

Meeting of the Board of Regents

November 9, 2023
Waco, Texas



TEXAS STATE TECHNICAL COLLEGE

**Meeting of the
Board of Regents**

**Texas State Technical College
Col. James T. Connally Aerospace Center
605 Operations Drive
Waco TX 76705***

**Thursday, November 9, 2023
9:30 am**

AGENDA

- I. MEETING CALLED TO ORDER**
- II. INVOCATION**
- III. RECOGNITION OF GUESTS**
- IV. DETERMINATION OF QUORUM**
- V. ADOPTION OF AGENDA**
- VI. APPROVAL OF MINUTES OF AUGUST 9 & 10, 2023 MEETINGS**
- VII. PUBLIC COMMENTS**
- VIII. CHANCELLOR COMMENTS**

*Presiding officer will be physically present at this address.

IX. COMMITTEE REPORTS & MINUTE ORDERS

a. Committee for Student Learning and Student Development

Kathy Stewart, Chair; Lizzy de la Garza Putegnat, Member

Committee Chair Comments

Minute Orders:

Proposed MO#

SL 03-23(c) Approve Contracts for Commercial Drivers License (CDL) Training Associated with the Electrical Lineworker & Management Technology (ELW) Program, and Any Amendment, Extension, or Renewal of the Contract. 10

Jonathan Hoekstra

SL 04-23(c) Approve the Master Service Agreement with AllTex Welding Supply, Inc. 11

Jonathan Hoekstra

Reports:

None.

b. Committee for Fiscal Affairs

Ron Widup, Chair; Kathy Stewart, Member

Committee Chair Comments

Minute Orders:

Proposed MO#

FA 09-23(c) Approve the Policy for Investments 13

Chad Wooten

FA 10-23(c) Approve Initial Appropriation Transfers for Fiscal Year 2024. 21

Chad Wooten

Reports:

1. Quarterly Investment Report 22

Chad Wooten

2.	Pledged Collateral Report	24
		<i>Chad Wooten</i>
3.	Debt Management Report	25
		<i>Chad Wooten</i>
4.	Budget Performance Report	29
		<i>Chad Wooten</i>
5.	Quarterly Lease Report	31
		<i>Chad Wooten</i>
6.	Quarterly Report for Contracts > \$1 Million	32
		<i>Chad Wooten</i>

c. **Committee for Facilities**

Keith Honey, Chair

Committee Chair Comments

Minute Orders:

Proposed MO#

FAC 15-23(c)	Accept the Project for the Abatement and Demolition of Buildings at Texas State Technical College in Waco.	35
		<i>Rick Herrera</i>
FAC 16-23(c)	Approve the project, budget, and contracts greater than \$1M to abate and raze five structures located at 2200, 2220, and 2233 Air Base Road, 6315 North IH 35, and 1814 East Crest Drive at Texas State Technical College in Waco.	38
		<i>Rick Herrera</i>
FAC 17-23(c)	Approve the amended budget to accommodate unforeseen costs to renovate the John B. Connally Technology Center at Texas State Technical College in Waco.	40
		<i>Rick Herrera</i>
FAC 18-23(c)	Approve Schedule of Student and Family Housing Rental Rates, Room and Board Rates, Effective Fall 2024 Semester.	42
		<i>Kevin Semien</i>

FAC 19-23(c) Approve the Lease of 260, 894 Square Feet of the space including 3-1 Hangar at the TSTC Waco Airport to Level 5 Aerospace LLC for Business Operations 47

Kevin Semien

FAC 20-23(c) Approve the amended budget to accommodate increased costs to enhance the exterior appearance of the Abilene Capital Construction Assistance Project (CCAP) building at Texas State Technical College in Abilene. 50

Rick Herrera

Reports:

1. Major Facility Projects Status Update 51

Rick Herrera

2. Deferred Maintenance Report 53

Kevin Semien

d. Committee for General Administration

Pat McDonald, Chair;

Committee Chair Comments

Minute Orders:

Proposed MO#

GA 03-23(c) Approve The TSTC Foundation Operating Plan for the Period September 1, 2023 to August 31, 2024 67

Cledia Hernandez

Reports:

Foundation Annual Operating Plan 68

Cledia Hernandez

Marketing Update Presentation *Michael Bettersworth*

X. RECESS OPEN MEETING

XI. CLOSED MEETING

1. The Closed Meeting is called to Order

2. Consultation with Attorney (Texas Government Code, Section 551.071)
 1. Ted Donovan v. TSTC
 2. Davis/Dorton v. Reeser/Rushing
 3. Rachel Myrick v. TSTC
 4. Colby Walters v. TSTC
3. Consultation with Attorney (Texas Government Code, Section 551.071) Code of Conduct
4. Deliberation Regarding Real Property (Texas Government Code, Section 551.072)
5. Personnel Matters (Texas Government Code, Section 551.074)
6. Adjourn

XII. OPEN MEETING RECONVENES

XIII. ACTION ON CLOSED MEETING

XIV. CONSENT AGENDA ITEMS

- SL 03-23(c) Approve Contracts for Commercial Drivers License (CDL) Training Associated with the Electrical Lineworker & Management Technology (ELW) Program, and Any Amendment, Extension, or Renewal of the Contract.
- SL 04-23(c) Approve the Master Service Agreement with AllTex Welding Supply, Inc.
- FA 09-23(c) Approve the Policy for Investments
- FA 10-23(c) Approve Initial Appropriation Transfers for Fiscal Year 2024
- FAC 15-23(c) Accept the Project for the Abatement and Demolition of Buildings at Texas State Technical College in Waco.

- FAC 16-23(c) Approve the project, budget, and contracts greater than \$1M to abate and raze five structures located at 2200, 2220, and 2233 Air Base Road, 6315 North IH 35, and 1814 East Crest Drive at Texas State Technical College in Waco.
- FAC 17-23(c) Approve the amended budget to accommodate unforeseen costs to renovate the John B. Connally Technology Center at Texas State Technical College in Waco.
- FAC 18-23(c) Approve Schedule of Student and Family Housing Rental Rates, Room and Board Rates, Effective Fall 2024 Semester.
- FAC 19-23(c) Approve the Lease of 260, 894 Square Feet of the space including 3-1 Hangar at the TSTC Waco Airport to Level 5 Aerospace LLC for Business Operations
- FAC 20-23(c) Approve the amended budget to accommodate increased costs to enhance the exterior appearance of the Abilene Capital Construction Assistance Project (CCAP) building at Texas State Technical College in Abilene.
- GA 03-23(c) Approve The TSTC Foundation Operating Plan for the Period September 1, 2023 to August 31, 2024

XV. UNFINISHED BUSINESS

XVI. NEW BUSINESS

XVII. ELECTION OF NEW OFFICERS

XVIII. CHANCELLOR COMMENTS

XIX. BOARD COMMENTS

TEXAS STATE TECHNICAL COLLEGE

Special Meeting of the Board of Regents Industrial Technology Center 2082 Quantum Loop Abilene Tx 79602 / Rm 212

**Wednesday, August 9, 2023
1:00 PM**

MINUTES

I. MEETING CALLED TO ORDER

The meeting of the Texas State Technical College Board of Regents was called to order on Wednesday, August 9, 2023 at 1:01 pm.

II. DETERMINATION OF QUORUM

A quorum was determined with the following regents in attendance: Curtis Cleveland, Keith Honey, Pat McDonald, Kathy Stewart, Tiffany Tremont. Lizzy de la Garza Putegnat attended virtually. Regents not present: Ron Widup.

III. ADOPTION OF AGENDA

With a motion by Regent McDonald and a second by Regent Stewart, the agenda was adopted unanimously.

IV. CHANCELLOR COMMENTS

Chancellor Reeser was invited to make a few comments. He gave an overview of the sequence of the meeting and extended gratitude to the West TX team for hosting the meetings of the week.

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.



V. OPERATIONAL UPDATES & BUDGET PLAN

Chancellor Reeser invited deputy Chancellor, Gail Lawrence, to provide an update on the 88th Legislative session. She covered the process and work it takes during a legislative session. She provided an update on the returned value funding formula, the Great Expansion Bill, new campuses and the endowment. Lawrence explained the plan and process of the special session. She offered gratitude to industry partners and the Government Relations team. She closed by introducing Janai Floyd, Melissa Quevedo, Kendal Carrillo and Joe Arnold.

Chancellor Reeser offered appreciation to Gail and team. He then presented the correlation between culture and budget. He provided facts from the Survey of Employee Engagement such as the breakdown of types of employees, participation and how they compare to the national average. 10 out of 12 of the constructs measured above 400, which is higher than the national average.

Regent Misso offered praise for the dedication and scores. He asked about the tools that are being used, as well as the ongoing philosophy of pay.

Regent Stewart echoed Regent Misso's remarks and commented on her previous experience with employee surveys and the fact that these scores are difficult to achieve. Regent Misso asked if other institutions focus on culture like TSTC does.

At 1:51 pm, Chair Tremont suggested a short break and the meeting was temporarily adjourned.

The meeting reconvened at 2:05 pm. CFO, Chad Wooten, began his budget presentation. He started with the explanation of the three WIGS. Chancellor Reeser offered additional comments. Regent Honey asked for clarification regarding "students found working". Regent Misso asked if "job demand is a leading indicator"? Wooten and Reeser made comments regarding the difference between the job market and the industrial job market.

Wooten explained the transformational initiatives and the plan to grow student volume by growing capacity at current campuses and creating more capacity with new campuses. Chancellor Reeser added commentary and gave kudos where we are currently compared to where we used to be. Regent Honey added supporting commentary to Reeser's comments.

Wooten continued with his presentation by covering operational budget revenue and expenses. He pointed out that there was an increase in appropriation funding and in debt services, as well as a seven million dollar increase in tuition. For

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expenses, he highlighted the need for more salaries in instruction and marketing and the increase in deferred maintenance by one million dollars. He also explained the plan for debt service, strategic pool and budgeting for the new building in Abilene.

Next, Wooten gave a two year forecast and visual of the returned value formula as well as tuition trends.

Wooten continued by discussing the summary of operating expenses and the importance of personnel cost, as it is the most important asset. He explained the need to determine a way to balance both compensation and budget at the same time. He then gave a quick snapshot of the capital budget and pointed out that the majority will consist of Capital Construction Assistance Projects (CCAP) for the next two to three years.

Lastly, Wooten discussed the five year proform and HEAF appropriation funds. He explained the possibility of a new debt issuance in fiscal year 2026. He wrapped up the presentation with the recommended Minute Order.

VI. MINUTE ORDERS

Proposed MO# FA 07-23(c) Approve Operating Budget for Fiscal Year 2024

These minute orders were tabled and will be addressed for approval in the full board meeting on August 10, 2023.

VII. CHANCELLOR COMMENTS

Deputy Chancellor, Gail Lawrence, offered appreciation for Chad's team.

VIII. BOARD COMMENTS

Appreciation was expressed from Regent de la Garza Putegnat for the team's effort to ensure that she could join virtually.

IX. ADJOURN

Chair Tremont adjourned the meeting at 2:54 pm.

[ORIGINAL SIGNED BY]

Edward Vallejo
Secretary to the Board of Regents

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
Industrial Technology Center
2082 Quantum Loop
Abilene Tx 79602 / Rm 212**

**Thursday, August 10, 2023
10:00 am**

MINUTES

I. MEETING CALLED TO ORDER

Chair Tremont called the meeting to order at 10:32 a.m.

II. RECOGNITION OF GUESTS

None.

III. DETERMINATION OF QUORUM

Tiffany Tremont, Pat McDonald, Curtis Cleveland, Keith Honey, Robb Misso, Kathy Stewart, Ron Widup and Lizzy de la Garza Putegnath (virtual) were all present.

IV. ADOPTION OF AGENDA

The agenda was adopted with a motion by Regent Honey and seconded by Regent McDonald.

V. APPROVAL OF MINUTES OF MAY 11, 2023 MEETINGS

The minutes were approved unanimously with a motion by Regent Cleveland and seconded by Regent Misso.

*Presiding officer will be physically present at this address.

VI. PUBLIC COMMENTS

None.

VII. CHANCELLOR COMMENTS

Chancellor Reeser explained the mantra of “Place more Texans in great paying jobs.” He emphasized the importance of MORE and how it drives the operations of the organization today. Regent Cleveland offered commentary.

VIII. COMMITTEE REPORTS & MINUTE ORDERS

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

Kathy Stewart, Chair; Lizzy de la Garza Putegnat, Member

Committee Chair Comments

Regent Stewart offered remarks on the intentional operational changes in the division. She offered appreciation for the demonstration in the EMS. She mentioned an update of honorary degrees will be given at the next board meeting.

Minute Orders:

None.

Reports:

None.

b. **Committee for Fiscal Affairs**

Ron Widup, Chair; Kathy Stewart, Member

Committee Chair Comments

Regent Widup asked Chad Wooten to report on the four minute orders, as well as the multiple reports. Chad Wooten provided an overview of each minute order and explained the presented reports.

Regent Cleveland made a motion to include Salutatorians in the fee exemption along with the current Valedictorian fee exemption. Ron Widup seconded motion. Approved unanimously.

Chad Wooten conducted contract management training pursuant to Senate Bill 20 (SB20). All of the regents are certified for Fiscal Year 2024.

Minute Orders:

Proposed MO#

- | | |
|--------------|-------------------------------------------------------------------------------------------------|
| FA 05-23 (c) | Approve Schedule of Tuition and Fees Effective Fall 2024 Semester |
| FA 06-23 (c) | Schedule of Tuition and Fee Exemptions and Waivers, Non-mandatory, Effective Fall 2024 Semester |
| FA 07-23 (c) | Approve Operating Budget for Fiscal Year 2024 |
| FA 08-23 (c) | Approve TexPool Resolution Amending Authorized Representatives |

Reports:

1. Budget Performance Report
2. Pledged Collateral Report
3. Quarterly Investment Report
4. Quarterly Lease Report
5. Quarterly Report for Contracts > \$1 Million

c. **Committee for Facilities**

Keith Honey, Chair

Committee Chair Comments

Regent Honey gave a brief overview of the CCAP updates, as well as the minute orders being presented. Regent Honey advised additional documents for the facilities section were handed out today. He then asked Senior Vice Chancellor Herrera to discuss the minute orders and reports. Regent Widup asked about project managers across the state, to which Herrera advised there is sufficient representation statewide.

Regent Cleveland asked about the future of housing management. Herrera reported that negotiations are currently in progress with management companies. Chancellor Reeser asked about potentially

adding Denton and Comal county campuses to the MP1 2023 report and Herrera explained that those may be added at a later date.

Regent Widup asked about the search for land in Ellis County to expand the Red Oak campus. Discussions are still ongoing with local communities and school districts, but they have been paused as we focus on the endowment.

Minute Orders:

Proposed MO#

- FAC 07-23 (c) Approve the amended budget to construct the Capital Construction Assistance Project at Texas State Technical College in Marshall
- FAC 08-23 (c) Approve the agreement by the Harlingen Economic Development Corporation (HEDC) to allow the use of a billboard structure at the north end of Texas State Technical College (TSTC) Harlingen Campus
- FAC 09-23 (c) Approve the project and budget to renovate the 20ME Building (Welcome Center) at Texas State Technical College in Harlingen
- FAC 10-23 (c) Approve the lease of 5,361 Square Feet of space in the Abilene Regional Education Center (4ABC), located at 650 East Highway 80, Abilene, TX 79601
- FAC 11-23 (c) Approve the Interagency Cooperation Contract with the Texas Workforce Commission for Office Space at Texas State Technical College in Waco
- FAC 12-23 (c) Approve the Lease Agreement for Office Space with the Texas Facilities Commission, on behalf of the occupying state agency, Texas Parks and Wildlife Department, at Texas State Technical College in Brownwood
- FAC 13-23 (c) Approve the Lease Renewal Agreement for Storage Space with the Texas Parks and Wildlife Department at Texas State Technical College in Brownwood

FAC 14-23 (c) Approve Delegation of Authority for Leases of Land and Permanent Improvements Which Are Both (1) for a Term of 5 Years or Less and (2) Valued at \$500,000 or Less.

Reports:

1. Major Facility Projects Status Update
2. MP1 Summary Report

d. **Committee for General Administration**

Pat McDonald, Chair

Committee Chair Comments

Regent Pat McDonald offered updates with no minute orders for approval.

Minute Orders:

None.

Reports:

None.

IX. RECESS OPEN MEETING

Chair Tremont recessed the open meeting at 11:25 am.

X. CLOSED MEETING

1. The Closed Meeting was called to order at 11:30am, with a quorum of the regents being present. Tiffany Tremont, Pat McDonald, Curtis Cleveland, Keith Honey, Robb Misso, Kathy Stewart, Ron Widup and Lizzy de la Garza Putegnath (virtual) were all present.
2. Consultation with Attorney (Texas Government Code, Section 551.071)
 1. Ted Donovan v. TSTC was discussed with the regents.
 2. Davis/Dorton v. Reeser/Rushing was discussed with the regents.
 3. Rachel Myrick v. TSTC was discussed with the regents.
 4. Colby Walters v. TSTC was discussed with the regents.

3. Deliberation Regarding Real Property (Texas Government Code, Section 551.072). Discussions concerning real property purchases were had, for which minute orders were presented in the open meeting.
4. Personnel Matters (Texas Government Code, Section 551.074). Changes to Statewide Standard, HR 2.1.12 related to personnel were discussed.
5. The closed meeting of the TSTC Board of Regents was adjourned at 12:23pm.

