

***Board of Trustees  
Meeting***

***October 5, 2020***

**NOTICE OF MEETING  
BOARD OF TRUSTEES  
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto Community College District will meet by videoconference at 5:00 p.m., Monday, October 5, 2020, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this workshop will be available to the public via a live-stream. At least a quorum of the Board will be present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Members of the public may access the live-stream of this workshop as follows:  
[www.sanjac.edu/board-meeting-videos](http://www.sanjac.edu/board-meeting-videos)

The open portions of this meeting will be recorded and made available to the public on the College's website.

**BOARD WORKSHOP  
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 and 551.074 of the Texas Open Meetings Act, for the following purposes:**
  - a. Legal Matters - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.
  - b. Personnel Matters - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.
    - Chancellor Evaluation
    - Other Personnel Matters
- IV. Reconvene in Open Meeting**
- V. Overview of Title IX Compliance and Training**
- VI. Discuss Board Self-Evaluation Process**
- VII. Update on Property Tax Rate**
- VIII. Update on COVID-19 Responses**
- IX. Discuss Legislative Appropriations Request**
- X. Update on Promise Program**

- XI. Discussion Regarding Plaques to be Placed in the Anderson-Ball Classroom Building**
- XII. Review of 2008 Bond Budget Adjustments**
- XIII. Construction Update**
- XIV. Review of Calendar**
- XV. General Discussion of Meeting Items**
- XVI. Adjournment**

Additional Closed Session Authority

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.

Section 551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Section 551.087– To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks or may seek to have locate, stay, or expand in or near the territory of the College and with which the Board is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such business prospect.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or

B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

Certification as to Posting or Giving of Notice

On this day, September 30, 2020, this notice was posted, in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor, on the College's website, and is readily accessible to the public upon request.

---

Brenda Hellyer, Ed.D.

**NOTICE OF MEETING  
BOARD OF TRUSTEES  
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto Community College District will meet by videoconference at 7:00 p.m. on Monday, October 5, 2020 in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this meeting will be available to the public via a live stream. At least a quorum of the Board will be present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Members of the public may access the live-stream of this meeting as follows:

[www.sanjac.edu/board-meeting-videos](http://www.sanjac.edu/board-meeting-videos)

An electronic copy of the agenda packet is available on the College’s website as follows:

[www.sanjac.edu/board-meeting-agendas](http://www.sanjac.edu/board-meeting-agendas)

Members of the public who desire to address the Board must comply with the following registration procedures:

A link to a public comments form is available at: [www.sanjac.edu/request-speak-to-board](http://www.sanjac.edu/request-speak-to-board)

The form must be completed prior to 11:00 a.m. on October 5, 2020. After completion of the form, the requestor will be sent call-in information for joining the meeting. Registered participants will be allotted five minutes to address the Board of Trustees during the “Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board” portion of the meeting. Discussion shall be addressed to the Board Chair and the entire membership of the Board. Discussion shall be limited solely to the matter indicated on the request form. Members of the Board of Trustees and/or administration may not comment or deliberate during a public comment period at the meeting except to state that the Chancellor or designee may follow-up, when appropriate.

The open portions of this meeting will be recorded and made available to the public on the College’s website.

Any questions regarding this meeting notice can be directed to Mandi Reiland, Manager of Executive Operations for the Chancellor and Board of Trustees at [mandi.reiland@sjcd.edu](mailto:mandi.reiland@sjcd.edu).

**BOARD MEETING  
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Invocation and Pledge to the Flags**
- IV. Special Announcements, Recognitions, Introductions, and Presentations**

Announcement of Meeting Process

Mandi Reiland

- V. Student Success Presentations**

Update on Open Books at San Jac

Laurel Williamson<sub>5 of 83</sub>

- VI. Communications to the Board of Trustees**
- VII. Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board**
- VIII. Informative Reports to the Board**
  - A. San Jacinto College Financial Statements
    - a. San Jacinto College Financial Statements August 2020
    - b. San Jacinto College Monthly Investment Report August 2020
  - B. San Jacinto College Foundation Financial Statements August 2020
  - C. Capital Improvement Program

### **ACTION ITEMS**

- IX. Consideration of Approval of Amendment to the 2020-2021 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants**
- X. Consideration of Adoption of Ad Valorem Property Tax Rate**
- XI. Consideration of Approval of Amendment to the 2020-2021 Budget for Unrestricted Revenues and Expenses**
- XII. Consideration of Approval of Chancellor's Employment Contract with San Jacinto College District**

### **PURCHASING REQUESTS**

- XIII. Consideration of Purchasing Requests**

### **CONSENT AGENDA**

- XIV. Consent Agenda**

(Any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of the Board, otherwise all items will be voted on with one (1) motion.)

  - A. Approval of the Minutes for the August 31, 2020, Workshop and Regular Board Meeting**
  - B. Approval of the Minutes for the September 22, 2020, Special Board Meeting**
  - C. Approval of the Budget Transfers**
  - D. Approval of Personnel Recommendations and Extra Service Agreements (ESA)**
  - E. Approval of the Affiliation Agreements**
  - F. Approval of the Next Regularly Scheduled Meeting**
- XV. Items for Discussion/Possible Action**

(Items removed from the Consent Agenda or items discussed in closed session, will be considered at this time)
- XVI. Adjournment**

#### **Closed Session Authority**

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or <sup>6</sup> of 83 as soon after the commencement of the meeting covered by the Notice as the Board may

conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

Section 551.072 –For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.

Section 551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Section 551.087 – To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks or may seek to have locate, stay, or expand in or near the territory of the College and with which the Board is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such business prospect.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting,  
or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

Certification as to Posting or Giving of Notice

On this day, September 30, 2020, this notice was posted, in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor, on the College’s website, and is readily accessible to the public upon request.

---

Brenda Hellyer, Ed.D.

San Jacinto College Financial Statements  
August 2020



SAN JACINTO COMMUNITY COLLEGE DISTRICT  
Statement of Net Position-PRELIMINARY  
August 31,

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Current assets:		
Cash and cash equivalents	\$ 81,264,561	\$ 78,250,240
Accounts receivable - taxes	4,476,059	3,606,911
Accounts receivable	17,628,182	18,838,235
Deferred charges	2,879,765	2,847,123
Inventories	356,016	359,413
Total current assets	<u>106,604,583</u>	<u>103,901,922</u>
Noncurrent assets:		
Restricted cash and cash equivalents	101,558,510	198,984,268
Capital assets, net	639,264,728	553,692,902
Total noncurrent assets	<u>740,823,238</u>	<u>752,677,170</u>
Total assets	<u>847,427,821</u>	<u>856,579,092</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	25,781,981	4,631,718
Deferred outflow related to OPEB	20,497,036	2,581,254
Deferred outflow related to defeased debt	7,680,333	8,987,076
Total deferred outflows of resources	<u>53,959,350</u>	<u>16,200,048</u>
<u>Liabilities</u>		
Current liabilities:		
Accounts payable	21,650,565	28,776,365
Accrued liabilities	1,013,810	1,300,303
Accrued compensable absences and deferred compensation	2,181,388	2,259,299
Deferred revenues	24,942,714	27,566,911
Total current liabilities	<u>49,788,477</u>	<u>59,902,878</u>
Noncurrent liabilities:		
Net pension liability	49,494,145	26,598,961
Net OPEB liability	95,083,178	91,125,036
Bonds and notes payable	576,849,835	591,389,197
Total noncurrent liabilities	<u>721,427,158</u>	<u>709,113,194</u>
Total liabilities	<u>771,215,635</u>	<u>769,016,072</u>
Deferred inflows of resources -		
Deferred inflow related to pensions	6,771,550	6,007,220
Deferred inflows related to OPEB	36,803,285	20,148,183
Total deferred inflows of resources	<u>43,574,835</u>	<u>26,155,403</u>
<u>Net assets</u>		
Beginning of year	76,748,779	60,632,834
Current year addition	9,847,922	16,974,831
Total net position-PRELIMINARY	<u>\$ 86,596,701</u>	<u>\$ 77,607,665</u>

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY  
For the Twelve Months Ended August 31, 2020

11 Unrestricted Funds

	Adjusted Budget	Actual (100%)	% Actual to Adjusted Budget	8/31/19	% of 8/31/19 Actual
REVENUES:					
State Appropriations	\$ 42,079,966	\$ 42,092,339	100.03	38,797,550	100.00
Local Taxes - Maintenance & Operations	72,131,000	71,440,051	99.04	69,683,144	100.00
Credit Tuition	64,986,000	63,746,960	98.09	43,707,052	100.00
Credit Fees	-	-	-	17,293,271	100.00
Credit Exemptions & Waivers	(7,100,000)	(7,924,753)	111.62	(6,612,174)	100.00
Bad Debt	(1,700,000)	(1,700,000)	100.00	(1,900,000)	100.00
Continuing Professional Development	4,725,185	4,843,069	102.49	6,017,954	100.00
Sales & Services	2,100,000	3,586,843	170.80	9,622,364	100.00
Investment Income	1,500,000	1,059,309	70.62	2,568,428	100.00
Total	<u>178,722,151</u>	<u>177,143,818</u>	<u>99.12</u>	<u>179,177,589</u>	<u>100.00</u>
EXPENDITURES:					
Instruction	67,833,421	69,676,025	102.72	69,482,583	100.00
Public Service	5,180,371	6,343,473	122.45	6,892,425	100.00
Academic Support	16,010,837	14,081,390	87.95	13,044,136	100.00
Student Services	15,838,667	13,830,577	87.32	14,358,282	100.00
Institutional Support	47,289,076	42,871,396	90.66	39,272,648	100.00
Physical Plant	22,836,230	19,039,574	83.37	19,204,787	100.00
Hurricane Harvey	-	-	-	9,721	100.00
Total	<u>174,988,602</u>	<u>165,842,435</u>	<u>94.77</u>	<u>162,264,582</u>	<u>100.00</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	3,733,249	3,453,808	-	12,748,428	-
Net Increase (Decrease) in Net Position	<u>\$ 300</u>	<u>\$ 7,847,575</u>		<u>\$ 4,164,579</u>	

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY  
For the Twelve Months Ended August 31, 2020

Federal Restricted Funds

	Adjusted Budget	Actual (100%)	% Actual to Adjusted Budget	8/31/19	% of 8/31/19 Actual
<b>REVENUES:</b>					
Grants	\$ 59,000,712	\$ 51,954,631	88.06	\$ 45,066,707	100.00
Total	<u>59,000,712</u>	<u>51,954,631</u>	<u>88.06</u>	<u>45,066,707</u>	<u>100.00</u>
<b>EXPENDITURES:</b>					
Instruction	1,945,354	823,299	42.32	636,177	100.00
Public Service	291,901	197,550	67.68	160,975	100.00
Academic Support	11,911,914	4,381,800	36.79	3,221,749	100.00
Student Services	537,350	360,941	67.17	392,279	100.00
Institutional Support	1,584,448	963,940	60.84	895,828	100.00
Scholarships and Fellowships	42,729,745	45,227,101	105.84	39,769,420	100.00
Hurricane Harvey	-	-	-	(9,721)	-
Total	<u>59,000,712</u>	<u>51,954,631</u>	<u>88.06</u>	<u>45,066,707</u>	<u>100.00</u>
<b>TRANSFERS AMONG FUNDS:</b>					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY  
For the Twelve Months Ended August 31, 2020

State Restricted Funds

	Adjusted Budget	Actual (100%)	% Actual to Adjusted Budget	8/31/19	% of 8/31/19 Actual
REVENUES:					
State Paid Benefits	\$ 11,032,000	\$ 11,905,753	107.92	\$ 11,779,490	100.00
Grants	4,663,987	3,008,586	64.51	2,897,859	100.00
Total	<u>15,695,987</u>	<u>14,914,339</u>	<u>95.02</u>	<u>14,677,349</u>	<u>100.00</u>
EXPENDITURES:					
Instruction	5,741,801	5,775,355	100.58	5,991,555	100.00
Public Service	275,796	338,923	122.89	403,764	100.00
Academic Support	1,611,140	1,927,774	119.65	1,685,979	100.00
Student Services	1,263,258	1,541,141	122.00	1,753,692	100.00
Institutional Support	4,006,955	3,588,326	89.55	2,667,371	100.00
Scholarships and Fellowships	2,797,037	1,742,820	62.31	2,174,988	100.00
Total	<u>15,695,987</u>	<u>14,914,339</u>	<u>95.02</u>	<u>14,677,349</u>	<u>100.00</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY  
For the Twelve Months Ended August 31, 2020

Local Restricted Funds

	<u>Adjusted Budget</u>	<u>Actual (100%)</u>	<u>% Actual to Adjusted Budget</u>	<u>8/31/19</u>	<u>% of 8/31/19 Actual</u>
<b>REVENUES:</b>					
Local Grants	\$ 3,425,927	\$ 2,768,890	80.82	\$ 2,272,111	100.00
Total	<u>3,425,927</u>	<u>2,768,890</u>	<u>80.82</u>	<u>2,272,111</u>	<u>100.00</u>
<b>EXPENDITURES:</b>					
Instruction	39,172	40,314	102.92	60,556	100.00
Public Service	217,233	174,987	80.55	145,808	100.00
Academic Support	1,266,315	603,806	47.68	247,154	100.00
Student Services	77,678	38,691	49.81	60,763	100.00
Institutional Support	59,037	30,916	52.37	85,720	100.00
Scholarships and Fellowships	<u>2,000,000</u>	<u>2,104,416</u>	<u>105.22</u>	<u>1,824,044</u>	<u>100.00</u>
Total	<u>3,659,435</u>	<u>2,993,130</u>	<u>81.79</u>	<u>2,424,045</u>	<u>100.00</u>
<b>TRANSFERS AMONG FUNDS:</b>					
Transfers In	(233,508)	(182,708)	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>(151,922)</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (41,532)</u>		<u>\$ (12)</u>	

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY  
For the Twelve Months Ended August 31, 2020

