

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

**Board Room
Third Floor, Administration Building
Blinn College, 802 Green Street
Brenham, Texas**

Regular Meeting, Tuesday, August 18, 2015, 6:30 p.m.

The Board of Trustees convened at 6:29 p.m. in the Board Room with the following members present: Mr. David Sommer, President, presiding; Mr. Douglas R. Borchardt, Vice President; Mr. Atwood Kenjura, Secretary; Mrs. Stacy Aschenbeck; Mrs. Theodora "Teddy" V. Boehm; and Mr. Richard Powell.

Board members not present: Mr. Charles Moser.

Members of the College staff in attendance were: Dr. Mary Hensley, Ed.D., District President/CEO; Dr. Sylvia McMullen, President, Brazos County Campuses; Ms. Kelli Shomaker, Senior Vice President, Finance and Administrative Services/CFO; Dr. Dennis Crowson, Senior Vice President, Student Services; Mrs. Cathy Boeker, Associate Vice President, Government and Public Affairs; Mr. Joe Baumann; Ms. Kris Beckendorf; Mr. Mark Bernier; Mr. Richard Bray; Ms. Karen Buck; Ms. Lisa Caton; Ms. Megan Costanza; Ms. Annette Ferguson; Ms. M. Elia Flores; Ms. Rebecca Garlick; Ms. Marie Kirby; Ms. Andi Liner; Mr. Robert Loveledge; Dr. Kyle Merten; Ms. Susan Meyers; Ms. Yvonne Moore; Mr. Richard O'Malley; Mr. John O'Neill; Mr. Kevin Patrick; Dr. Greg Phillips; Ms. Sami Rahman; Mr. James Reed; Ms. Rebecca Ruffino; Mr. John Schaffer; Mr. Ross Schroeder; Mr. Jeremy Thomas; Mr. Jeff Tilley; Mr. Gary Waites; Mr. Shawn Welch; Mr. Craig Wiesepepe; and Dr. Mark Workman.

Also registered in attendance were: Mr. Steven Adams, Specialized Public Finance, Inc.; Mr. Judd Blume, Vaughn Construction; Mr. Patrick Crank, Brenham Banner-Press; Mr. Willy Dilworth, Washington County Chief Appraiser; Mr. Michael Florer, Blinn College Student; Mr. Caleb Hill, Blinn College Student; and Dr. Don Voelter, Past President, Blinn College.

Mr. Sommer announced that there were two separate Public Comment sign-in sheets, one for the public comment of the regular Board meeting and one for the budget hearing. He encouraged anyone wanting to speak to sign up.

ITEM 1. CALL MEETING TO ORDER, INVOCATION AND PLEDGE TO THE AMERICAN AND TEXAS FLAGS

The meeting was called to order by Mr. Sommer. The prayer was given by Mr. Caleb Hill, and the pledge was led by Mr. Michael Florer, both Blinn College students.

ITEM 2. PUBLIC COMMENT

None.

ITEM 3. DISTRICT PRESIDENT/CEO ADMINISTRATIVE REPORT

Dr. Hensley reviewed the District President/CEO Administrative Report.

- At this point, fall enrollment is up 4.1% in headcount and contact hours are virtually even. Dual credit has seen a 44.6% contact hour increase, Brenham has seen a 6.7% contact hour increase, and Distance Learning is up 5.5% in contact hours.
- The Bryan campus is reported differently this year as the enrollment report breaks out the Health Science Center and the Post Office campus. Therefore, Bryan campus contact hours are not as far down as the report would indicate (10.1%). They are down this year due to students registering later for classes, and many of the high-demand courses already are full.
- A graduate of the Fire Science Program, Robert Moore, recently was appointed to the Texas Commission on Fire Protection by Governor Abbott. Mr. Moore is the director of the Texas A&M Engineering Extension Service (TEEX) Emergency Services Training Institute.
- Kelli Shomaker was selected as vice chair of the Community Colleges Formula Funding Advisory Committee for the Texas Higher Education Coordinating Board.
- Recent pinning ceremonies recognized 25 Bryan campus Licensed Vocational Nursing graduates, 17 Brenham campus LVN graduates, and 12 Emergency Medical Services graduates. Dr. Hensley thanked Mr. Sommer and Dr. McMullen for attending.
- The Radiologic Technology Program celebrated its 25th anniversary. Since 1992, the program has posted a 100% passing rate on the national licensing exam.
- Student groups already have been on campus (Band, Cheer, Dance, Football and Volleyball). Athletic teams begin their 2015-16 seasons this week.
- Faculty arrive August 24th, with Convocation to be held on the Brenham campus on August 25th. Fall registration closes August 30th, with classes to begin August 31st.

