

STATE OF TEXAS
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, Monday, October 14, 2013 Stewart McLaurin Administration Building, 2nd floor, with the following members present:

Joe Carrington
C.B. Scooter Griffin
Charles Hale, President
Brian Nutt
Will Roberson, Secretary
James N. Walker, Vice President
Larry Woodfin

Absentees: G. Scott Andrews, Bob Heath

Section I. on the Agenda was the Call to Order

Charles Hale called the meeting to order at 6:30pm. Larry Woodfin led the Invocation and Dr. Holda led the Pledge of Allegiance to the United States of America Flag.

Section II. on the Agenda was Citizens Comments

- A. Tommy Konczak – stated that he had received the information he requested under the Freedom of Public Information Act and will comment on it at a later date. He also handed out a copy of a newspaper article by David Simpson.
- B. William Wells, President of the Faculty Senate stated that the Faculty Senate is in favor of the Master Plan proposal and encouraged the board the vote in favor of that plan.
- C. Denny Lind, Springhill High School Principal spoke to encourage expansion of dual credit in his high school.

Section III. on the Agenda was Presentation

- A. Welding Academy Initiative – Amanda Nobles, Bill Mishkind and Martha Woodruff
Representatives from KEDC stated that their organization will be building a 2 million dollar educational facility on their property at the corner of US Highway 259 Bypass and SH 349. The first educational program will be offered through Kilgore College as an Advanced Welding Academy. Additional advanced educational programs will be offered in the future.

Section IV. on the Agenda was Consent Agenda

- A. To consider approving the minutes of the June 29, 2013 retreat/training meeting
- B. To consider approving the minutes of the September 9, 2013 regular board meeting
- C. To consider approval of personnel items submitted as follows:
 1. **Recommendation to accept employee retirement as follows:**
 - a. Management Instructor, effective December 31, 2013 after 31 years and 3 months of service.

2. Recommendation for employment as follows:

- a. Police Chief and Director of Public Safety, KCPD, effective October 1, 2013.

D. To consider payment of legal fees for services rendered.

Larry Woodfin made the motion to approve the consent agenda as presented. Will Roberson seconded the motion. The motion passed with 6 ayes and 1 nay in favor of the motion. Scooter Griffin voted against the motion.

Personnel Agenda

**Kilgore Junior College District
Personnel Agenda
October 14, 2013**

1. Recommendation to accept employee retirement as follows:

- A. Mr. Charles Blalack, Management Instructor, effective December 31, 2013 after thirty-one years and three months of service

2. Recommendation of employment as follows:

- A. **Name:** Mr. Heath Cariker
- Position:** Police Chief & Director of Public Safety
- Location:** KCPD
- Education:** Master of Public Administration
University of Texas at Tyler
Tyler, Texas
- Bachelor of Arts
Stephen F. Austin State University
Nacogdoches, Texas
- Experience:** Director of Police and Public Safety
Trinity Valley Community College
Athens, Texas; 2012-2013
- Assistant Chief of Police
San Jacinto College
Pasadena, Texas; 2011-2012
- Police Sergeant
University of Texas at Tyler
Tyler, Texas; 2004-2011

Personnel Agenda cont. on next page

Personnel Agenda, cont.

<u>Effective Date:</u>	October 1, 2013
<u>Salary:</u>	\$2,575.00 per pay period which is equivalent to a 12 month salary of \$61,800 plus a \$1,200 Masters Certificate Stipend
Note:	Mr. Cariker replaces Martin Pessink who resigned

Section V. on the Agenda was Action Items

- A. To consider a Board Resolution to Nominate a Candidate to serve on the Board of Directors of Gregg County Appraisal District – *Exhibit #1*

Larry Woodfin made the motion to accept a Board Resolution nominating Brian Nutt for the Gregg Appraisal District Board of Directors. James Walker seconded the motion. The motion passed unanimously.

Exhibit #1 on next page

**A RESOLUTION OF THE KILGORE COLLEGE
BOARD OF TRUSTEES
NOMINATING CANDIDATES
FOR
THE GREGG APPRAISAL DISTRICT
BOARD OF DIRECTORS**

WHEREAS, those eligible taxing units participating in the Gregg Appraisal District have the right and responsibility to nominate from one to five candidates(s) to fill the five (5) positions of the Board of Directors of the Gregg Appraisal District for 2014-2015 term and

WHEREAS, this governing body desires to exercise its right to nominate the said candidate(s) for such position on said board of directors; now, therefore

BE IT RESOLVED, by the Kilgore College Board of Trustees that the following individuals be, and are hereby, nominated as candidate(s) for positions on the board of directors of the Gregg Appraisal District to be filled by those eligible taxing units participating in the Gregg Appraisal District for a two year term of office commencing on January 1, 2014:

Brian Nutt

PASSED, ADOPTED AND APPROVED this 14th day of October, 2013.

