



TEXAS SOUTHMOST COLLEGE DISTRICT

THE UNIVERSITY OF TEXAS AT BROWNSVILLE and TEXAS SOUTHMOST COLLEGE

80 Fort Brown • Brownsville, Texas 78520 • (956) 882-3879 • Fax: (956) 882-8811 • <http://blue.utb.edu/vppa>

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JULIE E. RIVERA
COUNTY CLERK

Board of Trustees

David G. Oliveira

Chair

Eduardo A. Campirano

Vice Chair

Roberto Robles, M.D.

Secretary

Adela G. Garza

Chester Gonzalez

Rosemary Breedlove

René Torres

Official Notice of the

**Texas Southmost College District
Regular Meeting**

**for
December 16, 2008**

Posted

December 10, 2008

UTB/TSC President

Juliet V. Garcia, Ph.D

AGENDA

The Board of Trustees of the Texas Southmost College District will convene **Tuesday, December 16, 2008, at 5:30 p.m.** in the Gorgas Board Room of Texas Southmost College, 80 Fort Brown, Brownsville, Texas 78520.

Call to Order

1 Announcements

**UTB/TSC Student Employment
Initiative**

**Southern Association of Colleges and
Schools Reaffirmation**

Introduction of Athletic Director

**2 Speakers to Agenda Items and
Public Discussion**

3 Acceptance of Gift and Resolution

Consideration and possible action on:

Adoption of Resolution Naming The Arts Center Box C the “Sergio and Magda Arguelles Box”

4 Board Briefing

“Neomedicine: A Novel Therapeutic Approach for Neurological Disorders”
Dr. Emilio Sanabria Garrido,
Assistant Professor Biological Sciences

5 Executive Session

as provided by Government Code,
Chapter 551.072

Real Estate

Utility Easement to the Brownsville Public Utilities Board for the Underground Utilities Project

Contract and Resolution for Purchase of Fort Brown Villas Condominium Unit 4C, Type A, Building C, Phase II, Brownsville, Texas

Contract and Resolution for Purchase of Fort Brown Villas Condominium Unit 4B, Type E, Building B, Phase II, Brownsville, Texas

Contract and Resolution for Purchase of Fort Brown Villas Condominium Unit 7C, Type A, Building C, Phase II, Brownsville, Texas

6 Consideration and possible action on matters discussed in Executive Session

Real Estate

Utility Easement to the Brownsville Public Utilities Board for the Underground Utilities Project

Contract and Resolution for Purchase of Fort Brown Villas Condominium Unit 4C, Type A, Building C, Phase II, Brownsville, Texas

Contract and Resolution for Purchase of Fort Brown Villas Condominium Unit 4B, Type E, Building B, Phase II, Brownsville, Texas

Contract and Resolution for Purchase of Fort Brown Villas Condominium Unit 7C, Type A, Building C, Phase II, Brownsville, Texas

7 Approval of minutes of previous meetings

Consideration and possible action on:

Regular Meeting, November 20, 2008

8 Bond Projects

Consideration and possible action on:

Substantial Completion and Authorization to Release Final Payment to SpawGlass for the Renovation of the ITEC Center

9 Business Affairs Partnership Committee

Consideration and possible action on:

Report

Budget Amendment for FY 09

Acceptance of Comprehensive Annual Financial Report and Audit for Texas Southmost College District for FY ending August 31, 2008

10 Construction Report

Commissary Building, Newman Center, Palm Trees on Ringgold Road, Commandant's Quarters, ITEC Center, REK Center, Center of Early Childhood Studies, Library, Classrooms, Arts Center

11 President's Report

Science and Technology Educational Partnerships for Success Grant, Housing and Urban Development Go Green Grant, Network Storage Award, 2008-2009 Tech Prep Teacher of the Year Award, UTB/TSC Counselors Receive Awards, Fine Arts Student Wins Spot in Cadet Corps, Winter Commencement

12 Proposed Meeting Dates

Board Meetings:

Tuesday, January 13, 2009

Thursday, February 19, 2009

Thursday, March 26, 2009

Thursday, April 23, 2009

Thursday, May 21, 2009

Adjournment

Individuals with disabilities are entitled to have access to and participate in public meetings. An individual requiring an accommodation for access to the meeting must notify the Texas Southmost College District in writing 24 hours prior to the scheduled meeting of the necessity of an accommodation. Upon receipt of this request, the Texas Southmost College District will furnish appropriate auxiliary aids and services when necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of the Board meeting as non-handicapped individuals enjoy.

