

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

**AMARILLO COLLEGE BOARD OF REGENTS
MINUTES OF STATUS UPDATE AND REGULAR BOARD MEETING
JANUARY 26, 2021**

REGENTS PRESENT: Mr. Johnny Mize, Chair; Mrs. Anette Carlisle, Vice-Chair; Mr. Patrick Miller, Secretary; Mr. Jay Barrett; Ms. Michele Fortunato; Mr. Dan Henke; Ms. Sally Jennings; Dr. Paul Proffer; Dr. David Woodburn

REGENTS ABSENT: None

CAMPUS REPRESENTATIVES PRESENT: Ms. Sara Pesina, Representative for the Hereford Hinkson Memorial Campus

CAMPUS REPRESENTATIVES ABSENT: Ms. Ronda Crow, Representative for the Moore County Campus

OTHERS PRESENT: Mr. Bob Austin, Vice President of Enrollment Management; Mr. Kevin Ball, Vice President of Communications and Marketing; Dr. Tamara Clunis, Vice President of Academic Affairs; Ms. Cara Crowley, Vice President of Strategic Initiatives; Ms. Cheryl Jones, Vice President of Human Resources; Dr. Russell Lowery-Hart, President; Mr. Chris Sharp, Vice President of Business Affairs; Mr. Joe Bill Sherrod, Vice President of Institutional Advancement; Ms. Denese Skinner, Vice President of Student Affairs; and Mr. Mark White, Executive Vice President and General Counsel

Ms. Tania Amaya – Student Government Association
Ms. Joy Brenneman – Exec. Asst., President's Office/Asst. Sec. to the Board of Regents
Ms. Tiffani Crosley – Associate Vice President, Business Affairs
Mr. David Gay – Amarillo Globe News Reporter
Ms. Jill Gibson – Department Chair, Mass Communications
Ms. Reagan Hales – Associate VP for Innovation & Work-Based Learning
Ms. Amber Hamilton – Director of Student Life
Ms. Ruth Martinez – Student with the Ranger
Mr. Ray Newburg – Assistant Professor, Theater – Faculty Senate
Mr. Danny Smith – Master Plan Program Manager
Mr. Joe Wyatt – Communication Content Producer

STATUS UPDATE

The Status Update was called to order at 5:48 p.m. by Mr. Johnny Mize, Chairman of the Board of Regents. A quorum was present.

SGA REPORT

Ms. Tania Amaya, Leadership & Development Chair for the Student Government Association, stated that SGA had created a Winter Wonderland in December that was visited by 92 students, 66 children, and 28 other guests. Students enjoyed the decorations, small give-a-ways for the children, and the kid friendly atmosphere. They stated it made them feel more connected to campus. Spring Welcome Week activities included a Virtual Bingo (35 students); free shirts (254 students); free personalized coffee mug, street sign, or pop socket (130 students); and, an MLK exhibit (28 students plus 18 guests).

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021**REGENTS' REPORTS, COMMITTEES, AND COMMENTS REGARDING AC AFFILIATES****Executive Committee** – report by Mize, Carlisle, Miller

Mr. Mize noted that this committee met the day previous and he would provide the Regents with a report from that meeting.

Mr. White reported that a virtual site visit with the National Junior College Athletic Association (NJCAA) took place the previous week. The meeting included representatives from across campus including student life. The NJCAA will vote on February 26, 2021 on allowing Amarillo College to join the association and he feels certain the college will be admitted. He also noted that the college is in discussions with Sodpoodles management to explore using Hodgetown for the baseball team's games. The college is on track to move forward to include sports in the Carter Fitness Center renovation.

AC Foundation – report by Barrett, Henke, Mize

No report.

Amarillo Museum of Art (AMoA) – report by Fortunato

Ms. Fortunato stated that the gala has been rescheduled to June 12 and they will utilize some of the outside space since it is in the summer. The collector whose art will be exhibited is excited at the possibility of being at the museum in person rather than virtually. It is expected to be a good fund-raising event.

Panhandle PBS – report by Miller, Barrett

Mr. Miller reported that the Panhandle PBS/FM Studio remodeling and upgrades are nearing completion. The FM90 control room and two sound studios were funded by grants from the AC Foundation over the past two years. These up-to-date upgrades will serve a combination of AC Mass Media students, Panhandle PBS and FM90 broadcast needs.

Tax Increment Reinvestment Zone (TIRZ) – report by Woodburn

Dr. Woodburn stated that this committee met briefly on December 10, 2020 and discussed the downtown signage project and financials.

Tax Increment Reinvestment Zone 2 (TIRZ 2) – report by Sharp

Mr. Sharp noted that there was nothing new to report. A contract has been signed to conduct a feasibility study for a semi-pro team interested to coming to Amarillo.

Amarillo Foundation for Education and Business – report by Proffer, Mize, Carlisle, Crow

There was no report for this committee but Mrs. Carlisle recognized Joe Bob McCartt who served on the committee and passed away on December 28, 2020.

Standing Policies & Procedures Committee – report by Carlisle-Chair, Fortunato, Woodburn

Mr. White is working with TASB on new policies. The process is in the beginning stages and is expected to take about one year to complete. He announced that a small approval for procurement procedures will be brought to the Board in the next few months.

Finance Committee (AC Investment, Potential Lease & Sales Opportunities) – report by Henke-Chair, Proffer, Mize

Mr. Henke reported that this committee met the previous Friday and would have updates on bond projects and the Innovation Outpost later in this meeting.

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Mr. Barrett stated that the committee and Dr. Lowery-Hart met with Senator Kel Seliger and Representatives John Smithee and Four Price in December. They are all supportive of community colleges. He is also connecting with the Amarillo Chamber of Commerce. This year's Panhandle Days may take place in Amarillo rather than Austin.

Community College Association of Texas Trustees (CCATT) – report by Barrett, Carlisle

Mr. Barrett will be participating in an advisory call with TACC each Monday morning. Executive meetings take place monthly and he plans to highlight earn and learn next time he speaks. Mrs. Carlisle pointed out that the legislative session has begun. In this time of COVID, the rules are different and they are taking some breaks. Each of the 181 offices are allowed to make their own COVID rules for their spaces. She expects that most of the advocacy work will take place virtually. The current budget has Amarillo College funded at the same level as last time. TACC is supportive of a group representing community colleges.

Nominating Committee – report by Fortunato-Chair, Proffer, Woodburn

Ms. Fortunato reported that this committee has been meeting and reminded the Board that the deadline for filing an application for the upcoming election is February 12. Mrs. Carlisle has filed her application. Mr. Miller has made the decision not to run for re-election.

BOND PROJECTS

Mr. Smith provided Regents with a bond project update prior to the meeting. He reviewed the projects that are in the construction or design phase. The Student Services Center will be relocated to Russell Hall. Construction will begin this summer with an expected completion date of January 2023. Sims Architects (formerly Lavin) have been given the notice to proceed with a design which includes athletics for the Carter Fitness Center. The full committee will meet on February 8. For the HVAC project, the decision has been made to locate the new chiller plant to Parking Lot 8 (behind the Science Lab Building). The Museum of Art, Experimental Theatre, and Concert Hall are not yet on chillers, so the carriage house will remain the site of the pumps for those buildings. He is working with the architects for the Innovation Hub and expects a bid package to go out by March 1. The committee for the First Responders Training Center has reviewed the first schematic drawing and has recommended some small changes. Mr. Smith is still waiting on designs for the ADA projects and has asked the architect to submit those as soon as possible as many buildings are mostly empty due to COVID and renovations could be taking place now. The paving projects and connector roads at the West Campus are nearing completion but require warmer weather for part of the process. The Art Department will be relocating to the College Union Building basement. This project needs to be completed within seven months and the committee has begun meeting with the architects. The exact location of the kiln has not been determined.

COMPREHENSIVE CAMPAIGN

Mr. Sherrod provided an update on the comprehensive campaign. The steering committee will consist of about 15 community members and Sharon Oeschger has agreed to be the honorary chair. Currently 12 people have committed to serve on this committee and they have had their first meeting. Wendi Swope with Double U Marketing is reviewing the final draft of the case for support. The campaign goal is \$30M and \$1M has been received from the Adams family. There are three themes for the campaign: capital needs; student experience; and, faculty development. The first programs to be launched will be the Innovation Outpost and Earn and Learn programs. The end-of-year campaign was very successful with a high percentage of regents participating.

CORONAVIRUS RESPONSE & RELIEF SUPPLEMENTAL APPROPRIATIONS (CRRSA)

Dr. Lowery-Hart reported that he has spoken with the Department of Education contact to get clarification on the COVID relief package and how the funds may be used. The US Department of

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Education has verified AC's CRRSA distribution. AC will receive an estimated \$10.7M. However, \$2M of these funds are already allocated to balance the FY2021 budget. Dr. Lowery-Hart is requesting AC to develop a plan to use the remaining funds to support the No Excuses 2025 strategic plan in these three areas: technology acquisition and transfer; economic development; and, equity. Once a plan is developed, it will be brought to the Board.

INNOVATION OUTPOST

Ms. Reagan Hales reviewed the mission of the Outpost and actions for impact. The visual effects program will be online and classes will begin in April. It is supported by and developed with people associated with the industry. The Outpost will also focus on technology adoption and integration and training and workforce development for students who need skills and experience as well as those already in the workforce looking to upgrade their skills or receive additional training. The Regents were given a tour of the future location of the Outpost and were able to use an app that provided 3D schematics of the space.

The Regents returned from their tour of the Innovation Outpost and the status update meeting adjourned at 6:53 p.m.

REGULAR BOARD MEETING

The Regular Meeting was called to order at 6:59 p.m. by Mr. Johnny Mize, Chairman of the Board of Regents. Mr. Mize welcomed those in attendance. A quorum was still present.

PUBLIC COMMENTS

There were no public comments.

MINUTES APPROVED

Minutes of the regular meeting of December 1, 2020 had been provided to the Regents.

Dr. Proffer moved, seconded by Dr. Woodburn, to approve the minutes of the regular meeting of December 1, 2020. The motion carried unanimously.

CONSENT AGENDA APPROVED

The following items were presented for Board approval.

A. APPOINTMENTS

Faculty – None

Administrators – None

B. BUDGET AMENDMENTS

The Budget Amendments for approval by the Board are attached at page 89.

Mr. Smith explained that the MAC computer purchase listed in the Items for Information was for laptops which will be included in the tech kits to be purchased by students for the Cinematic Arts programs. These kits will also include cameras, lighting equipment, etc. Students will learn how to use these tools during their courses but will then have the equipment to take with them when they graduate. Financial Aid may be used for purchase of these kits. Additional information on these kits will be provided in the February Status Update.

Dr. Woodburn moved, seconded by Mrs. Carlisle, to approve the Consent Agenda. The motion carried unanimously.

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021**RECORDS MANAGEMENT ANNUAL REPORT**

Title 6, subtitle C, Local Government Code provides that a junior college district must establish by resolution an active, and continuing records management program to be administered by a records management officer. The records retention administrator schedules, and administers rules issued by the Texas State Library and Archives Commission; determines if the records management program, and the Amarillo Junior College District's records control schedules are in compliance with state regulations. The commission reports that Amarillo College is in compliance.

Mr. Sharp reported, per Amarillo College's records management policy, that the annual disposition consisted of 383 items. After review, department administrators withdrew 75 items. The remaining records consisted of 308 boxes of paper records. These items were destroyed in November 2020. The disposition of these documents was approved by the Records Management Committee per Amarillo College Policy.

Mr. Sharp explained that this is an item that must be brought to the Board each year per rules issued by the state. Amarillo College is in compliance. Kimberly Carlile is the records management officer.

No action was required for this agenda item.

ELECTION ORDERS APPROVED

The May 2021 uniform election day is Saturday, May 1, 2021. There being three (3) six-year terms to be filled on the Board of Regents, the Board must order a general election. Election orders are attached at page 90.

Mrs. Carlisle moved, seconded by Dr. Proffer, to approve and adopt the Election Orders. The motion carried unanimously.

JOINT ELECTION SERVICES CONTRACT APPROVED

Potter County has agreed to conduct the May 1, 2021 Amarillo College election in Potter County. The proposed Joint Election Services Contract between Potter County and Amarillo Junior College District is attached at pages 91 through 101.

Mr. Sharp explained that the College has an agreement with Potter County to run the election.

Mr. Miller moved, seconded by Ms. Jennings, to approve and adopt the Joint Election Services Contract. The motion carried unanimously.

RFQ-1364 – ARCHITECTURAL/ENGINEERING STANDARD FORM OF AGREEMENT BETWEEN OWNER AND ARCHITECT – ARCHITECT/ENGINEERING PROFESSIONAL SERVICES FOR THE ART DEPARTMENT RELOCATION APPROVED

The Art Department Relocation Committee issued 32 Request for Qualifications, accepted 6 proposals, and interviewed 3 firms. The interview scoring sheet and tabulation summary are attached at page 102. Sims Architects (formerly Lavin Architects) was selected to prepare plans and specifications for the Art Department's new location. This is project A8 listed in the Amarillo College Master Plan, prepared by Parkhill, Smith & Cooper, dated March 2019. Recommend approval of the AIA B-101-Standard Form of Agreement between Owner and Architect for Basic Design Services.

This project will be paid for with proceeds from bonds issued in 2019.

Mr. Danny Smith presented this request as above.

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Mrs. Carlisle moved, seconded by Mr. Miller, to approve RFQ-1364, Standard Form of Agreement for Professional Services for the Art Department Relocation, for Sims Architects (formerly Lavin Architects). The motion carried unanimously.

METHOD OF CONSTRUCTION DELIVERY FOR THE ART DEPARTMENT RELOCATION PROJECT APPROVED

The intended delivery method for this project is to be Construction Manager at Risk with a possibility of multiple bid packages. Recommend approval of Construction Manager at Risk as the construction delivery method for the Art Department Relocation Project.

Mr. Smith presented this request.

