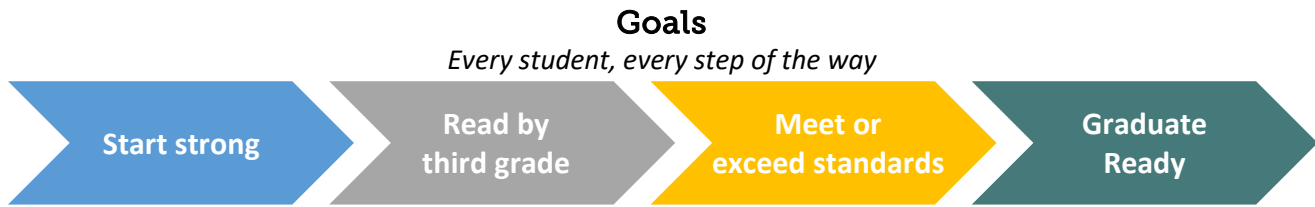




**Vision**

*All students in Colorado will become educated and productive citizens capable of succeeding in society, the workforce, and life.*



**8/29/18 CCAB Meeting Minutes**

**Capital Construction Assistance Board Members**

Tim Reed –Chair

Kathy Gebhardt – Vice Chair

Brian Amack

Jane Crisler

Ken Haptonstall

Denise Pearson

Scott Stevens

Michael Wailes

Cyndi Wright

- I. Call to Order:
- II. Pledge of Allegiance:
- III. Roll Call: Reed, Gephardt, Amack, Crisler, Haptonstall, Pearson, Wailes, Wright
- IV. Approve Agenda:
  - a. Denise Pearson motioned to approve an amended agenda. Brian Amack seconded. Approved unanimously.
- V. Meeting Minutes from May and July on hold for distribution until new Office Manager Hired: Andy discussed issues with previous interviewing attempts.
- VI. Action Items
  - a. Approve Timeline, Julia Fitzpatrick introduced. Kathy Gebhardt motioned to approve the 2018-2019 Timeline. Denise Pearson seconded. Approved unanimously.
- VII. Discussion Items
  - a. Each year the CCAB conducts a daylong meeting to review past years' activities and plan for the upcoming year. Retreat objectives have historically reviewed the previous BEST grant cycle effectiveness, strategies to improve Board performance, and plan for future BEST grant cycles. Below is a list of topics discussed with brief summaries:
    - Introductions
    - History of BEST, Kathy Gebhardt
    - BEST 101: what BEST is/does/funding/financial projections and revenue sources projections; applications/requests; cash vs. purchase grants; awarded vs. funded.
    - Facility Insight Update, Dustin Guerin presented data summary and information slides; Q&A.
    - Lessons Learned from FY 17/18 Cycle, Andy Stine reviewed Survey Monkey Results and got feedback from staff and board.

- Future Lease Purchase Cap Space, Mattie Prodanovic, Hilltop Securities, reviewed status of available debt service for the program and a near-term refunding of a couple Build America Bonds.
- Assistance Fund Balance, Andy Stine reviewed amount remaining in the Assistance Fund and strategies for maintaining a healthy balance.
- SWOT Analysis, Andy Stine: Reviewed concept and took notes as group elaborated on Strengths Weaknesses, Opportunities, and Threats to the program.
- Digital Scoring Matrix, Anna Fitzer reviewed next steps in digitizing the grant scoring process.
- Review Waiver Process, Anna Fitzer shared how they are used, who gets them, and why. Discussion and recommendations.
- Legislative Platform was discussed. Topics ranged from statutory rules regarding Small Project and Large Project Lists (Andy made a request that this not be considered any further. A vote was tabled for future meeting.), rules regarding legislative liaisons at the Department of Education, rules regarding best use of funds, and concepts behind increasing debt capacity, seeking additional revenue sources, and revolving loan funds.

#### VIII. Rule Making Discussion

- a. HB 18-1277. Requires grant applicants to include a plan (and cost to implement the plan) for the future use or disposition of any public school facility that will be vacated as a result of a BEST grant award. Andy made a statement about 2019 grant applications which was difficult to understand.
- b. Plaque Language: Rule 8.2.6. reads: Upon completion of a new school, major renovation or addition Project, the Grantee shall affix a permanent sign that reads: “Funding for this school was provided through the Building Excellent Schools Today Program from School Trust Lands,” unless waived in writing by the Division. Andy discussed this briefly.

#### IX. Future Meetings: Typically 2<sup>nd</sup> Thursday of the month, Andy said that Talking Book Library is a standing location and is subject to change.

- October 10, 2018; 2:30-5 PM; CASBO, Vail. Andy discussed events on October 11<sup>th</sup> happening as some members mentioned meeting on the 11<sup>th</sup>.
- November 8, 2018; 1-3:30 PM at Colorado Talking Book Library, 180 Sheridan Boulevard, Denver, CO 80226
- December 6-8, 2018; CASB, Colorado Springs

#### X. Public Comment – no discussion.

#### XI. Adjournment – Scott Stevens motioned for adjournment. Denise Pearson seconded. Unanimous approval.

**The mission of the Capital Construction Assistance Board is to protect the health and safety of students, teachers and other persons using public school facilities and maximize student achievement by ensuring that the condition and capacity of public school facilities are sufficient to provide a safe and un-crowded environment that is conducive to student’s learning.**