



Office of the President

**FEBRUARY 25, 2020
MONTHLY MEETING OF
THE BOARD OF TRUSTEES**

On **February 25, 2020**, the Washtenaw Community College Board of Trustees will hold their Monthly Meeting at **6:00 p.m.** in Room 150, Morris Lawrence Building, 4800 E. Huron River Drive, Ann Arbor, Michigan.

Persons with disabilities that wish to attend this meeting and require special accommodations should contact the Office of the President, (734) 973-3491, prior to the date of the meeting to make arrangements for these services.

**WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
6:00 P.M. – FEBRUARY 25, 2020
ROOM 150, MORRIS LAWRENCE BUILDING
4800 Huron River Drive, Ann Arbor, Michigan**

- I. CALL TO ORDER, APPROVAL OF AGENDA**

- II. APPROVAL OF MINUTES (Action).....Tab A**

- III. CITIZEN PARTICIPATION**
 - A. Verbal Communications
 - 1. WCC Education Association
 - 2. Public
 - B. Written Communications

- IV. SPECIAL REPORTS**
 - A. 2020 Governor’s Award for Innovative Tourism Collaboration
 - B. Strategic Plan Update

- V. REPORTS**
 - A. Monthly Reports
 - 1. Personnel Recommendations (Action).....Tab B
 - 2. Financial Reports (January 2020) (Action).....Tab C
 - 3. Facilities Development ReportTab D

- VI. REMARKS**
 - A. Remarks of Members of Board of Trustees
 - B. President’s Remarks

- VII. NEW BUSINESS**
 - A. Discussion
 - 1. Health & Fitness Center Men’s Hot Tub Renovation Project.....Tab E
 - B. Action
 - 1. Revision to the 2020 Schedule of Monthly Board Meetings (Action).....Tab F

- VIII. ADJOURNMENT OF MONTHLY MEETING (Action)**

Board of Trustees
Washtenaw Community College

TAB A

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Approval of Minutes

Date
February 25, 2020

RECOMMENDATION

That the Board of Trustees approve the minutes of the January 28th Monthly Meeting as submitted.

Prepared by: Vanessa Brooks

Recommended by: Rose B. Bellanca, Ed.D.

Title: Chief of Staff and Director of

Rose B. Bellanca, President

President and Board Affairs

**MINUTES
WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
TUESDAY, JANUARY 28, 2020**

CALL TO ORDER

The Monthly Meeting of the WCC Board of Trustees was called to order by Chair Christina Fleming on January 28, 2020 at 6:03 p.m. in room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Chair Christina Fleming, Treasurer Angela Davis, Trustee Ruth Hatcher, Trustee Richard J. Landau and Trustee Diana McKnight-Morton

Absent: Vice Chair Bill Milliken and Secretary David DeVarti

Approval of Agenda (Action)

It was moved by Trustee McKnight-Morton and seconded by Trustee Hatcher that the Board approve the agenda for the January 28th Monthly Meeting. The motion was adopted.

Approval of Minutes (Action)

It was moved by Treasurer Davis and seconded by Trustee Hatcher that the Board approve the minutes of the December 17th Monthly Meeting as submitted. The motion was adopted.

CITIZEN PARTICIPATION

WCC Education Association

Mr. David Fitzpatrick, WCCEA President and Social Science faculty began his comments by sending condolences to the family of former Trustee Stephan Gill. He also thanked faculty member Michael Schute for his service. Lastly, Mr. Fitzpatrick announced that the WCCEA would support the upcoming millage renewal.

Public Comments

Mr. Michael Galea, retired WCC Faculty urged the Board to look into adopting the Silver Sneakers program at the Health and Fitness Center.

Written Communications

There were three communications received.

SPECIAL REPORTS

STEAM Week and CTE Month Preview

Ms. Kimberly Hurns, Vice President for Instruction informed the Board that 33 faculty and staff and 23 organizations came together to put on STEAM Week at WCC. Ms. Susan Dental, WCC Life Science faculty highlighted the events of STEAM Week. Mr. Scott Heister, MiSTEM Regional Director talked to the Board about the regional award event concluding STEAM Week. Lastly, Mr. Michael Duff, WCC Auto Service faculty spoke about the cross campus collaborations that helped STEAM Week come together.

