

CAPITAL CONSTRUCTION ASSISTANCE BOARD MINUTES OF THE MAY 29th, 2013 MEETING

**Meeting held at:
Adams 12 Conference Center – Aspen Board Room
1500 E. 128th Ave., Thornton, CO 80241**

I. Call to Order

- 8:37 a.m. Dave Van Sant called the meeting to order.

II. Roll Call

Attendees

Dave Van Sant – CCAB Chair	Ted Hughes – Staff (CDE)
Lyndon Burnett– CCAB Vice-Chair	Scott Newell – Staff (CDE)
Pete Hall – CCAB	Kevin Huber – Staff (CDE)
Norwood Robb – CCAB	Dustin Guerin – Staff (CDE)
Pete Jefferson – CCAB	Jay Hoskinson – Staff (CDE)
Kathy Gebhardt – CCAB	Kristin Lortie – Staff (CDE)
John Conklin– CCAB	Cheryl Honigsberg – Staff (CDE)
Tom Stone – CCAB	Wendi Chapin – Staff (CDE)
Greg Randall – CCAB	

- The CCAB Chair greeted everyone and discussed the selection process and all of the steps involved in the grant process. Ted Hughes introduced the new Director of Public School Finance, Jennifer Okes to the CCAB. Everyone was delighted.

III. Action Items

- Continue the review and select BEST Grant applications to recommend to the State Board of Education for award:
- **Applicant:** Kim 88
Project: Renovation and Addition to PK-12 School

Introduction: Ted Hughes briefly introduced the project and explained how History Colorado does not support the project. Division staff member Kristin Lortie reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant’s planning and the number of students that would be impacted by the project.

Presentation by Applicant: Monica Johnson, the district superintendent told the CCAB about the scope changes from the previous year’s grant application. Monica Johnson mentioned the Historical Society and noted that the building is condemned. Monica Johnson said their school board has agreed to de-list the building from the historical register if necessary and the board believes it should be up to the district to make the decision.

Discussion: The CCAB and Monica Johnson reviewed the layout changes of the school. Monica Johnson explained the different uses the school would have. Monica Johnson explained the historical issue, noting the building was put on the register in 2007 and that the district was trying to get historical funding, but the grants that were being given were not enough to fix the issues. Monica Johnson noted the school district gave the school to the community, but they gave it back. The CCAB and Monica Johnson discussed the de-listing process. Ted Hughes discussed a previous issue at Center School District regarding the Historic Society, noting he thought the process could be handled before the building was demolished. The CCAB discussed the high costs per square foot and Ted Hughes explained the difficulty with low pupil counts and how the school still needs to have educational programs.

Motion & Vote: Lyndon Burnett made a motion to move the project to the lease-purchase shortlist. Kathy Gebhardt 2nd the motion. 9 votes yes, 0 votes no, motion carried.

- **Applicant:** Limon RE-4J
Project: New PK-12 School and Gym Renovation

Introduction: Ted Hughes briefly introduced the project and told the CAAB how the project was shortlisted the previous year, but not funded. Division staff member Jay Hoskinson reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: Dave Marx, the district superintendent told the CCAB about the project's new solution. Dave Marx reviewed all of the issues the school faces.

Discussion: The CCAB Chair asked what changed from the previous year. Michelle Fisher, with The Neenan Company discussed the new plan and how the project can achieve LEED gold. Dave Marx explained the project's technology plan. Jay Hoskinson explained the low CFI which was due to the building being a bunch of different additions all lumped together; then explained how the assessment only selects the most dominant system to rate.

Motion & Vote: Norwood Robb made a motion to move the project to the lease-purchase shortlist. Lyndon Burnett 2nd the motion. 9 votes yes, 0 votes no, motion carried.

- **Applicant:** Valley RE-1
Project: PK-12 Potable Water Storage and Treatment

Introduction: Ted Hughes briefly introduced the project. Division staff member Jay Hoskinson reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: David Brungardt, the former finance director told the CCAB about the school, when it was built and how an elementary school was added and how the water system had never been updated. David Brungardt explained why it was a health concern and how it does

not meet current health standards. David Brungardt listed the issues, needs and violations the current system has.