27 Texas Public Education Grant

	<u>Adjusted Budget</u>	<u>Actual (100%)</u>	<u>% Actual to Adjusted Budget</u>	<u>8/31/19</u>	<u>% of 8/31/19 Actual</u>
REVENUES:					
Credit Tuition	<u>\$ 2,800,000</u>	<u>\$ 2,985,629</u>	<u>106.63</u>	<u>\$ 1,910,815</u>	<u>100.00</u>
Total	<u>2,800,000</u>	<u>2,985,629</u>	<u>106.63</u>	<u>1,910,815</u>	<u>100.00</u>
EXPENDITURES:					
Scholarships and Fellowships	<u>2,800,000</u>	<u>2,593,027</u>	<u>92.61</u>	<u>1,865,365</u>	<u>100.00</u>
Total	<u>2,800,000</u>	<u>2,593,027</u>	<u>92.61</u>	<u>1,865,365</u>	<u>100.00</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u><u>\$ -</u></u>	<u><u>\$ 392,602</u></u>		<u><u>\$ 45,450</u></u>	

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY  
For the Twelve Months Ended August 31, 2020

28 Private Gifts and Donations

	<u>Adjusted Budget</u>	<u>Actual (100%)</u>	<u>% Actual to Adjusted Budget</u>	<u>8/31/19</u>	<u>% of 8/31/19 Actual</u>
REVENUES:					
Sales & Service	\$ -	\$ 102,723	-	\$ 28,112	-
Total	<u>-</u>	<u>102,723</u>	<u>-</u>	<u>28,112</u>	<u>-</u>
EXPENDITURES:					
Instruction	-	51,857	-	31,740	100.00
Student Services	-	-	-	826	100.00
Total	<u>-</u>	<u>51,857</u>	<u>-</u>	<u>32,566</u>	<u>100.00</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 50,866</u>		<u>\$ (4,454)</u>	

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY  
For the Twelve Months Ended August 31, 2020

Auxiliary Enterprises

	<u>Adjusted Budget</u>	<u>Actual (100%)</u>	<u>% Actual to Adjusted Budget</u>	<u>8/31/19</u>	<u>% of 8/31/19 Actual</u>
REVENUES:					
Auxiliary Services	3,303,400	2,627,808	79.55	3,180,632	100.00
Total	<u>3,303,400</u>	<u>2,627,808</u>	<u>79.55</u>	<u>3,180,632</u>	<u>100.00</u>
EXPENDITURES:					
Non-Instructional Labor	403,971	417,981	103.47	474,415	100.00
Benefits	100,000	391,561	391.56	402,890	100.00
Supplies	620,536	385,005	62.04	380,911	100.00
Travel	232,898	119,816	51.45	199,659	100.00
Contracted Services	412,904	222,733	53.94	274,596	100.00
Scholarships and Fellowships	1,307,727	1,382,497	105.72	1,103,744	100.00
Utilities	200	-	-	-	-
Total	<u>3,078,236</u>	<u>2,919,593</u>	<u>94.85</u>	<u>2,836,215</u>	<u>100.00</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ 225,164</u>	<u>\$ (291,785)</u>		<u>\$ 344,417</u>	

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.



San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY  
For the Twelve Months Ended August 31, 2020

95 Retirement of Indebtedness

	Adjusted Budget	Actual (100%)	% Actual to Adjusted Budget	8/31/19	% of 8/31/19 Actual
<b>REVENUES</b>					
Investment Income	\$ -	\$ 245,545	-	\$ 438,969	100.00
Local Taxes - Debt Service	37,728,096	37,167,521	98.51	28,541,144	100.00
Total	<u>37,728,096</u>	<u>37,413,066</u>	<u>99.16</u>	<u>28,980,113</u>	<u>100.00</u>
<b>EXPENDITURES</b>					
Institutional Support	41,227,837	26,772,063	64.94	19,376,010	100.00
Total	<u>41,227,837</u>	<u>26,772,063</u>	<u>64.94</u>	<u>19,376,010</u>	<u>100.00</u>
<b>TRANSFERS AMONG FUNDS:</b>					
Transfers In	(3,499,741)	(3,271,100)	-	(3,752,950)	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 13,912,103</u>		<u>\$ 13,357,053</u>	

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY  
For the Twelve Months Ended August 31, 2020

97 Investment in Plant

	<u>Adjusted Budget</u>	<u>Actual (100%)</u>	<u>% Actual to Adjusted Budget</u>	<u>8/31/19</u>	<u>% of 8/31/19 Actual</u>
EXPENDITURES					
Depreciation	\$ 20,500,000	\$ 15,147,512	73.89	\$ 14,871,360	100.00
Capital Purchases	-	(1,302,881)	-	(1,530,725)	100.00
Total	<u>20,500,000</u>	<u>13,844,631</u>	<u>-</u>	<u>13,340,635</u>	<u>100.00</u>
Net Increase (Decrease) in Net Position	<u>\$ (20,500,000)</u>	<u>\$ (13,844,631)</u>		<u>\$ (13,340,635)</u>	

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY  
For the Twelve Months Ended August 31, 2020

Consolidated -All Funds  
(Not Including Capital Improvement Program)

	<u>Adjusted Budget</u>	<u>Actual (100%)</u>	<u>% Actual to Adjusted Budget</u>	<u>8/31/19</u>	<u>% of 8/31/19 Actual</u>
REVENUES:					
State Appropriations	\$ 53,111,966	\$ 53,998,092	101.67	\$ 50,577,040	100.00
Local Taxes - Maintenance & Operations	72,131,000	71,440,051	99.04	69,683,144	100.00
Local Taxes - Debt Service	37,728,096	37,167,521	98.51	28,541,144	100.00
Credit Tuition	67,786,000	66,732,589	98.45	45,617,867	100.00
Credit Fees	-	-	-	17,293,271	100.00
Credit Exemptions & Waivers	(7,100,000)	(7,924,753)	111.62	(6,612,174)	100.00
Bad Debt	(1,700,000)	(1,700,000)	100.00	(1,900,000)	100.00
Continuing Professional Development	4,725,185	4,843,069	102.49	6,017,954	100.00
Sales & Services	2,100,000	3,689,566	175.69	9,650,476	100.00
Investment Income	1,500,000	1,304,854	86.99	3,007,397	100.00
Investment Income - San Jac Tomorrow Program	-	1,822,724	-	3,564,877	-
Auxiliary Services	3,303,400	2,627,808	79.55	3,180,632	100.00
Grants	63,664,699	54,963,217	86.33	47,964,566	100.00
Local Grants	3,425,927	2,768,890	80.82	2,272,111	100.00
Total	<u>300,676,273</u>	<u>291,733,628</u>	<u>97.03</u>	<u>278,858,305</u>	<u>100.00</u>
EXPENDITURES:					
Instruction	75,559,748	76,366,850	101.07	76,202,611	100.00
Public Service	5,965,301	7,054,933	118.27	7,602,972	100.00
Academic Support	30,800,206	20,994,770	68.16	18,199,018	100.00
Student Services	17,716,953	15,771,350	89.02	16,565,842	100.00
Institutional Support	94,167,353	74,226,641	78.82	62,297,577	100.00
Physical Plant	22,836,230	19,039,574	83.37	19,204,787	100.00
Scholarships and Fellowships	50,326,782	51,667,364	102.66	45,633,817	100.00
Auxiliary Enterprises	3,078,236	2,919,593	94.85	2,836,215	100.00
Bond Expenses	-	-	-	-	-
Depreciation	20,500,000	15,147,512	73.89	14,871,360	100.00
Capital Purchases	-	(1,302,881)	-	(1,530,725)	100.00
Total	<u>320,950,809</u>	<u>281,885,706</u>	<u>87.83</u>	<u>261,883,474</u>	<u>100.00</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(3,733,249)	(3,453,808)	-	(12,596,506)	-
Transfers Out	3,733,249	3,453,808	-	12,596,506	-
Net Increase (Decrease) in Net Position	<u>\$ (20,274,536)</u>	<u>\$ 9,847,922</u>		<u>\$ 16,974,831</u>	

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

# Capital Improvement Program

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY  
For the Twelve Months Ended August 31, 2020

91 Capital Projects

	Adjusted Budget	Actual (100%)	8/31/19
REVENUES:			
Investment Income	\$ -	\$ 1,822,724	\$ 3,564,877
Total	-	1,822,724	3,564,877
EXPENDITURES:			
Bond Programs	-	88,484,487	103,880,532
Total	-	88,484,487	103,880,532
Net Increase (Decrease) in Net Position	\$ -	\$ (86,661,763)	\$ (100,315,655)

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY  
For the Twelve Months Ended August 31, 2020

93 Generation Park Clear Lake Land Proceeds

	Adjusted Budget	Actual (100%)	8/31/19
REVENUES:			
Land Sale Proceeds	\$ -	\$ -	\$ -
Total	-	-	-
EXPENDITURES:			
Generation Park	-	5,028,812	3,803,549
Total	-	5,028,812	3,803,549
TRANSFERS AMONG FUNDS:			
Transfers In	-	-	(8,843,556)
Transfers Out	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (5,028,812)</u>	<u>\$ 5,040,007</u>

Year-end financial statements are not final, lacking fiscal year end closing entries and final audit review to occur over the coming months.

San Jacinto College Financial Statements  
Monthly Investment Report August 2020

**SAN JACINTO COMMUNITY COLLEGE DISTRICT**  
**Cash, Cash Equivalents, and Investments**  
**Portfolio Summary Report**  
**Period Ending August 31, 2020**

		<u>Fair Value</u>	<u>Book Value</u>
Beginning Value	August 1, 2020	\$ 202,807,771	\$ 202,807,771
Additions/Subtractions (Net)		(19,984,700)	(19,984,700)
Change in Fair Value*		-	-
Ending Value	August 31, 2020	<u>\$ 182,823,071</u>	<u>\$ 182,823,071</u>

Earnings for August \$ 48,493

WAM at Ending Period Date (Days) 1.00

\*On investments held to term, it is the policy of San Jacinto College to hold investments to maturity thus mitigating the impact of market losses.

The investment portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.

Prepared by:



---

William E. Dickerson  
 Director of Accounting & Financial Services

Reviewed by:



---

Carin Hutchins  
 Associate Vice Chancellor of Finance

Reviewed by:



---

Teri Zamora  
 Vice Chancellor of Fiscal Affairs



**SAN JACINTO COMMUNITY COLLEGE DISTRICT**  
**Cash, Cash Equivalents, and Investments**  
**Weighted Average to Maturity**  
**August 31, 2020**

Description	Held At	Annualized Interest Rate	Purchase Date	Maturity	Par	Fair Value	Book Value	% of Total Days to Portfolio Maturity	Weighted Avg. Mat.	
<b>Short-Term Investments - Cash &amp; Cash Equivalents</b>										
Credit Cards in Transit	Heartland	N/A	N/A	09/01/20	\$	126,289	\$ 126,289	0.07%	1	0.00
JPMorgan Accounts Payable Disbursements	JPMorgan Chase Bank	N/A	N/A	09/01/20	N/A	(1,559,745)	(1,559,745)	-0.85%	1	-0.01
JPMorgan Operating	JPMorgan Chase Bank	N/A	N/A	09/01/20	N/A	3,543,351	3,543,351	1.94%	1	0.02
JPMorgan Payroll	JPMorgan Chase Bank	N/A	N/A	09/01/20	N/A	(21,170)	(21,170)	-0.01%	1	0.00
JPMorgan Workmen's Comp	JPMorgan Chase Bank	N/A	N/A	09/01/20	N/A	(95)	(95)	0.00%	1	0.00
Petty Cash	Campus Business Offices	N/A	N/A	09/01/20	N/A	20,200	20,200	0.01%	1	0.00
East West MM Operating Account	East West Bank	0.2500%	N/A	09/01/20	N/A	20,004,315	20,004,315	10.94%	1	0.11
Texas Citizens Bank	Texas Citizens Bank	0.5000%	N/A	09/01/20	N/A	247,851	247,851	0.14%	1	0.00
LSIP Government Overnight Fund - Operating Funds	Lone Star Investment Pool	0.1169%	N/A	09/01/20	N/A	390,332	390,332	0.21%	1	0.00
TexPool - Operating	TexPool	0.1768%	N/A	09/01/20	N/A	6,704,128	6,704,128	3.67%	1	0.04
TexPool - PRIME - Operating	TexPool	0.3404%	N/A	09/01/20	N/A	55,015,902	55,015,902	30.09%	1	0.30
<b>Restricted - Cash &amp; Cash Equivalents</b>										
East West Bank MM 2015 Revenue Bond Proceeds	East West Bank	0.2500%	N/A	09/01/20	N/A	-	-	0.00%	1	0.00
LSIP Government Overnight Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	0.1169%	N/A	09/01/20	N/A	2,669,270	2,669,270	1.46%	1	0.01
LSIP Government Overnight Fund - 2015 Revenue Bond Proceeds	Lone Star Investment Pool	0.1169%	N/A	09/01/20	N/A	-	-	0.00%	1	0.00
LSIP Government Overnight Fund - 2016 GOB Bond Proceeds	Lone Star Investment Pool	0.1169%	N/A	09/01/20	N/A	-	-	0.00%	1	0.00
LSIP Government Overnight Fund - GOB Debt Service	Lone Star Investment Pool	0.1169%	N/A	09/01/20	N/A	8,855,287	8,855,287	4.84%	1	0.05
TexPool PRIME - 2019 Bond Proceeds (New 02/26/2019)	TexPool	0.3404%	N/A	09/01/20	N/A	86,827,156	86,827,156	47.49%	1	0.47
<b>Grand Total Short Term Investments and Cash &amp; Cash Equivalents</b>						<b>\$ 182,823,071</b>	<b>\$ 182,823,071</b>	<b>100.00%</b>	<b>1.00</b>	

  

Weighted Average to Maturity at Ending Period Date (Days)	
CAFR	
Note 4	\$ 20,200 Petty cash on hand
	160,462,075 Investment pools
	20,252,166 Money market
	2,088,630 Bank deposits - demand deposits
	- U. S. government securities and municipal bonds
	- Accrued earnings
	<u>\$ 182,823,071</u> Total cash, cash equivalents and investments
	<u>1.00</u>

**SAN JACINTO COMMUNITY COLLEGE DISTRICT**  
**Cash, Cash Equivalents, and Investments**  
**Inventory Holdings Report**  
**August 31, 2020**

Description	Annualized Interest Rate	Maturity	Par	7/31/2020		8/31/2020		Change in Fair Value For the Month	September		2019		2019		2019		2019		
				Ending Fair Value	Ending Book Value	Ending Fair Value	Ending Book Value		August	September	October	November	December	January	February	March	April	May	June
Operating Funds																			
Short Term Investments - Maturities less than one year from date of report																			
Bank of America																			
Sub Total Short Term Investments - Operating Funds																			
Operating Funds																			
Long Term Investments - Maturities greater than one year from date of report																			
Sub Total Long Term Investments - Operating Funds																			
Bond Proceeds Funds																			
Short Term Investments - Maturities less than one year from date of report																			
Sub Total Short Term Investments - Bond Funds																			
Bond Proceeds Funds																			
Long Term Investments - Maturities greater than one year from date of report																			
Sub Total Long Term Investments - Bond Funds																			
Sub Total Investments																			
Short Term Investments - Unrestricted Funds																			
Demand Deposits																			
Heartland																			
JP Morgan Chase Bank																			
JP Morgan Accounts Payable Disbursements																			
JP Morgan Operating																			
JP Morgan Payroll																			
JP Morgan Workers Comp																			
JP Morgan Chase Bank																			
Campus Business Offices																			
Sub Total Demand Deposits																			
Money Market Accounts																			
East West Bank																			
Texas Citizens Bank																			
Sub Total Money Market Accounts																			
Pool Accounts																			
TeaPool - Operating																			
TeaPool - Operating (New 1/1/2018)																			
LSP Government Overnight Fund - Operating Funds																			
Sub Total Pool Accounts																			
Sub Total - Short Term Investments - Unrestricted (Bond) Funds																			
Short Term Investments - Restricted (Bond) Funds																			
Money Market Accounts																			
East West Bank MM 2016 Revenue Bond Proceeds																			
Sub Total Money Market Accounts																			
Pool Accounts																			
LSP Government Overnight Fund - 2016 GOB Bond Proceeds																			
LSP Government Overnight Fund - 2016 Revenue Bond Proceeds																			
LSP Government Overnight Fund - 2016 GOB Bond Proceeds																			
LSP Government Overnight Fund - 2016 Revenue Bond Proceeds																			
TeaPool PRIME 2018 Bond Proceeds (New 02/28/2018)																			
Sub Total Pool Accounts																			
Sub Total - Short Term Investments - Restricted (Bond) Funds																			
Accrued Earnings																			
Operating Funds																			
Bond Funds																			
Sub Total Accrued Earnings																			
Grand Total																			

The Investment Portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.



