



2018 Bond Program

December 08, 2021 – Meeting Minutes

December 8, 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:

x	Cecil Gutierrez Chair		Dan Tran - Vice Chair	x	Dick Barton		Thurese Newlin
x	Eric McDermid	x	Bob Herrmann	x	Bill Breunig	x	Ramon Serrano
	Meg DeClement		Brendan Willits	x	Jessica Kelly		Neil Spooner
	Julie Kocjancic		Christine Savant	x	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	12/08/2021 –The chair asked for a motion to accept the minutes of 10/13/2021. Bill made the motion, Bob seconded. Motion passed unanimously. Alexandra Lessum: newly elected BOE member attended the meeting. Her purpose is to observe with a different lens and she will attend future meetings.	Chair / Vice Chair
BOE Update	Next BOE update by CBOC is February 16th	Chair / Vice Chair
Community Outreach	12/08/2021 – No new update	Chair / Vice Chair



Citizens' Bond Oversight Committee
(CBOC)

800 South Taft Avenue • Loveland, CO 80537

Membership	12/08/2021 – We have 5 members seeking reappointment. There are two openings for new members. Deadline for applications is Dec 22 and 17 have applied as of today. Jan 19 th will be the BOE selection. New members will attend their first CBOC meeting on Feb. 9 th .	Chair/Vice Chair
STAFF ITEMS		
COVID19	<p>12/08/2021 – Mask mandates are still in place. Vaccine bus has been in place for 3 weeks- moves around the District. All spots are filling up with both appointments and walk up. The Bus is run by the state, TSD is just overseeing. The community can also register on the TSD website. It is not only for students.</p> <p>*Cases have gone down from before Thanksgiving, although they still remain high.</p> <p>*High Schools are doing surveillance testing. This is also run through the state. With the testing if you are not vaccinated, if you are in close contact and you test negative you do not have to quarantine.</p> <p>*CBOC asked are we doing PCR Test? STAFF replied we are doing the Rapid Test.</p> <p>*CBOC asked what demographic is affected the most. STAFF replied it is pretty spread out.</p> <p>*CBOC asked if there has been impact to projects?</p> <p>*STAFF replied we are having to think about things differently, inflation, timing, budgets. Material availability has been an issue.</p> <p>*CBOC asked should we put off some projects?</p> <p>*STAFF replied if we do that we are risking inflation costs impacting scope achievable. Project teams are working hard led by CM/GC to plan for impact and get work done on schedule.</p> <p>*Staff asked that the community be guided to the website for current information. Links were shared.</p>	Staff
Cash Flow/Financial	<p>12/08/2021 – Staff presented update. Bond met the requirement to spend 85% OR \$150mil in the first three years. That is a big accomplishment especially with the world climate/issues.</p> <p>*Staff reported on budget adjustments made since last meeting – utilizing Environmental funds for 3 ES projects in 2022. BOE approved on 11/17/2021.</p>	Staff Ongoing
Bond Premium	CBOC asked for continuing updates as the BOE reviews and addresses the possibilities for funding	Staff



Citizens' Bond Oversight Committee
(CBOC)

800 South Taft Avenue • Loveland, CO 80537

	<p>projects with the premium. All premium projects were incorporated into site budgets in 2019. No further Discussion.</p>	
Other Funding / Budget Info	<p>12/08/2021 - Staff reported on all Funding Sources that make up the Bond Budget including Grants and the original premium. The original \$149mil is now \$205mil. Leveraging the bond funds to acquire grants has been key! *CBOC asked if the total number accounts for what has to be spent in the 5 years. *Staff clarified only the bond funds are considered. Not the added grants and site funding adds. *CBOC and Staff would like to do a better job advertising the amount of grants we received and how we have been able to leverage our tax dollars with grants. Important added work benefiting the students! *CBOC asked is that budget included High Plains? *Staff - no it does not. That project is funded by LURA/TIF. *Encumbered to Date: \$161mil *Each feeder was reviewed for encumbrances.</p>	
Bond Project Review	<p>12/08/2021- Reference information in presentation. All large projects and status of general line items were reviewed. Staff went to the BOE for adjustments to 3 schools for abatement inflation. *CBOC asked where the funds came from? Staff - it came from the Environmental Budget leaving \$131k in the Environmental Budget with low risk projects remaining.</p>	Staff
Contingency	<p>*CBOC asked if adequate contingency remains? Staff - yes and we did not touch contingency to do this. We are still sitting around \$3mil in contingency. Staff – use of contingency will be addressed in 2022.</p>	
Large Project Update	<p>12/08/2021 – CBMS PK8 Reno: DAG meetings and community meetings wrapped up until we report back this spring. STAFF shared examples of what the DAG looked at – community feel, welcoming, growth from littles to 8th in building, shared space, etc... BOE EXERCISE: aesthetic green/red dot event. Like done with the DAG/community/students. Helps</p>	Staff



