

**MINUTES OF THE BOARD OF REGENTS  
FACILITIES COMMITTEE MEETING  
GALVESTON COMMUNITY COLLEGE DISTRICT  
4015 Avenue Q  
Galveston, Texas 77550  
Room M-202 – Moody Hall  
October 10, 2018  
4:30 p.m.**

At the Galveston Community College District Board of Regents Facilities Committee Meeting, duly held on Wednesday, October 10, 2018, in Room M-202 of Moody Hall, commencing at 4:30 p.m., the following Facilities Committee members were present: Mr. Michael B. Hughes, Chairperson, Mr. Florentino “Tino” F. Gonzalez, Mr. Raymond Lewis, Jr., Mr. Fred D. Raschke, and Ms. Rebecca Trout Unbehagen. Other Regents present were: Mr. Armin Cantini, Ms. Karen F. Flowers, Mr. Carl E. Kelly, and Mr. Carroll G. Sunseri.

Staff present included Dr. W. Myles Shelton, President, Ms. Carla Biggers, Dr. Van Patterson, and Mr. Timothy Setzer.

- I. **CALL TO ORDER:** Chairperson Hughes opened the meeting at 4:30 p.m. in Room M-202 of Moody Hall and determined a quorum was present.
- II. **CERTIFICATION OF POSTING NOTICE OF FACILITIES COMMITTEE MEETING:** Dr. Shelton confirmed that the notice of the Facilities Committee Meeting had been properly posted on October 5, 2018.
- III. **CONSIDER APPROVAL OF MINUTES FROM SEPTEMBER 12, 2018 MEETING:** A reading of the minutes for the September 12, 2018 meeting was waived. Mr. Raschke moved to approve the minutes as presented; Mr. Gonzalez seconded. The motion passed unanimously.
- IV. **DISCUSS TERMINATION OF CONTRACT WITH STUDENT HOUSING PROJECT INSTITUTIONAL ARCHITECT:** Dr. Shelton discussed the termination of the existing contract with EYP Inc., the institutional architect for the student housing project. This comes as a result of the Board’s approval last month to adopt a new concept for the project that would require a residential architect and a construction manager at risk. In order to contract with a new architect, the current contract with EYP would have to be terminated. Dr. Shelton noted that the contract includes a clause to terminate with a 30-day written notice when the construction bids do not work out. EYP architects were amenable to this no-cost termination. Staff recommended terminating the contract with EYP Inc. for this project.
- V. **DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING TERMINATION OF CONTRACT WITH STUDENT HOUSING PROJECT INSTITUTIONAL ARCHITECT:** Ms. Unbehagen moved to recommend to the Board of Regents that the College terminate the contract with EYP as the institutional architect for the student housing project; Mr. Lewis seconded. The motion passed unanimously.

