



**Vision**

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

**Goals**

*Every student, every step of the way*



**Date & Time:**

November 16, 2016  
1:00 p.m. – 3:30 p.m.

**Location:**

201 E. Colfax Ave. Rm. 101  
Denver, CO 80203

**Capital Construction Assistance Board Members**

Tim Reed – Pro Tem Chair  
Cyndi Wright

Margi Ammon  
Denise Pearson  
Ken Haptonstall

Scott Stevens  
Kathy Gebhardt  
Roger Good

**I. Call to Order** – 1:00 p.m.

**II. Pledge of Allegiance**

**III. Roll Call** – Margi Ammon, Roger Good, Denise Pearson, Scott Stevens, Cyndi Wright & Tim Reed

CDE Staff- Anna Fitzer, Dustin Guerin, Cheryl Honisgberg, Jay Hoskinson, Kevin Huber, Ashley Moretti, Jim Owens & Jennifer Okes

**IV. Approve Agenda**

Motion by: Roger Good  
2<sup>nd</sup> by: Cyndi Wright  
All opposed: None  
Motion passes unanimously 6-0

*Kathy Gebhardt entered the meeting at 1:03 pm*

**V. Approve Previous Meeting Minutes from October 21, 2016** - Denise Pearson asked to incorporate Ken Haptonstall’s comment about what happens to charter schools who have received BEST monies if their charter fails into the meeting minutes.

Motion by: Scott Stevens  
2<sup>nd</sup> by: Cyndi Wright  
All opposed: None  
Motion passed unanimously 7-0

**VI. Board Report**

Tim Reed informed the CCAB that he had attended the US Green Building Council (USGBC) conference on November 4<sup>th</sup> and complimented Jim Owens and Cheryl Honigsberg on their presentations. Roger Good also added that he attended the USGBC and agreed with Tim about the.

**VII. Director’s Report**

Jim Owens started his Director’s report by thanking the CCAB the members who attended the USGBC summit. He added that a quarterly update of current BEST projects would be given at the January 5<sup>th</sup> meeting. Jim also informed the CCAB about the results of the November 8 bond elections: there were twenty-six ballot measures equating to \$4.3 billion across the state. Sixteen of the twenty-six bonds passed for a total of \$3.1 billion, eight

failed, and two are still waiting certification; one of which is Mapleton which is a bond dependent BEST project. He added that the \$3.1 billion represents a significant investment in Colorado schools. Jim informed the CCAB of upcoming events: National Council on School Facilities conference in Washington D.C. which he will be attending to talk about the Statewide Facility Assessment along with thirty other state representatives with similar programs, and the Colorado Association School Boards conference in Colorado Springs, Colorado. Tim Reed asked if there was an update on the CCAB vacancy which Jim replied there is still not update.

## **VIII. Discussion Items**

### **a. CCAB Legislative Platform**

1) Master Planning Grant - Jim Owens explained there would need to be legislative changes to the BEST Act in order to incorporate master planning grants as part of the BEST program. If legislative changes were made then the CCAB could potentially start awarding planning grants during the FY2018-19 cycle. Roger Good asked if there would be a maximum cap on planning grant. Tim Reed commented that it would be \$200,000 and the matching component be 25%. He also suggested statute should reflect a 2% revenue cap to go towards planning grants.

2) Gifts/Donations – Jim Owens explained that this too would involve statute changes. The CCAB agreed to move forward with the language around this legislative platform item.

3) Teacher Housing – Jim Owens explained to the CCAB that teacher housing grants would fall under priority three. Scott Stevens added in some areas construction of housing could be more expensive than purchasing housing. Kathy Gebhardt commented there needed to be more research compiled and this legislative item should be tabled for the 12/9/2016 meeting. Jim asked for additional thoughts to be emailed to him before the next meeting.

4) Operational Mill Levy – Jim Owens asked Kathy Gebhardt to take the lead on this one as it also would require a statute change and needed additional research.

### **b. BEST Grant Application Form**

Tim Reed started the conversation around the BEST grant application form asking if any specific areas had changed. Jim Owens commented the only changes that were made were changes on the applicant side. The CCAB collectively agreed to move forward with the BEST grant application form.

### **c. “Technology” and BEST Grants**

Jim Owens summarized what was discussed at the 10/21/2016 CCAB meeting around technology. He added if the definition was approved, districts would then be made aware of what a technology BEST grant would consist of. Scott Stevens recommended districts also get involved with e-rate grant program if they are interested in adding technology to their schools. The CCAB collectively agreed to add “infrastructure to support server rooms” to the definition, thus making it read “Project scopes that include components necessary to create or improve a network considered intrinsic to the facility. Examples of these include cabling, switches, server rooms and infrastructure to support, WAN/LAN frameworks etc. Technology components not intrinsic to the facility and of a portable nature with asset useful lives less than five years, would not be considered a stand along capital construction project. Examples of these include laptops, tablets, smart phones, small projectors, etc. With the addition, the CCAB approved the “operating” definition of projects that are designed to incorporate technology into the education environment

### **d. Proposed 2017 CCAB Meeting Dates**

The CCAB discussed their 2017 CCAB meeting date options and all agreed for the January 2017 meeting to be held on 1/5/2017. All other 2017 meeting dates were to be scheduled once Ken Haptonstall gave his availability.

