



Citizens' Bond Oversight Committee (CBOC)

800 South Taft Avenue • Loveland, CO 80537

2018 Bond Program **August 12, 2020 – Meeting Minutes**

June 10, 2020

Meeting Minutes (as reviewed and approved by Chair/Vice Chair)

Location:

Virtual Meeting via Google Meet (*due to COVID19 closure*)

ATTENDEES (X = in attendance):

District Staff:

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

CBOC Members: Confirm attendance during 10/14 meeting.

X	Cecil Gutierrez Chair		Brendan Willits		Denise DeVore	x	Kim Melville-Smith
x	Eric McDermid	x	Dan Tran - Vice Chair	x	Dick Barton	x	Chad Walker
	Neil Spooner	x	Bob Herrmann	x	Laurie Anderson		Thurese Newlin
	Meg Declement		Roger Weidelman	x	Bill Breunig		

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

Meeting Start: The Chair called meeting to order at 5:01 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
Meeting Review	Dan made the motion to approve the minutes from the meeting on 06/10/2020. Dick seconded the motion. CBOC voted and the motion was passed unanimously.	Chair / Vice Chair
Community Outreach	Brendan is keeping a document to track outreach. Updates from any members? 06/10/20 – Bob's letter was published in the Reporter Herald. Fort Collins did not feel it was appropriate for their area and did not run, Bob does not believe it ran in Berthoud paper. Chair advised that the email is up on the website to contact CBOC. They have had no responses yet. Dan and Cecil are monitoring. Mike Hausmann will be working on a way to track Q&A and log inquiries. Bob had 2 questions from the community: 1. Are	Chair / Vice Chair



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	<p>there any school closures and how will that impact the work we do. Answer: No closures planned at this time. Work is not impacted.</p> <p>2. A gentleman on the Mill Levy Oversight Committee asked what hardware the students were being provided? Answer: Bob gave him the information on what we are providing and did not get a reply. Chair felt he was satisfied knowing funds were coming out of both committees and that is why he did not get a reply.</p> <p>8/12/2020 – Bill had Tammie speak to the Berthoud Rotary Club. Cecil asked Bill to send Brendan a quick summary email. Tammie explained she shared the last Bond Update. Cecil is asking for another member of CBOC to submit a letter for the next flyer. Please email Cecil if you would like to volunteer.</p>	
STAFF ITEMS		
COVID19	<p>06/10/20 - Update on Covid - Todd Plan to reopen from the county - Can begin opening up facilities to outside groups. The County will approve a plan TSD submits. Buildings have been stagnant from no use/occupants. Monday HS sports are going back to practice.</p> <p>Graduation - Larimer County submitted a waiver for a variance to the state to do in person graduation. Each graduate will have 2 tickets. One of first districts in state to get a plan approved. Venue is Ray Patterson Stadium. Students will be 6 feet apart. Date: July 16-18.</p> <p>School start - keeps changing. trying to align with all guidelines. Meeting with Larimer County once a week. There are 3 options; all online, 1/2 occupancy each day, regular classes. Todd is meeting with board weekly and getting input from all levels and departments.</p> <p>Bond Projects - COVID19 has not affected projects too much. Small issue with door hardware at mnf. GCs keeping up with signage, wash stations, masks, temp checks at the door. Temps over 100.4 staff sent home. Questionnaires on sites regarding contact tracing.</p>	Staff

