

MINUTES OF THE BOARD OF TRUSTEES SPECIAL MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
TUESDAY, OCTOBER 21, 2008
4:30 p.m. – Multipurpose Room
2405 E. College Way
Mount Vernon, WA 98273

BOARD MEMBERS IN ATTENDANCE:

Mr. Tom Moser, Chair
Ms. Debra Lisser
Mr. Don Piercy
Ms. Margaret Rojas
Mr. John Stephens
Dr. Gary Tollefson, President & Executive Secretary to the Board

GUESTS PRESENT:

Dr. Tim Bruce, Superintendent, La Conner School District
Mr. Steve Murakami, Hutteball & Oremus Architecture
Mr. Kevin Oremus, Hutteball & Oremus Architecture
Mr. Bryan Young, Project Manager

ADMINISTRATIVE SUPPORT:

Lisa Radeleff, Executive Secretary to the President

I. CALL TO ORDER:

The meeting was called to order at 4:30 p.m.

II. ROLL CALL AND DECLARATION OF A QUORUM:

The Chair recognized that a quorum of Board members were present.

III. FLAG SALUTE

IV. INFORMATION ITEM:

1. Northwest Career and Technical Academy (NCTA)

Dr. Tollefson introduced Bryan Young, architect and project manager for the NCTA. Bryan stated that his responsibility is project management and development; and introduced Kevin Oremus and Steve Murakami of Hutteball & Oremus Architecture who are also working on the project.

A presentation on the development and design of the NCTA was provided. The academy will have two locations— one on the west side of SVC's Mount Vernon Campus and a second campus on "R" Avenue in Anacortes on property that is owned by the Port of Anacortes.

The Mount Vernon location will house programming such as an academy of finance, culinary arts, and veterinary technician. The Anacortes site will house the Marine Technology Center.

Due to increasing construction costs, the NCTA project has been downsized since 2006 when the legislature approved \$24.4 million for the project. The original design was for a combined total of 69,000 square feet. The current size is a combined total of 45,900.

The presentation provided information on what can be done with budget that is currently in place and what would be possible with additional funds. The goal has been to balance program requirements with the allocated budget.

The Marine Technology Center was seen as underfunded from the beginning. The first cost estimate was at \$7.1 million, at that time discussions were held with Dr. Tollefson and Dr. Mick Donahue to see how the building would be used by the college and if it would be possible to expand in the future. The building was reduced to 14,000 square feet and is all on one level. Mr. Young said that this is seen as the minimum square footage but he does not believe it will meet the educational purpose.

Labs that were originally designed for 24 students, which included room for future growth, have now been cut back to space for 18 students. If additional funding is provided it would be likely that space would be returned to the systems and mechanical labs.

Bryan stated that the current budget for the Marine Technology Center is approximately \$8.4 million; however, costs are as follows: construction: \$5.9 million, storage shed: \$341,179, soft costs \$2.7 million, 6% project contingency: \$377,975, equipment: \$168,694, these costs add up to \$9.6 million leaving a budget shortfall of \$1.2 million.

Dr. Tollefson stated that when the spread of cost is looked at, one scenario is for the college to supply up to a maximum of \$1 million for the Marine Technology project. Hopefully with other bid costs and efficiencies the entire \$1 million would not be needed, however, the architects would like to know if the money will be added to the project to make it whole. Mr. Young agreed that project contingencies would be used first before using college money.

The Chair asked how much \$1 million would add to the building. Mr. Young responded that it would add approximately 1200 to 1500 square feet. Mr. Oremus said that some of the funds would be used to go back and pick up some of the deficit areas. Dr. Tim Bruce added that the project would use all other funds before the college money.

The Chair stated that the trustees have received a recommendation to approve Resolution 08-02, authorizing the use of unrestricted college reserves for the NCTA Marine Technology Center project.