THE STATE OF TEXAS §

COUNTY OF CAMERON §

TEXAS SOUTHMOST COLLEGE DISTRICT

RESOLUTION

WHEREAS, Sergio and Magda Argüelles are outstanding friends of The University of Texas at Brownsville and Texas Southmost College; and

WHEREAS, Sergio and Magda Argüelles have been strong advocates of education for students in the Rio Grande Valley and in Matamoros, Mexico, through their support of programs that benefit students and communities; and

WHEREAS, Sergio and Magda Argüelles are dedicated to the development of the fine arts in the border communities of the United States and Mexico and believe strongly that all people should have the opportunity to experience high quality education, performances and programming; and

WHEREAS, Music education and the visual and performing arts at The University of Texas at Brownsville and Texas Southmost College and in the Rio Grande Valley will be nurtured in The Arts Center for many years to come;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Texas Southmost College District that Box C in the The Arts Center will be named

"The Sergio and Magda Argüelles Box."

ADOPTED this 16th day of December 2008.

David Oliveira
Chair, Board of Trustees

Roberto Robles, M.D.
Secretary, Board of Trustees

Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

November 20, 2008

The Board of Trustees of the Texas Southmost College District convened in open session on November 20, 2008, at 5:30 p.m., in the Board Room of Gorgas Hall, Texas Southmost College. Board members present were David Oliveira, Chair, Dr. Roberto Robles, Secretary, Rosemary Breedlove, Chester Gonzalez, René Torres and Adela G. Garza. Absent were Eduardo A. Campirano, Vice Chair, and Dr. Juliet V. García, President of The University of Texas at Brownsville and Texas Southmost College.

Call to Order

The meeting was called to order by Chairman Oliveira at 5:30 p.m.

1. Announcements

Presentation of Heirloom to Trustee

Chairman Oliveira called on Ms. Rosemary Martinez, Vice President for Business Affairs. Ms. Martinez presented an heirloom “billy club” to Chairman Oliveira, that had once belonged to Avelardo Oliveira, Mr. Oliveira’s grandfather. She noted that the heirloom had been in her family for 40 years and said that the time had come to return the billy club, to the Oliveira family, the rightful owners.

Presentation of *Additional Studies in Rio Grande Valley History* to Trustees

Chairman Oliveira called on Dr. Antonio Zavaletta, Vice President for External Affairs, to make the presentation. Dr. Zavaletta presented his book, *Additional Studies in Rio Grande Valley History, Vol. 8*, to the Board. He noted that this is the only sustained historical project of its type and that it includes works by UTB/TSC administration. He noted that this book is already a collector's item, since only 2,000 were printed and distributed to libraries in the United States and Europe, and it is currently out of print. Dr. Zavaletta added that Volume 9 of the series is already in progress.

2. Acceptance of Gift and Resolution

**Consideration and possible action on
The adoption of the resolution naming The Arts Center Teaching Studio C "The Neale & Lourdes Simmons Teaching Studio."**

Dr. Ruth Ann Ragland, Vice President for Institutional Advancement, announced the acceptance of a gift from Neale and Lourdes Simmons, for naming Teaching Studio C of the Arts Center in their honor. Dr. Ragland presented a brief biography of the donors, recognizing them as strong advocates for The Arts Center and supporters of our students. Mr. Oliveira read the resolution honoring the Simmons family and presented the resolution and a framed portrait of the building to Mr. and Mrs. Neale Simmons. Mr. Simmons thanked the Board for the opportunity to make this important contribution.

A motion was made by Ms. Breedlove to adopt the resolution naming The Arts Center Teaching Studio C "The Neale & Lourdes Simmons Teaching Studio" as presented. The motion was seconded by Ms. Garza and carried unanimously. Exhibit "A"

3. Executive Session

as provided by Government
Code, Chapter 551.072

Legal Matters

Consideration of legal services
contract

The Board convened in Executive Session at 6:00 p.m.

