

**PHONE MEETING OF THE BUSINESS AFFAIRS COMMITTEE  
OF THE BOARD OF TRUSTEES  
Community College of Philadelphia  
Wednesday, April 18, 2018 – 10:00 A.M.  
DIAL-IN NUMBER: 1-888-675-6779; PARTICIPANT PASSCODE: 2050590#**

Present: Ms. Suzanne Biemiller, presiding; Mr. Matthew Bergheiser, Mr. Steve Herzog, Mr. Michael Soileau, Dr. Donald Generals, Mr. Jacob Eapen, Mr. Gim Lim, Mr. James P. Spiewak and Victoria Zellers, Esq.

**AGENDA – EXECUTIVE SESSION**

**PUBLIC SESSSION**

**(1) 2017-18 Budget Status Report (Information Item):**

Mr. Eapen and Mr. Spiewak provided an overview of the College's budget status for fiscal year 2017-18. The implications of the key factors currently impacting on the budget were discussed. Mr. Spiewak noted that, through the Spring semester, total student credit hours were 2.1% below budget. This factor, along with lower-than-budgeted noncredit revenues, had the effect of lowering student revenues by approximately \$2 million from budget. Overall, total revenues are projected to be \$1.5 million lower than budget. On the expense side, total expenses are projected to be \$2.3 million lower than budget. Salaries are projected to be \$.5 million lower than budget. Savings were generated by not filling a number of vacant non-instructional positions resulting in approximately \$.7 million more of lapse funds. Additionally, because less sections were offered than budgeted, \$.2 million less was spent on part-time faculty. These savings were offset by an increase of \$.4 million in projected spending for the early retirement incentive program. The savings related to the administrative salaries is \$.5m. Fringe benefit costs are projected to be more than \$.9 million below budget, primarily due to lower-than-budgeted stop loss premiums on the self-funded medical plan and lower-than-budgeted medical and prescription drug claims. Mr. Spiewak also noted that based upon a review of all departments' budgets, he expects savings of approximately \$.9 million with the majority of these savings coming from not spending out contingency funds and not spending additional marketing funds that were included in the FY 17-18 budget.

In response to Mr. Soileau's question, Mr. Eapen noted that staff are 80% confident in the projections. He stated that based upon these projections, revenues are expected to exceed expenses by approximately \$.25 million.

**(2) Foundation Footers for Public Art Project (Action Item):**

Discussion: Mr. Eapen briefly described the history of the Public Art Project and the need for the foundation footers. He stated that the Public Art Project is in accordance with the agreement between Community College of Philadelphia and Koryn Rolstad Studios. The "Percent for Art Program" complies with Executive Order No. 08-14 and the City of Philadelphia's Percent of Art Ordinance. The Philadelphia Redevelopment Authority spearheads the Percent for Arts Program, providing oversight to public art projects. Bannerworks, Incorporated DBA (Doing Business As) Koryn Rolstad Studios designed, and

will fabricate, transport and install the artwork. The artwork will be permanently located at Pavilion Plaza along 17<sup>th</sup> Street, between Spring Garden Street and Callowhill Street.

Mr. Eapen reported that the College received two bids for the Public Art Project:

Constructionomics	\$122,217.00 (lowest bidder)
Rockport	\$196,800.00

In preparation for the artwork, footings for the artwork and lighting will be installed. All site preparations for the Public Art Project will be performed by Constructionomics, LLC., the lowest bidder for the project. The cost of the foundation footers for the Public Art Project was estimated at \$122,217. In response to trustee questions, Mr. Spiewak stated that the City's "Percent for Art Program" requires 1% of new construction costs being spent of public art. This project satisfies the requirement for both the Pavilion Building on the main campus and the additional building at the Northeast Regional Center. Mr. Eapen answered that the cost of the artwork itself is \$295,000 bringing the total cost of the project to \$417,000.

Action: Mr. Herzog moved and Mr. Soileau seconded the motion that the Committee recommend to the full Board approval to contract with Constructionomics, LLC, to perform the work for the foundation footers for the Public Art Project at an estimated cost of \$122,217. The motion passed unanimously.

### **(3) Next Meeting Date**

The next meeting of the Committee is scheduled for **Wednesday, May 16, 2018 at 10:00 A.M.** in the Isadore A. Shrager Boardroom, M2-1.