

# Capital Asset Advisory Committee Meeting Notes

Thursday, October 20, 2022

8:00-10:00 am

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

Members: Gordon Calahan, Megan Castle, Dan Oakley, M.L. Richardson, Brittany Warga

Members Absent: Heather Gasper, Kathy Hodgson, George Latuda, Bryan Martin, Tom Murray, Laura Perry

Staff Liaisons: Tracy Dorland, superintendent; Steve Bell, COO; Brenna Copland, CFO; Lisa Relou, chief strategy & communication officer (A); Kerri Barclay, manager, communications; Christie Moss, controller; Bruce Huxley, planning and property; Berry Jones, construction management; Jen Christensen supervisor, project accounting, Lisa Knestis, project accounting; Tim Reed, Ex .Dir. facilities and construction management; Robin Acree, executive administrative assistant, facilities management

(A)-Absent

## Agenda

- General: CIP Update, Meyers Pool Update, Work In Progress Report
- 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 October 15, 2022 - \$831.1M.
- 1st issuance: 98.9% of bond proceeds spent (net of retainage)
- 2nd issuance: 64.6% of bond proceeds spent (net of retainage)

### Expenditures

- Total Expenditures as of October 15, 2022 - \$581,562,342
- Total Encumbrances as of October 15, 2022 - \$40,774,368
- Charter Expenditures as of October 15, 2022 - \$57,402,272 (Included above)
- Charter Encumbrances as of October 15, 2022 - \$588,396 (Included above)

### Consent Items-presented to BOE 10/20/22

- Wheat Ridge High School Chiller Equipment Procurement
- Blue Heron Efficiency & Future Ready
- Ute Meadows Efficiency & Future Ready
- Mortensen Efficiency & Future Ready
- Shaffer Efficiency & Future Ready

### Bids in November

- Wheat Ridge HS Renovation-interior renovation & finishes, HVAC, electrical upgrades
- Mount Carbon-LED lighting, HVAC, exterior doors, secure entry
- Deer Creek, Mandalay, Moore MS-Interior Finishes, lighting paving, exterior doors, secure entry

## Bids in December

- Governor's Ranch ES, Kendallvue ES, Bear Creek K-8, Drake MS, Falcon Bluff MS, Summit Ridge MS, Warren Tech Central

**Meyers Pool Update**-Presenter: *Tim Reed*; no discussion

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

- DAG meetings happening at Bergen Valley to discuss a potential second-story addition.
- Campbell has been identified for preschool use.

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

- Planning & Property (P&P) is currently working on preschool placement and cost estimates.
- Schools and scope of work have been identified for the coming year FF&E projects.
- P & P received preliminary numbers from the state on membership projections. Birth rates continue the downward trend.
  - Staff from GIS are conducting a student based budget study and have collaborated with Jeffco Financial dept. The study started with the elementary level using projections for budgeting models due to the decline in enrollment. Looking for spring and fall adjustments to get a more accurate cost per student. Budgeting from the October counts causes over estimation.

**Communications Update**-Presenter *Kerri Barclay*

- Communications, construction mgmt. and SE2 are working to complete the flipbook. The "Flipbook" will now be called the Capital Book Update Fall 22.
  - Gives summary of newly added projects approved by the BOE. Projects that are in excess of \$2M are stated with the reason why it is over budget.
- [Jeffco Builds](#) annual report will be available by the end of the month.

**Construction Management Update: Status Reports, Schedule Updates** Presenter: *Berry Jones*  
**Unallocated/Unassigned Funds Update**

- H/G Bond \$51.7M remains in unallocated / unassigned funds.
- 23M Programs \$232.2K remains in unallocated / unassigned funds.
- 22M Program \$6K- remains in unallocated / unassigned funds.
- 21M Program \$147.4K- remains in unallocated / unassigned funds.

**Next Meeting**

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