The Board reconvened in Regular Session at 7:18 p.m.

4. Consideration and possible action on matters discussed in Executive Session

There are no items to report from Executive Session.

5. Approval of Minutes of Previous Meeting

Consideration and possible action on Minutes of Regular Meeting on October 30, 2008

A motion was made by Mr. Gonzalez to approve the Minutes of the Regular Meeting on October 30, 2008. The motion was seconded by Ms. Breedlove and carried unanimously. *Exhibit "B"*

6. Board Briefing

Chairman Oliveira called on Dr. Jose Martin, Provost for UTB/TSC, to report to the Board on the Satisfactory Academic Progress (SAP). Dr. Martin provided a brief summary on the rationale for revising the SAP standards in an effort to increase student success.

Dr. Martin reported that the new SAP policy states that students must maintain a cumulative GPA of 2.0 and a cumulative completion rate of 70%. He stated that the Texas Legislature passed a new law that requires all incoming freshman starting in the Fall 2007, to complete all but six classes while they earn their degree. He noted that if students fail to meet SAP standards after one semester they will be placed on probation and will be allowed to register for no more than twelve semester credit hours. Dr. Martin further noted, that although students will be eligible for financial aid while on probation they must meet SAP standards in order to continue. If students fail to meet the standards, they will be suspended for one semester, and they will not be able to enroll in classes. Upon their return, they will only be able to enroll for seven hours and must meet with an advisor to get them on target and reinstated. He stated that if students do well, with a GPA of 2.0 and a 70% completion rate, they will be students in good standing.

Dr. Martin reported that in Fall 2007, the increase in number of credits satisfactorily completed was the equivalent of having 130 more students completing a satisfactory semester. In the Spring 2008, students withdrew from courses at half the rate of the previous spring, or the equivalent of 620 fewer students.

He further reported that in terms of enrollment, the decrease in numbers of non-dual students taking only undergraduate courses in Spring 2008, has lowered, as expected and predicted. The actual 6% decrease is less than predicted. Dr. Martin reported that in Spring 2008, undergraduate students took 4.76% more upper division courses than the previous year. This is the equivalent of 100 more upper division students. Dr. Martin added that in the Fall 2007, there were changes made to the advising process to include strategies that were determined to be helpful to students.

In conclusion, the current data for Fall 2008, indicates that the actual impact of the SAP implementation in FY 2009 will result in a \$2.3 million loss, which is less than what was expected. As a result, for FY 2009 the expectation is for the state to provide funding to cover future deficits. Dr. Martin noted that although there are future challenges, our financial position will depend upon how successful we are at retaining and recruiting students while maintaining our standards.

7. Speakers to Agenda Items and Public Discussion

There were no speakers.

8. Budget Amendments

Chairman Oliveira called on Melba Sanchez, Assistant Vice President for Finance, to make the presentation. Ms. Sanchez noted that the request for budget amendment #08-011 is to adjust revenue and expenditures in the General Fund, budget amendment #08-012 is to adjust expenditures in the Auxiliary Fund, and budget amendment #08-013 is to adjust expenditures in the Campus Facilities Fund. Ms. Sanchez stated that the budget amendments are necessary to cover anticipated expenditures through year's end.

A motion was made by Mr. Gonzalez to approve budget amendments #08-011, #08-012, and #08-013 for Fiscal Year 2008 as presented. The motion was seconded by Ms. Breedlove and carried unanimously.

Exhibit "D"

9. Physical Facilities Committee

Report

**Consideration and possible action
on funding allocation for bond projects**

Mr. Gonzalez reported that the first item discussed was the project allocation and funding summary which outlines the budgets for new construction projects and campus renovations, and funding sources for each project. The previous funding allocation was approved by the Board in June 2008. Mr. Gonzalez reported that the goal of the new funding allocation is to use the interest earnings in a way that funds additional needs for the bond projects, plus increase funding for capital improvement priorities. The new allocation uses \$3 million of interest earnings for additional needs while maintaining a healthy contingency for the remainder of the program. In addition, the new allocation will provide the required funding for capital improvement priorities including the Commissary and Cavalry renovations, and Phase I of the Athletic Zone.

