**Public School Capital Construction Assistance Board Meeting Minutes**

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| **Date & Time:** | November 14, 2019, 1:00 – 3:30pm |
| **Location:** | Colorado Talking Book Library |

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| **Capital Construction Assistance Board Members:** | | |
| Kathy Gebhardt – Chair | Allison Pearlman | Michael Wailes |
| Scott Stevens | Denise Pearson | Cyndi Wright |
| Brian Amack | Jane Crisler | Brett Ridgway |

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|  | **Call to Order:**  Meeting called to order by Scott Stevens |
|  | **Pledge of Allegiance** |
|  | **Roll Call:**  Members Present: Kathy Gebhardt (via phone), Scott Stevens, Brian Amack, Jane Crisler, Allison Pearlman, Denise Pearson, Brett Ridgeway (via phone), Cyndi Wright, Michael Wailes (via phone)  Guests: Mattie Prodanovic, Hilltop Securities, Joe Peters, AG |
|  | **Approve Agenda:**  Motion moved: Denise Pearson - Approve agenda as amended to remove October meeting minute approval.  Second by: (female voice)  All for: Kathy Gebhardt (via phone), Scott Stevens, Brian Amack, Jane Crisler, Allison Pearlman, Brett Ridgeway (via phone), Cyndi Wright  All opposed: None |
|  | ~~Approve Previous Meeting Minutes from 10/19/19~~ |
|  | **Board Report:**  Denise: Attended Saguache ribbon cutting. Was asked to speak about BEST. Event was nice and the community was excited.  Scott: Attended the Green School Summit event at the Arvada Center. Also attended the SMPS conference and plans to attend the Brush Secondary School ribbon cutting as well. |
|  | **Director’s Report:**   * This is Kathy Gebhardt’s last meeting. Thanks to Kathy for her service to the BEST program. * Down to 3 of the 4 finalists for hiring Program Assistant. Looking for a December start date. * Received confirmation from Senate President’s Office that they would like us to take the lead in filling the finance vacancy on the board. * There is a good chance that BEST offices will be moving to 1560 Broadway Building. Still unsure of the dates and logistics. * Staff has been involved in several grant reviews over the past few months. * Will present at CASB and will have a vendor booth. * Jay attended the Safe School Summit. * Invitation from Durango 9R, all board members are welcome to visit and speak to the schools prior to their application submittal. Once school applications are submitted, schools should be referred to BEST staff for guidance. * Discussion was held regarding timeline of who should be communicating with schools in regard to grant applications. |
|  | **Action Items:**   1. HB19-1008 Rulemaking Hearing:  * *Public Comment: Michael Gifford, (President, CEO Associated General Contractors) spoke in favor of the rule change. (Closed public comment at 1:31pm)*   Motion moved: Brian Amack – Move to amend the BEST program rules.  Second by: Cyndi Wright  All for: Kathy Gebhardt, Scott Stevens, Jane Crisler, Allison Pearlman, Denise Pearson, Brett Ridgeway, Michael Wailes  All opposed: None  Motion passed   1. Capital Renewal Reserves Policy Revision:   Motion moved: Cyndi Wright  Second by: Brett Ridgeway  All for: Kathy Gebhardt, Brian Amack, Jane Crisler, Allison Pearlman, Denise Pearson, Michael Wailes  All opposed: Scott Stevens  Motion passed   1. Resolution 19-1; Vote to Approve Fully Funding the FY19-20 List of Recommended Projects:   Motion moved: Denise Pearson  Second by: Kathy Gebhardt  All for: Kathy Gebhardt, Denise Pearson, Brett Ridgeway, Cyndi Wright, Brian Amack, Jane Crisler, Allison Pearlman, Denise Pearson, Michael Wailes  All opposed: None  Motion passed |
|  | **Discussion Items:**   1. FY19 COP Status:  * Mattie Prodanovic from Hilltop Securities gave an overview of the current status of COPs. * Expectations for 2019 transactions, final project list and the net debt service schedule were reviewed. * Options for the use of the remaining capacity was discussed.  1. FY21 Governor’s Office Funding Request; Preschool Facilities:  * A request for funds from the Governor’s Office for preschool facilities was discussed by the group. * The board asked for clarification on if the request was annual or a one-time request as well as the term “Community Based Organization” as it pertains to the fund request. Andy is waiting for clarification on these things. * Andy will give another update on this at the December meeting.  1. Assumption of Chair Position:  * A new vice chair will be selected at the December meeting. * Scott will assume the position as Board Chair at the conclusion of November meeting. |
|  | **Future Meetings:**  **December 5, 2019** 2:30 – 5pm, The Broadmoor Hotel, CO Springs, CO;  **January 9, 2020**, 1-3:30 pm, The Colorado Talking Book Library, Denver, CO  **February 13, 2020,** 1-3:30 pm, The Colorado Talking Book Library, Denver, CO |
|  | **Public Comment:**  Michael Kluff, Wold Architects – Shared comments on the community perception of the of the BEST program. There seems to be a misconception that the BEST program grants are strictly for building new schools. He believes that this perception may discourage districts in need of repair from applying for a grant. He expressed that he hopes to see more clarity. He also suggested that the scoring rubric be made available when the application cycle opens. |
|  | **Adjournment:**  Motion moved: Cyndi Wright  Second by: Jane Crisler  All for: Kathy Gebhardt, Denise Pearson, Brett Ridgeway, Cyndi Wright, Brian Amack, Jane Crisler, Allison Pearlman, Denise Pearson, Michael Wailes  All opposed: None  Meeting adjourned |