

**AMARILLO COLLEGE BOARD OF REGENTS
MINUTES OF REGULAR BOARD MEETING
November 26, 2013**

REGENTS PRESENT: Mr. Don L. Nicholson, Chair; Dr. Paul L. Proffer, Vice Chair; Ms. Mary Jane Nelson, Secretary; Mr. Carroll M. Forrester; Ms. Michele Fortunato; Mr. Johnny E. Mize; and Dr. David C. Woodburn

REGENTS ABSENT: Mr. John D. Hicks and Dr. Gene Norman

OTHERS PRESENT: Mr. Robert Austin, Vice President of Student Affairs; Dr. Russell Lowery-Hart, Vice President of Academic Affairs; Dr. Paul Matney, President; and Ms. Danita McAnally, Chief of Planning and Advancement

**Mrs. Jennifer Ashcraft – Grant Compliance Officer, Grant Development & Compliance
Mr. Fred Baldivia – Coordinator of Information Technology Services
Mr. Jay Brim III – Attorney, Austin, TX
Mrs. Teresa Clemons – Assistant Chief of Advancement, Grants Development
Mr. Bruce Cotgreave – Director, Physical Plant
Mr. Matthew Craig – Associate Professor, Biology
Mrs. Sharon Doggett – Associate VP of Finance & Administrative Services
Mr. Jeff Gibson – Director of Technology Services
Ms. Lani Hall – representing Connor, McMillon, Mitchell & Shennum, PLLC
Mr. Terry Kleffman – Assistant Chief Information Officer
Ms. Patsy Lemaster – Associate VP, Teaching and Learning
Mr. Efrain Medrano – Field Support Technician II, User Support
Mrs. Lori Merriman – Executive Secretary, President’s Office
Mr. Jack Moffett – Field Support Technician II, User Support
Mr. Jerry Moller – Dean of Arts and Sciences
Mr. Bruce Moseley – representing Faculty Senate
Mrs. Susan Regan – Data Management Assistant, Career/Employment Services
Mrs. Brenda Sadler – Exec. Asst., Pres’s Off. and Asst. Secy. to the Board of Regents
Mrs. Vickie Shelton – Director, Purchasing
Mr. Britt Sosebee – Grant Accounting Manager, Business Office
Mr. Lynn Thornton – Director, Administrative Services/Human Resources
Mr. Mario Villarreal – President of Student Government Association
Mrs. Heather Voran – Instructor and Academic Specialist of Teaching and Learning
Dr. Kathy Wetzel – Department Chair/Professor, Mathematics & Engineering
Mr. Mark White – Legal Counsel, Sprouse Shrader Smith Law Firm
Mr. Joseph Wyatt – Communications Coordinator, College Relations
Mr. David Ziegler – Assistant Director, Physical Plant**

The meeting was called to order by Mr. Nicholson, Chairman. He welcomed all present and asked if there were any public comments. Dr. Woodburn gave the invocation.

MINUTES APPROVED:

Ms. Fortunato moved, seconded by Mr. Forrester to approve minutes of the regular meeting of October 22, 2013. The motion carried unanimously.

STUDENT GOVERNMENT ASSOCIATION REPORT:

Mario Villarreal, president of SGA, reported on the leadership retreat held in October. SGA helped sponsor a State Employee Charitable Campaign (SECC) event, a pumpkin carving contest, and helped raise \$300. Amarillo College was the regional host for the Texas Junior College Student Government Association Conference on November 8-9. SGA recently hosted an event to discuss the dangers of texting and driving. They are planning activities for the spring.

SPECIAL ACHIEVEMENT AWARD PRESENTATION:

Dr. Matney presented David Ziegler, Assistant Director of the Physical Plant, with a special achievement award. Mr. Ziegler has worked diligently on bond and special projects. He assisted in setting up the Panhandle Sports Hall of Fame event held at Amarillo College.

INDEPENDENT AUDIT REPORT FOR 2012-2013 APPROVED:

Ms. Lani Hall, CPA, with Connor, McMillon, Mitchell & Shennum, PLLC was at the Board meeting to present the regular audit report for the fiscal year ending August 31, 2013. Amarillo College total liabilities and net position totaled \$193,106,807 for 2013. Copies of the audit were provided to the Board of Regents.

Ms. Hall recently met with Dr. Matney and Mr. Berg regarding the single audit findings; there were six dealing with grants. Auditors requested corrective action plans be written for each find.

- 1) Five students that graduated during the year were not reported to the National Student Clearinghouse within the 30 days required and two students were missed and not reported at all. Corrective Action Plan: An updated process will ensure an accurate report to the clearinghouse of the graduates will happen the next business day and an additional three times throughout the current term following the initial end-of-term graduate term.
- 2) Payroll expenditures were charged to the grant subsequent to the end of the grant's period of availability. Corrective Action Plan: Grant accounting and grant compliance have instituted a three-step process to ensure that all costs for a grant is appropriate for the grant.
- 3) Management override of controls for the Adult Basic Education Innovation Grant and other related state grants. Corrective Action Plan: A shift to a centralized approach to grant management which balances the College's content expertise and grant management authority. The new grant management structure will create a team of management and compliance professionals who fully understand the necessity for documentation required on federal and state grants.
- 4) Little or no documentation on the student incentive expenses. Corrective Action Plan: The College has implemented a corrective action plan which ensures a heightened level of grant compliance while also maintaining vital project direction from content experts.
- 5) No documentation is being maintained on student eligibility. Corrective Action Plan: Each grant will have adequate management and support to ensure that all participant records are developed and maintained in a manner that program eligibility will be adequately documented. And,
- 6) The Year One final program report was filed four days late and the Year Two interim report was also submitted late. Corrective Action Plan: Under the new centralized grant management structure each grant will have adequate management and support to ensure that all grant reporting requirements are submitted on time.

Ms. Hall and Matney communicated all of the single audit findings and corrective action plans to be put into place. A draft of the AC Centralized Grant Management organizational chart was

INDEPENDENT AUDIT REPORT FOR 2012-2013 APPROVED Continued:

distributed and discussed. The correction plan for Audit Findings 3, 4, 5, and 6 is attached to the minutes at pages 68 through 71. The corrective plan will allow us better management of all grants, currently 31, to ensure we are in compliance with federal, state, and private funders.

Mr. Forrester moved, seconded by Ms. Nelson to approve the audit report. The motion carried unanimously.

EDUCATION REPORT – ONLINE LEARNING:

Mrs. Patsy Lemaster, associate vice president of teaching and learning, and Mrs. Heather Voran, Instructor and academic specialist of teaching and learning, presented the online learning report. From 2010 spring to 2013 fall student enrollments increased by 1,180 students in hybrid classes. Hybrid courses offered have increased by 72 sections. Online enrollments increased by 949 students, but the number of traditional courses decreased by 124 sections. The number of student enrollments in online courses increased by 289 students; 50% of AC students are engaged in online learning. Thirteen programs are 100% online; 24 programs are 80% online. As students get more comfortable with online courses the more online courses will become available. Students enjoy instructor accessibility through email and the Blackboard program. There are detailed instructions for assignments for technology use. There is easy functional course navigation. Students in online courses learn student engagement strategies and active learning techniques. Students use social networking to interact with their instructors, i.e., email, discussion, chat, etc. Interaction between students and faculty and students with other students is practiced. There is timely feedback, external support services and supplemental resources. The next steps for online learning will include vision for online student success, comparative data review of online/hybrid/traditional courses, will conduct an internal/external needs analysis, form student focus groups, seek faculty and administrative input, conduct an infrastructure assessment, and include in institutional strategic planning.

2012-2013 ANNUAL GRANTS REPORT:

Mrs. Teresa Clemons, Assistant Chief of Advancement, Grants Development, presented the 2012-2013 Annual Grants Report which is attached at pages 72 through 75. During FY 2013, Amarillo College received \$6 million; an additional \$1.7 million in cash equivalent support was also received. Sixteen grants were awarded (7 state, 1 federal, and 8 local/private); two of the seven state awards were Merit Awards; two private grants were declined.

SALE OF COUNTY PROPERTY OBTAINED THROUGH SHERIFF'S SALE ACCEPTED:

Properties foreclosed for taxes and sold at a "Sheriff's Sale" must sell for a minimum bid which is the lower of the adjusted value or the taxes due plus costs of the sale. In some cases this puts the price above what people will pay at a "Sheriff's Sale." Those properties which do not sell are then held in trust by the county/school tax office. The law provides that they can be offered for sale by sealed bids or auction without a minimum bid at a later date. A listing of those properties and additional information is attached at pages 76 through 79. Board approval is required because the properties are held in trust by Potter County.

SALE OF COUNTY PROPERTY OBTAINED THROUGH SHERIFF'S SALE ACCEPTED Continued:

The Potter Tax Assessor/Collector recommends acceptance of these bids as this puts the property back in production and on the tax rolls. The motion should authorize the Chairman of the Board of Regents to execute the Tax Deeds transferring these properties to the successful bidders.

Dr. Proffer moved, seconded by Dr. Woodburn to accept and authorize the chair of the Board of Regents to execute the Tax Deeds. The motion carried unanimously.

ORDER OF ANNEXATION APPROVED:

Attached at pages 80 through 97 are Orders for Annexation of Territory to Amarillo Junior College District; maps and exhibits showing the area are also included. The City of Amarillo has annexed tracts of land lying adjacent to and adjoining the City of Amarillo, Texas. It was recommended that these territories be annexed to the Amarillo Junior College District.

Dr. Woodburn moved, seconded by Dr. Proffer to approve the aforementioned territory annexation. The motion carried unanimously.

INTERLOCAL AGREEMENT WITH TEXAS INTERLOCAL PURCHASING SYSTEM (TIPS/TAPS) APPROVED:

Pursuant to Chapter 791 of the Texas Government Code, Amarillo College desires to enter into an Interlocal Agreement with TIPS/TAPS. Region VIII Education Service Center and The Interlocal Purchasing System (TIPS/TAPS) Program have entered into an agreement to provide cooperative purchasing opportunities to public agencies. Attached at pages 98 through 101 is a Resolution authorizing the Board Chair to execute the Interlocal Agreement, and a copy of the Interlocal Agreement to be executed.

It was recommended the Board approve the attached Resolution and Interlocal Agreement allowing Amarillo College to contract with TIPS/TAPS. This Interlocal Agreement will allow us to participate in purchasing goods and services competitively awarded by the network.

Ms. Fortunato moved, seconded by Dr. Woodburn to approve the Resolution and Interlocal Agreement allowing Amarillo College to contract with TIPS/TAPS. The motion carried unanimously.

APPRAISAL DISTRICT DIRECTORS VOTING ADOPTED:

Attached at pages 102 through 105 is a resolution and a ballot casting votes for the members of the Board of Directors of Randall County Appraisal District and a resolution and a ballot casting votes for the members of the Board of Directors of Potter County Appraisal District.

AGREEMENT BETWEEN AMARILLO COLLEGE AND AMARILLO AREA ADULT LITERACY COUNCIL APPROVED:

The retirement of the Amarillo Area Adult Literacy Council director, Elaine Basham, has given Amarillo College and the AAALC the opportunity to improve and revise the partnership agreement. AC will no longer be the fiscal agent for AAALC. AAALC will vacate the house on Van Buren in which they have officed for space on the third floor of the Lynn Library. A copy of the agreement between Amarillo College and Amarillo Area Adult Literacy Council is attached at pages 106 through 109.

Dr. Woodburn moved, seconded by Mr. Mize to approve the agreement between Amarillo College and Amarillo Area Adult Literacy Council. The motion carried unanimously.

CONSENT AGENDA APPROVED:**A. APPOINTMENTS:****Administrators****Castro, Melanie D. – Director of Institutional Research**

Effective Date: September 01, 2013

Salary: \$55,000.00 per year for 12 months full-time

Qualifications: B.A.S., Wayland Baptist University, Amarillo, Texas

Experience: 10 years related work

Replacement for: Kara Larkan-Skinner

Note: Promotion

Bio: Melanie Castro worked as a Research Analyst prior to her promotion to Director of Institutional Research in the same department. Ms. Castro joined Amarillo College last November after spending ten years as an analyst with Xcel Energy. Ms. Castro has a Bachelor of Applied Science from Wayland Baptist University.

Modersitzki, Charlotte – Coordinator of Personal Enrichment

Effective Date: October 21, 2013

Salary: \$52,502.56 per year for 12 months full-time

Qualifications: M.S., Idaho State University, Pocatello, Idaho

B.S., Idaho State University, Pocatello, Idaho

A.A.S., Rick's College, Rexburg, Idaho

Experience: 12 years related work

Note: New position approved in the 2013-2014 budget.

Bio: Charlotte Modersitzki joined Amarillo College in September 2005 as Gymnastics Program Supervisor. Prior to becoming supervisor Ms. Modersitzki had spent 5 years as a gymnastics instructor for Amarillo College. Ms. Modersitzki has an Associate of Arts and Science from Rick's College in Rexburg, Idaho, and a Bachelor and Masters of Science in Physical Education and Recreation from Idaho State University in Pocatello, Idaho.

APPOINTMENTS Continued:

FacultyLester-Chisum, Amanda June – Instructor, Dental Hygiene

Effective Dates: September 12, 2013 through August 31, 2014

Salary: \$50,644.00 per year for 10 months full-time temporary

Qualifications: M.S., Wayland Baptist University, Amarillo, Texas
B.S., Wayland Baptist University, Amarillo, Texas
A.A.S., Niagara College, Welland, Ontario, Canada

Experience: 10 years related work

Note: Job reclassification

Bio: Amanda Lester-Chisum has worked as a part-time Clinical Instructor and a part-time Clinic Coordinator in the Amarillo College Dental program since August 2010. She has also worked as a dental hygienist for two Amarillo dentists since September 2000. Ms. Lester-Chisum earned an Associate's in Dental Hygiene from Niagara College in Canada, and Bachelor and Masters of Science in Higher Education Administration from Wayland Baptist University.

Webb, Walter C. – Instructor, Electronics Systems Technology

Effective Date: August 17, 2013

Salary: \$45,662.00 per year for 10 months full-time

Qualifications: A.A.S., Amarillo College, Amarillo, Texas
A.S., Amarillo College, Amarillo, Texas

Experience: 5 years related work

Replacement for: Doug Pickle

Note: Promotion

Bio: Walter Webb has worked as a Solar Lab Tech and part-time faculty member in the technical program on East Campus since August 2011. Mr. Webb earned an Associate's in Applied Science at Amarillo College and anticipates finishing his Bachelor of Business Administration in Computer Information Systems at West Texas A& M University in May 2014.

B. BIDS AND PROPOSALS:

- Communications and Technology Infrastructure Purchases for Renovation of College Union Building, Dutton Hall, and Moore County Campus Student Activity Center

New communications and technology equipment is required to equip the planned remodels of the Washington Street Campus College Union Building and Dutton Hall, and the Moore County Campus Student Activity Center as identified below.

College Union Building technology requirements for network switches, computers, telephones, audiovisual equipment, and other miscellaneous components have been identified to not exceed \$110,000. Funds available are provided by the 2007 Bond Project.

BIDS AND PROPOSALS Continued:

Dutton Hall technology requirements for network switches, computers, telephones, audiovisual equipment, and other miscellaneous components have been identified to not exceed \$275,000. Funds available are provided by the 2007 Bond Project.

Moore County Campus Student Activity Center technology requirements for network switches, computers, telephones, audiovisual equipment, and other miscellaneous components have been identified to not exceed \$55,000. Funds available are provided by the Moore County Campus A&I Funding.

Administration recommends using the recently awarded contract to Lubbock Audio Visual, Inc (L.A.V. Amarillo), dated September 1, 2013, and approved by the Board on August 27, 2013. General Datatech LP (GDT) acquisitions are available through The Cooperative Purchasing Network (TCPN) and State/DIR purchasing cooperatives approved by Board resolution in 1993. The Dell computers are available through the State of Texas Department of Information Technologies (DIR) contract with Dell.

