



2018 Bond Program

April 14, 2021 – Meeting Minutes

April 14, 2021: **Meeting Minutes** (as reviewed and approved by Chair/Vice Chair)

Location: Virtual Meeting via Google Meet (*due to COVID19*)

ATTENDEES (X = in attendance):

District Staff:

X	Todd Piccone - Chief Operations Officer		Diana Birnbaum – Bond Admin. Specialist
X	Tammie Knauer – Bond Director	X	Ed Holder – Project Manager

CBOC Members:

x	Cecil Gutierrez Chair	x	Dan Tran - Vice Chair	x	Dick Barton		Thurese Newlin
	Eric McDermid	x	Bob Herrmann	x	Bill Breunig	x	Ramon Serrano
x	Meg DeClement	x	Brendan Willits	x	Jessica Kelly	x	Neil Spooner
x	Julie Kocjancic						

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

Meeting Start: The Chair called meeting to order at 5:00 pm.

Agenda Item	Detail / Discussion	BIC
CBOC ITEMS		
Virtual Meetings	Chair addressed the difference in virtual vs in person meetings. Votes may be by stating name and vote - by roll call.	Chair
New Member Into	Cecil called the meeting to order and all members and staff introduced themselves.	Chair/Members
Meeting Review	Bob made the motion to approve the minutes from the meeting on 2/10/200. Brendan seconded the motion. *CBOC voted and the motion was passed unanimously.	Chair / Vice Chair
New Member Orientation	Cecil discussed the responsibilities of the CBOC and discussed progress made. CBOC is not a decision making committee. Review and recommendations only. *No questions from CBOC members.	Chair
Community	Brendan is keeping a document to track outreach.	Chair / Vice Chair



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Outreach	<p>Updates from any members?</p> <p>04/14/21 – Cecil asked if you have discussions with anyone in the community regarding the Bond to please let the CBOC know so they can keep track of all communication with the community. Also if you need any charts or presentations for schools, please ask and we can get them to you.</p>	
STAFF ITEMS		
COVID19	<p>04/14/21 – Staff provided an update for schools. Full in person learning since March 22nd. We track every case that comes into our school buildings. There has been an increase in individual cases due to social events and sports/activities. We are working with the county health department to see what we can do to improve. All staff has had the opportunity to get vaccinated. Starting this Saturday, students 16-18 can get the vaccine if wanted.</p> <p>CBOC asked if the rise in cases due to sporting events from the parents, spectators? Staff said it is due mostly to players being all together and bringing it back to the schools.</p> <p>CBOC asked when we have positive cases, do we have to close schools?</p> <p>Staff explained we have had approximately 900 in quarantine. No closures at this point.</p>	Staff
PM intro's	<p>Ed Holder – New Part Time Project Manager. Attended meeting and explained focus being contracts, BEST Grants and non-project support for other PMs and for the division as a whole.</p>	Staff
Cash Flow/Financial	<p>Cash Flow graph showing projection and actual in presentation by Staff.</p> <p>04/14/2021 – Staff presented current information. We are on target to spend the \$150M within the first 3 years.</p> <p>Staff went over why the Total Bond Budget changes slightly due to uncertainty of Grant amounts until projects are completed.</p> <p>CBOC asked when the 3 years ended – at the end of this calendar year?</p> <p>Staff replied the end of Dec 2021. Due to COVID our CFO is working to see if there are any changes due to COVID. We shouldn't need additional time to comply, but just in case.</p>	Staff Ongoing



