



Longfellow Property Advisory Task Force (LPATF)

Monday, September 9, 2019
Port Gardner Room A
5:00 pm – 6:30 pm

MEETING MINUTES No. 1

The following list represents all the Longfellow Property Advisory Task Force Members. The list is comprised of community members. Everett Public Schools Support Staff assist the committee as needed. Highlighted names were in attendance.

Task Force Facilitator

Jim Dugan (253.278.8105)

Email Address

jdugan@parametrix.com

Task Force Chairperson

Ed Petersen (253.347.6556)

Longfellow Property Advisory Task Force Members

Bob Dobler

Kristie Dutton

Michael Finch

Julie Frauenholz

Joe Gaffney

Patrick Hall

John Hooper

Jim Hopkins

Doug Spee

Angela Steck

Mike Todd

Morrie Trautman

Andrea Tucker

Brenda White

Everett Public Schools

Mike Gunn

Darcy Walker

Overview

The Longfellow Property Advisory Task Force was established to investigate, analyze and recommend to the Superintendent during June 2020 potential and preferred future uses of the Longfellow property by the district, other public agencies, non-profit or for-profit groups; and how much of the site would be necessary to support the projected future needs. These recommendations are to identify the preferred disposition of the Longfellow property and adjacent parking lot including but not limited to:

- Whether the Longfellow building, located at 3715 Oakes Avenue in Everett WA adjacent to Memorial Stadium should be historically restored and preserved by the district;
- If a sale or lease is recommended, provide a list of the essential terms and conditions of such an agreement, recommend the minimum compensation that must be received by the district, and recommend the extent to which the non-building portion of the site is not needed by the district (now or in the foreseeable future) and can be offered as part of the lease/sale; and
- Whether the district should dedicate the Longfellow building or create a modest monument as another memorial to the late Henry M. Jackson.

The task force is made up of 15 community members from across the district. The group includes real estate professionals, construction professionals, politicians, attorneys, neighborhood representatives, PTA, city employees, and conservationists.

The task force will be facilitated by Mr. Jim Dugan from Parametrix, Inc. and Mr. Ed Petersen will serve as chairperson.

Mr. Mike Gunn and Mr. Darcy Walker from Everett Public Schools will support the task force work.

The task force is expected to work over the next nine months. The meetings are held monthly on Monday evenings between 5:00 PM and 7:30 PM. The meeting schedule will be published as soon as it is available.

The task force work is only to recommend to the Superintendent. The Superintendent will tender a recommendation to the Board.

Longfellow Building and Annex-Property Description

This property is a 101,930 SF (approximately 2.34 acres) site roughly rectangular in shape located on the hillside above the Broadway commercial corridor in south central Everett. It is bounded by Oakes Avenue on the west, Lombard Avenue on the east, 37th Street on the north and 38th Street on the south. The parcel has excellent access and visibility from Broadway and is contiguous to Memorial Stadium and the district's athletic and transportation facilities. The site is currently used by visitors and users of Memorial Stadium, parking for the athletics and transportation departments, and transportation vehicles.

The Longfellow Building was built as a grade school in 1911 and contains a total of approximately 25,177 square feet of space on three floors. A one-story annex building was added in 1956 for use as a cafeteria and gymnasium for the grade school and contains approximately 7,546 square feet of floor space. These buildings were converted to office use in 1971 and then vacated in 2013 with the opening of the school district's Community Resources Center. They are in very poor overall condition and will require major seismic, interior,

exterior, mechanical, electrical, ADA and life safety upgrades in the near-term. Neither of these buildings are listed on the City, State or National Historic Registers. The remainder of the site has been asphalted and is used for parking.

The City of Everett's Comprehensive Plan designates the site under Institutional 2.1 Schools/Churches reflecting decades of ownership and use by the school district. The parcel is zoned R-3 (also includes areas to the north, south and west) by the City. The R-3 designation is a medium-density residential zone, which permits up to 29 units per acre (one unit per 1,500 SF of land) and a 45-foot height limit. This parcel is adjacent to Everett's Broadway Mixed Use (BMU) zone to the east.