Call to order

Approval of Agenda (Action)

Approval of Minutes (Action)

CITIZEN PARTICIPATION

WCC Education Association
WCC Education Association

Public Comments

Written Communications

SPECIAL REPORTS

STEAM Week and CTE Month Preview

Future Skill Report from SEMCOG

Mr. Grant Brooks, Membership Specialist and Ms. Naheed Huq, Manager of Economic Development presented to the Board highlights and recommendations from the Future Skills: Preparing for the Changing World of Work Report.

Future Skill Report from SEMCOG

The Health & Fitness Center at WCC Update

Mr. William Johnson, Executive Vice President and CFO and Ms. Dawn Lyons, Center Director of the Health and Fitness Center at WCC provided the Board with an update on the Operations and Performance of the Health and Fitness Center. Lastly, Mr. Patrick Hoban, President and CEO of Probility Physical Therapy spoke to the Board about his experience on the Medical Advisory Committee.

The Health & Fitness Center at WCC Update

Blackboard Update

Ms. Kimberly Hurns, Vice President for Instruction provided an update to the Board on the use of Blackboard for continuous student feedback.

Blackboard Update

MONTHLY REPORTS

Personnel Recommendations (Action)

It was moved by Trustee McKnight-Morton and seconded by Trustee Hatcher that the Board approve the personnel recommendations as submitted. The motion was adopted.

MONTHLY REPORTS

Personnel Recommendations (Action)

Financial Reports (December 2019) (Action)

It was moved by Trustee Hatcher and seconded by Treasurer Davis that the Board receive the Financial Reports for December 2019 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments-All Funds. The motion was adopted.

Financial Reports (December 2019) (Action)

Facilities Development Report

Mr. William Johnson, Executive Vice President and CFO informed the Board that the Cooling Tower Project will be completed at the end of March. Lastly, he thanked the faculty involved in the LA chemistry hood project for their input and flexibility which allowed for the project to be completed on schedule for the start of the semester.

Facilities Development Report

REMARKS

Remarks of Members of Board of Trustees

Trustee Hatcher stated that she was thankful for the full list of activities and events sent to the Board.

REMARKS

Remarks of Members of Board of Trustees

Trustee McKnight-Morton wished fellow Trustees a Happy New Year.

Chair Fleming reflected on the Special Reports presented to Trustees.

President's Remarks

President Bellanca talked to the Board about the recent Martin Luther King Jr. celebration and Student Success Conference. She also thanked Chair Fleming and Trustee McKnight-Morton for attending the recent Honors Convocation. Lastly, President Bellanca mentioned faculty member, Elisabeth Thoburn's upcoming speech on the tangkha she recently donated.

OLD BUSINESS

Amended Design Contract for the ML Renovation Project (Action)

It was moved by Trustee Landau and seconded by Treasurer Davis that the Board approve an increase in the ML Renovation project design services contract with Hobbs & Black in the amount not to exceed of \$500,000.

A roll call vote was taken: Chair Fleming; yes, Treasurer Davis; yes, Trustee Hatcher; yes, Trustee Landau; yes and Trustee McKnight-Morton; yes. The motion was adopted

Adjournment of Monthly Meeting (Action)

It was moved by Trustee Landau and seconded by Trustee McKnight-Morton that the Board adjourn the Monthly meeting. The motion was adopted. The meeting was adjourned at 7:59 p.m.

Respectfully submitted,

David DeVarti
Secretary

Christina Fleming
Chair

President's Remarks

OLD BUSINESS

**Amended Design
Contract for the ML
Renovation Project
(Action)**

**Adjournment of
Monthly Meeting
(Action)**

Board of Trustees
Washtenaw Community College

TAB B

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Personnel Recommendations

Date
February 25, 2020

RECOMMENDATION

That the Board of Trustees approve the personnel recommendations as listed.

