



Financial Oversight Committee Meeting

Education Center, 4th Floor Seminar Room
1829 Denver West Dr., Building 27
Golden, CO 80401

Meeting Minutes

April 25, 2023 – 8:45 a.m.

Financial Oversight Committee (FOC)

Members Present:

Amy Alvarez
Brian Ballard
Christine Havlin
Melissa Jamieson
Jessica Keene
Robert Last
Theresa Shelton

Staff Present:

Tracy Dorland, Superintendent
Brenna Copeland, Chief Financial Officer
Christie Moss, Controller
Lisa Relou, Chief of Strategy and Communications
Brian Sammons, Director of Budget & Treasury
David Suppes, Interim Chief Operating Officer
Charley Falkenburg, EA to CFO

Committee Members and Staff Absent:

Additional Attendees:

Danielle Varda, Board of Education

Welcome and Approval of Minutes

Ms. Copeland called the meeting to order at 8:45am. Chairperson Keene made a motion to approve the minutes from the March 23, 2023 meeting. The minutes were seconded and unanimously approved as presented.

Recognition of Service

Committee member Ballard, who is resigning at the end of the 2022-23 school year, was recognized for his contributions and dedication to the FOC. Committeeman Ballard has served on the FOC for the last 10 years. He was thanked for his service by fellow committee members and district staff.

The application window to apply to the FOC has been extended, and the committee was encouraged to spread the word to attract additional candidates.

Facility Disposition Process

Lisa Relou, the Chief of Strategy and Communications, provided an update on the facility disposition process for the district's unused or vacant buildings. A facility disposition advisory committee was formed, which is assisting in developing a proposal assessment framework, reviewing and evaluating proposals, and submitting recommendations to the district's leadership team.

CRL associates, a company that works regularly with local municipalities, is currently helping the district understand the interests and challenges of engaging with local municipalities that are considering submitting proposals to the district. The district is also partnering with Jones Lang LaSalle (JLL), a global commercial real estate services company, to serve as commercial brokers for the properties.

Committee members discussed the degree to which the district needs to bring in financial resources via the sale or lease of property to replace planned capital transfer and put more of the general fund into student experiences.

Discussion ensued on subsidy allocations, potential strategies for evaluating proposals from various organizations with differing missions and services, and how to prioritize different kinds of offers. Committee and staff discussed the importance of evaluating potential uses against services already offered in the district elsewhere.

Conversations are also starting on future buildings for surplus. Recommendations for another round of buildings for surplus will go before the Board in September. It was noted that consultants will be conducting a boundary study in the fall. The data and analysis from that study will help inform building capacity needs and plans.

The district is in the final stages of selecting a vendor to provide municipal advisory services, which will assist in identifying and analyzing sources of capital to fund ongoing needs.

Proposed FY24 Budget

Mr. Sammons provided a presentation on the proposed 2023-24 budget, which was initially given at the April 12 Board meeting. Key highlights included high-level overviews of enrollment, revenue, and ongoing progress made toward expenditure reductions.

Discussion ensued on the School Finance Act and the potential changes that may be made to it that would impact Jeffco.

Discussion: Draft Conclusions & Recommendations

The committee engaged in discussion on the key conclusions and recommendations that will be presented to the Board at the May 3 Board of Education study session. The committee primarily focused on two core areas: the property disposition process and the district budget.

Ms. Copeland will submit a working draft of the compiled conclusions and recommendations to the committee members for review and feedback. The final document will be presented to the Board at the May 3 meeting.

Committee members Havlin and Shelton volunteered to present the conclusions and recommendations at the Board meeting.

FOC Bylaws and Purpose Conversation & Next Steps

The committee is continuing to engage in developing its own set of by-laws as well as reviewing and assessing language surrounding the committee's purpose and responsibilities. The committee will take a deeper dive into this discussion at the May FOC meeting.

Meeting Wrap Up

District leadership made committee members aware of communication that was sent regarding the JeffcoNet project. The committee discussed the issue raised with district leadership. The Board is aware of the communication and that district leadership is taking next steps to reconcile the Capital Improvement Program per the Board's direction. District staff will continue to monitor the financial wellbeing of the Capital Improvement Program.

The next FOC meeting will be Tuesday, May 22 at 8:45am.

Adjournment

The meeting adjourned at 10:52am.