

# Meeting of the Board of Regents

May 14, 2020  
Waco, Texas



OFFICE OF THE CHANCELLOR

3801 Campus Drive  
Waco, Texas 76705

254-867-4891  
254-867-3960

May 1, 2020

Mr. John Hatchel, Chair  
Members of the Board of Regents  
Texas State Technical College  
Waco, Texas 76705

RE: Action Items for the Meeting of the Board of Regents on May 14, 2020

Regents:

The attached materials have been prepared for consideration by the Board of Regents of Texas State Technical College for the May 14, 2020 meeting. These materials have been reviewed and approved by the appropriate staff members as indicated.

As Chancellor of the College, I have also reviewed and approved the recommendations and submit them for whatever action the Board of Regents deems proper.

Sincerely,



Michael L. Reeser  
Chancellor & CEO

Attachments

May 1, 2020

Mr. John Hatchel, Chair  
Members of the Board of Regents  
Texas State Technical College System  
Waco, Texas 76705

SUBJECT: Quarterly Control & Compliance Attestation

Chairman and Regents:

I am providing this letter in connection with the College's preparation of quarterly Board reporting. I understand that you and the Board of Regents will rely on these reports to assist with your governance responsibilities, specifically including, but not limited to, your responsibilities to the Governor's Office, Legislative Budget Board, and the Texas Higher Education Coordinating Board.

I have reviewed sections of the Board reports relevant to my operating responsibilities and believe the disclosures are informative and reasonably reflect the underlying events and the inclusion of other information necessary to give you a materially complete picture of our operations. I hereby certify, to the best of my knowledge and belief, that the reports do not contain any untrue statement of a material fact or omit any material fact(s) necessary to make the report misleading.

I confirm that I am responsible within areas of my operating responsibility for:

- a. The design and implementation of programs and controls to prevent and detect fraud;
- b. Establishing and maintaining effective internal control over financial reporting, effective and efficient operations, and regulatory compliance;
- c. Maintaining appropriate documentation of such internal control; and
- d. Financial reports, records and supporting documentation that were properly reviewed and to my knowledge, do not contain any untrue statement of material fact or omit material facts that would result in making the information and/or documentation misleading.

I confirm, to the best of my knowledge and belief, the following representations:

1. I have no knowledge of any regulatory violations, occurrences of misstatement, fraud or suspected fraud affecting the College during the period being reviewed that has not been reported to you, our General Counsel, the Internal Audit Director, or the Audit Committee;



2. There are no contingent claims that have not been reported to our Chief Financial Officer or General Counsel; and
3. I have maintained adequate internal control over financial reporting, effective and efficient operations, and regulatory compliance within my areas of operating responsibility as of March 31, 2020, based on criteria established by prudent risk management practices.
4. There have been no changes in internal control that might negatively affect the effectiveness of such controls, including any corrective actions taken with regard to related deficiencies and weaknesses previously identified. I have resolved, or am currently in the process of resolving, all such issues identified and communicated to me during previous audits (internal or external).
5. All material transactions have been communicated to the Chief Financial Officer for recording and disclosure in the financial statements and/or Board reports.
6. The following, to the extent applicable, have been appropriately identified and communicated for proper recording and disclosure:
  - a. Related-party transactions associated with vendor relationships; and
  - b. Significant contractual obligations, or other contingent liabilities.
7. Violations or possible violations of laws or regulations whose effects should be considered for disclosure due to their level of impact have been communicated to you, our General Counsel, the Internal Audit Director, or the Audit Committee.
8. The College has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
9. Other than those previously disclosed, no events have occurred subsequent to March 31, 2020, that should be disclosed due to their impact on the financial statements, effectiveness of existing systems of control, or regulatory compliance.

Please note, no qualifying matters occurred during the period covered by this correspondence. So, this two-page letter makes up the entirety of this installment of the periodic disclosures.

Sincerely,



Michael L. Reeser  
Chancellor & CEO

Enc.

[tstc.edu](http://tstc.edu)





# TSTC Board of Regents Meeting(s) Connally Meeting & Conference Center, Waco, TX and Teleconference

**Thursday, May 14, 2020**

When	What	Where	Dress	Who
1:00 p.m. - 1:30 p.m.	Audit Committee Meeting	Board Room, Teleconference	Business Casual Face Coverings	Limited Regents & Leadership Team
1:30 p.m. - 2:00 p.m.	The Board of Regents Closed Session	Board Room, Teleconference	Business Casual Face Coverings	Limited Regents & Leadership Team
2:00 p.m.	The Board of Regents Meeting	Board Room, Teleconference	Business Casual Face Coverings	Limited Regents & Leadership Team

Please note: Meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of the discussions and the reports of preceding meetings.  
The estimated times are approximate and may be adjusted as required with no prior notice.

**TEXAS STATE TECHNICAL COLLEGE**

**Meeting of the  
Board of Regents**

**Texas State Technical College  
Connally Meeting & Conference Center  
1651 E. Crest Drive  
Waco, TX 76705**

**Teleconference  
Dial In: +1-415-655-0003 US Toll  
Access Code: 191 857 676#**

**Thursday, May 14, 2020  
1:30 p.m.**

**AGENDA**

**I. CLOSED MEETING**

1. The Closed Meeting is called to Order and a Quorum is determined.
  2. Consultation with Attorney (Texas Government Code, Section 551.071)  
*Texas Government Code, Section 551.071: "A governmental body may not conduct a private consultation with its attorney except:*
    - (a) When the governmental body seeks the advice of its attorney about:*
      - (A) pending or contemplated litigation; or*
      - (B) a settlement offer; or*
    - (b) On a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter."*
1. Ted Donovan v. TSTC
  2. John Clark Owen v. TSTC

Please note: Meetings are scheduled to follow each other consecutively and may start earlier or later than the posted time depending on the length of the discussions and the reports of preceding meetings. The estimated times are approximate and may be adjusted as required with no prior notice.



3. Deliberation Regarding Real Property (Texas Government Code, Section 551.072)

*Texas Government Code, Section 551.072: "A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person."*

1. Potential Real Estate Acquisitions

4. Personnel Matters (Texas Government Code, Section 551.074)

*Texas Government Code, Section 551.074*

*"(a) This chapter does not require a governmental body to conduct an open meeting:*

*(1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or*

*(2) to hear a complaint or charge against an officer or employee.*

*(b) Subsection (a) does not apply if the officer or employee who is the subject of the deliberation or hearing requests a public hearing."*

5. Adjourn

**II. MEETING CALLED TO ORDER and TELECONFERENCE LINE OPENED**

**III. INVOCATION**

**IV. DETERMINATION OF QUORUM**

**V. ADOPTION OF AGENDA**

**VI. APPROVAL OF MINUTES OF FEBRUARY 5 AND 6, 2020 MEETINGS**

**VII. APPROVAL OF MINUTES OF APRIL 9, 2020 EXECUTIVE COMMITTEE MEETING**

**VIII. RECOGNITION OF GUESTS**

**IX. PUBLIC COMMENTS**

**X. CHANCELLOR COMMENTS**

**XI. COMMITTEE REPORTS & MINUTE ORDERS**

a. **Committee for Student Learning and Student Development**

Tiffany Tremont, Chair; Kathy Powell, Member

**Committee Chair Comments**

**Minute Orders:**

None.

**Reports:**

None.

b. **Committee for Fiscal Affairs**

Alex Meade, Chair; Kathy Powell, Member

**Committee Chair Comments**

**Minute Orders:**

Proposed MO#

15-20(c) Approve Lease of Property and Facility to Educator's Credit Union,  
Inc., on the Campus at Texas State Technical College in Waco..... 26

*Jonathan Hoekstra*

16-20(c) Approve Lease of Hangar Space to Sav Aviation LLC at Texas State  
Technical College in Waco Airport..... 29

*Jonathan Hoekstra*



17-20(c)	Approve Appropriation Transfers for Fiscal Year 2020.....	32
	<i>Jonathan Hoekstra</i>	

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	<i>Jonathan Hoekstra</i>	
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	<i>Jonathan Hoekstra</i>	
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	<i>Jonathan Hoekstra</i>	
5.	Semi-Annual Debt Management Report.....	40
	<i>Jonathan Hoekstra</i>	

c. **Committee for Facilities**

Keith Honey, Chair; Ron Widup, Member

**Committee Chair Comments**

**Minute Orders:**

Proposed MO#

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	<i>Ray Fried</i>	
19-20(c)	Approve the Project to Install the Fire Hydrant Loop at Texas State Technical College in Sweetwater .....	48
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20-20(c)	Accept the Project to Replace the Roof and HVAC Units at Texas State Technical College in Harlingen .....	49
	<i>Ray Fried</i>	

21-20(c)	Accept the Project to Install New Roofs at Texas State Technical College in Waco .....	50
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*Ray Fried*

22-20(c)	Approve the Project and Budget to Renovate the Industrial Technology Center (ITC) at Texas State Technical College in Waco and Delegate Authority to the Chancellor to Enter into and Execute Contracts for the Project in Excess of One Million Dollars (\$1,000,000) .....	51
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*Ray Fried*

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*Ray Fried*

### **d. Committee for General Administration**

Pat McDonald, Chair; Tony Abad, Member

### **Committee Chair Comments**

### **Minute Orders:**

None.

### **Reports:**

None.

## **XII. CONSENT AGENDA ITEMS**

- |          |   |
|----------|---|
| 15-20(c) | Approve Lease of Property and Facility to Educator's Credit Union, Inc., on the Campus at Texas State Technical College in Waco |
| 16-20(c) | Approve Lease of Hangar Space to Sav Aviation LLC at Texas State Technical College in Waco                                      |
| 17-20(c) | Approve Appropriation Transfers for Fiscal Year 2020  |

- 18-20(c) Accept the Project to Install Statewide Monument Signs on Multiple Texas State Technical College Campuses
- 19-20(c) Approve the Project to Install the Fire Hydrant Loop at Texas State Technical College in Sweetwater
- 20-20(c) Accept the Project to Replace the Roof and HVAC Units at Texas State Technical College in Harlingen
- 21-20(c) Accept the Project to Install New Roofs at Texas State Technical College in Waco
- 22-20(c) Approve the Project and Budget to Renovate the Industrial Technology Center (ITC) at Texas State Technical College in Waco and Delegate Authority to the Chancellor to Enter into and Execute Contracts for the Project in Excess of One Million Dollars (\$1,000,000)

**XIII. UNFINISHED BUSINESS**

**XIV. NEW BUSINESS**

**XV. ACTION ON CLOSED MEETING**

**XVI. CHANCELLOR COMMENTS**

**XVII. BOARD COMMENTS**

**XVIII. ADJOURN**

**Texas State Technical College  
Connally Meeting & Conference Center  
1651 E. Crest Drive  
Waco, TX 76705**

**Wednesday, February 5, 2020**

**Minutes of the Special Meeting of the Board of Regents**

**MEETING CALLED TO ORDER**

The special meeting of the Texas State Technical College Board of Regents was called to order at 1:09 p.m., February 5, 2020, by Chair Hatchel.

**DETERMINATION OF QUORUM**

Members Present: John Hatchel, Curtis Cleveland, Tony Abad, Keith Honey, Ron Widup and Kathy Powell

Members Absent: Pat McDonald, Alex Meade and Tiffany Tremont

Notice of the meeting had been published. A quorum was not present due to the two new Regents not being sworn in until tonight. No quorum was required because no action was being taken.

**CHANCELLOR COMMENTS**

The Chancellor provided verbal commentary accompanied by a PowerPoint presentation.