LPATF Meeting #1 Agenda

Welcome and Introductions

Making Connections

- Highlights of role and purpose description
- When you were asked to serve on this task force, why did you say yes?
- What strengths or gifts do you bring to this process?

Whole group discussions

- How might we break this work down into its key topics?
- How might this work be accomplished (in 6-8 meetings over 10 months)?
- Are there certain topic areas you are particularly qualified or interested in?

Protocols and norms

Future Meeting Schedule

- Set up dates and times for future meetings
- Confirm contact information on sign-up sheet

Closing

Walking tour of Longfellow will follow (for those that can)

Meeting Notes

Welcome

Mr. Mike Gunn, Executive Director of Facilities and Operations for Everett Public Schools, welcomed the group. By way of introduction, Mr. Gunn has been with EPS in various roles for about 30 years, and before that he was a licensed architect. He has been involved with every major capital project the district has done over the last 30 years and his office used to be in the Longfellow building.

Mr. Gunn explained that this group had been formed at the request of the Superintendent to develop a recommendation for district action on the Longfellow property. The district has been trying to decide what to do with the property for several years. The options are to sell it, lease it, restore it, demolish it, or other alternatives not yet considered. The district wants to do the right thing with the building which is why this task force was formed.

Mr. Gunn gave the group a brief history of the building which is captured in more detail in the property description above.

Mr. Gunn then introduced the facilitating team. Mr. Jim Dugan is with Parametrix' project delivery group. Mr. Dugan is an ex-school board member for Tacoma Public Schools, is currently chairperson for the State of Washington Capital Projects Advisory Review Board. Mr. Dugan has recently facilitated three other committees for EPS: elementary boundary committee, high school boundary committee, and the capital bond committee.

Mr. Ed Petersen is the Chairperson for this committee. Mr. Petersen is a long-time Everett resident and began attending Everett Public Schools at Jefferson ES in 1951. He currently works at Housing Hope and has completed 72 affordable housing projects in the last 35 years.

Mr. Gunn also introduced Ms. Molly Ringo, Director of Maintenance, Safety and Security, and Mr. Darcy Walker, Director of Facilities and Planning, as district administrative support for the committee.

Tasks

Mr. Dugan then covered the committee guidelines. All notes from the meetings will be published on the website. The committee work is expected to take 6-9 meetings, meeting monthly, over the next nine months. The deliverable is a recommendation to the Superintendent, who will decide what to do with it. The committee will work to come to a common consensus, that is the purpose and process of this meeting.

Mr. Dugan then reviewed the Role and Purpose Description document which was attached to the agenda:

June 26, 2019

Role and Purpose Description:

Superintendent's Longfellow Property Advisory Task Force

rownnic\Desktop\LSHSGeography\LSHS-Campus and Room Map 2019-20.pdf force

Interfaces:	Internal: Superintendent, facilities staff External: Community members
Composition:	Approximately fifteen representatives from within the school district comprised of five member appointments each proposed by the Executive Director of Facilities and Operations, Mayor of City of Everett and Chief Strategic Officer of Housing Hope; all committee members shall be appointed by the Superintendent.
Staff Support:	Executive Director of Facilities and Operations; facilitation provided by Parametrix, Inc.

