



Capital Bond Planning Committee

Monday, March 18, 2019, 6-7:30 pm
Community Resource Center – Port Gardner B

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, Student & Community Members

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

Everett Public Schools Administrators

Zac Crane

Kristin Dickert

Tina Farias

Stefani Koetje

Kelly McClellan

Shaun Monaghan

Michael Takayoshi

Jeanne Willard

Everett Public Schools Support

Larry Fleckenstein

Mike Gunn

Darcy Walker

Chuck Booth

Gerard Holzman

Overview

The Capital Bond Planning Committee was established in response to a resolution 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 or assistant principals from various 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: Peter Scott, Dana Riley-Black

Teaching & Learning: Larry Fleckenstein

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	January 7, 2019	Everett Public Schools Community Resource Center
CBPCM #3	February 4, 2019	Cancelled due to weather
CBPCM #3	March 18, 2019	Everett Public Schools Community Resource Center
CBPCM #4	April 15, 2019	Everett Public Schools Community Resource Center
CBPCM #5	May 6, 2019	Everett Public Schools Community Resource Center
CBPCM #6	June 10, 2019	Everett Public Schools Community Resource Center
CBPCM #7	June TBD, 2019	If necessary

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 #3 Agenda

Welcome

- ***Overview of meeting***
- ***High School Boundary Committee update***

Potential Bond Projects - Handouts

- *How important is that these projects be included in a 2020 bond recommendation?*
- *Work in individual table groups and rate these projects using a scale of 1-5 as follows:*
 - 1 = Not important*
 - 2 = Slightly important*
 - 3 = Moderately important*
 - 4 = Very important*
 - 5 = Extremely important*

Table 1 – New Construction for Growth and Property Acquisition

Table 2 – Modernizations

Table 3 – Program related facility needs

Table 4 – Safety & Security Upgrades and Site Improvements

Table 5 – Building System Upgrades and Technology

Report outs, including rationale

- *Preliminary evaluation of individual table groups*

Homework for Next Meeting

Next Meetings:

April 15, 2019, 6:00 – 7:30pm

May 6, 2019, 6:00 – 7:30pm

June 10, 2019, 6:00 – 7:30pm

Welcome

Mr. Jim Dugan was out of town, so this meeting was conducted by Mr. Mike Gunn. Mr. Gunn introduced the other district staff members that were present to support the work: Dr. Gerard Holzman, Mr. Darcy Walker, and Mr. Chuck Booth. Also present was Ms. Caroline Mason, an EPS Board Member.

Mr. Gunn reviewed the agenda with the group indicating that there would be a brief update from the high school boundary committee followed by table work and report outs.

High School Growth Mitigation Planning Committee update:

Mr. Gunn informed the CBPC that the High School Growth Mitigation Planning Committee had completed their work. Dr. Holzman presented their draft maps for the committee's

review. These maps will be published on the HSGMPC website after that committee report is completed in early April.

The HSGMPC began meeting in October of 2018 and had seven meetings. The committee considered the 500 public comments that were collected on-line and had five public meetings to gather community feedback. The community was very involved voicing their concerns.

A common community concern was to not move students once they started at a high school. As a result, the committee's recommendation was to move students as they enter their freshmen year, so their high school career can be completed at a single high school.

The HSGMPC also elected not to move any students within the current walking radius at Jackson HS or Cascade HS. They elected to focus on students who already qualify for the bus for transportation to high school.

Dr. Holzman shared that the resulting recommendation moves approximately 390 students from Jackson HS to Cascade HS from a designated area east of 35th Street over a period of four years. Each year the incoming freshman from that area will join the students moved in the prior year. This recommendation would not add any more portables to Jackson HS.

The recommended move from Cascade HS to Everett HS is a similar phasing approach moving students from a designated area east of the current walking radius as they enter their freshmen year. The moves occur over a period of four years leading to approximately 370 new students at Everett High School.

