

**CAPITAL CONSTRUCTION ASSISTANCE BOARD  
MINUTES OF THE November 19, 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, November 19, 2008**

**I. Call to Order**

- 9:26a.m. Mary Wickersham called the meeting to order.

**Attendees**

Mary Wickersham – CCAB Chair	Mike Maloney – CCAB Secretary
Norwood Robb – CCAB Vice-Chair	Dave Van Sant – CCAB
Tim White – CCAB	
Ted Hughes – Ex Officio non-voting member	

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

**Excused**

Tim Guiterman – CCAB	Greg Randall – CCAB
Tom Stone – CCAB	Adele Willson – CCAB

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

**II. Directors Report**

- Ted Hughes told the CCAB that the RFP for the Statewide Facility Assessment was still being reviewed by the selection committee and he will let the CCAB know as more develops.

- Ted Hughes told the CCAB that their first possible emergency grant may be forthcoming. He told the CCAB of a known, qualifying, emergency at Silverton 1 school district. He said their coal burning boiler has failed and the school can no longer provide heat to the facility. He additionally said the Division is working with the district to find a solution to this problem and the CCAB should be prepared to review an application for emergency financial assistance in the near future.

### **III. Adopt Full-Day Kindergarten Rules as Permanent Rules**

- The CCAB Chair asked for discussion pertaining to the Full-Day Kindergarten rules. Seeing none she asked for a motion to adopt the proposed rules as permanent rules of the CCAB.
  - So moved by Norwood Robb;
  - Dave Van Sant 2nds the motion;
  - No discussion;
  - Motion carried.

### **IV. Adopt, Amended, Public Schools Capital Construction Guidelines as Permanent Rules**

- The CCAB Chair asked for discussion pertaining to the Public Schools Capital Construction Guidelines as rules. A CCAB member said the guidelines look good as amended. The CCAB Chair, seeing no further comments, asked for a motion to adopt the proposed rules, as amended, as permanent rules of the CCAB.
  - So moved by Dave Van Sant;
  - Norwood Robb 2nds the motion;
  - No discussion;
  - Motion carried.

### **V. Adopt BEST FY08-09 Rules as Emergency Rules**

- Ted Hughes gave a brief overview of the revised rules to the CCAB. One CCAB member said the BEST FY08-09 rules were ready to be approved as presented. Other CCAB members had grammatical recommendations to the rules, which were taken into account.
- Upon amending the BEST FY08-09 rules the CCAB Chair read a resolution publicly giving justification and reasons for the adoption of BEST FY08-09 emergency rules. The CCAB chair asked for a motion to adopt the resolution.
  - So moved by Norwood Robb;
  - Dave Van Sant 2nds the motion;
  - No discussion;
  - Motion carried.
- The CCAB Chair proceeded to ask for a motion to approve the BEST FY08-09 rules, as amended, as emergency rules for the CCAB
  - So moved by Norwood Robb;
  - Dave Van Sant 2nds the motion;

- No discussion;
  - Motion carried.
- The CCAB Chair proceeded to ask for a motion to initiate permanent rule-making proceedings regarding the BEST FY08-09 rules to make the emergency rules permanent.
  - So moved by Dave Van Sant;
  - Norwood Robb 2nds the motion;
  - No discussion;
  - Motion carried.

#### **VI. BEST Grant Timeline.**

- Ted Hughes distributed the timeline to the CCAB and went over the FY08-09 timeline and the cyclical timeline for funding future applicants. Ted Hughes also talked about the three month charter requirement and felt the CCAB would be able to accommodate this requirement in the FY08-09 cycle. Additionally he said that an application for this FY08-09 cycle should be developed and ready for launch sometime in December 2008.
- A CCAB member requested that the timeline be revisited in a year to ensure it was effective in meeting the needs of the Division, the CCAB and the applicants. The CCAB agreed.
- A CCAB member wanted to know if the initial FY08-09 cycle was still limiting the types of applicants eligible for funding. The CCAB Chair said the prioritization in the initial FY08-09 cycle is different from subsequent cycles in that supplemental and pilot projects will take the highest priority and will be reviewed first.

#### **VII. Future Meetings**

- There are two meetings set for February 24<sup>th</sup> and 25<sup>th</sup> 2009, both from 9:00am to 5:00pm, to review applications for financial assistance.
- The CCAB will need to set a date to review a possible emergency application from Silverton School District 1. A date has not been set.
- The CCAB will be setting a meeting date to hold a public hearing for comment to the BEST rules. A date has not been set.

#### **VIII. Public Comment**

- Mark Beiriger addressed the CCAB on behalf of Sangre De Cristo School District to express their gratitude to the CCAB on their efforts and to talk about the issues Sangre De Cristo is facing with their current facilities. He additionally told the CCAB Sangre De Cristo recently passed their bond election and they are hopefully that BEST funding will become available to them to leverage their bond proceeds towards building a new PK-12 campus.

#### **IX. Adjournment**

- The CCAB Chair makes a motion to adjourn
  - So moved by Norwood Robb;

- Dave Van Sant 2nds the motion;
- No discussion;
- Motion carried;
- Meeting Adjourned.