



**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 30, 2017  
5:00 p.m. – 7:00 p.m.

**Location:**

CASB Conference Broadmoor Hotel – Crystal Room  
1 Lake Avenue, Colorado Springs, CO 80906

**Capital Construction Assistance Board Members**

Tim Reed –Chair  
Kathy Gebhardt – Vice Chair  
Brian Amack

Margi Ammon  
Denise Pearson  
Ken Haptonstall

Cyndi Wright  
Scott Stevens  
Roger Good

- I. Call to Order – 5:01 p.m.
- II. Pledge of Allegiance
- III. Roll Call – Brian Amack, Margi Ammon, Kathy Gebhardt, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Cyndi Wright, Tim Reed  
CDE staff: Anna Fitzer, Ashley Moretti, Andy Stine  
Attorney General Representation: Robin Cochran
- IV. Approve Agenda  
Denise Pearson suggested amending the agenda to include adopting meeting dates for certain items to be discussed.  
Motion to approve amended agenda by: Cyndi Wright  
2<sup>nd</sup> by: Roger Good  
All for: Brian Amack, Margi Ammon, Kathy Gebhardt, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Cyndi Wright, Tim Reed  
All opposed: None
- V. Approve Previous Meeting Minutes from November 9, 2017  
Motion by: Denise Pearson  
2<sup>nd</sup> by: Kathy Gebhardt  
All for: Brian Amack, Margi Ammon, Kathy Gebhardt, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Cyndi Wright, Tim Reed  
All opposed: None
- VI. Board Report  
Kathy Gebhardt met with the Rural Alliance Board of Directors during the Colorado Association of School Boards (CASB) conference to gain further support of the Division of Capital Construction capturing more of the marijuana excise tax, COP authority increase, and increase of using money currently in the Division’s operating budget. Kathy Gebhardt offered to write the draft bill that will be presented during the 2018 Colorado Legislative Session. Representative Young is supportive of the initiative. Kathy also met with Katy Anthes, CDE Commissioner, and Jennifer Okes, Interim Chief Operating Officer, to discuss how important it is for the State Board of Education’s

support on the bill.

Roger Good informed the CCAB that Hayden School District had their final recount for the 2017 bond measure earlier in the day which passed 431 votes yes -429 votes no. Roger also informed the CCAB that while at the CASB conference, his goal is to advertise BEST by taking the opportunity to speak with school districts who have new staff personnel and board members who might not be aware of the program.

Tim Reed expressed he believes the Division and CCAB members traveling to conferences is great awareness for the BEST program.

## VII. Director's Report

Andy Stine informed the CCAB that the Division has hired three new assessors for the Facility Insight team. They will start December 14, 2017.

Andy met with the Colorado Lottery board last week for their proceeds hearing. The Division will be working closely with the Lottery on promotion of the BEST program. A video on their website which features The Colorado School for the Deaf and Blind, a previous BEST grant, is their most viewed video. Also, Limon Public Schools received a "Starburst Award", a BEST project of \$18 million which 5% of the funds came from the Colorado Lottery. The Division received about \$2.5 million from the Lottery for the FY2017-18 cycle. 25/48 projects in the FY2017-18 cycle were under \$2.5 million in individual project cost which included new roofs, boilers, and security projects to name a few.

In March 2018, the Capital Development Committee will be embarking on a road trip to visit schools as part of their capital projects tour. They have asked the Division to join them to show schools that have been improved with BEST funds as well as schools that are in need of financial assistance for capital improvements.

The Division has decided that ranking projects based on their type of match (cash vs. ESCO) is not appropriate, thus for there will not be a draft policy presented later in the meeting. Creating a policy on this topic would contradict local control rights. The Division is willing though to look into a policy that will clarify what is required when providing the match. This would include language from the contract all awardees sign.

Andy met with the Colorado Energy Office (CEO) to talk about their perspective and interactions with the ESCO industry. The CEO and the Division came to a mutual understanding that energy performance contracts would have to meet all requirements of the program. Andy has asked the CEO to attend the January or February CCAB meeting to discuss how the two programs work together. Robin Cochran, AG Representation explained the legislation states the matching funds has to be available at the time the contract is signed. The focus of HB 17-1082 was to adjust the priority of funding technology projects. There was no discussion during the hearings about how to use utility cost savings as a match.

Andy informed the CCAB that he will be traveling to D.C. to the National Council of School Facilities conference December 4-6, 2017 to pitch legislators the importance of having school facilities included in infrastructure packages at the national level.