Discussion: No Discussion.

Motion & Vote: Norwood Robb made a motion to move the project to the cash shortlist. Pete Hall 2nd the motion. 9 votes yes, 0 votes no, motion carried.

- **Applicant:** Valley RE-1
Project: PK-12 Wastewater Treatment Plant Upgrade

Introduction: Ted Hughes briefly introduced the project. Division staff member Jay Hoskinson reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: David Brungardt told the CCAB about the wastewater safety concerns and how it does not meet current standards and noted possible solutions.

Discussion: The CCAB Chair asked if the new design will take care of all of the issues. David Brungardt told the CCAB about the new system and how it used a 2-stage process. David Brungardt said the life expectancy was 50 years and that the current staff could maintain the new treatment plant. The CCAB discussed the district's reserves and low urgency rating of the project.

Motion & Vote: Lyndon Burnett made a motion to move the project to the cash shortlist. Kathy Gebhardt 2nd the motion. 9 votes yes, 0 votes no, motion carried.

- **Applicant:** Independence Academy
Project: K-8 School Replacement

Introduction: Ted Hughes briefly introduced the project noting the school was getting kicked out of their building. Division staff member Scott Newell reviewed the project specifics with the CCAB including: the prioritization criteria, how the assessment findings would not help, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: Damon Lockhart, the executive director told the CCAB that the school has had to move three times in five years and told about the background of the school. Damon Lockhart said their enrollment has doubled and that they have been putting money away to pay for a new building.

Discussion: The CCAB discussed why the school was getting kicked out of their facility and how the district is going to charge the school a usage fee. Damon Lockhart explained it would be hard to afford and that they would have to dig into their reserves and that they do not have many other options. Damon Lockhart told the CCAB the match was coming from their savings. The CCAB discussed who the building would go to, the relationship between the school and the district,

enrollment projections and traffic studies. The CCAB discussed the land sale between the district and school; Ted Hughes noted there would be no concerns if the appraisal and price were reasonable. Damon Lockhart talked about other grants they have been pursuing.

Motion & Vote: Norwood Robb made a motion to move the project to the lease-purchase shortlist. Pete Jefferson 2nd the motion. 8 votes yes, 1 vote no, motion carried.

Waiver Discussion: A CCAB member asked if the waiver could be amended if the school got more money. Ted Hughes explained the deadlines of the financing. A CCAB member stated that the motivation to get more money would be gone. Ted Hughes said that was not true and that a BEST grant would actually help. The CCAB Chair said in the past, the board has not changed the numbers and that they need to vote on what is presented. A CCAB member stated he felt the school had made a very good effort and that all of their ducks were in a row.

Motion & Vote: Norwood Robb made a motion to waiver request. Pete Jefferson 2nd the motion. 6 votes yes, 3 votes no, motion carried.

- **Applicant:** Creede 1
Project: K-12 School Replacement

Introduction: *Kathy Gebhardt recused herself from the discussion.* Ted Hughes briefly introduced the project. Division staff member Kristin Lortie reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: Buck Stroh, the superintendent told the CCAB about the project and the district's low bond capacity. Buck Stroh reviewed the costs and space issues the school faced.

Discussion: The CCAB Chair noted how rural the district was; Buck Stroh said that it was the only town in Mineral County and the closest town was 40 minutes away.

Motion & Vote: Lyndon Burnett made a motion to move the project to the lease-purchase shortlist. John Conklin 2nd the motion. 8 votes yes, 0 votes no, motion carried.

- **Applicant:** Moffat County RE:NO-1
Project: Renovation/Repair at 2 ES

Introduction: *Kathy Gebhardt recused herself from the discussion.* Ted Hughes briefly introduced the project. Division staff member Dustin Guerin reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: Mike Taylor, the director of facilities told the CCAB about the district's 2007 successful bond election and how the funds were spent. Mike Taylor told the CCAB about the issues at the 2 elementary schools.

Discussion: The CCAB discussed the project scope, district reserves and asked if the project could be split up into 2 projects. Mike Taylor said the district is trying to stretch their money and that he was not sure if they would be back for funding in the future. Mike Taylor noted they are the lowest funded district in the state.