	<p>08/12/20 – Todd gave update. We are working with the CDC, the LCHD, CDHPE (state), other school districts. We had to submit a plan. We discussed for 2 months, had a plan and the county approved it, but then they were concerned about the testing. There are enough testing sites, but the labs conducting the tests are behind. If we can't get them back within a 3 day timeframe, there is too much risk to contact tracing. We had to make a change to the plan and made a decision to delay opening until mid October. Good news is that CSU Vet Clinic is being set up as a Testing lab. We will reassess the testing process with the county in Sept and make decision then on reopening and reactivating our original plan. Hybrid for 6-12th graders and K-5 full in person. Even in person will be very modified. Masks, no eating lunch in the cafeteria.</p> <p>We have a very good relationship with the county and we rely on their decision making.</p> <p>Questions – CBOC: This information should be discussed more with the public. There is a lot of frustration with a lot of unknowns and this is a good summary/explains a lot! Todd appreciated this affirmation and asked for suggestions on how to get this info out. CBOC to consider options as we currently use: website, emails to staff/parents. The county has assigned TSD our own contact Tracer to help with cases, exposures. They handle the interviews, the quarantine guidelines and tell us what we need to do as a district.</p> <p>CBOC asked if the district is set up to do disinfecting and cleaning should an exposure happen. Todd explained - yes through the CaresAct we used \$800k to purchase electrostatic disinfecting sprayers.</p> <p>CBOC asked if we have the ability to send a mass email to all households to get this info out about what is going on and why from Dr. Schaffer and the county health dept. rep to hold off the negative comments? Todd is going to bring that up to Mike H./Communications.</p> <p>Learning services is working on trying to figure out support for special needs, and kids that need more support.</p> <p>CBOC complimented Todd and TSD on how hard</p>	<p>CBOC</p>
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	we are working on the plan.	
Cash Flow/Financial	<p>Cash Flow graph showing projection and actual. 06/10/20 - Tammie went over total spent and encumbered dollars. Explained the difference between our financial spreadsheet and our IFAS totals. On track to have encumbered \$150M in 1st 3 years. Todd went over Premium and Contingency spreadsheet. Spent \$35mil in May. New PK8 will really start picking up the next few months with invoices. That is still at early stage of project. Tracking \$7M behind on cash flow. Not necessarily, a bad thing as the money accumulates interest until spent. CBOC asked if Todd was confident we could catch up the \$7M. Todd said yes, we have encumbered higher than projected. They will meet up. No further questions.</p> <p>08/12/2020 – Tammie presented current financial Bond Updates. Total amount encumbered approximately \$122 Million. On track to the \$190 Million. Todd would like CBOC to take a tour of TCC/FHS within the next month. He gave kudos to the Bond team for getting it done on time. CBOC asked if it should be carrying the name Van Buren since it is now TCC/FHS. Tammie agreed to put a note adding TCC/FHS.</p> <p>CBOC asked if we could take a look at the budget for the TIF money. Todd agreed. Place that on agenda for next meeting. ACTION ITEM if ready. Tammie will add ECE to Stansberry Elem on graph.</p> <p>CBOC asked about Coyote Ridge - That is a new school, why are we doing roof repairs? Tammie explained a few roof leaks needed repair.</p> <p>CBOC asked about Charter schools and who oversees the expenditures? Todd explained TSD provides support, inspects for completion and payments needed, then release the funds so they can pay the contractors. We can show documentation. CBOC asked for a quick overview at the next meeting.</p> <p>Staff clarified a TCO is "Temporary Certificate of Occupancy" – meaning work is complete per state</p>	Staff Ongoing

	<p>requirements and you can move in staff. No new CBOC questions from the CBOC email. CBOC Chair verified today. Tammie asked for questions? CBOC would like copy of the presentation. Tammie will distribute. Todd gave Kudos to the Bond Staff for getting all this done. He advised Bond budget is on target. We haven't had to ask for additional funding. FAC building sale is under contract. Closing first part of November. We were awarded 3 BEST grants. Very exciting. Only district in the state to get multiple grants. CBOC asked to see Grant Dollars and where it is being used. It would be a good opportunity to share with the community. Tammie and Todd need to work on it and then present – maybe at the next meeting in October. CBOC: What is happening with the sale of FHS? We had 2 buyers interested in March. Showings still happening. FAC got more than asking price so that is very good news.</p>	
Bond Premium	<p>CBOC asked for continuing updates as the BOE reviews and addresses the possibilities for funding projects with the premium. Update on Facilities bldg. - Ferguson HS building- Bond Contingency -</p> <p>08/12/2020 – Tammie discussed in presentation. Todd added that we are watching interest rates to be put back in the BOND. If we don't get a recovery in interest rates soon we may have to adjust budgets for projects.</p>	Staff
Bond Project Review	<p>Staff will review projects/updates/ expenditures. Staff – all completions are per schedule to date. COVID note added to slides. All slides reviewed from the power point. No specific questions/concerns from CBOC.</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>Staff discussed during Cash Flow discussion. Contingency and Inflation being held tight through</p>	Staff