Scope of Work	Description of Tasks	Deliverables
Investigate, analyze and recommend to the Superintendent potential and preferred future uses of the Longfellow property by the district, other public agencies, non-profit or for-profit groups; and how much of the site would be necessary to support the projected future needs.	Evaluate improvements (scope and approximate cost) needed to restore and preserve the Longfellow building over the next 50 to 75 years, including the extent of restoration necessary in both the interior and exterior of the building. Evaluate how much parking in the lot adjacent to the Longfellow building is needed by the school district, AquaSox and other users of Memorial Stadium and occupants of the Athletics Building for peak and routine events.	Develop recommendations to the Superintendent regarding the preferred disposition of the Longfellow property and adjacent parking lot including but not limited to: <ul style="list-style-type: none"> Whether the Longfellow building should be historically restored and preserved by the district; If a sale or lease is recommended, provide a list of the essential terms and conditions of such an agreement, recommend the minimum compensation that must be received by the district, and recommend the extent to which the non-building portion of the site is not needed by the district (now or in the foreseeable future) and can be offered as part of the lease/sale; and Recommend whether the district should dedicate the Longfellow building as another memorial to the late Henry M. Jackson.
Six to eight meetings with final recommendations to the Superintendent during June 2020.	Identify whether shared parking with the school district at this location is feasible or advisable. Evaluate the feasibility of providing a multi-story parking structure adjacent to the north side of the Longfellow building (in place of the existing annex building) to provide parking that may be required by redevelopment of the Longfellow building. Evaluate what potential future uses of Longfellow property would be/would not be compatible with the current and foreseeable future uses of Memorial Stadium and the Athletics Building. Evaluate the existing inventory of memorials to the late Senator Henry M. Jackson.	

Authority:	Advisory to the Superintendent.
Accountability:	Reports to the Executive Director of Facilities and Operations.
Approvals:	N/A

Mr. Dugan indicated that the committee goal was to work through the tasks listed and to refer to this document when looking for guidance to stay on task. He reiterated that the goal was to evaluate the task, gather information, return to evaluate outcomes, then move to the next task.

Making Connections

Mr. Petersen then asked the committee members to introduce themselves, tell the group why they agreed to be a member of this committee. The introductions and answers are as follows:

Mr. John Hooper: I am a structural engineer with Magnusson Klemencic Associates in downtown Seattle. Mike asked me to participate on the committee because I worked on the seismic retrofit for the Longfellow Building in 2003. I have also done structural engineering work for various projects for EPS.

Mr. Doug Spee: I am a general contractor that has worked with the district for years. We are working on the middle school right now.

Mr. Joe Gaffney: General contractor with Gaffney Construction. Everett resident. Has worked on many building restoration projects as well as seismic upgrade projects.

Mr. Bob Dobler: My firm is Gamut 360 Holdings, we are a real estate developer. I grew up in Everett and I have an interest in the committee because I want to do what is right for the community and the district.

Mr. Morrie Trautman: I am director with Mountain Pacific Bank. I am here because Ed asked me to participate. I am a local businessman, grew up in Everett and have restored several my own properties.

Ms. Brenda White: My kids are 5th generation EPS students. I am a North MS and Whittier ES parent, and PTA president. While my grandfather attended Longfellow, I am open-minded coming into the process. I have had a lot of civic involvement and engagement, and I want to represent the community well.

Mr. Michael Finch: I am with Century Pacific and have served as a real estate advisor to EPS. I marketed the Longfellow property and I sold the former administrative building site on Colby.

Ms. Angela Steck: I am the PTSA Council past president. I have also served on the Washington State Board of Directors PTA as co-chair. I'm a parent in the district.

Mr. Patrick Hall: I am currently the president of the Downtown Everett Association. I am also a historical commissioner for the city and a board member of Historic Everett. I have been a primary advocate to save the Longfellow Building. I am primarily interested in doing what is best for the community.

Ms. Andrea Tucker: I am Chair of the Port Gardner Neighborhood Association am vice-chair of the council of neighborhoods. I am a commissioner on the Everett Historical Commission and on the board of directors for Historic Everett.

Ms. Julie Frauenholz: I work for the City of Everett as the Director of Community Development. I come from a family with a multi-generational background in EPS. I am concerned about how we, as a city, preserve the past but honor the future. I have a background in property management, real estate appraisal, and social services.

Mr. Mike Todd: I am City Councilman for the City of Mill Creek. I served on the Capital Facilities Advisory Committee. I have worked with Mike Gunn for years when I was at Fluke. I have served on Sound Transit Board, done land-use and planning, and am a real estate owner/investor.

