

Notice of Public Meeting

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Navajo County Community College District Governing Board (Board) and to the general public that the Board will hold a regular District Governing Board Meeting, a Public Hearing, and a Special Meeting, all open to the public on May 19, 2015 beginning at 10:00 a.m. The meetings will be held at the Northland Pioneer College Painted Desert Campus, Tiponi Community Center meeting room, located at 2251 E. Navajo Blvd., Holbrook, Arizona.

One or more Board members and/or staff members may participate in the meeting by telephone if necessary.

The public is invited to check on addenda that may be posted up to 24 hours prior to the meetings. Copies of the meeting agenda may be obtained through the Office of the President, Northland Pioneer College, Painted Desert Campus, 2251 E. Navajo Blvd., Holbrook, AZ, telephone (928) 524-7418 or (800) 266-7845 Ext. 7418, at least 24 hours in advance of the meeting. If any disabled person needs any type of accommodation, please notify Lisa Jayne at the above address or telephone number at least 24 hours prior to the scheduled time.

The Board may vote to hold an executive session for the purpose of obtaining legal advice from the District's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3). Should the District's attorney not be present in person, notice is further given that the attorney may appear by speakerphone.

I, Lisa Jayne, certify that this notice of public meeting, prepared pursuant to A.R.S. § 38-431.02, was posted on or before the 18th day of May 2015, at 10:00 a.m.

Lisa Jayne
Recording Secretary to the Board

NOTICE DISTRIBUTION

1. WHITE MOUNTAIN INDEPENDENT NEWSPAPER
2. TRIBUNE-NEWS & SNOWFLAKE HERALD NEWSPAPERS
3. NAVAJO TIMES
4. NAVAJO-HOPI OBSERVER
5. KINO RADIO
6. KNNB RADIO
7. KONOPNICKI COMMUNICATIONS [KQAZ/KTHQ/KNKI RADIO]
8. KWKM RADIO
9. WHITE MOUNTAIN RADIO
10. NPC WEB SITE
11. NPC ADMINISTRATORS AND STAFF
12. NPC FACULTY ASSOCIATION PRESIDENT
13. NPC CLASSIFIED AND ADMINISTRATIVE SUPPORT ORGANIZATION PRESIDENT
14. NPC STUDENT GOVERNMENT ASSOCIATION PRESIDENT

OUR MISSION

Northland Pioneer College
creates, supports
and promotes
lifelong learning.



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

PUBLIC NOTICE OF NONDISCRIMINATION: Northland Pioneer College does not discriminate on the basis of race, color, national origin, veteran status, religion, marital status, gender, age or disability in admission or access to, or treatment or employment in its educational programs or activities. District grievance procedures will be followed for compliance with Title IX and Section 504 requirements. The Affirmative Action Compliance Officer is the Director of Human Resources, 2251 E. Navajo Blvd., Holbrook, Arizona 86025, (800) 266-7845. The Section 504 Compliance Officer is the Coordinator of Disability Resource and Access, 1001 W. Deuce of Clubs, Show Low, Arizona 85901, (800) 266-7845. The lack of English language skills will not be a barrier to admission and participation in vocational education programs. Revised 9-12-14

Governing Board Meeting Public Hearing and Special Meeting Agenda

Painted Desert Campus Tipton Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Date: May 19, 2015

Time: 10:00 a.m.

Truth in Taxation - Notice of Tax Increase Public Hearing

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order	Chair Handorf
2.	Truth in Taxation Publication	Vice President Hatch
3.	Presentation of Proposed 2015-2016 Primary Property Tax	Vice President Hatch
4.	Call for Public Comment	Chair Handorf
5.	Adjournment (Action)	Chair Handorf

2015-2016 Proposed Budget Public Hearing

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order	Chair Handorf
2.	Presentation of Proposed 2015-2016 Budget	Vice President Hatch
3.	Call for Public Comment	Chair Handorf
4.	Adjournment (Action)	Chair Handorf

Special Meeting

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order	Chair Handorf
2.	Request to Approve 2015-2016 Property Tax Increase (Action)	Vice President Hatch
3.	Request to Adopt 2015-2016 Proposed Budget (Action)	Vice President Hatch
4.	Request to Adopt 2015-2018 Proposed Capital Budget (Action)	Vice President Hatch
5.	Adjournment (Action)	Chair Handorf



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Truth in Taxation Hearing Notice of Tax Increase

In compliance with section §15-1461.01, Arizona Revised Statutes, Navajo County Community College District is notifying its property taxpayers of Navajo County Community College District's intention to raise its primary property taxes over last year's level. The Navajo County Community College District is proposing an increase in primary property taxes of **\$284,808** or **2.0%**.

For example, the proposed tax increase will cause Navajo County Community College District's primary property taxes on a \$100,000 home to increase from **\$170.81** (total taxes that would be owed without the proposed tax increase) to **\$174.23** (total proposed taxes including the tax increase).

This proposed increase is exclusive of increased primary property taxes received from new construction. The increase is also exclusive of any changes that may occur from property tax levies for voter approved bonded indebtedness or budget and tax overrides.

All interested citizens are invited to attend the public hearing on the tax increase that is scheduled to be held **Tuesday, May 19, 2015** at 10:00 A.M. (M.S.T.) at the Holbrook – Painted Desert Campus Tiponi Community Center, 2251 E. Navajo Blvd., Holbrook, Arizona.

Truth in Taxation Hearing

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Starting Fall 2013
Internet Class Testing
To ensure your success, online students must demonstrate computer skills before they enroll.
[Read more here.](#)

Truth in Taxation Hearing Notice

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DIVISIONS

Arts & Sciences
Career & Technical Education
Nursing & Allied Health

ASSOCIATE DEGREES

AGS Early Childhood:
Infant/Toddler
Management
Preschool
Special Needs Educational Assistant
Applied Science
Arts
Arts in Elementary Education
Business
General Studies
Science

CONTACT US

Employee Directory

CERTIFICATE OF APPLIED SCIENCE

NPC EVENTS
College News & Events
Kids College
Noncredit Classes
Performing Arts Center
Shows
Tickets

CERTIFICATE OF PROFICIENCY

ADULT EDUCATION & GED
College Preparation
GED Prep & Testing
Math
Reading
Study Skills
Writing

STUDENT OPTIONS

College Credit in High School
Online Classes
Teacher Certification Classes
University Transfer Degrees
Transfer Agreements

ACADEMIC RESOURCES

Academic Calendar
Class Schedule Search Engine
College Catalog
Holiday/Closure Schedule
NPC Office Hours

PAYING FOR CLASSES

Payment Due Dates
e-Cashier Payment Plan
NPC Money Card
Refund Policy
Scholarship Search Engine

COURSE SEARCH

See course description for classes offered during ANY term.

STUDENT RESOURCES

Academic Advising
Activities, Organizations & Clubs
Career & Alumni Services
Closures & Alerts
Computer & Technical Support
Disability Resource & Access
Library
Online Bookstore
Records & Registration Office
Student Orientation Advising Registration
Tutoring

Home » Public Comment Form

Public Comment Form

The Navajo County Community College District Governing Board will conduct **Truth in Taxation** and **Budget** public hearings on **Tuesday, May 19, 2015**, beginning at 10 a.m. (M.S.T.), in the Tiponi Community Center on the Holbrook – Painted Desert Campus, 2251 E. Navajo Blvd.

The **preliminary 2015-2016 budget**, as adopted by the Governing Board proposes increasing the **Primary Tax Levy** by two percent, pursuant to A.R.S. §42-17051. Based on Navajo County's declining property valuations, the **Primary Tax Rate** per \$100 Net Assessed Valuation will increase at a higher rate. The laws governing the tax levy require the reporting of the increase in two different ways:

Amount Levied	Proposed (2016)	Current (2015)	Amount of Increase	Percentage Increase
Levy	\$14,509,355	\$14,035,753	\$473,602	3.4%
Rate/\$100 Net Assessed Valuation	\$1.7423	\$1.6610	\$0.0813	4.9%
Truth in Taxation Levy	\$14,509,355	\$14,224,547	\$284,808	2.0%
Truth in Taxation Rate	\$1.7423	\$1.7081	\$0.0342	2.0%

You may use the form below to submit your comments, or request clarification on the proposed tax rate, tax levy, or proposed budget.

PUBLIC HEARING FOR TRUTH IN TAXATION

Summary:

Prior to the May 19, 2015 District Governing Board special meeting, a public hearing will be held to review the Truth in Taxation notice associated with the proposed budget for fiscal year 2015-16.

Truth in Taxation notices were published three times in the Tribune-News and three times in the White Mountain Independent. State statute requires the notice be “published twice in a newspaper of general circulation”. The College has posted the Truth in Taxation notice in these two newspapers for several years. A news release concerning the Truth in Taxation hearing and the budget hearing was also issued following the April 14, 2015 regular District Governing Board meeting and details were posted on the NPC website. A copy of each of these items is included.

Correspondence from the Property Tax Oversight Commission concerning the Levy Limit Worksheet and the Truth in Taxation hearing are also included. Please note that the Truth in Taxation – Notice of Tax Increase percentage change is the maximum allowable increase of 2%.

With a reduction in overall valuation the levy increase will cause upward movement on the property tax rate. The total average property tax burden in Navajo County is expected to continue in the bottom half compared to other Arizona counties. NPC’s tax rate is also in the bottom half compared to other community college districts and is below the average rate for primary property taxes.



PROPERTY TAX OVERSIGHT COMMISSION

Arizona Department of Revenue Building



March 30, 2015

Douglas A. Ducey
Governor

David Raber
Chairman

Blaine Hatch, Vice President for Administrative Services
Northland Pioneer College
P.O. Box 610
Holbrook, AZ 86025

Jim Brodnax Kevin McCarthy
Member Member
Jeff Lindsey Fred Stiles
Member Member

RE: Truth in Taxation Hearing

Dear Mr. Hatch:

Attached is the 2015 levy limit worksheet with net assessed values certified by the County Assessor. Per A.R.S. § 42-17052(A), these values cannot be changed after February 10 without the approval of the Property Tax Oversight Commission. Therefore, the total net assessed values of **\$832,770,173** noted in Section C must be used when adopting a primary property tax levy and tax rate. Please note the maximum allowable tax rate and levy limit in Section D of the levy limit worksheet.

If the proposed tax levy, excluding amounts that are attributable to new construction, is greater than the amount levied in the preceding tax year, a truth in taxation hearing must be held. Therefore, if Northland Pioneer College intends to levy a tax rate greater than **\$1.7081**, a truth in taxation hearing must be held. Reference the attached levy limit worksheet for the truth in taxation rate calculation.

If a truth in taxation hearing is required, refer to § 42-17107 for the notice and hearing procedures. The published notice must use the exact statutory language within the solid black border (and nothing more) to be in compliance. The governing body must consider a motion to levy the increased property taxes by roll call vote. Within three days after the truth in taxation hearing, forward to my attention a copy of the published truth in taxation notice, the affidavit of publication, and the result of the roll call to consider a motion to levy the increased property taxes.

If you have any questions regarding the truth in taxation hearing requirements, please feel free to contact me at (602) 716-6436 or dteller@azdor.gov. Thank you for your cooperation with the Commission.

Sincerely,

A handwritten signature in cursive script that reads "Darlene Teller".

Darlene Teller
PTOC Staff

cc: James Menlove, Finance Director, Navajo County

2015 LEVY LIMIT WORKSHEET

NAVAJO COUNTY - NORTHLAND PIONEER COLLEGE
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MAXIMUM LEVY	2014
A.1. Maximum Allowable Primary Tax Levy	\$14,035,753
A.2. A.1 multiplied by 1.02	\$14,316,468

CURRENT YEAR NET ASSESSED VALUE SUBJECT TO TAXATION IN PRIOR YEAR	2015
B.1. Centrally Assessed	\$257,137,386
B.2. Locally Assessed Real Property	\$549,905,532
B.3. Locally Assessed Personal Property	\$14,662,934
B.4. Total Assessed Value (B.1 through B.3)	\$821,705,852
B.5. B.4. divided by 100	\$8,217,059

CURRENT YEAR NET ASSESSED VALUES	2015
C.1. Centrally Assessed	\$261,979,130
C.2. Locally Assessed Real Property	\$556,128,109
C.3. Locally Assessed Personal Property	\$14,662,934
C.4. Total Assessed Value (C.1 through C.3)	\$832,770,173
C.5. C.4. divided by 100	\$8,327,702

LEVY LIMIT CALCULATION	2015
D.1. LINE A.2	\$14,316,468
D.2. LINE B.5	\$8,217,059
D.3. D.1/D.2 (MAXIMUM ALLOWABLE TAX RATE)	1.7423
D.4. LINE C.5	\$8,327,702
D.5. D.3 multiplied by D.4 = MAXIMUM ALLOWABLE LEVY LIMIT	\$14,509,355
D.6. Excess Collections/Excess Levy	
D.7. Amount in Excess of Expenditure Limit	
D.8. ALLOWABLE LEVY LIMIT (D.5 - D.6 - D.7)	\$14,509,355

<i>2015 New Construction</i>	\$11,064,321
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<i>Prior year actual levy (from line F.1 of the 2014 worksheet)</i>	\$14,035,753
<i>Divided by current values excluding new construction per line B.5</i>	\$8,217,059
Truth in Taxation Rate	1.7081

If the proposed tax rate is greater than the Truth in Taxation Rate noted above, a truth in taxation hearing must be held. (see A.R.S. § 42-17107)

Note: The values certified by the County Assessor cannot be changed after February 10 without the approval of the Property Tax Oversight Commission pursuant to § 42-17051.A. Therefore, the total net assessed values per line C.4 must be used when adopting a primary property tax levy and tax rate.

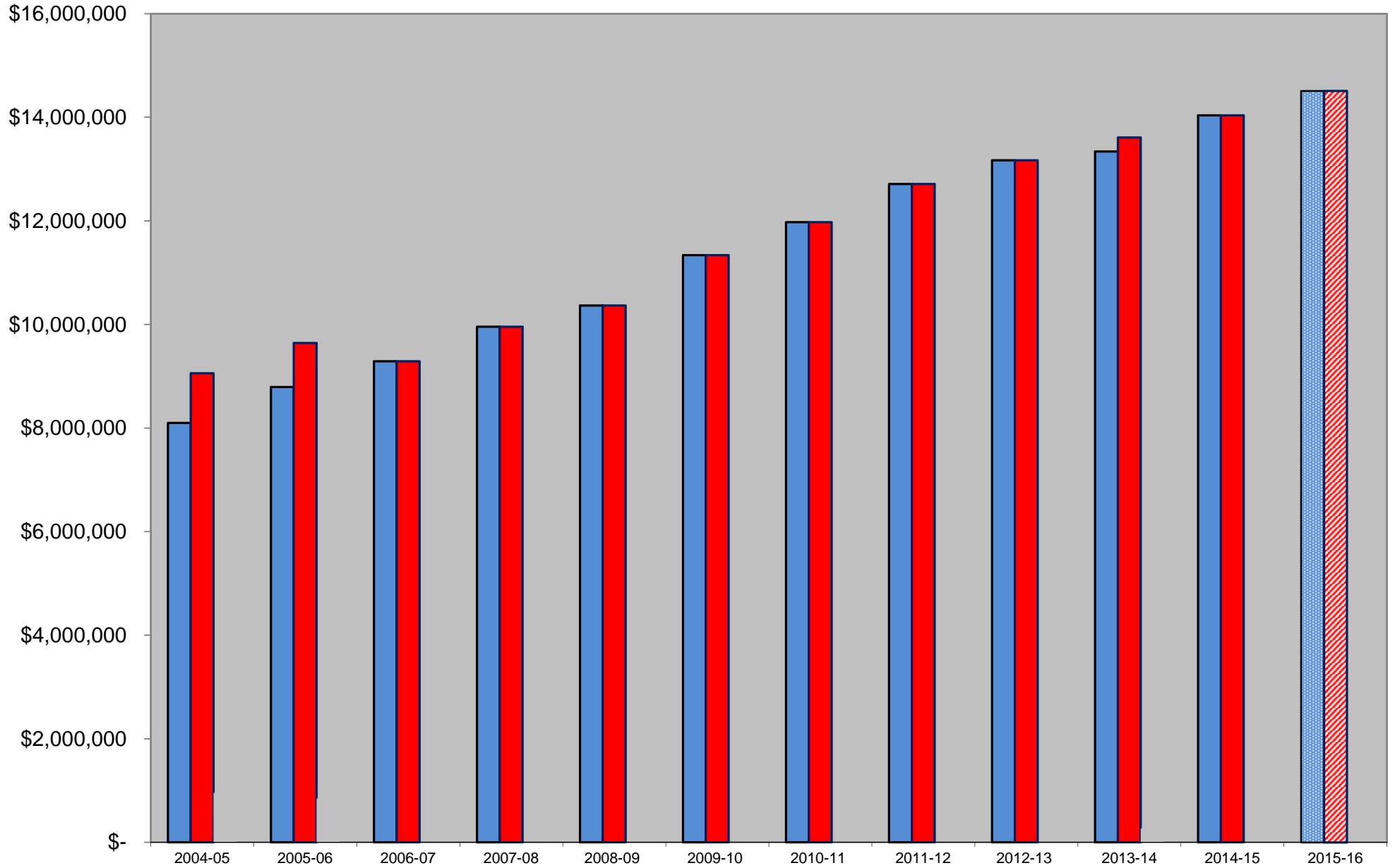
For questions, contact Darlene Teller at (602) 716-6436 or dteller@azdor.gov.

Truth in Taxation Analysis

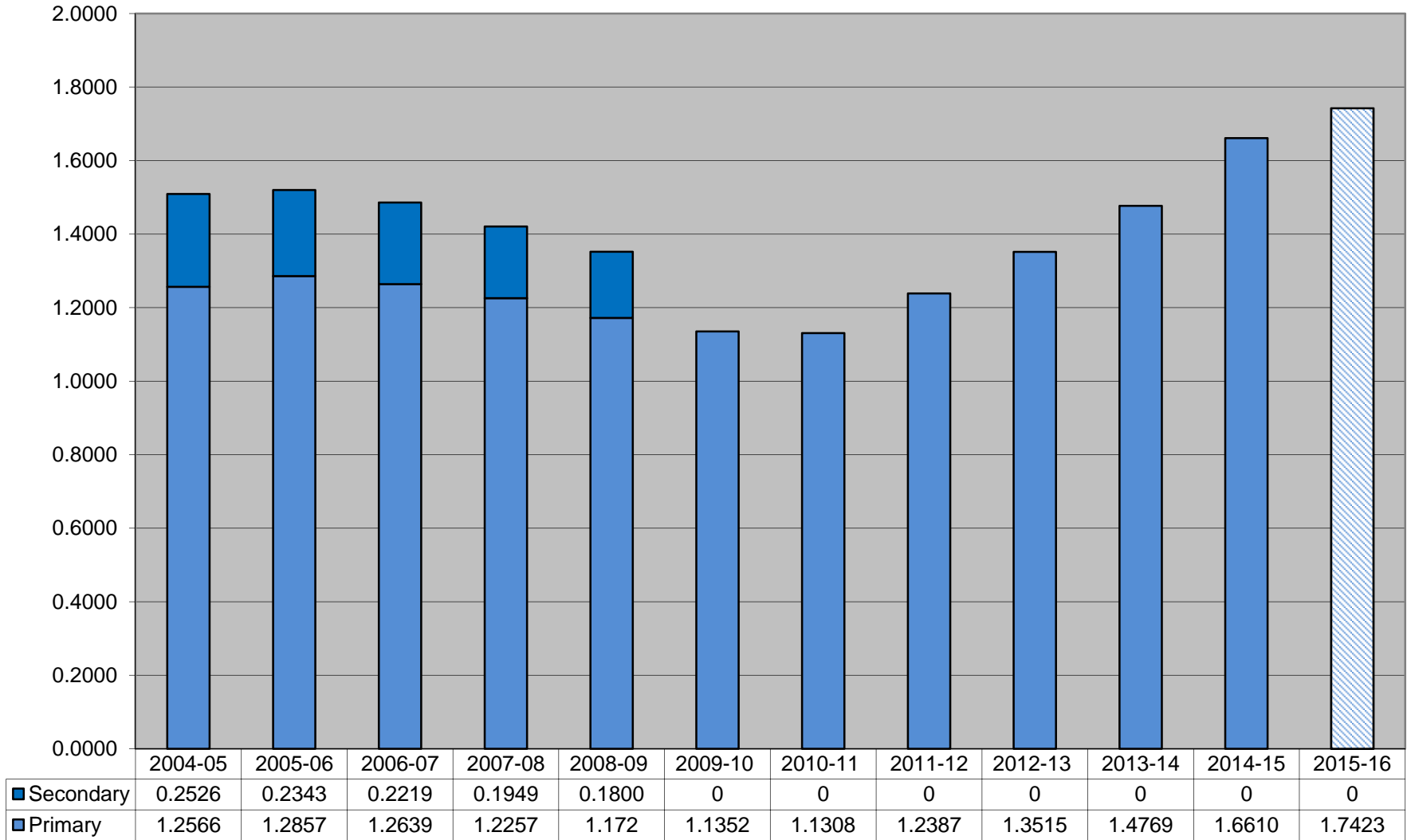
Calculation for Truth in Taxation Hearing Notice pursuant to A.R.S. § 42-17107

Actual current primary property tax levy: <i>(line F.1. actual levy from prior year's final levy limit worksheet)</i>	\$ 14,035,753
Net assessed valuation: <i>(line C.4. from current year's worksheet)</i>	\$ 832,770,173
Value of new construction:	\$ 11,064,321
Net assessed value minus new construction: <i>(line B.4. from current year's levy limit worksheet)</i>	\$ 821,705,852
MAXIMUM TAX RATE THAT CAN BE IMPOSED WITHOUT A TRUTH IN TAXATION HEARING:	\$ 1.7081
Growth in property tax levy capacity associated with new construction:	\$ 188,990
MAXIMUM PRIMARY PROPERTY TAX LEVY WITHOUT A TRUTH IN TAXATION HEARING:	\$ 14,224,547
Proposed primary property tax levy:	\$ 14,509,355
Proposed increase in primary property tax levy, exclusive of new construction	\$ 284,808
Proposed percentage increase in primary property tax levy:	2.0%
Proposed primary property tax rate:	\$ 1.7423
Proposed increase in primary property tax rate:	\$ 0.0342
Proposed primary property tax levy on a home valued at \$100,000	\$ 174.23
Primary property tax levy on a home valued at \$100,000 if the tax rate was not raised:	\$ 170.81
Proposed primary property tax levy increase on a home valued at \$100,000:	\$ 3.42