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	<p>CBOC asked if TSD received any stimulus money? Staff replied that we received 3 payments. The first one is spent. TSD is going to the Board next week for #2 and Payment #3 is for learning gap.</p>	
Bond Premium	<p>CBOC asked for continuing updates as the BOE reviews and addresses the possibilities for funding projects with the premium.</p> <p>04/14/2021 – Reference information in presentation. No questions from CBOC.</p>	Staff
Bond Project Review	<p>04/14/2021 – Reference information in presentation. All large projects and status of general line items was reviewed.</p>	Staff
Large Project Risk	<p>CBOC requested a review on the approach for larger projects regarding budget and how risk is addressed.</p> <p>04/14/2021 – Riverview PK8 Structural Issue is formally closed. On schedule to open in August. Community tours are taking place on Thursday nights. Furniture, Fixtures and Equipment (FFE) to start deliveries in June.</p> <p>Staff discussed summer projects at feeder schools and roofing projects.</p>	Staff
Large Project Update	<p>04/14/2021</p> <p>Halfway Evaluation – Staff was asked to review the first ½ of the BOND projects. How the feeder system approach is working.</p> <p>Staff reported that the teams are rolling to keep on track. We interviewed firms again for High Plains and Con Ball as high profile/complicated projects deserve an extra look/more consideration for the district's best interest.</p> <p>CBOC asked for more information about how GC's were chosen and why things changed.</p> <p>Staff advised that our already approved GC's were interviewed. We went with the team that could provide us the most efficiencies based on team and ideas presented during the selection process.</p> <p>CBOC wanted clarification that we were talking about High Plains and CB.</p> <p>Staff confirmed.</p> <p>CBOC also wanted confirmation that High Plains was not part of the Bond. Staff confirmed that funding is not bond, however, the few bond line items will be included in the overall project for efficiency.</p>	Staff



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Action Items		Staff
	<p>04/14/2021 Staff to send out presentation given to CBOC.</p> <p>04/14/2021 – CBMS Consolidation Staff presented an overview on what the plans are for Con Ball. Requesting CBOC review the action on releasing contingency funds as outlined for the CBMS consolidation Project is projected to go in front of the BOE in early May for notification and then for final approval in June once the BEST Grant issuance is known. Capacity: Mary Blair is at 42% Monroe is at 44% and Con Ball is at 57%. Timeline – Construction would begin in 2022, completing August of 2023. Closure and consolidation will occur in 2023-24. We have had 4 community meetings. Wanted to do a lot of outreach with community. Sent out google surveys, met with staff, worked with Master Plan Committee. Staff discussed some questions/comment reviews from the community. Staff presented the Budget Review for Contingency and Inflation and other project changes that would make up the funding for the consolidation. CBOC asked has the BEST grant been submitted. Staff replied -yes we have an interview on May 19th. CBOC asked if the Bond money allocated for Monroe was already spent? Staff replied yes, there is a little bit left but we are not anticipating any money from Monroe. We will be moving the playground. Without BEST – we won't be able to do quite as much to the school as we would with BEST but we will still do the project. There is the visual difference that may be like ECE compared to TCC/FHS depending on the Grant. Staff reviewed the risk if we take the contingency for this. We have used 1.3% of contingency as of now. Taking out the \$7M we will still have 6% contingency left.</p> <p>Staff asked CBOC for questions: CBOC asked with the cost skyrocketing for steel and other materials with other projects are you not</p>	