**MANAGEMENT and BOARD PLANNING**


- 1.TSTC Mission Review
- 2.TSTC Milestones
- 3.Higher Ed Landscape Overview
- 4.Strategic Plan Interim Report
- 5.Strategic Plan Assessment and Advancement

## **BOARD COMMENTS**

Chairman Hatchel organized an Ad Hoc Committee to assess the strategic plan advancement with the leadership team comprised of Chairman Hatchel, Regent Honey, Regent Abad and Regent Widup.

## **ADJOURN**

The meeting adjourned at 3:20 p.m.



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Ray Rushing  
Secretary to the Board of Regents



**TEXAS STATE TECHNICAL COLLEGE**

**Minutes of the Meeting of the  
Audit Committee  
of the Board of Regents**

**Texas State Technical College  
Connally Meeting & Conference Center  
1651 E. Crest Drive  
Waco, TX 76705**

**Thursday, February 6, 2020**

**MEETING CALLED TO ORDER**

The meeting of the Texas State Technical College Board of Regents Audit Committee was called to order at **10:39 a.m.**, February 6, 2020, by Chair Cleveland.

Members Present: John Hatchel, Curtis Cleveland, Tony Abad, Tiffany Tremont,  
Keith Honey, Alex Meade, Kathy Powell, Ron Widup

Members Absent: Pat McDonald

A quorum was present.

**MINUTE ORDERS**

Proposed MO#

None.

**REPORTS**

The following reports were presented to the Committee:

1. Status of Fiscal Year 2020 Audit Schedule & Other Projects  
*Jason D. Mallory*
2. Summary of Audit Reports  
*Jason D. Mallory*
3. Follow-up Schedule & Status  
*Jason D. Mallory*

4. C4EO Audit (19-032A)  
*Jason D. Mallory*
5. Benefits Proportionality Audit (20-001A)  
*Jason D. Mallory*
6. Annual Contracting Audit (19-031A)  
*Jason D. Mallory*
7. Internal Network Penetration Test - Harlingen (20-011A)  
*Jason D. Mallory*
8. TAC 202 - Quarterly Update (20-010A)  
*Jason D. Mallory*
9. Voluntary Education Institutional Compliance Program 2019 – Corrected  
Feedback Report  
*Jason D. Mallory*
10. Texas N-DEx Audit Compliance Report (Waco Police)  
*Jason D. Mallory*
11. Attestation Disclosures  
*Jason D. Mallory*

**CHANCELLOR COMMENTS**

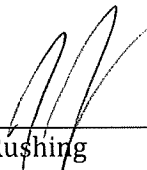
None.

**BOARD COMMENTS**

None.

**ADJOURN**

The meeting adjourned at **10:55 a.m.**



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Ray Rushing  
Secretary to the Board of Regents

**TEXAS STATE TECHNICAL COLLEGE**

**Minutes of the  
Meeting of the Board of Regents**

**Thursday, February 6, 2020  
Texas State Technical College**

**Connally Meeting & Conference Center  
1651 E. Crest Drive  
Waco, TX 76705**

**MEETING CALLED TO ORDER**

The meeting of the Texas State Technical College Board of Regents was called to order at 11:11 a.m., February 6, 2020, by Chair Hatchel.

**DETERMINATION OF QUORUM**

Members Present: John Hatchel, Curtis Cleveland, Tony Abad, Keith Honey,  
Tiffany Tremont, Alex Meade, Kathy Powell and Ron Widup

Members Absent: Pat McDonald

A quorum was present and the notice of the meeting had been published.

**ADOPTION OF AGENDA**

Regent Honey asked to amend the Agenda as posted by removing Consent Agenda Item 08-20(c). Upon a motion by Regent Meade and second by Regent Cleveland, the amended Agenda was adopted unanimously.

**APPROVAL OF MINUTES OF NOVEMBER 14, 2019 MEETINGS**

Upon a motion by Regent Honey and second by Regent Meade, the Minutes of the November 14, 2019 Meetings of the Audit Committee and the Board of Regents were approved unanimously.

**RECOGNITION OF GUESTS**

Chairman thanked all employees of TSTC with a special thanks to the maintenance staff for maintaining the college facilities so well. Chancellor Reeser introduced the new Executive Vice President of Facilities and Maintenance, Mr. Kevin Semien.

**PUBLIC COMMENTS**

None.

## **CHANCELLOR COMMENTS**

The Chancellor provided a brief summary of the items being brought to the Board today.

## **COMMITTEE REPORTS & MINUTE ORDERS**

### **Committee for Student Learning and Student Development**

Tiffany Tremont, Chair; Kathy Powell, Member

#### **Committee Chair Comments**

#### **Minute Orders:**

Proposed MO#

01-20(c)      Approve Current List of Associate Degree and Certificate Programs.

#### **Reports:**

Student Learning Division Video

*Jeff Kilgore*

### **Committee for General Administration**

Pat McDonald, Chair; Tony Abad, Member

#### **Committee Chair Comments**

#### **Minute Orders:**

Proposed MO#

02-20(c)      Rescind Statewide Operating Standard (SOS) GA 1.11 Passenger Transportation on TSTC Aircraft

03-20(c)      Reaffirm the Mission Statement of Texas State Technical College

#### **Reports:**

None.



## **Committee for Facilities**

Keith Honey, Chair; Ron Widup, Member

### **Committee Chair Comments**

#### **Minute Orders:**

Proposed MO#

- 04-20(c) Approve granting a Dedicated Easement Agreement for Utilities to the City of Abilene for the operation, maintenance, replacement, repair, upgrade, and removal of utility improvements and related facilities over, on, and across Texas State Technical College in Abilene and authorize the Chancellor to execute the agreement
- 05-20(c) Approve the Project and Budget to Expand the Industrial Technology Center and the Electrical Lineworker Technology Facility at Texas State Technical College in Ft. Bend County and Delegate Authority to the Chancellor to Enter into and Execute a Contract for the Project in Excess of One Million Dollars (\$1,000,000)
- 06-20(c) Approve the Project and Budget to Expand the Welding Technology Facility in the Industrial Technology Center (1ITC) at Texas State Technical College in Waco and Authorize the Chancellor to Enter into Contracts for the Construction of the Project
- 07-20(c) Approve the Concept to Expand the Welding Technology Facility in the Industrial Technology Building (2001) at Texas State Technical College in Harlingen and Authorize the Chancellor to Enter into Contracts for Pre-Construction Services
- 08-20 Delegate the Authority to the Chancellor to Enter into and Execute Multiple Environmental, Abatement, Demolition, and Construction Management Services Contracts in Excess of One Million Dollars (\$1,000,000)
- 09-20(c) Approve the Concept to Renovate the Industrial Technology Center (ITC) at Texas State Technical College in Waco and Authorize the Chancellor to Enter Into Contracts for Pre-Construction Services

#### **Reports:**

1. Major Facility Projects Status Update

*Ray Fried*

### **RECESS FOR LUNCH**

The meeting of the Texas State Technical College Board of Regents recessed for lunch at 11:55 a.m. by Chair Hatchel.



## RECONVENE

The meeting of the Texas State Technical College Board of Regents reconvened at 12:27 p.m. Regent Meade left the meeting in order to travel home via a pre-scheduled flight out of Austin, TX.

### Committee for Fiscal Affairs

Alex Meade, Chair; Kathy Powell, Member

#### Committee Chair Comments

#### Minute Orders:

Proposed MO#

- 10-20(c) Approve the Ground Lease of Land at Texas State Technical College in Waco to The TSTC Foundation and Authorize the Chancellor to Execute the Lease Agreement
- 11-20(c) Approve the Master Lease of Student Housing Facilities and Related Parking at Texas State Technical College in Waco from The TSTC Foundation for a Term of up to 30 Years and Authorize the Chancellor to Execute the Lease Agreement
- 12-20(c) Approve the Employee Holiday Schedule for Fiscal Year 2021
- 13-20(c) Approve the Schedule of Student and Family Housing Rental Rates, Room and Board Rates, Service Charges, and Deposits Effective Fall 2020 Semester

#### Reports:

- 1. Budget Performance Report *Jonathan Hoekstra*
- 2. TSTC Full Time Equivalent (FTE) Reports *Jonathan Hoekstra*
- 3. Pledged Collateral Report *Jonathan Hoekstra*
- 4. Quarterly Investment Report *Jonathan Hoekstra*
- 5. Annual Financial Report *Jonathan Hoekstra*

## CONSENT AGENDA ITEMS

Chair Hatchel removed 08-20(c) from the Consent Agenda Items.

Upon a motion by Regent Cleveland and second by Regent Powell, the Consent Agenda Items were approved unanimously.

- 01-20(c) Approve Current List of Associate Degree and Certificate Programs

- 02-20(c) Rescind Statewide Operating Standard (SOS) GA 1.11 Passenger Transportation on TSTC Aircraft
- 03-20(c) Reaffirm the Mission Statement of Texas State Technical College
- 04-20(c) Approve granting a Dedicated Easement Agreement for Utilities to the City of Abilene for the operation, maintenance, replacement, repair, upgrade, and removal of utility improvements and related facilities over, on, and across Texas State Technical College in Abilene and authorize the Chancellor to execute the agreement
- 05-20(c) Approve the Project and Budget to Expand the Industrial Technology Center and the Electrical Lineworker Technology Facility at Texas State Technical College in Ft. Bend County and Delegate Authority to the Chancellor to Enter into and Execute a Contract for the Project in Excess of One Million Dollars (\$1,000,000)
- 06-20(c) Approve the Project and Budget to Expand the Welding Technology Facility in the Industrial Technology Center (1ITC) at Texas State Technical College in Waco and Authorize the Chancellor to Enter into Contracts for the Construction of the Project
- 07-20(c) Approve the Concept to Expand the Welding Technology Facility in the Industrial Technology Building (200I) at Texas State Technical College in Harlingen and Authorize the Chancellor to Enter into Contracts for Pre-Construction Services
- 09-20(c) Approve the Concept to Renovate the Industrial Technology Center (ITC) at Texas State Technical College in Waco and Authorize the Chancellor to Enter Into Contracts for Pre-Construction Services
- 10-20(c) Approve the Ground Lease of Land at Texas State Technical College in Waco to The TSTC Foundation and Authorize the Chancellor to Execute the Lease Agreement
- 11-20(c) Approve the Master Lease of Student Housing Facilities and Related Parking at Texas State Technical College in Waco from The TSTC Foundation for a Term of up to 30 Years and Authorize the Chancellor to Execute the Lease Agreement
- 12-20(c) Approve the Employee Holiday Schedule for Fiscal Year 2021
- 13-20(c) Approve the Schedule of Student and Family Housing Rental Rates, Room and Board Rates, Service Charges, and Deposits Effective Fall 2020 Semester

#### **UNFINISHED BUSINESS**

None.



## NEW BUSINESS

Upon a motion by Regent Honey and Second by Regent Abad, Minute Order 08-20 was approved.

- 08-20 Delegate the Authority to the Chancellor to Enter into and Execute Multiple Environmental, Abatement, Demolition, and Construction Management Services Contracts in Excess of One Million Dollars (\$1,000,000)

## CLOSED MEETING

Chairman Hatchel announced: The meeting of the TSTC Board of Regents held at the Connally Meeting & Conference Center in Waco, Texas on Thursday, February 6, 2020, after proper posting and in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in sections 551.071, 551.072, and 551.074, will recess from open meeting into closed meeting at 1:02 p.m.

Regent Alex Meade excused himself from the remainder of the Board Meeting due to travel.