NPC Primary Maximum Property Tax Levy compared to Actual Levy



NPC Historical Property Tax Rates

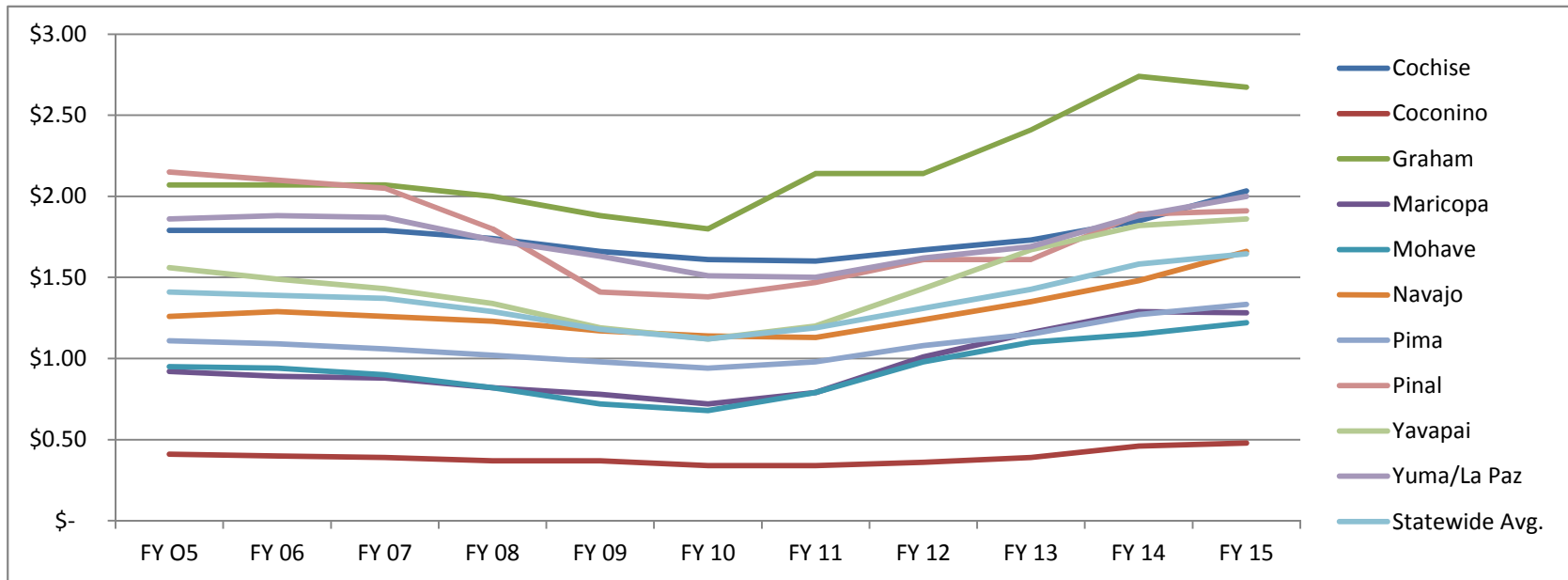


Community College Primary Property Tax Rates

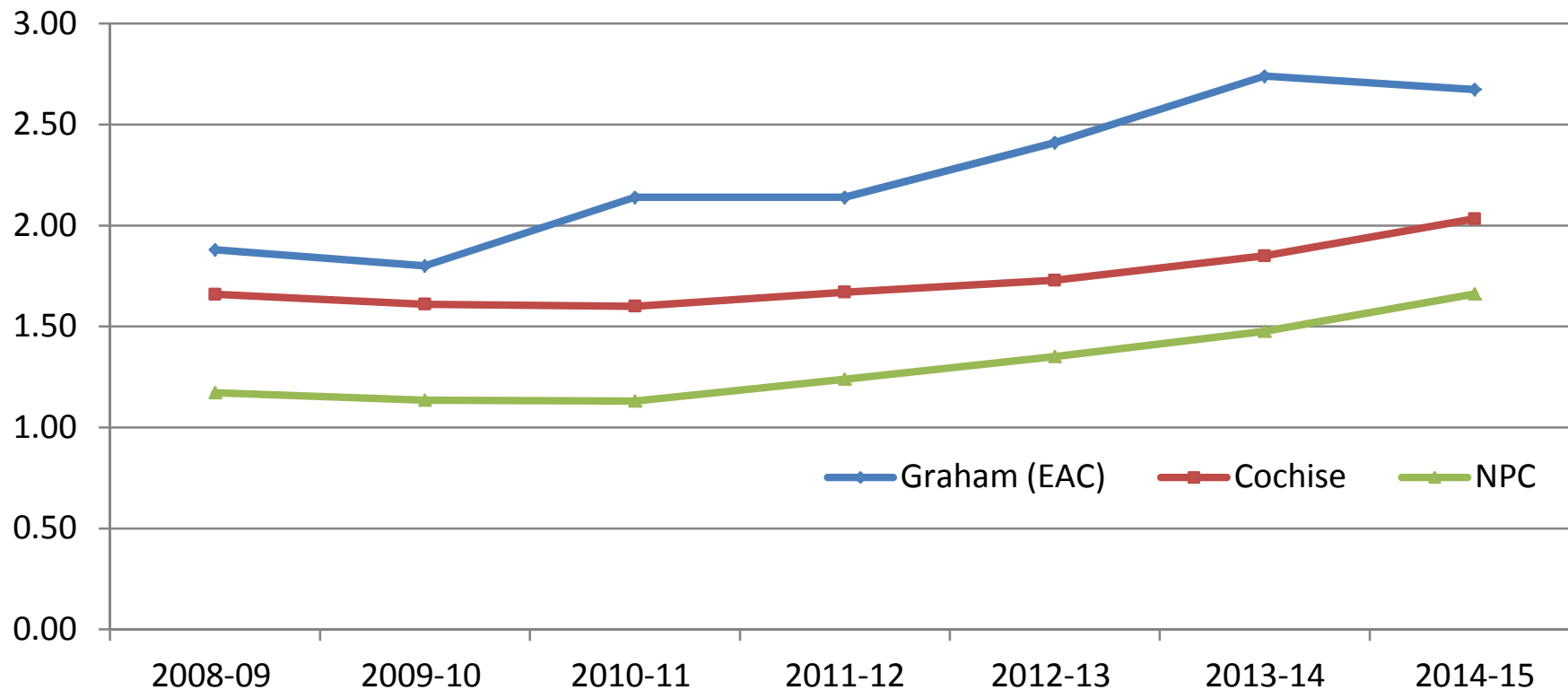
CC District	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15
Cochise	\$ 1.79	\$ 1.79	\$ 1.79	\$ 1.74	\$ 1.66	\$ 1.61	\$ 1.60	\$ 1.67	\$ 1.73	\$ 1.85	\$ 2.03
Coconino	\$ 0.41	\$ 0.40	\$ 0.39	\$ 0.37	\$ 0.37	\$ 0.34	\$ 0.34	\$ 0.36	\$ 0.39	\$ 0.46	\$ 0.48
Graham	\$ 2.07	\$ 2.07	\$ 2.07	\$ 2.00	\$ 1.88	\$ 1.80	\$ 2.14	\$ 2.14	\$ 2.41	\$ 2.74	\$ 2.67
Maricopa	\$ 0.92	\$ 0.89	\$ 0.88	\$ 0.82	\$ 0.78	\$ 0.72	\$ 0.79	\$ 1.01	\$ 1.16	\$ 1.29	\$ 1.28
Mohave	\$ 0.95	\$ 0.94	\$ 0.90	\$ 0.82	\$ 0.72	\$ 0.68	\$ 0.79	\$ 0.98	\$ 1.10	\$ 1.15	\$ 1.22
Navajo	\$ 1.26	\$ 1.29	\$ 1.26	\$ 1.23	\$ 1.17	\$ 1.14	\$ 1.13	\$ 1.24	\$ 1.35	\$ 1.48	\$ 1.66
Pima	\$ 1.11	\$ 1.09	\$ 1.06	\$ 1.02	\$ 0.98	\$ 0.94	\$ 0.98	\$ 1.08	\$ 1.15	\$ 1.27	\$ 1.33
Pinal	\$ 2.15	\$ 2.10	\$ 2.05	\$ 1.80	\$ 1.41	\$ 1.38	\$ 1.47	\$ 1.61	\$ 1.61	\$ 1.89	\$ 1.91
Yavapai	\$ 1.56	\$ 1.49	\$ 1.43	\$ 1.34	\$ 1.19	\$ 1.12	\$ 1.20	\$ 1.43	\$ 1.67	\$ 1.82	\$ 1.86
Yuma/La Paz	\$ 1.86	\$ 1.88	\$ 1.87	\$ 1.73	\$ 1.63	\$ 1.51	\$ 1.50	\$ 1.62	\$ 1.69	\$ 1.88	\$ 2.00
Statewide Avg.	\$ 1.41	\$ 1.39	\$ 1.37	\$ 1.29	\$ 1.18	\$ 1.12	\$ 1.19	\$ 1.31	\$ 1.43	\$ 1.58	\$ 1.65

Provisional District's Primary Property Tax Rates

	2012	2013	2014	2015
Gila	0.68	\$ 0.75	\$ 0.87	\$ 0.96
Santa Cruz	0.07	\$ 0.07	\$ 0.42	\$ 0.45



Primary Property Tax Rates for Equalization CCs



PUBLIC HEARING FOR 2015-2016 PROPOSED BUDGET

Summary:

The approved preliminary budget was posted on the NPC website immediately after the April 14, 2015 regular District Governing Board meeting. In accordance with statutory requirements, the preliminary budget was published on May 13, 2015 in the Holbrook Tribune along with a notice of the budget hearing. The preliminary budget and public hearing notice were also published on May 12, 2015 in the White Mountain Independent.

The official budget documents are attached. No alterations have been made to the preliminary budget approved by the Board. The 2015-16 proposed budget is aligned with the NPC 2014-2017 Strategic Plan approved by the District Governing Board. Extensive involvement at the department and executive level resulted in the proposed budget.

Staff anticipates the expenditure limit will be breached in FYE 2016, however carryforward funds will be used to cover the expected overage. The current available carryforward amounts to approximately \$30 million.

Staff will review the budget and be prepared to answer questions from the Board and the public. The budget can be reduced, but cannot be increased following the public hearing.

**OFFICIAL BUDGET FORMS
NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
FISCAL YEAR 2016**

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
BUDGET FOR FISCAL YEAR 2016
SUMMARY OF BUDGET DATA**

	Budget 2016	Budget 2015	Increase/Decrease From Budget 2015 To Budget 2016	
			Amount	%
I. CURRENT GENERAL AND PLANT FUNDS				
A. Expenditures:				
Current General Fund	\$ 26,077,253	\$ 25,827,253	\$ 250,000	1.0%
Unexpended Plant Fund	5,145,500	7,775,400	(2,629,900)	-33.8%
Retirement of Indebtedness Plant Fund				
TOTAL	\$ 31,222,753	\$ 33,602,653	\$ (2,379,900)	-7.1%
B. Expenditures Per Full-Time Student Equivalent (FTSE):				
Current General Fund	\$ 13,373 /FTSE	\$ 12,914 /FTSE	\$ 459 /FTSE	3.6%
Unexpended Plant Fund	\$ 2,639 /FTSE	\$ 3,888 /FTSE	\$ (1,249) /FTSE	-32.1%
Projected FTSE Count	1,950	2,000		
II. TOTAL ALL FUNDS ESTIMATED PERSONNEL COMPENSATION				
Employee Salaries and Hourly Costs	\$ 14,651,144	\$ 14,555,000	\$ 96,144	0.7%
Retirement Costs	1,561,637	1,579,000	(17,363)	-1.1%
Healthcare Costs	1,488,040	1,528,000	(39,960)	-2.6%
Other Benefit Costs	1,360,976	1,337,000	23,976	1.8%
TOTAL	\$ 19,061,797	\$ 18,999,000	\$ 62,797	0.3%
III. SUMMARY OF PRIMARY AND SECONDARY PROPERTY TAX LEVIES AND RATES				
A. Amount Levied:				
Primary Tax Levy	\$ 14,509,355	\$ 14,035,753	\$ 473,602	3.4%
Secondary Tax Levy				
TOTAL LEVY	\$ 14,509,355	\$ 14,035,753	\$ 473,602	3.4%
B. Rates Per \$100 Net Assessed Valuation:				
Primary Tax Rate	1.7423	1.6610	0.0813	4.9%
Secondary Tax Rate				
TOTAL RATE	1.7423	1.6610	0.0813	4.9%
IV. MAXIMUM ALLOWABLE PRIMARY PROPERTY TAX LEVY FOR FISCAL YEAR 2016 PURSUANT TO A.R.S. §42-17051				\$ 14,509,355
V. AMOUNT RECEIVED FROM PRIMARY PROPERTY TAXES IN FISCAL YEAR 2015 IN EXCESS OF THE MAXIMUM ALLOWABLE AMOUNT AS CALCULATED PURSUANT TO A.R.S. §42-17051				\$ _____

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
BUDGET FOR FISCAL YEAR 2016
RESOURCES**

	CURRENT FUNDS			PLANT FUNDS		Other Funds 2016	Total All Funds 2016	Total All Funds 2015	% Increase/ Decrease
	General Fund 2016	Restricted Fund 2016	Auxiliary Fund 2016	Unexpended Plant Fund 2016	Retirement of Indebtedness 2016				
BEGINNING BALANCES-July 1*									
Restricted	\$	\$ 600,000	\$	\$	\$	\$	\$ 600,000	\$ 700,000	-14.3%
Unrestricted	33,700,000	600,000		10,800,000			45,100,000	46,300,000	-2.6%
Total Beginning Balances	\$ 33,700,000	\$ 1,200,000	\$	\$ 10,800,000	\$	\$	\$ 45,700,000	\$ 47,000,000	-2.8%
REVENUES AND OTHER INFLOWS									
Student Tuition and Fees									
General Tuition	\$ 2,800,000	\$	\$	\$	\$	\$	\$ 2,800,000	\$ 2,700,000	3.7%
Out-of-District Tuition									
Out-of-State Tuition	100,000						100,000	100,000	
Student Fees	700,000						700,000	700,000	
Tuition and Fee Remissions or Waivers	1,000,000						1,000,000	1,000,000	
State Appropriations									
Maintenance Support	1,582,200						1,582,200	1,618,200	-2.2%
Equalization Aid	5,834,300						5,834,300	5,283,300	10.4%
Capital Support				345,500			345,500	375,400	-8.0%
Property Taxes									
Primary Tax Levy	14,470,753						14,470,753	14,035,753	3.1%
Secondary Tax Levy									
Gifts, Grants, and Contracts	1,800,000	6,000,000					7,800,000	7,800,000	
Sales and Services									
Investment Income	140,000						140,000	140,000	
State Shared Sales Tax		400,000					400,000	400,000	
Other Revenues	200,000		500,000				700,000	700,000	
Proceeds from Sale of Bonds									
Total Revenues and Other Inflows	\$ 28,627,253	\$ 6,400,000	\$ 500,000	\$ 345,500	\$	\$	\$ 35,872,753	\$ 34,852,653	2.9%
TRANSFERS									
Transfers In		600,000	150,000	2,000,000			2,750,000	2,750,000	
(Transfers Out)	(2,750,000)						(2,750,000)	(2,750,000)	
Total Transfers	(2,750,000)	600,000	150,000	2,000,000					
Less:									
Governing Board Designations	(20,461,373)	(1,600,000)					(22,061,373)	(19,686,373)	12.1%
Policy 1924 - Future Cash Reserve	(13,038,627)						(13,038,627)	(12,913,627)	1.0%
Policy 1926 - Future Capital Reserve				(8,000,000)			(8,000,000)	(8,000,000)	
Total Resources Available for the Budget Year	\$ 26,077,253	\$ 6,600,000	\$ 650,000	\$ 5,145,500	\$	\$	\$ 38,472,753	\$ 41,252,653	-6.7%

*These amounts exclude amounts not in spendable form (i.e., prepaids, inventories, and capital assets) or amounts legally or contractually required to be maintained intact.

**NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE
BUDGET FOR FISCAL YEAR 2016
EXPENDITURES AND OTHER OUTFLOWS**

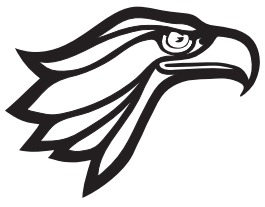
TOTAL RESOURCES AVAILABLE FOR THE BUDGET YEAR (from Schedule B)

EXPENDITURES AND OTHER OUTFLOWS

Instruction
Public Service
Academic Support
Student Services
Institutional Support (Administration)
Operation and Maintenance of Plant
Scholarships
Auxiliary Enterprises
Capital Assets
Debt Service-General Obligation Bonds
Debt Service-Other Long Term Debt
Other Expenditures
Contingency

Total Expenditures and Other Outflows

	CURRENT FUNDS			PLANT FUNDS		Other Funds 2016	Total All Funds 2016	Total All Funds 2015	% Increase/ Decrease
	General Fund 2016	Restricted Fund 2016	Auxiliary Fund 2016	Unexpended Plant Fund 2016	Retirement of Indebtedness 2016				
	\$ 26,077,253	\$ 6,600,000	\$ 650,000	\$ 5,145,500	\$	\$	\$ 38,472,753	\$ 41,252,653	-6.7%
	\$ 10,059,741	\$ 1,400,000	\$	\$	\$	\$	\$ 11,459,741	\$ 12,187,781	-6.0%
		20,000					20,000	20,000	
	1,097,567						1,097,567	1,124,279	-2.4%
	1,707,284	650,000					2,357,284	2,425,677	-2.8%
	7,878,662	30,000					7,908,662	9,197,951	-14.0%
	1,687,028						1,687,028	1,650,068	2.2%
	1,944,275	4,500,000					6,444,275	5,214,625	23.6%
			650,000				650,000	205,000	217.1%
				5,145,500			5,145,500	7,775,400	-33.8%
	1,702,696						1,702,696	1,451,872	17.3%
	\$ 26,077,253	\$ 6,600,000	\$ 650,000	\$ 5,145,500	\$	\$	\$ 38,472,753	\$ 41,252,653	-6.7%



NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE BUDGET FOR FISCAL YEAR 2016
SUMMARY OF BUDGET DATA — SCHEDULE A

Northland Pioneer College

EXPANDING MINDS • TRANSFORMING LIVESSM

Notice is hereby given to the residents and taxpayers of the Navajo County Community College District that the District Governing Board will conduct **Truth in Taxation** (per Arizona Revised Statutes, §15-1461.01) and **Budget Public Hearings** for consideration of the proposed budget for the 2015–2016 Fiscal Year at the Tiponi Community Center, 2251 E. Navajo Blvd., Holbrook, Arizona, 86025, on **Tuesday, May 19, 2015** at 10:00 a.m. (M.S.T.)

A **Special Board Meeting** for the purpose of adopting the District's 2015–2016 budget shall be held immediately following the Budget Hearing at the same location.

Budget data conforms to mandates of law specified in Arizona Revised Statutes §15-1461 concerning the advertisement and publication of budget information.

Dr. Jeanne Swarthout, President, Northland Pioneer College

Questions about the budget should be directed to **V. Blaine Hatch**, Vice President for Administrative Services, (928) 524-7440.

The budget is posted for public review on the college's website, www.npc.edu/2016_prelim_budget.

Published in the *White Mountain Independent*, May 12, 2015

	Budget		Increase/Decrease	
	2016	2015	From Budget 2015 to Budget 2016	
	Amount		Amount	%
I. CURRENT GENERAL AND PLANT FUNDS				
A. Expenditures:				
Current General Fund	\$26,077,253	\$25,827,253	\$250,000	1.0%
Unexpended Plant Fund	5,145,500	7,775,400	(2,629,900)	-33.8%
Retirement of Indebtedness Fund	-0-	-0-	-0-	-0-
TOTAL	\$31,222,753	\$33,602,653	(\$2,379,900)	-7.1%
B. Expenditures Per Full-Time Student Equivalent (FTSE)				
Current General Fund	\$13,373/FTSE	\$12,914/FTSE	\$459/FTSE	3.6%
Unexpended Plant Fund	\$2,639/FTSE	\$3,888/FTSE	(\$1,249)/FTSE	-32.1%
Projected FTSE Count	1,950	2,000		
II. TOTAL ALL FUNDS ESTIMATED PERSONNEL COMPENSATION				
Employee Salaries and Hourly Costs	\$14,651,144	\$14,555,000	\$96,144	0.7%
Retirement Costs	1,561,637	1,579,000	(17,363)	-1.1%
Healthcare Costs	1,488,040	1,528,000	(39,960)	-2.6%
Other Benefit Costs	1,360,976	1,337,000	23,976	1.8%
TOTAL	\$19,061,797	\$18,999,000	\$62,797	0.3%
III. SUMMARY OF PRIMARY AND SECONDARY PROPERTY TAX LEVIES AND RATES				
A. Amount Levied:				
Primary Tax Levy	\$14,509,355	\$14,035,753	\$473,602	3.4%
Secondary Tax Levy	-0-	-0-	-0-	-0-
TOTAL LEVY	\$14,509,355	\$14,035,753	\$473,602	3.4%
B. Rates Per \$100 Net Assessed Valuation:				
Primary Tax Rate	1.7423	1.6610	0.0813	4.9%
Secondary Tax Rate	-0-	-0-	-0-	-0-
TOTAL RATE	1.7423	1.6610	0.0813	4.9%
IV. MAXIMUM ALLOWABLE PRIMARY TAX LEVY FOR FISCAL YEAR 2016 PURSUANT TO A.R.S. §42-17051			\$14,509,355	
V. AMOUNT RECEIVED FROM PRIMARY PROPERTY TAXES IN FISCAL YEAR 2015 IN EXCESS OF THE MAXIMUM ALLOWABLE AMOUNT AS CALCULATED PURSUANT TO A.R.S. §42-17051.			-0-	

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE BUDGET FOR FISCAL YEAR 2016
RESOURCES — SCHEDULE B

	CURRENT FUNDS			PLANT FUNDS		Other Funds 2016	Total All Funds 2016	Total All Funds 2015	% Increase/Decrease
	General Fund 2016	Restricted Fund 2016	Auxiliary Fund 2016	Unexpended Plant Fund 2016	Retirement of Indebtedness 2016				
BEGINNING BALANCES – JULY 1 (Excludes amounts not in spendable form (i.e. prepaids, inventories, and capital assets) or amounts legally or contractually required to be maintained intact.)									
Restricted		\$600,000					\$600,000	\$700,000	-14.3%
Unrestricted	\$33,700,000	600,000		\$10,800,000			45,100,000	46,300,000	-2.6%
Total Beginning Balances	\$33,700,000	\$1,200,000		\$10,800,000			\$45,700,000	\$47,000,000	-2.8%
REVENUES AND OTHER INFLOWS									
Student Tuition and Fees									
General Tuition	\$2,800,000						\$2,800,000	\$2,700,000	3.7%
Out-of-District Tuition									
Out-of-State Tuition	100,000						100,000	100,000	
Student Fees	700,000						700,000	700,000	
Tuition and Fee Remissions or Waivers	1,000,000						1,000,000	1,000,000	
State Appropriations									
Maintenance Support	1,582,200						1,582,200	1,618,200	-2.2%
Equalization Aid	5,834,300						5,834,300	5,283,300	10.4%
Capital Support				345,500			345,500	375,400	-8.0%
Property Taxes									
Primary Tax Levy	14,470,753						14,470,753	14,035,753	3.1%
Secondary Tax Levy									
Gifts, Grants, and Contracts	1,800,000	6,000,000					7,800,000	7,800,000	
Sales and Services									
Investment Income	140,000						140,000	140,000	
State Shared Sales Tax		400,000					400,000	400,000	
Other Revenues	200,000		500,000				700,000	700,000	
Proceeds from Sale of Bonds									
Total Revenues and Other Inflows	\$28,627,253	\$6,400,000	\$500,000	\$345,500			\$35,872,753	\$34,852,653	2.9%
TRANSFERS									
Transfers In		600,000	150,000	2,000,000			2,750,000	2,750,000	
(Transfers Out)	(2,750,000)						(2,750,000)	(2,750,000)	
Total Transfers	(\$2,750,000)	\$600,000	\$150,000	\$2,000,000					
Less:									
Governing Board Designations	(20,461,373)	(\$1,600,000)					(22,061,373)	(19,686,373)	12.1%
Policy 1924 – Future Cash Reserves	(13,038,627)						(13,038,627)	(12,913,627)	1.0%
Policy 1926 – Future Capital Reserves				(8,000,000)			(8,000,000)	(8,000,000)	
Total Resources Available for Budget Year	\$26,077,253	\$6,600,000	\$650,000	\$5,145,500			\$38,472,753	\$41,252,653	-6.7%

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
NORTHLAND PIONEER COLLEGE BUDGET FOR FISCAL YEAR 2016
EXPENDITURES AND OTHER OUTFLOWS — SCHEDULE C

	CURRENT FUNDS			PLANT FUNDS		Other Funds 2016	Total All Funds 2016	Total All Funds 2015	% Increase/Decrease
	General Fund 2016	Restricted Fund 2016	Auxiliary Fund 2016	Unexpended Plant Fund 2016	Retirement of Indebtedness 2016				
TOTAL RESOURCES AVAILABLE FOR THE BUDGET YEAR (from Schedule B)	\$26,077,253	\$6,600,000	\$650,000	\$5,145,500			\$38,472,753	\$41,252,653	-6.7%
EXPENDITURES AND OTHER OUTFLOWS									
Instruction	\$10,059,741	\$1,400,000					\$11,459,741	\$12,187,781	-6.0%
Public Service		20,000					20,000	20,000	
Academic Support	1,097,567						1,097,567	1,124,279	-2.4%
Student Services	1,707,284	650,000					2,357,284	2,425,677	-2.8%
Institutional Support (Administration)	7,878,662	30,000					7,908,662	9,197,951	-14.0%
Operation and Maintenance of Plant	1,687,028						1,687,028	1,650,068	2.2%
Scholarships	1,944,275	4,500,000					6,444,275	5,214,625	23.6%
Auxiliary Enterprises			650,000				650,000	205,000	217.1%
Capital Assets				5,145,500			5,145,500	7,775,400	-33.8%
Debt Service – General Obligation Bonds									
Debt Service – Other Long Term Debt									
Other Expenditures									
Contingency	1,702,696						1,702,696	1,451,872	17.3%
Total Expenditures and Other Outflows	\$26,077,253	\$6,600,000	\$650,000	\$5,145,500			\$38,472,753	\$41,252,653	-6.7%

Home ▶ About NPC ▶ Public Notices ▶ Budgets ▶ 2016 Preliminary Budget



Starting Fall 2013
Internet Class Testing
To ensure your success, online students must demonstrate computer skills before they enroll.
[Read more here.](#)



Fiscal Year 2016 Preliminary Budget

Notice is hereby given to the residents and taxpayers of the Navajo County Community College District that the District Governing Board will conduct **Truth in Taxation** (per Arizona Revised Statutes, §15-1461.01) and **Budget Public Hearings** for consideration of the proposed budget for the 2015–2016 Fiscal Year at the Tiponi Community Center, 2251 E. Navajo Blvd., Holbrook, Arizona, 86025, on **Tuesday, May 19, 2015** at 10:00 a.m. (M.S.T.).