Mr. Ed Petersen: I am here to help create a vision for this property that will serve our community for the next 75 years. Our job is to mine the collective talent of this group to come up with the best solution for this opportunity. I would like to know this group a little better by having you share what you bring to the table and what you are interested in pursuing.

The following are the comments made in a round robin poll of the room:

- I believe we need a vision to make this happen. I'm good at finding resources once we have a vision.
- A frustration I have in city gov and organizations is that we get possessive of what we have and forget we represent tax payers. How do we figure out today what is the best thing to do?
- I can help with strategic program development and long-term planning
- I am bold, passionate, direct, and like building relationships
- I have neighborhood experience, volunteer experience, passionate about historical buildings and economic development. I am socially minded, but also knowledge of real estate, multi-faceted, and open minded.
- As an engineer at Fluke, I am a critical thinker, believe in data and numbers, generalist, pro-preservation but also concerned about parking. What creative ideas can we come up with to make this building a vibrant part of the community?
- Very familiar with the adjacent athletic fields, remember the Longfellow building when my children were in school. In the PTA world, we have the goal to leave things better than we found it. That is what I would like to see.
- I am outcome oriented, not always patient. I have been involved in historic projects before. I am interested in a durable outcome that is good for a number of decades. The vision is yet to be written for the Longfellow Building.
- I am good at math. I believe the numbers.
- I have been in politics working for elected officials and being a part of the process for the built environment. I am passionate about Everett, and I am impatient. I want a better city, we have an opportunity to carefully explore our options. I am honored to be a part of this.
- Preservation of old buildings is an advocacy of mine. I think I can bring an entrepreneurial vision, I like to bring the old and the new together for a long-term vision.
- I analyze and look at property all the time. I like the highest and best use approach. I need to understand the needs and what is best for the district, kids, and the community.
- I bring creativity. I work for a lot of private clients, helping make their desires a reality when the dollars and the scope do not match up. I am community oriented and committed to EPS.
- I learned a lot about redeveloping existing projects from personal experience. I want to do the best thing for the district. Let's work on the facts not the emotion. Figuring out where are we going and what is our goal is our first step.
- As a structural engineer, I have evaluated all the schools in the ESD (2003-04). I think this is bigger than just the structure. Looking forward to figuring out how to use the property to the best benefit of the community and the district.

Mr. Petersen told the committee that June 2020 is the target to present a recommendation to the Superintendent. This committee was formed because the School Board voted not to demolish the building until the Board had done more research for options for the property.

Protocols and Norms

Mr. Dugan then covered the ground rules for the upcoming group work. This committee will operate as a safe environment for all members to speak their minds and their concerns. All members will treat each other with kindness and respect. Be conscious of each other. Assume others think differently and be prepared to hear that and think differently yourself. We are working toward a collective decision. Decisions will be made by majority consensus. If we are split at the end of the work, the committee will present two recommendations.

In the next meeting we will get into the real work. It will be a brainstorming session on possible uses. We will need to determine all the opportunities, so we can evaluate the possibilities. The Longfellow Building is a legacy structure. These structures inspire emotion because they are where we work and live. This work will be hard, but the committee can get there if we are respectful and open-minded.

Future Meeting Schedule

The group concluded that 5:00pm-6:30pm on Mondays would be a good time for most members to meet. Mr. Gunn will send out a doodle poll to determine which Monday of the month: 1st, 3rd, or 4th Monday.

Closing Comments

Mr. Gunn thanked the members for attending. This is a talented group with lots of combined experience and wisdom. This committee will help people to shape and maybe change their vision from an individual vision to a community wide vision, and to develop something that looks 50 years in the future. He stated his job is to be good steward of the district facilities and to do what is in the best interest of the district and he is looking to the committee to help him accomplish this task. He looks forward to working with everyone.

Meeting adjourned just before 7pm.

Notes are as transcribed via live attendance at meeting by Nicole Brown, Parametrix, Inc. Please forward any corrections, additions or deletions by **10/7/2019** to mgunn@everettsd.org. If no comments or corrections are received, these will become the official meeting record.