Motion & Vote: Norwood Robb made a motion to move the project to the cash shortlist. Lyndon Burnett 2nd the motion. 8 votes yes, 0 votes no, motion carried.

The CCAB Chair called for a break. 10:03 – 10:15 a.m.

- **Applicant:** Montrose RE-1J
Project: MS Replacement

Introduction: *Kathy Gebhardt was absent for the discussion.* Ted Hughes briefly introduced the project. Division staff member Kristin Lortie reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: Mark MacHale, the district superintendent told the CCAB about fresh air issues and code issues as the school. Mark MacHale discussed their previous bond.

Discussion: Mark MacHale said the match would probably come from a bond and that he was very comfortable with the costs. Ted Hughes explained other options for financing and deadlines that would have to be met. Mark MacHale told about the technology plan and that that they would get rid of the old building. Kristin Lortie reviewed the district's previous grants.

Motion & Vote: Norwood Robb made a motion to move the project to the lease-purchase shortlist. Pete Jefferson 2nd the motion. 8 votes yes, 0 votes no, motion carried.

- **Applicant:** Ft. Morgan RE-3
Project: MS Replacement

Introduction: *Tom Stone recused himself from the discussion and Kathy Gebhardt was absent.* Ted Hughes briefly introduced the project. Division staff member Jay Hoskinson reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: James Graff, a community member listed quotes you may hear from an 88 year old school and explained why the school and site were not adequate. James Graff discussed the need and pointed out that the district was exceeding their match.

Discussion: The CCAB discussed that match and Ron Echols, the district superintendent said the district would go for a bond and match 32%. The CCAB discussed their previous grant and options for the old building. Jay Hoskinson said the building is deemed significant by the Historical Society.

Motion & Vote: Norwood Robb made a motion to move the project to the lease-purchase shortlist. Dave Van Sant 2nd the motion. 7 votes yes, 0 votes no, motion carried.

- **Applicant:** Haxtun RE-2J
Project: K-12 Renovation and Addition

Introduction: Ted Hughes briefly introduced the project. Division staff member Jay Hoskinson reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project. Jay Hoskinson informed the CCAB that the assessment was updated after the update deadline.

Presentation by Applicant: Darcy Garretson, the district superintendent told the CCAB about the needs and issues the school had. Darcy Garretson told about the lack of space and how they plan on getting rid of the modulars.

Discussion: Darcy Garretson told the CCAB the source of match would be a bond election.

Motion & Vote: Norwood Robb made a motion to move the project to the lease-purchase shortlist. Lyndon Burnett 2nd the motion. 9 votes yes, 0 votes no, motion carried.

- **Applicant:** Holyoke RE-1J
Project: District Wide Security Upgrade

Introduction: Ted Hughes briefly introduced the project. Division staff member Jay Hoskinson reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: Brett Miles, the district superintendent told the CCAB about the scope of the project and details about the district's need for a security upgrade.

Discussion: The CCAB discussed the district's source of match and reserves. Brett Miles told the CCAB he sees the building lasting a while and does not have plans on shutting it down.

Motion & Vote: Lyndon Burnett made a motion to move the project to the cash shortlist. Norwood Robb 2nd the motion. 9 votes yes, 0 votes no, motion carried.

- **Applicant:** Pueblo City 60
Project: HS Ventilation Upgrades

Introduction: *Kathy Gebhardt recused herself from the discussion.* Ted Hughes briefly introduced the project. Division staff member Cheryl Honigsberg reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: Jeff Reed, the interim director of facilities told the CCAB about the district's free and reduced lunch percentage. Jeff Reed told the CCAB about the district's master plan and explained the scope and need of the project. Jeff Reed explained the HVAC systems were out of date and that heaters have to be brought in to keep students warm.

Discussion: Jeff Reed told the CCAB the source of match would be capital funds. Ted Hughes noted this would be a difficult project to finance.

Motion & Vote: Norwood Robb made a motion to move the project to the cash shortlist.

Discussion: The CCAB inquired about the cash grant rank the project received and asked if the Division staff had been to the school. Ted Hughes explained the application came in late and that there was minimal communication from the district regarding the project.

