



BEX /BTA Oversight Committee

January 9, 2026, 8:30 – 10:30 AM

JSCEE Room 2750

Minutes

1. Call to Order

- a. Steve Tatge called the meeting to order at 8:31 AM
- b. Roll call:
 - i. Committee members present: Steve Tatge, Luis Adan, Adib Altallal, Janet Donelson, Jennifer DuHamel, Sherry Edquid
 - ii. Committee members absent: Mike Fink, Duncan Griffin, Warren Johnson, Nicky Kamemoto-Lyons, Monty Anderson
 - iii. Board Directors present: Gina Topp, Joe Mizrahi
 - iv. Capital Projects Staff present: Richard Best, Becky Asencio, Vince Gonzales, Tom Gut, Melissa Coan, Mike Skutack, Jen Lincoln
- c. The meeting agenda: Luis Adan made a motion to approve the meeting agenda. Janet Donelson seconded. The motion passed unanimously.
- d. The meeting minutes: Sherry Edquid made a motion to approve the minutes from December 12, 2025. Jennifer DuHamel seconded. The motion passed unanimously.

2. Retirement Announcements

Mr. Best conveyed that several staff members from Facilities Operations, Capital Projects and Planning, and consultant partners were retiring. He indicated that he would be seeking committee participation for interview panels and referrals for candidates for the open positions. Facilities Director Frank Griffin and Senior Project Managers Tom Gut, and Mike Skutack are among those retiring. They shared some reflections on their tenure at Seattle Public Schools.

3. BEX V & BTA V Project Financial Updates

Capital Finance Manager Melissa Coan reported on the BEX V Capital Levy through November 30, 2025. She conveyed that the program was 75% spent. She acknowledged the budget deficit in this program, which stems from the reallocation of Inflation Reduction Act (IRA) funds from Capital to the General Fund. Ms. Coan did not describe this as a significant risk but noted that she and Mr. Best will continue to monitor the situation and develop a strategy to resolve.

Ms. Coan reported on the BTA V Capital Levy program through November 30, 2025. She conveyed that the program is 42% spent. She highlighted a change in Seattle Public Schools accounting practices such that program transfers will now be conducted quarterly rather than annually to provide a more timely view of actual budgets.

4. BEX V & BTA V Project Updates

Mr. Best and Senior Project Managers Vince Gonzales, Tom Gut, and Mike Skutack reported on active projects at the following sites: Eckstein Middle School, Alki Elementary School, Rainier Beach High School, the multi-site AV, Safety, and Security project, and Memorial Stadium.

5. 2024-2025 Fiscal Year Closeout BEX IV, BTA IV, BEX V & BTA V Capital Levies

Ms. Coan presented an overview of Fiscal Year 2024-2025, which ran from September 1, 2024 – August 31, 2025. She reminded the committee that every three years a new six-year levy is approved. She reported on each of the funds and highlighted the ending fund balances which established the starting place for Fiscal Year 2025-2026. She conveyed that the projects in the BEX III and BTA III levies were complete and the BEX IV levy is nearing completion.

Ms. Edquid asked where the remaining funds from levies with completed projects go. Ms. Coan clarified that while the projects are complete, allotments remain for categories of work like water lines or program placement. She explained that the funds could be moved into the Capital Eligible Program (CEP) or another levy program, but only after verifying that all the initial levy's commitments were met.

6. Future Meeting Agenda Item Topics

Mr. Tatge highlighted that the February 2026 meeting would focus on non-school property inventory. He added that the discussion of potential for multiple uses of school buildings was upcoming at the June 2026 meeting.

7. Adjourn

Mr. Tatge adjourned the meeting at 10:29 AM.