

SAN JACINTO COLLEGE DISTRICT
Board of Trustees Strategic Planning Retreat Minutes
April 10, 2017

The Board of Trustees of the San Jacinto Community College District met at 3:00 p.m., Monday, April 10, 2017, in Room A2.203 of the San Jacinto College Administration Building West, 4620 Fairmont Pkwy., Pasadena, Texas, for a Board Strategic Planning Retreat.

Members Present: Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson

Members Absent: Brad Hance

Others Present: Brenda Hellyer, Chet Lewis, and Mandi Reiland

- I. The meeting was called to order at 3:12 p.m. by Dan Mims.
- II. Discuss Site Planning of North and South Campuses
Brenda Hellyer reviewed the master site planning for the North and South campuses. She also highlighted the Central Campus master site planning which was previously reviewed with the Board. The members agreed with the plans understanding that the plans will guide future decisions but are not final.
- III. Review 2008 Bond Program
 - Brenda gave an overview of the status of the \$295 million Bond Program from 2008. She explained that Chet Lewis will begin having conversations with Rizzo and Associates regarding the building lease on Fairmont.
 - Contingency
 - The plan is to return all outstanding dollars on the gym line items to the contingency.
 - All open balances on projects need to be closed out to contingency. It is estimated the contingency balance is approximately \$8 million. Plans will be developed based on needs and allocate these resources based on discussion with the Board.
 - Marie asked how many physical education classes are at Central. Brenda will get the numbers and provide an update to the Board. She explained that she does not have the numbers in front of her, but the enrollment is down in physical education classes college-wide.
 - Dr. Wheeler asked where colleges will be with athletics in ten years. Brenda said it is split. Some are reducing programs and some are adding new ones.
 - As previously discussed with the Board, some enhancements are needed for the softball field. Brenda reviewed the plans pricing and needs for softball and she recommends moving forward now with the

entire project which is estimated at \$850,000. The project should be planned as to not interfere with the team's play. The members recommended completing this summer.

- Brenda explained that the three campuses are still working on the development of the science parks. She will bring back a plan and timeline to the Board for review.
- Brenda explained that campus carry signage is needed as well as updates to campus signage. She will get a list of all of the signage needed. The cost estimate has been reduced to \$400,000.
- Brenda explained that the monument signs at each campus need updated. The plan is not to go back to digital/electronics, but we are still working through details. The cost estimate is \$500,000, and Brenda will bring this back to the Board for review.
- Brenda explained that she will provide a proposal for the next phase of renovation at the district administration building. The restrooms are not ADA compliant after the recent inspection from the City of Pasadena. While renovating the restrooms, the lobby could be renovated and updated at the same time. The canopy at the main entrance also needs replaced. The members were comfortable with Brenda bringing forward a proposal.

IV. Review 2015 Revenue Bond

The Board reviewed the spreadsheet with details on the 2015 Revenue Bond. The Center for Industrial Technology is complete with a few issues that need addressed. It is estimated that \$1 million will be transferred back to contingency.

V. Review 2015 Bond Program

- Brenda provided an overview of the two spreadsheets with details on the status of the 2015 Bond Program.
- Brenda reviewed the petrochemical center design with the Board. This facility is in the final design phases. Additional dollars will need to be transferred to this project. Approximately \$7.9 million is needed for site development due to the new facility location. Additionally, the building and process plant will require approximately \$8.2 million. The industry leaders have been instrumental in confirming the requirements of the facility. Several Board members discussed the significance of this facility on meeting the workforce needs of the region. She mentioned that a consultant, Bethany Reid, is working on a proposal and guidelines for naming opportunities. She should have her plans ready within the next few weeks. Additionally, Brenda and Randy Boeding have had conversations with industry partners on support. Dan Mims recommends a wall of recognition with company logos with varying sizes for donation amounts.
- Brenda reviewed the budget and status for the following projects:
 - a. Welcome Center and Site – Because of the Central site planning and the new proposed location, \$3 million will be allocated for the site development budget and an additional \$2.8 million is recommended

based on the programming phase of the building.

- b. North Tunnel – This budget will be reduced by \$6.1 million due to scope revisions.
- c. Fire House – This budget will be reduced by \$5.6 million due to scope revisions.
- d. Autobody/HVAC – This project will be increased by \$2 million due to scope revisions.
- e. Maritime Expansion – It is recommended that this budget be reduced by \$13 million. Brenda does not anticipate that the original budget will be required due to the timing of future expansions of the site and wetlands support provided by LBC.
- f. Cosmetology and Cosmetology/Culinary Centers – We are still working on programming and may be slightly over budget. But we are working to manage scope and requirements.
- g. North Wetlands Mitigation – This budget was reduced by \$2 million because expansion will not be required for at least the next five years.
- h. Early College High School (ECHS) Plans at South and Central – Originally, the new ECHSs were going to be accommodated with a new classroom building at Central and the Jones renovation at South. Based on a review of needs and the required timeline, the recommendation is to accommodate in current facilities with limited renovations. Pasadena and Clear Creek Independent School District's support the plans which will be more cost effective for the College. Additional updates will be provided as the scope is completed.

VI. Wrap-up with Summary for Follow-up

Brenda asked if there are any other items the Board would like an update on. The Board did not ask for an update on any other items.

VII. Adjournment

Dan Mims adjourned the meeting at 5:04 p.m.