

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

**October 5, 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 (absent)  
Dr. Ruede Wheeler  
Larry Wilson

**Chancellor:** Brenda Hellyer

**Others Present:** Bo Hopper  
Matt Keim  
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 7:25 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.  
Dr. Ruede Wheeler  
Larry Wilson

**Absent:** Keith Sinor

**Invocation and Pledges to the Flags:** The invocation was given by Sandra Ramirez. The pledges to the American flag and the Texas flag were led by John Moon, Jr.

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

1. Mandi Reiland read an announcement regarding the meeting process.

**Student Success  
Presentations**

1. Dr. Laurel Williamson presented an update on Open Books at San Jac.

**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 the family of Michael King, for the plant sent in his memory.
2. A thank you was sent to the Board from Ann Pearson, for the plant sent in memory of her mother.
3. TASB Stand Up for Texas Public Schools award presented to San Jacinto College for Standing Up and supporting public schools in our community. Certificate presented by Dr. DeeAnn Powell, Superintendent, Pasadena ISD.
4. Fall 2020 Senior Focus
5. September Opportunity News
6. October Opportunity News

**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.

**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 August 2020
  - b. San Jacinto College Monthly Investment Report August 2020
- B. San Jacinto College Foundation Financial Statements August 2020
- C. Capital Improvement Program

**Motion 10059  
Consideration of  
Approval of  
Amendment to  
the 2020-2021  
Budget for  
Restricted**

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

Motion Carried.

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

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

**Motion 10060  
Consideration of Adoption of Ad Valorem Property Tax Rate**

Motion was made by Dan Mims, seconded by Erica Davis Rouse, for adoption of ad Valorem Property Tax Rate.

Chair Flickinger stated this motion is to 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.

Motion Carried.

Yeas: Davis Rouse, Flickinger, Mims, Moon, Jr., Wheeler, Wilson  
Nays: None  
(Absent: Keith Sinor)

**Motion 10061  
Consideration of Approval of Amendment to the 2020-2021 Budget for Unrestricted Revenues and Expenses**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., for approval of Amendment to the 2020-2021 Budget for Unrestricted Revenues and Expenses.

Motion Carried.

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

**Motion 10062  
Consideration of Approval of Chancellor's Employment Contract with San Jacinto College District**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, for approval of Chancellor's Employment Contract with San Jacinto College District.

Mrs. Flickinger stated that this contract extended the term of the contract through October 5, 2023 and did not include a compensation adjustment.

Motion Carried.

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

**Motion 10063**  
**Consideration of**  
**Purchasing**  
**Requests**

Motion was made by Larry Wilson, seconded by Dan Mims, for approval of the purchasing requests.

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

Motion Carried.

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

**Motion 10064**  
**Consent Agenda**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., to approve the consent agenda.

- 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 on November 2, 2020

Motion Carried.

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

Nays: None

**Items for  
Discussion/  
Possible Action**

There were no additional items discussed.

**Adjournment:**

Meeting Adjourned at 7:50 p.m.