

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

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

**REGENTS PRESENT:** Mr. Johnny Mize, Chair; Mrs. Anette Carlisle, Vice-Chair; Mr. Jay Barrett, Secretary; Mr. John Betancourt; Ms. Sally Jennings; Dr. Paul Proffer; Ms. Peggy Thomas; Dr. David Woodburn

**REGENTS ABSENT:** Ms. Michele Fortunato

**CAMPUS REPRESENTATIVES PRESENT:** Ms. Ronda Crow, Representative for the Moore County Campus; Ms. Sara Pesina, Representative for the Hereford Hinkson Memorial Campus

**CAMPUS REPRESENTATIVES ABSENT:** None

**OTHERS PRESENT:** Mr. Bob Austin, Vice President of Enrollment Management; Mr. Kevin Ball, Vice President of Communications and Marketing; 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; and Ms. Denese Skinner, Vice President of Student Affairs; Mr. Mark White, Executive Vice President and Director of Athletics

Ms. Dolores Arambula – ESL Instructor, Hereford Campus  
Mr. Kyle Arrant – Director of Station Operations, KACV  
Ms. Sheri Blankenship – HISD Superintendent  
Ms. Joy Brenneman – Executive Asst, President's Office, Asst Sec., Board of Regents  
Mr. Kevin Carter – Amarillo Economic Development Corporation  
Ms. Brenda Davis – Amarillo College Testing Proctor, Hereford Campus  
Mr. Garrett Eggleston – Marketing Special Projects Coordinator  
Mr. Daniel Esquivel – Dean of Campus Operations, Hereford Campus  
Ms. Laura Geiger – Administrative Clerk, President's Office  
Miss Mariana Gonzales – AC Hereford Campus Student  
Mr. Terry Hardy – CDL Instructor for Amarillo College  
Chief Brent Harrison and Beverly Harrison – Hereford Chief of Police  
Ms. Denise Jobe – CDL Instructor for Amarillo College  
Ms. Terra Lara – Part-time Amarillo College Advising Associate, Hereford Campus  
Ms. Monica Olvera – Administrative Assistant, Hereford Campus  
Ms. Lycrecia Ouellette – Learning Specialist, Hereford Campus  
Ms. Cindy Rogers – English Teacher, Hereford Campus  
Ms. Linda Romo – ESL Instructor for Amarillo College and HISD Teacher  
Ms. Emmy Ruiz – GED Coordinator  
Ms. Yvette Saenz – Amarillo College Advising Associate, Hereford Campus  
Ms. Toni Van Dyke – Executive Assistant, Academic Affairs Office  
Ms. Shanice Vega – Success & Smart Center Supervisor  
Ms. Carolyn Waters – Retired Teacher  
Mr. Joe Wyatt – Communication Content Producer

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

**The Status Update was called to order at 5:53 p.m. by Mr. Johnny Mize, Chairman of the Board of Regents. He welcomed those in attendance. A quorum was present.**

**PRAYER**

Mr. Esquivel introduced Mariana Gonzalez who gave a prayer before the meeting. Ms. Gonzalez is a full-time student at the Hereford Campus and also works full-time at Caviness and waitresses on the weekends. She expects to graduate from AC in Spring 2022.

**HEREFORD CAMPUS UPDATE**

Mr. Esquivel introduced members of the Hereford Community in attendance and provided an update for the Hereford Campus. The five-year trend for enrollment is down, but is now trending upward with the largest Spring enrollment in the history of the campus at 292 students. The tech-supported modality for classes implemented during COVID has been very popular with Hereford students.

Future goals and strategies for the Hereford Campus include hiring more adjunct faculty, increasing use of ITV technology, recruiting outside the Hereford area, offering more technical courses and programs, creating a Hereford Education Foundation which would support a program similar to THRIVE in Amarillo and QUEST at Moore County, and starting earn and learn programs with local employers. The RNEC program had 6 Vocational Nursing graduates in May 2021 and 5 students are enrolled in Fall 2021. The RN program has not yet started. The campus continues its partnership with Hereford ISD for dual credit and college and career advising.

Mr. Esquivel reported that COVID cases in Deaf Smith county are declining but acknowledged it was a hard year with 75 deaths in the community. They are still practicing social distancing.

The Hereford community is growing with a new subdivision, new industries and restaurants, and a new law enforcement facility and jail. There is a need for more employees and an increased demand for truck drivers.

After Mr. Esquivel's update, the Status Update moved to the conference room so that members of the community could continue with their meal.

**PAY RAISE UPDATE**

Ms. Jones explained that Cabinet submitted a proposal to the Finance Committee for employee raises. Mr. Sharp stated that the proposal was a 3.5% across the board, cost of living raise (COLA) with an additional .5% to be used for merit increases for high performing employees. The Finance Committee proposed a 3% COLA increase with 1% in the merit pool. The last raise Amarillo College employees received was in 2019. Since then 2 one-time payments have been made to employees – one was a \$1,250 flat amount to all full-time employees, the other was a 4% payment with a minimum of \$1,000. These were not raises as they did not increase the employees' base pay. Ms. Jones noted again that approximately 200 employees received market adjustment increases during the summer. The timing for raises was moved to January rather than September a few years ago to allow the Business Office to determine the actual budget based on enrollments and funding and what is available. The COLA increase is a retention tool for the college as other employers are beginning to raise pay. The raise will include full and part-time employees. The merit pool will be used to reward top performers who will be submitted by the departments/divisions and then determined by Cabinet.

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Cost of raises:

3% - \$1.3M/year

3.5% - \$1.55M/year

4% - \$1.77/year

The college is able to do this because of the increase in property valuation rates. Proposing higher raises would require an increase in taxes or tuition.

