**Public School Capital Construction Assistance Board Meeting Minutes**

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| **Date & Time:** | December 5, 2019 2:30-5:30pm |
| **Location:** | Broadmoor Hotel, CO Springs |

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| **Capital Construction Assistance Board Members:** |
| Scott Stevens – Chair | Denise Pearson | Michael Wailes |
| Brian Amack | Jane Crisler | Cyndi Wright |
| Allison Pearlman | Brett Ridgway |  |

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|  | **Call to Order:** Meeting called to order by Scott Stevens |
|  | **Pledge of Allegiance** |
|  | **Roll Call:** Members Present: Scott Stevens, Denise Pearson, Cyndi Wright, Brian Amack (via phone), Jane Crisler, Brett Ridgeway, Allison Pearlman, Michael WailesGuests: Jason Simmons, Hilltop Securities, Joe Peters, AG’s Office |
|  | **Approve Agenda:** Motion moved: Cyndi Wright - Approve agenda.Second by: Denise Pearson All for: Scott Stevens, Denise Pearson, Cyndi Wright, Brian Amack (via phone), Jane Crisler, Brett Ridgeway, Allison Pearlman, Michael Wailes (via phone)All opposed: NoneMotion passed |
|  | **Board Report:**Brian/Scott: Attended the Brush ribbon cutting. It was an impressive event. Jane: She and Andy will be doing a conference session about historic schools at 3:30 on Dec 6th. |
|  | **Director’s Report:** * Closed on FY20 COPs. Thanks to staff for their work. The FY20 total was $436 million in project funding.
* Made an offer for new Program Assistant. She will be starting mid December.
* CCAB vacancy will be posted next week. Vacancy is for school finance position and is chosen by the Senate President’s Office.
* Legislative Update: HB19-1008 CTE rule change is closed and complete. No updates on preschool funding request at this time.
* Rural Electric Contractors Association wanting to add step to process that includes consultation with a local utility.
* Attended National Council of School Facilities. Hot topics were research, data collection, and private partnerships.
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|  | **Action Items:**1. Vote to elect Vice Chair:

Nominations: Jane Crisler, was nominated by Cyndi Wright. Jane accepted the nomination.Second by: Denise PearsonAll for: Scott Stevens, Denise Pearson, Cyndi Wright, Brian Amack (via phone), Brett Ridgeway, Allison Pearlman, Michael WailesAll opposed: None1. Change to Grant Application Scoring Key:

*The group discussed making changes to the scoring key to include a zero*.Motion moved: Denise Pearson – Motion to add zero rating to the current scale for incomplete.Second by: Jane CrislerAll for: Scott Stevens, Denise Pearson, Cyndi Wright, Brian Amack (via phone), Brett Ridgeway, Allison Pearlman, Michael WailesAll opposed: NoneMotion passed |
|  | **Discussion Items:**1. FY19-20 COP Status:
* Jason Simmons from Hilltop Securities gave an overview of the current status of COPs.
* Expectations for 2019 transactions, final project list and the net debt service schedule were reviewed.
* Options for the use of the remaining capacity was discussed.
* Jason thanked the BEST staff for all their work on COP issuance this year.
* Scott gave his feedback and opinion on the current status of COPs.
1. Strategic Working Groups:
* Andy asked for volunteers to participate in Strategic Working Groups
	+ Future funding of BEST working group = Michael and Jane
	+ Funding smaller projects working group = of Scott and Denise
	+ Match Percentage and Waiver working group = Michael
1. Thank you to Kathy Gebhardt:
* Kathy was acknowledged for her service in creating and serving the BEST Program, her contributions and continual advocacy for school funding.
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|  | **Future Meetings:****January 9, 2020**, 1-3:30 pm – CANCELLED **February 13, 2020,** 1-3:30 pm, The Colorado Talking Book Library, Denver, CO |
|  | **Public Comment:** None |
|  | **Adjournment:**Motion moved: Cyndi WrightSecond by: Jane CrislerAll for: Scott Stevens, Denise Pearson, Cyndi Wright, Brian Amack (via phone), Brett Ridgeway, Allison Pearlman, Michael Wailes All opposed: NoneMeeting adjourned at 3:58pm |