Mr. Gunn indicated that the peak of high school enrollment is in 2023 and these moves will decrease portables at Jackson HS by 2023 and may result in one additional portable included with the four portables projected to be needed at Cascade HS in 2023. Everett HS will be right at capacity by 2023. After 2023, enrollment drops off slightly and then in 2028 the projections are back to 2023 levels.

The HSGMPC recommendation is being formalized for presentation to the Superintendent for consideration. The Superintendent will present a recommendation to the Board.

Committee Work Session:

Mr. Gunn then explained the committee's work for the evening. Each table received a handout listing potential 2020 capital bond projects. The list was prepared by staff and is based on needs, building condition assessments, and projects from previous bonds. The projects were sorted into categories and the categories were assigned to each table. Included with the list is a narrative describing the projects.

Mr. Gunn reiterated this was not a formal recommendation, it was more of an exercise in determining priorities. Each table was to rank the projects listed in their category on a scale of 1 to 5, with 1 being not important and 5 being extremely important. Each table will then present to the larger group, along with their rationale for the rankings. The work session lasted approximately 30 minutes and then each table reported to the larger group.

Table 1 – New Construction for Growth and Property Acquisition

New Construction for Growth

The table reported that they had a lot of difficulty reaching a consensus on these projects because the need is so great district-wide. All levels need more room, it was difficult to prioritize who needs it most. The following is the list as ranked:

PROJECT	2023 DOLLARS				
	Project Cost	Technology Cost	STEM Cost	Total Project Cost	
NEW CONSTRUCTION FOR GROWTH					
4	New Comprehensive HS No. 4 (W/STEM)	\$208,935,843	\$2,144,350	\$770,000	\$211,850,193
5	New Elementary School No. 19	\$65,599,752	\$980,000	\$0	\$66,579,752
5	New Elementary School No. 20	\$62,262,292	\$980,000	\$0	\$63,242,292
3	New Middle School	\$110,522,657	\$2,200,000	\$0	\$112,722,657
5	Elementary Classroom Additions (36)	\$32,755,375	\$1,000,000	\$0	\$33,755,375

Property Acquisition:

The elementary school need is apparent. The table did not discuss nor rank the south end bus facility property.

PROJECT	2023 DOLLARS				
	Project Cost	Technology Cost	STEM Cost	Total Project Cost	
PROPERTY ACQUISITION FOR FUTURE NEEDS					
5	Property for Future Elementary School No. 20	\$5,849,293	\$0	\$0	\$5,849,293
	Property for Future South End Bus Facility	\$2,339,717	\$0	\$0	\$2,339,717

Table 2 – Modernizations

The table reported that they considered the building condition assessments (BCA) when preparing their rankings. The buildings with the lowest BCA scores were given a 5. Secondly, the table considered what the modernization would bring to each school. The following is the list as ranked:

PROJECT	2023 DOLLARS				
	Project Cost	Technology Cost	STEM Cost	Total Project Cost	
Ranking MODERNIZATIONS					
4	Everett HS Cafeteria Modernization	\$27,233,482	\$350,000	\$0	\$27,583,482
5	Cascade HS Science Bldg Modernization (W/STEM)	\$16,678,534	\$465,000	\$626,550	\$17,770,084
5	Madison ES New-in-Lieu Modernization	\$57,843,363	\$1,400,000	\$0	\$59,243,363
5	Jackson ES New-in-Lieu Modernization	\$44,892,392	\$1,400,000	\$0	\$46,292,392
3	Lowell ES New-in-Lieu Modernization	\$58,239,593	\$1,400,000	\$0	\$59,639,593
4	Cascade HS Gymnasium Modernization	\$40,506,371	\$300,000	\$0	\$40,806,371
2	Cascade HS Cafeteria Upgrade	\$5,594,073	\$150,000	\$0	\$5,744,073
5	Everett HS Science Building Modernization	\$6,320,363	\$415,000	\$0	\$6,735,363