## San Jacinto College Foundation

### Statement of Financial Position

As of August 31, 2020

ASSETS	Current Year	Previous Year	Difference
Current Assets			
Checking/Savings			
General Fund	\$1,777,157	\$1,114,777	\$662,380
Other Funds	-	-	-
Total Checking/Savings	<u>1,777,157</u>	<u>1,114,777</u>	<u>662,380</u>
Accounts Receivable			
Other Receivables	7,500	7,500	0
Pledge Receivables	120,000	171,000	(51,000)
Scholarship Receivables	0	340	(340)
Special Events Receivables	71,159	0	71,159
Sponsorship Receivable	4,000,000	10,708	3,989,292
Total Accounts Receivables	<u>4,198,659</u>	<u>189,548</u>	<u>4,009,111</u>
Other Current Assets			
Short Term Investments			
Goldman Sachs	12,442,467	11,485,920	956,548
Capital Bank CD	211,324	207,786	3,538
Prosperity Bank	210,969	207,415	3,554
Total SJC Short Term Investments	<u>12,864,760</u>	<u>11,901,121</u>	<u>963,639</u>
Total Current Assets	<u>18,840,576</u>	<u>13,205,446</u>	<u>5,635,130</u>
<b>TOTAL ASSETS</b>	<b><u>\$18,840,576</u></b>	<b><u>\$13,205,446</u></b>	<b><u>\$5,635,130</u></b>
<b>LIABILITIES &amp; NET ASSETS</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
Grants Payable	43,746	62,419	(18,672)
Programs Payable	6,145	34,664	(28,519)
Endowments Payable	185,964	213,006	(27,042)
Scholarship Payables	444,798	212,359	232,440
Student Success Payables	99,210	39,451	59,760
Total Accounts Payable	<u>779,863</u>	<u>561,898</u>	<u>217,966</u>
Total Current Liabilities	<u>779,863</u>	<u>561,898</u>	<u>217,966</u>
Total Liabilities	779,863	561,898	217,966
NET ASSETS			
Net Assets Without Donor Restrictions	3,744,894	2,914,444	830,450
Net Assets With Donor Restrictions	14,326,648	9,844,172	4,482,476
Net Assets	<u>18,071,542</u>	<u>12,758,615</u>	<u>5,312,927</u>
Net Income	(10,829)	(115,067)	104,238
Total Net Assets	<u>18,060,713</u>	<u>12,643,549</u>	<u>5,417,164</u>
<b>TOTAL LIABILITIES &amp; NET ASSETS</b>	<b><u>\$18,840,576</u></b>	<b><u>\$13,205,446</u></b>	<b><u>\$5,635,130</u></b>

**San Jacinto College Foundation**  
**Statement of Activities**  
For the Period Ending August 31, 2020

	Current Year	Last Year	Effect on Net Income	Annual Budget	Actual % of Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>Contributions</b>					
Grant Contributions	175	736	(561)	71,000	0%
Endowments	0	0	0	75,000	0%
Program Sponsorship	2,177	6,158	(3,982)	275,000	1%
Scholarships	3,799	104,321	(100,522)	400,000	1%
<b>Total Contributions</b>	<u>6,151</u>	<u>111,215</u>	<u>(105,064)</u>	<u>821,000</u>	<u>1%</u>
<b>Other Income</b>					
Special Events	4,562	22,000	(17,438)	-	
Investment Income	15,804	17,996	(2,191)	140,000	11%
Realized Gain / (Loss)	21,727	80	21,647	-	
Unrealized Gain / (Loss)	474,647	16,864	457,783	-	
<b>Total Other Income</b>	<u>516,740</u>	<u>56,939</u>	<u>459,800</u>	<u>140,000</u>	<u>369%</u>
<b>Total Income</b>	<u>522,891</u>	<u>168,155</u>	<u>354,736</u>	<u>961,000</u>	<u>54%</u>
<b>Expense</b>					
<b>Programs</b>					
Scholarships Awarded	470,159	211,775	(258,384)	450,000	104%
Programs Sponsored	39,626	61,300	21,674	600,000	7%
Student Success Initiatives	22,989	0	(22,989)	150,000	15%
<b>Total Programs</b>	<u>532,773</u>	<u>273,075</u>	<u>(259,699)</u>	<u>1,200,000</u>	<u>44%</u>
<b>Supporting Services</b>					
Bad Debt Expense	0	0	0	2,000	0%
<b>Supporting Services</b>					
Foundation Expenses	946	9,547	8,601	33,000	3%
Sponsorship Expense	0	600	600	5,000	0%
<b>Total Supporting Services</b>	<u>946</u>	<u>10,147</u>	<u>9,201</u>	<u>38,000</u>	<u>2%</u>
<b>Total Expense</b>	<u>533,720</u>	<u>283,222</u>	<u>(250,498)</u>	<u>1,240,000</u>	<u>43%</u>
<b>Net Ordinary Income</b>	<u>(10,829)</u>	<u>(115,067)</u>	<u>104,238</u>	<u>(279,000)</u>	<u>4%</u>
Other Income / Expenses					
<b>Increase/Decrease in Net Position</b>	<u><u>(\$10,829)</u></u>	<u><u>(\$115,067)</u></u>	<u><u>\$104,238</u></u>	<u><u>(\$279,000)</u></u>	<u><u>4%</u></u>



Contributions Report  
August 2020

Donors	Amount	Fund
Corporations		
Foundations		
Individuals	211	Foundation Memorial fund

**Total Donation                    211**

Employee Contributions	257	Chancellor's Cultivation fund
------------------------	-----	-------------------------------

**Total Contributions            468**

**2008 Bond Program**

Preliminary Report as of August 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Central</b>									
721918 - CC Chiller Optimization	-	350,000	350,000	-	350,000	18,590	4,410	327,000	6.57%
721919 - CC Install Backup Chiller C26	-	175,000	175,000	-	175,000	-	-	175,000	-
721920 - CC Refurbish 4 Cooling Towers	-	150,000	150,000	-	150,000	-	-	150,000	-
721921 - CC Re-pave P17 and P18	-	450,000	450,000	-	450,000	-	-	450,000	-
<b>Sub-total</b>	-	1,125,000	1,125,000	-	1,125,000	18,590	4,410	1,102,000	2.04%
<b>North</b>									
<b>Sub-total</b>	-	-	-	-	-	-	-	-	-
<b>South</b>									
723917 - SC Welcome Center Reconfiguration	-	590,574	590,574	-	590,574	2,151	552,864	35,559	93.98%
723922 - SC Replace HVAC Valves, S1	-	30,000	30,000	-	30,000	-	-	30,000	-
<b>Sub-total</b>	-	620,574	620,574	-	620,574	2,151	552,864	65,559	89.44%
<b>District</b>									
720100 - Program Management	-	9,605,947	9,605,947	(9,605,947)	-	-	-	-	-
726800 - Contingency	14,626,260	(14,488,683)	137,577	-	137,577	-	-	137,577	-
726907 - Wayfinding Signage	50,000	939,076	989,076	10,924	1,000,000	371,727	264,620	363,653	63.63%
726923 - Replace HVAC, A1	-	350,000	350,000	-	350,000	35,813	1,686	312,501	10.71%
726924 - Replace VFDs All Campuses	-	80,000	80,000	-	80,000	8,000	-	72,000	10.00%
<b>Sub-total</b>	14,676,260	(3,513,660)	11,162,600	(9,595,023)	1,567,577	415,540	266,306	885,731	6.11%
<b>2008 Contingency Supplemental Projects</b>									
726916 - Dist - College Wide Scheduling Sys	-	200,000	200,000	-	200,000	-	-	200,000	-
<b>Sub-total</b>	-	200,000	200,000	-	200,000	-	-	200,000	-
<b>Supplemental Projects closed</b>									
<b>Sub-total</b>	-	3,614,652	3,614,652	-	3,614,652	-	3,614,652	-	100.00%
<b>Projects closed</b>									
<b>Sub-total</b>	280,323,740	(2,046,567)	278,277,174	9,595,023	287,872,197	-	287,872,197	-	100.00%
<b>TOTALS</b>	<b>295,000,000</b>	<b>-</b>	<b>295,000,000</b>	<b>-</b>	<b>295,000,000</b>	<b>436,281</b>	<b>292,310,429</b>	<b>2,253,290</b>	<b>99.24%</b>

## 2015 Bond Program

Preliminary Report as of August 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Central</b>									
731601 - CC Petrochemical Center	52,450,000	(1,879,450)	50,570,550	2,217,080	52,787,630	1,122,039	50,810,485	855,105	98.38%
71601A - CC Petrochem Process Plant	-	7,309,913	7,309,913	320,476	7,630,389	12,881	6,615,496	1,002,012	86.87%
71601B - CC Petrochem Extended Site Development	-	7,612,277	7,612,277	333,732	7,946,009	561,054	5,553,528	1,831,426	76.95%
731602 - CC Welcome Center	16,600,000	1,994,364	18,594,364	600,809	19,195,173	493,536	18,701,637	-	100.00%
71602A - CC Welcome Center Site Development	-	2,906,100	2,906,100	93,900	3,000,000	-	121,144	2,878,856	4.04%
731603 - CC Class Room Building	47,155,000	8,195,219	55,350,219	1,788,440	57,138,659	26,569,505	3,872,902	26,696,253	53.28%
731604 - CC Central Data Closets	2,444,000	(75,257)	2,368,743	76,537	2,445,280	348,149	751,285	1,345,846	44.96%
731605 - CC Central Access Security	1,852,000	289,991	2,141,991	69,211	2,211,202	279,717	859,817	1,071,668	51.53%
731606 - CC Frels Renovation	1,153,000	2,614,052	3,767,052	133,723	3,900,775	44,726	3,786,290	69,758	98.21%
71606A - CC Frels Renovation Phase II	-	371,510	371,510	-	371,510	-	-	371,510	-
731607 - CC Davison Building Renovation	14,970,000	(4,787,356)	10,182,644	329,015	10,511,659	2,034,221	8,037,991	439,447	95.82%
731608 - CC McCollum Center Renovation Phase I	24,685,000	(13,253,702)	11,431,298	369,361	11,800,659	753,978	1,324,340	9,722,341	17.61%
71608A - CC McCollum Center Renovation Phase II	-	10,483,421	10,483,421	338,733	10,822,154	44,920	163,894	10,613,340	1.93%
731609 - CC McCollum North Renovation	2,535,000	1,214,962	3,749,962	121,166	3,871,128	-	100,204	3,770,924	2.59%
731610 - CC Ball Demolition	1,725,000	(53,993)	1,671,008	53,993	1,725,000	1,433,172	96,520	195,309	88.68%
731611 - CC Anderson Demolition	2,654,000	(81,728)	2,572,272	83,114	2,655,386	281,039	1,983,966	390,382	85.30%
731612 - CC Stadium and Track Demolition	174,000	(109,420)	64,580	2,087	66,667	-	66,667	-	100.00%
731613 - CC Central DDC Network	1,160,000	356,233	1,516,233	48,992	1,565,225	389,697	651,352	524,176	66.51%
731614 - CC Central Plant Upgrades	1,160,000	68,603	1,228,603	39,698	1,268,301	-	1,263,670	4,631	99.63%
<b>Sub-total</b>	<b>170,717,000</b>	<b>23,175,739</b>	<b>193,892,739</b>	<b>7,020,066</b>	<b>200,912,805</b>	<b>34,368,633</b>	<b>104,761,188</b>	<b>61,782,984</b>	<b>69.25%</b>
<b>North</b>									
732601 - NC Cosmetology & Culinary Center	22,845,000	638,019	23,483,019	758,768	24,241,787	739,315	23,502,473	-	100.00%
732602 - NC North Data Closets	915,000	(28,183)	886,817	28,654	915,472	3,214	421,341	490,917	46.38%
732604 - NC Lehr Library Demolition	650,000	(434,122)	215,878	6,975	222,854	-	222,854	-	100.00%
732605 - NC North Access/Security	877,000	147,246	1,024,246	33,095	1,057,341	20,531	407,392	629,418	40.47%
732606 - NC Wheeler Renovation	14,300,000	(233,277)	14,066,723	468,471	14,535,194	6,438,811	3,874,212	4,222,171	70.95%
72606A - NC Wheeler Renovation Phase II	-	179,652	179,652	-	179,652	-	-	179,652	-
732607 - NC Brightwell Renovation	6,628,000	2,012,192	8,640,192	280,823	8,921,015	5,993,862	1,348,257	1,578,896	82.30%
72607A - NC Brightwell Renovation Phase II	-	50,959	50,959	-	50,959	-	-	50,959	-
732608 - NC Spencer Renovation	13,000,000	(2,256,095)	10,743,905	347,150	11,091,055	3,201,793	7,828,743	60,519	99.45%
72608A - NC Spencer Renovation Phase II	-	252,280	252,280	-	252,280	-	-	252,280	-
732609 - NC North DDC Network	580,000	178,117	758,117	24,496	782,613	173,813	371,864	236,935	69.73%
732610 - NC Underground Utility Tunnel	11,600,000	(7,606,127)	3,993,873	129,047	4,122,920	-	4,016,439	106,481	97.42%
732611 - NC 24 Acres Wetlands Mitigation	2,000,000	(2,000,000)	-	-	-	-	-	-	-
732612 - NC Uvalde Expansion	5,000,000	(5,000,000)	-	-	-	-	-	-	-
732613 - NC Burleson Renovation	-	3,285,859	3,285,859	122,900	3,408,759	208,911	3,139,404	60,443	98.23%
72613A - NC Burleson Renovation Phase II	-	517,747	517,747	-	517,747	-	-	517,747	-
<b>Sub-total</b>	<b>78,395,000</b>	<b>(10,295,732)</b>	<b>68,099,268</b>	<b>2,200,379</b>	<b>70,299,647</b>	<b>16,780,250</b>	<b>45,132,978</b>	<b>8,386,419</b>	<b>88.07%</b>