The Closed Meeting is called to Order and a Quorum is determined at 1:03 p.m.

a. Consultation with Attorney (Texas Government Code, Section 551.071)

Texas Government Code, Section 551.071: "A governmental body may not conduct a private consultation with its attorney except:

- (1) When the governmental body seeks the advice of its attorney about:
  - (A) pending or contemplated litigation; or
  - (B) a settlement offer; or
- (2) On a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter."
  - Ted Donovan v. TSTC  
Discussion of the Ted Donovan v. TSTC case took place.
  - John Clark Owen v. TSTC  
Discussion of the John Clark Owen v. TSTC case took place.

b. Deliberation Regarding Real Property (Texas Government Code, Section 551.072)

Texas Government Code, Section 551.072: "A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person."

- None.

c. Personnel Matters (Texas Government Code, Section 551.074)

Texas Government Code, Section 551.074

- "(a) This chapter does not require a governmental body to conduct an open meeting:
- (1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or
  - (2) to hear a complaint or charge against an officer or employee.
- (b) Subsection (a) does not apply if the officer or employee who is the subject of the deliberation or hearing requests a public hearing."

None.

d. Adjourn

The February 6, 2020 Closed Session of the Texas State Technical College Board of Regents adjourned at 1:38 p.m.

e. Regents return to Austin Room at conclusion of Closed Meeting.

**OPEN MEETING RECONVENES**

The February 6, 2020 Open Meeting of the Texas State Technical College Board of Regents reconvened at 1:40 p.m.

**ACTION ON CLOSED MEETING**

None.

**CHANCELLOR COMMENTS**

None.

**BOARD COMMENTS**

None.

**ADJOURN**

The meeting adjourned at 1:44 p.m.

  
\_\_\_\_\_  
Ray Rushing  
Secretary to the Board of Regents

**TEXAS STATE TECHNICAL COLLEGE**

**Meeting of the Board of Regents  
Executive Committee**

**Texas State Technical College  
Teleconference**

**Thursday, April 9, 2020**

**2:00pm**

**MEETING CALLED TO ORDER**

The meeting of the Texas State Technical College Board of Regents Executive Committee was called to order at 2:00 p.m., April 9, 2020, by Chair Hatchel.

**DETERMINATION OF QUORUM**

Members Present: Chairman Hatchel, Regent Cleveland, Regent Abad, Regent Tremont, Regent Honey

Members Absent: None

A quorum was present and the notice of the meeting had been published.

**EXECUTIVE ACTION ITEMS**

Proposed Executive Actions:

- EA 13-20 Approve the Project and Budget to Expand the Welding Technology Facilities in the Industrial Technology Building (2001) at Texas State Technical College in Harlingen and Authorize the Chancellor to Enter into and Execute Contracts for the Project in Excess of One Million Dollars (\$1,000,000)

Upon a motion by Regent Cleveland and a second by Regent Abad, the proposed Executive Action was unanimously approved.

- EA 14-20 Authorize the Resolution to Reimburse with Proceeds from Financing Obligations Issued to Acquire and Make Capital Improvements at Various Texas State Technical College Campuses and Authorize Submission of an Application to the Texas Bond Review Board to Issue a Series of Revenue Financing System Bonds for Such Projects





Upon a motion by Regent Abad and a second by Regent Cleveland, the proposed Executive Action was unanimously approved.

**BOARD COMMENTS**

None.

**ADJOURN**

The meeting adjourned at 2:33 p.m.



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Ray Rushing  
Secretary to the Board of Regents

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### **Committee for Student Learning and Student Development** Tiffany Tremont, Chair; Kathy Powell, Member

#### **Committee Chair Comments**

#### **Minute Orders: Proposed MO#**

None.

#### **Reports:**

None.

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### Committee for Fiscal Affairs

Alex Meade, Chair; Kathy Powell, Member

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	<i>Jonathan Hoekstra</i>	



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**Board Meeting Date:** May 14, 2020 **Proposed Minute Order #:** 15-20(c)

**Proposed By:** Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer

**Subject:** **Approve Lease of Property and Facility to Educator's Credit Union, Inc., on the Campus at Texas State Technical College in Waco**

**Background:** Educator's Credit Union, Inc. currently leases this space on the campus at Texas State Technical College (TSTC) in Waco. The lease covers 0.919 acres located in Block 43 of the campus (100 Bolling) and includes a 3,159 square foot bank facility.

While there is not an imminent need for the property, its location near the campus entrance and proximity to the state-wide meeting space present unique opportunities in the near future. Therefore, an additional one-year lease term at market value was agreed upon. This term will enable Educator's the opportunity to secure another location to meet their long-term plans.

**Justification:** The lease agreement to Educator's will allow continued use of the facility to provide financial services to College students and employees while TSTC markets the property or reconsiders it useful purpose.

**Additional Information:** This parcel of real estate is not needed for instruction or training at this time.

**Fiscal Implications:** The College is to receive \$3,159 in monthly payments for a period of one year. Educator's is responsible for all maintenance and upkeep costs, along with related utilities. General liability coverage in the amount of \$3 million is also required to be effectively maintained.

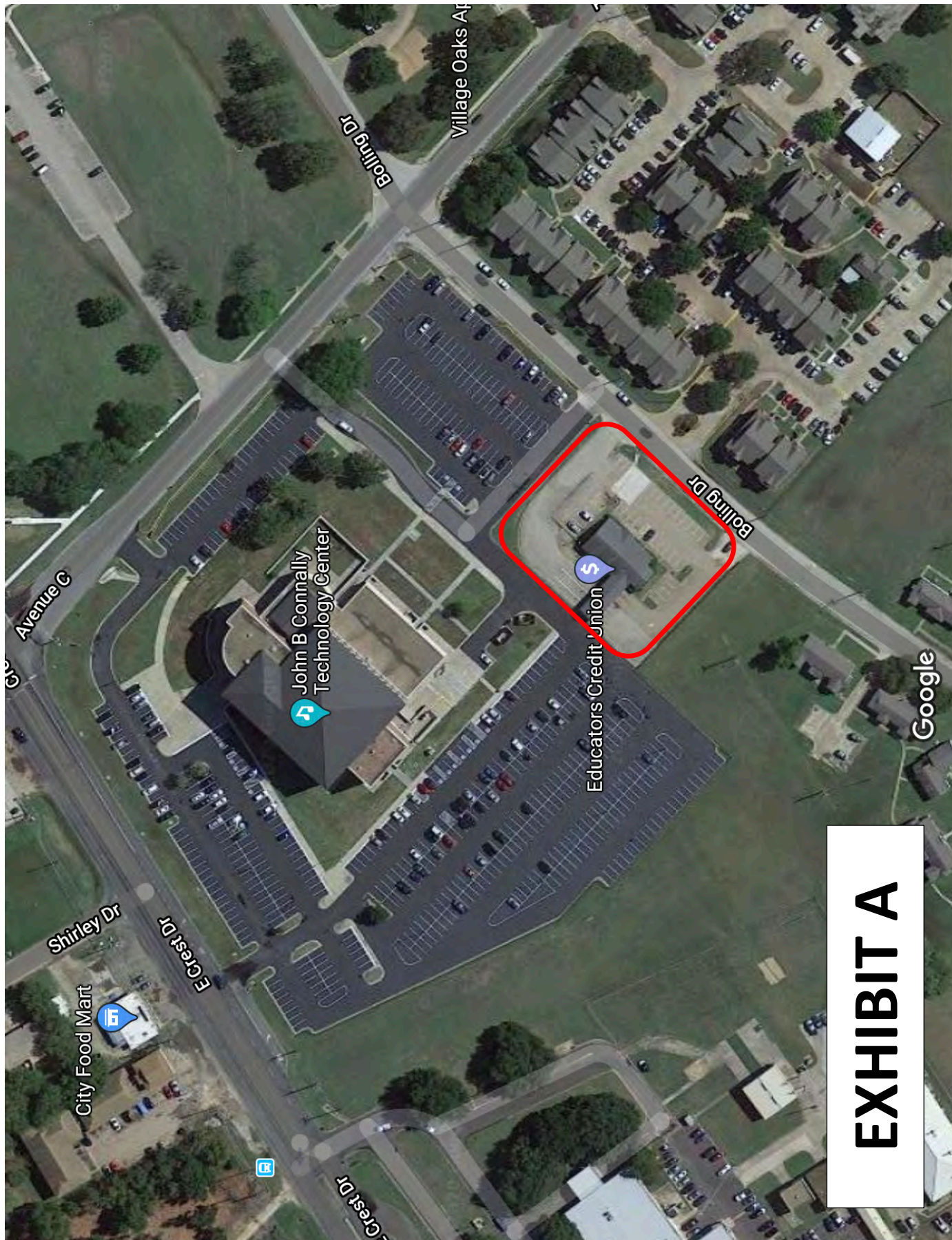
**Attestation:** The Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

**Attachment(s):** Location Map  
Letter from General Counsel

**Recommended Minute Order:** "The Texas State Technical College Board of Regents approves the lease to Educator's Credit Union, Inc. for 0.919 acres and the attached 3,159 square foot bank facility located at 100 Bolling on the campus at Texas State Technical College in Waco, and authorizes the Chancellor, or his designee, to execute the lease agreement."

**Recommended By:** [ORIGINAL SIGNED BY]  
Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer





# EXHIBIT A



April 17, 2020

Mr. Michael L. Reeser  
Chancellor & CEO  
Texas State Technical College  
3801 Campus Drive  
Waco, Texas 76705

Re: Approve Lease of Property and Facility to Educator's Credit Union, Inc., on the Campus at Texas State Technical College in Waco

As requested, I have considered the legal ramifications of extending the current Lease Agreement with the Educator's Credit Union, Inc ("Lessee"), for property located on the Texas State Technical College ("TSTC") Waco Campus at 100 Bolling Drive, Waco, Texas 76705.

In 1997, TSTC entered into a ground lease agreement with Lessee to facilitate the construction and operation of a commercial building for the performance of financial services traditionally performed by credit unions. After the termination of the ground lease agreement in 2017, TSTC and Lessee entered into a subsequent three year lease agreement which will terminate on May 31, 2020.

Contingent upon approval of the Board of Regents, the term of this extension will begin on June 1, 2020, and terminate on May 31, 2021. This term extension would allow Lessee the opportunity to secure another location to facilitate their long-term plans. During this term extension, TSTC will receive \$3,159 in monthly payments from Lessee, while Lessee will be responsible for all maintenance, upkeep costs, related utilities and Lessee will carry insurance to protect against damage to property and harm to persons. The property to be leased is not needed by TSTC for instruction or training at this time.

Having reviewed the Lease Agreement, it is my opinion that the terms and conditions comport with state law and TSTC policy. The applicable indemnities and insurance requirements are in place.

Should you have any questions or need additional information, please advise.

Respectfully Submitted,

[ORIGINAL SIGNED BY]

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Edward C. Vallejo  
Associate General Counsel

cc: Jonathan Hoekstra  
Vice Chancellor & Chief Financial Officer

Ray Rushing, J.D.  
Vice Chancellor & Chief Legal Officer / General Counsel



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**Board Meeting Date:** May 14, 2020 **Proposed Minute Order #:** 16-20(c)

**Proposed By:** Rick Herrera, Vice Chancellor & Chief Student Services Officer

**Subject:** **Approve Lease of Hangar Space to Sav Aviation LLC at Texas State Technical College in Waco Airport**

**Background:** Sav Aviation LLC provides dry lease services of aircraft to fulfill personal and/or commercial travel. Texas State Technical College (TSTC) has partnered with Sav Aviation LLC to meet statewide travel needs since 2015. Proper use of the services is tracked and monitored by TSTC in accordance with state travel rules and each utilization is justified prior to travel. This process is reviewed by the audit division for compliance and integrity.