Prepared by: Christine Mihaly
Title: Associate Vice President
Human Resources

Recommended by: Rose B. Bellanca, Ed. D.
Rose B. Bellanca, President

PERSONNEL RECOMMENDATIONS
February 2020

Instruction

Full-Time New Hires

Independent Staff

Kathryn Williams,

Coordinator Instructional Support – Humanities, Social, and Behavioral Sciences, \$52,625 annual New

Part-Time New Hires

Professional Faculty

Hiyam Najim, Computer Science and Information Technology, \$893 per course contact hour

Mildred McClarty, Health Sciences, \$893 per course contact hour

Joyce Hughes, Health Sciences, \$893 per course contact hour

Delena Harrison, Math & Engineering Studies, \$893 per course contact hour

Sandra Cichewicz, Math & Engineering Studies, \$893 per course contact hour

Varsha Baldridge, Nursing, \$893 per course contact hour

Independent Staff

Megan Blaha, Instructional Media Support, \$20.28 hourly

Kenya Wiedemann, Assistant Instructional Designer, \$18.23 hourly

Support Staff

Carlie Hodel, Peer Tutor, \$12.91 hourly

Georgia Nagel, Peer Tutor, \$12.91 hourly

Jacob Zettlemaier, Peer Tutor, \$12.91 hourly

Leeam Baldridge, Peer Tutor, \$12.91 hourly

Samantha Gelman, Peer Tutor, \$12.91 hourly

Mark Carveth, Support Staff, \$14.84 hourly

Johnnie Bryant, Support Staff, \$12.91 hourly

Julianne Auty, Peer Tutor, \$12.91 hourly

Jack Zubalik, Peer Tutor, \$12.91 hourly

Nathan Britz, Peer Tutor, \$12.91 hourly

Theodore Bohdanowycz, STEM Scholars Program Tutor, \$12.91 hourly

Katherine Khosrovaneh, Peer Tutor, \$12.91 hourly

Andrew Lyandar, STEM Scholars Program Tutor, \$12.91 hourly

Jennifer Frank, Peer Tutor, \$12.91 hourly

Jacob Fitz, Peer Tutor, \$12.91 hourly

Brendon Daoust, Peer Tutor, \$12.91 hourly

Ashley Green, Sweet Spot Assistant, \$12.91 hourly

Janelle Holmes, Peer Tutor, \$12.91 hourly

Xia Zhang, Peer Tutor, \$12.91 hourly

Marcellin Barbeau, Peer Tutor, \$12.91 hourly

Economic & College Development

Part-Time New Hires

Independent Staff

Huei Lee, Trainer, \$45.00 hourly

Student & Academic Services

Part-Time New Hires

Professional Faculty

Emily De La Cruz, ESL Instructor, \$59.53 hourly

Support Staff

Grace Hardenbrook, Part time Teacher Aid, \$12.91 hourly

Facilities Management

Full-Time New Hires

Support Staff

Travis Freeman, Grounds Mechanic Assistant, \$26.00 hourly

Replacement

Workforce & Community Development

Part-Time New Hires

Faculty - Classified & Professional Services Personnel

Michael Grodi, Police Academy Instructor, \$36.06 hourly

Finance

No Report

President

No Report

Advancement

No Report

Human Resources

No Report

Board of Trustees
Washtenaw Community College

TAB C

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Financial Reports (January 2020)

Date
February 25, 2020

RECOMMENDATION

That the Board of Trustees receive the Financial Reports for January 2020 as follows:
General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of
Investments-All Funds.

Prepared by: William Johnson
Title: Executive Vice President of Finance
and CFO

Recommended by: *Rose B. Bellanca Ed.D.*
Rose B. Bellanca, President

Financial Narrative

January 2020

The financial narrative discusses the financial operating performance of Washtenaw Community College for fiscal year 2019-20, the seven months ended January 31, 2020.

Revenue

As of January 31, 2020, Total Revenues were \$93.4 million; Total Expenditures and Operating Transfers were \$64.4 million. Revenues in total are trending slightly ahead of the expected budget for the first seven months of the fiscal year.