## 2015 Bond Program

Preliminary Report as of August 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
733603 - SC Longenecker Renovation	22,555,000	(3,168,277)	19,386,723	665,449	20,052,173	2,246,690	17,436,516	368,967	98.16%
733603A - SC Longenecker Renovation Phase II	-	1,208,192	1,208,192	-	1,208,192	-	-	1,208,192	-
733604 - SC South Data Closets	765,000	(60,442)	704,558	22,765	727,324	4,279	327,495	395,549	45.62%
733605 - SC South Primary Electrical Upgrade	5,800,000	(2,720,399)	3,079,601	99,506	3,179,107	3,282	2,650,798	525,027	83.49%
733606 - SC South Access/ Security	599,000	105,558	704,558	22,765	727,324	134,432	457,179	135,713	81.34%
733607 - SC South HW/CW Relocation	10,266,000	(6,366,876)	3,899,124	125,986	4,025,109	10,051	3,460,157	554,901	86.21%
733608 - SC South Sanitary Sewer Rehabilitation	1,160,000	1,655,581	2,815,581	90,975	2,906,556	593,909	436,249	1,876,398	35.44%
733609 - SC Fire House Expansion	5,585,000	(5,585,000)	-	-	-	-	-	-	-
733610 - SC Jones Renovation	13,803,000	6,885,577	20,688,577	668,476	21,357,053	670,119	991,195	19,695,740	7.78%
73610A - SC Jones Cenral Plant Relocation	-	8,636,172	8,636,172	279,046	8,915,218	3,765,909	347,813	4,801,497	46.14%
733611 - SC Bruce Student Center Renovation	10,400,000	(8,417,255)	1,982,745	70,274	2,053,019	-	2,053,019	-	100.00%
73611A - SC Bruce Student Center Renovation Phase II	-	192,148	192,148	-	192,148	-	-	192,148	-
733612 - SC HVAC Tech	312,000	2,429,828	2,741,828	88,592	2,830,420	23,115	2,707,360	99,945	96.47%
733613 - SC South DDC Network	580,000	178,117	758,117	24,496	782,613	96,480	409,446	276,687	64.65%
733614 - SC Academic Building Renovation (S-7&S-9)	-	4,584,638	4,584,638	173,050	4,757,688	276,159	4,462,737	18,792	99.61%
73614A - SC Academic Build Renovation Phase II	-	771,078	771,078	-	771,078	-	-	771,078	-
<b>Sub-total</b>	<b>71,825,000</b>	<b>328,640</b>	<b>72,153,640</b>	<b>2,331,381</b>	<b>74,485,021</b>	<b>7,824,424</b>	<b>35,739,964</b>	<b>30,920,633</b>	<b>58.49%</b>
<b>Maritime</b>									
736603 - MC Maritime Expansion	28,000,000	(27,031,300)	968,700	31,300	1,000,000	-	-	1,000,000	-
76603A - MC Maritime Fire Program Relocation	-	1,916,000	1,916,000	84,000	2,000,000	526,667	1,263,891	209,442	89.53%
<b>Sub-total</b>	<b>28,000,000</b>	<b>(25,115,300)</b>	<b>2,884,700</b>	<b>115,300</b>	<b>3,000,000</b>	<b>526,667</b>	<b>1,263,891</b>	<b>1,209,442</b>	<b>59.69%</b>
<b>Generation Park</b>									
726601 - Generation Park	-	6,169,133	6,169,133	199,333	6,368,466	1,012,511	2,960,354	2,395,601	62.38%
<b>Sub-total</b>	<b>-</b>	<b>6,169,133</b>	<b>6,169,133</b>	<b>199,333</b>	<b>6,368,466</b>	<b>1,012,511</b>	<b>2,960,354</b>	<b>2,395,601</b>	<b>62.38%</b>
<b>Admin</b>									
736602 - College Development	30,000,000	(19,544,000)	10,456,000	-	10,456,000	2,866	71,368	10,381,766	0.71%
736604 - Dist Construction Studies	283,820	174,028	457,848	-	457,848	37,357	319,596	100,895	77.96%
720100 - Program Management - AECOM	-	11,054,218	11,054,218	(10,097,018)	957,200	17,289	197,843	742,068	22.48%
720100 - Program Management - Other	-	2,986,589	2,986,589	(2,986,589)	-	-	-	-	-
736601 - Contingency	1,166,180	18,010,321	19,176,501	-	19,176,501	-	-	19,176,501	-
<b>Sub-total</b>	<b>31,450,000</b>	<b>12,681,156</b>	<b>44,131,156</b>	<b>(13,083,607)</b>	<b>31,047,549</b>	<b>57,512</b>	<b>588,807</b>	<b>30,401,230</b>	<b>2.08%</b>
<b>TOTALS</b>	<b>380,387,000</b>	<b>6,943,635</b>	<b>387,330,635</b>	<b>(1,217,148)</b>	<b>386,113,488</b>	<b>60,569,997</b>	<b>190,447,183</b>	<b>135,096,309</b>	<b>65.01%</b>

## Generation Park

Preliminary Report as of August 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Generation Park - 726601									
904605 - 2015 Revenue Bond - 726601	6,787,977	-	6,787,977	-	6,787,977	-	6,787,977	-	100.00%
929603 - Operational - 726601	8,843,556	-	8,843,556	-	8,843,556	97,218	8,690,972	55,366	99.37%
901609 - 2015 Bond - 726601	6,368,466	-	6,368,466	-	6,368,466	1,012,511	2,960,354	2,395,601	62.38%
901610 - Generation Park Site Infrastructure - 726601	4,000,000	-	4,000,000	-	4,000,000	67,331	3,924,043	8,626	99.78%
901610 - Generation Park Parking Lot - 76601A	3,521,892	-	3,521,892	-	3,521,892	155,000	105,000	3,261,892	7.38%
<b>TOTALS</b>	<b>29,521,892</b>	<b>-</b>	<b>29,521,892</b>	<b>-</b>	<b>29,521,892</b>	<b>1,332,060</b>	<b>22,468,347</b>	<b>5,721,485</b>	<b>80.62%</b>

## Repair and Renovation

Report as of August 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Central</b>									
Sub-total	-	-	-	-	-	-	-	-	-
<b>North</b>									
Sub-total	-	-	-	-	-	-	-	-	-
<b>South</b>									
Sub-total	-	-	-	-	-	-	-	-	-
<b>District</b>									
Sub-total	-	-	-	-	-	-	-	-	-
<b>Contingency (720700)</b>	1,070,684	(615,130)	455,555	-	455,555	-	-	455,555	-
Sub-total	1,070,684	(615,130)	455,555	-	455,555	-	-	455,555	-
<b>Projects Closed</b>									
F20001 - CC Central Miscellaneous	-	42,556	42,556	-	42,556	-	42,556	-	100.00%
F20006 - C14.218 Pantry Market Relocation	-	13,326	13,326	-	13,326	-	13,326	-	100.00%
F20008 - CC Library Office Reconfiguration	-	13,766	13,766	-	13,766	-	13,766	-	100.00%
F20026 - CC Furniture Life Cycle Program	-	157,245	157,245	-	157,245	-	157,245	-	100.00%
F20036 - C11.1081 Conference Room Upgrade	-	17,983	17,983	-	17,983	-	17,983	-	100.00%
F19067 - C11.1110 Surgical Sink Upgrade	-	27,444	27,444	-	27,444	-	27,444	-	100.00%
F20025 - C45.1429 Mag Unit Electrical	-	8,920	8,920	-	8,920	-	8,920	-	100.00%
F20033 - C11 Tier 1 Upgrade	-	15,715	15,715	-	15,715	-	15,715	-	100.00%
F20043 - C20 Corridor Painting	-	19,058	19,058	-	19,058	-	19,058	-	100.00%
F20045 - C14 Chilled Water Line	-	-	-	-	-	-	-	-	-
F20002 - NC North Miscellaneous	-	15,427	15,427	-	15,427	-	15,427	-	100.00%
F20011 - N12.203/206 Call Center Renovation	-	96,289	96,289	-	96,289	-	96,289	-	100.00%
F20013 - N7 ECHS Dining Hall Audio Visual Upgrade	-	10,953	10,953	-	10,953	-	10,953	-	100.00%
F20014 - N1 Audio Visual System Upgrade	-	15,646	15,646	-	15,646	-	15,646	-	100.00%
F20027 - NC Furniture Life Cycle Program	-	97,546	97,546	-	97,546	-	97,546	-	100.00%
F20052 - N6 Exterior Weatherproofing	-	9,057	9,057	-	9,057	-	9,057	-	100.00%
F18040 - S8 Roof Replacement Design	-	17,834	17,834	-	17,834	-	17,834	-	100.00%
F19080 - S7 Roof Replacement Design	-	2,538	2,538	-	2,538	-	2,538	-	100.00%
F20003 - SC South Miscellaneous	-	3,160	3,160	-	3,160	-	3,160	-	100.00%
F20005 - S9 HVAC Pipe Supports Design	-	6,300	6,300	-	6,300	-	6,300	-	100.00%
F20029 - SC - Furniture Life Cycle Program	-	131,465	131,465	-	131,465	-	131,465	-	100.00%
F20031 - S9.252 Walls Painted	-	7,358	7,358	-	7,358	-	7,358	-	100.00%
F20032 - S11 2nd Floor Carpet Replacement	-	27,353	27,353	-	27,353	-	27,353	-	100.00%
F20038 - S11.231 Workspace with Furniture	-	7,473	7,473	-	7,473	-	7,473	-	100.00%
F20041 - S1 Install Exterior Canopies	-	13,860	13,860	-	13,860	-	13,860	-	100.00%
F20073 - S11 Heating HW Piping	-	82,786	82,786	-	82,786	-	82,786	-	100.00%
F20075 - SC Vehicle Security Gate	-	10,560	10,560	-	10,560	-	10,560	-	100.00%
F19076 - Aerospace Workforce Train Center	-	3,501	3,501	-	3,501	-	3,501	-	100.00%
F20004 - Admin Campus Misc.	-	22,620	22,620	-	22,620	-	22,620	-	100.00%
F20047 - Replace Recycle Receptacles District Wide	-	48,719	48,719	-	48,719	-	48,719	-	100.00%
Sub-total	-	946,457	946,457	-	946,457	-	946,457	-	100.00%
<b>TOTALS</b>	<b>1,070,684</b>	<b>331,327</b>	<b>1,402,011</b>	<b>-</b>	<b>1,402,011</b>	<b>-</b>	<b>946,457</b>	<b>455,555</b>	<b>67.51%</b>

**Action Item “IX”**  
**Regular Board Meeting October 5, 2020**  
**Consideration of Approval of Amendment to the 2020-2021 Budget**  
**for Restricted Revenue and Expenses Relating to Federal and State Grants**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve an amendment to the 2020-2021 budget for restricted revenue and expenses related to grants.

**BACKGROUND**

Federal, state, and local grants may require amendments for receipt of newly awarded grants or changes to existing grants. These amendments should be processed in a timely manner in order to provide the access to funding to meet the objectives set forth within the grant requirements. This budget amendment request includes the additions to restricted revenues and restricted expenses as a result of new awards and changes to existing grants received during the months of September 2020.

**IMPACT OF THIS ACTION**

Approval of the budget amendment will allow the College’s staff to implement the programs in accordance with the requirements of funded award amounts.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

Restricted revenues and restricted expenses will each be increased by \$810,267, so the net impact on the College budget is zero.

**MONITORING AND REPORTING TIMELINE**

The Office of Grants Management provides continuous monitoring of grant operations, which are included in the annual financial report to the Board of Trustees.

