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LCTCS FACILITIES CORPORATION

**LCTCS Facilities Corporation
Board Meeting
Wednesday, September 4, 2019 12:30 p.m.
1-877-810-9415; Access Code: 6499147#**

A duly called meeting of the Board of Directors of LCTCS Facilities Corporation was conducted on Wednesday September 4, 2019, commencing at 12:30 p.m. Directors of the Corporation joined the meeting: Chairman Stephen Smith, Director Lambert Boissiere, Director Billy Montgomery, and Director Gene Thibodeaux. Together, they represented a quorum of the Board. Other attendees included: Monty Sullivan, Joe Marin, Brian Budd, Gretchen Lindquist, Anthony Brown, Michele Nardini, and Sara Kleinpeter.

I. Welcome and Approval of July 18, 2019 Minutes

Chairman Smith welcomed the group and called the meeting to order at 12:32 p.m.

On motion by Director Montgomery, and seconded by Director Boissiere, the Board voted to approve the minutes of July 18, 2019, as presented. The motion carried.

Chairman Smith noted that there is an additional action item that will need to take place regarding the transfer of funds from one project to another following the review of the ACT 360 Phase 4 Bond discussion.

II. ACT 360 Phase 4 Bond Issue

LCTCS President Monty Sullivan provided a detailed update on the future projects in ACT 360 up for Bond Approval in Phase 4, noting that Bonds were sold for the first three phases of the ACT 360 program. Following a conversation with Governor John Bel Edwards, the system was given the approval to move forward on the three remaining projects. Additionally, in the 2019 Legislative Session, as part of the bill that renamed Northwest Louisiana Technical Community College, there was language that allows colleges to realign funds from one project to another project in the same college.

The Development Team has been working with the colleges and donors preparing for an anticipated bond sale in November or December of 2019. This bond sale will consist of the 3 projects listed below and will conclude the Act 360 projects.

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COLLEGE	NAME OF BLDG.	12% Donation (secured by campus)	Bond Proceeds	TOTAL PROJECT VALUE
DELGADO COMMUNITY COLLEGE	<i>Previously BLAIR CAMPUS -</i> RENOVATION AND EXPANSION OF CAMPUS - Advanced Workforce Training	\$981,818	\$7,200,000	\$8,181,818
L. E. FLETCHER TECHNICAL COMMUNITY COLLEGE	<i>SCHRIEVER CAMPUS</i> ONE STOP SHOP FOR ALL STUDENT ACTIVITIES	\$613,636 <i>MATCH IS COMPLETED & BOARD CERTIFIED</i>	\$4,500,000	\$5,113,636
NUNEZ COMMUNITY COLLEGE	<i>CHALMETTE CAMPUS</i> STUDENT TESTING & CAREER COUNSELING CENTER	\$883,636	\$6,480,000	\$7,363,636
	Total	\$2,479,090	\$18,180,000	\$20,659,090

President Sullivan and Mr. Joe Marin discussed with the Board the desire from Delgado to move funds from the existing Blair Campus to the City Park Campus.

On motion by Director Boissiere, and seconded by Director Thibodeaux, the Board voted to formally accept the recommendation from Delgado Community College for the use of Act 360 funds from the Blair Campus project as authorized by Act 287 or the 2019 Regular Legislative Session and authorize the system president to enter into any agreements necessary for the implementation of the recommendation. The motion carried.

III. Facility Corporation and Division of Administration. Facility. Planning & Control (FP&C) ACT 391 Projects Pertaining to the Elaine P. Nunez Community College

Mr. Marin provided the following report on the status of the FP&C projects using Nunez Act 391 MOU Funds with the Board. There was no action taken on this item.

In 2010 the Facilities Corp agreed on the need to coordinate the Act 391-funded renovation of Nunez Community College renovations being partially financed with FEMA funds, and managed by the Louisiana Division of Administration. Facility. Planning & Control (FP&C).

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During the February 28, 2013 LCTCS FC Board meeting, the Board agreed to authorize the signing of a MOU with the Division of Administration pertaining to the Building B and Building A projects at Nunez. The MOU documented the need to coordinate multiple funding streams from FEMA and Act 391 for the physically connected Building B and Building A Projects at Nunez.

