



NOTICE is hereby given that the Collin County Community College District Board of Trustees will hold its Regularly Scheduled Meeting on Tuesday, February 28, 2023, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC").

Locations

Celina Campus

Collin Higher Education Center
McKinney, Texas

Courtyard Center
Plano, Texas

Farmersville Campus

Frisco Campus

McKinney Campus

Plano Campus

Public Safety Training Center
McKinney, Texas

Rockwall Center

Technical Campus
Allen, Texas

Wylie Campus

iCollin
www.collin.edu

CALL TO ORDER: 5:30 p.m., Board Room 139, CHEC.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Adjournment to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 et seq., to wit:

Section 551.072 Deliberations Regarding Real Property

a. Discuss the purchase, exchange, lease, or value of property available around college campuses, existing centers, and potential campus projects

Section 551.074 Personnel Matters

a. Discuss appointment, employment, evaluation, reassignment, duties, or responsibilities of college employees, including the District President

b. Discussion of District President’s annual contract

Section 551.071 Consultations with Attorney

a. Consultation with the college’s General Counsel on a matter in which the attorney has an ethical duty of confidentiality, including statutory report

b. Consultation with the college’s General Counsel regarding pending litigation in related cases (No. DC-21-14315, No. 416-04944-2014, and appeal No. 05-21-00088-CV) and in No. 4:21-CV-00733 pending in federal court

Board of Trustees

Andrew Hardin, *Chair*
Jay Saad, *Vice Chair*
Jim Orr, *Secretary*
Raj Menon, Ph.D., *Treasurer*
Stacy Anne Arias
J. Robert Collins, Ph.D.
Stacey Donald, Ph.D.
Greg Gomel
Fred Moses

RECONVENE REGULAR MONTHLY MEETING: 7:00 p.m., Board Room 139, CHEC.

Reconvene into regular session and take any action necessary as a result of the closed or executive session.

1. Pledges of Allegiance

WELCOME STUDENT VISITORS

PRESENTATIONS

1. Recognition of Employees on the Occasion of Their Retirement - Dr. Neil Matkin, District President

PUBLIC COMMENT

Public comment cards are available and accepted on-site for one hour prior to the start of the meeting. Comment cards are not transferable to other speakers. All comments related to non-agenda items will be heard at the end of the Board Meeting. Comments addressing agenda items will be heard at the beginning of the meeting, in order of the corresponding

District President

H. Neil Matkin, Ed.D.
3452 Spur 399
P.O. Box 8021
McKinney, Texas 75070
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nmatkin@collin.edu
www.collin.edu

agenda item, for the allotted thirty minutes or until all agenda-related comments have been heard. Speakers who submit public comment cards may have up to three minutes to address the Board. No presentation shall exceed three minutes, unless a translator is required, in which case up to six minutes can be used. The Board encourages but does not require delegations of more than five individuals to appoint one person to present the delegation's views before the Board.

CONSIDERATION OF CONSENT AGENDA

The purpose of the consent agenda is to allow the Board to identify and approve action items which require no additional information or discussion and for which there is unanimous approval to be enacted in one motion. Trustees receive agenda materials four days in advance of the meeting to prepare for the business to be conducted.

Approval of February 28, 2023 Consent Agenda Items

2023-02-C1

Approval of the Minutes of the January 24, 2023 Regular Meeting

2023-02-C2

Consideration of Approval of Course Fee and Fee Modification Requests for Fall 2023

2023-02-C3

Consideration of Approval of the Revised Order of Election

CONSIDERATION OF ACTION ON AGENDA ITEMS

2023-02-1

Report Out of the Campus Facilities and Construction Committee and Consideration of Approval for the District President to Execute a Contract for Roof Replacement at the McKinney Campus

2023-02-2

Report Out of the Finance and Audit Committee and Consideration of Approval of Tuition Rates and Fees, Effective Fall 2023

2023-02-3

Consideration of Approval of the Notice of Election for the May 6, 2023 Election

2023-02-4

Consideration of Approval of the FY2023-2024 Salary and Contract for the District President

2023-02-5

Consideration of Approval of the Bid Report for February 28, 2023

PUBLIC COMMENTS ON NON-AGENDA ITEMS *(If required in accordance with HB 2840)*

INFORMATION REPORTS

Annual Report of Trustee Attendance at Board and Committee Meetings
Workday Student Status Report for February 2023
Personnel Report for February 2023
Internal Audit Report # 23-01 – Travel/Fuel Card Programs
Revenues and Expenses as of January 31, 2023
Statement of Net Position as of January 31, 2023
Monthly Investment Report as of January 31, 2023
AECOM Project Closeout Report - Frisco Campus
AECOM Project Closeout Report - McKinney Campus

PRESIDENT’S AND BOARD ANNOUNCEMENTS

Comments on: Workshops, Seminars, and Conferences taking place at the College;
Awards Received; Accomplishments, Appointments at the Local, State, and National
Level; Published Articles and Newspaper Reports; and Upcoming Events.

RECONVENE TO CLOSED OR EXECUTIVE SESSION

Adjournment to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 *et seq.*, to wit:

If during the course or at the end of the Board Meeting covered by this notice, the Board of Trustees should determine that a closed session or executive session of the Board of Trustees or a consultation with an attorney for the college should be held or is required, then such closed or executive session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 *et seq.*, will be held by the Board of Trustees at the date, hour, and place given in this notice as the Board of Trustees may conveniently meet in such closed or executive meeting or session or consult with the attorney concerning any and all subjects and for any and all purposes permitted by the Texas Open Meetings Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:

§ 551.072 - Deliberation regarding purchase, exchange, lease, or value of real property
§ 551.071 - Private consultation with the college’s attorney
§ 551.074 - Discussing personnel matters including the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee
§ 551.076 and § 551.089 - Deliberations regarding security devices or security audits

RECONVENE REGULAR MONTHLY MEETING, IF NEEDED: Board Room 139, CHEC.

ADJOURNMENT

Andrew P. Hardin
Chairman, Board of Trustees

**AS REQUIRED BY STATE LAW, this meeting is open to the public, but please exercise public health precautions when considering whether to attend. The District may utilize social distancing efforts within the Boardroom to reduce physical proximity of attendees. Therefore, members of the public who wish to watch the Board Meeting in real time via live stream may do so by clicking on the "Live Stream and Videos" tab at the following link:
https://www.collin.edu/leadership/board_of_trustees.html.**

I certify that the notice for this meeting was posted on February 23, 2022 at 4:00 p.m., in compliance with the Texas Open Meetings Act.


For the Board of Trustees

CONSENT AGENDA ITEMS TO BE CONSIDERED

2023-02-C1	Approval of the Minutes of the January 24, 2023 Regular Meeting	pg. 6
2023-02-C2	Consideration of Approval of Course Fee and Fee Modification Requests for Fall 2023	pg. 11
2023-02-C3	Consideration of Approval of the Revised Order of Election	pg. 24

February 28, 2023

SUBJECT

Approval of the Minutes of the January 24, 2023 Regular Meeting

RECOMMENDATION

The District President recommends approval of the minutes of the January 24, 2023 Regular Meeting.

RESOURCE PERSONNEL

Donna Ludwig, Secretary to the Board of Trustees

ATTACHMENTS

- A) January 24, 2023 Regular Meeting Minutes

Respectfully Submitted By:

A handwritten signature in cursive script that reads "Donna Ludwig".

Donna Ludwig, Secretary to the Board of Trustees

**Minutes of Regular Meeting
January 24, 2023**

**Board of Trustees
Collin County Community College District**

Collin County Community College District conducted its Regular Monthly Board of Trustees meeting on Tuesday, January 24, 2023, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC"), with Chair Andy Hardin presiding. Trustees in attendance were Ms. Stacy Arias, Dr. Robert Collins, Dr. Stacey Donald, Mr. Greg Gomel, Mr. Andy Hardin, Dr. Raj Menon, Mr. Fred Moses, Mr. Jim Orr, and Mr. Jay Saad.

CALL TO ORDER: 5:36 p.m., Board Room 139, CHEC.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chair Hardin adjourned the regular meeting to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 et seq., to wit at 5:37 p.m.

Section 551.072 Deliberations Regarding Real Property

- a. Discuss the purchase, exchange, lease, or value of property available around college campuses, existing centers, and potential campus projects

Section 551.074 Personnel Matters

- a. Discuss appointment, employment, evaluation, reassignment, duties, or responsibilities of college employees, including the District President

Section 551.071 Consultations with Attorney

- a. Consultation with the college's General Counsel on a matter in which the attorney has an ethical duty of confidentiality
- b. Consultation with the college's General Counsel or external counsel regarding pending litigation in related cases (No. DC-21-14315, No. 416-04944-2014, and appeal No. 05-21-00088-CV), in No. 4:21-CV-00733 pending in federal court, and anticipated litigation

RECONVENE REGULAR MEETING: 7:03 p.m., Board Room 139, CHEC.

1. Pledges of Allegiance

WELCOME STUDENT VISITORS

PRESENTATIONS

1. Recognition of an Employee on the Occasion of Her Retirement - Dr. Neil Matkin, District President
2. Kim Davison Resolution - Dr. Neil Matkin, District President
3. Community Survey 2022 Report - Dr. Tom Martin, VP for Institutional Research

PUBLIC COMMENT

Scott Coleman

Approval of the January 24, 2023 Consent Agenda Items

2023-01-C1 Approval of the Minutes of the December 6, 2022 Regular Meeting

2023-01-C2 Consideration of Approval of an Interlocal Agreement with the City of Plano for Utilizing Fiber Optic Cabling Infrastructure

2023-01-C3 Consideration of Approval to Authorize the District President to Enter into an Agreement with Collin County Election Services and Appoint the Chief Deputy Early Voting Clerk

2023-01-C4 Consideration of Approval to Authorize the District President to Enter into Joint Election Agreements

On motion of Trustee Menon, and second of Trustee Collins, the January 24, 2023 Consent Agenda was approved by a vote of 9-0.

CONSIDERATION OF ACTION ON AGENDA ITEMS

2023-01-1 Report Out of the Organization, Education, and Policy Committee, First Reading of Local Board Policies: *BBB (Local) Board Members – Elections; CLA (Local) Facilities Planning - Facilities Standards; CQ (Local) College District Auxiliary Enterprises; DBD (Local) Employment Requirements and Restrictions - Conflict of Interest*

Discussion: Trustee Menon, Chair of the Organization, Education, and Policy Committee, brought forth a first reading of Local Board Policies.

No action was required.

2023-01-2 Report Out of the Organization, Education, and Policy Committee, Second Reading and Consideration of Approval of Local Board Policy: *BI (Local) Reports*

Discussion: Trustee Menon, Chair of the Organization, Education, and Policy Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval of the second reading and approval of Local Board policies.

The motion was approved 9-0 as presented.

2023-01-3 Consideration of Approval of Facility Naming in Connection with Major Gifts

On motion of Trustee Moses, and second of Trustee Menon, this item was approved by a vote of 9-0.

2023-01-4 Consideration of Approval to Order an Election

On motion of Trustee Menon, and second of Trustee Orr, this item was approved by a vote of 9-0.

2023-01-5 Consideration of Approval of the Bid Report for January 24, 2023

Discussion: Melissa Irby, Chief Financial Officer, presented the Bid Report for January 24, 2023, which included four new solicitations:

<u>New Solicitations</u>	
Purchase Request #1 Temporary Food Service Personnel	\$ 2,250,000
Purchase Request #2 Employee Compensation Review Plan	\$ 120,800
Purchase Request #3 Commerce Management Services	\$ 834,300
Purchase Request #4 Industrial Training Equipment and Curriculum	\$ 400,000
Total of New Solicitations	\$ 3,605,100
Grand Total	\$ <u>3,605,100</u>

On motion of Trustee Gomel, and second of Trustee Saad, this item was approved by a vote of 9-0.

PUBLIC COMMENT

There was no additional public comment.

INFORMATION REPORTS

- TimelyCare Status Report - Fourth Quarter of 2022
- Workday Student Status Report for December 2022/January 2023
- Personnel Report for January 2023
- Annual Grant Budget November 30, 2022
- Revenues and Expenses as of November 30, 2022
- Monthly Investment Report as of November 30, 2022
- Monthly Investment Report as of December 31, 2022
- Quarterly Investment Report as of November 30, 2022
- Annual Investment Report as of August 31, 2022

PRESIDENT’S AND BOARD ANNOUNCEMENTS

Comments on: workshops, seminars, and conferences taking place at the College; awards received; accomplishments and appointments at the local, state, and national level; published articles and newspaper reports; upcoming events; and recent news.

RECONVENE TO CLOSED OR EXECUTIVE SESSION:

Chair Hardin adjourned the regular meeting to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 *et seq.*, to wit at 8:10 p.m.

ADJOURNMENT

Chair Hardin reconvened the regular meeting and then adjourned the meeting of the Board of Trustees of Collin County Community College District at 8:55 p.m.

February 28, 2023

SUBJECT

Consideration of Approval of Course Fee and Fee Modification Requests for Fall 2023

RECOMMENDATION

The District President recommends approval of the proposed course fee and fee modification requests, effective Fall 2023.

RATIONALE

Course Special Fees

This course fee is to offset the substantial increase in cost of consumable supplies in our new and existing program courses. Courses affected in this category are:

ECRD 1211, Electrocardiography; NUPC 1320, Patient Care Technician/Assistant; PLAB 1323 Phlebotomy.

Pass-through Fees

This is a student reimbursement to the college for student expenses that are directly paid to the vendor/agency by the college, i.e., state certification exam fees, online testing programs, etc. Courses affected in this category are:

FIRT 1091, Driver/Operator – Aerial Apparatus; and VTHT 1271 Vet Tech National Examination Prep.

Lab Fees

Courses that include students using multiple consumables for their learning experience require a fee to cover part or all of the consumable items' cost. Courses affected in this category are:

PTHA 1229, Applied Physical Principles; PTHA 1405, Basic Patient Care Skills; VTHT 1245, Veterinary Radiology; VTHT 1313, Veterinary Anatomy & Physiology; VTHT 1341, Anesthesia & Surgical Assistance; and VTHT 2439, Vet Nursing Care Lab.

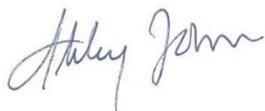
RESOURCE PERSONNEL

Dr. Abe Johnson, SVP Campus Operations

ATTACHMENTS

- A. Course Fee Requests/Modifications
- B. Supporting Documentation

Respectfully Submitted By:



Dr. Abe Johnson
SVP Campus Operations

Collin County Community College District Board of Trustees
Consideration of Approval of Course Fees
Effective Fall 2023

Fee Request/Modification Itemization

Department of Instruction	Course No.	Course Title/Description	Discipline	Final Fee Request	Request Type	Fee Type	Effective Term
Fire Science	FIRT 1091	Driver/Operator - Aerial Apparatus	Fire Science	\$55.00	Original	Pass-through	Fall 2023
Health Professions	ECRD 1211	Electrocardiography	Electrocardiography	\$24.00	Original	Special	Fall 2023
Health Professions	NUPC 1320	Patient Care Technician/Assistant	Health Professions	\$50.00	Original	Special	Fall 2023
Health Professions	PLAB 1323	Phlebotomy	Phlebotomy	\$50.00	Change from \$24	Special	Fall 2023
Physical Therapy	PTHA 1229	Applied Physical Principles	Physical Therapy	\$24.00	Original	Lab	Fall 2023
Physical Therapy	PTHA 1405	Basic Patient Care Skills	Patient Care Technician	\$24.00	Original	Lab	Fall 2023
Veterinary Technology	VTHT 1245	Veterinary Radiology	Veterinary	\$15.00	Original	lab	Fall 2023
Veterinary Technology	VTHT 1271	Vet Tech National Examination Prep	Veterinary	\$45.00	Original	Pass-through	Fall 2023
Veterinary Technology	VTHT 1313	Veterinary Anatomy & Physiology	Veterinary	\$15.00	Original	Lab	Fall 2023
Veterinary Technology	VTHT 1341	Anesthesia & Surgical Assistance	Veterinary	\$24.00	Original	Lab	Fall 2023
Veterinary Technology	VTHT 2439	Vet Nursing Care Lab	Veterinary	\$24.00	Original	Lab	Fall 2023



Course Fee Request /Modification

Course ID FIRT 1091 Course Title Driver/Operator-Aerial Apparatus
 Department Fire Science Course Credit Hours 0 Fee Amount \$ 55.00
 Requested Implementation Date/Term Fall 2023 Fee Name* *(i.e., TLAB Lab Fee)* FTUB

For the Office of Business/Bursar Only: **Detail Code/FOAPAL**
**TBD indicates a new program awaiting a code assignment from the Office of Bursar.*

Justification *(Supporting documentation attached: Yes No)*
 Fire Science department is responsible for scheduling state certification exams for students successfully completing courses leading to state certifications by the Texas Commission on Fire Protection. State certification exam fees are collected at registration.

Select What Type of Fee Request *(required)*

- Original approval request*
 - Change to existing fee amount*
 - Course designation change *(no fee change)*
 - Fee Termination Notice
- *Requires SVPCO and Board approval*

Select What Type of Fee *(required)*

- Course Lab Fee (\leq \$24)
- Course Special Fee ($>$ \$24)
- Pass-through Fee
- Administrative Fee
- Other *(requires justification)*

Requestor:

Pat McQuinn
 Associate Dean; Director Name/Signature

February 10, 2023
 Date

Approvals:

Michelle Millen
 Dean Name/Signature

2.7.2023
 Date

Mark A. Smith
 Provost Name/Signature

02/07/2023
 Date

Julie Jones
 Senior VP Campus Operations Name/Signature

2-8-2023
 Date

Instructions

1. Complete the requested information; obtain all campus signatures, then submit to the Senior VP of Campus Operations for final approval and submission to the Collin College Board of Trustees (Board).
2. Board determinations will be routed from Office of Campus Operations to Office of the Bursar, then to the respective dean.
3. Departments are responsible for any necessary fee entries in Banner at course section level.
4. The Office of the Bursar forwards approvals to the curriculum coordinator for Banner catalog input.

Texas Education Code (TEC) Citations for Assessing Fees

TEC, Subchapter E.54.501: *Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...*
 TEC, Subchapter B.54.051(l): *Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction...* TEC, Subchapter E. 54.504: *Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected.* TEC, Chapter 130.084(b): *Fees necessary for efficient operation of the college...*



Course Fee Request /Modification

Course ID ECRD 1211 Course Title Electrocardiography
 Department Health Professions Course Credit Hours 2 Fee Amount \$ 24
 Requested Implementation Date/Term Fall 2023 Fee Name* (i.e., TLAB Lab Fee) TLAB

For the Office of Business/Bursar Only: **Detail Code/FOAPAL**
**TBD indicates a new program awaiting a code assignment from the Office of Bursar.*

Justification (Supporting documentation attached: Yes No)
 This is a new course added to the Electrocardiograph Technician Track in the Health Professions Degree in Fall 2021. Upon evaluation and tracking of consumable supplies utilized on a per student basis for this course (see attached list of items) we are recommending an increase in the lab fee charged for this course to cover the recurring costs.

Select What Type of Fee Request (required)

- Original approval request*
- Change to existing fee amount*
- Course designation change (no fee change)
- Fee Termination Notice

**Requires SVPCO and Board approval*

Select What Type of Fee (required)

- Course Lab Fee (≤ \$24)
- Course Special Fee (>\$24)
- Pass-through Fee
- Administrative Fee
- Other (requires justification)

Requestor:

Juli Westcott

Digitally signed by Juli Westcott
Date: 2023.02.09 10:37:21 -06'00'

Associate Dean; Director Name/Signature

Date

Approvals:

Michelle Millen, MSCPM, RHIA

Digitally signed by Michelle Millen, MSCPM, RHIA
Date: 2023.02.09 12:49:14 -06'00'

Dean Name/Signature

Date

Mark Smith

Digitally signed by Mark Smith
Date: 2023.02.09 14:32:50 -06'00'

Provost Name/Signature

02/07/2023

Date

Senior VP Campus Operations Name/Signature

2/14/23
Date

Instructions

- Complete the requested information; obtain all campus signatures, then submit to the Senior VP of Campus Operations for final approval and submission to the Collin College Board of Trustees (Board).
- Board determinations will be routed from Office of Campus Operations to Office of the Bursar, then to the respective dean.
- Departments are responsible for any necessary fee entries in Banner at course section level.
- The Office of the Bursar forwards approvals to the curriculum coordinator for Banner catalog input.

Texas Education Code (TEC) Citations for Assessing Fees

TEC, Subchapter E.54.501: Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...
 TEC, Subchapter B.54.051(l): Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction...
 TEC, Subchapter E. 54.504: Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected.
 TEC, Chapter 130.084(b): Fees necessary for efficient operation of the college...



Course Fee Request /Modification

Course ID NUPC 1320 Course Title Patient Care Technician/Assistant
 Department Health Professions Course Credit Hours 3 Fee Amount \$ 50
 Requested Implementation Date/Term Fall 2023 Fee Name* *(i.e., TLAB Lab Fee)* TLAB

For the Office of Business/Bursar Only: **Detail Code/FOAPAL**
**TBD indicates a new program awaiting a code assignment from the Office of Bursar.*

Justification *(Supporting documentation attached: Yes No)*
 This is a new course added to the Patient Care Technician Track in the Health Professions Degree in Fall 2021. Upon evaluation and tracking of consumable supplies utilized on a per student basis for this course (see attached list of items) we are recommending an increase in the lab fee charged for this course to cover the recurring costs.

- Select What Type of Fee Request** *(required)*
- Original approval request*
 - Change to existing fee amount*
 - Course designation change *(no fee change)*
 - Fee Termination Notice
**Requires SVPCO and Board approval*

- Select What Type of Fee** *(required)*
- Course Lab Fee (\leq \$24)
 - Course Special Fee ($>$ \$24)
 - Pass-through Fee
 - Administrative Fee
 - Other *(requires justification)*

Requestor:

Juli Westcott Digitally signed by Juli Westcott
 Date: 2023.02.09 10:36:56 -06'00'
 Associate Dean; Director Name/Signature Date

Approvals:

Michelle Millen, MSCPM, RHIA Digitally signed by Michelle Millen, MSCPM, RHIA
 Date: 2023.02.09 12:49:58 -06'00'
 Dean Name/Signature Date

Mark Smith Digitally signed by Mark Smith
 Date: 2023.02.09 14:30:31 -06'00'
 Provost Name/Signature Date


 Senior VP Campus Operations Name/Signature Date
2/14/23

Instructions

1. Complete the requested information; obtain all campus signatures, then submit to the Senior VP of Campus Operations for final approval and submission to the Collin College Board of Trustees (Board).
2. Board determinations will be routed from Office of Campus Operations to Office of the Bursar, then to the respective dean.
3. Departments are responsible for any necessary fee entries in Banner at course section level.
4. The Office of the Bursar forwards approvals to the curriculum coordinator for Banner catalog input.

Texas Education Code (TEC) Citations for Assessing Fees

TEC, Subchapter E.54.501: *Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...*
 TEC, Subchapter B.54.051(l): *Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction...* TEC, Subchapter E. 54.504: *Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected.* TEC, Chapter 130.084(b): *Fees necessary for efficient operation of the college...*



Course Fee Request /Modification

Course ID PLAB 1323 Course Title Phlebotomy
 Department Health Professions Course Credit Hours 3 Fee Amount \$ 50
 Requested Implementation Date/Term Fall 2023 Fee Name* (i.e., TLAB Lab Fee) TLAB

For the Office of Business/Bursar Only: Detail Code/FOAPAL _____
 *TBD indicates a new program awaiting a code assignment from the Office of Bursar.

Justification (Supporting documentation attached: Yes No)

Upon evaluation and tracking of consumable supplies utilized on a per student basis for this course (see attached list of items) we are recommending an increase in the lab fee charged for this course to cover the recurring costs.

Select What Type of Fee Request (required)

- Original approval request*
- Change to existing fee amount*
- Course designation change (no fee change)
- Fee Termination Notice

*Requires SVPCO and Board approval

Select What Type of Fee (required)

- Course Lab Fee (≤ \$24)
- Course Special Fee (>\$24)
- Pass-through Fee
- Administrative Fee
- Other (requires justification)

Requestor:

Juli Westcott Digitally signed by Juli Westcott
 Date: 2023.02.09 10:36:04 -06'00'
 Associate Dean; Director Name/Signature _____

_____ Date

Approvals:

Michelle Millen, MSCPM, RHIA Digitally signed by Michelle Millen, MSCPM, RHIA
 Date: 2023.02.09 12:50:40 -06'00'
 Dean Name/Signature _____

_____ Date

Mark Smith Digitally signed by Mark Smith
 Date: 2023.02.09 14:31:48 -06'00'
 Provost Name/Signature _____

02/07/2023

_____ Date


 Senior VP Campus Operations Name/Signature _____

2-14-23

_____ Date

Instructions

1. Complete the requested information; obtain all campus signatures, then submit to the Senior VP of Campus Operations for final approval and submission to the Collin College Board of Trustees (Board).
2. Board determinations will be routed from Office of Campus Operations to Office of the Bursar, then to the respective dean.
3. Departments are responsible for any necessary fee entries in Banner at course section level.
4. The Office of the Bursar forwards approvals to the curriculum coordinator for Banner catalog input.

Texas Education Code (TEC) Citations for Assessing Fees

TEC, Subchapter E.54.501: Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...
 TEC, Subchapter B.54.051(l): Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction... TEC, Subchapter E. 54.504: Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected. TEC, Chapter 130.084(b): Fees necessary for efficient operation of the college...



Course Fee Request /Modification

Course ID PTHA 1229 Course Title Applied Physical Principles
 Department PTA Course Credit Hours 2 Fee Amount \$ \$24
 Requested Implementation Date/Term 2023/Fall Fee Name* *(i.e., TLAB Lab Fee)* Lab

For the Office of Business/Bursar Only: **Detail Code/FOAPAL**
**TBD indicates a new program awaiting a code assignment from the Office of Bursar.*

Justification *(Supporting documentation attached: Yes No)*

The fee is needed to cover the cost of lab supplies used in the course.

Select What Type of Fee Request *(required)*

- Original approval request*
- Change to existing fee amount*
- Course designation change *(no fee change)*
- Fee Termination Notice
**Requires SVPCO and Board approval*

Select What Type of Fee *(required)*

- Course Lab Fee (\leq \$24)
- Course Special Fee ($>$ \$24)
- Pass-through Fee
- Administrative Fee
- Other *(requires justification)*

Requestor:

Michael Cox Digitally signed by Michael Cox Date: 2023.01.20 09:29:03 -06'00' 01/20/2023
Associate Dean; Director Name/Signature **Date**

Approvals:

Michelle Millen, MSCPM, RHIA Digitally signed by Michelle Millen, MSCPM, RHIA Date: 2023.02.06 15:15:42 -06'00' Date
Dean Name/Signature

Mark Smith Digitally signed by Mark Smith Date: 2023.02.06 16:13:18 -06'00' 02/06/2023
Provost Name/Signature **Date**

 2-8-23
Senior VP Campus Operations Name/Signature **Date**

Instructions

1. Complete the requested information; obtain all campus signatures, then submit to the Senior VP of Campus Operations for final approval and submission to the Collin College Board of Trustees (Board).
2. Board determinations will be routed from Office of Campus Operations to Office of the Bursar, then to the respective dean.
3. Departments are responsible for any necessary fee entries in Banner at course section level.
4. The Office of the Bursar forwards approvals to the curriculum coordinator for Banner catalog input.

Texas Education Code (TEC) Citations for Assessing Fees

TEC, Subchapter E.54.501: *Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...*
TEC, Subchapter B.54.051(l): *Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction...* **TEC, Subchapter E. 54.504:** *Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected.* **TEC, Chapter 130.084(b):** *Fees necessary for efficient operation of the college...*



Course Fee Request /Modification

Course ID PTHA 1405 Course Title Basic Patient Care Skills
 Department PTA Course Credit Hours 4 Fee Amount \$ \$24
 Requested Implementation Date/Term Fall/2023 Fee Name* *(i.e., TLAB Lab Fee)* Lab

For the Office of Business/Bursar Only: **Detail Code/FOAPAL**
**TBD indicates a new program awaiting a code assignment from the Office of Bursar.*

Justification *(Supporting documentation attached: Yes No)*
 The fee is needed to cover the cost of lab supplies used in the course.

- Select What Type of Fee Request** *(required)*
- Original approval request*
 - Change to existing fee amount*
 - Course designation change *(no fee change)*
 - Fee Termination Notice
**Requires SVPCO and Board approval*

- Select What Type of Fee** *(required)*
- Course Lab Fee (\leq \$24)
 - Course Special Fee ($>$ \$24)
 - Pass-through Fee
 - Administrative Fee
 - Other *(requires justification)*

Requestor:

Michael Cox Digitally signed by Michael Cox
 Date: 2023.01.20 09:30:39 -06'00'
 Associate Dean; Director Name/Signature Date

Approvals:

Michelle Millen, MSCPM, RHIA Digitally signed by Michelle Millen, MSCPM, RHIA
 Date: 2023.02.06 15:19:22 -06'00'
 Dean Name/Signature Date

Mark Smith Digitally signed by Mark Smith
 Date: 2023.02.06 16:14:01 -06'00'
 Provost Name/Signature Date

 2-8-23
 Senior VP Campus Operations Name/Signature Date

Instructions

- Complete the requested information; obtain all campus signatures, then submit to the Senior VP of Campus Operations for final approval and submission to the Collin College Board of Trustees (Board).
- Board determinations will be routed from Office of Campus Operations to Office of the Bursar, then to the respective dean.
- Departments are responsible for any necessary fee entries in Banner at course section level.
- The Office of the Bursar forwards approvals to the curriculum coordinator for Banner catalog input.

Texas Education Code (TEC) Citations for Assessing Fees

TEC, Subchapter E.54.501: Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...
 TEC, Subchapter B.54.051(l): Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction... TEC, Subchapter E. 54.504: Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected. TEC, Chapter 130.084(b): Fees necessary for efficient operation of the college...



Course Fee Request /Modification

Course ID VTHT 1245 Course Title Lab: Veterinary Radiology
 Department VET TECH Course Credit Hours 0 Fee Amount \$ 15.00
 Requested Implementation Date/Term Fall 2023 Fee Name* (i.e., TLAB Lab Fee) TLAB

For the Office of Business/Bursar Only: Detail Code/FOAPAL _____
 *TBD indicates a new program awaiting a code assignment from the Office of Bursar.

Justification (Supporting documentation attached: Yes No)
 Fee assessed will offset the cost of consumable lab supplies such as student dosimeter badges.

Select What Type of Fee Request (required)

- Original approval request*
- Change to existing fee amount*
- Course designation change (no fee change)
- Fee Termination Notice
*Requires SVPCO and Board approval

Select What Type of Fee (required)

- Course Lab Fee (≤ \$24)
- Course Special Fee (>\$24)
- Pass-through Fee
- Administrative Fee
- Other (requires justification)

Requestor:

Karina Taylor / Karina Taylor
 Associate Dean; Director Name/Signature

1/24/23
 Date

Approvals:

[Signature]
 Dean Name/Signature

1-27-23
 Date

[Signature]
 Provost Name/Signature

2.6.23
 Date

[Signature]
 Senior VP Campus Operations Name/Signature

2-8-23
 Date

Instructions

- Complete the requested information; obtain all campus signatures, then submit to the Senior VP of Campus Operations for final approval and submission to the Collin College Board of Trustees (Board).
- Board determinations will be routed from Office of Campus Operations to Office of the Bursar, then to the respective dean.
- Departments are responsible for any necessary fee entries in Banner at course section level.
- The Office of the Bursar forwards approvals to the curriculum coordinator for Banner catalog input.