This request directly applies to Goal 4: Ensure the College's Future, and more specifically, strategy 4.1: Connect planning and budgeting, and strategy 4.6: Commit the College to technology which attracts and retains students and enables effective and efficient College operations, from the Amarillo College Strategic Plan through 2015.

Ms. Fortunato moved, seconded by Dr. Proffer to approve the Consent Agenda. The motion carried unanimously.

FINAL PAYMENT – MATH OUTREACH CENTER DEVELOPMENT AT DURRETT HALL, WASHINGTON STREET CAMPUS APPROVED:

Approval for final payment in the amount of \$3,000.21 for the project listed above was requested. Construction Manager-at-Risk, Page & Associates, Inc. provided a Guaranteed Maximum Price of \$512,102.00. The final cost for the project is \$424,401.21. A contingency in the amount of \$37,259.00 has been credited back to Amarillo College, along with a savings of \$50,441.79.

Mr. Forrester moved, seconded by Ms. Nelson to approve final payment for the Math Outreach Center development at Durrett Hall. The motion carried unanimously.

REQUEST FOR CHANGE ORDER – 2007 BOND PROJECT, UPGRADES TO MUSIC BUILDING APPROVED:

A Change Order in the amount of \$68,278.00 is requested. This work will include adding HVAC to the Data Room in the Music Building in the amount of \$15,507.00. This request will also include new landscaping and irrigation on the North and East sides of the Amarillo Museum of Art in the amount of \$52,771.00.

Funds are available in the 2007 Bond Budget.

Ms. Fortunato moved, seconded by Ms. Nelson to approve the request for change order for upgrades to the Music Building. The motion carried unanimously.

FINANCIAL REPORT ACCEPTED:

The financial statements as of October 31, 2013 are attached at pages 110 through 119.

Revenue

We have received 25% of revenue budgeted or \$14.6 million.

Expenditures

Institutional support has decreased by \$1.8 million. We received the check from the insurance company to cover the hail damage.

Auxiliary Enterprises

Bookstores' profit is \$12,835. Rental properties' net profit is \$246,667.

Restricted Funds

Federal grants and contracts have decreased \$160,801; state grants and contracts have decreased \$302,245; local grants and contracts have increased \$213,481; and KACV grants and contracts have increased \$43,965. Resident instruction has decreased \$127,750.

Cash and Investments

\$45.5 million total minus \$5.6 million (bond) = \$39.9 million – October 2013; \$54.2 million total minus \$16.9 million (bond) = \$37.3 million – October 2012; \$45.2 million total minus \$9.5 million (bond) = \$35.7 million – October 2011.

Alterations & Improvements

\$235,089 has been spent out of total A&I/Land Improvements without branches. \$143,000 has been spent out of the Moore County Campus projected cost of \$815,000; and \$422,000 has been spent for the new Hereford Campus completion.

Tax Schedule

\$458,018 has been collected out of \$20,556,126 budgeted.

Bond Expenditures

There has been \$4.3 million spent on Moore County Campus out of \$4.7 million budgeted.

Ms. Nelson moved, seconded by Mr. Forrester to accept the October 2013 financial reports. The motion carried unanimously.

PRESIDENT'S REPORT:

There were 148 Amarillo High School 2012 graduates who enrolled at Amarillo College. The number one feeder school, Caprock, had 186 who attended AC; Palo Duro had 132; and Tascosa had 125. Fifty-nine percent of 2012 Amarillo metro graduates enrolled at Amarillo College.

Amarillo College was awarded the higher education giver award in the community. AC increased by 6% givers with 44 new givers. There were 178 employees who gave \$52,000 to United Way. AC loaned executive, Pam Madden, was named Loaned Executive of the Year.

PRESIDENT'S REPORT Continued:

Four watercolors were bequeathed to Amarillo College by the estate of Ed Jaquet. Jaquet, a 1951 AC graduate, bequeathed his paintings to the college in honor of his faculty mentor, Dr. Clarke Garnsey, who was the head of the Amarillo College Art Department.

Amarillo College was awarded a Downtown Amarillo, Inc. Spearhead Award for Urban Design for the Downtown Campus parking lot design.

Dr. Matney recently testified at the State Board of Education Conference regarding House Bill 5 and its impact on high schools and community colleges.

Dr. Matney, along with regents Nicholson and Mize, attended the Higher Education Leadership Conference, Nov. 21-22, in Austin. Mr. Nicholson served on a panel while in attendance.

The Energy Cost Savings Subcommittee of regents Forrester, Hicks, Mize, and Woodburn will meet with representatives from Cynergistic and then discuss privately any other options on December 4.

REGENTS' REPORTS, COMMITTEES, AND COMMENTS REGARDING AC AFFILIATES:

Panhandle PBS will host their winter pledge drive the first week of December.

Ms. Fortunato distributed a 2013-2014 season calendar of events for the Amarillo Museum of Art.

CONSULTATION WITH AMARILLO COLLEGE ATTORNEY REGARDING A PERSONNEL MATTER:

At 8:50 p.m., Mr. Nicholson announced there would be a closed meeting to afford an opportunity for the Board to consult with attorney, Mark White, regarding a personnel matter, in accordance with Texas Government Code Section 551.074.

At 9:59 p.m., Mr. Nicholson called the Amarillo College Board of Regents meeting back into open session. Ms. Fortunato moved to uphold determination made by Dr. Matney regarding a grievance filed by Matt Craig, Associate Professor, Biology, against Dr. Kathy Wetzel, Department Chair, Mathematics & Engineering. Dr. Woodburn seconded the motion. The motion carried unanimously.

ADJOURNMENT:

There being no further business, the meeting was adjourned.

Mary Jane Nelson, Secretary

Amarillo College
Schedule of Findings and Questioned Costs
Year Ended August 31, 2013

Finding 2013-003

Views of Responsible Officials and Corrective Action Plan:

Amarillo College (AC) fully understands the seriousness of this finding and the severity of potential impact it has on the institution. Immediately upon being briefed concerning this and other audit findings, the AC President proactively initiated a corrective action plan that will ensure that all managerial controls are identified and followed, pursuant to Amarillo College policy.

The primary focus of the corrective action is a shift to a centralized approach to grant management which balances the College's content expertise and grant management authority. This approach will add additional layers of internal safeguards and controls. The main features of the new centralized structure include:

- 1) Establish a position of Senior Director of Grant Management (SDGM) with the primary purpose of daily over-sight of all AC grants to avoid any conflict of interest and ensure internal controls. All federal and state grant project directors/coordinators will be jointly supervised: 1) by the SDGM position for grant compliance, fiscal management, and required documentation; and 2) by the internal content expert(s) for grant programmatic direction. The SDGM will conduct monthly meetings (at a minimum) with the grant project directors/coordinators to offer guidance; to verify that all deliverables and reports are being accomplished in a timely manner; and that all documentation is being adequately maintained. A special emphasis will be placed on budgetary issues including preapproval of budget amendments; review of eligibility requirements and documentation; and overall budget management.
- 2) The Adult Basic Education Innovation Grant (ABEIG) along with other related state grants represent a unique structure within AC's grant management system. While most grants have an independent purpose and dedicated grant funded personnel, the ABEIG family of grants all have an interwoven purpose with very few dedicated grant funded personnel (which contributed to the issues identified in the audit findings). As an additional corrective measure, the new centralized structure will include a full time dedicated grant coordinator position that will provide grant management support for all of the ABEIG related grants. The internal content expert(s) will provide program design and delivery. The grant coordinator will take care of the day to day budget management, grant documentation, and management of grant timelines and other requirements. This grant coordinator position will report directly to the SDGM.
- 3) The SDGM will report directly to AC's Chief of Planning and Advancement, thus creating the centralized structure. Grant development and grant compliance are located in the Division of Planning and Advancement and will continue to provide critical compliance oversight. The grant management structure will continue to closely coordinate with the Grant Accounting office (see attached grant management organizational chart).

- 4) Recommendation for an AC Board of Regents policy statement to be included in the AC Board Policy Manual which identifies the aforementioned changes and mandates that the managerial controls for grant management must be followed. All grant project directors/coordinators, all internal content experts assigned to grant projects, and immediate supervisors for the grant related personnel will receive a grant management orientation and will sign an acknowledgement that they will abide by the policy statement.
- 5) This new, centralized grant management structure will provide a process in which grant compliance questions will be reviewed and resolved through a collaborative approach. When consensus for compliance issues cannot be achieved at the grant management/project content expert level, AC's Chief of Planning and Advancement will be responsible for advancing the issue to the appropriate AC senior leadership and facilitating the joint effort to resolve questions regarding grant internal controls. In every instance that a grant compliance issue reaches the senior leadership level, the President will be apprised of the issue and the final resolution.

The new grant management structure creates a team of management and compliance professionals who fully understand the necessity for (and the level of) documentation required on federal and state grants.

Specifically addressing the Recommendation cited for Finding 2013-003, the President has met with all senior leadership to impress upon them the "impropriety of management override of control." This message will also be communicated to all grant project directors/coordinators, and all internal content experts assigned to grant projects. As a follow-up, the President will recommend a Board of Regents policy statement to be included in the AC Board Policy Manual which mandates that the managerial controls for grant management must be followed. All grant project directors/coordinators, all internal content experts assigned to grant projects, and immediate supervisors for the grant related personnel will receive a grant management orientation and will sign an acknowledgement that they will abide by the policy statement.

The President's corrective action plan provides two additional layers of management and safeguards for the cited grant and the other related state grants. Moreover, with the addition of an extra layer of safeguards for all federal and state grants, the centralized approach will strengthen the overall management and compliance process.

Finding 2013-004

Views of Responsible Officials and Corrective Action Plan:

Amarillo College (AC) has implemented a corrective action plan which ensures a heightened level of grant compliance while also maintaining vital project direction from content experts. This collaborative approach will improve grant management accountability for all grants. The primary change is a shift to a centralized approach of grant management which balances the College's content expertise and grant

management authority. This approach balances the expectations of internal safeguards and controls with assurance that AC's viability and sustainability is accomplished. *Please see full description of new centralized grant management structure under the response to Finding 2013-003.*

In reference to the questioned costs cited in Finding 2013-004, AC will reimburse the funding agency (if requested) from institutional funds.

Specifically addressing the Recommendation cited for Finding 2013-004, the President has met with all senior leadership to impress upon them the "impropriety of management override of control." This message will also be communicated to all grant project directors/coordinators, and all internal content experts assigned to grant projects. As a follow-up, the President will recommend a Board of Regents policy statement to be included in the AC Board Policy Manual which mandates that the managerial controls for grant management must be followed. All grant project directors/coordinators, all internal content experts assigned to grant projects, and immediate supervisors for the grant related personnel will receive a grant management orientation and will sign an acknowledgement that they will abide by the policy statement.

In addition to the emphasis on the Board policy adherence, the new centralized approach will strengthen the overall management and compliance process. Grant accountability will be increased for all grants, and the new, centralized grant management structure provides a process in which grant compliance questions will be reviewed and resolved through a collaborative approach. When consensus for compliance issues cannot be achieved at the grant management/project content expert level, AC's Chief of Planning and Advancement will be responsible for advancing the issue to the appropriate AC senior leadership and facilitating the joint effort to resolve questions regarding grant internal controls. In every instance that a grant compliance issue reaches the senior leadership level, the President will be apprised of the issue and the final resolution.

Finding 2013-005

Views of Responsible Officials and Corrective Action Plan:

Immediately upon being briefed concerning this and other audit findings, the AC President proactively initiated a corrective action plan that will ensure that all managerial controls are identified and followed, pursuant to Amarillo College policy.

Under the new centralized grant management approach (*please see full description of new centralized grant management structure under the response to Finding 2013-003*) each grant will have adequate management and support to ensure that all participant records are developed and maintained in such a manner that program eligibility will be adequately documented.

In reference to the questioned costs cited in Finding 2013-005, AC will reimburse the funding agency (if requested) from Institutional funds.

Specifically, the ABEIG grant will have a new full time dedicated grant coordinator assigned to provide management support. The grant's internal content expert(s) will continue to play a vital role in providing program design and delivery. The grant coordinator will take care of the day to day budget management, grant documentation including participant files, and management of grant timelines. This position will report directly to the Senior Director of Grant Management.

The new grant management structure creates a team of management and compliance professionals who fully understand the necessity for (and the level of) documentation required on federal and state grants. It also allows the grant content experts to concentrate on the advances in education that are achieved through the work of the grants.

Finding 2013-006

Views of Responsible Officials and Corrective Action Plan:

Immediately upon being briefed concerning this and other audit findings, the AC President proactively initiated a corrective action plan that will ensure that all managerial controls are identified and followed, pursuant to Amarillo College policy.

Under the new centralized grant management approach (*please see full description of new centralized grant management structure under the response to Finding 2013-003*) each grant will have adequate management and support to ensure that all grant reporting requirements are fully executed and reports are submitted in a timely manner.

The new grant management structure creates a team of management and compliance professionals who fully understand the necessity for (and the level of) documentation required on federal and state grants. This structure also allows the grant content experts to concentrate on the advances in education that are achieved through the work of the grants. Specifically, the ABEIG grant reports will be completed as a collaborative effort by the new ABEIG related grants coordinator and the internal content expert(s) assigned to the grant.

Since the Senior Director of Grants Management will provide oversight for the timely submission of all grant reports, late submissions will be avoided via this corrective action plan. The only late submission of a grant report that will be permissible is one in which the grant funding agency has provided written permission of a revised submission date prior to the original due date for the report.

The new grant management structure creates a team of management and compliance professionals who fully understand the necessity for timely submission of reports required on federal and state grants.

TO: Danita McAnally, Chief of Planning and Advancement
FROM: Teresa Clemons, Assistant Chief of Advancement
DATE: November 19, 2013
SUBJECT: FY 2013 Grant Analysis and Development Activity Report

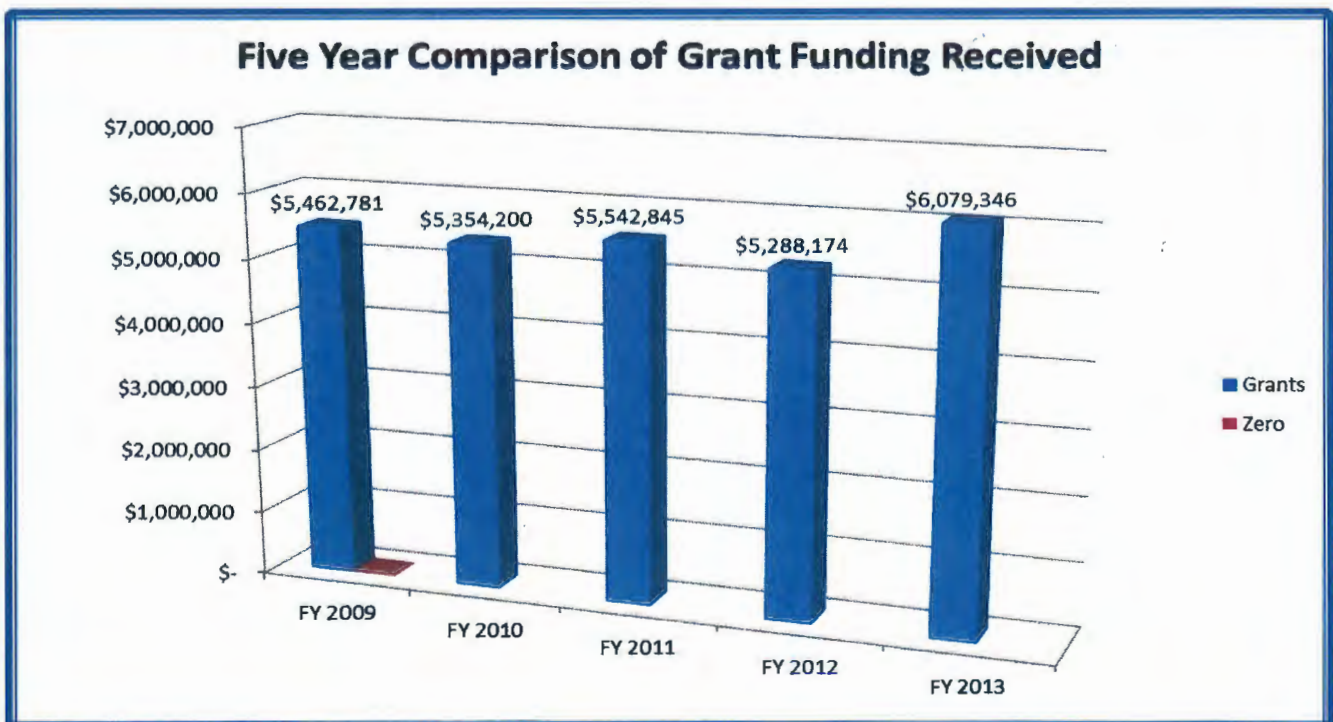


During FY 2013 (September 1, 2012 - August 31, 2013), Amarillo College received **\$6,079,346** in external grant funding representing an overall increase of 15% over FY 2012 grant funding.

