Capital Asset Advisory Committee Meeting Notes

Thursday, April 17, 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, M.L. Richardson, Brooke Schubert

Members Absent: Brittney Warga

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: Michelle Applegate

Facilitator: Renny Fagan, Keystone Policy Center

Agenda

Meeting Overview

- Update on Strategic Capital Plan Process
- Work in Progress Update
- Updates: Property Disposition, Financial, Construction, Communications
- CAAC applicants and recommendations
- CAAC June presentation to BoE
- Celebrating Tim Reed

Action/Decisions

- The committee reviewed and discussed the applicants for the Capital Asset Advisory Committee and have recommended two to the BoE.

Update on Strategic Capital Plan Process – *Presenter: Jeff Gatlin*

Perkins Eastman has begun gathering data, interviewing and meeting with different district groups.

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

- Tim Reed and Ed Husczca were recognized at the BoE meeting for their amazing work.
- Fletcher Miller- ahead of schedule.
- Bleacher installation, this summer, at both Green Mountain HS and Chatfield HS.
- Final year of the bond for FF&E, work happening this summer.

Updates:

Property Disposition Update – *Presenter: Greg Avedikian*

- Bergen Meadows, Colorow, Pfieffer and vacant property in Evergreen are approved for surplus.

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: 60% of allocation spent (net retainage)
- Expenditures
    - Total Expenditures as of April 14, 2025 - $781,511,390
    - Total Encumbrances as of April 14, 2025 - $7,968,987
    - Charter Expenditures as of April 14, 2025 - $63,858,528 (Included above)
    - Charter Encumbrances as of April 14, 2025 - $140,394 (Included above)

The CIP update packet shows unallocated monies not assigned to specific projects. Amounts are 2018 CIP $528,914 mini programs' unallocated funds 24-m $1,362 and 25-m $590,539 for a net total of $1,120,815.

Communications Update – *Presenter: Kerri Barclay*

- Crossland Construction has a program that offers high school students the chance to intern with a construction team to learn new skills. Currently, students from Bear Creek Sr. are working on the new Fletcher Miller School. Video by 9 News.
- SE2 will be publishing a video in May to reflect the completed bond work.

District Advisory Committee – Applicant Review

- Three applicants have applied for the Capital Asset Advisory Committee. The committee reviewed and would like to recommend two applicants for approval from the BoE.

CAAC June Presentation to the BoE

- The BoE engages each District committee twice a year and has requested to meet with CAAC in June. The discussion will revolve around CIP winding down, development of the Capital Master Plan and continued focus of deferred maintenance.

Congratulations Tim Reed for 19 years of dedication to Jeffco Public Schools! Enjoy your retirement!

Next Meeting
Please watch the district website for updated information
8:30-10:00 am | 809 Quail Street, Bldg. 4, Lakewood, CO 80215 (Note new start time)