Texas Education Code (TEC) Citations for Assessing Fees

TEC, Subchapter E.54.501: Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...
 TEC, Subchapter B.54.051(l): Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction... TEC, Subchapter E. 54.504: Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected. TEC, Chapter 130.084(b): Fees necessary for efficient operation of the college...



Course Fee Request /Modification

Course ID VTHT 1271 Course Title VTNE Prep
 Department VET TECH Course Credit Hours 0 Fee Amount \$ 45.00
 Requested Implementation Date/Term Fall 2023 Fee Name* (i.e., TLAB Lab Fee) TLAB

For the Office of Business/Bursar Only: Detail Code/FOAPAL
 *TBD indicates a new program awaiting a code assignment from the Office of Bursar.

Justification (Supporting documentation attached: Yes No)
 Fee assessed will offset the cost of the online VTNE Practice Test given in a simulated testing environment.

Select What Type of Fee Request (required)

- Original approval request*
- Change to existing fee amount*
- Course designation change (no fee change)
- Fee Termination Notice
*Requires SVPCO and Board approval

Select What Type of Fee (required)

- Course Lab Fee (<\$24)
- Course Special Fee (>\$24)
- Pass-through Fee
- Administrative Fee
- Other (requires justification)

Requestor:

Karina Taylor / Karina Taylor
 Associate Dean; Director Name/Signature

1/24/23
 Date

Approvals:

Dpe Babak
 Dean Name/Signature

1-27-23
 Date

Mary McKite
 Provost Name/Signature

2-3-23
 Date

Stacy J...
 Senior VP Campus Operations Name/Signature

2-8-23
 Date

Instructions

- Complete the requested information; obtain all campus signatures, then submit to the Senior VP of Campus Operations for final approval and submission to the Collin College Board of Trustees (Board).
- Board determinations will be routed from Office of Campus Operations to Office of the Bursar, then to the respective dean.
- Departments are responsible for any necessary fee entries in Banner at course section level.
- The Office of the Bursar forwards approvals to the curriculum coordinator for Banner catalog input.

Texas Education Code (TEC) Citations for Assessing Fees

TEC, Subchapter E.54.501: Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...
 TEC, Subchapter B.54.051(l): Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction... TEC, Subchapter E. 54.504: Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected. TEC, Chapter 130.084(b): Fees necessary for efficient operation of the college...



Course Fee Request /Modification

Course ID VTHT 1313 Course Title Lab: Veterinary Anatomy and Physiology
 Department VET TECH Course Credit Hours 0 Fee Amount \$ 15.00
 Requested Implementation Date/Term Fall 2023 Fee Name* (i.e., TLAB Lab Fee) TLAB

For the Office of Business/Bursar Only: Detail Code/FOAPAL _____
 *TBD indicates a new program awaiting a code assignment from the Office of Bursar.

Justification (Supporting documentation attached: Yes No)
 Fee assessed will offset the cost of consumable products used in lab, including dissection specimens, waste disposal and equipment.

Select What Type of Fee Request (required)

- Original approval request*
- Change to existing fee amount*
- Course designation change (no fee change)
- Fee Termination Notice
*Requires SVPCO and Board approval

Select What Type of Fee (required)

- Course Lab Fee (< \$24)
- Course Special Fee (>\$24)
- Pass-through Fee
- Administrative Fee
- Other (requires justification)

Requestor:

Karina Taylor/Ken Taylor 1/24/23
 Associate Dean; Director Name/Signature Date

Approvals:

Dde Babcock 1-27-23
 Dean Name/Signature Date

Mary Helton 2-3-23
 Provost Name/Signature Date

Andy Jones 2-8-23
 Senior VP Campus Operations Name/Signature Date

Instructions

1. Complete the requested information; obtain all campus signatures, then submit to the Senior VP of Campus Operations for final approval and submission to the Collin College Board of Trustees (Board).
2. Board determinations will be routed from Office of Campus Operations to Office of the Bursar, then to the respective dean.
3. Departments are responsible for any necessary fee entries in Banner at course section level.
4. The Office of the Bursar forwards approvals to the curriculum coordinator for Banner catalog input.

Texas Education Code (TEC) Citations for Assessing Fees

TEC, Subchapter E.54.501: Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...
 TEC, Subchapter B.54.051(i): Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction... TEC, Subchapter E. 54.504: Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected. TEC, Chapter 130.084(b): Fees necessary for efficient operation of the college...



Course Fee Request /Modification

Course ID VTHT 1341 Course Title Lab: Anesthesia and Surgical Assistance
 Department VET TECH Course Credit Hours 0 Fee Amount \$ 24.00
 Requested Implementation Date/Term Fall 2023 Fee Name* (i.e., TLAB Lab Fee) TLAB

For the Office of Business/Bursar Only: Detail Code/FOAPAL
 *TBD indicates a new program awaiting a code assignment from the Office of Bursar.

Justification (Supporting documentation attached: Yes No)
 Fee assessed will offset the cost of consumable products used in lab, waste disposal and equipment.

Select What Type of Fee Request (required)

- Original approval request*
- Change to existing fee amount*
- Course designation change (no fee change)
- Fee Termination Notice
*Requires SVPCO and Board approval

Select What Type of Fee (required)

- Course Lab Fee (≤ \$24)
- Course Special Fee (>\$24)
- Pass-through Fee
- Administrative Fee
- Other (requires justification)

Requestor:

Karina Taylor / Kim Taylor 1/26/23
 Associate Dean; Director Name/Signature Date

Approvals:

Dan Bostel 1-27-23
 Dean Name/Signature Date

Mary White 2-3-23
 Provost Name/Signature Date

Stacy Jones 2-8-23
 Senior VP Campus Operations Name/Signature Date

Instructions

1. Complete the requested information; obtain all campus signatures, then submit to the Senior VP of Campus Operations for final approval and submission to the Collin College Board of Trustees (Board).
2. Board determinations will be routed from Office of Campus Operations to Office of the Bursar, then to the respective dean.
3. Departments are responsible for any necessary fee entries in Banner at course section level.
4. The Office of the Bursar forwards approvals to the curriculum coordinator for Banner catalog input.

Texas Education Code (TEC) Citations for Assessing Fees

TEC, Subchapter E.54.501: Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...
 TEC, Subchapter B.54.051(I): Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction... TEC, Subchapter E. 54.504: Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected. TEC, Chapter 130.084(b): Fees necessary for efficient operation of the college...



Course Fee Request /Modification

Course ID VTHT 2439 Course Title Lab: Vet Nursing Care Lab
 Department VET TECH Course Credit Hours 0 Fee Amount \$ 24.00
 Requested Implementation Date/Term Fall 2023 Fee Name* (i.e., TLAB Lab Fee) TLAB

For the Office of Business/Bursar Only: Detail Code/FOAPAL _____
 *TBD indicates a new program awaiting a code assignment from the Office of Bursar.

Justification (Supporting documentation attached: Yes No)
 Fee assessed will offset the costs of consumable products used in lab, waste disposal and equipment.

Select What Type of Fee Request (required)

- Original approval request*
- Change to existing fee amount*
- Course designation change (no fee change)
- Fee Termination Notice
 *Requires SVPCO and Board approval

Select What Type of Fee (required)

- Course Lab Fee (< \$24)
- Course Special Fee (>\$24)
- Pass-through Fee
- Administrative Fee
- Other (requires justification)

Requestor:

Karina Taylor / Kim Turner 1/24/23
 Associate Dean; Director Name/Signature Date

Approvals:

John Bobczek 1-27-23
 Dean Name/Signature Date

Mary McKelvey 2-3-23
 Provost Name/Signature Date

Thelma Jones 2-8-23
 Senior VP Campus Operations Name/Signature Date

Instructions

1. Complete the requested information; obtain all campus signatures, then submit to the Senior VP of Campus Operations for final approval and submission to the Collin College Board of Trustees (Board).
2. Board determinations will be routed from Office of Campus Operations to Office of the Bursar, then to the respective dean.
3. Departments are responsible for any necessary fee entries in Banner at course section level.
4. The Office of the Bursar forwards approvals to the curriculum coordinator for Banner catalog input.

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TEC, Subchapter E.54.501: Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...
 TEC, Subchapter B.54.051(l): Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction... TEC, Subchapter E. 54.504: Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected. TEC, Chapter 130.084(b): Fees necessary for efficient operation of the college...

February 28, 2023

SUBJECT

Consideration of Approval of the Revised Order of Election

RECOMMENDATION

To move forward with the planned election on May 6, 2023, the District President recommends approval of the revised resolution (English and Spanish versions) ordering a general election on May 6, 2023.

RATIONALE

The Board of Trustees approved the Order of Election for the May 6, 2023 election on January 24, 2023. Revisions to the approved Order of Election are in Section 5 and pertain to the type of voting machines used by Collin County Elections.

RESOURCE PERSONNEL

Steve Matthews, SVP External Relations

ATTACHMENTS

- A) Revised resolution (English and Spanish) ordering a general election on May 6, 2023

Respectfully Submitted By:



Steve Matthews, SVP External Relations

ELECTION ORDER
(Revised February 28, 2023)
ORDEN DE ELECCIÓN
(Revisado el 28 de febrero de 2023)

A RESOLUTION ORDERING A GENERAL ELECTION FOR THE PURPOSE OF ELECTING THREE (3) MEMBERS OF THE BOARD OF TRUSTEES OF COLLIN COUNTY COMMUNITY COLLEGE DISTRICT IN TRUSTEE PLACES 1, 2, and 3; DESIGNATING LOCATION OF POLLING PLACES; PROVIDING FOR EARLY VOTING; SETTING A TIME FOR CANVASSING OF ELECTION RETURNS; AUTHORIZING PUBLICATION OF THIS RESOLUTION; AND STATING OTHER ITEMS NECESSARY TO THE ELECTION PROCESS.

RESOLUCIÓN QUE DISPONE UNA ELECCIÓN GENERAL PARA ELEGIR TRES (3) MIEMBROS DE LA JUNTA DIRECTIVA DEL COLLIN COUNTY COMMUNITY COLLEGE DISTRICT QUE OCUPARÁN LOS LUGARES DE LOS FIDEICOMISARIO 1, 2, y 3; QUE DESIGNA LA UBICACIÓN DE LAS CASILLAS DE VOTACIÓN; QUE PERMITE LA VOTACIÓN ADELANTADA; QUE ESTABLECE EL HORARIO PARA EL ESCRUTINIO DE LAS ACTAS ELECTORALES; QUE AUTORIZA LA PUBLICACIÓN DE ESTA RESOLUCIÓN Y ESTABLECE OTROS PUNTOS NECESARIOS PARA EL PROCESO DE ELECCIÓN.

WHEREAS, the Texas Election Code, Title 4, Chapter 41 and Title 16, Chapter 271 permits joint elections of certain political subdivisions in certain counties that hold their elections on the first Saturday in May and that are served by common polling places; and

CONSIDERANDO, que el Código Electoral de Texas, Título 4, Capítulo 41, y Título 16, Capítulo 271 permite la realización de elecciones conjuntas de ciertas subdivisiones políticas en ciertos condados que llevan a cabo sus elecciones el primero sábado de mayo y que son atendidos por lugares de votación comunes; y

WHEREAS, the above cited statutory authority applies to Collin County Community College District; and

CONSIDERANDO, que la autoridad reglamentaria citada anteriormente es de aplicación al Collin County Community College District; y

WHEREAS, Texas Election Code Section 83.006, Section 83.010, and Section 83.033 provides for the appointment of an early voting clerk, the clerk's official mailing address, and appointment of a deputy clerk, respectively; and

CONSIDERANDO, el Código Electoral de Texas, Sección 83.006, Sección 83.010, y Sección 83.033 establece el nombramiento de un secretario de votación adelantada, la dirección postal oficial de este secretario y el nombramiento de un secretario suplente, respectivamente; y

WHEREAS, Texas Election Code Section 67.003 requires setting a date and time for canvassing election returns; NOW THEREFORE;

CONSIDERANDO, el Código Electoral de Texas Sección 67.003 exige establecer una fecha y un horario para el escrutinio de las actas electorales; **ENTONCES, EN CONSIDERACIÓN DE LO ANTERIOR;**

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF COLLIN COUNTY COMMUNITY COLLEGE DISTRICT:

LA JUNTA DIRECTIVA DEL COLLIN COUNTY COMMUNITY COLLEGE DISTRICT RESUELVE:

SECTION 1. That a general election shall be held on the first Saturday in May 2023, which is the sixth day of May, to elect three (3) members of the Board of Trustees of Collin County Community College District who will serve as Trustees in Place 1, Place 2, and Place 3, respectively.

SECCIÓN 1. Que se realice una elección general el segundo sábado de mayo de 2023, es decir el 6 de mayo, para elegir tres (3) miembros de la Junta Directiva del Collin County Community College District que ocuparán los lugares de los fideicomisario 1, 2, y 3, respectivamente.

SECTION 2. That on Early Voting Dates and Election Day, Collin County voters may vote at any of the designated and open Election Voting Centers under full contract services with the Collin County Elections Administration.

SECCIÓN 2. *Que en las Fechas de Votación Anticipada y el Día de las Elecciones, los votantes del Condado de Collin pueden votar en cualquiera de los Centros de Votación de Elecciones designados y abiertos bajo un contrato completo con la Administración de Elecciones del Condado de Collin.*

SECTION 3. That the District President is authorized to enter into a contract with the Independent School Districts of Collin County necessary to conduct a joint election in accordance with the Texas Election Code, Title 16, Chapter 271 and other applicable statutes. Further, the District President and/or designee, in consultation with legal counsel, are hereby authorized to take any and all actions necessary to comply with the provisions of the Texas Election Code and any other state or federal law in conducting the election herein ordered, even when not expressly authorized herein.

SECCIÓN 3. *Que el Presidente está autorizado a celebrar un contrato con los Distritos de Escuelas Independientes del Condado de Collin, necesario para realizar una elección conjunta de conformidad con el Código Electoral de Texas, Título 16, Capítulo 271 y otros reglamentos de aplicación. Además, el Presidente del Distrito y / o su designado, en consulta con un asesor legal, por la presente están autorizados a tomar todas y cada una de las acciones necesarias para cumplir con las disposiciones del Código Electoral de Texas y cualquier otra ley estatal o federal para llevar a cabo las elecciones aquí ordenadas. incluso cuando no esté expresamente autorizado aquí.*

SECTION 4: That early voting by personal appearance will begin Monday, April 14, 2023, and continue through Tuesday, May 2, 2023 on the dates and at the times and locations designated in Exhibit A.

SECCIÓN 4: *Esa votación anticipada en persona comenzará el lunes 14 de abril de 2023 y continuará hasta el martes 2 de mayo de 2023 en las fechas, horas y lugares designados en el Anexo A.*

The early voting clerk and deputy early voting clerk shall be the same as appointed by each Independent School District. In the event that an ISD does not hold an election on May 6 (as per Sect. 2.053 of the Texas Election Code), the Collin County Elections Administrator; 2010 Redbud Boulevard, Suite 102, McKinney, TX 75069; shall serve as the Early Voting Clerk for voters from that ISD.

El secretario y el secretario suplente de la votación adelantada deberán ser los mismos que fueron nombrados por cada Distrito Escolar Independiente. En caso que un Distrito Escolar Independiente no realice una elección el 6 de mayo (de conformidad con la Sección 2.053 del Código Electoral de Texas), el Administrador de las Elecciones del Condado de Collin; 2010 Redbud Boulevard, Suite 102, McKinney, TX 75069 deberá prestar servicio como Secretario de la elección adelantada para los votantes de ese Distrito Escolar Independiente.

Application for early voting ballots by mail should be mailed to the same address used by each Independent School District for early voting by mail.

La solicitud de planillas de votación adelantada debería ser enviada por correo a la misma dirección usada por cada Distrito Escolar Independiente para votación adelantada por correo.

If an ISD does not hold an election on May 6 (as per Sect. 2.053 of the Texas Election Code), early voting by residents of that school district shall be conducted at the sites designated by the Collin County Elections Administrator.

Si un Distrito Escolar Independiente no realiza una elección el 6 de mayo (de conformidad con la Sección 2.053 del Código Electoral de Texas), la votación adelantada de los residentes de ese distrito escolar se realizará en los sitios designados por el Administrador Electoral del Condado de Collin.

SECTION 5: In accordance with Section 123.001 of the Texas Election Code, the ES&S ExpressVote Universal & ES&S ExpressTouch curbside voting machines approved by the

Secretary of State are hereby adopted for the early voting period and election day on May 6, 2023, and the ES&S DS200 ballot counters and ES&S Model DS450 and SD850 High-Speed Scanners/Tabulators will be used to tabulate mail ballots.

SECCIÓN 5: *De acuerdo con la Sección 123.001 del Código Electoral de Texas, las máquinas de votación en la acera ES&S ExpressVote Universal y ES&S ExpressTouch aprobadas por el Secretario de Estado se adoptan para el período de votación anticipada y el día de las elecciones el 6 de mayo de 2023, y las contadoras de boletas ES&S DS200 y se utilizarán escáneres/tabuladores de alta velocidad ES&S modelo DS450 y SD850 para tabular las boletas por correo.*

SECTION 6: That any resident, qualified voter of the District may have his or her name placed on the official ballot as a candidate for trustee representing the trustee place which the person selects. A signed, written application which indicates the number of the trustee place which the person seeks to represent must be filed with the Election Secretary or with the Deputy Election Secretary by 5:00 p.m. on Friday, February 17, 2023, by the person seeking to be elected. Applications are to be filed in Room 400 at Collin College's Collin Higher Education Center, located at 3452 Spur 399, McKinney, TX 75069.

SECCIÓN 6: *Que cualquier residente, votante calificado del Distrito puede tener su nombre en la planilla oficial como candidato a fideicomisario y representando el lugar de fideicomisario que la persona seleccione. Una solicitud por escrito y firmada que indique el número del lugar de fideicomisario que la persona busca representar debe presentarse ante el Secretario de Elecciones o ante el Secretario de Elecciones Adjunto antes de las 5:00 p.m. el viernes 17 de febrero de 2023, por la persona que busca ser electa. Las solicitudes deben presentarse en la sala 400 del Collin Higher Education Center de Collin College, ubicado en 3452 Spur 399, McKinney, TX 75069.*

SECTION 7: The Election Secretary is authorized to have published a notice of the general election in a newspaper of general circulation in Collin County at least once, not earlier than the 30th day nor later than the 10th day, before election day as provided in Section 4.003(a) (1) of the Texas Election Code; and shall be posted on the bulletin board used for posting notices of the Board of Trustees meetings not later than the 21st day before election day. A copy of the published notice that contains the name of the newspaper and the date of publication shall be retained as a record of such notice, and the person posting the notice shall make a record at the time of posting stating the date and place of posting in accordance with Texas Election Code Section 4.005.

SECCIÓN 7: *El Secretario Electoral está autorizado a hacer publicar un anuncio de la elección general en un diario de circulación general en el Condado de Collin al menos una vez, no antes del día 30 ni después del día 10, antes del día de la elección según se estipula en la Sección 4.003(a) (1) del Código Electoral de Texas, anuncio que deberá ser mostrado en el tablón de anuncios donde se colocan los avisos de las reuniones de la Junta Directiva máximo 21 días antes del día de la elección. Se deberá conservar una copia del anuncio publicado donde conste el nombre del diario y la fecha de publicación como registro del anuncio y la persona que coloque el anuncio deberá registrar el horario en que lo haga indicando la fecha y el lugar de conformidad con el Código Electoral de Texas, Sección 4.005.*

SECTION 8: That the Board of Trustees will conduct a canvass of the returns from the May 6, 2023, election on the 16th day of May 2023 at 12:00 PM in Room 400 at Collin College's Collin Higher Education Center, located at 3452 Spur 399, McKinney, TX 75069.

SECCIÓN 8: *Que la Junta de Fideicomisarios llevará a cabo un escrutinio de las declaraciones de las elecciones del 6 de mayo de 2023 el día 16 de mayo de 2023 a las 12:00 p. M. En el salón 400 del Collin Higher Education Center de Collin College, ubicado en 3452 Spur 399, McKinney, TX 75069.*

SECTION 9: That simultaneously with the adoption of this resolution, there is adopted a Spanish version of the resolution.

SECCIÓN 9: *Que simultáneamente a la adopción de esta resolución, se adopta una versión de la misma en español.*

SECTION 10: That this resolution is effective upon adoption by a vote of the Board of Trustees and that this resolution shall be signed by the Chairman of the Board and attested by the

Secretary of the Board.

SECCIÓN 10: *Que esta resolución entra en vigor una vez adoptada por votación del Patronato y que esta resolución deberá ser firmada por el Presidente del Patronato y atestiguada por el Secretario del Patronato.*

**APPROVED BY THE BOARD OF TRUSTEES OF COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
ON THIS THE 28th DAY OF February, 2023.**

**APROBADA POR LA JUNTA DIRECTIVA DEL COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
A LOS 28 DÍAS DE FEBRERO DE 2023.**

By: _____

Andrew Hardin, Chairman
Board of Trustees
Andrew Hardin, Presidente
Junta Directiva

ATTEST:

By: _____

Jim Orr, Secretary
Board of Trustees
Jim Orr, Secretaria
Junta Directiva

Collin County Community College District Board of Trustees

2023-02-1

February 28, 2023

Resource: Christopher G. Eyle
Vice President of Facilities & Construction

AGENDA ITEM: Report Out of the Campus Facilities and Construction Committee and Consideration of Approval for the District President to Execute a Contract for Roof Replacement at the McKinney Campus

DISCUSSION: This project will replace the roof of the McKinney Campus Main Building A, B, and D sections. DryTec Moisture Protection Technology Consultants completed a roof assessment and determined that the main building's roof in A, B, and D wings are at the end of their lifecycle and need complete replacement.

Formal solicitations were issued and evaluated to determine the contractor. The responses were reviewed and evaluated by the Facilities and Construction staff. The bid submitted by Merit Roofing Systems, Inc. was the most responsive to the solicitation requirements and is recommended as the District's best value. The estimated cost for this project is \$1,582,110, including the bid amount of \$1,438,282 and \$143,828 of owner's contingency, which is budgeted and available in Facilities and Construction renewal and replacement funds.

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of Merit Roofing System's bid of \$1,438,282 and \$143,828 of owner's contingency, totaling \$1,582,110 to replace the roof of the McKinney Campus Main Building A, B, and D sections.

SUGGESTED MOTION: "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the District President to execute a contract with Merit Roofing System's bid of 1,438,282 and \$143,828 of owner's contingency, totaling \$1,582,110 to replace the roof of the McKinney Campus Main Building A, B, and D sections."

Collin County Community College District Board of Trustees

2023-02-2

February 28, 2023

Resources: Melissa Irby
Chief Financial Officer

- AGENDA ITEM:** Report Out of the Finance and Audit Committee and Consideration of Approval of Tuition Rates and Fees, Effective Fall 2023
- DISCUSSION:** A tuition increase is not being recommended this year. The Board's goal of having revenue in state appropriations, tuition, and fees to equal instructional expenses to ensure the financial stability of Collin College has been met with the current tuition rates and fees for this year and next year.
- DISTRICT PRESIDENT'S RECOMMENDATION:** The District President recommends that the Board of Trustees approves the tuition rates and fees of \$62 per credit hour for in-district residents, \$117 per credit hour for out-of-district residents, and \$187 per credit hour for out-of-state/out-of-country residents, effective Fall 2023. This is not an increase in tuition.
- SUGGESTED MOTION:** "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the tuition rates and fees of \$62 per credit hour for in-district residents, \$117 per credit hour for out-of-district residents, and \$187 per credit hour for out-of-state/out-of-country residents, effective Fall 2023. This is not an increase in tuition."

Collin County Community College District Board of Trustees

2023-02-3

February 28, 2023

Resource: Steve Matthews
SVP External Relations

AGENDA ITEM: Consideration of Approval of the Notice of Election for the May 6, 2023 Election

DISCUSSION: Chapter 4, Sections 4.001-4.008, of the Texas Election Code requires the responsible authority to give Notice of Election. The Board of Trustees is asked to approve the Notice of Election for the May 6, 2023, election for Trustee Places 1, 2, and 3 for six-year terms, ending in 2029.

DISTRICT PRESIDENT'S RECOMMENDATION: To move forward with the planned election on May 6, 2023, the District President recommends approval of Notice of Election (in English and Spanish) to be held on Saturday, May 6, 2023, for the purpose of electing three members of the Board of Trustees of Collin County Community College District in Trustee Places 1, 2, and 3 for six-year terms, ending in 2029; designating location of polling places and the dates and hours available for both early voting and on election day. Information on the Election Day and Early Voting sites is incomplete at this time; the sites will be provided to the Board of Trustees when finalized.

SUGGESTED MOTION: "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves a Notice of Election (English and Spanish version) to be held on Saturday, May 6, 2023, with the understanding that a complete listing of voting centers will be provided to the Board of Trustees when finalized."

**NOTICE OF TRUSTEE ELECTION
(AVISO DE ELECCIONES DE DIRECTIVOS)**

Collin County Community College District (College District) Board of Trustees hereby gives notice that the following polling sites will be open from 7 a.m. to 7 p.m. on May 6, 2023, for the purpose of electing one trustee each for positions designated as Place 1, Place 2, and Place 3 for a full six-year term.

(Distrito de Colegios Collin County Community (College District) Patronato notifica que los siguientes sitios de votación estarán abiertos 7 a.m.-7 p.m. el 6 de mayo de 2023, para el propósito de elegir un síndico cada uno para posiciones designadas como Lugar 1, Lugar 2, y Lugar 3 para un período completo de seis años.

**MAY 6, 2023
(6 de mayo de 2023)
JOINT GENERAL ELECTION
(JUNTA GENERAL ELECCION)**

**Early Voting Locations, Dates and Hours – Collin County
(Ubicaciones de votación temprana, Fechas y horas - Condado de Collin)**

Sunday <i>(Domingo)</i>	Monday <i>(Lunes)</i>	Tuesday <i>(Martes)</i>	Wednesday <i>(Miércoles)</i>	Thursday <i>(Jueves)</i>	Friday <i>(Viernes)</i>	Saturday <i>(Sábado)</i>
April 23 No Voting <i>(23 de abril)</i> <i>(Sin votar)</i>	April 24 Early Voting <i>(24 de abril)</i> <i>(Votación adelantada)</i> 8am - 5pm	April 25 Early Voting <i>(25 de abril)</i> <i>(Votación adelantada)</i> 8am - 5pm	April 26 Early Voting <i>(26 de abril)</i> <i>(Votación adelantada)</i> 8am - 5pm	April 27 Early Voting <i>(27 de abril)</i> <i>(Votación adelantada)</i> 8am - 5pm	April 28 Early Voting <i>(28 de abril)</i> <i>(Votación adelantada)</i> 8am - 5pm	April 29 Early Voting <i>(29 de abril)</i> <i>(Votación adelantada)</i> 8am - 5pm
April 30 No Voting <i>(30 de abril)</i> <i>(Sin votar)</i>	May 1 Early Voting <i>(1 de mayo)</i> <i>(Votación adelantada)</i> 7am - 7pm	May 2 Early Voting <i>(2 de mayo)</i> <i>(Votación adelantada)</i> 7am - 7pm	May 3 No Voting <i>(3 de mayo)</i> <i>(Sin votar)</i>	May 4 No Voting <i>(4 de mayo)</i> <i>(Sin votar)</i>	May 5 No Voting <i>(5 de mayo)</i> <i>(Sin votar)</i>	May 6 Election Day <i>(6 de mayo)</i> <i>(Día de elección)</i> 7am - 7pm

Polling Location <i>(Lugar de Votación)</i>	Room Name <i>(Nombre de la habitación)</i>	Address <i>(Dirección)</i>	City <i>(Ciudad)</i>	Zip Code <i>(Código postal)</i>
Collin County Elections <i>(Elecciones del Condado de Collin)</i> (Main Early Voting Location) <i>(Principal Sitio de votación temprana)</i>	Voting Room	2010 Redbud Blvd., Suite 102	McKinney	75069
Allen ISD Service Center <i>(Centro de Servicio de Allen ISD)</i>	Main Lobby	1451 N. Watters Rd.	Allen	75002
Allen Municipal Courts Facility <i>(Instalación de los tribunales municipales de Allen)</i>	Community Room	301 Century Pkwy.	Allen	75013

Anna Municipal Complex (Complejo Municipal de Anna)	Lobby	120 W. 7th St.	Anna	75409
Blue Ridge ISD Administration Building (Edificio de Administración ISD Blue Ridge)	Board of Trustees Board Room	318 School St.	Blue Ridge	75424
Carpenter Park Recreation Center (Centro de Recreación del Parque Carpenter)	South Lobby	6701 Coit Rd.	Plano	75024
Children's Health StarCenter (StarCenter de salud infantil)	Activity Room	6993 Stars Ave.	McKinney	75070
Christopher A. Parr Library (Biblioteca Christopher A. Parr)	Programs Room	6200 Windhaven Pkwy.	Plano	75093
Collin College Celina Campus (Collin College El Campus Celina Campus)	Classroom CEC110	2505 Kinship Pkwy.	Celina	75009
Collin College Farmersville Campus (Collin College El Campus Farmersville Campus)	Atrium	501 S. Collin Pkwy.	Farmersville	75442
Collin College Frisco Campus (Collin College El Campus Frisco Campus)	Building J, Room 113	9700 Wade Blvd.	Frisco	75035
Collin College Higher Education Center (Collin College-Centro de Educación Superior)	Atrium	3452 Spur 399	McKinney	75069
Collin College McKinney Campus (Collin College El Campus McKinney Campus)	Atrium C Square	2200 University Dr.	McKinney	75071
Collin College Plano Campus (Collin College El Campus Plano Campus)	Atrium D Square	2800 Spring Creek Pkwy.	Plano	75074
Collin College Wylie Campus (Collin College El Campus Wylie Campus)	Lobby	391 Country Club Rd.	Wyle	75098
Copeville Special Utility District (Distrito de servicios especiales de Copeville)	Conference Room	16120 FM 1778	Nevada	75173
Dowell Middle School (Escuela Media Dowell)	Library (D100)	301 S. Ridge Rd.	McKinney	75072
Evans Middle School (Escuela Media Evans)	Library (A114)	6998 W. Eldorado Pkwy.	McKinney	75072
Fairview Town Hall (Ayuntamiento de Fairview)	Council Chambers	372 Town Pl.	Fairview	75069
Farmersville City Hall (Edificio Municipal de Farmersville)	Council Chambers	205 S. Main St.	Farmersville	75442
Frisco Fire Station #5 (Estación de Bomberos #5 de Frisco)	Training Room	14300 Eldorado Pkwy.	Frisco	75035
Frisco Fire Station #8 (Estación de Bomberos #8 de Frisco)	Training Room	14700 Rolater Rd.	Frisco	75034
Haggard Library (Biblioteca Haggard)	Programs Room	2501 Coit Rd.	Plano	75075

