



Capital Bond Planning Committee

Monday, November 19, 2018, 6-7:30 pm
Community Resource Center – Port Gardner A

MEETING MINUTES

The following list represents all the Capital Bond Planning Committee Members. The list is comprised of community members, parents, students, and Everett Public Schools Administrators. Everett Public Schools Support Staff assist the committee as needed. Highlighted names were in attendance.

Planning Committee Facilitator

Jim Dugan (253.278.8105)

Email Address

jdugan@parametrix.com

Capital Bond Planning Committee Members

Parent & Community

Robert Allen

Jayne Armfield

David Atkins

April Berg

Jennifer Black

Jose Borunda

Michael Finch

Ed Glazer

Eric Gold

Shelly Henderson

Danielle Irwin

Liz Jamieson

Scott Jenkins

Nina Jones

Amber Ortega

Patrick Pierce

Kristen Rasmussen

Angela Sievers

Angela Steck

Justin Tidwell

Christine Vo

Jason Webb

Richard White

Jennifer Willows

Hans Wold

Student

Chelsea Guillen

EPS Administrators

Kristin Dickert

Tina Farias
Stefani Koetje
Kelly McClellan
Shaun Monaghan
Michael Takayoshi

Everett Public School Support Staff

Chuck Booth
Zac Crane
Mike Gunn
Gerard Holzman
Darcy Walker
Jeanne Willard

Overview

The Capital Bond Planning Committee was established in response to Resolution 1187 from the EPS Board to develop a recommendation for the Superintendent by June 15, 2019 describing the scope and size of a capital bond proposal to be placed before district voters. The Board anticipates the bond proposal will be placed on the April 2020 special election ballot.

The committee is made up of 32 members including community members representing the district’s three comprehensive high schools, and principals/assistant principals from district schools.

The committee will be facilitated by Mr. Jim Dugan from Parametrix, Inc. Additionally, the committee is supported by the following EPS departments and individuals:

Facilities and Planning: Mike Gunn, Darcy Walker, Gerard Holzman, Chuck Booth
Curriculum, Assessment & Special Programs: Zac Crane
Teaching & Learning: Jeanne Willard
Finance and Business Services: Jeff Moore, Ruth Floyd
Learning and IT Services: Brian Beckley, Ken Toyn
Communications: Kathy Reeves, Diane Bradford, Linda Carbajal

The Committee is expected to work over the next seven months. The Committee meetings are held monthly on Monday evenings between 6:00 PM and 7:30 PM. Capital Bond Planning Committee Meetings (CBPCM) that are complete are noted in yellow below. Future Committee meetings are noted in green below.

<u>Meeting</u>	<u>Date</u>	<u>Location</u>
CBPCM #1	November 19, 2018	Everett Public Schools Community Resource Center
CBPCM #2	December 17, 2018	Everett Public Schools Community Resource Center
CBPCM #2	January 7, 2019	Everett Public Schools Community Resource Center
CBPCM #3	February 4, 2019	Everett Public Schools Community Resource Center
CBPCM #4	March 18, 2019	Everett Public Schools Community Resource Center
CBPCM #5	April 15, 2019	Everett Public Schools Community Resource Center
CBPCM #6	May 6, 2019	Everett Public Schools Community Resource Center
CBPCM #7	June 10, 2019	Everett Public Schools Community Resource Center

The committees work is only to recommend. The Superintendent followed by the Board of Directors will make all final decisions regarding bond proposals.

Capital Bond Planning Committee – Guiding Principles

The Committee's guiding principals were part of the Board's Resolution No. 1187 which established the Committee. The Committee is to carefully consider the following in arriving at its recommendation:

1. **Community Input:** Consider in some manner the key themes raised by the community over the last several months as well as community input and feedback on the proposed Committee recommendations.
2. **Enrollment:** Consider the need for new classrooms and property to house current and future students, particularly at the high school and elementary school levels in the south end of the district.
3. **Aging Facilities:** Consider the need to modernize schools based on age as well as condition, and the need to replace or upgrade building systems such as HVAC, roofing, flooring, plumbing and electrical.
4. **Educational Programs:** Consider the need to upgrade existing buildings to accommodate new or enhanced educational programs such as science, technology, engineering, and math.
5. **Safety and Security:** Consider the need to improve safety and security in district facilities to better protect staff and students, especially at Cascade High School and Everett High School.
6. **Technology:** Consider the need to provide new, enhanced, and replacement technology infrastructure and equipment for instruction and support operations.
7. **Property Taxes:** Consider the variables affecting future tax rates, the difficulties in predicting future tax rates, and the sensitivity the community has to increasing tax rates.

