

**FINAL
MINUTES**

**DISTRICT BOARD OF TRUSTEES
LONG-TERM CAPITAL OUTLAY PROJECTS WORKSHOP
GULF COAST STATE COLLEGE**

April 3, 2017

10 a.m. ET
Gulf/Franklin Campus, Building A

Members Present: Don R. Crisp (presiding), Elizabeth M. Kirvin, Tom L. Lewis, Jim W. McKnight, Katie L. Patronis, Ralph C. Roberson, Joe T. Tannehill, Jr., David P. Warriner, Dr. John R. Holdnak, and Derrick G. Bennett

Absent: Steve D. Millaway

- 1. Call to Order** Mr. Crisp called the workshop to order at 10:02 a.m.
- 2. Invocation** Mr. Bennett gave the invocation.
- 3. Pledge of Allegiance** Mr. Tannehill led those present in the pledge of allegiance to the American flag.
- 4. Campus Construction Projects** Mr. Crisp called on Dr. Holdnak to update trustees on the statutory requirements regarding campus construction projects. He referred to the handout, "Florida Statutes Chapter 1013 Educational Facilities" and mentioned specific responsibilities trustees should be aware of before approving schematic design documents including:
 - 1013.37 State Uniform Building Code for Public Educational Facilities Construction
 - 1013.38 Boards to Ensure that Facilities Comply with Building Codes & Life Safety Codes
 - 1013.44 Low-energy Use Design; Solar Energy Systems; Swimming Pool Heaters

Dr. Holdnak referred trustees to Florida Statutes 1013.47 (Substance of Contract; Contractors to Give Bond; Penalties) and 1013.48 (Changes in Construction Contract After Award of Contract) and suggested that trustees consider these statutes to better protect College interests prior to beginning future construction projects.

Dr. Holdnak called on Mr. Roberson to provide a historical perspective regarding the roles of the board/president related to construction projects. Mr. Roberson stated that the board is responsible for the College's assets and outlined the process for determining construction of a new facility. Points of consideration should focus on need, payback to students, cost, and funding. In the next step, trustees would select a design professional

and College staff would determine the design that would best meet the needs of the College. Trustees would then oversee the project, manage the budget, and allow staff to manage the details of the project. The trustees acknowledged agreement with this process and stressed the importance of receiving information in advance to allow ample time for review and if needed, discussion with the president.

Following discussion regarding continuing contract for design professionals, the consensus of the board was for College staff to investigate process and options to solicit a continuing contract(s) for future construction projects.

- 5. Capital Outlay Projects** Dr. Holdnak mentioned several capital outlay projects College staff is considering including remodeling of the:
- Former WKGC Building.
 - Library.
 - Visual and Performing Arts Atrium.
 - Asbell Business Building.

Adding additional training capabilities at the North Bay Campus and an Intramural Field of the Main Campus are also being discussed.

President Holdnak announced that Mr. Glen McDonald has been employed by the College as the vice president of Strategic Projects and Economic Development and will be writing the proposal for Triumph Florida funding.

- 6. 2017 Legislative Session Update** Trustees reviewed the Florida House and Senate 2017-18 State Appropriations comparison. Trustees will be available to assist in contacting legislators as needed.
- 7. Adjournment** The meeting was adjourned at 11:35 a.m.

Secretary

Chair, District Board of Trustees