- \$6,079,346 in grant funding is based on cash received by AC during FY 2013
 Note: Contract funding is not included in this amount - a separate report will be provided for External Funding from Contracts.
- An additional \$1,679,072 in cash equivalent support was received during FY 2013.

During FY 2013, the Office of Grants (along with other AC divisions, and partnering organizations/institutions) submitted four state, one federal, and ten local or private applications.

- 16 grants were awarded (7 state, 1 federal, and 8 local/private)
- 2 of the 7 state awards were Merit Awards
- 2 grants were declined (both were private)



Amarillo College Grant Analysis FY2013

Grant Detail (Cash Basis)

Funds Actually Received During FY Period Beginning Sep 1, 2012 and Ending Aug 31, 2013

Status of project as of 8/31/13	Name	Funding Source	Total Amount AC Received
GRANTS			
Closed	NSF ATE Solar	National Science Foundation	F \$190,246
Closed	PPS - Social Services	Amarillo Area Foundation / Gates	P \$50,497
Closed	PPS - Career Center	Amarillo Area Foundation / Gates	P \$113,577
Active	Career Center FFE Grant	Local Foundation	P \$50,000
Active	AEDC Grant to Support Technical Programs	Amarillo Economic Development Corporation	L \$212,959
Active	Adult Basic Education Innovation Grant (ABEIG)	THECB	S \$307,842
Active	Accelerated Development Education Phase Two	THECB	S \$33,981
Active	Perkins Basic	THECB (pass through from Federal)	F \$531,840
Active	Perkins State Leadership - Gender Equity	THECB (pass through from Federal)	F \$39,797
Active	Gear Up	US Dept. of Education	F \$728,835
Active	HEP - High School Equivalency Program	US Dept. of Education	F \$457,787
Active	3 - SSS Grants MCC; Health Sciences, STEM	US Dept. of Education	F \$688,695
Active	Title V Student Success	US Dept. of Education	F \$860,586
Active	Title III / HSI - STEM	US Dept. of Education	F \$970,238
Active	DOL - TAACCCT Grant	US Dept. of Labor	F \$329,961
Active	NSF S-STEM - Scholarships	National Science Foundation	F \$149,503
Active	No Excuses Mentoring Program	TG Grant - sub awardee through Amarillo Area Foundation	P \$51,650
Active	FYS Train the Trainer	THECB	S \$40,000
Active	Scaling and Sustaining Success (S3)	THECB	S \$135,000
Active	Regional CRSA (College Readiness)	THECB	S \$33,808
Active	AVID II Postsecondary Project	THECB	S \$102,543

Total Grants Funds Received (cash basis) \$6,079,346

NOTE: Total does not include indirect cost recovery allowed by some grants.

Total Federal	\$4,947,489	81.38%
Total State	\$653,174	10.74%
Total Local/Private	\$478,683	7.87%
	\$6,079,346	100.00%

Nursing Shortage Reduction Plan (NSRP)	THECB - Performance Based Award	S	\$1,154,830
Health Care Equipment - Nuclear Medicine	Panhandle AHEC through WTAMU	L	\$13,000
Health Care Equipment - Emergency Medical	Panhandle AHEC through WTAMU	L	\$15,242
Hereford Hinkson Campus - Technical Labs	Don and Sybil Harrington Fund through AC Foundation	P	\$315,000
Hereford Hinkson Campus - Bio/Chem Lab	Private Foundation through AC Foundation	P	\$181,000

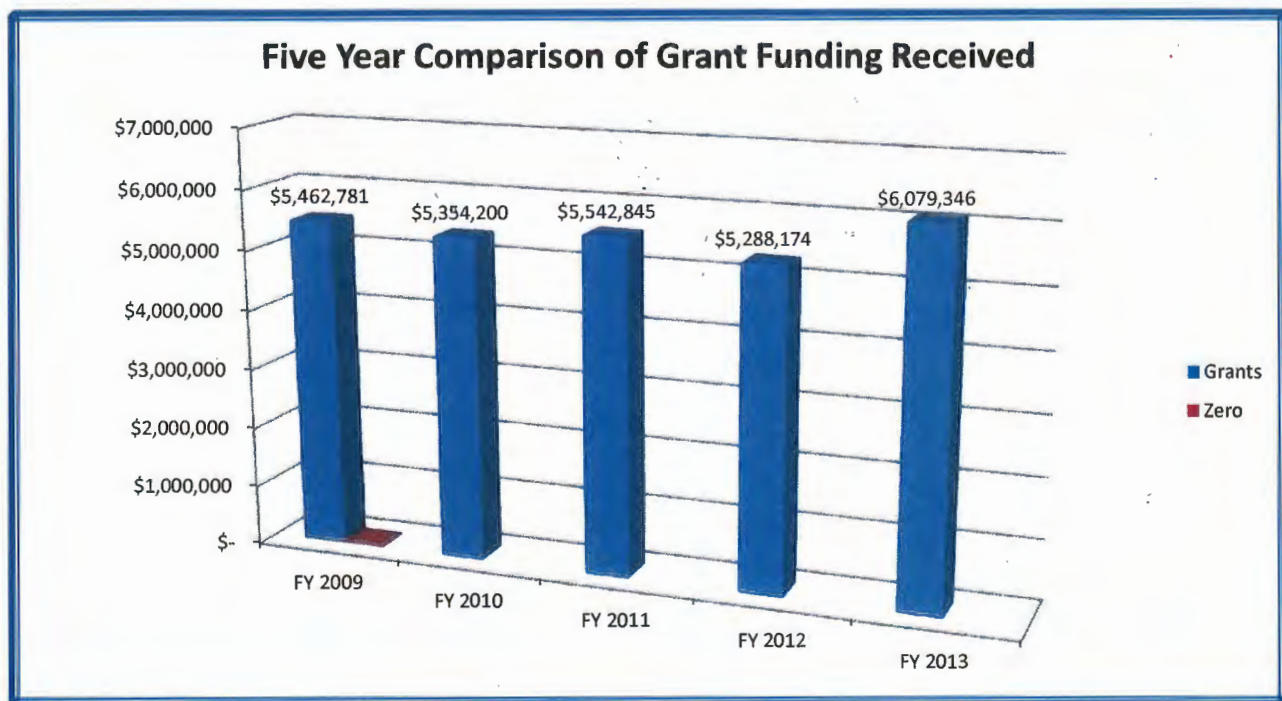
Total Grants Received (cash equivalent) \$1,679,072

Amarillo College Grant Analysis FY2013

Five Year Funding Comparison

Funds Actually Received During FY Period Beginning Sep 1 and Ending Aug 31

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Grants	\$ 5,462,781	\$ 5,354,200	\$ 5,542,845	\$ 5,288,174	\$ 6,079,346
% Change in Grant Funding		-1.99%	3.52%	-4.59%	14.96%



Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

Amarillo College Grant Development Activity FY2013

Project / AC Project Title	Grant Name	Short Name	Funding Agency	Date Submitted	\$ Requested	\$ Awarded	Notification Date	Grant Start	Grant End	Notes	Status
Industrial Maintenance & HVAC Programs	JET Equipment Grant Round 6	JET - 6	Texas Comptroller; Job Building Fund	3/21/2012	\$291,124	\$291,124	4/11/2013	6/27/2013	6/26/2014	Funding became available and the award was made.	Active
Career & Employment Center	Private Foundation	Career Center	Private Foundation	10/26/2012	\$43,512	\$50,000	12/4/2012	12/4/2012	until funds are expended	Request for equipment and furnishing	Active
Accelerated Career Pathways: From Hawaii to the Texas Panhandle	DOL - TAACCCT State Designated	DOL - TAACCCT	US Department of Labor, Employment and Training Administration	9/24/2012	\$2,500,000	\$2,500,000	10/5/2012	10/1/2012	9/30/2016	State Designated Awardee - chosen by THECB to receive this award	Active
Campaign for Hereford	Match grant for Hereford Hinkson Campus Technical Labs Addition	AAF Hereford	Don and Sybil Harrington Fund	11/5/2012	\$597,500	\$315,000	1/22/2013	1/22/2013	7/30/2014	1:1 match for Hereford Hinkson Campus private donations	Active
No Excuses Project for Development Education	DE Scaling and Sustaining Success Project Grant	S3	THECB	12/3/2012	\$300,000	\$300,000	12/21/2012	1/7/2013	8/31/2015		Active
Keep the Trees!	Tree-planting Grant	HHC Trees	Chapman Forestry Foundation	12/12/2012	\$2,500	\$2,500	1/11/2013	2/1/2013	12/31/2013	1:1 match for Hereford Hinkson Campus; 7 trees	Active
Fail-proof Pathways for Amarillo College Students	Integrated Planning and Advising Services Grant	IPAS	Bill and Melinda Gates Foundation	3/25/2013	\$100,000	\$0	4/22/2013	n/a	n/a	AC was invited to apply; 10 awards made across US (90 apps); AC was invited to join the project workgroup	Declined
Water Conservation Workshop	Xcel Environmental Support	Water Project	Xcel Energy	4/5/2013	\$7,000	\$4,000	8/14/2013	8/14/2013	8/13/2014	Project in partnership with Mary Emery and WTAMU	Active
Student Money Management Center	TG Philanthropy Program	TG - SMMC	TG	4/16/2013	\$153,850	\$153,850	7/12/2013	7/1/2013	6/30/2016	Submitted pre-application; Invited to submit full application	Active
No Excuses College Transitions Program	TG Philanthropy Program	TG - Transitions	TG	4/16/2013	\$286,681	\$286,681	7/12/2013	7/1/2013	6/30/2016	Submitted pre-application; Invited to submit full application	Active
Perkins Gender Equity	Perkins Statewide Leadership	Perkins	Federal pass-through: Texas Higher Education Coordinating Board (THECB)	4/30/2013	\$45,000	\$45,000	8/1/2013	9/1/2013	8/31/2013	Annual submission	Active
Complete and Compete	Key Transitions Grant	USA	USA Funds	5/24/2013	\$674,442	\$0	7/19/2013	n/a	n/a	3 awards made across US	Declined
Bell Custom Training	Skills Development Fund Grant	SDF - Bell	Texas Workforce Commission	6/3/2013	\$167,064	\$167,064	7/12/2013	n/a	n/a	Grant was approved; Bell had to delay due to restructuring	Pending
Campaign for Hereford	Private Foundation	HHC Lab	Private Foundation	6/18/2013	\$181,000	\$181,000	7/1/2013	n/a	until funds are expended		Active
No Excuses - Removing Barriers	Reaching New Heights Grant	WPF	Women's Philanthropy Fund	6/27/2013	\$10,000	\$10,000		9/1/2013	8/31/2014	Impact award of \$10,000 is the highest level of award	Active
Perkins Basic	Perkins Basic	Perkins	Federal pass-through: Texas Higher Education Coordinating Board (THECB)	7/16/2013	\$571,024	\$571,024	8/19/2013	9/1/2013	8/31/2014	Annual submission	Active
ABEIG	Adult Basic Education Innovation Grant	ABEIG	THECB	n/a	n/a	\$200,000	7/1/2013	8/15/2011	8/31/2014	Merit award - amendment to original award to extend the grant by one year and provide additional funding	Active
FYS Train the Trainer	FYS Instructor Certification	FYS training	THECB	n/a	n/a	\$90,000	8/16/2013	9/1/2013	8/31/2014	Merit award - Grant was awarded based on strength of AC program	Active
Nuclear Medicine Equip	Equipment Loan	AHEC	Panhandle AHEC through WTAMU	n/a	n/a	\$13,000	n/a	9/1/2013	9/30/2020	loan for useful life of the equipment; cash equivalency value	Active
EMSP Equipment	Equipment Loan	AHEC	Panhandle AHEC through WTAMU	n/a	n/a	\$15,242	n/a	9/1/2013	8/31/2017	loan for useful life of the equipment; cash equivalency value	Active
Texas School Ready!	UTHSC at Houston Department of Pediatrics	TSR	Texas Education Agency and Texas Workforce Commission		up to \$320,000	up to \$320,000		9/1/2013	8/31/2014	continuation of sub-award with cash equivalency value	Active

County of Potter

STATE OF TEXAS
SANTA FE BUILDING

TAX OFFICE
900 S. POLK, SUITE 106
PO BOX 2289
AMARILLO, TEXAS 79105-2289



PHONE: (806) 342-2600
FAX: (806) 342-2637
sherraylor@co.potter.tx.us

SHERRI AYLOR
TAX ASSESSOR-COLLECTOR

October 10, 2013

Amarillo Jr. College
Rhonda Higgs
PO Box 447
Amarillo, TX 79178-0001

Ms. Higgs:

Potter County, as Trustee, request permission to sell the properties described ON THE ATTACHED SHEET to QUALITY OUTDOORS INTERNATIONAL LLC for \$30,518.90 as a private sale. We have received their payment for the properties. Please place this item on your governing body's OCTOBER 29TH 2013 agenda for their deed approval and signature(s).

If you would, e-mail a copy of the agenda as confirmation that this item has been placed on your agenda to katrinaadams@co.potter.tx.us or contact Katrina at #342-2607.

Sincerely,

Handwritten signature of Sherri Aylor in cursive.

SHERRI AYLOR
Tax Assessor/Collector

SA/so

Enclosure

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

CAUSE # 19572E

R06183500895 thru 0915
 LOTS 9 thru 13 BLOCK 7
 PARK TERRACE #1

2707 ARROWHEAD DR
 odd numbers thru
 2805 ARROWHEAD DR

R06183500925 thru 0945
 LOTS 15 thru 19 BLOCK 7
 PARK TERRACE #1

2809 ARROWHEAD DR
 odd numbers thru
 2907 ARROWHEAD DR

R06183500955 thru 0995
 LOTS 2 thru 10 BLOCK 8
 PARK TERRACE #1

5302 GLENBROOK DR
 even numbers thru
 5318 GLENBROOK DR

R06183501000 thru 1040
 LOTS 11 thru 19 BLOCK 8
 PARK TERRACE #1

5303 DRIFTWOOD DR
 odd numbers thru
 5319 DRIFTWOOD DR

R06183501655 thru 1720
 LOTS 1 thru 14 BLOCK 12
 PARK TERRACE #1

2500 FLAGSTONE DR
 even numbers thru
 2526 FLAGSTONE DR

CAUSE # 19574A

R06183501480 thru 1570
 LOTS 1 thru 18 BLOCK 11
 PARK TERRACE #1

2500 PASADENA DR
 even numbers thru
 2534 PASADENA DR

R06183501575 thru 1650
 LOTS 19 thru 34 BLOCK 11
 PARK TERRACE #1

2501 FLAGSTONE DR
 odd numbers thru
 2531 FLAGSTONE DR

CAUSE # 19575E

R06183501110 thru 1165
 LOTS 13 thru 24 BLOCK 9
 PARK TERRACE #1

2701 BONANZA DR
 odd numbers thru
 2723 BONANZA DR

R06183501170 thru 1200
 LOTS 25 thru 31 BLOCK 9
 PARK TERRACE #1

2700 GLENNBROOK DR
 even numbers thru
 2802 GLENNBROOK DR

R06183501210
 LOT 33 BLOCK 9
 PARK TERRACE #1

2806 GLENNBROOK DR

County of Potter

STATE OF TEXAS
SANTA FE BUILDING

TAX OFFICE
900 S. POLK, SUITE 106
PO BOX 2289
AMARILLO, TEXAS 79105-2289



PHONE: (806) 342-2600
FAX: (806) 342-2637
sherraylor@co.potter.tx.us

SHERRI AYLOR
TAX ASSESSOR-COLLECTOR

November 5, 2013

Amarillo Jr. College
Rhonda Higgs
PO Box 447
Amarillo, TX 79178-0001

Ms. Higgs:

Potter County, as Trustee, requests permission to sell the property located at 1618 S BUCHANAN ST. (R065-1000-6953) to RONALD B LAZARUS for \$17042.78 as a private sale. We have received their payment for the property. Please place this item on your governing body's NOVEMBER 26TH 2013 agenda for their deed approval and signature(s).