XI. OPEN MEETING RECONVENES

Chair Tremont reconvened the Open Meeting of the Whole at 12:29 pm. The following regents were present: Tiffany Tremont, Pat McDonald, Curtis Cleveland, Keith Honey, Robb Misso, Kathy Stewart, Ron Widup and Lizzy de la Garza Putegnat joined virtually.

XII. ACTION ON CLOSED MEETING

Regent Honey recommended and called a motion for six separate minute orders, which were discussed in closed session, to be approved for the recommended actions. The following regents provided the second motions.

- CS 06 -23 2nd motion Robb Misso
- CS 07-23 2nd motion Curtis Cleveland
- CS 08-23 2nd motion Kathy Stewart
- CS 09 23- 2nd motion Pat McDonald
- CS 10-23 2nd motion Robb Misso
- CS 11-23 2nd motion Curtis Cleveland

XIII. CONSENT AGENDA ITEMS

Chair Tremont requested approval of adding minute orders IA 01-23 and IA 02-23 to the consent agenda item list. The consent agenda items were unanimously approved after a motion by Curtis Cleveland and seconded by Pat McDonald.

- FA 05-23 (c) Approve Schedule of Tuition and Fees Effective Fall 2024 Semester

- FA 06-23 (c) Schedule of Tuition and Fee Exemptions and Waivers, Non-mandatory, Effective Fall 2024 Semester
- FA 07-23 (c) Approve Operating Budget for Fiscal Year 2024
- FA 08-23 (c) Approve TexPool Resolution Amending Authorized Representatives
- FAC 07-23 (c) Approve the amended budget to construct the Capital Construction Assistance Project at Texas State Technical College in Marshall
- FAC 08-23 (c) Approve the agreement by the Harlingen Economic Development Corporation (HEDC) to allow the use of a billboard structure at the north end of Texas State Technical College (TSTC) Harlingen Campus
- FAC 09-23 (c) Approve the project and budget to renovate the 20ME Building (Welcome Center) at Texas State Technical College in Harlingen
 Ron Widup asked for correction to be made to the following statement in the Minute Order:
 The total Project Budget is \$2,1000,000. The correct budget is \$2,100,000.
- FAC 10-23 (c) Approve the lease of 5,361 Square Feet of space in the Abilene Regional Education Center (4ABC), located at 650 East Highway 80, Abilene, TX 7960.
- FAC 11-23 (c) Approve the Interagency Cooperation Contract with the Texas Workforce Commission for Office Space at Texas State Technical College in Waco
- FAC 12-23 (c) Approve the Lease Agreement for Office Space with the Texas Facilities Commission, on behalf of the occupying state agency, Texas Parks and Wildlife Department, at Texas State Technical College in Brownwood

FAC 13-23 (c) Approve the Lease Renewal Agreement for Storage Space with the Texas Parks and Wildlife Department at Texas State Technical College in Brownwood

FAC 14-23 (c) Approve Delegation of Authority for Leases of Land and Permanent Improvements Which Are Both (1) for a Term of 5 Years or Less and (2) Valued at \$500,000 or Less.

IA 01-23(c) Revision of Fiscal Year 2023 Audit Plan

IA 02-23(c) Proposed Audit Plan for Fiscal Year 2024

XIV. UNFINISHED BUSINESS

None.

XV. NEW BUSINESS

None.

XVI. CHANCELLOR COMMENTS

Chancellor Reeser offered appreciation to the regents and asked the Board Secretary, Edward Vallejo, to say a few words regarding upcoming communication in the weeks ahead.

XVII. BOARD COMMENTS

Regent Putegnant offered gratitude for the work of OIT. Chair Tremont thanked Provost Andy Weaver and the team for their hard work and hospitality.

The next meeting of the Board of Regents will be hosted in Waco, TX, on November 9, 2023.

XVIII. ADJOURN

The meeting was adjourned by Chair Tremont at 12:36 pm.

[ORIGINAL SIGNED BY]

Edward Vallejo

Secretary to the Board

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Committee for Student Learning and Student Development

Kathy Stewart, Chair; Lizzy de la Garza Putegnat, Member

Committee Chair Comments

Minute Orders:

Proposed MO#

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		<i>Jonathan Hoekstra</i>
SL 04-23(C)	Approve the Master Service Agreement with AllTex Welding Supply, Inc..	11
		<i>Jonathan Hoekstra</i>

Reports:

None.





Board Meeting Date: November 9, 2023 **Proposed Minute Order #:** SL 03-23(c)

Proposed By: Jonathan Hoekstra, Executive Vice Chancellor & Chief Operating Officer

Subject: **Approve Contracts for Commercial Drivers License (CDL) Training Associated with the Electrical Lineworker & Management Technology (ELW) Program, and Any Amendment, Extension, or Renewal of the Contract.**

Background: Texas State Technical College (TSTC) offers ELW graduates CDL training as a result of employability requirements and advisory board requests. Graduates from the ELW program are able to obtain training and prepare for mastery of the CDL written examination.

STVT-AAI Education, Inc. dba Ancora Corporate Training was awarded as the CDL training contractor through a competitive selection process in October 2023. The subsequent contract is on pace to begin in January 2024. It is expected that the resulting contract #4595 will exceed \$1 million. TSTC Board of Regents (the Board) approval is required pursuant to Texas Education Code § 51.9337(f).

Justification: This minute order would allow the Chancellor, or the Chancellor’s designee, to efficiently procure necessary services to successfully meet the needs of TSTC and operational deadlines. Approval also ensures compliance with Texas Education Code § 51.9337(f).

Additional Information: This contract will be included on Quarterly Report to the Board for Contracts Greater than \$1million beginning February 2024.

Fiscal Implications: Funds will be available as budgeted for the contracts.

Attestation: The 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 contracts associated with Electrical Lineworker & Management Technology Commercial Drivers License (CDL) training where the contracts exceed \$1 million, and delegates its authority to the Chancellor, or his designee, to enter into and execute any necessary amendments, extensions, or renewals to the said contracts.”

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



Board Meeting Date: November 9, 2023 **Proposed Minute Order #:** SL 04-23(c)

Proposed By: Jonathan Hoekstra, Executive Vice Chancellor & Chief Operating Officer

Subject: **Approve the Master Service Agreement with AllTex Welding Supply, Inc.**

Background: Texas State Technical College (TSTC) entered into a Master Service Agreement (MSA) with AllTex Welding Supply, Inc. (AllTex) on June 24, 2022 after a competitive selection process. TSTC continuously maximizes buying power through mature procurement processes and statewide alignment of materials. Previous procurement strategies included multiple suppliers with varying price points. TSTC utilizes the MSA for purchasing welding gases, equipment, and related services at a standardized price, allowing TSTC to better project cost of supplies, consumables, and gas and realize economies of scale. It is anticipated that the total contract value will exceed \$1 million this fiscal year. Consequently, TSTC Board of Regents (the Board) approval is required pursuant to Texas Education Code § 51.9337(f).

Justification: Approval ensures compliance with Texas Education Code § 51.9337(f).

Additional Information: The MSA has an initial term of thirty-six months and will automatically renew for two consecutive twelve month terms. This contract will be included on Quarterly Report for Contracts Greater than \$1million beginning February 2024.

Fiscal Implications: Funds are available as currently budgeted for the contract.

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 agreement with AllTex Welding Supply, Inc. to which the value is expected to be greater than \$1 million, and approves any amendment, extension, or renewal of the agreement, and delegates its authority to the Chancellor, or his designee, to enter into and execute any necessary amendments, extensions, or renewals to the said agreement."

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

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Committee for Fiscal Affairs

Ron Widup, Chair; Kathy Stewart, Member

Committee Chair Comments

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		<i>Chad Wooten</i>





Board Meeting Date: November 9, 2023 **Proposed Minute Order #:** FA 09-23(c)

Proposed By: Chad Wooten, Vice Chancellor & Chief Financial Officer

Subject: **Approve the Policy for Investments**

Background: The Public Funds Investment Act (PFIA), Government Code Chapter 2256 (the Act), requires all state agencies to adopt an annual investment policy that ensures safety of principal, liquidity, and adequate yield for invested funds. The policy provides pertinent information, and includes operating requirements and performance standards to ensure compliance with the Act.

Justification: Texas State Technical College (TSTC), in accordance with the Public Funds Investment Act, Government Code Chapter 2256, approves its investment policy annually at the Fall meeting of the TSTC Board of Regents.

Additional Information: None.

Fiscal Implications: No significant fiscal impact.

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: "It is the policy of Texas State Technical College (TSTC) to prudently invest funds not needed for immediate operating purposes and other funds such as plant funds, endowment funds, and other reserve funds. Such funds will be appropriately invested according to each fund type in consideration of preservation and safety of principal, liquidity, and yield, while meeting the daily cash flow needs of the College. All deposits and investments shall conform to the Public Funds Investment Act.

THE COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS AND OPERATING ACCOUNTS

Before TSTC invests any funds, a competitive 'bid' process shall be conducted. If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, bids will be requested for instruments that meet the maturity requirements. If no specific maturity is required, a market trend (yield curve) analysis will be conducted to determine which maturities would be most advantageous.

Written or oral bids will be requested from three approved depository banks for various options with regard to term and instrument. TSTC will accept the bid that provides the highest rate of return within the maturity required and within the parameters of these policies. TSTC will maintain a copy of bids obtained.

The Chief Financial Officer shall discuss with the Board of Regents Fiscal Affairs Committee the existing status of depository agreements with existing operating accounts at each fall meeting of the Board of Regents, including the necessity of bidding such operating accounts.

QUALIFIED INSTITUTIONS

TSTC shall maintain a listing of depository financial institutions that are approved for investment purposes. In order to be qualified as an approved depository institution, a financial institution must meet the following tests:

1. The financial institution is selected by competitive bid process in accordance with Section 51.003(a) of the Education Code;
2. The financial institution must provide their most recent Statement of Condition report on request;
3. The financial institution must sign a 'Certification by Registered Principal of Investment Firm/Bank' certifying that the registered principal reviewed TSTC's Investment Policy and acknowledges that their organization has implemented reasonable procedures and controls to comply; and,
4. The financial institution must maintain a consistent record of compliance with TSTC's collateral coverage and investment policy.

TSTC shall use a competitive bid process in accordance with Section 51.003 of the Education Code to invest through any one of the following entities:

1. "Primary" government security dealers (as defined by the New York Federal Reserve), or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).
2. A Federally-insured financial institution doing business in Texas, or
3. Texas local government investment pools, as permitted in accordance with Government Code 2256.016 and this policy.

AUTHORIZED BROKERS

The Board of Regents is required to review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with TSTC at least annually, as set forth in Section 2256.025 of the Public Funds Investment Act. Accordingly, the following list of qualified brokers is adopted as a part of this policy:

Community Bank & Trust
First Financial Bank
Extraco Banks
Frost Bank
Coastal Securities, Inc.
Hilltop Securities
Investors Brokerage of Texas
Robert W. Baird & Co.
Vining Sparks
Wells Fargo Advisors
Cantor Fitzgerald
Citibank
Daiwa Capital Markets
Dinosaur Financial Group
Deutsche Bank
Odeon Capital
Oppenheimer & Co.
PNC Capital Market
Trust Securities
Wells Fargo Securities

ETHICAL GUIDELINES FOR INVESTMENTS

1. Section 51.923 of the Education Code permits an institution of higher education to contract with a non-profit corporation even though one or more members of the governing board of the institution of higher education also serves as a member, director, officer or employee of such a non-profit corporation. This section further permits an institution of higher education to contract with a business entity even though one or more members of the governing board of the institution of higher education have an interest in the business entity if the interest is not a substantial interest. An interest is a substantial interest if: (1) the board member owns one percent or more of the voting stock or shares of the business entity or owns either one percent or more or \$15,000 or more of the fair market value of the business entity; (2) funds received by the member from the business entity exceed one percent of the member's gross income for the previous year; (3) the member is an officer of the business entity or a member of the governing board of the business entity; or (4) an individual related to the member in the first degree by consanguinity or affinity, as determined under Chapter 573, Government Code, has an interest in the business entity as described above. If a board member has a substantial interest in a business entity as described in this paragraph, the institution of higher education can still contract with that business entity provided that the board member discloses such interest to the board and refrains from voting on the contract or transaction requiring board approval.
2. Section 404.0211 of the Government Code, does not disqualify a bank from serving as a depository for funds of a state agency if one or more officers or employees of the state agency, who have the duty of selecting a depository, is also an officer or director of the bank if a

majority of the members of the board vote to select the bank as a depository; and the interested officer or employee does not vote or take part in the proceedings. This section also does not disqualify a bank from serving as a depository for funds of a state agency if one or more officers or employees of the state agency, who have the duty of selecting a depository, own or have a beneficial interest, individually or collectively in 10 percent or less of the outstanding capital stock of the bank, if a majority of the members of the board vote to select the bank as a depository; and the interested officer or employee does not vote or take part in the proceedings.

3. Employees of TSTC who are involved in the selection of depository financial institutions shall not attempt to gain any personal benefit from the financial institutions in turn for depositing the funds in said financial institution. At the beginning of each fiscal year these employees must disclose personal conflicts they may have with individual firms where the College holds investments. These disclosures are due to the Chief Financial Officer by October 1 of each year. Investment Officers of TSTC, as defined by this policy, shall annually disclose any conflicts to the Board Secretary.
4. Board members are required to declare potential personal conflicts with business entities that they may have interests.

INVESTMENT OFFICER

The Chief Financial Officer is designated as Investment Officer of TSTC and is responsible for managing the purchase, sale and the investing of all financial resources under TSTC control or as granted by law. The Controller is designated as an alternate investment officer of TSTC who may act on investment decisions in the absence of the designated investment officer. The designated investment officers, acting in accordance with the Statewide Operating Standard – Policy for Investments and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately and that appropriate action is taken to control adverse developments. Should the Chief Financial Officer be unable to serve in the capacity of Investment Officer of TSTC, the Chancellor may designate a successor that shall be ratified by the TSTC Board of Regents at its next regularly scheduled meeting.

The standard of care to be applied by the Investment Officer shall be the 'prudent investor' rule, which states:

"Investments shall be made with judgment and care, under prevailing circumstances that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of the capital and the probable income to be derived. Investment of funds shall be governed by the following investment objectives, in order of priority: preservation and safety of principal, liquidity, and yield."

The prudent investor rule shall be applied in the context of managing the overall portfolio, rather than an individual investment.

LIQUIDITY

The TSTC Investment Officer shall insure that:

1. Income and expenditure patterns will be monitored and continually updated to determine monthly cash needs of TSTC;
2. Placement of TSTC's investments and maturity schedules is determined by the cash needs and cash expectations of TSTC; and,
3. The TSTC portfolio will contain liquid interest-earning instruments.

YIELD

The TSTC Investment Officer shall ensure that:

1. The yield on investments is negotiated at the time of purchase and that it reflects market conditions and yields available; and,
2. The investment portfolio consists of an appropriate mix of short-term interest-earning instruments that benefit from anticipated market conditions and that achieve the best allowable yield.

SHORT-TERM VERSUS LONG-TERM PORTFOLIO

Limitations on instruments, diversification and maturity scheduling shall depend upon whether the funds being invested are considered short-term or long-term funds. All funds shall be considered short-term except construction funds, endowment funds, plant funds for future capital projects, and reserve funds.

SHORT-TERM PORTFOLIO DIVERSIFICATION

TSTC will diversify its investments to avoid incurring unreasonable risks inherent in over-investing in individual financial institutions or maturities.

Maturity Scheduling:

Investment maturities of operating funds shall be scheduled to coincide with projected cash flow needs, taking into account large routine expenditures (payroll, bond payments) as well as considering sizable blocks of anticipated revenue.

Short-term funds shall be invested in instruments whose maturities do not exceed one year from the time of purchase.

LONG-TERM PORTFOLIO DIVERSIFICATION

Eligible investment instruments and diversification objectives for the long-term portfolio shall be the same as for the short-term portfolio.

Maturity scheduling shall be timed according to anticipated need. Weighted Average portfolio maturity shall not exceed 24 months. Long-term funds shall be invested in instruments whose maturities do not exceed three years from the time of purchase.

INVESTMENTS

AUTHORIZED investments and collateral are:

1. Certificates of Deposit (in Federally-insured institutions)

Time Certificates of Deposit with a maturity not to exceed two (2) years from the date of purchase, insured by the Federal Deposit Insurance Corporation (FDIC) or its successor, and when possible and appropriate, in a financial institution or institutions located in the county or counties in which a TSTC campus operation is located, except for endowment accounts where the donor references a specific depository.

In addition, separate CDs issued by depositories wherever located, bundled together into a single investment with the full amount of principal and interest of each CD federally insured may be purchased through a selected depository institution with its main office or branch office in Texas. This depository shall act as the custodian for the various certificates on behalf of TSTC.

2. Obligations of, or Guaranteed by, Governmental Entities

- a. Obligations, including letters of credit, of the United States or its agencies and instrumentalities;
- b. Direct obligations of this state or its agencies and instrumentalities;
- c. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States; and
- d. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than 'A' or its equivalent.

3. Texas public funds investment pools investing in government securities and repurchase agreements as approved by the Board, rated no less than AAA or equivalent and seeking to maintain a constant dollar net asset value.