Citizens' Bond Oversight Committee
(CBOC)

800 South Taft Avenue • Loveland, CO 80537

	<p>guide the design process. *CBOC asked were there only 2 choices for aesthetics? STAFF - no the slides shown are just examples. STAFF presented preliminary floorplan for new PK8. Discussing the flow from PreK to 8th. Media up front for community access. Secure vestibule. Playgrounds in proper locations for grades. *CBOC asked about the naming? Staff - we have been discussing programs/design. TSD will be hiring principal by late January or February. They will name it then including logo/colors/etc. The DAG and Community want to revision and repurpose the school including the name. It has been a little emotional for some staff, students, and the community as the history is important but creating a new culture due to the new use of building is important too. No questions from CBOC STAFF recommends putting use of contingency discussions on Hold for future meetings. 2022 PROJECTS: CES, LEES, TCES, LEMS in design with GMPs in January. Schedules tight for HVAC equipment, working with site staffs to plan moving/packing – minimize impact to teachers as much as possible. RECENT UPGRADES: Staff summarized small projects completed across the district from signage to FF&E.</p>	
Action Items	<p>12/08/2021 – CBOC asked STAFF to send information on A4LE. Awards ceremony is Dec 15th. The winning school district gets a website mention and a certificate. 12/08/2021 – Chair/Vice Chair Process – Dan and Brendon nominated Cecil. The CBOC unanimously Elected Cecil. Vice Chair – Brendon and Dan both volunteered if No one else wanted to. Bill nominated Dan. Dan was unanimously elected as Vice Chair.</p>	Staff
Priority 1 Items	<p>12/08/2021 – STAFF advised no new updates. CBOC asked do we need an update before CBOC reports to the BOE. STAFF replied nothing has really changed since the</p>	CLOSED



Citizens' Bond Oversight Committee
(CBOC)

800 South Taft Avenue • Loveland, CO 80537

	last update. The only change since October would be items underway. We will certainly review together!	
Charter School Update	12/08/2021 – no new updates. Work is complete as reported at last meeting.	
NEXT MEETING	Next meeting date and agenda items: Feb 9, 2022 - In person as of now.	CBOC/Staff
New Items	Any new items for next agenda? 12/08/2021 – No specific requests for items for Staff to address at the February meeting. STAFF asked if you would like something discussed at the next meeting, please let Cecil, Dan or Tammie know. DISCUSSION FOLLOWED: Staff to send meeting minutes and presentation. Some did not receive past emails. Staff apologized. CBOC asked with things winding up how long will CBOC meetings continue? STAFF replied that after February we can move to every 3 or 4 months if CBOC agrees/requests. CBOC asked that this be discussed at the agenda setting meeting in February. STAFF would like to show the reconciliation findings at a future meeting. Spring of 2023 will be discussing contingency usage. CBOC gave kudo's to the Bond Team on how we have gotten through with COVID, inflation, material shortages and still been able to meet deadlines and complete projects. CBOC suggested that would be a good subject for the next letter.	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 Bill seconded. Motion approved unanimously.	CLOSING

Meeting adjourned: Approximately 6:06 pm

UPCOMING:

February 9, 2022: Next CBOC Meeting