Sav Aviation LLC proposes to lease approximately 13,200 square feet of hangar space within the 8-1 hangar located at 801 Airline Drive at Texas State Technical College (TSTC) in Waco. The facility was built in 1942 and has never been used for instructional purposes. The airport FBO (Servion) presently leases the other half of the hangar for \$2,250 a month.

**Justification:** The lease arrangement will assist in meeting statewide travel needs by providing an alternate cost effective and safe mode of transportation.

**Additional Information:** The negotiated lease will be on a one year term. Lease rates and terms compare favorably to TxDOT market studies and other current airport leases. At lease termination, the facilities will revert to TSTC control, and the hangar will be leasable at the prevailing market rate.

**Fiscal Implications:** TSTC will receive four hours of air time a month on one of the noted aircraft, which equates to approximately \$4,400 of value per month. Any unused air time will accrue up to a period of 12 months, and the College will pay market rate for any air time in excess of the noted amount.

**Attestation:** This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

**Attachment(s):** Map of Hangar Location  
Letter from General Counsel

**Recommended Minute Order:** "The Texas State Technical College Board of Regents approves the lease of hangar space to Sav Aviation LLC at Texas State Technical College in Waco Airport and authorizes the Chancellor, or his designee, to execute the Lease Agreement with Sav Aviation LLC"

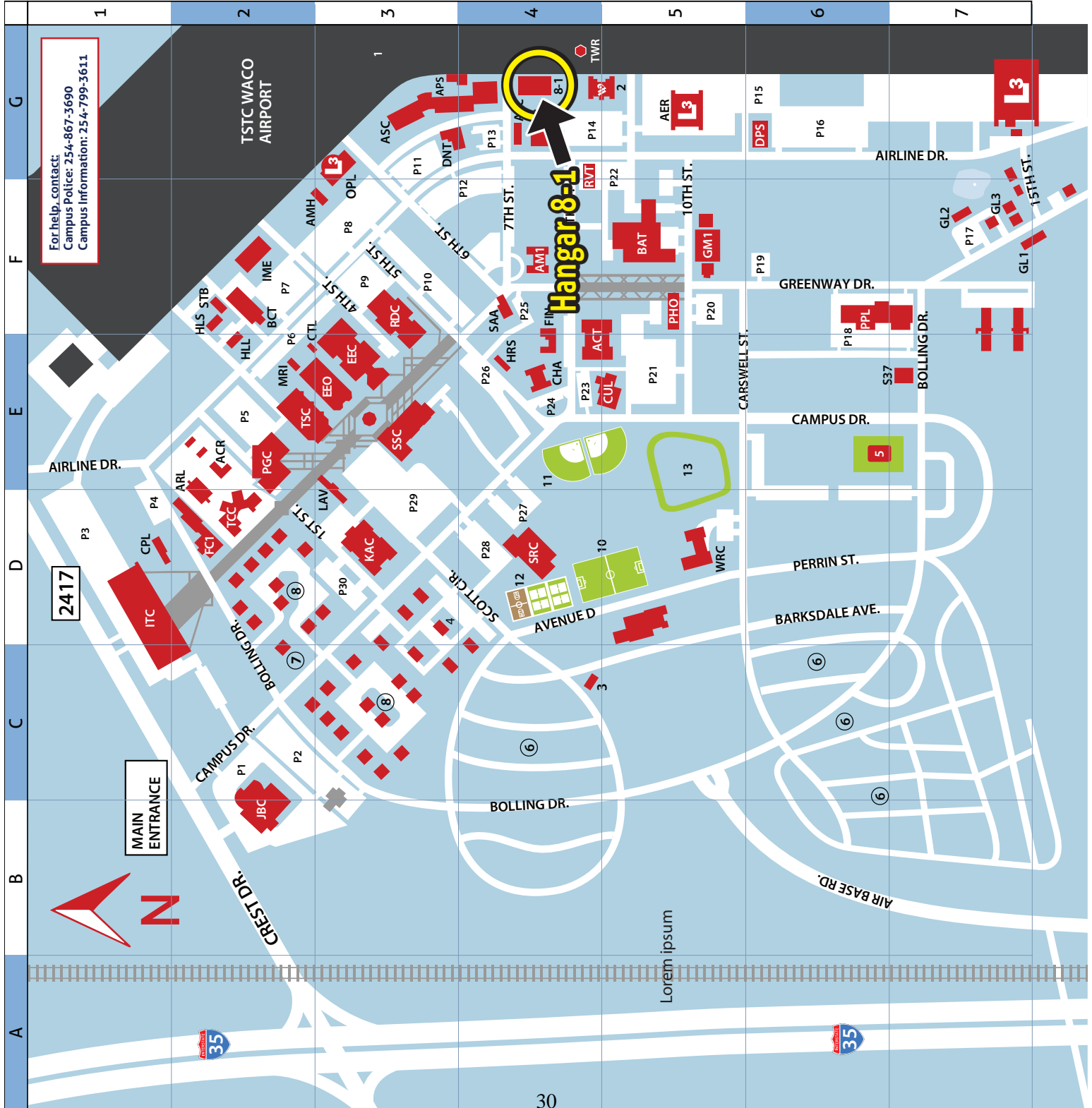
**Recommended By:** [ORIGINAL SIGNED BY]  
Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer



# WACO CAMPUS

3801 Campus Drive, Waco, TX 76705  
254-799-3611

ACT Hangar	IME	F-2
Air Conditioning & Refrigeration Technology	ACT	E-4
Airport Control Tower	1	G-3
Airport Emergency Fire & Rescue	TWR	G-4
Airport Shop	8-1	G-4
Auto Collision Repair II	APS	G-3
Auto Refinishing Lab	ACR	E-2
Aviation Maintenance Hangar	AMH	F-3
Building Construction Technology	BCT	F-2
Campus Administration	ITC	D-1
Central Receiving Storage	S37	E-7
Challenger Learning Center	TEL	G-4
Chiller Plant	CPL	D-1
City of Waco Fire Station No. 3	2	G-4
Col. James T. Connally Aerospace Center	ASC	G-3
Computerized Tomography Lab	CTL	E-2
Connally Meeting & Conference Center	JBC	C-2
Dental Assistant Technology	DNT	G-3
Diesel Equipment Technology	BAT	F-5
Dr. Roy Dugger Center	RDC	F-3
Electrical Lineworker Technology	GM1	F-5
Electronics Center / IDEAS Center	EEC	E-3
Electronics Office / Learning Resource Center	EEC	E-3
EOAC Head Start Program	GL3	F-7
Fentress Center	FC1	D-2
Governance & Regulation	CHA	E-4
Greta W. Watson Culinary Arts Center	CUL	E-5
Grounds Maintenance	GL1	F-7
Industrial Technology Center	ITC	D-1
John B. Connally Technology Center	JBC	C-2
Kutigen Automotive Center	KAC	D-3
L3Harris Technologies	OPL	G-3
L3Harris Technologies Hangar	AER	G-5
Laser Electro-Optics	HLS	E-2
Laser Electro-Optics Storage	HLS	F-2
MRI Lab	MRI	E-2
Murray Watson Jr. Student Rec. Center	SRC	D-4
Office of the Chancellor	JBC	C-2
Patterson Hall	PHO	E-5
Payroll Services	CHA	E-4
Physical Plant	PPL	F-6
Physical Plant Storage Building	GL2	F-7
Providence Graphic Communications Center	PGC	E-2
Public Substation/WIC	3	D-3
Rosemary Henderson Env. Training Center	5	E-6
Solar Technology Building	STB	F-2
Statewide Administration	JBC	C-2
Storage	FIN	E-4
Student Services Center	SSC	E-3
System Administration Annex	SAA	F-4
Technical Studies Center	TSC	E-2
Transportation Technologies Center	TCC	E-2
TSTC Human Resources	CHA	E-4
TSTC Police Department	DPS	G-6
TSTC System Annex	HRS	E-4
Student Housing	LAV	E-3
Lavaca Hall	4	D-3
Red River Apartments	6	D-3
Student Family Housing	8	D-2
Village Oaks Apartments	7	C-2
Recreation Areas	10	D-5
TSTC Soccer Field	11	E-4
TSTC Softball Fields	12	D-4
TSTC Tennis/Outdoor Basketball Courts	13	E-5
TSTC Walking Track		



April 17, 2020

Mr. Michael L. Reeser  
Chancellor & CEO  
Texas State Technical College System  
3801 Campus Drive  
Waco, Texas 76705

Re: Lease of Hangar Space at the TSTC Waco Airport to Sav Aviation LLC

As requested, I have reviewed and considered the legal ramifications of the leasing of hangar space at the TSTC Waco Airport to Sav Aviation LLC.

Sav Aviation LLC provides dry lease services of aircraft to fulfill personal and/or commercial travel. The College has engaged the services of Sav Aviation LLC, to assist in meeting TSTC's state-wide travel needs since 2015. Sav Aviation LLC proposes to lease approximately 13,200 s.f. of hangar space within the 8-1 hangar located at 801 Airline Drive. TSTC will receive four hours of airtime a month, which equates to approximately \$4,400 of value per month. Any unused airtime will accrue up to a period of 12 months, and TSTC will pay market rate for any airtime in excess of the noted amount. Pilot and fuel costs are assumed by the TSTC. This lease arrangement will assist TSTC in meeting state-wide travel needs, and provide same in a more convenient and safer manner than other forms of available commercial travel. The Term of the lease will be one (1) year, with two single year options to renew. At lease termination, the facilities will revert to TSTC ownership, and the hangar will be leasable at the prevailing market rate.

The noted space to be leased at the TSTC Waco Airport is not needed, nor anticipated to be needed in the foreseeable future, by TSTC for instruction or training.

Having reviewed the lease it is my opinion that the terms and conditions comport with state law and TSTC policy. The applicable indemnities and insurance requirements are in place.

Should you have any questions or need additional information, please advise.

Respectfully Submitted,

[ORIGINAL SIGNED BY]

Edward C. Vallejo  
Associate General Counsel

cc: Rick Herrera  
Vice Chancellor & Chief Student Services Officer

Jonathan Hoekstra  
Vice Chancellor & Chief Financial Officer

Ray Rushing, J.D.  
Vice Chancellor & Chief Legal Officer / General Counsel



**Board Meeting Date:** May 14, 2020 **Proposed Minute Order #:** 17-20(c)

**Proposed By:** Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer

**Subject:** **Approve Appropriation Transfers for Fiscal Year 2020**

**Background:** Appropriations are originally allocated to the college in a manner influenced by legacy structures that pre-date the merger of Texas State Technical College (TSTC) to a single, statewide college. However, the Texas General Appropriations Act allows the Board of Regents to approve the transfer of appropriated funds across the statewide college in support of operational changes and realities.

**Justification:** Operational needs and related budgets commonly vary from the funding patterns established during the appropriations process in response to environmental, operational, and unforeseen needs.

**Additional Information:** Generally, re-allocations of the original legacy structure occur as administrative redundancies are reduced or eliminated and as resources serve a statewide, or enterprise purpose in the current structure.