Motion & Vote: No 2nd to the motion. Motion failed.

- **Applicant:** Swallows Charter Academy
Project: New PK-12 School

Introduction: Ted Hughes briefly introduced the project. Division staff member Scott Newell reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project. Scott Newell told the CCAB some scopes of the project were not supported by staff.

Presentation by Applicant: Cindy Compton, the school's director told the CCAB why the facility was unsafe and the distance from building to building. Cindy Compton explained the max amount of match they could provide and talked about their student's accomplishments.

Discussion: Cindy Compton told the CCAB the sources of match. The CCAB discussed the FCI and CFI. Scott Newell told the CCAB about the modulars. The CCAB discussed the match and the school's reserves.

Motion & Vote: Norwood Robb made a motion to move the project to the lease-purchase shortlist. No 2nd to the motion. Motion failed.

- **Applicant:** Moffat 2
Project: PK-12 School Replacement

Introduction: *Kathy Gebhardt, Tom Stone & Pete Jefferson all recused themselves from the discussion.* Ted Hughes briefly introduced the project. Division staff member Scott Newell reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning, the number of students that would be impacted by the project and noted a statutory waiver was provided.

Presentation by Applicant: Suzanne Ewy, a mother in the district told the CCAB about the poverty and homeless issues the district faces. Suzanne Ewy listed all of issues with the current PK-12 school, the planning the district has done and explained why the school needs to be replaced.

Discussion: No discussion

Motion & Vote: Norwood Robb made a motion to move the project to the lease-purchase shortlist. Lyndon Burnett 2nd the motion. 6 votes yes, 0 votes no, motion carried.

- **Applicant:** Mountain Valley RE-1
Project: PK-12 Door Rekey

Introduction: *Kathy Gebhardt recused herself from the discussion.* Ted Hughes briefly introduced the project. Division staff member Kristin Lortie reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project. Kristin Lortie told the CCAB there was no cost validation for the ESCO.

Presentation by Applicant: Cory Doss, the district superintendent told the CCAB about the issues and concerns with keys throughout the district, explaining there is no way to keep track of who is coming or going into the school. Cory Doss told the CCAB the ESCO was independently checked with a local key firm and that the costs should be ok.

Discussion: The CCAB discussed the source of match and the district's reserves.

Motion & Vote: Norwood Robb made a motion to move the project to the cash shortlist. Dave Van Sant 2nd the motion. 2 votes yes, 6 votes no. Motion failed.

- **Applicant:** Mountain Valley RE-1
Project: PK-12 Gym Bleacher Replacement

Introduction: *Kathy Gebhardt recused herself from the discussion.* Ted Hughes briefly introduced the project. Division staff member Kristin Lortie reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: Cory Doss the district superintendent told the CCAB about the bleachers, who uses them and accidents that have occurred. Cory Doss talked about the ESCO and stated that it was valid.

Discussion: No discussion.

Motion & Vote: Dave Van Sant made a motion to move the project to the cash shortlist. Norwood Robb 2nd the motion. 2 votes yes, 6 votes no. Motion failed.

- **Applicant:** Lone Star 101
Project: PK-12 Water Treatment System

Introduction: Ted Hughes briefly introduced the project. Division staff member Jay Hoskinson reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: Susan Sonnenberg, the district superintendent told the CCAB about an outbreak of salmonella and other issues with the water treatment system. Susan Sonnenberg said they have to put chlorine in the water and that the system is not up to code.

Discussion: The CCAB discussed the source of match, the district's reserves and the district's previous grants.

Motion & Vote: Norwood Robb made a motion to move the project to the cash shortlist. Lyndon Burnett 2nd the motion. 9 votes yes, 0 votes no, motion carried.

- **Applicant:** Gilcrest RE-1
Project: Security Upgrades @ 6 Schools

Introduction: Ted Hughes briefly introduced the project. Division staff member Jay Hoskinson reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project. Jay Hoskinson told the CCAB the metal detectors had been removed from the grant.

Presentation by Applicant: Jo Barbie, the district superintendent told the CCAB about the scope of the grant and that the district cannot afford to fund on their own. Jo Barbie mention the district's failed bond election and noted they are going to ask the voters for money again.

