

Capital Asset Advisory Committee Meeting Notes

Thursday, February 16, 2023

8:00-10:00 am

809 Quail Street, Bldg. 4, Lakewood, CO 80215

Members: Megan Castle, Bryan Martin, Heather Gasper, Kathy Hodgson, Tom Murray, Daniel Oakley, M.L. Richardson, Brittany Warga

Members Absent: Gordon Calahan, Laura Perry

Staff Liaisons: Superintendent Dorland, Mary Parker, BOE member; Brenna Copland, CFO; Lisa Relou, chief strategy & communication officer (A); David Suppes (A), COO; Kimberly Eloie, Ex. Dir. Communications; Kerri Barclay, manager, communications (A); Christie Moss, controller; Bruce Huxley, planning and property; Berry Jones, construction management; Lisa Knestis, project accounting; Tim Reed, Ex. Dir. facilities and construction management; Robin Acree, Ex. Assist, facilities management

(A)-Absent

Guest: Julie Tolleson, chief legal officer

Agenda

- CAAC By-Laws
- General: CIP Update, Work In Progress Report, Meyers Pool Update
- Planning/Property Management Update
- Communications Update
- Construction Management Update: Status Reports, Schedule Updates

Action/Decisions

- No actions were requested or direction provided by the CAAC at this meeting.

CAAC By-Laws - Presenter: Julie Tolleson

- The district received the draft for the CAAC By-Laws a recommendation within the Moss Adams Report. The By-Laws have been reviewed by internal legal counsel and have been presented to the CAAC for review. Legal Counsel wants to ensure that the language presented mirrors Board policy.
 - The purpose of the Capital Asset Advisory Committee is to review the planning of district capital needs and the implementation of capital programs. It is important that this committee, when making recommendations, looks at facilities from not only the construction side but from the entire student experience.
- District committees provide information to the BOE. The CAAC has met annually with BOE in study sessions. This communication provides a link between district staff, BOE and community. Reinstatement of the meetings is encouraged.
- Terms of membership, annual reporting and schedules were discussed.

CIP Update-(Slide Presentation) Presenter: Tim Reed- Committee members and staff reviewed and discussed reports. There were no concerns shared.

Forecasted Revenue

- Forecasted revenue as of February 15, 2022 - \$832,259,330.
- 1st issuance: 99.2% of bond proceeds spent (net of retainage)
- 2nd issuance: 75.4% of bond proceeds spent (net of retainage)

Expenditures

- Total Expenditures as of February 15, 2022 - \$613,447,383
- Total Encumbrances as of February 15, 2022 - \$49,947,012
- Charter Expenditures as of February 15, 2022 - \$57,920,335 (Included above)
- Charter Encumbrances as of February 15, 2022 - \$156,512 (Included above)
- Brief update on Charter Schools' status.
- School construction is over 30% up on inflation to when the program first started. Supply chain and building components such as glass and aluminum delivery continue to be challenging.
 - HVAC equipment is one of the biggest issues, deliveries are a year out.
- Secured entries are scheduled for completion at the end of 2024.

ROFTS Program Update-Planning and Property team working on an inventory list of schools and property's not being used.

- Two CAAC members will sit on the Property Disposition Group.
- The [FCB Dashboard](#) has been updated with district managed schools FCI's.
- Fletcher Miller School design and options will be presented to the BOE in March. An architect and design group have met to explore options with staff, parents and community members.
- The March CAAC meeting will be held at Fletcher Miller School.

Meyers Pool Update - no discussion

Work In Progress Report - no discussion

Presentation can be found on the [JeffcoBuilds](#) website.

Planning/Property Management Update - no discussion

Communications Update - no discussion

Construction Management Update: Status Reports, Schedule Updates Presenter: Berry Jones-no discussion

Unallocated/Unassigned Funds Update

- H/G/F Bond \$35.6M remains in unallocated / unassigned funds.
- 23M Program \$47.4K remains in unallocated / unassigned funds.
- 22M Program \$20.1K- remains in unallocated / unassigned funds.
- 21M Program \$0-remain in unallocated / unassigned funds.

Next Meeting

- March 16, 2023 | 8:00-10:00 am | Fletcher Miller School, Lakewood, CO 80215