**Fiscal Implications:** Funds are allocated to the entity from which they will be expended.

**Attestation:** This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

**Attachment(s):** None.

**Recommended Minute Order:** "The Texas State Technical College Board of Regents approves the following appropriation transfers for Fiscal Year 2020:

1) Reallocation of Instruction & Administration, and General Revenue Appropriations to support operations:

To TSTC System Administration	\$ 5,977,224
To TSTC Marshall	\$ 139,280
From TSTC Waco (EWCHEC)	\$ 1,530,131
From TSTC Waco	\$ 2,671,995
From TSTC North Texas	\$ 108,065
From TSTC Fort Bend	\$ 69,804
From TSTC West Texas	\$ 1,146,523
From TSTC Harlingen	\$ 589,986"

**Recommended By:**

**[ORIGINAL SIGNED BY]**

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Jonathan Hoekstra, Vice Chancellor & Chief Financial Officer

Texas State Technical College • Operating Budget Performance • February 29, 2020

\*as of 4/21/20

	FY 2020 YTD Budget	FY2020 YTD actual	\$ Variance	% Variance	NOTE	FY 20 Approved Budget	FY 20 YE Forecast*	Variance
<b>Operating Revenues</b>								
State Appropriations & HEAF	113,766,006	114,257,069	491,063	0.4%	1	125,567,676	121,666,288	(3,901,388)
Tuition	37,352,405	35,306,733	-2,045,672	-5.5%	2	47,281,046	40,000,000	(7,281,046)
Student Financial Assistance	24,893,175	23,176,713	-1,716,462	-6.9%	3	33,190,901	30,232,264	(2,958,637)
Auxiliary Enterprises	7,080,825	7,405,315	324,490	4.6%	4	12,349,341	9,604,206	(2,745,135)
Grants	2,327,044	1,815,646	-511,398	-22.0%	5	5,194,295	4,048,304	(1,145,991)
Fees & Educational Sales	2,309,347	2,442,201	132,854	5.8%	5	4,336,150	3,518,127	(818,023)
Industry Relations / Other	3,313,450	2,321,214	-992,236	-29.9%	5	7,790,682	6,470,524	(1,320,158)
CARES Act - Institutional Portion	-	-	-		6	-	4,982,578	4,982,578
<b>Total Operating Revenues</b>	<b>191,042,252</b>	<b>186,724,891</b>	<b>-4,317,361</b>	<b>-2.3%</b>		<b>235,710,091</b>	<b>220,522,291</b>	<b>(15,187,800)</b>
<b>Operating Carryforward / Reserves</b>	<b>4,310,000</b>	<b>4,310,000</b>				<b>4,310,000</b>	<b>4,310,000</b>	<b>-</b>
<b>Operating Expenditures</b>								
Instruction	34,953,176	34,172,093	-781,083	-2.2%	7	75,435,486	72,104,480	(3,331,006)
Student Financial Aid	19,194,076	17,632,841	-1,561,235	-8.1%	3	39,687,490	38,158,862	(1,528,628)
Finance	5,098,005	4,850,405	-247,600	-4.9%		10,977,816	10,527,510	(450,306)
Advancement & Communications	2,715,575	2,392,564	-323,011	-11.9%		7,085,881	6,648,220	(437,661)
Auxiliary Services	5,294,601	5,306,772	12,171	0.2%		10,954,519	10,451,721	(502,798)
Facilities	4,655,084	4,614,722	-40,362	-0.9%	8	10,579,737	9,224,039	(1,355,698)
Facilities - Transfer to Capital	3,690,836	3,690,836	-	0.0%		3,690,836	3,690,836	-
Enrollment Management	4,799,147	4,341,386	-457,761	-9.5%		11,147,948	9,639,793	(1,508,155)
Information Technology	6,766,003	5,218,370	-1,547,633	-22.9%		10,140,165	9,342,903	(797,262)
Statewide Administration	2,870,480	2,771,469	-99,011	-3.4%		5,982,398	5,756,607	(225,791)
Statewide Benefits	14,573,909	15,063,837	489,928	3.4%	9	29,742,672	32,109,384	2,366,712
Debt Service & Leases	5,482,635	5,924,013	441,378	8.1%		12,011,364	12,771,700	760,336
Utilities & Other	3,412,701	2,731,252	-681,449	-20.0%		7,583,779	6,561,343	(1,022,436)
Strategic Pool (to be allocated)	878,498	878,498	-	0.0%	10	5,000,000	-	(5,000,000)
<b>Total Operating Expenditures</b>	<b>114,384,726</b>	<b>109,589,058</b>	<b>-4,795,668</b>	<b>-4.2%</b>		<b>240,020,091</b>	<b>226,987,398</b>	<b>(13,032,693)</b>
<b>Operating Budget Margin (Deficit)</b>	<b>80,967,526</b>	<b>81,445,833</b>	<b>478,307</b>	<b>0.6%</b>		<b>-</b>	<b>(2,155,107)</b>	<b>(2,155,107)</b>



**Notes:**

*Explanations are provided below for any notable variances from the original budget.*

- 1) State appropriation revenue is forecasted to include a 5% reduction in funding.
- 2) Prior to the COVID-19 disruption, tuition revenue was forecasted to be \$3.6 million below budget for the fiscal year, totaling \$43.7 million. Given the uncertainty of when the disruption ends, and best guess placeholder of \$40 million is being used.
- 3) Both forecasts for Student Financial Assistance Revenue and Student Financial Aid Expense have been reduced, to align with the current decrease in forecasted tuition.
- 4) The Auxiliary Services Revenue forecast has been decreased 25% in Housing, Food Service, and Bookstore due to the COVID-19 disruption.
- 5) Various other revenue line items such as Grants, Industry Relations, Fees, and Educational Sales have all been adjusted down to reflect the COVID-19 business disruption.
- 6) In late March, the CARES Act was enacted into law to provide federal financial relief from the COVID-19 shutdown. Higher Education institutions were granted funds based on prior year financial aid amounts and student counts. TSTC received \$9.965 million in grant funds, half of which must be distributed directly to students. The other half, \$4.982 million, is institutional aid that can be used to offset lost revenue, and cover COVID-19 related costs.
- 7) Instructional Expenses are forecasted to be below the original budget, mainly due to a \$2 million savings on postponing strategic partnership expansions.
- 8) \$1 million for statewide master planning in the Facilities budget has been deferred.
- 9) Statewide benefits expenses are higher than originally budgeted due to salary and wage increases awarded in the first half of the current fiscal year. The increased benefits expense is partially offset by increased state appropriation revenue.
- 10) TSTC's Strategic Pool, which is primarily used to fund compensation increases, is designed to be allocated among functional departments as expenses are incurred, therefore, no actual expenses are reflected in this line item. As of February 29, 2020, \$2.6 million of the pool had been allocated, leaving \$2.4 million to be allocated in the future. Management has now set aside \$2 million of this remainder, to hedge against potential tuition revenue shortfall and other new expenses related to the COVID-19 disruption.

**Texas State Technical College**  
**Variance of FTEs by Title Category by Campus**  
**FY2020 - For the Quarter Ending February 29, 2020**

FTE Title Category	Campus	2016	2017	2018	2019	2020
FTE Administrators	Fort Bend	0 - 0	5 - 5	4 - 4	4 - 4	1 - 1
	Harlingen	16 - 0	12 - (4)	5 - (11)	5 - (11)	3 - (13)
	Marshall	6 - 0	2 - (4)	2 - (4)	1 - (5)	1 - (5)
	North Texas	0 - 0	2 - 2	2 - 2	2 - 2	1 - 1
	System	12 - 0	12 - 0	10 - (2)	10 - (3)	18 - 6
	Waco	20 - 0	14 - (6)	15 - (5)	11 - (9)	11 - (9)
	West Texas	10 - 0	8 - (2)	4 - (6)	6 - (4)	3 - (7)
FTE Faculty	Fort Bend	0 - 0	21 - 21	25 - 25	26 - 26	31 - 31
	Harlingen	167 - 0	162 - (5)	166 - (1)	166 - (1)	169 - 2
	Marshall	63 - 0	40 - (23)	45 - (19)	37 - (26)	36 - (27)
	North Texas	0 - 0	16 - 16	20 - 20	19 - 19	21 - 21
	System	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0
	Waco	255 - 0	255 - (1)	243 - (12)	237 - (18)	223 - (32)
	West Texas	76 - 0	76 - 0	79 - 3	89 - 13	85 - 9
FTE Other Staff	Fort Bend	0 - 0	26 - 26	41 - 41	46 - 46	51 - 51
	Harlingen	376 - 0	352 - (24)	333 - (43)	329 - (47)	316 - (60)
	Marshall	66 - 0	51 - (15)	52 - (14)	53 - (13)	52 - (14)
	North Texas	0 - 0	16 - 16	21 - 21	25 - 25	22 - 22
	System	34 - 0	35 - 1	45 - 11	43 - 9	24 - (10)
	Waco	411 - 0	405 - (6)	404 - (7)	391 - (20)	424 - 13
	West Texas	126 - 0	125 - (1)	126 - (1)	128 - 2	141 - 15
Statewide Totals	FTE Administrators	64 - 0	55 - (9)	42 - (22)	39 - (25)	38 - (26)
	FTE Faculty	561 - 0	571 - 10	577 - 16	574 - 13	566 - 5
	FTE Other Staff	1,013 - 0	1,010 - (3)	1,020 - 7	1,014 - 1	1,030 - 17
	Grand Total	1,638 - 0	1,636 - (2)	1,639 - 1	1,628 - (10)	1,634 - (4)

# Texas State Technical College

Variance of Annual FTEs by Funding Source  
As of February 29, 2020



# TEXAS STATE TECHNICAL COLLEGE

Pledged Collateral Report

February 29, 2020

Depository - Location	DEPOSITS			SECURITY ON DEPOSITS			
	Demand Deposits	Money Market & Time Deposits	Total Deposits	FDIC* Coverage (up to)	Required Collateral	Collateral at Market Value	Sufficient (Insufficient)
First Ntl Bank of Central Texas - Waco	26,032,661	2,817,653	28,850,314	500,000	28,350,314	42,125,926	13,775,612
Frost Bank - Harlingen/Fort Bend	178,745	-	178,745	250,000	-	911,687	982,942
Texas National Bank - Sweetwater	47,017	-	47,017	250,000	-	-	202,983
Texas Bank & Trust - Marshall	45,923	-	45,923	250,000	-	-	204,077
Citizens National Bank - Red Oak	17,876	-	17,876	250,000	-	-	232,124
Prosperity Bank - Abilene	17,186	-	17,186	250,000	-	-	232,814
Texas Bank - Brownwood	15,353	-	15,353	250,000	-	-	234,647
InterBank - Breckenridge	16,933	-	16,933	250,000	-	-	233,067
Bank of America - Waco	-	10,000	10,000	250,000	-	-	240,000
Compass Bank - Waco	-	927,084	927,084	250,000	677,084	750,000	72,916
First Community Bank - San Benito	-	172,368	172,368	250,000	-	-	77,632
First Ntl Bank - Albany/Breckenridge	-	199,215	199,215	250,000	-	-	50,785
Veritex Comm. Bank - N. Richland Hills	-	10,000	10,000	250,000	-	-	240,000
Texas First State Bank - Waco	-	703,821	703,821	250,000	453,821	1,007,012	553,191
Cash in State Treasury	9,388,775	-	9,388,775	No Collateral Required			
TexasTerm (Government Pool)	17,473,504	-	17,473,504	No Collateral Required			
TexPool (Government Pool)	658,834	-	658,834	No Collateral Required			
<b>TOTAL</b>	<b>53,892,807</b>	<b>4,840,141</b>	<b>58,732,948</b>				

\* Federal Deposit Insurance Corp. All **demand deposits** owned by a public unit held in an insured depository institution within the State in which the public unit is located are added together and insured up to \$250,000. Separately, all **time and savings deposits** owned by a public unit and held in an insured depository institution within the State in which the public unit is located are added together and insured up to \$250,000. The term "demand deposits" means both interest-bearing and noninterest-bearing deposits.