Dr. Lowery-Hart noted that originally community colleges would receive a portion of the federal COVID funds allotted to the State. However, these were pulled out and redistributed to research universities.

**The status update meeting adjourned at 6:37 p.m.**

### **REGULAR BOARD MEETING**

The Regular Meeting was called to order at 6:38 p.m. by Mr. Johnny Mize, Board of Regents. He welcomed those in attendance. A quorum was still present.

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENTS**

There were no public comments

### **MINUTES APPROVED**

Dr. Proffer moved, seconded by Dr. Woodburn, to approve the minutes of the regular meeting of September 21, 2021. The motion carried unanimously.

### **CONSENT AGENDA APPROVED**

The following items were presented for Board approval.

### **A. APPOINTMENTS**

#### **Faculty**

#### **Johnson, Ryan L. – Instructor, Humanities**

Effective Date: August 16, 2021

Salary: \$59,161/year, 9 months, full-time

Qualifications: Bachelor's, Master's, and Doctorate Degrees

Experience: 7 years related experience

Bio: Mr. Johnson received his Bachelor of Arts degree in East Asian Studies from DePauw University in 2009; his Master of Arts degree in Chinese Language and Literature from the University of Colorado – Boulder in 2013; and, his PhD in Humanities in Literature from the University of Texas – Dallas in 2021. He has experience teaching at high schools in Dallas and Richardson and as a graduate assistant at the University of Texas – Dallas. He has additional experience as an adjunct instructor at Tarrant County College, a graduate instructor of record at UT-Dallas, and an associate professor of English at Collin College.

Replacement for: Kristen Edford

**Minutes of the Amarillo College Board of Regents Status Update and Regular Meeting of October 26, 2021****Kiskaden, Joseph A. – Instructor, Industrial Maintenance, Moore County Campus**

Effective Date: October 18, 2021  
Salary: \$54,057.50/year, 9 months, full-time  
Qualifications: High School Diploma  
Experience: 44 years related experience  
Bio: Mr. Kiskaden has a high school diploma and worked as an Electricians Mate in the U.S. Navy from 1977 through 1981. He has experience working as a maintenance man for CoAgria, an Instrumentation Tech at Valero Energy, and as a part-time instructor in Industrial Maintenance at Amarillo College.  
Replacement for: Robert Ames

**Administrators – None****B. BUDGET AMENDMENTS**

The Budget Amendments for approval by the Board are attached at page 38.

**Mr. Barrett moved, seconded by Mr. Betancourt, to approve the Consent Agenda. The motion carried unanimously.**

**GUIDELINES AND CRITERIA FOR TAX ABATEMENT ADOPTED**

This item was placed on the agenda in order for the Board of Regents to deliberate and take appropriate action on establishing guidelines and criteria governing tax abatement agreements, as required by Texas Tax Code Section 312.002. Copies of the resolution of the City of Amarillo, No. 08-24-21-1, and the proposed resolution of Amarillo College are attached at pages 39 through 41.

Mr. White explained that Board review and adoption of these guidelines and criteria is required every two years. They are the same as those adopted by the City of Amarillo. There are no changes from the previous guidelines and criteria.

**Ms. Jennings moved, seconded by Mrs. Carlisle, to elect to become eligible to participate in tax abatements and adopt the same Guidelines and Criteria as did the City of Amarillo on August 24, 2021, and authorize the chair to execute the Resolution doing so. The motion carried unanimously.**

**TAX ABATEMENT APPROVED**

Mr. Kevin Carter with AEDC was present to ask the Board to consider and take appropriate action on an application for property tax abatement under Ch. 312 of the Texas Tax Code, described as follows:

- o Property Owner: Parkwest Corporate Center, Ltd., a Texas limited partnership. The property is expected to be purchased by Encompass Health Texas Real Estate, LLC or related entity.
- o Applicant for Tax Abatement: Encompass Health Texas Real Estate, LLC, a Delaware limited liability company (real property) and Encompass Health Rehabilitation Hospital of Amarillo, LLC, a Delaware limited liability company (equipment)
- o Enterprise / Reinvestment Zone: Reinvestment Zone No. 14, being 7.29 acres north of the intersection of Wallace Blvd. and Gentry Dr.
- o Anticipated Improvements: Construction of an approx. 40-bed inpatient rehabilitation hospital, related site improvements, and purchase of appropriate furnishings and equipment.
- o Estimated Cost of the Improvements: Facility: \$21,900,000; Equipment: \$4,500,000; Total: \$26,400,000

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The proposed participation agreement was included in the Board materials.

Mr. Carter noted that tax abatements make a huge difference in attracting businesses to the community and AEDC appreciates the cooperation between all of the local taxing entities. Encompass Health owns a national network of inpatient rehabilitation hospitals and home health and hospice agencies. Currently Encompass offers home health care in Amarillo employing 43 employees, but seeks to build a 40-bed inpatient rehabilitation hospital in the Point West section of the Amarillo Medical Center. The new construction would be a \$26M capital investment for a 47,000 square foot building on 7.5 acres. The hospital will initially hire 90 new full-time employees at an average salary of \$60,000/year. They are proposing a 6-year, 60% tax abatement. The benefit to Amarillo College will be approximately \$1M in tax revenue over 20 years. The City of Amarillo has approved this tax agreement.

**Dr. Woodburn moved, seconded by Ms. Jennings, that Amarillo College participate in the September 28, 2021 tax abatement agreement with Encompass Health Texas Real Estate, LLC and Encompass Health Rehabilitation Hospital of Amarillo, LLC on the same terms and to the same extent as the City of Amarillo, and authorize the Chair to execute the Participation Agreement to do so. 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 42.