A **Special Board Meeting** for the purpose of adopting the District's 2015–2016 budget shall be held immediately following the Budget Hearing at the same location.

Budget data conforms to mandates of law specified in Arizona Revised Statutes §15-1461 concerning the advertisement and publication of budget information.

Dr. Jeanne Swarthout, President, Northland Pioneer College

Questions about the budget should be directed to **V. Blaine Hatch**, Vice President for Administrative Services, (928) 524-7440, or may be submitted [online](#).

ECONOMIC ESTIMATES COMMISSION

Department of Revenue Building



Douglas A. Ducey
Governor

David Raber
Chairman

Elliott D. Pollack
Member

Alan E. Maguire
Member

March 18, 2015

Community College Business Officials
State of Arizona

RE: Final FY 2015/16 Expenditure Limits

The final fiscal year 2015/16 expenditure limits for all community colleges are being supplied in accordance with Article IX, Section 21, Constitution of Arizona and A.R.S. § 41-563.

The fiscal year 1979/80 base limits have been adjusted for changes in the population and the cost of living between 1978 and 2014. The formula is shown below.

$$\frac{\text{2015/16 Population (estimate)}}{\text{1978 Population}} \times \frac{\text{GDP Implicit Price Deflator 2014}}{\text{GDP Implicit Price Deflator 1978}} \times \text{FY 1979/80 Base Limit} = \text{Final FY 2015/16 Expenditure Limit}$$

Please contact Karen Jacobs in Economic Research and Analysis at (602) 716-6923 if you have any questions.

Sincerely,

ECONOMIC ESTIMATES COMMISSION

A handwritten signature in black ink, appearing to read "DR", written over a horizontal line.

David Raber, Chairman

FINAL FY 2015/16 EXPENDITURE LIMITS: COMMUNITY COLLEGES

COMMUNITY COLLEGE DISTRICT	POPULATION**		POPULATION FACTOR	INFLATION FACTOR*	FY 1979/80 BASE LIMIT	FINAL FY 2015/16 EXPENDITURE LIMITATION
	2015/16	1979/80				
COCHISE	6,300	2,156	2.9221	2.8798	\$6,038,815	\$50,816,985
COCONINO	2,091	1,000	2.0910	2.8798	\$2,459,758	\$14,811,935
GILA	900	905	0.9945	2.8798	\$1,948,412	\$5,580,076
GRAHAM	3,350	1,329	2.5207	2.8798	\$4,508,230	\$32,725,875
MARICOPA	81,000	27,299	2.9671	2.8798	\$52,841,755	\$451,524,053
MOHAVE	3,150	1,033	3.0494	2.8798	\$3,163,993	\$27,785,046
NAVAJO	1,950	1,566	1.2452	2.8798	\$3,716,543	\$13,327,460
PIMA	23,000	11,038	2.0837	2.8798	\$19,071,763	\$114,444,168
PINAL	5,250	2,452	2.1411	2.8798	\$7,534,121	\$46,455,464
SANTA CRUZ	325	700	0.4643	2.8798	\$1,507,059	\$2,015,027
YAVAPAI	4,000	1,568	2.5510	2.8798	\$5,759,613	\$42,312,883
YUMA/LA PAZ	5,700	1,952	2.9201	2.8798	\$6,215,322	\$52,266,576
TOTAL	137,016	52,998	2.5853		\$114,765,384	\$854,065,548

* SOURCE: (2014 GDP Implicit Price Deflator - BEA, February 2014)/(1978 GDP Implicit Price Deflator) = 108.287 / 37.602

** FTSE counts are provided by Community College Business Officials.

REQUEST TO APPROVE 2015-16 PROPERTY TAX LEVY

Recommendation:

Staff recommends approval of a 2015-2016 Primary Property Tax Levy of \$14,509,355.

Summary:

As discussed at the April 14, 2015 regular board meeting, the proposed 2015-16 budget has been developed to include the recommended maximum primary property tax rate of \$1.7423. The maximum rate equates with the recommended property tax levy of \$14,509,355. The recommended levy and associated rate were used in the Truth in Taxation (TNT) and budget hearing and posting notices. According to A.R.S. § 42-17107(A) a levy that is greater than the amount derived from the TNT Rate requires a Truth in Taxation Hearing and appropriate public notices.

Correspondence from the Property Tax Oversight Commission concerning the Levy Limit Worksheet and the Truth in Taxation rate have been received.

With a reduction in overall property valuation the maximum primary property tax rate does cause a greater upward movement on the property tax rate. The total average property tax burden in Navajo County is expected to continue to be below average when compared to other Arizona counties. NPC's tax rate is also below the combined average property tax compared to other community college districts.

The District does not have outstanding general obligation bonds and will not levy a Secondary Property Tax.

REQUEST TO APPROVE 2015-16 PROPOSED BUDGET

Recommendation:

Staff recommends approval of the 2015-2016 Proposed Budget as presented.

Summary:

The preliminary budget as approved by the District Governing Board was posted on the NPC website and published on May 12, 2015 in the the White Mountain Independent and on May 13, 2015 in the Tribune-News. Each budget publication also included a notice of the budget hearing as required by Arizona state law. A notice of the hearings scheduled for May 19 was also published in the May 13, 2014 edition of the Tribune-News and posted on the NPC website.

The 2015-16 proposed budget is aligned with the NPC 2014-2017 Strategic Plan approved by the District Governing Board. The proposed budget reflects all components previously discussed by the Board. Extensive involvement at the department and executive level produced the proposed budget.

Staff anticipates the expenditure limit will be breached in FYE 2016, however carry-forward funds will bring the expenditures under the limit for expenditure limitation reporting purposes.

Staff will be prepared to respond to questions from the Board regarding the proposed budget. The proposed budget may be reduced, but cannot be increased following the various publications and the public hearing.

STRATEGIC PLANNING AND BUDGET DEVELOPMENT CALENDAR

FISCAL YEAR 2015 – 2016

APPROVED

ACTIVITY	RESOURCE	DUE BY
1. Receive and approve budget calendar	DGB	✓18 November
2. ERC receives wage/salary recommendations	FA-CASO	✓15 December
3. Review current three-year strategic plan	DGB	✓16 December
4. Receive and approve budget assumptions & overview	DGB	✓16 December
5. Review current strategic plan and current budget	Budget Managers	✓19 December
6. Distribute materials for departmental operational & capital	Director Fin Svcs	✓5 January
7. College Council receives wage & salary recommendation	ERC	✓5 January
8. Receive departmental operational & capital requests	Executive Team	✓2 February
9. President receives wage & salary recommendation	College Council/SPASC	✓2 February
10. Executive review of operational & capital budget	Executive Team	✓9 February
11. Receive introductory budget analysis	DGB	✓17 February
12. Receive wage and salary recommendation	DGB	✓17 February
13. Receive tuition and fee schedules	DGB	✓17 February
14. Budget hearings	SPASC co-chairs Director Fin Svcs Budget Managers	✓2 March
15. Receive preliminary budget analysis	DGB	✓17 March
16. Approve tuition and fee schedules	DGB	✓17 March
17. Approve salary schedules	DGB	✓17 March
18. Receive complete budget analysis	DGB	✓21 April
19. Approve budget publication	DGB	✓21 April
20. Adopt tentative current budget & three-year capital budget	DGB	✓21 April
21. Publish notice of budget public hearing/TNT hearing	VP Adm Svcs	✓1 May
22. Notice of TNT hearing second publication	VP Adm Svcs	✓8 May
23. Publish notice of budget public hearing/TNT hearing	VP Adm Svcs	✓13 May
24. Public hearing conducted for taxpayers	DGB	19 May
25. Final current budget and three-year capital budget adopted	DGB	19 May
26. Notify PTOC of primary property tax levy	VP Adm Svcs	20 May
27. Submit Tax levy to Navajo County	VP Adm Svcs	20 May

REQUEST TO APPROVE 2015-18 PROPOSED CAPITAL BUDGET

Recommendation:

Staff recommends approval of the 2015-2018 Proposed Capital Budget as presented.

Summary:

The capital budget as approved by the District Governing Board will guide capital project planning and development for the next three years. The first year of proposed capital budget is incorporated into the 2015-16 annual budget and includes adjustments to each of the years based on the Strategic Plan approved by the District Governing Board. Extensive involvement at the department and executive level produced the proposed capital budget following the approved budget development calendar, assumptions and guidelines.

Funding has been identified as a combination of current fund balances with a specific designation from the Board for reserving the fund balances for future purposes and from ongoing general fund operating revenues. Staff anticipates the STEM funding will be used for capital equipment purchases and has included this revenue source for future planning, however, in the event that STEM funding is not appropriated in the future, sufficient fund balance is available to purchase the proposed equipment.

All capital projects will follow set procurement processes. Board approval will be required to proceed as defined in purchasing policies and contracting requirements. Activities that meet the threshold for Board approval will be presented to the Board for review and discussion prior to implementation.

The 2015-18 proposed capital budget is the same as the preliminary capital budget approved during the regular Board meeting held on April 14, 2015.

Staff will be prepared answer questions from members of the Board about the 2015-18 proposed capital budget.

**Northland Pioneer College
Capital Fund (50) Budget
FY1516 Budget Cycle**

	FY1415 Budget	FY1516 Budget	FY1617 Budget	FY1718 Budget
Fund Balance	5,400,000	2,800,000	7,691,000	7,102,500
Transfer from Operating Fund	2,000,000	2,000,000	2,000,000	2,000,000
State Funding - STEM	375,400	345,500	300,000	300,000
Annual Capital Funding	<u>7,775,400</u>	<u>5,145,500</u>	<u>9,991,000</u>	<u>9,402,500</u>
Annual Capital Requirements				
Building Maintenance	200,000	814,800	750,000	850,000
Leases	-	-	-	-
Total - Annual Requirements	<u>200,000</u>	<u>814,800</u>	<u>750,000</u>	<u>850,000</u>
Annual Capital Requests				
Administrative Services	4,306,000	1,713,400	6,200,000	6,000,000
Student Services	55,000	120,000	125,000	55,000
IS	1,610,000	1,371,500	1,700,000	1,185,500
Instruction:				
Arts & Science	-	-	-	-
CTE	471,000	248,000	216,000	312,000
Nursing	155,000	-	-	-
Total - Annual Requests	<u>6,597,000</u>	<u>3,452,900</u>	<u>8,241,000</u>	<u>7,552,500</u>
Contingency	978,400	877,800	1,000,000	1,000,000
Total Expenses	<u>7,775,400</u>	<u>5,145,500</u>	<u>9,991,000</u>	<u>9,402,500</u>
Surplus/(Deficit)	0	0	0	0

**Northland Pioneer College
Capital Budget
FY1515 - FY1718**

Sorted by Division

Div	Dept	FY1516 Budget Request \$	FY16/17 Budget Request \$	FY17/18 Budget Request \$	Description of Capital Item(s) Requested	Justification for Request	How Does Request Tie to Strategic Plan?	Postponed? Y/N
ANN REQMNT	ADM SVC MAINT	814,800	750,000	850,000	Annual Building Maintenance	Annual Capital Requirements - backlog of maintenance items	Pillar 6. Needed in the maintenance department to keep buildings and grounds in to condition.	No
ANN REQMNT		814,800	750,000	850,000				
CONTINGENCY	VP Admin	877,800	1,000,000	1,000,000	Contingency			
CONTINGENCY		877,800	1,000,000	1,000,000				
ADM SVC	TRANS	11,000	-	-	Air Compressor	Replace worn out machine	To service fleet and feed air into the maintenance shop	No
ADM SVC	TRANS	27,500	-	-	Repaint maintenance and IS vehicles (4)	Vehicles rusting	Extend life of fleet	No
ADM SVC	MAINT	50,000	-	-	Professional/Consulting Services	Architecture & Engineering Services		
ADM SVC	MAINT	14,900	-	-	Lawnmower	replace 10 yr old machine	Pillar 6. Needed in the maintenance department to keep buildings and grounds in to condition.	No
ADM SVC	MAINT	10,000	-	-	Storage containers	storage space for materials and equipment at WMC maintenance shop	Pillar 6. Needed in the maintenance department to keep buildings and grounds in to condition.	Yes
ADM SVC	MAINT	1,600,000	2,000,000	1,800,000	Annual Deferred Maintenance & Master Facilities Projects	In addition to capital budget for ongoing maintenance a "catch-up" campaign is needed to bring facilities up to standards college-wide. Also, includes some projects identified in the Master Facilities report.	Pillar 6 -Strengthen Facilities through Planning, Development and Renewal	No
ADM SVC	MAINT	-	4,200,000	4,200,000	WMC Expansion Phase I FY16/17 Phase II FY17/18	Relocation of off campus facility use plus addition of new programs and classrooms.	Pillar 6 -Strengthen Facilities through Planning, Development and Renewal	Yes
ADM SVC		1,713,400	6,200,000	6,000,000				No

**Northland Pioneer College
Capital Budget
FY1515 - FY1718**

Sorted by Division

Div	Dept	FY1516 Budget Request \$	FY16/17 Budget Request \$	FY17/18 Budget Request \$	Description of Capital Item(s) Requested	Justification for Request	How Does Request Tie to Strategic Plan?	Postponed? Y/N
STUD SERV	LIBRARY	55,000	55,000	55,000	print, audio, video	These materials are for student and faculty research and instruction. It should be noted that the average price of books in the Humanities,	HLC 2b The organization's resource base supports its educational programs and its plans for maintaining and strengthening their	No
STUD SERV	MARKETING	65,000	70,000	-	Rebuild entire www.NPC.edu site in Drupal 8 software, make site mobile friendly, improve user experience and SEO results. Project may be finalized in FY1617.	Rebuild entire www.Npc.edue site in Drupal 8 software, make site mobile firendly, improve user experience and SEO results.	Pres Initiative 6; 1.1.2; 2.1.1; 2.1.3; 3.1.1; 4.1.3; 6.1.4;	No
STUD SERV		120,000	125,000	55,000				No
IS	CTE	5,000	-	-	Enroute Pro with seats for 10 users	PDC-CON-current industry standards	Pillar 1.1.1	No
IS	CTE	21,000	-	-	WMC-ATO-CNC Router & Wireless	Update System to Support Laptops and more students	Pillar 3.1.1	No
IS	CTE	-	5,000		3-D Printer	PDC-MET-Current Industry Standards	Pillar 1.1.1	Yes
IS	CTE	4,500	-	4,500	ATO - CDX - Auto Online Trainers	Trainers for Automotive program at WMC	Pillar 3.1.1, Pillar 1.1.1	No
IS	Exec Team	25,000	15,000	15,000	Retention Management Software Consulting	Consulting for software implementation	Pillar 3.1.1, 3.2.1	No
IS	Exec Team	65,000	-	-	Retention Management Software	Software to assist with Student Success, Completion, Quality Initiative	Pillar 1.1.1	No
IS	IS	205,000	225,000	250,000	Jenzabar Maintenance	Yearly Maintenance Contract	Pillar 3.1.1, 3.2.1	No
IS	IS	45,000	45,000	45,000	NOLIJ Web Maintenance	Yearly Maintenance Contract	Pillar 3.1.1, 3.2.1	No
IS	IS	17,000	17,500	18,000	HP Server Contracts from FY1314 budget	Yearly Maintenance Contract	Pillar 3.1.1, 3.2.1	No
IS	IS	30,000	30,000	30,000	Jenzabar Consultants	Consultant training/update NPC Servers	Pillar 3.1.1, 3.2.1, 3.2.2	No
IS	IS	50,000	50,000	50,000	IS Professional Services	Outside Consultant as needed	Pillar 3.1.1	No
IS	IS	8,000	2,000	2,000	Nolij Web Project Manager Consultant	Outside Consultant for Document Imaging	Pillar 3.1.1, 3.2.1	No
IS	IS	60,000	55,000	58,000	9 Smartboards and Projectors (includes polycom & doc cameras)	9 Smart Classrooms - NEW, supports CTE and other divisions	Pillar 3.1.1, 3.2.1, Pillar 1.1	No

**Northland Pioneer College
Capital Budget
FY1515 - FY1718**

Sorted by Division

Div	Dept	FY1516 Budget Request \$	FY16/17 Budget Request \$	FY17/18 Budget Request \$	Description of Capital Item(s) Requested	Justification for Request	How Does Request Tie to Strategic Plan?	Postponed? Y/N
IS	IS	65,000	68,000	72,000	10 Smartboards & Projectors	Lifecycle Replacement	Pillar 3.1.1, 3.2.1	No
IS	IS	180,000	180,000	180,000	Server Replacements @ 4 years	Update Aging Server/Blade Cycle	Pillar 3.1.1	No
IS	IS	200,000	200,000	200,000	Replace old routers, switches and AP's @ 6 years	Update Aging Routers, Switches, and Aps	Pillar 3.1.1	No
IS	IS	95,000	500,000	-	Upgrade WAN Links FY16/17 Phase II	Upgrade remaining WAN radio links for increased capacity at all other NPC owned network locations	Pillar 3.3.1	No
IS	IS	12,000	14,000	15,000	UPS (batteries for servers) lifecycle Replacements @ 5 years	Replace aging UPS systems	Pillar 3.1.1	No
IS	IS	150,000	125,000	100,000	Computers @ 4 years (230)	Replace aging computers	Pillar 3.1.1	No
IS	IS	35,000	37,000	40,000	Printers @ 3 years	Replace aging printers	Pillar 3.1.1	No
IS	IS	30,000	30,000	30,000	Monitors @ 4 years	Replace aging monitors	Pillar 3.1.1	No
IS	IS	40,000	40,000	40,000	iPads (iPad lifecycle 4 years)	Replace some laptops with iPads to allow traveling staff	Pillar 3.1.1	Yes
IS	IS	-	-	2,000	Thin Clients (6 year life cycle)	Replace aging Thin Clients	Pillar 3.1.1	No
IS	IS/HR	-	30,000	-	Integrated Photo ID/Data Card for students and employees	IS/HR will work together to establish a system and	Pillar 3.3.1, 3.3.2	Yes
IS	PAD	24,000	24,000	24,000	Konica Minolta Copier Lease	Old Copier at end of life was replaced with new to	Pillar 3.2.1	No
IS	PAD	5,000	7,500	10,000	Replacement of aging and broken equipment	To maintain a professional print production for staff and	Pillar 3.1.1	No
IS		1,371,500	1,700,000	1,185,500				Yes
CTE	AJS	-	20,000	-	Wrestling Mats	Replacements	Mats needed for Defensive Tasks	No
CTE	ATO	15,000	20,000	22,000	Three Scanners	Keep to Current Industry Standards	1.1.1	Yes
CTE	ATO	21,000	-	-	Alignment Machine	Keep to current industry standards	6.2.3 Identify specific facility needs for existing and future programs throughout the district Supports HLC Core Components. 2ad,3c,4ac,5abcd	No
CTE	ATO	-	-	8,000	Air Compressor	Replacement of current one	1.1.1	No

**Northland Pioneer College
Capital Budget
FY1515 - FY1718**

Sorted by Division

Div	Dept	FY1516 Budget Request \$	FY16/17 Budget Request \$	FY17/18 Budget Request \$	Description of Capital Item(s) Requested	Justification for Request	How Does Request Tie to Strategic Plan?	Postponed? Y/N
CTE	ATO	8,000	-	-	Steam cleaner	Replace current wore out one	1.1.1	No
CTE	ATO	-	20,000	-	4 top and bottom toolboxes complete w/Tools	Keep up with the amount of students	6.2.3 Identify specific facility needs for existing and future programs throughout the district Supports HLC Core Components. 2ad,3c,4ac,5abcd	No
CTE	ATO	20,000	20,000	20,000	2007 & up cars	Keep to current industry standards	6.2.3 Identify specific facility needs for existing and future programs throughout the district Supports HLC Core Components. 2ad,3c,4ac,5abcd	No
CTE	CON	10,000	-	-	Man Lift	Equipment needed for level 4	1.1.1	Yes
CTE	FRS	25,000	25,000	25,000	Five SCBA Equipment	Must Replace Old Equipment with Replacement Cycle-Live Burns	1.1.1	No
CTE	FRS	6,000	-	-	Electric Hose Tester	NFPA Standards	Requirement of National Certification	No
CTE	FRS	-	-	75,000	Purchase used firetruck.	replace current Fire Engine being used to instruct students in FF I & II Courses	Pillar 1 - Advance High Quality Accessible Learning Opportunities	Yes
CTE	IMO/MET	37,000	-	-	Baxter Robot	Interactive Robot Current Industry Standards	Pillar 6- Strengthen Facilities through Planning, Development and Renewal	Yes
CTE	IMO/MET	-	-	75,000	Lathe Machine	Enhance Learning for IMO/CNC	Pillar 6 - Strengthen Facilities through Planning, Development and Renewal	Yes
CTE	IMO/MET	-	39,000	-	FANUC Robot	Enhance learning with industry recognized robotics/certification program for a working robot	Pillar 6- Strengthen Facilities through Planning, Development and Renewal	Yes
CTE	WLD	36,000	40,000	42,000	Welding Machines	Replace worn machines as part of facility maintenance	• Establish planned maintenance and replacement cycle as appropriate	No

**Northland Pioneer College
Capital Budget
FY1515 - FY1718**

Sorted by Division

Div	Dept	FY1516 Budget Request \$	FY16/17 Budget Request \$	FY17/18 Budget Request \$	Description of Capital Item(s) Requested	Justification for Request	How Does Request Tie to Strategic Plan?	Postponed? Y/N
CTE	WLD	-	-	6,000	One Metal Brake	Provide new and different technology to welding students	1.1.1 one location to expand	Yes
CTE	WLD	10,000	-	-	Two- Air Compressors	Replace worn machines as part of facility maintenance (every 10 years)	6.2.3 Identify specific facility needs for existing and future programs throughout the district Supports HLC Core Components. 2ad,3c,4ac,5abcd	No
CTE	WLD	-	12,000	-	Three- Track OFC Beveller	Replace worn machines as part of facility maintenance (every 10 years)	6.2.3 Identify specific facility needs for existing and future programs throughout the district Supports HLC Core Components. 2ad,3c,4ac,5abcd	Yes
CTE	WLD	60,000	-	-	Three-- IronWorkers	Replace worn machines as part of facility maintenance	6.2.3 Identify specific facility needs for existing and future programs throughout the district Supports HLC Core Components. 2ad,3c,4ac,5abcd	No
CTE	WLD	-	20,000	-	Three- Millhogs	Replace worn machines as part of facility maintenance	6.2.3 Identify specific facility needs for existing and future programs throughout the district Supports HLC Core Components. 2ad,3c,4ac,5abcd	No
CTE	WLD	-	-	39,000	3-Cutting/Weld Table W/Hardware	Provide new and different technology to welding students	6.2.3 Identify specific facility needs for existing and future programs throughout the district Supports HLC Core Components. 2ad,3c,4ac,5abcd	Yes
CTE		248,000	216,000	312,000				
	Total ALL	5,145,500	9,991,000	9,402,500				

Governing Board Meeting Agenda

Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Date: May 19, 2015

Time: 10:00 a.m. (MST)

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order and Pledge of Allegiance	Chair Handorf
2.	Adoption of the Agenda (Action)	Chair Handorf
3.	Call for Public Comment	Chair Handorf
	Individuals may address the Board on any relevant issue for up to 5 minutes. At the close of the call to the public, Board members may not respond to any comments but may respond to criticism, ask staff to review a matter or ask that a matter be placed on a future agenda.	
4.	Reports:	
	A. <u>Financial Position</u>	Vice President Hatch
	B. <u>Human Resources</u>	Director Hokanson
	C. CASO	Margaret White
	D. NPC Faculty Association	FA Representative
	E. NPC Student Government Association	Joshua Rogers
	F. NPC Friends and Family	Betsyann Wilson
5.	Consent Agenda (Action)	Chair Handorf
	A. April 14, 2015 Regular Board <u>Minutes</u>	
	B. Dual Enrollment Intergovernmental Agreement with <u>Window Rock</u> Unified School District	
6.	Old Business:	
	A. Request to <u>Approve Pay Off</u> of The Town of Taylor's Greater Arizona Development Authority (GADA) Loan Balance of (NATC) the Northeast Arizona Training Center (Revised)..... (Action)	Vice President Hatch
7.	New Business:	
	A. Emeritus Status – <u>Kim Crossland</u>	Vice President Vest
	B. Request to Approve <u>Jenzabar</u> Maintenance Renewal (Action)	President Swarhout
	C. Request to Approve Purchase of <u>Cisco</u> Switches, Routers, and Maintenance Packages (Action)	President Swarhout
	D. Request to Approve Purchase of <u>Flashover Training Simulator</u> (Action)	Vice President Hatch
	E. Request to Approve Sale of <u>Blunk Property</u> (Action)	Vice President Hatch
	F. Request to Approve AADGB Representative Appointment (Action)	President Swarhout
	G. (Information Only) <u>City of Winslow Resolution 1697</u>	President Swarhout
8.	Standing Business:	
	A. Strategic Planning and Accreditation Steering Committee Report ..	Vice President Vest
	B. President's Report	President Swarhout
	C. DGB Agenda Items and Informational Needs for Next Meeting	Chair Handorf
9.	Board Report/Summary of Current Events	Board Members
10.	Announcement of Next Regular Meeting June 16, 2015	Chair Handorf
	Adjournment (Action)	Chair Handorf

The District Governing Board may consider any item on this agenda in any order and at any time during the meeting. The District Governing Board may take action to approve, or may take other action, regarding all items of New Business, Old Business, Standing Business, or the President's Report. The Board may vote to hold an executive session for the purpose of obtaining legal advice from the District's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3). Should the District's attorney not be present in person, notice is further given that the attorney may appear by speakerphone.