4. Repurchase agreements (“Repos”) with a defined termination date, collateralized by Treasury and Federal Agency securities listed in items “a,” “b” and “c” above, collateralized initially at a minimum market value of 102 percent of the dollar value of the transaction, with the accrued interest accumulated on the collateral included in the calculation.

UNAUTHORIZED investments and collateral are:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
2. Obligations whose payment represents the coupon payments on the outstanding principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized Mortgage Obligations that have a stated final maturity date of greater than ten years;
4. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index; and,
5. Securities of a company that is identified on a list of companies with scrutinized active business operations in Sudan or Iran or with business ties to Foreign Terrorist Organizations (collectively, “Listed Companies”) as published on the State Comptroller’s website.

An investment that requires a minimum credit rating does not qualify as an authorized investment during the period the investment does not have the minimum credit rating even if the investment had the appropriate rating at the time of purchase. The Investment Officers shall take all prudent measures that are consistent with this Policy to liquidate an investment that does not have the minimum rating.

INVESTMENTS OF SPECIFIC FUND TYPES

Bond proceeds investments must comply with the Texas Public Funds Investment Act, Chapter 2256 of the Government Code, and any amendments made thereto.

The terms of cash gifts or bequests made to TSTC shall be honored with respect to the donor’s preference of depository, type of investment and use of the earnings provided that the donor’s preference is not contrary to applicable law.

COLLATERAL

Statute requires that all state deposits above the level of federal insurance be fully collateralized. Statute further requires that all deposits that are collateralized by securities be protected at a minimum of 100 percent of the

deposit amount. Securities are accepted at 100 percent of their market value. The value of surety bonds and FHLB Letters of Credit are their face value.

TSTC's funds in excess of FDIC-insurance, are to be fully collateralized at all times by government securities which include U.S. Treasury obligations and/or direct obligations of Federal agencies or instrumentalities including certain mortgage-backed securities, FHLB Letters of Credit or surety bonds.

Pledged securities may be held in safekeeping at a commercial bank in the State of Texas, the Texas Independent Bankers-Bank (TIB), the Federal Home Loan Bank (FHLB), or at the Federal Reserve Bank.

The first portion of TSTC's demand and time deposits may be collateralized by the applicable FDIC coverage.

INVESTMENT TRAINING

Investment officers shall receive five hours of investment training relating to an investment officer's responsibilities within six months after assuming duties; and attend additional training sessions not less than once every two years and receive not less than five hours of training. Such training from an independent source shall be sponsored or instructed through the University of North Texas Center for Public Management, the Government Finance Officers Association, Government Finance Officers Association of Texas, Government Treasurers Organization of Texas, Texas Municipal League, Texas Association of School Board Officials, Texas Association of School Boards, the North Central Texas Council of Governments or other independent industry organizations to include education in investment controls, security risks, strategy risks, market risks, and compliance with the Public Funds Investment Act. The Investment Officer shall report compliance with this training requirement to the Board of Regents not later than the 180th day after the last day of each regular session of the legislature. "

Recommended By:

[ORIGINAL SIGNED BY]

Chad Wooten, Vice Chancellor & Chief Financial Officer



Board Meeting Date: November 9, 2023 **Proposed Minute Order #:** FA 10-23(c)

Proposed By: Chad Wooten, Vice Chancellor & Chief Financial Officer

Subject: **Approve Initial Appropriation Transfers for Fiscal Year 2024**

Background: State of Texas appropriations are allocated to the college using a legacy structure that pre-dates 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 funds among component appropriations as necessary.

Justification: Funds are transferred to the component appropriation from which they will be expended.

Additional Information: Within the General Appropriations Act, Central Administration is referred to as "System Administration."

Fiscal Implications: None.

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 Board of Regents approves the following appropriation transfers for Fiscal Year 2024:

To TSTC System Administration	\$2,203,867
To TSTC North Texas	\$500,000
To TSTC Waco	\$296,133
From TSTC West Texas	\$2,500,000
From TSTC Marshall	\$500,000

Recommended By: [ORIGINAL SIGNED BY]
Chad Wooten, Vice Chancellor & Chief Financial Officer

TEXAS STATE TECHNICAL COLLEGE

Quarterly Investment Report

As of August 31, 2023

Description	Ending Value as of 8/31/22	Ending Value as of 5/31/23	Ending Value as of 8/31/23	Interest Rate
<u>Operating Funds</u>				
Cash in State Treasury	5,946,519	7,782,327	1,268,111	4.79%
Statewide Operating	12,455,866	9,427,009	9,565,994	3.00%
Harlingen - Local Operating	53,689	45,775	78,991	4.90%
Sweetwater - Local Operating	27,375	27,032	28,111	5.68%
Marshall - Local Operating	29,413	26,333	32,111	0.05%
Fort Bend - Local Operating	45,264	26,018	36,936	0.00%
Brownwood - Local Operating	15,172	16,064	16,770	1.86%
Abilene - Local Operating	12,426	12,016	21,190	0.25%
North Texas - Local Operating	11,978	11,003	13,677	0.50%
Breckenridge - Local Operating	10,433	10,522	13,294	0.10%
Payroll	3,970,759	2,115,147	2,651,729	3.00%
Federal Funds	10	10	10	0.00%
Texas Range - Pool	30,563,745	31,497,004	26,863,088	5.33%
Total Operating Funds	53,142,649	50,996,259	40,590,012	
<u>Endowment Funds</u>				
Bank of America - CD	10,000	10,000	10,000	0.01%
Clear Fork Bank - CD**	99,215	99,215	99,215	4.25%
FNB Central Texas - MMKT	290,214	296,706	298,955	3.00%
FNB Central Texas - CD	191,574	191,574	191,574	3.75%
Liberty/Veritex Community Bank - CD	10,000	10,000	10,000	2.75%
Total Endowment Funds	601,003	607,495	609,744	
<u>Bond Proceeds / Debt Service Funds</u>				
FNB Central Texas (Series 2016 HEAF/RFS bonds)	3,628	-	-	
TexPool (Series 2020 bonds)	11,087,059	6,928,251	5,555,085	5.30%
Texas Range Pool (Series 2022A CCAP bonds)	-	77,380,416	72,074,600	5.33%
FNB Central Texas (Series 2022A CCAP bonds)	-	559,683	550,060	3.00%
BOK Financial (Series 2022A CCAP bonds)	-	223,688,595	225,936,198	4.23%
Texas Range Pool (Series 2022A CCAP debt service)	-	18,679,834	1,405,989	5.33%
Total Bond Proceeds / Debt Service Funds	11,090,687	327,236,779	305,521,932	
Total All Investments	64,834,339	378,840,533	346,721,688	

TEXAS STATE TECHNICAL COLLEGE
Quarterly Investment Report
As of August 31, 2023

Schedule of Time Deposits:

Description	Amount	Maturity Date	Days Maturity	Rate	Type
Veritex Community Bank	10,000	9/7/2024	731	2.75%	Endowment
FNB Central Texas	191,574	12/15/2023	365	3.75%	Endowment
Clear Fork Bank**	65,000	4/4/2024	365	4.25%	Endowment
Clear Fork Bank**	34,215	4/12/2024	365	4.25%	Endowment
Bank of America	10,000	8/10/2024	365	0.01%	Endowment
Total Time Deposits	310,789				

Weighted Average Maturity (Time Deposits): 377 days

Weighted Average Rate of Interest (All Investments): 4.58%

Current One Year Treasury Bill Rate: 5.37%

Lipper Money Market Funds Average Return (1 YR): 3.89%

FY 2023 Investment Income (All Investments): 12,429,308 *

All investments, except for the funds at BOK Financial, 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.

**Includes Change of Fair Value in Investments (Unrealized Gain/Loss)*

***Formerly known as FNB Albany/Breckenridge*

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, Controller

October 13, 2023

Date

[ORIGINAL SIGNED BY]

Chad Wooten, Chief Financial Officer

October 13, 2023

Date

TEXAS STATE TECHNICAL COLLEGE

Pledged Collateral Report

August 31, 2023

	DEPOSITS			SECURITY ON DEPOSITS				Sufficient (Insufficient)
	Demand Deposits	Money Market & Time Deposits	Total Deposits	FDIC* Coverage (up to)	Required Collateral	Collateral at Market Value		
Depository - Location								
First Ntl Bank of Central Texas - Waco	12,767,793	490,529	13,258,322	500,000	12,758,322	34,500,000	21,741,678	
Frost Bank - Harlingen/Fort Bend	115,927	-	115,927	250,000	-	363,817	497,890	
Texas National Bank - Sweetwater	28,111	-	28,111	250,000	-	-	221,889	
Texas Bank & Trust - Marshall	32,111	-	32,111	250,000	-	-	217,889	
Citizens National Bank - Red Oak	13,677	-	13,677	250,000	-	-	236,323	
Prosperity Bank - Abilene	21,190	-	21,190	250,000	-	-	228,810	
Texas Bank - Brownwood	16,770	-	16,770	250,000	-	-	233,230	
InterBank - Breckenridge	13,294	-	13,294	250,000	-	-	236,706	
Bank of America - Waco	-	10,000	10,000	250,000	-	-	240,000	
First Ntl Bank - Albany/Breckenridge	-	99,215	99,215	250,000	-	-	150,785	
Veritex Comm. Bank - N. Richland Hills	-	10,000	10,000	250,000	-	-	240,000	
Extracto Banks, N.A. - Waco	-	-	-	250,000	-	-	250,000	
Cash in State Treasury	1,268,111	-	1,268,111		No Collateral Required			
TexasTerm (Government Pool)	100,343,676	-	100,343,676		No Collateral Required			
TexPool (Government Pool)	5,555,085	-	5,555,085		No Collateral Required			
BOK Financial	225,936,198	-	225,936,198		No Collateral Required			
TOTAL	346,111,944	609,744	346,721,688					

* 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.

September 28, 2023

Dr. Tiffany Tremont
Members of the Board of Regents
Texas State Technical College
Waco, Texas 76705

SUBJECT: 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, an annual report from the Controller's Office 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 August 31, 2023. 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,

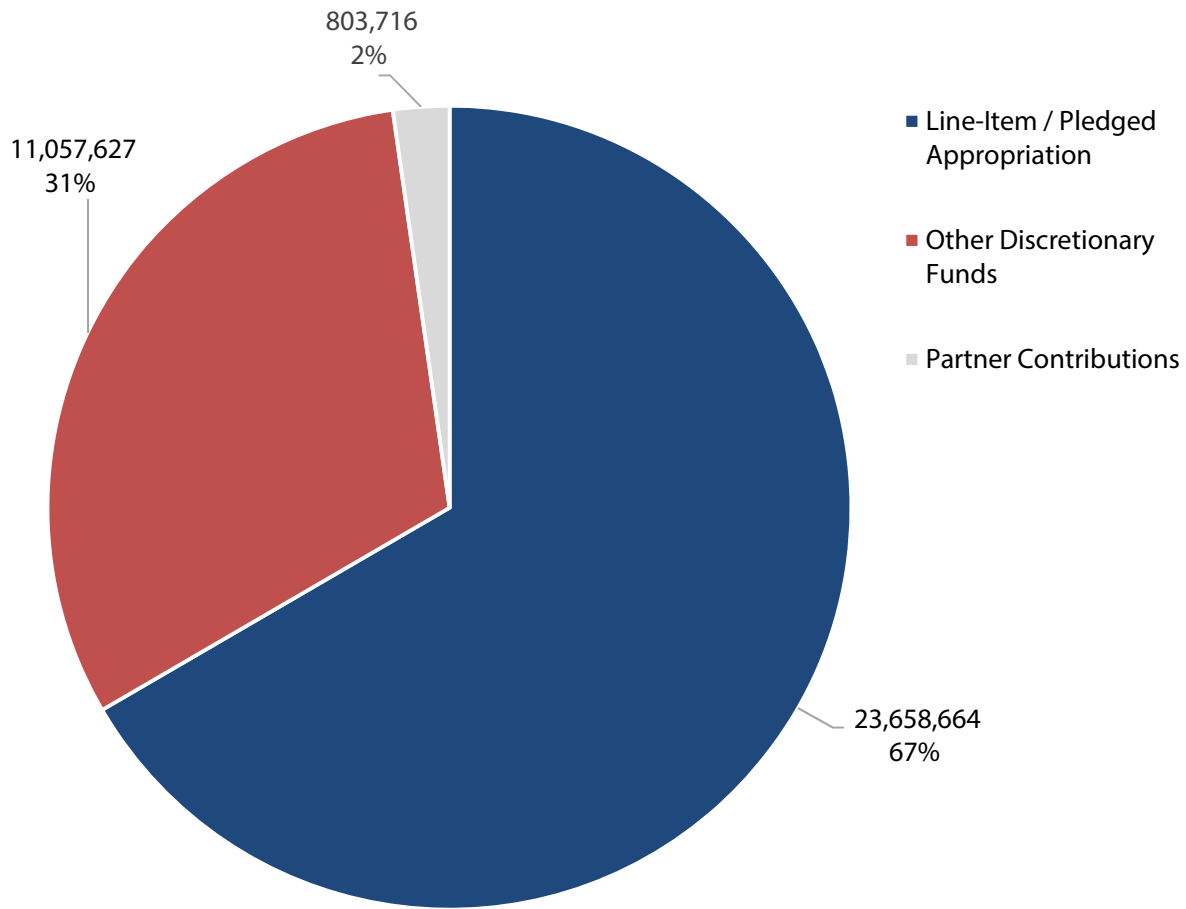
[ORIGINAL SIGNED BY]

Chad Wooten, CPA
Vice Chancellor & Chief Financial Officer

[ORIGINAL SIGNED BY]

Anju Motwani, CPA
Associate Vice Chancellor & Controller

**Texas State Technical College
Sources of Debt Service Funding for FY 2024**



Bonds	FY 2024 Debt Service	Source of Funding
Constitutional Appropriation Series 2016 Bonds (HEAF)	2,977,225	pledged appropriation
RFS Series 2016 Bonds (Tuition / Local Revenue)	4,998,756	line-item appropriation (54%) other discretionary funds (46%)
RFS Series 2020 Bond (Local Revenue)	3,396,581	pledged appropriation (88%) other discretionary funds (12%)
RFS Series 2022 Refunding Bonds (Local Revenue)	1,553,099	other discretionary funds (48%) partner contributions (52%)
RFS Improvement Bonds 2022A Series Bonds (CCAP / Local Revenue)	21,222,638	line-item appropriation (71%) other discretionary funds (29%)
Lease Purchase (Griffith Hall)	1,371,710	other discretionary funds
TOTAL:	\$ 35,520,008	

Texas State Technical College
Summary of Outstanding Debt as of August 31, 2023

	<u>Outstanding Principal</u>	<u>Interest Rate</u>	<u>Maturity Date</u>
Bonds			
Constitutional Appropriation Series 2016 Bonds (HEAF)	8,355,000	4.00% - 5.00%	October 2025
RFS Series 2016 Bonds (Tuition / Local Revenue)	41,295,000	2.00% - 5.00%	October 2035
RFS Series 2020 Bond (Local Revenue)	24,590,000	2.53%	October 2030
RFS Series 2022 Refunding Bond (Local Revenue)	15,935,000	2.31%	August 2036
RFS Series 2022A Bonds (CCAP / Local Revenue)	<u>286,830,000</u>	5.00% - 6.00%	August 2054
Total Bonds	<u>377,005,000</u>		
Lease Purchases			
TSTC Foundation, 2020 (Waco Griffith Hall)	20,008,881	3.75%	August 2046
TSTC Foundation, 2023 (The WorkSITE)*	<u>1,292,876</u>	3.90%	December 2043
Total Lease Purchases	<u>21,301,757</u>		
Total Outstanding Debt:	<u><u>\$ 398,306,757</u></u>		

*Note: Debt service on this lease purchase begins once construction of The WorkSITE is completed. Payments on this lease purchase are estimated to begin in December 2024 (FY 2025). The maximum lease principal is \$8.5 million.

Total Outstanding Debt as of August 31:	2019	116,149,484
	2020	134,935,334
	2021	140,355,014
	2022	120,788,866
	2023	398,306,757

TSTC Bond Ratings as of August 31, 2023

TSTC Bond Series	Fitch	Moody's	Rating Description	
2016 HEAF	AAA	Aaa	Investment Grade	Prime
2016 RFS	AA+	Aa1		High Grade
2022A RFS	AA	Aa2		
	AA-	Aa3		
	A+	A1		Upper Medium Grade
	A	A2		
	A-	A3		
	BBB+	Baa1		Lower Medium Grade
	BBB	Baa2		
	BBB-	Baa3		
	BB+	Ba1	Below Investment Grade (Speculative)	Below Investment Grade / Speculative
	BB	Ba2		
	BB-	Ba3		
	B+	B1		Highly Speculative
	B	B2		
	B-	B3		
	CCC+	Caa1		Substantial Risks / Extremely Speculative
	CCC	Caa2		
	CCC-	Caa3		
	CC	Ca		Default Imminent
	C			
	DDD	C	In Default	
	DD			

Rating Outlook Summary:

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

Revenue Financing System (RFS) Bonds: . Moody's and Fitch rate both public issuances of RFS bonds; Outlook from Moody's is **NEGATIVE** , outlook from Fitch is **STABLE** .