1309 N Harrison St

\$3,960.00

Mr. Sharp noted that Board approval is required because the property is held in trust by Potter County and was sold at last month's Sheriff's sale.

**Dr. Proffer moved, seconded by Mrs. Carlisle, to approve the sale of this property and authorize the Chairman of the Board, Johnny Mize, to execute the Tax Deed transferring this property to the purchaser. The motion carried unanimously.**

**REQUEST FOR PROPOSAL NO. 1375 – FURNISHING AND INSTALLATION OF FLOORING FOR CAMPUS HOUSING AT AMARILLO COLLEGE EAST CAMPUS APPROVED**

RFP No. 1375, for the furnishing and installation of flooring for campus housing at Amarillo College East Campus, was advertised in the Amarillo Globe News on September 26, 2021, and October 3, 2021. Project documents were obtained by ten (10) contractors, with two (2) contractors submitting proposals. A tabulation of the proposals received is attached at page 43.

Approval of the award being granted to Casey Carpet One Floor & Home in the amount of \$3.15 per square foot for vinyl plank flooring and \$2.15 per square foot for carpet, was requested.

Funds for this project were available in the 2021-2022 East Campus Housing budget.

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Mr. Sharp stated that this is an annual RFP for flooring for East Campus Housing. There are 336 units at the East Campus. As renters move out, the flooring is replaced with carpet in the bedrooms and vinyl flooring in the rest of the house.

**Mrs. Carlisle moved, seconded by Mr. Betancourt, to approve the award of RFP No. 1375 to Casey Carpet One Floor & Home. The motion carried unanimously.**

**REQUEST FOR PROPOSAL NO. 1377 - STANDARD FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR AMARILLO COLLEGE - ADA RESTROOM UPGRADES APPROVED**

Four (4) proposals for the ADA Restroom Project were accepted by the Construction Committee. A tabulation of the proposals received is attached at page 44.

Tri-State General Contractors was selected to be the Contractor for the Amarillo College ADA Restroom Upgrades, with an evaluation score of 327 points and a bid of \$794,585. Plans were prepared by Shiver Megert and Associates, dated September 2021. Approval of the Standard Form of Agreement between Owner and Contractor was requested.

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

Mr. Sharp explained that this is for required ADA restroom upgrades not covered in other bond renovations, including West Campus-Building A, Experimental Theatre, and buildings at the East Campus. This will require moving walls and plumbing in some locations to bring these restrooms into compliance.

**Mr. Betancourt moved, seconded by Mr. Barrett, to approve the award of RFP No. 1377 to Tri-State General Contractors. The motion carried unanimously.**

**PRESENTATION OF ROLLING STOCK FUND**

Vice President of Business Affairs, Chris Sharp, presented an implementation plan for a Rolling Stock Fund for Amarillo College as recommended by the Finance Committee. This item will appear on the November 30th Board of Regents meeting agenda for their consideration, discussion, and vote on the implementation of this fund.

Mr. Sharp noted that a rolling stock fund covers anything with wheels, for example vehicles, trailers, mowers, etc., and will also include truck driving and law enforcement programs and the police department. The college currently has 78 vehicles on all three Amarillo campuses with an average age of eight years. Mr. Sharp will ask for Board approval to use \$1M in unspent funds from last year's budget to start this fund. The rolling stock will be purchased from the fund and budgeted for repayment out of departmental budgets over five years with 5% inflation costs added in, thereby replenishing the fund. The fund will also be available for emergency needs throughout the year. Eventually, a similar fund may be started for capital projects such as HVAC.

Mr. Sharp discussed the previous agreement with Enterprise which included fees of more than \$43,000 over a five-year period. The rolling stock fund will be more cost effective and allow the college to reimbursement itself.

**This item was for information only and no action was required.**

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The financial reports for September 30, 2021 are attached at pages 45 through 53.

Mr. Sharp explained that lower amounts this month as compared to last year are due to a hold on the tax rate until November 2021 so tax collection is on hold. Potter County has a new software system and has halted tax collection until all issues are worked out with that system. Higher amounts for operating expenses and the fund balance are due to CARES funds.

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

**CLOSED MEETING**

At 7:21 p.m., Chairman Mize called a closed session in order for the Board of Regents to seek advice from the college attorneys about pending litigation pursuant to Texas Government Code Section 551.071 and to deliberate the purchase, exchange, lease, or value of real property pursuant to Texas Government Code Section 551.072. Counsel, Alex Yarbrough was asked to stay for the first matter. Counsel, Mark White, Vice President of Business Affairs, Chris Sharp, and President Russell Lowery-Hart were asked to stay for both matters. No final decision, action, or vote will be taken in closed session.

At 8:19 p.m. the closed meeting concluded. No final decision, action, or vote was taken in the closed session. The open meeting reconvened at 8:20 p.m. with a quorum still present.

**ADJOURNMENT**

There being no further items for discussion the meeting adjourned at 8:20 p.m.

