

CAPITAL CONSTRUCTION ASSISTANCE BOARD

MINUTES OF THE MAY 23, 2012 MEETING

Meeting held at:

Denver School of Science & Technology (DSST):
4800 Telluride Street, Building 2, Denver, Colorado 80249
Green Valley Ranch High School

I. Call to Order

- 1:55 p.m. Norwood Robb called the meeting to order.

Attendees

Mary Wickersham – CCAB Chair	Ted Hughes – Staff (CDE)
Norwood Robb – CCAB Vice-Chair	Kevin Huber – Staff (CDE)
Mike Maloney – CCAB Secretary	Dustin Guerin – Staff (CDE)
Adele Willson – CCAB	Scott Newell – Staff(CDE)
Lyndon Burnett – CCAB	Kristin Lortie – Staff (CDE)
Tom Stone – CCAB	Cheryl Honigsberg – Staff (CDE)
Greg Randall – CCAB	Wendi Chapin – Staff (CDE)
Erica Weston– CCAB Legal Advisor	

Excused

Pete Jefferson – CCAB	Dave Van Sant – CCAB
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- Agenda reviewed
- CCAB Vice-Chair asked for a motion to approve the agenda;
 - So moved by Lyndon Burnett;
 - Adele Willson 2nd the motion;
 - No discussion
 - Motion to approve the agenda carried.

II. Board Report

- Legislative update: Ted Hughes told the CCAB there was only one bill that affected the BEST Program; SB12-121, which dealt with how charter school match percentages are calculated. Ted Hughes noted the bill had been signed by the Governor and was enacted. Ted Hughes said the bill would affect current projects, so some supplemental information would be provided for the upcoming BEST grant selection meetings. Ted Hughes said the Division staff was working on getting the self-reported information to update charter school applicants match percentages.
- Ted Hughes told the CCAB about Amendment 64 which would be on the ballot this November. Ted Hughes told the CCAB it was a bill to legalize and tax marijuana, with the first \$40 million of taxes collected going to the BEST Program.
- The CCAB Vice-Chair told the CCAB about an unsuccessful bill that did not pass this year that dealt with conflict of interest guidelines for BEST board members. Ted Hughes told the

CCAB that Norwood Robb did a lot of work and testified against the bill. Ted Hughes thanked Norwood Robb for taking the time to help out the BEST Program.

III. Directors Report

- Ted Hughes told the CCAB about Prairie School District's Groundbreaking. Ted Hughes said the event was nice and the community of New Raymer is very excited.
- Ted Hughes let the CCAB know that BEST board member Mike Maloney was stepping down and that Pete Hall from Poudre School District has been recommended to the State Board to take his position. Ted Hughes told the CCAB about Pete Hall and his involvement with the Colorado School Plant Managers Association.
- Ted Hughes told the CCAB that Charlotte Ciancio, the superintendent of Mapleton School District, has invited the BEST Board and staff for a tour of the new Skyview campus on Tuesday, July 24, 2012 from 11am - 1pm.

IV. Action Item

- Review and approve the timeline for the FY2013-14 BEST grant cycle. Scott Newell with the Division staff reviewed the timeline with the CCAB. Scott Newell told the CCAB the timeline was basically the same as last cycle, except that charters schools wanting to apply for a BEST grant have to give four months notice instead of three. Scott Newell explained the Division needed more time to collect self-reported data from charter schools to determine their match calculations before the grant application opened.

