

Navajo County Community College District Governing Board Teleconference Meeting Minutes

July 22, 2014 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Member Present: Ms. Ginny Handorf, Mr. James Matteson, Mr. Frank Lucero, Mr. Daniel Peaches

Absent: Mr. Prescott Winslow

Staff Present: President Jeanne Swarhout; Vice President Blaine Hatch; Vice President Mark Vest; Information Services Director Eric Bishop; Institutional Effectiveness Director Dr. Leslie Wasson; Recording Secretary to the Board Lisa Jayne.

Others Present: Everett Robinson

Agenda Item 1: Call to Order

Chair Handorf called the meeting to order at 10:06 a.m.

Agenda Item 2: Adoption of Agenda

Mr. Matteson moved to adopt the agenda as presented. Mr. Lucero seconded the motion. The vote was unanimous in the affirmative.

Agenda Item 3: Call for Public Comment

None

Agenda Item 4: New Business

4.A. Request to Approve Auto Shop Lease

Vice President Hatch stated NPC assumed the Auto Shop facility lease from NAVIT in 2012 and the lease rate was just over \$13,000 a month at that time. The current lease period ends at the end of July. The proposed facility lease is for the same location and is essentially a continuation of everything associated with the prior lease except the yearly lease rate. The College renegotiated the rate and the proposed new rate is \$8,670 per month. This lease is a five year term, with a 2% rental tax, plus escalation factor for each of the five years. There is an option for two additional five year terms. Staff recommends approval.

Mr. Lucero asked why NPC originally assumed the lease from NAVIT. Vice President Hatch stated changes in state law at the time penalized NAVIT if they were lease holders of facilities and so the Board agreed to take on the lease. The College continues to split the cost of the lease and other operational costs evenly with NAVIT. Chair Handorf stated cost per square foot is reasonable. Mr. Lucero asked if there's a bailout option if the college decides to build own building before the end of the lease. Vice President Hatch stated there's no early bail out option.



Vice President Hatch stated the building was built to order for the NAVIT auto program, and NAVIT and NPC have been the only users of the building.

Mr. Lucero asked how NAVIT is funded. Vice President Hatch stated NAVIT receives state Average Daily Maintenance funding, and they also have some taxing authority that is limited to 5 cents per \$100,000 property valuation, and NAVIT currently taxes at that level. Vice President Hatch stated that NAVIT has the same factors affecting them as any K-12 school.

Mr. Lucero stated he was concerned that the lease goes up every year, and he would feel more comfortable if there was a provision in case the College loses the standing agreement with NAVIT. Vice President Hatch stated the college feels very confident that the NAVIT relationship will continue.

Mr. Matteson stated unless there's some unique threat to the automotive program and threat of discontinuation of NAVIT, there's no reason not to approve the lease. Mr. Lucero asked if there can be a bailout clause in future leases in the college. Vice President Hatch stated that in regards to contracts with public entities there's that option if due lack of.

Mr. Matteson moved to approve the auto shop lease as presented. Mr. Peaches seconded the motion. The vote was unanimous in the affirmative.

4.B. Request to Approve Purchase of Network Upgrades

Director Eric Bishop stated five years ago the College awarded an RFP to build out the College's wide area network. There is now a need to make improvements and upgrades in this equipment. Next Level Services did the initial installation, and the first round of upgrades will be to upgrade at PDC, the Old Hermosa Campus, the Dry Lake facility, and at the White Mountain Campus. The main needs are to increase capacity of the link and to upgrade equipment. The needed funds are in the capital funds in this year's budget and additional funds for further improvements at other locations that are not being upgraded this year. The services will be provided through a GSA contract.

Mr. Lucero asked why the system is down all the time. Director Bishop stated Jenzabar is the system that's been down quite a lot due to planned maintenance and outages, as well as the recent integration being problematic. Director Bishop stated that these improvements do not have anything to do with Jenzabar but merely the equipment that supports it, and these upgrades should have no effect on Jenzabar itself.

Mr. Lucero asked if Jenzabar is part of the college or E.D.U. system. Director Bishop stated Jenzabar is a program the college uses, and this proposed purchase is the equipment for connecting locations together and that Jenzabar issues will not be affected by this.

Mr. Matteson moved to approve the contract. Mr. Lucero seconded the motion. The vote was unanimous in the affirmative.

Agenda Item 5: Announcement of Next Regular Meeting: August 19, 2014

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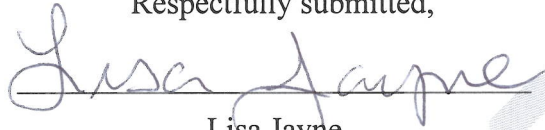
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Agenda Item 6: Adjournment

The meeting was adjourned at 10:31 a.m. upon a motion by Mr. Peaches, a second by Mr. Matteson, and a unanimous affirmative vote.

Respectfully submitted,



Lisa Jayne
Recording Secretary to the Board

APPROVED

