

Capital Asset Advisory Committee Meeting Notes

Thursday, February 15, 2024

8:00-10:00 am

Quail Street, Bldg. 4, Lakewood, CO 80215

Members: Megan Castle, Kathy Hodgson, Bryan Martin, Tom Murray, Brittney Warga

Members Absent: Heather Gasper, Daniel Oakley, M.L. Richardson

Staff Liaisons: Brenna Copland, CFO; Jeff Gatlin, COO; Seanin Rosario, Ex. Dir. finance; Kerri Barclay, director, communications; Ali Chaudhry, senior accountant, fixed assets; 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

School Board Liaison: Michelle Applegate

(A)-Absent

Agenda

- General: CIP Update, Work In Progress Report, Meyers Pool Update, By-Laws
- 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.

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 12, 2024 - \$836,875,732
- 1st issuance: 100% of bond proceeds spent (net of retainage)
- 2nd issuance: 95.4% of bond proceeds spent (net of retainage)

Expenditures

- Total Expenditures as of February 12, 2024 - \$719,281,784
- Total Encumbrances as of February 12, 2024 - \$38,732,665
- Charter Expenditures as of February 12, 2024 - \$60,245,469 (Included above)
- Charter Encumbrances as of February 12, 2024 - \$170,880 (Included above)

Bids

- March – Alameda Jr./Sr. HVAC; Warren Tech Central
- April – Trailblazer; Jeffco Stadium ADA Improvements
- May – Fletcher Miller School
- Pomona change order is on the consent agenda, the work will be funded by Food and Nutrition Services.
- District teams are working on boundary studies in and around the sites where the two new schools were proposed to determine if there is a need for new schools or additions to existing buildings.
- After summer 2024 all renovations and additions will be complete. There will only be FF&E projects remaining in the CIP.

Work In Progress Update – [Slide Presentation](#) *Presenter: Berry Jones*

- Fletcher Miller is currently in design development, there will be a presentation to the BoE in May.
 - The replacement Fletcher Miller submitted a BEST grant application Feb. 5. The grant process is very competitive, grants are awarded in May.

- Currently the JTS and Lighthouse programs are housed in temp buildings. With the new design both programs will be placed in the new building.
- The Planetarium will be demolished to accommodate the new school.
- All athletic field lighting material will be delivered by the end of April. Xcel is working on the design, if power not complete the lights will be able to be powered by generator. Three electrical contractors will be doing the work.
 - The Athletic Directors and communications team are working with the communities on any concerns.

Meyers Pool Update – Work continues, pool being installed and exterior walls complete. Estimated completion date September 2024.

By-Laws – Presenter: Jeff Gatlin

The majority of the current CAAC By-Laws speaks to the 2018 bond. How long should that language stay? In alliance with GP-07, the committee needs to think about the frequencies and types of reports that are presented to the BoE. With the bond coming to an end, should the CAAC meetings be quarterly?

- The committee feels it is a benefit to meet monthly. The committee believes it is important to stay on top of the work happening and is able to relay that information to the community. The committee is made of up of a team of experts in the construction field.
- The committee would like for the superintendent and BoE to tell them what want the need/want.

Thoughts and discussion around the By-Laws will continue. The district and committee will revisit the topic in the summer.

Planning/Property Management Update – Presenter: Bruce Huxley

- The planning phase for ROFTS round 2 has begun. Planning and property is working with the purchasing department, movers and principals to continue coordination around moves.
- Temp removal at the closed schools are being removed in February and March.
 - Summer 2024, eighteen temp buildings have been identified for removal.
- The planning and property team is continuing to do condition assessments.
 - Summary of Finding will be published in spring.
- Working with preschool and programs leaders to identify a new program and where best to place them throughout the district.

Communications Update – Presenter: Tim Reed

- Communications recently shared the “[Look Back](#)” on construction projects for 2023 and what’s in store for 2024.
- An interactive map has been created on the [JeffcoBuilds](#) website. All schools populate sharing their profile.
- The communications department has been supporting schools and sending communications out to families/neighbors regarding the new athletic lighting.

Construction Management Update: Status Reports, Schedule Updates – Presenter: Berry Jones

- H/G/F Bond \$826K remains in unallocated / unassigned funds.
- 24M Program \$81.5K remains in unallocated / unassigned funds.
- 23M Program \$0 remains in unallocated / unassigned funds.

Next Meeting

*March 21, 2024 | 8:00-10:00 am | 809 Quail Street, Bldg. 4, Lakewood, CO 80215

*Meeting is during spring break, discussion for new date.