The CCAB Vice-Chair asked for a motion to approve the timeline for the FY2013-14 BEST grant cycle:

- So moved by Tom Stone;
- Adele Willson 2nd the motion;
- No discussion
- Motion to approve the agenda carried

V. Discussion Items

- Discussion and distribution of the FY2012-13 BEST Grant Application Summary book. Ted Hughes told the CCAB about the summary book and thanked the Division staff for all of their hard work.
- Discuss the BEST Grant Application Review Process. Ted Hughes presented the CCAB with a proposal of how the review process could go for the upcoming grant selection meetings. Ted Hughes noted: each application would be reviewed in alphabetical order by the county they reside in, he would start with an introduction, and then the applicant would have a two minute optional presentation. Next, Ted Hughes explained the applicant could have up to two members available for questions, along with their Division staff member. After questions, the CCAB would make a decision to put the project on the shortlist or not. Ted Hughes said the Division staff would be recording the CCABs' votes. Ted Hughes said lastly, if a waiver was submitted the CCAB would review, discuss and vote whether to accept it or deny it.

The CCAB had a discussion about waivers and what they would do if a project was moved to the shortlist but the waiver was denied. The CCAB decided to leave the decision up to

the applicant whether to go forward with the grant if the waiver was denied. Ted Hughes finished reviewing the process. A CCAB member asked for a summary sheet of the criteria for each project so the CCAB could easily compare projects.

The CCAB vice-chair asked if anyone from the public wished to discuss or had a question. Kristin Lortie with the Division staff requested the CCAB to provide a reason when projects are not moved to the shortlist, so it can be documented in the minutes. Ted Hughes explained that the information is important so BEST staff can provide useful feedback to grant applicants and also to have for non-award letters. Scott Newell told the CCAB the reason is also required for the annual BEST legislative report.

Mae Ann Sass with Edios Architecture asked the CCAB if there was schedule for the meeting, or if applicants should plan on being at the meetings for all three days. Ted Hughes told Mae Ann and the CCAB he was working on a tentative schedule. The CCAB agreed that it was impossible to narrow down a time of when each applicant should be available and that the schedule should clearly state tentative or proposed.

- Discuss the BEST Revenue/Expenditure report. Wendi Chapin with the Division staff reviewed the BEST revenue and expense report she had created with the CCAB. Wendi reviewed each section with the CCAB and answered questions. The CCAB discussed the sheet and amount available currently in the Assistance Fund. The Board Chair noted all of the cash was not available for use because some of it needed to be used for the certificates of participation (COP) debt payment.
- Discuss the available funding for the FY2012-13 applications. Rudy Andras reviewed a spreadsheet with the CCAB that RBC developed which showed future Assistance Fund projections. Rudy Andras talked about the different variables and assumptions included in the spreadsheet. The CCAB discussed the information presented and the different options available for maximizing the BEST Program's funding for grants.

The CCAB Chair noted she was concerned about the legislation next year capping the yearly COP debt payment or trying to take the BEST Program's funds. The CCAB Chair talked about her concerns and feels the CCAB needs to use the funds or lose them. Ted Hughes said he had met with Rudy Andras and reviewed the funding available and that the BEST Program would have more funding available from splitting the financed projects up over two years, as opposed to using all available financing this year.

A CCAB member asked what the chances were of the legislature taking the BEST Program's funding next year. The CCAB Chair said it was a very complicated situation and even more complicated to tell what is going to happen. The CCAB discussed what would happen if the funding was cut. The CCAB Chair stated there are a lot of people who do not fully understand how the BEST Program works, or what a positive impact the program has had on schools throughout Colorado. The CCAB Chair told the CCAB that they need to advocate constantly and help train people to understand what the BEST Program is all about.

- Ted Hughes talked briefly about IRS tax guidelines for BEST lease-purchase proceeds expenditures. Ted Hughes noted that money from the Assistance Fund will have to be

transferred out to pay for expenses that do not meet the IRS tax guidelines, because some expenses cannot be paid using bond funds.

VI. Future Meetings

- No discussion.

VII. Public Comment

- The CCAB Chair asked if there was anyone who had questions or would like to speak from the public, there were none.

VIII. Adjournment

- The CCAB Chair asked for a motion to adjourn:
 - So moved by Adele Willson;
 - Tom Stone 2nd the motion;
 - No discussion;
 - Motion carried;
 - Meeting Adjourned.