

**MINUTES OF THE MEETING OF  
THE BOARD OF DIRECTORS OF  
LCTCS FACILITIES CORPORATION**

**September 1, 2010  
1:00 p.m.**

A duly called meeting of the Board of Directors of LCTCS Facilities Corporation (the "Corporation") was held at the Central Louisiana Technical College, Huey P. Long Campus and by conference call on September 1, 2010. Those directors of the Corporation present included: Stevie Smith, Chair; Lambert Boissiere, Treasurer; Billy Montgomery; and, Gene Thibodeaux. Other participants include Jan Jackson, Bill Obier, Bob Bowsher, Brian LaFleur, Lane Sisung, John Mayeaux, Liza Sherman and Michele Nardini.

**Appointment of Secretary and Approval of Minutes from June 24, 2010 and July 7, 2010 Board Meetings**

Chair Smith reported that Jimmy Dimos, Secretary of the LCTCS Facilities Corporation, had submitted his letter of resignation to the LCTCS Facilities Corporation Board, effective September 1, 2010. Chair Smith expressed the Board's appreciation for Mr. Dimos' service to the Board. Chair Smith proposed the appointment of Lambert Boissiere, Treasurer of the LCTCS Facilities Corporation, as the interim Secretary/Treasurer of the LCTCS Facilities Corporation. Ms. Jan Jackson read aloud the resolution of the Board of Directors to appoint Treasurer Boissiere as secretary of the LCTCS Facilities Corporation. On the motion of Director Montgomery, seconded by Treasurer Boissiere, Lambert Boissiere was appointed Secretary/Treasurer of the LCTCS Facilities Corporation.

Chair Smith asked Mr. Lane Sisung to read aloud a resolution that would amend the minutes of the July 7, 2010 Board meeting. Mr. Sisung read the resolution that clarified the intent of the Board to issue Series 2010 Bonds, authorized Chair Smith to sign any and all documents relative to the sale of the bonds, and ratified all documents previously signed relative to the sale of the bonds. On the motion of Director Montgomery, seconded by Secretary/Treasurer Boissiere, the minutes of the June 24, 2010 meeting were approved, as written, and the minutes of the July 7, 2010 meeting were approved, as amended.

**Action Item: Board Review and Approval of New Project Budgets**

Mr. Brian LaFleur discussed increased project budgets for Act 391 projects. Chair Smith reported the increase was possible because of favorable interest rates and low construction bids. On the motion of Secretary/Treasurer Boissiere, seconded by Director Montgomery, new project budgets were approved for Phases 1, 2 and 3 to reflect 115 percent funding, as authorized in Act 391.



**Action Item: Board Review and Approval of the RFQ document for D/B/B General Contractors**

Mr. Bill Obier discussed the RFQ for Design/Bid/Build contractors and said the RFQ would be used to pre-qualify contractors and establish a shortlist of contractors that would be invited to bid on the Design/Bid/Build projects. On the motion of Secretary/Treasurer Boissiere, seconded by Director Montgomery, the Board approved the Design/Bid/Build RFQ document and, authorized Chair Smith to make immaterial changes to the document.

**Action Item: Board Review of and Ratification of the Northwest Property Purchase Agreement**

Mr. Lane Sisung discussed the "Hasty Property", which consists of 3.560 acres of land that the Corporation agreed to purchase for the site of the Northwest Technical College campus in Minden. Mr. Sisung read aloud a resolution that was prepared to ratify the purchase agreement with Betty Deloach Hasty to purchase the property for the sum of \$115,000 and that would authorize Chair Smith to execute any and all documents necessary to acquire the property. Director Montgomery commented that the cost of securing this additional piece of property was far less than the cost of site work that would be required to prepare the property that was previously being considered for the college. On the motion of Director Thibodeaux, seconded by Secretary/Treasurer Boissiere, the Board approved the resolution which ratified the purchase agreement to acquire the "Hasty Property" and authorized Chair Smith to execute and all documents relative to the acquisition of the property.

**Action Item: Board Review of and Approval of the Florida Parishes RFP Shortlist**

Mr. Bill Obier reported that 8 firms responded to the RFQ for Design/Builder of the Florida Parishes' campus construction project. He said the advisory committee recommended a shortlist of 4 firms be invited to respond to the RFP for the project. The four firms recommended by the advisory committee were:

- 1) M. J. Womack/Coleman Partners/Jerry M. Campbell
- 2) Mapp Construction/Tipton Associates/Remson-Haley-Herpin
- 3) Guy Hopkins/Grace-Hebert
- 4) The Lemoine Company/Holly-Smith

On the motion of Director Montgomery, seconded by Secretary/Treasurer Boissiere, the Board approved the shortlist of contractors that would be invited to respond to the RFP for the Florida Parishes construction project.