**TEXAS STATE TECHNICAL COLLEGE**  
**Quarterly Investment Report**  
**As of February 29, 2020**

Description	Beginning Value as of 11/30/19	Ending Value as of 02/29/20	Interest Rate
<b><u>Operating Funds</u></b>			
Cash in State Treasury	9,211,900	9,388,775	2.00%
Statewide Operating	20,587,064	18,354,122	1.50%
Harlingen - Local Operating	166,216	145,491	1.08%
Waco - Local Operating	65,731	36,773	1.50%
Sweetwater - Local Operating	60,621	47,017	1.65%
Marshall - Local Operating	47,922	45,923	0.10%
Fort Bend - Local Operating	42,079	33,254	0.00%
Brownwood - Local Operating	19,276	15,353	0.55%
System - Local Operating	15,856	15,915	1.50%
Abilene - Local Operating	25,846	17,186	0.20%
North Texas - Local Operating	24,725	17,876	0.25%
Breckenridge - Local Operating	15,727	16,933	0.25%
Payroll	5,666,060	6,042,235	1.50%
Federal Funds	21,160	10	0.00%
FNB Central Texas - MMKT	2,026,461	2,034,050	1.50%
FNB Central Texas - CD	500,825	500,825	2.25%
Compass Bank - CD	921,875	927,084	2.26%
FNB Albany/Breckenridge - CD	100,000	100,000	2.00%
First Community Bank - CD	40,121	40,121	1.60%
First Community Bank - CD	132,247	132,247	2.00%
Texas First State Bank - CD	256,650	258,249	2.50%
Texas First State Bank - CD	250,000	250,000	2.25%
TexasTerm - Pool	12,295,054	17,353,043	1.58%
<b>Total Operating Funds</b>	<b>52,493,416</b>	<b>55,772,482</b>	
<b><u>Endowment Funds</u></b>			
Bank of America - CD	10,000	10,000	0.05%
Compass Bank - CD	195,572		2.36%
FNB Albany/Breckenridge - CD	99,215	99,215	1.75%
FNB Central Texas - MMKT	281,723	282,778	1.50%
Texas First State Bank - CD	-	195,572	1.85%
Liberty/Veritex Community Bank - CD	10,000	10,000	2.62%
<b>Total Endowment Funds</b>	<b>596,510</b>	<b>597,565</b>	
<b><u>Bond Proceeds</u></b>			
FNB Central Texas	1,681,721	1,583,606	1.50%
TexasTerm	119,978	120,461	1.58%
TexPool	656,210	658,834	1.59%
<b>Total Bond Proceeds</b>	<b>2,457,909</b>	<b>2,362,901</b>	
<b>Total All Investments</b>	<b>55,547,835</b>	<b>58,732,948</b>	

**TEXAS STATE TECHNICAL COLLEGE**  
**Quarterly Investment Report**  
**As of February 29, 2020**

**Schedule of Time Deposits:**

Description	Amount	Maturity Date	Days Maturity	Rate	Type
Texas First State Bank	258,249	6/27/2020	365	2.50%	Operating
Texas First State Bank	250,000	7/25/2020	365	2.25%	Operating
Texas First State Bank	195,572	12/5/2020	365	1.85%	Endowment
Compass Bank	927,084	4/11/2020	365	2.26%	Operating
Bank of America	10,000	8/10/2020	365	0.05%	Endowment
First Community Bank	132,247	6/20/2020	276	2.00%	Operating
First Community Bank	40,121	6/18/2020	215	1.60%	Operating
FNB Central Texas	250,825	5/24/2020	365	2.25%	Operating
FNB Central Texas	250,000	8/7/2020	365	2.25%	Operating
FNB - Albany/Breckenridge	34,215	4/13/2020	365	1.75%	Endowment
FNB - Albany/Breckenridge	100,000	4/13/2020	365	2.00%	Operating
FNB - Albany/Breckenridge	65,000	4/5/2020	365	1.75%	Endowment
Veritex Community Bank	10,000	9/7/2020	731	2.62%	Endowment
<b>Total Time Deposits</b>	<b>2,523,313</b>				

**Weighted Average Maturity (Time Deposits): 359**

**Weighted Average Rate of Interest (All Investments): 1.64%**

*Current One Year Treasury Bill Rate: 0.97%*

*Lipper Money Market Funds Average Return (1 YR): 1.48%*

**FY 2020 Interest Received and Accrued (All Investments): \$489,467**

All investments are shown at cost. Market value equals cost due to the type of investment. All balances are per the bank as of the report date.

I certify that this investment portfolio is in compliance with Texas State Technical College's policy on investments and the Public Funds Investment Act (Texas Government Code, Section 2256).

**[ORIGINAL SIGNED BY]**  
 \_\_\_\_\_  
 Anju Motwani, Vice President & Controller

**April 1, 2020**  
 \_\_\_\_\_  
 Date

**[ORIGINAL SIGNED BY]**  
 \_\_\_\_\_  
 Jonathan Hoekstra, Chief Financial Officer

**April 1, 2020**  
 \_\_\_\_\_  
 Date

March 17, 2020

Mr. John Hatchel  
Members of the Board of Regents  
Texas State Technical College  
Waco, Texas 76705

SUBJECT: Semi-annual Report Certifying Debt Management Policy Compliance

Regents:

As detailed in Texas State Technical College *Statewide Operating Standard FA 2.4, Policy for Debt Management*, it is the policy of the College to use debt to finance capital projects needed to achieve its strategic objectives. The College will ensure that prudent practices are in place to maintain financial stability, minimize interest costs, and preserve future financial flexibility. Additionally, a semi-annual report from the Office of Accounting & Reporting is to be provided to the Board of Regents certifying compliance with the policy.

Accordingly, I hereby certify that the College currently complies with *SOS FA 2.4, Policy for Debt Management*, and with all bond covenants. Further, I have verified that current and projected revenues are sufficient to fund debt service, as of February 29, 2020. Details of outstanding principal balances, current debt service due, and the sources of debt service funding have been provided to the Committee for Fiscal Affairs.

If you have any questions or need additional information, please advise.

Respectfully submitted,

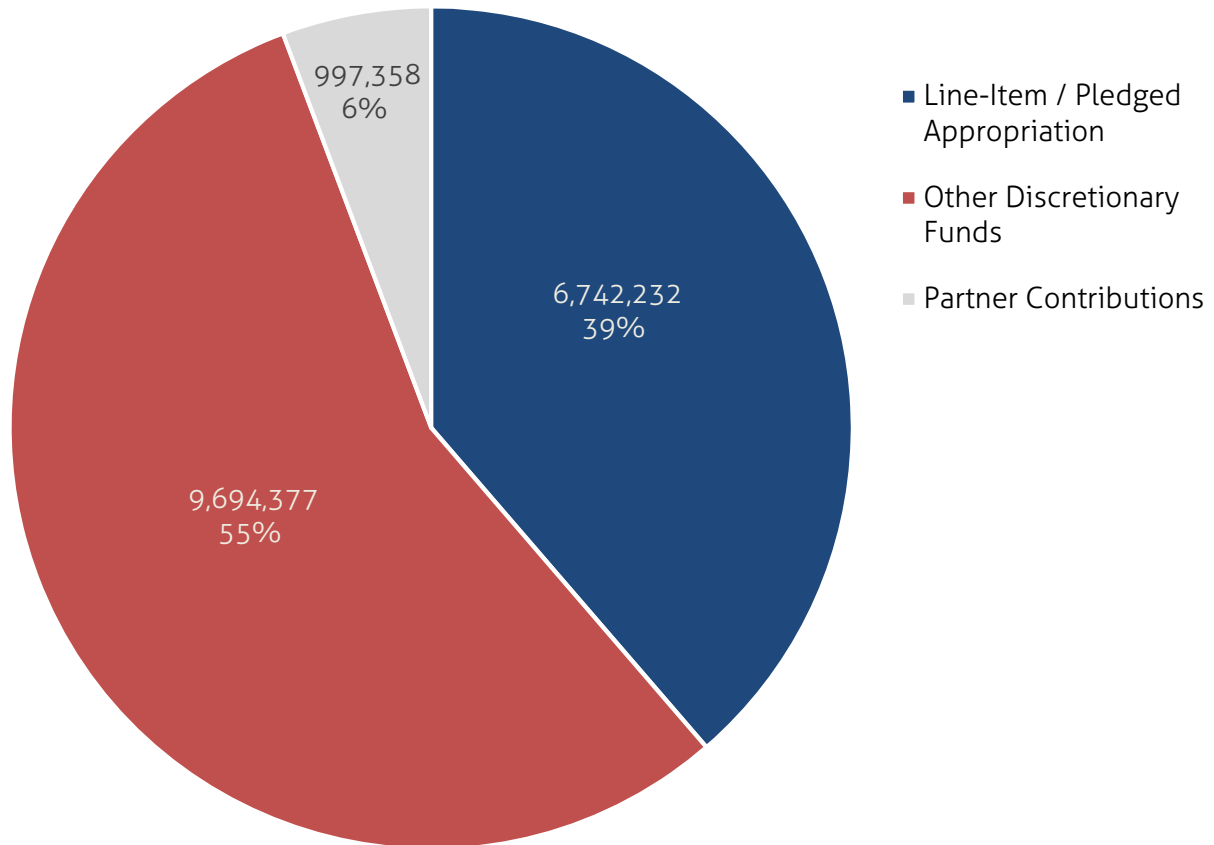
[ORIGINAL SIGNED BY]

Jonathan Hoekstra, MBA, CPA  
Vice Chancellor &  
Chief Financial Officer

[ORIGINAL SIGNED BY]

Chad Wooten, CPA  
Associate Vice Chancellor  
Finance

**Texas State Technical College  
Sources of Debt Service Funding for FY 2020**



Bonds	FY 2020 Debt Service	Source of Funding
RFS Series 2008A Bonds, Taxable (Clean Energy)	73,214	other discretionary funds
RFS Series 2009 Bonds (Local Revenue)	1,554,800	other discretionary funds
RFS Series 2011 Bonds (Tuition / Local Revenue)	2,200,331	line-item appropriation (35%) partner contributions (46%) other discretionary funds (19%)
RFS Series 2011A Bonds (Local Revenue)	362,838	other discretionary funds
Constitutional Appropriation Series 2016 Bonds (HEAF)	2,983,350	pledged appropriation
RFS Series 2016 Bonds (Tuition / Local Revenue)	3,857,982	line-item appropriation (77%) other discretionary funds (23%)
Texas Public Finance Authority Lease Purchases	3,754,262	other discretionary funds
Other Lease Purchases	1,585,572	other discretionary funds
State Energy Conservation Office (SECO) Loans	880,199	other discretionary funds
Governor's Office Loan (Hangar - Waco)	181,419	other discretionary funds
<b>TOTAL:</b>	<b>\$ 17,433,967</b>	