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Financial Position

For the period

July 1, 2014 to March 31, 2015

Budget Period Expired 75%

Tax Supported Funds				
General Unrestricted				
Current Month				
Budget	Actual	Y-T-D Actual	%	
REVENUES				
Primary Tax Levy	14,035,753	365,740	9,614,420	68%
State Aid:				
Maintenance and Operations	1,618,200		1,213,650	75%
Equalization	5,283,300		3,962,475	75%
Tuition and Fees	4,500,000	40,874	3,688,491	82%
Investment earnings	140,000	22,779	104,957	75%
Grants and Contracts	1,800,000	4,070	928,679	52%
Other Miscellaneous	200,000	61,250	176,377	88%
Transfers:	(2,750,000)	(172,410)	(2,061,633)	75%
TOTAL REVENUES	\$24,827,253	\$322,303	\$17,627,416	71%
EXPENDITURES				
Salaries and Wages	17,267,735	1,369,515	11,440,258	66%
Operating Expenditures	6,789,097	328,539	4,802,304	71%
Capital Expenditures	248,000	48,090	166,305	67%
TOTAL EXPENDITURES	\$24,304,832	\$1,746,144	\$16,408,867	68%
Unrestricted Plant				
Current Month				
Budget	Actual	Y-T-D Actual	%	
REVENUES				
State Aid:				
Capital	375,400		281,550	75%
Other Miscellaneous				
Transfers:	2,000,000	166,667	1,500,000	75%
TOTAL REVENUES	\$2,375,400	\$166,667	\$1,781,550	75%
EXPENDITURES				
Salaries and Wages				
Operating Expenditures				
Capital Expenditures	7,775,400	274,654	2,345,423	30%
TOTAL EXPENDITURES	\$7,775,400	\$274,654	\$2,345,423	30%

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Financial Position

For the period July 1, 2014 to March 31, 2015

Budget Period Expired 75%

Restricted and Auxiliary Funds

	Restricted			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Grants and Contracts	6,400,000	138,035	4,347,337	68%
Donations				
Transfers:	600,000		459,811	77%
TOTAL REVENUES	\$7,000,000	\$138,035	\$4,807,148	69%
EXPENDITURES				
Salaries and Wages	1,234,614	128,112	1,189,725	96%
Operating Expenditures	5,665,386	45,547	3,200,664	56%
Capital Expenditures	100,000	-	98,495	98%
TOTAL EXPENDITURES	\$7,000,000	\$173,659	\$4,488,884	64%

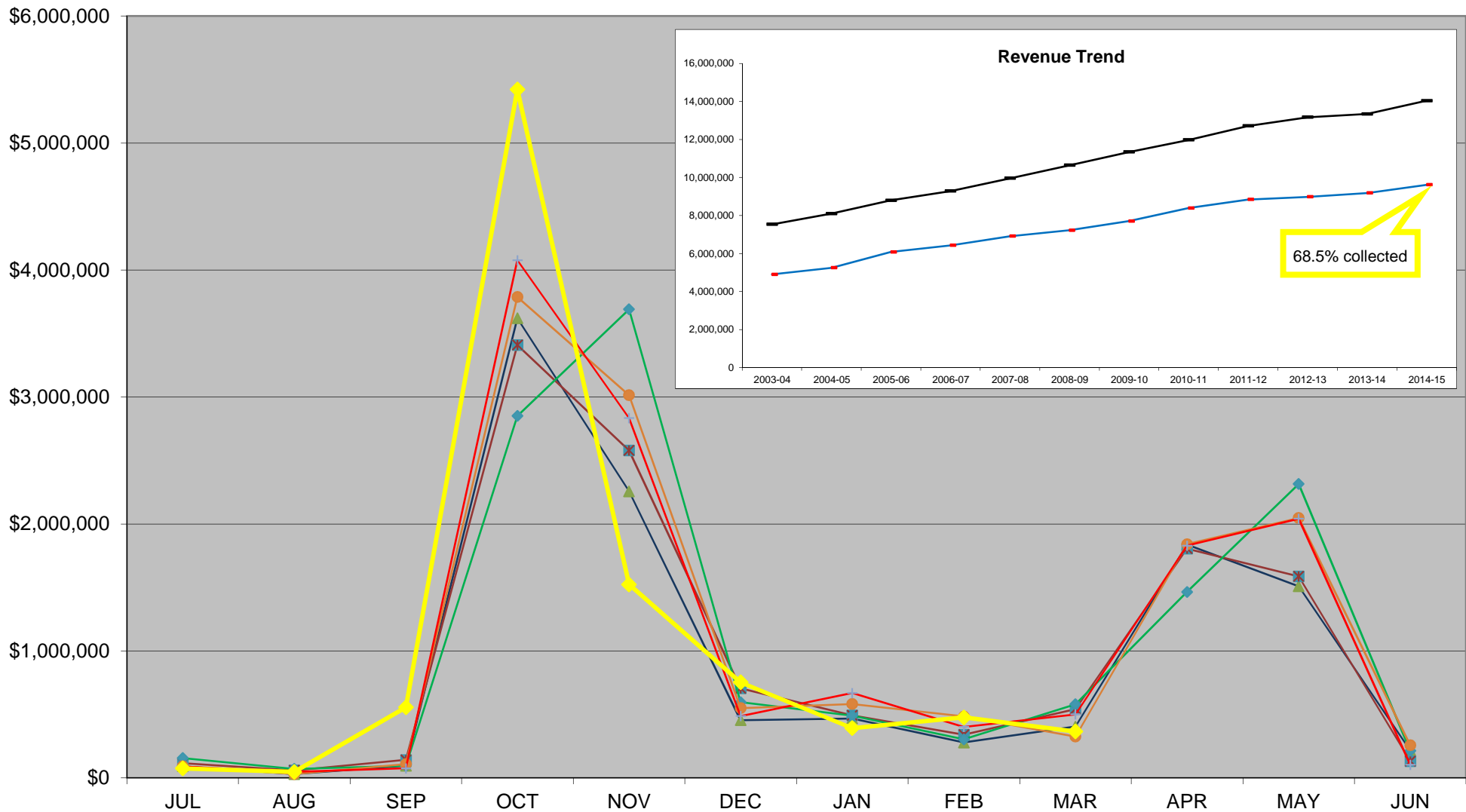
	Auxiliary			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Sales and Services				
Bookstore	100,000	(28)	62,439	62%
Other	400,000	14,083	115,884	29%
Donations				
Transfers:	150,000	5,743	101,822	68%
TOTAL REVENUES	\$650,000	\$19,798	\$280,145	43%
EXPENDITURES				
Salaries and Wages	424,551	19,266	217,651	51%
Operating Expenditures	225,449	532	62,494	28%
Capital Expenditures				
TOTAL EXPENDITURES	\$650,000	\$19,798	\$280,145	43%

Cash Flows

Cash flows from all activities (YTD)	\$24,496,259
Cash used for all activities (YTD)	\$23,523,319
Net Cash for all activities (YTD)	\$972,940

Monthly Primary Property Tax Receipts

—▲— 2009-10
 —■— 2010-11
 —◆— 2011-12
 —●— 2012-13
 —■— 2013-14
 —▲— 2014-15



Human Resources UPDATE
DGB-May 19, 2015

FILLED

- 1. Faculty in ECD and Education – 1 yr. contract. Betsy Peck was previously Faculty in Early Childhood Education under the First Things First Grant.**
- 2. Manager of Career and Workforce Business Services (Career Coach & WIA Business Services Representative) – John Spadaccini was previously the Career Coach through the ASC-GIEC – Suns Corridor Grant.**

EXTERNAL OPENINGS

- 3. Coordinator of Administrative Systems Support – Re-advertised. Open until filled. 4 applicants.**
- 4. Lead Technician for Technical Services – Re-advertised. Closed May 15, 2015. 4 applicants**
- 5. Faculty in English – Closed January 15, 2015. 59 applicants.**
- 6. Director for Information Services – Open until filled. 14 applicants.**
- 7. Controller – Closed April 24, 2015. 3 applicants.**
- 8. Information Services Manager. Closed 5/15/2015. 4 applicants.**
- 9. Financial Aid Advisor/Technician. Closed 5/1/2015. 4 applicants.**
- 10. Faculty in Construction – Grant funded. Closed 5/1/2015. 2 applicants.**

INTERNAL POSTINGS

- 11. Faculty in Nursing. Closed 4/22/2015. 2 applicants.**
- 12. Assistant to the Campus Manager – Closed 5/11/2015. 2 applicants.**

Navajo County Community College District Governing Board Meeting Minutes

April 14, 2015 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Member Present: Ms. Ginny Handorf, Mr. James Matteson, Mr. Prescott Winslow, Mr. Frank Lucero, Mr. Peaches

Staff Present: President Jeanne Swarhout; Vice President Blaine Hatch; Vice President Mark Vest; Institutional Effectiveness Director Dr. Leslie Wasson; Recording Secretary to the Board Lisa Jayne.

Others Present: Jennifer Bishop, Sandy Johnson, Stuart Bishop, Peggy Belknap, Ann Hess, James Molesa, Josh Rogers, Linda Kor, Everett Robinson, Donna Ashcraft, Dan Brown, Judy Jones-Gugel, Mary Kormy, Margaret White, Cynthia Hutton, Beulah Bob-Pennypacker, Maderia Ellison, John Spadaccini, Mary Jane Springer, Stephen Garnett, Ken Arend, Jason Whiting, Bobby Tyler

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Handorf called the meeting to order at 10:00 a.m. Mr. Peaches led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Mr. Matteson moved to adopt the agenda as presented. Mr. Peaches seconded the motion. The vote was unanimous in the affirmative.

Agenda Item 3: Call for Public Comment

None

Agenda Item 4: Reports

4.A. Financial Position – Vice President Hatch

Vice President Hatch reviewed the financial position report with the Board.

4.B. Human Resources – Vice President Hatch

Vice President Hatch reviewed the Human Resources report with the Board.

Mr. Matteson asked if the fourteen applicants for IS Director were local applicants. Vice President Hatch stated there were a number of local applicants in the pool.

4.C. NPC CASO

None.

4.D. Faculty Association

Sandy Johnson addressed the Board and stated that assessment day was Friday and there was good attendance and productive discussions on how to better serve students. Faculty Association elections also took place and Ryan Rademacher was elected President, John Chapin was elected Vice President, and Tracy Chase will remain Secretary, and Kenny Keith will remain as Treasurer.

Professor Jennifer Bishop, Faculty of Business, addressed the Board and stated that discussions took place with the three state universities by the Business Department to clarify articulation of business courses for direct transfers, and to firmly establish foundational business knowledge for transfer students. Improvements to curriculum resulted in a new legal environment course that transfers, as well as two economic courses that were revised that transfer and two accounting courses, so there are now a total of six transfer courses that are part of ABUS degree. The Business Department has also made efforts to market to high school/dual enrollment partners, and industry partners.

Mr. Winslow asked Professor Bishop if the program helps students acquire additional skills in the area of how social media or Excel that will make them marketable in the business world.

Professor Bishop stated that the students are required to present a project that makes use of pie charts, spreadsheets, and other media in order to make a good argument for a business so they actually do hands-on, real world work during the program.

4.E. NPC Student Government Association

Josh Rogers stated the annual talent show was held for the seventh year. The competition was great, and there were fifteen contestants with a great variety of shows. Brittan Shirley who participated with rope dancing won the \$500 first place. Also, the annual basketball tournament will be held in two weeks.

4.F. NPC Friends and Family – Betsyann Wilson

Betsyann Wilson stated NPC Friends and Family finished 28th in the state with AZ Gives Day, and raised over \$14,000 to the unrestricted scholarship fund. She stated there was both NPC staff and community support. The upcoming NPC Friends and family board meeting will be represented by all communities except Hopi and a representative for that area is still being sought. At this upcoming Board meeting Board elections will take place.

4.G. Enrollment Report

Vice President Vest stated in fall enrollment was up about 85 FTE. In the spring it was down 1.8% but in reality is almost flat compared to last year as the only difference is a 37 FTE contract with WMAT that we lost. State wide there is mostly flat enrollment but a large institution has a 7% so the overall enrollment in community college will be down compared to our district. The 2.9% decline state wide is below our enrollment numbers. Vice President Vest stated the dual enrollment relies mainly on local high school's ability to participate and two high schools dropped out this year, and this can cause NPC enrollments to fluctuate. Another large factor in enrollment is K-12 enrollment declining countywide.

The decrease in general education courses that greatly decline previously have increased in a number of departments, and there also will be increases in enrollment when the film and digital video program takes off.

Mr. Winslow asked if there's a way to break out total FTSE that are recent high school graduates. Vice President Vest stated those numbers could be put together.

Vice President Vest stated that an overwhelming majority of the regular campus head count loss has been among adult students, so the current FTSE is now a younger student population. Also, the NPC transfer rate has increased, and statistics show that if a student completes the AGECEC they perform better at the Arizona state universities than those that enter universities as freshman, and even more so if they complete their associates degree. Vice President Vest stated there is a 30% increase in students participating in commencement.

Agenda Item 5: Consent Agenda

A. March 17, 2015 Regular Board Minutes

Mr. Matteson made a motion to approve the consent agenda. Mr. Peaches seconded. The vote was unanimous in the affirmative.

Agenda Item 6: Old Business: None

Agenda Item 7: New Business

7.A. Emeritus Status – Donna Ashcraft

Vice President Vest reviewed the statement written by staff about Donna Ashcraft's service at NPC.

It is with great respect and no small amount of sadness that we acknowledge Donna Ashcraft's retirement after 38 total years as an NPC employee, 29 years of which were spent as one of the most important and influential members of the full-time faculty. Her contributions to the college and the communities it serves have been monumental, and she will be missed by her friends and colleagues in the faculty and staff and, especially, by her students.

Donna's resume as an educator is extremely impressive. Donna earned her Bachelor of General Studies from the University of Iowa. She received her Master of Art's degree from Vermont College of Norwich while working at NPC. Donna was hired as the NPC Bookstore Manager on May 1, 1977. In October 1978, she began her English teaching career as an adjunct faculty. She began teaching English and Basic Skills as a full time faculty member in August of 1986, and in August of 1988 she became the Chair of the Basic Skills program. Donna was awarded a lifetime teaching certificate from the Arizona Board of Education for English, and ESL in 1987. In September of 1984, she received the Pioneer Educator Award from NPC, and in May 1985, she received a certificate of appreciation form the Affiliation of Arizona Indian Center's Adult Education Program. At one time, Donna was a homebound teacher for Holbrook High School. She was also a G.E.D. instructor to inmates at the Navajo County Detention Center. She was a member of the National Council of Teachers of English.

In addition to serving on nearly every major committee at the college, Donna has served as Chair of the English Department, Faculty Association President and, very significantly, as the leader of the most recent accreditation team. NPC President Jeanne Swarhout said, “Donna was a driving force and a nag, which contradicts what most know about her. She did a tremendous amount of organizing and cheerleading on the self-study, and she document resources and edited the multiple drafts to a final. Donna was instrumental in NPC's successful 10-year accreditation. Moreover, she remained her balanced, cheerful self in a situation that was anything but calm.”

Donna has also been an innovator and pioneer. She developed the Instructional Skills Workshops for faculty, started the Northern Flight literary and art publication and developed the internet versions of English 101 and 102. Always someone concerned with meeting student needs first, she was one of the first to develop a high-quality ‘bookless’ course in English 102, which both saved students money and introduced them to contemporary literature.

Donna is also a creative person, and has used her creativity to benefit students. She has taken sabbaticals to work on her own writing projects, and this experience gave her skills and credibility as a creative writing teacher. Her own creative efforts have influenced writers in the NPC community for decades.

Donna has two children, seven grandchildren and one great grandchild. Everyone who knows her well mentions her family when they talk about her.

Several people who knew Donna when she first came to NPC referred to her as “NPC’s Hippie.” This certainly fits with the best associations of hippie – creative, supportive, open-minded and caring. However, for many of us who came to NPC during her time here, she has been a model of professionalism and a mentor – a person we look to when we want to understand what it means to be a professional educator. Her balance of creativity, care, innovation, high standards and work ethic are irreplaceable. She has done as much as anyone to shape what Northland Pioneer College is, and the entire college community will continue to feel her influence and benefit from her work for a very long time to come.

Vice President Vest presented Donna Ashcraft with her emeritus award and certificate and Donna thanked the College .

7.B. Request for Approval to Affirm Operation and Control of the Northeast Arizona Training Center (NATC)

Vice President Hatch stated that he would probably discuss both item 7B and 7C because of their interrelatedness. The first request and recommendation from staff is that NPC affirm that the College intends to operate and control Northeast Arizona Training Center. Vice President Hatch stated that at the last Board meeting discussion took place on the letter from the other four key stakeholders of NATC requesting that “ownership and the autonomous operations of facility be transferred permanently to Northland Pioneer College.” Since 2012 the bylaws of NATC have been updated and currently state “Navajo County Community College District shall always have the authority to operate and control NATC and its assets.” It was at that time that the Board of Directors of NATC was changed and now consists of three voting members who are appointed

by the Board of the Navajo County Community College District. While the key stakeholder letter requested that the College own the facility, upon legal clarification, a non-profit is not owned by the founders or operators, but is a public organization and belongs legally to the public at large. The parties responsible to operate the organization for the stakeholders are the members of the board of directors. A non-profit organization cannot be sold. If a nonprofit were to close down it would dissolve and the board of directors would be required to distribute all of the nonprofit assets to another nonprofit corporation after all the debts have been settled.

Last board meeting there was a review of NATC balances and assets. To clarify, NATC currently in the financial statements of the College, is folded in as a component unit and is reported separately but is an integrated part already of the financial statements of NPC. Also, there's a review of the current financial activities, and of the nearly \$62,000 of revenue in 2014, NPC contributed about \$24,000 in cash. On the expense side, there are \$162,000 of expenses, which includes \$42,000 of principle and interest payments on the loan from GADA for NATC. The liability expense will most likely increase annually.

Additionally the total annual cost for NPC to operate NATC outside of cash contributions totals about \$35,000 for the operation of the facility.

At the last board meeting staff was asked to come back with findings relative to three options:

- 1) Do not pay the loan off; status quo.
- 2) Pay off the loan and retain the non-profit entity
- 3) Payoff the loan and dissolve the non-profit entity.

As a result of legal and relationship challenges that are associated with dissolution, staff recommends removing dissolution as an option. The remaining decision then moves to a discussion as to whether or not the loan is paid off by NPC at this time. The impact of the payment of the loan will have little direct impact, however, it is expected by affirming that NPC intends to continue to operate and control NATC beyond the audit requirement that said it had to be done, there is an expectation of positive changes in the College's relationship with key stakeholders, an internal sense of ownership and in use of facility for instructional purposes, and for the benefit of future programs that may be housed at the facility.

NATC expenses of the facility are not sustainable with current operations if it includes the debt service payment for the next ten years. If the loan is paid off not a lot changes, however, on the partnership side there may be additional participation and more discussion of potential opportunities when NPC's commitment to continuing programs and facilities, on the revenue side potentially payments could be stopped by the College, and there could be additional grant opportunities as NPC takes control of moving the facility forward.

On the expense side, it may refocus the focus of capital improvements that may be needed at the facility. Finally, enrollment may increase with the new focus on facilities.

Staff does recommend the loan be paid off at this time to take advantage of the savings, about \$22,000 over the next ten years, and the sense of NPC's commitment to moving forward with programs and facilities at NPC.

Mr. Winslow asked if NATC expenses for last year of \$162,000 were similar to the last several years as far as an average. Vice President Hatch stated it was. Mr. Winslow asked if the \$162,000 was cash out-of-pocket expenses or included in-kind contributions. Vice President Hatch stated was cash, as in-kind contributions are tracked separately. Mr. Winslow how the \$120,000 of expenses remaining after the loan is paid off would be met.

Vice President Hatch stated that approximately the ongoing true operational expenses are less than \$100,000 but will cost the College money every year, as with all College facilities. Also, as with all programs it is not a cash generating project, nor will it likely be covering all of its expenses with revenues. Part of the intent of NPC both operating and controlling is the College does have access to other resources including state funding, property taxes, and tuition.

Mr. Winslow asked how NATC direct cash revenues be enough to cover the expenses of NATC operating costs. Mr. Lucero interrupted and asked what the College will be cutting next year if they agree to take this on.

Vice President Hatch stated that staff does not anticipate that NATC will generate cash for the College, but do anticipate that it meets College mission requirements as an educational provider in Navajo County. The College will need to put money into both the operation and maintenance of the facility. Creating revenue is not the intent of NATC. As far as cuts, the college operates will below its revenue stream, and funds are set aside for future facilities, and these expenses will be folded into plans, and just as in all other activities, operational contributions will be made in excess of revenues. Currently, in planning on both capital and operational sides no cuts will be necessary specifically connected to this decision. As always, when looking at the overall picture and operations of the College, our resources will support the best place to grow and start programs.

Vice President Hatch stated that since 2012, the financials and liabilities and assets of NATC have been part of the College reports, the College does in fact treat NATC in the same manner as any other program. So, since 2012 the College has had responsibility for NATC and need to contribute to its success or make a determination not to contribute to its success and dissolve it and distribute assets to somebody else and in that case the liabilities will need to be factored in.

Mr. Lucero asked if NATC is the College's landlord since the College pays rent to them. Vice President Hatch stated that was the case. Mr. Lucero asked if NATC approached Navajo County to pay off the debt and take control. Vice President Hatch stated it had not. Mr. Lucero stated it should go to Navajo County. Vice President Hatch reiterated to Mr. Lucero that the recommendation from the stakeholders is that Navajo County Community College District continue to operate and control.

Mr. Lucero asked Vice President Hatch if his advice to the Board was coming from his position as an NATC Board member or as NPC staff, and accused Vice President Hatch of having a conflict of interest. Vice President Hatch reminded Mr. Lucero of past Board action that put himself and two other NPC employees on the NATC Board as NPC, according to bylaws, was to control and operate NATC. He is on the NATC Board because he is an NPC employee, and receives direction from the District Governing Board and therefore has no conflict of interest.

Vice President Hatch stated that for the current year on expenditures, total administrative costs is \$15,500, maintenance related costs \$8,000, utilities \$20,000, and then capital improvements paid with cash is \$18,000, and then debt service. At this point through the end of February, there is \$108,000 in NATC expenses.

Mr. Lucero asked if NATC is planning on raising tuition for the user agencies. Vice President Hatch stated it is discussed annually and is a possibility but it is not a recommendation at this point. Vice President Hatch stated that any changes need to be done with a broad perspective approach with consideration of the implication it has on users. Vice President Hatch reminded Mr. Lucero that users for the most part, like the College, also depend on taxes to pay for their operations and by doing any increase in membership costs at this point merely impacts the tax payer by simply shifting the burden to another taxing entity. Vice President Hatch stated that at this time he recommends the College continue with the operation and control of the facility in much the same way as has been done and the College can look at strategically in the future as an operation of the College that is mission driven and then determine how it should proceed, with stakeholder input.