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	<p>this summer due to high risk projects. This fall recommendations for use will be presented by Staff for BOE and CBOC review – target date. Could slide to early 2021.</p>	
Large Project Update	<p>Tammie presented the power point summary. All notes are in the presentation.</p> <p>Any Questions - none As you talk to the community – There has been a lot of excitement regarding new field at Ray Pat. Make sure we say thank you to the voters!</p>	Staff
Action Items	<p>Process review: Anything over \$250k to go to CBOC.</p> <p>No Action Items</p> <p>08/12/2020</p> <p>CBOC asked about the Security Improvements – what has changed since COVID 19. Building environment security. Todd advised we evaluated thermal energy cameras. We didn't implement because 1. Most of risk is when you don't have symptoms. 2. The investment was \$600,000. We are doing electronic passes on buses. Parents will be able to see when students get on bus and off bus. CBOC asked about upgrading air handling and quality – have we done any of that? Todd answered that the CARES dollars that we are using virus catching filters. We made physical changes to make sure we are getting enough of the outside air in. It will still be hot, but it is clean air. Every building got upgraded filters to MERV 9.</p> <p>CBOC asked if we are far enough into the bond to decide what to do with the contingency? Todd said yes we have heard things from the BOE, the community. We also need to make sure we won't be short. Goal is by Spring of 2021 to make those decisions. Some has to go to the Master Plan Committee. After PK8 is dried in this fall we will have a better idea too.</p>	
Priority 1 Items	CBOC requested the list be updated and reviewed	CLOSED



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	1 to 2 times per year as things are completed. Staff will provide at the October meeting. 08/12/2020 – CBOC would like spreadsheet before planning meeting so they have time to go through it. Tammie will distribute.	
NEXT MEETING	Next meeting date and agenda items: October 14, 2020 virtual unless COVID restrictions decrease.	CBOC/Staff
New Item	Chair complimented Tammie and Todd for how they have navigated through all the COVID changes and issues, while keeping everything on track.	CBOC
	Any new items for next agenda? CBOC – email Cecil any items for next meeting.	CBOC
CLOSING	EVERY MEETING: 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 6:18 pm

UPCOMING:

August 12, 2020: Next Quarterly Meeting. Virtual meeting. October 14th

Attached: Agenda for the 8/12/20 Meeting
CBOC Power Point presentation



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Citizens' Bond Oversight Committee (CBOC)

2018 Bond Program

August 12, 2020 – Agenda

August 12, 2020

AGENDA (as reviewed and approved by Chair/Vice-Chair)

5:00 PM to 6:00 PM – Regular Meeting.

Location:

Zoom Meeting – virtual dial up during COVID19 closure

ACTION: Chair or Vice Chair to move for motion to accept the **06/10/2020** meeting minutes.

Motion by:

Seconded by:

Result:

Agenda Item	Detail / Discussion	BIC
GUEST LISTING		
	None during this meeting.	
CBOC ITEMS		
Meeting Review	Address any changes to meeting format, date/time, etc. *Approach for virtual voting/meetings/etc.	CBOC Chair
Community Outreach	CBOC will report on past engagements and future opportunities.	CBOC
STAFF ITEMS		
COVID19	Staff will summarize current events. Staff will answer questions/concerns from CBOC.	Staff
Cash Flow / Financial	Staff will review Cash Flow and overall status of funds.	Staff
Bond Premium	Staff will review bond premium status. Items for review by CBOC.	Staff
Bond Project Review	Staff will review BOE presentations, large project updates, over all summary of work underway and upcoming. Any changes, approaches etc.	Staff
Action Items	Staff will present items that require CBOC action; scope of work or budget changes, etc.	Staff
New Items	All may bring items to the group for discussion and tracking.	CBOC and Staff
Staff- Fall	Priority 1 items – Staff will provide the list 1 or 2 times per year. October	October
CLOSING	Chair / CBOC: Affirm information requested/reviewed was complete by consensus.	Chair CBOC

Next Meeting (quarterly): October 14, 2020. 5–6 pm, Room #128 at TSD Administration OR Virtual TBD.

Next BOE Update by CBOC: October 21, 2020.

