



2018 Bond Program February 09, 2022 – Meeting Minutes

February 9, 2021 **Meeting Minutes** (as reviewed and approved by Chair/Vice Chair)

Location: In person AND Virtual via Google Meet (*due to COVID19*)

ATTENDEES (X = in attendance):

District Staff / Other:

x	Todd Piccone - Chief Operations Officer	x	Diana Birnbaum – Bond Admin. Specialist
x	Tammie Knauer – Bond Director	x	Alexandra Lessum – TSD BOE Member

CBOC Members:

	Cecil Gutierrez Chair	x	Dan Tran - Vice Chair		Dick Barton	x	Michael Keen
x	Eric McDermid	x	Bob Herrmann	x	Bill Breunig	x	Ramon Serrano
x	Meg DeClement	x	Brendan Willits		Jessica Kelly	x	Abbey Irvine
x	Julie Kocjancic		Christine Savant		Margaret Ramsteck		Tiffany Leiper

Community: There was 0 community member(s) present.

Meeting Start: The Chair called meeting to order at 5:03 pm.

Agenda Item	Detail / Discussion	BIC
CBOC ITEMS		
Virtual Meetings	Past meetings: Chair addressed the difference in virtual vs in person meetings. Votes may be by stating name and vote - by roll call.	Chair
Meeting Review	02/09/2022 –The chair asked for a motion to accept the minutes of 12/08/2021. CBOC asked that we have added that we had discussed current interest rates and how they were affecting Bond Funds at the last meeting and they were not in the notes. CBOC agreed that we will make amendment by approval at this meeting. Bob made a motion that we approve the minutes with adding the amendments. Bill seconded. Unanimously passed.	Chair / Vice Chair



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	<p>Meeting schedule shift was discussed. CBOC agreed that meeting every 3 months instead of bimonthly would be acceptable. CBOC asked how it aligns with the BOE meetings? Staff: CBOC is presenting every 6 months. Vice Chair explained the reason behind the request is that a CBOC member brought it up last meeting since work is winding down and we do not have as much to report. CBOC members agreed that it met the bylaws to make the change. Special meetings can be called at anytime if needed. No objections. Would like to keep virtual if possible. Unanimously agreed, meetings will be quarterly going forward.</p>	
BOE Update	<p>Next BOE update by CBOC is February 16th. 02/09/2022 – this has been changed to March 2nd. Cecil sent out the presentation. Please review and let Dan or Cecil know if you have any concerns or additions. The next presentation to the BOE will be in September.</p>	Chair / Vice Chair
Community Outreach	<p>02/09/2022 - CBOC mentioned that after the story in the paper on the Bond Project, A CBOC member wrote in corrections. The detail the Report listed was small compared to the actual work underway and completed.</p> <p>If anyone would like Staff to come and speak at a group setting or has any questions, please let Tammie know and we can set something up.</p>	Chair / Vice Chair
Membership	<p>02/09/2022 – Welcome new members Abbey Irvine and Michael Keen. 3 memberships will expire next year. Vice-Chair presented on the responsibilities of the CBOC.</p>	Chair/Vice Chair
STAFF ITEMS		
COVID19	<p>02/09/2022 – Mask mandates will be removed as of 02/12/22. A letter going out to the community will be sent tomorrow. Starting to go back to the normal feel for the students while trying to stay as safe as we can. Cases are still high but we are following county and state guidelines.</p> <p>CBOC asked are we still continuing the vaccine bus? Staff answered yes through the state, through the end of March. We have testing at each school</p>	Staff



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	<p>as well. Completely optional.</p> <p>Teams are looking at material availability due to supply chain/COVID issues. Managing inflation to date. Impact becoming more real now than at the beginning of the pandemic. CBOC suggested we check on lights and electrical panels- member has seen large delays.</p>	
Cash Flow/Financial	<p>02/09/2022 – Staff presented update. FUNDING SUMMARY: Total projected funds of \$205,358,896.00. Grants projection explained. Interest Earnings is also adjusted – currently showing projected only. The \$205mil number will change – showing snapshot in time.</p> <p>CBOC asked if we have additional Grants that we can go after. Staff answered that we have large grants right now and we have received more grants than any other district in the state. We will pursue more next year.</p> <p>CBOC asked if Thompson COP'd or the State. Staff replied the State.</p> <p>ENCUMBERED: Encumbered listed by feeder summary.</p> <p>CASH FLOW: We are meeting our Cash Flow projections. We have caught up over the last few months. Within \$1mil of the projected plan over \$154mil spent. Contingency and Inflation funds remain with 2 summers left in program.</p> <p>Staff went over reconciliation process. Checks and balances with Finance to ensure tracking is accurate.</p> <p>Staff Action Item: CBOC asked for information on Interest earnings. Projected vs actual. Present and discuss with CBOC at next meeting. Ask Gordon Jones/CFO to join next meeting.</p>	Staff Ongoing
Bond Premium	CBOC asked for continuing updates as the BOE reviews and addresses the possibilities for funding	CLOSED



