



BEX /BTA Oversight Committee

December 10, 2021, 8:30 – 10:30 AM

Zoom Meeting

Minutes

1. Call to Order

- a. Duncan Griffin called the meeting to order at 8:30 a.m.
- b. Roll call
 - i. Committee members present: Duncan Griffin, Dan Williams, Jennifer DuHamel, Michelle Moore, Sherry Edquid, Steve Goldblatt, Steve Tatge, Warren Johnson
 - ii. Committee members absent: Janet Donelson, Rob Stephenson, Monty Anderson,
 - iii. Board Directors present: Lisa Rivera Smith
 - iv. Capital Projects Staff present: Vince Gonzales, Melissa Coan, Becky Asencio, Jeanette Imanishi
- c. The meeting agenda was approved unanimously.
- d. The minutes from November 12, 2021 were approved unanimously.

2. Budget Update

Ms. Coan reviewed the monthly summary reports for BEX IV, BTA IV, and BEX V. Each report reflected financial activities through October 31st 2021. She mentioned a deeper dive into each program will take place in her second presentation in this meeting.

3. Project Status Reports

Mr. Gonzales referred to the photo report that was distributed with the meeting materials. He presented the report with highlights of the work completed in the different projects.

The committee and staff discussed how Capitals Projects is making general contractors aware of the schedule for projects bidding in 2022. Staff confirmed that Richard Best will do outreach and presentations with industry organizations. Staff noted that the schedule of those presentations is not available for this meeting.

The committee and staff discussed the planning for portables placement. Staff outlined the Portables Plan and reminded the committee of School Board direction to remove or replace the oldest portables and those in the poorest condition. The Portables Plan will be revisited in an upcoming meeting.

4. BTA V Capital Levy Update

Ms. Asencio reported that since the School Board approved the levy, preparations have shifted into the communications phase. She described how staff are providing information about the levy to PTAs and community groups, attending meetings 2-3 times a week. She directed the committee to the BTA V Levy page on the district website, including an FAQ section. She highlighted that posts about both levies are being posted on the district's social media platforms. Ms. Asencio reminded the committee that the levy vote is February 8, 2022.

5. Fiscal Year End Financial Update BEX IV, BTA IV and BEX V – (Melissa Coan)

Ms. Coan presented a deep dive into all three active levies. All projects and funding sources were reviewed for BEX IV, BTA IV, and BEX V. She explained that the BEX -BTA Oversight charter only included BEX until the passage of BTA IV. At that time, the Oversight charter was updated to include BTA works. She mentioned, BTA V will be reported to the committee in the same format as the other levies. It was noted BTA IV property acquisition funding was used to terminate the Lake City Professional Building lease. SPS currently manages the building rental agreements and is collecting tenant rental income.

The contingency balance remaining in BEX V was mentioned. With the existing escalating construction costs, SPS will be closely monitoring project savings and program contingency balances. The North Queen Anne board approved budget transfer will be reflected January 2022 and the project will be merged into one large major project for oversight. Daniel Williams raised forecasting and cost escalation and desired to learn more about the details surrounding NQA and current market conditions.

Mr. Griffin adjourned the meeting at 10:30 a.m.