CBPC Meeting #1 Agenda

Welcome

- Commitment Thank You
- Importance of the Work
- Concurrent with the HSGMP Committee
- Introduction of Jim Dugan - Facilitator

CBPC Purpose and Overview

- #1 Need: Facilities Support for Growth

- *Committee Instructions*
- *Deliverable: Recommendation to the Superintendent*

Guiding Principles for Bond Committee

- *Seven considerations for our work*

Bond/Levy 101

- *Timeline*
- *Setting the Context*
- *Capital Bond Program – Capital Levy Program*
- *Determine Capital Facilities Needs*
- *District Wide Facility Analysis*
- *Enrollment Projections*
- *Special Election 2020*

Questions about Bonds and Levy

- *What are the differences?*
- *Which one for the EPS CBPC?*

Committee Discussion and Feedback

- *Small Group Breakout*
- *High School Only? More?*
- *Understand 3 region importance*

CBPC Schedule and Deliverable

Next Meeting: *December 17, 2018*

Homework & Closing Comments

Welcome

Mr. Jim Dugan thanked the committee members for their participation in this important work and Everett Public School's appreciation for the committee's commitment to the process. He imparted to the committee that this will be challenging work. There will be a lot of information to absorb and assimilate into the deliberations.

Mr. Dugan stated the importance of the work to the district and to the community. Schools are the places where our children learn and grow, and it is important that our facilities provide the environment to allow them to thrive.

The CBPC is running concurrently with the High School Growth Mitigation Planning Committee. That committee is studying potential boundary changes at the high school level to accommodate projected growth.

Mr. Dugan introduced himself as the Facilitator for the work. Mr. Dugan has done this work with many other districts in the I-5 corridor. His role is to help the committee toward an outcome that aligns with the Board's resolution and guiding principles.

CBPC Purpose and Overview:

Mr. Mike Gunn introduced the EPS staff members that were present to support the committee's work. He reiterated the district's support for the work and well as the need for the work. The district enrollment is outgrowing the available facilities.

Mr. Gunn reviewed the Board's instructions to the committee from the resolution. He asked the committee to note that there are no limits set by the Board. The committee will work to a consensual outcome and provide a recommendation to the Superintendent as their final deliverable.

Guiding Principles:

Dr. Gerard Holzman reviewed the Guiding Principles for the committee as set forth in the Board Resolution.

He reminded the committee to keep these in constant consideration as they move through the work. These principles will guide the committee's work.

Bond/Levy 101:

Mr. Gunn reviewed the possible April 2020 bond schedule with the committee. By mid-June 2019, the committee's recommendation is due to the Superintendent. The earlier the Board approves to run a bond, the more time the District has to get the information about the need out to the public. Assessing the need is the work of the committee.

He reviewed the District's recent history with bond/levy measures. He also explained the significance of the super-majority needed for a bond to pass versus a simple majority for a levy.

Mr. Gunn reviewed the Bond/Levy cycle from 1990-2030. He then gave a brief overview of the facility needs across the district.

Following the needs, Mr. Gunn then reviewed the District's enrollment projections. He stated that all projections indicate continued growth in all regions at all grade levels. EPS is the fastest growing school district in the county.

The data and presentation shared with the Committee is available via the committee's website at: <https://www.everettsd.org/Page/28844>

Work of the Committee

Mr. Dugan advised the committee to be sensitive about the importance of their work, and to be conscious of what they say outside of the committee. The committee is encouraged to focus on making a recommendation and the reasons behind the recommendation. The reasons will be the foundation for the public outreach prior to the bond vote.