If you would, e-mail a copy of the agenda as confirmation that this item has been placed on your agenda to katrinaadams@co.potter.tx.us or contact Katrina at #342-2607.

Sincerely,

Handwritten signature of Sherri Aylor in cursive.

SHERRI AYLOR
Tax Assessor/Collector

SA/so

Enclosure

BID SUBMISSION FOR PRIVATE SALE OF TRUSTEE PROPERTY

INSTRUCTIONS:

A. Bid forms may be obtained from the Potter County Tax Office. If bidding on more than one property, a separate bid form must be completed on each property.

B. Potter County reserves the right to reject any and all bids. Bids from parties with delinquent taxes in Potter County will not be accepted. All properties may be subject to the Right of Redemption according to Section 34.21 of the Texas Property Tax Code. The 2013 taxes will be prorated.

1. Person(s) submitting the bid: (please print legibly & use ink)

Name: RONALD B. LAZARUS

Address: 2821 WOLFLIO AVE

City, AMARILLO State, TEXAS Zip: 79109

Telephone Number: 806-517-7777 e-mail address: RonniebLazarus@gmail.com

2. I hereby submit a bid of \$ 17,042.78 on the property described below:

1618 S. Buchanan ST
(property geographical ID)

100FT N X 150FT W BEG 100FT N OF SE COR OF BLOCK BLOCK 230
(legal description)

1618 S BUCHANAN ST AMARILLO, TX 79102
(physical address)

Signature: [Signature] Date: 5th November 2013

3. Payment is due plus \$40.00 for filing of the deed, at the time the successful bidder is notified.

4. I would like the following name(s) on the deed.

LANCE L. LAZARUS

(The only name(s) that will appear on the deed will be the name(s) listed here.)

ORDER FOR ANNEXATION OF
TERRITORY TO
AMARILLO JUNIOR COLLEGE DISTRICT

WHEREAS, Amarillo Junior College District, pursuant to the Texas Education Code Section 130.066, has heretofore annexed all of the territory which is co-extensive with the city limits of Amarillo, Texas; and

WHEREAS, the City of Amarillo, Texas, did on May 22, 2012, enact its ordinance No. 7328 thereby annexing and including the territory described in Exhibit "A" attached hereto within the boundary limits of the City of Amarillo, Texas, and amending the present boundary limits of such city at the various points contiguous to the areas described in Exhibit "A" attached hereto so as to include the territory described in Exhibit "A" within the corporate limits of the City of Amarillo, Texas; and


WHEREAS, pursuant to the Texas Education Code Section 130.066 the governing board of Amarillo Junior College District by order may annex for Junior College purposes any territory annexed by the City of Amarillo, Texas, and the governing board of Amarillo Junior College District wishes to annex the territory described in Exhibit "A" attached hereto which territory has previously been annexed to the City of Amarillo, Texas, by ordinance No. 7328 referred to above; it is therefore ORDERED that the territory described in Exhibit "A", which exhibit is expressly incorporated herein by reference, are annexed for purposes of the Amarillo Junior College District and same shall be henceforth a part of the Amarillo Junior College District for all purposes.

Read, adopted and approved by at least a majority of regents of the Amarillo Junior College District and the seal thereof hereunto affixed this 26th day of November, 2013.



Chair, Board of Regents
Amarillo Junior College District

ATTEST:



Secretary, Board of Regents
Amarillo Junior College District

THE CITY OF AMARILLO, TEXAS

Interdepartmental
OFFICE COMMUNICATION

October 16, 2013

TO: Annexation Distribution List

FROM: Planning Department

SUBJECT: A-12-01 Annexation of 653.186 acres of land in Section 63, Block 9, BS&F Survey, Randall County, Texas.
APPLICANT: William Thomas for Perry Williams and the City of Amarillo

At its meeting of May 22, 2012, the Amarillo City Commission approved the above-referenced annexation. The ordinance affecting the change is No. 7328. A copy of the ordinance and associated sketches are attached. Please utilize "Exhibit A" and post to your records accordingly.



Keley Shaw, Planning Director

0 125/12 *lg*

ORDINANCE NO. 7328

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS ANNEXING ADJACENT AND CONTIGUOUS TERRITORIES, AS DESCRIBED IN EXHIBIT A TO THE CITY OF AMARILLO, TEXAS; FINDING THAT ALL NECESSARY AND REQUIRED LEGAL CONDITIONS HAVE BEEN SATISFIED; PROVIDING THAT SUCH AREAS SHALL BECOME A PART OF THE CITY OF AMARILLO, TEXAS AND THAT THE OWNERS AND INHABITANTS THEREOF SHALL BE ENTITLED TO THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BE BOUND BY THE ACTS AND ORDINANCES NOW IN EFFECT AND TO BE HEREAFTER ADOPTED; FURTHER PROVIDING FOR AMENDING AND CORRECTING THE OFFICIAL BOUNDARIES OF THE CITY OF AMARILLO, TEXAS AS HERETOFORE ADOPTED; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR SAID ORDINANCE TO TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS PASSAGE.

WHEREAS, the City of Amarillo, Texas (the "City"), pursuant to Chapter 43 of the Texas Local Government Code and the Home Rule Charter of the City Of Amarillo, Texas, has instituted annexation proceedings to annex additional territory which is adjacent and contiguous to the City, which territory is described in Exhibit A, is attached hereto and incorporated herein for all purposes; and

WHEREAS, the annexation proceedings for that certain area as described in Exhibit B and initiated for annexation by petition of the landowner, has fulfilled all necessary legal conditions as required by the Texas Local Government Code, Chapter 43, Section 43.028 and Article 1, Section 4, of the Home Rule Charter of the City of Amarillo, Texas; and

WHEREAS, the annexation proceedings for that certain area as described in Exhibit C and initiated for annexation by the City of Amarillo has fulfilled all necessary legal conditions as required by the Texas Local Government Code, Chapter 43, Section 43.021 and Article 1, Section 4, of the Home Rule Charter of the City of Amarillo, Texas; and

WHEREAS, two separate public hearings were conducted in accordance with Chapter 43 of the Texas Local Government Code, the first being held on March 26, 2012, at the immediate southeast corner of Hillside Road and Soncy Road, Amarillo, Texas, and the second public hearing being held on March 27, 2012, at 3:00 p.m. in the City Commission Chambers in the Municipal Building of the City of Amarillo, Texas, 509 SE 7th Avenue, Amarillo, Texas, 79105; and

WHEREAS, the public hearings were conducted and held not more than forty (40) days nor less than twenty (20) days prior to the institution of annexation proceedings; and

WHEREAS, all required written notices were timely sent to all property owners and others entitled to written notice at least thirty-one (31) days before the first public hearing; and

WHEREAS, notice of the public hearings was published in a newspaper of general circulation in the City and in the territory proposed to be annexed by publication at least once in said newspaper not more than twenty (20) days nor less than ten (10) days prior to each public hearing; and

WHEREAS, notice of the public hearings was posted on the City's Internet website on or after the twentieth (20th) day but before the tenth (10th) day before the date of each public hearing and remained posted until the date of the hearings; and

WHEREAS, all required statutory notices pursuant to the Chapter 43 of the Texas Local Government Code and the Home Rule Charter of the City of Amarillo, Texas, have been accomplished; and

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

WHEREAS, in accordance with Chapter 43 of the Texas Local Government Code, a service plan, attached hereto as Exhibit D and incorporated herein for all purposes, was prepared by the City Manager, or his designee, before the date that notice of the first public hearing was published and posted, which plan was made available for inspection and explained at the public hearings conducted as herein described; and

NOW, THEREFORE, BE IT ORDAINED BY THE City Commission of the City of Amarillo, Texas, THAT:

SECTION 1. All of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2. The property described in Exhibit A, which are attached hereto and incorporated herein for all purposes, be and is hereby annexed and brought within the corporate limits of the City of Amarillo, Potter and Randall County, Texas, and same is hereby made a part of the City.

SECTION 3. The service plan, attached hereto as Exhibit D and incorporated herein for all purposes was submitted in accordance with Chapter 43 of the Texas Local Government Code and is hereby approved as part of this Ordinance, and is made a part hereof.

SECTION 4. The property described in Exhibit A shall bear its pro rata share of the taxes levied by the City, and the inhabitants of this area herein annexed shall be entitled to all of the rights, privileges, and responsibilities of other citizens of the City and area hereby bound by all acts, ordinances and all other legal action now in full force and effect and all those which may be hereafter adopted.

SECTION 5. The official map and boundaries of the City heretofore adopted and amended be and are hereby amended so as to include the property described in Exhibit A as part of the City.

SECTION 6. The City Manager is hereby directed and authorized to perform or cause to be performed all acts necessary to effectuate this Ordinance, including any corrections to the official map of the City to add the territory hereby annexed as required by law.

SECTION 7. The City Manager is hereby directed and authorized to file a certified copy of this Ordinance with the necessary governmental agencies.

SECTION 8. That in the event this ordinance or any part hereof is found to be invalid by a court of competent jurisdiction, such invalidity shall not affect the remaining portions of the ordinance, and such remaining portions shall continue in full force and effect.

SECTION 9. This Ordinance shall take effect and be in full force from and after its passage, as provided by the Revised Civil Statutes of the State of Texas and the Home Rule Charter of the City of Amarillo, Texas.

INTRODUCED AND PASSED by the City Commission of the City of Amarillo, Texas, on First Reading on this the 17th day of April 2012; and PASSED on Second and Final Reading on this the 22nd day of May 2012.


Paul Harpole, Mayor

ATTEST:

Donna DeRight, City Secretary

EXHIBIT "A"

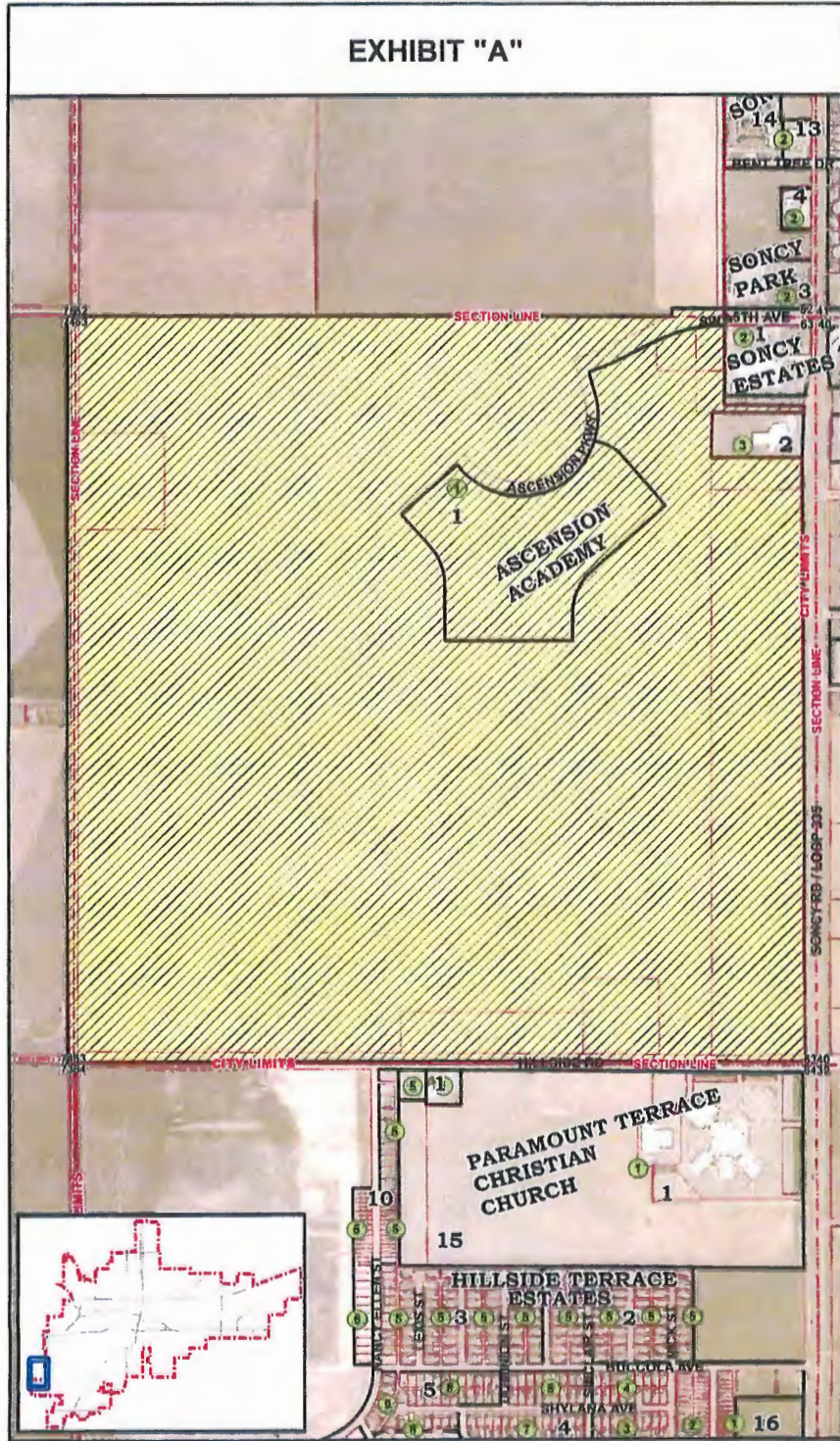


Exhibit A metes and bounds description

A 653.186 ACRE TRACT OF LAND BEING A PORTION OF SECTION 63 AND A 60 FOOT STRIP OF LAND IN SECTIONS 62,64, 73, AND 74, BLOCK 9, B.S.& F. SURVEY, POTTER COUNTY, TEXAS, AND BEING FURTHER DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A ½ INCH REBAR FOUND IN THE NORTH LINE OF SAID SECTION 63 AND THE SOUTH LINE OF SAID SECTION 62 IN THE WEST RIGHT-OF-WAY LINE OF THE EXISTING CITY LIMITS AS DESCRIBED IN CITY COMMISSION ORDINANCE NO. 5051 AND FROM WHICH THE NORTHEAST CORNER OF SAID SECTION 63 AND THE SOUTHEAST CORNER OF SAID SECTION 62 BEARS S 89°48'02" E, 660.00 FEET;

THENCE S 00°09'28" E, 660.00 FEET TO A POINT;

THENCE S 89°41'51" E, 575.68 FEET TO A ½ INCH REBAR WITH CAP STAMPED "HH" SET IN THE WEST RIGHT-OF-WAY LINE OF LOOP HIGHWAY 335;