**Texas State Technical College
Operating Budget Performance
as of August 31, 2023**

	FY 2023 Annual Budget	FY 2023 YTD Actual	Budget Utilized	NOTE	FY 2024 Budget
Operating Revenues					
Returned Value Formula Appropriations	69,916,159	69,916,159	100.0%		95,103,614
Special Items & Other Appropriations	24,681,894	24,873,186	100.8%		27,162,626
Debt Service Appropriations	2,984,557	23,241,790	778.7%	1	17,696,557
HEAF Appropriations	8,662,500	8,662,500	100.0%		8,662,500
Benefits Appropriations	25,190,449	28,784,191	114.3%		32,226,640
Tuition	55,387,500	52,826,059	95.4%	2	60,000,000
Student Financial Aid	35,765,009	38,027,566	106.3%		38,576,500
Auxiliary Enterprises	8,888,000	9,528,206	107.2%	3	10,278,000
Fees & Educational Sales	3,032,500	4,917,279	162.2%	3	3,450,000
Industry Relations	2,006,800	4,890,967	243.7%	3	4,000,000
Grants	14,138,353	9,009,490	63.7%	4	8,338,539
Contracts & Other	2,835,500	15,526,957	547.6%	5	9,500,000
Total Operating Revenues	253,489,221	290,204,350	114.5%		314,994,976
Operating Carryforward / Reserves	4,909,498	4,909,498		6	3,102,609
Operating Expenditures					
Instruction	67,330,177	79,333,341	117.8%	7	85,767,585
Student Financial Aid	46,043,373	49,976,901	108.5%		48,779,778
Statewide Benefits	31,127,877	34,414,385	110.6%		36,845,258
Marketing	16,550,855	21,836,320	131.9%	7	23,498,327
External Relations	8,847,582	11,093,344	125.4%	3	13,197,603
Auxiliary Enterprises	8,653,313	9,690,172	112.0%	3	9,107,190
Campus Services	4,193,120	3,904,150	93.1%		5,510,552
Facilities & Plant	22,438,845	20,765,513	92.5%		20,611,601
Information Technology	12,484,238	15,563,945	124.7%	8	15,957,231
Finance	7,412,382	7,409,128	100.0%		7,101,166
Human Resources	3,636,879	4,000,525	110.0%		4,213,720
Statewide Administration	3,286,439	4,066,375	123.7%		4,876,507
Debt Service & Leases	15,393,639	38,222,703	248.3%	1	35,806,067
Strategic Pool (to be allocated)	11,000,000	-		9	6,825,000
Total Operating Expenditures	258,398,719	300,276,802	116.2%		318,097,585
Operating Budget Margin (Deficit)	-	(5,162,954)		10	-

Texas State Technical College Operating Budget Performance as of August 31, 2023

Notes:

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

1) Actual revenue and actual expense related to debt service increased significantly from the original budget in FY 2023, due to the issuance of the Series 2022A (CCAP) bonds in November 2022. Of the \$19.9 million total debt service payment made for the CCAP bonds in FY 2023, \$16.8 million was funded through state appropriations.

2) Actual FY 2023 tuition revenue did not meet the 5% growth expectations of the revenue budget, although it performed nearly identically to FY 2022 levels. Fall 2024 enrollment and tuition data thus far suggest a significant increase in new student counts, resulting in a higher tuition revenue budget for FY 2024.

3) Secondary revenue sources such as Industry Relations, Auxiliary Enterprises and Fees & Educational Sales saw a positive increase from budget during fiscal year 2023, as workforce training initiatives and increased outreach efforts were successful. Accordingly, expenses in External Relations and Auxiliary Enterprises are also elevated due to the increased activity.

4) Grant revenues are below the original budget as TSTC was able to award/expend the vast majority of CARES grant funds in FY 2022. The original budget estimated that more time would be needed to expend the funds, therefore predicting more of the activity in FY 2023.

5) Rising interest rates provided a favorable variance from budget for interest income in FY 2023. Much of this income was earned on the Series 2022A CCAP bond proceeds received in November. A large portion of this interest income is being used to pay FY 2023 and FY 2024 debt service payments on the local (non-state funded) portion of the Series 2022A CCAP bonds.

6) TSTC routinely utilizes accumulated reserves for various purposes. In FY 2023, \$4.9 million of reserves was utilized to supplement current year revenues, and offset one-time costs in the annual budget, such as aircraft purchases of approximately \$1.8 million. Also, revenue from the CARES grant recognized in prior years is included in this line item as it deployed over time.

7) Expenses in the two primary student-facing divisions of the College, Instruction and Marketing, were at elevated levels as TSTC invests in growth initiatives, including adding additional faculty and staff in these areas. Much of this increase is funded by the "strategic Pool", further explained in Note 9.

8) Actual expenses in Information Technology include new software costs in FY 2023 as TSTC continues to invest in modern software solutions. This line item also includes ongoing investments in the multi-year Workday ERP implementation project, which is expected to continue through FY 2024.

9) The Strategic Pool budget of \$11 million was fully deployed in FY 2023. \$8 million of the total was allocated to fund new positions and TSTC's *Pay for Performance* merit program. Other deployments include investments in expansion projects (including the new FAME and Waco WorkSITE locations), software upgrades, and supplements to budgets in Instruction and External Relations to relieve inflationary pressure. For FY 2024, the \$6.8 million pool includes \$5 million allocation for salary increases, and \$1.8 million for additional operating expenses that will be incurred as new CCAP projects begin opening to students.

10) The \$5.16 million operating deficit in FY 2023 represents a 2.0% variance from the original budget. In the preceding three fiscal years (FY 2020 - FY 2022), TSTC realized operating surpluses collectively totaling \$13.54 million. Annual operating deficits are not the norm for TSTC, but FY 2023 proved to be a "ramp-up" year to invest in employee salaries and new positions. This investment proved timely as Fall 2024 new student enrollment increased significantly, and returned-value formula appropriations increased by 37% for FY 2024 and FY 2025, therefore stabilizing the growth for the future.

TEXAS STATE TECHNICAL COLLEGE

Quarterly Real Estate Lease Report for Minute Order 14-23

As of August 31, 2023

Tenant Name	Lease Description	Amount of Lease	Start Date	Term Date
Hemisphere Aerospace Investments	Aircraft Parking Lease Agreement	\$1,000	6/2/2023	7/1/2023
Red Oak Independent School District	Classroom Lease Agreement	\$10,200	8/1/2023	7/31/2024

The leases above (TSTC is the lessor) are reported to the Board of Regents, per MO 14-23, when (1) the period of the lease, including optional extensions, does not exceed five years; and (2) the dollar value of the lease, including any amendment, modification, renewal, or extension of the lease, is less than \$500,000. Any leases exceeding those thresholds are presented to the Board of Regents through a separate minute order. Amount of lease includes optional renewals even if not yet exercised.

TEXAS STATE TECHNICAL COLLEGE
 Quarterly Report for Contracts > \$1 Million
 As of August 31, 2023

Contractor Name	Description	Total Contract Value	Start Date	Term Date
Imperial Construction, Inc.	JBC 1st & 2nd Floor Renovations TSTC in Waco	\$12,555,898	10/12/2021	4/30/2024
Bartlett Cocke General Contractors	CMAR for Various Civil and Ancillary Projects TSTC in Waco	\$12,499,683	3/29/2021	11/1/2023
Cavallo Energy Texas LLC	Electric Utility Services	\$11,178,047	1/1/2019	12/31/2023
Incline Alchemy, Inc.	Workday Implementation Partner Services	\$10,165,643	9/30/2020	9/30/2025
Asher Media, Inc.	Advertising Services	\$9,504,000	9/1/2019	8/31/2023
New - Imperial Construction, Inc.	EEC & TSC Renovations TSTC in Waco	\$9,050,000	7/1/2023	4/15/2025
New - TXU Energy	Electric Utility Services	\$8,500,000	1/1/2024	12/31/2028
Piper Aircraft, Inc.	Aircraft Purchases	\$5,759,900	10/19/2022	12/31/2025
Workday, Inc.	Enterprise Resource Planning System	\$5,549,330	10/18/2019	7/1/2024
PBK Inc.	A/E Services CCAP TSTC in Waco	\$4,937,020	3/24/2023	12/31/2025
New - PBK Inc.	A/E Services for CCAP TSTC in East Williamson County	\$4,155,500	6/13/2023	6/13/2026
PBK Inc.	A/E Services CCAP TSTC in Fort Bend	\$4,038,500	3/29/2023	12/1/2025
Texas General Land Office	Natural Gas Utility Services	\$3,955,602	9/1/2009	8/31/2026
Energy Architecture, Inc.	A/E Services for CCAP, Other Buildings TSTC in Harlingen	\$3,723,520	4/11/2023	4/11/2025
Hyland LLC	Perceptive Content Software Support Services	\$2,798,088	8/12/2009	8/31/2024
Lewis Land Management LLC	Landscaping Services TSTC in Waco	\$2,600,000	10/1/2021	9/30/2023
Enterprise Fleet Management	Fleet Vehicle Leasing Services	\$2,515,260	10/10/2022	10/9/2027
Ellucian Company LP	Colleague Enterprise Resource Planning System	\$2,127,429	9/1/2022	8/31/2025

TEXAS STATE TECHNICAL COLLEGE
 Quarterly Report for Contracts > \$1 Million
 As of August 31, 2023

Contractor Name	Description	Total Contract Value	Start Date	Term Date
City of Waco	Potable Water Purchase TSTC in Waco	\$1,661,239	8/6/2018	8/6/2028
STVT-AAI Education Inc.	CDL License Training	\$1,609,000	1/29/2021	12/31/2023
EdFinancial Services, LLC	Call Center and Verification Services	\$1,498,645	9/1/2018	8/31/2023
D&M Leasing	Fleet Vehicle Leasing Services	\$1,471,825	11/9/2018	5/1/2026
Parkhill Smith & Cooper, Inc.	A/E Services CCAP Projects TSTC in Abilene	\$1,465,505	1/13/2023	2/28/2025
Kitchell CEM, Inc.	Construction Management Services CCAP TSTC in Waco	\$1,421,630	5/7/2023	1/7/2026
Salesforce, Inc.	Cloud Customer Relationship Management Platform	\$1,407,182	3/1/2021	8/31/2024
Kitchell CEM, Inc.	Construction Management Services CCAP TSTC in Harlingen	\$1,345,530	5/24/2023	11/30/2025
PBK Inc.	A/E Services JBC 1st and 2nd Floor Renovations TSTC in Waco	\$1,261,000	10/11/2021	6/30/2024
Prolego Consulting Solutions, LLC	Construction Management Services CCAP TSTC in Fort Bend	\$1,258,711	4/20/2023	4/20/2026

* The contracts above include current contracts over one million dollars for the purchase or sale of goods or services.

* Blue rows indicate new/updated contracts since the previous quarter.

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Board Meeting Date: November 9, 2023 **Proposed Minute Order #:** FAC 15-23(c)

Proposed By: Rick Herrera, Senior Vice Chancellor & Chief Campus Expansion Officer

Subject: **Accept the Project for the Abatement and Demolition of Buildings at Texas State Technical College in Waco**

Background: By MO 14-19(c), EA 29-19(c), MO 38-19(c), MO 05-20(c), and MO FAC 02-22(c), the Texas State Technical College Board of Regents approved the project, and budget to abate and demolish the old Army/Airforce base buildings on the Waco Campus.

Justification: As of August 2023, the project is complete per the contract documents.

Additional Information:

Action Schedule:	Approve Concept	MO 14-19(c)
	A/E Contract	EA 29-19(c)
	Project and Budget	MO 38-19(c)
	Abate and Demo Contract	MO 05-20(c)
	Amended Budget	MO FAC 02-22(c)
	Project Acceptance	MO FAC 15-23(c)

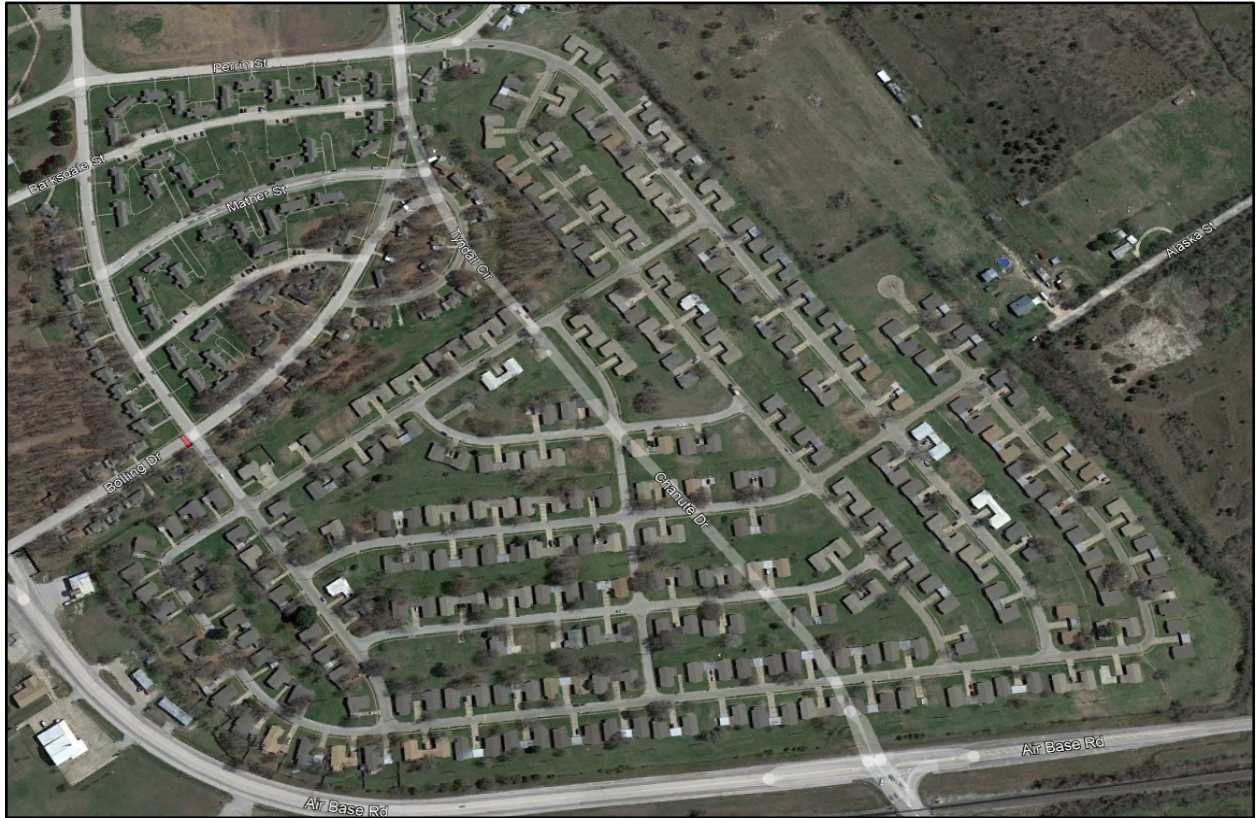
Fiscal Implications: None.

Attestation: This Minute Order complies with all applicable laws and regulations to my knowledge.

Attachment(s): Before and after photos are attached.

Recommended Minute Order: "The Texas State Technical College Board of Regents authorizes the Chancellor, or designee, to Accept the Project for the abatement and demolition of Buildings at Texas State Technical College in Waco."

Recommended By: **[ORIGINAL SIGNED BY]**
Rick Herrera, Senior Vice Chancellor & Chief Campus Expansion Officer



FAC 15-23(C)



FAC 15-23(c)



Board Meeting Date: November 9, 2023 **Proposed Minute Order #:** FAC 16-23 (c)

Proposed By: Rick Herrera, Senior Vice Chancellor & Chief Campus Expansion Officer

Subject: **Approve the project, budget, and contracts greater than \$1M to abate and raze five structures located at 2200, 2220, and 2233 Air Base Road, 6315 North IH 35, and 1814 East Crest Drive at Texas State Technical College in Waco.**

Background: These were structures acquired through recent real estate acquisitions. The structures listed by design or by condition are not suitable for an instructional purpose.

Justification: The current structures detract from the overall campus appearance, and the desire is to return the properties to greenspace in preparation for campus expansion.

Additional Information: The project will include the abatement and demolition of multiple structures with a project budget of \$1,179,309.

Action Schedule: None.

Fiscal Implications: Funding from existing Bond funds.

Attestation: This Minute Order complies 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 abate and raze five structures located at 2200, 2220, and 2233 Air Base Road, 6315 North IH 35, and 1814 East Crest Drive at Texas State Technical College in Waco and authorizes the Chancellor, or his designee, to enter into contracts and all necessary contract amendments greater than One Million Dollars for the completion of the project.”

Recommended By: **[ORIGINAL SIGNED BY]**
Rick Herrera, Senior Vice Chancellor & Chief Campus Expansion Officer

October 15, 2023

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

Re: Approve the project, budget, and contracts greater than \$1M to abate and raze five structures located at 2200, 2220, and 2233 Air Base Road and 6315 North IH 35 at Texas State Technical College in Waco.

As requested, I have reviewed and considered the legal ramifications of the Board of Regents (1) approving the project, budget, and contracts greater than one million dollars to abate and raze five structures located on Air Base Road and North Interstate Highway 35 and (2) delegating its authority to the Chancellor, or his designee, to enter into and execute agreements greater than one million dollars and any necessary amendments to the said agreements.