A motion was made by Mr. Gonzalez to approve the funding allocation for construction projects as presented. The motion was seconded by Dr. Robles and carried unanimously. *Exhibit "E"*

**Consideration and possible action on
purchase of furniture through a contract with Workplace Resource
for the Classroom Building and the New Library**

Mr. Gonzalez reported that the next item discussed was the furniture purchase for the Classroom Building and the New Library through a contract with Workplace Resource. By using Workplace Resource as part of the contract with UT System and state wide procurement pools, TSC will be able to save on interior design fees. By standardizing the types of furniture used throughout the projects, the additional savings have been realized. Mr. Gonzalez reported that the proposal for the Classroom Building will furnish ten faculty offices, five classrooms, and study areas at a cost of \$260,211.62. The proposal for the New Library will furnish the computer labs, all stacks, 16 study rooms, three conference rooms, and administrative offices as well as the furniture for the Distance Education Department and the Learning Resource Center, at a cost of \$879,858.

A motion was made by Mr. Gonzalez to award the purchase contract to furnish the Classroom Building in the amount of \$260,211.62, and the New Library in the amount of \$ 879,858, to Workplace Resource and authorize the Assistant Vice President for Planning and Construction to execute the contract. The motion was seconded by Mr. Torres and carried unanimously. *Exhibit "F"*

**Consideration and possible action
on approval of Library Mural Design**

Mr. Gonzalez reported that the next item discussed was the Library mural design. He reported that plans for the new Library specified a mural to be

displayed on the façade above the entrance. The building was structurally designed for a tile surface that would cover the second and third floor areas of the façade to accentuate the entrance from University Blvd. The proposed design was presented to the committee in October 2008. The committee agreed that the mural, would be presented for action at the November Board meeting. Mr. Gonzalez called on Dr. Jose Martin, Provost, to provide an overview of the proposed design of the mural. Mr. Gonzalez further reported that after much deliberation the Physical Facilities Committee reached a consensus on artistic modifications to the design. The modifications include changes to the landscape to more accurately reflect our region, as well as modification of the fire element. In addition, all titles and headings are to be revised and modified for accuracy.

A motion was made by Mr. Gonzalez to approve the Library Mural Design as presented. The motion was seconded by Ms. Breedlove and carried unanimously. Exhibit "G"

10. Student Affairs Partnership Committee

Chairman Oliveira called on Mr. Torres to make the report. Mr. Torres reported that Dr. Vince Solis provided an overview of the programs available to over 330 student housing residents. He noted that housing is at capacity. Monthly rents are \$315, and the auxiliary enterprise is operating within budget, but it has little in surplus revenue. Mr. Torres added that there was an unexpected expense of \$75,000 as a result of Hurricane Dolly. Mr. Torres noted an important issue of discussion was the student resident rental rate compared to other UT campuses, which was averaging at \$450 per month. He further noted that the Trammel Crow project will open in fall 2009 with a rental rate of \$525 per month. Mr. Torres concluded by stating that because of the maintenance situation, student housing personnel should seek input on raising the current rental rates in an effort to increase revenues and meet the needs of campus housing.

11. Fourth Quarter Financial Statements and Investment Report

Melba Sanchez, Assistant Vice President for Finance, provided a brief report on the 4th Quarter Financial Statements and Investment Report for FY 2007. No action was taken.

12. Construction Report

Dr. Pearson reported the following:

- Renovations at the Newman Center are progressing. The framing, sheetrock, and electric wiring are currently being installed.
- The Garden of Memory Xeriscape Park renovation is completed with seating walls and landscaping visible from International Blvd. The renovation was

made possible by partnering with the City of Brownsville, and Cameron County.