Next BOE Update by STAFF: August or September

Next TSD Flyer: Fall 2020 - TBD

2018 Bond - Update

August 19, 2020

- Total Bond Expenditures Update
- Budget Update By Feeder
- Project Summary by School/Site



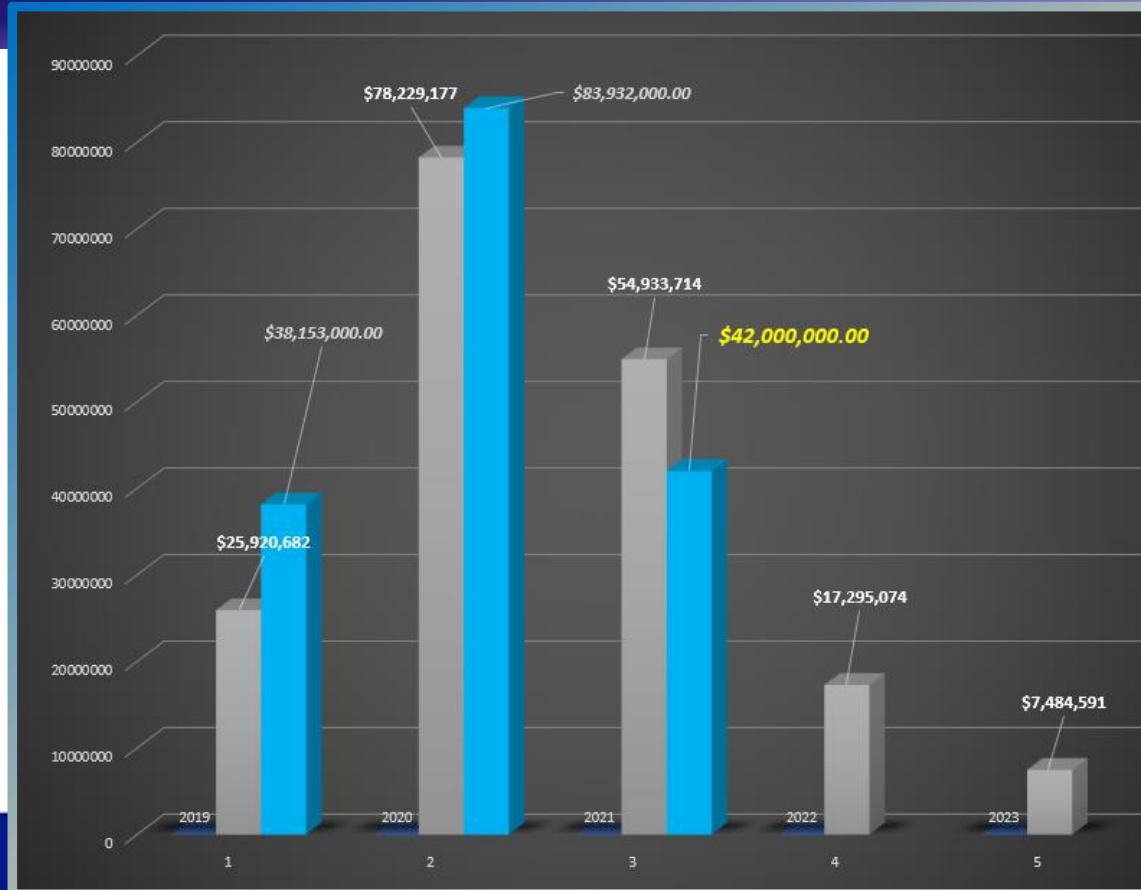
Total Bond Expenditures

Feeder	Total Bond Budget	Total Amount Encumbered
+ BHS	\$17,919,792.91	\$10,077,777.88
+ DW	\$50,511,187.56	\$23,971,130.48
+ LHS	\$21,028,141.30	\$7,670,188.73
+ MVHS	\$62,901,752.25	\$52,387,767.76
+ TVHS	\$37,819,700.50	\$28,764,278.46
Grand Total	\$190,180,574.52	\$122,871,143.31

Original Bond	\$149,000,000
Added Bond Premium	\$ 41,180,574



Cash Flow – Planned vs Actual



Berthoud High School - Feeder

Feeder	Total Bond Budget	Total Amount Encumbered	
<input type="checkbox"/> BHS	\$17,919,792.91	\$10,077,777.88	
Berthoud Elementary	\$5,501,926.00	\$4,416,586.36	*
Berthoud High School	\$5,348,165.00	\$1,490,124.01	*
Ivy Stockwell Elementary	\$4,163,063.50	\$3,986,821.29	*
Turner Middle School/ECE	\$2,906,638.41	\$184,246.22	*

