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**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*

**Start strong**

**Read by**

**third grade**

**Meet or**

**exceed standards**

**Graduate**

**Ready**

**Capital Construction Assistance Board Meeting Minutes**

**Date & Time: November 8, 2018, 1-3:30 pm Location: Talking Book Library, Denver, CO**

**BOARD MEMBERS:**

Tim Reed –Chair

Kathy Gebhardt – Vice Chair  
Brian Amack

Margi Ammon

Denise Pearson

Ken Haptonstall

Cyndi Wright   
Scott Stevens  
Roger Good

1. Call to Order – By Tim Reed at 1 pm
2. Pledge of Allegiance
3. Roll Call – Board Members Present: Jane Crisler, Kathy Gebhardt, Ken Hapstonstall, Denise Pearson, Tim Reed, Scott Stevens, Michael Wailes by phone. Absent: Brian Amack and Cyndi Wright

Attorney General: Robin Cochran Hilltop Securities: Jason Simmons

CDE: Andy Stine, Anna Fitzer, Dustin Guerin, Julia Fitzpatrick, Priya Nye, Jay Hoskinson by phone.

1. Approve Agenda – Andy requested that the agenda be amended by removing Action Item IX b. (Mapleton). Motion to approve agenda as amended by Denise Pearson, 2nd by Ken Hapstonstall; motion unanimously approved.
2. Approve Previous Meeting Minutes from May (with modifications), July, August & October of 2018: Motion by Jane Crisler, 2nd by Scott Stevens; no discussion, motion unanimously approved.
3. Board Report – Denise Pearson shared about the celebrations at Montrose and Mrachek Middle School ribbon cuttings, saying they were very nice, that everyone was very enthusiastic and that the choirs did a nice job performing. Kathy Gebhardt shared that she had a legislative conversation meeting with The Rural Alliance and Donnel Kay who wants to support where we end up on our legislative priorities and that there will be a meeting on Friday November 16th with the League to find out “where they are.” She also touched upon Agenda Item X regarding the next CCAB meeting time and mentioned that she spoke to Ken (Executive Director of CASB). She said we will need to call the Broadmoor about scheduling a room because Ken has no problem with us changing the scheduled time and location as set so that this meeting is not in conflict with the general assembly. Andy reminded her that we have already been working directly with The Broadmoor already and have the meeting in place for Friday morning but that we can try one more time. Kathy stated that Ken is willing to push if The Broadmoor is “not helpful.” Kathy replied that the time the board chose and that is set with The Broadmoor will “not work for anyone” as this will be during a breakout session. She requested that Andy let her know more detail about who we spoke to and what we were told. Andy then stated that he is requesting confirmation from everyone that a change in time will work because the meeting is now set for Friday morning on December 7th. Kathy repeated that this will not work because it is during the general assembly and “no one will be able to come.” She suggested that the meeting be held during an afternoon breakout sessions and she offered to look up when these sessions are and that she would let Andy know. Andy repeated that he will need to know from everyone that the afternoon works. Kathy again stated that she would look up the exact schedule. This discussion ended with the understanding that we would wait to hear from Kathy as to what time she thinks the meeting will work. Tim reported that he and Andy attended a marketing event with engineers and architects and that Andy spoke about the BEST program and Tim spoke about the Jeffco bond. Tim said these were well attended and received.
4. Director’s Report – Andy reported that he visited Mrachek Middle School. He introduced Priya Nye. In Other changes he reported were that Ryan Parsells moved on to become the CIO of El Paso County in October, that Sandy Tan is now the new Deputy Controller, and that there will be a new treasurer. He also stated that this would be Robin Cochran’s last meeting as she is leaving her position at the AG’s office. He then moved on to review the prioritizing survey he had sent out about the SWOT analysis and reported that only half of the responses have so far been received back indicate that we have more opportunities and threats than weaknesses and strengths, thus indicating that we are affected more by externalities and that while this is not a bad thing that moving forward we need to remember that we are working to influence people between what we perceive as right and wrong. He further stated that we will be especially discussing the threats that are being identified and coming up with ideas as to how we will “attack” these to help ourselves. Andy shared that he also attended APRILE and the Commissioner’s Rural Education Council, the Southern Superintendent’s Meeting, and the DOLA Energy Impact Assistance Funds Grant Review meeting. He said that security and local control was a big topic at the Superintendent’s meeting and that at the DOLA meeting, there were three applicant schools and that there wasn’t the tough conversation as last time when the applicant projects straddled the lines between DOLA and BEST. Andy then reminded everyone to respond to the invitation that Priya sent out for the 2019 meetings so that we know who is going to be present and who will not be, and he reminded everyone to respond as to whether a different time for the meeting on December 7th will work. He concluded by stating that we are looking for a space for the May 2019 meeting as the space we used last year is already booked, and asked that anyone who has no ideas to let us know. Tim offered to look into the current bookings at Jeffco.
5. Discussion Items:
6. Tim asked Andy to update the group on the rulemaking status, and he asked Priya who reported that the Secretary of State reported that there had been no public comment so far on either one.
7. With regard to the Progress Report on COP projects, Andy stated that it was fairly settled, that Global Village was struck through because they removed themselves, that Manzanola failed their bond so this moves Mapleton and Trinidad up into the funding scenario. He said Mapleton is OK either way and Trinidad is on the line waiting for ballots to arrive – that the county told Andy that they will make an official declaration on November 14th. Andy said that the 14th is an important date to us as that is when we set our prioritizing. Tim mentioned that the recount process can be lengthy and Andy responded that we will have to move on without them if that happens and we may have to think of some other creative ways to help them as we will be out of our debt capacity and we will not have any wiggle room. With regard to Canon City, Andy stated that they are on the list and are working through some last minute title issues and have until November 14th as a deadline as well.