Harrington Library (<i>Biblioteca Harrington</i>)	Thelma Rice Sproles Program Room	1501 18th St.	Plano	75074
John & Judy Gay Library (<i>John y Judy Gay Biblioteca</i>)	Meeting Room	6861 W. Eldorado Pkwy.	McKinney	75070
Lavon City Hall (<i>Edificio Municipal de Lavon</i>)	Gymnasium	120 School Rd.	Lavon	75166
Lovejoy ISD Administration Building (<i>Edificio de la Administración Lovejoy</i>)	Portable #1 Training Room	259 Country Club Rd.	Allen	75002
Lucas Community Center (<i>Centro Comunitario de Lucas</i>)	Community Room	665 Country Club Rd.	Lucas	75002
Maribelle M. Davis Library (<i>Biblioteca Maribelle Davis</i>)	Programs Room	7501 Independence Pkwy. A	Plano	75025
McKinney Fire Station #5 (<i>Estación de Bomberos #5 de McKinney</i>)	Community Room	6600 Virginia Pkwy.	McKinney	75071
McKinney Fire Station #7 (<i>Estación de Bomberos #7 de McKinney</i>)	Community Room	861 Independence Pkwy.	McKinney	75072
McKinney Fire Station #9 (<i>Estación de Bomberos #9 de McKinney</i>)	Community Room	4900 Summit View Dr.	McKinney	75071
McKinney Fire Station #10 (<i>Estación de Bomberos #10 de McKinney</i>)	Community Room	1150 Olympic Crossing	McKinney	75071
McKinney High School (<i>Escuela secundaria McKinney</i>)	PAC Lobby	1400 E. Wilson Creek Pkwy.	McKinney	75069
McKinney North High School (<i>Escuela secundaria McKinney North</i>)	Auditorium Lobby	2550 Wilmeth Rd.	McKinney	75071
Melissa City Hall (<i>Edificio Municipal de Melissa</i>)	Municipal Court Room, 1st Floor	3411 Barker Ave.	Melissa	75454
Michael J. Felix Community Center (<i>Centro Comunitario Michael J. Felix</i>)	Rooms A and B	3815 E. Sachse Rd.	Sachse	74048
Murphy Community Center (<i>Centro Comunitario de Murphy</i>)	Homer and Marie Adams Rooms	205 N. Murphy Rd.	Murphy	75094
New Hope Town Hall (<i>Ayuntamiento de New Hope</i>)	Council Chambers	121 Rockcrest Rd.	McKinney	75071
Old Settler's Recreation Center (<i>Centro de recreation del Viejo colono</i>)	North Multi-Purpose Room	1201 E. Louisiana St.	McKinney	75069
Parker City Hall (<i>Edificio Municipal de Parker</i>)	Council Chambers	5700 E. Parker Rd.	Parker	75002
Plano ISD Administration Center (<i>Centro de la Administración-Plano ISD</i>)	Lobby	2700 W. 15th St.	Plano	75075
Prosper Town Hall (<i>Ayuntamiento de Prosper</i>)	Community Room	250 W. First St.	Prosper	75078
Renner Frankford Branch Library (<i>Sucursal de la biblioteca Renner Frankford</i>)	Programs Room	6400 Frankford Rd.	Dallas	75252

Richardson Public Library <i>(Biblioteca Pública Richardson)</i>	Story Time Room	900 Civic Center Dr.	Richardson	75080
Roy & Helen Hall Memorial Library <i>(Biblioteca Conmemorativa Roy y Helen Hall)</i>	Lobby	101 E. Hunt St.	McKinney	75069
Terry Pope Administration Building <i>(Edificio de administración Terry Pope)</i>	Community ISD Board Room	611 N. FM 1138	Nevada	75173
The Grove at Frisco Commons <i>(La arboleda en Frisco Commons)</i>	Community Room	8300 McKinney Rd.	Frisco	75034
Wylie Senior Recreation Center <i>(Centro recreativo para personas mayores de Wylie)</i>	Dining Room	800 Thomas St.	Wylie	75098

MAY 6, 2023
(6 de mayo de 2023)
JOINT GENERAL ELECTION
(JUNTA GENERAL ELECCION)

Election Day Polling Locations – Collin County
(Sitios para votación de las elecciones- Condado de Collin)

7 AM – 7 PM

Polling Location <i>(Lugar de Votación)</i>	Room Name <i>(Nombre de la habitación)</i>	Address <i>(Dirección)</i>	City <i>(Ciudad)</i>	Zip Code <i>(Código postal)</i>
Aldridge Elementary School <i>(Escuela Primaria Aldridge)</i>	Gym	720 Pleasant Valley Ln.	Richardson	75080
Allen ISD Service Center <i>(Centro de Servicio de Allen ISD)</i>	Main Lobby	1451 N. Watters Rd.	Allen	75002
Allen Municipal Courts Facility <i>(Instalación de los tribunales municipales de Allen)</i>	Community Room	301 Century Pkwy.	Allen	75013
Anna Municipal Complex <i>(Complejo Municipal de Anna)</i>	Lobby	120 W. 7th St.	Anna	75409
Armstrong Middle School <i>(Escuela Media Armstrong)</i>	Small Gym	3805 Timberline Dr.	Plano	75074
Bethany Elementary School <i>(Escuela Primaria Bethany)</i>	Gym	2418 Micarta Dr.	Plano	75025
Blue Ridge ISD Administration Building <i>(Edificio de Administración ISD Blue Ridge)</i>	Board of Trustees Board Room	318 School St.	Blue Ridge	75424
Bowman Middle School <i>(Escuela Media Bowman)</i>	Cafeteria Foyer in Corridor H	2501 Jupiter Rd.	Plano	75074
Carpenter Middle School <i>(Escuela Media Carpenter)</i>	Small Gym	3905 Rainier Rd.	Plano	75023

Children's Health StarCenter (StarCenter de sauld infantile)	Activity Room	6993 Stars Ave.	McKinney	75070
Christopher A. Parr Library (Biblioteca Christopher A. Parr)	Programs Room	6200 Windhaven Pkwy.	Plano	75093
Collin College Celina Campus (Collin College El Campus Celina Campus)	Classroom CEC110	2505 Kinship Pkwy.	Celina	75009
Collin College Farmersville Campus (Collin College El Campus Farmersville Campus)	Atrium	501 S. Collin Pkwy.	Farmersville	75442
Collin College Frisco Campus (Collin College El Campus Frisco Campus)	Building J, Room 113	9700 Wade Blvd.	Frisco	75035
Collin College Higher Education Center (Collin College-Centro de Educación Superior)	Atrium	3452 Spur 399	McKinney	75069
Collin College McKinney Campus (Collin College El Campus McKinney Campus)	Atrium C Square	2200 University Dr.	McKinney	75071
Collin College Plano Campus (Collin College El Campus Plano Campus)	Atrium D Square	2800 Spring Creek Pkwy.	Plano	75074
Collin College Wylie Campus (Collin College El Campus Wylie Campus)	Lobby	391 Country Club Rd.	Wyle	75098
Collin County Elections (Elecciones del Condado de Collin)	Voting Room	2010 Redbud Blvd., Suite 102	McKinney	75069
Copeville Special Utility District (Distrito de servicios especiales de Copeville)	Conference Room	16120 FM 1778	Nevada	75173
Dowell Middle School (Escuela Media Dowell)	Library (D100)	301 S. Ridge Rd.	McKinney	75072
Evans Middle School (Escuela Media Evans)	Library (A114)	6998 W. Eldorado Pkwy.	McKinney	75072
Fairview Town Hall (Ayuntamiento de Fairview)	Council Chambers	372 Town Pl.	Fairview	75069
Farmersville City Hall (Edificio Municipal de Farmersville)	Council Chambers	205 S. Main St.	Farmersville	75442
Frisco Fire Station #5 (Estación de Bomberos #5 de Frisco)	Training Room	14300 Eldorado Pkwy.	Frisco	75035
Frisco Fire Station #8 (Estación de Bomberos #8 de Frisco)	Training Room	14700 Rolater Rd.	Frisco	75034
Haggard Middle School (Escuela Media Haggard)	Main Entry Vestibule	2832 Parkhaven Dr.	Plano	75075
Hendrick Middle School (Escuela Media Hendrick)	Front Foyer	7400 Red River Dr.	Plano	75025
Huffman Elementary School (Escuela Primaria Huffman)		5510 Channel Isle Dr.	Plano	75093

John & Judy Gay Library <i>(John y Judy Gay Biblioteca)</i>	Meeting Room	6861 W. Eldorado Pkwy.	McKinney	75070
Lavon City Hall <i>(Edificio Municipal de Lavon)</i>	Gymnasium	120 School Rd.	Lavon	75166
Lovejoy ISD Administration Building <i>(Edificio de la Administración Lovejoy)</i>	Portable #1 Training Room	259 Country Club Rd.	Allen	75002
Lucas Community Center <i>(Centro Comunitario de Lucas)</i>	Community Room	665 Country Club Rd.	Lucas	75002
McKinney Fire Station #5 <i>(Estación de Bomberos #5 de McKinney)</i>	Community Room	6600 Virginia Pkwy.	McKinney	75071
McKinney Fire Station #7 <i>(Estación de Bomberos #7 de McKinney)</i>	Community Room	861 Independence Pkwy.	McKinney	75072
McKinney Fire Station #9 <i>(Estación de Bomberos #9 de McKinney)</i>	Community Room	4900 Summit View Dr.	McKinney	75071
McKinney Fire Station #10 <i>(Estación de Bomberos #10 de McKinney)</i>	Community Room	1150 Olympic Crossing	McKinney	75071
McKinney High School <i>(Escuela secundaria McKinney)</i>	PAC Lobby	1400 E. Wilson Creek Pkwy.	McKinney	75069
McKinney North High School <i>(Escuela secundaria McKinney North)</i>	Auditorium Lobby	2550 Wilmeth Rd.	McKinney	75071
Melissa City Hall <i>(Edificio Municipal de Melissa)</i>	Municipal Court Room, 1st Floor	3411 Barker Ave.	Melissa	75454
Michael J. Felix Community Center <i>(Centro Comunitario Michael J. Felix)</i>	Rooms A and B	3815 E. Sachse Rd.	Sachse	74048
Miller Elementary School <i>(Escuela Primaria Miller)</i>	Gym	5651 Coventry Dr.	Richardson	75082
Murphy Community Center <i>(Centro Comunitario de Murphy)</i>	Homer and Marie Adams Rooms	205 N. Murphy Rd.	Murphy	75094
New Hope Town Hall <i>(Ayuntamiento de New Hope)</i>	Council Chambers	121 Rockcrest Rd.	McKinney	75071
Old Settler's Recreation Center <i>(Centro de recreation del Viejo colono)</i>	North Multi-Purpose Room	1201 E. Louisiana St.	McKinney	75069
Parker City Hall <i>(Edificio Municipal de Parker)</i>	Council Chambers	5700 E. Parker Rd.	Parker	75002
Prosper Town Hall <i>(Ayuntamiento de Prosper)</i>	Community Room	250 W. First St.	Prosper	75078
Renner Frankford Branch Library <i>(Sucursal de la biblioteca Renner Frankford)</i>	Programs Room	6400 Frankford Rd.	Dallas	75252
Richardson Public Library <i>(Biblioteca Pública Richardson)</i>	Story Time Room	900 Civic Center Dr.	Richardson	75080
Robinson Middle School <i>(Escuela Media Robinson)</i>	Gym	6701 Preston Meadow Dr.	Plano	75024

Rose Haggar Elementary School (Escuela Primaria Rose Haggar)	Gym	17820 Campbell Rd.	Dallas	75252
Schimelpfenig Middle School (Escuela Media Schimelpfenig)	Front Foyer	2400 Maumelle Dr.	Plano	75023
Senior Recreation Center (Centro recreativo para personas mayores)	Meeting Room	1400 S. College St.	McKinney	75069
Terry Pope Administration Building (Edificio de administración Terry Pope)	Community ISD Board Room	611 N. FM 1138	Nevada	75173
The Grove at Frisco Commons (La arboleda en Frisco Commons)	Community Room	8300 McKinney Rd.	Frisco	75034
Tom Muehlenbeck Recreation Center (Centro recreativo Tom Muehlenbeck)	Meeting Room A	5801 W. Parker Rd.	Plano	75093
Wilson Middle School (Escuela Media Wilson)	F113	1001 Custer Rd.	Plano	75075
Wylie Senior Recreation Center (Centro recreativo para personas mayores de Wylie)	Dining Room	800 Thomas St.	Wylie	75098

Important Note: Eligible Collin County registered voters (with an effective date of registration on or before May 6, 2023) may vote at any early voting and Election Day location.

(Nota importante: Los votantes registrados elegibles del Condado de Collin (con una fecha efectiva de registro en o antes del 6 de mayo de 2023 pueden votar en cualquier lugar de votación anticipada y el día de las elecciones.)

*Polling locations are subject to change. For the most current list of locations, please visit the Elections webpage at www.collincountytx.gov/elections.

(*Los lugares de votación están sujetos a cambios. Para obtener la lista más actualizada de ubicaciones, visite la página web de Elecciones en www.collincountytx.gov/elections.)

Applications for ballot by mail may be mailed and must be received no later than the close of business on April 25, 2023, to:

(Las solicitudes de boleta por correo pueden enviarse por correo y deben recibirse a más tardar el 25 de abril de 2023 para:)

Bruce Sherbet, Early Voting Clerk
2010 Redbud Blvd. Suite 102
McKinney, Texas 75069
972-547-1900
www.collincountytx.gov

Applications for ballot by mail may also be faxed or emailed and must be received no later than the close of business on April 25, 2023. For an application for ballot by mail submitted by telephonic facsimile machine or electronic transmission to be effective, the hard copy of the application must also be submitted by mail and be received by the early voting clerk not later than the fourth business day after the transmission by telephonic facsimile machine or electronic transmission is received. (Texas Election Code 84.007)

(Las solicitudes de boleta por correo también pueden enviarse por fax o correo electrónico y deben recibirse antes del cierre de operaciones el 25 de abril de 2023. Para que una solicitud de boleta por correo enviada por máquina de fax o transmisión electrónica sea efectiva, la copia impresa de la solicitud también debe presentarse por correo y ser recibida por el secretario de votación anticipada a más tardar el cuarto día hábil posterior a la recepción de la transmisión por fax o máquina electrónica de fax. (Código Electoral de Texas 84.007,).)

Fax – 972-547-1996, Email - absentemailballoting@collincountytx.gov

Issued this the 28nd day of February, 2023.
(Emitido el 28 de febrero de 2023 .)

Andrew Hardin
Chair, Board of Trustees
Presidente, Mesa Directiva
Collin County Community College District
Distrito del Colegio de la Comunidad del Condado Collin

Collin County Community College District Board of Trustees

2023-02-4

February 28, 2023

Resource: Andrew Hardin
Board Chair

AGENDA ITEM: Consideration of Approval of the FY2023-2024 Salary and Contract for the District President

DISCUSSION: The Board of Trustees has completed its annual performance evaluation of the District President and recommends the FY2023-2024 salary and a three-year employment contract extending through August 31, 2026.

SUGGESTED MOTION: “Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves a budgeted salary for the District President with approved merit and market adjustments; and in addition, approves the District President’s three-year employment contract extending through August 31, 2026.”

Collin County Community College District Board of Trustees

2023-02-5

February 28, 2023

Resource: Melissa Irby
Chief Financial Officer

AGENDA ITEM: Consideration of Approval of the Bid Report for February 28, 2023

DISCUSSION: The Bid Report for February:

2 New Solicitations

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of the Bid Report for February 28, 2023 as presented.

SUGGESTED MOTION: "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the Bid Report for February 28, 2023 as presented."

New Solicitations

Purchase Request #1 – pg. 42 OnBase Document System	\$	1,160,000
Purchase Request #2 – pg. 43 Master Planning Services	\$	270,000

Total of New Solicitations \$ **1,430,000**

Grand Total \$ **1,430,000**

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves the contract for the purchase of a Document Management solution from Hyland Software for the Technology Services Department.

BACKGROUND

As Collin College migrates away from Banner, it is necessary to incorporate a new document management system into our ecosystem. Hyland Software, developers of the OnBase Document Management and Brainware applications, is a highly regarded partner of Workday and is used by many higher education institutions in Texas. The OnBase Document System will facilitate uploading and electronic management of documents, and the Brainware application will enable the electronic processing of transcripts for incoming students.

Hyland Software has a contract through the DIR cooperative purchasing program to provide Document Management Solution, Contract Number DIR-TSO-4378. The contract complies with the competitive procurement requirements outlined in Section 44.031 of the Texas Education Code, as permitted through Section 791.011 of the Texas Government Code. Reference Contract number SCON-100616 was issued to track contract spend for Hyland Software.

IMPACT OF THIS ACTION

This agreement includes the software licenses, training, development of workflows to support Collin College's business needs, and conversion of historical data to comply with state and federal retention requirements.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$1,160,000 for three (3) years. Year one (1) will be funded from the Workday project budget (\$675,000) and years 2-3 will be funded from the Technology Services Department's operating budget (\$485,000).

MONITORING AND REPORTING TIMELINE

The contract term is March 1, 2023 through August 31, 2025.

RESOURCE PERSONNEL

Dr. Abe Johnson, SVP Campus Operations
972-985-3760

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves the contract for master planning services from IN2 Architecture for the District.

BACKGROUND

The Collin College Master Plan will serve as the College District's road map to determine the need for any additional facilities both on the existing sites and at any future locations. Included in the master planning services will be economic impact studies as a District and by campus, program demand gap analysis as a District and by campus, space need study and recommendations based on demographics and utilization, facilities assessment, and an overall master plan development to include campus master plans, rendering, and cost estimates.

Accounting/architectural/landscape architectural/land surveying/medical/optometric/professional engineering/real estate appraising/professional nursing/legal/fiscal agent services are classified as professional services pursuant to Section 2254 of the Texas Government Code and are exempt from competitive bidding per Section 44.031(f) of the Texas Education Code. Reference Number SCON-100620 was issued to track contract spend for master planning services.

IMPACT OF THIS ACTION

In recognition of the rapid changes in the region's demographic and workforce composition, it is important to continually update the District's master plan to ensure we are meeting the needs of the service area residents and businesses.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$270,000, which is budgeted in the District President's Department FY23 operating budget.

RESOURCE PERSONNEL

Dr. Bill King, Executive Vice President
972-758-3880

INFORMATION REPORTS

- Annual Report of Trustee Attendance at Board and Committee Meetings pg. 45
- Workday Student Status Report for February 2023 pg. 50
- Personnel Report for February 2023 pg. 51
- Internal Audit Report # 23-01 – Travel/Fuel Card Programs pg. 53
- Revenues and Expenses as of January 31, 2023 pg. 70
- Statement of Net Position as of January 31, 2023 pg. 71
- Monthly Investment Report as of January 31, 2023 pg. 72
- AECOM Project Closeout Report - Frisco Campus pg. 97
- AECOM Project Closeout Report - McKinney Campus pg. 136

Information Report

Annual Report of Trustee Attendance at Board and Committee Meetings

Under Board Policy BBC (Local), an annual report of meeting attendance by each Trustee for the prior year will be included as an information item in February. This year's report includes the following details:

During calendar year 2022, the Board of Trustees held twenty meetings, including work sessions, Board retreats, or special-called meetings. The Board's Finance and Audit Committee held seven meetings, the Campus Facilities and Construction Committee held six meetings, and the Organization, Education, and Policy Committee held seven meetings.

The meeting attendance for each Trustee is depicted below as a percentage. This information is supported by the attached spreadsheet.

Trustee	Board Meetings	Committee Meetings	Overall Attendance (Not Rounded)
Chair Andy Hardin	100%	85.7%	96.3%
Vice-Chair Jay Saad	100%	100%	100%
Secretary Jim Orr	90%	100%	92.6%
Treasurer Dr. Raj Menon	90%	100%	92.6%
Stacy Arias	80%	85.7%	81.4%
Dr. Bob Collins	100%	57.1%	88.9%
Dr. Stacey Donald	95%	100%	96.2%
Greg Gomel	80%	100%	85.2%
Fred Moses	85%	100%	88.5%

The attached documentation shows attendance for all Board meetings, plus attendance at required Committee meetings for which the Trustee is a member. Differences for overall attendance at meetings may be attributed to the different number of Committee meetings held by each Committee Chair and whether Trustees also attended extra Committee meetings.

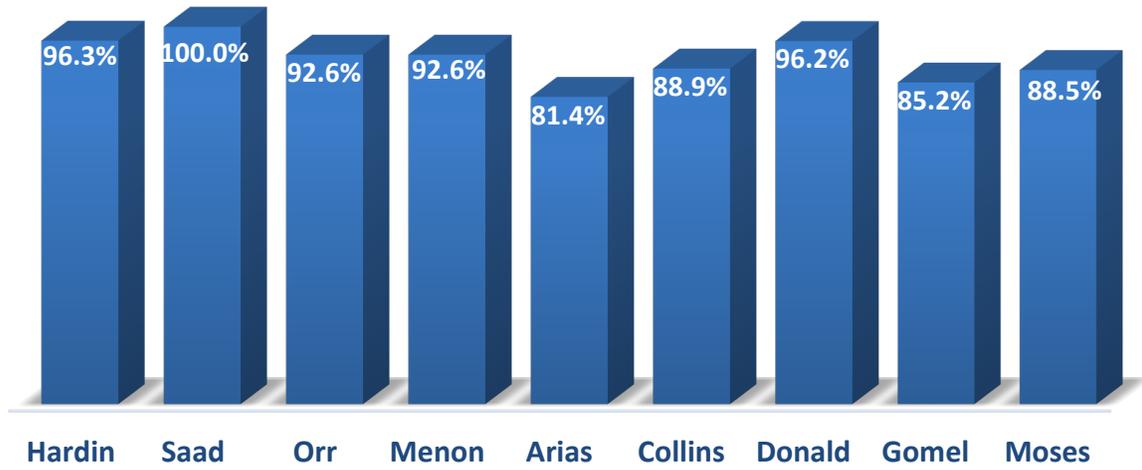
The information reported does not include meetings where a Trustee was excused from a meeting as provided by BBC (Local).

Resource:

Monica Velazquez, General Counsel
972-599-3144

mvelazquez@collin.edu

Collin College Board of Trustee Attendance Report CY 2022



KEY (For following pages)

Present (P) = Attended Meeting

Absent (A) = Missed Meeting

Attend = Attended Committee meeting (although not required)

Attendance for Board Meetings and Organization, Education, and Policy Committee Meetings (Current Committee Members: Chair Menon, Trustee Arias, Trustee Orr)									
Meeting Date	Meeting Type	Orr	Collins	Donald	Menon	Arias	Saad	Hardin	Gomel
1/25/22	OEP	P		Attend	P	A	Attend		
1/25/22	Work Session	P			P	P			
1/25/22	Regular	P			P	P			
1/28/22	Board Retreat	P			P	P			
2/22/22	OEP	P			P	P	Attend		
2/22/22	Work Session	P			P	P			
2/22/22	Regular	P			P	P			
3/22/22	Regular	A			P	A			
4/26/22	OEP	P			P	P	Attend		
4/26/22	Regular	P			P	P			
4/27/22	Board Retreat	P			P	P			
5/24/22	OEP	P		Attend	P	P	Attend		
5/24/22	Regular	P			P	P			
6/28/22	OEP	P		Attend	P	P	Attend	Attend	
6/28/22	Work Session	P			P	P			
6/28/22	Regular	P			P	P			
7/28/22	Board Retreat	A			P	A			
8/2/22	Regular	P			A	P			
8/23/22	OEP	P			P	P	Attend		
8/23/22	Regular & Special - Tax	P			P	P			
9/27/22	Work Session	P			P	P			
9/27/22	Regular	P			P	P			
10/25/22	Regular	P			P	A			
10/28/22	Board Retreat	P			A	A			
12/6/22	OEP	P		Attend	P	P	Attend		
12/6/22	Work Session	P			P	P			
12/6/22	Regular	P			P	P			
OEP Cmte. Total		7/7			7/7	6/7			
Cmte. %		100%			100%	85.7%			
Board Mtg. Total		18/20			18/20	16/20			
Board Mtg. %		90.0%			90.0%	80.0%			

**Attendance for Board Meetings and
Campus Facilities and Construction Committee Meetings**
(Current Committee Members: Chair Saad, Trustee Moses, Trustee Donald)

Meeting Date	Meeting Type	Hardin	Gomel	Saad	Moses	Donald	Orr	Menon
1/18/22	F&C			P	P	P	Attend	
1/25/22	Work Session			P	A	P		
1/25/22	Regular			P	A	P		
1/28/22	Board Retreat			P	A	P		
2/15/22	F&C			P	P	P		
2/22/22	Work Session			P	P	P		
2/22/22	Regular			P	P	P		
3/22/22	Regular			P	P	P		
4/19/22	F&C			P	P	P		
4/26/22	Regular			P	P	P		
4/27/22	Board Retreat			P	P	A		
5/24/22	Regular			P	P	P		
6/21/22	F&C			P-L	P	P		
6/28/22	Work Session			P	P	P		
6/28/22	Regular			P	P	P		
7/28/22	Board Retreat			P	P	P		
8/2/22	Regular			P	P	P		
8/16/22	F&C			P-L	P	P		
8/23/22	Regular & Special - Tax			P	P	P		
9/20/22	F&C			P	P	P		
9/27/22	Work Session			P	P	P		
9/27/22	Regular			P	P	P		
10/25/22	Regular			P	P	P		
10/28/22	Board Retreat			P	P	P		
12/6/22	Work Session			P	P	P		
12/6/22	Regular			P	P	P		
F&C Cmte. Total				6/6	6/6	6/6		
Cmte. Percentage				100%	100%	100%		
Board Mtg. Total				20/20	17/20	19/20		
Board Mtg. Percentage				100%	85.0%	95.0%		

Attendance for Board Meetings and Finance and Audit Committee Meetings (Current Committee Members: Chair Gomel, Trustee Hardin, Trustee Collins)									
Meeting Date	Meeting Type	Moses	Menon	Arias	Gomel	Hardin	Collins	Orr	Saad
1/25/22	Work Session				P	P	P		
1/25/22	Regular				P	P	P		
1/18/22	F&A				P	P	A	Attend	Attend
1/28/22	Board Retreat				A	P	P		
2/15/22	F&A				P	A	P		Attend
2/22/22	Work Session				P	P	P		
2/22/22	Regular				P	P	P		
3/22/22	Regular				P	P	P		
4/19/22	F&A				P	P	A		Attend
4/26/22	Regular				P	P	P		
4/27/22	Board Retreat				A	P	P		
5/24/22	Regular				P	P	P		
6/21/22	F&A				P	P	P		Attend
6/28/22	Work Session				P	P	P		
6/28/22	Regular				P	P	P		
7/28/22	Board Retreat				A	P	P		
8/2/22	Regular				P	P	P		
8/16/22	F&A				P	P	P	Attend	Attend
8/23/22	Regular & Special - Tax				P	P	P		
9/20/22	F&A				P	P	P		Attend
9/27/22	Work Session				P	P	P		
9/27/22	Regular				P	P	P		
10/18/22	F&A				P	P	A		
10/25/22	Regular				P	P	P		
10/28/22	Board Retreat				A	P	P		
12/6/22	Work Session				P	P	P		
12/6/22	Regular				P	P	P		
F&A Cmte. Total					7/7	6/7	4/7		
Cmte. Percentage					100%	85.7%	57.1%		
Board Mtg. Total					16/20	20/20	20/20		
Board Mtg. Percentage					80.0%	100%	100%		

INFORMATION ITEM

Workday Student Status Report February 2023

Description of the Project: This is the second phase of the Workday project, supporting the strategic initiative of streamlining administrative data systems to improve business processes and accommodate growth.

Project Status: 41% complete and on-budget and schedule

Objectives of the Project: The project will:

- Improve the student experience through enhanced stakeholder-facing tools using data-driven seamless engagement of students, faculty, staff, and administrators
- Modernize student systems and other supporting enterprise systems
- Offer configurable, streamlined processes, providing an agile response to institutional and environmental changes

Status Summary: Key Accomplishments

- February 7, 2023: Third party vendor evaluations and demos
- February 8, 2023: Workset B testing goals met

Key Events and Milestones

January 2023 – July 2023

- Third party vendor evaluations continue – 3/31/23
- Workset B testing activities continue – 2/17/23
- Workset C activities – 2/1/23-4/30/23
- Workset D activities – 5/1/23-7/30/23

Resource:

Dr. Abe Johnson, SVP Campus Operations
972-985-3760
ajohnson@collin.edu

Collin County Community College District Board of Trustees

Personnel Report for February 28, 2023

Administrative Appointments

Name	Start Date	Title	Department	Reason
Sarah Lee	01/01/23	N: Campus Provost O: Executive Dean, Collin Virtual Campus	N: Provost, iCollin O: Provost, iCollin	Promotion

Faculty Appointments

Name	Start Date	Title	Department	Reason
Tara DeAndrea	01/03/23	Professor, Health Information Management	Academic Affairs	Replacement Melody Timmons
Daniel Frey	01/01/23	Professor, Emergency Medical Technology	Academic Affairs	Replacement Gloria Greig
Brian Zornig	01/01/23	Professor, Construction Management	Academic Affairs	Replacement Scott Elmore

Staff Appointments

Name	Start Date	Title	Department	Reason
Andre Cameron	01/23/23	Curriculum Specialist	Academic Affairs	Replacement Sarah Monroe
Gale Campbell	01/23/23	Master Electrician	Maintenance	Replacement Allyson Saling
Jerry Casey	02/06/23	Project Manager, Construction	Facilities and Construction	Replacement Zanmin Tram
Craig Cawthron	01/23/23	Police Telecommunicator	Police	New position
Jewel Coats	01/09/23	Manager, Apprenticeship and Employer Engagement (Grant-funded)	Grants and Contracts	New position
Robin Cole-Jett	02/06/23	College and Career Counselor	Dual Credit	Replacement Elisabet Martinez Prado
Karla Dickenson	01/23/23	Student Enrollment Specialist	Admissions and Advising	Replacement Amado Tobar
Natalia Edwards	01/11/23	Information Center Assistant	Executive Dean	Replacement Marcy Whited
Rita Fernaine	02/06/23	Administrative Assistant, Records Clerk	Police	Replacement Melanie Durant- Reeves
Alison Grimes	02/01/23	College and Career Counselor	Dual Credit	Replacement Yilda Sanchez
Kelley Hollingsworth	01/23/23	Facility Operations Assistant	Physical Plant Support Services	Replacement Eddie Gillens
Nicolas Schnitzius	01/09/23	Administrative Assistant	Workforce Dean	Replacement Cindy Steltzen
Caitlynn Scott	01/09/23	Student Enrollment Specialist	Admissions and Advising	Replacement Rosemarie Lauterback
David Strazdins	02/06/23	Facility Operations 51 Assistant	Physical Plant Support Services	New position

Promotions and Changes

Name	Start Date	Title	Department	Reason
Julia Maddox	01/30/23	N: Financial Aid and Veteran Affairs Advisor O: Financial Aid and Veteran Affairs Specialist	N: Financial Aid O: Financial Aid	Replacement April Rice
Taylor Oakes	01/30/23	N: Financial Aid and Veteran Affairs Technical Advisor O: Financial Aid and Veteran Affairs Specialist	N: Financial Aid O: Financial Aid	Replacement Araceli Merryman
Teresa Ramos	01/09/23	N: LEP Coordinator, Outreach and Student Success O: Admissions Recruiter	N: Business and Community Outreach O: Business and Community Outreach	Promotion
Cheri Root	02/01/23	N: Assistant Director, Student Engagement O: Academic Advisor	N: Student Engagement O: Admissions and Advising	Replacement Taneekwa Hurdle

Resignations and Separations

Name	Last Day	Service	Title	Department	Reason
Alexander Bourque	01/24/23	<1	Tutor, Writing Center	Writing Center	Resignation
Kiley Cruse	01/27/23	<1	Lab Assistant, Biology	Academic Affairs	Resignation
John Deptula	02/28/23	14	Operator/Maintenance HVAC Technician	Physical Plant Support Services	Retirement
Kerry Dickenson	01/27/23	3	Professor, English	Academic Affairs	Resignation
Melissa Evans	01/13/23	<1	Professor, Veterinary Technology	Academic Affairs	Resignation
Lari Harte	01/15/23	13	Professor, English	Academic Affairs	Resignation
Jackie Langford	01/31/23	16	Program Director, Simulation Lab	Simulation Lab	Retirement
Carol Lavender	01/24/23	2	Professor, Surgical Technology	Academic Affairs	Resignation
Pedro Perez	02/02/23	1	Clinical Coordinator, Veterinary Technology	Academic Affairs	Resignation
Megan Pitcock	01/13/23	<1	Financial Aid and Veteran Affairs Specialist	Financial Aid	Resignation
Abel Ramirez	01/31/23	10	Lab Instructor, Mathematics	Academic Affairs	Resignation



COLLIN COLLEGE

TRAVEL / FUEL CARD PROGRAMS

AUDIT # 23-01

FEBRUARY 21, 2023

Report Distribution:

H. Neil Matkin, Ed.D., District President
Melissa Irby, Chief Financial Officer
Abe Johnson, Ed.D., Senior Vice President Campus Operations

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Trustee Jay Saad
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EXECUTIVE SUMMARY

AUDIT OBJECTIVE

The objectives of the audit were to evaluate compliance with the District's expenditure-related practices, to provide assurance that internal controls over the expenditure card programs are working effectively, and assess if card expenditures were an economical and ethical use of the District's financial resources.

