# Capital Asset Advisory Committee Meeting Notes

Thursday, February 20, 2025
8:00-10:00 am
Quail Street, Bldg. 4, Lakewood, CO 80215

Members: Heather Gasper, Kathy Hodgson, Eric Lugger, Bryan Martin, Tom Murray, Dan Oakley, Brittney Warga

Members Absent: M.L. Richardson, Brooke Schubert

Staff Liaisons: Brenna Copland, CFO (A); Jeff Gatlin, COO; Stephanie Novello, Ex. Dir. accounting and finance; Tim Reed, Ex. Dir. facilities and construction management; Seanin Rosario, Ex. Dir. Financial planning & analysis; Kerri Barclay, Dir. communications; Berry Jones, Dir. construction management; Greg Avedikian, PM, strategic initiatives; Lisa Knestis, project accounting; Robin Acree, Ex. Assist, facilities management

School Board Liaison: Mary Parker, Michelle Applegate (A)

Facilitator: Renny Fagan, Keystone Policy Center

**Agenda**

Meeting Overview

- Review and Feedback on Moss Adams Evaluation
- Work in Progress Update
- Updates: Property Disposition, Financial, Construction, Communications
- District Advisory Committee recruitment process
- Exit Ticket Evaluation

**Action/Decisions**

- No actions were requested, or direction provided by the CAAC at this meeting.

**Review and Feedback on Moss Adams Evaluation–** *Presenter: Jeff Gatlin*
Moss Adams provided fourteen recommendations after reviewing the 2018 bond and how the district preformed. There are five recommendations that the committee will be reviewing at the February meeting and providing feedback. Staff will take a summary of the CAAC recommendations and present them to the BoE in summer. Summaries of the topics discussed are attached.

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

- Fletcher Miller- if the schedule holds the building will be complete by late 3rd calendar quarter. Students could move over spring break 2026.
- Wheat Ridge HS phase 2 is in progress.
- Bleachers installation, this summer, at both Green Mountain HS and Chatfield HS.
- A number of small projects and FF&E are preparing for work over the summer.

**Updates:**

**Property Disposition Update** – *Presenter: Greg Avedikian*

- Closed on Glennon Heights. Jacob's Academy will be making some updates and moving in. Closing on Thomson tentatively scheduled for the first week of March.
- The district is preparing to make a recommendation to BoE to surplus Bergen Meadow, Colorow, Peiffer and vacant property.

**Financial Update –** *Slide Presentation* *Presenter: Tim Reed* Committee members and staff reviewed and discussed reports. There were no concerns shared.

- Forecasted Revenue
    - 1st issuance: 100% of bond proceeds spent (net of retainage)
    - 2nd issuance: 100% of bond proceeds spent (net of retainage)
    - Capital: 58% of allocation spent (net retainage)
- Expenditures
    - Total Expenditures as of February 17, 2025 - $781,029,677
    - Total Encumbrances as of February 17, 2025 - $29,812,432
    - Charter Expenditures as of February 17, 2025 - $63,403,217 (Included above)
    - Charter Encumbrances as of February 17, 2025 - $299,537 (Included above)

The CIP update packet shows unallocated monies not assigned to specific projects. Amounts are 2018 CIP $211,462 mini programs' unallocated funds 24-m $0 and 25-m $224,933 for a net total of $436,395.

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

- Bergen Elementary Video
- Warren Tech Video
- SE2 will publish a video on Wheat Ridge HS in March.

District Advisory Committee-Recruitment

- The district is now accepting applications for the district advisory committees now through April 15, 2025.

**Next Meeting**
April 17, 2025 | **8:30**-10:00 am | 809 Quail Street, Bldg. 4, Lakewood, CO 80215 (Note new start time)