



## **TEJANO CENTER FOR COMMUNITY CONCERNS, INC.**

### **Raul Yzaguirre Schools for Success**

Tejano Center for Community Concerns, 2950 Broadway St., Houston, TX 77017  
Phone: 713-640-3700 FAX: 713-644-6232 [www.tejanocenter.org](http://www.tejanocenter.org)

*“The mission of the Tejano Center for Community Concerns is to develop education, social, health, and community institutions that empower families to transform their lives.”*

### **PUBLIC NOTICE**

#### **Meeting Agenda for Tuesday, January 23, 2024**

Notice is hereby given that the Board of Directors of Tejano Center for Community Concerns, Inc., (Tejano Center) will hold its regular meeting on Tuesday, January 23, 2024, 12:00 PM. This meeting is open to the public, and community input is welcomed during the time designated for public comment. It is the intent of the Tejano Center to have, and the meeting will have, a quorum and presiding officer. If a member of the public can provide testimony or otherwise wishes to participate in the meeting when public input is permitted, but lacks the necessary technology, such will be provided at 2255 N. Coria Brownsville, TX 78520. The board will consider, discuss, and adopt such orders, resolutions, and/or motions, and take direct or indirect actions as may be necessary, convenient, or desirable with respect to the matters outlined in this agenda.

#### **Meeting Call-In Information**

This meeting will be conducted in person; however, a Zoom link to the meeting is made available for those unable to attend, please contact [Jessica.Villarreal@tejanocenter.org](mailto:Jessica.Villarreal@tejanocenter.org) one day prior to the meeting.

**Tuesday, January 23, 2024 at 12:00 PM – Finance Committee Meeting**

1. **CALL TO ORDER** (2 minutes)

- 2. **ROLL CALL** (3 minutes)
- 3. **PRESENTATIONS/UPDATES**
  - 3.a. **EXTERNAL AUDITOR’S ANNUAL AUDIT REPORT AND SINGLE AUDIT REPORT FOR THE YEAR ENDED AUGUST 31, 2023, BY WHITLEY PENN LLC**  
Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer  
This is the required annual audit report for TEA.

- 4. **INFORMATION ITEMS**
  - 4.a. **NOVEMBER AND DECEMBER 2023 UNAUDITED FINANCIALS FOR RAUL YZAGUIRRE SCHOOLS FOR SUCCESS AND TEJANO CENTER FOR COMMUNITY CONCERNS- NON-SCHOOL**  
Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer  
The Raul Yzaguirre Schools for Success 2022-2023 General Fund and Child Nutrition Fund activity as of November 2023 and December 2023. The TCCC- Non School Activity as of November 30, 2023, and December 31, 2023, is presented.????

- 4.b. **BUDGET AMENDMENT #10 IN THE AMOUNT OF \$30,000,000 FOR THE FUND 420 FOR THE BRYSS EXPANSION AND PASADENA EXPANSION**  
Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer  
The projected budget for the expansion is as follows:

BRYSS	\$14,000,000
Pasadena	\$16,000,000

- 4.c. **AWARD IN THE AMOUNT OF \$10,000 FOR THE HOUSING PROGRAM’S PARTICIPATION IN THE FANNIE MAE ENERGY SAVINGS TOOL PILOT PROGRAM**  
Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Gabby Luna, Director of Affordable Housing and Community Redevelopment  
The purpose of this grant is to work with NeighborWorks America and Fannie Mae to help pilot a new green web search tool, which they have developed to help connect consumers to regional energy efficiency programs across ten states. The tool primarily targets low-to-moderate-income households and will allow people to search using criteria including location, income, household size, etc. The pilot program will run over a 6-month timeframe beginning in December 2023 and includes -

- A minimum of 50 clients with one follow-up
- Three (3) check-ins phone calls
- Three (3) monthly reports
- NWs to lead the exit Interview in April 2024
- Participate in a Convening to discuss any Roadblocks, outcomes, strategies

- 4.d. **REQUEST FOR PROPOSALS TO BE ISSUED: (1) FOOD SERVICE PROGRAM TO PROVIDE MEALS AS PER TDA GUIDELINES; (2) E-RATE PROPOSAL FOR CONNECTIVITY**

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial & Operations Officer

The RFP for the food service program is for after-school meals for the remainder of FY 23-24 and annual renewals for the next five years. RFP 24- 06JA is under development.