Generally, Chapters [51](#) and [135](#) of the Texas Education Code vest the organizational control of TSTC with the Board of Regents, and this would include the ability to approve projects, budgets and agreements.

During the 84th Legislative Session comprehensive changes were made to the Texas Education and Government Codes, wherein the TSTC Board of Regents were given exclusive authority to approve and sign certain contracts on behalf of TSTC with a value exceeding One Million Dollars (see [TEC §51.9337\(f\)](#) and [TGC 2261.254\(c\)\(d\)](#)). However, included in the changes to the aforementioned Codes are provisions that permit the TSTC Board of Regents to delegate said approval and signatory authority to the Chancellor or his designee.

Having reviewed the Texas Education Code and the Texas Government Code, it is my opinion that (1) approving the project, budget, and contracts greater than one million dollars to abate and raze five structures located on Air Base Road and North Interstate Highway 35 and (2) delegating its authority to the Chancellor, or his designee, to enter into and execute agreements greater than one million dollars and any necessary amendments to the said agreements, comport 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
Deputy Vice Chancellor & General Counsel
cc: Rick Herrera, Senior Vice Chancellor & Chief Campus Expansion Officer



Action Schedule:	Approve Project Concept	EA 20-21
	Approve Project and Budget	MO 43-21(c)
	Approve Amended Budget	MO 14-22(c)
	Approve Amended Budget	MO FAC 07-22(c)
	Approve Amended Budget	MO FAC 17-23(c)

Fiscal Implications: A combination of capital reserves, currently available bond proceeds, Higher Education Funds (HEF) proceeds, and Revenue Financing System bonds will fund the project.

Attestation: This Minute Order complies 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 Amended Budget to renovate the John B. Connally Technology Center at Texas State Technical College in Waco."

Recommended By: [ORIGINAL SIGNED BY]
Rick Herrera, Senior Vice Chancellor & Chief Campus Expansion Officer



Board Meeting Date: November 9, 2023 **Proposed Minute Order #:** FAC 18-23(c)

Proposed By: Kevin Semien, Vice Chancellor & Chief Campus Services Officer

Subject: **Approve Schedule of Student and Family Housing Rental Rates, Room and Board Rates, Effective Fall 2024 Semester**

Background: Management proposes increasing student housing rates at Texas State Technical College in certain residential facilities, according to the included Schedule of Student and Family Housing Rental Rates, Service Charges, and Meal Plans Effective Fall 2024 Semester. The proposed rates keep the individual properties aligned with comparable properties, in the communities in which they are located, while continuing to provide students reasonable affordability, access to campus and support services fostering student engagement and success. This will also support needed upkeep and renovation on all residences and increase the efficacy of Housing to benefit the students.

Justification: The following factors support the proposal to raise student housing and meal rates.

- Raising rates by 5% will more closely align the rental rates with off-campus, market competitive properties while still remaining at a reasonable rate for students.
- Increasing Application Fee by \$10 helps offset rising incurred costs of background check for criminal, credit and rental histories.
- Raising meal plan rates by 10% for all required meal plans helps offset the rising prices of products and food.

Additional Information None.

Fiscal Implications: Maintains fiscal equilibrium of housing operations.

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

Attachment(s): Schedule of Student and Family Housing Rental Rates, Service Charges, and Meal Plans Effective Fall 2024 Semester

**Recommended
Minute Order:**

“Texas State Technical College Board of Regents approves the Schedule of Student and Family Housing Rental Rates, Room and Board Rates, Service Charges, and Meal Plans Effective Fall 2024 Semester.”

Recommended By:

[ORIGINAL SIGNED BY]

Chad Wooten, Vice Chancellor & Chief Financial Officer

Proposed Schedule of Student and Family Housing Rental Rates, Service Charges, and Deposits Effective Fall 2024

Campus	Description	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Harlingen	Single Student Housing				
	A/C Block Brick (Bldg. A-D,G) 2 Bedroom Apartments				
	Double Occupancy per Bedroom per Student	\$830 semester	\$830 semester	\$830 semester	\$872 semester
	Single Occupancy per Bedroom per Student	\$1,265 semester	\$1,265 semester	\$1,265 semester	\$1,329 semester
	A/C Brick Veneer Efficiency Dorms w/Microwave & Refrigerator or w/Kitchenette				
	Double Occupancy per Bedroom per Student	\$900 semester	\$900 semester	\$900 semester	\$945 semester
	Single Occupancy per Bedroom per Student	\$1,385 semester	\$1,385 semester	\$1,385 semester	\$1,455 semester
	Family Housing				
	A/C Block Brick (Bldg. E,F) 2 Bedroom Apartments	\$778 monthly	\$778 monthly	\$778 monthly	\$817 monthly
	Applicable Fees				
	Application Fee Per Person Over 17 Years Old	\$30	\$30	\$30	\$30
	Deposit	\$200	\$200	\$200	\$200
	Mandatory Meal Plan	\$650 semester	\$650 semester	\$710 semester	\$781 semester
	Moving Charge*	\$50	\$50	\$50	\$50
	<i>*The Housing Office retains the right to deny any move not considered to be in the best interest of TSTC.</i>				
	Lost Key Charge - Outside Door Lost Key Charge - Closet Door	\$30 \$3	\$30 \$3	\$30 \$3	\$30 \$3
	Meal Plans				
	Meal Plan 1	\$650 semester	\$650 semester	\$710 semester	\$781 semester
	Meal Plan 2	\$1200 semester	\$1200 semester	\$1310 semester	\$1,441 semester
	Meal Plan 3	\$1650 semester	\$1650 semester	\$1800 semester	\$1,980 semester

Proposed Schedule of Student and Family Housing Rental Rates, Service Charges, and Deposits Effective Fall 2024

Campus	Description	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Marshall	Single Student Housing				
	2 Bedroom Apartments				
	Single Occupancy per Bedroom per Student, Furnished	\$1,480 semester	\$1,510 semester	\$1,585 semester	\$1,665 semester
	4 Bedroom Apartments				
	Single Occupancy per Bedroom per Student, Furnished	\$1,170 semester	\$1,170 semester	\$1,170 semester	\$1,229 semester
	Applicable Fees				
	Application Fee Per Person Over 17 Years Old	\$30	\$30	\$30	\$40
	Deposit	\$200	\$200	\$200	\$200
	Moving Charge*	\$50	\$50	\$50	\$50
	<i>*The Housing Office retains the right to deny any move not considered to be in the best interest of TSTC.</i>				
Lost Key Charge - Outside Door	\$30	\$30	\$30	\$30	

Proposed Schedule of Student and Family Housing Rental Rates, Service Charges, and Deposits Effective Fall 2024

Campus	Description	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Sweetwater	Single Student Housing				
	WASP, Rolling Plains and Avenger Apartments				
	Double Occupancy per Bedroom per Student	\$1,065 semester	\$1,065 semester	\$1,120 semester	\$1,176 semester
	Single Occupancy per Bedroom per Student	\$1,595 semester	\$1,595 semester	\$1,675 semester	\$1,759 semester
	Cedar, Pecan, Oak and Mesquite Lodges				
	Single Occupancy per Bedroom per Student	\$1,185 semester	\$1,185 semester	\$1,185 semester	\$1,245 semester
	Vocational or Associate Degree Nursing Studies - WASP, Rolling Plains and Avenger Apartments				
	Double Occupancy per Bedroom per Student	\$1,065 semester	\$1,065 semester	\$1,120 semester	\$1,176 semester
	Single Occupancy per Bedroom per Student	\$1,595 semester	\$1,595 semester	\$1,675 semester	\$1,759 semester
	Vocational or Associate Degree Nursing Studies - Cedar, Pecan, Oak and Mesquite Lodges				
	Single Occupancy per Bedroom per Student	\$1,185 semester	\$1,185 semester	\$1,185 semester	\$1,245 semester
	Applicable Fees				
	Application Fee Per Person Over 17 Years Old	\$30	\$30	\$30	\$40
	Deposit	\$200	\$200	\$200	\$200
	Mandatory Meal Plan	\$1,650 semester	\$1,650 semester	\$1,800 semester	\$1,980 semester
	Vocational or Associate Degree Nursing Studies Mandatory Meal Plan	\$1,200 semester	\$1,200 semester	\$1,310 semester	\$1,441 semester
	Moving Charge*	\$50	\$50	\$50	\$50
	<i>*The Housing Office retains the right to deny any move not considered to be in the best interest of TSTC.</i>				
	Lost Key Charge - Outside Door	\$30	\$30	\$30	\$30
	Meal Plans				
Meal Plan 1	\$650 semester	\$650 semester	\$710 semester	\$781 semester	
Meal Plan 2	\$1200 semester	\$1200 semester	\$1310 semester	\$1,441 semester	
Meal Plan 3	\$1650 semester	\$1650 semester	\$1800 semester	\$1,980 semester	

Proposed Schedule of Student and Family Housing Rental Rates, Service Charges, and Deposits Effective Fall 2024

Campus	Description	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Waco	Single Student Housing				
	Red River Apartments				
	2 Bedroom/1 Bath Double Occupancy Bedrooms	\$1,345 semester	\$1,345 semester	\$1,345 semester	\$1,413 semester
	2 Bedroom/1 Bath Single Occupancy Bedrooms	\$1,960 semester	\$1,960 semester	\$1,960 semester	\$2,058 semester
	Griffith Hall				
	1 Bedroom/1 Bath Single Occupancy Bedrooms	\$2,800 semester	\$2,800 semester	\$2,800 semester	\$2,940 semester
	2 Bedroom/2 Bath Single Occupancy Bedrooms	\$2,600 semester	\$2,600 semester	\$2,600 semester	\$2,730 semester
	2 Bedroom/1 Bath Single Occupancy Bedrooms	\$2,280 semester	\$2,280 semester	\$2,280 semester	\$2,394 semester
	Applicable Fees				
	Application Fee	\$30	\$30	\$30	\$40

Deposit	\$200	\$200	\$200	\$200
Mandatory Meal Plan	\$650 semester	\$650 semester	\$710 semester	\$781 semester
Moving Charge*	\$50	\$50	\$50	\$50
<i>*The Housing Office retains the right to deny any move not considered to be in the best interest of TSTC.</i>				
Lost Key Charge - Outside Door	\$30	\$30	\$30	\$30
Brazos Community Family Housing				
Housing-Wood Frame – Monthly				
2 Bedroom Duplex, Student >9 hours	\$570	\$590	\$590	\$620
2 Bedroom Duplex, Student <9 hours	\$680	\$700	\$700	\$735
3 Bedroom Duplex, Student >9 hours	\$625	\$655	\$655	\$688
3 Bedroom Duplex, Student <9 hours	\$735	\$770	\$770	\$809
3 Bedroom Single, Student >9 hours	\$670	\$705	\$705	\$741
3 Bedroom Single, Student <9 hours	\$785	\$825	\$825	\$867
4 Bedroom Single, Student >9 hours	\$705	\$740	\$740	\$777
4 Bedroom Single, Student <9 hours	\$825	\$865	\$865	\$909
Applicable Fees				
Application Fee Per Person over 17 Years Old	\$30	\$30	\$45	\$55
Deposit	Equal to One Month's Rent	Equal to One Month's Rent	Equal to One Month's Rent	Equal to One Month's Rent
Transfer Charge	\$250	\$250	\$250	\$250
Water/Sewage/Trash Collection Costs for Brazos Community Housing	\$70 mo. per unit	\$70 mo. per unit	\$70 mo. per unit	\$70 mo. per unit
Pet Fee (non-refundable)	No Pets in Housing	No Pets in Housing	No Pets in Housing	No Pets in Housing
Pet Deposit (refundable)	No Pets in Housing	No Pets in Housing	No Pets in Housing	No Pets in Housing
Lost Key Charge - Outside Door	\$30	\$30	\$30	\$30
Moving Charge* Length of Residency	Not Allowed	Not Allowed	Not Allowed	Not Allowed
Less than 12 Months	\$250	\$250	\$250	\$250
12 to 24 Months 24 Months or More	\$250	\$250	\$250	\$250
Meal Plans				
Meal Plan 1	\$650 semester	\$650 semester	\$710 semester	\$781 semester
Meal Plan 2	\$1200 semester	\$1200 semester	\$1310 semester	\$1,441 semester
Meal Plan 3	\$1650 semester	\$1650 semester	\$1800 semester	\$1,980 semester
<i>*The Housing Office retains the right to deny any move not considered to be in the best interest of TSTC.</i>				



Board Meeting Date: November 9, 2023 **Proposed Minute Order #:** 19-23(c)

Proposed By: Kevin Semien, Vice Chancellor & Chief Campus Services Officer

Subject: **Approve the Lease of 260, 894 Square Feet of the space including 3-1 Hangar at the TSTC Waco Airport to Level 5 Aerospace LLC for Business Operations**

Background: Level 5 Aerospace performs aircraft maintenance and modifications on transport category size aircraft including regional jets on up to 747's. Level 5 Aerospace is currently utilizing space at L3 and would like to continue growing their operations separately at TSTC Waco Airport.

Level 5 Aerospace would like to lease the 260,984 square feet on space including 3-1 Hangar and other hangars and storage space at the TSTC Waco Airport.

Justification: The proposed tenant's use of space is consistent with the development plans for the TSTC Waco Airport.

Additional Information: The space to be leased at the airport is surplus and not needed, nor anticipated to be needed in the foreseeable future, by TSTC for instruction or training.

Fiscal Implications: Rental payments to TSTC will be determined based on comp data rates. This lease will be for a 2-year period.

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

Attachment(s): Exhibit A
Letter from General Counsel

Recommended Minute Order: "The Texas State Technical College Board of Regents approves the lease agreement with Level 5 Aerospace LLC to lease 260,984 Square Feet of the space to include 3-1 hangar and other hangar and storage space at the TSTC Waco Airport and delegates authority to the Chancellor, or his designee, to enter into and execute all necessary documents to execute said lease agreement."

Recommended By: [ORIGINAL SIGNED BY]
Kevin Semien, Vice Chancellor & Chief Campus Services Officer

Level 5 Aerospace

See notes on Map

Legend

- Level 5 Aerospace
- Level 5 Aerospace

Level 5 Aerospace #2

Level 5 Aerospace #1

Aircraft Pilot Training Hangar

TSTC Waco Building Construction Classrooms

Battlespace Inc

Google Earth

500 ft

October 15, 2023

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

Re: Approve the Lease of 260,894 Square Feet of the space including 3-1 Hangar at the TSTC Waco Airport to Level 5 Aerospace LLC for Business Operations

As requested, I have reviewed and considered the legal ramifications of approving (1) the lease of 260,894 square feet of the land and permanent improvements at the TSTC Waco Airport to Level 5 Aerospace LLC for its business operations, and (2) the delegation of authority from the Board of Regents to the Chancellor, or his designee, to negotiate said lease, entering into and executing all necessary documents to complete said lease.

Generally, Chapters [51](#) and [135](#) of the Texas Education Code vest the organization and control of TSTC with the Board of Regents, and this would specifically include leasing land and permanent improvements owned by the system as the Board determines is in the best interest of fulfilling the mission of the system.

The land and permanent improvements to be leased at the TSTC Waco Airport to Level 5 Aerospace LLC are not needed, nor anticipated to be needed in the foreseeable future, by TSTC for instruction or training. The applicable indemnities and insurance requirements will be included in the lease.

Having reviewed the Texas Education Code, it is my opinion that (1) the approval of the lease of 260,894 square feet of the land and permanent improvements at the TSTC Waco Airport to Level 5 Aerospace LLC for its business operations, and (2) the delegation of authority from the Board of Regents to the Chancellor, or his designee, to negotiate said lease, entering into and executing all necessary documents to complete said lease, comport 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
Deputy Vice Chancellor & General Counsel

cc: Chad Wooten, Vice Chancellor & Chief Financial Officer
Kevin Semien, Vice Chancellor & Chief Campus Services Officer

PLACEHOLDER FOR PENDING MINUTE ORDER

Minute Order will be finalized and sent out prior to the board meeting.