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	<p>concerned? Staff advised that the big projects for this summer are locked in. Next summer's projects do not include large additions/major renovations. Mostly cosmetic. That is why he feels comfortable. Staff advised that the rule of thumb is to keep 5% contingency, so at 6%, Staff is comfortable as of today. CBOC asked if he could see a list of the kinds of work we have not yet contracted for to make sure he is comfortable of any unforeseen issues. Would like to see more of what our exposure is. CBOC asked what the action item is – he thought up until now CBOC hadn't been asked to provide recommendation on how the money has been spent. CBOC chair answered that the action would be that we have reviewed it, we are not making any kind of recommendation just agreeing that we have reviewed it and that the information is accurate and as voted that the proposal meets the scope of the BOND and agrees it is ok to move forward with the BOND. CBOC confirmed we are just approving that this project is within the language of the BOND and appears to be an appropriate project. CBOC Chair agreed this is how we have been operating in the past. CBOC asked about how the community reacted to the project? How do they feel about money used to combine 3 schools into one campus? Staff replied staff has been emotional due to length of work and history. Community has been excited and asked good questions. It has been well supported even through the MPC. They voted 20 to 0 to move forward. Staff explained overall the community response has been very favorable. CBOC member added that he liked the overall concept. He was concerned about taking money out of the roofing budget, Is there an order for cutting projects if we start to go over budget? Staff replied in the Bond Scope we will have completed more roofing than we put in the Bond Scope. CBOC clarified that the majority of the roofing will be completed by end of summer and we don't have</p>	
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	<p>large projects next year? Staff advised we have 1 major roof renovation and several smaller ones. We have met all guidelines for the BEST grant and can release these funds. CBOC asked how much we have total for contingency. Staff went over the presentation which includes slides showing all funding options. Staff wanted to clarify that the Committee is just agreeing that if TSD agrees to go this route that Staff has presented enough info that we are not using funds while compromising the original Bond Line Items or Bond Intent. Supporting Intent and not Compromising anything. CBOC Chair agreed - yes that is our goal of the motion. CBOC Chair asked if it clarified for members? CBOC members replied with being generally comfortable - just wants to make sure we are taking all risks into consideration. CBOC Chair agreed with the request for additional information. They would like a summary of all future projects. CBOC wanted to make 2 comments for the new members.</p> <ol style="list-style-type: none">1. For the new members the management of the contingency has been very very good. And he has been very surprised at how little we have had to use.2. Member is a little worried about future costs due to inflation. He would like to see what percent of the estimate is in labor vs. materials. To get an idea on how much would be effected by inflation. <p>Staff said we do have some inflation dollars left. Staff observed that we can vote tonight but it seems as some are uncomfortable or we can set a special meeting. Staff can provide requested info – but recommended a meeting to review together for clarity. CBOC Chair - advised that they are both good options. He asked how much time Staff needs to get this information. Staff requested 1 week. CBOC Chair asked for a special meeting on April 28th. Staff advised that should give us enough time to</p>	
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	<p>still be ready for the BOE. CBOC Vice Chair cannot make it but will review the information and voice any concerns. CBOC Chair asked Staff to email the info to CBOC for their review prior to the meeting so they can provide feedback via email. CBOC Chair asked CBOC members to raise their hand if they can attend. He confirmed 10 members can attend and we have enough for a quorum. Staff will schedule the virtual meeting. But please feel free to give feedback prior to the meeting.</p> <p>Update on Action Items from last meeting: Item #1- Moved \$300K from BES to IVY. The BOE approved and change orders were done.</p> <p>Action Item #2 – Moving \$310K for dust collection from contingency to TCC. This is going to BOE on 04/21/21. Staff request CBOC consideration to present to the BOE. CBOC asked what trades are being taught? Staff: Woodworking, Metal work, construction trades. CBOC follow up - Who made the decision that we weren't getting the trades we wanted? Staff advised that the certification is more for construction/woodworking. Rough carpentry. CBOC asked when it comes to contingency- why wasn't this dust collector in the original design? Staff explained that the project kicked off quick and we didn't have the programs in place. Design and programming was happening at the same time with final programming well into the fall after construction was complete. Dan made a motion to support with TSD recommendation. Bill seconded. Motion passed unanimously.</p>	
PK8 Issue	<p>Staff will present construction issue update:</p> <p>04/14/2021 – Issue is resolved. No effect to schedule or timeline. Architect has already paid back TSD for all expenses.</p>	
Priority 1 Items	CBOC requested the list be updated and reviewed 1 to 2 times per year as things are completed. Staff provided during the October meeting.	CLOSED



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	04/14/2021 – no updates but included in presentation. By the end of this year the items that are underway will be complete. The October update will look much different!	
Charter School Update	--Brief Summary of expenditures to date: 04/14/2021 – no update since October meeting.	
NEXT MEETING	Next meeting date and agenda items: 4/28 – SPECIAL MEETING for CBMS Consolidation and use of funds with the BEST Grant. Staff will provide CBOC with information prior to the special meeting for review. June 9, 2021 -virtual unless COVID restrictions ease.	CBOC/Staff
New Items	Any new items for next agenda? CBOC would like Staff to bring an update of the High Plains project. If CBOC members think of anything else for the agenda - please email Cecil.	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. Bob made a motion and Dan seconded. Motion approved unanimously. CBOC Vice Chair wanted to Thank Bob for writing the letter and Thank the Chair for putting together the presentation CBOC is taking to the BOE. CBOC Chair also thanked Bob for his letter.	CLOSING

Meeting adjourned: Approximately 6:40 pm

UPCOMING:

June 9, 2021: Next CBOC Meeting (Virtual)

April 21, 2021: Next CBOC update to the Board of Education

April 28, 2021: SPECIAL MEETING – review CBMS consolidation/funding