****** Roofing is tracked under District Wide summary.
(Black = 2019 Red = 2020)



Thompson Valley HS - Feeder


Feeder	<input checked="" type="checkbox"/> Total Bond Budget	Total Amount Encumbered	
<input type="checkbox"/> TVHS	\$37,819,700.50	\$28,764,278.46	
BF Kitchen Elementary	\$2,040,018.50	\$20,640.90	*
Big Thompson Elementary School	\$1,845,474.00	\$150,798.24	*
Carrie Martin Elementary	\$1,165,537.00	\$1,021,512.85	*
Namaqua Elementary School	\$1,447,891.00	\$129,214.02	
Sarah Milner Elementary School	\$1,203,018.50	\$1,031,276.65	*
Thompson Valley High School	\$8,428,575.00	\$7,814,649.74	*
Van Buren Elementary School	\$18,389,169.00	\$18,367,731.75	*
Walt Clark Middle School	\$3,300,017.50	\$228,454.31	*

* Roofing in 2019 is tracked under District Wide summary.



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Mountain View HS - Feeder

Feeder	Total Bond Budget	Total Amount Encumbered
 MVHS	\$62,901,752.25	\$52,387,767.76
Conrad Ball Middle School	\$2,348,570.00	\$109,120.62 *
High Plains	\$107,205.00	\$1,088.83
Mary Blair Elementary School	\$1,593,873.50	\$115,759.12
Monroe Elementary School/ECE	\$1,883,871.25	\$1,613,202.81 *
Mountain View High School	\$5,745,465.00	\$1,617,101.58 *
New PK8	\$45,502,250.00	\$43,415,519.77
Stansberry Elementary School	\$4,448,083.50	\$4,424,301.66 *
Winona Elementary School	\$1,272,434.00	\$1,091,673.37

* Roofing in 2019 is tracked under District Wide summary.



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Loveland HS - Feeder

Feeder	Total Bond Budget	Total Amount Encumbered
<input checked="" type="checkbox"/> LHS	\$21,028,141.30	\$7,670,188.73
Bill Reed Middle School	\$2,840,277.75	\$158,350.27 *
Centennial Elementary School	\$1,081,133.50	\$132,647.90 *
Cottonwood Elementary School	\$1,235,504.50	\$86,818.90 *
Coyote Ridge Elementary School	\$847,113.50	\$85,559.47
Garfield Elementary	\$1,588,793.50	\$256,866.52 *
L. Edmondson Elementary/ECE	\$1,160,290.25	\$189,781.87 *
Lincoln Elementary School	\$1,049,123.50	\$295,131.24 *
Loveland High School	\$6,656,087.80	\$6,117,671.45 *
Lucile Erwin Middle School	\$2,300,177.50	\$95,568.35 *
Ponderosa Elementary School	\$746,421.00	\$179,044.40
Truscott Elementary School	\$1,523,218.50	\$72,748.36 *

* Roofing in 2019 is tracked under District Wide summary.



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District Wide - Summary

Feeder	Total Bond Budget	Total Amount Encumbered
<input type="checkbox"/> DW	\$50,511,187.56	\$23,971,130.48
Bond Contingency	\$11,213,184.89	\$0.00
Bond Inflation	\$2,689,080.03	\$0.00
Bond Management	\$3,443,915.93	\$513,159.08
Charter Schools	\$1,300,000.00	\$1,000,947.33
Community Connections	\$386,296.75	\$24,123.83
District Wide Furniture	\$4,972,500.00	\$624,982.88
Environmental	\$1,235,120.96	\$271,480.00
Ferguson High School	\$915,727.50	\$14,156.53
Roofing	\$11,157,097.00	\$10,010,811.90
Security	\$5,765,000.00	\$5,651,055.34
Support Buildings/DW Projects/IT	\$7,433,264.50	\$5,860,413.59

25 Facilities with Bond Work in 2020!

Roof Repair / Replacement: 13 sites – TO BE FINISHED THIS MONTH

Renovations / Other Bond Work: 12 ES, 3 MS, 5 HS

Continued Large Scale Bond Work:

- ECE at Stansberry – Phase I/II complete. Phase III- GRANT CONTINUES
- TCC / FHS at Van Buren - COMPLETE
- Riverview PK-8 broke ground in January 2020 – DRY IN BY NOVEMBER
- Security Upgrades: Card Access / Cameras – SCHOOLS COMPLETE
- Berthoud and Ivy Elementary Schools – Additions - COMPLETE

Other projects:

- Furniture Refresh – 10 sites by fall – DELIVERIES SCHEDULED
- Cooler/Freezer – COMPLETES SEPTEMBER
- Facilities Move to Administration - SEPTEMBER



PLANNING – 2021 Projects

Close out 2020 projects – Update green check marks, budgets closed, lessons learned, warranty process begins.

