

SPECIAL BOARD MEETING MINUTES OF THE BOARD OF TRUSTEES OF LARAMIE COUNTY COMMUNITY COLLEGE DISTRICT, STATE OF WYOMING, HELD WEDNESDAY, APRIL 12, 2017, PETERSEN BOARD ROOM, ADMINISTRATION BUILDING, LARAMIE COUNTY COMMUNITY COLLEGE

Board Present: Board Chairman Carol Merrell, Vice Chairman Bradley Barker, Treasurer Don Erickson, Secretary Brenda Lyttle, Trustees Jess E. Ketcham, Bob Salazar, and Wendy J. Soto (by phone), ACC Ex Officio Trustee Butch Keadle, and SGA President Robert Swank for Student Ex Officio Trustee Garrett Wilkerson

Staff Present: President Joe Schaffer; Vice Presidents Judy Hay and Rick Johnson; Associate Vice President Lisa Trimble, and Executive Director Tammy Maas; and Administrator and Staff Members Harry Andrews, Tim Macnamara, and Jayne Myrick; and Legal Counsel Tara Nethercott

Visitors: Jacob Hamel and Creighton Grove (*Wingspan*)

1. 11:00 a.m. – CALL TO ORDER of the April 12, 2017, Special Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Carol Merrell

Board Chairman Carol Merrell called to order the April 12, 2017, Special Board Meeting of the Laramie County Community College District Board of Trustees at 11:03 a.m.

2. FACILITIES PROJECTS AND PLANNING ([timeline](#)) – President Joe Schaffer and Vice President Rick Johnson

President Schaffer prefaced the conversation providing background on the facilities projects and planning. The College's Campus Master Plan was created in 2011 and updated in 2016. The updated plan was approved by the Board September 21, 2016. From the original 2011 version of the Campus Master Plan, a facilities master plan known as the "Laramie County Community College Facilities Plan – Building Forward 2012-2020" (Building Forward Plan) was developed. The Building Forward Plan designated projects to be completed by 2020. The Flex-Tech Building and the Clay Pathfinder Building were two major construction projects identified in the Building Forward Plan. President Schaffer shared the work that has begun on other projects named in the Plan. Those projects are listed below.

- Residence Hall (new 300-bed facility) – Estimated Cost \$28 million
 - o Funding the residence hall construction with a lease revenue bond would result in a service debt that would exceed what the College believes should be charged students to live in the new facility. The College would be solvent around \$20 million, leaving about an \$8 million gap in funding. The room and board charges for this scenario would be comparable to those of the other community colleges. The next level of planning is moving forward.
- Fine Arts Remodel/Expansion – Estimated Cost \$14 million (\$7 million in local funds; \$7 million in State funds)
 - o Remodel of Existing Classrooms – Estimated Cost \$3 to \$4 million – The space will need to be remodeled regardless if a comprehensive project is not undertaken.
 - o Addition of Auditorium/Performance Space – Estimated Cost \$10 million
 - o LCCC is the only community college in the state that does not have a facility specifically for fine and performing arts education, a fine arts gallery, instrumental and choral lessons and ensembles, visual arts (e.g., ceramics), and a performance venue.
- Recreation and Athletic Center (RAC) – Estimated Cost \$7.3 million (\$3 million – Student Facilities Fees over a traditional bond term of 15 years; \$4.3 Million TBD)

- This project is primarily a remodel and focuses on students, athletics, and community (e.g., sports camps, hosting regional tournaments, and other athletic events). Some initial planning has taken place and has gone through several iterations.
- The proposed renovation plan cites a venue large enough for commencement.
- Some student interest has been expressed in supporting this project with student fee monies, as long as no fee increases occur.

President Schaffer also shared the projects on which work has begun but are not included in the Building Forward Plan.

- Ludden Library and Learning Commons Expansion – Estimated Cost \$7.5 million – The project cost will need to be reduced to \$5 million.
 - The Foundation is close to raising the \$2.5 million in local funds that is necessary to qualify for State funds in the same amount. Whether the State is able to fund \$2.5 million depends on the earnings of capital gains on the State’s investments.
 - Planning would begin this fall with construction to begin spring/summer 2018.
- ACC Expansion – Estimated Cost of \$1 million was exceeded.
 - Because the cost was determined to exceed \$1 million, the College will likely have to go back through the Legislature’s project authorization process—Wyoming Community College Commission in May, State Construction Department (Construction Management Division), State Building Commission, the Governor, and the Legislature in January 2018.
 - Assuming the foregoing would be accomplished, construction would begin summer 2018.

Funding Options for Projects’ Completion by 2020

Total funded dollars for the above projects equal \$30 million. The remaining funds necessary to pay for the total construction costs equal \$20.3 million. Funding options for the remaining \$20.3 million include:

- Fund Raising / Private Donors
 - The Foundation’s concentration on the Flex-Tech Building and Clay Pathfinder Building and the Health Science Building campaigns is why these funding campaigns were successful. Their time was invested so heavily in those campaigns that time spent fundraising had to be tabled. Fundraising for the Recreation and Athletic Center would have some potential interest because of a community connection to the facility. Outside of a naming opportunity, probably not so much for the residence hall. Some private funds are earmarked and not available at this time that could be used for the Fine Arts Remodel/Expansion. These funds could become available at a later date. President Schaffer said he would be happy to have a conversation with the Foundation Board to get a feel for what a fundraising target might be.
- Mill Levy (5 mills) – President Schaffer stated this funding mechanism is the one clear option to provide funding for the completion of all projects by 2020.