THENCE S 02°10'32" W, 34.81 FEET TO A ½ INCH REBAR WITH CAP STAMPED "HH" SET AT THE NORTHEAST CORNER OF SONCY ESTATES UNIT NO. 2 AN ADDITION TO THE CITY OF AMARILLO FILED OF RECORD UNDER COUNTY CLERKS' FILE NO. 2007011725 OF THE OFFICIAL PUBLIC RECORDS OF RANDALL COUNTY, TEXAS;

THENCE N 89°48'02" W, 659.08 FEET TO A ½ INCH REBAR WITH CAP STAMPED "KEYS" FOUND AT THE NORTHWEST CORNER OF SAID SONCY ESTATES UNIT NO. 2;

THENCE S 02°10'32" W, 125.06 FEET TO A ½ INCH REBAR WITH CAP STAMPED "KEYS" FOUND AT THE BEGINNING OF A CURVE TO THE LEFT WHOSE CENTER BEARS S 87°49'28" E, 11559.16 FEET;

THENCE SOUTHERLY ALONG SAID CURVE AN ARC DISTANCE OF 205.11 FEET AND A CHORD BEARING AND DISTANCE OF S 01°40'02" W, 205.10 FEET TO A ½ INCH REBAR WITH CAP STAMPED "KEYS" FOUND;

THENCE S 89°48'02" E, 660.00 FEET TO A ½ INCH REBAR FOUND IN THE WEST RIGHT-OF-WAY LINE OF LOOP HIGHWAY 335 BEING IN A CURVE TO THE LEFT WHOSE CENTER BEARS S 88°51'13"E, 11559.16 FEET;

THENCE SOUTHERLY ALONG SAID CURVE AN ARC DISTANCE OF 263.11 FEET WITH A CHORD BEARING AND DISTANCE OF S 00°29'39" W, 263.10 FEET;

THENCE S 00°09'28" E, 4127.91 FEET TO A POINT IN THE SOUTH LINE OF SAID SECTION 63 AND FROM WHICH THE SOUTHEAST CORNER OF SAID SECTION 63 BEARS S 89°43'53" E, 760.00 FEET;

THENCE N 89°43'53" W, 5276.81 FEET ALONG THE SOUTH LINE OF SAID SECTION 63 AND THE NORTH LINE OF SAID SECTION 64 TO A POINT FROM WHICH A ½ INCH REBAR FOUND AT THE SOUTHWEST CORNER OF SAID SECTION 63 BEARS N 89°43'53" W, 30.00 FEET;

THENCE S 00°02'03" W, 25.00 FEET TO A POINT;

THENCE N 89°43'53" E, AT 30.00 FEET PASS THE COMMON LINE OF SAID SECTIONS 64 AND 73, AT 55.0 FEET PASS A 1 INCH IRON PIPE FOUND IN THE EXISTING SOUTH RIGHT-OF-WAY LINE OF 58TH AVENUE, A TOTAL DISTANCE OF 90.00 FEET TO A ½ INCH REBAR WITH CAP STAMPED "HH" SET;

THENCE N 00°02'03" E, 5435.28 FEET TO A ½ INCH REBAR WITH CAP STAMPED "HH" SET IN THE NORTH LINE OF SAID SECTION 74;

THENCE S 89°48'02" E, AT 60 FEET PASS THE COMMON CORNER OF SAID SECTIONS 74, 62, AND 63 A TOTAL DISTANCE OF 4268.58 FEET TO A POINT;

THENCE N 00°09'28" W, 60.00 FEET TO A ½ INCH REBAR WITH CAP STAMPED "KEYS" FOUND;

THENCE S 89°48'02" E, 519.47 FEET TO A ½ INCH REBAR WITH CAP STAMPED "KEYS" FOUND;

THENCE S 00°09'28" E, 60.00 FEET TO THE PLACE OF BEGINNING.

**ORDER FOR ANNEXATION OF
TERRITORY TO
AMARILLO JUNIOR COLLEGE DISTRICT**

WHEREAS, Amarillo Junior College District, pursuant to the Texas Education Code Section 130.086, has heretofore annexed all of the territory which is co-extensive with the city limits of Amarillo, Texas; and

WHEREAS, the City of Amarillo, Texas, did on December 4, 2012, enact its ordinance No. 7371 thereby annexing and including the territory described in Exhibit "A" attached hereto within the boundary limits of the City of Amarillo, Texas, and amending the present boundary limits of such city at the various points contiguous to the areas described in Exhibit "A" attached hereto so as to include the territory described in Exhibit "A" within the corporate limits of the City of Amarillo, Texas; and


WHEREAS, pursuant to the Texas Education Code Section 130.086 the governing board of Amarillo Junior College District by order may annex for Junior College purposes any territory annexed by the City of Amarillo, Texas, and the governing board of Amarillo Junior College District wishes to annex the territory described in Exhibit "A" attached hereto which territory has previously been annexed to the City of Amarillo, Texas, by ordinance No. 7371 referred to above; it is therefore ORDERED that the territory described in Exhibit "A", which exhibit is expressly incorporated herein by reference, are annexed for purposes of the Amarillo Junior College District and same shall be henceforth a part of the Amarillo Junior College District for all purposes.

Read, adopted and approved by at least a majority of regents of the Amarillo Junior College District and the seal thereof hereunto affixed this 26th day of November, 2013.



Chair, Board of Regents
Amarillo Junior College District

ATTEST:



Secretary, Board of Regents
Amarillo Junior College District

THE CITY OF AMARILLO, TEXAS

Interdepartmental
OFFICE COMMUNICATION

October 15, 2013

TO: Annexation Distribution List

FROM: Planning Department

SUBJECT: A-12-03 Annexation of 16.35 acres of unplatted land in Section 62, Block 9, BS&F Survey, Randall County, Texas.
APPLICANTS: Anton, Joseph, and Kevin Kuster

At its meeting of December 4, 2012, the Amarillo City Commission approved the above-referenced annexation. The ordinance affecting the change is No. 7371. A copy of the ordinance and associated sketches are attached. Please post your records accordingly.



Kelley Shaw, Planning Director

12.4.12 *WUN*

ORDINANCE NO. 7371

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS: VOLUNTARY ANNEXATION OF TERRITORY ADJACENT TO THE PRESENT CORPORATE LIMITS OF THE CITY OF AMARILLO, FINDING THAT ALL NOTICES AND HEARINGS AS REQUIRED BY LAW HAVE BEEN ISSUED AND CONDUCTED, DESCRIBING THE TERRITORY ANNEXED, OBLIGATING THE PROPERTY SITUATED THEREIN TO BEAR ITS PRO RATA PART OF TAXES LEVIED, PROVIDING RIGHTS AND PRIVILEGES AS WELL AS DUTIES AND RESPONSIBILITIES OF INHABITANTS AND OWNERS IN SAID TERRITORY; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE AND EFFECTIVE DATE.

WHEREAS, this annexation is of an area meeting the requirements of state law to be annexed; and,

WHEREAS, two public hearings were held as required by law where all interested persons were provided with an opportunity to be heard on the proposed annexation of the property and territory hereinafter described; and,

WHEREAS, all notices and hearings have been issued and held within the time and as required by law; and,

WHEREAS, the hereinafter described properties and territory lies within the extraterritorial jurisdiction of the City of Amarillo and lies adjacent to and adjoins the City of Amarillo;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF AMARILLO, TEXAS:

SECTION 1. That the following described tract of land and territory lying adjacent to and adjoining the City of Amarillo, Texas, is hereby added and annexed to the City of Amarillo, and said territory hereinafter described shall hereafter be included within the boundary limits of the City of Amarillo, and the present boundary limits of such City, at the various points contiguous to the areas hereinafter described, are altered and amended so as to include said area within the corporate limits of the City of Amarillo, which land and territory is more particularly described as follows, to-wit:

A 16.35 ACRE TRACT OF LAND OUT OF THAT CERTAIN TRACT OR PARCEL OF LAND AS CONVEYED TO ANTON KUSTER JR, JOSEPH KUSTER AND KEVIN KUSTER BY INSTRUMENT AS RECORDED IN VOLUME 1670, PAGE 309, DEED RECORDS OF RANDALL COUNTY, TEXAS AND BEING OUT OF THAT TRACT AS RECORDED IN VOLUME 4, PAGE 62, FIELD NOTES OF RANDALL COUNTY, TEXAS, BEING LOCATED IN SECTION 62, BLOCK 9, BS&F SURVEY, RANDALL COUNTY, TEXAS AND BEING FURTHER DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A 1/2" REBAR FOUND IN THE CURRENT WEST CITY LIMITS LINE FOR THE CITY OF AMARILLO, BEING THE SOUTHWEST CORNER OF LOT 2, BLOCK 1, SONCY PARK UNIT No. 8 AS FILED FOR RECORD IN CLERK'S FILE No. 03-10005, RANDALL COUNTY, TEXAS, WHENCE A RAIL ROAD SPIKE FOUND FOR THE NORTHEAST CORNER OF SECTION 62 BEARS S 89°47'00" E - 660.25 FEET AND N 00°16'08" W - 859.61 FEET;

THENCE S 00°16'56" E ALONG THE CURRENT WEST CITY LIMITS LINE FOR A DISTANCE OF 1548.66 FEET TO A 1/2" REBAR FOUND FOR THE NORTHWEST CORNER OF THAT TRACT OR PARCEL OF LAND AS CONVEYED TO ALLIANCE PROPERTY MANAGEMENT AS RECORDED IN VOLUME 1821, PAGE 24, DEED RECORDS OF RANDALL COUNTY, TEXAS FOR THE SOUTHEAST CORNER OF THIS TRACT;

THENCE N 89°47'00" W FOR A DISTANCE OF 480.00 FEET TO A 1/2" REBAR WITH RED PLASTIC CAP MARKED "APEX 5275-5718" (SUCH TYPE CAP AND REBAR BEING HEREAFTER REFERRED TO AS AN APEX CAP) FOUND FOR THE SOUTH WEST CORNER OF THIS TRACT;

THENCE N 00°16'10" W FOR A DISTANCE OF 1548.71 FEET TO AN APEX CAP FOUND FOR THE NORTHWEST CORNER OF THIS TRACT;

THENCE S 89°47'00" E FOR A DISTANCE OF 459.66 FEET TO THE POINT OF BEGINNING.

SAID TRACT CONTAINS 16.35 ACRES OF LAND, MORE OR LESS.

SECTION 2. That the annexed territory described above now is a part of the City of Amarillo for all purposes and the properties situated therein shall bear its pro rata part of the taxes levied by the City of Amarillo, and shall be entitled to the same rights and privileges, duties and responsibilities, including those established by the Service Plan attached hereto and made a part hereof, as other property within the corporate limits.

SECTION 3. That the inhabitants residing within the confines of the annexed territory shall be entitled to all the rights and privileges of all the citizens of Amarillo. Such persons shall be bounded by the Charter, Ordinances, Resolutions and other regulations of the City of Amarillo, unless exempted from the application of any such law.

SECTION 4. That the official map of the city is hereby amended by this annexation and such additional territory shall be shown on such map as being within the corporate limits of the municipality upon the next publication of said map and thereafter.

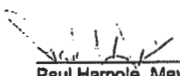
SECTION 5. That this ordinance shall not be finally acted upon until at least thirty (30) days have elapsed after it is published in a daily newspaper published in the City of Amarillo.

SECTION 6. That in the event this ordinance or any part hereof is found to be invalid by a court of competent jurisdiction, such invalidity shall not affect the remaining portions of the ordinance, and such remaining portions shall continue in full force and effect.

SECTION 7. That this ordinance shall be effective on and after the date of second and final vote to adopt.


Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

INTRODUCED AND PASSED by the City Commission of the City of Amarillo, Texas, on First Reading on this the 30th day of October, 2012; and PASSED on Second and Final Reading on this the 4th day of December, 2012.

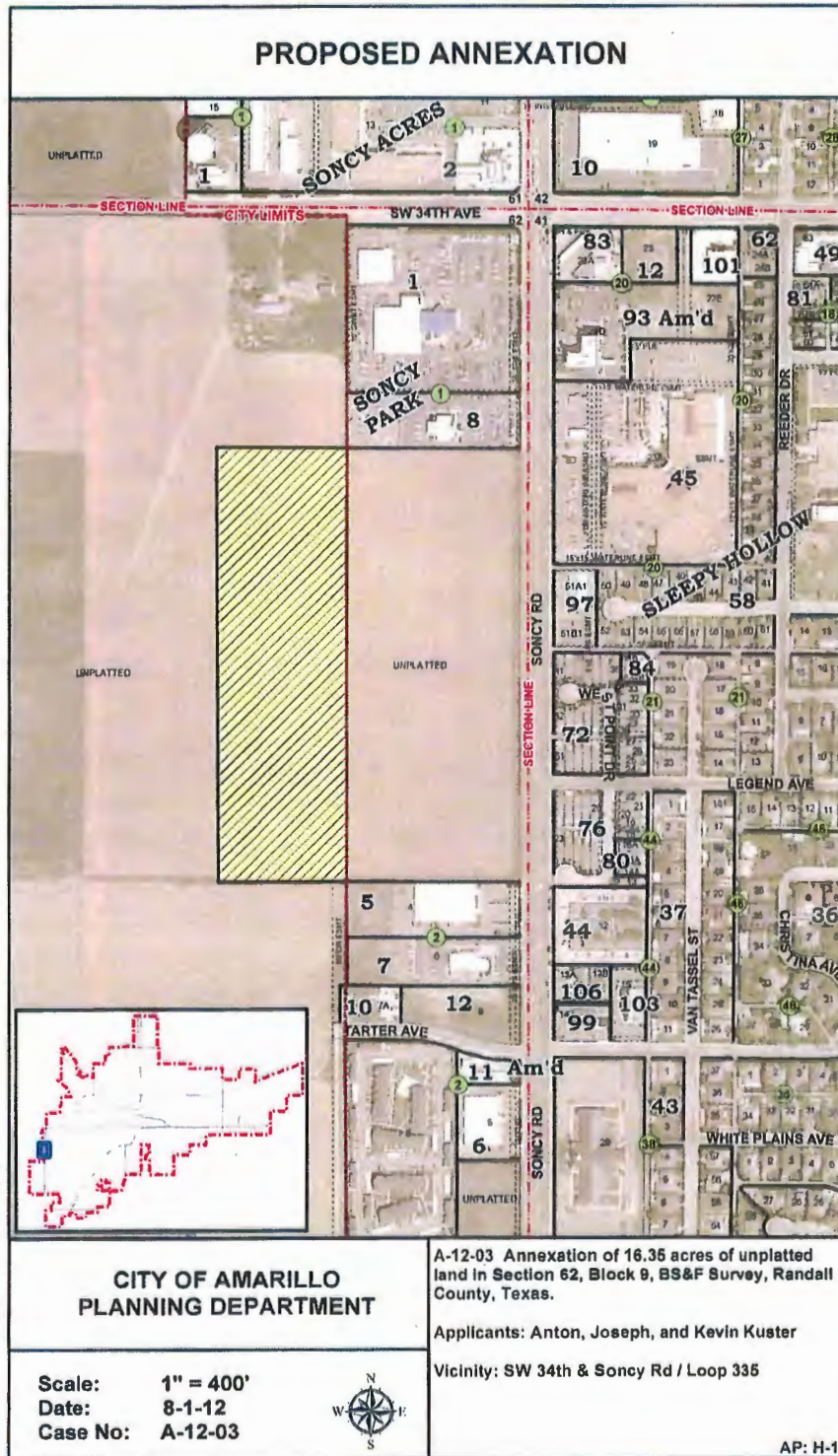


Paul Harpole, Mayor

ATTEST:



Frances Hibbs, City Secretary



**ORDER FOR ANNEXATION OF
TERRITORY TO
AMARILLO JUNIOR COLLEGE DISTRICT**

WHEREAS, Amarillo Junior College District, pursuant to the Texas Education Code Section 130.066, has heretofore annexed all of the territory which is co-extensive with the city limits of Amarillo, Texas; and

WHEREAS, the City of Amarillo, Texas, did on June 11, 2013, enact its ordinance No. 7409 thereby annexing and including the territory described in Exhibit "A" attached hereto within the boundary limits of the City of Amarillo, Texas, and amending the present boundary limits of such city at the various points contiguous to the areas described in Exhibit "A" attached hereto so as to include the territory described in Exhibit "A" within the corporate limits of the City of Amarillo, Texas; and


WHEREAS, pursuant to the Texas Education Code Section 130.066 the governing board of Amarillo Junior College District by order may annex for Junior College purposes any territory annexed by the City of Amarillo, Texas, and the governing board of Amarillo Junior College District wishes to annex the territory described in Exhibit "A" attached hereto which territory has previously been annexed to the City of Amarillo, Texas, by ordinance No. 7371 referred to above; It is therefore ORDERED that the territory described in Exhibit "A", which exhibit is expressly incorporated herein by reference, are annexed for purposes of the Amarillo Junior College District and same shall be henceforth a part of the Amarillo Junior College District for all purposes.

