



Longfellow Property Advisory Task Force (LPATF)

Monday, January 6, 2020
Port Gardner Room A
5:00 pm – 6:30 pm

MEETING MINUTES No. 4

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 Peterson (253.278.8105)

Longfellow Property Advisory Task Force Members

Bob Dobler

Kristie Dutton

Michael Finch

Julie Frauenholz

Joe Gaffney

Patrick Hall

John Hooper

Jim Hopkins

Doug Spee

Mike Todd

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 #4 Agenda

Welcome, overview and goals

Review results from Meeting No. 3

Top four themes for use

1. Everett Public Schools Programming
2. Memorial Stadium Programming
3. Community Programming
4. Housing

Final evaluation criteria:

1. Benefit to Everett Public Schools
2. Benefit to the Community
3. Cost-initial and Long Term
4. Source of Funding
5. Compatibility with Memorial Stadium
6. Parking Requirements
7. Land Use Requirements
8. Opportunity for historic preservation
9. Who are the Stakeholders
10. Short and/or Long Term
11. Memorial to Jackson

Large Group Work

Clarify/refine meaning of top four themes and final evaluation criteria

Small Group Work

Begin to apply evaluation criteria to top four themes

Report outs

Next Steps

- Homework

Closing

Longfellow Property Advisory Task Force Webpage: <https://www.everettsd.org/Page/29703>

Next meeting: Monday, February 24, 2020 from 5:00pm to 6:30pm at CRC Port Gardner A

Meeting Notes

Welcome

Mr. Dugan welcomed the group and noted that the committee had particularly low attendance this evening, with many members having called in sick.

He informed the group that they were nearing the end of Phase 1 of the committee's work. So far, the committee has spent their time establishing the rules and parameters of how the work would be done. Phase 2 will be to use the rules and parameters to guide the work.

Mr. Dugan indicated that the committee would use this evening to confirm definitions for our themes and evaluation criteria. Once those confirmation were complete, the committee will commence Phase 2 by doing some small table work and scribing their discussion for incorporation into the notes.

Large Group Work: Confirmation of Themes and Evaluation Criteria

Mr. Dugan began the evening's work by having an informal round table discussion. The purpose of the discussion was to make sure that all committee members were using the same definitions for the criterium the group had set. Upon discussion, it became clear that many had differing understanding of the themes and evaluation criteria. The group discussed each until they were able to agree on the following definitions.

Themes:

1. Everett Public Schools Programming: Programming that is driven by EPS for the purpose of achieving the mission, vision, and goals for the District.
2. Memorial Stadium Programming: EPS athletics and ancillary programming
3. Community Programming: Dominant community needs such as nutrition, tutoring, alternative education, daycare, etc. that supports the EPS mission. (Uses that do not fit into the other categories).
4. Housing: Homeless and housing is a large issue in Everett. Possibilities for how housing could support the District's mission should be evaluated.

