

**FACILITIES AND FINANCE COMMITTEE**  
**Seibert Conference Room**  
**Belleville Campus**  
**November 15, 2019**  
**5:00 p.m.**

Committee members present:                     Richard E. Roehrkasse, Chairman  
Steve Campo  
Robert G. Morton

Trustees present:                                 John Blomenkamp (left at 5:40p)  
Nick Raftopoulos

Administrators present:                         Nick J. Mance  
Linda Andres  
Anna Moyer  
Staci Oliver  
Missy Roche  
Robert Tebbe  
Bernie Ysursa

Stan Hatfield

Attorney present:                                 Garrett Hoerner

**CALL TO ORDER**

Chairman Roehrkasse called the meeting to order at 5:21 p.m.

**APPROVAL OF MINUTES**

Mr. Morton moved, seconded by Mr. Campo, to approve the minutes of the October 7, 2019 meeting as submitted. The motion carried.

**FACILITIES**

**Public Safety Reports**

Chief Administrative Services Officer Ysursa presented the Monthly Activity/Media Log for October 2019. He added the college was open the day of inclimate weather, and there were no slip and falls or fender benders. There were no questions.

**FINANCE**

**Approval of Bills**

Chairman Roehrkasse directed Approval of Bills be placed on the non-consent agenda for action by the Board of Trustees. Any questions concerning the bills should be directed to him or to CFO Roche.

**Bid Awards/RFP/Agreements**

CFO Missy Roche presented a request to ratify the purchase of a Mobile Lab Trailer to Featherlite, Inc., Cresco, IA in the amount of \$143,125.00 funded by the Workforce Equity Initiative grant. This

trailer will contain machining equipment to be used as a mobile lab and will be located at the East St. Louis Higher Education Campus.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees ratify the purchase of a Mobile Lab Trailer to Featherlite, Inc., Cresco, IA in the amount of \$143,125.00 funded by the Workforce Equity Initiative grant. The motion carried. (This item will appear on the consent agenda.)

CFO Roche presented a request to ratify the purchase of Mobile Lab Equipment to Tormach Inc., Waunakee, WI in the amount of \$73,528.20 funded by the Workforce Equity Initiative grant. This equipment will be located in a trailer as part of a mobile lab and will be located at the East St. Louis Higher Education Campus.

Mr. Campo moved, seconded by Mr. Morton, to recommend the Board of Trustees ratify the purchase of Mobile Lab Equipment to Tormach Inc., Waunakee, WI in the amount of \$73,528.20 funded by the Workforce Equity Initiative grant. The motion carried. (This item will appear on the consent agenda.)

CFO Roche presented a request to award the lowest responsible bid for a food truck to Food Truck Factory LLC, Alton, IL in the amount of \$79,500.00 funded by the Workforce Equity Initiative grant. The food truck will be used for instruction by the Culinary Department and will be located primarily at the East St. Louis Higher Education Campus. Trustee Blomenkamp suggested possibly locating the food truck in downtown Belleville to receive media coverage.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees award the lowest responsible bid for a food truck to Food Truck Factory LLC, Alton, IL in the amount of \$79,500.00 funded by the Workforce Equity Initiative grant. The motion carried. (This item will appear on the consent agenda.)

CFO Roche presented a request to award the lowest responsible bid for Vidmar Cabinets to MSC Industrial Supply, Maryland Heights, MO in the amount of \$73,498.86 funded by the Perkins grant. The cabinets will be used to store parts in the Aviation Department and will replace old cabinets.

Mr. Campo moved, seconded by Mr. Morton, to recommend the Board of Trustees award the lowest responsible bid for Vidmar Cabinets to MSC Industrial Supply, Maryland Heights, MO in the amount of \$73,498.86 funded by the Perkins grant. The motion carried. (This item will appear on the consent agenda.)

### **Computer and Server Purchases**

Executive Director of IT Linda Andres presented a request to approve bulk computer purchase of 24 Apple computers from CDW-G, Chicago, IL in the amount of \$88,796.00 funded through departmental budgeted funds. The number of aged Apple computers marked for disposal for FY 2020 is 33, and the replacement request is 24. This year's recommended purchase includes an instructional lab requiring unique hardware specifications.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees approve bulk computer purchase of 24 Apple computers from CDW-G, Chicago, IL in the amount of \$88,796.00 funded through departmental budgeted funds. The motion carried. (This item will appear on the consent agenda.)

Executive Director Andres presented a request to approve bulk computer purchase of 194 Dell computers from Dell, Round Rock, TX in the amount of \$240,226.22 funded through departmental budgeted funds. The number of aged computers marked for disposal for FY 2020 was 329, and the replacement request is 218.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees approve bulk computer purchase of 194 Dell computers from Dell, Round Rock, TX in the amount of \$240,226.22 funded through departmental budgeted funds. The motion carried. (This item will appear on the consent agenda.)