President, Kilgore College Board of Trustees

ATTEST:

Secretary, Kilgore College Board of Trustees

- B. To consider a Board Resolution to Nominate a Candidate to serve on the Board of Directors of Rusk County Appraisal District – *Exhibit #2*

Will Roberson made the motion to accept a Board Resolution nominating Pat McCrory for the Rusk Appraisal District Board of Directors. Larry Woodfin seconded the motion. The motion passed unanimously.

Exhibit #2

**A RESOLUTION OF THE KILGORE COLLEGE
BOARD OF TRUSTEES
NOMINATING CANDIDATES
FOR
THE RUSK APPRAISAL DISTRICT
BOARD OF DIRECTORS**

WHEREAS, those eligible taxing units participating in the Rusk Appraisal District have the right and responsibility to nominate from one to five candidates(s) to fill the five (5) positions of the Board of Directors of the Rusk Appraisal District for 2014-2015 term and

WHEREAS, this governing body desires to exercise its right to nominate the said candidate(s) for such position on said board of directors; now, therefore

BE IT RESOLVED, by the Kilgore College Board of Trustees that the following individuals be, and are hereby, nominated as candidate(s) for positions on the board of directors of the Rusk Appraisal District to be filled by those eligible taxing units participating in the Rusk Appraisal District for a two year term of office commencing on January 1, 2014:

Pat McCrory

PASSED, ADOPTED AND APPROVED this 14th day of October, 2013.

President, Kilgore College Board of Trustees

ATTEST:

Secretary, Kilgore College Board of Trustees

- C. To consider a Board Resolution to Nominate a Candidate to serve on the Board of Directors of Smith County Appraisal District – *Exhibit #3*

James Walker made the motion to accept a Board Resolution nominating Pat Pinkerton-Walker for the Smith Appraisal District Board of Directors. Will Roberson seconded the motion. The motion passed unanimously.

Exhibit #3

**A RESOLUTION OF THE KILGORE COLLEGE
BOARD OF TRUSTEES
NOMINATING CANDIDATES
FOR
THE SMITH APPRAISAL DISTRICT
BOARD OF DIRECTORS**

WHEREAS, those eligible taxing units participating in the Smith Appraisal District have the right and responsibility to nominate from one to five candidates(s) to fill the five (5) positions of the Board of Directors of the Smith Appraisal District for 2014-2015 term and

WHEREAS, this governing body desires to exercise its right to nominate the said candidate(s) for such position on said board of directors; now, therefore

BE IT RESOLVED, by the Kilgore College Board of Trustees that the following individuals be, and are hereby, nominated as candidate(s) for positions on the board of directors of the Smith Appraisal District to be filled by those eligible taxing units participating in the Smith Appraisal District for a two year term of office commencing on January 1, 2014:

Pat Pinkerton-Walker

PASSED, ADOPTED AND APPROVED this 14th day of October, 2013.

President, Kilgore College Board of Trustees

ATTEST:

Secretary, Kilgore College Board of Trustees

- D. To consider a Board Resolution to Nominate a Candidate to serve on the Board of Directors of Upshur County Appraisal District – *Exhibit #4*

There were no nominations for Upshur Appraisal District. No action was taken.

Exhibit #4

**A RESOLUTION OF THE KILGORE COLLEGE
BOARD OF TRUSTEES
NOMINATING CANDIDATES
FOR
THE UPSHUR APPRAISAL DISTRICT
BOARD OF DIRECTORS**

WHEREAS, those eligible taxing units participating in the Upshur Appraisal District have the right and responsibility to nominate from one to five candidates(s) to fill the five (5) positions of the Board of Directors of the Upshur Appraisal District for 2014-2015 term and

WHEREAS, this governing body desires to exercise its right to nominate the said candidate(s) for such position on said board of directors; now, therefore

BE IT RESOLVED, by the Kilgore College Board of Trustees that the following individuals be, and are hereby, nominated as candidate(s) for positions on the board of directors of the Upshur Appraisal District to be filled by those eligible taxing units participating in the Upshur Appraisal District for a two year term of office commencing on January 1, 2014:

PASSED, ADOPTED AND APPROVED this 14th day of October, 2013.

President, Kilgore College Board of Trustees

ATTEST:

Secretary, Kilgore College Board of Trustees

- E. To consider a contract with Thacker Davis Architects for the Facilities Master Plan Scope of Work and fee for services – *Exhibit #5*

Thacker|Davis Architects, Brice Davis and Troy Morrel did a PowerPoint presentation for the proposed Facilities Master Plan Scope of Work.

- In 1999 Kilgore College coordinated a campus master plan and facility study for the Kilgore campus. This study focused on facility analysis of buildings but also generally addressed staged and projected campus development. Kilgore College has confirmed that much of the building infrastructure master plan improvements have been accomplished in the 14 years since the delivery of the prior master plan document.
- At the request of the College administration, Thacker|Davis Architects has confirmed a scope of work, put together a project team, and has formalized a proposal to conduct a master plan review of the Kilgore College Campus and Facilities in order to update and expand the original campus master plan.
- All team members will survey the Campus and associated buildings, interview College personnel, and document existing conditions to establish a needs assessment.
- The collected Campus data will be collated and organized into usable information that will serve as the basis to determine Design | Development parameters.
- Based on collected project information, Master Plan options will be established for review with and input by the College.
- The cornerstone of the process, developed Master Plan options will be presented to and discussed with the College for establishment of design input and planning direction.
- Once the design and development input is obtained, then the Master Plan and facility analysis will be fully developed and organized into a staged development matrix.
- The final Master Plan and Facilities Analysis documentation will be formally presented to the Board for adoption, to be used in future campus planning.