AUDIT RECOMMENDATIONS

Recommendation	Risk Level	Implementation Date	Page Number
1. Improve Compliance with T-Card Requirements and Develop a Business Meal Procedure.	High	August 2023	7
2. Develop Policies and Procedures to Govern the Fuel Card Program.	Medium	August 2023	10
3. Improve Controls over Business Expense Reimbursements.	Medium	August 2023	12
4. Enhance Cardholder Management.	Low	August 2023	14
5. Independently Verify Cardholders after Setup.	Low	August 2023	16

Less significant opportunities for improvement were shared with management separately.

DESIGNATED MANAGEMENT

Responsible Parties



Melissa Irby,
Chief Financial Officer



Abe Johnson,
Senior Vice President Campus Operations

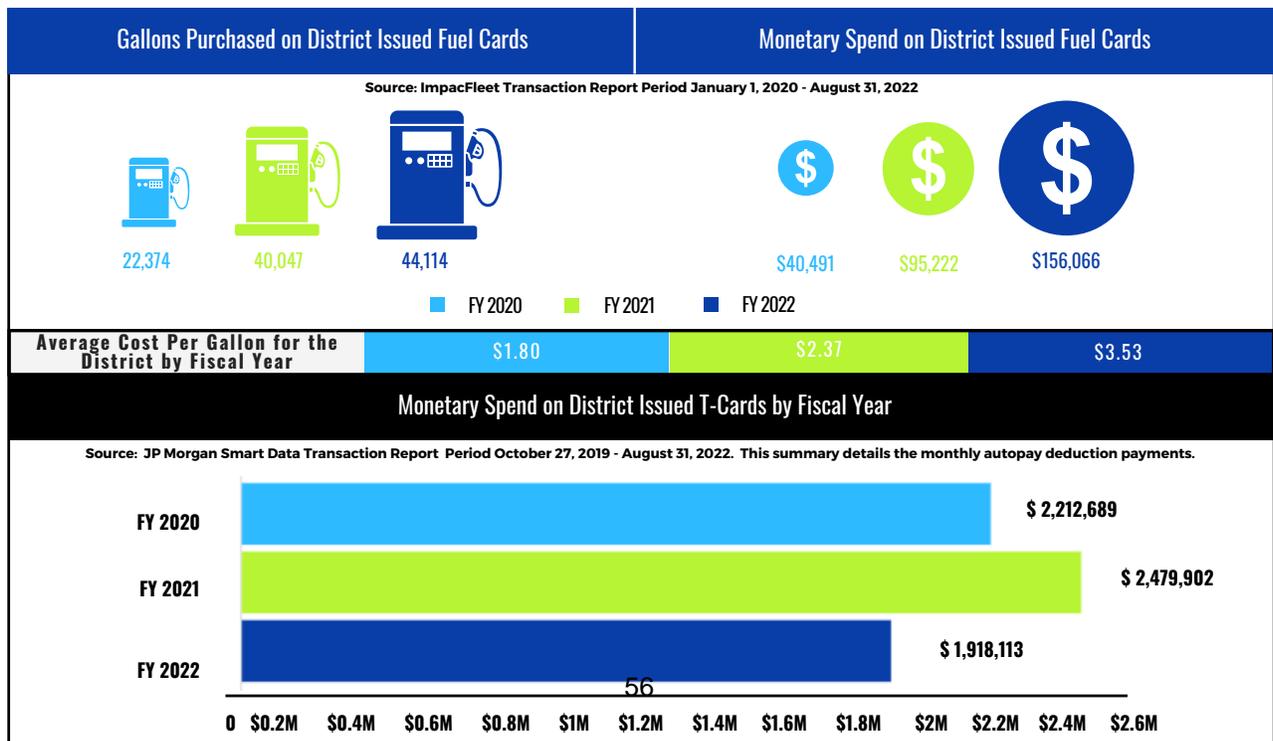
CONCLUSION

Overall, based on the audit work performed, we conclude that controls over the expenditure card programs can be enhanced. Implementation of the recommendations within the report will facilitate improved compliance with the District's requirements.

BACKGROUND

To enhance the efficiency of the purchasing process, the District administers separate fuel and travel card programs. The use of the District issued expenditure cards helps reduce the time Purchasing employees spend processing the high volume of low-dollar purchases by delegating the authority and capability to purchase items to the cardholder. District-wide there are over 680 travel cardholders and more than 80 individuals that are authorized to utilize fuel cards.

Travel Cards (T-Cards) are issued in the cardholder's name, and they are responsible for purchases on the card and for complying with District policies and procedures related to the use of the card. Cardholders are required to maintain original receipts for their purchases and complete monthly reconciliations detailing the business purpose. Cost Center Managers and Supervisors must review and approve the reconciliations and receipts each month in Workday. The T-Card Coordinator then reviews the reconciliation reports for further review. Whereas fuel cards are assigned to vehicles owned by the District and are not issued in the Cardholder's name. When an employee purchases fuel, they must enter their driver ID and record the vehicle's odometer reading for each purchase. The following graphics summarize the spending on the fuel and travel cards issued by the District:



The District also offers personnel the ability to seek reimbursement for business expenses incurred for job-related expenditures while traveling. The expense reimbursement program functions similarly to the T-Card program; however, employees are required to pay some business expenses upfront and be reimbursed after the expenses are incurred. In addition to business expenses, the expense reimbursement program is utilized to reimburse employees for benefits such as tuition reimbursement. For the period September 1, 2021, through August 31, 2022, the total amount of expense reimbursements authorized for disbursement through Workday exceeds \$520,000.

Guidance on processing expenditures is provided by various District policies and procedures, including:

- Collin College T-Card Procedures Manual
- Collin College Travel Procedures

METHODOLOGY

The audit scope included activity for the period:

- October 27, 2019, through August 31, 2022, for T-Card transactions.
- January 1, 2020, through August 31, 2022, for Fuel Card transactions on the Impact Fleet card.
- September 1, 2021, through August 31, 2022, for business expense reimbursements.

The fieldwork concluded on December 12, 2022. To satisfy the audit objectives, the following procedures were performed:

- Evaluated internal controls and assessed compliance with policies and procedures related to T-Cards by testing a judgmental sample of transactions that totaled \$ 96,521.
- Reviewed the accounting of bulk fuel purchases.
- Reviewed the fuel type purchased on Fuel Cards and evaluated if itemized receipts were maintained by cardholders.
- Tested the process to disable Fuel Cards and T-Cards when an employee is terminated.
- Tested the accuracy of the per-diem calculation in Workday for business expense reimbursements.

- Performed an analysis of the lodging costs expensed by travelers and compared costs to the General Service Administration (GSA) maximum approved rate for the destination.
- Confirmed that the District was reimbursed for expenditures marked as personal expenses within Workday.

The International Standards for the Professional Practice of Internal Auditing were utilized as guidance for conducting the audit. The Standards are statements of core requirements for the professional practice of internal auditing. Those standards require that sufficient and appropriate evidence is obtained in performing and planning the audit to provide a reasonable basis for the findings and conclusions based on the audit objectives. The evidence obtained provides a reasonable basis for the findings and conclusion based on the audit objectives.

CONTROLS & STRENGTHS NOTED

The following controls and strengths were noted as the audit was completed:

- T-cardholders are trained on the District's card usage requirements before issuance of a T-Card.
- A formalized card application process requiring the approval of the applicant's supervisor before the issuance of a T-Card is in place. To streamline the application process, a new electronic process was implemented, allowing users to complete an application electronically.
- A monthly reconciliation detailing all transactions carried out by the T-Cardholder(s) is required and reviewed by the cardholder's supervisor and an Accounts Payable staff member. Cardholders can complete the reconciliation within Workday.
- Fuel cardholders are required to enter a unique PIN to complete a transaction.
- Business expense reimbursements were consistently processed after approval of the traveler's supervisor or an Accounts Payable staff member.

AUDIT RESULTS & ACTION PLAN

1. Improve Compliance with T-Card Requirements and Develop a Business Meal Procedure.

Risk Level: High

Category: Operational / Governance

In the review of a sample of T-Card transactions, the following opportunities to improve compliance with District requirements were noted:

- 57.1 % (56 out of 98) of transactions (that totaled \$20,374) did not appear to be the best use of taxpayer dollars. The expenditures were primarily comprised of food-related expenses.
- 6.8% (7 of 102) of transactions (that totaled \$10,470) were for expense categories not allowed on T-Cards. Such expense categories should be processed with a purchase requisition.
- Sales tax was noted on 17.2% (17 of 99) of transactions tested. The District is exempt from paying sales tax within the State of Texas.

Separately, one employee exhibited a pattern of incurring travel-related expenditures that were not the best use of taxpayer dollars.

Non-compliance with the District's requirements will lead to abuse of the T-Card program. Also, the District would risk negative publicity if a leadership team member initiated the non-compliant transactions. Given the multiple scenarios where food-related costs are incurred and the varying stakeholders (board members, students, faculty, prospective employees, staff), the current requirements do not offer detailed guidance to adequately govern food-related expenditures.

The District's T-Card Procedures offers the following guidance on prohibited T-Card usage:

While this is a comprehensive list, it is not possible or practical to anticipate all purchases that may be considered inappropriate.

- Is this transaction for an appropriate business purpose?
- Is this the best use of taxpayer dollars?
- Public funds may not be used for a private purpose.

According to the District's T-Card Procedures, Non-Travel Expenses are Limited to the Following Categories on the T-Card:

Credentials/Licensing, Fingerprinting, Minor Supplies (not on a punchout), Subscriptions/publications/books, Postage, Registration Fees – Non-travel (virtual), Meeting expenses, Memberships, Rental of minor/small dollar equipment for events, Media buys for non-contracted vendors, Up to \$100 for approved retirement celebrations (no gifts for retirees)

According to the District's T-Card Procedures, T-Cardholder's are Required to:

Utilize the tax exempt form for all purchases since the College is exempt from sales tax. (If paid, sales tax will be the personal responsibility of the cardholder.)

AUDIT RESULTS & ACTION PLAN

Recommendation:

Management should ensure improved compliance with the District's T-Card requirements. Additionally, a detailed business meal procedure that offers guidance for food-related costs for Board members, Cabinet and Executive Leadership Team Members, faculty, and students should be developed. The requirements should mandate a routine periodic audit of all food-related costs.

Management Response:

Management agrees to take the steps that are detailed in the action plan and offers the following clarifications.

Action Plan:

- Management agrees to develop business meal procedures with input from leadership so that the expenses are within reason and clarify the allowability of spending District funds for food in connection with business/staff meetings and events. 29% of the business meal expenses questioned were for lunches during the Finance/HCM Workday implementation when consultants were on-site and were considered reasonable by management. Management agrees that the remaining business meal expenses reviewed will be addressed with the development of the new business meal procedures that will be communicated to all T-Card holders once created.
- Management agrees that any purchases over \$1,500 will need to be purchased utilizing a purchase order. The Accounts Payable Manager will regularly review the T-Card transactions in order to ensure procurement processes are being followed. Information will be communicated to all T-Card holders that this is the requirement and will be outlined in the credit card procedures manual.

AUDIT RESULTS & ACTION PLAN

- While the District is exempt from paying sales tax, management has not required employees to utilize a sales tax exemption certificate for business meal purposes. Management agrees to review the current written procedures and make adjustments, if needed to the current T-Card manual. The sales tax paid in the sample review totaled \$108.17.

Person Responsible for Implementation:

Melissa Irby, Chief Financial Officer.

Management Response:

Specific to the one employee noted during the audit, Management agrees with the recommendation to improve compliance with the District's T-Card requirements.

Action Plan:

Management has reviewed the T-Card transactions for the one employee that was identified during the audit and plans to address the behavior through the District's coaching and discipline process.

Person Responsible for Implementation:

Abe Johnson, Senior Vice President Campus Operations.

AUDIT RESULTS & ACTION PLAN

2. Develop Policies and Procedures to Govern the Fuel Card Program.

Risk Level: Medium

Category: Operational / Governance

Policies and procedures to govern the District's fuel card program are not in place. As a result, the following opportunities to enhance internal controls were observed:

- Fuel cardholders do not sign and acknowledge a fuel card agreement.
- On the Frisco Campus, inadequate segregation of duties for bulk fuel purchases allowed the same individual to purchase the fuel, dispense the fuel into the backup generators, manually measure the amount of fuel in the generator, and complete fuel logs to track the quantity dispensed. For the period October 1, 2020, through August 5, 2022, 91 gallons of fuel were missing from the generator fuel logs when compared to the fuel purchasing records. The discrepancy between the fuel purchase records and the generator logs could indicate fuel theft or an error in completing the generator logs.
- Itemized receipts for fuel purchases are not consistently retained by the fuel cardholders. The supervisors for cardholders from multiple campuses indicated they were unaware of the requirement to maintain itemized fuel receipts. Additionally, cardholders are currently not required to submit the itemized receipts in Workday. Under the current practice, the receipts are retained physically within the department that made the purchase, which increases the potential for the receipts to be lost or misplaced.
- There is no requirement to limit fuel purchases to unleaded or diesel fuel types. As a result, over 6,000 gallons of fuel for unleaded plus or unleaded super fuel types that are purchased at a higher cost were noted.
- Cardholders are not consistently entering accurate odometer readings for the vehicle before dispensing fuel. Additionally, cardholders utilized the fuel card to fuel up vehicles that were not assigned to the fuel card. This gave the impression that the cardholder

AUDIT RESULTS & ACTION PLAN

misused the fuel card by dispensing fuel in excess of the manufacturer's maximum fuel capacity for the vehicle. Dispensing fuel greater than the maximum vehicle fuel capacity for the vehicle could be indicative of fuel theft.

Without formal policies and procedures that govern the District's fuel card program, the District would be at an increased risk of abuse of the fuel card program.

Recommendation:

Management should develop policies and procedures:

- For fuel cardholders to sign and acknowledge a card agreement before card issuance.
- To allow for improved accounting of bulk fuel utilization.
- For fuel card transactions to be reconciled in Workday and for the cardholders to maintain itemized fuel card transaction receipts within Workday.
- To restrict fuel purchases to the most economical fuel grade unless there is a valid business need for purchasing a higher fuel grade.
- That mandate the cardholder's responsibility for entering accurate odometer readings and implement a process to disable fuel cards for drivers that routinely provide inaccurate odometer readings.

Management Response:

Management agrees to develop policies and procedures in line with available staff resources but does not agree to transition the current reconciliation process into Workday.

Action Plan:

Management intends to develop and communicate procedures to provide for better oversight of the fuel card program.

Person Responsible for Implementation:

Julie Bradley, AVP- Controller.

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AUDIT RESULTS & ACTION PLAN

3. Improve Controls over Business Expense Reimbursements.

Risk Level: Medium

Category: Governance / Compliance / Cost Savings

In the review of business expense reimbursements, it was noted that:

- From a population of expense reimbursements where a total of \$75,738.25 in per-diem was processed within Workday:
 - The per-diem was not calculated accurately for employees. A Workday misconfiguration caused an overpayment of \$4,089 in per-diem (impacting 129 employees) and an underpayment of \$1,366 (impacting 116 employees).
 - The per-diem was calculated accurately for 41 employees within Workday.
- From a population of 593 expense reimbursements, 23 reimbursements were identified where the expense reimbursements exceeded the authorized spend authorization by \$500 for an overall total of \$28,146.
- The District does not limit travelers to the maximum approved GSA lodging rate for the destination. From a population of 406 expense reimbursements that included lodging-related costs, 219 reimbursements exceeded the nightly GSA lodging rate for the destination by over 10 percent. Restricting travelers to the maximum approved GSA lodging rate would have potentially saved the District \$43,647 in lodging-related costs.

According to the District's procedures:

- Out-of-Town Travel: Per diem is automatically calculated in Workday based on the dates of travel and destination city. Eligible meals on days of travel are based on the US GSA rates. 75% of the daily rate is eligible on the first and last day of travel.
- Per diem-based on US GSA rate of destination.

Workday was not calculating per diem accurately resulting in:



According to the District's procedures, cardholders are required to:

- Obtain appropriate approval for purchases from a supervisor prior to making a purchase.

AUDIT RESULTS & ACTION PLAN

Recommendation:

Management should improve the accuracy of the per diem calculation in Workday and ensure employees do not exceed the approved spend authorization. Additionally, a requirement to limit lodging costs up to the maximum GSA-approved rate should be implemented.

Management Response:

Management agrees to take the steps that are detailed in the action plan.

Action Plan:

- Management agrees to optimize and continue working with the Workday consultant to improve the accuracy of the per diem calculations going forward and have put in steps to ensure the per diem rates are correct.
- A spend authorization is processed in Workday by the employee in order to obtain written approval prior to traveling. The spend authorization also includes an estimate of expenses for the travel but is only an estimate. There are instances when the employee will incur additional costs for the travel to include parking fees, taxis, or airfare that has been cancelled and rescheduled due to inclement weather. All reimbursements to employees once travel has been completed are reviewed and audited by the Accounting Staff prior to the reimbursement being processed.
- While it would be beneficial to use the GSA lodging rate as a guide and a recommendation to the employee, this would be difficult to monitor by each city and the changes that occur frequently to the GSA rates by the Accounting staff.

Management agrees to discuss the potential to clearly outline expectations on lodging rates that could include the employee researching the current GSA lodging rate where they are traveling. If the hotel that is being reserved is higher than the published GSA lodging rate, it could require justification and approval by a Cost Center Manager and be included in the documentation of the approval in Workday.

AUDIT RESULTS & ACTION PLAN

4. Enhance Cardholder Management.

Risk Level: Low

Category: Operational

In a review of active fuel and travel cards, it was noted that:

Number of Cardholders	Concern
<p style="font-size: 2em; font-weight: bold; text-align: center;">10</p>  <p style="text-align: center; color: blue; font-weight: bold;">TERMINATED EMPLOYEES</p>	<p>maintained active fuel card pin numbers after termination in the payroll system. No cardholders had transactions after their termination date.</p>
<p style="font-size: 2em; font-weight: bold; text-align: center;">1</p>  <p style="text-align: center; color: green; font-weight: bold;">TERMINATED EMPLOYEE</p>	<p>maintained an active travel card after termination in the payroll system. The cardholder did not have any transactions after her termination date.</p>

The assignment of fuel cards to an employee is not tracked within Workday, necessitating review and reliance on reports outside the system to identify cardholders that must be terminated when an employee's employment ends with the District. Unauthorized financial activity may not be prevented if card access is not terminated in a timely manner. To process an unauthorized fuel transaction, the terminated employee would have to first access the fuel card from a District vehicle.

Recommendation:

Management should enhance card management by consistently disabling card access after termination. Additionally, fuel cards should be assigned to employees within Workday.

AUDIT RESULTS & ACTION PLAN

Management Response:

Management agrees to enhance card maintenance by consistently disabling card access. For clarity, specific to the Tcard program, the terminated employee identified within the audit was terminated during the transition from Banner to Workday. It cannot be determined that the credit card coordinator received notification of the employee's termination status during the system transition.

Action Plan:

Management intends to be more diligent about canceling employees from the fuel card program upon termination. Procedures to ensure that all terminated employees are terminated within JPMorgan in a timely manner will be developed and implemented immediately.

Person Responsible for Implementation:

Coleen Schwyzer, Accounts Payable Manager.

AUDIT RESULTS & ACTION PLAN

5. Independently Verify Cardholders after Setup.

Risk Level: Low

Category: Governance

The T-Card Coordinator (TCC) is responsible for issuing cards to approved cardholders. The TCC has the ability to set up a cardholder's address and request that the card be shipped to the address that has been input into the system. Currently, no monitoring is in place to ensure that cards have only been issued to approved cardholders.

During the audit, no individual with a District issued T-card who lacked the required application with their supervisor's approval was identified. However, without an independent review of cards being issued, an individual with the capability to order T-cards could misuse their authority to order cards for individuals that may not have an affiliation with the District.

Recommendation:

Management should consider performing periodic monitoring to verify that cards are only issued to approved cardholders.

Management Response:

Management agrees to perform periodic monitoring to verify that cards are only issued to approved cardholders.

Action Plan:

Management intends to ensure that the AP Manager will review the JPMorgan account for new cards issued to ensure proper documentation and authorization exists for all new cards issued. This will be implemented immediately.

Person Responsible for Implementation:

Coleen Schwyzer, Accounts Payable Manager.

Internal Audit

PRIORITY FINDINGS AND RISK MATRIX

Definitions of Risks

Risk Level	Definition
Priority	High probability of occurrence that would significantly impact Collin College. If not addressed in a timely way, could directly impact the achievement of a strategic or important operational objective of Collin College as a whole.
High	Risks are considered to be substantially undesirable and pose a moderate to significant level of exposure to the college's operations. Without appropriate controls, the risk will happen on a consistent basis.
Medium	The risks are considered to be undesirable and could moderately expose the college. Without appropriate controls, the risk will occur some of the time.
Low	Low probability of various risk factors occurring. Even with no controls, the exposure to the college will be minimal.

AUDIT OBSERVATION CATEGORIES

- Compliance
- Cost Savings
- Financial Reporting
- Governance
- Information Technology / Security
- Operations
- Reputation

THANK YOU

I appreciate the courtesies and considerations extended to me during the engagement.

Please let me know if you have questions or comments regarding this audit.



Ali Subhani, CIA, CISA, GSNA, CDPSE

Director Internal Audit

Collin College
 GASB Statement of Revenues, Expenses, Changes in Net Position
 For the Period Ending
 January 31, 2023

	Year-To-Date Actuals (41.6% Elapsed)										% Actual to Budget
	Budget All Funds	FD100-FD125 Unrestricted (Includes Innovation, SAFAC)	FD130 Debt Stabilization	FD200-FD215 Restricted (Includes Cost Share and Other Restricted)	FD300 Auxiliary	FD500 Building	FD600 Bond Fund	FD700 Debt Service	FD900 Investment in Plant	Total All Funds	
Revenues											
Tuition & Fees (Net of Scholarship Allowances)	\$ 48,577,998	\$ 44,366,512	\$ -	\$ 867,843	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,234,356	93%
Federal grants and contracts (Indirect Cost)	26,326,566	75,434	-	8,565,483	-	-	-	-	-	8,640,917	33%
State grants and contracts	2,918,649	-	-	818,028	-	-	-	-	-	818,028	28%
Non-governmental grants and contracts	51,923	-	-	5,992	-	-	-	-	-	5,992	12%
Sales and services of educational enterprises	570,000	241,687	-	-	-	-	-	-	-	241,687	42%
Auxiliary enterprises	4,116,839	-	-	-	2,733,320	-	-	-	-	2,733,320	66%
Other Operating Revenue	650,000	94,300	-	-	-	-	-	-	-	94,300	15%
Total operating revenues	\$ 83,211,975	\$ 44,777,932	\$ -	\$ 10,257,346	\$ 2,733,320	\$ -	\$ -	\$ -	\$ -	\$ 57,768,599	69%
Expenses											
Operating expenses:											
Instruction	\$ 111,238,140	40,963,258	\$ -	\$ 2,579,174	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,542,432	39%
Public service	311,859	33,910	-	204,766	-	-	-	-	-	238,676	77%
Academic support	36,104,659	11,222,200	-	990,610	-	-	-	-	-	12,212,811	34%
Student services	24,712,062	7,746,431	-	713,428	-	-	-	-	-	8,459,859	34%
Institutional support	70,078,541	20,585,335	-	7,123,867	-	-	-	-	-	27,709,202	40%
Operation and maintenance of plant	27,784,248	9,310,111	-	-	-	(265,839)	-	-	-	9,044,272	33%
Scholarship Allowances/Scholarships (TPEG)	10,585,047	(5,333,333)	-	15,241,554	-	-	-	-	-	9,908,221	94%
Auxiliary enterprises	5,598,254	-	-	-	2,345,954	-	-	-	-	2,345,954	42%
Depreciation	22,346,467	-	-	-	-	-	-	9,596,724	-	9,596,724	43%
Total operating expenses	\$ 308,759,277	\$ 84,527,912	\$ -	\$ 26,853,400	\$ 2,345,954	\$ (265,839)	\$ -	\$ 9,596,724	\$ -	\$ 123,058,152	40%
Operating income (loss)	\$ (225,547,302)	\$ (39,749,980)	\$ -	\$ (16,596,053)	\$ 387,366	\$ -	\$ 265,839	\$ -	\$ (9,596,724)	\$ (65,289,553)	29%
Non-operating revenues (expenses):											
State appropriations	\$ 55,003,296	\$ 19,182,070	\$ -	\$ 4,512,135	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,694,205	43%
Ad Valorem Taxes	156,750,156	107,761,958	-	-	-	-	4,808,576	-	-	112,570,534	72%
Federal grants & contracts	21,083,361	42,319	-	13,365,924	-	-	-	-	-	13,408,243	64%
Gifts	-	-	-	-	-	-	-	-	-	-	0%
Investment income	925,000	1,869,637	1,254,971	23,712	-	1,275,211	122,911	635,259	-	5,181,700	560%
Interest on capital related debt	(21,273,906)	-	-	-	-	-	-	(8,864,128)	-	(8,864,128)	42%
Other non-operating revenues	200,000	-	-	-	-	-	-	-	-	-	0%
Other non-operating expenses	(3,000)	-	-	-	-	-	-	-	-	-	0%
Net non-operating revenues (expenses)	\$ 212,684,907	\$ 128,855,984	\$ 1,254,971	\$ 17,901,772	\$ -	\$ 1,275,211	\$ 122,911	\$ (3,420,293)	\$ -	\$ 145,990,556	69%
Other Changes											
Transfers In (Out)	\$ (18,215,000)	\$ (11,433,621)	\$ -	\$ -	\$ 116,524	\$ -	\$ -	\$ 11,317,097	\$ -	\$ -	0%
Reserves	(12,809,360)	-	-	-	-	-	-	-	-	-	0%
Total Other Changes	\$ (31,024,360)	\$ (11,433,621)	\$ -	\$ -	\$ 116,524	\$ -	\$ -	\$ 11,317,097	\$ -	\$ -	0%
Increase (decrease) in net position	\$ (43,886,755)	\$ 77,672,383	\$ 1,254,971	\$ 1,305,719	\$ 503,890	\$ 1,275,211	\$ 388,750	\$ 7,896,804	\$ (9,596,724)	\$ 80,701,002	-184%
Net Position beginning of year		30,975,088	79,013,596	1,885,182	2,269,619	109,453,761	6,300,000	12,652,364	296,369,605	538,919,215	
Net Position for period ended January 2023		\$ 108,647,471	\$ 80,268,567	\$ 3,190,901	\$ 2,773,509	\$ 110,728,972	\$ 6,688,750	\$ 20,549,168	\$ 286,772,881	\$ 619,620,217	

Collin College
Statement of Net Position
For the Period Ended January 31, 2023 and 2022

Statement of Net Position	For Period Ended January 31, 2023	For Period Ended January 31, 2022
Assets	1,303,150,684	1,325,659,299
Current Assets	374,418,770	456,180,662
Accounts Receivable	18,347,765	17,998,994
Cash & Cash Equivalents	274,221,423	384,319,013
Prepaid Expenses	1,041,598	224,751
Restricted Short-term Investments	-	-
Unrestricted Short-term Investments	80,807,983	53,637,903
Noncurrent Assets	928,731,915	869,478,637
Right of Use Asset	781,843	1,316,529
Long-term Investments	99,747,884	46,083,755
Lease Receivable	807,160	907,483
Plant & Equipment	827,395,027	821,170,870
Total Assets	1,303,150,684	1,325,659,299
Deferred Outflows	(74,346,362)	(63,055,604)
Deferred Outflows - OPEB	(51,701,661)	(42,228,249)
Deferred Outflows - Pension	(22,644,701)	(20,827,355)
Total Deferred Outflows	74,346,362	63,055,604
Liabilities	715,952,982	722,023,757
Current Liabilities	38,076,347	33,340,140
Operating Lease Liabilities - Current	546,251	564,561
Accounts Payable	4,553,577	10,631,948
Accrued Interest	9,755,385	926,808
Accrued Vacation - Current	479,260	208,425
Bonds Payable - Current	18,215,000	15,905,000
Clearing Payables	26,570	214,409
Deferred Income	1,607,833	3,752,118
Funds Held for Others	484,325	415,253
OPEB Liability - Current	2,398,482	2,895,395
Other Accrued Liabilities - Current	148	(2,223,047)
Other Liabilities - Current	9,515	49,270
Noncurrent Liabilities	677,876,636	688,683,616
Operating Lease Liabilities - Noncurrent	216,537	762,788
Accrued Vacation - Noncurrent	1,582,934	1,738,364
Deferred Compensation Liability	-	-
Bonds Payable - Noncurrent	538,308,582	559,842,183
OPEB Liability - Noncurrent	114,306,618	83,906,315
Pension Liability	23,461,964	42,433,966
Total Liabilities	715,952,982	722,023,757
Deferred Inflows	41,923,846	29,069,342
Deferred Inflows - Lease Receivable	906,775	996,263
Deferred Inflows - OPEB	15,860,983	22,097,053
Deferred Inflows - Pension	25,156,088	5,976,026
Total Deferred Inflows	41,923,846	29,069,342
Net Asset	619,620,217	637,621,804
Total Net Assets	619,620,217	637,621,804



MONTHLY INVESTMENT REPORT

Collin County College

JANUARY 31, 2023



M E E D E R

PUBLIC FUNDS
PATTERSON GROUP

Preparing for Recovery

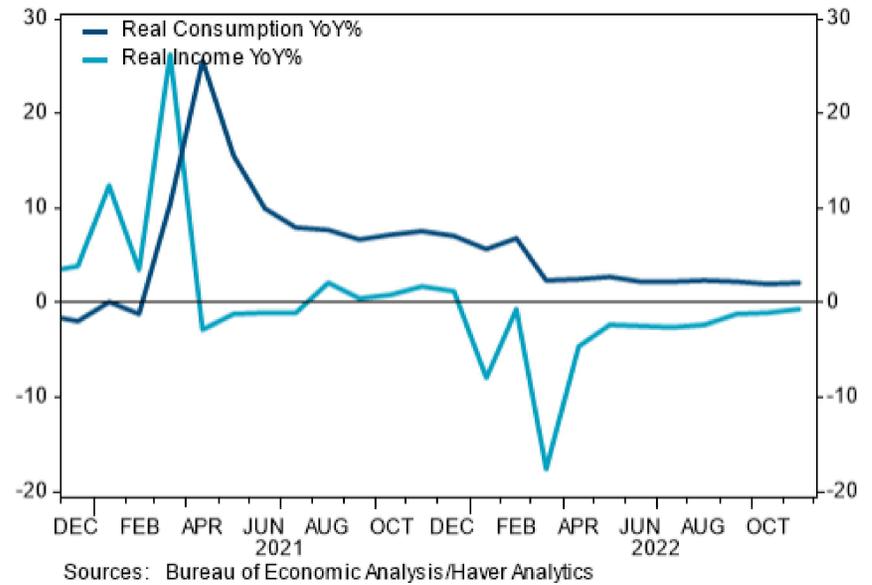
If 2022 was all about inflation, then 2023 may be all about recovering and preparing for recovery. With the monthly irregularities in data, and the uncertainty in the economic outlook and legislative policy, we are left with unanswered questions for the new year. Investors and consumers alike continue to wonder is the U.S. in recession? How deep and prolonged might a downturn be? Has inflation peaked, and if so, will price pressures continue to retreat from here?