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**Jay Barrett, Secretary**

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**AMARILLO COLLEGE  
BUDGET AMENDMENTS  
October 26, 2021**

1. **Strategic Initiatives – transfer of funds to cover expenses of personnel.**

Increase Strategic Initiatives – Appointed Personnel Pool	\$ 12,958.00
Decrease VP Institutional Advancement & Executive Director of Foundation – Appointed Personnel Pool	(\$ 12,958.00)
  
2. **Business Office – transfer of funds to cover expenses of Uniflow software.**

Increase Business Office – Other Pool	\$ 37,200.00
Decrease General Contingency – Contingency Pool	(\$ 37,200.00)
  
3. **Vocational Nursing – transfer of funds to cover expenses of personnel.**

Increase Pre-Health Sciences – Appointed Personnel Pool	\$ 76,011.88
Decrease Vocational Nursing – Appointed Personnel Pool	(\$ 76,011.88)
  
4. **Human Resources – transfer of funds to cover expenses of employee leadership training.**

Increase Human Resources – Other Pool	\$ 27,000.00
Decrease Contingency Cares Act Funds – Other Pool	(\$ 27,000.00)
  
5. **Police – transfer of funds to cover expenses of police radios.**

Increase Police Vehicle Maintenance – Capital Equipment Pool	\$104,895.00
Decrease Contingency Cares Act Funds – Other Pool	(\$104,895.00)
  
6. **Information Technology – transfer of funds to cover expenses of Earn and Learn.**

Increase Technology Replacement Equipment Contingency – Capital Equipment Pool	\$ 31,140.00
Decrease Contingency Cares Act Funds – Other Pool	(\$ 31,140.00)
  
7. **President – transfer of funds to cover expenses of Amarillo College boot camp and contract training.**

Increase President’s Office – Other Pool	\$194,915.00
Decrease Contingency Cares Act Funds – Other Pool	(\$194,915.00)



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08/17/2021

RESOLUTION NO. 08-24-21-1**A RESOLUTION OF THE CITY OF AMARILLO, TEXAS  
CITY COUNCIL: ADOPTING GUIDELINES AND  
CRITERIA FOR TAX ABATEMENT WITHIN  
REINVESTMENT ZONES FOR THE CITY OF  
AMARILLO; PROVIDE A SEVERANCE CLAUSE;  
PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Amarillo desires to participate in tax abatements from time to time as the City Council may find appropriate, in accordance with the criteria and guidelines herein adopted;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS, THAT:**

**SECTION 1.** That for tax abatements in reinvestment zones adopted by the City of Amarillo, the fundamental purpose is to stimulate growth and create jobs, and the following guidelines and general criteria will apply:

- A. Tax abatements may be provided for both new facilities and structures and for the expansion or modernization of existing facilities and structures. Each project proposed for tax abatement shall be considered individually on its own merits, benefit to the public, and in context of any other economic incentives for the project or existing in the reinvestment zone.
- B. The developer, property owner, project owner, or other recipient of a tax abatement must annually certify in writing to the governing body of each participating taxing unit that the developer, owner or recipient is in compliance with each applicable term of the agreement.
- C. Only the taxable value of improvements to real property or tangible personal property that is brought to the real property after the execution of a tax abatement agreement will qualify for tax abatement.
- D. A tax abatement agreement must ensure that the periods of abatement are directly proportional to the capital expenditures for improvements and the number of permanent full-time jobs created.
- E. Expansion or modernization of existing facilities qualifies for tax abatement if the expansion meets the qualifications for capital expenditures and retention of or creation of new jobs nets new jobs. The number of jobs created must be new jobs and not replacement of jobs which were in the payroll within the year immediately prior to application for tax abatement. A tax abatement shall not be granted if the facility has been the subject of or included in a prior tax abatement agreement.
- F. If a new facility is constructed to replace an existing facility, and the existing facility is abandoned by the developer, property owner, project owner, or other recipient of a tax abatement, only the difference in taxable value of the new facility over the existing facility will qualify for tax abatement.
- G. An agreement will be executed by the developer, property owner, project owner, or other recipient of a tax abatement which incorporates the terms of this resolution and includes any other site and development specific terms which might be found applicable at the time.
- H. The tax abatement agreement will require, among other things, that the City of Amarillo will have the right of access to the site and books and records of the applicant for tax abatement to determine compliance with statutory requirements and the agreement. Failure to fulfill any of the requirements of the agreement will result in cancellation of the agreement and retroactive loss of tax abatement.

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**SECTION 2.** If any provision, section, subsection, sentence, clause or the application of same to any person or set of circumstances for any reason is held to be unconstitutional, void or invalid or for any reason unenforceable, the validity of the remaining portions of this resolution or the application thereby shall remain in effect, it being the intent of the City Council of the City of Amarillo, Texas in adopting this resolution, that no portion thereof or provision contained herein shall become inoperative or fail by any reasons of unconstitutionality of any other portion or provision.

**SECTION 3.** This Resolution is immediately effective upon passage.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on this the 24 day of August, 2021.

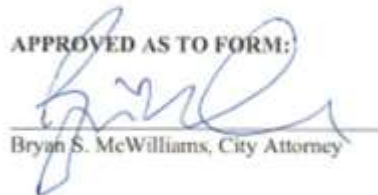
THE CITY OF AMARILLO

  
Ginger Nelson, Mayor, City of Amarillo

ATTEST:

  
Stephanie Coggins, City Secretary

APPROVED AS TO FORM:

  
Bryan S. McWilliams, City Attorney

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**RESOLUTION OF AMARILLO JUNIOR COLLEGE DISTRICT  
ADOPTING GUIDELINES AND CRITERIA FOR TAX ABATEMENT**

WHEREAS, Amarillo Junior College District may desire to participate in tax abatements from time to time as the Board of Regents may find appropriate, in accordance with the criteria and guidelines herein adopted:

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF AMARILLO COLLEGE THAT:


The criteria and guidelines adopted on August 24, 2021 by the City of Amarillo in Resolution No. 08-24-21-1, a copy of which is attached and incorporated herein, is hereby adopted as the criteria and guidelines of Amarillo Junior College District as its own to the full extent applicable.