Winter Tuition revenue of \$11.3 million is slightly below year-to-date expected budgeted revenue of \$11.4 million as of the end of January. Similar to Fall semester, this variance is largely due to a decline in returning student enrollment, which is a result of sustained economic improvement and historic low unemployment rates, along with the impact of the College's efforts to improve student completion rates. While enrollment for later-starting Winter courses continues to be strong, we expect revenue for the Winter semester to finish one to two percent below budget. Revenue from Student Fees is down slightly due to the lower credit hour enrollment. These declines are partially offset by a greater portion of Summer 2019 courses occurring in fiscal 2019-20.

State Aid revenue reflects seven months of the annual appropriation for the fiscal year, along with a partial payment of approximately \$340,000 from the Local Community Stabilization Authority (LCSA), (the make whole mechanism for lost personal property tax revenue). Consistent with prior years, the remaining LCSA payment is anticipated to be received in May. Additionally, payments from the State to offset increases in the cost of the MPSERS pension plan have continued to push the year-to-date revenue ahead of budget.

Receipts for Local Government Taxes are \$49.7 million through January, which represents 88.8 percent of the total budgeted revenue from property taxes and is on par with projected collections. Refunds of prior year taxes continue to trend below budget and in conjunction with a better-than-expected increase in taxable values, FY 2020 tax revenue is forecasted to exceed budget by \$500,000.

Expenditures

Total Expenditures through January 31, 2020, represent 56 percent of the budgeted expenditures for the fiscal year. Overall expenditures are approximately \$900,000 less than what was expected through the first seven months of the year due to a positive personnel-related variance stemming from vacancies in full-time and part-time positions. For the year, vacancies in full-time positions were budgeted to provide savings of approximately \$2 million, based on an average of 20-25 vacant positions per month. Actual vacancies averaged 28 per month for the first seven months of the year, slightly higher than the budget. As the year progresses, the various divisions will show a positive variance to budget and the General Administrative category, which holds the budgeted vacancy savings, will reflect an over-budget condition. Although direct costs are also trending slightly lower than the expected budget through January 31, 2020, we consider most of these variances to be timing in nature.

	Annual Budget	YTD Budget	YTD Actual	YTD Variance
REVENUES				
Tuition Fall	12,083,106	12,083,106	11,756,701	(326,405)
Tuition Winter	11,416,133	11,416,133	11,262,537	(153,596)
Tuition Spring	5,032,391	1,811,661	2,067,751	256,090
Student Fees	4,915,734	4,099,361	3,994,365	(104,996)
Total Tuition and Fees	33,447,364	29,410,261	29,081,354	(328,907)
Local Property Taxes	55,950,000	49,528,869	49,706,362	177,493
State Appropriations	14,683,926	8,511,457	8,950,796	439,339
Trade Partnerships	4,295,741	3,045,315	3,169,346	124,031
Investment Income	1,100,000	670,000	605,128	(64,872)
Other	1,930,458	1,085,377	1,145,463	60,086
Auxiliary Activities	1,308,350	684,750	727,605	42,855
Total Revenue	112,715,839	92,936,029	93,386,053	450,024
EXPENDITURES				
Humanities & Social Sciences	12,069,558	6,795,830	6,574,314	221,516
Math, Science & Engineering Technologies	9,228,011	5,203,494	5,242,001	(38,507)
Health Sciences	6,231,564	3,465,542	3,203,738	261,804
Business & Computer Technologies	7,365,162	4,138,249	4,075,498	62,751
Advanced Technologies & Public Service Careers	7,357,397	4,007,554	3,973,413	34,141
Continuing Education	721,415	371,814	341,987	29,827
Distance Learning	1,874,502	1,085,360	1,064,281	21,079
Instructional Support	15,647,729	8,967,238	8,618,237	349,001
Total Instruction	60,495,338	34,035,080	33,093,468	941,613
Student Services	9,886,155	5,589,478	5,279,739	309,739
Scholarships	1,918,598	1,534,956	1,454,336	80,620
Executive Management	2,197,821	1,192,659	1,118,304	74,355
General Admin - Institutional Services	6,089,218	3,812,754	4,795,686	(982,932)
MIS/Computer Services	9,034,711	5,014,442	5,043,330	(28,888)
Public Relations Development	3,118,261	1,916,906	1,771,177	145,729
Community Services	1,958,769	1,075,311	1,093,965	(18,653)
Physical Plant Operations	10,834,061	5,964,652	5,817,789	146,863
Utilities	2,089,700	1,201,438	1,187,503	13,935
Equipment	1,771,332	904,635	644,929	259,706
Total Non-Instruction	48,898,626	28,207,231	28,206,757	474
Total Expenditures	109,393,964	62,242,312	61,300,225	942,087
OPERATING TRANSFERS				
Repair & Maintenance	750,000	750,000	750,000	-
Debt Retirement	1,221,875	158,538	158,538	-
Health & Fitness Center	(1,750,000)	(875,000)	(875,000)	-
Deferred Maintenance	2,500,000	2,500,000	2,500,000	-
Furniture	600,000	600,000	600,000	-
Total Operating Transfers	3,321,875	3,133,538	3,133,538	-
Total Expenditures and Operating Transfers	112,715,839	65,375,850	64,433,763	942,087
Operating Revenue Over Expenditures & Transfers	-	27,560,179	28,952,290	1,392,111
OTHER NON-OPERATING ACTIVITY				
Unrealized Gain/(Loss) on Investment	-	-	(26,546)	(26,546)
Total Revenue over Expenditures & Transfers	-	27,560,179	28,925,745	1,365,566