Read, adopted and approved by at least a majority of regents of the Amarillo Junior College District and the seal thereof hereunto affixed this 26th day of November, 2013.



Chair, Board of Regents
Amarillo Junior College District

ATTEST:



Secretary, Board of Regents
Amarillo Junior College District

THE CITY OF AMARILLO, TEXAS

Interdepartmental
OFFICE COMMUNICATION

November 4, 2013

TO: Annexation Distribution List

FROM: Planning Department

SUBJECT: A-13-01 Annexation of a 2.65± acre tract of land out of Sections 230 and 231, Block 2, AB&M Survey, Randall County, Texas.
APPLICANT: Rockrose Development

At its meeting of June 11, 2013, the Amarillo City Commission approved the above-referenced annexation. The ordinance affecting the change is No. 7409. A copy of the ordinance and associated sketches are attached. Please post your records accordingly.



Kelley Shaw, Planning Director

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

2013818308 ORD Total Pages: 3


AKO

ORDINANCE NO. 7409

AN ORDINANCE OF THE CITY OF AMARILLO, TEXAS ANNEXING TERRITORY ADJACENT TO THE PRESENT CORPORATE LIMITS OF THE CITY OF AMARILLO, FINDING THAT ALL NOTICES AND HEARINGS AS REQUIRED BY LAW HAVE BEEN ISSUED AND CONDUCTED, DESCRIBING THE TERRITORY ANNEXED, OBLIGATING THE PROPERTY SITUATED THEREIN TO BEAR ITS PRO RATA PART OF TAXES LEVIED, PROVIDING RIGHTS AND PRIVILEGES AS WELL AS DUTIES AND RESPONSIBILITIES OF INHABITANTS AND OWNERS IN SAID TERRITORY; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE AND EFFECTIVE DATE.

WHEREAS, all notices and hearings have been issued and held within the time and as required by law; and,

WHEREAS, the hereinafter described properties and territory lies within the extraterritorial jurisdiction of the City of Amarillo and lies adjacent to and adjoins the City of Amarillo; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF AMARILLO, TEXAS:

SECTION 1. That the following described tract of land and territory lying adjacent to and adjoining the City of Amarillo, Texas, is hereby added and annexed to the City of Amarillo, and said territory hereinafter described shall hereafter be included within the boundary limits of the City of Amarillo, and the present boundary limits of such City, at the various points contiguous to the areas hereinafter described, are altered and amended so as to include said area within the corporate limits of the City of Amarillo, which land and territory is more particularly described as follows, to-wit:

A 2.48 acre tract of land being a portion of a tract of land described in that certain Warranty Deed recorded under County Clerk's File No. 2007003238 of the Official Public Records of Randall County, Texas, situated in Section 231, Block 2, A.B. & M. Survey, Amarillo, Randall County, Texas, as determined (from previous surveys) by Robert Keys and Associates on this 4th day of April, 2013, and said tract of land being further described by metes and bounds as follows:

Commencing at a railroad spike, found at the northeast corner of said Section 231; Thence S. 89° 51' 48" W., bearings contained herein are relative to true north as determined by G.P.S. observation WGS-84, 610.46 feet along the north line of said Section 231 to the most northerly northeast and BEGINNING CORNER of this tract of land, and same being the northeast corner of a 31.23 acre surveyed by Robert Keys and Associates on March 16, 2013;

Thence S. 00° 10' 18" E., at 60.00 feet pass a 3/8 inch iron rod with a cap stamped "KEYS R.P.L.S. 2507", set, a total distance of 675.12 feet to a 3/8 inch iron rod with a cap stamped "KEYS R.P.L.S. 2507", set at the northerly corner of a 20 foot by 20 foot alley cut-off corner;

Thence S. 45° 10' 18" E., 28.28 feet to a 3/8 inch iron rod with a cap stamped "KEYS R.P.L.S. 2507", set at the easterly corner of said 20 foot by 20 foot alley cut-off corner;

Thence N. 89° 49' 42" E., 530.35 feet to a 3/8 inch iron rod with a cap stamped "KEYS R.P.L.S. 2507", set, at most easterly northeast corner of this tract of land;

Thence S. 00° 09' 39" E., 65.25 feet along a line being 60.00 feet west of end parallel with the east line of said Section 231 to the southeast corner of this tract of land;

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

Thence S. 89° 51' 48" W., 659.97 feet along the most easterly north line of a 301.66 acre tract of land described as Tract 1 of City of Amarillo's Ordinance No. 7084 (Annexation) to the southwest corner of this tract of land;

Thence N. 00° 09' 39" W., 660.00 feet along most northerly east line of said 301.66 acre tract of land to the northwest corner of this tract of land, from whence the northwest corner of said Section 231 bears, S. 89° 51' 48" W., 4574.93 feet;

Thence N. 89° 51' 48" E., 109.54 feet along the north line of said Section 231 to the POINT OF BEGINNING.

and;

A 0.17 acre tract of land being the south 60.00 feet of the west 109.54 feet of the east 720.00 feet of Section 230, Block 2, A. B. & M. Survey, Randall County, Texas.

SECTION 2. The annexed territory described above is a part of the City of Amarillo for all purposes and the properties situated therein shall bear its pro rata part of the taxes levied by the City of Amarillo, and shall be entitled to the same rights and privileges, duties and responsibilities, including those established by the Service Plan attached hereto and made a part hereof, as other property within the corporate limits.


SECTION 3. The inhabitants residing within the confines of the annexed territory shall be entitled to all the rights and privileges of all the citizens of Amarillo and shall be bounded by the Charter, Ordinances, Resolutions and other regulations of the City of Amarillo.

SECTION 4. This ordinance shall not be finally acted upon until at least thirty (30) days have elapsed after it is published in a daily newspaper published in the City of Amarillo and shall become effective on the date of its final passage.


SECTION 5. In the event this ordinance or any part hereof is found to be invalid, such invalidity shall not affect the remaining portions of the ordinance, and such remaining portions shall continue to be in full force and effect.

SECTION 6. This ordinance shall become effective from and after its date of final passage.

INTRODUCED AND PASSED by the City Commission of the City of Amarillo, Texas, on First Reading on this the 4th day June 2013; and PASSED on Second and Final Reading on this the 11th day of June 2013.


Paul Harpole, Mayor

ATTEST:


Frances Hibbs, City Secretary

Return to:
FRANCES HIBBS
City Secretary, City of Amarillo
P.O. Box 1971
Amarillo, Texas 79105-1971

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS



Renee Calhoun

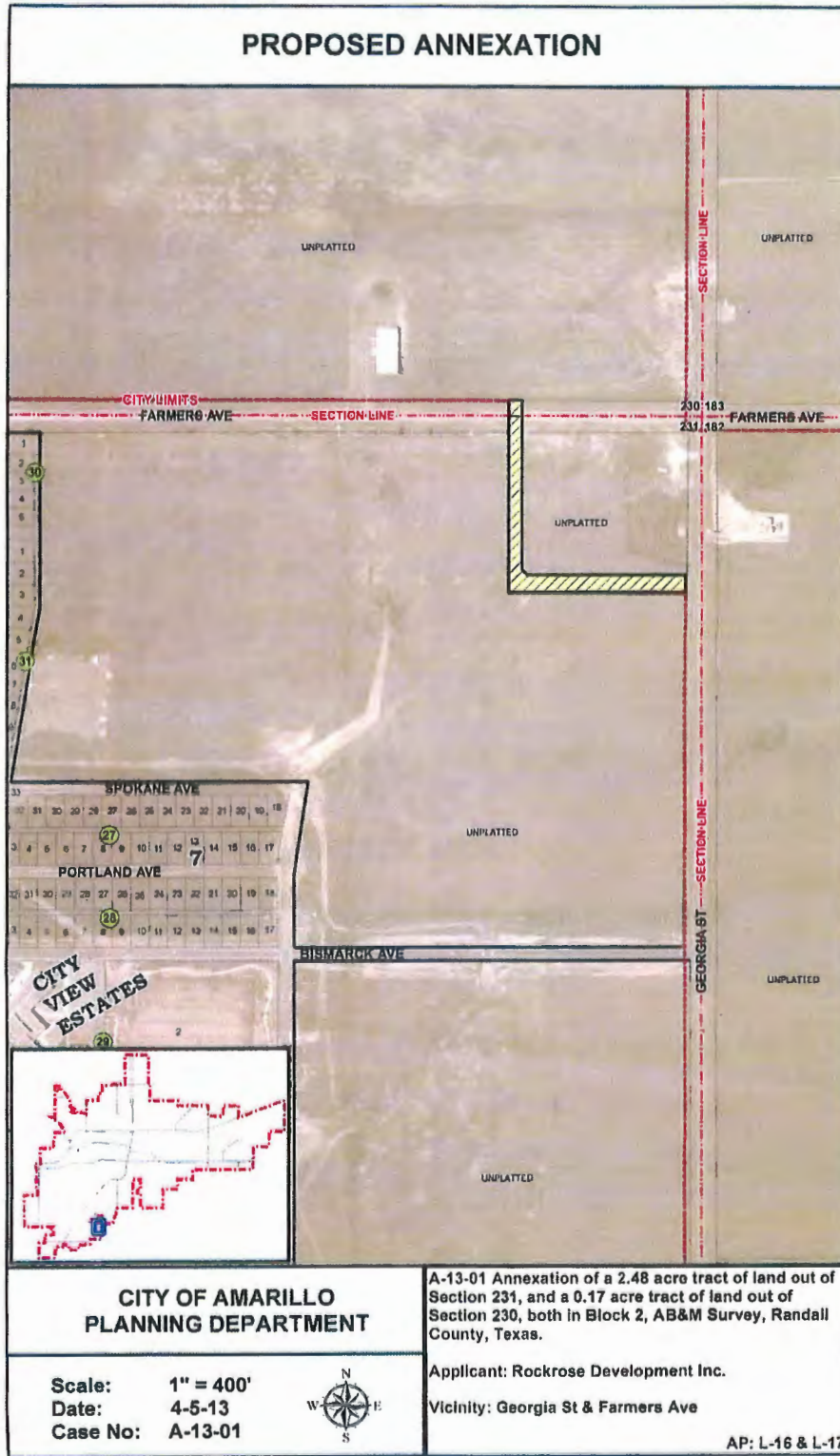
2013010300
10/18/2013 01:47 PM
Fee: \$0.00
Renee Calhoun, County Clerk
Randall County, Texas
CNS

7

7

7





RESOLUTION

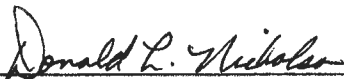
PARTICIPATION IN THE INTERLOCAL PURCHASING SYSTEM (TIPS/TAPS) PROGRAM

Whereas, Amarillo Junior College District, pursuant to the authority granted by Title 7, Chapter 791 Interlocal Cooperation Contracts Act of the Texas Government Code, desires to participate in the Interlocal Purchasing System (TIPS/TAPS) Program. Said Network to be coordinated and administered by the Region VIII Education Service Center;

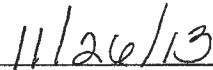
Whereas, Amarillo Junior College District is of the opinion that participation in this program will provide the best value to the taxpayers of this district through the anticipated savings to be realized;

Now therefore, be it resolved by the Board of Regents, that Amarillo Junior College District is authorized to participate in the Interlocal Purchasing System (TIPS/TAPS) Program and that the Vice President of Business Affairs is authorized and directed to sign and deliver all necessary requests and other documents in connection therewith for and on behalf of Amarillo Junior College District.

Further, the Board of Regents adopts the Interlocal Agreement attached to this Resolution, which describes the purpose, terms, rights, and duties of the contracting parties; and authorizes the Chair to execute the agreement on behalf of the District.



Don L. Nicholson, Chair, Board of Regents
Amarillo Junior College District



Date

INTERLOCAL AGREEMENT
Region VIII Education Service Center
TEXAS PUBLIC AGENCY
(School, College, University, State, City or County Office)

Amarillo Junior College District

 TEXAS SCHOOL ENTITY OR PUBLIC AGENCY

 Control Number (TIPS will Assign)
 Schools enter County-District Number

Region VIII Education Service Center
 Pittsburg, Texas

225 - 950
 County-District Number

Texas Education Code §8.002 permits regional education service centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university operations. Authority for such services is granted under Texas Government Code §§ 791.001 *et seq* as amended. Cooperative Purchasing Services are extended to all Texas State, City and County Government Agencies.

This Interlocal Agreement (hereinafter the "Agreement") is effective November 26th, 2013 and shall be automatically renewed unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause at anytime upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

Statement of Services to be Performed:

Region VIII Education Service Center, by this Agreement, agrees to provide cooperative purchasing services to the above-named public agency through a Program known as the The Interlocal Purchasing System (TIPS/TAPS) Program.

The purpose of the TIPS/TAPS Program shall be to obtain substantial savings for participating school entities or public agencies through cooperative purchasing.

Role of the TIPS/TAPS Purchasing Cooperative:

1. Provide for the organizational and administrative structure of the program.
2. Provide staff necessary for efficient operation of the program.
3. Provide marketing of the program to expand membership, number of vendor awarded contracts and commodity categories.
4. Initiate and implement activities required for competitive bidding and vendor award process including posting, advertising, collecting proposals, scoring proposals, and award of contracts.
5. Provide members with procedures for ordering, delivery, and billing.
6. Maintain filing system for all bidding procedure requirements.

INTERLOCAL AGREEMENT, continued**Role of the Public Agency:**

1. Commitment to participate in the program by an authorized signature on membership forms.
2. Designation of Primary Contact and Technology Contact for agency.
3. Commitment to purchase products and services from TIPS/TAPS Vendors when in the best interest of the agency.
4. Prepare purchase orders issued to TIPS/TAPS Awarded Vendor and FAX to TIPS/TAPS.
5. Accept shipments of products ordered from Awarded Vendors in accordance with standard purchasing procedures.
6. Pay Awarded Vendors in a timely manner for all goods and services received.

General Provisions:

The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the law of the State of Texas and venue shall be in ~~the county in which the administrative offices of RESC VIII are located which is Camp~~ Potter County, Texas.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from budgeted available funds for the current fiscal year of each such entity.

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation.

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by means of a facsimile machine and the terms and conditions agreed to are binding upon the Parties.

Authorization:

Region VIII Education Service Center and The Interlocal Purchasing System (TIPS/TAPS) Program have entered into an Agreement to provide cooperative purchasing opportunities to public agencies.

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

INTERLOCAL AGREEMENT, continued

This Agreement was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the Texas Open Meetings Act, Texas Government Code ch. 551.

The individuals signing below are authorized to do so by the respective parties to this Agreement.

