

# Capital Asset Advisory Committee Meeting Notes

Thursday, October 19, 2023

8:00-10:00 am

Quail Street, Bldg. 4, Lakewood, CO 80215

Members: Heather Gasper, Tom Murray, Daniel Oakley, M.L. Richardson, Brittney Warga

Members Absent: Megan Castle, Kathy Hodgson, Bryan Martin

Staff Liaisons: Superintendent Dorland, Brenna Copland, CFO; Jeff Gatlin, COO; David Suppes, consultant (A); Kerri Barclay, manager, communications; Ali Chaudhry, senior accountant, fixed assets; Christie Moss, controller (A); Bruce Huxley, planning and property (A); Berry Jones, construction management; Lisa Knestis, project accounting; Tim Reed, Ex. Dir. facilities and construction management (A); Robin Acree, Ex. Assist, facilities management

School Board Liaison: Director Mary Parker

(A)-Absent

## Agenda

- General: CIP Update, Work In Progress Report, Change Orders, Capital Financials, Fletcher Miller- Wheat Ridge HS - HS Athletic Field Lights
- 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: *Berry Jones* Committee members and staff reviewed and discussed reports. There were no concerns shared.

### Forecasted Revenue

- Forecasted revenue as of October 15, 2023 - \$835,620,971
- 1st issuance: 100% of bond proceeds spent (net of retainage)
- 2nd issuance: 89.10% of bond proceeds spent (net of retainage)

### Expenditures

- Total Expenditures as of October 16, 2023 - \$696,955,993
- Total Encumbrances as of October 16, 2023 - \$34,121,218
- Charter Expenditures as of October 16, 2023 - \$59,210,969 (Included above)
- Charter Encumbrances as of October 16, 2023 - \$853,658 (Included above)
- Project Bid in Fall 2023
  - November 2023 – Rooney Ranch ES, McLain HS, Pomona 6-12 Reconfiguration
  - December 2023 – Leawood ES, Normandy ES

Closed schools remain in the budget until they are sold, reflects in FCI.

**Work In Progress Update** – *Slide Presentation* Presenter: *Berry Jones*

- Two new schools currently on hold. The timing of construction depends on development and population growth.
- Pomona 6-12 configuration will be bid November 16. The plans are coming along nicely.
- Working with Arvada K8 to transition students to North Arvada MS and Lawrence ES for the 2024/2025 school year.
- Committee members request to see results/stats of the UV pilot program.

### **Change Orders – [Slide Presentation](#) Presenter: Jeff Gatlin**

- Five reasons for change orders:
  - Design changes, unforeseen site conditions, client requests, value engineering, and labor or equipment availability.
- Approvals-
  - All change orders are reviewed by the PM, Senior PM or Director
  - The Executive Director has approval authority up to \$249,999
  - The Chief Operating Officer has approval authority up to \$499,999.
    - If a change order is requested for less than 10% but over the \$499,999 threshold it would not go to the BoE.
    - Discussion as to whether or not there need to be another approval person in place. The consensus is the COO decides what goes to the superintendent, the superintendent decides what goes to the BoE.
  - Under Board Policy DJE-R, the BoE would need to approve a change order separately if it was over 10% of the project budget.

### **Capital Financials – [Slide Presentation](#) Presenter: Brenna Copeland**

- There are three primary funding accounts in the Capital Improvement Program: Capital Reserve Fund, Building Fund 2018 and Building Fund 2020 from bond issuances 2018 and 2020A respectively.
- Bond issuance has raised over 99% of the \$705 M capital funds originally presented to voters.
- As the district nears the end of the bond, departments are reviewing the amount in each fund.

### **Fletcher Miller, Wheat Ridge HS, HS Athletic Field Lights – [Slide Presentation](#) Presenter: Jeff Gatlin**

- Three projects will be presented to the BoE in November for support on a resolution.
  - New build for Fletcher Miller approximately \$37M, presented and voted on by BoE in June 2023. Funding to be discussed fall 2023.
  - Additional scope is requested for Wheat Ridge HS. The DAG committee continues to work together. Requesting an additional \$6M.
  - When the start times were moved later it impacted sport teams that made it to playoffs. The district has tested portable lights, which has not been ideal. The district wanted to ensure that we would be good neighbors before installing the new lights as well as researching the regulations and other districts that use them. Requesting \$6.5 million.
    - The net remaining programs funds of \$20M will be used for the three additional projects. Requesting general fund reserves for the additional amount needed.
- A committee member would like to review the FCI before making a recommendation.
- The district will be submitting for a BEST grant which has a match rate of up to 20% if selected.

### **Planning/Property Management Update – Presenter: Berry Jones**

- Phase 2 of ROFTs are underway.
- Continuing support with Environmental Services on the Lead Water project.
- Starting assessments for a 1/3 of buildings to capture any deficiencies.

### **Communications Update – Presenter: Kerri Barclay**

- Groundbreaking at Bergen Valley 10/18; preparing for the ribbon cutting and renaming celebration for Mt. Blue Sky (formerly Mt. Evans) 10/19.
- SE2 is working on a feature story regarding school safety. SE2 is also working on articles for the new work that has been done at D'Evelyn Jr. /Sr. and Rocky Mountain Deaf School.

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

- H/G/F Bond \$20M remains in unallocated / unassigned funds.
- 24M Program \$409.6K remains in unallocated / unassigned funds.
- 23M Program \$219.8K remains in unallocated / unassigned funds.
- 22M Program \$0- remains in unallocated / unassigned funds.
- 21M Program \$0-remain in unallocated / unassigned funds.

**Next Meeting**

November 16, 2023 | 8:00-10:00 am | 809 Quail Street, Bldg. 4, Lakewood, CO 80215