ITEM 4. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING JULY 31, 2015

Ms. Annette Ferguson, Assistant Vice President/Controller, reviewed highlights from the financial statements and list of checks for the period ending July 31, 2015, (Copies of the financial statement and list of checks are attached and made a part of these *Minutes*). She stated that the college is projected to exceed the budgeted revenues for FY15. She discussed the breakdown of revenue sources and expenses by function. (A copy of the Power Point Presentation is attached and made a part of these *Minutes*).

CONSENT AGENDA ITEMS:

All items listed in this portion of the agenda are considered to be routine by the Board of Trustees and will be enacted upon one motion. There will be no separate discussion of these items unless a Trustee so requests; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda. Trustees receive agenda materials in advance of the meeting to prepare for the business to be conducted.

- ITEM 5. APPROVAL OF THE MINUTES FOR THE JULY 21, 2015, REGULAR MEETING, THE JULY 29, 2015, SPECIAL MEETING AND THE AUGUST 4, 2015, SPECIAL MEETING**
- ITEM 6. APPROVAL OF THE 2015-2016 BUDGET OF THE WASHINGTON COUNTY APPRAISAL DISTRICT**
- ITEM 7. ADD OR REVISE BOARD POLICIES:**
- (A) DGD (LOCAL): EMPLOYEE RIGHTS AND PRIVILEGES - EMPLOYEE USE OF COLLEGE DISTRICT FACILITIES**
 - (B) FLA (LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES - STUDENT EXPRESSION**
 - (C) FLAA (LOCAL): STUDENT EXPRESSION - STUDENT USE OF COLLEGE DISTRICT FACILITIES**
 - (D) GF (LOCAL): COMMUNITY USE OF COLLEGE DISTRICT FACILITIES**

On a motion by Mr. Borchardt, seconded by Mrs. Boehm, the Board voted unanimously to approve **CONSENT AGENDA ITEMS 5-7: ITEM 5** - Minutes for the July 21, 2015, Regular Meeting, the July 29, 2015, Special Meeting and the August 4, 2015, Special Meeting, (Copies of the minutes are attached and made a part of these *Minutes*); **ITEM 6** - The 2015-2016 Budget of the Washington County Appraisal District, (Copies of the letter and 2015-2016 Budget are attached and made a part of these *Minutes*); **ITEM 7** - Revisions to Board Policies DGD (LOCAL), FLA (LOCAL), FLAA (LOCAL) and GF (LOCAL), as presented by the Administration, (Copies of the revisions are attached and made a part of these *Minutes*.)

PUBLIC HEARING ON BUDGET:

- ITEM 8. PUBLIC HEARING ON THE PROPOSED BUDGET FOR THE 2015-2016 FISCAL YEAR**

Mr. Sommer reviewed the process of budget preparation and workshops.

There were no comments received.

DISCUSSION AND POSSIBLE ACTION ITEMS:

ITEM 9. ADOPT BUDGET AND STIPENDS FOR THE 2015-2016 FISCAL YEAR

Ms. Shomaker reviewed highlights of the proposed FY16 Budget and Stipends, (Copies of the FY16 Budget and Stipend Schedule are attached and made a part of these *Minutes*.) She asked for approval of the proposed FY16 Budget and related Stipends for 2015-2016. Ms. Aschenbeck asked why there was a difference between the different club stipends. Dr. Crowson explained the tier-level system for club-sponsored stipends. Mr. Borchardt asked if faculty receive load reductions. Ms. Shomaker stated that faculty do not receive load reductions.