- Work on the Commissary Building is progressing. The 2nd floor windows are being repaired and the old bars are being restored. On the 3rd floor, the angled beams are being accentuated, and the air conditioning ducts have been installed.
- Approximately 400 6 ft., Sabal palm trees are being planted along the Fort Brown Resaca and along University Blvd. The palm trees were a donation by Lloyd Horn.
- The Commandant's Quarter's is nearing completion with the help of Larry Lof. The building has been painted gray the standard color used in the 1800's. Some old beams have been used to create into wood molding for accentuating the inside structure.

Ms. Mendez reported the following:

- The ITECC's main entrance is completed with arches reminiscent of Gorgas Hall and the faculty will be ready for move-in within two weeks.
- Work on the REK Center is progressing and nearing completion. The wood flooring in the gym and court area will soon be installed, and the running track on the second floor, doors, windows, and overhead are nearing completion. The pool's rear bar is almost complete and the pool cavity should be ready for concrete pouring shortly.
- Although rain has delayed the progress at the Center of Early Childhood Studies, the underground utility wiring has been installed and ready for the concrete foundation. The casitas will be ready for roofing in two weeks.
- At the New Library, the brick siding is installed. The walls and windows facing the resaca are nearing completion. Electrical work continues.
- The roofing on the Classroom Building is 99% complete. The flooring is being installed and the Dean's Suite is nearing completion. The outside brick has been installed on the east and west side walls.
- The installation of the steel at The Arts Center has been installed successfully, a major accomplishment considering there are no straight walls in the building.

13. President's Report

No report was presented.

Proposed Meeting Dates

Tuesday, December 16, 2008
Tuesday, January 13, 2009
Thursday, February 19, 2009
Thursday, March 26, 2009
Thursday, April 23, 2009
Thursday, May 21, 2009

Partnership Advisory Committee
Friday, December 12, 2008

Adjournment

The meeting was adjourned by Chairman Oliveira at 9:08 p.m.

David G. Oliveira
Chairman, Board of Trustees

Roberto Robles, M. D.
Secretary, Board of Trustees

NOTE: The tape of the Regular Board of Trustees meeting held on November 20, 2008 is on file at the District Office of the Texas Southmost College District. The master tape is on file at the UTB/TSC Media center. These minutes were taken and transcribed by Gloria Miranda, Administrative Assistant. Videotaping of the Board of Trustees' meetings began on April 11, 1996. They are aired on Channel KBSD in cooperation with the Brownsville Independent School District.



TEXAS SOUTHMOST COLLEGE DISTRICT

BOARD AGENDA REQUEST FORM

Department/Division: Office for Planning and Construction	Board Meeting Date: December 16, 2008
Agenda Item: Consideration and possible action on Substantial Completion and Authorization to release final payment to Spaw Glass for renovation of the ITEC Center.	
Rationale/Background: In August 2007, the Board authorized Spaw Glass as the construction manager at risk to proceed with the renovation of the ITEC Center. The scope of the project included interior demolition and asbestos abatement. In addition the renovation portion included 50,000 sq. ft. of interior space for two extra large classroom with a capacity for 130 students each, two medium classrooms with a capacity for 72 students each, two small classrooms with a capacity for 46 students each, a seminar room with a capacity for 24 students, two computer labs with a capacity for 40 students each, two conference rooms, 13 offices and an open study area. The exterior work included new landscape at the main entrance including the relocation of 139 trees and the addition of 470 parking spaces. As well as a new façade and a new entrance to the ITEC Center. Kell Munoz, from San Antonio was the Architect and Broaddus & Associates served as the Project Manager. Substantial Completion inspection took place on December 3, 2008. The project management team considers the project to be substantially complete and recommends approval of final payment to Spaw Glass.	
Recommended Action: Motion to accept Substantial Completion of the ITEC Center renovation and authorize the Assistant Vice President for Planning and Construction to close the project upon completion of punch list items and issue final payment.	
Fiscal Implications: Budgeted Item: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If no, explain:	
Attachments (List): Substantial Completion Form	

FOR OFFICE USE ONLY:
Board Action: Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Tabled for action on: _____
Certified by: _____ Title: _____ Date: _____



AIA[®] Document G704[™] – 2000

Certificate of Substantial Completion

PROJECT:
(Name and address):
Texas Southmost College ITECC
Facade
Brownsville, Texas

PROJECT NUMBER: T0013908/
CONTRACT FOR: General Construction
CONTRACT DATE: June 22, 2006

OWNER:
ARCHITECT:
CONTRACTOR:
FIELD:
OTHER:

TO OWNER:
(Name and address):
Texas Southmost College
1301 E. Madison
Brownsville, TX 78520

TO CONTRACTOR:
(Name and address):
SpawGlass Contractors, Inc.
4909 E. Grimes, Ste. 116
Harlingen, TX 78550

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

Entire Project

The Work performed under this Contract 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 above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

Warranty
Entire Project

Date of Commencement
December 03, 2008

Gomez Mendez Saenz, Inc.