Table 3 – Program related facility needs

The table reported the playground ratings influenced their rankings. They also had some knowledge of schools where the PTA was raising funds for playground equipment and that was taken into consideration. The high school upgrades were considered important by the table group although they had some questions about whether students from the other high schools would be able to take advantage of the programs offered at other locations. The Early Learning Center’s had the most variability of ranking at the table. Committee members had questions regarding the District’s responsibility for these programs. They asked for data on the effectiveness of the programs and information on outcomes from the early learning center programs. The following is the list as ranked:

PROJECT	2023 DOLLARS				
	Project Cost	Technology Cost	STEM Cost	Total Project Cost	
Ranking PROGRAM RELATED FACILITY NEEDS					
4	Jackson HS STEM Upgrade at 2 Classrooms	\$564,786	\$1,000,000	\$300,000	\$1,864,786
4	Everett HS Vocational Building Modernization (W/STEM)	\$17,099,967	\$385,000	\$465,000	\$17,949,967
3	Early Learning Center - Penny Creek ES	\$18,928,715	\$575,000	\$0	\$19,503,715
3	Early Learning Center - Regional Facility at Hawthorne ES	\$19,812,033	\$575,000	\$0	\$20,387,033
3	Early Learning Center - Hawthorne Partial Renov.	\$3,719,901	\$275,000	\$0	\$3,994,901
3	Early Learning Center - Jefferson ES	\$20,824,896	\$575,000	\$0	\$21,399,896
2	Renovate North Satellite Bus Facility	\$4,000,954	\$0	\$0	\$4,000,954
2	Playground Equipment at (8) ES	\$2,093,279	\$0	\$0	\$2,093,279
1	Climbing Walls at (4) MS and (16) ES	\$3,312,759	\$0	\$0	\$3,312,759

Table 4 – Safety & Security Upgrades and Site Improvements
Safety and Security Upgrades

The table reported they had asked for and received clarification on the fencing projects listed. The table agreed that replacing aging security systems was important. They also agreed that if there were systems in place at one school, other schools should be

upgraded in an equivalent manner. It is not acceptable to have a system at one school and not another. The following is the list as ranked:

PROJECT	2023 DOLLARS				
	Project Cost	Technology Cost	STEM Cost	Total Project Cost	
SAFETY AND SECURITY UPGRADES					
Ranking					
2	Fencing at (2) High Schools	\$299,774	\$0	\$0	\$299,774
5	Security System Upgrades at (11) Sites	\$207,723	\$0	\$0	\$207,723
5	Access Control at (2) High Schools	\$566,710	\$0	\$0	\$566,710

Site Improvements

The table agreed to rank the middle school field upgrades low because synthetic fields are expensive, and the resources already exist at the high school level. The table also noted that the parking lots at the two elementary schools are a safety concern, so they ranked them highly. The following is the list as ranked:

PROJECT	2023 DOLLARS				
	Project Cost	Technology Cost	STEM Cost	Total Project Cost	
SITE IMPROVEMENTS					
Ranking					
3	Cascade HS Softball Field Drainage & Dugouts	\$1,648,674	\$0	\$0	\$1,648,674
3	Additional Synthetic Fields at CHS/JHS	\$5,673,459	\$0	\$0	\$5,673,459
2	Synthetic Tracks & Fields at (4) Middle Schools	\$17,413,588	\$0	\$0	\$17,413,588
4	Elementary Field Upgrades at (3) Schools: Monroe ES, Silver Lake ES, Emerson ES	\$3,094,189	\$0	\$0	\$3,094,189
5	Replace Synthetic Turf & Track at Memorial Stadium Football Field	\$2,218,828	\$0	\$0	\$2,218,828
5	Parking Lot Expansions at (2) Elementary Schools	\$2,208,062	\$0	\$0	\$2,208,062