Mary Alice Grobins distributed and reviewed current fund balance information. She stated that the requested \$1 million would come out of the \$2.8 million unrestricted reserves. A deposit would go back into reserves at a future date when the existing marine maintenance building is sold.

Dr. Tollefson distributed a copy of the executive summary of the appraisal that was done on the existing marine technology building in March 2007. The appraisal established the value of the facility at \$1 million.

Dr. Mick Donahue commended the architects and NCTA Executive Director, Donneta Spath. He stated that the Marine Technology Center will be good for the community and will be an added college presence in Anacortes.

It was moved by Margaret Rojas and seconded by John Stephens, to approve Resolution 08-02, Authorizing the Use of Unrestricted College Reserves for the Northwest Career and Technical Academy Marine Technology Center Project (see attached.)

MOTION PASSED UNANIMOUSLY.

V. ADJOURNMENT:

There being no further business, this meeting was adjourned at 5:55 p.m.

Tom Moser, Chair

Gary Tollefson, President
Executive Secretary to the Board
Lisa Radeleff, Secretary to the
President

BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 4
Resolution No. 08-02

RESOLUTION OF THE BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT NO. 4 (SKAGIT VALLEY COLLEGE)
AUTHORIZING THE USE OF UNRESTRICTED COLLEGE
RESERVES FOR THE NORTHWEST CAREER AND TECHNICAL ACADEMY
MARINE TECHNOLOGY CENTER PROJECT

WHEREAS, seven school districts in Skagit County and Skagit Valley College (SVC) have formed a consortium to build and operate the Northwest Career and Technical Academy (NCTA) with a main campus located on the Skagit Valley College Mount Vernon Campus and a satellite in Anacortes known as the Marine Technology Center, and

WHEREAS, the NCTA has hired architects and a project manager to plan for these facilities, and

WHEREAS, Skagit Valley College believes its Marine Maintenance Technology program will better serve the marine industry and increase enrollment by moving to a new facility and preferred location among the region's boat-building industries, and

WHEREAS, the college has been engaged the past two years in planning and design of both the NCTA main campus and the Marine Technology Center, into which SVC's Marine Maintenance Technology program plans to move its operations, and

WHEREAS, the project design includes appropriate offices, classrooms, laboratories, and shops to accommodate SVC's Marine Maintenance Technology program and Center of Excellence for Marine Manufacturing and Technology, and

WHEREAS, the project manager has provided the Skagit Valley College Board of Trustees with information about the development of the Marine Technology Center's program space needs, and

WHEREAS, the program planning has led to a cost estimate for the project, including appropriate contingencies, and the project manager and SVC administration have determined that additional funds are needed to complete a project that meets the needs of both Skagit Valley College's Marine Maintenance Technology program and the K-12 program, and

WHEREAS, the additional funding will guarantee the full implementation of building design for the Marine Technology Center as identified by SVC administration, Marine Maintenance Technology faculty, and the board of the Northwest Career and Technical Academy involved in the pre-planning process, and

WHEREAS, the college's existing marine facility in Oak Harbor will be replaced by the proposed new facility and the existing facility will be sold and has, as of spring 2007, been appraised to be of sufficient equity value to reimburse college reserves, and

WHEREAS, the college president recommends that the Board of Trustees approve this resolution;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Community College District No. 4, authorizes the use of up to one million dollars in unrestricted college reserves to be used for the Northwest Career and Technical Academy Marine Technology Center project, and

BE IT FURTHER RESOLVED, that the one million dollars be used only up to an amount needed to fulfill the space needs of the Marine Technology Center as outlined by the project manager and that these funds be used for the project only subsequent to full utilization of state authorized project funds and project contingency funds designated by the project manager in the presentation to the Board of Trustees at their Special Meeting on October 21, 2008.

COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE

ATTEST:

Tom Moser, Chair
Board of Trustees

Dated this 21st day of October 2008

Gary Tollefson, Secretary
Board of Trustees