Discussion: The CCAB discussed the district's source of match and reserves. Jo Barbie said this project would take care of schools in the district, but not the administration buildings.

Motion & Vote: Norwood Robb made a motion to move the project to the cash shortlist. Kathy Gebhardt 2nd the motion. 9 votes yes, 0 votes no, motion carried.

- **Applicant:** Greeley 6
Project: HS ACM Abatement

Introduction: Ted Hughes briefly introduced the project. Division staff member Jay Hoskinson reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: Ranelle Lang, the district superintendent thanked the CCAB for the previous grant they were awarded. Shelli Robbins told the CCAB about the issues the high school faces and noted that students can scratch asbestos off the walls. Shelli Robbins said the district plans to keep the school and listed all of the areas that have asbestos and what the solution was going to be to abate it.

Discussion: The CCAB discussed the district's source of match and reserves. Ted Hughes said this would be a difficult project to finance.

Motion & Vote: Norwood Robb made a motion to move the project to the cash shortlist. Kathy Gebhardt 2nd the motion. 9 votes yes, 0 votes no, motion carried.

- **Applicant:** Pawnee RE-12
Project: PK-12 School Renovations/Addition

Introduction: Ted Hughes briefly introduced the project. Division staff member Jay Hoskinson reviewed the project specifics with the CCAB including: the prioritization criteria, any assessment findings, project importance & urgency, any applicable red flags or financial indicators, if the project complied with the BEST guidelines, the applicant's planning and the number of students that would be impacted by the project.

Presentation by Applicant: Bret Robinson, the district superintendent told the CCAB about a feasibility study and other needs of the school, including the project scope.

Discussion: Bret Robinson told the CCAB the district would have to go for a bond, and Shelli Robbins the principal of the school explained the costs and budget. Shelli Robbins told the CCAB about a performance contract. Ted Hughes reviewed the details of the financing and explained that the project could be financed. The CCAB discussed the costs of the project and why they felt they were low. A CCAB member stated he was concerned about the planning.

Motion & Vote: Dave Van Sant made a motion to move the project to the lease-purchase shortlist. Norwood Robb 2nd the motion. 3 votes yes, 6 votes no, motion did not carry.

End of the grant application review.

- The CCAB Chair explained to the public and CCAB what steps would be taken next. A CCAB member asked if there were any projects that needed to be moved or discussed. Ted Hughes suggested the Colorado Springs 11 High School Boiler Replacement project be moved off the lease-purchase shortlist to the cash shortlist.

Norwood Robb made a motion to move Colorado Springs 11's High School Boiler Replacement project off the lease-purchase shortlist to the cash shortlist.

- Lyndon Burnett 2nd the motion.
- No discussion;
- Motion carried unanimously.

The CCAB Chair asked if there were any other projects that needed to be moved. A CCAB member stated that thought a little money needed to be reserved for next year. The CCAB Chair said the target amounts have been set and that the CCAB can discuss options after the projects are shortlisted. The CCAB Chair said there were some board business items that needed to be taken care of after lunch.

The CCAB Chair called for lunch break 12:00 – 1:19 p.m.

- Review and approve FY2014-15 BEST Timeline per 22-43.7-109(2)(a) C.R.S. Ted Hughes read the statute to the CCAB and reviewed the FY2014-15 BEST Timeline.

Norwood Robb made a motion to approve the FY2014-15 BEST Timeline as presented.

- Kathy Gebhardt 2nd the motion.
- No discussion;
- Motion carried unanimously

- Approve minutes from April 24, 2013 & May 14, 2013 meetings. Norwood Robb made a motion to approve the minutes as presented.
 - Lyndon Burnett 2nd the motion.
 - No discussion;
 - Motion carried unanimously.

IV. Board Report

- A CCAB member suggested that at a future board meeting to discuss the statewide facility assessment and see what the CCAB needs to do to have it updated. Ted Hughes said it may require legislative action.

V. Directors Report

- A CCAB member told the CCAB about Elbert 200's BEST groundbreaking ceremony. Ted Hughes told the CCAB about Ellicott 22's groundbreaking. Ted Hughes told the CCAB about the upcoming ribbon cuttings.