### **e. Statewide Assessment Adequacy Survey Modifications**

Jim Owens introduced the proposed air/water quality changes, questions 16.2, 52., 52.1 and the disclaimer, to the survey and commented that staff developed the additional questions for the districts to report their air/water quality in schools. He also added that answers from the districts would be

recorded in the school facility condition database for the CCAB to use for grant funding decisions. The CCAB collectively agreed to move forward with the survey.

**f. FY2017-18 BEST Program Budget**

Jim Owens explained to the CCAB that the Governor's Office of State Planning and Budgeting (OSPB) submitted their proposed budget to the Joint Budget Committee (JBC) for review. On 12/7/2016 there will be a presentation by the JBC staff and 12/16/2016 will be the follow up hearing for CDE staff. Kathy Genhardt asked about the \$15 million decrease in the BEST budget and Jim Owens stated that the department is still waiting on details around the decrease, but it most likely will be taken out of the assistance fund. Additionally, it should not affect this year's grant cycle. Tim Reed suggested further discussion at the 12/9/2016 meeting.

**g. Review of Redlined Construction Guidelines**

Jim Owens explained to the CCAB there had been an administrative oversight in the incorporation by reference section of the construction guidelines and in order to correct the rules, an additional rulemaking process would be initiated on 11/17/2016. The CCAB agreed to make this item an action item to approve the rule filing to be made.

Motion by: Tim Reed

2<sup>nd</sup> by: CW

All opposed: None

Motion passes unanimously 7-0

**h. Review of FY2016-17 Financial Assistance Projects Due Bond Outcomes**

Jim Owens explained to the CCAB that all of the districts with projects that were bond contingent passed during the 11/8/2016 election with the exception that Mapleton was still waiting on certification. Because all the appropriate bonds passed, all thirty-one projects that were awarded would be funded utilizing all of the \$60 million budget from FY2016-17 grant cycle. Jim suggested to the CCAB the language around how to fund backup projects in order to eliminate left over funds needed to be developed. Kathy Gebhardt added it would need to be a change in the Rules. Kevin Huber commented the language should reflect if the amount of funds left over is less than then amount available to fund the next backup project, the CCAB have the ability to skip that project in order to utilize all or the majority of the remaining funds. He also added districts are not allowed to increase their match unless statute gets changed. Scott Stevens commented it is best to change the statute than have if/then project scenarios. Jim Owens stated there be further discussion around backup funds at a future meeting.

**IX. Action Items**

**a. Grant Selection Meeting Date**

There was no discussion around the changes for the May meeting dates.

Motion by: Scott Stevens

2<sup>nd</sup> by: Roger Good

All opposed: None

Motion approved unanimously 7-0

**b. DeBeque ES/HS FY2015-16 Grant Reserve Request**

Kevin Huber, Regional Program Manager and Alan Dillion, Superintendent DeBeque School District, and Colleen Kaneda, Owner's Representative NV5 gave a background and update on their BEST project. Colleen explained to the CCAB that DeBeque was not asking for additional funds, rather for approval to fund six project scope items resulting from unforeseen conditions. . The CCAB members individually expressed their comments/concerns and asked DeBeque clarifying questions.

Motion by: Kathy Gebhardt

2<sup>nd</sup> by: Roger Good

All opposed: None  
Motion passed unanimously 7-0

**c. Buffalo RE-4 Emergency Grant Request**

Jay Hoskinson, Regional Program Manager and Rob Sanders, Superintendent for Buffalo RE-4 School District, provided a background on why Buffalo was requesting an emergency grant. There was extensive conversation around the solution provided by Buffalo to control invading ground water and if all possible solutions had been explored by the district. The CCAB also questioned the districts priority to build a new track with available funds instead of taking care of the invading water. Scott Stevens offered to visit the district and assess the situation. He would report his assessment to the CCAB at the 12/9/2016 meeting. The CCAB agreed to table this item until the 12/9/2016 meeting.

Motion by: Kathy Gebhardt  
2<sup>nd</sup> by: Cyndi Wright  
All opposed: None  
Motion passed unanimously 7-0

**X. Future Meetings**

- December 9, 2016– Time: 1:30p.m.-3:30p.m. Location: Broadmoor Hotel-El Pomar Rm, Colorado Springs
- January 5,2017- Location: 201 E. Colfax Avenue, Room 101, Denver, CO 80203
- February TBD- Location: 201 E. Colfax Avenue, Room 101, Denver, CO 80203

**XI. Public Comment** – No one was signed up for public comment

**XII. Adjournment** – 3:53p.m.

Motion by: Kathy Gebhardt  
2<sup>nd</sup> by: Scott Stevens  
All opposed: None  
Motion passed unanimously

**The mission of the BEST 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.**