**ATTACHMENTS**

Attachment 1- Budget Amendments-10-05-20

Attachment 2- Grant Detail-10-05-20

**RESOURCE PERSONNEL**

Teri Zamora

281-998-6306

teri.zamora@sjcd.edu

Tomoko Olson

281-998-6146

tomoko.olson@sjcd.edu

SAN JACINTO COLLEGE DISTRICT  
Federal, State, and Local Grant Amendments  
October 5, 2020

	Fund	Org.	Account	Prog.	Amount Debit (Credit)
<u>U.S. Department of Education/Texas Higher Education Coordinating Board - Governor's Emergency</u>					
<u>Education Relief (GEER) Fund - CARES Act (New Grant)</u>					
Federal Grant Revenue	217802	56235	554861	110000	(168,768)
Federal Grant Revenue	217803	56235	554862	110000	(163,080)
Student Aid - Scholarship (TEOG)	217802	56235	751282	520235	168,768
Student Aid - Scholarship	217803	56235	751283	520235	<u>163,080</u>
					\$ -
<u>U.S. Department of Education/TRiO Talent Search Program Year 5 (Additional Funds)</u>					
Federal Grant Revenue	538429	56700	554100	110000	(34,151)
PT - Institutional	538429	56700	614100	460913	23,668
Fringe Benefits	538429	56700	650000	460913	732
Travel	538429	56700	721000	460913	9,239
Contractual Svcs - Indirect costs	538429	56700	731500	620909	<u>512</u>
					-
<u>U.S. Department of Labor/Texas Workforce Commission - FY2021 Apprenticeship Training Program -</u>					
<u>Texas Education Code, Chapter 133 (New Grant)</u>					
Federal Grant Revenue	531722	56700	554100	110000	(31,671)
State Grant Revenue	551039	56700	554200	110000	(72,086)
Contractual Svcs	531722	56700	731000	460961	31,671
Contractual Svcs	551039	56700	731000	460962	<u>72,086</u>
					-
<u>Texas Higher Education Coordinating Board - TX Grad 2.0 Program (New Fund)</u>					
State Grant Revenue	555049	56700	554200	110000	(30,000)
Student Aid - Scholarship	555049	56700	751009	520235	<u>30,000</u>
					-
<u>T.L.L Temple Foundation/Texas Community College Education Initiative - Scaling Texas Pathways (New Grant)</u>					
Local Grant Revenue	570033	56700	554300	110000	(210,511)
Non-Instructional Labor	570033	56700	610000	465817	75,480
Benefits	570033	56700	650000	465817	21,000
Supplies	570033	56700	711000	465817	74,438
Contractual Svcs	570033	56700	731000	465817	24,000
Contractual Svcs - Indirect costs	570033	56700	731500	620909	<u>15,593</u>
					-
<u>Aspen Institute - 2020-2021 Excellence and Equity in Community College Award-Winning Program (New Grant)</u>					
Local Grant Revenue	570031	56700	554300	110000	(50,000)
Local Grant Revenue	570032	56700	554300	110000	(50,000)
Supplies	570031	56700	711000	460911	25,000
Supplies	570032	56700	711000	460911	25,000
Student Aid - Scholarships	570031	56700	751009	520235	25,000
Student Aid - Scholarships	570032	56700	751009	520235	<u>25,000</u>
					-
Net Increase (Decrease)					<u>\$ -</u>

Note: Credits to revenues are increases and credits to expenses are decreases.  
Conversely, debits to revenue are decreases and debits to expenses are increases.

Grant Funding Summary by Agency:

U.S. Department of Education	\$	365,999
U.S. Department of Labor		31,671
Texas Workforce Commission		72,086
Texas Higher Education Coordinating Board		30,000
T.L.L Temple Foundation		210,511
Aspen Institute		<u>100,000</u>
	\$	810,267

October 05, 2020 Board Book – Grant Amendments Detail List

U.S. Department of Education/Texas Higher Education Coordinating Board - Governor's Emergency Education Relief (GEER) Fund - CARES Act (New Grant)

Under the Governor's Emergency Education Relief Fund (GEER), funds will provide financial relief to victims of the pandemic emergency through federally-funded education grants. The grants will keep Texans on track to attain high-value educational credentials. Grant funds to students may be used to pay for tuition, fees and other supplemental expenses incurred related to enrollment in the semester for which funding was offered. These grants will supplement, not replace, gift aid received by the student for educational expenses. Administered by Robert Merino, Director of Financial Aid, the project guidelines and timeline state that institutions have until November 2, 2020 to disburse all GEER funds, unexpended funds must be returned to the THECB by November 16, 2020.

U.S. Department of Education/TRiO Talent Search Program Year 5 (Additional Funds)

The Talent Search program identifies and assists individuals from disadvantaged backgrounds and who have the potential to succeed in higher education. The program provides academic, career, and financial counseling and encourages them to graduate from high school and continue on to and complete their postsecondary education. The program publicizes the availability of financial aid and assists participants with the postsecondary application process. Talent Search also encourages persons who withdrew early from formal instruction to re-enter and complete secondary or postsecondary level education programs. The goal of the five-year Talent Search program is to increase the number of youths from disadvantaged backgrounds to complete high school and enroll in and complete their postsecondary education. This is year five of a five-year cycle.

U.S. Department of Labor/Texas Workforce Commission - FY2021 Apprenticeship Training Program - Texas Education Code, Chapter 133 (New Grant)

The Apprenticeship Training Program funds will continue San Jacinto College's work with the Texas Carpenters and Millwrights, Technical Training Facility in Houston (TCMTTF). TCMTTF has been producing well-trained apprentices in the Houston area for more than 10 years. These new funds will provide training to approximately 40 carpenter and 160 millwright apprentices. Further, this new grant helps to ensure retention of apprentices in which a wage is earned while learning a skill or trade. The College will continue to work with the training providers to translate apprenticeship hours into college credit so that the more hours the apprentice accumulates, the more credit he or she can earn, providing an incentive for retention. This project incorporates both state and federal funding resources for a total of \$103,757.

Texas Higher Education Coordinating Board - TX Grad 2.0 Program (New Fund)

This funding is provided to increase participation and success of returning adult students who have 'stopped out' of higher education without obtaining a credential (certificate or Associate degree). 'Stopped out' refers to any student who has not attended an accredited higher education institution for at least one semester. TX Grad 2.0 funds will be processed as scholarships and used to provide emergency aid to returning students, address student financial holds preventing the release of an official transcript and scholarship aid, specifically to fill gaps in existing aid.

This initiative is led by Jose DeJesusGil, Director of Outreach and Recruiting, and the program timeline is August 5, 2020 through August 31, 2021.

T.L.L Temple Foundation/Texas Community College Education Initiative - Scaling Texas Pathways (New Grant)

As a subgrantee on the Texas Community College Education Initiative-Scaling Texas Pathways, San Jacinto College's participation will provide professional development for faculty/staff to gain skills in content development and help assisting students learn skills for success in college and the workforce. These specially trained faculty, embedded advisors, retention specialists, and academic tutors will, through collaborative support, ensure that targeted students in co-requisite gateway courses in mathematics and English will experience improved completion and retention rates.

Aspen Institute - 2020-2021 Excellence and Equity in Community College Award-Winning Program (New Grant)

This award has two impacts at San Jacinto College, 50 percent of program funds will be utilized for further development and enhancement of the Nursing Program and the Process Technology Program, as specified by the Aspen Institute in the award document. The remaining 50 percent of award funds are reserved for student scholarships. Scholarship funds may be used for tuition, books, related course fees, materials, training and certification courses/fees, payments on student loans from the federal government, a bank, or another financial institution, transportation or other support services that enable program completion and other uses approved for federal financial aid.



**Action Item “X”**  
**Regular Board Meeting October 5, 2020**  
**Consideration of Adoption of Ad Valorem Property Tax Rate**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve and adopt a 2020 tax rate of \$0.169358 per \$100 valuation of taxable property located within the San Jacinto Community College District.

The total tax rate of \$0.169358 is distributed as \$0.111738 for the purpose of maintenance and operation of the College and \$0.057620 for the purpose of paying debt service requirements on the College’s outstanding general obligation bonds. The debt tax rate is calculated using current appraisal values to generate sufficient revenue for the required debt service payments adjusted for anticipated collection rates.

**BACKGROUND**

The recommended 2020 tax rate of \$0.169358 per \$100 valuation is approximately \$0.009, or 4.9% lower than the prior year rate of \$0.178169. This lower rate is attributable to growth in the tax base and refinancing of general obligation bonds to take advantage of interest rate savings.

The recommended 2020 tax rate is the calculated no-new-revenue tax rate which provides about the same amount of tax revenue as last year and does not require the College to hold a public hearing. In compliance with the State of Texas Truth-In-Taxation laws, appropriate notices have been published in newspapers and on the College’s website.

For calendar year 2020, the average taxable value of a residence homestead in the San Jacinto Community College District is \$129,366. If the governing body adopts the proposed tax rate of \$0.169358 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$219.09.

**IMPACT OF THIS ACTION**

Establishment of the 2020 property tax rate will satisfy the requirement that a rate be adopted within 60 days of delivery of the certified tax rolls, which are dated September 1, 2020.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

Certified property tax values for the 2020 tax year were received from the Harris County Appraisal District (HCAD) on September 1, 2020. The adjusted taxable value for 2020 is \$62.8 billion which is \$3.8 billion (6.5%) higher than the prior year adjusted taxable value.

The proposed maintenance and operations tax rate for 2020 is \$0.111738 per \$100 assessed valuation, generating approximately \$1.7 million of tax revenue less than the amount needed to support the adopted fiscal year 2020-2021 (FY2021) unrestricted budget. Accordingly,

**Action Item “X”  
Regular Board Meeting October 5, 2020  
Consideration of Adoption of Ad Valorem Property Tax Rate**

administration is also bringing a budget amendment forth to reduce the FY2021 budget by this amount.

The debt service tax rate is calculated at the actual rate needed to generate sufficient revenue to pay the interest and principal requirements on outstanding general obligation debt. The proposed debt service rate of \$0.057620 is lower than last year’s rate of \$0.060918.

**MONITORING AND REPORTING TIMELINE**

Property tax revenues are reported monthly on the College’s financial statements, and subject to audit by the College’s external auditors.

**ATTACHMENTS**

Attachment 1 – 2020 Tax Levy Order

**RESOURCE PERSONNEL**

Brenda Hellyer	281-998-6100	brenda.hellyer@sjcd.edu
Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Carin Hutchins	281-998-6109	carin.hutchins@sjcd.edu

**TAX LEVY ORDER**

**AN ORDER LEVYING A TAX OF \$0.169358 PER ONE HUNDRED DOLLAR VALUATION OF TAXABLE PROPERTY FOR THE YEAR 2020 FOR THE SUPPORT AND MAINTENANCE OF SAN JACINTO COMMUNITY COLLEGE DISTRICT AND TO PAY THE PRINCIPAL AND INTEREST ON OUTSTANDING BONDS OF THE DISTRICT AND PROVIDING FOR STATEMENTS CONCERNING COLLECTION AND EXPENDITURES OF FUNDS BY OFFICIALS.**

\*\*\*\*\*

**IT IS THEREFORE ORDERED** by the Board of Trustees of San Jacinto Community College District that there is hereby levied and there shall be collected for year 2020, for the use and support of San Jacinto Community College District upon all property, real, personal and/or mixed, within the boundary and limits of the San Jacinto Community College District, subject to taxation, a tax of \$0.169358 on each One Hundred Dollars (\$100.00) valuation levied and apportioned for the purpose of the maintenance and support of the San Jacinto Community College District, including current expenses and for the construction and/or equipment and/or maintenance and/or purchase of buildings and grounds for such District, and/or Bonds issued and to be issued for the construction and/or equipment of buildings and/or acquisition of sites therefore, and principal and interest on sinking funds of such Bonds:

- A. The amount of \$0.111738 cents of said \$0.169358 tax levied on each \$100.00 valuation of taxable property in said District is hereby allocated for the purpose of maintenance of the public college in said San Jacinto Community College District.**

**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY .15 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0.17.**

- B. The amount of \$0.057620 of the tax of \$0.169358 levied on each \$100.00 valuation of taxable property in said District is hereby allocated for the purpose of paying interest on and principal on the outstanding building bonds of said District.**

**THAT all monies collected under this Order for the purpose therein stated, be, and the same is hereby appropriated and set apart for such purposes, and that the person designated as the Assessor and Collector of taxes for the San Jacinto Community College District and Comptroller and/or Vice Chancellor of Fiscal Affairs of the San Jacinto Community College District shall keep these accounts so as to show the amount collected, the amount expended, and the amount on hand at any time, belonging to such funds, IT IS HEREBY made the duty of the Tax Assessor and Collector to deliver to the Treasurer and/or Secretary of the District, at the time of depositing monies a statement showing such deposits are made and from what source received.**

**PASSED AND APPROVED this the 5th day of October 2020.**

**ATTEST: SAN JACINTO COMMUNITY COLLEGE DISTRICT**

**BY \_\_\_\_\_  
Secretary, Board of Trustees**

**BY \_\_\_\_\_  
Chair, Board of Trustees**

**Action Item “XI”**  
**Regular Board Meeting October 5, 2020**  
**Consideration of Approval of Amendment to the 2020-2021 Budget for**  
**Unrestricted Revenues and Expenses**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve an amendment to the 2020-2021 Budget for Unrestricted Revenues and Expenses related to the adoption of the no-new-revenue total tax rate of \$0.169358 per \$100 valuation of taxable property located within the San Jacinto Community College District.

**BACKGROUND**

Administration recommended, and the Board of Trustees is anticipated to adopt the no-new-revenue total tax rate of \$0.169358, which is distributed as \$0.111738 for the purpose of maintenance and operation of the College and \$0.057620 for the purpose of paying debt service requirements on the College’s outstanding general obligation bonds.

While the debt service portion of the rate is sufficient to cover the College’s debt obligations, the maintenance and operations portion will generate approximately \$1.7 million of tax revenue less than needed to support the adopted fiscal year 2020-2021 (FY2021) Unrestricted Budget. Accordingly, administration recommends reducing tax revenues and total expenses by \$1.7 million.

**IMPACT OF THIS ACTION**

Administration is overseeing spending under the recently adopted FY2021 Unrestricted Budget in a very conservative manner, in preparation to offset potential shortfalls that could occur in enrollment, state funding, and property tax revenue collections. The \$1.7 million reduction in revenue will be offset by a corresponding reduction in operating expenditures and open positions that are more discretionary in nature.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The total adopted Unrestricted Budget is \$178,702,076. Upon approval of this amendment, the total Unrestricted Budget will be reduced to \$177,002,076.

**MONITORING AND REPORTING TIMELINE**

Property tax revenues are subject to audit by the College’s external auditors, monitored closely by administration and reported in the monthly financial statements presented to the Board of Trustees.

**ATTACHMENTS**

None

**Action Item “XI”**  
**Regular Board Meeting October 5, 2020**  
**Consideration of Approval of Amendment to the 2020-2021 Budget for**  
**Unrestricted Revenues and Expenses**

**RESOURCE PERSONNEL**

Brenda Hellyer	281-998-6100	Brenda.Hellyer@sjcd.edu
Teri Zamora	281-998-6306	Teri.Zamora@sjcd.edu
Carin Hutchison	281-998-6109	Carin.Hutchins@sjcd.edu

**Action Item “XII”  
Regular Board Meeting October 5, 2020  
Consideration of Approval of Chancellor’s Employment  
Contract with San Jacinto College District**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Board of Trustees recommends the approval in the terms of the Chancellor’s contract as discussed in closed session at a Board Workshop Meeting on October 5, 2020. Furthermore, the Board authorizes the College’s attorney to incorporate the changes into an addendum to the Employment Contract dated October 8, 2019 and authorizes the Board’s Chair to sign the new agreement on behalf of the Board.