*Mr. Matteson made a motion to affirm the operation and control of the Northeast Arizona Training Center (NATC), as a 501(c)3 entity, by the Navajo County Community College District. Mr. Winslow seconded the motion. **The vote passed with a majority vote. Mr. Lucero dissented; Mr. Peaches abstained.***

7.C. Request to Approve pay off of the Town of Taylor's Greater Arizona Development Authority (GADA) Loan Balance of the Northeast Arizona Training Center (NATC)

Vice President Hatch stated staff recommends the Board approve paying off the Town of Taylor Greater Arizona Loan Authority loan balance which is a promissory note of Northeast Arizona Training Center in the amount of \$302,150.

Chair Handorf asked the amount Town of Taylor had already paid toward the loan. Vice President Hatch stated the total loan including principal and interest was initially a \$500,000 principle amount. On the debt service there was about \$350,000 of payments made, so about \$225,000 of interest has been paid in the first ten years of the loan. Although the Town of Taylor has been the conduit for this payment, the Town of Taylor has not paid any of it; it has been paid for by NATC or by NPC. There was a time during the million dollar state appropriation that some of those funds were actually used to pay debt services.

Mr. Winslow asked if the Board approved the payoff would the check be written to NATC, the Town of Taylor, or directly to GADA. Vice President Hatch stated he recommends the College

write a check to the Town of Taylor to pay off the loan and not go through NATC. Vice President Hatch stated it will be recorded in College financial statements in either case and it needs to be clear that NPC made the payment.

Mr. Winslow asked what kind of document NPC/NATC will receive showing there is no debt service obligation on the loan. Vice President Hatch stated a deed of trust that NATC has with the Town of Taylor as the beneficiary will be recorded as having been met, as well as a promissory note from NATC to the Town of Taylor that will also be recorded as having been concluded.

Mr. Winslow clarified that NATC will own its real estate and capital assets free and clear. Vice President Hatch stated that was correct. Mr. Winslow asked for a clear and separate line item of College expected operational costs for NATC in the future. Vice President Hatch stated there would be.

*Mr. Winslow made a motion to pay off the Town of Taylor's Greater Arizona Development Authority (GADA) loan balance of the Northeast Arizona Training Center (NATC) in the amount of \$302,150. Mr. Matteson seconded the motion. **The vote passed with a majority vote. Mr. Lucero dissented.***

7.D. Review of Budget Analysis

Vice President Hatch stated the budget development process is on target. The proposed budget is reflective of involvement by budget managers, aligns with the current 2014-2017 Strategic Plan, and the figures provided reflect the increase in wages approved at the last board meeting, as well as changes in employee related expenses, and all of the planned operational budget requests. The Strategic Plan and President's Initiatives led the budget process. Vice President Hatch reviewed the revenue estimates, stating it is expected revenues will increase by \$1.1 million compared to the current fiscal year.

Vice President Hatch summarized the recent 1% tax cap the legislature recently passed. President Swarthout stated it has been discussed that if the 1% cap is breached then the property tax could be capped permanently.

Vice President Hatch reviewed general fund expenses with the Board.

Mr. Matteson asked about funding for the action just taken on NATC. Vice President Hatch stated that even with a payment of \$302,150, the College will spend less than 40% of the capital fund budget this year. Mr. Matteson asked about funding for NATC operating expenses in 2016. Vice President Hatch stated the \$1.7 million in operating expenses is adequate to cover NATC operating expenses.

Mr. Matteson stated that he read in a Phoenix newspaper that state aid per student at the four year colleges had gone down from around \$10,000 per FTSE to something about \$5,900. The College's cost is about \$3,538 per FTSE state aid and he congratulated NPC for being so frugal.

Mr. Winslow stated it might be useful for the Board to have a chart showing FTSE and headcount for faculty and staff, and also FTSE and headcount for full-time versus adjunct faculty, as it might be a useful metric regarding employee related expenses.

Vice President Hatch stated the legislature has agreed to look at the expenditure limit from a study committee perspective. The Presidents are working on recommendations of appointees from the community colleges from the president and CBO side. The College is hopeful that a long-term solution will be identified that will allow the College to plan relative to the expenditure limitation. Vice President Hatch stated the expenditure limit will be breached in this budget, approximately by \$3.5 million. By the end of 2016 there will still be about \$25 million in credit available, but there does need to be a plan beginning 2017 to deal with the expenditure limitation.

7.E. First Read: 2015-2016 Primary Property Tax

Vice President Hatch stated the preliminary budget currently includes having the primary property tax levied at the maximum, which is a 2% increase over the primary tax levy over the current year. The levy limit worksheet was put together by the Property Tax Oversight Commission and shows the current maximum levy as 2% on top of what is currently collected. \$1.7423 is the max rate, which will bring in \$14,509,355, and also included is a recognition that a portion of the increase is related to new construction or properties that didn't exist in the current year that are now taxable. The Truth in Taxation rate, anything over \$1.7081, is considered more than 2% and requires the Truth in Taxation hearing.

Truth in Taxation notices are required to be published twice in one newspaper. The College publishes in two newspapers, The Holbrook Tribune/Snowflake Herald, and the White Mountain Independent and is published three times in order to meet time windows. Also, a news release is sent as required by law as to when the Truth in Taxation Hearing is being held and what the proposed increase is based on Truth in Taxation calculations.

Vice President Hatch stated the Truth in Taxation Hearing needs to proceed approval of the tax increase, but the tax rate has to be voted on at the time the Truth in Taxation Hearing is held.

Mr. Matteson asked if there was any reason to change time and location of the Truth in Taxation Hearing. Vice President Hatch stated that the College has always done a good job getting information out to the media and to the public. In the TNT Hearing press release, contact information for Vice President Hatch is listed so that public comments can be sent on to the Board.

Mr. Matteson stated that as long as there's a way for the public to make comment then he didn't feel the need to have an additional meeting time for the hearing.

Mr. Winslow asked if an online comment forum could be created for TNT comments. Vice President Hatch stated there's an online comment option that could be utilized. The format and language in the notice is dictated by law and cannot be varied, but the press release and website could direct people to the comment section. Mr. Winslow asked for a brief summary to show the

budget for FY 2015, what proposed budget is for FY 2016 so the differences could be seen, without being too detailed, and try to simply layout the difference between increasing the tax levy versus the tax rate increase in dollar amounts.

Vice President Hatch stated that the first notice of the Budget Hearing and Truth in Taxation will be completed by May 1, published a second time for the Truth in Taxation Hearing on May 8, and published a third time on May 13, and the hearing will be held on May 19.

7.F. Request to Approve 2015-2016 Preliminary Budget

Vice President Hatch reviewed the summary of the 2015-2016 Preliminary Budget, stating staff recommends approval.

Mr. Winslow asked Vice President Vest if contingency fund was going to be utilized for early implementation of the quality initiative. Vice President Vest stated the quality initiative has been added to the operational budget.

Mr. Matteson asked if the proposed changes to the reinvention of Silver Creek Campus have been factored in to the budget. Vice President Hatch replied in the affirmative.

Mr. Matteson moved to approve the 2015-2016 Preliminary Budget as proposed. Mr. Peaches seconded the motion. The vote was unanimous in the affirmative.

7.G. Request to Approve 2015-2018 Preliminary Capital Budget

Vice President Hatch stated year one of the three year capital budget is included in the preliminary budget that was just approved. The only major difference from year one and years two and three is any potential major construction at White Mountain Campus is to begin in year two or 2016-2017.

Mr. Winslow asked if the proposed capital budget for 2015-2016 of \$2.8 million is limited to improvements and repairs that are not new construction or expansion in any way. Vice President Hatch stated none of the identified projects would be identified as expansion.

Mr. Winslow asked what capital projects were completed in 2014-2015. Vice President Hatch stated there were roofing, HVAC projects, and façade improvements that were completed. Mr. Winslow clarified that none of the projects were expansion projects. Vice President Hatch stated they were not.

Vice President Hatch stated staff recommends approval of the 2015-2018 Preliminary Capital Budget.

Mr. Matteson moved to approve the 2015-2018 Preliminary Capital Budget as proposed. Mr. Winslow seconded the motion. The vote was unanimous in the affirmative.

7.H. Request to Approve Mutual Aid Compact

President Swarthout stated the proposed Mutual Aid Compact is with entities such as K-12, and Navajo County and provides the College the opportunity, and expresses commitment, to work with other agencies in the event of major unexpected disasters.

*Mr. Matteson moved to approve the Mutual Aid Arizona Compact. Mr. Peaches seconded the motion. **The vote was unanimous in the affirmative.***

7.I. Review of Presidential Performance Evaluation Procedure

President Swarthout reviewed the Presidential Performance Evaluation procedure with the Board and stated that although it is scheduled to take place in May, usually, due to the amount of items on the May agenda, will be conducted in June. At the May DGB meeting the president will bring the Board her presidential goals and will go over the form in order to be ready to conduct the review in June.

Agenda Item 8: Standing Business

8.A. Strategic Planning and Accreditation Steering Committee (SPASC) Report – Vice President Vest

Vice President Vest stated a group went to the Higher Learning Commission national meeting and included members of the Strategic Planning Committee. Members heard good ideas on how to improve the College's process and also recognition that NPC is moving the College in the correct direction, and in many cases are ahead of even some institutions who were presenting.

Vice President Vest stated the Retention and Persistence Academy is coming up, which is tied to the College's quality initiative and Vice President Vest and President Swarthout will be meeting with the College's newly assigned mentor for participating in the Retention and Persistence Academy directly after the board meeting. At the upcoming SPASC meeting on Friday, staff from Mesa Community College will review how they integrated the new Higher Learning Commission criteria into their strategic planning process.

8.B. President's Report

President Swarthout stated she would be out on an HLC visit to Minnesota next week. Also, there are some upcoming presidential changes that will change the dynamics of AC4; President Glenn Mayle from Arizona Western College will be retiring, and President Leah Bornstein from Coconino Community College will be accepting a position in Colorado.

8.C. Agenda Items/Informational Needs

Agenda Item 9: Board Report/Summary of Current Event

Chair Handorf stated Scott Gentry's musical program last Friday consisted of a choir performance along with readings of Jo Baeza's poems. The College presented her with certificate in recognition for her 18 years of adjunct work with the College.

President Swarthout stated that the College sent 82 students to Skills USA and students received 23 medals, which is a new record, and first, second and third in interviewing. President Swarthout stated that faculty is doing an exceptional job.

Agenda Item 10: Announcement of Next Regular Meeting: May 19, 2015.

Agenda Item 11: Adjournment

The meeting was adjourned at 1:19 p.m. upon a motion by Mr. Matteson, a second by Mr. Winslow, and a unanimous affirmative vote.

Respectfully submitted,



Lisa Jayne
Recording Secretary to the Board

DRAFT

**INTERGOVERNMENTAL AGREEMENT
BETWEEN
NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
AND
WINDOW ROCK UNIFIED SCHOOL DISTRICT NO. 8**

This Intergovernmental Agreement ("Agreement") is entered into this 29th day of July, 2014, between Navajo County Community College District, ("College"), and Window Rock Unified School District No. 8, ("School District") (collectively "Parties"). Both Parties are public agencies of the State of Arizona as defined in Arizona Revised Statutes ("A.R.S.") § 11-951.

BACKGROUND

College and School District are authorized to enter into this Agreement pursuant to A.R.S. § 15-342(13), § 15-701.01(G), § 15-1444(B)(4), and § 15-1821.01. Grant schools are authorized to participate in this Agreement under the Tribally Controlled Schools Act, 25 U.S.C. § 2501 *et seq.* This Agreement and its use are mandated under A.R.S. § 15-1821.01(1).

College has determined that it is desirable to offer college level courses that may be counted toward both high school and college graduation requirements at the high school during the school day.

School District desires that College provide to high school students college level courses that may be counted toward both high school and college graduation.

AGREEMENT

In consideration of the mutual promises contained herein, the Parties agree as follows:

1. PURPOSE

The purpose of this Agreement is to set forth the understanding of the Parties as to their respective responsibilities and rights in providing Dual Enrollment Courses, as defined in Section 2 below, to eligible School District students.

2. DEFINITION

Pursuant to A.R.S. § 15-101(11), a "Dual Enrollment Course" is defined as a college level course that is conducted on the campus of a high school or on the campus of a joint technological education district, and that is:

- A. applicable to an established community college academic degree or certificate program, and transferable to a university under the jurisdiction of the Arizona Board of Regents; or
- B. applicable to a community college occupational degree or certificate program.

C. Notwithstanding the foregoing, physical education shall not be available as a Dual Enrollment Course.

3. EFFECTIVE DATE AND TERM

A. This Agreement shall be effective:

- i. After the governing boards of School District and College have approved it; and
- ii. On the date that authorized representatives of both Parties have signed it ("Effective Date").

B. The term of this Agreement shall be from the Effective Date through June 30, 2015 ("Term").

4. OBLIGATIONS OF COLLEGE

4.1 General Course Requirements

A. College will offer Dual Enrollment Courses to School District juniors and seniors, and to freshman and sophomore students subject to Paragraph F in this Section 4.1 who meet College's prerequisites.

B. Pursuant to A.R.S. § 15-1821.01(3), College will ensure that all Dual Enrollment Courses offered to School District students are:

1. of a quality and depth to qualify for college credit as determined by College;
2. evaluated and approved through the College curriculum approval process;
3. at a higher level than taught by the School District high school;
4. transferable to an Arizona public university or applicable to an established community college occupational degree or certificate program; and
5. compliant with all other standards for College courses.

Dual Enrollment Courses offered pursuant to this Agreement are listed in Exhibit B attached to this Agreement.

C. Students enrolled in Dual Enrollment Courses shall be admitted to College for college level credit under current procedures for admission of students to College, and in compliance with A.R.S. § 15-1821.01 and A.R.S. § 15-1805.01. A student who is under eighteen (18) years of age may be

granted admission if the student meets the pre-requisites for the Dual Enrollment Course and the student achieves any one of the following:

1. a composite score of ninety-three (93) or more on the preliminary scholastic aptitude test;
2. a composite score of nine hundred thirty (930) or more on the scholastic aptitude test;
3. a composite score of twenty-two (22) or more on the American college test;
4. a passing score on the relevant portions of the Arizona instrument to measure standards test;
5. the completion of a college placement test designated by College that indicates the student is at the appropriate college level for the course; or
6. is a graduate of a private or public high school or has a high school certificate of equivalency.

Home schooled students are exempt from Sections 1-6 of this Paragraph C. Notwithstanding the above, a student who enrolls in a vocational or occupational education course may be admitted on an individual basis with the approval of College if the student meets the established requirements of the course for which the student enrolls and College determine that the student's admission is in the best interest of the student. College retains the right to refuse admission to and remove a student from Dual Enrollment Courses in accordance with College policy.

D. College has the right to limit the number of semester hours in which a student may enroll in Dual Enrollment Courses to not less than six (6) credit hours per semester.

E. College shall determine residency status of students for tuition purposes in accordance with A.R.S. § 15-1801 *et seq.*

F. Pursuant to A.R.S. § 15-1821.01(2)(b) and subject to Section 5.1(E) below, College may waive the class status requirements set forth in Section 4.1(A) for up to twenty-five percent (25%) of the students enrolled for Dual Enrollment Courses by College. College shall have written criteria for waiving the requirement for each Dual Enrollment Course which shall include a demonstration, by an examination of the specific purposes and requirements of the course, that freshman and sophomore students who meet the Dual Enrollment Course prerequisites are prepared to benefit from the college level course. College shall report all exceptions and the justification for each exception.

G. College will provide to School District the instructional information necessary to meet the goals of the courses delivered, including but not limited to College approved textbook titles, syllabi, course outlines and grading standards applicable to the Dual Enrollment Courses.

H. College will ensure that instructors of Dual Enrollment Courses follow the Dual Enrollment Course guidelines, and that the same standards of expectation and assessment that are applied to other College courses are applied to the Dual Enrollment Courses.

I. For each student, College will assign an identification number to the student that shall correspond to or reference the Student Accountability Information System (SAIS) number assigned to the student. School District will provide College with the SAIS number for each student as provided in Section 5.1(G).

J. College will grant College credit for a Dual Enrollment Course when a student satisfactorily completes the course.

4.2 Instructors and Instruction

A. College will ensure that School District instructors teaching Dual Enrollment Courses have valid College teaching qualifications in the field being taught and are selected and evaluated by College using the same procedure and criteria that are used for instructors at College campus.

B. If College is providing the instructor for a Dual Enrollment Course, College will provide at College's expense a substitute instructor, as necessary and as agreed upon by School District, to cover the absence of any College instructor teaching a Dual Enrollment Course.

4.3 Assessment and Monitoring

A. Except for vocational and occupational Dual Enrollment Courses, and if required by College policy, College will assess each student who seeks enrollment in a Dual Enrollment Course through an assessment test prior to, or at the time of, enrollment to determine and assure proper placement in the Dual Enrollment Courses.

B. College will involve full-time College faculty who teach a particular discipline in the selection, orientation, ongoing professional development and evaluation of School District faculty teaching Dual Enrollment Courses.

C. College will designate a liaison officer to assist with dual enrollment activities and to meet with the liaison designated by School District as necessary and, at least once within a two-year period, to review Dual Enrollment Course outlines and School District's high school Scope and Sequence, and to review and amend the course outlines as necessary.

D. College will provide career counseling and advisement for School District students while they are enrolled in Dual Enrollment Courses.

4.4 Policy and Procedure

A. College will comply with all applicable procedures and requirements for the Dual Enrollment Courses set out in state statute and College policy.

B. College will provide School District with College policies and procedures applicable to students enrolling in Dual Enrollment Courses.

C. College will provide School District access to the educational records of students as necessary to carry out the terms of this Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance of the particular record, understanding that students enrolled in the Dual Enrollment Courses will be enrolled in both School District and College. Pursuant to Title 34, Part 99, Section 99.31 of the Code of Federal Regulations, the Family Educational Rights and Privacy Act of 1974, as amended (“FERPA”), School District and College may disclose educational records of students to each other as “officials of another school system” where the student is enrolled.

4.5 Students with Disabilities

A. After notification from School District of a student’s need, if College is providing the instructor, College will cooperate with School District to ensure the instructor complies with Section 504 of the Rehabilitation Act of 1973, as amended, and the Individuals with Disabilities Education Act (“IDEA”). College shall work with School District in determining appropriate accommodations, however, School District shall have the primary financial and administrative responsibility for providing and implementing necessary accommodations.

B. College will provide training and guidance to instructors and other personnel in the area of compliance with the Americans with Disabilities Act (“ADA”) and Rehabilitation Act of 1973, as amended, as the Acts specifically relate to instructing students in a postsecondary education situation.

4.6 Reporting

College will submit a report to the Joint Legislative Budget Committee pursuant to A.R.S. § 15-1821.01(2)(b) when necessary, and School District will provide College with data that is required for inclusion in any such report in a timely fashion, as specified in Section 5.6.

5. OBLIGATIONS OF SCHOOL DISTRICT

5.1 General Course Requirements

A. School District will provide an opportunity for School District students who meet criteria pursuant to Paragraph B of this Section 5.1 to enroll in Dual Enrollment Courses and to receive college credit and credit toward high school graduation.

B. Pursuant to A.R.S. § 15-1821.01(6), School District will ensure that each student who enrolls for a Dual Enrollment Course pursuant to this Agreement is a full-time student and is currently enrolled in and attending a full-time instructional program, as defined in A.R.S. § 15-901, in a school

in School District, except that high school seniors who satisfy high school graduation requirements with less than a full-time instructional program shall be exempt from this provision.

C. If School District is providing the instructor for the Dual Enrollment Course, School District will provide instruction in accordance with the policies, regulations and instructional standards of College in courses designated as Dual Enrollment Courses to students of School District at the School District facility during the day.

D. School District will verify that each student enrolled in a Dual Enrollment Course, including those not electing to enroll for College credit, satisfies the prerequisites for the Dual Enrollment Course as published in College's catalog and complies with College policies and this Agreement regarding student placement in courses.

E. The School District Superintendent or designee may allow freshman and sophomore students to enroll in Dual Enrollment Courses subject to Section 4.1(F) above.

F. School District will adopt and utilize College approved textbooks, course outlines, and grading standards applicable to the Dual Enrollment Courses being taught. School District shall provide textbooks for the students. Each student shall be responsible to purchase other supplies, if any, required for the Dual Enrollment Course. Classroom supplies normally supplied by College are included in tuition charges.

G. For each student enrolling in a Dual Enrollment Course, School District will enroll the student using the student's SAIS number and provide that number to College.

5.2 Instructors and Instruction

A. If School District is to provide the instructor, School District will nominate an instructor qualified in the appropriate subject area for each Dual Enrollment Courses and submit each instructor's name and credentials to College for approval.

B. School District will ensure that instructors teaching Dual Enrollment Courses provide instruction in accordance with policies, regulations and instructional standards of College and comply with College assessments.

C. If School District is providing the instructor, School District will provide at School District's expense a substitute instructor, as necessary and as agreed upon by College, to cover the absence of a School District instructor who teaches a Dual Enrollment Course. In the case of substitutions exceeding ten (10) consecutive school days, School District shall notify College in writing of the name and credentials of the substitute instructor.

5.3 Assessment and Monitoring

A. School District will designate a liaison officer to assist with dual enrollment activities and to meet with the College designated liaison as necessary and, at least once within a two-year period,

to review Dual Enrollment Course outlines and School District's high school scope and sequence to review and amend the course outlines as necessary.

B. School District will provide counseling and advisement for School District students while they are enrolled in Dual Enrollment Courses.

5.4 Policy and Procedure

A. School District will ensure that each student seeking enrollment in a Dual Enrollment Course:

1. has completed the necessary registration forms;
2. has completed College assessment examinations, if required by College;
3. is aware the student is subject to both School District policies and procedures and College policies and procedures;
4. is aware the student is participating in a college level course, even though provided at the School District, and should act appropriately; and
5. is aware of the requirements for determination of resident/nonresident tuition.

B. School District will ensure that each instructor of Dual Enrollment Courses agrees to be subject to School District policies and procedures and College policies and procedures, including the right of College to withdraw authorization of the instructor's participation in the dual enrollment program for failure to follow College requirements.

C. School District will provide College access to the educational records of students as necessary to carry out the terms of this Agreement, and limit access to such records to employees who have a legitimate interest and a need to know the substance of the particular record, understanding that students enrolled in the Dual Enrollment Courses will be enrolled in both School District and College. Pursuant to FERPA, School District and College may disclose educational records of students to each other as "officials of another school system" where the student is enrolled.

5.5 Students with Disabilities

School District will determine the appropriate accommodations for each qualified student with disabilities in accordance with the ADA and Section 504 of the Rehabilitation Act of 1973, submit appropriate documentation on students with disabilities to the Disabilities Coordinator at College, and implement accommodations as required by Federal and State law and as negotiated between the College Disability Resource office and School District. School District shall work with College in determining appropriate accommodations. School District shall have the primary financial and administrative responsibility for providing and implementing necessary accommodations.

5.6 Reporting

School District will provide to College any data or other information that is required for the submission of the report required by A.R.S. § 15-1821.01(2)(b).

5.7 Facilities and Funding

A. School District will provide classroom/laboratory space in which Dual Enrollment Courses and activities will be conducted. Facilities and ancillary services provided for the delivery of Dual Enrollment Courses shall comply with all applicable provision of the state Fire Marshall Code, A.R.S. § 41-2161 et seq. (access for disabled persons), and all other applicable federal and state laws.

B. Payment, if any, for facilities and ancillary services shall be designated in Exhibit A attached to this Agreement.

6. MUTUAL AGREEMENTS

6.1 Instructor

A. Throughout the term of this Agreement, an instructor provided by School District shall remain an employee of School District, and shall be subject to the terms and conditions of the instructor's employment contract and School District policy, but shall also be subject to continuing approval by College. Should a School District instructor violate College procedure or policy, College may withdraw authorization for the instructor to participate in the dual enrollment program and School District, upon such withdrawal of authorization, shall substitute another qualified instructor and notify College in writing of such substitution. The instructor must be approved by College pursuant to the terms of this Agreement.

B. Throughout the term of this Agreement, an instructor provided by College shall remain an employee of College, and shall be subject to the terms and conditions of the instructor's employment contract and College policy, but shall also be subject to School District policy. Should an instructor violate School District procedure or policy, School District may ask College to withdraw authorization for the instructor to participate in the dual enrollment program and College, upon such withdrawal of authorization, shall substitute another qualified instructor and notify School District in writing of such substitution.

6.2 Student

Each student enrolled in a Dual Enrollment Course, even though enrolled as a College student during the term of the Dual Enrollment Course, shall remain a student of School District and shall follow the schedule and calendar of classes as established by School District and approved by College.

