**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 Wailes  Guests: 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: None  Motion 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. |
|  | **Action Items:**   1. Vote to elect Vice Chair:   Nominations: Jane Crisler, was nominated by Cyndi Wright. Jane accepted the nomination.  Second by: Denise Pearson  All for: Scott Stevens, Denise Pearson, Cyndi Wright, Brian Amack (via phone), Brett Ridgeway, Allison Pearlman, Michael Wailes  All opposed: None   1. 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 Crisler  All for: Scott Stevens, Denise Pearson, Cyndi Wright, Brian Amack (via phone), Brett Ridgeway, Allison Pearlman, Michael Wailes  All opposed: None  Motion 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. |
|  | **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 Wright  Second by: Jane Crisler  All for: Scott Stevens, Denise Pearson, Cyndi Wright, Brian Amack (via phone), Brett Ridgeway, Allison Pearlman, Michael Wailes  All opposed: None  Meeting adjourned at 3:58pm |