It was noted by Dr. Holda that Government Code 2245 states the following:

Sec. 2254.003. SELECTION OF PROVIDER; FEES. (a) A governmental entity may not select a provider of professional services or a group or association of providers or award a contract for the services on the basis of competitive bids submitted for the contract or for the services, but shall make the selection and award:

- (1) on the basis of demonstrated competence and qualifications to perform the services; and
- (2) for a fair and reasonable price.
 - (b) The professional fees under the contract may not exceed any maximum provided by law.

Larry Woodfin made motion to accept a contract with Thacker|Davis Architects for the Facilities Master Plan Scope of Work and fee for services of \$115,464.00. James Walker seconded the motion. The motion passed unanimously.

Exhibit #5 on next page

AGREEMENT FOR PROFESSIONAL SERVICES

STATE OF TEXAS §
COUNTY OF GREGG §

This AGREEMENT is entered into by Kilgore College, hereinafter called "OWNER" and Thacker|Davis Architects hereinafter called "TDA". In consideration of the AGREEMENTS herein, the parties agree as follows:

- I. EMPLOYMENT OF TDA: In accordance with the terms of this AGREEMENT: OWNER agrees to employ TDA; TDA agrees to perform professional services in connection with the Project; OWNER agrees to pay TDA compensation. The Project is described as the Kilgore College Master Planning and Design Services.
- II. SCOPE OF SERVICES: TDA shall render professional services in connection with the Project as set forth in the Attachment.
- III. COMPENSATION: OWNER agrees to pay TDA for all professional services rendered under this AGREEMENT in accordance with the Attachment. TDA shall perform professional services as outlined in the "Scope of Services" for a lump sum fee of One Hundred Fifteen Thousand Four Hundred & Sixty-Four Dollars (\$115,464). Details concerning the fee are included in the Attachment.
- IV. TERMS AND CONDITIONS OF AGREEMENT: The Terms and Conditions of Agreement as set forth shall govern the relationship between the OWNER and TDA.

Nothing under this AGREEMENT shall be construed to give any rights or benefits in the AGREEMENT to anyone other than OWNER and TDA, and all duties and responsibilities undertaken pursuant to this AGREEMENT will be for the sole and exclusive benefit of OWNER and TDA and not for the benefit of any other party.

This AGREEMENT constitutes the entire AGREEMENT between OWNER and TDA and supersedes all prior written or oral understandings.

This contract is executed in two counterparts.

IN TESTIMONY HEREOF, they have executed this AGREEMENT, the 14th day of October, 2013.

ATTEST:

KILGORE COLLEGE
(OWNER)

By: _____

ATTEST:

THACKER|DAVIS ARCHITECTS
(TDA)

By: _____

Section VI. on the Agenda was Executive Session

RECESS TO EXECUTIVE SESSION

At 7:55 pm, Board President Hale announced that the Board would recess to executive session to consider matters permitted by Government Code 551.072 (Real Estate) and 551.074 (Personnel) of the Texas Government Code, including Agenda, Section III.

(Secretary's note: James Walker left the meeting at 8:55pm)

RECONVENE IN OPEN SESSION

President Hale reconvened the meeting in open session at 9:44 pm.

No action was taken on executive session items.

Section VII. on the Agenda was Discussion Items

A. Administration Discussion

1. FY13 Budget Adjustment Report – Duane McNaney
Duane McNaney was available to answer any questions.
2. Budget Reports – Duane McNaney
Duane McNaney was available to answer any questions.

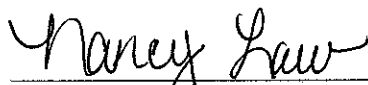
Section VIII. on the Agenda was Administrative Comments

- A. President's report on upcoming events and scheduling reminders
- This weekend is Hall of Fame weekend at Kilgore College
 - Hall of Fame Golf Tournament is Friday
 - Hall of Fame Banquet is Saturday
 - Friday, December 13, 2013 at 7:00pm is Commencement for Kilgore College
 - Monday, December 16, 2013 is the board meeting to approve the annual audit

IX. ADJOURNMENT

The meeting was adjourned at 10:00pm by Charles Hale.

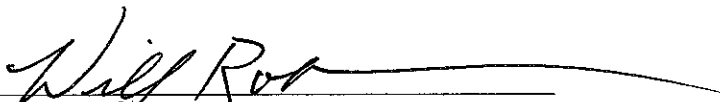
Respectfully submitted,



Nancy Law, Recording Secretary
Kilgore College Board of Trustees



President of the Board



Secretary of the Board