



# Tumwater School District

**John Bash**  
Superintendent

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**Tumwater School District  
School Board Meeting Minutes  
Capital Projects Work Session**  
District Office  
December 19, 2016

Board Members Present: Jay Wood, President; Janine Ward, Vice President; Melissa Beard, Rita Luce, Kim Reykdal

Staff Members Present: Mel Murray, Capital Projects Supervisor; John Bash, Superintendent

Members of the Public Present: Brad Medrud, Bob Barclift

President Jay Wood called the meeting to order at 5:00 p.m. Janine Ward led the Pledge.

**Agenda Discussion:**

- Superintendent Bash confirmed that all topics on the agenda would be addressed during the workshop presentation/discussion but the order of items would be slightly different based upon the documents/information to be presented.

**Capital Projects Workshop**

- Superintendent Bash opened the workshop stating three purposes:
  - To provide an update on Bond Projects and other capital projects since the bond passed in 2014. He noted that differences in projected costs and timelines typically change as projects unfold and that known actual costs would be shared for projects completed or underway along with updated projections for future projects.
  - To provide a forecast of facility needs and related variables, including bid market information, enrollment forecasts, future residential development, and future school boundary considerations.
  - To review prioritization standards utilized for decision-making for capital expenditures and gather School Board feedback regarding these standards.

**BOARD OF DIRECTORS**

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***"Continuous Student Learning in a Caring, Engaging Environment"***

### **Capital Projects Review/Funding Review/Prioritization Standards**

- Mel Murray provided and reviewed a detailed project list which included original cost projections from the 2014 Bond materials, actual or projected costs, and non-bond projects related to emerging facility needs/issues as well as projects related to the district's strategic plan.
- In addition to this list of projects and related data, recent project photos were presented for Littlerock Elementary and the two middle schools. He responded to construction related questions from board members regarding timing of construction of certain features as well as finishes and materials planned for these three projects.
- Mel noted that bids for the two middle school projects came in well under budget which provides capacity to address unanticipated HVAC system costs for the East Olympia and Tumwater Hill projects on the horizon.
- Mel reminded the Board that water-related design changes for the Littlerock expanded the projected cost beyond the planned budget resulting in the need to reduce available capacity for acquisition of future school sites.
- Planning for the Secondary Options program is now focused on development on the New Market Skills Center campus. These discussions have only just begun.
- Tumwater High School projects were reviewed with Mel explaining that the outdated HVAC system for the school required an investment in new HVAC controls during construction of the new weight room. The Board requested that the document be revised to more accurately distribute these HVAC costs across all THS projects, not just the weight room.
- Mel reviewed the remaining projects and answered clarifying questions from the Board regarding each.
- He concluded this segment of the workshop with a recommendation for an ending fund balance in capital projects of approximately \$3 million to ensure a stable source for emerging health, safety and essential building system needs. He also noted that the fiscal estimates he prepared are conservative and continue to change as projects move forward. Updated estimates for capital expenditures will be provided to the Board in the future as well.
- Maps showing the following information were also shared during the review of projects by Mel Murray:
  - Current school sites and district-owned property for future school sites.
  - A sample student population map for East Olympia Elementary recently developed by Tara Richerson.


- Superintendent Bash reviewed provided student enrollment data and discussed considerations for long-range facilities planning related to enrollment trends and facility conditions. Current and projected tax rate information was also provided which included conservative assumptions for assessed valuation changes over time, future maintenance and operations levies, and future bonds. It was noted that the legislative work this coming session focused on possible changes to the current use of local levies could change the forecasted data significantly.
- Prioritization standards for capital expenditure decisions were reviewed and discussed consistent with the priority order listed in the agenda. Superintendent Bash explained that this order has been the standard followed for decisions in Tumwater and invited the Board to provide any feedback or suggestions related to this. This discussion did revisit the minimum capital fund balance recommended by Mel and was mentioned as an important consideration to include in decision-making.

With no further business coming before the Board, the meeting was adjourned at 6:35 p.m.

Recorded by:

John D. Bash

Signed this 12<sup>th</sup> day of January, 2017.

  
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Board Member

  
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Board Secretary