Ms. Andres presented a request to approve purchase of two R640 Poweredge Servers for PeopleSoft upgrades from Dell, Round Rock, TX in the amount of \$15,495.92 funded through departmental budgeted funds. SWIC has proposed to upgrade the PeopleSoft Financials, Human Resources, and Campus Solutions on an ongoing basis. Our current upgrade hardware is nine years old and no longer able to perform based upgrades in a timely manner. The purchase of this equipment will allow for the PeopleSoft upgrades to continue on schedule. Without the additional hardware, SWIC does not have the resources necessary to continue to perform multiple quarterly upgrades.

Mr. Campo moved, seconded by Mr. Morton, to recommend the Board of Trustees approve purchase of two R640 Poweredge Servers for PeopleSoft upgrades from Dell, Round Rock, TX in the amount of \$15,495.92 funded through departmental budgeted funds. The motion carried. (This item will appear on the consent agenda.)

Executive Director Andres presented a request to approve purchase of two T7920 Search and ID Web Archive Servers from Dell, Round Rock, TX in the amount of \$20,758.08 funded through departmental budgeted funds. The purchase of this equipment allows for the IDWebArchive upgrade thereby reducing the reported end user issues.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees approve purchase of two T7920 Search and ID Web Archive Servers from Dell, Round Rock, TX in the amount of \$20,758.08 funded through departmental budgeted funds. The motion carried. (This item will appear on the consent agenda.)

Trustee Campo inquired if the college had old laptops, tablets, etc. on which to have the committee and Board agendas. The college is planning to transition to electronic documents, and new hardware will be provided when the move is completed.

**Disposal of College Property per Administrative Procedure 6008AP**

Executive Director Andres presented the following disposal requests per Administrative Procedure 6008AP:

Smartboard, SWIC tag #00012514 located at the Sam Wolf Granite City Campus;  
Panasonic PT-L595U LCD Projector, SWIC tag #00003369 located at the Belleville Campus;  
Note Vision 3 Data/Video Projector, SWIC tag #00023102 located at the Belleville Campus; and  
Dell Server, SWIC tag #00012524 located at the Belleville Campus.

Mr. Morton moved, seconded by Mr. Campo, to dispose of the above-stated equipment as presented. The motion carried. (These items will appear on the consent agenda.)

**2019 Tax Levy - FY 2021**

CFO Roche presented the proposed 2019 Tax Levy Resolution with supporting attachments and stated administration is requesting consideration to present the levy request of \$33,231,503 at the November 20, 2019 meeting of the Board of Trustees. The levy request is based on an estimated 3% growth in EAV and includes an aggregate tax rate decrease of 0.37 cents. The operating rates will remain at the approved maximum. The aggregate extended tax levy is less than 5% of the actual 2018 extensions, therefore truth-in-taxation does not apply and a public hearing is not required. All materials have been reviewed by legal counsel. Mr. Hoerner will confirm the number of voters in the District and provide to the Board Secretary.

Mr. Campo stated staff tended to show one side of the tax levy and asked if in the future both sides could be presented, which would be good for transparency. He said, “I understand why you are doing the tax levy this way. It is still a tax increase but it is a good tax. Where are we going to put this money? I look at the EAV and it has increased over the last 25 years. We are taking in more money. I commend the staff and the job they did providing information and the PowerPoint. The college has \$31M in the fund balance. What if we take \$1M less and take from the fund balance? Could anybody look at this and offer up a savings?”

CFO Roche stated staff looks at the budget and the college’s needs. ICCB then provides Operating Funds-Rates. The college must maintain the tax levy rates for the operating funds at 95% of the operating rates provide by ICCB or it loses equalization dollars, which is approximately \$9M.

President Mance stated he has done tax levies for a number of public bodies in Illinois and in Missouri. The community college system does theirs a little differently. SWIC is a low tax area so we can receive equalization dollars. We can say we don’t want the equalization dollars, but we would have to come up with the money somewhere else. Mr. Campo questioned the risk if we look at the fund balance and make \$1M less.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees adopt Resolution Adopting Calendar Year 2019 Tax Levy. The motion carried. (This item will appear on the consent agenda.)

**OTHER COMMITTEE RELATED BUSINESS**

Trustee Campo inquired about the 156 acres the college owns located on the other side of the MetroLink station. He referenced the Vision 2020 presentation from Ittner and requested the information be provided on a jump drive.

**NEXT SCHEDULED MEETING**

The next regular meeting of the Facilities and Finance Committee will be Monday, December 9, 2019 at 5:00 p.m. in the Seibert Conference Room.

**ADJOURNMENT**

Mr. Campo moved, seconded by Mr. Morton, to adjourn the meeting at 5:55 p.m. The motion carried.

Respectfully submitted,

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Beverly J. Fiss  
Secretary to the Board of Trustees