

STATE OF TEXAS PRIVATE
COUNTIES OF GREGG, RUSK, UPSHUR AND SMITH
KILGORE JUNIOR COLLEGE DISTRICT

The Kilgore Junior College District Board of Trustees met in regular session at 6:30 pm, Tuesday, April 8, 2008, in the Stewart McLaurin Administration Building, 2nd floor, with the following members present:

B. Randell Brint
Charles Hale
Robert "Bob" Heath, President
Fred S. Parsons
Will Roberson, Secretary
R. E. Spradlin
James N. Walker arrived before any action items
Larry Woodfin, Vice President

Members absent: C.B. "Scooter" Griffin

Bob Heath, President, called the meeting to order at 6:30 p.m. on Tuesday, April 8, 2008, in the Stewart McLaurin Administration Building, 2nd floor.

Section I. on the Agenda was the Call to Order.

Dr. Holda led the invocation and Pledge of Allegiance to the United States of America Flag.

Section II. On the Agenda was Presentation.

A. Amanda Nobles – Annual tax abatement compliance report

Amanda Nobles from the Kilgore Economic Development Corporation presented information on the nine existing tax abatements granted by Kilgore College. Data from the Gregg Appraisal District shows that all the companies are in compliance with their abatement agreements.

Section III. Consent Agenda.

- A. To consider approving the minutes of the March 10, 2008 regular board meeting.
- B. To consider approval of personnel items submitted as follows:

- 1. **Recommendation to accept employee retirements as follows:**
 - a. Surgical Technology Instructor, effective July 15, 2008
- 2. **Recommendation for employment as follows:**
 - a. Administrative Assistant – Allied Health, effective March 10, 2008
 - b. Upward Bound Counselor, effective March 10, 2008
- 3. **Recommendation for change in employment as follows:**
 - a. From Controller to Instructor –Office Professional, effective September 1, 2008

- C. To consider payment of legal fees for services rendered.

These items are grouped together and do not necessarily need further discussion, although a Board Member may elect to remove an item/s from the Consent Agenda to Action Items for discussion. B. Randell Brint made the motion to approve the consent agendas presented. Fred Parsons seconded the motion. The motion passed unanimously.

PERSONNEL AGENDA

**Kilgore Junior College District
Personnel Agenda
April 8, 2008**

1. Recommendation to accept employee retirements as follows:

- A. Ms. Eleanor "Lane" Barnett, Surgical Technology Instructor, effective July 15, 2008, after 31 years of service

2. Recommendation for employment as follows:

- A. **Name:** Ms. Renee D. Golden

Position: Administrative Assistant – Allied Health

Experience: Administrative Assistant
Rose Heights Church
Longview, Texas; 2006 – 2007

PBX Operator
Good Shepherd Medical Center
Longview, Texas; 1989 – 2005

Recap Secretary
Consolidated Nurseries
Owentown, Texas; 1983

Effective Date: March 10, 2008

Salary: \$778.21 per pay period on a 12 month assignment which is equivalent to an annual salary of \$18,677

Note: Ms. Golden replaces Rene Wiley who was named Administrative Assistant to the Vice President of Instruction.

- B. **Name:** Mr. Dwyane McAllister

Position: Upward Bound Counselor

Education: Master, Theological Studies
Houston Graduate School of Theology
Houston, Texas

Bachelor, Social Science
Texas College
Tyler, Texas

Experience: Substitute Special Education Teacher
Carlisle ISD; 2007 – 2008
Beckville ISD; 2005 – 2006

Housing Supervisor & Recruiter
Texas College
Tyler, Texas; 1999 – 2004

Assistant to the Director
Henderson Housing Authority
Henderson, Texas; 1998 – 1999

Special Education Teacher
Lufkin ISD
Lufkin, Texas; 1995 – 1997

Effective Date: March 10, 2008

Salary: \$1,062.50 per pay period on a 10.5 month assignment which is equivalent to an annual salary of \$25,500

Note: This is a new, grant funded position.

3. **Recommendation for change in employment as follows:**

A. **Name:** Ms. Lucy A. Carroll

Old Position: Controller

New Position: Instructor – Office Professional

Education: Master of Business Education
Bachelor of Arts
Stephen F. Austin State University
Nacogdoches, Texas

Experience: Controller
Kilgore College
Kilgore, Texas; 2001 – 2008

Dean, College Support Services
Texas State Technical College
Marshall, Texas; 1993 - 2000

Accountant
Michael W. Kimble, CPA
Bartlett, Texas; 1992 - 1993

Accountant
Uiberall, Lieb, Blockman, Perry, CPAs
Memphis, Texas; 1991 - 1992

Effective Date: September 1, 2008

Old Salary: \$64,075 on a 12 month contract

New Salary: \$41,180 on a 9 month contract

Note: Ms. Carroll will replace Shirley Bratton who is retiring.