December 04, 2008

ARCHITECT

BY

DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. 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.

Cost estimate of Work that is incomplete or defective: \$ 0.00

The Contractor will complete or correct the Work on the list of items attached hereto within Zero (0) days from the above date of Substantial Completion.

SpawGlass Contractors, Inc.

12.09.08

CONTRACTOR

BY

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at (time) on (date).

Texas Southmost College

OWNER

BY

DATE

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

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

Entire Project



GUZMAN & MUÑOZ
ENGINEERING AND SURVEYING, INC.

913 E. HARRISON, SUITE 14
HARLINGEN, TX 78550

PHONE: (956) 425-1330
FAX: (956) 425-1685

December 11, 2008

University Of Texas At Brownsville
& Texas Southmost College
Attn: Ms. Veronica Mendez
301 East Madison Street
Brownsville, Texas 78523

Re: ITECC Parking Lot Improvements
301 Mexico Boulevard
Brownsville, Texas 78523

Dear Ms. Mendez,

Guzman & Muñoz Engineering and Surveying, Inc. (GMES) performed a substantial completion observation on December 3, 2008 at the project site. The observation included only the improvements to the existing parking lot. GMES observation indicates the improvements were performed by Spawglass Construction in conformance with the plans and specifications prepared by GMES dated March 20, 2008. It is our opinion that as of December 3, 2008 the parking lot improvements are substantially complete. As such, we respectfully recommend The University Of Texas At Brownsville & Texas Southmost College accept as substantially complete the improvements to the parking lot as of December 3, 2008.

The warranty for labor and materials for the improvements to the parking lot starts on December 3, 2008, and it is expected to end on December 3, 2009. A list of items to be completed by January 5, 2009 is attached. This list was provided to Spawglass Construction via email.

ACCEPTANCE BY OWNER AND CONTRACTOR:

CONTRACTOR:

Spawglass construction agrees with the date of substantial completion and will correct all items noted in the list attached within the time specified.

<i>Clayton Freedy</i>		<i>12/11/08</i>
Name	Signature	Date

OWNER:

Owner accepts the parking lot improvements as substantially complete as of December 3, 2008 and will take possession of said premises as of the same date.

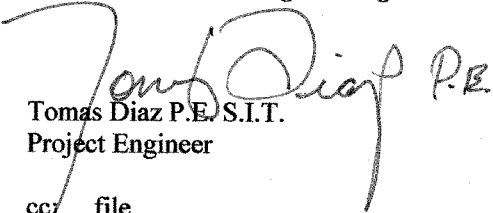
Name	Signature	Date

The list of items attached, and any other items noted in this correspondence do not relieve the contractor from any responsibilities noted in the executed contract between the owner and contractor. Said contract is not modified in any way shape or form by this correspondence.

You may reach me at 956-425-1330 should you have any questions and or comments.

Sincerely,

Guzman & Muñoz Engineering and Surveying, Inc.

 P.E.
Tomas Diaz P.E. S.I.T.
Project Engineer

cc: file

Certification of Substantial Completion

PROJECT:
International, Technology, Education
And Commerce Campus

PROJECT NUMBER 25041A
CONTRACT FOR: Interior Package
CONTRACT DATED: 3-13-06

OWNER Texas Southmost College
ARCHITECT KMA (Sterner)
CONTRACTORS SpawGlass Contractors, Inc
FIELD
OTHER

TO OWNER:
Texas Southmost College
80 Fort Brown
Brownsville, TX 78520

TO CONTRACTOR:
SpawGlass Contractors, Inc
4909 E. Grimes
Harlingen, TX 78550

CONTRACTOR

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL
OCCUPANCY OR USE SHALL INCLUDE:

INTERIOR PACKAGE ONLY

The Work performed under this Contract 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 above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

KMA Punch List dated 12-3-2008, attached.

