

**CAPITAL CONSTRUCTION ASSISTANCE BOARD  
MINUTES OF THE May 11, 2009 MEETING**

**Meeting Held at:  
State Services Building  
1525 Sherman St.  
Denver CO 80203  
Room B70**

**Monday May 11, 2009**

**I. Call to Order**

- 9:30 a.m. Mary Wickersham called the meeting to order.

**Attendees**

Mary Wickersham – CCAB Chair	Mike Maloney – CCAB Secretary
Norwood Robb – CCAB Vice-Chair	Tim Guiterman – CCAB
Greg Randall – CCAB	Tom Stone – CCAB
Dave Van Sant – CCAB	Ted Hughes – Ex Officio Member
Tim White – CCAB	Adele Willson – CCAB
Erica Weston– CCAB Legal Advisor	Scott Newell - Staff (CDE)
Cheryl Honigsberg – Staff (CDE)	Kristin Lortie – Staff (CDE)

**Excused**

All in attendance

- Agenda reviewed.
- CCAB Chair asked for motion to amend the agenda to add a discussion item to the “other” category for BEST COP/Cash Grant combinations;
  - So moved by Dave Van Sant;
  - Tom Stone 2nds the motion;
  - No discussion;
  - Motion carried.

**II. Review of prior meeting minutes.**

- Dave Van Sant moves to approve the minutes;
- Norwood Robb 2nds the motion;
- No discussion;
- Motion carried.

**III. Directors Report**

- Ted Hughes gave an update on the Statewide Facility Assessment to the CCAB. He said the assessment has gotten off to a bumpy start. The vendor has had software issues, scheduling issues, customer service and

public relations issues, all of which Ted Hughes said, have been corrected. Ted Hughes asked the CCAB if they had any comments or encounters with the vendors yet. Both superintendents on the CCAB said some of the teams have been to their districts and they felt it went well. One CCAB member, from a school district, said the vendor's communication needs to improve. Another CCAB member said there were complaints at a recent CASBO meeting regarding the vendor's lack of communication and additionally they rushed through the assessment while on site. Ted Hughes noted that there would be more than one team and more than one site visit to these schools. A CCAB member suggested that be better clarified to the schools.

#### **IV. BEST Grant Program – Action Item**

- Ted Hughes said the Hoehne 3 application is a request to replace an existing onsite septic that has quit working, with a new, onsite waste water treatment plant. The school building has been closed 3 times this FY08-09 (total of 5days) because the leach field has had complete failure and septic tank effluent has backed up into the school cafeteria and Locker Room. After each backup, the Las Animas Department of Health has been called in, as required, to verify that the wastewater has been adequately cleaned up to allow students back into the school building. At this time the tank is being pumped daily and trucked off site to prevent further incidents. A temporary high water alarm system was designed and may be installed to notify the district when the tank is  $\frac{3}{4}$  full, if it has not been pumped. The school district has taken additional precautions to minimize water use and the volume of effluent that is sent into the system by: 1) requesting bids to install waterless urinals- these will not be installed due to the days left in the school year 2) utilizing disposable utensils in the kitchen to eliminate kitchen water use 3) bring in bottled water so no drinking fountains are used 4) No student showers are allowed. The only effluent that is accessing the system at this time is from toilets.
- The CCAB Chair asked why the district could not wait until the regular grant cycle on June 5, 2009. Ted Hughes said if they wait until the time of award to fund this project the district won't have adequate operating funds with all the expenses incurred with increased operations of the septic system.
- A CCAB member asked if the district has obtained all permits and clearances from the State Water Board. Ted Hughes said they have. Another CCAB member asked if the project has gone out to bid and CDE staff responded with a no.
- A CCAB member asked if this district is currently part of the Pinon Canyon project and if it is, will the school be eliminated or relocated in the coming years.
- There was discussion over this topic and the CCAB decided to table this grant until the district was contacted.

- At the CCAB meeting on February 24, 2009, CCAB authorized a loan from a federal program called Qualified Zone Academy Bonds (QZAB) to Dolores Re-4A for specific energy and indoor-air-quality upgrades. However, the American Recovery and Reinvestment Act legislation, which was enacted on February 17, 2009, contains some provisions which impact QZAB. Consequently, the proposal assembled and submitted by Dolores Re-4A did not include a budget to comply with these requirements. The grant will allow Dolores Re-4A to move forward on its energy and indoor-air-quality upgrades using funds from a BEST cash grant from the Assistant Fund in lieu of a QZAB loan.
  - Dave Van Sant moves to approve the Dolores Re-4A BEST cash grant application for recommendation to the State Board of Education for award;
  - Norwood Robb 2nds the motion;
  - No discussion;
  - Motion carried.
- There was discussion over the use of federal funding for projects and the additional requirements vendors, applicants and the State need to take to fulfill federal requirements. The CCAB asked the Division staff if they were prepared for that and Ted Hughes said the Division has been preparing for it. The CCAB Chair added that the benefit of receiving additional Federal funding out-weighed the hardships placed on the applicable parties.
- A CCAB member asked if the program was going to receive any capital construction funding from the recovery act. Ted Hughes said the Division has put a request in but has not heard anything regarding that request.
- The CCAB reviewed the tabled Hoehne 3 grant application and decided to make a motion, to avoid holding up the award process, to approve the grant with stipulations upon award.
  - Dave Van Sant moves to approve Hoehne 3 for recommendation to the State Board of Education for award contingent upon the removal or reimbursement of the depreciated amount for the project if Hoehne 3 is part of the Pinon Canyon relocation project;
  - Norwood Robb 2nds the motion;
  - There was discussion on who to obligate with the presented contingency, the school district or the federal government. The CCAB Chair said they will obligate both;
  - Motion carried.

*The CCAB Chair called for a brief recess.*

## **V. Future Meetings**

- Upon reconvening the CCAB Chair said the board needs to schedule a meeting to hold a rules hearing pertaining to School Construction Bonds and to review and discuss board members with a one year term limit.

- There are currently two meetings scheduled for July 22<sup>nd</sup> and 23<sup>rd</sup> to review and recommend grant applications for financial assistance from BEST.

#### **VI. Other**

- Ted Hughes told the CCAB the Division is planning on hiring additional consultants in the coming months. One, in particular, would be a financial consultant that would work specifically with the BEST COP projects in addition to work with the public schools finance unit. The CCAB Chair agreed with this decision.
- The CCAB Vice-Chair addressed the CCAB and asked if, for future grant cycles, they should accompany a BEST Cash grant with every BEST COP grant to allow the projects to start immediately and be permit ready by the time the COP's are issued. The CCAB Chair said the first grant cycle had to meet several time constraints therefore it was necessary to partner the COP grants with Cash grants. For future cycles they won't have the same constraints and a Cash grant should not be necessary.
- The CCAB Chair said the BEST Clean-up bill had passed through the legislature and was awaiting the Governor's signature.

#### **VII. Public Comment**

- Seeing none the CCAB Chair asked for a motion to adjourn.

#### **VIII. Adjournment**

- The CCAB Chair makes a motion to adjourn
  - So moved by Tom Stone;
  - Dave Van Sant 2nds the motion;
  - No discussion;
  - Motion carried;
  - Meeting Adjourned.