- VI. REVIEW AND DISCUSS PROPOSAL FOR STUDENT HOUSING PROJECT**  
**RESIDENTIAL ARCHITECT:** Dr. Shelton presented a proposal from Creole Design, LLC to provide residential architectural services for the student housing project. He met with Mr. Sam Gianukos to discuss the new concept of residential housing for the project. Mr. Gianukos suggested replatting the lots into more than five lots and offered drawings of what the structures might look like. He believes all of the houses could be built within the College's budget. The proposal as submitted is \$59,865 excluding the cost for all required drawings. Dr. Shelton estimated that this cost would be an additional \$60,000. A landscaping plan that would meet City of Galveston approval would be included. Dr. Shelton explained the hiring guidelines for architects. A request for proposals has been advertised for the project's construction manager at risk. Staff anticipates presenting its recommendation to the Committee in November. Ms. Flowers commented on the concept and the possibility of having someone underwrite the landscaping. As presented, this would yield approximately 80 beds for student athletes. Two of the structures would include garage apartments for the assistant coaches who supervise the athletes. Dr. Shelton said the project would have to undergo the permitting process again. He and Mr. Setzer have met with City Planning Department officials to discuss this single family duplex, triplex, quad concept, and they did not anticipate any issues. Dr. Shelton outlined next steps upon the Board's approval of this contract.
- VII. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS**  
**REGARDING PROPOSAL FOR STUDENT HOUSING PROJECT**  
**RESIDENTIAL ARCHITECT:** Mr. Raschke moved to recommend to the Board of Regents approval of the proposal from Creole Design to provide residential architectural services for the student housing project; Mr. Lewis seconded. The motion passed unanimously. Dr. Shelton gave a new timeline for the project.
- VIII. REVIEW AND DISCUSS RENOVATION PLANS FOR DEVELOPMENT**  
**OFFICES:** Dr. Shelton reviewed renovation plans for the Development offices with the Committee. The plans have expanded from a refresh to a renovation of the area. A handout of the projected expenses was shared showing a total cost of \$136,802 to \$151,802 for renovations, asbestos abatement, new flooring, and furniture. The furniture is out for bids. Although he has the authority to approve each line item, he brought it to the Committee as a total project with a proposal for the funds to cover the expenses (See Agenda Item X). Dr. Shelton asked the Committee to recommend to the Board his authorization to complete the project within the context of the budget presented.
- IX. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS**  
**REGARDING RENOVATION PLANS FOR DEVELOPMENT OFFICES:**  
Ms. Unbehagen moved to authorize the College President to proceed with the project as presented; Mr. Gonzalez seconded. The motion passed unanimously.

- X. REVIEW AND DISCUSS REQUEST FOR FUNDS FROM GALVESTON COLLEGE FOUNDATION TITLE V ENDOWMENT FOR GALVESTON COLLEGE MAINTENANCE AND OPERATIONS:** Dr. Shelton requested a transfer of \$169,000 from the Galveston College Foundation Title V Endowment. These funds would be for Galveston College maintenance and operations including, but not limited to, renovation expenses associated with the Development offices. He clarified that these funds cannot be used for scholarships and explained how these funds were generated. At the end of September, the balance was \$173,520. A portion has to remain for accounting purposes and management of that fund. It is also subject to market fluctuations.
- XI. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING REQUEST FOR FUNDS FROM GALVESTON COLLEGE FOUNDATION TITLE V ENDOWMENT FOR GALVESTON COLLEGE MAINTENANCE AND OPERATIONS:** Mr. Raschke moved to recommend to the Board of Regents approval to transfer \$169,000 from the Galveston College Foundation Title V Endowment to Galveston College for maintenance and operations; Ms. Unbehagen seconded. The motion passed unanimously.
- XII. ADJOURNMENT TO CLOSED/EXECUTIVE SESSION IN ROOM M-202:** Mr. Hughes noted that the Facilities Committee, as authorized by Government Code, Section 551, reserves the right to enter into a closed/executive session under the following provision of the Act: Section 551.072, Deliberations about Real Property, to deliberate the purchase and value of real property to avoid any detrimental effect on the position of the College in negotiations with third parties. The Committee adjourned to the closed/executive session in Room M-202 at 4:51 p.m.
- XIII. RECONVENE FACILITIES COMMITTEE (OPEN) MEETING IN ROOM M-202:** The Facilities Committee adjourned the closed/executive session at 4:55 p.m. Chairperson Hughes reconvened the open meeting at 4:56 p.m. in Room M-202.
- XIV. DETERMINE COMMITTEE RECOMMENDATION TO BOARD OF REGENTS REGARDING THE PURCHASE OF REAL PROPERTY:** Mr. Gonzalez moved to recommend to the Board of Regents the authorization of the College President to proceed with the purchase of the property discussed in the closed/executive session and to confirm his authority to execute all documents associated with the purchase. Mr. Lewis seconded and the motion passed unanimously.
- XV. ADJOURNMENT:** There being no further business to come before the Facilities Committee, the meeting adjourned at 4:58 p.m.

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Carla D. Biggers, Clerk

APPROVED AS CORRECT:

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Michael B. Hughes, Chairperson