Project Category	Budget	Actuals	Commitment	Balance
Revenues				
State Appropriation CC - STEP Equipment	4,516,749	4,516,749	-	0
General Fund	6,055,178	6,055,178	-	0
Misc. Revenue		11,167		11,167
Total Revenues	\$ 10,571,927	10,583,094	-	11,167

Construction/Repair Projects

Storage Receiving Building

Renovations:

SRB Addition	1,830,000	1,828,220	-	1,780
Total Storage Receiving Building	\$ 1,830,000	\$ 1,828,220	\$ -	1,780

Campus Wide

System Improvements:

Classroom & Lab access Control	570,802	570,742	-	60
CC - STEP Equipment	7,627,434	7,504,061	-	123,373
Campus Security System Upgrades	318,691	317,723	-	968
Huron River Dr Road Modifications	225,000	224,080	-	920
Total Campus Wide	\$ 8,741,927	\$ 8,616,606	\$ -	125,321

Grand Total Construction/Repair Projects	\$ 10,571,927	\$ 10,444,827	\$ -	127,101
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Revenue Over (Under) Expenditures	\$ 138,268
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Washtenaw Community College
Deferred Maintenance Fund
January 31, 2020

Since inception of fund:

General Fund Transfers	19,800,000
Completed projects	(13,480,574)
Projects in process	(5,822,865)
Uncommitted Fund Balance	496,561

Completed Projects:

	Final Cost
Projects completed in prior years	12,108,860
Current year completed projects:	
HFC Hot Water Capacity	328,168
ML Boiler Repl & System Mats	597,075
HFC Womens Hot Tub Repair	223,762
OEB Exhaust Fan Rplcmnts	55,000
LA-Roofing and Intake Rprs	13,787
OE Underground Exhaust	68,200
Total of FY20 completed projects < \$50,000 each	85,721
Total Completed	13,480,574

Projects in Process or scheduled to begin:

	Allocated Budget
EC Boiler Control & Valve Repl	75,000
EC RPLC Campus Cooling Twr	1,340,000
HFC 10 Yr Chiller Test	110,000
HFC Locker Room Renovation	625,000
HFC Flooring Replacement	96,000
LA RPLC Chemistry Hood	850,000
LA-2nd FL Tile Corridor	410,000
ML Gun Range AHU Repl	1,522,700
ML Renovation	500,500
EC Chiller Maintenance Overhaul	180,000
Total of other projects < \$50,000 each	113,665
Total in Process	5,822,865