Section IV. On the Agenda was Citizen Comments.
There were no citizen comments.

Section V. on the Agenda was Executive Session.
The Board did not adjourn into Executive Session.

Section VI. On the Agenda was Action Items.

- A. To consider a resolution for tax abatement with Cleveland Steel Container Corporation. The abatement was ratified by the City of Kilgore on March 19, 2007 and would apply to Kilgore College effective January 1, 2008 (*exhibit #1*)

James Walker made the motion to accept Action Item A. R. E. Spradlin seconded the motion. The motion passed unanimously.

EXHIBIT #1

RESOLUTION

By the Board of Trustees, Kilgore Junior College District
Kilgore, Texas, Authorizing an Agreement for
Commercial/Industrial Tax Abatement

WHEREAS, the City of Kilgore, Texas, did previously approve an agreement for tax abatement with Cleveland Steel Container Corporation.; and

WHEREAS, the Board of Trustees, Kilgore Junior College District, did previously approve and adopt Tax Abatement Guidelines and Criteria; and

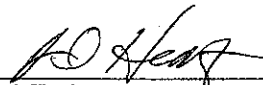
WHEREAS, this agreement is in conformity with said guidelines;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Kilgore Junior College District does hereby enter into a Commercial/Industrial Tax Abatement Agreement with Cleveland Steel Container Corporation.

FURTHER, BE IT RESOLVED that through the adoption of this Resolution the President of the Board of Trustees of the Kilgore Junior College District is authorized to execute the Commercial/Industrial Tax Abatement Agreement as attached hereto and effective as of **January 1, 2008**.

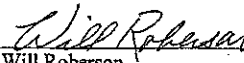
PASSED, APPROVED and ADOPTED this 8th day of April, 2008.

KILGORE JUNIOR COLLEGE DISTRICT



Bob Heath
President, Board of Trustees

ATTEST:



Will Roberson
Secretary, Board of Trustees

EXHIBIT #1 Continued

TAX ABATEMENT IMPACT ANALYSIS
Cleveland Steel Container Corporation

The proposed abatement for Cleveland Steel Container Corporation does conform to the Kilgore Junior College District Abatement Guidelines. The term of the exemption will be for the period of time of six (6) years, beginning January 1, 2009. This abatement was originally approved by the City of Kilgore on March 19, 2007, but the request for the Kilgore College Board of Trustees to adopt this abatement was not received until March 13, 2008.

The agreement with Cleveland Steel Container Corporation will abate taxes on a minimum of \$5,800,000 in real and personal property. Improvements will be located at a proposed facility at 3007 Maverick Drive, Kilgore, Texas. Additionally at least 30 new full-time permanent jobs will be created by December 31, 2008.

Following is an estimate of the effect of the tax abatement based on the current tax rate (.1640/\$100) and using \$5,800,000 as the value of the real and personal property improvements:

YEAR	TAXES ON FULL VALUE (\$0.1640/\$100)	TAXES ABATED ON IMPROVEMENTS (\$0.1640/\$100)	TOTAL TAXES DUE ON IMPROVEMENTS (FROM COMPANY)
		Schedule I	
Year 1	\$ 9,512.00	\$ 9,512.00 (100%)	\$ -0-
Year 2	\$ 9,512.00	\$ 9,512.00 (100%)	\$ -0-
Year 3	\$ 9,512.00	\$ 9,512.00 (100%)	\$ -0-
Year 4	\$ 9,512.00	\$ 7,134.00 (75%)	\$ 2,378.00 (25%)
Year 5	\$ 9,512.00	\$ 4,756.00 (50%)	\$ 4,756.00 (50%)
Year 6	\$ 9,512.00	\$ 2,378.00 (25%)	\$ 7,134.00 (75%)
Year 7	\$ 9,512.00	\$ -0-	\$ 9,512.00 (100%)
TOTAL	\$ 66,584.00	\$ 42,804.00	\$ 23,780.00

In addition to the proposed abated property the value of the base not included in the abatement is \$250,960 which currently generates \$411.57 in tax revenue annually.