6.3 Removal from Course

School District retains the right to refuse to allow a student to enroll in a Dual Enrollment Course and to discipline and/or remove any student from the Dual Enrollment Course in accordance with School District policies. College shall have the right to request School District to remove a student from a Dual Enrollment Course in accordance with College policy.

6.4 Schedule and Number of Students

School District and College shall mutually determine the schedule of, and maximum and minimum number of students to enroll in, each Dual Enrollment Course. Such schedule shall not be changed except by written agreement of School District and College. School District and College must mutually agree if any student who is not a student of School District will be enrolled in a Dual Enrollment Course; provided, however, that any such student must comply with the admissions requirements and course prerequisite requirement provisions of this Agreement.

6.5 Availability of Instructors

Availability of Dual Enrollment Courses offered by College shall be dependent on the availability of appropriately qualified instructors. College may compensate School District for the services of a qualified instructor provided by School District or, alternatively, College may provide a qualified instructor to deliver any Dual Enrollment Course.

6.6 Guidelines

School District and College shall ensure that each student enrolled in a Dual Enrollment Course, and all personnel of School District and all personnel of College who are involved in the dual enrollment program are provided with dual enrollment guidelines, and that such persons agree to review and comply with the guidelines.

6.7 Rigor of Courses

College and School District agree that college level courses are rigorous and demanding courses, and the standards and criteria of any Dual Enrollment Course shall meet statutory and College criteria, and such criteria shall not be diminished for the purpose of the dual enrollment program.

7. FINANCIAL PROVISIONS AND FORMAT FOR BILLING: See Exhibit A attached.

7.1 Fees

Fees and charges for the Dual Enrollment Courses and program are provided on Exhibit A attached to this Agreement.

7.2 Supplies

School District will provide and pay for basic textbooks, workbooks, supplies and other costs related to the teaching of and the administration of Dual Enrollment Courses within School District.

7.3 Tuition

- A. Either the student or School District shall be responsible for payment of tuition to College, as specified in Exhibit A.
- B. College may provide grants, scholarships or financial aid in accordance with College policies and as set forth in Exhibit A. In addition, College may offset tuition payments owed to College by School District with payments due from College to School District.
- C. School District understands and agrees that tuition charges for students enrolled under this program may vary from student to student depending upon the total number of student credit hours for which each student has enrolled each term, and depending upon the residency status of the student. Pursuant to A.R.S. § 15-1802(C), the residency of an unemancipated student under the age of nineteen years will be that of the student's parent or legal guardian, and any student who is not a legal resident of Arizona will be charged out of state tuition rates.

7.4 Billing Format

The format for the billing of all services pursuant to this Agreement is set forth on Exhibit A. The Billing Format shall include all information required by A.R.S. § 15-1821.01(1)(a).

8. CONTINUATION OF AGREEMENT

The continuation of this Agreement beyond the initial fiscal year is dependent on and subject to the appropriation and availability of funding for each Party in each subsequent fiscal year. If sufficient funding is not made available to allow a Party to continue meeting its contractual obligations under this Agreement, that Party shall so notify the other Party and either Party may cancel this Agreement and have no further obligation to the other Party. In the alternative, the Parties may by mutual written agreement, modify this Agreement to reduce the level of compensation, services or other consideration provided.

9. RECORDS

All accounts, reports, files and other records relating to this Agreement shall be kept for a minimum of five (5) years after termination of this Agreement and shall be open to reasonable inspection and audit by the other party during that period. Audits may be conducted, at a time mutually agreed upon by the parties, by any appropriate political subdivision or agency of the State of Arizona or by representatives of the comptroller General of the United States or the Secretary of Education when required by applicable federal regulations.

10. CONFIDENTIALITY

All written student records shall be kept confidential in accordance with FERPA and regulations adopted pursuant to FERPA, the IDEA and regulations adopted thereunder, and applicable state laws and school board policies controlling the disclosure of personally identifiable information from a student's education records.

11. TERMINATION/DISPOSITION OF PROPERTY

11.1 Termination

Either Party may terminate this Agreement for any reason following written notice to the other Party of intent to terminate delivered not less than 90 days prior to the intended date of termination. Except as provided in this section 11, termination shall only be effective at the end of a semester, and no Dual Enrollment Course shall be terminated prior to such effective date.

11.2 Risk to Health or Safety

If either Party has reason to suspect that any activities undertaken pursuant to this Agreement present a risk to the health or safety of students or is contrary to the Party's mission or operations, that Party may request that a meeting between the Parties be convened within 48 hours and promptly confirm the meeting in writing. In such circumstances, the Parties to this Agreement will attempt to reconcile differences within five working days of such meeting. If reconciliation is not achieved within the five day period, this Agreement will automatically terminate.

11.3 No Relief from Obligations

Termination shall not relieve either Party from its obligation to pay for services provided prior to termination and those for any student already admitted and enrolled in a course or courses and obtaining dual credit at the time of termination or notice thereof.

11.4 Disposition of Property

The Parties do not contemplate joint acquisition of any property pursuant to this Agreement. Upon termination of this Agreement, equipment furnished or purchased by College for the program shall be retained by College, and equipment furnished or purchased by School District for the program shall be retained by School District.

12. RESPONSIBILITY

12.1 Conduct of Operations

Each Party agrees to be responsible for the conduct of its operations and performance of contract obligations and the actions of its own personnel while performing services under this Agreement, and each party shall be solely responsible for supervision, daily direction, control of

payment of salary (including withholding for payment of taxes and social security), workers' compensation and disability benefits.

12.2 Indemnification

Each Party, to the greatest extent legally permissible, shall indemnify, defend, and hold harmless the other Party from any liability resulting from the negligence, intentionally tortious, or willful misconduct of the indemnifying Party's employees, officers, students and agents.

13. CANCELLATION FOR CONFLICT OF INTEREST

This Agreement may be canceled pursuant to A.R.S. § 38-511, the pertinent provisions of which are fully incorporated herein by reference.

14. NON-ASSIGNABILITY

Neither Party may assign any right or delegate a duty or responsibility under this Agreement without the prior written consent of the other Party.

15. COMPLIANCE WITH NON-DISCRIMINATION LAWS

To the extent applicable, the Parties shall comply with all College policies and State and Federal laws and regulations, including Executive Order 99-4, which prohibit discrimination against any person based on race, religion, handicap, color, age, sex, sexual orientation, political affiliation or national origin, and the Parties shall prohibit discrimination in the employment or advancement in employment of a qualified person because of physical or mental disability including all applicable provisions of the ADA.

16. RIGHTS/OBLIGATIONS OF PARTIES ONLY

The terms of this Agreement are intended only to define the respective rights and obligations of the Parties. Nothing expressed herein shall create any rights or duties in favor of any potential third Party beneficiary or other person, agency or organization.

17. ENTIRE AGREEMENT

This Agreement, and its attachments as noted herein, constitutes the entire agreement between the Parties, and, except as previously noted, all prior or contemporaneous oral or written agreements are superseded by this Agreement. There are no representations or other provisions other than those contained herein, and any amendment or modification of this Agreement shall be made in writing and signed by the Parties to this Agreement.

18. INVALIDITY OF PART OF THE AGREEMENT

If any part of this Agreement is held to be illegal, invalid or void by a court of competent jurisdiction, the remainder of this Agreement shall remain in full force and effect with those offending portions omitted.

19. GOVERNING LAW

This Agreement shall be construed under the laws of the State of Arizona and shall incorporate by reference all laws governing intergovernmental agreements and mandatory contract provisions of state agencies required by statute or executive order.

All statutes and regulations referenced in this Agreement are incorporated herein as if fully stated in their entirety in the Agreement. Each Party agrees to comply with and be responsible for the provisions, the statutes, and the regulations set out in this Agreement.

20. NOTICE

All notices, requests for payment, or other correspondence between the Parties regarding this Agreement shall be mailed United States postage prepaid or delivered personally to the respective parties at the following addresses:

If to College:

Dr. Jeanne Swarthout, President
Northland Pioneer College
P.O. Box 610
Holbrook, Arizona 86025

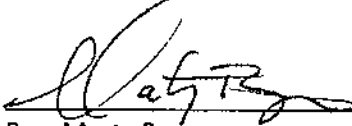
If to School District:

Marty Bowman, Governing Board President
Window Rock Unified School District No. 8
P.O. Box 559
Fort Defiance, AZ 86504

COLLEGE

SCHOOL DISTRICT

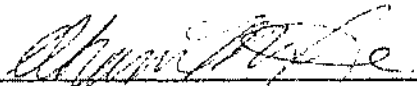
By: Dr. Jeanne Swarthout, President
Title: President


By: Marty Bowman
Title: Governing Board President

Date

11/04/14
Date

Attorney Approval: This Agreement has been reviewed pursuant to A.R.S. § 11-952 by the undersigned attorney who has determined that it is in proper form and is within the powers and authority granted under the laws of Arizona to the Governing Board of the College.

By: 
Legal Counsel for College

Attorney Approval: This Agreement has been reviewed pursuant to A.R.S. § 11-952 by the undersigned attorney who has determined that it is in proper form and is within the powers and authority granted under the laws of Arizona to the Governing Board of the School District.


By: 
Legal Counsel for School District

EXHIBIT A

FINANCIAL PROVISIONS

Fill in the blanks. If the information is not applicable, indicate NA in the blank. Additional directions for completing this form are in italics.

1. INSTRUCTORS

Instructors shall be provided as follows:

School District shall provide and pay all instructors.

College shall provide and pay all instructors.

Each party shall provide and pay for instructors as follows: _____

2. PAYMENTS TO THE SCHOOL DISTRICT

For each course for which the School District provides and pays for the instructor, the College shall pay the School District Ten Dollars (\$10) per credit hour for each properly enrolled student, capped at One Hundred Dollars (\$100) per credit hour for each course. Invoices from the District to the College shall be based on College course rosters and include the information listed in Exhibit B of this Agreement.

3. PAYMENTS OF TUITION AND FEES/COSTS TO THE COLLEGE

TUITION:

College tuition is Sixty Six Dollars (\$66) per credit hour for each in-state student and Three Hundred Fifteen Dollars (\$315) per credit hour for each student who, pursuant to A.R.S. §15-1802 or A.R.S. §15-1803, does not qualify for in-state student status.

ADDITIONAL FEES AND/OR COSTS:

Set out below are additional fees and costs and, for each, a designation as to whether the School District or student is responsible for payment of each fee or cost.

Fees and Costs (Including special course fees; assessment costs, if any; etc.)	<i>For each fee or cost, check the appropriate line to indicate whether the School District or student is responsible for payment to the College of the fee or cost. .</i>	
1. Media Fee	District _____	Student <u>X</u>
2. Course Fee	District _____	Student <u>X</u>
3.	District _____	Student _____

4. COLLECTION AND PAYMENT OF TUITION AND FEES/COSTS

Check the appropriate line:

School District is responsible for payment of tuition to the College.

Each student is responsible for payment of tuition to the College.

For tuition and fee/cost payments required to be made by the School District to the College:

A. School District is authorized and retains the discretion to collect tuition and fee/cost payments from its students to the extent School District deems appropriate; and

B. School District may reduce its required payment of tuition and fees/costs owed to the College pursuant to paragraph 3 by the amount of any payment owed to School District by the College pursuant to paragraph 2.

For any tuition and fee/cost payment required to be made by a student to the College, the College shall establish an individual billing account for that student and the billing for such tuition and/or fees and costs shall occur in accordance with College policies and procedures.

5. FINANCIAL AID

Except as indicated in this section, College offers no grant, scholarship or financial aid for the dual enrollment program.

If tuition and/or additional fees and costs are the responsibility of individual students, a student will be eligible for tuition and fee and cost scholarships in compliance with College policies and procedures.

6. FORMAT OF INVOICES BETWEEN THE SCHOOL DISTRICT AND COLLEGE

The School District and College shall send invoices to the other to the attention and at the address listed below no later than thirty (30) days after the end of each semester. Each invoice shall detail any payments due. Payments shall be due within thirty (30) days of receipt of an invoice.

Invoices to be sent to the College:

Invoices to be sent to the School District:

Northland Pioneer College
ATTN Accounts Payable
PO Box 610
Holbrook, AZ 86025

Window Rock Unified School District #8
ATTN: Business Office
PO Box 559, Rt. 12
Ft. Defiance, AZ 86504

7. FULL TIME STUDENT EQUIVALENT FINANCIAL INFORMATION

Amount College received in FTSE in prior academic year:

(Specify dollar amount)

\$ 1,646,600

Portion of that FTSE distributed to School District:

(Specify percentage or dollar amount)

0

Amount School District returned to College:

(Specify percentage or dollar amount)

0

EXHIBIT B

**TYPE OF INSTRUCTION
DUAL ENROLLMENT COURSES**

COURSES AND CREDITS

For complete course descriptions, refer to the current College catalog.

All courses listed with an asterisk are also offered to freshmen and sophomore students.

The number of students admitted for any Dual Enrollment Course shall not be less than **six (6)** students per section and shall not exceed a maximum of **thirty (30)** students per section.

COURSE	TITLE	CREDITS	SEMESTER	INSTRUCTOR
ENL101	COLLEGE COMPOSITION I	3.00	FALL	PENDING
BUS100	INTRODUCTON TO BUSINESS	3.00	FALL	HARVEY, TYRE
BUS105	TECHNIQUES OF SUPERVISION	3.00	FALL	HARVEY, TYRE
MAT152	ADVANCED ALGEBRA	3.00	FALL	PENDING
ENL101	COLLEGE COMPOSITION I	3.00	SPRING	PENDING
ENL102	COLLEGE COMPOSITION II	3.00	SPRING	PENDING
BUS100	INTRODUCTION TO BUSIN	3.00	SPRING	HARVEY, TYRE
BUS210	PRINCIPLES OF MANAGEMENT	3.00	SPRING	HARVEY, TYRE
BUS220	PRINCIPLES OF MARKETI	3.00	SPRING	HARVEY, TYRE
MAT152	ADVANCED ALGEBRA	3.00	SPRING	PENDING
MAT189	PRECALCULUS ALGEBRA-TRIG	3.00	SPRING	PENDING

**REQUEST APPROVAL TO PAY OFF TOWN OF
TAYLOR GREATER ARIZONA DEVELOPMENT
AUTHORITY LOAN BALANCE OF THE NORTHEAST
ARIZONA TRAINING CENTER (REVISED)**

Recommendation:

Staff recommends approval to pay off the Town of Taylor Greater Arizona Development Authority (GADA) loan balance, a promissory note of Northeast Arizona Training Center, Inc. (NATC), of \$327,675.

Summary:

The board approved payoff of the GADA loan balance during the April board meeting based on a reported payoff amount of \$302,1650. We have been notified that the official payoff amount is \$327,675. The balance of the information provided to the board during the April board meeting is correct. The Town of Taylor has provided the necessary notice of commitment to participate as a result of the board's previous approval. Payment will be made during the month of June, 2015. Savings over the remaining life of the loan total \$78,600 in interest payments; a net present value savings of \$22,647 based on the current market. A copy of the current amortization schedule is included..

AMORTIZATION SCHEDULE

FILL ON THIS COLORED CELLS

GADA 2008A TOWN OF TAYLOR D3 FD

RESERVE REQUIREMENT
N/A

INT ACCRUES FROM:	2/23/2005	ORIGINAL O/S:	\$500,000	AVG ANNL DEBT S:	\$46,678.67
FIRST PAYMENT DATE:	2/1/2006	MULTIPLES OF:	360	WGHTD AVG MAT:	
FINAL MATURITY:	8/1/2024	DAYS IN YEAR:	360	WGHTD AVE CPN:	
MAX ANNUAL D SERV:	\$43,350.00	TOTAL YEARS TO CALC AVG ANNL:	38	10% OF PROCEEDS:	\$50,000.00

DATE:	COUPON:	PRINCIPAL DUE	INTEREST DUE:	DEBT SERVICE	YEARLY DEBT SERVICE	YEARLY DEBT SERVICE	PRINCIPAL OUTSTANDING
2/1/2006		\$0.00	\$21,218.89	\$21,218.89	\$21,218.89		\$500,000.00
8/1/2006	5.000%	\$10,000.00	\$11,300.00	\$21,300.00		\$42,518.89	\$490,000.00
2/1/2007		\$0.00	\$11,050.00	\$11,050.00	\$32,350.00		\$490,000.00
8/1/2007	2.376%	\$20,000.00	\$11,050.00	\$31,050.00		\$42,100.00	\$470,000.00
2/1/2008		\$0.00	\$10,812.50	\$10,812.50	\$41,882.50		\$470,000.00
8/1/2008	2.750%	\$20,000.00	\$10,812.50	\$30,812.50		\$41,626.00	\$450,000.00
2/1/2009		\$0.00	\$10,537.60	\$10,537.60	\$41,360.00		\$450,000.00
8/1/2009	3.125%	\$20,000.00	\$10,537.60	\$30,537.60		\$41,076.00	\$430,000.00
2/1/2010		\$0.00	\$10,225.00	\$10,225.00	\$40,782.50		\$430,000.00
8/1/2010	3.000%	\$20,000.00	\$10,225.00	\$30,225.00		\$40,460.00	\$410,000.00
2/1/2011		\$0.00	\$9,925.00	\$9,925.00	\$40,150.00		\$410,000.00
8/1/2011	5.000%	\$20,000.00	\$9,925.00	\$29,925.00		\$39,850.00	\$390,000.00
2/1/2012		\$0.00	\$9,425.00	\$9,425.00	\$39,350.00		\$390,000.00
8/1/2012	5.000%	\$20,000.00	\$9,425.00	\$29,425.00		\$38,860.00	\$370,000.00
2/1/2013		\$0.00	\$8,925.00	\$8,925.00	\$38,350.00		\$370,000.00
8/1/2013	5.000%	\$25,000.00	\$8,925.00	\$33,925.00		\$42,860.00	\$345,000.00
2/1/2014		\$0.00	\$8,300.00	\$8,300.00	\$42,225.00		\$345,000.00
8/1/2014	5.000%	\$25,000.00	\$8,300.00	\$33,300.00		\$41,600.00	\$320,000.00
2/1/2015		\$0.00	\$7,875.00	\$7,875.00	\$40,875.00		\$320,000.00
8/1/2015	6.000%	\$25,000.00	\$7,875.00	\$32,875.00		\$40,350.00	\$295,000.00
2/1/2016		\$0.00	\$7,050.00	\$7,050.00	\$39,725.00		\$295,000.00
8/1/2016	6.000%	\$25,000.00	\$7,050.00	\$32,050.00		\$39,100.00	\$270,000.00
2/1/2017		\$0.00	\$6,425.00	\$6,425.00	\$38,475.00		\$270,000.00
8/1/2017	5.000%	\$30,000.00	\$6,425.00	\$36,425.00		\$42,850.00	\$240,000.00
2/1/2018		\$0.00	\$5,875.00	\$5,875.00	\$42,100.00		\$240,000.00
8/1/2018	5.000%	\$30,000.00	\$5,875.00	\$36,875.00		\$41,350.00	\$210,000.00
2/1/2019		\$0.00	\$4,925.00	\$4,925.00	\$40,600.00		\$210,000.00
8/1/2019	6.000%	\$30,000.00	\$4,925.00	\$34,925.00		\$39,850.00	\$180,000.00
2/1/2020		\$0.00	\$4,175.00	\$4,175.00	\$39,100.00		\$180,000.00
8/1/2020	4.000%	\$35,000.00	\$4,175.00	\$39,175.00		\$43,350.00	\$145,000.00
2/1/2021		\$0.00	\$3,475.00	\$3,475.00	\$42,650.00		\$145,000.00
8/1/2021	5.000%	\$35,000.00	\$3,475.00	\$38,475.00		\$41,650.00	\$110,000.00
2/1/2022		\$0.00	\$2,600.00	\$2,600.00	\$41,075.00		\$110,000.00
8/1/2022	5.000%	\$35,000.00	\$2,600.00	\$37,600.00		\$40,200.00	\$75,000.00
2/1/2023		\$0.00	\$1,725.00	\$1,725.00	\$39,325.00		\$75,000.00
8/1/2023	5.000%	\$35,000.00	\$1,725.00	\$36,725.00		\$38,450.00	\$40,000.00
2/1/2024		\$0.00	\$850.00	\$850.00	\$37,675.00		\$40,000.00
8/1/2024	4.260%	\$40,000.00	\$850.00	\$40,850.00		\$41,700.00	\$0.00
TOTALS		\$500,000.00	\$268,660.00	\$780,068.89	\$739,218.89	\$780,068.89	

**KIM CROSSLAND
FINANCIAL AID ADVISOR/TECHNICIAN
EMERITUS RECOGNITION**

Kim Crossland began her employment with Northland Pioneer College on August 1, 1991 working in the Business Office as an Accounts Payable Clerk. She continued working in the Business Office until May of 1997 holding various positions including Temporary Accountant II and Accounting Technician – Fund Accountant (Grants). In September of 1999, Kim moved to the Financial Aid Office and began working as a Financial Aid Specialist. Since July of 2000, her title has been Financial Aid Advisor/Technician.

Kim earned her Associate of Arts degree from NPC in 1997. She has also attended Mesa Community College, College of Ganado, Northern Arizona University, Arizona State University, and most recently, Western Governors University.

Kim is a member of the Arizona Association of Student Financial Aid Administrators (AASFAA), the Western Association of Student Financial Aid Administrators (WASFAA), and the National Association of Student Financial Aid Administrators (NASFAA). She has been a volunteer for the Volunteer Income Tax Assistance (VITA) program where she provided free income tax preparation assistance for students and the public.

Kim is the mother of one son (Mike) and she has four grandchildren, Layton (12), Destin (10), Dayonna (3) and Lovette (1 at the end of the month). She has been a team mother and coach

for P.A.L. Baseball and a Cub Scout den leader. She also volunteers for Holbrook Little League and Holbrook Youth Football.

It is with great pleasure that we present Kim with Emeritus Recognition for her service to NPC.

REQUEST TO APPROVE JENZABAR MAINTENANCE RENEWAL

Recommendation: Staff recommends approval to renew an existing software maintenance agreement for our Jenzabar CX system for a period of one year at a cost of \$187,701.1756.

Summary: Northland Pioneer College utilizes a higher education specific Enterprise Resource Planning (ERP) system known as Jenzabar CX. The ERP system is an integrated collection of software tools that supports all of our business operations.

It is absolutely critical to maintain vendor support of this product. In the past, NPC has entered into five year maintenance agreements with Jenzabar for maintenance and support. Staff now recommends entering into a one year agreement as prepayment discounts are no longer available through Jenzabar.

This proposed purchase supports goals 3.1.1, 3.2.1, and 3.2.2 of NPC's 2014-16 Strategic Plan.

FY 15/16



Northland Pioneer College

Quality education you can afford.

S
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Jenzabar
Po Box 55018
Boston, MA 02205-5018
540-432-5200 / 540-432-5278^{FAX}

Use Tax _____ 1099 _____

NPC IDENTIFICATION NUMBER _____

REQUISITION

PO NUMBER _____
Rinda J. Jones Date 4/27/15
 ORIGINATOR / BUDGET MANAGER

BUDGET MANGER / DEAN / DIRECTOR _____ Date / /

VICE PRESIDENT (Required for Purchases \$10,000 & Above) _____ Date / /

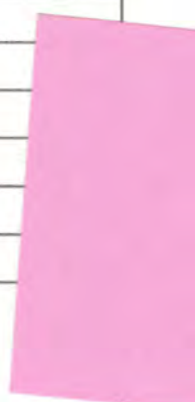
J. Lucente Date 4/28/15
 PRESIDENT (Required for Purchases \$25,000 & Above)

BUSINESS OFFICE _____ Date / /

BOARD APPROVAL (Required for \$50,000 & Above) Date / /

GIVE FULL AND COMPLETE PARTICULARS FOR EACH ITEM REQUESTED

QTY	DETAILED DESCRIPTION	UNIT PRICE	AMOUNT	ACCOUNT NUMBER
	Jenzabar Annual Invoice MR10005234		172,045.00	
	7/1/2015 - 6/30/2016			
				50 5070 510410
	SUB TOTAL		172,045.00	
	SALES / USE TAX		15,656. 00 7	
	FREIGHT		—	
	TOTAL		187,701.17	



COMMENTS/SPECIAL INSTRUCTIONS:

FY 15/16

Vendor Search attached

All vendors for service, equipment rentals, and leases must have a W-9 compliance form on file with the Business Office. If the vendor is not listed on the 1099 listing, a completed W-9 form must be attached to the requisition.

