

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Meeting Minutes  
August 6, 2018**

The Collin County Community College District (“Collin College,” “Collin,” or “District”) conducted a work session and special called Board of Trustees meeting on August 6, 2018, at the Collin Higher Education Center, with Chairman J. Robert Collins presiding. Trustees in attendance were Dr. Collins, Dr. Stacey Donald, Mr. Mac Hendricks, Mr. Steve Matthews, Dr. Raj Menon, Mr. Fred Moses, Mr. Jim Orr, and Mr. Adrian Rodriguez. Trustee Andy Hardin was absent. Other attendees included District President Neil Matkin, Collin College administrators, and staff.

**WORK SESSION CALL TO ORDER**

Chairman Collins called the August 6, 2018, work session of the Board of Trustees of Collin County Community College District to order at 11:05 a.m. in the Board Conference Room 135 at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas 75069. He called on Shirley Harmon, Executive Assistant to the District President/Secretary to the Board of Trustees to certify posting of the meeting.

**CERTIFICATION OF NOTICE OF WORK SESSION**

Ms. Harmon certified the notice of the August 6, 2018 work session of the Collin County Community College District Board of Trustees was posted according to Article 551.001 of the Texas Government Code.

**WORK SESSION DISCUSSION ITEMS**

Ken Lynn, Chief Financial Officer, presented the following discussion item:

Review of the Proposed 2019 Annual Budget and Tax Rate

No formal action was taken.

**ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION**

The Board of Trustees was authorized by Article 551.001, Texas Government Code to hold an executive session; however, the board did not go into closed session.

**OPEN SESSION**

Chairman Collins reconvened the open meeting at 12:17 p.m. in Boardroom 139 and welcomed those in attendance. He called on Shirley Harmon, Executive Assistant to the District President/Secretary to the Board of Trustees, to certify posting of the notice of the meeting.

**CERTIFICATION OF THE NOTICE OF THE AUGUST 6, 2018, SPECIAL CALLED MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

Ms. Harmon certified the notice of the August 6, 2018, Collin County Community College District Board of Trustees special called meeting was posted according to Article 551.001 of the Texas Government Code.

**PLEDGES OF ALLEGIANCE**

Chairman Collins led the pledges of allegiance to the United States and Texas flags.

**APPROVAL OF THE MINUTES OF THE JUNE 26, 2018, REGULAR MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

On motion of Mr. Orr, second of Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its June 26, 2018, regular meeting.

**PUBLIC COMMENTS**

No public comment was presented.

**2018-8-1-1 Approval of the 2018 Calculated Effective Tax Rate and Rollback Rate**

*Reference: Policy CAI (Legal) Appropriations and Revenue Sources, Ad Valorem Taxes*

Discussion: The document "2018 Property Tax Rates in Collin County Community College District" was presented with information regarding three different aspects of the calculated 2018 property tax rates for Collin County Community College District. Chief Financial Officer Ken Lynn discussed the following:

- Last year's tax rate of \$0.079810 per \$100 of property value is the 2017 actual tax rate levied by the College.
- The 2018 *effective* tax rate of \$0.74929 per \$100 of property value would impose the same total taxes as last year on comparable properties using 2018 appraisal values.
- The 2018 *rollback* tax rate of \$0.081226 per \$100 of property value is the highest tax rate the College can legally establish without the need for a rollback election.

Mr. Lynn answered several questions from trustees. He verified that the Effective Tax Rate and Rollback Tax Rate calculations as presented and shown on the next page were prepared by the Collin County Tax Office and provided to Collin College.

On motion of Mr. Hendricks, second of Dr. Menon, the Board of Trustees of Collin County Community College District unanimously approved the 2018 Calculated Effective Tax Rate of \$0.074929 per \$100 of property value and the Rollback Rate of \$0.081226 per \$100 of property value.

**2018 Property Tax Rates in Collin County Community College District**

This notice concerns the 2018 property tax rates for Collin County Community College District. It presents information about three tax rates. Last year’s tax rate is the actual tax the taxing unit used to determine property taxes last year. This year’s *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year’s *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers start rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

**Last year’s tax rate:**

Last year’s operating taxes	\$89,199,897
Last year’s debt taxes	\$3,113,749
Last year’s total taxes	\$92,313,646
Last year’s total base	\$115,666,766,069
Last year’s total tax rate	\$0.079810/\$100

**This year’s effective tax rate:**

Last year’s adjusted taxes (after subtracting taxes on lost property)	\$90,136,489
÷ This year’s adjusted base tax (after subtracting value of new property)	\$120,295,148,562
= This year’s effective tax rate (Maximum rate unless unit publishes notices and holds hearings.)	\$0.074929/\$100

**This year’s rollback tax rate:**

Last year’s adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent healthcare expenditures)	\$87,095,515
÷ This year’s adjusted tax base	\$120,295,148,562
= This year’s effective operating rate	\$0.072402/\$100
<b>X 1.08</b> =this year’s maximum operating rate	\$0.078194/\$100
÷ This year’s debt rate	\$0.003032/\$100
= This year’s total rollback rate	\$0.081226/\$100

**Statement of Increase/Decrease**

If Collin County Community College District adopts a 2018 tax rate equal to the effective tax rate of \$0.074929 per \$100 of value, taxes would increase compared to 2017 taxes by \$1,994,776.