For the consumer, high borrowing costs and prices, a surprisingly low level of labor participation and depleted savings should increasingly lower spending activity. And, as shoppers reduce or shift spending, businesses may continue a growing trend of investment, particularly in technology to replace high-cost labor and grow productivity; a missing component of activity for over a decade. Excessive post-Covid consumer demand led to inflated retail inventories which now weigh down on prices and business.

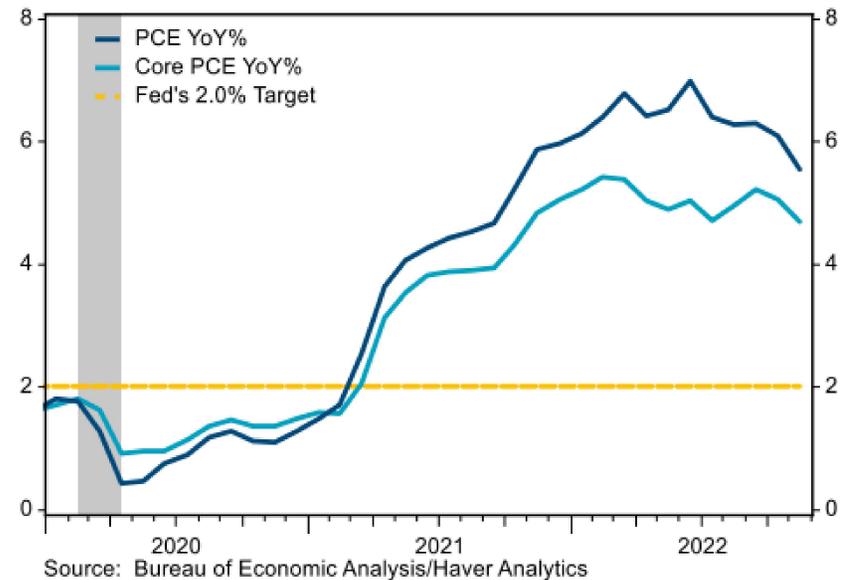
Consumer activity peaked in the 3rd quarter, but the lingering pain of inflation increasingly took its toll by year-end. The reality of a reduced wealth cushion, is causing a shift or reduction in spending habits. For some, this means curtailing purchases. For others, this means downgrading the quality or brand of their purchases. And for others –notably the younger generation – this has resulted in binge spending (where consumers pull back as much as possible one month to purchase more expensive items the next). Regardless of the form, it is increasingly evident that consumers are dramatically shifting the goods and services in their basket - a reflection of growing unease for household financials.

As the consumer modifies her spending, the Fed has also modified the plan for fighting inflation. With inflation pressures easing the Fed has reduced its march to higher rates with its limited 0.50% increase in overnight rates in December.

Is the consumer worn out?



Inflation easing



A Painful Progress

In 2023 the continuing near-term pain to the consumer and to business will undoubtedly forestall a much larger and longer-term struggle if inflation were to remain unchecked domestically and globally. Global uncertainty caused by political tensions, outright threats and war, along with lingering supply chain snags will continue to exacerbate markets unease causing substantial volatility and even threatening economic dysfunction.

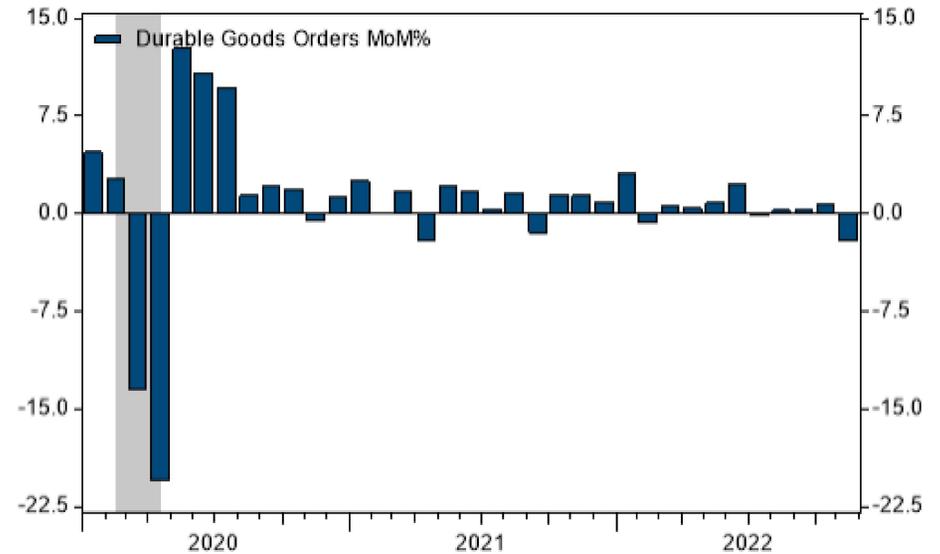
Throughout 2022 central banks have recognized and coordinated rate increases to fight inflation. Even the historically conservative Bank of Japan has allowed its ten-year bond rate to rise from 0.00% to 0.50%! The US leads the inflation battle at an inflation rate of 5.5% year-over-year versus a rate still near 10% in Europe.

The easing of inflation has given the central banks some breathing space. If slowing demand and discounting prices because of elevated inventories along with declining house prices extends globally, we may see all central banks pausing to wait for an anticipated turn. That interplay of inflation and central bank intervention will ultimately shape 2023.

GDP has unexpectedly risen at year-end after two quarters of decline. The factors continue to vary perhaps too greatly to make predictions: personal consumption especially on services was up whereas goods consumption was down and business investment remains sluggish.

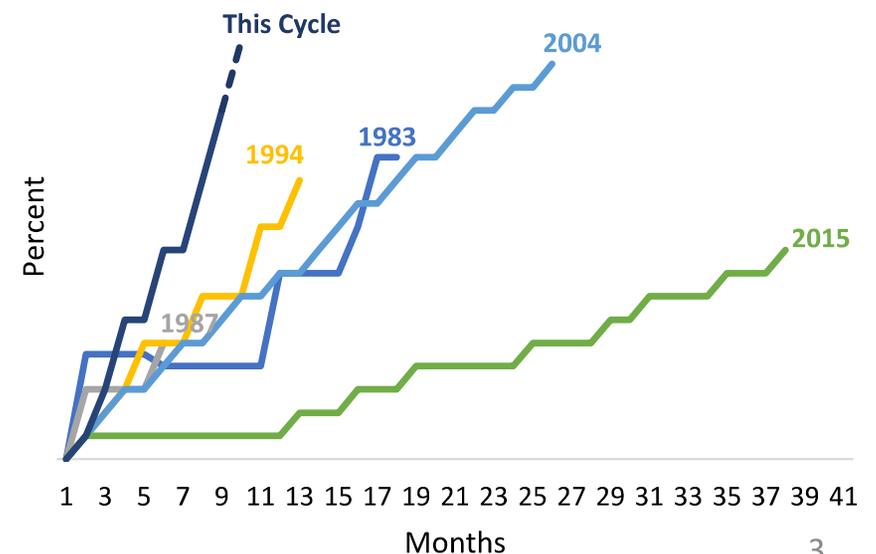
All that said, the painfully slow pace of retreat continues to underscore the fact that there is still work to be done, as 74 Chairman Powell said at the December FOMC meeting.

Big item orders drop



Source: Census Bureau/Haver Analytics

Fastest Rate Hiking Cycle



Expectations Drive Rates

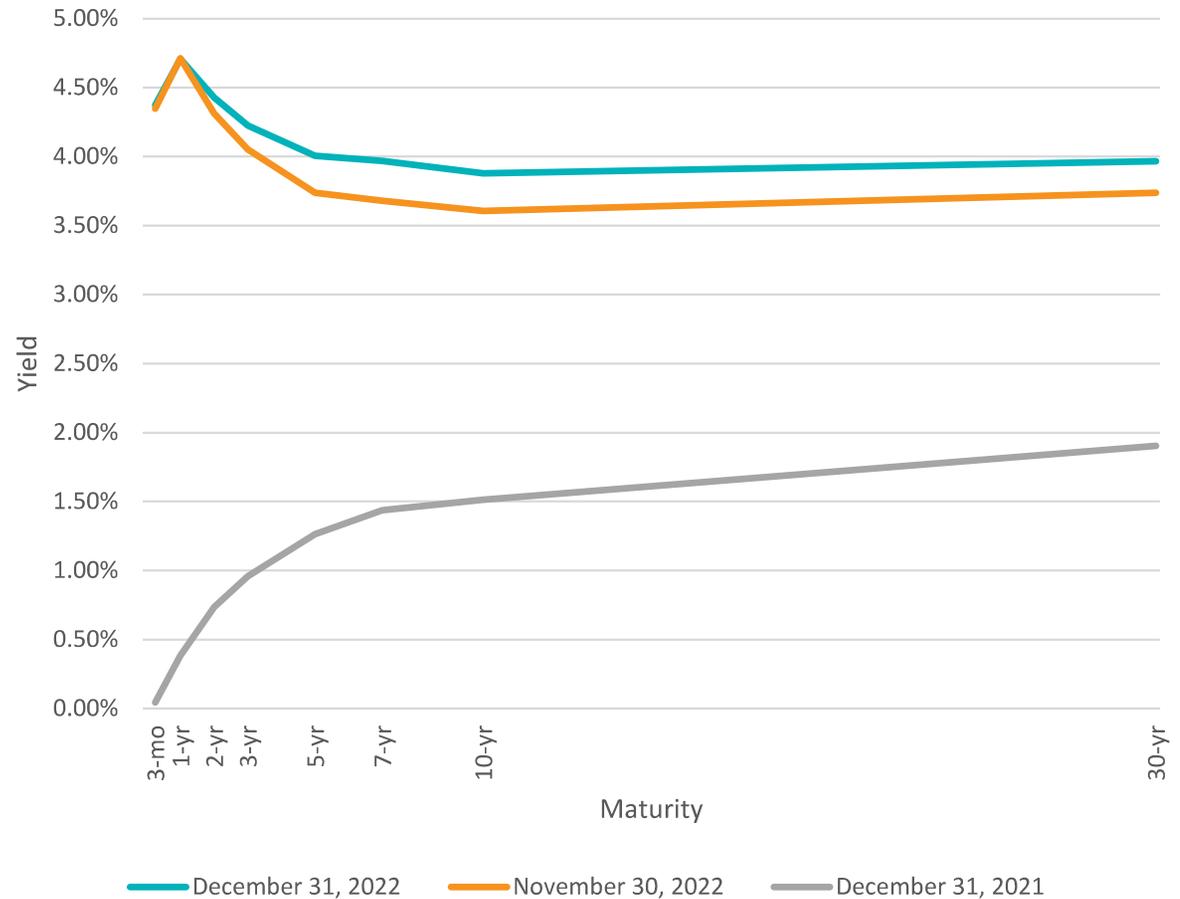
The Fed has moderated from the 0.75% hike paces and gave us only a 0.50% hike in December.

The Fed fully concedes that higher rates will slow growth but is willing to take these actions to tame inflation through lessening demand.

The expected increase in GDP has changed the recession discussion somewhat with the market even beginning to think a soft landing may be possible.

There are signs of slightly slowing inflation such as lower rents and a reduced need for workers. The continuously changing environment has even the Fed debating how much more tightening is needed.

U.S. Treasury Yield Curve



Collin County Community College District
 Monthly Investment Report
 January 1, 2023 – January 31, 2023

Portfolio Summary Management Report

<u>Portfolio as of 12/31/22:</u>		<u>Portfolio as of 01/31/23:</u>	
Beginning Book Value	\$ 422,997,530	Ending Book Value	\$ 461,046,940
Beginning Market Value	\$ 419,655,890	Ending Market Value	\$ 458,078,232
		Unrealized Gain/Loss	\$ (2,968,708)
WAM at Beginning Period Date ¹	116 days	WAM at Ending Period Date ¹	177 days
<i>(Increase in market value is due to seasonal cash inflows)</i>		Change in Market Value ²	\$ 38,422,342
Average Yield to Maturity for period		3.718%	
Average Yield 3 Month Treasury Bill for period		4.170%	



Melissa Irby, Chief Financial Officer
 Collin County Community College District



Julie Bradley, Associate V.P. - Controller
 Collin County Community College District



Barbara Johnston, Associate V.P.
 Collin County Community College District

¹ WAM – weighted average maturity

² “Change in Market Value” is required data, but will primarily reflect the receipt and expenditure of the District’s funds from month to month. *Patterson & Associates* has assisted in the preparation of this consolidated investment report, with additional input provided by CCCCDC.

Your Portfolio

As of January 31, 2023

Your Portfolio Statistics

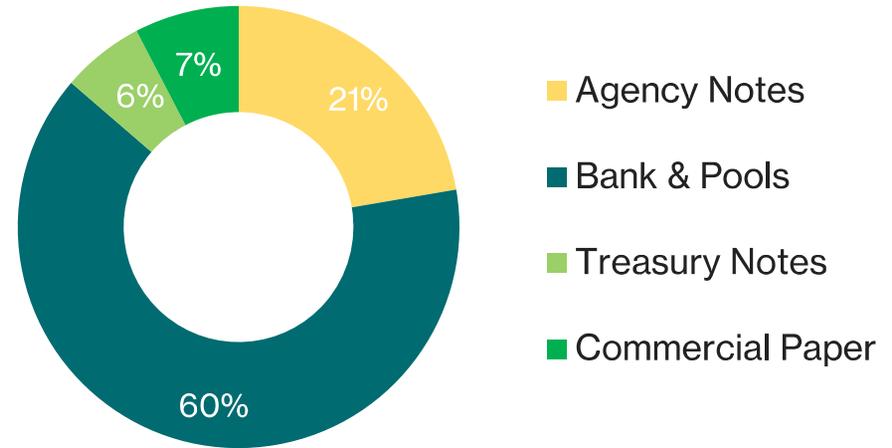
Weighted Average Maturity

0.48 years

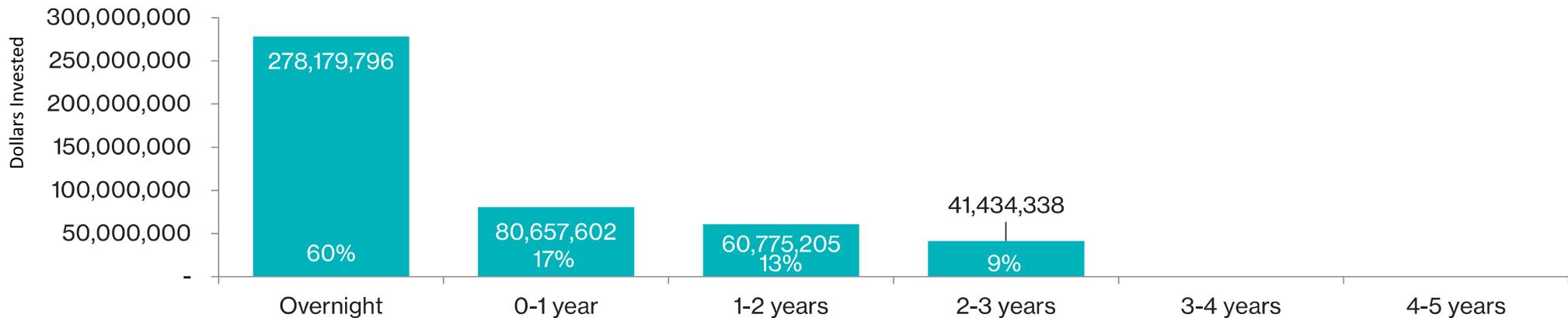
Weighted Average Yield (All Funds)

3.72%

Your Asset Allocation



Your Maturity Distribution



77
Allocation Percentage Per Year

**Collin Co Comm College Dist.
Portfolio Management
Portfolio Summary
January 31, 2023**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Commercial Paper Disc. -Amortizing	60,000,000.00	59,686,220.00	59,766,711.12	12.96	241	40	3.618
Federal Agency Coupon Securities	97,500,000.00	94,464,832.55	96,826,231.66	21.00	987	692	2.514
Treasury Coupon Securities	27,000,000.00	25,747,384.00	26,274,201.71	5.70	709	461	2.784
TexStar	40,329,221.22	40,329,221.22	40,329,221.22	8.75	1	1	4.252
Texpool	232,527,436.92	232,527,436.92	232,527,436.92	50.43	1	1	4.244
JPMorgan Chase	91,768.22	91,768.22	91,768.22	0.02	1	1	0.000
Texas Range	5,231,369.21	5,231,369.21	5,231,369.21	1.13	1	1	4.360
	462,679,795.57	458,078,232.12	461,046,940.06	100.00%	279	177	3.718
Investments							
Cash and Accrued Interest							
Accrued Interest at Purchase		168,819.44	168,819.44				
Subtotal		168,819.44	168,819.44				
Total Cash and Investments	462,679,795.57	458,247,051.56	461,215,759.50		279	177	3.718
Total Earnings							
	January 31	Month Ending	Fiscal Year To Date				
Current Year		1,389,191.47	5,182,254.95				

..

Collin Co Comm College Dist.
Summary by Type
January 31, 2023
Grouped by Fund

Patterson & Associates
 901 S. MoPac
 Suite 195
 Austin, TX 78746
 -

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Building						
Federal Agency Coupon Securities	6	40,000,000.00	40,119,653.05	8.70	1.913	687
Treasury Coupon Securities	1	5,000,000.00	4,907,345.19	1.06	2.467	577
Texpool	1	39,335,442.85	39,335,442.85	8.53	4.244	1
TexStar	1	28,796,370.42	28,796,370.42	6.25	4.251	1
Subtotal	9	113,131,813.27	113,158,811.51	24.54	3.343	269
Fund: 2020 Bond Series						
Texpool	1	34,168,530.76	34,168,530.76	7.41	4.244	1
Subtotal	1	34,168,530.76	34,168,530.76	7.41	4.244	1
Fund: Debt Service						
Texas Range	1	20.90	20.90	0.00	4.360	1
Texpool	1	26,858,962.82	26,858,962.82	5.83	4.244	1
Subtotal	2	26,858,983.72	26,858,983.72	5.83	4.244	1
Fund: Operating						
Federal Agency Coupon Securities	8	47,500,000.00	46,674,896.27	10.12	2.736	613
JPMorgan Chase	1	91,768.22	91,768.22	0.02	0.000	1
Commercial Paper Disc. -Amortizing	3	30,000,000.00	29,883,355.56	6.48	3.618	40
Treasury Coupon Securities	3	17,000,000.00	16,375,926.08	3.55	2.775	512
Texas Range	1	5,231,348.31	5,231,348.31	1.13	4.360	1
Texpool	1	95,500,030.10	95,500,030.10	20.71	4.244	1
TexStar	1	11,532,850.80	11,532,850.80	2.50	4.252	1
Subtotal	18	206,855,997.43	205,290,175.34	44.51	3.694	187
Fund: Stabilization						
Federal Agency Coupon Securities	1	10,000,000.00	10,031,682.34	2.18	3.885	1,077
Commercial Paper Disc. -Amortizing	3	30,000,000.00	29,883,355.56	6.48	3.618	40

Collin Co Comm College Dist.
 Summary by Type
 January 31, 2023
 Grouped by Fund

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Stabilization						
Treasury Coupon Securities	1	5,000,000.00	4,990,930.44	1.08	3.126	180
Texpool	1	36,664,470.39	36,664,470.39	7.95	4.244	1
Subtotal	6	81,664,470.39	81,570,438.73	17.69	3.902	159
Total and Average	36	462,679,795.57	461,046,940.06	100.00	3.718	177



**Collin Co Comm College Dist.
Fund BLDG - Building
Investments by Fund
January 31, 2023**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Federal Agency Coupon Securities											
3133EN5Q9	10197	FFCB Note	01/11/2023	5,013,318.92	5,000,000.00	5,011,630.90	4.500	4.295	4.355	01/10/2025	709
3130ATUC9	10196	FHLB Note	01/10/2023	10,106,334.13	10,000,000.00	10,128,565.50	4.500	4.041	4.098	12/12/2025	1,045
3130ALJ70	10172	FHLB Call Note	03/12/2021	5,000,000.00	5,000,000.00	4,764,293.10	0.400	0.394	0.400	03/12/2024	405
3130AMT85	10175	FHLB Call Note	06/28/2021	10,000,000.00	10,000,000.00	9,419,350.90	0.400	0.394	0.400	06/28/2024	513
3130ANNS5	10176	FHLB Call Note	08/30/2021	5,000,000.00	5,000,000.00	4,689,243.80	0.500	0.493	0.500	08/28/2024	574
3130AOCM3	10178	FHLB Call Note	12/20/2021	5,000,000.00	5,000,000.00	4,689,957.50	1.000	0.986	1.000	12/20/2024	688
Subtotal and Average				40,119,653.05	40,000,000.00	38,703,041.70		1.887	1.913		687
Treasury Coupon Securities											
912828YE4	10179	T Note	04/18/2022	4,907,345.19	5,000,000.00	4,756,055.00	1.250	2.432	2.466	08/31/2024	577
Subtotal and Average				4,907,345.19	5,000,000.00	4,756,055.00		2.433	2.467		577
TexStar											
2450	10007	TexStar	02/01/2016	28,796,370.42	28,796,370.42	28,796,370.42	4.252	4.193	4.251		1
Subtotal and Average				28,796,370.42	28,796,370.42	28,796,370.42		4.193	4.252		1
Texpool											
700001	10009	Texpool	02/01/2016	39,335,442.85	39,335,442.85	39,335,442.85	4.244	4.186	4.244		1
Subtotal and Average				39,335,442.85	39,335,442.85	39,335,442.85		4.186	4.244		1
Total Investments and Average				113,158,811.51	113,131,813.27	111,590,909.97		3.297	3.343		269

**Fund BOND20 - 2020 Bond Series
Investments by Fund
January 31, 2023**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
700006A	10164	Texpool	04/29/2020	34,168,530.76	34,168,530.76	34,168,530.76	4.244	4.186	4.244	1
Subtotal and Average				34,168,530.76	34,168,530.76	34,168,530.76		4.186	4.244	1
Total Investments and Average				34,168,530.76	34,168,530.76	34,168,530.76		4.186	4.244	1

**Fund DS - Debt Service
Investments by Fund
January 31, 2023**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
700004	10010	Texpool	02/01/2016	26,858,962.82	26,858,962.82	26,858,962.82	4.244	4.186	4.244	1
Subtotal and Average				26,858,962.82	26,858,962.82	26,858,962.82		4.186	4.244	1
Texas Range										
1291-01	10141	TexasDAILY	02/04/2019	20.90	20.90	20.90	4.360	4.300	4.360	1
Subtotal and Average				20.90	20.90	20.90		4.300	4.360	1
Total Investments and Average				26,858,983.72	26,858,983.72	26,858,983.72		4.186	4.244	1

**Fund OPER - Operating
Investments by Fund
January 31, 2023**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Commercial Paper Disc. -Amortizing											
22533UPH0	10186	Credit Agricole CP	07/15/2022	9,985,333.33	10,000,000.00	9,978,890.00		3.427	3.475	02/17/2023	16
63873KOD2	10188	Natixis NY CP	07/15/2022	9,962,555.56	10,000,000.00	9,948,720.00		3.501	3.549	03/13/2023	40
78009BR61	10190	Royal Bank of Canada CP	07/15/2022	9,935,466.67	10,000,000.00	9,915,500.00		3.777	3.829	04/06/2023	64
Subtotal and Average				29,883,355.56	30,000,000.00	29,843,110.00		3.568	3.618		39
Federal Agency Coupon Securities											
31422XMV1	10177	FRMAC Call Note	10/04/2021	5,000,000.00	5,000,000.00	4,673,453.35	0.500	0.493	0.500	10/04/2024	611
3133ENYX2	10193	FFCB Note	07/25/2022	4,999,818.18	5,000,000.00	4,912,112.95	3.250	3.207	3.251	06/17/2024	502
3133ENZ94	10199	FFCB Note	01/19/2023	10,030,446.70	10,000,000.00	10,025,317.10	4.500	4.259	4.318	11/18/2024	656
3133EL5J9	10167	FFCB Call Note	09/16/2020	5,000,000.00	5,000,000.00	4,865,638.45	0.300	0.305	0.310	09/01/2023	212
3133EL6U3	10169	FFCB Call Note	09/16/2020	5,000,000.00	5,000,000.00	4,857,640.65	0.280	0.309	0.313	09/14/2023	225
3134GXZT4	10183	FHLMC Call Note	07/14/2022	5,000,000.00	5,000,000.00	4,919,597.85	4.000	3.945	4.000	07/14/2025	894
3135G03U5	10194	FNMA Note	08/05/2022	4,732,685.56	5,000,000.00	4,620,066.95	0.625	3.107	3.150	04/22/2025	811
3135G04Z3	10200	FNMA Note	01/23/2023	6,911,945.83	7,500,000.00	6,887,238.45	0.500	3.935	3.990	06/17/2025	867
Subtotal and Average				46,674,896.27	47,500,000.00	45,761,065.75		2.698	2.736		613
Treasury Coupon Securities											
91282CAW1	10180	T Note	05/16/2022	5,899,960.80	6,000,000.00	5,790,468.00	0.250	2.394	2.428	11/15/2023	287
91282CCC3	10181	T Note	05/16/2022	5,824,275.58	6,000,000.00	5,672,346.00	0.250	2.571	2.607	05/15/2024	469
912828ZT0	10182	T Note	06/15/2022	4,651,689.70	5,000,000.00	4,577,930.00	0.250	3.376	3.423	05/31/2025	850
Subtotal and Average				16,375,926.08	17,000,000.00	16,040,744.00		2.737	2.775		511
TexStar											
5450	10008	TexStar	02/01/2016	11,532,850.80	11,532,850.80	11,532,850.80	4.252	4.193	4.251		1
Subtotal and Average				11,532,850.80	11,532,850.80	11,532,850.80		4.193	4.252		1
Texpool											
700003	10011	Texpool	02/01/2016	95,500,030.10	95,500,030.10	95,500,030.10	4.244	4.186	4.244		1
Subtotal and Average				95,500,030.10	95,500,030.10	95,500,030.10		4.186	4.244		1
JPMorgan Chase											
7828	10012	JPMorgan Chase Commercial Chkg	02/01/2016	91,768.22	91,768.22	91,768.22					1
Subtotal and Average				91,768.22	91,768.22	91,768.22		0.000	0.000		1

**Fund OPER - Operating
Investments by Fund
January 31, 2023**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texas Range										
1291-00	10142	TexasDAILY	02/06/2019	5,231,348.31	5,231,348.31	5,231,348.31	4.360	4.300	4.360	1
Subtotal and Average				5,231,348.31	5,231,348.31	5,231,348.31	4.300	4.360		1
Total Investments and Average				205,290,175.34	206,855,997.43	204,000,917.18	3.644	3.694		186

**Fund STABL - Stabilization
Investments by Fund
January 31, 2023**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Commercial Paper Disc. -Amortizing											
22533UPH0	10187	Credit Agricole CP	07/15/2022	9,985,333.33	10,000,000.00	9,978,890.00	3.300	3.427	3.475	02/17/2023	16
63873KOD2	10189	Natixis NY CP	07/15/2022	9,962,555.56	10,000,000.00	9,948,720.00	3.370	3.501	3.549	03/13/2023	40
78009BR61	10191	Royal Bank of Canada CP	07/15/2022	9,935,466.67	10,000,000.00	9,915,500.00	3.630	3.777	3.829	04/06/2023	64
Subtotal and Average				29,883,355.56	30,000,000.00	29,843,110.00		3.568	3.618		39
Federal Agency Coupon Securities											
3133EN6A3	10198	FFCB Note	01/17/2023	10,031,682.34	10,000,000.00	10,000,725.10	4.000	3.831	3.885	01/13/2026	1,077
Subtotal and Average				10,031,682.34	10,000,000.00	10,000,725.10		3.832	3.885		1,077
Treasury Coupon Securities											
912828Y61	10192	T Note	07/20/2022	4,990,930.44	5,000,000.00	4,950,585.00	2.750	3.083	3.125	07/31/2023	180
Subtotal and Average				4,990,930.44	5,000,000.00	4,950,585.00		3.083	3.126		180
Texpool											
700005	10050	Texpool	01/24/2018	36,664,470.39	36,664,470.39	36,664,470.39	4.244	4.186	4.244		1
Subtotal and Average				36,664,470.39	36,664,470.39	36,664,470.39		4.186	4.244		1
Total Investments and Average				81,570,438.73	81,664,470.39	81,458,890.49		3.849	3.902		158