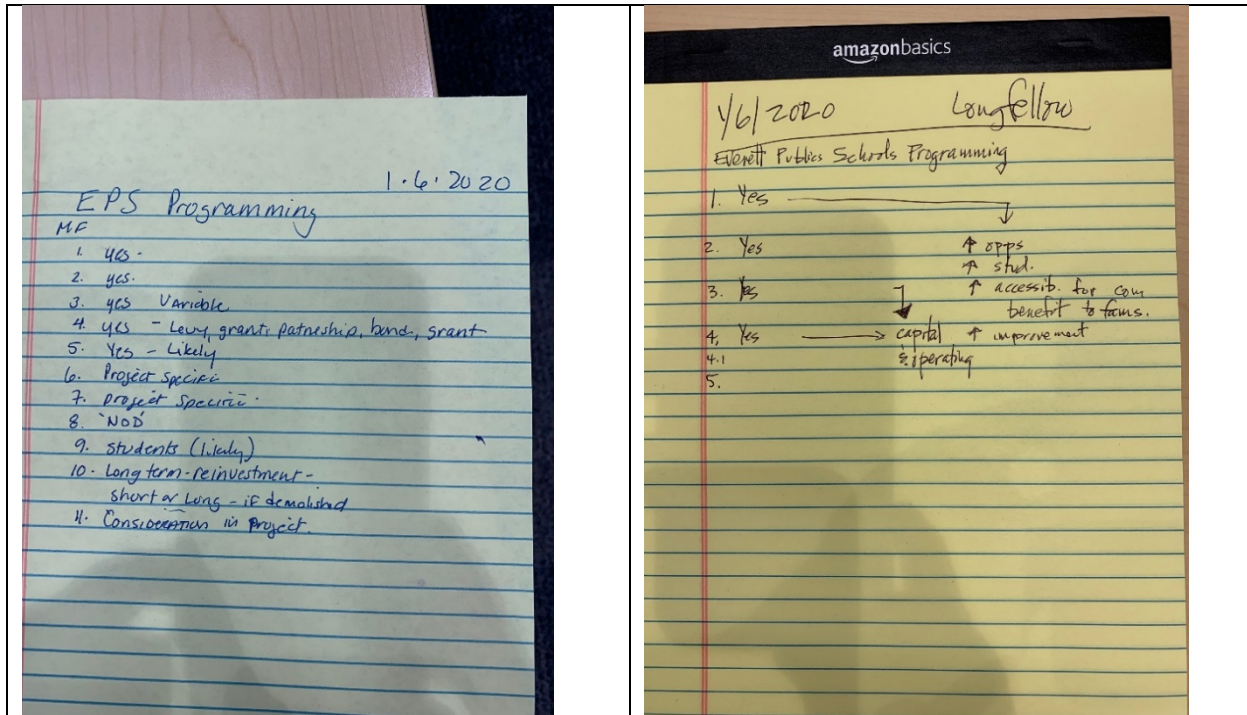
Evaluation Criteria

1. Benefit to Everett Public Schools: If EPS benefits for the purpose of their mission, vision, and goals; or if EPS benefits financially.
2. Benefit to Community-Everything other than EPS: City of Everett, Everett Housing Authority, as examples. Also consider the impact on the community.
3. Cost-Initial and Long term: Analyze all cost impacts
4. Financial viability-added
5. Source of funding-All EPS or others?
6. Compatibility with Memorial Stadium: Current and planned uses
7. Parking requirements: Does the site support it?
8. Land use requirements: Does the use fit within current zoning?
9. Opportunity for historic preservation: Does the use maintain the character of the site?
10. Who are the stakeholders: EPS, end users, developers etc
11. Short/long term- Sell is long term, lease is short term, keep vs. sell
12. Memorial to Jackson

Small Group Work

Mr. Dugan then asked the committee to split into two groups and do a 15-minute practice run by taking the first theme and begin running it through the evaluation criteria. The notes from each table are shown below.

This was an exercise in the work to come. The actual answers on the note sheets were preliminary in nature and will be further flushed out in future work sessions.



After the short work session, Mr. Dugan asked for feedback from the committee. The following comments were received:

- Can we add EPS's vision, mission and strategic goals for reference while we work?
 - Mr. Gunn indicated this would be available at future sessions.
- We are going to need to do more research on the potential programs to be able to appropriately evaluate 1. Everett Public Schools Programming beyond number one of the evaluation criteria.
- The evaluation criteria appears to be the right lenses through which to evaluate because it shows the committee thought about everything holistically. It will help define why we make the recommendations we make. It shows that all of these things have been considered.

Closing Comments

Mr. Dugan noted that the next meeting will primarily be a work session like the small group session the members participated in tonight. He said tonight's attendees will help guide the members who were not here tonight in the process of evaluation.

He thanked the committee for their work.

Meeting adjourned at 6:45pm.

Notes are as transcribed via live attendance at meeting by Nicole Brown, Parametrix, Inc