Dr. Proffer moved, seconded by Ms. Jennings, to approve Construction Manager at Risk as the construction delivery method for the AC Art Department Relocation Project. The motion carried unanimously.

RFQ-1363 – CONSTRUCTION MANAGER AS CONSTRUCTOR STANDARD FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR THE INNOVATION OUTPOST APPROVED

The Innovation Outpost Construction Committee issued 11 Request for Qualifications, accepted 3 proposals, and interviewed 2 firms. The tabulation sheet is attached at page 103. Western Builders was selected to be the Construction Manager for the Innovation Outpost. This is project D1 listed in the Amarillo College Master Plan, prepared by Parkhill, Smith & Cooper, dated March 2019. Recommend approval of the AIA A-133 Standard Form of Agreement between Owner and Construction Manager as Constructor. The Economic Development Administration has approved this agreement.

This project will be paid for with proceeds from the bonds issued in 2019.

Mrs. Carlisle moved, seconded by Mr. Miller to approve RFQ-1363, the Standard Form of Agreement for Construction Manager Services, for Western Builders of Amarillo, Inc. The motion carried unanimously.

INNOVATION OUTPOST FUNDING APPROVED

This item was placed on the agenda in order that the Board of Regents might consider designating funds for the development of the Innovation Outpost.

Dr. Lowery-Hart and Ms. Hales presented a request to the Board for \$2,059,000 from reserves over the next five years to support the startup of the Innovation Outpost. The Board Financial Committee has reviewed and approved this request. Other funding sources for the Outpost include the comprehensive campaign and grants in addition to the reserve funds. Revenues will not be included for the first five years at which time the Outpost is expected to be able to pay for itself. The budget allocation is 28.3% from reserves, 3.2% from grants, 38.2% fundraising, and 30.2% from already existing institutional, including personnel. Budget allocation from reserves is 2.9% for coding, 17% for VFX, 26.8% personnel, and 53.3% operating expenses which includes utilities. Renovation of the building will be paid for from bond proceeds and fundraising. The VFX program will be the first nationally launched online program. The plans are to incorporate bootcamps into the coding academy. Amarillo College will be the facilitator of the programs offered and will use national experts as needed to teach courses. Communications and Marketing is working with Hawthorne on branding. The college is working with lawyers to build in revenue sharing so that the college also benefits.

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Mr. Henke moved that the Board of Regents authorize the funding for the development of the Innovation Outpost in the amount of \$2,059,000 to come from reserves over the next five years to be used as needed. The motion came from the Finance Committee and no second was required. The motion carried unanimously.

SALE OF COUNTY PROPERTY OBTAINED THROUGH SHERIFF'S SALE APPROVED

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.

Potter County, as Trustee, has agreed to sell the following property as a private sale, and payment has been received. Additional information on the property is attached at page 104 through 105.

607 N Van Buren \$10,068.00

Board approval is required because the property is held in trust by Potter County.

Chris requested the board to authorize this sale.

Mrs. Carlisle moved, seconded by Dr. Proffer to approve the sale of property obtained through Sheriff's sale and to authorize the chair of the Board of Regents to execute the Tax Deed. The motion carried unanimously.

PURCHASE OF PROPERTY AT 3701 S. PLAINS BLVD., FORMER J.C. PENNEY BUILDING IN AMARILLO, TEXAS APPROVED

This item was on the agenda in order for the Board of Regents to consider the purchase of property at 3701 S. Plains Blvd, former J.C. Penney building, in Amarillo, Texas from Crouch Foundation Liquidating Company, LLC.

Mr. Sharp reminded the Board that the college has been negotiating this purchase for a few months. The building is located at the old Sunset Shopping Center and will be renovated for the First Responders Training Center. The purchase price was \$625,000 and there are no deed restrictions in the contract.

Mrs. Jennings moved, seconded by Mr. Barrett to approve the Real Property Purchase Agreement for the purchase of the former J.C. Penney building from the Crouch Foundation and to authorize Chris Sharp, Vice President of Business Affairs, to close the transaction. The motion carried unanimously.

PURCHASE OF PROPERTY AT 2125 S. MONROE ST. AND 512 SW 22ND AVE. IN AMARILLO, TEXAS APPROVED

This item is on the agenda in order for the Board of Regents to consider the purchase of the property at 2125 S Monroe St and 512 SW 22nd Ave. This commercial property consists of two buildings, a private home, and the Bible Chair of the Southwest. The Bible Chair of the Southwest has been used for offices and group gatherings by Amarillo College students. The proposed Real Property Purchase Agreement will be included in Board materials.

Mr. Sharp explained that this property became available and the college felt it was a good idea to go ahead and purchase it because it is located in the middle of college property. The original asking

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price was \$291,000, but the seller accepted \$162,000 which was the property valuation. There are no definite plans for the property at this time.

Ms. Fortunato moved, seconded by Mrs. Carlisle, to approve the Sale and Purchase Agreement for the purchase of two properties at 2125 S. Monroe Street and 512 S.W. 22nd Avenue from the Bible Chair of the Southwest and to authorize Chris Sharp, Vice President of Business Affairs, to close the transaction. The motion carried unanimously.

INVESTMENT REPORT APPROVED

Mr. Sharp presented the Quarterly Investment Report for the period September 1, 2020 through November 30, 2020 to the Regents. A copy of the report had been provided to the Regents.

Mr. Sharp noted page 2 reflects good news. Indexes are up and the outlook is good. Investments are at \$56M which is down from August 2019 when the stock market was down. It has now rebounded and recovered. The rest of the report further breaks down individual investments.

Dr. Proffer moved, seconded by Ms. Fortunato, to approve the Quarterly Investment Report. The motion carried unanimously.

FINANCIAL REPORTS APPROVED

The financial statements for November 30, 2020 and December 31, 2020 are attached at pages 106 through 123.

Ms. Crosley briefly reviewed the November and December financial reports. It was noted that the college continues to have an AA+ rating. Dr. Lowery-Hart pointed out that the one-time employee compensation, which will be given at the end of January, is not reflected in these financials.

Mrs. Carlisle moved, seconded by Mr. Henke, to approve the Financial Reports. The motion carried unanimously.

CLOSED MEETING

At 7:43, Chairman Mize announced that there would be a closed session so that the regents might conduct a private consultation with the college attorney about pending litigation in accordance with Texas Government Code Section 551.071 and to deliberate the evaluation of the President of Amarillo College pursuant to Section 551.074 of the Texas Government Code. Counsel Mark White, Dr. Lowery-Hart, and Ms. Jones were asked to stay. No final decision, action, or vote was taken in the closed session.

The closed session concluded at 7:43 p.m. No final decision, action or vote was taken in the closed session. The open session convened at 8:40 p.m. with a quorum still present and the Board returned to agenda item number 18 – Evaluation and Compensation of College President. No motion was made or action taken on this item.

ADJOURNMENT

There being no further items for discussion the meeting adjourned at 8:42 p.m.

Patrick Miller, Secretary

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BUDGET AMENDMENTS
January 26, 2021**

- 1. Innovation Outpost – transfer of funds to cover marketing initiatives and professional services.**

| | |
|---|----------------|
| Increase Innovation Outpost – Other Pool | \$ 35,000.00 |
| Decrease General Contingency – Contingency Pool | (\$ 35,000.00) |

- 2. Contingency – transfer of funds to cover expenses of analysis and planning services for Amarillo College retirement plan.**

| | |
|---|----------------|
| Increase Human Resources – Other Pool | \$ 28,483.50 |
| Decrease General Contingency – Contingency Pool | (\$ 28,483.50) |

- 3. Contingency – transfer of funds to cover expenses of Amarillo College Health Hub App initiative.**

| | |
|---|----------------|
| Increase Business Office – Capital Equipment Pool | \$ 10,000.00 |
| Decrease General Contingency – Contingency Pool | (\$ 10,000.00) |

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ELECTION ORDERS

THE STATE OF TEXAS
COUNTIES OF POTTER AND RANDALL

BE IT ORDERED by the Board of Regents of the Amarillo Junior College District that a general election be held in the College District, counties of Potter and Randall, on Saturday, May 1, 2021, for the purpose of electing three qualified persons to the Amarillo College Board of Regents for three regular six-year terms. These positions will be filled through the use of the cumulative voting procedure described in Texas Education Code Sec. 11.054. The deadline to file an application to be placed on the ballot is 5:00 p.m. Friday, February 12, 2021. The deadline to file an application to be placed on the ballot as a write-in candidate is 5:00 p.m. Tuesday, February 16, 2021.

Early voting in these elections will be held at the Randall County Annex, 4320 S. Western, Amarillo, Texas, and the Randall County Election Administration Office, 1604 5th Ave, Canyon, Texas, (April 19-23, 2021, Monday through Friday, 8:00 a.m.-5:00 p.m., April 26-27, 2021, Monday and Tuesday, 7:00 a.m.-7:00 p.m.). Early voting in these elections will also be held at the Southwest Branch Library, 6801 W. 45th Ave, Amarillo, Texas, Comanche Trail Church of Christ, 2700 E. 34th, Amarillo, Texas, and the Randall County Justice Center, 2309 Russell Long Blvd, Canyon, Texas, (April 19-23, 2021, Monday through Friday, 8:00 a.m.-5:00 p.m., April 26-27, 2021, Monday and Tuesday, 8:00 a.m.-7:00 p.m.). Early voting in these elections will also be held at the Santa Fe Building, Ticket Office, 900 S. Polk, Amarillo, Texas, Casey Carpet One, 3500 I-40 W. Frontage Road, Amarillo, Texas, United Amigos, 3300 E. I-40, Amarillo, Texas, Hillside Christian Church NW, 600 Tascosa Rd, Amarillo, Texas, and Cornerstone Outreach, 1111 N. Buchanan, Amarillo, Texas, (April 19-23, 2021, Monday through Friday, 8:00 a.m.-5:00 p.m., April 26-27, 2021, Monday and Tuesday, 7:00 a.m.-7:00 p.m.). Shannon Lackey has been designated Randall County Election Administrator and Melynn Huntley has been designated Potter County Election Administrator. Applications for ballots by mail shall be mailed to Early Voting Clerk, Shannon Lackey, Randall County Elections Administrator, 1604 5th Avenue, Canyon, Texas 79015 or to Melynn Huntley, Potter County Election Administrator, 900 S. Polk Street, Suite 320, Amarillo, Texas 79101.

That the Vice President of Business Affairs of Amarillo Junior College District shall be the College Election Coordinator and as such is authorized to execute any and all agreements necessary for conducting of said elections, including but not limited to one or more joint election agreements upon reasonable terms with other governmental entities.

That the College Election Coordinator is expressly authorized to: obtain election supplies; pay election officials; establish election precincts and polling places; establish early voting locations and hours; contract for some or all election duties and services from Randall County and Potter County, all in accordance with the adopted budget, applicable law, and applicable agreements.

The returns of said elections shall be made to the Board of Regents of the Amarillo Junior College District in accordance with the election laws of Texas. A copy of these orders signed by the Chair and attested by the Secretary of this Board, shall serve as proper notice of said elections; and the Chair shall cause notice of said elections to be given in accordance with said laws.

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 January, 2021.

Chair, Board of Regents
Amarillo Junior College District

ATTEST:

Secretary, Board of Regents
Amarillo Junior College District

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JOINT ELECTION SERVICES CONTRACT

This Joint Election Services Contract (the Contract) is made by the following parties (the Parties), on the terms stated herein:

Potter County, Texas (Potter County)
City of Amarillo
Amarillo College (AC)
Amarillo Independent School District
Bushland Independent School District
Highland Park Independent School District
River Road Independent School District

I. RECITALS

Potter County owns an electronic voting system approved by the Texas Secretary of State pursuant to Chapter 122 of the Texas Election Code, and compliant with the accessibility requirements of Section 61.012 of the Code. The participating entities desire to use Potter County's voting system for early and election-day voting for a uniform election to be held on May 1, 2020 (the Election) under the terms stated in this Joint Election Services Contract, and under the supervision of the Potter County Elections Administrator, Melynn Huntley (the Administrator).

II. TERMS

A. ADMINISTRATION

1. The Parties agree to hold a joint election pursuant to Chapter 271 of the Texas Election Code and the terms of this contract. The Administrator will coordinate and supervise all aspects of the Election process. The participating entities agree to pay Potter County for equipment, supplies, services, and overtime pay for overtime hours worked by Potter County staff in assisting with the Election, and such other administrative costs and services as are specifically addressed in this Contract.

2. The Administrator will provide advice and guidance for the Parties' agents and employees who participate in the Election, but the Parties will bear ultimate responsibility for decisions and actions of their own agents and employees.

3. The Parties confirm that this is not an exclusive contract, and that Potter County may offer its joint election services to additional entities as joint participants in the Election and this contract, on the same general terms as stated herein. The participating entities consent to such additional participation and to the sharing of joint ballots with participating entities as may be appropriate, and to a proportionate sharing of expenses as agreed to as set forth in Exhibit C to this contract. Joint participants will share voting equipment and supplies to the extent possible.

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4. In polling locations shared by participating entities that share common jurisdiction for all offices and measures up for election, a uniform ballot will be provided. In polling locations shared by participating entities that do not share common jurisdiction for all offices and measures up for election, multiple ballot styles will be provided, with each voter receiving the proper ballot style for offices and measures for which he or she is eligible to vote. In no instance will any voter be provided a ballot that includes any office or measure for which that voter is ineligible to vote.

B. RESPONSIBILITY FOR DOCUMENTS

1. Each participating entity will be responsible for the preparation, adoption, publication, and filing and/or posting of all election orders, resolutions, notices, and any other documents required by the Texas Election Code or the entity's governing body, charter, or ordinances in relation to offices, propositions, and measures specific to such entities. Preparation and transmission of all necessary information and documents for same, and translation of same into languages other than the English language if required or desired, will be the sole responsibility of the participating entities with respect to offices, propositions, and measures specific to those entities. Each participating entity will promptly provide to the Administrator with a copy of its election order and notice for the Election.