VI. Action Items (cont.)

- Continue the review and select BEST Grant applications to recommend to the State Board of Education for award:
- Scott Newell reviewed the shortlist spreadsheet with the CCAB. Ted Hughes noted the \$10 million target for BEST Cash grants. Scott Newell said since the cap was not reached, that all of the projects could be funded. The CCAB Chair asked the board if any changes needed to be made. There were none. All CCAB members agreed they were ok with the list as presented.

- Review of the Lease-Purchase shortlist. Ted Hughes told the CCAB that statute caps the lease-purchase payments at \$40 million and that the State Treasurer would like to keep a buffer of \$400,000. The CCAB discussed possible amounts and whether it was a good idea to use all of the funds available or to hold some money back in case a needy project failed their bond election. Other CCAB members stated they felt it was best to maximize the funds available. Ted Hughes also noted there would be leftover funds available once other projects close out. The CCAB agreed that it was best to maximize the available funds.

Scott Newell explained the shortlist to the CCAB and how it was sorted. The CCAB reviewed the final shortlist. Ted Hughes went over the amounts available and explained there may be a little flexibility. Scott Newell drew the line at \$94 million dollars which split the South Conejos and Ft. Morgan's projects. South Conejos and Ft. Morgan had the same exact ranking.

The CCAB Chair called a short break: 2:00 – 2:13 p.m.

- The CCAB Chair told the CCAB South Conejos and Ft. Morgan had tied and that the only reason South Conejos appeared ahead of Ft. Morgan was because the way the list was sorted. The CCAB discussed the situation and their options. The CCAB decided to take a vote, initially unanimously on paper, then changed their mind and voted aloud. *Kathy Gebhardt and Tom Stone abstained themselves from voting.* The CCAB voted 6-1 to put South Conejos on the final list ahead of Ft. Morgan. The CCAB Chair reviewed the final list and asked the CCAB if there were any projects that needed to be moved to the cash list. The CCAB agreed there were none.
- The CCAB Chair made a motion to have Ft. Morgan RE-3's MS Replacement project as the first back-up and Ross Montessori Charter School's K-8 Replacement project as the second project if any of the top six projects are unable to obtain their required minimum match and if there is enough funding available to fund a back-up project;
 - Norwood Robb 2nd the motion
 - Discussion: A CCAB member asked if more projects should be added to the back-up list. The CCAB Chair said being a back-up project puts applicants in a very difficult position and stated the list should be left as is. The CCAB agreed.
 - Motion carried unanimously.
- Norwood Robb made a motion to direct Division staff to submit the prioritized list of 24 BEST Cash grant projects to the State Board based on the eligibility recommendations presented on the chart, subject to the availability of funds and financing and any other noted conditions, with any adjustments to the grant amount and match amount as may be imposed by C.R.S. 22-43.7-109(10)(a);
 - Lyndon Burnett 2nd the motion;
 - No discussion;
 - Motion passed unanimously.
- Norwood Robb made a motion to direct Division staff to submit the prioritized list of 6 BEST Lease-Purchase grant projects and 2 BEST Lease-Purchase back-up grant projects to the State Board based on the eligibility recommendations presented on the chart, subject to the availability of funds and financing and any other noted conditions, with any adjustments to the grant amount and match amount as may be imposed by C.R.S. 22-43.7-109(10)(a);
 - Lyndon Burnett 2nd the motion;

- No discussion;
- Motion passed unanimously.

VII. Discussion items (*cont.*)

- Thank the outgoing BEST Board Members: Greg Randall, Tom Stone, Norwood Robb & Pete Jefferson. The CCAB chair and other board members thanked the outgoing members for all of their hard work over the years.

VIII. Public Comment

- The CCAB Chair asked if there was anyone from the public who wished to speak, there were none.

IX. Adjournment

- The CCAB Chair asked for a motion to adjourn:
 - So moved by Norwood Robb;
 - Tom Stone 2nd the motion;
 - No discussion;
 - Motion carried unanimously;
 - Meeting adjourned 2:40 p.m.