, and access to outside air at school buildings, as related to Covid-19 and returning to in-person learning. Staff reported that Facilities/Operations has reviewed air circulation at all sites and supplemental HEPA units have been placed where needed. Additionally, ventilation zones have been mapped for each building and instructions provided to keep each student cohort within a given supply zone. Duncan Griffin requested an off-line conversation to continue this conversation.

#### 4. Project Status Reports

- a. BEX IV Capital Levy Program
  - i. Richard Best reported two major projects remain active in this program, Wing Luke ES and Daniel Bagley ES. Both projects are now in their close-out phase as Wing Luke received its Temporary Certificate of Occupancy late February 2021.
  - ii. He also noted that several Priority 1 seismic projects are scheduled for construction Summer 2021. Priority 1 seismic projects entail life-safety improvements and not the preservation of the asset. The district's 54 identified Priority 1 projects will be complete by Summer 2023.
- b. BTA IV Capital Levy Program
  - i. Richard Best reported two major projects remain active in this program, Magnolia ES and Webster School. Both schools have received their Certificate of Occupancy. Webster School opened in November 2020 and is being prepared for in-person learning starting in March 2021.
  - ii. He also noted that there are many active "small projects" in this program, with some beginning the design phase for construction Summer 2022 and several projects scheduled for construction Summer 2021.
- c. BEX V Capital Levy Program
  - i. Richard Best reported that this program has several active major projects in various phases.
    - 1. West Woodland ES required a budget transfer to replace furniture throughout the existing building, as it was recognized to be in very poor condition. This purchase will allow all of the existing classrooms to be updated, beyond those just in the new addition. He noted that

he anticipates a similar furniture request for the West Seattle Elementary School (ES) project when complete.

2. The SEPA processes for Northgate ES and Kimball ES are complete with the Hearing Examiner affirming the SEPA official's decision without any mitigating measures. The SEPA ruling for Viewlands ES is anticipated in the next week.
  3. The project at West Woodland ES is under construction. Construction will begin this summer for West Seattle ES, Kimball ES, Northgate ES, and North Queen Anne, while construction at Viewlands ES and the Van Asselt interim site is scheduled to begin Fall 2021.
  4. The Rainier Beach High School project is in schematic design. The budget is being reconciled. The project's sustainability measures are under review to best align them with the School Board's Clean Energy Resolution and the Climate and Green resolutions. The project will be presented to the committee at the April 2021 meeting.
- ii. Distressed Schools projects at Madison MS and Leschi ES have completed their SEPA comment period. Since there are no departures at these sites, there will not be a MUP process and construction activities can begin late this summer.
  - iii. The roofing project at West Seattle High School required a change order to incorporate repair work for roof damage sustained in a recent windstorm. The damage revealed that the standing seam metal roof had minimal attachment points. The current contractor will perform the needed repairs.

#### **5. BEX/BTA Oversight Committee Role re: Review Project Presentations**

Janet Donelson reviewed the committee's charter and noted that it does not provide specific guidance regarding design oversight. The committee discussed the benefits of participating in the design process early, to ensure that district priorities and goals for the work are included from the start of the project.

President Hampson informed the committee that she and Director Rivera-Smith are reviewing the district's various task forces and committees to identify which are critical to the work and where groups could be streamlined or combined. Both directors invited the committee to provide feedback on how to improve its effectiveness, support bi-directional communication, and prevent overburdening staff with too much input.

Mr. Best highlighted the many contributions the committee has made to informing the district's capital programs. He noted specific efforts concerning sustainability measures that has helped reduce long-term operational costs and the recent COVID-19 pandemic to provide insights concerning added costs for delay related to the Governor's protocols. He indicated that the Capital Projects and Planning department is about to update the technical standards and expressed a desire to include a narrative concerning how passive design principles should influence building massing and layout. Ms. Donelson recommended that staff draft a document for committee review. Duncan Griffin suggested that the committee could then make a presentation to the School Board, similar to the presentation made to the Board concerning the Green Resolution, regarding how the committee could be utilized in the design phase of the project.

The committee discussed its governance role. It acknowledged the maturity and appropriate processes that staff have put into place. It expressed a desire to hear more from the Board and staff about how its recommendations are operationalized. Mr. Podesta highlighted that the committee provides accountability to the Board in terms of identifying any problems and reporting them.

Ms. Donelson noted that the discussion should continue in the April meeting and suggested additional background work be done with Mr. Best, department staff and the Board directors, to learn what is desired from the committee. Mr. Best committed to discussing the issue further with Mr. Palewicz and Ms. Donelson in a separate conversation.

## **6. BTA V Capital Levy Update**

Becky Asencio provided background on the levy planning process. She highlighted the impact of the pandemic on the planning for BTA V, such as concerns about ventilation in school buildings and financial challenges that constituents may be facing. She also addressed the pandemic's influence on community engagement noting it will most likely be performed virtually in the coming months. Ms. Asencio informed the committee that the district will be planning two levies for the ballot in February 2022.

The committee discussed clean energy and climate change as a priority for BTA V, as it is a priority in state and federal government. Additionally, if pandemics become a "new normal," then the district needs to be prepared to protect students and the community using school buildings.

The committee inquired about the district's demographics. Staff explained that the pandemic has made it difficult to collect current numbers and make accurate projections of student enrollment and building capacity. Ms. Asencio also noted that release of the 2020 census data has been delayed.

## **7. Meeting Recap**

Ms. Donelson concluded the meeting by committing to meet with Mr. Palewicz and Mr. Best about the committee's role in the design phase. She noted that a future meeting would address strategizing for the SEPA and MUP processes to help the district avoid "double jeopardy" through the two hearing examiner processes. She reminded the committee that the April meeting will include a presentation on the Rainier Beach High School project.

## **8. Adjourn**

The meeting was adjourned at 10:32 AM.