Mill Levy – W.S. 12-18-311(f) & (f)(i)

“... the community college district board may submit to the electors of the district a proposition calling for an **additional** (emphasis added) levy of not to exceed five (5) mills on the assessed value of the district for community college purposes. For elections held pursuant to this subsection on or after April 1, 2007, the additional mills may be used for the regular support and operation and for the capital outlay needs of a community college...”

- A mill levy is a property tax, not a bond election or a 6th penny assessment.
- By statute, community college district boards are allowed to levy up to 10 mills on a district. The College is receiving funds from five of the ten mills.
- One mill = \$1.2 million of revenue; four mills over four years = \$19.2 million; a full five mills = \$20.4 million

- In 2013, a two mill tax on a home valued at \$250,000 equaled \$3.80/month. So, four mills equaled \$7.60/month for that same property. The five mills would have a greater impact on the assessed value than two mills for a traditional bond for a period of 15 to 20 years. but the property tax would be assessed for a much shorter duration.
 - The last five mill levy was assessed in 1998 or 1999 and funded the College's "Renewal Project" for the renovation of Eastern Fine Arts and the Business Building (now called the Andrikopoulos Business and Technology Building).
 - A five mill election can occur at anytime. The timeline assumes polling and an election in May 2018. Assuming a May 2018 election, the Board would have to call for that election early in 2018. Referring to the Fine Arts Remodel/Expansion, President Schaffer stated if the Governor's indication is not to support the State's funding a portion of the project, then the College would need to consider taking that project completely off the table or paying for all the project from the mill levy and not putting some of the five mill monies toward one of the other projects.
- 6th Penny Ballot – The 6th Penny Ballot allows for community college projects. However, the general response from county commissioners, city councilmen, and others is that the 6th Penny is really intended for city/county projects, not the community college.
 - The creation of a BOCES would fund operational activities and would probably have no impact from a revenue perspective but possibly from a public opinion perspective.
 - Some comprehensive surveying and public opinion polling would need to be done.
 - Creative funding options for the ballot would need to be explored. If one option is chosen, then the others are null and void. A decision would need to be made about what projects would be included in the ballot statement.
 - Some of the projects could be paid by other funding mechanisms. For example, the new residence hall could be paid with bonds issued by the Building Authority that would be serviced by revenue from the residence hall and the mill levy. The Fine Arts remodel/expansion could be paid by a direct payment, bridge loan, or partnership with a local financial institution. The financing mechanism would be project-contingent.
 - The projects are not listed in any particular priority. If the goal is to accomplish the Building Forward Plan, then there is some appeal to completing the projects by 2020. The five mills is one approach. Pushing the projects' completion farther out gives opportunity for increased construction costs and postpones the benefits to be gained. President Schaffer stated the only way for the College to know if the funding will prevail is to "test the waters."

Trustee Lyttle stated she feels strongly that an investment in the College is an investment in the future of Laramie County that will facilitate economic development and educate the workforce. All of the projects are important and viable, and she is in favor of moving forward with all of them.

3. LEVEL II PLANNING FINE ARTS REMODEL / EXPANSION – President Joe Schaffer and Vice President Rick Johnson

President Schaffer stated he is asking for the Board's approval to fund the Level II planning for a Fine Arts remodel and expansion, so the project can be considered in the State's next biennial budget. The Level II plan will be paid from \$700,000 available in unspent construction funds from the Clay Pathfinder Building and the Flex-Tech Building projects. A portion of those funds will also be used for the construction of the McIvaine Plaza.

Trustee Lyttle moved and Trustee Barker seconded,

MOTION: That the Board of Trustees authorizes the President to expend up to \$190,000 for the purpose of proceeding with Level II planning for the remodel and expansion of the fine and performing arts educational spaces. Funding for the Level II Plan will come from the contingent closing of construction balances.

MOTION CARRIED unanimously.

4. PROFESSIONAL DEVELOPMENT TRAVEL FOR TRUSTEES FY 2018 – Trustee Erickson

The Board concurred to fund travel for the new trustees, if they wished to attend the September 25-28, 2017, ACCT Leadership Conference “Pathways to Progress” in Las Vegas. Trustee Lyttle also expressed interest in attending. Trustees Ketcham, Salazar, and Soto were asked to confirm whether they would attend. If monies are available, Trustee Lyttle may also attend.

5. PUBLIC COMMENT (Public comment may be made on anything not on the agenda. Comments will be limited to five minutes.) – Board Chairman Carol Merrell

No public comment was requested.

6. ADJOURNMENT of the April 12, 2017, Special Board Meeting of the Laramie County Community College District Board of Trustees – Board Chairman Carol Merrell

Trustee Ketcham moved and Trustee Erickson seconded,

MOTION: That the Board of Trustees adjourn the April 12, 2017, Special Board Meeting of the Laramie County Community College District Board of Trustees.

DISCUSSION: None

MOTION CARRIED unanimously.

Board Chairman Carol Merrell adjourned the April 12, 2017, Special Board Meeting of the Laramie County Community College District Board of Trustees at 12:07 p.m., as so moved.

7. EXECUTIVE SESSION – *An executive session was not held.*

Respectfully submitted,

Vicki Boreing
Board Recording Secretary