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	<p>projects with the premium. All premium projects were incorporated into site budgets in 2019. No further Discussion.</p>	
Other Funding / Budget Info	<p>02/09/2022 - Staff reported on all Funding Sources that make up the Bond Budget including Grants and the original premium. The original \$149mil is now projected at \$205mil. Leveraging the bond funds to acquire grants has been key! Students and staff benefit with added scope. Facilities gets help with overdue and unfunded maintenance assistance.</p>	
Schedule	<p>Staff reviewed the overall bond schedule by feeder. With a CM/GC, projects were moved up and back for improved efficiencies in cost and approach. On track to finish major renovations in 2023 as originally planned. Will then consider contingency/added scope with the remaining funds.</p>	
Bond Project Review	<p>02/09/2022 – Staff presented on 2022 Summer Feeder Projects. LHS feeders: GMP's have been reviewed with Procurement. Contracts are being executed. Construction will start over spring break and continue through the summer.</p> <p>CES, LEES, TES, LEMS – reviewed floor plans and site plans to illustrate the scope of work for 2022.</p> <p>CBOC asked when ConBall was starting. Staff: Spring Break will kick it off. More info in Large project update. Calling the project “PK8 Consolidation”</p>	Staff
Contingency	<p>*CBOC asked if adequate contingency remains? Staff – Yes. We are still have approx.. \$3mil in contingency. Use of contingency will be addressed in 2022. 02/09/2022 – No new updates.</p>	
Large Project Update	<p>02/09/2022 – Staff Presented: Key Highlights: ConBall PK8 – Construction will be going on in an occupied building starting spring break through August of 2023. Work will be done in phases – showing possibilities on the floorplan. Safety comes first and not impacting education.</p> <p>CBOC asked if we could do a tour? Staff: definitely.</p>	Staff



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	<p>CBOC asked what AN stands for: Staff: Affected needs.</p> <p>Of the projects left this is the riskiest / most complex, clarifying for CBOC that time and funds are affected. We could uncover hidden problems and the school will be occupied. A lot of coordination by the CM/GC happens.</p> <p>TSD has another DAG meeting tomorrow to review all the changes to the floorplans. Everything is preliminary at this time as we have focus group meetings to further define each space.</p> <p>CBOC asked are there as built that we use? Staff: Yes we do. The design team/engineer/etc. start with drawings, walk the building to see existing conditions, and work from there.</p> <p>CBOC asked how old is the building? Staff: Early '70's.</p> <p>High Plains K8 – Presented floorplans on addition. Discussing lockers and how to do it economically and efficiently, if at all. Focus group meetings continuing.</p> <p>CBOC asked who is the contractor? FCI.</p> <p>CBOC wanted to clarify that Bond is overseeing the project, not funding it. Staff: Yes it is being funded by LURA and TIFF.</p> <p>The Bond Division: Staff of 6 re-introduced to CBOC as we go into 2022. CBOC voiced thanks to the team and appreciates the school district experience each brought to TSD and the over 150years of combined experience. TSD and the bond funds are in good hands.</p> <p>CBOC asked about matching on Grants. Staff: it varies but 71% and 29% OR 68% and 32% is what we are using right now (TSD to State).</p>	
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	<p>CBOC asked about using the same contractor as it seems one has all the work right now when the feeder projects all had different CMGC's and Architects. CBOC asked for information on the process for selection.</p> <p>Staff: The process started in 2019 with prequalification of multiple GCs and Architects – procurement guided. Many firms submitted for evaluation by a committee. A short list of prequalified firms was created. From there, interviews of those firms were conducted for the feeder system approach – with the result of teaming up an architect and a CM/GC for each feeder. Efficiencies in that delivery method were noted. NOW: most feeders have finished work with the LHS feeder remaining. That team is finishing the feeder through 2023 although there is no guaranteed contract. Each site is still addressed individually in TSD's best interest. That gives TSD the ability to move forward as needed.</p> <p>For the bigger projects of CBPK8 and HPK8 this year, we conducted two competitive interview processes to further ensure the best teams for TSD were selected. There are many good GCs in Colorado. It just happened that the same CM/GC rose to the top of those processes and TSD is benefiting so far from the efficiencies in district awareness, specifications, and use of funds.</p> <p>CBOC commented about the State influence on the process. Staff: the State and TSD policy have requirements that we must follow for the expenditure of all funds. Showing competitive process, best for TSD, etc. are all considered to ensure we are in compliance and TSD is in good hands. The decisions for project teams are not solely in the hands of Operations or the Bond division.</p>	
Action Items	<p>02/09/2022 – Riverview did not win the A4LE award, however we had great feedback. Comments like; great class pods, liked student participation, colorful, very detailed and the building is a teacher itself.</p>	Staff



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Priority 1 Items	02/09/2022 – Revisit in the fall.	CLOSED
Charter School Update	02/09/2022 – Work is complete.	CLOSED
NEXT MEETING	Next meeting date and agenda items: May 11, 2022 - In person as of now with a virtual option.	CBOC/Staff
New Items	Any new items for next agenda? 02/09/2022 - Discussion on Interest earnings vs. Anticipated. Invite Gordon Jones/CFO to address. Set up a tour of ConBall – maybe during summer construction.	CBOC
CLOSING	EVERY MEETING: Chair and Vice Chair / CBOC: Affirm information requested/reviewed was complete by consensus. MOTION: Chair asked for a motion for the committee to confirm that the information provided by staff was detailed and complete. Brendan made a motion and Bill seconded. Motion approved unanimously.	CLOSING

Meeting adjourned: Approximately 6:07 pm

2022 MEETING SUMMARY FOR REFERENCE

CBOC Agenda Setting Meetings (Chair / Vice Chair / T. Knauer / T. Piccone)

- February 1, 2022
- May 3, 2022
- September 6, 2022
- December 6, 2022

CBOC Meetings (all CBOC members):

- Schedule set at the 2/9/22 CBOC meeting*
- February 9, 2022
- May 11, 2022:
- September 14, 2022
- December 14, 2022



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BOE Meetings – FYI only

January 19, 2022 - CBOC Member renewals / BOE selection

February 2, 2022

February 16, 2022

March 2, 2022 – CBOC Update

March 23, 2022 – Bond Update

April 6, 2022

April 20, 2022 – Berthoud High School Location

May 4, 2022

May 18, 2022

June 1, 2022

June 15, 2022

August 3, 2022

August 17, 2022

September 7, 2022

September 21, 2022 – CBOC update possible

October 5, 2022 – CBOC update possible