Passed by the Board of Regents on October 26, 2021

AMARILLO JUNIOR COLLEGE DISTRICT

  
By: Johnny Mize  
Chair, Board of Regents

ATTEST:

  
By: Jay Barrett  
Secretary, Board of Regents

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# 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  
[peto@co.potter.tx.us](mailto:peto@co.potter.tx.us)

**SHERRI AYLOR, PCC**  
TAX ASSESSOR-COLLECTOR

October 12, 2021

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 1309 N Harrison St to Rayshaun Welch for \$3,960.00 as a private sale. We have received their payment for the property. Please place this item on your governing body's October 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](mailto:katrinaadams@co.potter.tx.us) or contact Katrina at #342-2607.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sherri Aylor", is written over a horizontal line.

SHERRI AYLOR, PCC  
Tax Assessor-Collector

SA/cm

Enclosure

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Bid Tabulation -- East Campus Housing RFP #1375							
Furnishing and Installation of Flooring							
10/14/2021 10:00 a.m.							
Company	Vinyl Plank Sq Ft	Carpet Sq Ft	CIQ	Vendor Form	W-9	House Bill 89	Bid Bond
Casey Carpet One Floor & Home	\$3.15	\$2.15	X	X	X	X	X
Ingrams Flooring	\$4.50	\$2.35	X	X	X	X	X

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ADA Restroom Upgrades													
Bid Date: 9/28/21													
RFP # 1377													
Architect: Shiver Megert Architects													
Criteria	Weights	Panhandle Steel Buildings			Plains Builders			Tri-State General Contractors			Wiley Hick's Jr., Inc.		
		Bid	Ranking	Score	Bid	Ranking	Score	Bid	Ranking	Score	Bid	Ranking	Score
Price	40	\$893,102	1	40.00	\$799,510	3	120.00	\$794,585	4	160.00	\$841,400	2	80.00
The offeror's experience and reputation.	10		1	10.00		4	40.00		3	30.00		2	20.00
The quality of the offeror's goods and services.	20		1	20.00		4	80.00		3	60.00		2	40.00
The impact on the ability of the government entity to comply with rules relating to historically underutilized businesses.	15		3	45.00		1	15.00		3	45.00		1	15.00
The offeror's safety record.	5		4	20.00		4	20.00		1	5.00		2	10.00
The offeror's proposed personnel.	4		1	4.00		4	16.00		3	12.00		2	8.00
Whether the offeror's financial is appropriate to size and scope.	3		2	6.00		2	6.00		2	6.00		2	6.00
Any other relevant factor specifically listed in the proposal. (DAYS)	3	270	1	3.00	160	4	12.00	180	3	9.00	185	2	6.00
Total	100			148.00			309.00			327.00			185.00

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AMARILLO COLLEGE				
INTERNAL UNAUDITED STATEMENT OF NET POSITION				
FISCAL YEAR 2022 THROUGH SEPTEMBER 2021-PRELIMINARY				
		Sep-20	Sep-21	
ASSETS				
CURRENT ASSETS				
Cash & Equivalents	\$	12,431,406	\$	18,528,648
Short-Term Investments	\$	14,186,712	\$	14,325,904
Receivables	\$	36,682,153	\$	3,313,504
Inventory	\$	1,444,249	\$	1,456,965
Prepaid Expenses and Other Assets	\$	502,358	\$	443,465
<b>Total Current Assets</b>	\$	<b>65,246,878</b>	\$	<b>38,068,487</b>
NON CURRENT ASSETS				
Restricted Cash and Cash Equivalents	\$	34,914,690	\$	27,281,626
Restricted Investments	\$	12,023,847	\$	12,602,186
Endowments	\$	1,000,000	\$	2,500,000
Long Term Grant Receivable	\$	-	\$	-
Construction in Progress	\$	-	\$	5,770,874
Property & Equipment	\$	120,017,633	\$	117,457,226
<b>Total Non Current Assets</b>	\$	<b>167,956,170</b>	\$	<b>165,611,912</b>
<b>TOTAL ASSETS</b>	\$	<b>233,203,048</b>	\$	<b>203,680,400</b>
DEFERRED OUTFLOWS OF RESOURCES				
Deferred Outflows on Net Pension Liability	\$	7,711,161	\$	6,258,568
Deferred Outflows related to OPEB	\$	7,310,149	\$	10,016,092
Deferred Charge on Refunding	\$	1,486,079	\$	1,273,782
<b>TOTAL DEFERRED OUTFLOWS</b>	\$	<b>16,507,389</b>	\$	<b>17,548,442</b>
	\$	249,710,438	\$	221,228,842