On a motion by Mrs. Boehm, seconded by Mrs. Aschenbeck, the Board voted unanimously to adopt the Budget and Stipends for the 2015-2016 Fiscal Year, as presented by the Administration.

ITEM 10. ADOPT RESOLUTION FOR 2015 TAX RATE:

- (A) **ADOPT A RESOLUTION TO SET TAX RATE FOR 2015, OR**
- (B) **ADOPT A RESOLUTION TO PLACE A PROPOSAL TO ADOPT A TAX RATE THAT EXCEEDS THE EFFECTIVE RATE ON THE AGENDA OF A FUTURE MEETING AND**
- (C) **ANNOUNCE DATES, TIMES AND LOCATIONS FOR PUBLIC HEARINGS AND ADOPTION OF THE TAX RATE FOR 2015**

Mrs. Boeker reviewed the effective \$0.0557/\$100 valuation tax rate and related process and revenue implications of adopting the rate, (A copy of the Overview of Legal Requirements of the Property Tax Code for Setting Tax Rate (2015) is attached and made a part of these *Minutes*.) She reviewed the rollback rate of \$0.0602/\$100 valuation as well as a rate just under the rollback rate of \$0.0601. The \$0.0601 rate would return the college to just over a 2013 tax rate level. She detailed the process necessary if the Board chooses to propose a rate higher than the effective rate. She responded to questions from the Board. Mr. Borchardt pointed out that even with a rate of \$0.0601, it only covers less than half of the eligible expenses.

On a motion by Mr. Borchardt, seconded by Mr. Powell, the Board voted unanimously to adopt a resolution to propose a tax rate of \$0.0601/\$100 valuation. Mr. Sommer read the Resolution and announced the following dates and times for public hearings and meetings to vote on the tax rate, (The signed Resolution is attached and made a part of these *Minutes*). All meetings will be held in the Board Room, third floor, Administration Building, on the Brenham Campus.

Tuesday, September 1st, Noon, Public Hearing on Proposed Tax Rate
 Tuesday, September 8th, 6:30 p.m., Public Hearing on Proposed Tax Rate
 Tuesday, September 15th, 6:30 p.m., Regular Board Meeting and Vote on Proposed Tax Rate

ITEM 11. AUTHORIZE THE ADMINISTRATION TO SEEK REQUESTS FOR QUALIFICATIONS FOR ADDITIONAL STUDENT HOUSING ON THE BRENHAM CAMPUS

Mr. Richard O'Malley, Executive Director, Facilities, Planning and Construction, reviewed the need to seek Requests for Qualifications (RFQ) for additional student housing on the Brenham

Campus, (A copy of the attachments to justify the need for housing and external funding options is attached and made a part of these *Minutes*). He reviewed current waiting lists and the conditions of existing dorms.

Mr. John O'Neill, Director, Strategic Initiative, Business Services, discussed housing financing options and the pros and cons of each (College Bonds, Public/Private Partnership, and Public Facility Corporations). Mr. Steven Adams, CFA, Managing Director, Specialized Public Finance, Inc., reviewed the College's financial picture. He feels the College has the ability to issue \$50 million of debt with the same positive rating. He reviewed current and future debt capacity. He discussed timing of both projects and the impact on debt capacity. Mr. Adams feels that ideally a 3rd party could finance their own project. He stated that if you have to guarantee students for fill rate, the debt will count against Blinn's capacity. Dr. Crowson explained that the request on the table tonight is simply to see what options are available to the College.

On a motion by Mr. Kenjura, seconded by Mr. Powell, the Board voted unanimously to approve the Administration to seek RFQs for additional student housing on the Brenham Campus, as presented by the Administration.