* Scheduled; no financial activity as of report date

Projects anticipated to begin in FY 20

	Expected Budget
Campus-Upgrade Fire Alarm Panels	85,000
HFC-The lap pool and therapy pool floor and walls need to be replaced with	200,000
Total of other projects < \$50,000 each	90,000
Total Pending	375,000



**WCC Active Portfolio
Portfolio Management
Portfolio Summary
January 31, 2020**

Washtenaw Community College
4800 East Huron River Drive
Ann Arbor, MI 48105
(734)973-3300

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.	YTM/C 365 Equiv.
Federal Agency Coupon Securities	6,000,000.00	6,064,600.00	5,993,411.72	22.68%	2,705	1345	2.423	2.457
Miscellaneous Coupon Securities	5,000,000.00	5,088,630.00	5,014,041.83	18.97%	2,167	1194	2.323	2.355
Municipal Bonds	15,340,000.00	15,705,035.20	15,419,330.04	58.35%	2,362	1347	2.493	2.528
	26,340,000.00	26,858,265.20	26,426,783.59	100.00%	2,403	1,318	2.445	2.479

Investments

Total Earnings	Month Ending 1/31/2020	Fiscal Year 2019 - 2020 To Date	Month Ending 1/31/2019	Fiscal Year 2018 - 2019 To Date
Current Year	53,570.01	367,443.22	49,905.45	348,988.02
Average Monthly Balance - Long Term Invested Balance		26,341,984.88		26,051,082.26
Effective Rate of Return - Long Term Invested Balance		2.39%		2.30%

	6 Month	1 Year	5 Year	10 Year	20 Year
Treasury Yield Curve 1/31/2020	1.54%	1.45%	1.32%	1.51%	1.83%

Reporting period 1/01/2020-1/31/2020

FACILITIES DEVELOPMENT REPORT

Capital Projects Update

Morris Lawrence Renovation Project

- Design is nearly complete
- General Contractor bid process will open in early March
- General Contractor recommendation presented to Board at the April 28th BOT meeting
- June 1, 2020 General Contractor award date
- Jan – June 2021, ML building is closed and renovation work completed

Advanced Transportation Center

- Resubmittal completed to State for budget and Phase 200/300 design.
- Exterior and Interior design selected.
- Detailed design on going for building systems
- Awaiting Budget approval at the State

Deferred Maintenance Project Update

1	MLB Main Boilers Replacement Project <i>FY18 \$597,000 – Replace 2 existing failing boilers w/ 3 high efficiency boilers</i>	Complete
2	MLB Firing Range Air-Handling Units Replacement <i>FY18 \$1,550,000 – Replace existing AHU w/ new ERU</i>	Complete
3	SCB South Stair Ceramic Tile Replacement <i>FY18 \$40,000 – Replace ceramic tile on stairway leading to 2nd floor</i>	Complete under #20 in CRM
4	Energy Center Cooling Tower Replacement <i>FY19 \$1,340,000 – Replace campus cooling tower, associated piping and electrical</i>	Construction ongoing
5	Parking Lot 6 Replacement <i>FY19 \$900,000 – Repave with subbase stabilization, asphalt and curb repairs</i>	Project deferred to FY21
6	FEB Lighting Replacement <i>FY19 \$75,000 – Replace non-LED overhead lighting w/ LED fixtures</i>	Project deferred to FY21
7	Great Lakes Building Handicap Ramp Replacement <i>FY19 \$100,000 – Replace damaged and non-compliant concrete ramp</i>	Complete
8	HFC Domestic Hot Water System Replacement <i>FY19 \$375,000 – Replace hot water tanks w/ new gas fired hot water tanks</i>	Complete
9	HFC Family Locker Room Shower Stalls <i>FY19 \$30,000 – Replace shower stall inserts w/ tile</i>	Complete
10	HFC Chiller 10 Year Maintenance Package <i>FY19 \$110,000 – Perform periodic recommended tear down and maintenance</i>	Awaiting Start-up
11	LA Chemistry Hood Repairs <i>FY19 \$840,000 – Complete repairs on existing lab hoods</i>	Complete
12	LA Corridor Tile Floor Replacement 2 nd Floor + Bridge <i>FY19 \$410,000 – Replace quarry tile flooring w/ resilient flooring</i>	Complete