**Texas State Technical College**  
**Summary of Outstanding Debt as of 2/29/20**

	Outstanding Principal	Interest Rate	Maturity Date
<b>Bonds</b>			
RFS Series 2008A Bonds, Taxable (Clean Energy)	142,857	1.00%	December 2021
RFS Series 2009 Bonds (Local Revenue)	1,495,000	3.00% - 5.00%	August 2020
RFS Series 2011 Bonds (Tuition / Local Revenue)	18,360,000	3.75% - 5.00%	August 2036
RFS Series 2011A Bonds(Local Revenue)	3,555,000	3.00% - 4.00%	August 2031
Constitutional Appropriation Series 2016 Bonds (HEAF)	15,560,000	4.00% - 5.00%	October 2025
RFS Series 2016 Bonds (Tuition / Local Revenue)	<u>50,835,000</u>	2.00% - 5.00%	October 2035
<b>Total Bonds</b>	<u><b>89,947,857</b></u>		
<b>Lease Purchases</b>			
TSTC Foundation, 2003 (Housing - Marshall)	851,645	3.75%	October 2023
TSTC Foundation, 2010 (Warehouse - Harlingen)	85,855	4.08%	July 2020
TSTC Foundation, 2018 (ITC - Fort Bend)	4,943,187	3.00%	September 2025
TSTC Foundation, 2019 (GMC Yukon)	36,175	4.95%	May 2023
TSTC Foundation, 2017 (Ford F-150)	8,115	4.50%	January 2021
TSTC Foundation, 2018 (Ford Expedition)	38,006	4.50%	March 2022
Dell Financial Services, 2018 (Computer Equipment)	491,704	7.06%	September 2022
Texas Public Finance Authority (402 leases)	<u>8,451,254</u>	various	various through 2026
<b>Total Lease Purchases</b>	<u><b>14,905,941</b></u>		
<b>State Energy Conservation Office (SECO) Loans</b>			
2010 - Waco	2,441,263	2.00%	August 2024
2011 - Harlingen	<u>672,236</u>	3.00%	February 2023
<b>Total SECO Loans</b>	<u><b>3,113,499</b></u>		
<b>Governor's Office Loan</b> (Hangar - Waco)	1,190,000	4.60%	January 2030
<b>Total Outstanding Debt:</b>	<u><u><b>\$ 109,157,297</b></u></u>		

## Total Outstanding Debt as of August 31:

2015	\$	70,517,360
2016		129,785,251
2017		125,791,712
2018		126,189,894
2019		116,149,484

## TSTC Bond Ratings as of 2/29/20

TSTC Bond Series	Fitch	S&P	Moody's	Rating Description	
2016 HEAF	AAA	AAA	Aaa	Investment Grade	Prime
	AA+	AA+	Aa1		High Grade
	AA	AA	Aa2		
	AA-	AA-	Aa3		
2009, 2011	A+	A+	A1		Upper Medium Grade
2011A, 2016	A	A	A2		
RFS bonds	A-	A-	A3		
	BBB+	BBB+	Baa1		Lower Medium Grade
	BBB	BBB	Baa2		
	BBB-	BBB-	Baa3		
	BB+	BB+	Ba1	Below Investment Grade (Speculative)	Below Investment Grade / Speculative
	BB	BB	Ba2		
	BB-	BB-	Ba3		
	B+	B+	B1		Highly Speculative
	B	B	B2		
	B-	B-	B3		
	CCC+	CCC+	Caa1		Substantial Risks / Extremely Speculative
	CCC	CCC	Caa2		
	CCC-	CCC-	Caa3		
	CC	CC	Ca		Default Imminent
	C	C			
	DDD	SD	C		
	DD	D			In Default

### Rating Outlook Summary:

2016 HEAF Bonds: Rated on the credit of the State of Texas, as debt service funds are appropriated by the state's constitution. Outlook for both *Fitch and Moody's is STABLE*.

Revenue Financing System (RFS) Bonds: . Moody's and S&P rate all four issuances of RFS bonds; Fitch rates Series 2016 only. Outlook from all three agencies is *STABLE*.

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Keith Honey, Chair; Ron Widup, Member

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**Board Meeting Date:** May 14, 2020 **Proposed Minute Order #:** 18-20(c)

**Proposed By:** Rick Herrera, Vice Chancellor & Chief Student Services Officer

**Subject:** **Accept the Project to Install Statewide Monument Signs on Multiple Texas State Technical College Campuses**

**Background:** Texas State Technical College has become a single college with multiple campuses. Many of the monument signs and wayfinding on the individual campuses are out dated and do not reflect the “One TSTC” image. This Statewide project will update, standardize, and strengthen the Texas State Technical College Brand.

**Justification:** Multiple Contractors have completed the construction of statewide monument signs on the proposed campuses.

**Additional Information:** The standardized TSTC Monument sign was developed during the design process for the Fort Bend Industrial Technology Center. Monuments signs have been constructed on Texas State Technical College Campuses at Fort Bend, Abilene, Waco, Marshall, Harlingen, North Texas, Sweetwater, Breckenridge, and Brownwood.

**Action Schedule:** Approve Project and Budget MO 03-17(c)  
Accept Project MO 18-20(c)

**Fiscal Implications:** Funds available as currently budgeted

**Attestation:** This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

**Attachment(s):** Picture of Monument Sign

**Recommended Minute Order:** “The Texas State Technical College Board of Regents authorizes the Chancellor, or designee, to accept the project for the installation of Statewide Monument Signs on multiple TSTC campuses.”

**Recommended By:** [ORIGINAL SIGNED BY]  
Raymond D. Fried, Associate Vice Chancellor Facilities Planning and Construction







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**Board Meeting Date:** May 14, 2020 **Proposed Minute Order #:** 19-20(c)

**Proposed By:** Rick Herrera, Vice Chancellor & Chief Student Services Officer

**Subject:** **Accept the Project to Install the Fire Hydrant Loop at Texas State Technical College in Sweetwater**

**Background:** The fire loop on the Sweetwater Campus was not operating adequately to service the campus and required a full replacement. By MO 15-19(c) The Board of Regents approved the project and budget to replace the fire loop.

**Justification:** The project has been completed by the contractor in accordance with the contract documents.

**Additional Information:** None.

**Action Schedule:**

Approve Concept	MO 05-19(c)
Approve Project and Budget	MO 15-19(c)
Accept Project	MO 19-20(c)

**Fiscal Implications:** Funds available as currently budgeted

**Attestation:** This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

**Attachment(s):** None.

**Recommended Minute Order::** "The Texas State Technical College Board of Regents authorizes the Chancellor, or designee, to accept the project for the installation of the fire loop at Texas State Technical College in Sweetwater and upon final completion authorizes the Chancellor, or designee, to make final payment to the contractor in the full amount."

**Recommended By:** [ORIGINAL SIGNED BY]  
Raymond D. Fried, Associate Vice Chancellor Facilities Planning and Construction



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**Board Meeting Date:** May 14, 2020 **Proposed Minute Order #:** 20-20(c)

**Proposed By:** Rick Herrera, Vice Chancellor & Chief Student Services Officer

**Subject:** **Accept the Project to Replace the Roof and HVAC Units at Texas State Technical College in Harlingen**

**Background:** The Student Center building 20SC located on the Harlingen campus was built in 1991. The existing gravel roof and the fourteen roof top HVAC units have outlived their respective operational life.

By Minute Order 46-19(c), the Board of Regents approved the project and budget to replace the roof and HVAC units on Building 20SC.

**Justification:** The project will be completed by the contractors in accordance with the contract documents.

**Additional Information:** None.

**Action Schedule:** Approve Project and Budget MO 46-19(c)  
Accept Project MO 20-20(c)

**Fiscal Implications:** Funds available as currently budgeted.

**Attestation:** This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

**Attachment(s):** None.

**Recommended Minute Order:** "The Texas State Technical College Board of Regents authorizes the Chancellor, or designee, to accept the project to replace roof and HVAC units at Texas State Technical College in Harlingen and upon final completion authorizes the Chancellor, or designee, to make final payment to the contractors in the full amount."

**Recommended By:** [ORIGINAL SIGNED BY]  
Raymond D. Fried, Associate Vice Chancellor Facilities Planning and Construction





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**Board Meeting Date:** May 14, 2020 **Proposed Minute Order #:** 21-20(c)

**Proposed By:** Rick Herrera, Vice Chancellor & Chief Student Services Officer

**Subject:** **Accept the Project to Install New Roofs at Texas State Technical College in Waco**

**Background:** On April 13, 2018, Texas State Technical College (TSTC) in Waco experienced significant roof damage to the Student Services Center, Kultgen Automotive Center, and Electronics Building due to wind and hail. By EA 27-19, the Board of Regents approved the project and budget for the roof replacements.

**Justification:** The project will be completed by the roofing contractor in accordance with the contract documents.

**Additional Information:** None.

**Action Schedule:**

Approve Project and Budget	EA 27-19
Designate Chancellor to Enter into a Contract >\$1M	EA 28-19
Accept Project	MO 21-20(c)

**Fiscal Implications:** The roof replacement costs will be funded by the insurance proceeds.

**Attestation:** This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

**Attachment(s):** None.

**Recommended Minute Order:** "The Texas State Technical College Board of Regents authorizes the Chancellor, or designee, to accept the project for the installation of new roofs on the Student Services Center, Kultgen Automotive Center and Electronics Building at Texas State Technical College in Waco and upon final completion authorizes the Chancellor, or designee, to make final payment to the contractor in the full amount."

**Recommended By:** [ORIGINAL SIGNED BY]  
Raymond D. Fried, Associate Vice Chancellor Facilities Planning and Construction



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**Board Meeting Date:** May 14, 2020 **Proposed Minute Order #:** 22-20(c)

**Proposed By:** Rick Herrera, Vice Chancellor & Chief Student Services Officer

**Subject:** **Approve the Project and Budget to Renovate the Industrial Technology Center (ITC) at Texas State Technical College in Waco and Delegate Authority to the Chancellor to Enter into and Execute Contracts for the Project in Excess of One Million Dollars (\$1,000,000)**

**Background:** By Minute Order 09-20(c) the Board of Regents approved the concept to renovate the Industrial Technology Center (ITC) building on the Waco Campus to house the occupants of the buildings due for demolition and house administrative functions for the College.

Several of the pre-1965 buildings scheduled for demolition will require the relocation of the current occupants. After extensive review of various options for relocation, the renovation of the western portion of the ITC serves as the most expedient and cost-efficient means to house the displaced staff in preparation for the planned demolition. This space is currently unoccupied.

**Justification:** Due to the abatement and demolition of buildings on the Waco campus, the Industrial Technology Building will undergo renovations to house the occupants of the buildings due for demolition.

**Additional Information:** The desired project schedule is for occupancy in the Fall of 2021. The project budget is \$16,300,000.

**Action Schedule:** Approve Concept MO 09-20(c)  
Approval of Project, Budget and Contracts >\$1M MO 22-20(c)

**Fiscal Implications:** Bonds and Appropriations.

**Attestation:** This Minute Order is in compliance with all applicable laws and regulations to the best of my knowledge.

**Attachment(s):** Letter from General Counsel

**Recommended Minute Order:** "The Texas State Technical College Board of Regents approves the project and budget to renovate the Industrial Technology Center at Texas State Technical College in Waco and authorizes the Chancellor, or his designee, to enter into and execute contracts for the construction of the project in excess of One Million Dollars (\$1,000,000)."

**Recommended By:** [ORIGINAL SIGNED BY]  
Raymond D. Fried, Associate Vice Chancellor Facilities Planning and Construction

April 17, 2020

Mr. Michael L. Reeser  
Chancellor & CEO  
Texas State Technical College  
3801 Campus Drive  
Waco, Texas 76705

Re: **Approve the Project and Budget to Renovate the Industrial Technology Center (ITC) at Texas State Technical College in Waco and Authorize the Chancellor to Enter Into Contracts for the Construction of the Project and Delegate Authority to the Chancellor to Enter into and Execute Contracts for the Project in Excess of One Million Dollars (\$1,000,000)**

As requested, I have reviewed and considered the legal ramifications of approving (1) the project and budget to renovate the Industrial Technology Center at Texas State Technical College in Waco, and (2) the delegation of authority from the Texas State Technical College Board of Regents to the Chancellor, or his designee, to enter into and execute contracts for the construction of the project in excess of One Million Dollars (\$1,000,000).