The committee is tasked with making a recommendation that will serve the District's need for growth and upgraded facilities while remaining sensitive to taxpayer concerns. This recommendation should be an equitable answer for all three regions of the district.

Several questions were posed that will inform the committee's future work. Those questions are captured at the end of these minutes for ease of future reference.

The committee was then asked to work in smaller groups to make a list of the kinds of information they feel they need for their work. Each group then reported out. Below is a combination of what was verbalized at the meeting and the notes taken at each table.

Table 1

History of the modernization of the current buildings

Details on past bonds that passed and failed

Clarification on the 48-year plan: how do you rate the buildings in that grid?

Demographics on the types of housing in each region

What was some of the feedback on the last bond? Do we know why people did/did not vote for it?

Table 2

Demographics owner/renters

Equity, diversity

Existing tax rates

Info on income/housing costs

Conditions of portables in addition to condition of buildings

Table 3

Bond rating for District

What are we spending on teaching and learning, do our buildings support that?

Capital Facilities Plan

Look more carefully at the modernization plan

Information on voter demographics by precinct: who voted, who didn't, how did they vote?

Community facility usage data

Community feeling on quality of our structures

Communications to our diverse community (outreach efforts)

More information on where we are right now with bonds

Costs of portables versus expansions

Table 4

Bond information: current tax, how many are we carrying, when do they come to term?

Site Info: How many portables do we have and where are they? Site plans are aerials of schools? Building Condition Assessments?

Current boundary information

How do we communicate with families who move in during a bond cycle, so they vote yes?

What are all the issues with the last bond that did not pass?

Table 5:

Demographics

Get back to using schools as community assets

Promote facility improvements to no student households

Determine if improvements are necessary

Differences/advantages of special election versus general election
What traditionally passes and what doesn't?
Why did the others fail?
Do our micro-decisions at each school have a common theme?

CBPC Schedule and Deliverable

Mr. Dugan asked the committee to commit to the process with at least 75% attendance if possible. Dr. Holzman is the committee liaison with the District. He will communicate schedules, meeting information, and post to the committee page on the district's website.

Mr. Dugan stated the work would be done in small groups on an on-going basis and then each group will report out to the larger group. The committee will move forward each meeting. Consensus will be slow to build, but it will come. Be patient with yourselves. Honor diverse ways of processing and communicating.

Homework

Mr. Dugan asked the committee members to take some time and review the Facilities and Planning website and navigate through it. Find the committee tab. There is a lot of information already posted there. Here is the link: <https://www.everettsd.org/Page/6326>

Mr. Dugan also asked committee members to take some time to listen to your sphere and gather information on how people feel about another capital bond. Find out, if possible, what the objections are and what the perceived needs are. Public opinions are transferrable to the work we will be doing.

CBPCM #1 Questions

1) How does the McCleary decision affect district capital funds?

A: The increased funding provided by the state legislature over the last couple of years in response to the McCleary decision does not include additional monies for school districts to build capital facilities.

2) Are computers funded via levy or bond?

A: Computers for a district-wide rollout are typically funded via capital levies, while computers and other equipment for specific projects, like a new school or modernization, are typically funded via capital bonds. Generally, you don't want to use long-term (15 to 20 year) bond debt to buy technology that only lasts 4 or 5 years.

3) How do we pay back bonds?

A: Once a capital bond proposal is approved by voters, we sell bonds to investors and use that money to build or modernize schools. We then pay back the investors for the original amounts of those bonds plus interest earnings over 15 to 20 years, using property taxes paid by property owners.

4) Capital levies can be spent for what uses?

A: Capital levies can be spent on any projects that capital bonds can be spent on, plus major repairs to equipment, interior and exterior painting, and technology equipment, systems, licenses, subscriptions and training.

Notes are as transcribed via live attendance at meeting by Nicole Brown, Parametrix, Inc. Please forward any corrections, additions or deletions by 1/7/2019 to gholzman@everettsd.org . If no comments or corrections are received, these will become the official meeting record.