2. In compliance with the Voting Rights Act of 1965, each participating entity will prepare and transmit required submissions to the United States Department of Justice for pre-clearance of any special election or changes in election procedures for which pre-clearance is required.

C. VOTING LOCATIONS

1. The Administrator will arrange for locations for early and election-day voting at customary locations as available, or if not available at alternative locations approved by the participating entities, and in that event will see to the posting of change-of-location notices as required by law. Locations for the Election are agreed to as set forth in Exhibits A and B to this contract.

2. The Election will be conducted via county-wide voting with up to 16 polling locations, with registered voters permitted to vote at any of the designated polling locations.

D. ELECTION WORKERS

1. Election clerks, presiding judges, and alternate judges will be proposed by the Administrator and approved by the respective participating entity to include at least one official per polling location who is fluent in both the English and Spanish languages. All personnel who are recruited, trained and staffed by the Administrator specifically for the Election which is the subject of this contract will be temporary employees of Potter County.

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2. The Administrator will inform all prospective election judges of the eligibility requirements of Subchapter C of Chapter 32 of the Texas Election Code, and will take reasonable and necessary steps to assure that all persons proposed and appointed for service as election judges are eligible for such service.

3. Persons appointed for service as election judges will be notified of same by letter from the Administrator, to include notification of the date, time, and place for training, and distribution of election supplies, and the number of election clerks to be appointed by presiding judges.

4. The Administrator will arrange for training of election judges and clerks, and for the following compensation for election training and service:

- (a) For election and alternate election judges, \$ 12.00 per hour up to 40 hours per week, increased to \$ 18.00 per hour for hours in excess of 40 hours per week;
- (b) For election clerks, \$ 12.00 per hour up to 40 hours per week, increased to \$ 18.00 per hour for hours in excess of 40 hours per week;
- (c) For election and alternate election judges, an additional lump sum payment of \$ 25.00 for return of election supplies and equipment to the central counting station upon closing of the polls.

E. PREPARATION OF SUPPLIES AND VOTING EQUIPMENT

1. The Administrator will arrange for all election supplies and voting equipment including sample ballots, official ballots, voter registration lists, voting stations, and all forms, signs and other materials for use at the voting locations. The Administrator will provide voter registration information, instructions, and other information needed for the election. If special maps are needed for a participating entity, the Administrator will acquire the maps and charge that cost to that entity.

2. Each participating entity will provide the Administrator with a list of candidates and propositions showing the order and the exact manner in which candidate names and measures are to appear on the official ballot, including translated versions of titles and text into each language in which the entity's ballot is to be printed. At a minimum, all ballots and related information will be provided in both the English and Spanish languages. This information is to be delivered to the Administrator as soon as possible after ballot positions have been determined by the participating entity. Each participating entity is solely responsible for the prompt delivery of this information to the Administrator, and the accuracy and completeness of same.

**Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting
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F. EARLY VOTING

1. Each participating entity appoints the Administrator as its early voting clerk for purposes of the Election, and the Administrator's permanent employees as deputy early voting clerks, and further agrees that the Administrator may appoint other deputy early voting clerks to assist in the conduct of early voting, and that these additional clerks will be compensated at an hourly rate set by Potter County pursuant to Section 83.052 of the Texas Election Code. Early voting by personal appearance will be held at the locations, dates, and times as set forth in Exhibit B. All persons eligible to vote in the Election may vote early by personal appearance at any one of the specified early voting locations.

2. The Administrator, as early voting clerk, is authorized to receive applications for early voting ballots for submission by mail in accordance with Chapters 31 and 86 of the Texas Election Code. All requests received by participating entities for early voting mail-in ballots will be forwarded immediately to the Administrator. Original applications will be provided to the Administrator as required by chpts. 84 & 86 of the Texas Election Code.

3. Upon request from a participating entity, the Administrator will provide a copy of the Administrator's early voting report on a daily basis and a cumulative final early voting report following the election. The Administrator will post a link on its website to the early voting report.

G. EARLY VOTING BALLOT BOARD

1. The Potter County Election Board will appoint an Early Voting Ballot Board (EVBB) to process early voting results from the Election. The County will appoint a minimum of three members to constitute the EVBB. The Administrator will determine the number of EVBB members required to efficiently process early voting ballots.

H. CENTRAL COUNTING STATION AND ELECTION RETURNS

1. The Administrator will be responsible for establishing and operating a central counting station to receive and tabulate the voted ballots in accordance with the provisions of the Texas Election Code and this contract. The participating entities hereby designate the following central counting station oversight positions pursuant to Sections 127.002, 127.003, and 127.005 of the Texas Election Code: (a) Counting Station Manager, (b) Tabulation Supervisor, (c) Assistant Tabulation Supervisor, (d) Presiding Judge, and (e) Alternate Judge.

2. The Administrator will prepare the unofficial canvass reports after votes from all precincts have been counted, and will deliver a copy of the unofficial results to the entities as soon as possible after all returns have been tabulated. Participating entities will be responsible for the official canvass of their respective elections.

**Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting
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I. ELECTION EXPENSES AND ALLOCATION OF COSTS

1. The participating entities will share the cost of joint administration of the Election pursuant to this contract. Allocation of costs among participating entities will be based upon a cost-per-polling place formula, with the cost per polling places shared by two or more entities divided proportionately among them as set forth in Exhibit C. Estimated expenses per entity are set forth in Exhibit D.

2. The cost for joint administration will include a rental fee of \$ 250.00 for each Verity Voting unit supplied by Potter County to a polling location and used on Election Day or during early voting, with this fee divided proportionately among the participating entities utilizing that polling location.

J. CANCELLATION OF ELECTION

1. A participating entity may withdraw from this contract in the event its election is cancelled in accordance with Sections 2.051 - 2.053 of the Texas Election Code. A withdrawing entity will be responsible to Potter County for any expenses incurred by the County on behalf of, or for the benefit of that entity, prior to Potter County's receipt of notice of cancellation. Any funds deposited with Potter County by the withdrawing entity in excess of expenses incurred by the County before receipt of the notice of cancellation will be refunded to the entity.

K. RECORDS OF THE ELECTION

1. The Administrator is hereby appointed joint general custodian of the voted ballots and all records of the Election as authorized by Section 271.010 of the Texas Election Code. Access to such records will be available to each participating entity as well as to the public as provided by and in accordance with the Texas Election Code and the Texas Public Information Act. The election records will be stored at the offices of the Administrator or at such other location as may be designated by Potter County. The Administrator will ensure that the records are maintained in an orderly manner in a clearly identifiable and retrievable format.

2. Records of the election will be retained and disposed of in accordance with Section 66.058 of the Texas Election Code, provided that records which become the subject of an election contest, investigation, pending or threatened litigation, or open records request prior to their disposal, will be maintained pending final resolution of same. It is the responsibility of each participating entity to promptly notify the Administrator in writing of the receipt of any and all notices of any election contest, investigation, pending or threatened litigation, or open records request, to which records in the custody of the Administrator may be relevant.

**Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting
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L. RECOUNTS

1. A recount of votes cast in the Election may be obtained as provided by Title 13 of the Texas Election Code. Each entity agrees that any recount will take place at the offices of the Administrator, and that the Administrator will serve as recount supervisor and the entity's designated officer for performing all duties of a recount coordinator in relation thereto, and for providing advisory services to the entity as needed for conducting a proper recount.

M. MISCELLANEOUS

1. The Administrator will file copies of this contract with the Potter County Treasurer and the Potter County Auditor in accordance with Section 31.099 of the Texas Election Code.

2. In the event that administrative or judicial legal proceedings are filed against Potter County or its agents pursuant to Title 14 of the Texas Election Code for the purpose of contesting or overturning a participating entity's election results in the Election, that entity will, at its expense, provide legal representation for Potter County and any of its agents named in such proceedings through final conclusion of same.

3. The parties confirm that under the Constitution and laws of the State of Texas, neither Potter County nor any participating entity may contract for indemnity between or among them. Accordingly, nothing in this contract is intended to imply or impose any contractual indemnity obligation on the part of any party hereto.

4. This Contract will be construed under the laws of the State of Texas, with venue of any legal proceeding between the parties in relation hereto in Potter County, Texas. All obligations of the parties under this contract are performable in Potter County, Texas.

5. In the event that any provision of this Contract is for any reason held to be invalid, illegal, void, voidable, or unenforceable in any respect, such will not affect any other provision, and this contract will be construed and enforceable as if such provision had never been a part of this contract.

6. All parties will comply with all applicable laws, ordinances, and codes of the State of Texas and its political subdivisions.

7. The waiver by any party of any remedy for a breach of any provision of this Contract will not constitute a waiver with respect to any subsequent breach of that provision, or of any other provision.

8. Any amendment of this Contract will be of no effect unless stated in writing and signed by all parties hereto.

**Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting
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POTTER COUNTY, TEXAS

By:

Melynn Huntley, Potter County Elections
Administrator / Authorized Agent

Date

AMARILLO COLLEGE

By:

Johnny Mize, Chairman
Amarillo College Board of Regents

Date

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021**EXHIBIT A – ELECTION DAY POLLING LOCATIONS**

Amarillo Auto Supply and Off Road
3601 E. Amarillo Blvd., main entrance
Amarillo, TX 79107

Casey Carpet One
3500 I-40 West Frontage Road, main entrance
Amarillo, TX 79102

Chaparral Hills Church
4000 W. Cherry, Sanctuary
Amarillo, TX 79108

The Church at Bushland
1800 FM 2381, Foyer
Bushland, TX 79012

Don Harrington Discovery Center
1200 Streit Dr., West entrance, Dry lab
Amarillo, TX 79106

Grace Community Church
4111 Plains Blvd.
Amarillo, TX 79106

Highland Park ISD Admin. Bldg.
15300 E. Amarillo Blvd., Board Room
Amarillo, TX 79108

Hillside Christian Church, NW
600 Tascosa Road, Foyer
Amarillo, TX 79124

Kids, Inc.
2201 SE 27th, Mary E. Bivins Room
Amarillo, TX 79103

Lighthouse Baptist Church
5631 Pavillard Dr., Foyer
Amarillo, TX 79108

Pride Home Center
3503 NE 24th, Main entrance
Amarillo, TX 79107

Second Baptist Church
419 N. Buchanan, Family Life Center
Amarillo, TX 79107

Trinity Baptist Church
1601 I-40 West, enter east side
Amarillo, TX 79109

United Citizens Forum
903 N. Hayden, main entrance
Amarillo, TX 79107

Valle de Oro Fire Station
23801 FM 1061, main entrance
Valle de Oro, TX 79010

Wesley Community Center
1615 S. Roberts, Senior Living Room
Amarillo, TX 79104

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021**EXHIBIT B - POLLING HOURS AND LOCATIONS FOR EARLY VOTING****MAIN EARLY VOTING:****Santa Fe Building, Ticket office**

900 S. Polk

Judge: Brenda Johnson

Alternate Judge: Carolyn Kidd

Maximum # of Additional Clerks: 5

BRANCH LOCATIONS:**Casey Carpet One****3500 I-40 W Frontage Rd.**

Judge: Barbara Veazey

Alternate Judge: Leslie Crawford

Maximum # of Additional Clerks: 4

United Amigos**3300 E I-40**

Judge: Lo Davis

Alternate Judge: Katie Barnes

Maximum # of Additional Clerks: 3

Hillside Christian Church NW

Judge: Anita Crawford

Alternate Judge: Leslie Fullbright

Maximum # of Additional Clerks: 5

Cornerstone Outreach**1111 N. Buchanan**

Judge: BF Roberts

Alternate Judge: Garry Snider

Maximum # of Additional Clerks: 3

Hours for voting at Santa Fe Building:

Mon – Fri., Apr. 19-23 8:00 a.m. – 5:00 p.m.

Mon. – Tues., Apr. 26-27 7:00 a.m. – 7:00 p.m.

Hours for Voting at Branch Locations:

Mon – Fri., Apr. 19-23 8:00 a.m. – 5:00 p.m.

Mon. – Tues., Apr. 26-27 7:00 a.m. – 7:00 p.m.

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

EXHIBIT C - COST ALLOCATION BY ENTITY

The jurisdictions of participating entities extend to various voting precincts as shown below, which for purposes of cost allocation are referred to as "participation units".

There are a total of 77 "participation units" as follows:

City of Amarillo – 22 participation units

121, 122, 123, 124, 125, 126, 221, 222, 223, 224, 225, 323, 324, 325, 326, 327, 421, 422, 424, 425, 426, 427

Amarillo College – 22 participation units

121, 122, 123, 124, 125, 126, 221, 222, 223, 224, 225, 323, 324, 325, 326, 327, 421, 422, 424, 425, 426, 427

Amarillo ISD – 21 participation units

121, 122, 123, 124, 125, 126, 221, 222, 223, 224, 225, 323, 324, 325, 326, 421, 422, 424, 425, 426, 427

Bushland ISD – 5 participation units

321, 322, 323, 324, 326

River Road ISD – 2 participation units

323, 326

Highland Park ISD – 3 participation units

222, 225, 327

Allocation of expenses is by the following formula: *Entity's total number of "participation units" ÷ 99 = proportionate share of expenses*, as follows:

| | | |
|-------------------|---------------|-------------------------------|
| City of Amarillo | 22 units ÷ 77 | 29% of total cost of election |
| Amarillo College | 22 units ÷ 77 | 29% of total cost of election |
| Amarillo ISD | 21 units ÷ 77 | 27% of total cost of election |
| Bushland ISD | 5 units ÷ 77 | 6% of total cost of election |
| River Road ISD | 3 units ÷ 77 | 4% of total cost of election |
| Highland Park ISD | 4 units ÷ 77 | 5% of total cost of election |

NOTE: If entities do listed above do not participate in the joint election, shared costs will change.