Major Projects Report September 2023

#	Project Name	Campus	Delivery Method	Fund Source	Cost Allocation	Required Approvals	% Complete
1	Abate and Demo Airforce Base Projects	Waco	RFQ/RFP	Appropriations \$ 29,644,640 Appropriations Returned \$ (37,968) Local Funds \$ 100,000 Bond Funds \$ 778,772 Total Funds \$ 30,485,444	Contracted Costs \$ 18,465,414 CMR Civil and Ancillary Projects \$ 12,020,030 Owner's Reserve (Balance) \$ 0 Total Budget \$ 30,485,444	Concept MO 14-19 A/E Contract EA 29-19 Project and Budget MO 38-19 Abate and Demo Contract MO 08-20 Amended Budget MO FAC 02-22 Project Acceptance MO FAC XX-23 Complete Project Dec 2023	100%
2	Campus Wide Drainage Project	Waco		Unfunded \$ 2,074,290 Total Funds \$ 2,074,290	Engineering Design \$ 305,000 Construction Costs \$ 1,726,290 Owner's Cost \$ 43,000 Total Budget \$ 2,074,290	Project and Budget	0%
3	Griffith Hall	Waco	Design Build	TSTC Foundation \$ 21,900,000 Total \$ 21,900,000	Design Build GMP \$ 20,930,309 Owner's Cost \$ 307,603 Owner's Reserve (Balance) \$ 662,088 Total Budget \$ 21,900,000	Concept to Lease Land MO 42-19 Ground Lease MO 10-20 Master Lease MO 11-20 Complete Project Apr 2023	100%
4	EEC & TSC Building Renovations	Waco	A/E-CMaR	EDA Grant \$ 3,500,000 TSTC Matching Funds \$ 2,585,000 Bond Funds \$ 6,000,000 Total \$ 12,085,000	A/E \$ 914,620 Construction Costs \$ 267,441 Owner's Cost \$ - Owner's Reserve (Balance) \$ 10,902,939 Total Budget \$ 12,085,000	Pursuit of EDA Grant EA 26-20 Project and Budget MO 13-21 Contracts > \$1M MO 11-22 Approve Amended Budget FAC MO 08-22 Complete Project Apr 2025	9%
5	JBC Renovation Multipurpose Event Center	Waco	A/E-CMaR	HEAF & Local Bonds \$ 5,200,000 Bond Funds \$ 7,800,000 Bond Funds \$ 1,700,000 HEF Proceeds \$ 850,000 Total \$ 15,550,000	Architectural Services \$ 1,198,250 Construction Costs \$ 13,020,898 Owner's Cost \$ 54,227 Owner's Reserve (Balance) \$ 1,276,625 Total Budget \$ 15,550,000	Concept EA 20-21 Project and Budget MO 43-21 Amended Budget MO 14-22 Amended Budget FAC MO 07-22 Amended Budget FAC MO XX-XX Complete Project Feb 2024	35%
6	TSTC Portion of North Interceptor Joint Effort	Waco	TBD	Local Bonds 2020 \$ 1,500,000 Total \$ 1,500,000	Total Budget \$ 1,500,000	Concept MO 31-21 Complete Project Dec 2023	0%
7	Plumbing Testing Center	Harlingen	A/E-CMaR	Bond Funds \$ 1,930,500 Total \$ 1,930,500	Architectural Services \$ 1,930,500 Construction Costs \$ 2,079,250 Owner's Reserve (Balance) \$ 2,100,000 Total Budget \$ 1,930,500	Concept MO 12-22 Project, Budget, Cont. > \$1M MO 05-22 Complete Project TBD	0%
8	20ME Renovation Multipurpose Event Center	Harlingen	A/E-CMaR	Bond Funds \$ 2,100,000 Total \$ 2,100,000	Architectural Services \$ 20,750 Construction Contract \$ 2,079,250 Owner's Reserve (Balance) \$ 2,100,000 Total Budget \$ 2,100,000	Concept MO FAC 04-22 Complete Project April 2024	3%
9	Capital Construction Assistance Project	Abilene	RFQ RFQ A/E-CMaR	CCAP Appropriations \$ 13,500,000 Bond Funds \$ 10,590,395 Total \$ 24,090,395	Architectural Pre Design \$ 89,541 Architectural Services \$ 1,455,000 Construction Management \$ 600,000 Construction Contract \$ 3,131,064 Construction Other \$ 50,300 Owner's Reserve (Balance) \$ 18,764,490 Total Budget \$ 24,090,395	Concept & Contracts MO 46-21 Contracts > \$1M MO FAC 03-22 Project, Budget, Cont. > \$1M MO FAC 09-22 Complete Project Nov. 2024	10%

Major Projects Report September 2023

10	Capital Construction Assistance Project	EWCHEC	RFQ RFQ A/E-CMaR	CCAP Appropriations Bond Funds Total	\$ 33,300,000 \$ 31,940,200 \$ 65,240,200	Architectural Pre Design Architectural Services Construction Management Construction Contract Owner's Reserve (Balance) Total Budget	\$ 236,421 -\$ -\$ \$ 65,003,779 \$ 65,240,200	Concept & Contracts Contracts > \$1M Project, Budget, Cont. > \$1M Complete Project	MO 46-21 MO FAC 03-22 MO FAC 10-22 TBD	0.36%
11	Capital Construction Assistance Projects	Fort Bend	RFQ RFQ A/E-CMaR	CCAP Appropriations Bond Funds Total	\$ 41,800,000 \$ 12,457,500 \$ 54,257,500	Architectural Pre Design Architectural Services Construction Management Construction Contract Owner's Reserve (Balance) Total Budget	\$ 250,150 \$ 4,038,500 -\$ -\$ \$ 49,968,850 \$ 54,257,500	Concept & Contracts Contracts > \$1M Project, Budget, Cont. > \$1M Complete Project	MO 46-21 MO FAC 03-22 MO FAC 14-22 August 2025	8%
12	Capital Construction Assistance Projects	Harlingen	RFQ RFQ A/E-CMaR	CCAP Appropriations Bond Funds Total	\$ 37,800,000 \$ 26,595,000 \$ 64,395,000	Architectural Pre Design Architectural Services Construction Management Construction Contract Owner's Reserve (Balance) Total Budget	\$ 389,713 -\$ -\$ -\$ \$ 64,005,287 \$ 64,395,000	Concept & Contracts Contracts > \$1M Project, Budget, Cont. > \$1M Complete Project	MO 46-21 MO FAC 03-22 MO FAC 13-22 TBD	6%
13	Capital Construction Assistance Project	Marshall	RFQ RFQ A/E-CMaR	CCAP Appropriations Bond Funds Total	\$ 15,000,000 \$ (4,898,500) \$ 10,101,500	Architectural Pre Design Architectural Services Construction Management Construction Contract Owner's Reserve (Balance) Total Budget	\$ 99,113 \$ 718,953 -\$ -\$ \$ 9,283,434 \$ 10,101,500	Concept & Contracts Contracts > \$1M Project, Budget, Cont. > \$1M Complete Project	MO 46-21 MO FAC 03-22 MO FAC 11-22 Nov. 2024	8%
14	Capital Construction Project	North Texas	RFQ RFQ A/E-CMaR	CCAP Appropriations CCAP Appropriations Tentative Bond Funds Unfunded Total	\$ 13,500,000 \$ (13,500,000) \$ 102,750 \$ 49,987,000 \$ 50,089,750	Architectural Pre Design Architectural Services Construction Management Construction Contract Owner's Reserve (Balance) Total Budget	\$ 102,750 -\$ -\$ -\$ \$ 49,987,000 \$ 50,089,750	Concept & Contracts Contracts > \$1M Project, Budget, Cont. > \$1M Complete Project	MO 46-21 MO FAC 03-22 MO FAC 15-22 TBD	0.21%
15	Capital Construction Assistance Project	Waco	RFQ RFQ A/E-CMaR	CCAP Appropriations Bond Funds Total	\$ 53,600,000 \$ 18,805,000 \$ 72,405,000	Architectural Pre Design Architectural Services Construction Management Construction Contract Owner's Reserve (Balance) Total Budget	\$ 336,392 \$ 4,996,270 \$ 1,421,630 -\$ \$ 65,650,708 \$ 72,405,000	Concept & Contracts Contracts > \$1M Project, Budget, Cont. > \$1M Complete Project	MO 46-21 MO FAC 03-22 MO FAC 12-22 August 2025	5%
16	Waco Annex	Waco	A/E-CMaR	TSTC Foundation Total	\$ 17,000,000 \$ 17,000,000	Architectural Services Construction Management Construction Contract Owner's Reserve (Balance) Total Budget	\$ 1,112,500 \$ 252,000 \$ 15,635,500 \$ 17,000,000	Complete Project	Dec 2024	10%
17	Air Base Road Abate & Demo Multiple Structures	Waco	RFQ RFP RFP	Bond Funds Total	\$ 1,016,591 \$ 1,016,591	Abatement Consultant Abatement Contract Demolition Contract Owner's Reserve (Balance) Total Budget	\$ 1,016,591 \$ 1,016,591	Project, Budget, and Contracts > \$1M	MO FAC XX-23	0%
				Total Fund Source	446,221,170	Total Cost Allocation	446,221,170			

DEFERRED MAINTENANCE FY24

Statewide - Facilities Services

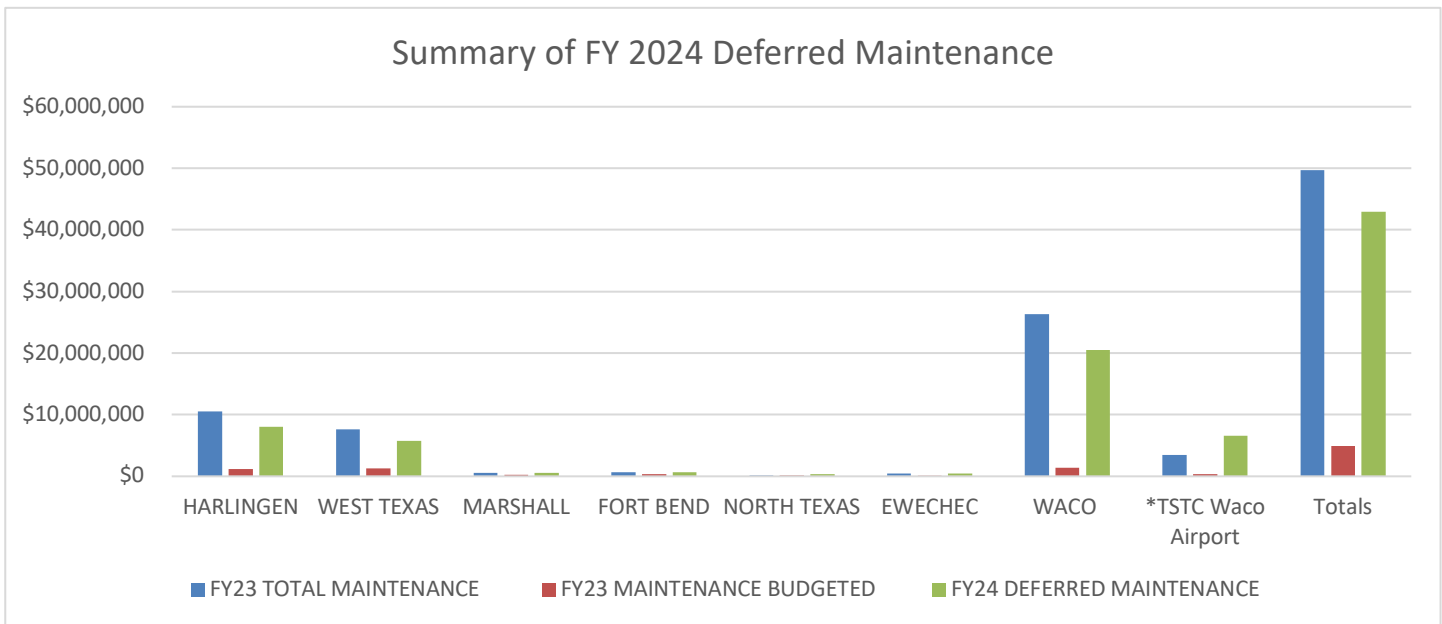


PREPARED BY:	KEVIN SEMIEN
DATE:	10/12/23
LOCATION:	STATEWIDE

TSTC Statewide Maintenance and Deferred Maintenance for FY 24

CAMPUS	FY23 TOTAL MAINTENANCE	FY23 MAINTENANCE BUDGETED	FY24 DEFERRED MAINTENANCE
HARLINGEN	\$10,484,910	\$1,133,474	\$8,060,908
WEST. TEXAS	\$7,631,000	\$1,287,798	\$5,780,000
MARSHALL	\$518,630	\$266,427	\$577,030
FORT BEND	\$685,000	\$346,404	\$643,900
NORTH TEXAS	\$127,000	\$117,346	\$330,000
EWECHEC	\$500,000	\$9,266	\$490,000
WACO	\$26,319,030	\$1,406,156	\$20,548,640
*TSTC Waco Airport	\$3,423,170	\$350,000	\$6,538,548
Totals	\$49,688,740	\$4,916,871	\$42,969,026

*Airport Funds include dollars allocated from FAA/TXDOT/Local Funds



HARLINGEN CAMPUS

Campus Location	Building Number	Description	Price
HARLINGEN	29th Street	Repave	\$300,000
HARLINGEN	Annex Carpenter Shop	Expansion	\$30,000
HARLINGEN	Building 2 LRC	Chiller replacement	\$250,000
HARLINGEN	Building 200 I East. Side	Replace air handler and controls	\$600,000
HARLINGEN	Building 200A & 200C	Electrical upgrade	\$60,000
HARLINGEN	Building 200C	Replace obsolete INET air conditioning controls	\$31,000
HARLINGEN	Building 200E	Air conditioning system	\$75,000
HARLINGEN	Building 200E	Replace obsolete INET air conditioning controls	\$24,000
HARLINGEN	Building 200F	Replace roof	\$300,000
HARLINGEN	Building 200I	Replace obsolete INET air conditioning controls	\$62,000
HARLINGEN	Building 200I	Restroom rooms upgrade	\$45,000
HARLINGEN	Building 200J	Replace electrical feed	\$275,000
HARLINGEN	Building 200J	Replace air conditioning system and boiler	\$500,000
HARLINGEN	Building 200S	Boiler	\$43,908
HARLINGEN	Building 200T	Replace rooftop air conditioning unit	\$30,000
HARLINGEN	Building 200U	Exterior electrical equipment replacement	\$100,000
HARLINGEN	Building 200U	Replace rooftop air conditioning unit	\$37,000
HARLINGEN	Building 200W	Relocate electrical transformers twelve (12) to exterior of building	\$500,000
HARLINGEN	Building 200W	Replace air conditioning coils to auditoriums fan coil unit	\$32,000
HARLINGEN	Building 20FH	Repaint exterior	\$30,000
HARLINGEN	Building 20FH	Replace exterior electrical equipment	\$80,000
HARLINGEN	Building 20H2	Replace obsolete INET air conditioning controls	\$36,000
HARLINGEN	Building 2LRC	Two (2) story learning resource center - exterior paint	\$85,000
HARLINGEN	Building 2SSC	Repaint exterior	\$30,000
HARLINGEN	Building A	Restroom rooms upgrade	\$20,000
HARLINGEN	Building C	Restroom rooms upgrade	\$30,000
HARLINGEN	Building E	Replace roof	\$300,000
HARLINGEN	Building H100,200,300	Replace roof	\$500,000
HARLINGEN	Building H-300	Enclose storage area and provide drainage	\$150,000
HARLINGEN	Building I	Replace roof	\$400,000
HARLINGEN	Building I	Restroom rooms upgrade	\$100,000
HARLINGEN	Campus	Increase amount of Chemical Treatment for Chill Water Loop and storage tank	\$60,000
HARLINGEN	Campus	Sidewalks and drainage campus wide	\$200,000
HARLINGEN	Campus Wide	Replace water heaters	\$50,000
HARLINGEN	Mall Area Drainage	Onsite drainage improvements to minimize drainage through mall and north side	\$750,000
HARLINGEN	Oak Street	Repave	\$800,000

HARLINGEN	Oleander and Hibiscus	Repave	\$300,000
HARLINGEN	Parking Lot J	Replace & upgrade light pole with new lighting	\$45,000
HARLINGEN	Raintree Street	Repave	\$800,000

The TSTC Harlingen campus has \$8,060,908 worth of Maintenance in Fiscal Year 2024.