Andy met with the State Historical Fund (a unit of History Colorado) with Anna Fitzner and Mancos School District to discuss the addition to their gymnasium now having an adverse effect. The previous agreement (during the presentation at the May meeting) was there would not be an adverse effect. The district and the State Historical Fund had determine not having an adverse effect is not a practical solution. A letter acknowledging the adverse effect will be signed by History Colorado, Mancos School District, and the Division of Capital Construction. The scope of the project will not change as the design proposal in the application itself had the adverse effect.

## VIII. Discussion Items

a. Match Waiver Calculation

Anna Fitzer explained this discussion stemmed from the last CCAB meeting where the CCAB requested Division Staff to walk them through the match calculation using scenarios to see how the calculations work in real time.

Anna broke down three match calculations from districts who participated in the grant cycle last year.

Ken Haptonstall expressed sometimes the information can look a bit skewed because it might not be an accurate picture since it's a snapshot in time. Anna agreed with Ken's statement and explained next cycle the CCAB can adjust the weight percentages of each match factor if they feel they need to be adjusted but each factor is statutorily required criteria that has to be included in the waiver application.

Tim Reed asked if applicants comment on any of the factors specifically that contribute to their percentage. Staff talk to applicants on one on about their match calculation and what contributes to the percentage. Two common arguments are the assessed valuation is too high and should be lower, and/or the assessed valuation is being artificially inflated.

Kathy Gebhardt suggested having a sample waiver applications for future applicants to look over so they can see what a quality application is.

Anna explained the updated application waiver with suggestions given at the last CCAB meeting includes instructions that require applicants answer every question. If applicants are not contesting a specific factor they will need to write "agree". If left blank, it's an automatic agree. Question 1 & 2 have been combined. Each factor now includes the raw data, the weighted rank, and max percentage they can get. There is now also an area where applicants can note additional factors that support their claim for a reduced match.

The CCAB agreed the updated waiver application is a huge improvement and now requires applicants to justify specifically why/ how much of a match reduction they need.

*Kathy Gebhardt left the meeting at 5:53 p.m.*

IX. Action Items

a. Adopt Resolution 17-2

Robin Cochran explained Mancos' bond capacity was off by \$0.20. Due to financing restrictions the district has to round down to the nearest dollar which puts them \$1.00 short. Resolution 17-2 is to record that the state is adjusting their match portion by an increase of \$1.00.

Motion to adopt Resolution 17-2 by: Roger Good

2<sup>nd</sup> by: Scott Stevens

All for: Brian Amack, Margi Ammon, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Cyndi Wright, Tim Reed

All opposed: None

b. Burlington School District QZAB Application Request

Anna Fitzer explained this is the second application this year for a QZAB request. Burlington School District meets all requirements to receive QZAB approval. The district would take out the remainder of the QZAB allocation for the year. The program will most likely not be receiving additional QZAB funds as the QZAB program may get discontinued.

Motion to approve Burlington School District's QZAB application by: Denise Pearson

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

All for: Brian Amack, Margi Ammon, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Cyndi

Wright, Tim Reed  
All opposed: None

c. Scheduling items for 2018 meetings

Denise Pearson suggested the following items should be discussed at specific upcoming meetings.  
Standard operating procedures updated to address public comments (TBD)  
Feedback forms distributed at the May meeting (April)  
Develop a tie break process (January & February)  
Setting aside funds for small projects & large projects (January & February)

Motion to approve the agenda items and scheduled meeting dates by: Scott Stevens

2<sup>nd</sup> by: Ken Haptonstall

All for: Brian Amack, Margi Ammon, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Cyndi

Wright, Tim Reed

All opposed: None

X. Future Meetings

- January 11 @ 1:00 p.m. Colorado High School Charter, 1175 Osage St. Suite 100, Denver, CO 80204
- February 8 @ 1:00 p.m. TBD
- March 8 @ 1:00 p.m. Location: TBD

XI. Public Comment

Paul Engle from Ameresco, and ESCO firm, stated the industry is aware that matching funds provided by an energy performance contract would need to be available at the time the contract is signed. A third party vendor would be loaning the dollars up front via collateralized and available day 1 of the contract.

XII. Adjournment – 6:33pm

Motion to adjourn by: Roger Good

2<sup>nd</sup> by: Ken Haptonstall

All for: Brian Amack, Margi Ammon, Roger Good, Ken Haptonstall, Denise Pearson, Scott Stevens, Cyndi Wright,  
Tim Reed

All opposed: None

**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.**