

**CCCCD BOARD OF TRUSTEES
MEETING MINUTES
February 24, 1998**

PRESIDING: Carey Cox, Chairman

PRESENT:	Sam Roach	Glenn Justice
	Sue Olivier	Margaret Reynolds
	E. T. Boon	Tino Trujillo
	Gary Harris	

CALL TO ORDER

Chairman Cox called the February 24, 1998 meeting of the Collin County Community College Board of Trustees to order at 6:00 p.m.

EXECUTIVE SESSION

In accordance with Article 551.001, Texas Government Code, the board recessed to Executive Session.

OPEN SESSION

Chairman Cox reconvened the February 24, 1998 meeting of the Collin County Community College District Board of Trustees to order at 7:15 p.m.

CERTIFICATION OF THE NOTICE OF THE FEBRUARY 24, 1998 MEETING OF THE CCCCC BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the February 24, 1998 CCCCC Board of Trustees meeting was posted according to Section 551.001 of the Texas Government Code.

APPROVAL OF THE JANUARY 27, 1998 BOARD OF TRUSTEES MEETING MINUTES

Motioned by Sam Roach and seconded by Tino Trujillo, the board approved the January 27, 1998 minutes as presented in public hearing.

98-2-1

APPROVAL OF PERSONNEL REPORT FOR FEBRUARY

Upon motion of Margaret Reynolds, and seconded by Gary Harris, the board unanimously approved the Personnel Report for February as presented in public hearing.

NEW PERSONNEL

John E. Breuer (McKinney, TX) as Groundskeeper I
Sharon Burnett (Plano, Texas) as Administrative Assistant I
William C. Dempsey (Early, TX) as LAN Administrator
Mary Garcia (Plano, TX) as Cashier
Jeremy Nelsen (Farmersville, TX) as Lab Assistant at the Preston Ridge Campus
Douglas Wells (Aubrey, TX) as Operator/Maintenance Technician
Samantha Wigington (Merit, TX) as Cashier at the Courtyard Center
Tammi York (Anna, TX) as Classroom Assistant for Child Development

PROMOTIONS/LATERALS/CHANGES

Ms. Sandra Claborn, Human Resources Assistant II, promotion
Ms. Susan Nethery, Advising Associate for Engineering Technology, lateral move

TERMINATION/RESIGNATIONS

A. Christine Jones	SBDC	2-16-98
Deborah R. Bell	Recruitment Specialist	2-18-98
Paula Elky	ACS	2-27-98
Jim Hysaw	Information Technology	2-27-98

98-2-2

APPROVAL OF MULTI-YEAR CONTRACTS FOR TEACHING FACULTY

Upon motion of Glenn Justice and seconded by Sue Olivier, the board unanimously approved multi-year contracts for the following teaching faculty, who demonstrated exemplary service to the college. These multi-year contracts will become effective with the 1998-99 fiscal year.

5-Year Contract

Brian Allison	Fine Arts
Mary Anne Andrade	Humanities
Patricia Banta	Business & Engineering
Linda Conry	Developmental Education
Matthew Coulter	Social Science
David Garrison	Social Science
Lynn Jones	Social Science
Barbara Lusk	Social Science

Five Year Contract (Continued)

Judy Matlock	Developmental Education
Paul Proffer	Math & Natural Sciences
Rex Reece	Fine Arts
James Sigona	Health Sciences & PE
Linda Thompson	Business & Engineering
June VanCleaf	Fine Arts
Jill Whitson	Health Sciences & PE

4- Year Contract

Brad Baker	Fine Arts
Peggy Breedlove	Development Education
Sidney Dunkle	Math & Natural Sciences
Lee Hunt	Business & Engineering
Elke Matijevich	Humanities
David McCulloch	Math & Natural Sciences
Marilyn Moss	Developmental Education
William Slater	Business & Engineering
Dean Wallace	Business & Engineering

3-Year Contract

William Blitt	Business & Engineering
Thomas Caiazzo	Social Science
Deborah Cardenas	Math & Natural Sciences
Peter Dawson	Business & Engineering
Sirous Malek	Math & Natural Sciences
Elizabeth Siber	Fine Arts
Marie Walt	Math & Natural Sciences
Kyle Wilkison	Social Sciences

98-2-3

APPROVAL OF RESOLUTION CALLING FOR TRUSTEE ELECTION

Upon motion of Glenn Justice and seconded by Sam Roach, the board unanimously approved the resolution ordering a general election for the purpose of electing three (3) members of the Board of Trustees of Collin County Community College District in Trustee Places 1, 2, and 3; defining voting precinct boundaries as the same as defined by the Independent School Districts; authorizing a contract with Independent School Districts and other necessary political entities to conduct a joint election; designating location of polling places; providing for early voting; setting a time for canvassing of election returns; authorizing publication of this resolution; and stating other items necessary to

the election process.