**BACKGROUND**

The Chancellor’s current employment contract took effect on October 8, 2019 and will be amended to continue through October 5, 2023. The contract defines the Chancellor’s requirement for employment, compensation, annual performance evaluation process, and other obligations as indicated.

**IMPACT OF THIS ACTION**

In accordance with Section 551.074 of the Texas Government Code, for the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee, the evaluation of the Chancellor was reviewed in closed session of the Board Workshop on October 5, 2020. The details of the contract reviewed in the closed session will be incorporated in the terms of a contract addendum.

The proposed addendum to the Chancellor’s employment contract will be effective on October 6, 2020 and will continue through October 5, 2023. The addendum only extends the contract terms (length of contract). All other provisions in the current contract remain unchanged.

Approval of this action will modify the Chancellor’s current contract effective October 8, 2019.

**BUDGET INFORMATION**

The funding is provided in the 2020-2021 budget.

**MONITORING AND REPORTING TIMELINE**

The Chancellor is required to prepare annual performance objectives for approval by the Board of Trustees. Additionally, the Board of Trustees evaluates and assesses the performance of the Chancellor annually.

**Action Item “XII”  
Regular Board Meeting October 5, 2020  
Consideration of Approval of Chancellor’s Employment  
Contract with San Jacinto College District**

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Sandra Ramirez                      281-991-2648                      sandra.ramirez@sjcd.edu



**SAN JACINTO COMMUNITY COLLEGE DISTRICT  
PURCHASE RECAP  
October 5, 2020**

**PURCHASE REQUESTS AND CONTRACT RENEWALS**

Purchase Request #1		
Method of Procurement for Parking Lot Lighting Replacement (pgs. 2-3)	\$	275,000
 Purchase Request #2		
Method of Procurement for Central Campus ILC Renovation and Delegation of Contract Authority (pgs. 4-5)		125,000
 Purchase Request #3		
Contract for Architectural Services for Central Campus Welcome Center Extended Site Development (pg. 6)		131,000
 Purchase Request #4		
Contract for Construction Manager-at-Risk for South Campus Jones Renovations (pgs.7-9)		10,000
 Purchase Request #5		
Contract for Enclosed Lifeboat (pg. 10)		117,900
 Purchase Request #6		
Funding and Contract for Direct Digital Controls Network Upgrades Package VI (pgs. 11-12)		400,000
 Purchase Request #7		
Contract for Central Plant Chiller Optimization (pgs. 13-14)		335,000
 Purchase Request #8		
Renew the Contract for Food Distributor (pg. 15)		325,000
 Purchase Request #9		
Ratify Purchases Authorized under Chancellor's Delegation of Authority during Altered Operations for COVID-19 (pgs. 16-17)		<u>3,557,929</u>
 <b>TOTAL OF PURCHASE REQUESTS</b>	<b>\$</b>	<b><u>5,276,829</u></b>

**Consideration of Approval of Method of Procurement for Parking Lot Lighting Replacement**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve the competitive sealed proposals (CSP) procurement method for the replacement of approximately 360 high intensity discharge (HID) parking lot lights with light emitting diode (LED) equivalents.

**BACKGROUND**

In July 2017 and August 2018, administration reported progress on implementing the Facilities Security Master Plan developed as part of the 2015 Capital Improvement Program. Key to that plan was the improvement of exterior campus lighting. In May 2018, the Board approved the replacement of slightly less than half of the College's existing parking lot lamps with equivalent light output LEDs. This request will complete the lighting component of the Security Master Plan by upgrading all parking lot lights to more reliable, energy-efficient LEDs. Each new LED fixture will use approximately 35 percent of the electricity of the existing HID metal halide lamps and require replacement or servicing one third less often than the HID equivalent, resulting in a return on investment of 245 percent in current dollars.

The CSP procurement method has proven to be effective for projects of this size and complexity and is therefore recommended as the means to select a contractor for this project. Project plans and specifications developed by Energy Systems Associates, Inc. will be included in the documentation required for public solicitation of proposals in accordance with Texas Government Code §2269.151.

**IMPACT OF THIS ACTION**

The success of the 2018 LED parking lot retrofit has demonstrated the security, maintenance, and financial benefits of the upgraded systems. The current project will complete the conversion of all college parking lot lighting to this new technology.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated expenditure for this project is not to exceed \$275,000 and will be funded from the project budget in the 2015 Bond Program.

**MONITORING AND REPORTING TIMELINE**

Work is scheduled to be complete by March 31, 2021. This project will be monitored by energy management and capital projects personnel with program management services provided by AECOM.

**ATTACHMENTS**

None

**Purchase Request #1**  
**Regular Board Meeting October 5, 2020**

**Consideration of Approval of Method of Procurement for Parking Lot Lighting Replacement**

**RESOURCE PERSONNEL**

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Randi Faust	281-998-6348	randi.faust@sjcd.edu

**Purchase Request #2**  
**Regular Board Meeting October 5, 2020**  
**Consideration of Approval of Method of Procurement for Central Campus ILC**  
**Renovation and Delegation of Contract Authority**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve the job order contracting (JOC) procurement method for renovation of the Central Campus Instructional Learning Center (ILC) open laboratory. The administration also recommends the Board of Trustees delegate its authority to the Chancellor or her designee to contract with the selected firm.

**BACKGROUND**

The existing ILC open laboratory was originally conceived as a place where students could access computers for individual use. While effective at the time the ILCs were created, the change to more ubiquitous portable devices and a greater emphasis on collaborative work has rendered the original spaces inappropriate for the needs of the current student body. This project will replace rows of fixed computer desking with several collaboration spaces each supported by basic data services. New furniture and data systems will be procured under separate contracts.

The JOC construction delivery method will allow flexibility for the replacement of finishes such as drywall, paint, carpet, etc. once data systems are relocated. JOC contracts are competitively procured based upon overall best value including the contractor's discount coefficient which is applied to preset regional unit prices, such as RS Means. The JOC procurement method is recommended for this project in accordance with Texas Government Code §2269.401 and Texas Education Code §44.031. Multiple quotes utilizing cooperative purchasing programs' JOC contracts will be reviewed to ensure best value is obtained.

**IMPACT OF THIS ACTION**

Approval of this request and contract authority delegation to the Chancellor to quickly enter into a contract with the selected contractor will allow for the reconfigured space to be available by the end of the current semester.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated JOC expenditure for this project is less than \$125,000 and will be funded from the 2015 Capital Improvement Bond Program.

**MONITORING AND REPORTING TIMELINE**

Completion of this project will require approximately six weeks after notice to proceed is issued. This project will be monitored by capital projects personnel with program management by AECOM.

**ATTACHMENTS**

None

**Purchase Request #2**  
**Regular Board Meeting October 5, 2020**  
**Consideration of Approval of Method of Procurement for Central Campus ILC**  
**Renovation and Delegation of Contract Authority**

**RESOURCE PERSONNEL**

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Randi Faust	281-998-6348	randi.faust@sjcd.edu

**Purchase Request #3**  
**Regular Board Meeting October 5, 2020**  
**Consideration of Approval to Contract for Architectural Services for**  
**Central Campus Welcome Center Extended Site Development**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a contract with Page Southerland Page, Inc. to provide architectural services for the design and construction administration of the extended site development efforts related to the Central Campus Welcome Center.

**BACKGROUND**

In June 2016, the Board approved a pool of architects for 2015 Bond projects selected through request for qualifications number 16-15. Architectural services are classified as professional services pursuant to Texas Government Code Section 2254 and are awarded based on the firm's qualifications relative to the project. A review process is conducted to assess which firm is best suited for each respective project and it is recommended that Page Southerland Page, Inc. provide design services for the extended site development efforts related to the Central Campus Welcome Center.

**IMPACT OF THIS ACTION**

This action will provide design services for the extended site developments to the Central Campus entry off Luella Boulevard adjacent to the Welcome Center. This project will improve campus access, wayfinding, and pedestrian safety.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The architect's proposed fee is six percent of the cost of work plus allowable reimbursable fees estimated at \$5,000. The budgeted cost of work for the project is \$2,100,000. These expenditures will be funded from the 2015 Bond Program.

**MONITORING AND REPORTING TIMELINE**

Architectural design is scheduled to begin in November 2020. This project will be monitored by capital projects personnel and program management will be provided by AECOM.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Charles Smith	281-998-6341	charles.smith@sjcd.edu
Randi Faust	281-998-6348	randi.faust@sjcd.edu

**Purchase Request #4**  
**Regular Board Meeting October 5, 2020**  
**Consideration of Approval to Contract for Construction Manager-at-Risk**  
**For South Campus Jones Renovation**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a contract for Construction Manager-at-Risk (CMR) with The Whiting-Turner Contracting Company for the renovation of the South Campus Jones Building.

**BACKGROUND**

In August 2020, the Board approved the CMR delivery method for the South Campus Jones Renovation. CMR number 21-01 utilized a two-step solicitation process to procure services for this project in accordance with the Texas Government Code, Section 2269.251. Fourteen (14) firms submitted responses to the request for qualifications (RFQ), the first phase of the two-step process, and were evaluated based on criteria published in the RFQ.

Four (4) firms were invited to participate in the second phase of the two-step process. This included a request for price proposals along with interviews conducted by the evaluation committee. Each phase was scored and ranked using a numerical assessment, with The Whiting-Turner Contracting Company receiving the highest overall score.

**IMPACT OF THIS ACTION**

This action will approve the award of a contract to renovate the South Campus Jones Building. This two-story building was constructed in 1983 with 53,224 square feet. The renovation will include the demolition of all existing interior improvements; removal of the associated central plant; replacement of electrical and mechanical infrastructure, upgrades to the interior improvements to meet current code; new fire protection sprinkler system and fire alarm; and new or refurbished elevators to meet current code requirements.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

Pending successful contract negotiations, the Construction Manager will provide pre-construction services for a lump sum fee of \$10,000. The construction management fee of 2.58 percent will be applied to the final Cost of Work, which will be confirmed with the Guaranteed Maximum Price. The estimated Cost of Work is \$13,000,000. This project will be funded from the 2015 Bond Program.

**MONITORING AND REPORTING TIMELINE**

Design activities began in March 2020 and are expected to be completed by December 2020. Design assistance and pre-construction efforts by the CMR will begin immediately upon award in October 2020, and construction is anticipated to occur from January 2021 through October 2021.

Design and construction will be monitored by the College's capital projects personnel and reported monthly to the Building Committee. Program management will be conducted by AECOM.

**Purchase Request #4**  
**Regular Board Meeting October 5, 2020**  
**Consideration of Approval to Contract for Construction Manager-at-Risk**  
**For South Campus Jones Renovation**

**ATTACHMENTS**

Attachment 1 – Tabulation

**RESOURCE PERSONNEL**

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu
Angela Klaus	281-998-6327	angela.klaus@sjcd.edu



## CMR 21-01 South Campus Jones Building Renovation

### Attachment No. 1

#### QUALIFICATIONS SUMMARY

Contractor	Total Score	Average Score	Weight	Final Score
The Whiting-Turner Contracting Company	364.00	91.00	40%	36.40
Brookstone, LP	345.75	86.44	40%	34.58
Flintco, LLC	343.75	85.94	40%	34.38
Tellepsen Builders, L.P.	335.00	83.75	40%	33.50

#### INTERVIEW SUMMARY

Contractor	Total Score	Average Score	Weight	Final Score
The Whiting-Turner Contracting Company	345.00	86.25	30%	25.88
Tellepsen Builders, L.P.	335.75	83.94	30%	25.18
Flintco, LLC	317.25	79.31	30%	23.79
Brookstone, LP	314.50	78.63	30%	23.59

#### PRICING SUMMARY

Contractor	Total Score	Average Score	Weight	Final Score
Brookstone, LP	400.00	100.00	30%	30.00
Flintco, LLC	363.97	90.99	30%	27.30
The Whiting-Turner Contracting Company	354.35	88.59	30%	26.58
Tellepsen Builders, L.P.	336.20	84.05	30%	25.22

#### FINAL SCORES - RANKED

Contractor	Score
The Whiting-Turner Contracting Company	88.85
Brookstone, LP	88.16
Flintco, LLC	85.47
Tellepsen Builders, L.P.	83.90

## **ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve the purchase of an enclosed lifeboat for the Maritime Technology and Training Center from Alexander/Ryan Marine & Safety LLC.

## **BACKGROUND**

The maritime program requires an updated lifeboat to comply with the International Convention on Standards of Training, Certification and Watchkeeping (STCW) which regulates the training of seafarers on commercial vessels. The current lifeboat standards for certifying mariners in the Proficiency in Survival Craft courses are being phased out and replaced with specifications requiring the use of fully enclosed lifeboats. Fully enclosed lifeboats provide a safe environment against inclement weather and cold and rough waves, which can cause open lifeboats to capsize.

Invitation for bids number 20-35 was issued to procure an enclosed lifeboat. One response was received and evaluated by a team comprised of representatives from the maritime program who determined the bid submitted by Alexander/Ryan Marine & Safety LLC was responsive to the College's requirements.

## **IMPACT OF THIS ACTION**

The purchase of a fully enclosed lifeboat to replace the current open lifeboat is essential to ensure the maritime program remains in compliance with United States Coast Guard (USCG) and STCW changes to mariner required lifeboat training. A new enclosed lifeboat will allow the maritime program to continue training entry level and incumbent mariners in USCG and STCW approved Proficiency in Survival Craft and Proficiency in Survival Craft Refresher courses.

## **BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The expenditure for this request will be approximately \$117,900 and will be funded from the 2015 Bond Program.

## **MONITORING AND REPORTING TIMELINE**

This purchase will be monitored and managed by capital projects personnel.