- B. To consider a resolution to accept the City of Kilgore's assignment of the Southern Plastics, Inc., d/b/a Alcoa Closure Systems International tax abatement to Closure Systems International, Inc. (*exhibit #2*)

R. E. Spradlin made the motion to accept Action Item B. Larry Woodfin seconded the motion. The motion passed unanimously.

EXHIBIT #2

RESOLUTION

By the Board of Trustees, Kilgore Junior College District
Kilgore, Texas

WHEREAS, the City of Kilgore, Texas, did previously approve an agreement for tax abatement with Southern Plastics, Inc., d/b/a Alcoa Closure Systems International on October 25, 2005; and

WHEREAS, the Board of Trustees, Kilgore Junior College District, did previously approve the same agreement for tax abatement on December 13, 2005;

WHEREAS, the City of Kilgore, Texas assigned the agreement from Southern Plastics, Inc., d/b/a Alcoa Closure Systems International to Closure Systems International, Inc. on March 25, 2008;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Kilgore Junior College District does hereby accept this assignment of the tax abatement from Southern Plastics, Inc., d/b/a Alcoa Closure Systems International to Closure Systems International, Inc.

PASSED, APPROVED and ADOPTED this 8th day of April, 2008.

KILGORE JUNIOR COLLEGE DISTRICT



Bob Heath
President, Board of Trustees

ATTEST:



Will Roberson
Secretary, Board of Trustees

- C. To consider bids for renovations to the Porter Building HVAC Building (*exhibit #3*)

Dr. Holda presented information on how Kilgore College could fund the Porter Building HVAC remodeling project through existing contingency funds and other budgets. TDR was the low bid out of four bidders. KC staff did extensive background checks since we have not worked with TDR before and staff believes the company presented a responsible bid. Mr. Blake Henson from TDR made a brief presentation and answered questions. James Walker moved that the bid from TDR be approved as recommended by administration. B. Randell Brint seconded. The motion passed unanimously.

EXHIBIT #3

Duane J. McNaney, CPA
Vice President of Administrative Services
(903) 983-8107 (v)
(903) 983-8655 (f)

Kilgore College

Memo

To: Kilgore College Board of Trustees
From: Duane McNaney, VP of Administrative Services
CC: Dr. William Holda, President
Date: April 4, 2008
Re: HVAC Renovations – Porter Business Administration Building

Kilgore College advertised for the renovation of the HVAC in the Porter Business Administration Building. Four bids were received on the project, all bids qualified.

<u>Contractor</u>	<u>Base Bid</u>
Infinity Contractors	\$ 929,800
Mosby Mechanical	\$ 742,300
REC Industries	\$1,097,000
TDR Contractors, Inc.	\$ 740,000

When evaluating the bids we concentrated on the lowest two bidders. Mosby Mechanical has previously done work on Kilgore College campus and we have been pleased with the results. We had little information on TDR Contractors, Inc.

Per the tax office neither Mosby nor TDR paid taxes to Kilgore College.

When checking references on TDR (owner Ricky Taff) all references came back very positive. The Better Business Bureau had no registered complaints. And the review of their financial statements indicates they are financially stable.

After evaluation of the qualified bidders and discussion with Wes Jordan, P.E. with Purtle and Associates, our Engineer Consultant for the project, administration recommends TDR Contractors, Inc. be awarded the contract for \$740,000.

Section VII. On the Agenda was Discussion Items.

A. Budget Reports

Duane McNaney was available to answer questions from the Board members.

The Board briefly discussed the March, 2008 monthly budget.

Section VIII. On the Agenda was Board Comments.

The Board discussed the ATM machine in the Devall Student Center. The machine has been in place since the Devall Student Center was built. The bank that Kilgore College uses maintains the ATM machine.

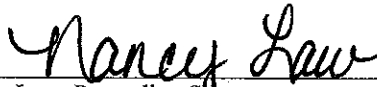
Section IX. On the Agenda was Administration Comments.

There were no Administration comments.

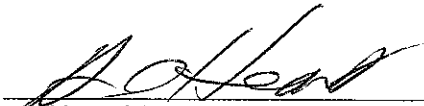
Section X. On the Agenda was Adjournment.

The meeting adjourned at 7:20 p.m.

Respectfully submitted,



Nancy Law, Recording Secretary
Kilgore College Board of Trustees



President of the Board



Secretary of the Board