2021 –

- To BOE in September with all budgets for review
- Staff project assignments
- Design meetings underway, DAGs to be formed

COMMUNICATIONS / Website – Continued maintenance

- Financial updates
- Pictures / Videos
- CBOC – email and Q/A
- Tours – BOE/CBOC/Staff (COVID19 dependent)
- Mailer – information for Communications



COVID19 - Summary

Impacts to date:

- Some materials delayed
- Workers testing positive – process
- Permits – state issued



Impacts anticipated moving forward:

- Able to access buildings = positive
- Continued monitoring of materials/labor changes
- Contingency planning for changes to building access and industry impacts

Thompson Career Campus / Ferguson HS



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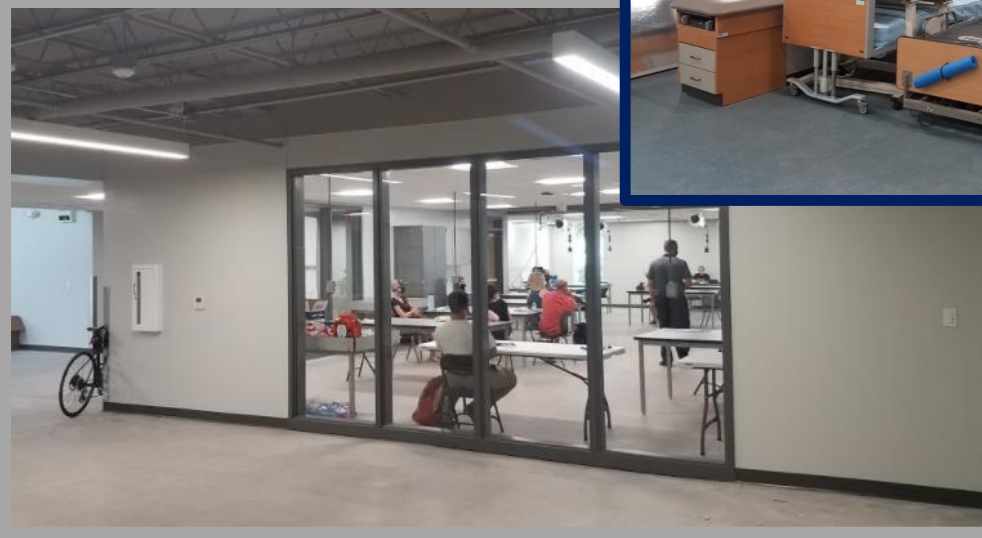


