

Capital Asset Advisory Committee Meeting Notes

Thursday, January 20, 2022

8:00-10:00 am

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

Members: Tom Murray, Brittney Warga (V), Daniel Oakley (V), Laura Perry (V), M.L. Richardson (V),

Members Absent: Gordon Calahan, Megan Castle, Kathy Hodgson, George Latuda

Staff Liaisons: Robin Acree, executive administrative assistant, facilities management (A); Steve Bell, chief operations officer; Brenna Copland, chief financial officer (V); Tracy Dorland, superintendent (V); Heather Frizzell, supervisor, construction project/project 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 (V); Maureen Wolsborn, senior communication specialist (V)

(A)-Absent

(V)-Virtual

Agenda

- General: Introduction- Lisa Relou, Jeffco Communications,
- CIP Update-
 - Bid Results,
 - WRHS & BCHS Turf Replacements,
 - Alameda Jr. / Sr. HS Pre-Demolition Asbestos Removal,
- Work In Progress Report
- Update: Moss Adams Recommendations
- 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 as of January 15, 2021 - \$829M.

Expenditures

- Total Expenditures as of January 15, 2022 - \$457,307,329
- 95% Bond Proceeds first issuance; 26% second issuances
- Total Encumbrances as of January 15,2022 - \$99,646,647
- Charter Expenditures as of January 15, 2022 - \$54,192,699
- Charter Encumbrances as of January 15, 2022 - \$887,609
- To date bond proceeds spent: 95% of first issuance, net of retainage; 26% of second issuance, net of retainage.
- \$16K paid in bank fees in December

Wheat Ridge HS & Bear Creek HS Turf Replacements

- Artificial turf fields at these sites were part of the 2004 bond. Annually, impact test on artificial turf are conducted; results of those tests indicate both fields are nearing the end their useful life. Turf replacement for Wheat Ridge HS is in the project. Bear Creek HS' turf will be bid as an alternate.

Alameda Jr. / Sr. HS Pre-Demolition Asbestos Removal

- Consultant estimated \$1.2 - \$1.4M, project bid was \$980k. Typically removal is vinyl asbestos tile used for flooring or pipe insulation and fittings. Alameda has a spray-on acoustic material used on ceilings. The difficulty in estimating the removal cost of asbestos containing material (ACM) is due to a number of variables including schedule, labor availability, etc. It is a regulatory requirement that prior to demolition ACM be removed from buildings.
- Each bond issuance has an allocation of \$5M for hazardous material removal, \$3.5M remains in the second issuance allocation after the Alameda project.

A discussion was held regarding sites in two growth areas: Rooney Ranch and Leyden Rock. The areas are being developed with new single family housing. The department is in communication with developers and municipalities. The 2022 District Wide Facilities Master Plan will have recommendations. The Plan proposes options that include new schools, boundary changes, and additions. Decisions will be based upon increased enrollment. Cost estimates for a new school design is about \$1.2M. Preliminary planning for new facilities is scheduled for 2023.

State is proposing a universal preschool program. Elementary schools recently completed or under construction have classrooms designed to accommodate PreK, Kindergarten or first grade.

Work In Progress Report- ([Slide Presentation](#)) *Presenter: Berry Jones-* Committee members and staff reviewed and discussed the report.

Recently bid work though over-budget, can be covered with project contingency and not using program contingency. Review of material costs shows that except for concrete, material costs remained flat from previous month.

- Marshdale-Topping-Out Ceremony was held January 19th
- Alameda: Students moved into new area 1/18/22.
 - Demolition of existing west area tentatively scheduled to start in April 2022.
 - Following demolition the site will be reclaimed for practice fields and replacement tennis courts.
- Pomona- complete except wood floor finishing (in progress).
- Marshdale- steel topped out, exterior studs and sheathing being installed, roofing material on-site.

Update: Moss Adams Recommendations- *Steve Bell* - Currently reviewing processes, policies, data reporting and business practices.

- Working with Caplan & Earnest in drafting possible BOE policy modifications.
- Data reporting- internal & external.
- Working with Communications to reporting in the 'flipbook'. Modifications have been made that simplify dissemination of CIP information for community use.
- As work progresses discussion with CAAC will follow.

Communications - Presenter: Maureen Wolsborn

- Completed Work:- Published Bond Year in Review on JeffcoBuilds. Was also shared on social media and in Jeffco Newsletters
- Website Analytics- Jeffcobuilds.org and all pages with “Jeffco builds” in the URL
- Upcoming Work – Scheduling events for first of the year:
 - Groundbreaking: Ralston Valley
 - Ribbon Cuttings: Alameda, Jefferson & Lumberg, Parmalee

Planning/Property Management Update - ([Slide Presentation](#)) Presenter: Bruce Huxley

Membership vs Enrollment

Membership Definition: The number of students actively enrolled in grades PK-12 during the October Count window.

Enrollment Definition: The number of students for which CDE calculates funding.

Facilities uses Membership numbers for projections.

- Jeffco Membership- All grades including Pre-K: Two-year membership dropped 6.8% (5700 students). Some of the students lost in 2020-21 returned for the 2021-22 school year.
- Waiting for more detailed information from the CDE & other districts in area for comparison purposes.
- Attempting to determine if the loss of students are still in the state or have left.
- Analysis indicates:
 - 8.3% increase in homeschooling. More students enrolling in remote learning programs that are not associated with Jeffco Schools.

Construction Management Update: Status Reports, Schedule Updates

Presenter: Berry Jones

Unallocated/Unassigned Funds Update

- H/G Bond-\$69.3M 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 \$1.2M- remains in unallocated / unassigned funds.
- 22M Program \$1.7M- remains in unallocated / unassigned funds.

Next Meeting

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