

Citizens' Bond Oversight Committee

September 1, 2011

Columbine Elementary School

CBOC members in attendance: Jessica Coulson, Juana Gomez, Kevin Holst, Jennifer Krieger, Will Leary, Billy O'Donnell, Kirk Oglesby, Amy Paa-Rogers, Dee Perry, Ginger Ramsey, Katherine Spines, Kiva Stram, and John Troeltzsch

Staff Members in attendance: Chris Boeye, John Bollinger, Susan Cousins, Kim Mann and Don Orr

Absent: Becky Escamilla, Brett Livingston, Jasjit Mangat, Jennifer O'Brien, and Melissa Tingley

I. Opening/Public Comment

Juana Gomez called the meeting to order at 5:05 p.m.

II. Review/Approval of the June 2 meeting minutes

Meeting minutes were approved as submitted.

III. Committee Governance

The committee will meet on the following dates: November 3, January 12, and March 1, 2012.

Staff is working on scheduling the next report to the Board.

IV. Financial Report

Chris Boeye presented the monthly financial report including spending, interest earnings and program reserve to date. This information is posted on the Bond website. At this time, staff is projecting a surplus of \$3.5 million.

V. Action Item – Horizons – BEST Grant

CBOC voted to approve staff's request to reallocate \$200,000 of the \$900,000 in surplus funds awarded to Horizons K8 School. The funds will be moved from the school's Phase 1 budget to its Phase 2 budget and will be used as part of the school's matching funds for its Colorado Department of Education BEST grant.

By reallocating the funds, the following will be eliminated from the Phase 1 budget:

FF&E:	\$70,000
Technology Equipment:	\$40,000
<u>Contingency:</u>	<u>\$90,000</u>
Total:	\$200,000

The Phase 1 project budget is approximately 85% percent expended and the project manager feels comfortable offering \$90,000 in contingency funds toward the match. This is not the entire remaining contingency balance in the budget. If it were not used at the school, the contingency money would be returned to surplus funds.

VI. Bond Program Update Report

- **Long Term Facilities Planning**

CBOC discussed staff's proposal to develop a Facility Management Team to conduct a facility assessment and update the Educational Facility Master Plan. The proposal was discussed by the Board of Education at its June 21 work session. At the work session, the Board expressed support for the proposal and requested it be processed with CBOC.

CBOC concurs that it is prudent to update the Master Plan at this time and supports using existing staff to capitalize on their recent experience with the Bond work and their knowledge of the buildings. They supported the proposal to fund the Facility Management Team from the General Fund and to use surplus funds to complete Capital Reserve projects reducing the financial burden on the General Fund as long as the projects are included in the Educational Facilities Master Plan.

CBOC members voiced a couple of concerns. They stated they wanted to be involved with selecting the types of projects for which the surplus funds would be used. They also wanted assurance that the proposal would not short change the Capital Reserve work currently slated to occur at schools.

- **Project Updates:**

During the summer we had 21 ongoing projects, 11 projects wrapped up including the opening of Columbine Elementary school. All but four will be complete by the end of the calendar year; updated pictures have been placed on the website.

VII. Information

- **Discussion of Open Correspondence/Issues**

There is no open correspondence.

- **Members comments/discussion**

No additional comments.

Adjournment

6:40 p.m. – meeting ended.