13	LA Water Softener Replacement <i>FY19 \$45,000 – Replace existing softener</i>	Complete
14	LA Roofing Repairs <i>FY19 \$60,000 – Complete repairs to the roof/parapet wall interface</i>	Complete
15	OEB Isolation Valve Replacement <i>FY19 \$20,000 – Relocate valve and strainer to accessible location</i>	Complete
16	Campus Wide Fall Protection Upgrades <i>FY19 \$30,000 – Install new OSHA compliant upgrades for roof fall protection</i>	Deferred FY21
17	HFC Defender Tank Replacement <i>FY19 \$90,000 – Replace failing components.</i>	Complete
18	HFC Repair Women’s Hot Tub <i>FY19 \$300,000 – Investigate and repair leaks in system.</i>	Complete
19	HFC Pool Chemical Systems Upgrades <i>FY19 \$97,000 – Replace failing components and install redundant systems</i>	Complete
20	OEB Underground Exhaust Replacement <i>FY20 \$65,000 – Replace failing underground exhaust duct components.</i>	Complete
21	EC Water Softener Replacement <i>FY20 \$15,000 – Replace failing water softener.</i>	Complete
22	FEB Hot Water Heater Replacement <i>FY20 \$16,000 – Replace failing hot water tanks.</i>	Complete
23	GM Water Softener Replacement <i>FY20 \$25,000 – Replace failing water softener.</i>	Complete
24	SRB Dock 1 and 2 Loading Dock Replacement <i>FY20 \$70,000 – Replace failing dock levelers.</i>	Complete
25	Upgrade GM & LA Fire Alarm Panels <i>FY20 \$85,000 – Upgrade existing FA alarm panels to current standard.</i>	Design in progress.
26	EC Summer Boilers Upgrades <i>FY20 \$75,000 – Retro commission and replace selective components.</i>	Design in progress.
27	EC Chiller 10 Year Maintenance Package <i>FY20 \$180,000 – Perform periodic recommended tear down and maintenance</i>	Ongoing
28	HFC Pool Surface Refinishing <i>FY20 \$200,000 – Resurface lap and therapy pool surfaces.</i>	Award in process
29	HFC Locker Room Renovation <i>FY20 \$625,000 – Renovate finishes in Men’s & Women’s locker rooms.</i>	Rebid reduced scope
30	HFC Flooring Replacements <i>FY20 \$96,000 – Replace flooring surfaces in multiple areas.</i>	Deferred
31	HFC Men’s Hot Tub Renovation <i>FY20 \$163,000 – Repair performance issues and upgrade finishes</i>	Award in process
32	Campus Wide Concrete Repairs and Replacement <i>FY20 \$80,000 – Replace failing concrete sidewalks and catch basins.</i>	Complete

Campus Repair & Maintenance Projects Update

1	SEMCOG Non-Motorized Pathway <i>FY18 \$80,000 – WCC cost to support new grant funded pathway along HRD</i>	Start date 3/23/20
2	Exterior Messaging Signage <i>FY18 \$75,000 – Install messaging sign near the ML building along HRD</i>	Township Permitting
3	OE163 Replace epoxy flooring. <i>FY19 \$125,000 – Replace existing floor surface in main auto lab</i>	Complete