**Collin Co Comm College Dist.
Cash Reconciliation Report
For the Period January 1, 2023 - January 31, 2023
Grouped by Fund**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
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Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
Building											
01/10/2023	10196	BLDG	Purchase	3130ATUC9	10,000,000.00	FHLB 10.0M 4.50% Mat. 12/12/2025	12/12/2025	-10,108,500.00	-83,750.00	0.00	-10,192,250.00
01/11/2023	10197	BLDG	Purchase	3133EN5Q9	5,000,000.00	FFCB 5.0M 4.50% Mat. 01/10/2025	01/10/2025	-5,013,700.00	-625.00	0.00	-5,014,325.00
Subtotal								-15,122,200.00	-84,375.00	0.00	-15,206,575.00
Operating											
01/13/2023	10184	OPER	Maturity	80285QND8	10,000,000.00	SANTAN 10.0M 3.16% Mat.	01/13/2023	0.00	0.00	10,000,000.00	10,000,000.00
01/14/2023	10183	OPER	Interest	3134GXZT4	5,000,000.00	FHLMCC 5.0M 4.00% Mat.	07/14/2025	0.00	100,000.00	0.00	100,000.00
01/15/2023	10163	OPER	Interest	20772KAE9	3,000,000.00	CONNST 3.0M 2.99% Mat.	01/15/2023	0.00	44,850.00	0.00	44,850.00
01/15/2023	10163	OPER	Maturity	20772KAE9	3,000,000.00	CONNST 3.0M 2.99% Mat.	01/15/2023	0.00	0.00	3,000,000.00	3,000,000.00
01/19/2023	10199	OPER	Purchase	3133ENZ94	10,000,000.00	FFCB 10.0M 4.50% Mat. 11/18/2024	11/18/2024	-10,031,011.40	-76,250.00	0.00	-10,107,261.40
01/23/2023	10200	OPER	Purchase	3135G04Z3	7,500,000.00	FNMA 7.5M 0.50% Mat. 06/17/2025	06/17/2025	-6,906,450.00	-3,750.00	0.00	-6,910,200.00
Subtotal								-16,937,461.40	64,850.00	13,000,000.00	-3,872,611.40
Stabilization											
01/13/2023	10185	STABL	Maturity	80285QND8	10,000,000.00	SANTAN 10.0M 3.16% Mat.	01/13/2023	0.00	0.00	10,000,000.00	10,000,000.00
01/17/2023	10198	STABL	Purchase	3133EN6A3	10,000,000.00	FFCB 10.0M 4.00% Mat. 01/13/2026	01/13/2026	-10,032,100.00	-4,444.44	0.00	-10,036,544.44
01/31/2023	10192	STABL	Interest	912828Y61	5,000,000.00	TNOTE 5.0M 2.75% Mat. 07/31/2023	07/31/2023	0.00	68,750.00	0.00	68,750.00
Subtotal								-10,032,100.00	64,305.56	10,000,000.00	32,205.56
Total								-42,091,761.40	44,780.56	23,000,000.00	-19,046,980.84

**Collin Co Comm College Dist.
Purchases Report
Sorted by Fund - Fund
January 1, 2023 - January 31, 2023**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
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CUSIP	Investment #	Fund	Sec. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
Building													
3130ATUC9	10196	BLDG	FAC	FHLB	10,000,000.00	01/10/2023	06/12 - 12/12	10,108,500.00	83,750.00	4.500	12/12/2025	4.098	10,106,334.13
3133EN5Q9	10197	BLDG	FAC	FFCB	5,000,000.00	01/11/2023	07/10 - 01/10	5,013,700.00	625.00	4.500	01/10/2025	4.355	5,013,318.92
Subtotal					15,000,000.00			15,122,200.00	84,375.00				15,119,653.05
Operating													
3133ENZ94	10199	OPER	FAC	FFCB	10,000,000.00	01/19/2023	05/18 - 11/18	10,031,011.40	76,250.00	4.500	11/18/2024	4.319	10,030,446.70
3135G04Z3	10200	OPER	FAC	FNMA	7,500,000.00	01/23/2023	06/17 - 12/17	6,906,450.00	3,750.00	0.500	06/17/2025	3.991	6,911,945.83
Subtotal					17,500,000.00			16,937,461.40	80,000.00				16,942,392.53
Stabilization													
3133EN6A3	10198	STABL	FAC	FFCB	10,000,000.00	01/17/2023	07/13 - 01/13	10,032,100.00	4,444.44	4.000	01/13/2026	3.885	10,031,682.34
Subtotal					10,000,000.00			10,032,100.00	4,444.44				10,031,682.34
Total Purchases					42,500,000.00			42,091,761.40	168,819.44				42,093,727.92



Collin Co Comm College Dist.
Maturity Report
Sorted by Maturity Date
Receipts during January 1, 2023 - January 31, 2023

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
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CUSIP	Investment #	Fund	Sec. Type	Issuer	Par Value	Maturity Date	Purchase Date	Rate at Maturity	Book Value at Maturity	Interest	Maturity Proceeds	Net Income
80285QND8	10184	OPER	ACP	SANTAN	10,000,000.00	01/13/2023	07/15/2022	3.160	10,000,000.00	0.00	10,000,000.00	0.00
80285QND8	10185	STABL	ACP	SANTAN	10,000,000.00	01/13/2023	07/15/2022	3.160	10,000,000.00	0.00	10,000,000.00	0.00
20772KAE9	10163	OPER	MC1	CONNST	3,000,000.00	01/15/2023	04/20/2020	2.990	3,000,000.00	44,850.00	3,044,850.00	44,850.00
Total Maturities					23,000,000.00				23,000,000.00	44,850.00	23,044,850.00	44,850.00

**Collin Co Comm College Dist.
Interest Earnings
Sorted by Fund - Fund
January 1, 2023 - January 31, 2023
Period Yield on Average Book Value**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
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CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Yield This Period	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Building												
3133EN5Q9	10197	BLDG	FAC	5,000,000.00	0.00	3,396,236.05	01/10/2025	4.500	4.201	12,500.00	-381.08	12,118.92
3130ATUC9	10196	BLDG	FAC	10,000,000.00	0.00	7,172,935.79	12/12/2025	4.500	3.953	26,250.00	-2,165.87	24,084.13
912828YE4	10179	BLDG	TRC	5,000,000.00	4,902,367.21	4,904,936.49	08/31/2024	1.250	2.480	5,352.21	4,977.98	10,330.19
2450	10007	BLDG	RRP	28,796,370.42	28,692,786.15	28,696,127.58		4.252	4.250	103,584.27	0.00	103,584.27
700001	10009	BLDG	RR2	39,335,442.85	54,620,546.33	43,980,362.02		4.244	4.239	158,331.52	0.00	158,331.52
3130AQCM3	10178	BLDG	FAC	5,000,000.00	5,000,000.00	5,000,000.00	12/20/2024	1.000	0.981	4,166.66	0.00	4,166.66
3130ALJ70	10172	BLDG	FAC	5,000,000.00	5,000,000.00	5,000,000.00	03/12/2024	0.400	0.392	1,666.66	0.00	1,666.66
3130ANNS5	10176	BLDG	FAC	5,000,000.00	5,000,000.00	5,000,000.00	08/28/2024	0.500	0.491	2,083.33	0.00	2,083.33
3130AMT85	10175	BLDG	FAC	10,000,000.00	10,000,000.00	10,000,000.00	06/28/2024	0.400	0.392	3,333.34	0.00	3,333.34
			Subtotal	113,131,813.27	113,215,699.69	113,150,597.93			0.283	317,267.99	2,431.03	319,699.02
Fund: 2020 Bond Series												
700006A	10164	BOND20	RR2	34,168,530.76	34,100,752.61	34,101,160.51		4.244	4.244	122,911.42	0.00	122,911.42
			Subtotal	34,168,530.76	34,100,752.61	34,101,160.51			0.360	122,911.42	0.00	122,911.42
Fund: Debt Service												
700004	10010	DS	RR2	26,858,962.82	19,700,396.73	24,473,986.52		4.244	4.247	88,270.46	0.00	88,270.46
1291-01	10141	DS	RR5	20.90	20.82	20.82		4.360	4.524	0.08	0.00	0.08
			Subtotal	26,858,983.72	19,700,417.55	24,474,007.34			0.361	88,270.54	0.00	88,270.54
Fund: Operating												
3135G03U5	10194	OPER	FAC	5,000,000.00	4,722,673.78	4,728,002.63	04/22/2025	0.625	3.142	2,604.17	10,011.78	12,615.95
3135G04Z3	10200	OPER	FAC	7,500,000.00	0.00	2,006,073.45	06/17/2025	0.500	3.715	833.33	5,495.83	6,329.16
3133ENYX2	10193	OPER	FAC	5,000,000.00	4,999,807.18	4,999,813.04	06/17/2024	3.250	3.192	13,541.67	11.00	13,552.67
3133ENZ94	10199	OPER	FAC	10,000,000.00	0.00	4,206,416.55	11/18/2024	4.500	4.041	15,000.00	-564.70	14,435.30
91282CCC3	10181	OPER	TRC	6,000,000.00	5,812,660.53	5,818,655.40	05/15/2024	0.250	2.610	1,284.53	11,615.05	12,899.58
912828ZT0	10182	OPER	TRC	5,000,000.00	4,638,986.62	4,645,543.04	05/31/2025	0.250	3.489	1,064.56	12,703.08	13,767.64
91282CAW1	10180	OPER	TRC	6,000,000.00	5,889,155.17	5,894,732.27	11/15/2023	0.250	2.415	1,284.53	10,805.63	12,090.16
5450	10008	OPER	RRP	11,532,850.80	11,491,365.64	11,492,703.87		4.252	4.250	41,485.16	0.00	41,485.16

Collin Co Comm College Dist.
Interest Earnings
January 1, 2023 - January 31, 2023

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Yield This Period	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Operating												
700003	10011	OPER	RR2	95,500,030.10	58,998,923.13	86,437,267.82		4.244	4.250	311,977.53	0.00	311,977.53
7828	10012	OPER	RR3	91,768.22	104,859.21	104,436.92				0.00	0.00	0.00
3134GXZT4	10183	OPER	FAC	5,000,000.00	5,000,000.00	5,000,000.00	07/14/2025	4.000	3.925	16,666.66	0.00	16,666.66
31422XMV1	10177	OPER	FAC	5,000,000.00	5,000,000.00	5,000,000.00	10/04/2024	0.500	0.491	2,083.33	0.00	2,083.33
3133EL5J9	10167	OPER	FAC	5,000,000.00	5,000,000.00	5,000,000.00	09/01/2023	0.300	0.294	1,250.00	0.00	1,250.00
3133EL6U3	10169	OPER	FAC	5,000,000.00	5,000,000.00	5,000,000.00	09/14/2023	0.280	0.275	1,166.67	0.00	1,166.67
1291-00	10142	OPER	RR5	5,231,348.31	5,212,042.14	5,212,664.92		4.360	4.361	19,306.17	0.00	19,306.17
80285QND8	10184	OPER	ACP	0.00	9,989,466.67	3,869,098.92	01/13/2023	3.160	3.205	0.00	10,533.33	10,533.33
20772KAE9	10163	OPER	MC1	0.00	3,001,696.20	1,355,194.37	01/15/2023	2.990	1.557	3,488.33	-1,696.20	1,792.13
22533UPH0	10186	OPER	ACP	10,000,000.00	9,956,916.67	9,971,583.33	02/17/2023		3.355	0.00	28,416.66	28,416.66
63873KQD2	10188	OPER	ACP	10,000,000.00	9,933,536.11	9,948,513.89	03/13/2023		3.434	0.00	29,019.45	29,019.45
78009BR61	10190	OPER	ACP	10,000,000.00	9,904,208.33	9,920,341.67	04/06/2023		3.710	0.00	31,258.34	31,258.34
			Subtotal	206,855,997.43	164,656,297.38	190,611,042.09			0.305	433,036.64	147,609.25	580,645.89
Fund: Stabilization												
3133EN6A3	10198	STABL	FAC	10,000,000.00	0.00	4,854,127.42	01/13/2026	4.000	3.672	15,555.56	-417.66	15,137.90
912828Y61	10192	STABL	TRC	5,000,000.00	4,989,368.46	4,990,174.64	07/31/2023	2.750	3.103	11,589.07	1,561.98	13,151.05
700005	10050	STABL	RR2	36,664,470.39	46,550,866.96	41,699,317.97		4.244	4.240	150,147.87	0.00	150,147.87
80285QND8	10185	STABL	ACP	0.00	9,989,466.67	3,869,098.92	01/13/2023	3.160	3.205	0.00	10,533.33	10,533.33
22533UPH0	10187	STABL	ACP	10,000,000.00	9,956,916.67	9,971,583.33	02/17/2023	3.300	3.355	0.00	28,416.66	28,416.66
63873KQD2	10189	STABL	ACP	10,000,000.00	9,933,536.11	9,948,513.89	03/13/2023	3.370	3.434	0.00	29,019.45	29,019.45
78009BR61	10191	STABL	ACP	10,000,000.00	9,904,208.33	9,920,341.67	04/06/2023	3.630	3.710	0.00	31,258.34	31,258.34
			Subtotal	81,664,470.39	91,324,363.20	85,253,157.84			0.326	177,292.50	100,372.10	277,664.60
			Total	462,679,795.57	422,997,530.43	447,589,965.71			0.310	1,138,779.09	250,412.38	1,389,191.47

**Collin Co Comm College Dist.
Amortization Schedule
January 1, 2023 - January 31, 2023
Sorted By Fund - Fund**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Investment #	Maturity Date	Beginning Par Value				Amounts Amortized				
Issuer	Fund	Amort. Date	Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	And Unamortized As of 01/01/2023	Amount Amortized This Period	Amt Amortized Through 01/31/2023	Amount Unamortized Through 01/31/2023
Building										
10197 FFCB Note	BLDG	01/10/2025	5,000,000.00 4.500	5,013,700.00	13,700.00	5,013,318.92	0.00 13,700.00	-381.08	-381.08	13,318.92
10196 FHLB Note	BLDG	12/12/2025	10,000,000.00 4.500	10,108,500.00	108,500.00	10,106,334.13	0.00 108,500.00	-2,165.87	-2,165.87	106,334.13
10179 T Note	BLDG	08/31/2024	5,000,000.00 1.250	4,860,937.50	-139,062.50	4,907,345.19	41,429.71 -97,632.79	4,977.98	46,407.69	-92,654.81
			Subtotal	19,983,137.50	-16,862.50	20,026,998.24	41,429.71 24,567.21	2,431.03	43,860.74	26,998.24
Operating										
10163 State of Connecticut	OPER	01/15/2023	3,000,000.00 2.990	3,119,340.00	119,340.00	0.00	-117,643.80 1,696.20	-1,696.20	-119,340.00	0.00
10186 Credit Agricole CP	OPER	02/17/2023	10,000,000.00	9,801,083.33	-198,916.67	9,985,333.33	155,833.34 -43,083.33	28,416.66	184,250.00	-14,666.67
10193 FFCB Note	OPER	06/17/2024	5,000,000.00 3.250	4,999,750.00	-250.00	4,999,818.18	57.18 -192.82	11.00	68.18	-181.82
10199 FFCB Note	OPER	11/18/2024	10,000,000.00 4.500	10,031,011.40	31,011.40	10,030,446.70	0.00 31,011.40	-564.70	-564.70	30,446.70
10167 FFCB Call Note	OPER	09/01/2023 09/01/2021	5,000,000.00 0.300	4,998,500.00	-1,500.00	5,000,000.00	1,500.00 0.00	0.00	1,500.00	0.00
10169 FFCB Call Note	OPER	09/14/2023 09/14/2021	5,000,000.00 0.280	4,995,000.00	-5,000.00	5,000,000.00	5,000.00 0.00	0.00	5,000.00	0.00
10194 FNMA Note	OPER	04/22/2025	5,000,000.00 0.625	4,673,949.80	-326,050.20	4,732,685.56	48,723.98 -277,326.22	10,011.78	58,735.76	-267,314.44
10200 FNMA Note	OPER	06/17/2025	7,500,000.00 0.500	6,906,450.00	-593,550.00	6,911,945.83	0.00 -593,550.00	5,495.83	5,495.83	-588,054.17
10188 Natixis NY CP	OPER	03/13/2023	10,000,000.00	9,774,397.22	-225,602.78	9,962,555.56	159,138.89 -66,463.89	29,019.45	188,158.34	-37,444.44
10190 Royal Bank of Canada CP	OPER	04/06/2023	10,000,000.00	9,732,791.67	-267,208.33	9,935,466.67	171,416.66 -95,791.67	31,258.34	202,675.00	-64,533.33
10184 Santander UK CP	OPER	01/13/2023	10,000,000.00 3.160	9,840,244.44	-159,755.56	0.00	149,222.23 -10,533.33	10,533.33	159,755.56	0.00
10180 T Note	OPER	11/15/2023	6,000,000.00 0.250	5,808,984.38	-191,015.62	5,899,960.80	80,170.79 -110,844.83	10,805.63	90,976.42	-100,039.20

Collin Co Comm College Dist.
Amortization Schedule
January 1, 2023 - January 31, 2023

Investment #	Maturity Date	Beginning Par Value				Amounts Amortized				
Issuer	Fund	Amort. Date	Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	And Unamortized As of 01/01/2023	Amount Amortized This Period	Amt Amortized Through 01/31/2023	Amount Unamortized Through 01/31/2023
Operating										
10181 T Note	OPER	05/15/2024	6,000,000.00 0.250	5,726,484.38	-273,515.62	5,824,275.58	86,176.15 -187,339.47	11,615.05	97,791.20	-175,724.42
10182 T Note	OPER	05/31/2025	5,000,000.00 0.250	4,557,031.25	-442,968.75	4,651,689.70	81,955.37 -361,013.38	12,703.08	94,658.45	-348,310.30
			Subtotal	94,965,017.87	-2,534,982.13	82,934,177.91	821,550.79 -1,713,431.34	147,609.25	969,160.04	-1,565,822.09
Stabilization										
10187 Credit Agricole CP	STABL	02/17/2023	10,000,000.00 3.300	9,801,083.33	-198,916.67	9,985,333.33	155,833.34 -43,083.33	28,416.66	184,250.00	-14,666.67
10198 FFCB Note	STABL	01/13/2026	10,000,000.00 4.000	10,032,100.00	32,100.00	10,031,682.34	0.00 32,100.00	-417.66	-417.66	31,682.34
10189 Natixis NY CP	STABL	03/13/2023	10,000,000.00 3.370	9,774,397.22	-225,602.78	9,962,555.56	159,138.89 -66,463.89	29,019.45	188,158.34	-37,444.44
10191 Royal Bank of Canada CP	STABL	04/06/2023	10,000,000.00 3.630	9,732,791.67	-267,208.33	9,935,466.67	171,416.66 -95,791.67	31,258.34	202,675.00	-64,533.33
10185 Santander UK CP	STABL	01/13/2023	10,000,000.00 3.160	9,840,244.44	-159,755.56	0.00	149,222.23 -10,533.33	10,533.33	159,755.56	0.00
10192 T Note	STABL	07/31/2023	5,000,000.00 2.750	4,981,054.69	-18,945.31	4,990,930.44	8,313.77 -10,631.54	1,561.98	9,875.75	-9,069.56
			Subtotal	54,161,671.35	-838,328.65	44,905,968.34	643,924.89 -194,403.76	100,372.10	744,296.99	-94,031.66
			Total	169,109,826.72	-3,390,173.28	147,867,144.49	1,506,905.39 -1,883,267.89	250,412.38	1,757,317.77	-1,632,855.51

**Collin Co Comm College Dist.
Projected Cashflow Report
Sorted by Monthly
For the Period February 1, 2023 - August 31, 2023**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
February 2023										
02/12/2023	10172	BLDG	3130ALJ70	Call	FHLB Call Note	5,000,000.00	5,000,000.00	5,000,000.00	0.00	5,000,000.00
02/17/2023	10186	OPER	22533UPH0	Maturity	Credit Agricole CP	10,000,000.00	9,801,083.33	10,000,000.00	0.00	10,000,000.00
02/17/2023	10187	STABL	22533UPH0	Maturity	Credit Agricole CP	10,000,000.00	9,801,083.33	10,000,000.00	0.00	10,000,000.00
02/28/2023	10176	BLDG	3130ANNS5	Interest	FHLB Call Note	0.00	0.00	0.00	12,500.00	12,500.00
02/28/2023	10176	BLDG	3130ANNS5	Call	FHLB Call Note	5,000,000.00	5,000,000.00	5,000,000.00	0.00	5,000,000.00
02/28/2023	10179	BLDG	912828YE4	Interest	T Note	0.00	0.00	0.00	31,250.00	31,250.00
Total for February 2023						30,000,000.00	29,602,166.66	30,000,000.00	43,750.00	30,043,750.00
March 2023										
03/01/2023	10167	OPER	3133EL5J9	Interest	FFCB Call Note	0.00	0.00	0.00	7,500.00	7,500.00
03/12/2023	10172	BLDG	3130ALJ70	Interest	FHLB Call Note	0.00	0.00	0.00	10,000.00	10,000.00
03/13/2023	10188	OPER	63873KQD2	Maturity	Natixis NY CP	10,000,000.00	9,774,397.22	10,000,000.00	0.00	10,000,000.00
03/13/2023	10189	STABL	63873KQD2	Maturity	Natixis NY CP	10,000,000.00	9,774,397.22	10,000,000.00	0.00	10,000,000.00
03/14/2023	10169	OPER	3133EL6U3	Interest	FFCB Call Note	0.00	0.00	0.00	7,000.00	7,000.00
03/20/2023	10178	BLDG	3130AQCM3	Call	FHLB Call Note	5,000,000.00	5,000,000.00	5,000,000.00	0.00	5,000,000.00
03/28/2023	10175	BLDG	3130AMT85	Call	FHLB Call Note	10,000,000.00	10,000,000.00	10,000,000.00	0.00	10,000,000.00
Total for March 2023						35,000,000.00	34,548,794.44	35,000,000.00	24,500.00	35,024,500.00
April 2023										
04/04/2023	10177	OPER	31422XMV1	Interest	FRMAC Call Note	0.00	0.00	0.00	12,500.00	12,500.00
04/04/2023	10177	OPER	31422XMV1	Call	FRMAC Call Note	5,000,000.00	5,000,000.00	5,000,000.00	0.00	5,000,000.00
04/06/2023	10190	OPER	78009BR61	Maturity	Royal Bank of Canada CP	10,000,000.00	9,732,791.67	10,000,000.00	0.00	10,000,000.00
04/06/2023	10191	STABL	78009BR61	Maturity	Royal Bank of Canada CP	10,000,000.00	9,732,791.67	10,000,000.00	0.00	10,000,000.00
04/22/2023	10194	OPER	3135G03U5	Interest	FNMA Note	0.00	0.00	0.00	15,625.00	15,625.00
Total for April 2023						25,000,000.00	24,465,583.34	25,000,000.00	28,125.00	25,028,125.00
May 2023										
05/15/2023	10180	OPER	91282CAW1	Interest	T Note	0.00	0.00	0.00	7,500.00	7,500.00
05/15/2023	10181	OPER	91282CCC3	Interest	T Note	0.00	0.00	0.00	7,500.00	7,500.00
05/18/2023	10199	OPER	3133ENZ94	Interest	FFCB Note	0.00	0.00	0.00	225,000.00	225,000.00
05/31/2023	10182	OPER	912828ZT0	Interest	T Note	0.00	0.00	0.00	6,250.00	6,250.00
Total for May 2023						0.00	0.00	0.00	246,250.00	246,250.00

Collin Co Comm College Dist.
Projected Cashflow Report
For the Period February 1, 2023 - August 31, 2023

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
June 2023										
06/12/2023	10196	BLDG	3130ATUC9	Interest	FHLB Note	0.00	0.00	0.00	273,750.00	273,750.00
06/17/2023	10193	OPER	3133ENYX2	Interest	FFCB Note	0.00	0.00	0.00	81,250.00	81,250.00
06/17/2023	10200	OPER	3135G04Z3	Interest	FNMA Note	0.00	0.00	0.00	18,750.00	18,750.00
06/20/2023	10178	BLDG	3130AQCM3	Interest	FHLB Call Note	0.00	0.00	0.00	25,000.00	25,000.00
06/28/2023	10175	BLDG	3130AMT85	Interest	FHLB Call Note	0.00	0.00	0.00	20,000.00	20,000.00
Total for June 2023						0.00	0.00	0.00	418,750.00	418,750.00
July 2023										
07/10/2023	10197	BLDG	3133EN5Q9	Interest	FFCB Note	0.00	0.00	0.00	112,500.00	112,500.00
07/13/2023	10198	STABL	3133EN6A3	Interest	FFCB Note	0.00	0.00	0.00	200,000.00	200,000.00
07/14/2023	10183	OPER	3134GXZT4	Interest	FHLMC Call Note	0.00	0.00	0.00	100,000.00	100,000.00
07/14/2023	10183	OPER	3134GXZT4	Call	FHLMC Call Note	5,000,000.00	5,000,000.00	5,000,000.00	0.00	5,000,000.00
07/31/2023	10192	STABL	912828Y61	Maturity	T Note	5,000,000.00	4,981,054.69	5,000,000.00	68,750.00	5,068,750.00
Total for July 2023						10,000,000.00	9,981,054.69	10,000,000.00	481,250.00	10,481,250.00
August 2023										
08/28/2023	10176	BLDG	3130ANNS5	Interest	FHLB Call Note	0.00	0.00	0.00	12,500.00	12,500.00
08/31/2023	10179	BLDG	912828YE4	Interest	T Note	0.00	0.00	0.00	31,250.00	31,250.00
Total for August 2023						0.00	0.00	0.00	43,750.00	43,750.00
GRAND TOTALS:						100,000,000.00	98,597,599.13	100,000,000.00	1,286,375.00	101,286,375.00

Disclosures

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**Meeder Public Funds
Patterson Group**

Barton Oaks Plaza II
901 S. MoPac Expy
Suite 195
Austin, Texas
78746

800.817.2442



ADDITION AND RENOVATIONS AT FRISCO CAMPUS

FRISCO, TEXAS

PROJECT CLOSEOUT REPORT



AECOM

FEBRUARY 2023



PROJECT CLOSEOUT REPORT

COLLIN COLLEGE FRISCO CAMPUS

SUBMITTED BY:

Nuria Cortes

Nuria Cortes

Document Controls Manager

Date: 02/06/23

Adrian Grimes

Adrian Grimes

Program Director

Date: 02/06/23

APPROVED BY:

Christopher J. Eyle

Chris Eyle

Vice President of Facilities and Construction

Date: 02/06/23



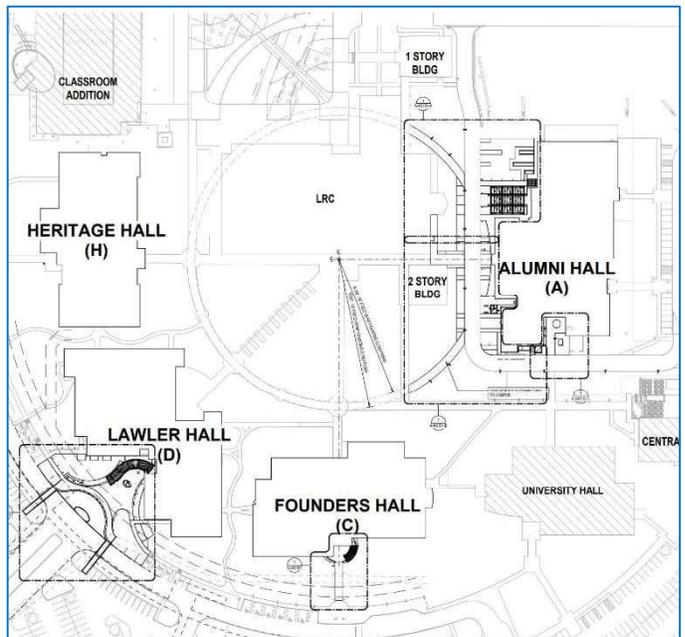
Executive Summary	4
Procurement And Project Delivery Approach	5
Project Organization	6
Project Timeline.....	7
Project Financials.....	8
Appendix.....	9

EXECUTIVE SUMMARY

The need for many of the Frisco Campus projects came out of the 2016 Collin College Master Plan, which identified a need for major renovations and additions at Alumni Hall. During the Board Retreat held in Fall 2019, the Master Plan was modified and projects, such as the renovations of Lawler Hall, Founders Hall and Heritage Hall, were added as well as the new Fire Lane at Alumni Hall. The project team, consisting of College leadership, AECOM, Page Architects and the CMAR, Skanska, worked together to develop and deliver all of these projects.

Design work by the Architect and pre-construction services from the CMAR was delayed due to the pandemic and did not start until Fall 2020. Construction of the fire lane at Alumni Hall began in December 2020 but was delayed for several months by an underground utility issue underneath the new fire lane. Construction of the building renovation and addition work began in Summer 2021 and was completed Spring 2022.

SITE PLANS





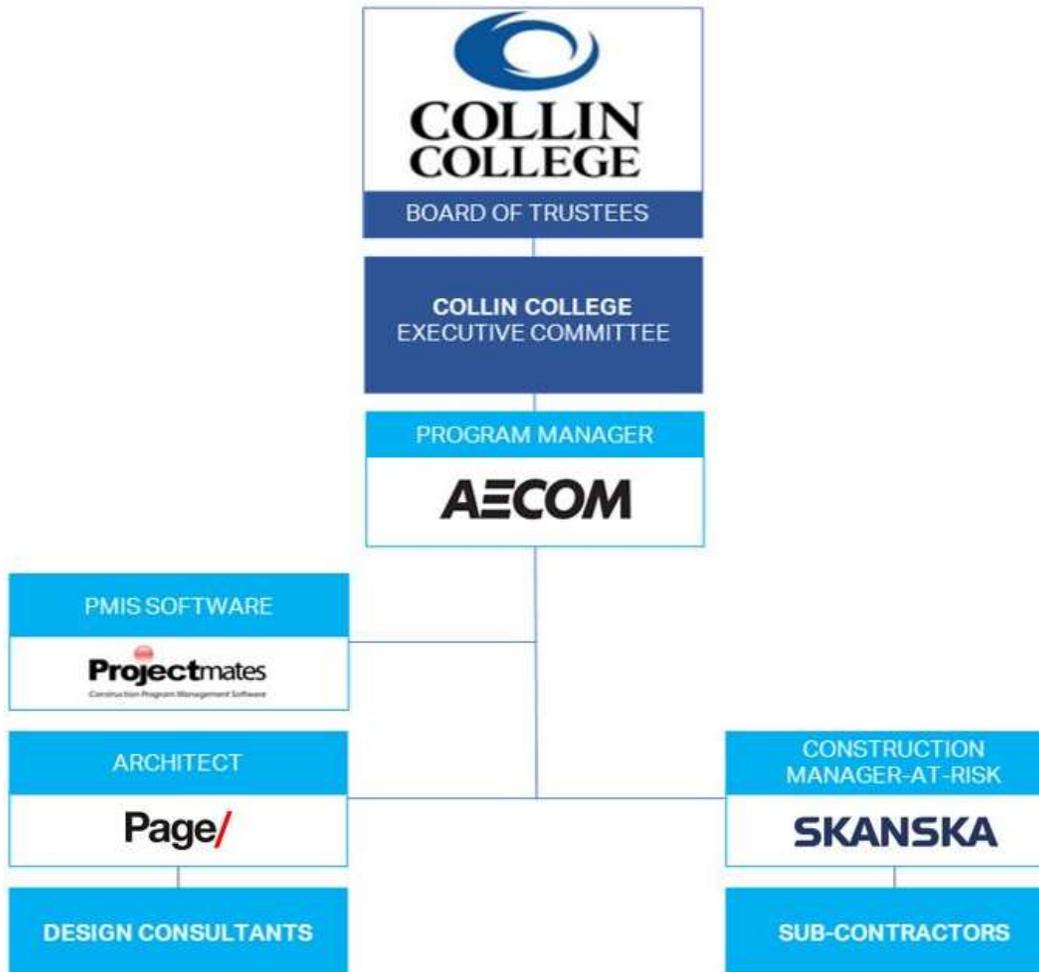
PROCUREMENT AND PROJECT DELIVERY APPROACH

Collin College issued an RFQ for program management services in January 2017 and AECOM was selected as the recommended firm in March 2017. The College Board of Trustees approved the recommendation for AECOM to provide program management services contingent upon the voters approving the \$600M bond issue, which was approved in May 2017. AECOM was issued a contract upon the voters passing the bond issue, and immediately began providing program management services.