MPR-Rev. 2/11-Forms/BusinessOffice/Requisition

DISTRIBUTION: BUSINESS OFFICE - White & Yellow; BUDGET MANAGER / DEAN / DIRECTOR / REQUISITIONER - Pink

19 May 2015 NCCC/DGB

Packet Page 74

JENZABAR

Remit To:

P.O. Box 55018
Boston, MA 02205-5018

540-432-5200 VOICE
540-432-5275 FAX

Invoice #: MRI0005234
Customer ID: 111050
Sales No:

Bill To:

Northland Pioneer College
Donna-Business Office
PO Box 610
Holbrook, AZ 86025-0610

Ship To:

Northland Pioneer College
Donna-Business Office
PO Box 610
Holbrook, AZ 86025-0610

Invoice Date: 4/16/2015	Payment Due Date: 6/30/2015	PO #:	Terms: Net 75 Payment Terms
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No.	Item / Description	UOM	Quantity Ordered	Quantity Shipped	Unit Price	Total
1	CX AD MN <i>CX Admissions Maintenance</i>	EA	1.00	1.00	5,965.00	5,965.00
2	CX AR MN <i>CX Student Financials Maintenance</i>	EA	1.00	1.00	4,586.00	4,586.00
3	CX BD MN <i>CX Budgeting Maintenance</i>	EA	1.00	1.00	2,699.00	2,699.00
4	CX CM MN <i>CX Common Maintenance</i>	EA	1.00	1.00	30,600.00	30,600.00
5	CX CRM ADO MN <i>CX CRM-Admissions Officer Maintenance</i>	EA	1.00	1.00	6,673.00	6,673.00
6	CX CRM CA MN <i>CX CRM-Candidate Maintenance</i>	EA	1.00	1.00	6,346.00	6,346.00
7	CX CRM FAC MN <i>CX CRM-Faculty Maintenance</i>	EA	1.00	1.00	7,810.00	7,810.00
8	CX CRM STAFF MN <i>CX CRM-Staff Maintenance</i>	EA	1.00	1.00	4,323.00	4,323.00
9	CX CRM STU MN <i>CX CRM-Student Maintenance</i>	EA	1.00	1.00	6,276.00	6,276.00
10	CX DA MN <i>CX Degree Audit Maintenance</i>	EA	1.00	1.00	3,297.00	3,297.00
11	CX FN MN <i>CX Financial Aid Maintenance</i>	EA	1.00	1.00	8,251.00	8,251.00
12	CX GL MN <i>CX General Ledger Maintenance</i>	EA	1.00	1.00	9,220.00	9,220.00



Remit To:

P.O. Box 55018
 Boston, MA 02205-5018

540-432-5200 VOICE
 540-432-5275 FAX

Invoice #: MRI0005234
 Customer ID: 111050
 Sales No:

Bill To:

Northland Pioneer College
 Donna-Business Office
 PO Box 610
 Holbrook, AZ 86025-0610

Ship To:

Northland Pioneer College
 Donna-Business Office
 PO Box 610
 Holbrook, AZ 86025-0610

Invoice Date: 4/16/2015 Payment Due Date: 6/30/2015 PO #: Terms: Net 75 Payment Terms

No.	Item / Description	UOM	Quantity Ordered	Quantity Shipped	Unit Price	Total
13	CX HR MN <i>CX HR-Administration Maintenance</i>	EA	1.00	1.00	5,366.00	5,366.00
14	CX INFORMV10 MN <i>CX Informlx Maintenance</i>	EA	1.00	1.00	30,694.00	30,694.00
15	CX JICS GO MN <i>CX JICS Mobile Maintenance</i>	EA	1.00	1.00	4,421.00	4,421.00
16	CX JICS MN <i>CX Internet Campus Base Maintenance</i>	EA	1.00	1.00	8,926.00	8,926.00
17	CX Moodle MN <i>CX Moodle Integration Maintenance</i>	EA	1.00	1.00	1,103.00	1,103.00
18	CX PA MN <i>CX HR-Payroll Maintenance</i>	EA	1.00	1.00	5,366.00	5,366.00
19	CX PE MN <i>CX HR-Position Control Maintenance</i>	EA	1.00	1.00	5,000.00	5,000.00
20	CX PO MN <i>CX Purchasing/Accounts Payable Maintenance</i>	EA	1.00	1.00	4,586.00	4,586.00
21	CX RE MN <i>CX Academic Records Maintenance</i>	EA	1.00	1.00	7,787.00	7,787.00
22	CX SL MN <i>CX Student Affairs Maintenance</i>	EA	1.00	1.00	2,750.00	2,750.00

Comments:

Maintenance plans starts on 07/01/2015 and ends on 06/30/2016

For questions please call 540-432-5200 and ask for Accounts Receivable

Sub Total: 172,045.00
Tax: 15,656.17
Payment/Credit Applied: 0.00
Invoice Total Due: 187,701.17

REQUEST TO APPROVE JENZABAR MAINTENANCE RENEWAL

Recommendation: Staff recommends approval to renew an existing software maintenance agreement for our Jenzabar CX system for a period of one year at a cost of \$187,701.1756.

Summary: Northland Pioneer College utilizes a higher education specific Enterprise Resource Planning (ERP) system known as Jenzabar CX. The ERP system is an integrated collection of software tools that supports all of our business operations.

It is absolutely critical to maintain vendor support of this product. In the past, NPC has entered into five year maintenance agreements with Jenzabar for maintenance and support. Staff now recommends entering into a one year agreement as prepayment discounts are no longer available through Jenzabar.

This proposed purchase supports goals 3.1.1, 3.2.1, and 3.2.2 of NPC's 2014-16 Strategic Plan.

JENZABAR

Remit To:

P.O. Box 55018
Boston, MA 02205-5018

540-432-5200 VOICE
540-432-5275 FAX

Invoice #: MRI0005234
Customer ID: 111050
Sales No:

Bill To:

Northland Pioneer College
Donna-Business Office
PO Box 610
Holbrook, AZ 86025-0610

Ship To:

Northland Pioneer College
Donna-Business Office
PO Box 610
Holbrook, AZ 86025-0610

Invoice Date: 4/16/2015	Payment Due Date: 6/30/2015	PO #:	Terms: Net 75 Payment Terms
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No.	Item / Description	UOM	Quantity Ordered	Quantity Shipped	Unit Price	Total
1	CX AD MN <i>CX Admissions Maintenance</i>	EA	1.00	1.00	5,965.00	5,965.00
2	CX AR MN <i>CX Student Financials Maintenance</i>	EA	1.00	1.00	4,586.00	4,586.00
3	CX BD MN <i>CX Budgeting Maintenance</i>	EA	1.00	1.00	2,699.00	2,699.00
4	CX CM MN <i>CX Common Maintenance</i>	EA	1.00	1.00	30,600.00	30,600.00
5	CX CRM ADO MN <i>CX CRM-Admissions Officer Maintenance</i>	EA	1.00	1.00	6,673.00	6,673.00
6	CX CRM CA MN <i>CX CRM-Candidate Maintenance</i>	EA	1.00	1.00	6,346.00	6,346.00
7	CX CRM FAC MN <i>CX CRM-Faculty Maintenance</i>	EA	1.00	1.00	7,810.00	7,810.00
8	CX CRM STAFF MN <i>CX CRM-Staff Maintenance</i>	EA	1.00	1.00	4,323.00	4,323.00
9	CX CRM STU MN <i>CX CRM-Student Maintenance</i>	EA	1.00	1.00	6,276.00	6,276.00
10	CX DA MN <i>CX Degree Audit Maintenance</i>	EA	1.00	1.00	3,297.00	3,297.00
11	CX FN MN <i>CX Financial Aid Maintenance</i>	EA	1.00	1.00	8,251.00	8,251.00
12	CX GL MN <i>CX General Ledger Maintenance</i>	EA	1.00	1.00	9,220.00	9,220.00

JENZABAR[®]

Remit To:

P.O. Box 55018
 Boston, MA 02205-5018

540-432-5200 VOICE
 540-432-5275 FAX

Invoice #: MRI0005234
 Customer ID: 111050
 Sales No:

Bill To:

Northland Pioneer College
 Donna-Business Office
 PO Box 610
 Holbrook, AZ 86025-0610

Ship To:

Northland Pioneer College
 Donna-Business Office
 PO Box 610
 Holbrook, AZ 86025-0610

Invoice Date: 4/16/2015 Payment Due Date: 6/30/2015 PO #: Terms: Net 75 Payment Terms

No.	Item / Description	UOM	Quantity Ordered	Quantity Shipped	Unit Price	Total
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15	CX JICS GO MN <i>CX JICS Mobile Maintenance</i>	EA	1.00	1.00	4,421.00	4,421.00
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Comments:

Maintenance plans starts on 07/01/2015 and ends on 06/30/2016

For questions please call 540-432-5200 and ask for Accounts Receivable

Sub Total: 172,045.00
Tax: 15,656.17
Payment/Credit Applied: 0.00
Invoice Total Due: 187,701.17

Humes, Linda J.

From: Soseman, Donna M.
Sent: Friday, April 24, 2015 11:54 AM
To: Humes, Linda J.
Subject: Jenzabar
Attachments: [Untitled].pdf

Hi Linda,

Attached is another Jenzabar invoice. When you write out the requisition do it for the full amount. I will copy the requisition used for the credit and enter that separately so that is shows in the system.

Thank you,
Donna

Donna M Soseman
Accounting Tech II
PO Box 610
Holbrook, AZ 86025
Ph: (928) 524-7383
Fax: (928) 524-7476

-----Original Message-----

From: Northland Pioneer College Business Office [<mailto:DoNotReply@npc.edu>]
Sent: Friday, April 24, 2015 11:50 AM
To: Soseman, Donna M.
Subject: Northland Pioneer College Business Office

Please do not reply to this message.

USER NAME PASSWORD

[Forgot Username?](#)

[Forgot Password?](#)

[Create an Account](#)

Entity Dashboard

- Entity Overview
- Entity Record
- Core Data
- Assertions
- Reps & Certs
- POCs
- Reports
- Service Contract Report
- BioPreferred Report
- Exclusions
- Active Exclusions
- Inactive Exclusions
- Excluded Family Members

[RETURN TO SEARCH](#)

JENZABAR, INC.
 DUNS: 047980821 CAGE Code: 3B1K0
 Status: Active

101 HUNTINGTON AVENUE STE 2205
 BOSTON, MA, 02199-8001,
 UNITED STATES

Expiration Date: 04/30/2015
 Purpose of Registration: All Awards

Entity Overview

Entity Information

Name: JENZABAR, INC.
Business Type: Business or Organization
POC Name: Kelly Hammond
Registration Status: Active
Activation Date: 04/30/2014
Expiration Date: 04/30/2015

Exclusions

Active Exclusion Records? No



USER NAME PASSWORD

[Forgot Username?](#) [Forgot Password?](#)

[Create an Account](#)

Entity Dashboard

- ▶ [Entity Overview](#)
- ▶ [Entity Record](#)
- ▶ [Core Data](#)
- ▶ [Assertions](#)
- ▶ [Reps & Certs](#)
- ▶ [POCs](#)
- ▶ [Reports](#)
- ▶ [Service Contract Report](#)
- ▶ [BioPreferred Report](#)
- ▶ [Exclusions](#)
- ▶ [Active Exclusions](#)
- ▶ [Inactive Exclusions](#)
- ▶ [Excluded Family Members](#)

[RETURN TO SEARCH](#)

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 DUNS: 047980821 CAGE Code: 3B1K0
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 BOSTON, MA, 02199-8001,
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 Purpose of Registration: All Awards

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Entity Information

Name: JENZABAR, INC.
Business Type: Business or Organization
POC Name: Kelly Hammond
Registration Status: Active
Activation Date: 04/30/2014
Expiration Date: 04/30/2015

Exclusions

Active Exclusion Records? No



Request to Approve Purchase of Cisco Switches, Routers, and Maintenance Packages.

Recommendation:

Staff recommends approval to purchase (13) Cisco Switches, (1) Router and Maintenance Packages as requested in the 2014/2015 Capital Budget for new deployments and lifecycle replacements in the amounts of: \$213,286.70

Summary:

As part of Northland Pioneer College's three-year capital plan and our 2014-2016 Strategic Plan, staff recommends approval to purchase laptops and PCs for district wide usage. Purchases would be made by the following vendors:

CDW-G

This project will allow for lifecycle replacement of aging equipment and several projects which will add equipment. These purchases are made through State Contracts.

These proposed purchases supports goals 3.1.1 of Northland Pioneer College's 2014-2016 Strategic Plan.



Northland Pioneer College
EXPANDING MINDS • TRANSFORMING LIVESSM

REQUISITION

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CDW-G Attn: Rachel Parker
230 N. Milwaukee Ave
Vernon Hills, IL 60061
866-708-1693 / 312-705-9295 fax
Use Tax _____ 1099 _____
NPC IDENTIFICATION NUMBER _____

P.O. NUMBER _____

Linda J. Holmes Date *4/29/15*
ORIGINATOR / BUDGET MANAGER

BUDGET MANGER / DEAN / DIRECTOR Date / /

VICE PRESIDENT (Required for Purchases \$10,000 & Above) Date / /

PRESIDENT (Required for Purchases \$25,000 & Above) Date / /

BOARD APPROVAL (Required for \$50,000 & Above) Date / /

GIVE FULL AND COMPLETE PARTICULARS FOR EACH ITEM REQUESTED

QTY	DETAILED DESCRIPTION	UNIT PRICE	AMOUNT	ACCOUNT NUMBER
1	MFG# ASR1001		9750 00	50-5070-5620-10 ~
1	MFG# SPA-8X1GE-V2		14500 00	50-5070-5620-10 ~
1	MFG# SLASR1-AES		5500 00	50-5070-5620-10 ~
1	MFG# CON-SNT-8X1GEV2		710 00	50-5070-5620-10 ~
1	MFG# CON-SNT-SLASR1AM		453 00	50-5070-5620-10 ~
1	MFG# CON-SNT-CASR1001		772 00	50-5070-5620-10 ~
7	MFG# WS-C2960X-48FPS-L	3300 00	23100 00	50-5070-5620-10 ~
7	MFG# CON-SNT-WSC294SL	281 00	1967 00	50-5070-5620-10 ~
3	MFG# CON-SNT-V248PSE	277 00	831 00	50-5070-5620-10 ~
3	MFG# WS-C4506E-S7L+96V+	9900 00	29700 00	50-5070-5620-10 ~
6	MFG# WS-X4748-RJ45-E	3750 00	22500 00	50-5070-5620-10 ~
3	MFG# C4500E-LB-IPB	5700 00	17100 00	50-5070-5620-10 ~
3	MFG# PWR-C45-6000ACV	2200 00	6600 00	50-5070-5620-10 ~
3	MFG# PWR-C45-6000ACV/2	2200 00	6600 00	50-5070-5620-10 ~
3	MFG# CON-SNT-C4506S7L	739 00	2217 00	50-5070-5620-10 ~
3	MFG# WS-C3560V2-48PS-E	5200 00	15600 00	50-5070-5620-10 ~
		SUB TOTAL		
		<input type="checkbox"/> SALES / <input type="checkbox"/> USE TAX	PAGE 1	
		FREIGHT	OF 2	
		TOTAL		

COMMENTS/SPECIAL INSTRUCTIONS:

PAGE 1 OF 2
SWITCHES/ROUTERS/SMARTNET
MAINTENANCE PACKAGES

VENDOR SEARCH
ATTACHED

All vendors for service, equipment rentals, and leases must have a W-9 compliance form on file with the NPC Business Office. If the vendor is not listed on the 1099 listing, a completed W-9 form must be attached to the requisition. MPR 5/14*Marketing/Forms/Business Office

DISTRIBUTION: BUSINESS OFFICE – White & Yellow; BUDGET MANAGER / DEAN / DIRECTOR / REQUISITIONER – Pink

(WHITE COPY)



Northland Pioneer College

EXPANDING MINDS • TRANSFORMING LIVES_{SM}

REQUISITION

S
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CDW-G Attn: Rachel Parker
 230 N. Milwaukee Ave
 Vernon Hills, IL 60061
 866-708-1693 / 312-705-9295 fax
 Use Tax _____ 1099 _____
 NPC IDENTIFICATION NUMBER _____

P.O. NUMBER _____

Linda J. Homes
 ORIGINATOR / BUDGET MANAGER

Date *4/29/15*

BUDGET MANGER / DEAN / DIRECTOR Date / /

VICE PRESIDENT (Required for Purchases \$10,000 & Above) Date / /

PRESIDENT (Required for Purchases \$25,000 & Above) Date / /

BOARD APPROVAL (Required for \$50,000 & Above) Date / /

GIVE FULL AND COMPLETE PARTICULARS FOR EACH ITEM REQUESTED

QTY	DETAILED DESCRIPTION	UNIT PRICE	AMOUNT	ACCOUNT NUMBER
12	MFG# SFP-GE-T	250 00	3000 00	50-5070-5620-10 ~
3	MFG# WS-X4624-SFP-E	10999 00	32997 00	50-5070-5620-10 ~
				50-5070-5620-10 ~
				50-5070-5620-10 ~
				50-5070-5620-10 ~
				50-5070-5620-10 ~
				50-5070-5620-10 ~
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				50-5070-5620-10 ~
				50-5070-5620-10 ~
		SUB TOTAL	19389 00	
		<input type="checkbox"/> SALES / <input type="checkbox"/> USE TAX	19389 70	
		FREIGHT	--- --	
		TOTAL	213286 70	

COMMENTS/SPECIAL INSTRUCTIONS:
 PAGE 2 OF 2
 SWITCHES, ROUTERS, SMARTNET,
 MAINTENANCE PACKAGES
 VENDOR SEARCH ATTACHED

All vendors for service, equipment rentals, and leases **must** have a W-9 compliance form on file with the NPC Business Office. If the vendor is not listed on the 1099 listing, a completed W-9 form must be attached to the requisition. MPR 5/14-Marketing/Forms/Business Office

DISTRIBUTION: BUSINESS OFFICE – White & Yellow; BUDGET MANAGER / DEAN / DIRECTOR / REQUISITIONER – Pink

(WHITE COPY)

Humes, Linda J.

From: Juzwiak, Mark
Sent: Tuesday, April 28, 2015 3:50 PM
To: Swarthout, Jeanne Dr.
Cc: Humes, Linda J.
Subject: Regarding FY14/15 Cisco Network equipment replacement.

Dr. Swarthout,

Per our conversation, IS Division will move forward in processing the requisition for replacement Cisco network equipment using CDW-G as the vendor.

Even though CDW-G is not the lowest quote (second lowest), the "service after the sale" in the guise of Smart Tracker software more than makes up for the difference in price. **WWT HAD AN ERROR - CDW G IS LOW BID**

By going with CDW-G, our purchase would be automatically entered into the Smart Tracker software allowing us to better manage our IT assets with no user input.

If we had gone with the lowest quote, all items would have to be manually entered into the Smart Tracker software and possibly prone to data input mistakes as well as take up valuable technician's time which could be better served maintaining the NPC network.

Thank you.

Respectfully,
Mark Juzwiak
Network and Systems Administrator
Northland Pioneer College
Painted Desert Campus
P. O. Box 610
Holbrook, AZ 86025-0610
mark.juzwiak@npc.edu
1-800-266-7845 ext 7431
1-928-524-7431

Humes, Linda J.

From: Hess, Ernest
Sent: Tuesday, April 28, 2015 10:16 AM
To: Juzwiak, Mark
Cc: Humes, Linda J.
Subject: RE: Quote Please - Follow-up - Cisco replacements needed.

After reviewing the quotes from CDWG and WWT, I want to go with CDWG for a couple of reasons.

- CDWG quoted what I asked for. WWT quoted lesser line cards for the 4507 switches.
- SmartNet contract numbers will automatically show up in Smarttracker. I can RMA if need be from Smarttracker.

If you want WWT to re-quote to match CDWG then part number WS-X4648-RJ45V+E in the WWT quote will need to be changed to WS-X4748-RJ45-E which I suspect will bump WWT's quote to a higher figure than the CDWG quote.

We also pay less tax with CDWG so overall CDWG is still cheaper than WWT.

Thanks,

Ernest Hess
Network Engineer
Northland Pioneer College
1-928-532-6769
1-800-266-7845 X6769

WWT HAD
AN ERROR

CDWG IS
LOW BID

-----Original Message-----

From: Juzwiak, Mark
Sent: Monday, April 27, 2015 3:29 PM
To: Hess, Ernest
Cc: Humes, Linda J.
Subject: RE: Quote Please - Follow-up - Cisco replacements needed.

Ernie,

I have the paperwork on my desk if you want to look at a hard copy.

Respectfully,
Mark Juzwiak
Network and Systems Administrator
Northland Pioneer College
Painted Desert Campus
P. O. Box 610
Holbrook, AZ 86025-0610
mark.juzwiak@npc.edu
1-800-266-7845 ext 7431
1-928-524-7431

-----Original Message-----

From: Humes, Linda J.
Sent: Monday, April 27, 2015 2:51 PM
To: Hess, Ernest; Juzwiak, Mark
Subject: FW: Quote Please - Follow-up - Cisco replacements needed.

Ann is the low bid on this project. Can you please review her quote and make sure that everything needed is on it?
Thanks!
Linda

"You can design and create, and build the most wonderful place in the world. But it takes people to make the dream a reality." -
Walt Disney

Linda J. Humes
Information Services Manager
Northland Pioneer College
Painted Desert Campus
P. O. Box 610
Holbrook, AZ 86025-0610
928-524-7407 Direct
928-524-7402 Fax
800-266-7845, Ext 7407 Toll Free
linda.humes@npc.edu
www.npc.edu

-----Original Message-----

From: Smith, Ann [mailto:Ann.Smith@wwt.com]
Sent: Friday, April 17, 2015 10:04 AM
To: Juzwiak, Mark
Cc: Humes, Linda J.; Hess, Ernest
Subject: RE: Quote Please - Follow-up - Cisco replacements needed.

Hello!
Attached is your updated quote. Thank you:)

-----Original Message-----

From: Juzwiak, Mark [mailto:mark.juzwiak@npc.edu]
Sent: Thursday, April 16, 2015 10:38 AM
To: Smith, Ann
Cc: Humes, Linda J.; Hess, Ernest
Subject: Quote Please - Follow-up - Cisco replacements needed.

Ann,

Ernie reviewed the last quote sent. There are a couple of changes that need to be made.

- o Need to add 2 more 4506E chassis with all line cards and IOS upgrade to IP-Base
- o Ethernet line cards need to be WS-X4748-RJ45-E

o The WS-X4724-SFP-E good.

Please update the quote and re-submit.

Thanks.