Table 5 – Building System Upgrades and Technology

Building System Upgrades

The table reported they agreed that energy costs are high because the systems are old and inefficient, so HVAC control upgrades are a priority. The table requested additional information on the proposed fire alarm upgrades but felt that safety concerns placed this item high on the list. Roofing replacements were prioritized based on the play structure conditions. Woodside was taken off the list because a new roof is part of the current modernization project. The following is the list as ranked:

PROJECT	2023 DOLLARS				
	Project Cost	Technology Cost	STEM Cost	Total Project Cost	
BUILDING SYSTEM UPGRADES					
Ranking					
5	HVAC Controls Upgrades at 6 Facilities: JHS, PC ES, SL ES, Eisenhower MS, Evergreen MS, M&O	\$7,303,833	\$0	\$0	\$7,303,833
	Roofing Replacement at 6 Schools: Woodside ES, Penny Creek ES, Cedarwood ES, Lowell ES, Mill Creek ES, Silver Firs ES	\$11,360,824	\$0	\$0	\$11,360,824
3	Flooring Replacement at 2 Schools: Silver Firs ES, Emerson ES	\$1,231,303	\$0	\$0	\$1,231,303
4	Fire Alarm System Upgrades at 2 Sites: Mill Creek ES, Silver Firs ES	\$939,226	\$0	\$0	\$939,226

Penny Creek & Cedarwood are a 5, because of the play structures, all others are a 3.

Technology

The table agreed that student learning is negatively impacted by outages, so infrastructure is important. The table requested additional information on the Student Information Systems upgrades because the system is relatively new, and they want to know why we must upgrade it so soon. The following is the list as ranked:

PROJECT	2023 DOLLARS				
	Project Cost	Technology Cost	STEM Cost	Total Project Cost	
TECHNOLOGY INFRASTRUCTURE					
Ranking					
5	Electrical System Upgrades District-Wide: District Data Center, School MDF's/IDF's, Backup Generators, Fiber Optics	\$7,191,368	\$0	\$0	\$7,191,368
1	Student Information System	\$1,700,000	\$0	\$0	\$1,700,000

Mr. Gunn opened the floor to the committee to request any further information they felt they needed to complete their work. The staff to date has supplied the committee 270 pages of documents on their website. Mr. Gunn reminded the committee to review those documents available on the committee website. Additional requests are as follows:

- Can we get more data on why prior bonds failed?
- Can we get more information on why the projects are needed? We have received the project “what” but not the “why”. This information would help with decision making and prioritization.
- Do we have data on the how the proposed projects would improve the student experience? Need a deeper perspective on the student impact of each project.
- Can we geographically plot the projects across the District? Identify by district sector: South, Central, and North.
- What would be the impact on delaying some of the lower ranked projects, for example flooring or roofing? What if things wear out anyway? Are there emergent funds to deal with these?

- Mr. Gunn explained to the group that there is no “rainy day” fund within the District. Bond and levy funds must be used within a certain period. The District philosophy is to request bonds and levies that keep the tax rate even.
- Can we get voter data on how the precincts voted in the last bond election? Who voted for and against the bond?

Mr. Gunn thanked everyone for their thoughtful work tonight and informed them that at the next meeting we will revisit the projects discussed tonight. Committee members should review the list and determine how they would rank each area in importance.

Homework

Dr. Holzman reminded the committee to review the documents that have been added to the committee website. He also reminded committee members to review the notes from tonight’s table reports, when distributed, to familiarize themselves for the next meeting with the proposed projects and their importance.

If anyone has any other requests for information, please email the request to Dr. Holzman.

Next Meeting

April 15, 2019, CRC – Board Room, 6:00-7:30pm

Notes are as transcribed via live attendance at meeting by Nicole Brown, Parametrix, Inc. Please forward any corrections, additions or deletions before 4/1/2019 to gholzman@everettsd.org. If no comments or corrections are received, these will become the official meeting record.