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

AMARILLO COLLEGE			
INTERNAL UNAUDITED STATEMENT OF NET POSITION (Page 2)			
FISCAL YEAR 2022 THROUGH SEPTEMBER 2021-PRELIMINARY			
	Sep-20	Sep-21	
<b>LIABILITIES AND NET POSITION</b>			
<b>CURRENT LIABILITIES</b>			
Payables	\$ 2,093,113	\$ 732,054	
Accrued Compensable Absences - Current	\$ 473,834	\$ 474,032	
Funds Held for Others	\$ 5,352,480	\$ 6,370,996	
Unearned Revenues	\$ 22,992,776	\$ 895,500	
Bonds Payable - Current Portion	\$ 5,815,000	\$ 5,515,000	
Notes Payable - Current Portion	\$ 402,129	\$ -	
Capital Lease Payable	\$ 124,974	\$ 113,122	
Retainage Payable	\$ 2,374	\$ 194,505	
<b>Total Current Liabilities</b>	<b>\$ 37,256,681</b>	<b>\$ 14,295,209</b>	
<b>NON CURRENT LIABILITIES</b>			
Accrued Compensable Absences - Long Term	\$ 967,756	\$ 977,855	
Deposits Payable	\$ 156,097	\$ 175,166	
Bonds Payable	\$ 70,500,000	\$ 65,040,000	
Notes Payable	\$ -	\$ -	
Capital Lease Payable - LT	\$ 254,131	\$ 151,171	
Unamortized Debt Premium	\$ 14,930,490	\$ 6,653,157	
Net Pension Liability	\$ 17,223,734	\$ 17,427,925	
Net OPEB Liability	\$ 59,085,863	\$ 59,636,480	
<b>Total Non Current Liabilities</b>	<b>\$ 163,118,071</b>	<b>\$ 150,061,754</b>	
<b>TOTAL LIABILITIES</b>	<b>\$ 200,374,752</b>	<b>\$ 164,356,963</b>	
<b>Deferred Inflows</b>			
Deferred Inflows of Resources	\$ 4,783,368	\$ 3,804,412	
Deferred Inflows related to OPEB	\$ 25,821,316	\$ 23,450,492	
<b>TOTAL DEFERRED INFLOWS</b>	<b>\$ 30,604,684</b>	<b>\$ 27,254,904</b>	
<b>NET POSITION</b>			
<b>Capital Assets</b>			
Net Investment in Capital Assets	\$ 71,605,122	\$ 75,020,970	
<b>Restricted</b>			
Non Expendable: Endowment - True	\$ 2,500,000	\$ 2,500,000	
Expendable: Capital Projects	\$ (134,638)	\$ (2,575,534)	
Expendable: Debt Service	\$ 3,719,272	\$ 3,338,455	
Other, Primary Donor Restrictions	\$ 6,331,377	\$ 8,278,398	
<b>Unrestricted</b>			
Unrestricted	\$ (65,290,130)	\$ (56,945,315)	
<b>TOTAL NET POSITION</b>	<b>\$ 18,731,002</b>	<b>\$ 29,616,975</b>	



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

AMARILLO COLLEGE					
INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION					
FISCAL YEAR 2022 THROUGH SEPTEMBER 2021-PRELIMINARY					
	Fiscal 2021 YTD		2021		2022
	Sep-20		Fiscal 2021		Sep-21
					Fiscal 2022 YTD
<b>OPERATING REVENUES</b>					
Tuition and Fees	\$ 9,043,608		\$ 20,427,269		\$ 9,345,663
Federal Grants and Contracts	\$ 148,582		\$ 28,664,464		\$ 1,947,566
State Grants and Contracts	\$ 1,032,456		\$ 2,888,039		\$ 467,402
Local Grants and Contracts	\$ 123,047		\$ 1,961,228		\$ 1,446
Nongovernmental grants and contracts	\$ 711,448		\$ 2,586,933		\$ 804,564
Sales and Services of Educational Activities	\$ 18,001		\$ 173,023		\$ 7,760
Auxiliary Enterprises (net of discounts)	\$ 406,115		\$ 5,168,537		\$ 343,870
Other Operating Revenues	\$ 206,885		\$ 1,582,146		\$ 213,773
<b>Total Operating Revenues</b>	<b>\$ 11,690,141</b>		<b>\$ 63,451,638</b>		<b>\$ 13,132,042</b>
<b>NON OPERATING REVENUES</b>					
State Appropriations	\$ 1,237,284		\$ 14,864,088		\$ 1,148,555
Taxes for maintenance and operations	\$ 1,935,227		\$ 22,185,623		\$ 12,349
Taxes for general obligation bonds	\$ 737,408		\$ 8,544,918		\$ 4,089
Federal revenue, non-operating	\$ -		\$ 12,800,728		\$ 138,340
Gifts	\$ 250,000		\$ 529,978		\$ 26,029
Investment Income	\$ (145,702)		\$ 1,435,563		\$ (229,863)
Interest on Capital Debt	\$ (60,000)		\$ (2,717,668)		\$ (17,633)
Loss on Disposal of Fixed Assets	\$ 5,850		\$ (29,897)		\$ (1,104)
<b>Total Non Operating Revenues</b>	<b>\$ 3,960,067</b>		<b>\$ 57,613,333</b>		<b>\$ 1,080,763</b>
Extraordinary Item (Insurance Proceeds)	\$ -		\$ -		\$ -
Prior Period Adjustment	\$ -		\$ -		\$ -
<b>TOTAL REVENUE</b>	<b>\$ 15,650,208</b>		<b>\$ 121,064,971</b>		<b>\$ 14,212,805</b>