**Schedule A – Unencumbered Fund Balance**

The following estimated balances will be left in the unit’s property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Property Tax Fund	Balance
Interest & Sinking	3,000,000

**Schedule B – 2018 Debt Service**

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
Series 2010 Limited Tax Refunding Bonds	2,530,000	542,875	7,125	3,080,000
Series 2018 Limited Tax Bonds	4,440,000	13,006,460	3,540	17,450,000
Total required for 2018 debt service			\$20,530,000	
- Amount (if any) paid from Schedule A			\$0	
- Amount (if any) paid from other resources			\$16,713,812	
- Excess collections last year			\$0	
= Total to be paid from taxes in 2018			\$3,816,188	
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2018			\$0	
= Total debt levy			\$3,816,188	

**2018-8-1-2 Report Out of the Finance and Audit Committee and Recorded Vote on Consideration of the Proposed Tax Rate for 2018**

*Reference: Policy CAI (Legal) Appropriations and Revenue Sources, Ad Valorem Taxes*

Discussion: Chair of the Finance and Audit Committee Fred Moses reported on the Committee’s review and discussion of the proposed tax rate for 2018 at its July 31, 2018, meeting. He brought a motion and second out of that committee and the Board of Trustees of Collin County Community College District unanimously approved a recorded vote on consideration of the proposed tax rate for 2018 for Maintenance & Operations Tax Levy of \$0.078190 per \$100 of assessed property and Debt Service Tax Levy of \$0.003032 per \$100 of assessed property value, for a total of \$0.081222 per \$100 of assessed property value:

- Dr. Bob Collins – voted in favor of the motion
- Dr. Stacey Donald – voted in favor of the motion
- Mac Hendricks – voted in favor of the motion
- Steve Matthews – voted in favor of the motion
- Dr. Raj Menon – voted in favor of the motion
- Fred Moses – voted in favor of the motion
- Jim Orr – voted in favor of the motion
- Adrian Rodriguez - voted in favor of the motion

Andy Hardin was absent and did not vote.

	<b><u>Proposed TY 2018</u></b>	<b><u>Actual TY 2017</u></b>
Maintenance & Operations Tax Levy	\$0.078190/\$100	\$0.077118/\$100
Debt Service Tax Levy	<u>\$0.003032/\$100</u>	<u>\$0.002692/\$100</u>
<b>TOTAL</b>	<b><u>\$0.081222/\$100</u></b>	<b><u>\$0.079810/\$100</u></b>

**2018-8-1-3 Action to Schedule Two (2) Public Hearings Related to the 2018 Proposed Tax Rate**

*Reference: Policy CAI (Legal) Appropriations and Revenue Sources, Ad Valorem Taxes*  
*The governing body of a taxing unit may not adopt a tax rate that exceeds the lower of the rollback tax rate or the effective tax rate calculated as provided by Tax Code Chapter 26 until the governing body has held two public hearings on the proposed tax rate and has otherwise complied with Tax Code 26.06 and 26.065.*

Discussion: As noted in Tax Code Chapter 26, the Board of Trustees is required to take action to schedule two public hearings related to the 2018 Proposed Tax Rate.

On motion of Dr. Menon, second of Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved action to schedule two public hearings related to the 2018 tax rate as follows:

The first public hearing will be held Thursday, August 16, 2018, at 5:30 p.m. at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas in Board Room 139.

The second public hearing will be held Tuesday, August 21, 2018, at 5:30 p.m. at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas in Board Room 139.

### **DISTRICT PRESIDENT'S AND BOARD ANNOUNCEMENTS**

Comments on: Workshops, Seminars, and Conferences taking place at the College; Awards Received; Accomplishments, Appointments at the Local, State, and National Level; Published Articles and Newspaper Reports; College Reports/Metrics and Upcoming Events.

President Matkin did not present any announcements.

### **The Board announced the following:**

Trustee Moses talked about his wife Mazzie's recent passing and thanked the board members and staff for the help and support shown to his family. He said his wife of 48 years loved the college and a scholarship fund has been established with a family match to keep her legacy going.

### **ADJOURNMENT**

There being no further business, Chairman Collins adjourned the August 6, 2018, meeting of the Board of Trustees of Collin County Community College District at 12:45 p.m.