## **ATTACHMENTS**

None

## **RESOURCE PERSONNEL**

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
John Stauffer	281-998-6150 x6392	john.stauffer@sjcd.edu
Randi Faust	281-998-6328	randi.faust@sjcd.edu
Patsy Laredo	281-998-6106	patsy.laredo@sjcd.edu

**Purchase Request #6**  
**Regular Board Meeting October 5, 2020**  
**Consideration of Approval of Funding and Contract**  
**for Direct Digital Controls Network Upgrades, Package VI**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve Siemens Industry, Inc. to provide equipment and installation for Package VI of a building automation/energy management system upgrade project. Corollary to this approval, the administration recommends approval of a 2015 Capital Improvement Program budget transfer to fund this work.

**BACKGROUND**

The College's direct digital control (DDC) system allows remote electronic control of utility systems and provides the ability to balance building comfort with minimal energy usage. Package VI consists of the remaining Desigo interface upgrades and the installation of energy and water meters connected to the Siemens control system.

The installation and upgrades to the DDC system will be completed by Siemens, as they are the sole supplier for the building automation system currently installed in many campus buildings and they are the only authorized provider of upgrade services to that system. Sole source number 1484 has been assigned. Siemens has a contract through the General Services Administration cooperative contracts program to provide facilities control and automation materials, installation and related services, contract number GS-07F-217CA, which complies with the competitive procurement requirement in Texas Education Code §44.031 and permitted through Texas Government Code §791.001(g).

**IMPACT OF THIS ACTION**

The scope of this project includes necessary physical components and upgrades to the DDC systems at targeted locations across each of the three main campuses. These locations are either those using the Siemens Apogee operating system that have not yet been upgraded to the Desigo user interface, or those buildings representing the top 80 percent of College footprint that do not yet have digital utility meters installed. The proposed upgrades will provide the necessary controls to allow the College to optimize energy performance and utility spend.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The expenditure for the Package VI request is not anticipated to exceed \$400,000. It is requested that this amount be approved for use from the Program Contingency Account.

**MONITORING AND REPORTING TIMELINE**

These services are estimated to be completed within 180 calendar days from issuance of contract. This project will be monitored by the College's capital projects personnel and program management will be provided by AECOM.

**ATTACHMENTS**

**Purchase Request #6**  
**Regular Board Meeting October 5, 2020**  
**Consideration of Approval of Funding and Contract**  
**for Direct Digital Controls Network Upgrades, Package VI**

None

**RESOURCE PERSONNEL**

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Ann Kokx-Templett	281-998-6103	ann.kokx-templet@sjcd.edu
Randi Faust	281-998-6348	randi.faust@sjcd.edu

## **ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve Siemens Industry, Inc. to provide equipment, software and installation of a chiller optimization package for the Central Campus central plant. This add-on application to the installed chiller operational controls will ensure automatic, real-time optimization of operating variables to achieve maximum operational savings, improved building and occupant comfort, and maximized equipment uptime.

### **BACKGROUND**

In May 2020, the Board approved the use of 2008 Bond funds to implement an optimization of the Central Campus central plant. After reviewing proprietary offerings from the chiller manufacturer and the building automation system vendor, the College determined that the package offered by Siemens best meets the needs of the College.

Sole source number 1484 has been assigned as they are the sole supplier for upgrade components to modify the existing equipment. Siemens has a contract through the General Services Administration cooperative contracts program to provide facilities control and automation materials, installation and related services, contract number GS-07F-217CA, which complies with the competitive procurement requirement in Texas Education Code §44.031 and permitted through Texas Government Code §791.001(g).

### **IMPACT OF THIS ACTION**

The dynamic optimization package selected is anticipated to result in a savings of approximately twenty percent of the chilled water system energy cost by improving the cooling capacity and turn-down of the existing equipment. Over the longer term, it is anticipated the optimization program will also reduce maintenance expense and extend equipment life.

### **BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The fee for this project is \$335,000 and the investment should be recouped within three years. This project will be funded from the 2008 Capital Improvement Bond.

### **MONITORING AND REPORTING TIMELINE**

The services are estimated to be complete within 180 calendar days from contract issuance. This project will be monitored by the College's energy management personnel and strategic energy consultant ESA, Inc.

### **ATTACHMENTS**

None

**Purchase Request #7  
Regular Board Meeting October 5, 2020  
Consideration of Approval of Contract for  
Central Plant Chiller Optimization**

**RESOURCE PERSONNEL**

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Ann Kokx-Temple	281-998-6103	ann.kokx-temple@sjcd.edu
Randi Faust	281-998-6348	randi.faust@sjcd.edu

**Purchase Request #8**  
**Regular Board Meeting October 5, 2020**  
**Consideration of Approval to Renew the Contract for Food Distributor**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a contract with Ben E. Keith Foods for food products and supplies for the Culinary, Childcare, and Auxiliary Services departments.

**BACKGROUND**

Request for proposals number 19-27 was issued in June 2019 to procure food and supplies for several College programs. The Board approved the original contract with Ben E. Keith Foods in August 2019.

**IMPACT OF THIS ACTION**

Ben E. Keith Foods provides food products and supplies on an as-needed basis and is utilized by the culinary students for course work and food preparation training. Ben E. Keith Foods also provides food and products needed to prepare meals at the two childcare lab schools and the menu items offered at all three campus cafes.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated annual expenditure for this request is \$325,000 and will be funded from the individual departments' 2020-2021 operating budgets and subsequent year budgets.

**MONITORING AND REPORTING TIMELINE**

This renewal will exercise the first of four one-year renewal options available. The new contract term will be September 1, 2020 through August 31, 2021.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Jeffrey Augustine	281-998-5555	jeffrey.augustine@sjcd.edu
Mary Johnson	281-998-4715	mary.johnson@sjcd.edu
Shawn Silman	281-459-7623	shawn.silman@sjcd.edu
DeRhonda McWaine	281-998-6150 x2050	derhonda.mcwaine@sjcd.edu
Farrah Khalil	281-998-6326	farrah.khalil@sjcd.edu

PR#9

**Regular Board Meeting October 5, 2020**  
**Consideration of Approval to Ratify Purchases Authorized under Chancellor's**  
**Delegation of Authority during Altered Operations for COVID-19**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees ratify purchases made under the Chancellor's delegated authority during altered operations for COVID-19.

**BACKGROUND**

On March 17, 2020, the Board delegated certain authority to the Chancellor during altered operations for COVID-19. The Chancellor's delegation was utilized to expedite and execute purchases to meet the urgent demand to facilitate the transition from on-campus operations to the remote work and instructional modalities. This delegation aligned with the Governor's emergency proclamation issued on March 13, 2020 in accordance with Section 418.014 of the Texas Government Code in which he waived the enforcement of any statute or administrative rule regarding contracting or procurement that would impede our ability to cope with the declared disaster.

**IMPACT OF THIS ACTION**

This action will ratify the purchase of goods and services that were essential to support the continued operation of the College in response to the COVID-19 pandemic. The list of purchases made under this delegation, which would have otherwise required pre-approval by the Board, are listed in Attachment 1.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The purchases total \$3,557,929 and were funded from several departmental operating budgets as well as CARES Act funding granted to the College.

**MONITORING AND REPORTING TIMELINE**

The transactions occurred between March 20, 2020 through August 25, 2020.

**ATTACHMENTS**

Attachment 1 – Delegation of Authority Summary

**RESOURCE PERSONNEL**

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu



## Delegation of Authority Summary

Date of Purchase	Vendor & Description of Purchase	Amount	PO #
3/20/2020	CircleIn - Online collaboration tool for faculty and students	\$ 119,000	P0147128
Multiple	Grainger - Health/safety purchases	Additional \$116,851 over previously approved spend authorization of \$525,000	Multiple
4/21/2020 - 4/28/2020	Dell Marketing - 250 laptops and cases for students	\$ 137,498	P0147276, P0147316 - P0147319
6/2/2020	Dell Marketing - 1200 laptops for students	\$ 1,378,272	P0147546
6/25/2020	Dell Marketing - 75 laptops for HPOG grant students	\$ 96,266	P0147713
7/15/2020	Dell Marketing - 325 laptops for employees	\$ 525,275	P0147859
8/25/2020	Dell Marketing - 1000 laptops for students	\$ 1,093,000	P0148203
8/18/2020	Dell Marketing - 250 Wacom tablets for faculty	\$ 21,490	P0148102
7/1/2020	Avaya - Additional licensing required for increased remote usage	Additional \$26,311 over previously approved spend authorization of \$181,000	P0147756
8/12/2020	Network Cabling Services - Cabling installation for wi-fi lots	Additional \$18,708 over previously approved spend authorization of \$3,067,000	P0148068
8/21/2020	SHI - Malware software site license	Additional \$25,258 over previously approved spend authorization of \$125,000	P0148093

**Item "A"**  
**Regular Board Meeting October 5, 2020**  
**Approval of the Minutes for the August 31, 2020**  
**Workshop and Regular Board Meeting**

**RECOMMENDATION**

The Chancellor requests that the Board of Trustees approve the minutes for the August 31, 2020, Workshop and Regular Board Meeting.

## San Jacinto College District Board Workshop August 31, 2020

The Board of Trustees of the San Jacinto Community College District met by videoconference at 5:30 p.m., Monday, August 31, 2020, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this workshop was made available to the public via a live-stream. At least a quorum of the Board was present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

### MINUTES

	<b>Board Workshop Attendees:</b>	<b>Board Members:</b> Erica Davis Rouse, Marie Flickinger, John Moon, Jr., Dan Mims, Keith Sinor, Dr. Ruede Wheeler, Larry Wilson <b>Chancellor:</b> Brenda Hellyer <b>Other:</b> Sandra Ramirez, Mandi Reiland, and Teri Zamora
	<b>Agenda Item:</b>	<b>Discussion/Information</b>
<b>I.</b>	<b>Call the Meeting to Order</b>	Board Chair, Marie Flickinger, called the workshop to order at 5:35 p.m.
<b>II.</b>	<b>Roll Call of Board Members</b>	Marie Flickinger, Erica Davis Rouse, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
<b>III.</b>	<b>Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 and 551.074 of the Texas Open Meetings Act, for the following purposes: Legal Matters and Personnel Matters</b>	It was determined that a closed session was not needed.
<b>IV.</b>	<b>Reconvene in Open Meeting</b>	It was determined that a closed session was not needed, so the meeting did not need to reconvene into open session.

<p><b>V.</b></p>	<p><b>Update on COVID-19 Responses</b></p>	<p>Dr. Brenda Hellyer provided an overview of the COVID-19 responses. She reviewed the current fall enrollment which is down in headcount approximately 5.8% and 7.7% in contact hours. The largest part of the decrease in contact hours is in technical programs which is down 14% while academic is down 5.1%. She explained that the budget was built with anticipated flat enrollment, and everyone is working diligently to increase enrollment. She stated that enrollment for first time in college (FTIC) students and continuing students is down. Dual Credit enrollment is up which offsets other declines.</p> <p>Brenda explained that the San Jac Cares calling program will continue through fall as well. She stated that the program made another 18,000 calls over the summer with varying responses from students, but most are incredibly positive. Brenda provided a summary of how the calls she completed went.</p> <p>Brenda provided an update on the enrollment at Generation Park and explained that approximately 600 of the total enrollments there are FTIC students. The remaining enrollment is because students can select any campus for their online courses.</p> <p>Brenda explained that there are 499 students in the Promise program which is a little less than what was originally anticipated. Out of those, 71% are receiving federal or state financial aid. The Financial Aid department is still processing students, so we will have a better idea of the financial requirements of this program in October.</p> <p>She communicated that there are students on campus in the technical programs, and strong health and safety protocols are in place. The processes are continuing to work. She added that some may think that the College totally shut down campus activity since March, but that is not accurate. There have been approximately 66,000 visits onsite since altered operations began. She clarified that this is duplication of people but represents a significant number of total visits.</p> <p>Brenda informed the Board members that the Strategic Leadership Team (SLT) approved for a limited number of employees to be allowed an exception for losing vacation</p>
------------------	--	---

		<p>hours that generally would not carry over into the new fiscal year. Those employees will receive a payout for the excess hours. This is a one-time exception based on the COVID-19 resolution approved by the Board on March 17, 2020.</p>
<b>VI.</b>	<b>Review and Discuss Summary of FY2020 Internal Audit Work and Proposed FY2021 Audit Plan</b>	<p>Brenda explained that the FY2020 internal audit work and proposed FY2021 audit plan would usually be presented to the Finance Committee, but those meetings have been cancelled since altered operations began. She recommends that they remain cancelled through December, and any items that would usually be presented to the committees be presented at the monthly workshops. Members agreed that this is the best approach.</p> <p>Teri Zamora reviewed the summary of the fiscal year 2020 internal audit work and proposed the fiscal year 2021 audit plan. She provided an update on the current internal audit team and a timeline of the audits that are completed and in progress.</p> <p>Members asked if there are any major areas of concern. Teri replied that any areas that had highly significant findings are being corrected immediately, but those were limited. Other areas that have concerns or minor discrepancies are in progress.</p> <p>Teri added that the internal audit department also conducts consulting and other activities. She provided an overview of the fiscal year 2020 activities which include: COVID-19 related reviews, state auditor’s office complaints, committee and council work, staff organization representation, and oversight of ethical conduct and conflict of interest training.</p> <p>Teri reported that in fiscal year 2020, there were six anonymous reports received to EthicsPoint and none of those rose to the level of fraud. All were addressed and resolved by the appropriate SLT member.</p> <p>She explained that fiscal year 2021 will have a consulting focus and will also close out of pending audits.</p>
<b>VII.</b>	<b>Review Anticipated Calendar for</b>	<p>Teri Zamora reviewed the anticipated calendar for adoption for the 2020 property tax rate. She explained that final numbers have not been received from Harris County</p>