Public Agency	Region VIII Education Service Center
By: <u>Donald L. Nicholson</u> Authorized Signature	By: _____ Authorized Signature
Title: <u>Chair, Board of Regents</u>	Title: Executive Director Region VIII ESC
<u>November 26th, 2013</u> Date	_____ Date

Public Agency Contact Information

Vickie Shelton
Primary Purchasing Person Name

PO Box 447
Street Address

Amarillo, Texas 79178
City, State Zip

806-371-5017
Telephone Number

806-371-5372
Fax Number

vshelton@actx.edu
Primary Person Email Address

Maureen Hood
Secondary Person Name

mehood@actx.edu
Secondary Person Email Address

Please send two signed original Interlocal Agreements and one copy of Board Resolution (if required) to TIPS/TAPS, Attn: Kim Thompson, C/O Region VIII Education Service Center, 4845 US Highway 271 North, Pittsburg, Texas 75686. Upon execution, a signed original will be returned to the Purchasing Contact listed above.

**A RESOLUTION CASTING VOTES FOR THE
MEMBERS OF THE BOARD OF DIRECTORS OF
POTTER COUNTY APPRAISAL DISTRICT**

WHEREAS, Section 6.03(c) of the Texas Property Tax Code requires the appointment of the board of directors of an appraisal district by vote of the governing bodies of the taxing entities entitled by the Code to vote; and

WHEREAS, Amarillo Junior College District is entitled by cumulative voting to cast 350 votes for the Potter County Board;

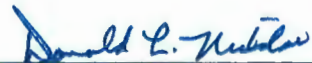
Now, Therefore,

BE IT RESOLVED BY THE AMARILLO JUNIOR COLLEGE DISTRICT

That 350 votes be cast for the seven (7) nominees on the ballot for the Potter County Appraisal District Board of Directors as follows:

See attached ballot, which is incorporated herein.

INTRODUCED AND PASSED by the AMARILLO JUNIOR COLLEGE DISTRICT,
this 26th day of November, 2013.



Don L. Nicholson
Chairman, Amarillo College Board
of Regents

ATTEST:



Mary Jane Nelson
Secretary

**Ballot for 2014-2015 Term
Potter County Appraisal District
Board of Directors**

Amarillo Jr College

State of Texas §
 §
County of Potter §

Below are the nominees listed alphabetically for the five positions on the Board of Directors for the Potter County Appraisal District.

1. David Gallaway	<u>87</u>
2. Gilbert Guzman	_____
3. Jack McCullough	<u>88</u>
4. Zac Plummer	<u>88</u>
5. Rusty Roush	_____
6. Lenny Sadler	<u>87</u>
7. Cindy Spanel	_____
Total	<u>350</u>

Voting Entitlement Based on the 2012 Levy

Amarillo ISD	1,680
Potter County	1,455
City of Amarillo	565
Bushland ISD	425
Highland Park ISD	405
Amarillo College	350
River Road ISD	115
Bishop Hills	<u>5</u>
TOTAL	<u>5,000</u>

**A RESOLUTION CASTING VOTES FOR THE
MEMBERS OF THE BOARD OF DIRECTORS OF
RANDALL COUNTY APPRAISAL DISTRICT**

WHEREAS, Section 6.03(c) of the Texas Property Tax Code requires the appointment of the board of directors of an appraisal district by vote of the governing bodies of the taxing entities entitled by the Code to vote; and

WHEREAS, Amarillo Junior College District is entitled by cumulative voting to cast 365 votes for the Randall County Board;


Now, Therefore,

BE IT RESOLVED BY THE AMARILLO JUNIOR COLLEGE DISTRICT

That 365 votes be cast for the five (5) nominees on the ballot for the Randall County Appraisal District Board of Directors as follows:

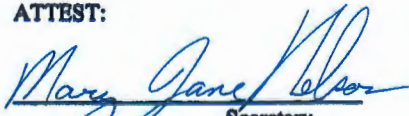
See attached ballot, which is incorporated herein.

INTRODUCED AND PASSED by the AMARILLO JUNIOR COLLEGE DISTRICT,
this 26th day of November, 2013.



Don L. Nicholson
Chairman, Amarillo College Board
of Regents

ATTEST:



Secretary

**Ballot for 2014-2015 Term
Randall County Appraisal District
Board of Directors**

Amarillo Jr. College

State of Texas §
 §
County of Randall §

Below are the nominees listed alphabetically for the five positions on the Board of Directors for the Randall County Appraisal District.

1. Dennis Beene	<u>73</u>
2. Elaine Dollar	<u>73</u>
3. Henry Hamilton	<u>73</u>
4. Annette Hargis	<u>73</u>
5. Joe Shehan	<u>73</u>
Total	<u>365</u>

Voting Entitlement Based on the 2012 Levy

Canyon ISD	1,475
Amarillo ISD	1,450
Randall County	1,020
City of Amarillo	595
Amarillo College	365
City of Canyon	70
Happy ISD	5
Village of Timbercreek Canyon	5
Wildorado ISD	5
City of Happy	5
Village of Palisades	<u>5</u>
TOTAL	<u>5,000</u>

**AGREEMENT BETWEEN
AMARILLO COLLEGE AND
AMARILLO AREA ADULT LITERACY COUNCIL, INC.**

This agreement is **effective on December 1, 2013** and between Amarillo Junior College District (AC) and Amarillo Area Adult Literacy Council, Inc., a Texas non-profit corporation (AAALC).

Now therefore, in the consideration of the mutual covenants contained herein, the parties do hereby agree as follows:

I. Purpose of Interagency Agreement:

The purpose of this agreement is to establish the best possible cooperative method of providing high quality services to meet the educational needs of illiterate adults in the Amarillo/Canyon area as a means to help themselves, their families and the community, and to enhance the potential for these persons to enroll at AC and successfully complete AC programs.

It is the intent of this agreement to:

- Define the services to be provided by each party;
- Ensure that eligible adults receive high quality, appropriate educational services within the mission of AAALC;
- Ensure that each party assumes the responsibility to communicate with the other, and share leadership responsibilities and by doing so ensure that available resources are utilized in the most effective manner;
- Ensure that this cooperative arrangement between AC and AAALC is developed, implemented, and reviewed at least annually; and
- Define the parties' financial obligations.

II. Description of Program

AAALC serves illiterate adults within the Potter/Randall Counties area by providing volunteer tutors to teach reading and writing skills. From time to time, AC refers adults to AAALC and accepts students who have received these services. AC and AAALC will share responsibilities and resources to ensure that this mutually beneficial program will continue. This agreement will be effective only after the AC Board of Regents adopts a resolution to the effect that this program serves a public purpose, supports the mission of AC, and clearly benefits AC.

III. Agency Responsibilities:

A. Responsibilities of AAALC:

1. Carry out the mission of AAALC as provided in its Articles of Incorporation.
2. Be responsible for the selection and employment of its executive director and all other employees, and be solely responsible for all salaries, benefits, insurance if any, payroll taxes and other incidents of employment.
3. Maintain oversight, supervision and control over its executive director, volunteer and program, including tutor training, student acceptance criteria, and program design.
4. Reimburse AC monthly for the cost of copies at the current internal rate charged departments (At this time, the rate is 6¢ per page black and white; 17¢ color).
5. Provide AC an annual report detailing the number of students served, the types of services, the enrollment history at AC, and other details that AC may reasonably request.
6. Notify AC should the governing board of AAALC vote to change its mission, dissolve, hire or fire employees, or sue or be sued.
7. Cooperate with AC to agree on other details as needed to accomplish the purpose set out in paragraph II above.
8. Pay to AC its accrued debt for past rent and salaries, as soon as reasonably possible. This amount is \$19,506.35 as November 1, 2013.
9. Reimburse AC monthly for the cost of Retiree Health Insurance Premium for benefit of Elaine Basham.

B. Responsibilities of AC:

1. Provide tutoring space for 4 – 5 daily tutoring sessions in appropriate space on the third floor of Lynn Library on the Washington Street campus or in the ACcess Learning Center, ESL lab, or AVID center.
2. Assist AAALC in moving to the library, and provide furniture as available.
3. Provide IT support and the use of 5 computers located as described in paragraph 1 above.
4. Provide reasonable access to copiers/scanners.

5. Provide shared support staff at the library. Two AC employees will be available during normal business hours to assist AAALC and its tutors.
6. Provide assistance for grant writing.
7. Provide access to Lynn Library during normal AC business hours.
8. Cooperate with AAALC to agree on other details as needed to accomplish the purpose set out in paragraph II above.

IV. FERPA

In rendering performance hereunder, if applicable AC will ensure compliance with all applicable statutory requirements relating to the confidentiality of education records set forth in the Family Education Rights and Privacy Act (FERPA), *20 U.S.C. §1232g. et. Seq.* AC will have a system in effect to protect student records that are maintained in connection with the services provided pursuant to this agreement. AC will not transfer or disclose any identifiable student education records to any third party or entity without the express written consent of someone authorized to act on behalf of the child. AC understands and agrees that no confidential information will be disclosed in any document intended for public disclosure.

V. Immunity

Nothing herein shall be deemed to constitute a waiver of any immunity which may be asserted by AC.

VI. Relationship of Parties

Nothing herein shall be construed in any manner to create a cause of action for the benefit of any person not a party to this agreement, or to create any rights for the benefit of any person not a party to this agreement not otherwise existing at law. Nothing in this agreement is intended to create a contract of employment between AC and any AAALC employee. The parties to this agreement are independent, and this agreement is not intended to create a joint venture between the parties.

VII. Insurance

Both parties to this agreement shall carry workers' compensation insurance, comprehensive general liability insurance and directors officers' liability insurance.

VIII. Term

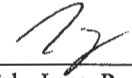
This agreement will be for a term of two (2) years but may be renewed. The agreement may be modified from time to time by action of each party's governing board. Either party may terminate

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

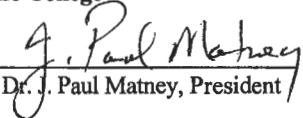
this agreement by giving 90 days written notice. AAALC's indebtedness, if any, to AC shall service the termination. The Commercial Lease Agreement dated May 1, 2008 and the Agreement dated December 2, 2008 between the parties are both terminated on the effective date of this agreement.

In witness whereof, the AC Board of Regents and AAALC, acting by their authorized representatives, have entered into this agreement by their signatures as shown below.

Amarillo Area Adult Literacy Council, Inc.

By:  12-17-13
Tyler Lang, President date

Amarillo College

By:  12-3-13
Dr. J. Paul Matney, President date

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

**AMARILLO COLLEGE
Revenue Budget Status Report
as of October 31, 2013**

	Fiscal 2014 Beginning Budget	Fiscal 2014 Current Budget	Fiscal 2014 Actual	%	Fiscal 2013 Budget	Fiscal 2013 Actual	%
State Appropriations	15,278,458	15,278,458	2,574,999	17%	14,994,164	2,750,657	18%
Indirect Cost Recovery	223,454	223,454	10,729	5%	203,454	10,194	5%
Ad Valorem Tax Revenues	16,098,382	16,098,382	2,641,705	16%	15,063,121	2,485,665	17%
Subtotal	<u>31,600,294</u>	<u>31,600,294</u>	<u>5,227,433</u>	17%	<u>30,260,739</u>	<u>5,246,516</u>	17%
Tuition and Fees - Academic	18,750,818	18,750,818	8,135,921	43%	18,214,565	8,153,241	45%
Tuition and Fees - Continuing Education	1,653,860	1,653,860	442,932	27%	1,481,536	515,265	35%
Tuition and Fees - Comm. Serv.	999,187	999,187	315,573	32%	918,192	349,866	38%
Less: TPEG	(487,980)	(487,980)	213	0%	(492,714)	65	0%
Subtotal	<u>20,915,885</u>	<u>20,915,885</u>	<u>8,894,639</u>	43%	<u>20,121,579</u>	<u>9,018,437</u>	45%
KACV - TV	<u>493,200</u>	<u>493,200</u>	<u>104,149</u>	21%	<u>493,200</u>	<u>76,222</u>	15%
Interest Income	80,000	80,000	3,801	5%	60,000	4,825	8%
Other Income	2,322,205	2,324,705	160,798	7%	2,176,472	153,765	7%
East Campus Land Sale Proceeds	-	-	48,847				
Transfer from Auxiliary Enterprises	1,274,648	1,274,648	0	0%	1,307,649	0	0%
Use of Retained Earnings	81,563	81,563	13,594	17%	756,093	126,016	0%
A & I Funding	1,465,000	1,465,000	573	0%	3,255,000	294,798	9%
Branch Campus A&I	1,065,435	1,065,435	143,594	0%	0	0	0%
Subtotal	<u>6,288,851</u>	<u>6,291,351</u>	<u>371,207</u>	6%	<u>7,555,214</u>	<u>579,404</u>	8%
TOTAL REVENUES	<u>59,298,230</u>	<u>\$59,300,730</u>	<u>\$14,597,428</u>	25%	<u>\$58,430,732</u>	<u>\$14,920,579</u>	26%

AMARILLO COLLEGE
Expenditures Budget Status Report
as of October 31, 2013

	Fiscal 2014 Beginning Budget	Fiscal 2014 Amended Budget	Fiscal 2014 Actual	%	Fiscal 2013 Budget	Fiscal 2013 Actual	%
Institutional Support	9,660,019	9,643,917	(1,851,692)	-19%	9,034,942	1,711,870	19%
Student Services	3,425,453	3,430,555	499,140	15%	3,191,544	459,970	14%
Fringe Benefits	9,717,970	9,717,970	1,474,694	15%	8,873,951	1,467,163	17%
Resident Instruction	22,320,826	22,345,120	3,534,861	16%	21,599,073	3,437,653	16%
Academic Support	2,147,946	2,140,436	386,370	18%	2,175,049	375,197	17%
Extension and Public Service	2,179,485	2,171,985	277,539	13%	2,036,881	274,101	13%
Physical Plant Operation and Maintenance	5,241,348	5,246,674	868,228	17%	5,651,829	857,068	15%
Technology Equipment Replacement	1,672,957	1,672,957	951,317	57%	1,948,963	770,136	40%
Alterations and Improvements	2,271,598	2,271,598	2,280	0%	3,255,000	295,633	9%
Contingencies	660,628	659,518	0	0%	663,500	0	0%
TOTAL EXPENDITURES	\$59,298,230	\$59,300,730	\$6,142,738	10%	\$58,430,732	\$9,648,791	17%

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

**AMARILLO COLLEGE
Auxiliary Enterprises
Profit (Loss) Statement
as of October 31, 2013**

	Fiscal 2014			Fiscal 2013		
	Income	Expense	Profit (Loss)	Income	Expense	Profit (Loss)
Bookstores:						
Washington Street	289,685	261,930	27,755	287,239	257,418	29,821
West Campus	36,170	53,090	(14,920)	37,449	40,151	(2,702)
Total Bookstores	327,855	315,020	12,835	324,688	297,569	27,119
Vending:						
Washington Street	5,362		5,362	6,188		6,188
East Campus	1,181		1,181	1,323		1,323
Moore County	349		349	316		316
Hereford Campus	16		16	48		48
Total Vending	6,908	0	6,908	7,875	0	7,875
Rental Property:						
Washington Street	1,601		1,601	1,601		1,601
East Campus - Family Housing	433,289	189,493	243,796	432,131	205,010	227,121
East Campus - Industrial	1,270		1,270	2,790		2,790
Total Rental Property	436,160	189,493	246,667	436,522	205,010	231,512
Interest Income	243		243	413		413
Installment Payment Plan	13,110		13,110	11,475		11,475
Student Government Association	141,054	71,205	69,849	143,782	63,444	80,338
Total Other	154,407	71,205	83,202	155,670	63,444	92,226
TOTAL AUXILIARY ENTERPRISES	925,330	575,718	349,612	924,755	566,023	358,732
USES OF THESE PROFITS						
Institutional Scholarships:						
Honors Program Scholarships			0			0
Band Scholarships		300	(300)	775		(775)
Choir		(150)	150			0
Total Institutional Scholarships	0	150	(150)	0	775	(775)
Employee Scholarships:						
Employee Spouse		(132)	132			0
Employee - Appointed		(264)	264			0
Employee - Children		374	(374)			0
Employee Non Appointed		306	(306)			0
Total Employee Scholarships	0	284	(284)	0	0	0
Official Functions		5,576	(5,576)	1,203		(1,203)
Transfer from AE to LM for Plant EC			0			0
Total Other	0	5,576	(5,576)	0	1,203	(1,203)
TOTAL USES OF THESE PROFITS	0	6,010	(6,010)	0	1,978	(1,978)
TOTAL AUXILIARY ENTERPRISES	\$925,330	\$581,728	\$343,602	\$924,755	\$568,001	\$356,754

