

Capital Asset Advisory Committee Meeting Notes

Thursday, October 21, 2021

8:00-10:00 am

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

Members Present: Gordon Calahan, Megan Castle, Kathy Hodgson, Dan Oakley, M.L. Richardson, Brittney Warga

Members Absent: George Latuda, Tom Murray, Laura Perry

Staff Liaisons: Robin Acree, executive administrative assistant, facilities management; Steve Bell, chief operations officer; Brenna Copland, chief financial officer; Tracy Dorland, superintendent; Heather Frizzell, supervisor, construction project/project accounting; Jason Hendricks, director, finance, accounting; Bruce Huxley, director, planning and property; Berry Jones, director, construction management; Tim Reed, executive director, facilities and construction management; Nicole Stewart, director, budget and treasury; Maureen Wolsborn, senior communication specialist

Guests: Wes Paxton, principal Conifer HS; Sara Miller, parent, Center for the Arts Evergreen, Amy Fletcher, parent, The Venue Theatre; Madeline Potter, student, Conifer Performing Arts President, Student Government Junior Class Representatives

Agenda

- General: CIP Update, Work In Progress Report, Proposed Auditorium Conifer HS, CIP Evaluation Project
- Communication Update
- Planning/Property Management 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

- Interest earnings minimal, forecasted revenue \$829M.
- \$16.7M in contracts will be presented to the BOE Nov. 4 for approval.
 - Jeffco Open School Addition/Renovation \$9,997,000
 - Ralston Valley HS Addition/Renovation \$6,736,050

Expenditures

- Total Expenditures as of Oct. 15 \$425.2M, a \$25.7M increase from September 15, 2021
- Total Encumbrances as of Oct. 15 \$91.2M, a \$13.5M decrease from September 15, 2021
- Charter Expenditures as of Oct. 15 \$50.2M, a \$1M increase from September 15, 2021
- Charter Encumbrances as of Oct. 15 \$651K, a \$1.2M decrease from September 15, 2021
- To date bond proceeds spent: 93% of first issuance, excluding retainage; 19% of second issuance excluding retainage.

Recent Bid Work

- Upcoming Projects to bid:
 - Four playgrounds-10/21; Artificial Turf & Track at four high schools-11/21; LED replacement Phase II-12/21

- Impact of 2018 Capital Improvement Program (CIP) Facility Condition Index (FCI), in 2017/18 was 20.4%, preliminary 2021 is 14.6%, and the targeted FCI at the end of the 2018 CIP is 10% or less by 2024.
- **JeffcoNET Allocation**-Presenter: *Tim Reed*-BOE approved the JeffcoNET project in the amount of \$35M on October 4, 2019; the program will connect community based high speed internet to Jeffco Public Schools throughout the county. 60% of the funding or \$21 M to be covered by capital funds. Up to now, capital has covered \$7M, a BEST grant \$2M and IT \$2M. The balance of the capital contribution is \$14.6M and will be transferred from Unallocated Reserves to the JeffcoNET account. 50 miles of cable have been installed to schools.
- **Work in Progress Construction Report**-([*Slide Presentation*](#)) Presenter: *Berry Jones*- Committee members and staff reviewed and discussed the report.
 - Foster ES 7-8 classrooms are now open for students; work continues on a performance addition to the gym and should be complete by mid-November. The project has been challenging due to issues with the city, fire department and sub-contractor.
- **Proposed Auditorium Conifer HS** Presenters: *Wes Paxton, Sara Miller, Amy Fletcher and Madeline Potter*
 - Conifer HS is requesting a 300 seat auditorium. The auditorium was not in the original CIP scope of work, but drawings were developed and the work bid as an alternate the cost was \$5.5M; current cost is estimated at \$6M. Conifer HS is the only district high school that lacks a true auditorium. The high school has 820 students, and is more than just a high school but a community center as well; a Jeffco Library system branch is located in the school.
 - The CAAC posed the question, why was the auditorium not included in the initial bond package.
 - During the Design Advisory Group meetings, the options discussed were an Aux gym, safety/security and the auditorium. Choices had to be made with the amount of funding and there was a greater need to address sports activities and safety / security.
 - The decision of the Conifer auditorium will be a CAAC discussion item when the amount of unallocated reserves is determined and additional work is developed. A prioritized list of projects will be established and presented to the CAAC for recommendations to the BOE.
- **CIP Evaluation Project-Status Report** Presenter: *Steve Bell*
 - A conference call will take place 10/29 between district staff and the consultant. The goal is to have a finalized version to present to CAAC the first part of November.

Communications *Presenter: Maureen Wolsborn*

- Communications has been working with Kimber Preece, Commissioning Engineer, to publish an air quality report.
- The district received media coverage at both Warren Tech South and Prospect Valley.
- Upcoming Events: ribbon cuttings at Parmalee, Manning, Foster, Jefferson and Lumberg.

Planning/Property Management Update *Presenter: Bruce Huxley*

- October Count numbers are pending, the final official CDE numbers should be received in mid-November. Meetings with Ed Leadership in December to review results and projections.
- 26 temp building have been identified for removal in 2022, several will be demolished as part of construction projects.
- Five-year master plan first draft complete. Leadership will review in November; the goal to publish in December / January.

Construction Management Update: Status Reports, Schedule Updates

Presenter: Berry Jones

Unallocated/Unassigned Funds Update

- General Update: Gearing down from major construction.
 - H/G Bond-\$88.1M remains in unallocated / unassigned funds.
 - 19M Program-\$197.8K remains in unallocated / unassigned funds.
 - 20M Program \$546.3K remains in unallocated / unassigned funds.
 - 21M Program \$1.1M- remains in unallocated / unassigned funds.
 - 22M Program \$1.8M- remains in unallocated / unassigned funds.

Next Meeting

November (To Be Determined)

December 16, 2021 | 8:00-10:00 am | 809 Quail Street, Bldg. 4, Lakewood, CO 80215