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

AMARILLO COLLEGE				
INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (Page 2)				
FISCAL YEAR 2022 THROUGH SEPTEMBER 2021-PRELIMINARY				
	Fiscal 2021 YTD		2021	
	Sep-20		Fiscal 2021	
				2022
				Sep-21
				Fiscal 2022 YTD
<b>OPERATING EXPENSES</b>				
<b>Cost of Sales</b>	\$ (14,957)	\$	2,307,574	\$ 707,008
<b>Salary, Wages &amp; Benefits</b>	\$ -			
Administrators	\$ 482,809	\$	7,341,375	\$ 502,096
Classified	\$ 1,104,091	\$	16,463,487	\$ 1,341,676
Faculty	\$ 1,427,542	\$	17,731,646	\$ 1,261,606
Student Salary	\$ 42,147	\$	612,853	\$ 36,253
Temporary (Contract) Labor	\$ 27,794	\$	591,155	\$ 115,654
Employee Aid	\$ -	\$	-	\$ -
Employee Benefits	\$ 1,110,545	\$	12,170,036	\$ 972,199
<b>Dept Operating Expenses</b>				
Professional Fees	\$ 342,373	\$	10,153,025	\$ 2,329,521
Supplies	\$ 129,999	\$	3,013,023	\$ 665,258
Travel	\$ 2,576	\$	318,104	\$ 110,817
Property Insurance	\$ 808,385	\$	808,844	\$ -
Liability Insurance	\$ 81,708	\$	87,909	\$ 234
Maintenance & Repairs	\$ 2,893,848	\$	3,046,005	\$ 460,970
Utilities	\$ 31,277	\$	1,819,859	\$ 294,198
Scholarships & Fin Aid	\$ 677,553	\$	30,599,408	\$ 10,862,558
Advertising	\$ 30,906	\$	490,212	\$ 44,806
Lease/Rentals	\$ 26,379	\$	283,473	\$ 29,369
Interest Expense	\$ 1,399	\$	22,251	\$ 1,399
Depreciation	\$ -	\$	5,326,018	\$ 445,940
Memberships	\$ 57,960	\$	198,438	\$ 17,792
Property Taxes	\$ -	\$	226,358	\$ -
Institutional Support	\$ 3,968	\$	473,622	\$ 85,018
Other Miscellaneous Disbursements	\$ 83,976	\$	1,201,772	\$ 86,278
<b>Capital Expenses - Less than \$1000</b>				
Land and Improvements	\$ -	\$	-	\$ -
Buildings	\$ -	\$	-	\$ -
Audio/Visual Equipment	\$ -	\$	3,343	\$ -
Classroom Equipment	\$ 1,570	\$	538,883	\$ 50,705
Computer Related	\$ 599	\$	499,284	\$ 150,987
Maintenance & Grounds	\$ -	\$	17,689	\$ 1,258
Office Equipment & Furnishing	\$ -	\$	156,956	\$ 133,403
Television Station Equipment	\$ -	\$	7,057	\$ 7,057
Vehicles	\$ -	\$	-	\$ -
<b>Other Sources</b>				
Disposal Gain (Loss)	\$ -	\$	-	\$ -
Interfund Transfers	\$ (17,380)	\$	(1,281,495.2)	\$ (1,275,426)
<b>TOTAL EXPENSE</b>	\$ 9,337,065	\$	115,228,163	\$ 19,438,635
<b>CHANGE IN NET POSITION</b>	\$ 6,313,143	\$	5,836,809	\$ (5,225,829)

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

AMARILLO COLLEGE					
INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (Page 3)					
FISCAL YEAR 2022 THROUGH SEPTEMBER 2021-PRELIMINARY					
	Fiscal 2021 YTD		2021		2022
	Sep-20		Fiscal 2021		Sep-21
					Fiscal 2022 YTD
Non Income Statement Expenditures - Capitalized and Depreciated					
Capital Expenses - Exceeds \$5000 - Capitalized					
Land and Improvements	\$ -		\$ 1,000		\$ -
Buildings	\$ -		\$ 1,187,372		\$ -
Audio/Visual Equipment	\$ -		\$ -		\$ -
Classroom Equipment	\$ 7,100		\$ 625,199		\$ 17,163
Computer Related	\$ 5,696		\$ 754,586		\$ -
Library Books	\$ -		\$ 28,057		\$ 58
Maintenance & Grounds	\$ 7,800		\$ 42,763		\$ -
Office Equipment & Furnishing	\$ -		\$ 134,731		\$ -
Television Station Equipment	\$ -		\$ 243,033		\$ -
Vehicles	\$ -		\$ 92,890		\$ -
Donations	\$ -		\$ 117,599		\$ -
<b>TOTAL CAPITALIZED EXPENDITURES</b>	<b>\$ 20,596</b>		<b>\$ 3,227,229</b>		<b>\$ 17,220</b>

[illegible]

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

AMARILLO COLLEGE												
Preliminary Alterations and Improvements (Page 2)												
Projects for Fiscal 2021												
as of August 31, 2021												
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	718.00	-	-	Not Started	718.00	-	718.00	-	-	-	-
5	Music Building Elevator Upgrade	111,000.00	-	-	Not Started	111,000.00	-	35,898.51	75,101.49	-	-	-
		111,718.00	-	-		111,718.00	-	36,616.51	75,101.49	-	-	-
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	40,380.39	-	In Progress	19,619.61	40,380.39	60,000.00	-	-	-	-
7	Roof Replacement East Campus Housing	120,000.00	5,145.00	-	Not Started	114,855.00	5,145.00	120,000.00	-	-	-	-
		180,000.00	45,525.39	-		134,474.61	45,525.39	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	105,379.87	102,839.86	-	Ongoing	2,540.01	102,839.86	22,787.07	82,592.80	-	-	-
9	Campus Wide - Replace Furniture	-	-	-	Ongoing	-	-	-	-	-	-	-
10	Campus Wide - Roofing	26,500.00	26,500.00	-	Ongoing	-	26,500.00	16,743.55	9,756.45	-	-	-
11	Campus Wide - Building Drainage Corrections	37,500.00	37,450.08	-	Ongoing	49.92	37,450.08	16,743.55	20,756.45	-	-	-
12	Campus Wide - LED Lighting Upgrades	65,000.00	64,856.44	-	Ongoing	143.56	64,856.44	21,021.65	43,978.35	-	-	-
13	Campus Wide - Paint and Small Repairs	85,000.00	76,031.39	-	Ongoing	8,968.61	76,031.39	16,743.55	68,256.45	-	-	-
14	Campus Wide - Parking Lot Repairs	62,000.00	28,964.00	-	Ongoing	33,036.00	28,964.00	20,051.42	41,948.58	-	-	-
15	Campus Wide - Carpet and Flooring Replacement	40,000.00	23,172.15	-	Ongoing	16,827.85	23,172.15	12,936.40	27,063.60	-	-	-
16	Campus Wide - ADA Corrections	10,700.00	10,686.00	-	Ongoing	14.00	10,686.00	10,700.00	-	-	-	-
17	Campus Wide - COVID-19	26,202.13	26,202.13	-	Ongoing	0.00	26,202.13	6,468.21	19,733.92	-	-	-
18	Prior Year Campus Wide Parking Lot Repairs Project	171,881.00	171,881.00	-	In Progress	-	171,881.00		171,881.00			
		630,163.00	568,583.05	-		61,579.95	568,583.05	144,195.40	485,967.60	-	-	-
		BUDGETED	EXPENSED	ENCUMBERED		SHORT	COST	BUDGET	RESERVE	DONATION	OTHER	DIFFERENCE
		1,090,881.00	739,630.09	15,175.00		336,075.91	754,805.09	419,000.00	671,881.00	-	-	-