Two incumbents, Glenn Justice (Place 1) and E. T. Boon (Place 3), have filed for reelection. Sue Olivier, Place 2, has decided not to seek reelection. Two candidates have filed for Place 2.

Carey Cox introduced Ms. Lee Craig, a candidate for Place 2, who was in attendance.

98-2-4

DESIGNATION OF CHIEF DEPUTY EARLY VOTING CLERK FOR THE MAY 2, 1998 TRUSTEE ELECTION FOR PLACES 1, 2, AND 3

Upon motion of Gary Harris and seconded by E. T. Boon, the board unanimously appointed Bill Bilyeu, Collin County Election Administrator, as the Chief Deputy Early Voting Clerk for the May 2, 1998 Trustee Election.

The purpose shall be to supervise and conduct Early Voting by mail and in person.

Dr. Anthony recognized Dr. Tom Rodgers as the district's election expert. Dr. Rodgers reported that everything is on schedule for the May 2 election.

98-2-5

APPROVAL OF TAX ABATEMENT FOR BAIN-HONAKER HOUSE, FARMERSVILLE, TEXAS

Upon motion of Sue Olivier and seconded by Gary Harris, the board unanimously approved an historical tax abatement for the Bain-Honaker House, located at 108 College Street in Farmersville.

The Bain-Honaker House, built in 1865, is being used as a museum and education facility for school children and has been exempt from county, city and CCCCD taxes since January 1, 1990. This request is in compliance with the tax abatement policy for historical districts approved by board action on September 20, 1988.

APPROVAL OF BOARD RESOLUTIONS 98-2-6, 98-2-7, 98-2-8, 98-2-9, AND 98-2-10

Upon motion of Glenn Justice and seconded by Gary Harris with board member E. T. Boon abstaining, the board approved tax abatements for All Metals Fabricating (Allen, TX), Fina Oil and Chemical (Plano, TX), Denbury Management (Plano, TX), Encore Wire Corporation (McKinney, TX) and TYG Leasing (first amended agreement), McKinney, TX.

Dr. Anthony said that each of these agenda items include the value of the abatement, length of abatement, percentage and first year cost to the district. All of the tax abatements being presented are in keeping with our tax abatement policy.

Carey Cox said that the cities initiate these tax abatement. The college district can either go along or not. All of these tax abatements are earned tax abatements. If these companies do certain things they will receive the abatement, if they fail to meet the guidelines as set forth in the tax abatement agreements, they will not receive the tax abatement. Checks and balances have been put in place to ensure the companies are in compliance.

Glenn Justice said that these abatements mean we are abating \$47,000 a year but that we are also receiving revenues of at least \$47,000. We are not giving the store away.

98-2-6 ALL METALS FABRICATING, ALLEN, TEXAS

Subject to the terms and conditions of the agreement, an abatement of 40% of ad valorem taxation on the Premises and the Tangible Personal Property is granted for a period of ten years beginning on January 1, 1999 and continuing until December 31, 2008.

Estimated value of abatement	\$4,500,000
length of abatement	10 years
percentage of abatement	40%
current tax rate	\$.098550/\$100
Cost of first year abatement	\$1,773.90

98-2-7 FINA OIL AND CHEMICAL COMPANY, PLANO, TEXAS

Subject to the terms and conditions of the agreement, an abatement of 50% of ad valorem taxation on the Real Property and the Personalty is granted for a period of ten years beginning on January 1, 1999 and continuing through the year 2009.

Estimated value of real property and personalty	\$67,198,000
length of abatement	10 years

percentage of abatement	50%	
current tax rate	\$.098550/\$100	
Cost of first year abatement		\$33,111.81

98-2-8 DENBURY MANAGEMENT, INC., PLANO, TEXAS

Subject to the terms and conditions of the agreement, an abatement of 25% of ad valorem taxation on the Real Property and the Improvement is granted for a period of two years beginning on January 1, 1999 and continuing through the year 2000.