AECOM developed a detailed RFQ and RFP schedule, and worked with the College's Procurement Department to issue RFQ's for professional design and construction services through a full and open procurement process. The detailed scheduling and close coordination with the College allowed for expedited selection and on-boarding of the Architect and Construction Manager.

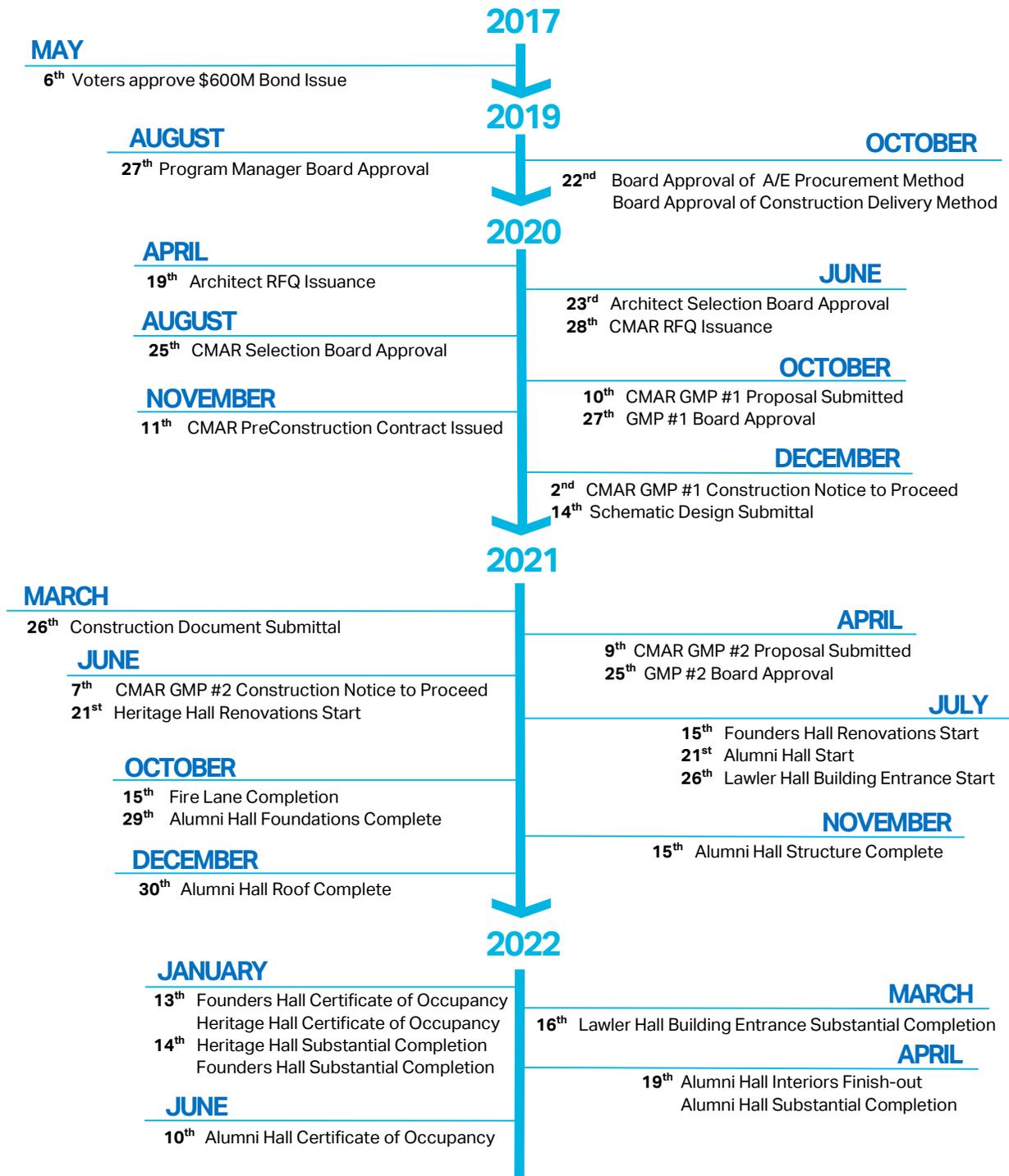
Since the Frisco Campus was an existing campus, all construction work had to be planned around the activities of an operating facility and scheduled with the Campus Provost. This was accomplished successfully with only minor changes to the Campus operating plan and schedule.

PROJECT ORGANIZATION



PROJECT TIMELINE

KEY MILESTONES



PROJECT FINANCIALS

BUDGET SUMMARY

CATEGORY	BUDGET	COMMITMENTS	EXPENDITURES
Design *	1,305,493.00	1,297,847.30	1,293,508.10
Consulting *	716,718.00	716,718.00	715,604.50
3rd Party Invest, Testing & Verification	255,744.51	255,744.51	255,744.51
FF&E and IT *	1,299,000.00	1,232,832.15	1,140,361.19
Construction, Land, Permits & Fees *	15,706,037.40	15,706,037.40	15,172,135.53
Misc. *	64,957.40	64,957.40	58,077.40
Contingency *	3,593,087.69	-	-
TOTAL	22,941,038.00	19,274,136.76	18,635,431.23

*Current amounts as of December 30, 2022

ORIGINAL BUDGET WAS \$21,126,612.16

FINANCIAL FACTS

\$15,454,367

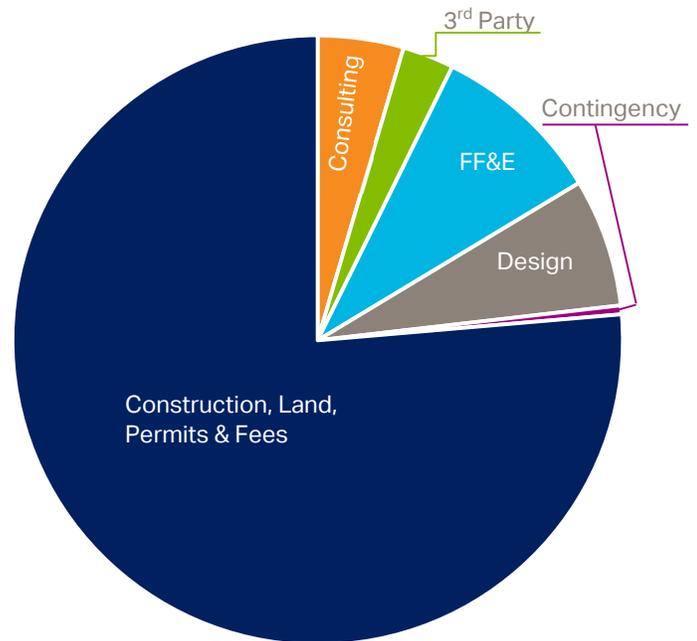
Current GMP Construction Contract Value

56

Total Contracts Issued

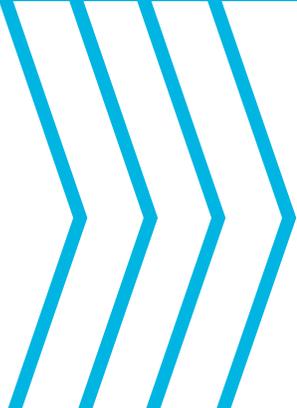
215

Total Invoices Processed





- A. Certificates of Completion
 - i. Substantial Completion
 - ii. Consent of Surety to Final Payment
- B. Certificate of Occupancy Certificates
- C. Progress and Final Photos
- D. Contract Deliverable File Locations



CERTIFICATES OF COMPLETION



SUBSTANTIAL COMPLETION



AIA[®]

Document G704[®] – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*
Collin College Frisco Campus
Frisco, Texas

CONTRACT INFORMATION:
Contract For: General Construction
Date: April 27, 2021

CERTIFICATE INFORMATION:
Certificate Number: 001
Date: February 1, 2022

OWNER: *(name and address)*
Collin College Community College
District
3452 Spur 399
Suite 367
McKinney, TX 75069

ARCHITECT: *(name and address)*
Page Southerland Page, Inc.

1800 Main Street
Suite 123
Dallas, TX 75201

CONTRACTOR: *(name and address)*
Skanska USA Building Inc.

105 Decker Court
Suite 1060
Irving, TX 75062

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Heritage Hall Renovations

Page Southerland Page,
Inc.

ARCHITECT *(Firm Name)*

SIGNATURE

Sarah Cumming, Senior
Associate / Architect

PRINTED NAME AND TITLE

January 14, 2022

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

No Exceptions

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

The Owner and architectural punch list items have been compiled electronically via Skanska's Procore software. The punch lists have been electronically issued to the contractors for completion/correction.

Refer to the attached MBP punch list dated 1-14-22.

The Technology and Security punch list is currently pending.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within seventy-five (75) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$115,000

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner has taken over responsibility for all completed work, including maintenance, insurance, security, utilities, and damage to completed work. Any damage resulting from punch list corrections will be the responsibility of the contractor.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

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User Notes:

(389ADA50)

Skanska USA Building, Inc.

Joe Lindemann

JOE LINDEMANN VP-OPS

2/2/2022

CONTRACTOR (Firm Name)

SIGNATURE

PRINTED NAME AND TITLE

DATE

Collin College Community College District

[Signature]

Christopher Eide VP Facilities

8 Feb 2022

OWNER (Firm Name)

SIGNATURE

PRINTED NAME AND TITLE

DATE



AIA[®]

Document G704[®] – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*
Collin College Frisco Campus
Frisco, Texas

CONTRACT INFORMATION:
Contract For: General Construction
Date: April 27, 2021

CERTIFICATE INFORMATION:
Certificate Number: 002
Date: February 1, 2022

OWNER: *(name and address)*
Collin College Community College
District
3452 Spur 399
Suite 367
McKinney, TX 75069

ARCHITECT: *(name and address)*
Page Southerland Page, Inc.

1800 Main Street
Suite 123
Dallas, TX 75201

CONTRACTOR: *(name and address)*
Skanska USA Building Inc.

105 Decker Court
Suite 1060
Irving, TX 75062

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Founders Hall Renovations, excluding trellis and all exterior scope.

Page Southerland Page,
Inc.

ARCHITECT *(Firm Name)*

SIGNATURE

Sarah Cumming, Senior
Associate / Architect

PRINTED NAME AND TITLE

January 14, 2022

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

No Exceptions

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

The Owner and architectural punch list items have been compiled electronically via Skanska's Procore software. The punch lists have been electronically issued to the contractors for completion/correction.

Refer to the attached MEP punch list dated 1-14-22.

The Technology and Security punch list is pending.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within seventy-five (75) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$60,000

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner has taken over responsibility for all completed work, including maintenance, insurance, security, utilities, and damage to completed work. Any damage resulting from punch list corrections will be the responsibility of the contractor.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Skanska USA Building, Inc.

Joe Lindemann Joe LINDEMANN VP-OPs 2/2/2022

CONTRACTOR (Firm Name)

SIGNATURE

PRINTED NAME AND TITLE

DATE

Collin College Community College District

Christopher Kyle Christopher Kyle UP Facilities 8 Feb 2022

OWNER (Firm Name)

SIGNATURE

PRINTED NAME AND TITLE

DATE



AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: <i>(name and address)</i> Collin College Frisco Campus Frisco, Texas	CONTRACT INFORMATION: Contract For: General Construction Date: April 27, 2021	CERTIFICATE INFORMATION: Certificate Number: 004 Date: June 29, 2022
OWNER: <i>(name and address)</i> Collin County Community College District 3452 Spur 399, Suite 367 McKinney, TX 75069	ARCHITECT: <i>(name and address)</i> Page Southerland Page, Inc. 1800 Main Street, Suite 123 Dallas, TX 75201	CONTRACTOR: <i>(name and address)</i> Skanska USA Building, Inc. 105 Decker Court, Suite 1060 Irving, TX 75062

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Lawler Hall media wall; Founders, Heritage and Lawler Hall civil and landscape; Exclusions include: Added scope issued in PR-23, PR-24 and PR-25

Page Southerland Page, Inc.		Patrick Gurley, Associate Principal	June 28, 2022
ARCHITECT <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

No Exceptions

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)

The Owner, Architectural, Civil and Landscape punch list items have been compiled electronically via Skanska's Procure software. These punch list items have been electronically issued to the contractors for completion/correction.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Sixty (60) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$1,000

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner has taken over responsibility for all completed work, including maintenance, insurance, security, utilities, and damage to completed work. Any damage resulting from punch list corrections will be the responsibility of the contractor.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Skanska USA Building, Inc.		Joe Lindemann, Vice President - Operations	6/29/2022
CONTRACTOR (Firm Name)	SIGNATURE	PRINTED NAME AND TITLE	DATE
Collin County Community College District		Christopher Eyle, Vice President Facilities	7/11/2022
OWNER (Firm Name)	SIGNATURE	PRINTED NAME AND TITLE	DATE

Certificate of Substantial Completion

PROJECT: (name and address)
Collin College Frisco Campus
Frisco, Texas

CONTRACT INFORMATION:
Contract For: General Construction
Date: April 27, 2021

CERTIFICATE INFORMATION:
Certificate Number: 005
Date: October 7, 2022

OWNER: (name and address)
Collin County Community College
District
3452 Spur 399, Suite 367
McKinney, TX 75069

ARCHITECT: (name and address)
Page Southerland Page, Inc.
1800 Main Street, Suite 123
Dallas, TX 75201

CONTRACTOR: (name and address)
Skanska USA Building, Inc.
105 Decker Court, Suite 1060
Irving, TX 75062

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

ADA Upgrades at restrooms and parking per PR-23, Founders Hall F139 Office Suite renovation per PR-24, Alumni Hall boiler replacement per PR-25, J-building carpet replacement and Red Room and monument sign installation.

Page Southerland Page,
Inc.

ARCHITECT (Firm Name)

Sarah Cumming
SIGNATURE

Sarah Cumming, Senior
Associate/Architect

PRINTED NAME AND TITLE

September 30, 2022

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

No Exceptions

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

The Owner, Architectural and MEP punch list items have been compiled electronically via Skanska's Procure software. These punch list items have been electronically issued to the contractors for completion/correction.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Sixty (60) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$30,000

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner has taken over responsibility for all completed work, including maintenance, insurance, security, utilities, and damage to completed work. Any damage resulting from punch list corrections will be the responsibility of the contractor.

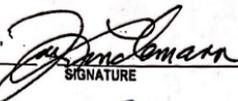
The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Skanska USA Building,
Inc.

CONTRACTOR (Firm
Name)

Collin County Community
College District

OWNER (Firm Name)



SIGNATURE

Joe Lindemann, Vice
President - Operations

PRINTED NAME AND TITLE

DATE

10/11/2022



SIGNATURE

Christopher Eyle, Vice
President Facilities

PRINTED NAME AND TITLE

DATE

10/11/2022

115



AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*
Collin College Frisco Campus
Frisco, TX

CONTRACT INFORMATION:
Contract For: General Construction

CERTIFICATE INFORMATION:
Certificate Number: 003

Date: April 27, 2021

Date: April 19, 2022

OWNER: *(name and address)*
Collin County Community College
District
3452 Spur 399
Suite 367
McKinney, TX 75069

ARCHITECT: *(name and address)*
Page Southerland Page, Inc.

1800 Main Street
Suite 123
Dallas, TX 75201

CONTRACTOR: *(name and address)*
Skanska USA Building, Inc.

105 Decker Court
Suite 1060
Irving, TX 75062

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Alumni Hall Renovations and exterior scope of work for Founders, Heritage, and Lawler Hall. Exclusions include: Lawler Hall media wall, civil, and landscape, and added scope issued in PR-23.

Page Southerland Page,
Inc.

ARCHITECT *(Firm Name)*



SIGNATURE

Patrick Gurley
Associate Principal

PRINTED NAME AND TITLE

April 19, 2022

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

No Exceptions

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

The Owner, Architectural, MEP punch list items have been compiled electronically via Skanska's Procore software. These punch list items have been electronically issued to the contractors for completion/correction.

Also included is the Food Service Consultant punch list dated 4-18-2022.

Landscape and Civil punch list is pending and will be completed April 22, 2022.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within seventy-five (75) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$150,000

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner has taken over responsibility for all completed work, including maintenance, insurance, security, utilities, and damage to completed work. Any damage resulting from punch list corrections will be the responsibility of the contractor.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Skanska USA Building,
Inc.

CONTRACTOR (Firm
Name)

Collin County Community
College District

OWNER (Firm Name)

DocuSigned by:

Joe Lindemann
SIGNATURE

Joe Lindemann
Vice President - Operations

PRINTED NAME AND TITLE

4/19/22

DATE

[Signature]
SIGNATURE

Christopher G. Eyle
PRINTED NAME AND TITLE

4/26/22
DATE



CONSENT OF SURETY TO FINAL PAYMENT

As of December 2, 2022, GMP #2 Consent of Surety to Final Payment is pending.

 **AIA Document G707™ – 1994**

Consent Of Surety to Final Payment

PROJECT: <i>(Name and address)</i> Collin College Frisco Fire Lane 9700 Wade Blvd Frisco, TX 75035	ARCHITECT'S PROJECT NUMBER: CONTRACT FOR: Original Contract	OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> SURETY: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO OWNER: <i>(Name and address)</i> Collin County Community College District 3452 TX-399 Spur, Suite 102 McKinney, TX 75069	CONTRACT DATED: 11/17/2020	

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Zurich American Insurance Company
01299 Zurich Way, Schaumburg, IL 60196

Liberty Mutual Insurance Company
175 Berkeley St, Boston, MA 02116

Federal Insurance Company
202B Hall's Mill Rd, Whitehouse Station, NJ 08889

The Continental Insurance Company
151 N Franklin St, Chicago, IL 60606

Berkshire Hathaway Specialty Insurance Company
1314 Douglas St, Suite 1400, Omaha, NE 68102

on bond of
(Insert name and address of Contractor)

Skanska USA Building Inc.
105 Decker Ct #1060
Irving, TX 75062

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall
not relieve the Surety of any of its obligations to
(Insert name and address of Owner)

Collin County Community College District
3452 TX-399 Spur, Suite 102
McKinney, TX 75069

as set forth in said Surety's bond.

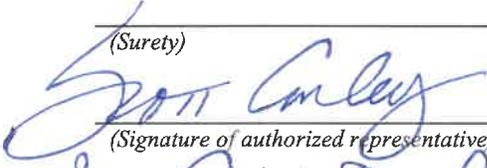
, SURETY,

, CONTRACTOR,

, OWNER,

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date:
(Insert in writing the month followed by the numeric date and year.)

(Surety)

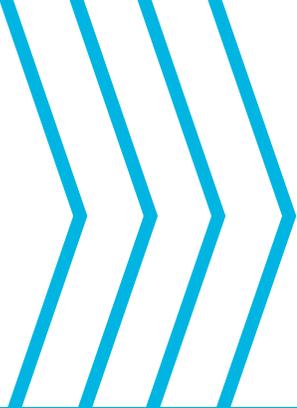


(Signature of authorized representative)

Scott Conley, Senior Project Manager

(Printed name and title)

Attest:
(Seal):



CERTIFICATE OF OCCUPANCY CERTIFICATES

Certificate of Occupancy

The City of Frisco

Building Inspections

This certificate issued pursuant to the requirements of the current Building and Zoning Codes certifying that at the time of issuance this structure was in compliance with the various ordinances of The City of Frisco regulating building construction or use. For the following:

Building Permit No	B22-03225	Building Address	9700 WADE BLVD HERITAGE
Occupancy Classification	EDUCATIONAL	Type of Construction	I-B
Occupancy Group	E	Zoning District	PD20
Owner of Building	COLLIN COUNTY COMMUNITY COLLEGE DIST	Inspected by	JDSM
Owner's Address	2200 W UNIVERSITY DR	Date	09/30/2022
Owner's City/St/Zip	MCKINNEY, TX 75071-2906	Code Edition	2018
Tax Number	ADD84699	Occupant Load	7
		Automatic Sprinkler	Yes
Legal Description	PRESTON RIDGE ADDITION SECTION ONE (CFR), BLK A, LOT 1R; (REPLAT)		
Special Conditions			

Building Official
***** NONTRANSFERABLE *****
 POST IN A CONSPICUOUS PLACE




Certificate of Occupancy

The City of Frisco

Building Inspections

This certificate issued pursuant to the requirements of the current Building and Zoning Codes certifying that at the time of issuance this structure was in compliance with the various ordinances of The City of Frisco regulating building construction or use. For the following:

Building Permit No	B21-02155	Building Address	9700 WADE BLVD ALUMNI
Occupancy Classification	SCHOOL	Type of Construction	I-B
Occupancy Group	E	Zoning District	E
Owner of Building	COLLIN COUNTY COMMUNITY COLLEGE DIST	Inspected by	REED
Owner's Address	2200 W UNIVERSITY DR	Date	06/10/2022
Owner's City/St/Zip	MCKINNEY, TX 75071-2906	Code Edition	2018
Tax Number	ADD84697	Occupant Load	614
		Automatic Sprinkler	Yes
Legal Description	PRESTON RIDGE ADDITION SECTION ONE (CFR), BLK A, LOT 1R; (REPLAT)		
Special Conditions	COLLIN COUNTY COMMUNITY COLLEGE ALUMNI HALL		

Building Official
 *** **NONTRANSFERABLE** ***
 POST IN A CONSPICUOUS PLACE

Philly Chino



Certificate of Occupancy

The City of Frisco

Building Inspections

This certificate issued pursuant to the requirements of the current Building and Zoning Codes certifying that at the time of issuance this structure was in compliance with the various ordinances of The City of Frisco regulating building construction or use. For the following:

Building Permit No	B22-03227	Building Address	9700 WADE BLVD ALUMNI
Occupancy Classification	EDUCATIONAL	Type of Construction	I-B
Occupancy Group	E	Zoning District	PD20
Owner of Building	COLLIN COUNTY COMMUNITY COLLEGE DIST	Inspected by	JDSM
Owner's Address	2200 W UNIVERSITY DR	Date	09/30/2022
Owner's City/St/Zip	MCKINNEY, TX 75071-2906	Code Edition	2018
Tax Number	ADD84697	Occupant Load	28
		Automatic Sprinkler	Yes
Legal Description	PRESTON RIDGE ADDITION SECTION ONE (CFR), BLK A, LOT 1R; (REPLAT)		
Special Conditions			

Building Official
***** NONTRANSFERABLE *****
 POST IN A CONSPICUOUS PLACE




Certificate of Occupancy

The City of Frisco

Building Inspections

This certificate issued pursuant to the requirements of the current Building and Zoning Codes certifying that at the time of issuance this structure was in compliance with the various ordinances of The City of Frisco regulating building construction or use. For the following:

Building Permit No	B22-03226	Building Address	9700 WADE BLVD FOUNDERS
Occupancy Classification	EDUCATIONAL	Type of Construction	I-B
Occupancy Group	E	Zoning District	PD20
Owner of Building	COLLIN COUNTY COMMUNITY COLLEGE DIST	Inspected by	JDSM
Owner's Address	2200 W UNIVERSITY DR	Date	09/28/2022
Owner's City/St/Zip	MCKINNEY, TX 75071-2906	Code Edition	2018
Tax Number	ADD84698	Occupant Load	8
		Automatic Sprinkler	Yes
Legal Description	PRESTON RIDGE ADDITION SECTION ONE (CFR), BLK A, LOT 1R; (REPLAT)		
Special Conditions			

Building Official
***** NONTRANSFERABLE *****
 POST IN A CONSPICUOUS PLACE




Certificate of Occupancy

The City of Frisco

Building Inspections

This certificate issued pursuant to the requirements of the current Building and Zoning Codes certifying that at the time of issuance this structure was in compliance with the various ordinances of The City of Frisco regulating building construction or use. For the following:

Building Permit No	B21-02143	Building Address	9700 WADE BLVD HERITAGE
Occupancy Classification	School	Type of Construction	II-B
Occupancy Group	B	Zoning District	PD-20
Owner of Building	COUNTY COMMUNITY COLLEGE DIST COLLIN	Inspected by	CW
Owner's Address	2200 W UNIVERSITY DR	Date	01/13/2022
Owner's City/St/Zip	MCKINNEY, TX 75071-2906	Code Edition	2018
Tax Number	ADD84699	Occupant Load	160
		Automatic Sprinkler	
Legal Description	PRESTON RIDGE ADDITION SECTION ONE (CFR), BLK A, LOT 1R; (REPLAT)		
Special Conditions	TENANT: COLLIN COUNTY COMMUNITY COLLEGE HERITAGE HALL		

Building Official
 *** **NONTRANSFERABLE** ***
 POST IN A CONSPICUOUS PLACE

Philly Chino



Certificate of Occupancy

The City of Frisco

Building Inspections

This certificate issued pursuant to the requirements of the current Building and Zoning Codes certifying that at the time of issuance this structure was in compliance with the various ordinances of The City of Frisco regulating building construction or use. For the following:

Building Permit No	B21-02144	Building Address	9700 WADE BLVD FOUNDERS
Occupancy Classification	EDUCATIONAL	Type of Construction	I-B
Occupancy Group	E	Zoning District	PD-20
Owner of Building	COUNTY COMMUNITY COLLEGE DIST COLLIN	Inspected by	CW
Owner's Address	2200 W UNIVERSITY DR	Date	01/18/2022
Owner's City/St/Zip	MCKINNEY, TX 75071-2906	Code Edition	2018
Tax Number	ADD84698	Occupant Load	50
		Automatic Sprinkler	Yes
Legal Description	PRESTON RIDGE ADDITION SECTION ONE (CFR), BLK A, LOT 1R; (REPLAT)		
Special Conditions	TENANT: COLLIN COUNTY COMMUNITY COLLEGE FOUNDERS		

Building Official
 *** **NONTRANSFERABLE** ***
 POST IN A CONSPICUOUS PLACE

Philly Chino



Certificate of Occupancy

The City of Frisco

Building Inspections

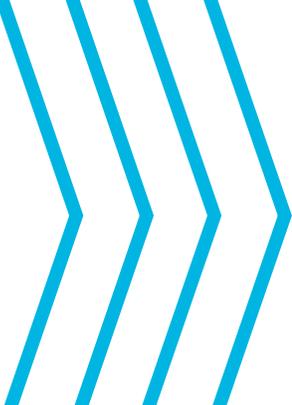
This certificate issued pursuant to the requirements of the current Building and Zoning Codes certifying that at the time of issuance this structure was in compliance with the various ordinances of The City of Frisco regulating building construction or use. For the following:

Building Permit No	B21-02143	Building Address	9700 WADE BLVD HERITAGE
Occupancy Classification	School	Type of Construction	II-B
Occupancy Group	B	Zoning District	PD-20
Owner of Building	COUNTY COMMUNITY COLLEGE DIST COLLIN	Inspected by	CW
Owner's Address	2200 W UNIVERSITY DR	Date	01/13/2022
Owner's City/St/Zip	MCKINNEY, TX 75071-2906	Code Edition	2018
Tax Number	ADD84699	Occupant Load	160
		Automatic Sprinkler	
Legal Description	PRESTON RIDGE ADDITION SECTION ONE (CFR), BLK A, LOT 1R; (REPLAT)		
Special Conditions	TENANT: COLLIN COUNTY COMMUNITY COLLEGE HERITAGE HALL		

Building Official
 *** **NONTRANSFERABLE** ***
 POST IN A CONSPICUOUS PLACE

Philly Chino





PROGRESS & FINAL PHOTOS



October 2021 – Alumni Hall Addition



January 2022 – Lawler Hall Main Entrance



January 2022 – Alumni Hall Addition



February 2022 – Trellis at Alumni Hall



February 2022 – Alumni Hall Addition



March 2022 – Lawler Hall Main Entrance



Grading of Foundation for Kitchen Addition at Alumni Hall



Grade Beams Installed at Kitchen Addition at Alumni Hall



Kitchen Addition Foundation Ready for Pour at Alumni Hall



Steel Erection at Kitchen Addition at Alumni Hall



Brick Install at Kitchen Addition at Alumni Hall



Alumni Hall Kitchen Addition Aerial



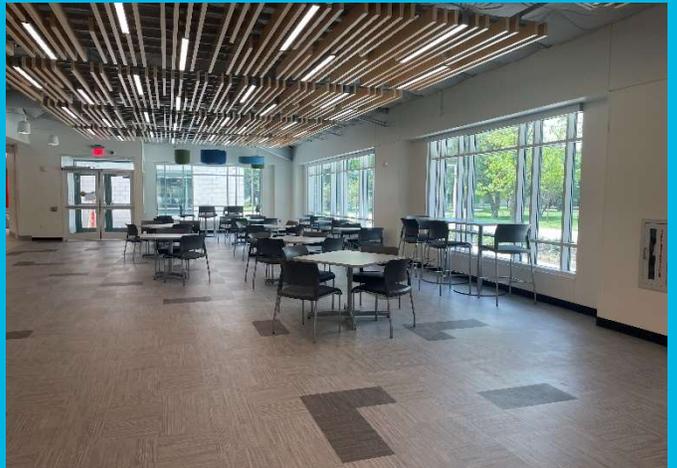
Trellis Install Outside of Alumni Hall



Trellis and Outdoor Dining Area Outside of Alumni Hall



Seating Across from Café at Alumni Hall



Seating in Dining Room at Alumni Hall



Starbucks Café at Alumni Hall



Serving Area in Alumni Hall Dining



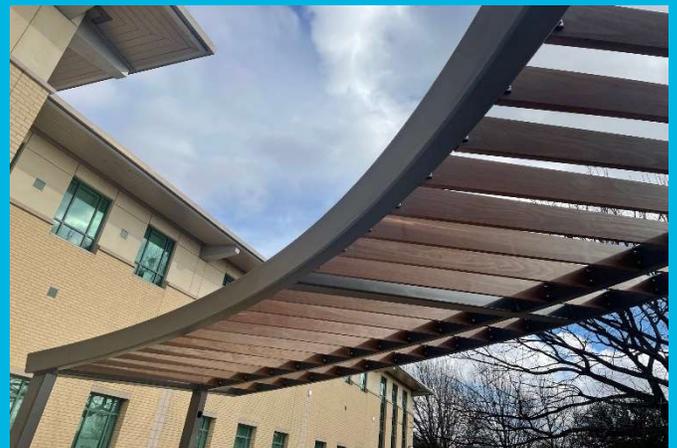
Entry Pavers Installed Outside of Lawler Hall



Trellis Installed Outside of Lawler Hall



Career Center Office Storefront at Founders Hall



Trellis Wood Blades Outside of Founders Hall



New Office Spaces at Heritage Hall



The Red Room



Entrance at Founders Hall



Reception Area in F139 at Founders Hall



Office at F139 at Founders Hall



Computer Lab at Heritage Hall



H124 at Heritage Hall



Room H120 at Heritage Hall

Additional progress photos are located in the portable hard drives.



