



BEX /BTA Oversight Committee

September 12, 2025, 8:30 – 10:30 AM

JSCEE Room 2750

Minutes

1. Call to Order

- a. Steve Tatge called the meeting to order at 8:30AM
- b. Roll call:
 - i. Committee members present: Steve Tatge, Luis Adan, Nicky Kamemoto-Lyons, Sherry Edquid, Adib Altallal, Janet Donelson, Mike Fink, Duncan Griffin, Monty Anderson
 - ii. Committee members absent: Warren Johnson, Jennifer DuHamel,
 - iii. Board Directors present: Joe Mizrahi
 - iv. Board Directors absent: President Gina Topp
 - v. Capital Projects Staff present: Richard Best, Melissa Coan, Becky Asencio, Tom Gut, Vince Gonzales, Mike Skutack, Jen Lincoln
- c. The meeting agenda: Janet Donelson made a motion to approve the agenda. Sherry Edquid seconded. The motion passed unanimously.

Mr. Tatge thanked Ms. Donelson for her service as the Committee Chair. The committee members all introduced themselves in welcome and acknowledgement of the new members.

2. James D. MacConnell Award Finalist – Kimball Elementary School

Senior Project Manager Mike Skutack conveyed that the Kimball Elementary School project was nominated for the James D. MacConnell award from the Association for Learning Environments (A4LE). He provided an overview of the project. He noted that this could be the district's second award of this type.

3. Meeting Structure

Mr. Tatge invited committee members to email him with their ideas for potential changes to committee meeting structure. Mr. Fink noted that a remote option would benefit members when they are traveling. Mr. Best and Mr. Griffin acknowledged logistical challenges to adding a remote option. The matter was moved offline for further consideration.

4. Future Meeting Topics

Mr. Tatge invited committee members to email him regarding their interest in proposed meeting topics and suggestions for additional topics.

5. BEX V & BTA V Project Financial Updates

Ms. Coan reported on the BEX V Capital Levy through July 31, 2025. She conveyed that the program was 72% spent. She highlighted line items where costs would be transferred to BTA V on future reports.

Mr. Finke asked about the budget for property acquisition. Ms. Coan clarified that it is included in every levy. In this case, the funds were applied to the purchase of warehouses to support the move from the Memorial Stadium warehouse. Mr. Fink offered his legal expertise for real estate matters.

Mr. Tatge asked about lessons learned when a line item exceeds the budgeted amount. Staff confirmed that this data is captured, reviewed, and informs future levy budgets.

Ms. Coan reported on the BTA V Capital Levy through July 31, 2025. She conveyed that the program was 28% spent. She highlighted that there were no variances. She confirmed that the program is on track for revenue collections.

6. BEX V & BTA V Project Updates & Lessons Learned Projects Opening Fall 2025

(Richard Best, Vince Gonzales, Mike Skutack, Tom Gut)

Mr. Best and Senior Project Managers Tom Gut, Vince Gonzales, and Mike Skutack reported on active projects and highlighted lessons learned.

Mr. Gonzales highlighted that Alki Elementary School was the district's fourth Cross-Laminated Timber (CLT) project. He noted the importance of engaging an acoustical engineer to mitigate sound issues. He conveyed the significance of thoughtful placement of mechanical systems. Mr. Gonzales also addressed the challenges of sequencing and managing multiple trades when the spaces are ready following the swift erection of the CLT.

Mr. Gonzales provided an overview of the John Rogers Elementary School project. Mr. Best highlighted the creation of the Family Resource Room, designed to provide resources and counselor support for families experiencing homelessness. Mr. Griffin suggested these spaces might be used more broadly if the building is employed as a place of refuge during severe weather.

Mr. Skutack reported on the Montlake Elementary School project. Mr. Best noted that this project modeled the strategy of building an addition to replace portables. Mr. Skutack explained that the school is only using the addition, at this time, and the landmarked building remains closed, unheated and not maintained. This saves the district operating costs while allowing room for the school to grow later.

Mr. Skutack provided an update on the Rainier Beach High School project. He conveyed that while the project employed effective planning around the technical and educational

specifications and the School Design Advisory Team (SDAT), it was encountering challenges from changes requested by other programs which will use the new building.

Mr. Skutack provided an overview of the AV, Safety, and Security project. He highlighted that the primary lesson of Phase 1 was the critical importance of improved communication with the school staff. Challenges emerged regarding understanding of the scope of work, defining and resolving anticipated disruptions, and clarity about the timeline of the work.

7. Meeting Re-cap

Mr. Best reported that capital projects employing a general contractor/construction manager (GCCM) delivery method have been more successful than other methods. He expressed concern about burdening the Project Review Committee (PRC) with the volume of Seattle Public Schools (SPS) projects. He conveyed that the Capital Projects department was working on an application for agency certification and would be delivering the presentation to the BEX/BTA Oversight Committee for review and feedback at the October meeting.

8. Adjourn

Mr. Tatge adjourned the meeting at 10:26 AM.