Estimated value of property to be abated.....		\$31,000,000
length of abatement	2 years	
percentage	25%	
current tax rate	\$.098550/\$100	
Cost of first year abatement		\$7,637.62

98-2-9 ENCORE WIRE CORPORATION, MCKINNEY, TEXAS

Subject to the terms and conditions of the agreement, an abatement of 30% of ad valorem taxation on a minimum taxable value of \$15 million, exclusive of land and property, is granted for a period of five years for the years 1999 through 2003, inclusive.

Estimated value of property to be abated.....		\$15,000,000
Length of abatement	5 years	
Percentage	30%	
Current tax rate	\$.098550/\$100	
Cost of first year abatement		\$4,434.75

98-2-10 TYG LEASING, L.P., MCKINNEY, TEXAS, (FIRST AMENDED TAX ABATEMENT AGREEMENT)

The original tax abatement agreement for TYG Leasing received board approval December 15, 1995. The agreement contained a requirement that the company substantially complete its construction by December 31, 1996. Due to the international nature of the project, the company was unable to meet the time frame, and therefore never received any tax abatement.

The first amended tax abatement agreement provides for a tax abatement of 30% for a period of five years (same as original abatement) on a minimum appraised value of \$15,000,000, exclusive of land and inventory, years 1999 through 2003.

Estimated value of property to be abated.....		\$15,000,000
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Length of abatement	5 years
Percentage	30%
Current tax rate	\$.098550/\$100
Cost of first year abatement	\$4,434.75

98-2-11

APPROVAL OF CHANGE ORDER NO. 1: G.E.S. FOR THE PRESTON RIDGE CAMPUS BOILER ADDITION

Upon motion of Tino Trujillo and seconded by Sam Roach, the board unanimously approved Change Order No. 1 to G.E.S. for the Preston Ridge Campus Boiler Addition for a decrease to the contract of \$4500.

Original Contract	\$103,000
Decrease	<u>(\$4500)</u>
New Contract Total	<u>\$98,500</u>

98-2-12

APPROVAL TO PROCEED WITH THE ISSUANCE AND SALE OF CONSOLIDATED FUND REVENUE REFUNDING AND IMPROVEMENT BONDS, SERIES 1998

Upon motion of Tino Trujillo and seconded by Sam Roach, the board tabled until March 17, 1998 board meeting the resolution issuing an Order Authorizing the Issuance and Sale of Collin County Community College District Consolidated Fund Revenue Refunding and Improvement Bonds, Series 1998; Calling Certain Bonds for Redemption; Approving a Bond Purchase Agreement and an Escrow Agreement; and Resolving Other Matter Relating Thereto.

After meetings with Moody's and Standard & Poors, the college district received bond ratings increases: Moody's from A- to A and Standard & Poors from A3 to A2. Deferring board action until March 17 may save the district some additional money.

98-2-13

APPROVAL OF ARCHITECTS FOR THE NEW CLASSROOM BUILDING AND ADDITION TO ALUMNI HALL AT PRESTON RIDGE CAMPUS

Upon motion of E. T. Boon and seconded by Gary Harris, the board unanimously approved the Standard Form of Agreement between CCCCD and Corgan Associates, Inc. as architects for the new classroom building and new addition to Alumni Hall at the Preston Ridge Campus in Frisco, Texas, comprising approximately 32,000 square feet, for a stipulated sum equal to 5.5% of construction cost for basic services comprising architectural,

structural, mechanical, electrical, plumbing and fire protection with reimbursables being 1.10 times the expenses incurred by the Architect, the Architect's employees and consultants in the interest of the project.

Tino Trujillo said he was glad to see the lower cost of 5.5% of construction costs. Phil Mein, Corgan Architects, said his firm is pleased to be selected for this project. The addition to Alumni Hall will be a nice addition overlooking the Sue W. Olivier Garden area and will follow the form of the building.

98-2-14

APPROVAL OF AMENDED AGREEMENT BETWEEN THE CITY OF FRISCO AND CCCC

Upon motion of Sue Olivier and seconded by Glenn Justice, the board unanimously approved the Amended Agreement to the Interlocal Agreement signed the 16th of January, 1996, between the City of Frisco and CCCC to jointly provide the necessary staffing to operate the Alumni Hall Fitness Center at Preston Ridge Campus, as shown in Exhibit "A", in exchange for 50 percent (50%) of the fees received from daily, monthly, semester and annual memberships to the Alumni Hall Fitness Center.