Amarillo College
Restricted Funds - Revenue and Expenditures
as of October 31, 2013

	<u>Fiscal 2014</u>	<u>Fiscal 2013</u>	<u>Increase (Decrease)</u>
Federal Grants and Contracts	198,782	359,583	(160,801)
State Grants and Contracts	1,179,902	1,482,147	(302,245)
Local Grants and Contracts	360,360	146,879	213,481
KACV Grants and Contracts	98,123	54,158	43,965
TOTAL GRANTS AND CONTRACTS	<u><u>1,837,167</u></u>	<u><u>2,042,767</u></u>	<u><u>(205,600)</u></u>
Student Aid			
Pell Grants	173,973	234,906	(60,933)
Suppl. Education Opportunity Grants (SEOG)	15,400	9,200	6,200
College Work Study	46,812	64,297	(17,485)
Texas Public Education Grants (TPEG)	146,416	17,337	129,079
Texas Grant - THECB	406,104	415,651	(9,547)
Resident Instruction	871,888	999,638	(127,750)
Public Service	572,418	872,981	(300,563)
Student Support Services	84,461	81,282	3,179
TOTAL EXPENDITURES	<u><u>2,317,472</u></u>	<u><u>2,695,292</u></u>	<u><u>(377,820)</u></u>

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

Amarillo College
Cash and Investments
as of October 31, 2013

	Cash In Bank and on Hand	TexPool	Federal Discount Note	Amarillo National Fund	Chase	U S Treasury Bill	Certificate Of Deposits	Total
Local Maintenance Funds	1,141,389	7,324,370					18,296,863	26,762,622
Auxiliary Enterprises	7,139	410,772					4,269,128	4,687,039
Restricted Funds		775,555		2,167,205				2,942,760
Endowment Funds		328,990		1,929,531			1,270,334	3,528,855
Unexpended Plant Funds	489,422	1,597,403			3,540,929			5,627,754
Retirement of Indebtedness	105	375,077					1,600,000	1,975,182
Agency Funds								0
TOTAL	\$1,638,055	\$10,812,167	\$0	\$4,096,736	\$3,540,929	\$0	\$25,436,325	\$45,524,212
SEPTEMBER 2012 TOTAL	\$2,822,361	\$9,300,056	\$0	\$3,622,302	\$11,832,259	\$0	\$26,622,023	\$54,199,001
SEPTEMBER 2011 TOTAL	\$1,627,698	\$10,332,474	\$1,010,600	\$3,828,583	\$9,163,698	\$1,538,550	\$17,673,876	\$45,175,479

Breakdown of Cash & Investments:

	2014	2013	2012
Amarillo College	24,271,082	22,265,972	21,510,941
EC Land Sale Proceeds	293,043	0	0
KACV	5,135,598	4,617,948	5,076,677
HLC	1,092,266	1,088,942	1,043,978
Student Loans	(410,823)	(786,748)	(482,063)
Pass Through Scholarships	(620,921)	659,963	512,124
Restricted	2,073,918	1,189,238	622,964
Auxiliary	5,412,841	5,838,515	5,499,900
Plant/Bonds/Debt Service	7,998,862	19,096,820	11,172,333
Agency	278,346	228,351	218,625
Total	\$45,524,212	\$45,199,001	\$45,175,479

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

AMARILLO COLLEGE
Alterations and Improvements
Projects for Fiscal 2014
as of October 31, 2013

TYPE OF FUNDS	PROJECT	ACTUAL	PROJECTED COST	% COMPLETE
Designated	CJB - Replace South Entrance Doors		\$25,000.00	0%
Designated	Student Service Center - HVAC Renovation		\$150,000.00	0%
Designated	Student Service Center - Fin Aid - 2nd Floor Paint/Carpet		\$50,000.00	0%
Designated	West Campus - Jones Hall - New North Parking Lot		\$300,000.00	0%
Designated	WC Bldg C - Gun Safe		\$50,000.00	0%
Designated	West Campus - Child Development Lab Alterations		\$75,000.00	0%
Designated	Polk Street - Nixon Gym - New HVAC		\$25,000.00	0%
Designated	Polk Street - Nixon Gym - Re-Roof		\$75,000.00	0%
Designated	EC - Mfg Education Center - New East Parking Lot		\$300,000.00	0%
Designated	EC - Public Service Train Ctr - Building Upgrades		\$65,000.00	0%
Designated	EC Bldg 3400 - Removal of Asbestos/Demolish (Refund)	(\$3,051.45)	\$0.00	0%
Designated	Campus Wide - Carpet Replacement	\$3,624.44	\$50,000.00	7%
Designated	Campus Wide - Parking Lot Repairs		\$50,000.00	0%
	TOTAL A&I FROM DESIGNATED RESERVES	\$572.99	\$1,215,000.00	0%
Allocated	CJB - Renovate Kitchen/Bookstore		\$556,732.83	0%
Allocated	EC Bldg 3400 - Removal of Asbestos/Demolish	\$78,521.00	\$78,931.00	99%
Allocated	EC Bldg V - Site Work		\$100,000.00	0%
Allocated	EC Motorcycle Storage		\$15,000.00	0%
Allocated	EC - Construction of Welding Booths	\$153,668.00	\$153,668.00	100%
Allocated	Campus Wide - Carpet Replacement	\$2,327.89	\$15,497.72	15%
	TOTAL A&I FROM ALLOCATED FUNDS	\$234,516.89	\$919,829.55	25%
	TOTAL A&I/LAND IMPROVEMENTS W/O BRANCHES	\$235,089.88	\$2,134,829.55	11%
Branch Campus	Moore County Campus - Student Activities Center	\$143,407.75	\$515,435.29	28%
Branch Campus	Moore County Campus - New Campus Completion		\$300,000.00	0%
Branch Campus	Hereford New Campus	\$185.98	\$500,000.00	0%
Branch Campus	Hereford New Campus - Hereford Capital Campaign	\$421,794.19	\$634,624.02	66%
	TOTAL A&I FROM BRANCH CAMPUSES	\$565,387.92	\$1,950,059.31	29%
	TOTAL A&I/LAND IMPROVEMENTS PLUS BRANCHES	\$800,477.80	\$4,084,888.86	20%

AMARILLO COLLEGE
Tax Schedule
as of October 31, 2013

	FY 2014			FY 2013	
	Potter County	Randall County	Total	Total	
Net Taxable Values	\$5,216,629,267	\$4,527,585,789	\$9,744,215,056	\$9,455,340	
Tax Rate	\$0.19950	\$0.19950	\$0.19950	\$0.19950	
Assessment:					
Bond Sinking Fund - \$.04429	\$2,261,746	\$2,412,998	\$4,674,744	\$4,974,279	
Maintenance and Operation - \$.15521	\$7,925,840	\$8,455,874	\$16,381,714	\$15,440,558	
Total Assessment	<u>\$10,187,586</u>	<u>\$10,868,872</u>	<u>\$21,056,458</u>	<u>\$20,414,837</u>	
Deposits of Current Taxes	(\$53,343)	\$422,173	\$368,830	\$348,538	
Current Collection Rate	-0.52%	3.88%	1.75%	1.71%	
Deposits of Delinquent Taxes	\$50,655	\$17,265	\$67,920	\$62,096	
Deposits of Penalties and Interest	\$15,495	\$5,773	\$21,268	\$18,990	
				collection rate	
Budgeted - Bonds			\$4,674,744	100.00%	\$4,974,279
Budgeted - Maintenance and Operation			\$15,881,382	96.95%	\$14,892,121
Total Budget			<u>\$20,556,126</u>	97.62%	<u>\$19,866,400</u>
Total Collected - Current + Delinquent + Penalty/Interest			<u>\$458,018</u>		<u>\$429,624</u>
Over (Under) Budget			<u>(\$20,098,108)</u>		<u>(\$19,436,776)</u>

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

AMARILLO COLLEGE
Bond Expenditures - Fund 60
Bond Projects
as of October 31, 2013

VENDOR	PRIOR YEARS EXPENSES	EXPENSES FY 14			TOTAL EXPENSES	PROJECTED COST	% COMPLETE
		ARCHITECT FEES	CONSTRUCTION MANAGER FEES	OTHER EXPENSES			
Construction in Progress:							
Bond Sale Fee	\$107,751.92	\$0.00	\$0.00	\$0.00	\$107,751.92	\$107,751.92	100%
General Construction Expenses - All Campuses	\$97,102.58	\$0.00	\$0.00	\$50.36	\$97,152.94	\$97,102.58	100%
Dutton Hall - Remodel - WSC	\$25,214.38	\$0.00	\$0.00	\$10.68	\$25,225.06	\$2,925,195.09	1%
Byrd Business Building - Remodel - WSC	\$7,669,462.63	\$0.00	\$4,790.00	\$14,277.96	\$7,688,530.59	\$8,273,444.27	93%
Parcels Hall - Remodel - WSC	\$8,948,192.10	\$0.00	\$4,790.00	\$4,247.49	\$8,957,229.59	\$9,104,295.99	98%
Lynn Library - Renovations at Existing Building-WSC	\$894,263.99	\$1,961.51	\$14,250.00	\$0.00	\$910,475.50	\$1,364,590.00	67%
Music Buildings-Renovations at Existing Building-WSC	\$2,905,424.98	\$0.00	\$0.00	\$54,345.39	\$2,959,770.37	\$3,182,033.77	93%
EC Industrial Center - Renovate (Welding, Restrooms, HVAC)	\$4,686,404.15	\$0.00	\$23,483.40	\$4,155.89	\$4,714,043.44	\$4,959,088.05	95%
EC Transportation Complex Bldg S - Addition/Renovate Bldg	\$872,433.20	\$0.00	\$22,249.60	\$1,100.25	\$895,783.05	\$919,660.03	97%
Allied Health - Remodel - West Campus	\$3,616,203.17	\$0.00	\$0.00	\$1,131.30	\$3,617,334.47	\$3,696,989.25	98%
Total Construction in Progress	\$29,822,453.10	\$1,961.51	\$69,563.00	\$79,319.32	\$29,973,296.93	\$34,630,150.95	87%
Completed Projects:							
Durrett Hall - Relocation of Electronics - WSC	\$57,248.10	\$0.00	\$0.00	\$0.00	\$57,248.10	\$57,248.10	100%
Warren Hall - Remodel - WSC	\$2,437,662.86	\$0.00	\$0.00	\$0.00	\$2,437,662.86	\$2,437,662.86	100%
Dutton Hall - Remodel - WSC	\$554,727.60	\$0.00	\$0.00	\$0.00	\$554,727.60	\$554,727.60	100%
Parcels Hall - KACY Data Room - WSC	\$184,307.44	\$0.00	\$0.00	\$0.00	\$184,307.44	\$184,307.44	100%
Chill Water Loop System - WSC	\$881,655.78	\$0.00	\$0.00	\$0.00	\$881,655.78	\$881,655.78	100%

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

AMARILLO COLLEGE
Bond Expenditures - Fund 60
Bond Projects
as of October 31, 2013

VENDOR	PRIOR YEARS EXPENSES	EXPENSES FY 14			TOTAL EXPENSES	PROJECTED COST	% COMPLETE
		ARCHITECT FEES	CONSTRUCTION MANAGER FEES	OTHER EXPENSES			
Science Laboratory Building - WSC	\$10,024,693.08	\$0.00	\$0.00	\$0.00	\$10,024,693.08	\$10,024,693.08	100%
New Parking Lot - WSC	\$816,500.72	\$0.00	\$0.00	\$0.00	\$816,500.72	\$816,500.72	100%
Building B - Remodel - West Campus	\$1,417,215.97	\$0.00	\$0.00	\$0.00	\$1,417,215.97	\$1,417,215.97	100%
Life Enrichment Center - Polk St Campus	\$56,553.00	\$0.00	\$0.00	\$0.00	\$56,553.00	\$56,553.00	100%
East Campus - New HVAC	\$2,697,749.61	\$0.00	\$0.00	\$0.00	\$2,697,749.61	\$2,697,749.61	100%
Clinical Simulation Center (at Texas Tech)	\$999,993.75	\$0.00	\$0.00	\$0.00	\$999,993.75	\$999,993.75	100%
Jones Hall - West Campus	\$12,356,292.87	\$0.00	\$0.00	\$0.00	\$12,356,292.87	\$12,356,292.87	100%
New Parking Lot - Polk St Campus	\$830,383.82	\$0.00	\$0.00	\$0.00	\$830,383.82	\$830,383.82	100%
Total Completed Projects	\$33,314,984.60	\$0.00	\$0.00	\$0.00	\$33,314,984.60	\$33,314,984.60	100%
Total Bond Projects	\$63,137,437.70	\$1,961.51	\$69,563.00	\$79,319.32	\$63,288,281.53	\$67,945,135.55	93%
Revenue Bond Projects:							
Moore County New Campus	\$4,307,712.58	\$0.00	\$309,203.00	\$60,046.89	\$4,676,962.47	\$4,749,700.45	98%
Total Revenue Bond Projects	\$4,307,712.58	\$0.00	\$309,203.00	\$60,046.89	\$4,676,962.47	\$4,749,700.45	98%

Minutes of the Amarillo College Board of Regents Regular Meeting of November 26, 2013

**Amarillo College
Reserve Analysis FY 2014
As Of 10/31/13**

Encumbered Prior to 8/31/13	Balance as of 08/31/2013	Current Fiscal Year Activity	Ending Balance	Explanation
Overlapping Purchase Orders	397,609	(155,937)	241,672	Materials and services requested in prior year and charged against prior year budget but received and paid for in the current year
Subtotal	397,609	(155,937)	241,672	
Board Restricted				
Equipment Reserve	1,700,000		1,700,000	Set-up for equipment purchases required but not budgeted
Facility Reserve	3,500,000	(3,624)	3,496,376	Set-up for facility purchases required but not budgeted
Technology Reserve	522,225		522,225	Set-up for IT related purchases required but not budgeted
Sim Central	246,764		246,764	Sim Central prior years revenues over expenses fund balance
East Campus A&I Designated	560,000	3,051	563,051	Set-up for East Campus improvements required but not budgeted
SGA	101,054		101,054	Student government prior years revenues over expenses fund balance
Insurance	500,000		500,000	Set-up to cover insurance deductibles and claims that fall below the deductibles
Moore County Campus Designated	914,674	(157,002)	757,672	Moore County prior years revenues over expenses fund balance
Hereford Campus Designated	1,124,634	(186)	1,124,448	Hereford Campus prior years revenues over expenses fund balance
East Campus Land Proceeds	397,864		397,864	Proceeds from sale of land at East Campus
East Campus Designated	1,865,534		1,865,534	East Campus set aside from the State of Texas for operations of programs at TSTC (EC)
Subtotal	11,432,749	(157,761)	11,274,988	
Unrestricted Reserve				
Undesignated Local Maintenance	10,443,460		10,443,460	Local Maintenance prior years revenues over expenses fund balance
Undesignated Auxiliary	4,173,901		4,173,901	Auxiliary prior years revenues over expenses fund balance
Subtotal	14,617,361	-	14,617,361	
Total	26,447,719	(313,698)	26,134,021	
Fiscal Year 2013	26,677,885	(230,166)	26,447,719	
Fiscal Year 2012	24,021,539	2,656,346	26,677,885	
Fiscal Year 2011	21,927,855	2,093,684	24,021,539	
Fiscal Year 2010	21,093,864	833,991	21,927,855	
Fiscal Year 2009	19,474,630	1,619,234	21,093,864	