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at **5:00 p.m.** (time) on **December 3, 2008** (date).

Texas Southmost College
OWNER

Kell Munoz Architects, Inc.
ARCHITECT

James Sterner
BY

December 3, 2008
DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. 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.

Cost estimate of Work that is incomplete or defective:

The Contractor will complete or correct the work on the list of items attached hereto within **thirty (30)** days from the above date of Substantial Completion.

SpawGlass Contractors

[Signature] 12/11/08

AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING
AIA DOCUMENT D401.



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AIA DOCUMENT G704 - 2000
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The American Institute of Architects
1735 New York Avenue, N.W.
Washington, D.C. 20006-5292

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

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



TEXAS SOUTHMOST COLLEGE DISTRICT

BOARD AGENDA REQUEST FORM

Department/Division: Finance Office/Partnership Affairs	Board Meeting Date: Dec. 16, 2008
Agenda Item: Consideration and possible action on Budget Amendments for Fiscal Year 2009	
Rationale/Background: Request for budget amendment #09-001 to adjust revenue and expenditures in the Campus Facilities Fund. The budget amendment is necessary to cover anticipated expenditures through year end.	
Recommended Action: Motion to approve budget amendment #09-001 for Fiscal Year 2009 as presented.	
Fiscal Implications: Budgeted Item: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If no, explain:	
Attachments (List): Budget Amendment: #09-001 Campus Facilities Fund	

FOR OFFICE USE ONLY:
Board Action: Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Tabled for action on: _____
Certified by: _____ Title: _____ Date: _____

**TEXAS SOUTHMOST COLLEGE
BUDGET AMENDMENT REQUEST
2008-2009**

Department: Campus Facilities
Date: December 16, 2008

Item No.	Account Number	Account Title	Current Budget	Revenues	Expenses	Amended Budget
1	965	Campus Improvements	\$ 1,975,000	\$ -	\$ 700,000	\$ 2,675,000
2	9003.711	Athletic Zone	\$ -	\$ -	\$ 850,000	\$ 850,000
3	9003.361	Perimeter Fence	\$ -	\$ -	\$ 739,000	\$ 739,000
Campus Facilities Fund Balance			\$ 2,669,792	\$ -	\$ 2,289,000	\$ 380,792

Reasons for Amendments:

- 1 To adjust for Campus Improvement expenses (\$200,000-Commissary; \$500,000 Cavalry)
- 2 To add Athletic Zone expenses
- 3 To add Perimeter Fence expenses

Asst VP for Finance

Nancy Maldonado for Melba Sanchez

President: _____

This amendment has been accepted _____, rejected _____, by the Texas Southmost College Board of Trustees

on _____:

Roberto Robles, M.D., Secretary

#09-001



TEXAS SOUTHMOST COLLEGE DISTRICT

BOARD AGENDA REQUEST FORM

Department/Division: Finance Office/Partnership Affairs	Board Meeting Date: December 16, 2008
Agenda Item: Comprehensive Annual Financial Report (CAFR) and Audit	
Rationale/Background: The Texas Higher Education Coordinating Board (THECB) issues a manual for various reporting requirements including the annual financial report (AFR), in an effort to promote consistent and uniform reporting amongst Texas public community and junior colleges. The CAFR meets the requirements of the THECB and is presented along with the audit results for acceptance. Upon acceptance, the bound and audited financial statements will be distributed to the various agencies listed in the THECB manual.	
Recommended Action: Staff recommends that the Board accept the attached CAFR and Audit for Fiscal Year 2008.	
Fiscal Implications: Budgeted Item: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A If no, explain:	
Attachments (List): Texas Southmost College District Comprehensive Annual Financial Report Year Ended August 31, 2008	

FOR OFFICE USE ONLY:
Board Action: Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Tabled for action on: _____
Certified by: _____ Title: _____ Date: _____