Dr. Anthony said this amended agreement formalizes what is currently taking place.

98-2-15

ACCEPTANCE OF GIFT FROM SCIENTIFIC DEVICES, INC.

Upon motion of Gary Harris and seconded by Sam Roach, the board unanimously approved the acceptance of one (1) Intel 386SX In-Circuit Emulator from Scientific Devices, Inc. of Richardson with an estimated value of \$5,000 for use by the Computer Science Department in their computer programming language classes and by Engineering Technology instructors for their software programming classes.

Dr. Anthony remarked that this is a unique and valuable piece of equipment.

98-2-16

APPROVAL OF BIDS

Upon motion of Tino Trujillo and seconded by Margaret Reynolds, the board unanimously approved the bid report as presented in public hearing.

BID#	DESCRIPTION	AMOUNT
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1142	CLASSROOM ADDITION, SCC (REBID) Scott & Reid Contractors, Inc. Dallas, TX Low Bid.	\$2,898,000.00
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Discussion: First bid came in \$500,000 over budget. Revisited design to finish out only the first floor and shelling the second. Chris Scott and Bill Roecker from Scott & Reid contractors were present.

1143	ANNUAL CONTRACT FOR PROMOTIONAL PRINTING Primary: Slocum Printing Dallas, TX Secondary: Beasley Printing Richardson, TX Lowest two bidders who bid all items as required on specs.	\$ 50,000.00
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1144	DEC DOT MATRIX PRINTER Sequel Data Systems Carrollton, TX Item: 1-5 Warranty Option: 1 — Low bid.	\$ 29,851.50
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EXISTING ORDER REVISION

RFP 1111	CHILD DEVELOPMENT FOOD, SCC & CPC (Part of RFP for Food Service, Concession, and Vending Machine Service Contract) Compass Group USA, Inc. Eurest Dining/Canteen Dallas, TX	\$ 38,200.00
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Discussion: Correction of earlier bid that was in error.

98-2-17

APPROVAL OF EXPENDITURE REPORTS FOR JANUARY

Upon motion of Sam Roach and seconded by Gary Harris, the board unanimously approved the Expenditure Reports for January as presented in public hearing.

INFORMATION REPORTS/ANNOUNCEMENT

1. BUDGET STATUS REPORT AS OF 1/31/98. Ralph Hall reported that at the end of January (5/12 of the year elapsed), revenues exceed expenditures — all expenditures are coming in as they should. Mid-year revisions to the budget will be presented for board approval at the April 28 board meeting. The major revenue increase results from a significant increase in enrollment for both fall and spring semesters as well as in continuing education courses.
2. INVESTMENT SCHEDULE AS OF 1/31/98. Ralph Hall gave a brief investment update reporting that the majority of the college district's investments are invested with TexPool.
3. ENROLLMENT UPDATE. Toni Jenkins distributed copies of preliminary enrollment figures. She reported that headcount is up 6.65% and contact hours are up 12%. Continuing education enrollments are also up — 16% for the last quarter.

Carey Cox asked Toni how other community college districts are doing with their enrollments. She responded that most other community college districts are showing enrollment decreases. Dr. Anthony said it is unusual to have enrollment increases when the economy is so good and employment is so high.

4. TAX SURVEY. Dr. Anthony briefly reviewed a Tax and Evaluation Survey for Texas public community colleges. He reported that Collin County ranks 6th in total assessed values and 36th in tax rates — one of the lowest in the state.
5. HONOR'S PRESENTATION. Dr. Anthony said it was indeed a pleasure to introduce Dr. Kay Mizell, Professor of English. Kay will be conducting a teachers' seminar at the South Kazakhstan Humanities University during spring break.

Kay gave the board members a brief overview of the district's

Honor's Program and took them through the honor's web site. Kay said that this is the 10-year anniversary of the Honor's Program. She thanked the board for their support and Peggy Brown for building the foundation of the Honor's Program.

6. Fullbright Scholars. Steve Ellis said that Dr. Mizell is CCCC's first Fullbright Scholar and that Elke Matijevich, Professor of German, has been selected as a Fullbright Scholar this year.

ADJOURNMENT