

**CAPITAL CONSTRUCTION ASSISTANCE BOARD
MINUTES OF THE October 29, 2008 MEETING**

**Meeting Held at:
State Services Building (Corner of Sherman St. and Colfax Ave.)
1525 Sherman St.
Denver, CO 80203
Room B70 (basement)**

Wednesday, October 29, 2008

I. Call to Order

- 9:05a.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	Dave Van Sant – CCAB
Tom Stone – CCAB	Tim White – CCAB
Adele Willson – CCAB	
Ted Hughes – Ex Officio non-voting member	

John Sleeman – CCAB Legal Advisor	Scott Newell - Staff (CDE)
Darryl Muir – Staff (CDE)	Cheryl Honigsberg – Staff (CDE)
Vody Herrmann –Staff (CDE)	Kristin Lortie – Staff (CDE)

Excused

None

- Agenda reviewed.
- CCAB Chair asks for motion to approve the agenda;
 - So moved by Norwood Robb;
 - Adele Willson 2nds the motion;
 - No discussion;
 - Motion carried.
- Review of prior meeting minutes.
 - Norwood Robb moves to approve the minutes;
 - Dave Van Sant 2nds the motion;
 - No discussion;
 - Motion carried.

II. BEST Grant Program

- Ted Hughes distributed the rules to the CCAB as well as a packet of supplemental or urgent projects for discussion. Ted Hughes gave an

overview of the structure of the rules and directed the CCAB to the section of the rules pertaining to the FY08-09 project eligibility.

- After reviewing this section with the CCAB, Ted Hughes reviewed the list of supplemental or urgent projects with the CCAB and asked for a decision from the CCAB on whether or not they will consider these types of projects for financial assistance in this interim, initial, grant cycle.
- The CCAB Chair wanted clarification on urgent vs. supplemental projects. Ted Hughes said both types projects have received funding from the previous program, however, supplemental projects had structured their grants to be phased with the intent of applying in future grant cycles for funding the additional phases. Urgent projects are project where issues arose during the grant that now have required the project to obtain additional funding in order to complete the project as intended.
- The CCAB felt these types of projects should be considered for financial assistance in order to properly conclude the prior program.
- There was lengthy discussion over the timeframe in which this would occur and whether or not these projects were all the CCAB would consider or if they needed to look at additional projects as well.
- Some CCAB members felt the supplemental projects should be all that is considered in order to expedite the application process and get awards out to applicants sooner. Other CCAB members felt, based on language in statute, the CCAB had to open the application process up to any eligible applicant wishing to apply.
- There was continued debate over the timeline for submission of projects and the types of projects to consider. The CCAB chair proposed allowing any eligible applicant to apply giving special consideration to the supplemental projects. The CCAB felt this might be a viable option and discussed if that could meet the deadlines proposed in the timeline.
- Ted Hughes reminded the CCAB if they wished to receive applications from any eligible applicant they would have to wait at least three months before the submission deadline could occur. This is due to statutory language requiring charter schools to notify their authorizer at least three months in advance if they intended to apply for BEST funds.
- Ted Hughes asked the CCAB if they intended to only accept BEST Grants in FY08-09 or if they intended to accept both BEST Grants and BEST COP Grant applications. The CCAB wanted to consider both types of grant applications in FY08-09.

The CCAB chair called for recess

- Upon reconvening, discussion was continued over the grant timeline. Ted Hughes explained to the CCAB since the application has not been developed yet it will take a lengthy amount time to compile and summarize the applications submitted to the CCAB and the more applications they receive the longer the process will take.

- The CCAB came to a consensus that the Division will prepare a timeline to present at the following meeting outlining what they felt would be a realistic timeline to address projects in FY08-09.
- The CCAB started reviewing the draft copy of the BEST rules when the decision was made to table the rules until the following meeting to allow members additional time to review them.
- There was general discussion over the coming legislative session and the need to have some language in statute revised in order to help the CCAB better meet their timelines and lift administrative restrictions placed upon the Division director. The Division said they will prepare a list of proposed items for CCAB to review at the following meeting.
- There was general discussion regarding the public hearing scheduled for the following meeting. Ted Hughes brought up known comments that will be discussed at the meeting. Ted Hughes said there will be comments, all pertaining to the Public School Construction Guidelines, from the drafter of HB08-1335 regarding general formatting of the rules, comments from planners pertaining to site requirements and a contractor about various issues in the rules.

III. Public Comment

- The CCAB Chair, seeing none, moved to future meetings.

IV. Future Meetings

- There are currently two meetings scheduled in November, one on the 3rd and the other on the 12th 2008, both at 9:00am.

V. Adjournment

- The CCAB Chair makes a motion to adjourn
 - So moved by Norwood Robb;
 - Greg Randall 2nds the motion;
 - No discussion;
 - Motion carried;
 - Meeting Adjourned.