



BEX /BTA Oversight Committee

January 13, 2023, 8:30 – 10:30 AM

JSCEE Board Auditorium

Minutes

1. Call to Order

- a. Janet Donelson called the meeting to order at 8:32 a.m.
- b. Roll call
 - i. Committee members present: Janet Donelson, Duncan Griffin, Sherry Edquid, Warren Johnson, Jennifer DuHamel, Lavina Sadhwani
 - ii. Committee members online: Michelle Moore, Luis Adan, Steve Tatge, Monty Anderson
 - iii. Committee members absent: Robynne Thaxton
 - iv. Board Directors present: Director Song Maritz, Director Rivera Smith
 - v. Capital Projects Staff present: Richard Best, Becky Asencio, Melissa Coan, Vince Gonzales, Tom Gut, Jen Lincoln
- c. The meeting agenda: Warren Johnson made a motion to approve the agenda. Duncan Griffin seconded. The motion passed unanimously.
- d. The meeting minutes: Warren Johnson made a motion to approve the minutes from December 9, 2022. Sherry Edquid seconded. The motion passed unanimously.

2. BEX/BTA Oversight Committee Member Introductions & Welcome

Ms. Donelson welcomed new member Lavina Sadhwani. She thanked Rob Stephenson for his 14 years of service on the committee. Ms. Sadhwani shared her professional background. Ms. Donelson introduced new member Luis Adan, who was observing the meeting via MS Teams.

Mr. Best conveyed that a tour of Kimball Elementary School was planned for July 2023 and invited former committee members to attend the tour.

3. Budget Update

Ms. Coan reported on the budgets and expenses through November 30, 2022, for the BEX IV, BTA IV and BEX V programs. She noted that all programs were in the black. (Additional details are not available in these minutes as staff were addressing technical issues with the MS Teams presentation during this portion of the meeting.)

4. Project Status Reports

Mr. Best and Senior Project Managers Vincent Gonzales and Tom Gut reported on the Major Projects currently under construction. They presented the projects and described the status of the work at each site.

The committee and staff discussed the challenges and benefits of Cross Laminated Timber (CLT). Mr. Best confirmed that staff are meeting to review lessons learned about working with the material and what measures can be implemented to better position the Alki Elementary School Replacement and Gymnasium Modernization and Asa Mercer International Middle School Replacement projects for success. He highlighted the significance of protecting the structure from normal seasonal inclement weather. He noted that it is critical to coordinate roofing and other envelope construction activities to prevent the structure from getting wet. He acknowledged that staff will report back to the committee on their findings.

5. Semi-Annual Budget Update – Fiscal Year 2021-2022 Closeout

Ms. Coan delivered a high-level overview of the Capital Projects budget for each levy program as of the conclusion of the fiscal year, August 31, 2022. She reviewed the Other Facilities project categories and highlighted work performed and corresponding expenses incurred during the past year. She also noted savings accrued within each program.

Ms. Coan defined the Capital Eligible Program (CEP), noting the fund receives rental revenues with expenditures utilized for emergency critical repairs. She clarified that the fund is rarely used now by either Capital Projects and Planning or Facilities/Operations.

Ms. Coan clarified “program placement” for the committee and provided examples of recent projects such as relocating Alder Academy for the Interagency Program and establishing a Special Education preschool at Arbor Heights.

Mr. Best provided additional detail on Security related projects. He confirmed that Capital Projects works closely with the Department of Technology Services and Facilities Operations to identify needs and coordinate maintenance of Security measures and products. He highlighted an intention to consolidate the number of vendors and installers for various security tools deployed throughout the District.

Mr. Best confirmed that portables are being reduced throughout the district as part of the BEX V capital levy. Additional information about that body of work will be included in next month’s presentation about enrollment projections.

6. Meeting recap

Ms. Donelson invited new members to connect with Mr. Best for more detailed orientation into Capital Projects and the levy program.

Ms. Donelson adjourned the meeting at 10:32 am