Thompson Career Campus / Ferguson HS



www.thompsonschoools.org

Thompson Career Campus / Ferguson HS



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ECE @ Stansberry

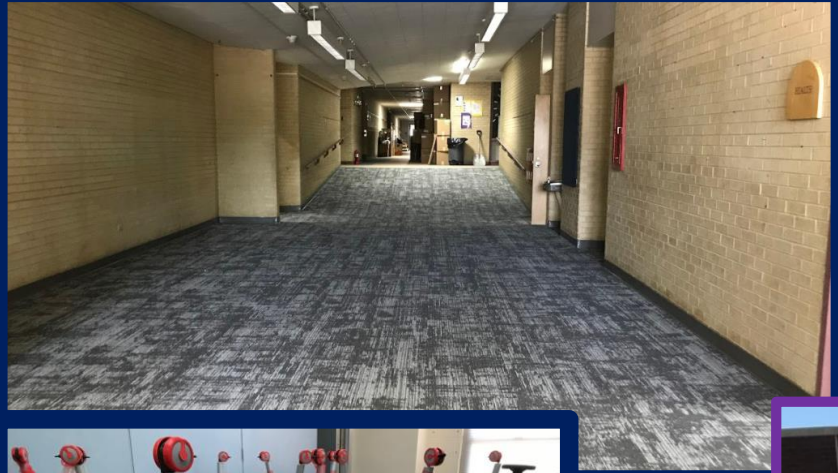


ECE at Stansberry



Berthoud / Ivy ES - Additions

Berthoud ES



Ivy ES



Riverview PK-8



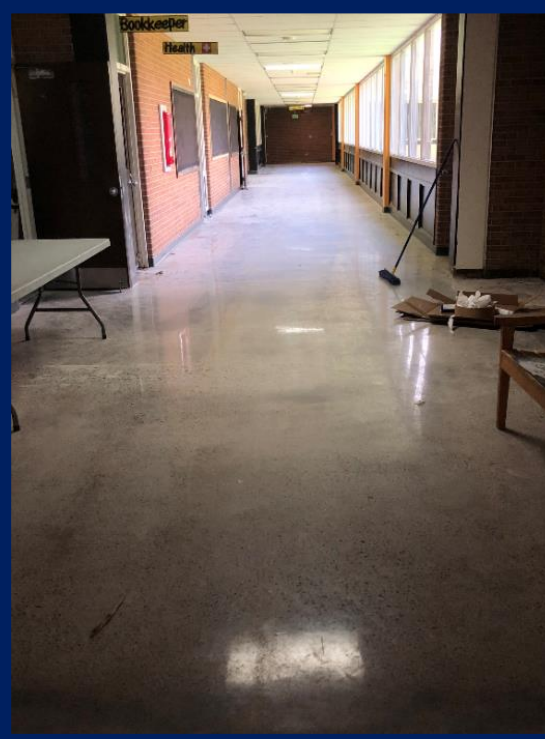
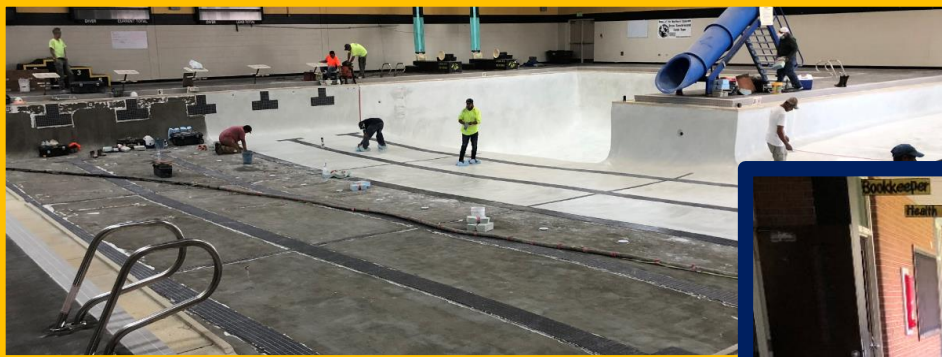
Riverview PK-8



Loveland High School



Thompson Valley High School



Ray Patterson Stadium



Monroe & Winona Elementary Schools



Monroe ES



Winona ES



Support Services Center – Freezer/Cooler



Roofing Projects



ECE

TVHS



Riverview

Garfield ES



BOE TOURS THIS SUMMER

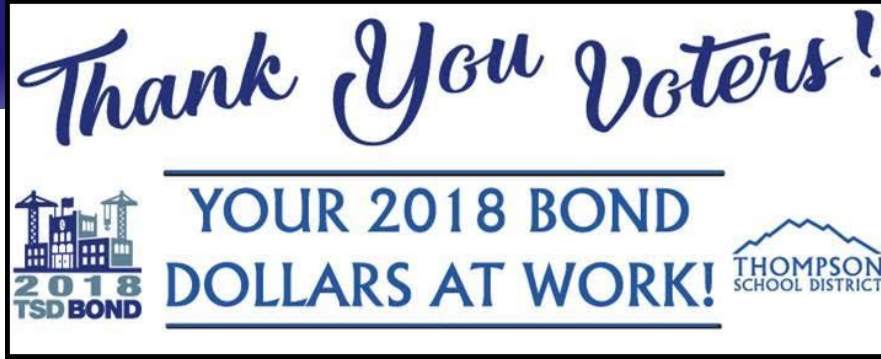
LAND and CONSTRUCTION



BOE TOURS THIS SUMMER

CONSTRUCTION – TCC/FHS and ECE @ Stansberry





- BOE for your time, support, and guidance!
- Community for your support!
- Principals / site staff for your cooperation!
- District Support Staff – for expertise and collaboration!

For flexibility during COVID19!
We are all in this together!