The RFPs for E-rate are for category 1 and category 2. E-rate will pay for 85% and 15% for local funds. RFP -24-04JA & RFP -24-05JA are being advertised. These RFPs must be advertised and available on the market for 28 days. Form 470 is being advertised.

4.e. **EXTENSION OF INTERLOCAL AGREEMENT WITH HARRIS COUNTY DEPT OF EDUCATION FOR BUSINESS OFFICE SUPPORT SERVICES IN THE AMOUNT OF \$168,000 FROM JANUARY 2024 TO AUGUST 2024 ON AS NEEDED BASIS**

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

The TCCC has had several vacancies in the Business Office, and currently the HCDE Business Office has been providing on going assistance in the areas of business support, accounts payable support, payroll support, procurement support, financial statements support, management support, E-rate support, agenda support, and human resources support. As new positions are filled, the amount of the contract will be adjusted. Moreover, this amount includes for overlap and training of potential new staff. This includes 8 part time FTEs.

4.f. **COMMERCIAL LEASE AGREEMENT IN THE AMOUNT OF \$500/MONTH FOR THE PROPERTY ON 7803 E. LITTLE YORK ROAD, HOUSTON, TX 77016 TO PROCEED WITH EXPANSION PLANS**

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Dr. Rolando "Rudy" Trevino, Deputy Chief Growth Officer

4.g. **CONTRACT WITH NADLER MODULAR INC. FOR THE PURCHASE OF PRE-FAB MANUFACTURED BUILDING FOR THE BRYSS EXPANSION AS RECOMMENDED BY LEVEL FIELD PARTNERS AND UNDER TIPS PURCHASING COOPERATIVE IN THE AMOUNT OF \$1,400,770**

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

<b>Building Cost</b>	<b>\$1,087,896</b>
<b>Install, Skirt, Delivery</b>	<b>\$261,892</b>
<b>Site Work -Ramp, Sprinkler, Etc.</b>	<b>\$ 40,982</b>
	<b>\$1,400,770</b>

4.h. **GMS (GOMEZ, MENDEZ, SANCHEZ) ARCHITECTS FOR THE BRYSS IMPROVEMENTS TO INCLUDE ARCHITECTURAL/ENGINEERING SERVICES (MEP) BASIC SERVICES, CIVIL, COMMISSIONING, TDLR AND WINDSTORM CERTIFICATION FEES (ESTIMATED FEES ARE \$648,713)**

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

The BRYSS Project requires an architect to design the expansion and the improvements for the high school at BRYSS. The architect was selected based on

qualifications and recommendation from Levelfield Developers.

**4.i. REIMBURSEMENT RESOLUTION EXPRESSING INTENT TO FINANCE EXPENDITURES TO BE INCURRED REGARDING THE EXPANSION PROJECTS AT BRYSS AND PASADENA**

Antonio Zambrano Chief Financial & Operations Officer

The resolution is proposed to allow for the reimbursement of expenditures prior to the closing. For the market tax credits at Pasadena, it will be for 24 months and for the BRYSS Project will be six months.