**Action Item: Board Review of and Approval of the Temporary Building Lease Document and Conditional Signatory Authorization for Chairman Smith**

Mr. Brian LaFleur discussed the significant cost savings that would be incurred by leasing temporary space for approximately one year during the renovation of the Shelby Jacks and Gulf area campuses. Mr. LaFleur reported negotiations were underway with the Concordia Parish



School System for the lease of temporary space during the Shelby Jackson renovation and with the owner of a former Fruit of the Loom plant for the Gulf Area campus renovation. Chair Smith noted the importance of confirming that these temporary facilities are in good condition and will be adequate to serve the needs of the college before entering into the lease. On the motion of Director Montgomery, seconded by Secretary/Treasurer Boissiere, the Board approved the Temporary Building Lease document proposed for use in the Shelby Jackson and Gulf Area projects, authorized Chair Smith to make immaterial changes as needed to the lease, and authorized Chair Smith to sign the lease documents for these projects at a value not exceed \$100,000 for Shelby Jackson and \$250,000 for Gulf Area.

### **Action Item: Board Review of and Approval of Investment Advisory Guidelines**

Mr. Lane Sisung provided the Board with information regarding the Consolidation of Trust accounts into pooled accounts in order to better manage liquidity, create larger investment balances and generate additional income on investments. Mr. Sisung proposed a revision to the Investment Advisory Guidelines that would add to the list of permitted investments for the Corporation. Mr. Sisung said the original Investment Policy, adopted by the Corporation on October 14, 2009, mirrored the state statute for permitted investments for governmental entities. He asked the Board to approve the proposed revision because the Louisiana legislature approved the revision during the 2010 Legislative Session. On the motion of Director Thibodeaux, seconded by Director Montgomery, the Board approved the revised Investment Policy.

### **Campus Updates and Control Report Presentation**

Mr. Brian LaFleur provided an update on the current status of Act 391 Projects, as follows:

- Two project timelines remain fluid:
  - Nunez – awaiting MOU amendment – in schematic design phase
  - Westside – awaiting election of new Iberville Parish School Board; 1<sup>st</sup> week of October
- Huey P. Long – Construction began on August 18 and groundbreaking is scheduled for September 1; design site package in next 30 days
- Florida Parishes – RFP will be issued in September
- L. E. Fletcher – Bridging documents complete; RFP will go out in September
- Shelby Jackson – RFQ will be advertised beginning Friday, September 3
- SOWELA – Programming should begin in 2-3 weeks
- Northwest – Bridging documents are complete; working toward purchase of adjacent property



- Gulf Area – Design development is complete; in construction document phase
- Shelby Jackson – Design development is complete; in construction document phase
- Young Memorial – Design development is complete; in construction document phase

**Update on Phase 2 Bond Issue**

Mr. John Mayeaux discussed the sale of Phase 2 bonds, closed on August 31, 2010. He reported that \$64 million in bonds were sold and, after a cash contribution from the state, the total amount deposited was \$76 million in the various project funds. He said interest rates were at historical lows and this enabled the Corporation to fund the remainder of Phase 1 projects to the 115 percent level and all Phase 2 projects to the full 115 percent level, as well as allowing for some additional funding for planning of Phase 3 projects.

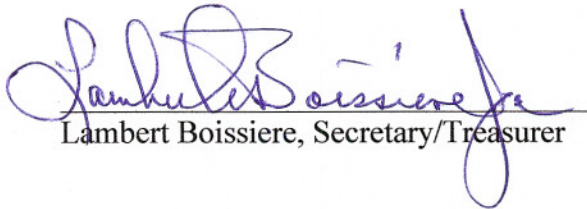
**Presentation of Expense Items under \$20,000**

Mr. Sisung reported section 4.iii expenses that had been paid since the last meeting, as listed below:

PAYEE/ EXPENSE CATEGORY	TRUST ACCT. CHARGED	AMOUNT	REFERENCE	REQUI- SITION #	DATE SUBMITTED
Board Meeting Expenses	Administrative	\$221.31	Board Meeting Lunch 5/12/2010	11	5/17/2010
Board Meeting Expenses	Administrative	\$447.20	Board Meeting Travel 3/10/2010& 5/12/2010	12	6/10/2010
David Waitz Engineering	L. E. Fletcher	\$6,840.00	Land Survey Services	12	6/10/2010
Mohr & Associates, Inc.	Northwest	\$15,320.00	Land Survey Services	12	6/10/2010
Geotechnical Engineering Services, Inc.	Northwest	\$2,750.00	Geotechnical Survey Services	12	6/10/2010
Ardaman & Associates, Inc.	Huey P. Long	\$3,410.00	Geotechnical Survey Services	12	6/10/2010
Monceaux Buller	Huey P. Long	\$4,900.00	Boundary and Topographical Survey	12	6/10/2010
Southern Earth Sciences	L. E. Fletcher	\$12,423.00	Geotechnical Survey Services	16	8/16/2010
Adcock Appraisal Group, LLC	Northwest	\$2,000.00	Property Appraisal Services	16	8/16/2010
Mohr & Associates	Northwest	\$4,300.00	Land Survey Services	16	8/16/2010

After discussion on a potential date for the next meeting, the members agreed to schedule the next meeting in November.

The meeting adjourned at 2:20 p.m.



Lambert Boissiere, Secretary/Treasurer