WEST TEXAS CAMPUSES

Campus Location	Building Number	Description	Price
ABILENE	BLDG 4ABC	Exterior painting - paint all non-brick surfaces	\$20,000
ABILENE	BLDG 4ABC	St. Rip and wax all upstairs VCT Floors	\$20,000
ABILENE	BLDG 4ABC	Remodel the downstairs Conference Room	\$25,000
ABILENE	BLDG 4ABC	Paint upstairs hallways	\$30,000
ABILENE	BLDG 4ABC	Interior paint - paint black ceilings white	\$35,000
ABILENE	BLDG 4ABC	Remodel four (4) upstairs restroom Rooms	\$50,000
ABILENE	BLDG 4ABC	Remodel four (4) downstairs bathrooms	\$50,000
ABILENE	BLDG 4ABC	Upgrade all interior lighting to LED	\$75,000
ABILENE	BLDG 4ABC	Paint upstairs classrooms and office - quantity of forty-two (42) rooms	\$75,000
ABILENE	BLDG 4ABC	Install new flooring in the upstairs hallways and Stairwells	\$100,000
ABILENE	BLDG 4ABC	Paving Project - resurface entire parking lot area	\$200,000
ABILENE	BLDG 4ABC	Paving Project - resurface entire parking lot area	\$200,000
ABILENE	BLDG 4ABC	Replace all ceiling tiles	\$200,000
ABILENE	BLDG 4ABC	Roof replacement	\$200,000
ABILENE	BLDG 4ABC	Install new flooring in all upstairs classrooms and offices - quantity of forty-two (42)	\$360,000

Campus Location	Building Number	Description	Price
BRECKENRIDGE	BLDG 4BKA	Paint welding building exterior	\$20,000
BRECKENRIDGE	BLDG 4BKA	Replace roof of welding building	\$25,000
BRECKENRIDGE	BLDG 4BKC	Paint interior of building	\$20,000
BRECKENRIDGE	BLDG 4BKC	Re-line all plumbing pipes	\$20,000
BRECKENRIDGE	BLDG 4BKT	Paint building exterior	\$20,000

Campus Location	Building Number	Description	Price
SWEETWATER	BLDG 4BOF	Reseal parking lot	\$25,000
SWEETWATER	BLDG 4BSL	Re-Stucco exterior of Bookstore Building	\$30,000
SWEETWATER	BLDG 4CTR	Upgrade all interior lighting to LED	\$27,000
SWEETWATER	BLDG 4CTR	Paint interior of Student Center	\$30,000

SWEETWATER	BLDG 4CTR	Reseal parking lot	\$30,000
SWEETWATER	BLDG 4CTR	Replace all interior doors	\$32,000
SWEETWATER	BLDG 4CTR	Replace five (5) air conditioning units	\$38,000
SWEETWATER	BLDG 4CTR	Replace all ceiling tiles	\$75,000
SWEETWATER	BLDG 4DAP	Reseal parking lot	\$25,000
SWEETWATER	BLDG 4DAP	Paint interior of building	\$30,000
SWEETWATER	BLDG 4DAP	Upgrade all interior lighting to LED	\$35,000
SWEETWATER	BLDG 4DAP	Replace ten (10) air conditioning unit	\$45,000
SWEETWATER	BLDG 4DAP	Re-coat parking lot	\$80,000
SWEETWATER	BLDG 4DAP	Replace all ceiling tiles	\$88,000
SWEETWATER	BLDG 4DAP	Re-coat roof in Nursing building	\$160,000
SWEETWATER	BLDG 4DSM	Replace all interior doors	\$30,000
SWEETWATER	BLDG 4GRA	Replace exterior eave and overhang with metal soffit	\$25,000
SWEETWATER	BLDG 4GRA	Paint interior of building	\$30,000
SWEETWATER	BLDG 4GRA	Reseal parking lot	\$30,000
SWEETWATER	BLDG 4GRA	Upgrade all interior lighting to LED	\$30,000
SWEETWATER	BLDG 4GRA	Replace all plumbing fixtures and necessary piping	\$50,000
SWEETWATER	BLDG 4GRA	Replace all ceiling tiles	\$61,000
SWEETWATER	BLDG 4GRA	Replace all interior doors	\$80,000
SWEETWATER	BLDG 4GRA	Replace all flooring	\$250,000
SWEETWATER	BLDG 4PPF	Lobby office area/shipping and receiving - replace flooring/paint	\$25,000
SWEETWATER	BLDG 4PPF	Shop Area - removal all old insulation from roof deck	\$25,000
SWEETWATER	BLDG 4PPF	Roof repair	\$30,000
SWEETWATER	BLDG 4PPF	Replace all shop area light fixtures with LED	\$50,000
SWEETWATER	BLDG 4PPF	Pave parking lot	\$150,000
SWEETWATER	BLDG 4REL	Replace four (4) air conditioning units	\$50,000
SWEETWATER	BLDG 4REL	Replace roof	\$50,000
SWEETWATER	BLDG 4REL	Replace all flooring in building	\$100,000
SWEETWATER	BLDG 4SRS	Upgrade all interior lighting to LED	\$20,000
SWEETWATER	BLDG 4SRS	Re-coat parking lot	\$50,000
SWEETWATER	BLDG 4SRS	Re-coat roof in Sears/Enrollment Center	\$90,000
SWEETWATER	BLDG 4TDC	Upgrade all interior lighting to LED	\$20,000
SWEETWATER	BLDG 4TDC	Exterior brick repair	\$25,000
SWEETWATER	BLDG 4TDC	Paint interior of building	\$30,000
SWEETWATER	BLDG 4TDC	Replace all ceiling tiles	\$49,000
SWEETWATER	BLDG 4TDC	Re-coat roof in Temple Dickson/Wind Energy building	\$100,000
SWEETWATER	BLDG 4TDC	Remove existing parking lot and repave	\$200,000
SWEETWATER	BLDG 4TTC	Reseal parking lot	\$30,000
SWEETWATER	BLDG 4TTC	Replace five (5) air conditioning units	\$35,000
SWEETWATER	BLDG 4TTC	Replace all ceiling tiles	\$50,000
SWEETWATER	CAMPUS	Landscaping improvements	\$25,000
SWEETWATER	CAMPUS	Replace exterior light poles at the front of the campus	\$30,000
SWEETWATER	CAMPUS	New digital sign	\$40,000
SWEETWATER	CAMPUS	Replace sidewalks	\$100,000
SWEETWATER	CAMPUS	Loop road paving project	\$800,000

SWEETWATER	WIND TURBINE	Turbine and blade repair and software upgrade	\$500,000
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The TSTC West Texas campuses have \$5,780,000 worth of Maintenance for Fiscal Year 2024.

MARSHALL CAMPUS

Campus Location	Building Number	Description	Price
MARSHALL	Admin	Replace carpet with vinyl plank provost suite	\$21,830
MARSHALL	BUILDING D	Remodel and upgrade laundry room in housing	\$50,000
MARSHALL	ITC	Repair and replace air conditioning control system	\$118,250
MARSHALL	CAT	Repair wall and roof leaks	\$20,000
MARSHALL	CAT	Install air conditioning control system for CAT building	\$25,000
MARSHALL	CAT	Repave the parking lot	\$25,000
MARSHALL	CAT	Repair backup generators CAT building	\$25,000
MARSHALL	ITC	Repair generators behind ITC convert to propane	\$24,250
MARSHALL	SO1	Replace air conditioning units	\$44,000
MARSHALL	SO1	Replace air conditioning units behind LRC for future growth	\$23,700
MARSHALL	SO1	Paved road for infrastructure maintenance	\$100,000
MARSHALL	SO5	Restroom Rooms at the activity center	\$100,000

The TSTC Marshal campus has \$577,030 worth of Maintenance for Fiscal Year 2024.

FORT BEND CAMPUS

Campus Location	Building Number	Description	Price
FORT BEND	BLDG ITC	Roof repair along tilt wall and penetrations	\$30,000
FORT BEND	BRC	BAS controls modernization	\$176,000
FORT BEND	ITC	Replace butterfly valves on cooling towers	\$25,000
FORT BEND	ITC	ITC lighting project phase 2	\$150,000
FORT BEND	ITC	BAS controls modernization	\$237,900
FORT BEND	ITC and BRC	Modify landscape St. Rips to be sodded and spray irrigation 3ITC and 3BRC	\$25,000

The TSTC Fort Bend campus has \$643,900 worth of Maintenance for Fiscal Year 2024.

NORTH TEXAS CAMPUS

Campus Location	Building Number	Description	Price
North Texas	ITC	Way finding signage around the building	\$30,000
North Texas	ITC	Outside storage pad, no cover, fenced in	\$50,000
North Texas	ITC	Speed humps and concrete islands in parking lot and open up entrance ways to labs	\$50,000
North Texas	ITC	Automatic locks for active shooter	\$50,000
North Texas	ITC	Level off grounds around building	\$50,000
North Texas	ITC	Retrofit lighting to LED's - offices and classrooms	\$100,000

The TSTC North Texas campus has \$330,000 worth of Maintenance for Fiscal Year 2024.

EWCHEC CAMPUS

Campus Location	Building Number	Description	Price
EWCHEC	Building 1	Replace Welding double doors	\$45,000
EWCHEC	Building 1	Building envelope inspection for cracks and gaps	\$50,000
EWCHEC	Building 1	Replace trees & improve landscaping around campus	\$50,000
EWCHEC	Building 1	BAS controls modernization	\$60,000
EWCHEC	Building 1	Interior painting throughout building	\$65,000
EWCHEC	Building 1	Upgrade the lighting in Precision Machining Lab	\$75,000
EWCHEC	Building 1	Replace flooring in the third-floor dining room/event space	\$80,000
EWCHEC	Building 1	Replace Welding double doors	\$45,000
EWCHEC	Building 1	Rehab dated elevators	\$65,000

The TSTC EWCHEC campus has \$490,000 worth of Maintenance for Fiscal Year 2024.

WACO CAMPUS

Campus Location	Location/Building	Item	Price
WACO	Air Conditioning & Refrigeration Tech	Add/upgrade exterior lighting system to LED	\$24,075
WACO	Air Conditioning & Refrigeration Tech	Asbestos abatement & new floors in hallways & classrooms	\$70,000
WACO	Air Conditioning & Refrigeration Tech	Remove and replace ceiling with new acoustical lay-in ceiling tile and grid throughout facility	\$61,610
WACO	Air Conditioning & Refrigeration Tech	Upgrade air conditioning controls	\$99,853
WACO	Air Conditioning & Refrigeration Tech	Replace carpet/vinyl composite tile (VCT) and base throughout facility	\$158,426
WACO	Air Conditioning & Refrigeration Tech	Replace gas water heater	\$20,063
WACO	Air Conditioning & Refrigeration Tech	Replace interior doors and hardware	\$85,000
WACO	Air Conditioning & Refrigeration Tech	Replace McQuay chiller	\$214,669
WACO	Air Conditioning & Refrigeration Tech	Replace switchgear	\$374,500
WACO	Air Conditioning & Refrigeration Tech	Replace Trane chiller	\$245,775
WACO	Air Conditioning & Refrigeration Tech	Upgrade interior lighting system to LED	\$125,000
WACO	Auto Collision and Repair Tech	Add sand-oil separator for trench	\$28,623
WACO	Auto Collision and Repair Tech	Add/upgrade exterior lighting system to LED	\$68,273
WACO	Auto Collision and Repair Tech	Disconnect and remove abandoned heaters, ductwork and piping	\$20,751
WACO	Auto Collision and Repair Tech	Renovate restroom rooms for ADA compliance	\$182,569
WACO	Auto Collision and Repair Tech	Replace air conditioning system	\$26,750
WACO	Auto Collision and Repair Tech	Replace all plumbing fixtures and piping	\$159,517
WACO	Auto Collision and Repair Tech	Replace exterior doors	\$48,150
WACO	Auto Collision and Repair Tech	Replace interior doors and hardware	\$36,113
WACO	Auto Collision and Repair Tech	Replace roof system	\$234,499
WACO	Auto Collision and Repair Tech	Replace shop fans	\$78,712
WACO	Auto Refinishing Lab	Add/upgrade exterior lighting system to LED	\$20,063
WACO	Auto Refinishing Lab	Paint all previously painted exterior surfaces	\$45,475
WACO	Auto Refinishing Lab	Renovate restroom rooms for ADA compliance	\$58,048

WACO	Auto Refinishing Lab	Replace exterior doors	\$72,987
WACO	Auto Refinishing Lab	Replace gas unit heaters	\$30,054
WACO	Auto Refinishing Lab	Replace interior doors and hardware	\$47,227
WACO	Auto Refinishing Lab	Replace outdated exterior windows with new energy efficient window assembly	\$39,814
WACO	Auto Refinishing Lab	Replace plumbing fixtures and all associated piping	\$170,571
WACO	Auto Refinishing Lab	Replace switchgear	\$170,571
WACO	Auto Refinishing Lab	Upgrade interior lighting system to LED	\$136,457
WACO	Campus/Grounds	Tenth Street asphalt	\$220,000
WACO	Campus/Grounds	First Street asphalt	\$120,000
WACO	Campus/Grounds	Second Street asphalt	\$120,000
WACO	Campus/Grounds	Fourth Street asphalt	\$120,000
WACO	Campus/Grounds	Fifth Street between Campus Drive and Airline Drive asphalt	\$220,000
WACO	Campus/Grounds	8th Street asphalt	\$220,000
WACO	Campus/Grounds	Ave D asphalt	\$135,000
WACO	Campus/Grounds	Barksdale asphalt	\$400,000
WACO	Campus/Grounds	Bolling Drive between Carswell and Scott Circle south asphalt	\$165,000
WACO	Campus/Grounds	Bolling Drive between Scott Circle North and Campus Drive asphalt	\$165,000
WACO	Campus/Grounds	Bolling Drive between Campus Drive and Airline Drive	\$265,000
WACO	Campus/Grounds	Bolling Drive between Perrin Street and Carswell asphalt	\$165,000
WACO	Campus/Grounds	Diesel engine lab parking asphalt	\$135,000
WACO	Campus/Grounds	Diesel Technology Parking lot asphalt	\$135,000
WACO	Campus/Grounds	Drive between Mather and Bolling	\$135,000
WACO	Campus/Grounds	Greenway Drive between Fifth Street and Eighth Street asphalt	\$135,000
WACO	Campus/Grounds	Improve campus building & directional signage	\$25,000
WACO	Campus/Grounds	Mather Street asphalt	\$120,000
WACO	Campus/Grounds	Parking lot behind PD rework	\$80,000
WACO	Campus/Grounds	Perrin Street asphalt	\$120,000
WACO	Campus/Grounds	Randolph and Bolling parking lot concrete replacement	\$150,000
WACO	Campus/Grounds	Randolph Circle asphalt	\$135,000
WACO	Campus/Grounds	Replace sidewalks along Carswell between Bolling and Barksdale	\$200,000
WACO	Campus/Grounds	Replace sidewalks between Barksdale and Mather	\$175,000
WACO	Campus/Grounds	Replace sidewalks between Mather and Parking Drive	\$175,000
WACO	Campus/Grounds	Replace sidewalks between Parking Drive and Bolling	\$125,000
WACO	Campus/Grounds	Replace sidewalks between Perrin and Barksdale	\$200,000
WACO	Campus/Grounds	Scott Circle between Avenue D and Campus Drive asphalt	\$135,000
WACO	Campus/Grounds	Street behind Physical Plant	\$120,000
WACO	Chiller Plant	Chilled water pumps VFD Replacements	\$30,000
WACO	Chiller Plant	Cooling tower VFD replacements	\$60,000
WACO	Diesel Annex	Renovate restroom rooms for ADA compliance	\$51,026
WACO	Diesel Annex	Replace gas unit heaters	\$55,127
WACO	Diesel Annex	Replace interior doors and hardware	\$38,640

WACO	Diesel Annex	Replace roof system	\$222,957
WACO	Diesel Annex	Replace shop wall fans	\$22,898
WACO	Diesel Technology	Gas piping on roof	\$70,038
WACO	Diesel Technology	Renovate administration area	\$21,699
WACO	Diesel Technology	Renovate corridors to provide new durable surfaces throughout	\$33,488
WACO	Diesel Technology	Renovate restroom rooms for ADA compliance	\$52,196
WACO	Diesel Technology	Upgrade air conditioning controls	\$57,245
WACO	Diesel Technology	Replace diesel air conditioning 5-8	\$79,000
WACO	Diesel Technology	Replace shop wall dampers/louvers	\$25,045
WACO	Diesel Technology	Replace shop wall fans	\$34,347
WACO	Diesel Technology	Replace teaching surfaces at each classroom	\$32,157
WACO	Dugger	Remove and replace ceiling with new acoustical lay-in ceiling tile and grid throughout facility	\$161,789
WACO	Dugger	Renovate restroom rooms for new finishes and new fixtures	\$214,669
WACO	Dugger	Upgrade air conditioning controls	\$117,031
WACO	Dugger	Replace plumbing fixtures and all associated piping in restroom rooms	\$251,628
WACO	Dugger	Replace roof system	\$480,000
WACO	Electronics Offices/Library	Gas piping on roof	\$20,063
WACO	Electronics Offices/Library	Remove and replace ceiling with new acoustical lay-in ceiling tile and grid throughout facility	\$157,782
WACO	Electronics Offices/Library	Upgrade air conditioning controls	\$71,556
WACO	Electronics Offices/Library	Replace air conditioning VFD'S	\$30,000
WACO	Electronics/Ideas Center	Cast iron sanitary waste and vent piping badly corroded in some locations; repair/replace as needed	\$171,555
WACO	Electronics/Ideas Center	Gas piping on roof	\$171,555
WACO	Electronics/Ideas Center	Upgrade air conditioning controls	\$71,556
WACO	Electronics/Ideas Center	Replace air conditioning VFD'S	\$40,000
WACO	Electronics/Ideas Center	Replace transformers on roof	\$133,750
WACO	Facilities Planning and Construction	Replace roof system	\$78,998
WACO	Fentress	Remove and replace ceiling with new acoustical lay-in ceiling tile and grid throughout facility	\$60,393
WACO	Fentress	Renovate corridors to provide new durable surfaces throughout	\$66,476
WACO	Fentress	Upgrade air conditioning controls	\$42,934
WACO	Fentress	Replace air conditioning VFD'S	\$40,000
WACO	Fentress	Replace carpet/vinyl composite tile (VCT) and base throughout facility	\$155,296
WACO	Fentress	Replace exhaust fans	\$28,623