**4.j. RESOLUTON FOR THE TEJANO CENTER FOR COMMUNITY CONCERNS, DBA RAUL YZAGUIRRE SCHOOLS FOR SUCCESS TO (1) PARTICIPATE IN THE NEW MARKET TAX CREDIT (NMTC) PROGRAM TO FINANCE PASADENA AND OBTAIN RELATED FINANCING FROM RAZA DEVELOPMENT FUND INC. AND (2) TO OBTAIN A LOAN FROM TEXAS FACILITIES FUND, A PROGRAM OPERATED BY EQUITABLE FACILITIES FUND, INC., AND PARTICIPATE IN A MASTER TRUST INDENTURE TO FINANCE BROWNSVILLE**

Antonio Zambrano, Chief Financial & Operations Officer; Dr. Jesus Amezcua, HCDE Consultant; Dr. Rolando "Rudy" Trevino, Deputy Chief Growth Officer

In order to facilitate participation by the Center and the QALICB in the NMTC Program, the Center, as lessee, will enter into an operating lease with the QALICB, as lessor, whereby the Center will lease the Pasadena Project from the QALICB (the "Operating Lease"), so the Center may operate the Pasadena Project as a charter school as part of the Raul Yzaguirre Schools for Success, in furtherance of the purposes for which the Center is organized (the formation of the QALICB, the Conveyance, and the leasing transactions as described in the foregoing recitals being hereinafter referred to as the "Pasadena Real Estate Transaction"); and

To facilitate participation in the NMTC Program Financing, the Center desires to obtain a loan from Raza Development Fund, Inc. ("Source Loan Lender"), in the maximum principal amount of \$11,000,000 (the "Source Loan"); and

In order to facilitate the financing under the NMTC Program, the Center desires to loan the approximate principal amount of \$11,425,600, comprising a mix of the Center's cash on-hand and the proceeds of the Source Loan (the "Leverage Loan"), to a single-purpose investment fund (the "Fund") owned by Chase Community Equity, LLC, a Delaware limited liability company, an affiliate of JPMorgan Chase (the "Tax Credit Investor").

In connection with the Leverage Loan, the Center desires to enter into various loan and security documents (collectively with all other documents to be signed by the Center in connection with the Leverage Loan being referred to herein as the "Leverage Loan Documents"), which include but are not limited to a fund loan agreement by and between the Center and the Fund; and

The Fund will use the proceeds of the Leverage Loan, together with other funds to be invested in the Fund by the Tax Credit Investor, in the approximate amount of \$5,054,400, to fund a Qualified Equity Investment in the aggregate amount of

\$16,000,000 (the "QEI") in Partnerships of Hope 44, LLC, a Missouri limited liability company (the "CDE"), an affiliate of Raza Development Fund, Inc., an Arizona nonprofit corporation, in exchange for Tax Credit Investor's receipt of \$6,240,000 in federal tax credits in accordance with the NMTC Program; and

The complete resolution is attached to the agenda item.

**4.k. MONTHLY DISBURSEMENT REPORT/VENDOR CUMULATIVE PAYMENTS FOR JANUARY 2024 TO INCLUDE PROCUREMENT PROCESS AND EXPENDITURE APPROVALS**

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

A report of the vendor payments for RYSS and Non-School is attached for all vendor payments above \$50,000. A monthly report will be provided to the board each month.

The ratification of January 2024 disbursement report for cumulative expenditure above \$50,000.

**Cumulative amounts total: \$261,025 for RYSS and \$217,434 for Non School Payments**

**4.l. PEPSICO FOUNDATION INC. IN THE AMOUNT OF \$174,800 FROM JANUARY 2024 TO MARCH 2024 TO PROVIDE MEALS AS PER TDA GUIDELINES**

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial and Operations Officer

The Food Services Department is implementing meals for students after-school. A new contract was approved by TDA to continue this program for 3 months. A new RFP will be prepared to extend the program into FY 24-25. Meals will be reimbursable and included in the food program.

**4.m. FINANCIAL ADVISORY CONTRACT WITH MASTERSON ADVISORS LLC, EFFECTIVE DECEMBER 22, 2023, TO ASSIST IN THE EXPANSION TRANSACTIONS FOR PASADENA AND BROWNSVILLE**

Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Antonio Zambrano, Chief Financial & Operations Officer

The financial advisor is a key element of the expansion project. Masterson Advisors LLC has worked with other charter schools.