

Capital Asset Advisory Committee Meeting Notes

Thursday, June 15, 2023

8:00-10:00 am

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

Members: Megan Castle, Heather Gasper, Tom Murray, Dan Oakley, M.L. Richardson, Brittney Warga

Members Absent: Kathy Hodgson, Bryan Martin

Staff Liaisons: Superintendent Dorland, Mary Parker, BOE Director; Brenna Copland CFO; Jeff Gatlin, COO; Kerri Barclay, manager, communications; 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)

(A)-Absent

Agenda

- General: CAAC Bylaws Discussion, CIP Update, ROFTS Program Update, Work In Progress Report, Meyers Pool Update
- Planning/Property Management Update
- Communications Update
- Construction Management Update: Status Reports, Schedule Updates

Action/Decisions

- Language and term limits for CAAC Bylaws were reviewed from previous modifications. CAAC member made a motion to approve the Bylaws, all committee members in attendance voted in favor.

CAAC Bylaws- Presenter: *Tim Reed*-Committee members and staff reviewed and discussed the Bylaws.

- Discussion on length of term agreement, 2 or 3 years. Majority of committee agreed on 3 years.
- Bylaws need to align with board policy, currently being reviewed.
- Suggestion to leave out specific language with regard to the 2018 bond, make more generic so it could apply to any capital related work.
- Need to select chair and vice-chair.

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

Forecasted Revenue

- 1st issuance: 99.26% of bond proceeds spent (net of retainage)
- 2nd issuance: 75.66% of bond proceeds spent (net of retainage)

Expenditures

- Total Expenditures as of June 15, 2023 - \$636,169,249
- Total Encumbrances as of June 15, 2023 - \$63,571,064
- Charter Expenditures as of June 15, 2023 - \$58,264,365
- Charter Encumbrances as of June 15, 2023 - \$556,520

- Moss Adams is currently reviewing the program.
- Approximately 76 projects remain, 31 not started.

ROFTS Program Update-

- All projects underway. Funds from closing schools are helping to offset the cost of the ROFTS projects.

Work In Progress Report- ([Slide Presentation](#)) Presenter: *Berry Jones*- Committee members and staff reviewed and discussed the report. There were no concerns shared.

- Marshdale ES is finishing up exterior and playground. Contractor came across boulder about ½ the size of the school. It had to be blasted but in doing so it created a quarry filled with water. Must be cleaned and dried out before installing playground.
- Standley Lake finishing up the landscaping.
- Prospect Valley ES undocumented asbestos found during demolition, abatement started but has been impacted by weather.
- Alameda Jr./Sr. completing tennis courts and preparing soccer field.
- Ralston Valley HS library addition completed, old library space reconfiguration as classrooms started.
- Drake MS (re-bid) and Bergen Valley will bid in fall 2023.

Meyers Pool-Groundbreaking on Tuesday, June 20. Phase one of construction, parking lot, is underway.

Planning/Property Management Update - *Presenter: Bruce Huxley*

- Moves pertaining to the ROFTS are on schedule.
 - Sherdian Green ES is cleared out and will be handed over to the City of Westminster. The deed to the building includes a reverter clause that if the building is not used for educational purposes it is to revert back to the City of Westminster.
 - Campbell ES and Molholm ES are complete.
- Planning and Property team is also on schedule for the FF&E on non-ROFT schools.
- First draft of Summary of Findings coming soon.

Communication Update – *Presenter: Kerri Barclay-no update*

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

Unallocated/Unassigned Funds Update

- H/G Bond \$26.2M remains in unallocated / unassigned funds.
- 21M Programs \$0 remains in unallocated / unassigned funds.
- 22M Program \$17.9K- remains in unallocated / unassigned funds.
- 23M Program \$(201)K- remains in unallocated / unassigned funds.
- Forecast Remaining Funds Management

Next Meeting

August 17, 2022 | 8:00-10:00 am | 809 Quail Street, Bldg. 4, Lakewood, CO 80215