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EXHIBIT D – COST ESTIMATE FOR ELECTION

| Description | Amount* |
|--|------------|
| Ballot Layout, Audio, Coding (10% of yearly licensing fee as allowed by law) | 5,533.00 |
| Ballots | 500.00 |
| Field Techs/Site Support | 1,500.00 |
| Early Voting Ballot Board | 1,200.00 |
| Early Voting Personnel | 17,500.00 |
| Election Day Personnel | 13,800.00 |
| Central Counting Station Personnel | 1,880.00 |
| Election Office overtime and additional staff | 3,500.00 |
| Election deliveries | 500.00 |
| Truck Rental/Deliveries | 1,800.00 |
| Security, EV, ED & CCS | 3,200.00 |
| ABBM Kits/Postage (1500 kits @ \$2.00 each) | 3,000.00 |
| FPCAs (Military) | 80.00 |
| Election Kits (\$40 x 21 sites) | 840.00 |
| PPE (due to COVID) | 1,500.00 |
| Pre and post cleaning of sites (due to COVID) | 2,500.00 |
| Verity Lease fee (140 units @ \$250 each) | 35,000.00 |
| Verizon Hotspots (\$50 x 10) | 500.00 |
| Postage | 100.00 |
| Public Notice of Test, AGN | 400.00 |
| Subtotal | 94,833.00 |
| 10% Administrative Fee | 9,483.30 |
| Estimated Total | 104,316.30 |

*Amounts are estimates only. Estimate also assumes joint agreement of Early Voting locations and hours. Estimate assumes participation of all entities. Refer to Exhibit C for estimate percentage by entity.

**Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting
of January 26, 2021**

| RFQ-1364 Master Plan Project A8, Art Department Relocation, Washington Street Campus | | | | | | |
|--|--------|----------|---------------------------|-----------------|----------------|-------------------|
| Due Date: 10:00 A.M. January 8, 2021 | | | | | | |
| SUMMARY | | | | | | |
| | Corgan | Parkhill | Brown Reynolds Watford | Sims Architects | SPM Architects | hohe Design Group |
| | 93 | 75 | 55 | 70 | 55 | 40 |
| | 100 | 72 | 43 | 72 | 43 | 40 |
| | 90 | 60 | 80 | 70 | 50 | 40 |
| | 90 | 87 | 85.5 | 85 | 85 | 74 |
| | 100 | 99 | 85 | 75 | 80 | 65 |
| Art Department Averages | 94.6 | 78.6 | 69.7 | 74.4 | 62.6 | 51.8 |
| | 69 | 75 | 55 | 70 | 61 | 57 |
| | 60 | 80 | 50 | 100 | 90 | 70 |
| | | | | | | |
| Facilities Averages | 64.5 | 77.5 | 52.5 | 85.0 | 75.5 | 63.5 |
| | | | | | | |
| Combined Averages | 79.6 | 78.1 | 61.1 | 79.7 | 69.1 | 57.7 |
| | | | | | | |

| | | | | | | | | | |
|---|---|---|---|---|---|-----|----|---|-------|
| RFQ-1364 Master Plan Project A8, Art Department Relocation, Washington Street Campus | | | | | | | | | |
| January 12, 2021 | | | | | | | | | |
| Interview Scoring | | | | | | | | | |
| Name: | | | | | | | | | |
| | | | | | | DKS | KM | | Total |
| Corgan | 3 | 1 | 1 | 1 | 1 | 3 | 3 | 3 | 16 |
| Parkhill | 2 | 3 | 3 | 3 | 3 | 1 | 1 | 1 | 17 |
| Sims Architects | 1 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 15 |
| LOW SCORE WINS | | | | | | | | | |

**Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting
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| RFQ 1363 CMAR Contrator Score Sheet | | | | | | | | | | | | | | | | |
|--|-----------------|-------------------|----|----|----|----|------------------|----|----|----|----|-------------|----|----|----|----|
| Innovation Outpost | | | | | | | | | | | | | | | | |
| November 18, 2020 | | | | | | | | | | | | | | | | |
| Criteia | Possible Points | Page & Associates | | | | | Western Builders | | | | | Wiley Hicks | | | | |
| Summary Cover Letter | 0-5 | 4 | 4 | 3 | 4 | 3 | 5 | 3 | 5 | 5 | 5 | 4 | 2 | 2 | 2 | 4 |
| Firm Qualifications and experience as CMAR | 0-10 | 6 | 9 | 5 | 6 | 5 | 9 | 8 | 9 | 8 | 10 | 8 | 6 | 4 | 7 | 6 |
| References | 0-15 | 9 | 14 | 7 | 11 | 10 | 13 | 12 | 14 | 11 | 14 | 13 | 10 | 10 | 10 | 12 |
| Project Team Qualifications | 0-5 | 4 | 5 | 3 | 3 | 3 | 5 | 4 | 5 | 4 | 5 | 4 | 3 | 3 | 2 | 4 |
| Resume of Job Superintendent | 0-10 | 6 | 9 | 5 | 7 | 7 | 10 | 7 | 9 | 10 | 9 | 10 | 5 | 6 | 8 | 7 |
| Past Experience on Similar Projects | 0-15 | 9 | 14 | 9 | 8 | 11 | 14 | 13 | 13 | 13 | 13 | 13 | 10 | 10 | 11 | 10 |
| Safety Record and Safety Plan | 0-10 | 6 | 9 | 7 | 5 | 6 | 9 | 9 | 9 | 10 | 9 | 9 | 8 | 7 | 8 | 5 |
| Project Approach: Workplan and Schedule | 0-15 | 9 | 14 | 10 | 11 | 11 | 15 | 12 | 15 | 13 | 13 | 14 | 10 | 9 | 10 | 10 |
| Quality Control | 0-15 | 8 | 14 | 8 | 8 | 11 | 15 | 14 | 15 | 11 | 13 | 12 | 10 | 8 | 8 | 10 |
| Total | | 61 | 92 | 57 | 63 | 67 | 95 | 82 | 94 | 85 | 91 | 87 | 64 | 59 | 66 | 68 |
| Average | | 68 | | | | | 89.4 | | | | | 68.8 | | | | |
| Attachments | | | | | | | | | | | | | | | | |
| Conflict of Interest | | X | | | | | X | | | | | X | | | | |
| Certificate of Insurance | | X | | | | | X | | | | | X | | | | |
| Audited Financial Statement | | X | | | | | X | | | | | X | | | | |

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of January 26, 2021**

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
pcfo@co.potter.tx.us

SHERRI AYLOR, PCC
TAX ASSESSOR-COLLECTOR

December 14, 2020

Amarillo Jr. College
Carolyn Leslie
PO Box 447
Amarillo, TX 79178-0001

Ms. Leslie:

Potter County, as Trustee, has agreed to sell the property located at 607 N Van Buren to Jesse Carter for \$10,068.00 as a private sale. We have received their payment for the property. Please place this item on your governing body's January 26, 2021 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,

A handwritten signature in blue ink that reads "Sherri Aylor".

SHERRI AYLOR, PCC
Tax Assessor-Collector

SA/ka

Enclosure

**Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting
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**BID SUBMISSION FOR PRIVATE SALE OF TRUSTEE
PROPERTY WITH MULTIPLE INTERESTED PARTIES**

INSTRUCTIONS:

A. Bids submitted by mail must be in a sealed envelope, and placed in another envelope for mailing. All envelopes must be labeled with the property's physical address. 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 2020 taxes are due.

B. Bids must be received in the Potter County Tax Office not later than 3:45 P.M., **December 10, 2020.** The Potter County Buildings are currently closed to the public. Please call 806-342-2601 to set up an appointment to submit your bid or mail the bid to Potter County Tax Office PO Box 2289 Amarillo TX 79105. Bids will be opened at 10:00 A.M., **December 11, 2020.**

C. Bidders need to check with the City of Amarillo prior to placing a bid to ensure they do not have a delinquency with their accounting department.

1. Person(s) submitting the bid: (The only names that will appear on the deed will be the names listed on this bid sheet.) Please print legibly & use ink.

Name: Jesse Carter

Address: 5609 Granada Dr.

City Amarillo State TX Zip: 79109

Telephone Number: 806-584-1895 e-mail address: ErikayJesse@gmail.com

Signature: [Signature]

2. The requested minimum bid is at least **\$7,540.01.** This was the original bid on December 1, 2020. I hereby submit a bid of \$ 10,068 on the property described below:
N 40 ft of 4 Block 152 Glidden and Sanborn

(legal description)
607 N. Van Buren

(physical address)

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

**Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting
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NOVEMBER 2020 FINANCIALS

| AMARILLO COLLEGE | | | | |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| INTERNAL UNAUDITED STATEMENT OF NET POSITION | | | | |
| FISCAL YEAR 2021 THROUGH NOVEMBER 30, 2020 | | | | |
| | Nov-19 | Sep-20 | Oct-20 | Nov-20 |
| ASSETS | | | | |
| CURRENT ASSETS | | | | |
| Cash & Equivalents | \$ 9,219,850 | \$ 12,431,406 | \$ 8,997,835 | \$ 9,782,425 |
| Short-Term Investments | \$ 15,921,855 | \$ 14,186,712 | \$ 14,205,756 | \$ 14,205,756 |
| Receivables | \$ 37,503,536 | \$ 36,682,153 | \$ 35,388,653 | \$ 36,104,503 |
| Inventory | \$ 1,354,288 | \$ 1,444,249 | \$ 1,418,861 | \$ 1,489,491 |
| Prepaid Expenses and Other Assets | \$ 35,288 | \$ 502,358 | \$ 97,616 | \$ 27,300 |
| Total Current Assets | \$ 64,034,818 | \$ 65,246,878 | \$ 60,108,722 | \$ 61,609,475 |
| NON CURRENT ASSETS | | | | |
| Restricted Cash and Cash Equivalents | \$ 29,805,400 | \$ 34,914,690 | \$ 34,617,454 | \$ 29,201,964 |
| Restricted Investments | \$ 15,447,871 | \$ 10,523,847 | \$ 15,904,269 | \$ 16,686,631 |
| Endowments | \$ 2,500,000 | \$ 2,500,000 | \$ 2,570,330 | \$ 2,500,000 |
| Long Term Grant Receivable | \$ - | \$ - | \$ - | \$ - |
| Construction in Progress | \$ - | \$ - | \$ - | \$ - |
| Property & Equipment | \$ 123,106,334 | \$ 120,017,633 | \$ 120,017,633 | \$ 119,010,122 |
| Total Non Current Assets | \$ 170,859,605 | \$ 167,956,170 | \$ 173,109,685 | \$ 167,398,717 |
| TOTAL ASSETS | \$ 234,894,423 | \$ 233,203,048 | \$ 233,218,407 | \$ 229,008,192 |
| DEFERRED OUTFLOWS OF RESOURCES | | | | |
| Deferred Outflows on Net Pension Liability | \$ 9,076,985 | \$ 7,711,161 | \$ 7,711,161 | \$ 7,711,161 |
| Deferred Outflows related to OPEB | \$ 1,964,753 | \$ 7,310,149 | \$ 7,310,149 | \$ 7,310,149 |
| Deferred Charge on Refunding | \$ 1,971,109 | \$ 1,486,079 | \$ 1,486,079 | \$ 1,486,079 |
| TOTAL DEFERRED OUTFLOWS | \$ 13,012,847 | \$ 16,507,389 | \$ 16,507,389 | \$ 16,507,389 |
| | \$ 247,907,270 | \$ 249,710,438 | \$ 249,725,796 | \$ 245,515,582 |

**Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting
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| AMARILLO COLLEGE | | | | |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| INTERNAL UNAUDITED STATEMENT OF NET POSITION (Page 2) | | | | |
| FISCAL YEAR 2021 THROUGH NOVEMBER 30, 2020 | | | | |
| LIABILITIES AND NET POSITION | | | | |
| | Nov-19 | Sep-20 | Oct-20 | Nov-20 |
| CURRENT LIABILITIES | | | | |
| Payables | \$ 1,395,200 | \$ 2,093,113 | \$ 1,913,900 | \$ 1,530,994 |
| Accrued Compensable Absences - Current | \$ 442,794 | \$ 473,834 | \$ 473,834 | \$ 473,834 |
| Funds Held for Others | \$ 5,756,594 | \$ 5,352,480 | \$ 5,748,650 | \$ 6,096,367 |
| Unearned Revenues | \$ 18,005,436 | \$ 22,992,776 | \$ 21,313,275 | \$ 19,220,156 |
| Bonds Payable - Current Portion | \$ 3,985,000 | \$ 5,815,000 | \$ 5,815,000 | \$ 5,815,000 |
| Notes Payable - Current Portion | \$ 500,000 | \$ 402,129 | \$ 402,129 | \$ 402,129 |
| Capital Lease Payable | \$ 75,912 | \$ 124,974 | \$ 115,138 | \$ 105,303 |
| Retainage Payable | \$ 13,552 | \$ 2,374 | \$ 2,374 | \$ 5,116 |
| Total Current Liabilities | \$ 30,174,489 | \$ 37,256,681 | \$ 35,784,301 | \$ 33,648,900 |
| NON CURRENT LIABILITIES | | | | |
| Accrued Compensable Absences - Long Term | \$ 853,386 | \$ 967,756 | \$ 967,756 | \$ 967,756 |
| Deposits Payable | \$ 156,981 | \$ 156,097 | \$ 161,537 | \$ 162,312 |
| Bonds Payable | \$ 79,030,000 | \$ 70,500,000 | \$ 70,500,000 | \$ 70,500,000 |
| Notes Payable | \$ - | \$ - | \$ - | \$ - |
| Capital Lease Payable - LT | \$ 561,555 | \$ 254,131 | \$ 254,131 | \$ 254,131 |
| Unamortized Debt Premium | \$ 12,438,029 | \$ 14,930,490 | \$ 14,195,471 | \$ 13,460,451 |
| Net Pension Liability | \$ 18,764,815 | \$ 17,223,734 | \$ 17,223,734 | \$ 17,223,734 |
| Net OPEB Liability | \$ 53,163,257 | \$ 59,085,863 | \$ 59,085,863 | \$ 59,085,863 |
| Total Non Current Liabilities | \$ 164,968,022 | \$ 163,118,071 | \$ 162,388,491 | \$ 161,654,247 |
| TOTAL LIABILITIES | \$ 195,142,511 | \$ 200,374,752 | \$ 198,172,792 | \$ 195,303,147 |
| Deferred Inflows | | | | |
| Deferred Inflows of Resources | \$ 3,237,755 | \$ 4,783,368 | \$ 4,783,368 | \$ 4,783,368 |
| Deferred Inflows related to OPEB | \$ 31,007,605 | \$ 25,821,316 | \$ 25,821,316 | \$ 25,821,316 |
| TOTAL DEFERRED INFLOWS | \$ 34,245,360 | \$ 30,604,684 | \$ 30,604,684 | \$ 30,604,684 |
| NET POSITION | | | | |
| Capital Assets | | | | |
| Net Investment in Capital Assets | \$ 66,769,928 | \$ 71,605,122 | \$ 71,627,068 | \$ 70,618,980 |
| Restricted | | | | |
| Non Expendable: Endowment - True | \$ 2,500,000 | \$ 2,500,000 | \$ 2,500,000 | \$ 2,500,000 |
| Expendable: Capital Projects | \$ 496,541 | \$ (134,638) | \$ (619,096) | \$ (616,183) |
| Expendable: Debt Service | \$ 5,106,610 | \$ 3,719,272 | \$ 4,165,064 | \$ 4,892,007 |
| Other, Primary Donor Restrictions | \$ 8,096,456 | \$ 6,331,377 | \$ 10,486,376 | \$ 7,493,427 |
| Unrestricted | | | | |
| Unrestricted | \$ (64,450,137) | \$ (65,290,130) | \$ (67,211,092) | \$ (65,280,480) |
| TOTAL NET POSITION | \$ 18,519,399 | \$ 18,731,002 | \$ 20,948,320 | \$ 19,607,751 |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| AMARILLO COLLEGE | | | | | | | |
|--|---------------------------|----------------------|----------------------|---------------------|----------------------|-------------------------|--|
| INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION | | | | | | | |
| FISCAL YEAR 2021 THROUGH NOVEMBER 30, 2020 | | | | | | | |
| | Fiscal 2020 YTD Nov-19 | 2020 Fiscal 2020 | 2021 Sep-20 | 2021 Oct-20 | 2021 Nov-20 | 2021 Fiscal 2021 YTD | |
| OPERATING REVENUES | | | | | | | |
| Tuition and Fees | \$ 14,291,164 | \$ 13,054,085 | \$ 9,043,608 | \$ 301,607 | \$ 3,463,583 | \$ 12,808,797 | |
| Federal Grants and Contracts | \$ 317,081 | \$ 3,996,431 | \$ 148,582 | \$ 196,957 | \$ 2,004,544 | \$ 2,350,084 | |
| State Grants and Contracts | \$ 1,199,007 | \$ 1,097,550 | \$ 1,032,456 | \$ (169,549) | \$ 231,892 | \$ 1,094,799 | |
| Local Grants and Contracts | \$ 501,343 | \$ 1,988,629 | \$ 123,047 | \$ 160,943 | \$ 161,523 | \$ 445,513 | |
| Nongovernmental grants and contracts | \$ 1,284,089 | \$ 1,706,466 | \$ 711,448 | \$ 39,396 | \$ 46,806 | \$ 797,650 | |
| Sales and Services of Educational Activities | \$ 41,082 | \$ 148,985 | \$ 18,001 | \$ 6,216 | \$ 9,459 | \$ 33,676 | |
| Auxiliary Enterprises (net of discounts) | \$ 1,207,187 | \$ 5,035,532 | \$ 406,115 | \$ 442,762 | \$ 341,263 | \$ 1,190,140 | |
| Other Operating Revenues | \$ 382,856 | \$ 1,049,213 | \$ 206,885 | \$ 100,360 | \$ 51,400 | \$ 358,645 | |
| Total Operating Revenues | \$ 19,223,809 | \$ 28,076,890 | \$ 11,690,141 | \$ 1,078,693 | \$ 6,310,471 | \$ 19,079,305 | |
| NON OPERATING REVENUES | | | | | | | |
| State Appropriations | \$ 3,711,855 | \$ 20,653,338 | \$ 1,237,284 | \$ 1,237,284 | \$ 1,237,284 | \$ 3,711,852 | |
| Taxes for maintenance and operations | \$ 5,414,400 | \$ 21,483,476 | \$ 1,935,227 | \$ 1,174,553 | \$ 1,908,080 | \$ 5,017,860 | |
| Taxes for general obligation bonds | \$ 2,059,702 | \$ 8,253,270 | \$ 737,408 | \$ 446,525 | \$ 726,660 | \$ 1,910,592 | |
| Federal revenue, non-operating | \$ 492,095 | \$ 16,614,191 | \$ - | \$ 430,445 | \$ 350,906 | \$ 781,351 | |
| Gifts | \$ - | \$ 12,950 | \$ 250,000 | \$ - | \$ 46,405 | \$ 296,405 | |
| Investment Income | \$ 487,598 | \$ 1,407,425 | \$ (145,702) | \$ (64,334) | \$ 510,127 | \$ 300,090 | |
| Interest on Capital Debt | \$ 1,977 | \$ (3,051,719) | \$ (60,000) | \$ (1,000) | \$ 75,928 | \$ 14,928 | |
| Loss on Disposal of Fixed Assets | \$ (64,200) | \$ 79,298 | \$ 5,850 | \$ 21,947 | \$ (88,797) | \$ (61,000) | |
| Total Non Operating Revenues | \$ 12,103,428 | \$ 65,452,230 | \$ 3,960,067 | \$ 3,245,419 | \$ 4,766,592 | \$ 11,972,078 | |
| Extraordinary Item (Insurance Proceeds) | \$ - | \$ 355,199 | \$ - | \$ - | \$ - | \$ - | |
| Prior Period Adjustment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| TOTAL REVENUE | \$ 31,327,236 | \$ 93,884,319 | \$ 15,650,208 | \$ 4,324,112 | \$ 11,077,063 | \$ 31,051,383 | |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| AMARILLO COLLEGE | | | | | | | |
|---|----------------------|----------------------|---------------------|-----------------------|---------------------|----------------------|--|
| INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (Page 2) | | | | | | | |
| FISCAL YEAR 2021 THROUGH NOVEMBER 30, 2020 | | | | | | | |
| | Fiscal 2020 YTD | 2020 | 2021 | 2021 | 2021 | 2021 | |
| | Nov-19 | Fiscal 2020 | Sep-20 | Oct-20 | Nov-20 | Fiscal 2021 YTD | |
| OPERATING EXPENSES | | | | | | | |
| Cost of Sales | \$ 189,489 | \$ 2,219,197 | \$ (16,980) | \$ 109,760 | \$ 92,575 | \$ 185,354 | |
| Salary, Wages & Benefits | | | | | | | |
| Administrators | \$ 1,372,217 | \$ 6,804,941 | \$ 482,809 | \$ 480,847 | \$ 480,600 | \$ 1,444,255 | |
| Classified | \$ 3,843,324 | \$ 16,877,437 | \$ 1,104,091 | \$ 1,341,536 | \$ 1,339,466 | \$ 3,785,093 | |
| Faculty | \$ 4,446,431 | \$ 18,158,209 | \$ 1,427,542 | \$ 1,560,550 | \$ 1,446,617 | \$ 4,434,709 | |
| Student Salary | \$ 189,785 | \$ 727,559 | \$ 42,147 | \$ 65,391 | \$ 54,841 | \$ 162,379 | |
| Temporary (Contract) Labor | \$ 86,291 | \$ 356,853 | \$ 27,794 | \$ 20,116 | \$ 38,506 | \$ 86,415 | |
| Employee Aid | \$ - | \$ 31,938 | \$ - | \$ - | \$ - | \$ - | |
| Employee Benefits | \$ 3,080,639 | \$ 13,967,421 | \$ 1,110,545 | \$ 971,585 | \$ 981,668 | \$ 3,063,798 | |
| Dept Operating Expenses | | | | | \$ - | | |
| Professional Fees | \$ 1,634,648 | \$ 4,624,189 | \$ 342,374 | \$ 733,825 | \$ 455,393 | \$ 1,531,593 | |
| Supplies | \$ 677,948 | \$ 2,731,192 | \$ 129,999 | \$ 220,161 | \$ 233,909 | \$ 584,069 | |
| Travel | \$ 204,419 | \$ 602,994 | \$ 2,576 | \$ 20,527 | \$ 14,634 | \$ 37,737 | |
| Property Insurance | \$ 693,724 | \$ 701,115 | \$ 808,385 | \$ (1,452) | \$ - | \$ 806,933 | |
| Liability Insurance | \$ 101,354 | \$ 102,000 | \$ 81,708 | \$ 2,115 | \$ 180 | \$ 84,003 | |
| Maintenance & Repairs | \$ 1,855,703 | \$ 2,727,028 | \$ 2,893,848 | \$ 387,057 | \$ (1,611,231) | \$ 1,669,673 | |
| Utilities | \$ 229,897 | \$ 1,483,980 | \$ 31,277 | \$ 157,110 | \$ 133,839 | \$ 322,226 | |
| Scholarships & Fin Aid | \$ 731,101 | \$ 8,588,927 | \$ 158,116 | \$ 964,404 | \$ 2,190,710 | \$ 3,313,230 | |
| Advertising | \$ 105,805 | \$ 415,289 | \$ 30,906 | \$ 33,708 | \$ 24,807 | \$ 89,421 | |
| Lease/Rentals | \$ 56,366 | \$ 282,877 | \$ 26,379 | \$ 21,380 | \$ 20,280 | \$ 68,039 | |
| Interest Expense | \$ 6,160 | \$ 25,057 | \$ 1,399 | \$ 1,399 | \$ 1,399 | \$ 4,197 | |
| Depreciation | \$ 1,372,601 | \$ 5,422,327 | \$ - | \$ - | \$ 1,326,926 | \$ 1,326,926 | |
| Memberships | \$ 81,081 | \$ 178,144 | \$ 57,960 | \$ 42,287 | \$ 7,704 | \$ 107,951 | |
| Property Taxes | \$ - | \$ 145,552 | \$ - | \$ - | \$ - | \$ - | |
| Institutional Support | \$ 68,509 | \$ 322,100 | \$ 3,968 | \$ 25,389 | \$ 56,693 | \$ 86,050 | |
| Other Miscellaneous Disbursements | \$ 373,566 | \$ 1,312,675 | \$ 83,976 | \$ 110,233 | \$ 78,168 | \$ 272,376 | |
| Capital Expenses - Less than \$1000 | | | | | | | |
| Land and Improvements | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Buildings | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Audio/Visual Equipment | \$ - | \$ 8,250 | \$ - | \$ - | \$ 2,499 | \$ 2,499 | |
| Classroom Equipment | \$ 2,340 | \$ 186,422 | \$ 1,570 | \$ - | \$ 7,739 | \$ 9,309 | |
| Computer Related | \$ 47,141 | \$ 625,956 | \$ 599 | \$ 27,173 | \$ 17,107 | \$ 44,879 | |
| Maintenance & Grounds | \$ 1,895 | \$ 25,862 | \$ - | \$ - | \$ 2,893 | \$ 2,893 | |
| Office Equipment & Furnishing | \$ 3,530 | \$ 48,129 | \$ - | \$ 1,308 | \$ - | \$ 1,308 | |
| Television Station Equipment | \$ - | \$ 5,609 | \$ - | \$ - | \$ - | \$ - | |
| Vehicles | \$ - | \$ - | \$ 0 | \$ - | \$ - | \$ - | |
| Other Sources | | | | | | | |
| Disposal Gain (Loss) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Interfund Transfers | \$ (58,221) | \$ 336,273.3 | \$ (17,380) | \$ (18,674) | \$ (17,818) | \$ (53,873) | |
| | | | | | | | |
| | | | | | | | |
| TOTAL EXPENSE | \$ 21,397,741 | \$ 90,045,502 | \$ 8,815,606 | \$ 7,277,734 | \$ 7,380,102 | \$ 23,473,442 | |
| | | | | | | | |
| CHANGE IN NET POSITION | \$ 9,929,495 | \$ 3,838,817 | \$ 6,834,602 | \$ (2,953,622) | \$ 3,696,961 | \$ 7,577,941 | |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| AMARILLO COLLEGE | | | | | | | |
|---|---------------------------|---------------------|------------------|-------------------|-------------------|-------------------------|--|
| INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (Page 3) | | | | | | | |
| FISCAL YEAR 2021 THROUGH NOVEMBER 30, 2020 | | | | | | | |
| | Fiscal 2020 YTD Nov-19 | 2020 Fiscal 2020 | 2021 Sep-20 | 2021 Oct-20 | 2021 Nov-20 | 2021 Fiscal 2021 YTD | |
| Non Income Statement Expenditures - Capitalized and Depreciated | | | | | | | |
| Capital Expenses - Exceeds \$5000 - Capitalized | | | | | | | |
| Land and Improvements | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Buildings | \$ - | \$ 1,945,242 | \$ - | \$ 400,000 | \$ - | \$ 400,000 | |
| Audio/Visual Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Classroom Equipment | \$ 16,210 | \$ 218,300 | \$ 7,100 | \$ 125,616 | \$ 115,996 | \$ 248,712 | |
| Computer Related | \$ - | \$ 375,094 | \$ 5,696 | \$ - | \$ - | \$ 5,696 | |
| Library Books | \$ 3,081 | \$ 28,775 | \$ - | \$ 2,837 | \$ 1,150 | \$ 3,987 | |
| Maintenance & Grounds | \$ 6,000 | \$ 42,316 | \$ 7,800 | \$ - | \$ - | \$ 7,800 | |
| Office Equipment & Furnishing | \$ 32,709 | \$ 77,009 | \$ - | \$ - | \$ - | \$ - | |
| Television Station Equipment | \$ - | \$ 29,128 | \$ - | \$ - | \$ 21,156 | \$ 21,156 | |
| Vehicles | \$ 123,758 | \$ 391,783 | \$ - | \$ - | \$ 13,000 | \$ 13,000 | |
| Donations | \$ - | \$ 10,000 | \$ - | \$ - | \$ 40,000.0 | \$ 40,000 | |
| TOTAL CAPITALIZED EXPENDITURES | \$ 181,758 | \$ 3,117,648 | \$ 20,596 | \$ 528,454 | \$ 191,302 | \$ 740,352 | |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| AMARILLO COLLEGE | | | | | | | | | | | | |
|------------------------------|---|-----------|-----------|------------|-------------|----------------|-----------------|-------------------|-----------|-------------------|-------|------------|
| Alterations and Improvements | | | | | | | | | | | | |
| Projects for Fiscal 2020 | | | | | | | | | | | | |
| as of November 30, 2020 | | | | | | | | | | | | |
| AMARILLO - ALL CAMPUSES | | | | | | | | | | | | |
| PROJECT BUDGETING | | | | | | | SOURCE OF FUNDS | | | | | |
| PROJECT | DESCRIPTION | BUDGETED | EXPENSED | ENCUMBERED | STATUS | OVER/ SHORT | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| 1 | AMAG Upgrades to All Campuses | 68,000.00 | - | 14,938.72 | In Progress | 53,061.28 | 14,938.72 | 21,991.88 | 46,008.12 | - | - | - |
| | | 68,000.00 | - | 14,938.72 | | 53,061.28 | 14,938.72 | 21,991.88 | 46,008.12 | - | - | - |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| AMARILLO - EAST CAMPUS | | | | | | | | | | | | |
| PROJECT BUDGETING | | | | | | | SOURCE OF FUNDS | | | | | |
| PROJECT | DESCRIPTION | BUDGETED | EXPENSED | ENCUMBERED | STATUS | OVER/ SHORT | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| 2 | EC Grounds Shop | 41,000.00 | 15,175.00 | 15,175.00 | Not Started | 10,650.00 | 30,350.00 | 13,259.81 | 27,740.19 | - | - | - |
| | | 41,000.00 | 15,175.00 | 15,175.00 | | 10,650.00 | 30,350.00 | 13,259.81 | 27,740.19 | - | - | - |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| AMARILLO - WEST CAMPUS | | | | | | | | | | | | |
| PROJECT BUDGETING | | | | | | | SOURCE OF FUNDS | | | | | |
| PROJECT | DESCRIPTION | BUDGETED | EXPENSED | ENCUMBERED | STATUS | OVER/ SHORT | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| 3 | New Store Front Upgrades to West Campus | 40,000.00 | - | - | In Progress | 40,000.00 | - | 12,936.40 | 27,063.60 | - | - | - |
| | | 40,000.00 | - | - | | 40,000.00 | - | 12,936.40 | 27,063.60 | - | - | - |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| AMARILLO COLLEGE | | | | | | | | | | | | |
|--|---|------------|----------|------------|-------------|----------------|-----------------|-------------------|------------|-------------------|-------|------------|
| Alterations and Improvements (Page 2) | | | | | | | | | | | | |
| Projects for Fiscal 2020 | | | | | | | | | | | | |
| as of November 30, 2020 | | | | | | | | | | | | |
| AMARILLO - WASHINGTON STREET CAMPUS | | | | | | | | | | | | |
| PROJECT BUDGETING | | | | | | | SOURCE OF FUNDS | | | | | |
| PROJECT | DESCRIPTION | BUDGETED | EXPENSED | ENCUMBERED | STATUS | OVER/ SHORT | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| 4 | Warren Hall Elevator Upgrade | 94,000.00 | - | - | Not Started | 94,000.00 | - | 30,400.54 | 63,599.46 | - | - | - |
| 5 | Music Building Elevator Upgrade | 111,000.00 | - | - | Not Started | 111,000.00 | - | 35,898.51 | 75,101.49 | - | - | - |
| | | 205,000.00 | - | - | | 205,000.00 | - | 66,299.05 | 138,700.95 | - | - | - |
| | | | | | | | | | | | | |
| AMARILLO - AUXILIARY | | | | | | | | | | | | |
| PROJECT BUDGETING | | | | | | | SOURCE OF FUNDS | | | | | |
| PROJECT | DESCRIPTION | BUDGETED | EXPENSED | ENCUMBERED | STATUS | OVER/ SHORT | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| 6 | HVAC and Flooring for Church | 60,000.00 | - | - | In Progress | 60,000.00 | - | 60,000.00 | - | - | | - |
| 7 | Roof Replacement East Campus Housing | 120,000.00 | - | - | Not Started | 120,000.00 | - | 120,000.00 | - | - | | - |
| | | 180,000.00 | - | - | | 180,000.00 | - | 180,000.00 | - | - | - | - |
| | | | | | | | | | | | | |
| AMARILLO - ALL CAMPUS ONGOING PROJECTS | | | | | | | | | | | | |
| PROJECT BUDGETING | | | | | | | SOURCE OF FUNDS | | | | | |
| PROJECT | DESCRIPTION | BUDGETED | EXPENSED | ENCUMBERED | STATUS | OVER/ SHORT | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| 8 | Other Unplanned Projects | 40,000.00 | - | - | Ongoing | 40,000.00 | - | 12,936.40 | 27,063.60 | - | - | - |
| 9 | Campus Wide - Replace Furniture | 35,000.00 | - | - | Ongoing | 35,000.00 | - | 11,319.35 | 23,680.65 | - | - | - |
| 10 | Campus Wide - Roofing | 23,000.00 | | | Ongoing | 23,000.00 | | 7,438.43 | 15,561.57 | - | - | - |
| 11 | Campus Wide - Building Drainage Corrections | 30,000.00 | - | - | Ongoing | 30,000.00 | - | 9,702.30 | 20,297.70 | - | - | - |
| 12 | Campus Wide - LED Lighting Upgrades | 65,000.00 | 239.04 | - | Ongoing | 64,760.96 | 239.04 | 21,021.65 | 43,978.35 | - | - | - |
| 13 | Campus Wide - Paint and Small Repairs | 60,000.00 | - | - | Ongoing | 60,000.00 | - | 19,404.60 | 40,595.40 | - | - | - |
| 14 | Campus Wide - Parking Lot Repairs | 62,000.00 | - | - | Ongoing | 62,000.00 | - | 20,051.42 | 41,948.58 | - | - | - |
| 15 | Campus Wide - Carpet and Flooring Replacement | 40,000.00 | - | - | Ongoing | 40,000.00 | - | 12,936.40 | 27,063.60 | - | - | - |
| 16 | Campus Wide - ADA Corrections | 10,000.00 | - | - | Ongoing | 10,000.00 | - | 3,234.10 | 6,765.90 | - | - | - |
| | | - | - | - | Not Started | - | - | - | - | - | - | - |
| | | - | - | - | | - | - | - | - | - | - | - |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| | | | | |
|------------------------------------|----------------------|-----------------------|----------------|--|
| Amarillo College | | | | |
| Reserve Analysis FY 2021 | | | | |
| As Of 11/30/20 | | | | |
| | Balance as of | Current Fiscal | Ending | |
| Encumbered Prior to 8/31/20 | 08/31/2019 | Year Activity | Balance | Explanation |
| Overlapping Purchase Orders | 151,523 | (79,881) | 71,642 | Materials and services requested in prior year and charged against prior year budget but received and paid for in the current year |
| Subtotal | 151,523 | (79,881) | 71,642 | |
| Board Restricted | | | | |
| Equipment Reserve | 1,000,000 | | 1,000,000 | Set-up for equipment purchases required but not budgeted |
| Facility Reserve | 2,160,034 | (54,845) | 2,105,189 | Set-up for facility purchases required but not budgeted |
| Sim Central | 194,773 | | 194,773 | Sim Central prior years revenues over expenses fund balance |
| East Campus A&I Designated | 1,164,400 | | 1,164,400 | Set-up for East Campus improvements required but not budgeted |
| SGA | 339,899 | | 339,899 | Student government prior years revenues over expenses fund balance |
| Insurance | 200,000 | | 200,000 | Set-up to cover insurance deductibles and claims that fall below the |
| Moore County Campus Designated | 496,784 | | 496,784 | Moore County prior years revenues over expenses fund balance |
| Hereford Campus Designated | 2,163,535 | (25,701) | 2,137,834 | Hereford Campus prior years revenues over expenses fund balance |
| East Campus Land Proceeds | 376,268 | | 376,268 | Proceeds from sale of land at East Campus |
| East Campus Designated | 1,837,931 | | 1,837,931 | East Campus set aside from the State of Texas for operations of programs at TSTC (EC) |
| Subtotal | 9,933,624 | (80,546) | 9,853,078 | |
| Unrestricted Reserve | | | | |
| Undesignated Local Maintenance | 7,321,484 | | 7,321,484 | Local Maintenance prior years revenues over expenses fund balance |
| Undesignated Auxiliary | 3,074,068 | | 3,074,068 | Auxiliary prior years revenues over expenses fund balance |
| Subtotal | 10,395,552 | - | 10,395,552 | Must leave in Reserve 10% of next year's budget |
| Total | 20,480,699 | (160,427) | 20,320,272 | |
| Fiscal Year 2020 | 23,780,057 | (3,299,358) | 20,480,699 | - |
| Fiscal Year 2019 | 26,516,562 | (2,736,504) | 23,780,057 | - |
| Fiscal Year 2018 | 24,096,277 | 2,420,285 | 26,516,562 | - |
| Fiscal Year 2017 | 22,979,978 | 1,116,299 | 24,096,277 | - |
| Fiscal Year 2016 | 26,185,015 | (3,205,037) | 22,979,978 | - |
| Fiscal Year 2015 | 27,440,976 | (1,255,961) | 26,185,015 | - |

**Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting
of January 26, 2021**

DECEMBER 2020 FINANCIALS

| AMARILLO COLLEGE | | | | | |
|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| INTERNAL UNAUDITED STATEMENT OF NET POSITION | | | | | |
| FISCAL YEAR 2021 THROUGH DECEMBER 30, 2020 | | | | | |
| | Dec-19 | Sep-20 | Oct-20 | Nov-20 | Dec-20 |
| ASSETS | | | | | |
| CURRENT ASSETS | | | | | |
| Cash & Equivalents | \$ 13,081,061 | \$ 12,431,406 | \$ 8,997,835 | \$ 9,782,425 | \$ 17,055,510 |
| Short-Term Investments | \$ 15,921,855 | \$ 14,186,712 | \$ 14,205,756 | \$ 14,205,756 | \$ 14,205,756 |
| Receivables | \$ 25,069,787 | \$ 36,682,153 | \$ 35,388,653 | \$ 36,104,503 | \$ 23,523,540 |
| Inventory | \$ 1,440,967 | \$ 1,444,249 | \$ 1,418,861 | \$ 1,489,491 | \$ 1,991,255 |
| Prepaid Expenses and Other Assets | \$ 183,055 | \$ 502,358 | \$ 97,616 | \$ 27,300 | \$ 96,049 |
| Total Current Assets | \$ 55,696,725 | \$ 65,246,878 | \$ 60,108,722 | \$ 61,609,475 | \$ 56,872,110 |
| NON CURRENT ASSETS | | | | | |
| Restricted Cash and Cash Equivalents | \$ 40,632,525 | \$ 34,914,690 | \$ 34,617,454 | \$ 29,201,964 | \$ 30,433,642 |
| Restricted Investments | \$ 10,470,067 | \$ 10,523,847 | \$ 15,904,269 | \$ 16,686,631 | \$ 19,219,616 |
| Endowments | \$ 2,500,000 | \$ 2,500,000 | \$ 2,570,330 | \$ 2,500,000 | \$ 2,500,000 |
| Long Term Grant Receivable | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction in Progress | \$ - | \$ - | \$ - | \$ - | \$ - |
| Property & Equipment | \$ 122,787,703 | \$ 120,017,633 | \$ 120,017,633 | \$ 119,010,122 | \$ 118,612,478 |
| Total Non Current Assets | \$ 176,390,295 | \$ 167,956,170 | \$ 173,109,685 | \$ 167,398,717 | \$ 170,765,736 |
| TOTAL ASSETS | \$ 232,087,020 | \$ 233,203,048 | \$ 233,218,407 | \$ 229,008,192 | \$ 227,637,846 |
| DEFERRED OUTFLOWS OF RESOURCES | | | | | |
| Deferred Outflows on Net Pension Liability | \$ 9,076,985 | \$ 7,711,161 | \$ 7,711,161 | \$ 7,711,161 | \$ 7,711,161 |
| Deferred Outflows related to OPEB | \$ 1,964,753 | \$ 7,310,149 | \$ 7,310,149 | \$ 7,310,149 | \$ 7,310,149 |
| Deferred Charge on Refunding | \$ 1,971,109 | \$ 1,486,079 | \$ 1,486,079 | \$ 1,486,079 | \$ 1,486,079 |
| TOTAL DEFERRED OUTFLOWS | \$ 13,012,847 | \$ 16,507,389 | \$ 16,507,389 | \$ 16,507,389 | \$ 16,507,389 |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| AMARILLO COLLEGE | | | | | |
|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| INTERNAL UNAUDITED STATEMENT OF NET POSITION (Page 2) | | | | | |
| FISCAL YEAR 2021 THROUGH DECEMBER 30, 2020 | | | | | |
| | Dec-19 | Sep-20 | Oct-20 | Nov-20 | Dec-20 |
| LIABILITIES AND NET POSITION | | | | | |
| CURRENT LIABILITIES | | | | | |
| Payables | \$ 703,217 | \$ 2,093,113 | \$ 1,913,900 | \$ 1,530,994 | \$ 1,632,154 |
| Accrued Compensable Absences - Current | \$ 442,794 | \$ 473,834 | \$ 473,834 | \$ 473,834 | \$ 473,834 |
| Funds Held for Others | \$ 5,716,644 | \$ 5,352,480 | \$ 5,748,650 | \$ 6,096,367 | \$ 6,219,678 |
| Unearned Revenues | \$ 16,106,885 | \$ 22,992,776 | \$ 21,313,275 | \$ 19,220,156 | \$ 17,128,056 |
| Bonds Payable - Current Portion | \$ 3,985,000 | \$ 5,815,000 | \$ 5,815,000 | \$ 5,815,000 | \$ 5,815,000 |
| Notes Payable - Current Portion | \$ - | \$ 402,129 | \$ 402,129 | \$ 402,129 | \$ 402,129 |
| Capital Lease Payable | \$ 74,945 | \$ 124,974 | \$ 115,138 | \$ 105,303 | \$ 95,468 |
| Retainage Payable | \$ 17,902 | \$ 2,374 | \$ 2,374 | \$ 5,116 | \$ 5,116 |
| Total Current Liabilities | \$ 27,047,387 | \$ 37,256,681 | \$ 35,784,301 | \$ 33,648,900 | \$ 31,771,436 |
| NON CURRENT LIABILITIES | | | | | |
| Accrued Compensable Absences - Long Term | \$ 853,386 | \$ 967,756 | \$ 967,756 | \$ 967,756 | \$ 967,756 |
| Deposits Payable | \$ 155,031 | \$ 156,097 | \$ 161,537 | \$ 162,312 | \$ 160,037 |
| Bonds Payable | \$ 79,030,000 | \$ 70,500,000 | \$ 70,500,000 | \$ 70,500,000 | \$ 70,500,000 |
| Notes Payable | \$ - | \$ - | \$ - | \$ - | \$ - |
| Capital Lease Payable - LT | \$ 633,754 | \$ 254,131 | \$ 254,131 | \$ 254,131 | \$ 254,131 |
| Unamortized Debt Premium | \$ 11,751,729 | \$ 14,930,490 | \$ 14,195,471 | \$ 13,460,451 | \$ 12,725,432 |
| Net Pension Liability | \$ 18,764,815 | \$ 17,223,734 | \$ 17,223,734 | \$ 17,223,734 | \$ 17,223,734 |
| Net OPEB Liability | \$ 53,163,257 | \$ 59,085,863 | \$ 59,085,863 | \$ 59,085,863 | \$ 59,085,863 |
| Total Non Current Liabilities | \$ 164,351,972 | \$ 163,118,071 | \$ 162,388,491 | \$ 161,654,247 | \$ 160,916,952 |
| TOTAL LIABILITIES | \$ 191,399,359 | \$ 200,374,752 | \$ 198,172,792 | \$ 195,303,147 | \$ 192,688,388 |
| Deferred Inflows | | | | | |
| Deferred Inflows of Resources | \$ 3,237,755 | \$ 4,783,368 | \$ 4,783,368 | \$ 4,783,368 | \$ 4,783,368 |
| Deferred Inflows related to OPEB | \$ 31,007,605 | \$ 25,821,316 | \$ 25,821,316 | \$ 25,821,316 | \$ 25,821,316 |
| TOTAL DEFERRED INFLOWS | \$ 34,245,360 | \$ 30,604,684 | \$ 30,604,684 | \$ 30,604,684 | \$ 30,604,684 |
| NET POSITION | | | | | |
| Capital Assets | | | | | |
| Net Investment in Capital Assets | \$ 66,451,597 | \$ 71,605,122 | \$ 71,627,068 | \$ 70,618,980 | \$ 70,221,186 |
| Restricted | | | | | |
| Non Expendable: Endowment - True | \$ 2,500,000 | \$ 2,500,000 | \$ 2,500,000 | \$ 2,500,000 | \$ 2,500,000 |
| Expendable: Capital Projects | \$ 532,668 | \$ (134,638) | \$ (619,096) | \$ (616,183) | \$ (997,997) |
| Expendable: Debt Service | \$ 5,799,590 | \$ 3,719,272 | \$ 4,165,064 | \$ 4,892,007 | \$ 5,628,231 |
| Other, Primary Donor Restrictions | \$ 7,999,400 | \$ 6,331,377 | \$ 10,486,376 | \$ 7,493,427 | \$ 8,148,747 |
| Unrestricted | | | | | |
| Unrestricted | \$ (63,828,107) | \$ (65,290,130) | \$ (67,211,092) | \$ (65,280,480) | \$ (64,648,004) |
| TOTAL NET POSITION | \$ 19,455,148 | \$ 18,731,002 | \$ 20,948,320 | \$ 19,607,751 | \$ 20,852,163 |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| AMARILLO COLLEGE | | | | | | | | |
|--|---------------------------|----------------------|----------------------|---------------------|----------------------|---------------------|-------------------------|--|
| INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION | | | | | | | | |
| FISCAL YEAR 2021 THROUGH DECEMBER 30, 2020 | | | | | | | | |
| | Fiscal 2020 YTD Dec-19 | 2020 Fiscal 2020 | 2021 Sep-20 | 2021 Oct-20 | 2021 Nov-20 | 2021 Dec-20 | 2021 Fiscal 2021 YTD | |
| OPERATING REVENUES | | | | | | | | |
| Tuition and Fees | \$ 17,078,832 | \$ 13,054,085 | \$ 9,043,608 | \$ 301,607 | \$ 3,463,583 | \$ 2,527,576 | \$ 15,336,373 | |
| Federal Grants and Contracts | \$ 406,083 | \$ 3,996,431 | \$ 148,582 | \$ 196,957 | \$ 2,004,544 | \$ 563,735 | \$ 2,913,819 | |
| State Grants and Contracts | \$ 1,370,867 | \$ 1,097,550 | \$ 1,032,456 | \$ (169,549) | \$ 231,892 | \$ 112,858 | \$ 1,207,657 | |
| Local Grants and Contracts | \$ 658,481 | \$ 1,988,629 | \$ 123,047 | \$ 160,943 | \$ 161,523 | \$ 164,379 | \$ 609,892 | |
| Nongovernmental grants and contracts | \$ 1,500,370 | \$ 1,706,466 | \$ 711,448 | \$ 39,396 | \$ 46,806 | \$ 44,875 | \$ 842,525 | |
| Sales and Services of Educational Activities | \$ 51,480 | \$ 148,985 | \$ 18,001 | \$ 6,216 | \$ 9,459 | \$ 8,469 | \$ 42,145 | |
| Auxiliary Enterprises (net of discounts) | \$ 1,511,454 | \$ 5,035,532 | \$ 406,115 | \$ 442,762 | \$ 341,263 | \$ 301,395 | \$ 1,491,536 | |
| Other Operating Revenues | \$ 558,378 | \$ 1,049,213 | \$ 206,885 | \$ 100,360 | \$ 51,400 | \$ 344,534 | \$ 703,179 | |
| Total Operating Revenues | \$ 23,135,945 | \$ 28,076,890 | \$ 11,690,141 | \$ 1,078,693 | \$ 6,310,471 | \$ 4,067,821 | \$ 23,147,126 | |
| NON OPERATING REVENUES | | | | | | | | |
| State Appropriations | \$ 4,949,140 | \$ 20,653,338 | \$ 1,237,284 | \$ 1,237,284 | \$ 1,237,284 | \$ 1,237,284 | \$ 4,949,136 | |
| Taxes for maintenance and operations | \$ 7,224,351 | \$ 21,483,476 | \$ 1,935,227 | \$ 1,174,553 | \$ 1,908,080 | \$ 1,943,203 | \$ 6,961,063 | |
| Taxes for general obligation bonds | \$ 2,747,788 | \$ 8,253,270 | \$ 737,408 | \$ 446,525 | \$ 726,660 | \$ 735,895 | \$ 2,646,487 | |
| Federal revenue, non-operating | \$ 309,878 | \$ 16,614,191 | \$ - | \$ 430,445 | \$ 350,906 | \$ (162,965) | \$ 618,386 | |
| Gifts | \$ - | \$ 12,950 | \$ 250,000 | \$ - | \$ 46,405 | \$ 8,381 | \$ 304,786 | |
| Investment Income | \$ 661,852 | \$ 1,407,425 | \$ (145,702) | \$ (64,334) | \$ 510,127 | \$ 189,014 | \$ 489,103 | |
| Interest on Capital Debt | \$ 2,277 | \$ (3,051,719) | \$ (60,000) | \$ (1,000) | \$ - | \$ - | \$ (61,000) | |
| Loss on Disposal of Fixed Assets | \$ (64,200) | \$ 79,298 | \$ 5,850 | \$ 21,947 | \$ (12,869) | \$ (9,676) | \$ 5,252 | |
| Total Non Operating Revenues | \$ 15,831,086 | \$ 65,452,230 | \$ 3,960,067 | \$ 3,245,419 | \$ 4,766,592 | \$ 3,941,136 | \$ 15,913,214 | |
| Extraordinary Item (Insurance Proceeds) | \$ - | \$ 355,199 | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Prior Period Adjustment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| TOTAL REVENUE | \$ 38,967,031 | \$ 93,884,319 | \$ 15,650,208 | \$ 4,324,112 | \$ 11,077,063 | \$ 8,008,957 | \$ 39,060,340 | |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| AMARILLO COLLEGE | | | | | | | |
|---|----------------------|----------------------|---------------------|-----------------------|---------------------|---------------------|----------------------|
| INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (Page 2) | | | | | | | |
| FISCAL YEAR 2021 THROUGH DECEMBER 30, 2020 | | | | | | | |
| | Fiscal 2020 YTD | 2020 | 2021 | 2021 | 2021 | 2021 | 2021 |
| | Dec-19 | Fiscal 2020 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Fiscal 2021 YTD |
| OPERATING EXPENSES | | | | | | | |
| Cost of Sales | \$ 261,605 | \$ 2,219,197 | \$ (16,980) | \$ 109,760 | \$ 92,575 | \$ 45,025 | \$ 230,379 |
| Salary, Wages & Benefits | | | | | | | |
| Administrators | \$ 1,826,932 | \$ 6,804,941 | \$ 482,809 | \$ 480,847 | \$ 480,600 | \$ 490,614 | \$ 1,934,869 |
| Classified | \$ 5,183,862 | \$ 16,877,437 | \$ 1,104,091 | \$ 1,341,536 | \$ 1,339,466 | \$ 1,662,880 | \$ 5,447,973 |
| Faculty | \$ 6,006,651 | \$ 18,158,209 | \$ 1,427,542 | \$ 1,560,550 | \$ 1,446,617 | \$ 1,504,110 | \$ 5,938,819 |
| Student Salary | \$ 260,449 | \$ 727,559 | \$ 42,147 | \$ 65,391 | \$ 54,841 | \$ 71,529 | \$ 233,909 |
| Temporary (Contract) Labor | \$ 116,254 | \$ 356,853 | \$ 27,794 | \$ 20,116 | \$ 38,506 | \$ 18,694 | \$ 105,110 |