Respectfully,
Mark Juzwiak
Network and Systems Administrator
Northland Pioneer College
Painted Desert Campus
P. O. Box 610
Holbrook, AZ 86025-0610
mark.juzwiak@npc.edu
1-800-266-7845 ext 7431
1-928-524-7431



SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
GCJG066	10312831	4/14/2015

BILL TO:
LINDA J HUMES
PO BOX 610

SHIP TO:
NORTHLAND PIONEER COLLEGE
Attention To: LINDA J HUMES
102 N 1ST AVE

Accounts Payable
HOLBROOK , AZ 86025-0610

HOLBROOK , AZ 86025-2902
Contact: LINDA HUMES 928.524.7407

Customer Phone #

Customer P.O. # REVISED CISCO QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
RACHEL PARKER 866.708.1693	FEDEX Ground	Request Terms	

QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	2295085	CISCO DIRECT ASR1001 Mfg#: ASR1001 Contract: National IPA Technology Solutions Education 130733 includes: ASR1000-SPA SPA for ASR1000; No Physical Part; For Tracking Only 2x ASR1001-PWR-AC Cisco ASR1001 AC Power Supply 2x CAB-AC-RA Power Cord110V Right Angle SASR1001U-39S1 Cisco ASR 1001 IOS XE UNIVERSAL - NO ENCRYPTION M-ASR1K-1001-4GB Cisco ASR1001 4GB DRAM	9,750.00	9,750.00
1	1514063	CISCO DIRECT SPA-8X1GE-V2 Mfg#: SPA-8X1GE-V2 Contract: National IPA Technology Solutions Education 130733	14,500.00	14,500.00
1	2295087	CISCO DIRECT SLASR1-AES Mfg#: SLASR1-AES Contract: National IPA Technology Solutions Education 130733	5,500.00	5,500.00
1	2074478	ACAD CISCO SMARTNET 8X5XNBD Mfg#: CON-SNT-8X1GEV2 Contract: National IPA Technology Solutions Education 130733	710.00	710.00
1	3551618	Electronic distribution - NO MEDIA ACAD CISCO SMARTNET 8X5XNBD Mfg#: CON-SNT-SLASR1AM Contract: National IPA Technology Solutions Education 130733	453.00	453.00
1	2339145	Electronic distribution - NO MEDIA ACAD CISCO SMARTNET 8X5XNBD Mfg#: CON-SNT-CASR1001 Contract: National IPA Technology Solutions Education 130733	772.00	772.00
7	3093080	Electronic distribution - NO MEDIA CISCO CAT WS-C2960X-48FPS-L Mfg#: WS-C2960X-48FPS-L Contract: National IPA Technology Solutions Education 130733	3,300.00	23,100.00
7	3158639	ACAD CISCO SMARTNET 8X5XNBD Mfg#: CON-SNT-WSC294SL	281.00	1,967.00

		Contract: National IPA Technology Solutions Education 130733		
3	2765407	Electronic distribution - NO MEDIA ACAD CISCO SMARTNET 8X5XNBD Mfg#: CON-SNT-V248PSE Contract: National IPA Technology Solutions Education 130733	277.00	831.00
3	2519125	Electronic distribution - NO MEDIA CISCO DIRECT WS-C4506E-S7L+96V+ Mfg#: WS-C4506E-S7L+96V+ Contract: National IPA Technology Solutions Education 130733	9,900.00	29,700.00
6	2480849	CISCO DIRECT WS-X4748-RJ45-E Mfg#: WS-X4748-RJ45-E Contract: National IPA Technology Solutions Education 130733	3,750.00	22,500.00
3	2277966	CISCO DIRECT C4500E-LB-IPB Mfg#: C4500E-LB-IPB Contract: National IPA Technology Solutions Education 130733	5,700.00	17,100.00
3	1818395	CISCO DIRECT PWR-C45-6000ACV Mfg#: PWR-C45-6000ACV Contract: National IPA Technology Solutions Education 130733	2,200.00	6,600.00
3	1818396	CISCO DIRECT PWR-C45-6000ACV/2 Mfg#: PWR-C45-6000ACV/2 Contract: National IPA Technology Solutions Education 130733	2,200.00	6,600.00
3	2758154	ACAD CISCO SMARTNET 8X5XNBD Mfg#: CON-SNT-C4506S7L Contract: National IPA Technology Solutions Education 130733	739.00	2,217.00
3	1913236	Electronic distribution - NO MEDIA CISCO DIRECT WS-C3560V2-48PS-E Mfg#: WS-C3560V2-48PS-E Contract: National IPA Technology Solutions Education 130733	5,200.00	15,600.00
12	1644737	CISCO DIRECT SFP-GE-T Mfg#: SFP-GE-T Contract: National IPA Technology Solutions Education 130733	250.00	3,000.00
3	1540438	CISCO DIRECT WS-X4624-SFP-E Mfg#: WS-X4624-SFP-E Contract: National IPA Technology Solutions Education 130733	10,999.00	32,997.00
SUBTOTAL				193,897.00
FREIGHT				0.00
TAX				11,827.72
				US Currency
TOTAL				205,724.72

CDW Government
230 North Milwaukee Ave.
Vernon Hills, IL 60061

Fax: 312.705.9295

Please remit payment to:
CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager.



AZ Networking -- ADSP012-024658

Prepared By

Smith, Ann D.

World Wide Technology, Inc.
2233 E Camelback Rd, Suite 100
Phoenix, AZ 85016

Phone: 6024727306
Fax: 6024727201
e-mail: Ann.Smith@wwt.com

P.O.C.: Smith, Ann

Account Manager: HUBBELL, JEFFREY L. (JEFF)
Acct. Mgr. Phone: 6024727303
Acct. Mgr. e-mail: Jeff.Hubbell@wwt.com

Submitted Date:

Humes, Linda
Northland Pioneer College

928-524-7407

linda.humes@npc.edu

Cisco Replacements
2107764.5

Phone:

Fax:

e-mail:

Bid #:

Quote #:

Item	Description	Manufacturer	Part Number	Qty	Customer Unit Price	Extended Price	*ATS (Days)	SPA Number
1	4506-E Chassis, two WS-X4648-RJ45V+E, Sup7L-E, LAN Base	CISCO SYSTEMS (CISCO PRO)	WS-C4506E-S7L+96V+	3	\$10,620.00	\$31,860.00	21	
2	SMARTNET 8X5XNBD 4506-E Chassis,two WS-X4648-RJ45V+E,Sup7	CISCO SYSTEMS (CISCO PRO)	CON-SNT-C4506S7L	3	\$728.00	\$2,184.00		
3	CAT4500e SUP7-E/SUP7L-E Universal Image	CISCO SYSTEMS (CISCO PRO)	S45EU-35-1521E	3	INCLUDED	INCLUDED	21	
4	Catalyst 4500 E-Series Supervisor LE, 520Gbps	CISCO SYSTEMS (CISCO PRO)	WS-X45-SUP7L-E	3	INCLUDED	INCLUDED	21	
5	Catalyst 4500 E-Series 24-Port GE (SFP)	CISCO SYSTEMS (CISCO PRO)	WS-X4724-SFP-E	3	\$11,800.00	\$35,400.00	21	
6	Catalyst 4500 4200W AC dual input Power Supply (Data + PoE)	CISCO SYSTEMS (CISCO PRO)	PWR-C45-4200ACV	3	\$1,767.05	\$5,301.15	21	
7	Cabinet Jumper Power Cord, 250 VAC 16A, C20-C19 Connectors	CISCO SYSTEMS (CISCO PRO)	CAB-C19-CBN	12	INCLUDED	INCLUDED	8	
8	Catalyst 4500 4200W AC dual input Power Supply (Data + PoE)	CISCO SYSTEMS (CISCO PRO)	PWR-C45-4200ACV/2	3	\$1,767.05	\$5,301.15	21	
9	LAN Base to IP Base license	CISCO SYSTEMS (CISCO PRO)	C4500E-LB-IPB	3	\$5,897.05	\$17,691.15	21	
10	Catalyst 4500 E-Series Family Slot Cover	CISCO SYSTEMS (CISCO PRO)	C4K-SLOT-CVR-E	3	INCLUDED	INCLUDED	21	
11	Catalyst 4500 E-Series 48-Port 10/100/1000 Non-Blocking	CISCO SYSTEMS (CISCO PRO)	WS-X4748-RJ45-E	3	\$4,127.05	\$12,381.15	21	
12	2x WS-4748-RJ45V+E upgrade for 6-slot bundle	CISCO SYSTEMS (CISCO PRO)	C4500E-S6-4748RJV	3	INCLUDED	INCLUDED	21	
13	Catalyst 4500E 48-Port PoE 802.3at 10/100/1000(RJ45)	CISCO SYSTEMS (CISCO PRO)	WS-X4748-RJ45V+E	3	INCLUDED	INCLUDED	21	
14	Catalyst 4500E 48-Port PoE 802.3at 10/100/1000(RJ45)	CISCO SYSTEMS (CISCO PRO)	WS-X4748-RJ45V+E	3	INCLUDED	INCLUDED	21	
15	Catalyst 2960-X 48 Gige PoE 740W, 4 x 1G SFP, LAN Base	CISCO SYSTEMS (CISCO PRO)	WS-C2960X-48FPS-L	7	\$3,891.05	\$27,237.35	21	
16	SMARTNET 8X5XNBD Catalyst 2960-X 48	CISCO SYSTEMS (CISCO PRO)	CON-SNT-WSC294SL	7	\$277.20	\$1,940.40		
17	AC Power cord, 16AWG	CISCO SYSTEMS (CISCO PRO)	CAB-16AWG-AC	7	INCLUDED	INCLUDED	14	
18	Power Retainer Clip For Cisco 3560-C and 2960-C Compact Swit	CISCO SYSTEMS (CISCO PRO)	PWR-CLP	7	INCLUDED	INCLUDED	14	





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Item	Description	Manufacturer	Part Number	Qty	Customer Unit Price	Extended Price	*ATS (Days)	SPA Number
19	Catalyst 3560V2 48 10/100 PoE + 4 SFP + IPS (Enhanced) Image	CISCO SYSTEMS (CISCO PRO)	WS-C3560V2-48PS-E	3	\$5,481.10	\$16,443.30	14	
20	SMARTNET 8X5XNBD Catalyst 3560V2 48 10/100 PoE + 4 SFP En	CISCO SYSTEMS (CISCO PRO)	CON-SNT-V248PSE	3	\$273.00	\$819.00		
21	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	CISCO SYSTEMS (CISCO PRO)	CAB-AC	3	INCLUDED	INCLUDED	14	
22	Cisco ASR1001 System, Crypto, 4 built-in GE, Dual P/S	CISCO SYSTEMS (CISCO PRO)	ASR1001	1	\$12,390.00	\$12,390.00	21	
23	SMARTNET 8X5XNBD Cisco ASR1001 System, Crypto	CISCO SYSTEMS (CISCO PRO)	CON-SNT-CASR1001	1	\$761.60	\$761.60		
24	Cisco ASR 1000 Advanced Enterprise Services License	CISCO SYSTEMS (CISCO PRO)	SLASR1-AES	1	\$5,900.00	\$5,900.00	21	
25	SMARTNET 8X5XNBD Cisco ASR 1000 Advanced Enterprise Ser	CISCO SYSTEMS (CISCO PRO)	CON-SNT-SLASR1AM	1	\$448.00	\$448.00		
26	ASR1k-BNG/LNS - tracking only	CISCO SYSTEMS (CISCO PRO)	ASR1K-BB	1	INCLUDED	INCLUDED	21	
27	Cisco ASR1001 4GB DRAM	CISCO SYSTEMS (CISCO PRO)	M-ASR1K-1001-4GB	1	INCLUDED	INCLUDED	21	
28	Cisco 8-Port Gigabit Ethernet Shared Port Adapter	CISCO SYSTEMS (CISCO PRO)	SPA-8X1GE-V2	1	\$14,750.00	\$14,750.00	21	
29	SMARTNET 8X5XNBD 8-Port Gigabit Enet Shared Pt Adptr	CISCO SYSTEMS (CISCO PRO)	CON-SNT-8X1GEV2	1	\$700.00	\$700.00		
30	SPA for ASR1000; No Physical Part; For Tracking Only	CISCO SYSTEMS (CISCO PRO)	ASR1000-SPA	1	INCLUDED	INCLUDED	21	
31	Cisco ASR 1001 IOS XE UNIVERSAL - NO ENCRYPTION	CISCO SYSTEMS (CISCO PRO)	SASR1001U-310S	1	INCLUDED	INCLUDED	21	
32	Cisco ASR1001 AC Power Supply	CISCO SYSTEMS (CISCO PRO)	ASR1001-PWR-AC	2	INCLUDED	INCLUDED	21	
33	Power Cord, 110V, Right Angle	CISCO SYSTEMS (CISCO PRO)	CAB-AC-RA	2	INCLUDED	INCLUDED	14	
34	Cisco 1000BASE-T SFP Transceiver Module - 1 x 1000Base-T	CISCO SYSTEMS (CISCO PRO)	SFP-GE-T	12	\$261.36	\$3,136.32	0	

Total:	\$194,644.57
Shipping Fee:	\$0.00
Tax:	\$16,155.50
Grand Total:	\$210,800.07

ATS - Available to Ship





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Price quotes are valid for 30 days are subject to change thereafter
Payment terms are Net 30 days
By acceptance of this Quote, Buyer accepts liability for applicable taxes and agrees to pay
Seller for such taxes charged.
All product returns must be requested within 30 days of invoice and require a Return
Authorization Number. Some restrictions may apply based on manufacturer return
policies and may be denied or incur a restocking fee.
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Ship To :
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Account # 0000252759

Quote : S3930816
PO# : Cisco

Software prices subject to change
 Hardware quotes are valid for 7 business days
 Memory Prices are valid for 24 hours only, call for verification

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Steve Morberg
Account Executive
Phone: (253) 205-3539
Fax: (253) 205-2539

Email: steve.morberg@zones.com

Item#	Qty	Mfr. Name	Description	Manufacturers Part #	Unit Price	Total
P 03534634	3	CISCO SYSTEMS INC.	LINDA HUMES, NORTHLAND PIONEER COLLEGE , HOLBROOK 4506-E WS-X4648-RJ45V+E-SUP 7L-E LAN BASE CHAS 2	WS-C4506E-S7L+96V+	9,325.05	27,975.15
A 03565506 EDU	3	CISCO SYSTEMS INC.	Cisco SMARTnet extended service agreement	CON-SNT-C4506S7L	703.42	2,110.26
002002510-EDU	7	CISCO SYSTEMS INC.	Cisco SMARTnet extended service agreement	CON-SNT-WSC294SL	266.67	1,866.69
001345448-EDU	3	CISCO SYSTEMS INC.	Cisco SMARTnet extended service agreement	CON-SNT-V248PSE	262.63	787.89
001103605-NEW	7	CISCO SYSTEMS INC.	CATALYST 2960-X 48 GIGE POE 740W 4 X 1G	WS-C2960X-48FPS-L	3,312.03	23,184.21
P 02884489	3	CISCO SYSTEMS INC.	Cisco Catalyst 3560V2-48PS - switch - 48 ports	WS-C3560V2-48PS-E	4,812.22	14,436.66
P 03325233	1	CISCO SYSTEMS INC.	Cisco ASR 1001 - router - desktop	ASR1001	10,878.01	10,878.01
P 03300195	1	CISCO SYSTEMS INC.	Cisco IOS Advanced Enterprise Services - license	SLASR1-AES	5,180.01	5,180.01
P 02676282	1	CISCO SYSTEMS INC.	CISCO 8PT GETH-SHARED PT ADPT	SPA-8X1GE-V2	12,950.01	12,950.01
001727035-EDU	1	CISCO SYSTEMS INC.	Cisco SMARTnet extended service agreement	CON-SNT-CASR1001	732.66	732.66
001938592-EDU	1	CISCO SYSTEMS INC.	Cisco SMARTnet extended service agreement	CON-SNT-SLASR1AM	430.98	430.98
A 03312278 EDU	1	CISCO SYSTEMS INC.	Cisco SMARTnet extended service agreement - 1 year	CON-SNT-8X1GEV2	673.40	673.40

Zones, Inc
1102 15th St. SW Suite 102
Auburn, WA 98001
Phone: (800) 419-9663



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 by the NBASDC

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RETURNS: No returns will be accepted without a Return Authorization (RA) Number, requested within 14 days from the invoice date. Software licensing and special-order products are non-returnable. Other products are subject to manufacturer return policies and restrictions. Additional Terms and Conditions apply and are available on our website.

We appreciate this opportunity to earn your business, and look forward to serving you soon! Thank you!

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Phone : (928) 524-7645

Ship To :
MULTIPLE DESTINATIONS

Account # 0000252759
Quote : S3930816
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Email: steve.morberg@zones.com

Item#	Qty	Mfr. Name	Description	Manufacturers Part #	Unit Price	Total
P 03487296	3	CISCO SYSTEMS INC.	LINDA HUMES, NORTHLAND PIONEER COLLEGE , HOLBROOK CAT 4500E 48PT UPOE-10/100/1000 RJ45	WS-X4748-UPOE+E=	4,542.93	13,628.79
A 05257675	6	CISCO SYSTEMS INC.	CATALYST 4500 6000W AC DUAL INPUT P/S DATA + POE	PWR-C45-6000ACV=	2,069.42	12,416.52
P 05415763	3	CISCO SYSTEMS INC.	LAN BASE TO IP BASE LIC	C4500E-LB-IPB	5,177.42	15,532.26
001384772-NEW	3	CISCO SYSTEMS INC.	SUP8-E AND WS-X4748-UPOE+E UPG	C4500E-6NR-8E-UPOE	5,698.01	17,094.03
A 05590459	12	CISCO SYSTEMS INC.	Cisco - SFP (mini-GBIC) transceiver module - 1000Base-T - RJ-45 - plug	SFP-GE-T	227.92	2,735.04
001708674-NEW	3	CISCO SYSTEMS INC.	CATALYST 4500 E-SERIES 24PT GE SFP	WS-X4724-SFP-E	10,878.01	32,634.03

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Email: steve.morberg@zones.com

Item#	Qty	Mfr. Name	Description	Manufacturers Part #	Unit Price	Total
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Remote Help Desk Support
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Sub-Total: \$195,246.60
Estimated Sales Tax: \$17,166.67
Shipping: \$244.88
Grand Total: \$212,658.15

24 Mo. \$1 Out lease for \$8,904.64 per month
36 Mo. \$1 Out lease for \$6,111.06 per month

Please Note: Lease Amounts Exclude Tax

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REQUEST TO APPROVE PURCHASE OF FIRE SCIENCE TRAINING EQUIPMENT

Recommendation:

Staff recommends approval to purchase a flashover fire training simulator unit from BullEx for a total price of \$97,395 and designating BullEx as a sole source provider.

Summary:

Staff has determined the acquisition of the proposed flashover fire training simulator will provide an important hands on training resource for fire science students throughout the service area. The recommended purchase of the equipment supports several components of the current strategic plan, including the Presidential Strategic Initiatives (#2), Pillar 1 (1.1.3), and Pillar 6 (6.2.6).

The flashover fire training simulator replaces a flash chamber training simulator used primarily for FRS 104, the Firefighter I and II course, to demonstrate the effects of a live fire. Wear and tear on the current simulator was anticipated and \$125,000 was included in the 2014-15 budget for a replacement unit.

BullEx is the developer and manufacturer of this unique training simulator unit. The burn room is lined with extremely high temperature refractory tiles that can repeatedly withstand temperatures of up to 2500 degrees fahrenheit, rather than the standard steel lining that is prone to warping and damage. Using the "Directed or Sole Source Justification" guidelines, Staff has determined BullEx qualifies as a sole source provider.

REQUEST APPROVAL TO SELL REAL PROPERTY DONATED BY BURLEY BLUNK

Recommendation:

Staff recommends approval to sell a home donated by the Burley Blunk Living Trust for a price of \$132,000 to Ricardo Meza Arellano and the approval of the accompanying Resolution to Sell Real Property with Jeanne Swarthout, Ph.D being authorized to execute all necessary documents.

Summary:

Burley and Josephine L. Blunk of Winslow generously donated several pieces of property in 1998. The property at 8758 W. Osborn in Phoenix was one of three properties donated through a life estate. Mr. Blunk passed away in 2005. One house in Winslow was sold in 2007 at a price of \$30,000 and a second house in Winslow was sold in 2008 at a price of \$63,500. Additionally, a 137-acre parcel of land in Galena, Missouri had been sold in 1999 (there was no life estate restriction on the vacant land) at a price of \$105,000. The Phoenix property was retained for several years in anticipation of increasing property values.

As a result of the Blunk's donation, the construction of the allied health building in Winslow was named for the Blunks. If the proposed sale is approved, the combined value of the contributions total \$330,500. It is also noted that a separate donation to be used for nursing student scholarships of approximately \$220,000 was previously received from the Blunk estate.

It is anticipated that the proceeds of the proposed sale will be placed in the unexpended plant fund.

Sale of Real Property: Resolution of Authorization

A regular meeting of the District Governing Board of the Navajo County Community College District, doing business as Northland Pioneer College, a Political Subdivision of the State of Arizona, was held on May 19, 2015, at Holbrook, Arizona, pursuant to, and, upon a motion made regularly and in proper order, and seconded, the district governing board of the Navajo County Community College District, agreed:

That the district shall sell the following parcel of real estate 8758 W. Osborn Road, Phoenix, Arizona 85037 – Lot 157, Braewood Park Unit 3, to Ricardo Meza Arellano for a total consideration of \$132,000 (One hundred thirty-two thousand & 00/100 dollars).

The president of Northland Pioneer College is authorized to sign such deeds and other instruments as may be necessary for completion of the sale.

by:

Daniel Peaches, Secretary

Attest, Ginny Handorf, President

Closing Cost Estimator

Buyer: Ricardo Meza	Seller: NPC- David Huish	
Property Address: 8758 W. Osborn Rd. Phoenix, AZ. 85037	Contract Sales Price:	\$132,000
	Contract Date:	04/09/2015
	Closing Date:	05/21/2015
	Property Tax:	\$816 per year
	Homeowner Hazard Insurance:	\$700 per year

Buyer's Loan Information		Seller's Loan Information	
Type of Financing:	FHA	Loan #1 Information	
Down Payment:	\$35,000	Payoff Amount: \$0	
Loan Amount:	\$97,000		
Interest Rate:	3.75%		
Term of Loan:	30 years		
Loan Origination Fee:	1%		

Summary of Buyer's Transaction		Summary of Seller's Transaction	
Contract sales price	\$132,000	Contract sales price	\$132,000
Estimated Settlement charges (see form)	\$3,007.67	Estimated Settlement charges (see form)	\$9,214.50
Principal amount of new loan(s)	(\$97,000)	County taxes	(\$319.60)
County taxes	(\$319.60)	Estimated Cash To Seller	\$122,465.90
Estimated Cash From Buyer	\$37,688.07		

Estimated Settlement Charges		
	Paid From Buyer's Funds at Settlement	Paid From Seller's Funds at Settlement
Professional Service Fee		\$7,920
Loan Origination Fee	\$970	
Interest	\$99.66	
Homeowner's Insurance Reserve (14 months)	\$816.67	
Property Tax Reserve (incl. Special Tax District)	\$272	
Title Policy (ALTA)	\$459.67	\$924.83
Escrow Fee	\$319.67	\$319.67
Recording fees	\$50	\$50
Flood Certification Fee	\$20	
Estimated Total Settlement Charges	\$3,007.67	\$9,214.50

Estimated Monthly Payment			
Monthly Principal & Interest:	\$449.22	Assumed Loan Monthly Payment:	\$0
Monthly Property Taxes:	\$68	Monthly Hazard Insurance:	\$58.33
Monthly PMI/MIP:	\$0	Monthly HOA:	\$0
Special Assessments:	\$0	Second Trust Monthly Payment:	\$0
		Estimated Total Monthly Payment:	\$575.56

The data above is for estimation purposes only and accuracy of the figures herein set forth is NOT GUARANTEED. The actual costs with respect to each transaction will vary depending on the circumstances. It is the responsibility of the buyer and seller in each given transaction to obtain and verify the actual costs of their transaction. Consult your real estate broker/agent or attorney before making any financial decisions that rely on anything in this estimate. Arizona Regional Multiple Listing Service, Inc. disclaims any liability to any party, express or implied, for any information contained in this estimate. To the extent that any person or entity, including without limitation any buyer, seller, broker, agent or attorney, relies on this estimate, the reliance on this estimate by such person or entity shall constitute the agreement by such person or entity to release ARMLS from, and to indemnify, defend and hold harmless ARMLS from and against, any claim or liability arising from reliance on this estimate, and each such person or entity relying on this estimate so releases and agrees to indemnify ARMLS.

RESOLUTION NO. 1697

A RESOLUTION OF THE MAYOR AND CITY COUNCIL FOR THE CITY OF WINSLOW, ARIZONA, SUPPORTING THE MISSION OF NORTHLAND PIONEER COLLEGE, LITTLE COLORADO CAMPUS, AND RECOGNIZING ITS VALUE TO THE RESIDENTS OF WINSLOW

WHEREAS, the Northland Pioneer College, Little Colorado Campus (“College”) is located within the City of Winslow and is integral to the public education and community college structure in the City and the surrounding area; and

WHEREAS, the City of Winslow has enjoyed a long-term relationship with the College dating back to 1974; and

WHEREAS, the College offers a multitude of educational opportunities, including Associate Degree programs in Arts, Business, Elementary Education, and Sciences, as well as Career and Technical Education programs and Nursing/Allied Health programs; and

WHEREAS, the College also provides many other programs to the community, including Distance Education, Developmental and Adult Basic Education, Community Education, and Summer Kids College; and

WHEREAS, nearly four hundred students from the Winslow area, including adult learners, avail themselves of and benefit from these opportunities each semester as traditional students, Dual Enrollment Program Students, or Northern Arizona Vocational Institute of Technology (“NAVIT”) students; and

WHEREAS, the City of Winslow and the surrounding community take considerable pride in having and greatly appreciate the vast educational opportunities that the College offers within ready reach of the average student, both financially and geographically.

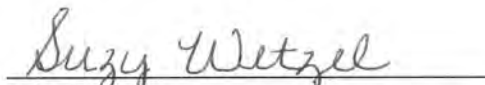
NOW, THEREFORE BE IT RESOLVED by the Mayor and City Council of the City of Winslow, Arizona, that the City of Winslow appreciates and values the past and continued presence of the Northland Pioneer College in the City of Winslow, and pledges its support for the programs offered to Winslow and other area residents.

BE IT FURTHER RESOLVED that the Mayor and City Council and the citizens of Winslow understand the importance of quality education being locally available to Winslow residents and others residing in areas surrounding Winslow.


PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WINSLOW, ARIZONA this 12th day of May, 2015.


Mayor

ATTEST:


City Clerk

APPROVED AS TO FORM
AND CONTENT:


City Attorney