Under the MOU terms, the FC redirected the remaining Nunez Act 391 Trust Account balances for Classroom Building A to the connected Building B Project in the amount of \$1,004,280 and allowed the use of the remaining balance of Act 391 dollars for Building B in the amount of \$1,091,911 to enhance renovation efforts that FP&C was managing for Building B. In total, the FC committed \$2,096,191 in Act 391 funds.

FP&C has substantially completed the work on Buildings A & B. FP&C used the MOU funds for numerous projects including the renovation of a breezeway connecting the two buildings, a fire suppression system, an alarm system, emergency lighting, restroom ADA-compliant renovations, ADA-compliant upgrades to entrances, and architecture design work. The FC contribution for these projects totaled \$1,109,454.

Upon completion of these projects, FP&C has transferred the remaining MOU funds totaling \$986,737 back to the FC. The Facility Corp plans to use these funds for Nunez campus improvements including security camera upgrades, painting, landscaping, water heater replacements, storefronts, and audio visual and IT equipment for conference rooms.

IV. ACT 391 Nunez Community College, Chalmette Request for Project Expenditure

Mr. Brian Budd, CSRS Program Manager, noted that the following purchase requests by Nunez Community College were reviewed and the project team recommends approval. Nunez followed State and Facilities Corporation guidelines, using Louisiana State Contract and competitive bidding.

1. Install 132 Samsung IP Cameras (119 Samsung 2MP & 13 Samsung 5MP) throughout the campus to replace the existing analog cameras

VENDOR: Benecom Technologies

COSTS: \$97,450.00

On motion by Director Boissiere, and seconded by Director Montgomery, the Board voted to approve the request for project expenditure for ACT 391 Nunez Community College, Chalmette, in the amount of \$97,450.00. In addition, the project contingency after this deduction will be \$827,723.00. The motion carried.

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- V. ACT 360 Delgado Community College Nursing and Allied Health Campus, New Orleans Request for Furniture, Fixtures & Equipment Procurement Services

Mr. Budd reviewed the purchase requests by Delgado Community College with the Board and recommended approval. Delgado followed State and Facilities Corporation guidelines, using Louisiana State Contract and competitive bidding.

1. Nursing Equipment Procurement

VENDOR: Manning Architects + Mackey Mitchell Architects- A Joint Venture
COSTS: \$93,700.00

On motion by Director Boissiere, and seconded by Director Thibodeaux, the Board voted to approve the request for Furniture, Fixtures & Equipment Procurement Services for the Delgado Community College Nursing and Allied Health Campus, New Orleans, in the amount of \$93,700.00. The motion carried.

- VI. Board Review and Approval of the LCTCS Facilities Corporation 2018 Tax Return

Chairman Smith reminded the Board that each year, the LCTCS Facilities Corporation tax preparation team prepares the Form 990 document required by the IRS. This document details the spend-down of the remaining Act 391 bond dollars and the spend-down of Act 360 bond sale proceeds for the first three rounds of Act 360 projects.

2018 Form 990 Highlights:

- Contributions and grants decreased from \$1,697,063 to \$1,683,511.
- Total LCTCS Facilities Corp assets increased from \$351,383,349 to \$423,084,950.

The 990 form contains other questions posed by the IRS that have been answered in full by the Administrative Team and reviewed by both LaPorte tax preparers and UPC. He noted that a summary of Form 990 Draft for 2018 was provided to the Board, and that a complete document is available on request.

On motion by Director Thibodeaux, and seconded by Director Boissiere, the Board voted to approve the Form 990 document for the 2018 LCTCS Facilities Corporation Tax Return. The motion carried.

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VII. Adjourn

On motion by Director Boissiere, and seconded by Director Montgomery, the Board voted to adjourn. The meeting adjourned at 1:10 p.m.

A handwritten signature in blue ink, appearing to read "Lambert Boissiere", is written over a horizontal line.

Lambert Boissiere, Secretary/Treasurer
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