Generally, Chapter 135 of the Texas Education Code vests the organization and control of Texas State Technical College ("TSTC") with the Board of Regents. This would include the ability to approve projects, and the budget for said projects, to renovate any facilities.

During the 84th Legislative Session comprehensive changes were made to the Texas Government Code. Generally, the TSTC Board of Regents alone has authority to approve and sign contracts on behalf of TSTC with a value exceeding One Million Dollars (\$1,000,000.00). However, among the changes made to the Government Code is a provision that allows the TSTC Board of Regents to delegate this approval and signatory authority to the Chancellor or his designee.

Having reviewed the Texas Education Code and the Government Code, it is my opinion that the approval of (1) the project and budget to renovate the Industrial Technology Center at Texas State Technical College in Waco, and (2) the delegation of authority from the Texas State Technical College Board of Regents to the Chancellor, or his designee, to enter into and execute contracts for the construction of the project in excess of One Million Dollars (\$1,000,000), comports with state law and TSTC policy.

Should you have any questions or need additional information, please advise.

Respectfully Submitted,

[ORIGINAL SIGNED BY]

Edward C. Vallejo  
Associate General Counsel

cc: Rick Herrera  
Vice Chancellor & Chief Student Services Officer

Ray Rushing, J.D.  
Vice Chancellor & Chief Legal Officer / General Counsel



#	Project Name	Campus	Managing Campus	Delivery Method	Fund Source	Cost Allocation	Required Approvals	% Complete
1	TSTC Monument and Wayfinding Project	Statewide	Statewide	Construction Manager at Risk	HEAF Bond	Owners reserve Abilene \$ 780,000 Waco \$ 46,321 Marshall \$ 73,790 Harlingen \$ 49,885 Sweetwater \$ 119,000 Breckenridge \$ 91,928 Brownwood \$ 51,544 North Texas \$ 31,791 Total Budget \$ 780,000	Approve Project and Budget Accept Project MO 03-17(c) MO 18-20(c)	50%
					HEAF Bond	Engineering / Design \$ 40,000	Approve Concept	
					HEAF Bond	Construction Cost \$ 460,000	Approve Project and Budget	
					Total Funds	Total Budget \$ 500,000	Approve Project and Budget	
					Local Funds	Engineer Design \$ 788,000 Construction Cost \$ 540,000 Owners reserve \$ 145,000 Total Budget \$ 788,000	Approve Concept Approve Project and Budget Accept Project MO 05-19(c) MO 15-19(c) MO 19-20(c)	
2	Sweetwater Fire Loop	Sweetwater	Sweetwater	RFQ / RFP	Total Funds	Total Budget \$ 788,000	Approve Concept	95%
					Appropriations	*A/E Fee \$ 814,000	Approve Concept	
					RFQ / RFP	(MP, Demo and Abatement Study, Relocation and Renovation Study, and Site Reclamation Study	Approve A/E Contract < \$1M	
					Waco	*Engineer design Drainage plan \$ 25,300 *Environmental Consultant \$ 1,250,000 *Survey W,WW, Craven Entrance, Site \$ 124,850 *Abate and Demo Contracts TBD * TBD Construction Cost & Owners \$ 27,430,490	Approve Project and Budget	
					Total Funds	Total Budget \$ 29,644,640	Approve Abatement and Demo	
3	Abate and Demo Airbase Buildings on Waco Campus	Waco	Waco	RFQ / RFP	Total Funds	Total Budget \$ 29,644,640	Approve Project and Budget	25%
					Local Funds	A/E Design \$ 46,051	Approve Project and Budget	
					Total Funds	Construction Cost \$ 533,949 Total Budget \$ 580,000	Approve Project and Budget	
					Insurance Proceeds Deductible (none)	Roof Replacement Contract \$ 650,000 Solar Panel Remove and Install \$ 264,800 Electrical Repairs \$ 1,519 Owners reserve \$ 37,002	Approve Project and Budget Approve Contract > \$1 M Accept Project MO 21-20(c)	
					Total Funds	Total Budget \$ 953,321	Approve Lease Agreement Approve Project and Budget	
4	Renovate Building 20HI HVAC Lab in Harlingen	Harlingen	Harlingen	IDIQ / RFP	Auxiliary Funds	Construction Costs \$ 767,382	Approve Project and Budget	95%
					Total	\$ 767,382	Approve Project and Budget	
					Appropriations / Gifts /	A/E Design \$ 370,000 Construction Costs \$ 5,200,000 Owner Costs \$ 430,000 Total Budget \$ 6,000,000	Approve Project Concept Approve Project, Budget and Contract > \$1M	
					Total	Construction Costs \$ 824,000	Approve Project and Budget	
					Appropriations	Total Budget \$ 824,000	Approve Project and Budget	
5	Install New Roofs on Waco Campus	Waco	Waco	TIPS Purchasing Agreement	Appropriations	A/E Design \$ 75,000 Construction Costs \$ 804,852 Owner Cost \$ 96,148 Total Budget \$ 976,000	Approve Project and Budget	5%
					Total	\$ 976,000	Approve Project and Budget	
					Appropriations	A/E Design \$ 177,000 Construction Budget \$ 1,621,000 Owners Cost \$ 202,000 Total Budget \$ 2,000,000	Approve Concept	
					Total	\$ 2,000,000	Approve Project Concept	
					Bonds and Appropriations	A/E Design \$ 1,073,000 Construction Costs \$ 14,000,000 Owner Costs \$ 1,227,000 Total Budget \$ 16,300,000	Approve Project Concept Approve Project, Budget and	
6	Infrastructure Additions and Shade Structure Battlespace	Waco	Waco	Competitive Sealed Proposal	Total Funds	Total Budget \$ 16,300,000	Approve Project and Budget	1%
					Auxiliary Funds	Construction Costs \$ 767,382	Approve Project and Budget	
					Total	\$ 767,382	Approve Project and Budget	
					Appropriations / Gifts /	A/E Design \$ 370,000 Construction Costs \$ 5,200,000 Owner Costs \$ 430,000 Total Budget \$ 6,000,000	Approve Project Concept Approve Project, Budget and Contract > \$1M	
					Total	Construction Costs \$ 824,000	Approve Project and Budget	
7	Fort Bend ITC Welding / Diesel and Electrical Line Worker Technology	Fort Bend	Fort Bend	Purchasing Agreement	Appropriations	A/E Design \$ 75,000 Construction Costs \$ 804,852 Owner Cost \$ 96,148 Total Budget \$ 976,000	Approve Project and Budget	35%
					Total	\$ 976,000	Approve Project and Budget	
					Appropriations	A/E Design \$ 177,000 Construction Budget \$ 1,621,000 Owners Cost \$ 202,000 Total Budget \$ 2,000,000	Approve Concept	
					Total	\$ 2,000,000	Approve Project Concept	
					Bonds and Appropriations	A/E Design \$ 1,073,000 Construction Costs \$ 14,000,000 Owner Costs \$ 1,227,000 Total Budget \$ 16,300,000	Approve Project Concept Approve Project, Budget and	
8	Replace Roof and HVAC Equipment on Building 20SC	Harlingen	Harlingen	IDIQ A/E and RFP for CMR	Appropriations	A/E Design \$ 177,000 Construction Budget \$ 1,621,000 Owners Cost \$ 202,000 Total Budget \$ 2,000,000	Approve Concept	6%
					Total	\$ 2,000,000	Approve Project Concept	
					Bonds and Appropriations	A/E Design \$ 1,073,000 Construction Costs \$ 14,000,000 Owner Costs \$ 1,227,000 Total Budget \$ 16,300,000	Approve Project Concept Approve Project, Budget and	
					Total Funds	Total Budget \$ 16,300,000	Approve Project and Budget	
					Waco	Construction Costs \$ 767,382	Approve Project and Budget	
9	Expand Welding at Building 2001	Waco	Waco	IDIQ A/E and RFP for CMR	Appropriations	A/E Design \$ 177,000 Construction Budget \$ 1,621,000 Owners Cost \$ 202,000 Total Budget \$ 2,000,000	Approve Concept	1%
					Total	\$ 2,000,000	Approve Project Concept	
					Bonds and Appropriations	A/E Design \$ 1,073,000 Construction Costs \$ 14,000,000 Owner Costs \$ 1,227,000 Total Budget \$ 16,300,000	Approve Project Concept Approve Project, Budget and	
					Total Funds	Total Budget \$ 16,300,000	Approve Project and Budget	
					Waco	Construction Costs \$ 767,382	Approve Project and Budget	
10	Expand Welding at ITC	Waco	Waco	IDIQ A/E and RFP for CMR	Appropriations	A/E Design \$ 177,000 Construction Budget \$ 1,621,000 Owners Cost \$ 202,000 Total Budget \$ 2,000,000	Approve Concept	6%
					Total	\$ 2,000,000	Approve Project Concept	
					Bonds and Appropriations	A/E Design \$ 1,073,000 Construction Costs \$ 14,000,000 Owner Costs \$ 1,227,000 Total Budget \$ 16,300,000	Approve Project Concept Approve Project, Budget and	
					Total Funds	Total Budget \$ 16,300,000	Approve Project and Budget	
					Waco	Construction Costs \$ 767,382	Approve Project and Budget	
11	Renovate the West End of the ITC Building for offices in Waco	Waco	Waco	Competitive Sealed Proposal	Total Funds	Total Budget \$ 16,300,000	Approve Project and Budget	1%
					Auxiliary Funds	Construction Costs \$ 767,382	Approve Project and Budget	
					Total	\$ 767,382	Approve Project and Budget	
					Appropriations / Gifts /	A/E Design \$ 370,000 Construction Costs \$ 5,200,000 Owner Costs \$ 430,000 Total Budget \$ 6,000,000	Approve Project Concept Approve Project, Budget and Contract > \$1M	
					Total	Construction Costs \$ 824,000	Approve Project and Budget	
12	Expand Welding at ITC	Waco	Waco	Purchasing Agreement	Appropriations	A/E Design \$ 75,000 Construction Costs \$ 804,852 Owner Cost \$ 96,148 Total Budget \$ 976,000	Approve Project and Budget	35%
					Total	\$ 976,000	Approve Project and Budget	
					Appropriations	A/E Design \$ 177,000 Construction Budget \$ 1,621,000 Owners Cost \$ 202,000 Total Budget \$ 2,000,000	Approve Concept	
					Total	\$ 2,000,000	Approve Project Concept	
					Bonds and Appropriations	A/E Design \$ 1,073,000 Construction Costs \$ 14,000,000 Owner Costs \$ 1,227,000 Total Budget \$ 16,300,000	Approve Project Concept Approve Project, Budget and	
13	Renovate the West End of the ITC Building for offices in Waco	Waco	Waco	Competitive Sealed Proposal	Total Funds	Total Budget \$ 16,300,000	Approve Project and Budget	1%
					Auxiliary Funds	Construction Costs \$ 767,382	Approve Project and Budget	
					Total	\$ 767,382	Approve Project and Budget	
					Appropriations / Gifts /	A/E Design \$ 370,000 Construction Costs \$ 5,200,000 Owner Costs \$ 430,000 Total Budget \$ 6,000,000	Approve Project Concept Approve Project, Budget and Contract > \$1M	
					Total	Construction Costs \$ 824,000	Approve Project and Budget	

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### **Committee for General Administration** Pat McDonald, Chair; Tony Abad, Member

#### **Committee Chair Comments**

#### **Minute Orders: Proposed MO#**

None.

#### **Reports:**

None.