ITEM 12. AUTHORIZE THE ADMINISTRATION TO PURCHASE THREE TAHOE VEHICLES FOR THE POLICE DEPARTMENT FROM CONTINGENCY FUNDS

Dr. Crowson reviewed the need to replace three police vehicles. Dr. Crowson responded to questions from the Board regarding lease vehicles and the advantages of an SUV vs. Sedan type car. The question was raised regarding the necessity of a vehicle on the Bryan Campus vs. golf carts, segways, etc. Bids were returned for the Tahoes ranging from \$33,917 to \$34,087, (A copy of the bid Tabulation Sheet is attached and made a part of these *Minutes*). Mrs. Aschenbeck inquired about location and logistics of a K-9 unit. Mr. Crowson stated that the K-9 unit is still in discussion. Mr. Ross Schroeder, Director, Purchasing/Transportation, explained the bid process.

A discussion took place regarding the durability of various vehicles.

A motion was made by Mr. Kenjura, to purchase 3 Tahoes from LaRoche Chevrolet. The motion failed to receive a second. Mrs. Boehm moved to seek bids for police package SUVs. Ms. Aschenbeck seconded and the Board voted unanimously to seek bids for police package SUVs.

ITEM 13. AUTHORIZE THE ADMINISTRATION TO SEEK REQUESTS FOR QUALIFICATIONS FOR A CONSTRUCTION MANAGER AT RISK STEP 2 - PROCESS FOR THE CAPITAL IMPROVEMENT PROJECT ON THE BRYAN WEST CAMPUS (F.M. 2818 AND LEONARD ROAD)

Mr. O'Malley reviewed a request to seek an RFQ for a CMAR two-step process for a capital improvement project on the Bryan West Campus (FM 2818 and Leonard Road).

On a motion by Mr. Kenjura, seconded by Mrs. Boehm, the Board voted unanimously to authorize the Administration to seek RFQs for a CMAR two-step process for the capital improvement project on the Bryan West Campus (F.M. 2818 and Leonard Road), as presented by the Administration.

RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public was recessed for a break at 8:02 p.m.

The public was recessed for closed session at 8:17 p.m.

CLOSED SESSION:**ITEM 14. CLOSED SESSION:**

- (A) **REAL PROPERTY (GOV'T. CODE, SEC. 551.072)**
- i. **95 ACRES LOCATED IN THE ZENO PHILLIP LEAGUE, ABSTRACT 94, IN BRYAN, BRAZOS COUNTY, TEXAS, AND ADJACENT PROPERTY(S)**

RECONVENE PUBLIC SESSION

The public session was reconvened at 8:37 p.m.

ITEM 15. ACTION ON CLOSED SESSION ITEMS:

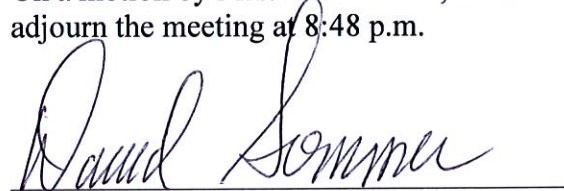
- (A) **DISCUSSION AND POSSIBLE ACTION ON ANY ITEMS DISCUSSED IN CLOSED SESSION**

On a motion by Mr. Kenjura, seconded by Mrs. Boehm, the Board voted unanimously to authorize the Administration to investigate, study and negotiate contracts, real estate purchase agreements, joint development agreements, easements, dedications, plats and other arrangements or agreements for the expansion, adjustment, realignment, development, improvement and use of real property containing approximately 95 acres located in the Zeno Phillip League, Abstract 94, in Bryan, Brazos County, Texas.

Mr. Kenjura requested a workshop related to the campus master plan. The Board discussed holding the workshop immediately following the September 8, 2015, Tax Hearing. A special evening meeting possibly will be scheduled for September 22, 2015, to address the master plan.

ITEM 16. ADJOURNMENT

On a motion by Mrs. Aschenbeck, seconded by Mrs. Boehm, the Board voted unanimously to adjourn the meeting at 8:48 p.m.



Mr. David Sommer, Presiding
President



Mr. Atwood Kenjura
Secretary