CONTRACT DELIVERABLE FILE LOCATIONS

Project Records, including design documents, testing reports, construction records, closeout documents and photos have been archived to portable hard drives and will be turned over to Collin's Facilities Department at the conclusion of the Program.



ADDITION AND RENOVATIONS AT MCKINNEY CAMPUS

MCKINNEY, TEXAS

PROJECT CLOSEOUT REPORT



 FEBRUARY 2023



PROJECT CLOSEOUT REPORT

COLLIN COLLEGE MCKINNEY CAMPUS

SUBMITTED BY:

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Nuria Cortes
Document Controls Manager

Date: 02/06/23

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Adrian Grimes
Program Director

Date: 02/06/23

APPROVED BY:

Christopher J. Eyle

Chris Eyle
Vice President of Facilities and Construction

Date: 02/06/23

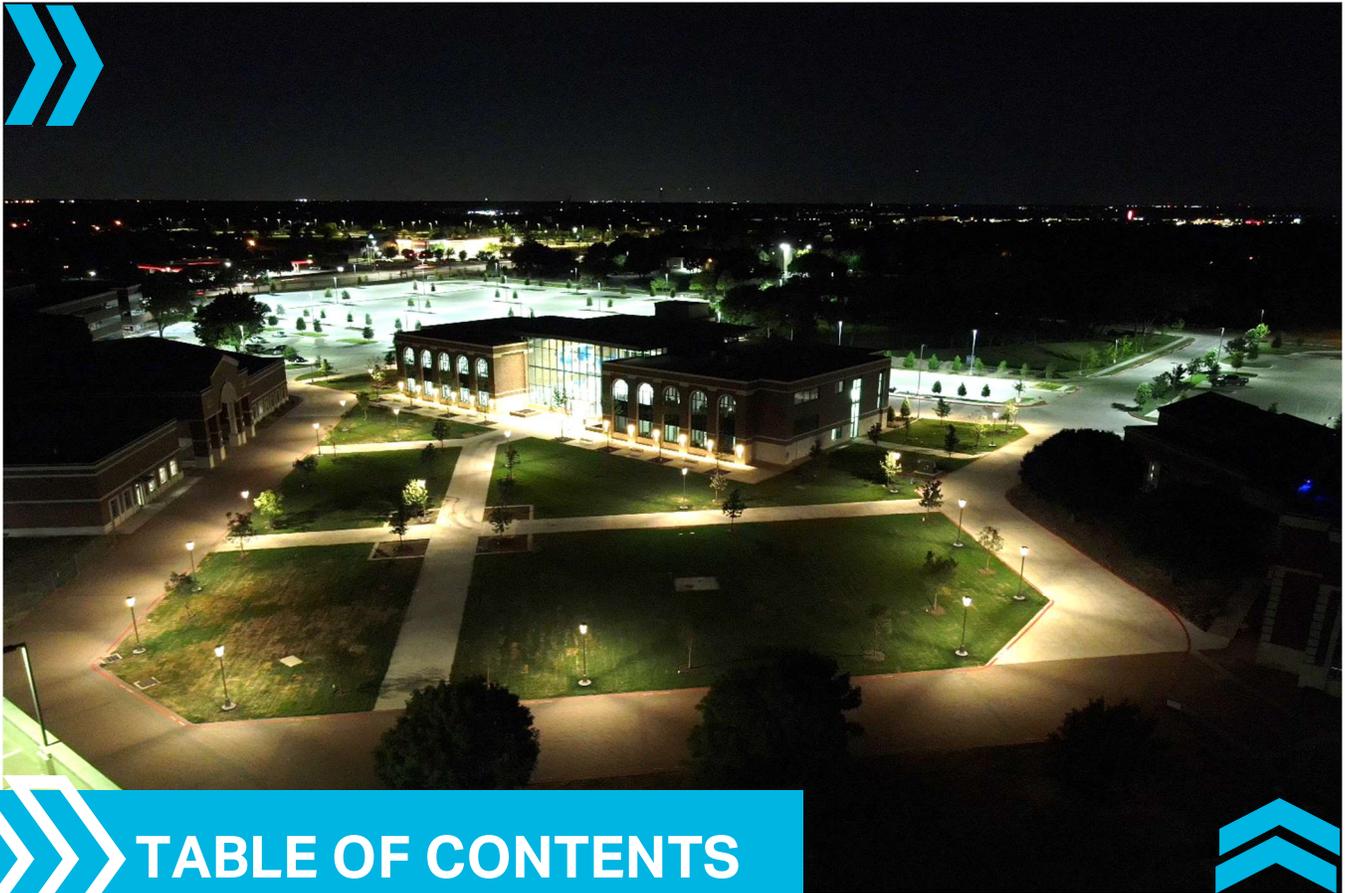


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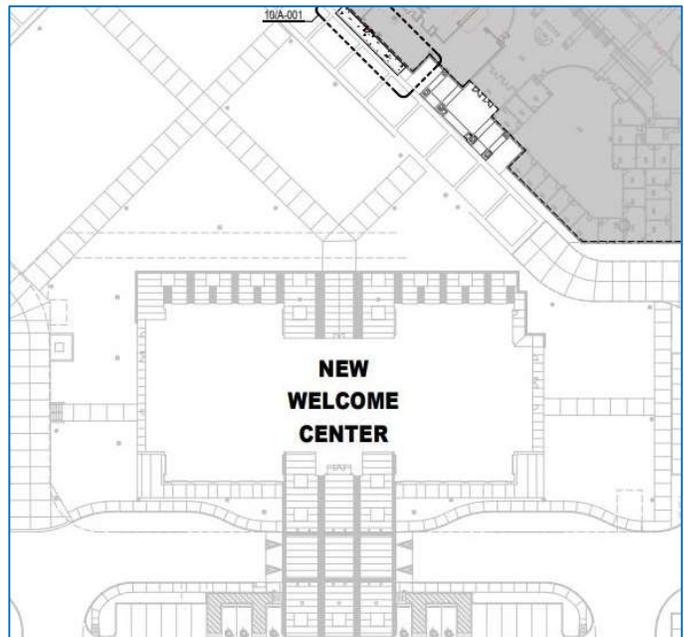
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EXECUTIVE SUMMARY

The need for the new Welcome Center project came out of the 2016 Collin College Master Plan. As the overall capital improvement program progressed, the planned improvements for this campus were re-prioritized in early 2020 and a major renovation of the existing Main Building was added as well as a complete replacement of the parking areas along the West side of the campus. The project team, consisting of College leadership, AECOM, the architect, PBK, and the CMAR, Skanska, worked together to develop a comprehensive plan to put these improvements into place without creating any major disruptions to the daily educational and administrative function on campus.

Preliminary design work and pre-construction services from the CMAR began in August 2020 with the 1st phase of construction starting in January 2021 and the 2nd phase starting in March 2021. Substantial completion of the 1st phase of the project was achieved in March, 2022 with the welcome center being substantially complete on August 11, 2022.

SITE PLANS





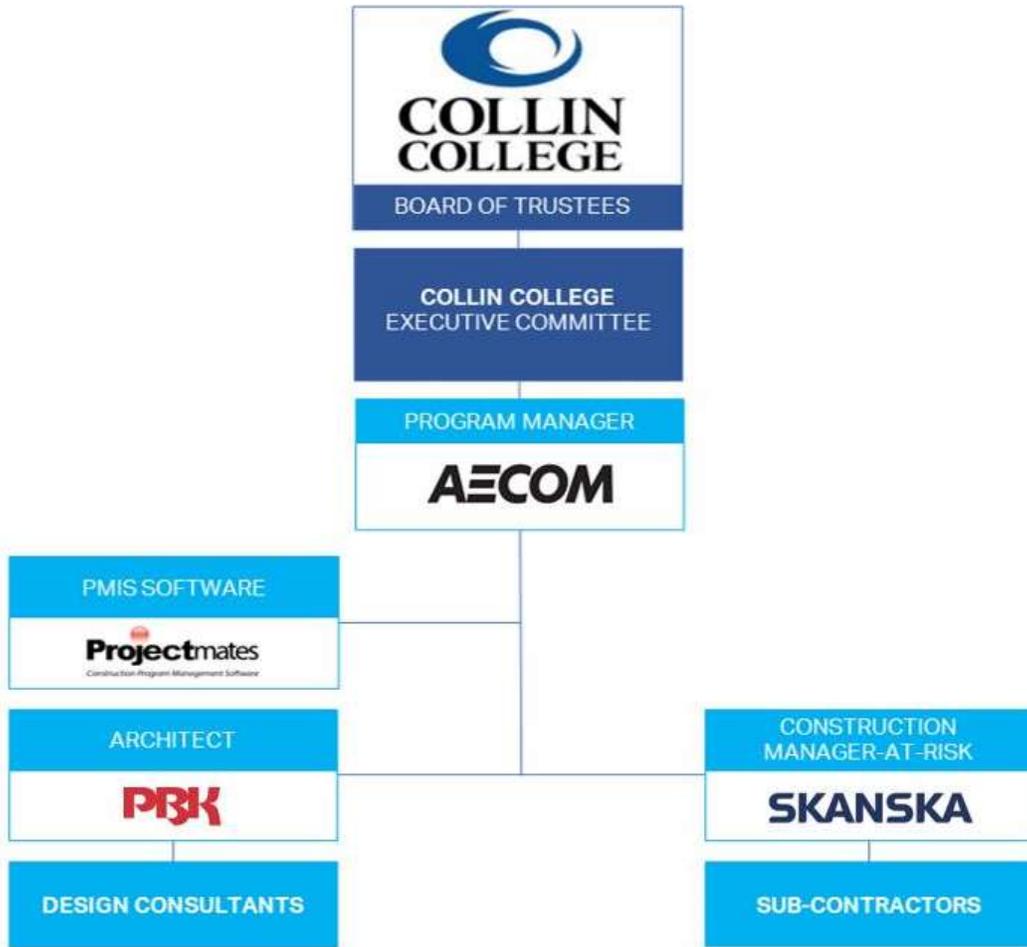
PROCUREMENT AND PROJECT DELIVERY APPROACH

Collin College issued an RFQ for program management services in January 2017 and AECOM was selected as the recommended firm in March 2017. The College Board of Trustees approved the recommendation for AECOM to provide program management services contingent upon the voters approving the \$600M bond issue, which was approved in May 2017. AECOM was issued a contract upon the voters passing the bond issue, and immediately began providing program management services.

As with all of the other major projects contained in the Capital Improvement Program, the challenge for the McKinney Campus projects was completing the projects on-time and on-budget. In order to achieve these goals, AECOM recommended the College utilize the CMAR delivery method for the construction of the project, and that the CMAR be brought on-board at the beginning of the project to deliver pre-construction services while the Architect was working on the design of the campus. Using this collaborative concept throughout the life of the project, the Welcome Center was turned over to the College one month early and several million dollars under budget.

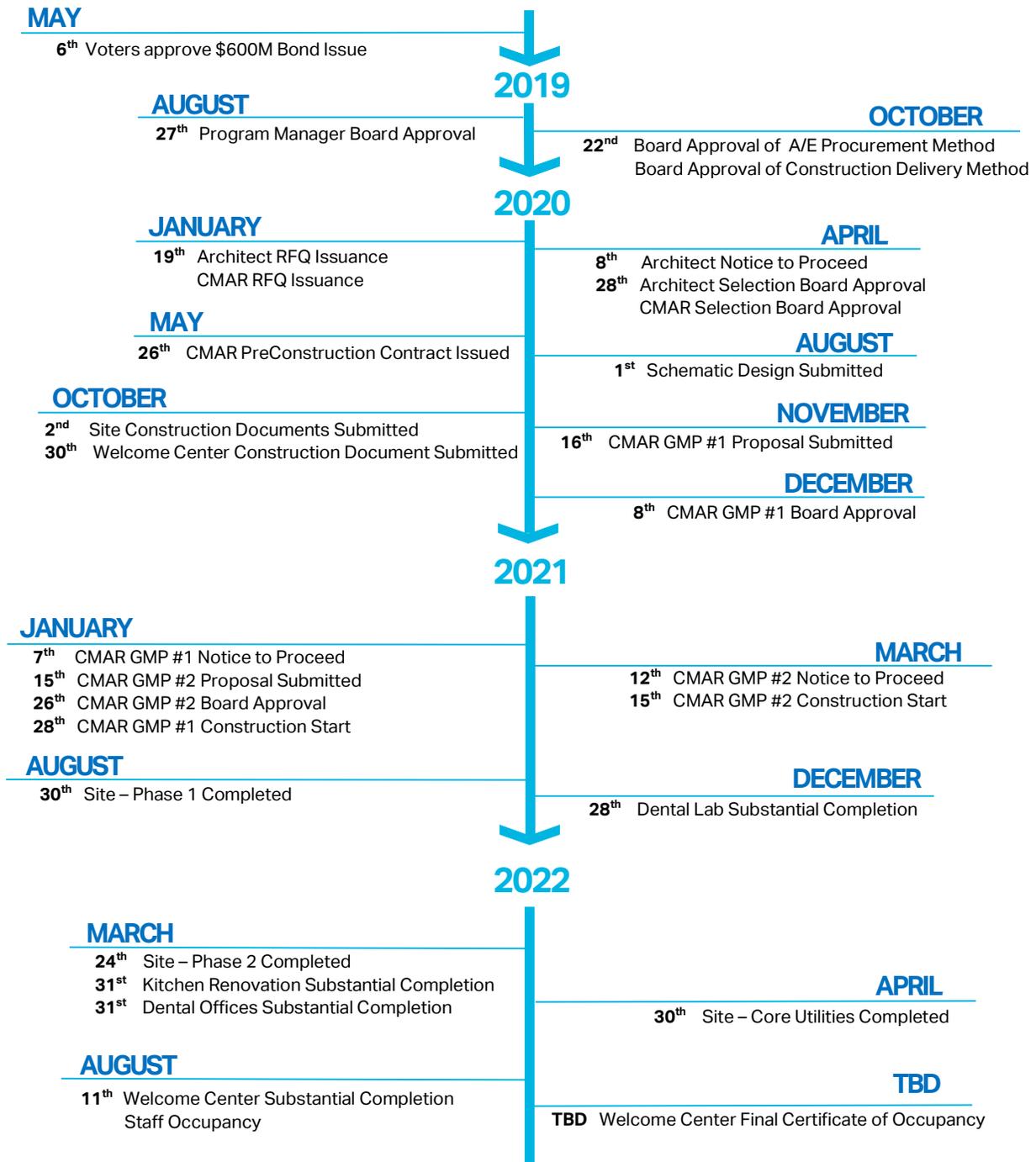
AECOM developed a detailed RFQ and RFP schedule, and worked with the College's Procurement Department to issue RFQ's for professional design and construction services through a full and open procurement process. The detailed scheduling and close coordination with the College allowed for expedited selection and on-boarding of the Architect and Construction Manager. PBK Architects were selected as the Architect and Skanska was selected as the CMAR. Other professional services such as commissioning services and building envelope consulting services were procured using the same transparent process.

PROJECT ORGANIZATION



PROJECT TIMELINE

KEY MILESTONES



PROJECT FINANCIALS

BUDGET SUMMARY

CATEGORY	BUDGET	COMMITMENTS	EXPENDITURES
Design	2,422,755.96	2,422,755.96	2,422,755.96
Consulting*	2,065,692.00	2,065,692.00	2,059,124.00
3rd Party Invest, Testing & Verification	364,617.52	364,617.52	322,778.62
FF&E and IT*	2,832,104.00	2,777,394.03	2,656,713.35
Construction, Land, Permits & Fees*	36,118,656.04	35,462,312.07	32,422,568.29
Misc.	11,367.25	11,367.25	11,367.25
Contingency	3,164,402	-	-
TOTAL	46,979,595.00	43,104,138.83	39,895,307.47

*Current amounts as of December 30, 2022

ORIGINAL BUDGET WAS \$37,887,728

FINANCIAL FACTS

\$35,339,599

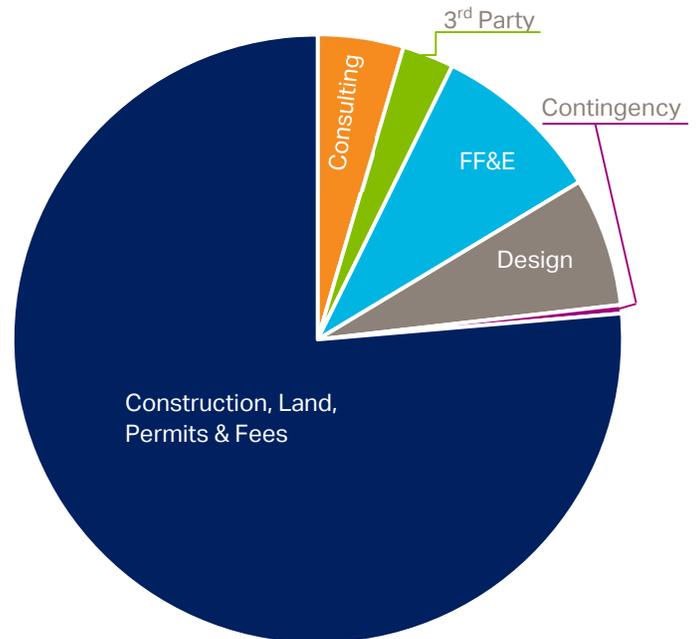
Current GMP Construction Contract Value

62

Total Contracts Issued

269

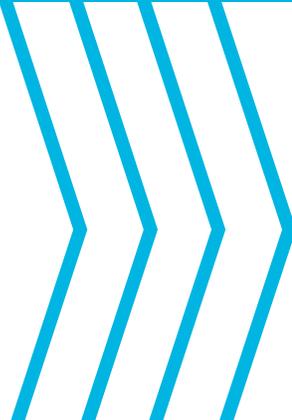
Total Invoices Processed





APPENDIX

- A. Certificates of Completion
 - i. Substantial Completion
 - ii. Consent of Surety to Final Payment
- B. Certificate of Occupancy Certificates
- C. Progress and Final Photos
- D. Contract Deliverable File Locations



CERTIFICATES OF COMPLETION



SUBSTANTIAL COMPLETION

AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: <i>(name and address)</i> Collin College- Welcome Center McKinney Campus 2200 West University Drive	CONTRACT INFORMATION: Contract For: New Construction & Parking Lot Date: 7/23/2020	CERTIFICATE INFORMATION: Certificate Number: Date: 8/12/2022
OWNER: <i>(name and address)</i> Collin College 3452 TX-399 Spur, McKinney, TX 75069	ARCHITECT: <i>(name and address)</i> PBK Architects 14001 Dallas Pkwy #400 Dallas, TX 75240	CONTRACTOR: <i>(name and address)</i> Skanska USA Building Inc. 105 Decker Court Suite 1060 Dallas TX 75062

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.
(Identify the Work, or portion thereof, that is substantially complete.)

<u>PBK Architects</u> ARCHITECT <i>(Firm Name)</i>	 SIGNATURE	Cliff Whittingstall, Partner, Director HE PRINTED NAME AND TITLE	<u>8/11/2022</u> DATE OF SUBSTANTIAL COMPLETION
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WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:
(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)
See attached

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within () days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$20,000

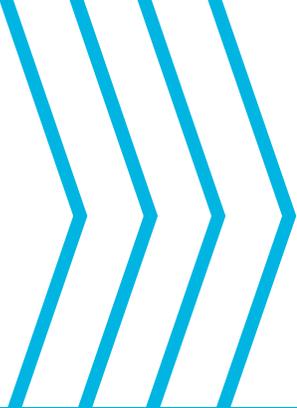
The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:
(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

<u>SKANSKA USA</u> CONTRACTOR <i>(Firm Name)</i>	 SIGNATURE	VP JOE LINDEMANN PRINTED NAME AND TITLE	<u>8/11/2022</u> DATE
<u>Collin College</u> OWNER <i>(Firm Name)</i>	 SIGNATURE	Christopher Egle VP PRINTED NAME AND TITLE	<u>9/6/2022</u> DATE



CONSENT OF SURETY TO FINAL PAYMENT



CERTIFICATE OF OCCUPANCY CERTIFICATES



Expires: 10/14/2022

Temporary Certificate of Occupancy

This certifies that at the time of issuance the described portion of the structure has been inspected for compliance with the requirements of the 2018 International Building Code for the occupancy and division of occupancy and the use for which the proposed occupancy is classified. The use and occupancy are in accordance with the provisions of Chapter 3 of the International Building Code and the type of construction as defined in Chapter 6 of the International Building Code.

Name of Business: Collin College Welcome Center Permit No.: COM2020-11-01644

Address of Business: 2200 W University Dr WB, McKinney, TX 75071

Owner Name/Address: Jeffrey Hagerich - 2200 W University Dr
McKinney, TX 75071

Description of the portion of the structure for which CO is issued: WELCOME CENTER

Automatic Sprinkler Required: Yes Special Stipulations: NA

Type of Construction: II-B (Unprotected Non-Combustible) Use and Occupancy: B Office, Professional



Suzanne Arnold

08/11/2022
Issue Date

615
Occupancy Load

POST IN A CONSPICUOUS PLACE



Expires: 02/24/2023

Temporary Certificate of Occupancy

This certifies that at the time of issuance the described portion of the structure has been inspected for compliance with the requirements of the 2018 International Building Code for the occupancy and division of occupancy and the use for which the proposed occupancy is classified. The use and occupancy are in accordance with the provisions of Chapter 3 of the International Building Code and the type of construction as defined in Chapter 6 of the International Building Code.

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Address of Business: 2200 W University Dr WB, Mckinney, TX 75071

Owner Name/Address: Jeffrey Hagerich - 2200 W University Dr
McKinney, TX 75071

Description of the portion of the structure for which CO is issued: WELCOME CENTER

Automatic Sprinkler Required: Yes Special Stipulations: NA

Type of Construction: II-B (Unprotected Non-Combustible) Use and Occupancy: B Office, Professional



Suzanne Arnold

08/11/2022
Issue Date

615
Occupancy Load

POST IN A CONSPICUOUS PLACE



Certificate of Occupancy

This certifies that at the time of issuance the described portion of the structure has been inspected for compliance with the requirements of the adopted 2018 International Building Code for the occupancy and division of occupancy and the use for which the proposed occupancy is classified. The use and occupancy are in accordance with the provisions of Chapter 3 of the 2018 International Building Code and the type of construction as defined in Chapter 6 of the 2018 International Building Code.

Name of Business: Collin College Main Building Renovation Permit No.: COM2021-04-00495

Address of Business: 2200 W University Dr WB, Mckinney, TX 75071

Owner Name/Address: Jeffrey Hagerich - 2200 W University Dr
McKinney, TX 75071

Description of the portion of the structure for which CO is issued: whole

Automatic Sprinkler Required: Special Stipulations: NA

Type of Construction: II-A (Protected Non-Combustible) Use and Occupancy: B Office, Professional



Suzanne Arnold

10/26/2022
Issue Date

77
Occupancy Load

POST IN A CONSPICUOUS PLACE



Certificate of Occupancy

This certifies that at the time of issuance the described portion of the structure has been inspected for compliance with the requirements of the adopted 2018 International Building Code for the occupancy and division of occupancy and the use for which the proposed occupancy is classified. The use and occupancy are in accordance with the provisions of Chapter 3 of the 2018 International Building Code and the type of construction as defined in Chapter 6 of the 2018 International Building Code.

Name of Business: Collin College Main Building Renovation Permit No.: COM2020-12-01771

Address of Business: 2200 W University Dr WB, Mckinney, TX 75071

Owner Name/Address: Jeffrey Hagerich - 2200 W University Dr
McKinney, TX 75071

Description of the portion of the structure for which CO is issued: MAIN BUILDING RENO PHASE 1 (CAFETERIA)

Automatic Sprinkler Required: Special Stipulations: N/A

Type of Construction: II-A (Protected Non-Combustible) Use and Occupancy: B Office, Professional

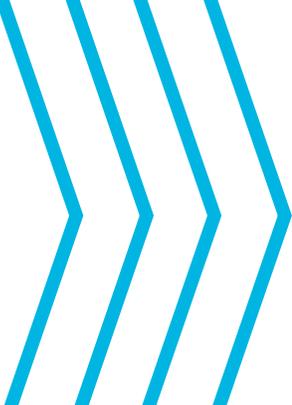


Suzanne Arnold

07/19/2022
Issue Date

383
Occupancy Load

POST IN A CONSPICUOUS PLACE



PROGRESS & FINAL PHOTOS



March 2021



March 2021



April 2021



April 2021



June 2021



June 2021



June 2021



July 2021



August 2021



October 2021



December 2021



February 2022



March 2022



April 2022



May 2022



July 2022



July 2022



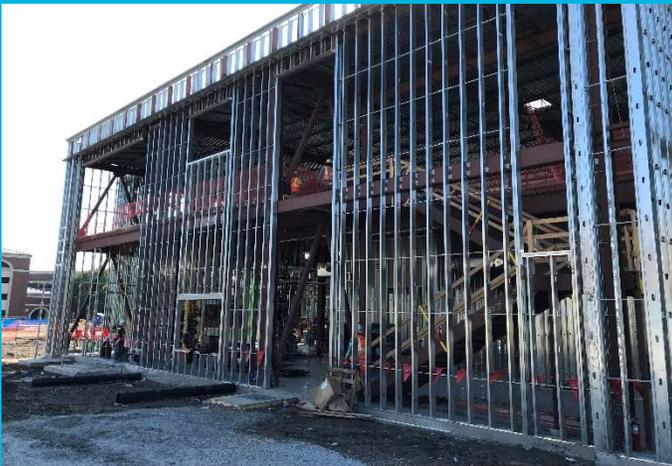
July 2022



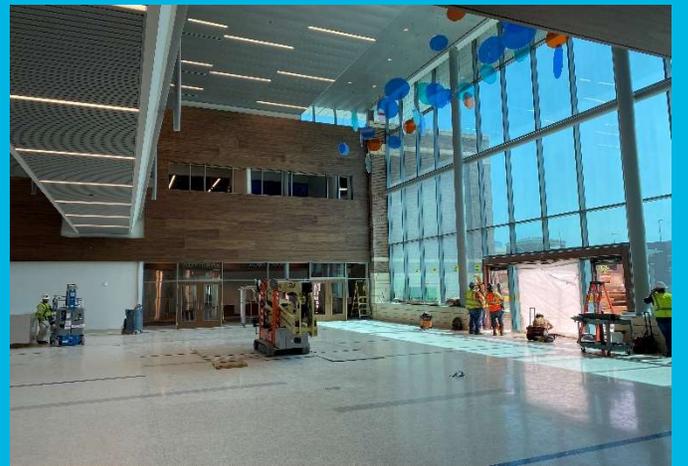
Parking Lot Poured



2nd Floor Walk Bridge



Exterior Wall Framing at Welcome Center



Atrium in Welcome Center



Atrium at Welcome Center



Walkway Bridge in Welcome Center



Testing Center



Information Desk at Testing Center



Transaction Area



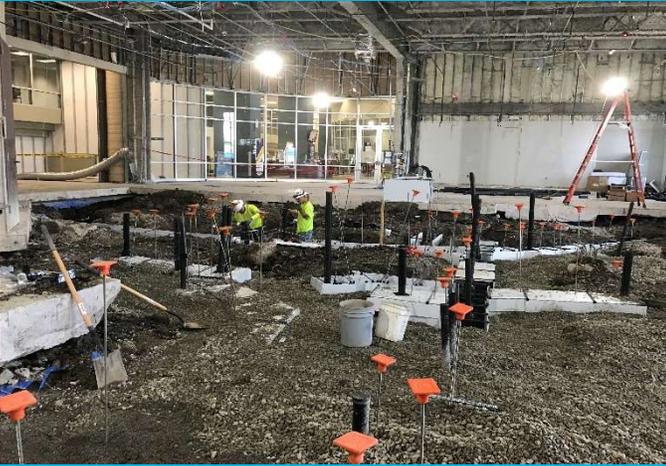
Multi-Purpose Room



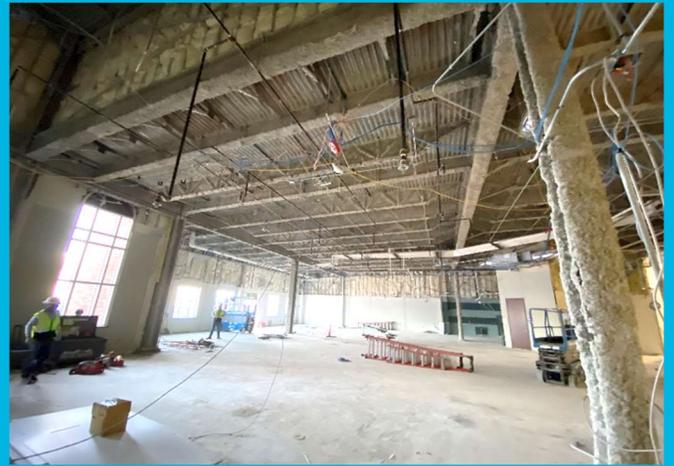
Material Lab Workstations



Dental Equipment Installed



Void Boxed Plumbing in Kitchen Area



Dining Area Renovation



Kitchen Equipment



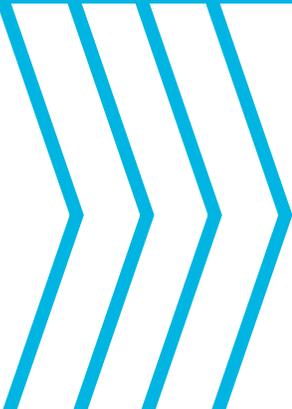
Starbucks Café Area



Serving Area in Dining Room



Serving Line in Dining Room



CONTRACT DELIVERABLE FILE LOCATIONS

Project Records, including design documents, testing reports, construction records, closeout documents and photos have been archived to portable hard drives and will be turned over to Collin's Facilities Department at the conclusion of the Program.