WACO	Fentress	Replace galvanized St. Eel CW piping	\$99,379
WACO	Fentress	Replace outdated exterior windows with new energy efficient window assembly	\$99,535
WACO	Fentress	Replace teaching surfaces at each classroom	\$84,150
WACO	Fentress	Upgrade interior lighting system to LED	\$247,673
WACO	Industrial Tech Center	Remove and replace ceiling with new acoustical lay-in ceiling tile and grid throughout facility	\$243,547
WACO	Industrial Tech Center	Renovate corridors to provide new durable surfaces throughout	\$186,833
WACO	Industrial Tech Center	Upgrade air conditioning controls	\$343,470
WACO	Industrial Tech Center	Replace air conditioning VFD'S	\$60,000
WACO	Industrial Tech Center	Replace carpet/vinyl composite tile (VCT) and base throughout facility	\$626,263
WACO	Industrial Tech Center	Replace corroded sanitary waste and vent piping and floor Drains in mechanical rooms	\$228,980
WACO	Industrial Tech Center	Replace exterior waterproofing/sealant joints	\$22,970
WACO	Industrial Tech Center	Replace galvanized CW piping that has not been already been replaced with copper	\$228,980
WACO	Industrial Tech Center	Replace gas piping on roof	\$228,980
WACO	Industrial Tech Center	Replace plumbing fixtures and all associated piping	\$428,000
WACO	Industrial Tech Center	Replace teaching surfaces at each classroom	\$204,365
WACO	Industrial Tech Center	Upgrade Machine & Welding Interior high bay lighting	\$54,400
WACO	J.B. Connally Tech Center	Phase II landscaping	\$22,000
WACO	J.B. Connally Tech Center	Replace electric water heaters and circulator pumps	\$21,467
WACO	J.B. Connally Tech Center	Replace exterior waterproofing/sealant joints	\$22,970
WACO	Kultgen Automotive	Add sand-oil separator	\$71,556
WACO	Kultgen Automotive	Upgrade air conditioning controls	\$100,313
WACO	Kultgen Automotive	Replace interior doors and hardware	\$361,125
WACO	Kultgen Automotive	Replace switchgear	\$521,625
WACO	Lineworker Tech Lab	Remove and replace ceiling with new acoustical lay-in ceiling tile and grid throughout facility	\$46,135
WACO	Lineworker Tech Offices	Renovate restroom rooms for ADA compliance	\$38,068
WACO	Plumbing Tech	Replace all plumbing fixtures and associated piping	\$69,925
WACO	Province	Add/upgrade exterior lighting system to LED	\$90,000
WACO	Province	Cast iron waste, vent and roof Drain piping badly corroded in areas - some already replaced with PVC; repair/replace piping as needed	\$68,132
WACO	Province	Rehab elevator	\$365,000

WACO	Province	Remove and replace ceiling with new acoustical lay-in ceiling tile and grid throughout facility	\$200,358
WACO	Province	Renovate restrooms for ADA compliance	\$248,106
WACO	Province	Replace air conditioning system	\$400,000
WACO	Province	Replace boiler	\$24,000
WACO	Province	Replace teaching surfaces at each classroom	\$120,215
WACO	Province	Upgrade air conditioning controls	\$170,331
WACO	Province	Upgrade interior lighting system to LED	\$545,058
WACO	Public Safety	Renovate restroom for ADA compliance	\$66,708
WACO	Public Safety	Replace carpet/vinyl composite tile (VCT) and base throughout facility	\$50,136
WACO	Public Safety	Replace interior doors and hardware	\$68,694
WACO	Student Recreation Center	Upgrade air conditioning controls	\$66,875
WACO	Student Recreation Center	Upgrade air conditioning	\$135,000
WACO	Student Recreation Center	Upgrade parking lot lighting	\$59,000
WACO	Student Services Center	Gas piping on roof	\$149,870
WACO	Student Services Center	Remove and replace ceiling with new acoustical lay-in ceiling tile and grid throughout facility	\$223,399
WACO	Student Services Center	Replace air conditioning VFD'S	\$60,000
WACO	Student Services Center	Replace exterior waterproofing/sealant joints	\$21,467
WACO	Student Services Center	Replace general exhaust fan	\$25,045
WACO	Student Services Center	Replace kitchen fan	\$21,467
WACO	Student Services Center	Replace outdated exterior windows with new energy efficient window assembly	\$109,488
WACO	Student Services Center	Replace plumbing fixtures and all associated piping in gang restroom located inside kitchen area	\$71,556
WACO	Student Services Center	Replace switchgear	\$561,750
WACO	Student Services Center	Upgrade air conditioning controls	\$149,870
WACO	Tech Studies Center	Gas piping on roof	\$130,968
WACO	Tech Studies Center	Replace air conditioning VFD'S	\$40,000
WACO	Tech Studies Center	Replace outdated exterior windows with new energy efficient window assembly	\$106,503
WACO	Tech Studies Center	Upgrade air conditioning controls	\$71,556
WACO	Transportation Tech Center	Replace air conditioning unit	\$81,925
WACO	Transportation Tech Center	Replace air conditioning VFD'S	\$60,000
WACO	Transportation Tech Center	Replace exterior waterproofing/sealant joints	\$21,467

WACO	Transportation Tech Center	Replace outdated exterior windows with new energy efficient window assembly	\$38,341
WACO	Transportation Tech Center	Upgrade air conditioning controls	\$42,934

The TSTC Waco campus has \$20,548,640 worth of Maintenance in Fiscal Year 2024.

TSTC WACO AIRPORT

Campus	Location/Building	Item	Price
WACO AIRPORT	11-1 Hanger	Add/upgrade exterior lighting system to LED	\$40,125.0
WACO AIRPORT	11-1 Hanger	Paint all previously painted exterior surfaces	\$182,039.0
WACO AIRPORT	11-1 Hanger	Replace air conditioning system	\$781,468.0
WACO AIRPORT	11-1 Hanger	Replace exterior doors	\$88,730.0
WACO AIRPORT	11-1 Hanger	Replace roof system	\$600,000.0
WACO AIRPORT	11-1 Hanger	Replace switchgear	\$682,125.0
WACO AIRPORT	11-1 Hanger	Replace/add fire alarm system	\$204,770.0
WACO AIRPORT	11-1 Hanger	Upgrade interior lighting system to LED	\$682,566.0
WACO AIRPORT	3-1 Hanger	Existing building is not fire sprinklered; add fire sprinkler system	\$169,880.0
WACO AIRPORT	3-1 Hanger	Paint all previously painted exterior surfaces	\$67,276.0
WACO AIRPORT	3-1 Hanger	Provide new parking lot lighting	\$120,375.0
WACO AIRPORT	3-1 Hanger	Remove all abandoned natural gas piping from building	\$74,190.0
WACO AIRPORT	3-1 Hanger	Renovate restrooms for ADA compliance	\$82,858.0
WACO AIRPORT	3-1 Hanger	Replace all plumbing fixtures and associated piping	\$69,336.0
WACO AIRPORT	3-1 Hanger	Replace fire alarm system	\$52,002.0
WACO AIRPORT	3-1 Hanger	Replace interior doors and hardware	\$100,313.0
WACO AIRPORT	3-1 Hanger	Replace outdated exterior windows with new energy efficient window assembly	\$69,550.0
WACO AIRPORT	3-1 Hanger	Replace roof system	\$711,283.0
WACO AIRPORT	8-1 Hanger	Add/upgrade exterior lighting system to LED	\$36,113.0
WACO AIRPORT	8-1 Hanger	Building not fire sprinklered; add fire sprinkler system	\$196,620.0
WACO AIRPORT	8-1 Hanger	Gas piping inside building is corroded; remove and replace with new piping	\$85,868.0
WACO AIRPORT	8-1 Hanger	Remove all galvanized CW piping and replace with copper	\$85,868.0
WACO AIRPORT	8-1 Hanger	Replace exterior doors	\$25,760.0
WACO AIRPORT	8-1 Hanger	Replace old distribution panels	\$160,500.0
WACO AIRPORT	8-1 Hanger	Replace outdated exterior windows with new energy efficient window assembly	\$104,325.0
WACO AIRPORT	8-1 Hanger	Replace roof system	\$600,000.0
WACO AIRPORT	AMH/Maintenance Hanger	Add/upgrade exterior lighting system to LED	\$24,075.0

WACO AIRPORT	AMH/Maintenance Hanger	Existing building is not fire sprinklered; add fire sprinkler system	\$88,479.0
WACO AIRPORT	AMH/Maintenance Hanger	Replace air compressor and air dryer	\$28,623.0
WACO AIRPORT	AMH/Maintenance Hanger	Replace plumbing fixtures and all associated piping	\$64,401.0
WACO AIRPORT	AMH/Maintenance Hanger	Replace roof system	\$70,440.0
WACO AIRPORT	AMH/Maintenance Hanger	Replace staircase entirely	\$26,750.0
WACO AIRPORT	AMH/Maintenance Hanger	Replace switchgear	\$65,540.0
WACO AIRPORT	AMH/Maintenance Hanger	Upgrade interior lighting system to LED	\$96,300.0

The TSTC Waco Airport has \$6,538,548 worth of Maintenance in Fiscal Year 2024.

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Board Meeting Date: November 9, 2023

Proposed Minute Order #: GA 03-23(c)

Proposed By: Cledia Hernandez, Vice Chancellor & Chief External Relations Officer

Subject: Approve The TSTC Foundation Operating Plan for the Period September 1, 2023 to August 31, 2024

Background: The TSTC Foundation, chartered for the sole purpose of assisting Texas State Technical College (TSTC) and its students, seeks the approval of its operating plan for Fiscal Year 2024. The TSTC Foundation administration recommends approval of the plan.

Justification: The special provisions relating only to components of Texas State Technical College in the General Appropriations Act, approved by the Texas Legislature biennially, contain the provision that the TSTC Board of Regents must approve a satisfactory annual operating plan for a foundation that uses any of the College's assets or facilities.

Additional Information: TSTC Administration has reviewed the plan and believes that the Board of Regents will find it to be acceptable and in the best interest of TSTC.

Fiscal Implications: None.

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

Attachment(s): The TSTC Foundation Annual Operating Plan September 1, 2023 – August 31, 2024.

Recommended Minute Order: "The Texas State Technical College Board of Regents approves The TSTC Foundation Operating Plan for the period September 1, 2023 to August 31, 2024."

Recommended By: [ORIGINAL SIGNED BY]
Cledia Hernandez, Vice Chancellor & Chief External Relations Officer



2023-2024
ANNUAL OPERATING PLAN

INTRODUCTION

The TSTC Foundation was created to be independent of Texas State Technical College, with the intent to accomplish several objectives that could otherwise not be accomplished. When individuals or organizations wish to contribute money or other resources to TSTC, The TSTC Foundation can accept the gift and offer a tax deduction. Additionally, The TSTC Foundation assists the College by providing funding for scholarships and other significant purchases, investing gifts, building relationships, collaborating with both individuals and external entities, as well as providing financing arrangements for capital projects.

Established in 2000, The TSTC Foundation is recognized by the US Internal Revenue Service as a 501(c)3 non-profit organization, and is purposed to “promote the interests and general welfare of all components of the Texas State Technical College System, to encourage the development of community support for technical education across Texas; to contact legislators and other governmental agencies in support of TSTC’s role and mission; to influence public opinion in support of technical education in general and Texas State Technical College in particular.”

The relationship between TSTC and The TSTC Foundation is specified in writing through a mutually-approved memorandum of understanding. In this agreement, The TSTC Foundation agrees to provide support to the College in accordance with the provisions of its articles of incorporation, charter, and bylaws. This includes, but is not limited to raising, receiving, acknowledging, investing, accounting for, and administering funds for the College to use for operational and educational purposes, as well as for legislative support. The agreement specifies in-kind support from TSTC in the form of building, equipment, and employees.

The TSTC Foundation encourages a culture of philanthropy by way of our strategic partners across the state. Our role in *Placing More Texans in Great Paying Jobs* simultaneously supports student success and bolsters the Texas workforce.

Year after year, The TSTC Foundation works to increase collaboration between business, industry, government, and community partners. The External Relations Division (ERD), created in February 2021, brings together Dual Enrollment, Career Services, Workforce Training, The Office of Sponsored Programs, Event Management, and Institutional Advancement (commonly referred to as The TSTC Foundation). This collective group advances the strategic goals and objectives by aligning internal and external stakeholders. This results in strengthening TSTC’s position for the employment of our graduates by Texas’ best industry leaders.

The TSTC Foundation plays a key role for ERD as the fundraising arm of the division. Our priority is to scale operations to facilitate growth, and will greatly support TSTC’s mission.

FISCAL YEAR 24 OUTLOOK

In Fiscal Year 2023, The TSTC Foundation awarded nearly \$400,000 in emergency aid to over 700 students, and more than 2,000 students received scholarships across all 10 campuses from every corner of Texas. Of those 2,000 students, over 250 were high school students who committed to enroll at TSTC during National CTE Signing Day.

This was a year of tremendous internal maturation and innovation for The TSTC Foundation. We also focused on streamlining processes, expanding the team, and preparing for an upcoming season of prosperity. Fiscal Year 2024 will introduce a new CEO and dedicated development officers to represent every region. The hard work of FY'23 set a strong foundation for tremendous advancement and new opportunities across the state.

In addition to the primary focus of growth, we will also diversify our donor portfolio and expand our existing donor base. We will continue finetuning our Corporate Campaign, implement higher-tier benefits, and define what a mutually-beneficial relationship looks like between our industry partners, TSTC, and The TSTC Foundation.



THE TSTC FOUNDATION

Institutional Advancement is defined as the strategic, integrated method of managing relationships in order to increase understanding and support among the College's key constituents to include alumni, industry partners, government policy makers, the media, members of the community, and philanthropic entities of all types.

The primary core disciplines of Institutional Advancement are alumni relations, communications, marketing, and fundraising. Advancement professionals work on the behalf of educational institutions to:

1. Secure private financial support from potential donors committed to the mission of The College.
2. Engage alumni in the life of the institution as volunteers, advocates, and supporters.
3. Promote the institution to prospective students, their parents, and others.
4. Communicate about the institution with those who have a stake in its success including community members, business leaders, government officials, the press, and others.

The Departments within The TSTC Foundation are:

1. Advancement Operations

Advancement Operations consists of donor relations and stewardship, gift processing, gift accounting, the alumni network, scholarship management and administration, and database management and research.

2. Field Development

Field Development Officers (FDOs) are responsible for building relationships with external contacts to gather voluntary contributions of capital, cash, or in-kind gifts from individuals, businesses, industry partners, or charitable foundations. The FDOs also identify leads for our work within the External Relations Division (ERD) partners.

GOALS FOR 2023-2024

1. Increase cash gifts by 5%
 - a. FY 24 Cash gift goal is \$3,425,000.00
2. Recover 20% of all lapsed donors.
 - a. FY 24 Donor Recovery goal is 212
3. Maintain donor retention rate of 50%
 - a. FY 24 Donor Retention goal is 293.
4. Expand donor acquisition strategy
5. Launch multi-year Capital Construction Assistance Projects (CCAP) campaign.

STRATEGIES FOR 2023-2024

Increase Cash Gifts by 5%

1. Hard-launch the Annual Corporate Campaign and pursue targeted donors through extensive research, earmarking first-time donors, and strategically aligning existing partners with desired benefits.
2. Launch a Council of Advocates for each of the remaining TSTC regions: Harlingen and Waco.
3. Refine our planned giving program.
4. Work closely with ERD to maintain visibility and presence in our local communities through attendance at strategic events that build awareness for the TSTC brand and mission.
5. Increase the number of TSTC employees that give on a monthly basis to 8%.

Recover 20% of All Lapsed Donors

1. Continue refining outreach plan for lapsed donors to be contacted by The TSTC Foundation staff with whom they have an established relationship.
2. Identify and analyze trends of lapsed donors.
3. Continue improving tracking and accountability procedures through Salesforce Nonprofit.
4. Conduct quarterly updates in Salesforce Nonprofit with address moves, deceased, and duplicate record clean up.

Maintain Donor Retention of 50%

1. Send out an annual donor survey, beginning in Spring 2024, and utilize the results to inform the communication and recognition strategy by comparing results to previous year's results.
2. Integrate a digital communication strategy to increase touchpoints with donors.
3. Implement broad-based impact reporting for larger groups of donors in addition to the annual report.
4. Work cross-functionally with FDOs and Career Services to implement toptier custom engagement plans by utilizing the Council of Advocates, advisory boards, and VIP events on both the local and statewide level.
5. Continue driving the impact of gifts on student success by showcasing student stories in our touchpoints with donors.

Expand Donor Acquisition Strategy

1. Audit historical sources of revenues and trends to reveal potential opportunities for new donor cultivation.
2. Utilize all communication channels available to The TSTC Foundation and explore any untapped channels.
3. Continue TSTC Giving Day in Spring 2024 in order to expand employee giving, alumni, and local community donors.
4. Launch a quarterly vendor outreach campaign to new TSTC vendor partners.
5. Re-establish the alumni network.
6. Increase employee giving campaign participation through bettering the education of payroll deduction options for gifts to The TSTC Foundation.

Launch multi-year Capital Construction Assistance Projects (CCAP) campaign

1. Coordinate with Facilities, Construction & Planning to align College needs with donor interest.
2. Coordinate CCAP engagement strategy with the External Relations Division, consisting of community presentations, site tours, and informational sessions.
3. Identify new and existing opportunities for prospective capital donors.

CONCLUSION

These goals and strategies encapsulate The TSTC Foundation's operational initiatives for the 2023-2024 fiscal year in accordance with the agreement between the College and The TSTC Foundation.

This plan is written to directly support the purpose of promoting the interests and welfare of Texas State Technical College and develop community, corporate, and legislative support. This is accomplished by raising funds and managing private resources to support the mission and priorities of the College as well as cultivating a culture of institutional excellence that would otherwise be unavailable solely with state appropriated funds.

Texas State Technical College Board of Regents

PROPOSED Meeting Dates for Calendar Year 2024

Event	Date	Venue
Winter Meeting	Thursday, February 8, 2024	TSTC in Waco
Spring Meeting	Thursday, May 9, 2024	TSTC in Waco
Summer Meetings	Wednesday, August 7, 2024 Thursday, August 8, 2024	TSTC in Waco
Fall Meeting	Thursday, November 7, 2024	TSTC in Waco