4	Replace Welding Lab Overhead Lighting <i>FY19 \$30,000 – Improved overhead lighting with new LED fixtures</i>	Complete
5	OEB Update Staff Restrooms <i>FY19 \$30,000 – Update existing staff restrooms</i>	Complete
6	Install motorized loading dock plate <i>FY19 \$20,000 – Install motorized loading dock for SC dock space</i>	Construction in progress. Additional engineering required.
7	WTMC Hoop House Upgrades <i>FY19 \$0(WTMC Funded) – Upgrades to the outside greenhouse and classroom</i>	Complete
8	SC Install 100A Electrical Service for Cappuccino Machine <i>FY19 \$8,000 – Install new 100A service in Garrett's.</i>	Complete
9	ML Aesthetics Upgrade Project <i>FY19 \$225,000 – Replace wall, floor and ceiling finishes in select locations.</i>	Cancelled
10	SC Aesthetics Upgrade Project <i>FY19 \$253,000 – Replace wall, floor and ceiling finishes in select locations.</i>	Complete
11	OEB Nederman Arm Installation <i>FY20 \$19,000 – install new ventilation arms in welding lab.</i>	Complete
12	OEB 129 Renovation <i>FY20 \$26,000 – Replace furniture, wall, floor and ceiling finishes.</i>	Complete
13	SC Reinforce Exterior Loading Dock <i>FY20 \$100,000 – Reinforce suspended concrete slab at loading dock</i>	Design in progress.
14	Health Sciences TI201 Surgical Tech Expansion <i>FY20 \$170,000 – Complete renovation of new surgical tech lab and classroom.</i>	Construction in progress
15	Health Sciences TI211 Group Study Renovation <i>FY20 \$40,000 – Complete renovation of new group study room.</i>	Construction in progress
16	Health Sciences PTA Expansion into TI106 <i>FY20 \$84,000 – Expand PTA program into TI106 and renovate space</i>	Design in progress.
17	Health Sciences TI116 & 118 Room Combination <i>FY20 \$211,000 – Combine rooms into larger multi function classroom.</i>	Design in progress.
18	Health Sciences TI235 Office & Conference Room Reno <i>FY20 \$55,000 – Complete renovation of new office and conference room.</i>	Design in progress.
19	Expand HFC Laundry Facilities <i>FY20 \$61,000 – Complete expansion renovation to accommodate additional services.</i>	Rebid revised scope
20	Construct Observation Dock in Pond <i>FY20 \$35,000 – Complete renovation of new surgical tech lab and classroom.</i>	Permitting in progress
21	Relocate The Voice to SC109 <i>FY20 \$56,000 – Complete renovation of new Voice office suite.</i>	Construction in progress
22	TI226 Office Buildout <i>FY20 \$70,000 – Convert existing classroom into new office space.</i>	Complete

Construction Contracts issued in the past 60 days exceeding \$20,000

1. ComSource Inc, annual lease agreement, two way radio system \$42,600
2. Johnson Controls, Campus wide fire extinguisher Repairs \$28,301

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject	Date
Health & Fitness Center Men's Hot Tub Renovation Project	February 25, 2020

Background

This project replaces the hot tub located within the Men's locker room in the Health and Fitness Center (HFC). There is a hot tub in each of the locker rooms and a coed tub located on the pool deck. The three hot tubs are a highly regarded feature of the HFC and popular with center patrons. Originally constructed 12 years ago, the men's hot tub has been experiencing significant performance issues over the past year and requires immediate repair.

Similar to the women's hot tub problems that were resolved in FY 2019, the men's hot tub experiences constant flow and jet pressure issues. The most feasible method to remedy these issues is to rebuild the hot tub. Under this project, concrete portions of the hot tub will be removed, water lines that are collapsed will be replaced and the remaining water lines will be pressurized to confirm their integrity before the tub is rebuilt. Funds exist within the Deferred Maintenance Fund to execute this project.

RECOMMENDATION

It is the recommendation that the Board of Trustees approve a construction contract with Barruzzini Contracting LLC in the amount of \$163,000.

IF MOVED TO ACTION, A ROLL CALL VOTE WILL BE TAKEN

Prepared by: William Johnson
Title: Executive Vice President of Finance
and CFO

Recommended by: Rose B. Bellanca Ed. D.
Rose B. Bellanca, President

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Revision to 2020 Schedule of Monthly Board Meetings

Date
February 25, 2020

RECOMMENDATION

That the Board of Trustees hold their annual Spring Retreat on March 31, 2020 from 3:00pm – 5:00 pm. The Spring Retreat will be held in Room 150 of the Morris Lawrence Building.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Larry Barkoff
Title: General Counsel

Recommended by: Rose B. Bellanca Ed.D.
Rose B. Bellanca, President