AMARILLO COLLEGE									
Preliminary Tax Schedule									
as of September 30, 2021									
				FY 2021				FY 2021	
		Potter County		Randall County		Branch Campuses		Total	
		TBD							Total
Net Taxable Values				\$7,969,579,111				\$7,969,579,111	\$14,245,425,446
Tax Rate		\$0.21129		\$0.21129					\$0.22790
Assessment:									
Bond Sinking Fund - \$ .04630				\$3,499,542				\$3,499,542	\$8,820,267
Maintenance and Operation - \$ .16499				\$12,470,622				\$12,470,622	\$23,132,478
Branch Campus Maintenance Tax						\$2,060,345		\$2,060,345	\$1,939,767
Total Assessment		\$0		\$15,970,162		\$2,060,345		\$18,030,507	\$33,892,512
Deposits of Current Taxes		-		\$0		\$751		\$751	\$33,623,363
Current Collection Rate				0.00%		0.04%		0.00%	99.21%
Deposits of Delinquent Taxes		\$44,866		\$14,600		\$3,979		\$63,445	\$482,120
Penalties & Interest		\$10,995		\$5,443		\$1,446		\$17,884	\$297,325
								collection rate	collection rate
		Budgeted - Bonds						\$8,085,596	231.05%
		Budgeted - Maintenance and Operation						\$23,949,563	192.05%
		Budgeted - Moore County						\$1,086,110	52.71%
		Budgeted - Deaf Smith County						\$866,763	42.07%
		Total Budget						\$33,988,032	188.50%
		Total Collected - Current + Delinquent + Penalty/Interest						\$82,079	-
		Over (Under) Budget						(\$33,905,952)	\$1,719,138

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

<b>Amarillo College</b>				
<b>Reserve Analysis FY 2022</b>				
<b>As Of 9/30/21</b>				
	<b>Balance as of</b>	<b>Current Fiscal</b>	<b>Ending</b>	
<b>Encumbered Prior to 8/31/21</b>	<b>08/31/2021</b>	<b>Year Activity</b>	<b>Balance</b>	<b>Explanation</b>
Overlapping Purchase Orders	356,475	(17,530)	338,945	Materials and services requested in prior year and charged against prior year budget but received and paid for in the current year
<b>Subtotal</b>	356,475	(17,530)	338,945	
<b>Board Restricted</b>				
Equipment Reserve	1,000,000		1,000,000	Set-up for equipment purchases required but not budgeted
Facility Reserve	1,672,964		1,672,964	Set-up for facility purchases required but not budgeted
Sim Central	99,773		99,773	Sim Central prior years revenues over expenses fund balance
East Campus A&I Designated	1,144,560		1,144,560	Set-up for East Campus improvements required but not budgeted
Innovation Outpost	996,786		996,786	Startup Expenses for Innovation Outpost
SGA	420,961		420,961	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	497,092		497,092	Moore County prior years revenues over expenses fund balance
Hereford Campus Designated	2,163,547	(8,567)	2,154,980	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)
Rolling Stock	1,000,000		1,000,000	Purchase of Capital Equipment
<b>Subtotal</b>	11,409,883	(8,567)	11,401,316	
<b>Unrestricted Reserve</b>				
Undesignated Local Maintenance	11,595,981		11,595,981	Local Maintenance prior years revenues over expenses fund balance
Undesignated Auxiliary	2,342,304		2,342,304	Auxiliary prior years revenues over expenses fund balance
Cares Act	10,841,767		10,841,767	Cares Act
<b>Subtotal</b>	24,780,052	-	24,780,052	
<b>Total</b>	36,546,409	(26,097)	36,520,313	
<b>Fiscal Year 2021</b>	20,480,699	16,065,711	36,546,409	-
<b>Fiscal Year 2020</b>	23,780,057	(3,299,358)	20,480,699	-
<b>Fiscal Year 2019</b>	26,516,562	(2,736,504)	23,780,057	-
<b>Fiscal Year 2018</b>	24,096,277	2,420,285	26,516,562	-
<b>Fiscal Year 2017</b>	22,979,978	1,116,299	24,096,277	-
<b>Fiscal Year 2016</b>	26,185,015	(3,205,037)	22,979,978	-
<b>Fiscal Year 2015</b>	27,440,976	(1,255,961)	26,185,015	-