| Employee Aid | \$ - | \$ 31,938 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Employee Benefits | \$ 4,037,276 | \$ 13,967,421 | \$ 1,110,545 | \$ 971,585 | \$ 981,668 | \$ 1,018,735 | \$ 4,082,532 |
| Dept Operating Expenses | | | | | | | |
| Professional Fees | \$ 2,546,280 | \$ 4,624,189 | \$ 342,374 | \$ 733,825 | \$ 455,393 | \$ 542,930 | \$ 2,074,523 |
| Supplies | \$ 859,406 | \$ 2,731,192 | \$ 129,999 | \$ 220,161 | \$ 233,909 | \$ 155,976 | \$ 740,045 |
| Travel | \$ 299,131 | \$ 602,994 | \$ 2,576 | \$ 20,527 | \$ 14,634 | \$ 15,635 | \$ 53,372 |
| Property Insurance | \$ 696,454 | \$ 701,115 | \$ 808,385 | \$ (1,452) | \$ - | \$ 611 | \$ 807,544 |
| Liability Insurance | \$ 101,354 | \$ 102,000 | \$ 81,708 | \$ 2,115 | \$ 180 | \$ - | \$ 84,003 |
| Maintenance & Repairs | \$ 1,933,831 | \$ 2,727,028 | \$ 2,893,848 | \$ 387,057 | \$ (1,611,231) | \$ 60,904 | \$ 1,730,577 |
| Utilities | \$ 339,863 | \$ 1,483,980 | \$ 31,277 | \$ 157,110 | \$ 133,839 | \$ 90,450 | \$ 412,675 |
| Scholarships & Fin Aid | \$ 934,319 | \$ 8,588,927 | \$ 158,116 | \$ 964,404 | \$ 2,190,710 | \$ 224,025 | \$ 3,537,255 |
| Advertising | \$ 138,834 | \$ 415,289 | \$ 30,906 | \$ 33,708 | \$ 24,807 | \$ 25,265 | \$ 114,686 |
| Lease/Rentals | \$ 87,679 | \$ 282,877 | \$ 26,379 | \$ 21,380 | \$ 20,280 | \$ 25,124 | \$ 93,163 |
| Interest Expense | \$ 3,298 | \$ 25,057 | \$ 1,399 | \$ 1,399 | \$ 1,399 | \$ 1,399 | \$ 5,596 |
| Depreciation | \$ 1,825,880 | \$ 5,422,327 | \$ - | \$ - | \$ 1,326,926 | \$ 441,923 | \$ 1,768,849 |
| Memberships | \$ 85,409 | \$ 178,144 | \$ 57,960 | \$ 42,287 | \$ 7,704 | \$ 4,489 | \$ 112,440 |
| Property Taxes | \$ - | \$ 145,552 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Institutional Support | \$ 110,557 | \$ 322,100 | \$ 3,968 | \$ 25,389 | \$ 56,693 | \$ 32,797 | \$ 118,847 |
| Other Miscellaneous Disbursements | \$ 445,435 | \$ 1,312,675 | \$ 83,976 | \$ 110,233 | \$ 78,168 | \$ 86,277 | \$ 358,654 |
| Capital Expenses - Less than \$1000 | | | | | | | |
| Land and Improvements | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Buildings | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Audio/Visual Equipment | \$ - | \$ 8,250 | \$ - | \$ - | \$ 2,499 | \$ - | \$ 2,499 |
| Classroom Equipment | \$ 2,340 | \$ 186,422 | \$ 1,570 | \$ - | \$ 7,739 | \$ 4,522 | \$ 13,831 |
| Computer Related | \$ 75,738 | \$ 625,956 | \$ 599 | \$ 27,173 | \$ 17,107 | \$ 25,655 | \$ 70,534 |
| Maintenance & Grounds | \$ 2,985 | \$ 25,862 | \$ - | \$ - | \$ 2,893 | \$ 9,590 | \$ 12,482 |
| Office Equipment & Furnishing | \$ 3,530 | \$ 48,129 | \$ - | \$ 1,308 | \$ - | \$ - | \$ 1,308 |
| Television Station Equipment | \$ 2,313 | \$ 5,609 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Vehicles | \$ - | \$ - | \$ 0 | \$ - | \$ - | \$ - | \$ - |
| Other Sources | | | | | | | |
| Disposal Gain (Loss) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Interfund Transfers | \$ (77,734) | \$ 336,273.3 | \$ (17,380) | \$ (18,674) | \$ (17,818) | \$ 214,030 | \$ 160,157 |
| | | | | | | | |
| TOTAL EXPENSE | \$ 28,109,932 | \$ 90,045,502 | \$ 8,815,606 | \$ 7,277,734 | \$ 7,380,102 | \$ 6,773,190 | \$ 30,246,632 |
| CHANGE IN NET POSITION | \$ 10,857,099 | \$ 3,838,817 | \$ 6,834,602 | \$ (2,953,622) | \$ 3,696,961 | \$ 1,235,767 | \$ 8,813,708 |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| AMARILLO COLLEGE | | | | | | | | |
|---|-------------------|---------------------|------------------|-------------------|-------------------|------------------|------|-------------------|
| INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (Page 3) | | | | | | | | |
| FISCAL YEAR 2021 THROUGH DECEMBER 30, 2020 | | | | | | | | |
| | Fiscal 2020 YTD | 2020 | 2021 | 2021 | 2021 | 2021 | 2021 | 2021 |
| | Dec-19 | Fiscal 2020 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | | Fiscal 2021 YTD |
| Non Income Statement Expenditures - Capitalized and Depreciated | | | | | | | | |
| Capital Expenses - Exceeds \$5000 - Capitalized | | | | | | | | |
| Land and Improvements | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Buildings | \$ - | \$ 1,945,242 | \$ - | \$ 400,000 | \$ - | \$ - | \$ - | \$ 400,000 |
| Audio/Visual Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Classroom Equipment | \$ 16,004 | \$ 218,300 | \$ 7,100 | \$ 125,616 | \$ 115,996 | \$ 43,760 | \$ - | \$ 292,472 |
| Computer Related | \$ 15,970 | \$ 375,094 | \$ 5,696 | \$ - | \$ - | \$ - | \$ - | \$ 5,696 |
| Library Books | \$ 10,489 | \$ 28,775 | \$ - | \$ 2,837 | \$ 1,150 | \$ 1,399 | \$ - | \$ 5,386 |
| Maintenance & Grounds | \$ 15,500 | \$ 42,316 | \$ 7,800 | \$ - | \$ - | \$ - | \$ - | \$ 7,800 |
| Office Equipment & Furnishing | \$ 32,709 | \$ 77,009 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Television Station Equipment | \$ - | \$ 29,128 | \$ - | \$ - | \$ 21,156 | \$ - | \$ - | \$ 21,156 |
| Vehicles | \$ 217,589 | \$ 391,783 | \$ - | \$ - | \$ 13,000 | \$ - | \$ - | \$ 13,000 |
| Donations | \$ - | \$ 10,000 | \$ - | \$ - | \$ 40,000.0 | \$ - | \$ - | \$ 40,000 |
| TOTAL CAPITALIZED EXPENDITURES | \$ 308,261 | \$ 3,117,648 | \$ 20,596 | \$ 528,454 | \$ 191,302 | \$ 45,159 | | \$ 785,511 |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| AMARILLO COLLEGE Alterations and Improvements Projects for Fiscal 2020 as of December 31, 2020 | | | | | | | | | | | | |
|---|---|-----------|-----------|------------|-------------|----------------|-----------------|-------------------|-----------|-------------------|-------|------------|
| | | | | | | | | | | | | |
| AMARILLO - ALL CAMPUSES | | | | | | | | | | | | |
| PROJECT BUDGETING | | | | | | | SOURCE OF FUNDS | | | | | |
| PROJECT | DESCRIPTION | BUDGETED | EXPENSED | ENCUMBERED | STATUS | OVER/ SHORT | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| 1 | AMAG Upgrades to All Campuses | 68,000.00 | 6,000.00 | 50,959.62 | In Progress | 11,040.38 | 56,959.62 | 21,991.88 | 46,008.12 | - | - | - |
| | | 68,000.00 | 6,000.00 | 50,959.62 | | 11,040.38 | 56,959.62 | 21,991.88 | 46,008.12 | - | - | - |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| AMARILLO - EAST CAMPUS | | | | | | | | | | | | |
| PROJECT BUDGETING | | | | | | | SOURCE OF FUNDS | | | | | |
| PROJECT | DESCRIPTION | BUDGETED | EXPENSED | ENCUMBERED | STATUS | OVER/ SHORT | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| 2 | EC Grounds Shop | 41,000.00 | 17,925.00 | 15,175.00 | Not Started | 7,900.00 | 33,100.00 | 13,259.81 | 27,740.19 | - | - | - |
| | | 41,000.00 | 17,925.00 | 15,175.00 | | 7,900.00 | 33,100.00 | 13,259.81 | 27,740.19 | - | - | - |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| AMARILLO - WEST CAMPUS | | | | | | | | | | | | |
| PROJECT BUDGETING | | | | | | | SOURCE OF FUNDS | | | | | |
| PROJECT | DESCRIPTION | BUDGETED | EXPENSED | ENCUMBERED | STATUS | OVER/ SHORT | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| 3 | New Store Front Upgrades to West Campus | 40,000.00 | - | - | In Progress | 40,000.00 | - | 12,936.40 | 27,063.60 | - | - | - |
| | | 40,000.00 | - | - | | 40,000.00 | - | 12,936.40 | 27,063.60 | - | - | - |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| AMARILLO COLLEGE | | | | | | | | | | | | |
|--|---|--------------|------------|------------|-------------|----------------|-----------------|-------------------|------------|-------------------|-------|-------------|
| Alterations and Improvements (Page 2) | | | | | | | | | | | | |
| Projects for Fiscal 2020 | | | | | | | | | | | | |
| as of December 31, 2020 | | | | | | | | | | | | |
| AMARILLO - WASHINGTON STREET CAMPUS | | | | | | | | | | | | |
| PROJECT BUDGETING | | | | | | | SOURCE OF FUNDS | | | | | |
| PROJECT | DESCRIPTION | BUDGETED | EXPENSED | ENCUMBERED | STATUS | OVER/ SHORT | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| 4 | Warren Hall Elevator Upgrade | 94,000.00 | - | - | Not Started | 94,000.00 | - | 30,400.54 | 63,599.46 | - | - | - |
| 5 | Music Building Elevator Upgrade | 111,000.00 | - | - | Not Started | 111,000.00 | - | 35,898.51 | 75,101.49 | - | - | - |
| | | 205,000.00 | - | - | | 205,000.00 | - | 66,299.05 | 138,700.95 | - | - | - |
| AMARILLO - AUXILIARY | | | | | | | | | | | | |
| PROJECT BUDGETING | | | | | | | SOURCE OF FUNDS | | | | | |
| PROJECT | DESCRIPTION | BUDGETED | EXPENSED | ENCUMBERED | STATUS | OVER/ SHORT | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| 6 | HVAC and Flooring for Church | 60,000.00 | - | - | In Progress | 60,000.00 | - | 60,000.00 | - | - | - | - |
| 7 | Roof Replacement East Campus Housing | 120,000.00 | - | - | Not Started | 120,000.00 | - | 120,000.00 | - | - | - | - |
| | | 180,000.00 | - | - | | 180,000.00 | - | 180,000.00 | - | - | - | - |
| AMARILLO - ALL CAMPUS ONGOING PROJECTS | | | | | | | | | | | | |
| PROJECT BUDGETING | | | | | | | SOURCE OF FUNDS | | | | | |
| PROJECT | DESCRIPTION | BUDGETED | EXPENSED | ENCUMBERED | STATUS | OVER/ SHORT | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| 8 | Other Unplanned Projects | 40,000.00 | - | - | Ongoing | 40,000.00 | - | 12,936.40 | 27,063.60 | - | - | - |
| 9 | Campus Wide - Replace Furniture | 25,000.00 | - | - | Ongoing | 25,000.00 | - | 11,319.35 | 23,680.65 | - | - | (10,000.00) |
| 10 | Campus Wide - Roofing | 23,000.00 | | | Ongoing | 23,000.00 | | 7,438.43 | 15,561.57 | - | - | - |
| 11 | Campus Wide - Building Drainage Corrections | 30,000.00 | - | - | Ongoing | 30,000.00 | - | 9,702.30 | 20,297.70 | - | - | - |
| 12 | Campus Wide - LED Lighting Upgrades | 65,000.00 | 1,566.71 | - | Ongoing | 63,433.29 | 1,566.71 | 21,021.65 | 43,978.35 | - | - | - |
| 13 | Campus Wide - Paint and Small Repairs | 60,000.00 | 9,790.00 | - | Ongoing | 50,210.00 | 9,790.00 | 19,404.60 | 40,595.40 | - | - | - |
| 14 | Campus Wide - Parking Lot Repairs | 62,000.00 | - | - | Ongoing | 62,000.00 | - | 20,051.42 | 41,948.58 | - | - | - |
| 15 | Campus Wide - Carpet and Flooring Replacement | 40,000.00 | - | - | Ongoing | 40,000.00 | - | 12,936.40 | 27,063.60 | - | - | - |
| 16 | Campus Wide - ADA Corrections | 10,000.00 | - | - | Ongoing | 10,000.00 | - | 3,234.10 | 6,765.90 | - | - | - |
| | | - | - | - | Not Started | - | - | - | - | - | - | - |
| | | - | - | - | | - | - | - | - | - | - | - |
| | | | | | | | TOTAL COST | CURRENT BUDGET | RESERVE | GIFT/ DONATION | OTHER | DIFFERENCE |
| | | 1,090,881.00 | 114,138.24 | 66,134.62 | | 910,608.14 | 180,272.86 | 419,000.00 | 671,881.00 | - | - | - |

Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of January 26, 2021

| | | | | |
|------------------------------------|----------------------|-----------------------|----------------|--|
| Amarillo College | | | | |
| Reserve Analysis FY 2021 | | | | |
| As Of 12/31/20 | | | | |
| | Balance as of | Current Fiscal | Ending | |
| Encumbered Prior to 8/31/20 | 08/31/2020 | Year Activity | Balance | Explanation |
| Overlapping Purchase Orders | 151,523 | (112,645) | 38,878 | Materials and services requested in prior year and charged against prior year budget but received and paid for in the current year |
| Subtotal | 151,523 | (112,645) | 38,878 | |
| Board Restricted | | | | |
| Equipment Reserve | 1,000,000 | | 1,000,000 | Set-up for equipment purchases required but not budgeted |
| Facility Reserve | 2,160,034 | (54,845) | 2,105,189 | Set-up for facility purchases required but not budgeted |
| Sim Central | 194,773 | | 194,773 | Sim Central prior years revenues over expenses fund balance |
| East Campus A&I Designated | 1,164,400 | | 1,164,400 | Set-up for East Campus improvements required but not budgeted |
| SGA | 339,899 | | 339,899 | Student government prior years revenues over expenses fund balance |
| Insurance | 200,000 | | 200,000 | Set-up to cover insurance deductibles and claims that fall below the |
| Moore County Campus Designated | 496,784 | | 496,784 | Moore County prior years revenues over expenses fund balance |
| Hereford Campus Designated | 2,163,535 | (34,268) | 2,129,267 | Hereford Campus prior years revenues over expenses fund balance |
| East Campus Land Proceeds | 376,268 | | 376,268 | Proceeds from sale of land at East Campus |
| East Campus Designated | 1,837,931 | | 1,837,931 | East Campus set aside from the State of Texas for operations of programs at TSTC (EC) |
| Subtotal | 9,933,624 | (89,113) | 9,844,511 | |
| Unrestricted Reserve | | | | |
| Undesignated Local Maintenance | 7,321,484 | | 7,321,484 | Local Maintenance prior years revenues over expenses fund balance |
| Undesignated Auxiliary | 3,074,068 | | 3,074,068 | Auxiliary prior years revenues over expenses fund balance |
| Subtotal | 10,395,552 | - | 10,395,552 | Must leave in Reserve 10% of next year's budget |
| Total | 20,480,699 | (201,758) | 20,278,940 | |
| Fiscal Year 2020 | 23,780,057 | (3,299,358) | 20,480,699 | - |
| Fiscal Year 2019 | 26,516,562 | (2,736,504) | 23,780,057 | - |
| Fiscal Year 2018 | 24,096,277 | 2,420,285 | 26,516,562 | - |
| Fiscal Year 2017 | 22,979,978 | 1,116,299 | 24,096,277 | - |
| Fiscal Year 2016 | 26,185,015 | (3,205,037) | 22,979,978 | - |
| Fiscal Year 2015 | 27,440,976 | (1,255,961) | 26,185,015 | - |