1. CASB Resolutions: Andy reviewed / summarized these, stating that in sharing these, he is hoping that as one of the action items that the board can finish looking at targeted fund scenarios and settle on one so that we know what we are working towards. Tim agreed that there was enough latitude to do that.
2. Action Items –

a) Targeted Fund Balance: Andy reviewed slides which indicated three targeted fund balances and scenarios under consideration and the different levels of control which BEST would have with each one. The three scenarios were conservative, optimistic, and middle ground. Andy briefly summarized each one. Scott made a motion to reduce the fund balance to no less than $145 million, 2nd by Ken; discussion followed about spending authority and not getting behind. Kathy stated that budget adjustments are made all the way to February. The motion was unanimously approved by roll call vote of those board members present.

b) Mapleton Increasing Match: removed.

c) Lease Purchase Agreements: Andy read final version of Resolution 18-2. Kathy made a motion to adopt Resolution 18-2, 2nd by Denise; no discussion, the motion was unanimously approved by roll call vote of those board members present.

d) Review of Legislative Discussions from Retreat: Andy shared that a list was created to determine which items could be improved through rule or would require legislative / statutory change. He reminded the board that staff cannot make recommendations for legislative change but can provide research and context. The board voted on each item individually. Items: 1. (Large and Small Lists), 4. (Fund Balance), and 6. (Amendment 73) were removed. Items 2. (Best Use of Funds), 3. (Review of Match Criteria), 5. (Lobbyist), 7. (Source of Funds for Increased COPs), and 8. (100% of Excise Tax) were kept. And 9. (Increase Spending Authority to Draw Down Fund Balance) was added to the list. Scott made a motion that the CCAB would like to retain items 2,3,5,7,8, and 9 as topics for the board and staff to consider in terms of how to strengthen or improve these through policy, rule, or statutory change, 2nd by Kathy; no discussion, motion unanimously approved by voice vote.

1. Future Meetings – Andy stated that once he and Kathy work out a proposed revised time for the December 7th board meeting, he will reach out to the board to verify that this new time works. He will then reach out to the Broadmoor to see if a change is possible.
2. Public Comment – None. Two members of the public attended the meeting.
3. Adjournment – Denise made a motion to adjourn the meeting, 2nd by Scott; motion to adjourn the meeting was unanimously approved by voice vote. Tim Reed declared the meeting adjourned at 2:46 pm.

**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.**