	<p><b>Adoption for 2020 Property Tax Rate</b></p>	<p>Appraisal District (HCAD) which effects the timeline for Board approval.</p> <p>She explained that the Board approved the 2020-2021 budget on August 3, 2020, a significant portion of which is supported by tax revenues. The tax revenues were estimated based on the preliminary values provided by HCAD. She added that Senate Bill 2 outlines the tax adoption process for cities, counties, and other entities. The College is considered a Special Taxing District and Senate Bill 2 includes several changes in the required tax adoption process. This included changes to timing, language, notices, and communications. Key language changes are:</p> <ul style="list-style-type: none"> <li>• Effective rate = no-new-revenue rate (NNRR)</li> <li>• Rollback rate = voter-approval rate (VAR)</li> </ul> <p>Teri provided the tax adoption process items completed to date. She also reviewed the items that are to be completed. Brenda added that the Board will likely need to have a special Board meeting on September 22, 2020, to approve the proposed tax rate, announce date of public hearing (if necessary), and date of rate adoption, which are both tentatively scheduled for October 5, 2020. She explained that after receipt of the certified values from HCAD, she will communicate any needs or timeline changes to the Board members.</p>
<p><b>VIII.</b></p>	<p><b>Update on Construction and Facilities</b></p>	<p>Teri presented the monthly safety report which includes information through July. There were a couple of events and a number of incidents in July. She reviewed each incident and explained that there were no major incidents.</p> <p>She provided an overview of the construction and facilities projects.</p> <p>Teri provided an overview of the proposed roundabout near the new classroom building at the Central campus that was designed with city input and within city restrictions. The roundabout is on College property so there will be minimal city approval required. Members were comfortable with the preliminary proposal as presented.</p> <p>She explained that the Davison building renovation is near completion and should be in service by September 14,</p>

		<p>2020. Anderson and Ball buildings have been demolished. She added that the classroom building’s foundation design was approved by the City of Pasadena which will utilize 90% of the existing piers. She explained that final plans on the McCollum building were completed by the end of August and demolition will begin in September. At North campus, the Spencer, Brightwell, and Wheeler renovation is nearly complete and will be available for fall classes. At South campus, the Longenecker building, domestic water project, Jones building, and new central plant are all in progress.</p> <p>Teri explained that the Generation Park campus opened successfully. Student services and instructional activities are underway. Building signage should be complete in October.</p> <p>Teri provided an overview of the remaining projects. At maritime, the fire station was erected, the fire trainer is in use, the LBC bulkhead is nearly complete, and the port widening project is expected to occur with no impact. The smaller projects of DDC network, glazing replacement, and access control are moving well. The security gates are complete at North and South, and the gates at Central will be installed this week.</p>
<b>IX.</b>	<b>Review Faculty Senate Constitution Updates</b>	<p>Brenda Hellyer explained that the Faculty Senate constitution updates are being presented to the Board as an informational item. She reviewed the proposed changes and explained that the main modifications are to add representation for Generation Park and Maritime. She explained that the Faculty Senate officers recommended these changes, and she supports them. She added that she has been working with the officers of the Faculty Senate as well as the Staff and Administrative Organizations throughout altered operations, and they have all been very supportive.</p>
<b>X.</b>	<b>Discuss Board Self-Evaluation Process</b>	<p>Brenda explained that the Board bylaws state that the Board will complete a self-evaluation process every two years. In June, it was two years since the last evaluation, but COVID has delayed the opportunity to begin this cycle of self-assessment. Brenda asked the Board to review the last self-assessment document and send any changes or questions to Mandi Reiland. The next steps are that the evaluation will be distributed to the Board members to</p>

		complete at the beginning of October and that submitted items will be sent to Keith Sinor, Board Secretary, to compile and analyze. He will present his analysis to the Board for review at the November Board workshop.
<b>XI.</b>	<b>Review of Calendar</b>	Brenda reviewed the calendar with the Board. She reviewed the upcoming ACCT Leadership Congress virtual event and asked which Board member should be designated as the voting delegate for the College. It was determined that Dan Mims would be the voting delegate.
<b>XII.</b>	<b>General Discussion of Meeting Items</b>	<p>Brenda asked if there were any items from the meeting agenda that the members would like to review.</p> <p>Keith Sinor asked how COVID is affecting the College's nursing programs. Brenda replied that the Bachelor of Science in Nursing (BSN) program has 24 students which is close to the goal of 30. Licensed Vocational Nursing (LVN) program enrollment is high but Associate's Degree in Nursing (ADN) and Surgical Technology are low because of the issues with clinical spaces. Clinical opportunities are slowly increasing, and our teams are monitoring this diligently.</p>
<b>XIII.</b>	<b>Adjournment</b>	Workshop adjourned at 6:51 p.m.



**San Jacinto College District  
Regular Board Meeting Minutes**

**August 31, 2020**

**The Board of Trustees of the San Jacinto Community College District met by videoconference at 7:00 p.m., Monday, August 31, 2020, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this meeting was available to the public via a live stream. At least a quorum of the Board was present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.**

**Board of Trustees:** Erica Davis Rouse, Assistant Secretary  
Marie Flickinger, Chair  
Dan Mims  
John Moon, Jr., Vice Chair  
Keith Sinor, Secretary  
Dr. Ruede Wheeler  
Larry Wilson

**Chancellor:** Brenda Hellyer

**Others Present:** Bo Hopper  
Joseph Pena  
Sandra Ramirez  
Mandi Reiland  
Laurel Williamson  
Teri Zamora

**Call the Meeting to order:** Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:02 p.m.

**Roll Call of Board Members:** Chair Marie Flickinger conducted a roll call of the Board members:  
Erica Davis Rouse  
Dan Mims  
John Moon, Jr.  
Keith Sinor  
Dr. Ruede Wheeler  
Larry Wilson

**Invocation and Pledges to the Flags:**

The invocation was given by Dr. Laurel Williamson. The pledges to the American flag and the Texas flag were led by Keith Sinor.

**Special Announcements, Recognitions, Introductions, and Presentations:**

1. Mandi Reiland read an announcement regarding the meeting process.
2. Dr. Brenda Hellyer recognized the outgoing and incoming officers of the Faculty Senate, Staff Organization, and Administrative Organization.

**Student Success Presentations**

1. Dr. Laurel Williamson presented an update on the spring 2020 course retention and success.

**Communications to the Board:**

The following items were reviewed and distributed to the Board as communication items.

1. A thank you was sent to the Board from Janice Sullivan for the plant sent in memory of her husband.
2. Summer Career Focus

**Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:**

Citizens Desiring to be Heard Before the Board:

1. Robert Jeter, III

**Informative Reports:**

Chair Marie Flickinger indicated such reports were available in the Board documents and online.

- A. San Jacinto College Financial Statements
  - a. San Jacinto College Financial Statements July 2020
  - b. San Jacinto College Monthly Investment Report July 2020
- B. San Jacinto College Foundation Financial Statements July 2020
- C. Capital Improvement Program

**Motion 10054 Consideration of Approval of Amendment to the 2020-2021 Budget for Restricted Revenue and**

Motion was made by Erica Davis Rouse, seconded by Larry Wilson, for approval of Amendment to the 2020-2021 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Expenses**  
**Relating to**  
**Federal and**  
**State Grants**

Nays: None

**Motion 10055**  
**Consideration of**  
**Approval of**  
**Policy III.3006.D,**  
**Sexual**  
**Misconduct and**  
**Rescission of**  
**VI.6004.D,**  
**Campus Sexual**  
**Misconduct –**  
**Second Reading**

Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, for approval of Policy III.3006.D, Sexual Misconduct and Rescission of VI.6004.D, Campus Sexual Misconduct – Second Reading.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
Nays: None

**Motion 10056**  
**Consideration of**  
**Approval of**  
**Non-Credit**  
**Course**  
**Enrollment**  
**Charges**

Motion was made by Dan Mims, seconded by Larry Wilson, for approval of Non-Credit Course Enrollment Charges.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
Nays: None

**Motion 10057**  
**Consideration of**  
**Purchasing**  
**Requests**

Motion was made by Keith Sinor, seconded by John Moon, Jr., for approval of the purchasing requests.

Purchase Request #1

Ratify a Contract for College-Wide Vehicle Security Gates \$306,905

Purchase Request #2

Contract for College-Wide Window Glazing Replacement 942,500

Purchase Request #3

Guaranteed Maximum Price for Central Campus McCollum Building Renovation 19,427,172

Purchase Request #4

Contract for Training Program Services with Alvin Community College, College of the Mainland, and Lee College 201,000

Purchase Request #5

Contract for Charter Bus Services 100,000

Purchase Request #6

Additional Funds for Unemployment Compensation Insurance 66,112

TOTAL OF PURCHASE REQUESTS \$21,043,689

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
Nays: None

**Motion 10058  
Consent Agenda**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, to approve the consent agenda.

- A. Approval of the Minutes for the August 3, 2020, Workshop, Public Budget Hearing, and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations and 2020-2021 Part-Time Hourly Rates Schedule
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting on October 5, 2020

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
Nays: None

**Items for  
Discussion/  
Possible Action**

There were no additional items discussed.

**Adjournment:**

Meeting Adjourned at 7:32 p.m.

**Item “B”**  
**Regular Board Meeting October 5, 2020**  
**Approval of the Minutes for the September 22, 2020**  
**Special Board Meeting**

**RECOMMENDATION**

The Chancellor requests that the Board of Trustees approve the minutes for the September 22, 2020, Special Board Meeting.

**San Jacinto College District  
Special Board Meeting Minutes**

**September 22, 2020**

**The Board of Trustees of the San Jacinto Community College District met via conference call at 5:00 p.m., Tuesday, September 22, 2020, for a Special Board Meeting.**

**Chancellor:** Brenda Hellyer

**Others Present:** Kacie Allen  
Bo Hopper  
Mandi Reiland  
Teri Zamora

**Call the Meeting to order:** Chair Marie Flickinger called the special meeting of the Board of Trustees to order at 5:03 p.m.

**Roll Call of Board Members:** Erica Davis Rouse  
Marie Flickinger  
Dan Mims  
John Moon, Jr.  
Keith Sinor  
Dr. Ruede Wheeler  
Larry Wilson

**Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board** There were no citizens desiring to be heard before the Board of Trustees.

**Motion 10059 Consideration of Approval of 2020 Proposed Tax Rate, Review of No-New-Revenue and Voter-Approval Tax Rate Calculations and Approval of Date to Adopt Tax Rate.** Motion was made by Larry Wilson, seconded by Dr. Ruede Wheeler, for approval of 2020 Proposed Tax Rate, Review of No-New-Revenue and Voter-Approval Tax Rate Calculations and Approval of Date to Adopt Tax Rate.

**No-New-Revenue and Voter-Approval Tax Rate Calculations and Approval of Date to Adopt Tax Rate** Dr. Brenda Hellyer explained that the budget was adopted on August 3, 2020, and the tax revenues included in the budget were based on the preliminary tax values received in late April. The certified values were received in early September and the Harris County Tax Office completed the tax calculations for the No-New-Revenue (NNR) and Voter-Approval Tax Rates. These rates were posted on the College's website September 15, 2020, the required seven days before the Board's consideration and vote on the proposed 2020 tax rate. She explained that the important components are the NNR tax rate of \$0.169358. This provides the College with approximately the same amount of revenue it

received in the previous year (excluding new property on the rolls). Also, the Voter-Approval tax rate of \$0.178118 is the rate that would provide the College with the same amount of taxes received in the previous year, plus 8% (also excluding new property on the rolls). This is the highest rate that can be adopted without voter approval. She stated that the administration is recommending that the Board of Trustees adopt the NNR tax rate of \$0.169358, which is made up of:

- Maintenance & Operations (M&O) tax rate of \$0.111738
- Debt service tax rate of \$0.057620
- Adopting the NNR tax rate does not require a formal public hearing
- The NNR tax rate is 4.9% lower than last year's total tax rate of \$0.178169, due to the increase in taxable values and debt service requirements (related to the FY2019 general obligation bond refinancing).

This rate generates \$1.7M less in M&O tax revenues than included in the adopted FY2021 budget. Consequently, administration will be bringing forth a budget amendment at the October 5, 2020, regular Board meeting to reduce the fiscal year 2020-2021 budget by this amount.

**Motion Carried.**

**Yeas:** Davis Rouse, Flickinger, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Adjournment:** Meeting Adjourned at 5:09 p.m.

## **ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve budget transfers for 2019-2020 which have been made in accordance with State accounting procedures.

### **BACKGROUND**

Adoption of the budget by the Board of Trustees prior to September 1 of each year serves as the authorization to expend funds for the next fiscal year. The budget is adopted by functional classification (or cost elements: Instruction, Academic Support, Student Services, Institutional Support, and Operation and Maintenance of Plant) as defined by the National Association of College and University Business Officers (NACUBO). Realizing that the budget is a living document that reflects the evolving needs of the College in terms of meeting goals and objectives, occasional movement of budgeted funds between cost elements is desirable and warranted. The budget transfers under consideration represent previously authorized expenditures that are requested to be reclassified from one cost element to another cost element.

### **IMPACT OF THIS ACTION**

Approval of the budget transfers will allow the College to more effectively utilize existing resources in fulfilling its instructional objectives.

### **BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This request is a reclassification of existing authorizations.

### **MONITORING AND REPORTING TIMELINE**

None

### **ATTACHMENTS**

Attachment 1 – Budget Transfers

### **RESOURCE PERSONNEL**

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Carin Hutchins	281-998-6109	carin.hutchins@sjcd.edu
Dianne Duron	281-998-6347	dianne.duron@sjcd.edu



SAN JACINTO COLLEGE DISTRICT  
 Budget Transfers related to Fiscal Year 2019-2020  
 as of September 4, 2020

ELEMENT OF COST	DEBIT	CREDIT
INSTRUCTION	\$ -	\$ -
PUBLIC SERVICE	\$ -	\$ -
ACADEMIC SUPPORT	\$ -	\$ 363
STUDENT SERVICES	\$ -	\$ 2,298
INSTITUTIONAL SUPPORT	\$ 2,660	\$ -
PHYSICAL PLANT	\$ -	\$ -
AUXILIARY ENTERPRISES	\$ -	\$ -
	<b>\$ 2,660</b>	<b>\$ 2,660</b>

**RECOMMENDATION**

The administration recommends that the Board of Trustees approve the following Affiliation Agreements:

**North Campus**

Department

Affiliation Entity

Health Information Management Program

Oceans Behavioral Hospital of Pasadena

Mental Health Program

Gift of Recover, Ali’s House

Medical Director Program  
(6th Amendment)

Baylor College of Medicine and Emergency  
Medical Services

**RATIONALE**

The Affiliation Agreements were reviewed by the College’s external legal counsel.

**FISCAL IMPLICATIONS TO THE COLLEGE**

N/A

**CONTACT PERSONNEL**

Daniel J. Snooks, Attorney  
Laurel Williamson

281-998-6184

laurel.williamson@sjcd.edu

**Item “F”**  
**Regular Board Meeting October 5, 2020**  
**Approval of the Next Regularly Scheduled Meeting**

**RECOMMENDATION**

The next regularly scheduled meeting of the Board of Trustees will be Monday, November 2, 2020.