

Yavapai College
District Governing Board
Special Board Meeting

Tuesday, April 28, 2026
Rock House and Virtually
1:00 p.m.

The YouTube channel and Rock House will be open to the public at **12:45 p.m.** at the latest. All individuals attending the meeting in person will be allowed to bring clear bags **ONLY** into the meeting. In addition, the College has implemented advanced weapons detections systems/metal detectors for attendees. These requirements are similar for attendees at any sporting event or concert, and they are intended to ensure safety. Please plan accordingly.

Prescott Campus
Rock House
1100 E Sheldon Street
Prescott, AZ 86301

Livestream Link:
<https://www.youtube.com/user/YavapaiCollege>

Pursuant to Arizona Revised Statutes (A.R.S.) §38-431.02, notice is hereby given to the members of the Yavapai College District Governing Board and to the general public that the Board will hold a public meeting, open to the public as specified below. The Board reserves the right to change the order of items on the agenda. One or more members of the Board may participate in the meeting by telephonic communication.

Pursuant to A.R.S. §38-431.03.A.2, A.3 and A.4, the Board may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on the agenda to review, discuss and consider records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law; or to consult with and instruct its attorneys regarding its position on contracts, litigation or settlement discussions. If indicated on the agenda, the Board may also vote to go into executive session, which will not be open to the public, to discuss specific agenda items.

Persons with a disability may request reasonable accommodation, such as a sign language interpreter or closed captions, by contacting the Executive Assistant at (928)776-2307. Requests should be made as early as possible to allow time to arrange the accommodation.

Please note that the meeting conclusion time is included for planning purposes only and does not necessarily reflect the actual time of the agenda item. When regular board meetings, public hearings (both truth in taxation and budget adoption public hearings) and budget adoption special meetings are scheduled for the same date, each hearing or meeting will begin immediately upon adjournment of the preceding hearing or meeting.

If the agenda includes an Open Call, members of the public will have no more than 3 minutes to speak. The time allotted for each speaker may be less than 3 minutes, depending on the number of individuals wishing to address the board at the meeting and the board president's determination of the total time available for open call at the meeting, given the other matters on the board's agenda. *In addition, if there are a number of people who wish to speak about the same issue and who have the same viewpoint about that issue, the board president may direct them to appoint a representative or representatives to speak for the entire group. Members of the board may not discuss items that are not specifically identified on the agenda but that are raised in Open Call. Matters raised during Open Call that are on the current board agenda may be discussed and/or decided by the board at the appropriate time on the agenda.

AGENDA

Yavapai College District Governing Board operates as a policy governance Board. This means that the Board makes all the policy decisions, adopts an annual budget, and hires the college president. The college president oversees daily operations and supervises college employees.

1. General Functions: Procedural
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Adoption of Agenda - **DECISION**
 - d. Election of Board Officers (Chair, Secretary) – **DISCUSSION AND DECISION**
2. Study Session
 - a. Arizona Auditor General's Office Annual Audit Update - **INFORMATION** – Ms. Wendy Swartz, Chief Business Officer & Controller; Ms. Jean Dietrich, Principal CLA, and Mr. Rory Mulvihill, Senior CLA {Time: 15} (*Attached*)
 - b. President's Report – Dr. Lisa Rhine, President – **INFORMATION ONLY** – {Time: 5}
 - i. 2026 Yavapai College Faculty Emeritus (*Attached*)
 - ii. Budget to Actual Monthly Report and Cash Reserves Monthly Report, March 2026 (*Attached*)
3. Board Business
 - a. Revision of District Governing Board Policy 304 - Board Secretary Bracety – **DISCUSSION AND DECISION** {Time: 10}
 - b. Yavapai College District Governing Board Legal Counsel Services and Creating Board Policy– Board Chair Deb McCasland – **DISCUSSION AND DECISION** {Time: 10}
 - c. 2026-2027 Yavapai College Preliminary Budget – Dr. Clint Ewell, Chief Operating Officer - **INFORMATION, DISCUSSION & DECISION** {Time: 60} (*Attached*)
 - d. Call to the Public - **INFORMATION ONLY** {Time: 20}
 - e. Executive Session
 - i. Pursuant to A.R.S. Section §38-431.03(A)(9), Discussion Regarding the College's Information Technology Security Plans, Procedures, Assessments, Measures and Systems – Mr. Patrick Burns, Information Technology Chief Information Officer and Mr. Neil McComsey, Information Technology Chief Security Information Officer – **PROCEDURAL** {Time: 30}
 - ii. Pursuant to A.R.S. Section §38-431.03(A)(3) and (7), Discussion and consultation with the College Attorney and its representatives to receive legal advice, consider the College's position regarding contracts that are the subject of negotiations, including the potential purchase of real property in Yavapai County, and instruct its attorney and/or representatives the same –

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Dr. Clint Ewell, Chief Operating Officer, Attorney Timothy Smith, and Mr. James Crockett, Executive Director of Facilities Management, -
PROCEDURAL {Time: 30}

iii. Pursuant to A.R.S. §38-431.03(A)(1), Review of President's Employment Agreement and Employment – Board Chair McCasland– **PROCEDURAL** {Time: 60}

iv. Reconvene in Public Session – **DECISION** {Time: 5}

f. Consent Agenda – **DECISION** {Time: 15}

i. Board Regular Meeting Minutes March 31, 2026 (*Attached*)

ii. Receipt of Report on Revenues and Expenditures for March 2026 (*Attached*)

4. Request for Future Agenda Items – **INFORMATION, DISCUSSION, AND DECISION** {Time: 10}

5. Adjournment of Board Regular Meeting: Procedural – **DECISION** {Time: 1}

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We'll get you there.

CPAs | CONSULTANTS | WEALTH ADVISORS

Yavapai County Community College District

2025 Audit Presentation

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Agenda

- Responsibilities Under Generally Accepted Auditing Standards
- Results of the Financial Statement and Single Audits
- Required Governance Communications



Responsibilities Under US Generally Accepted Auditing Standards (GAAS)



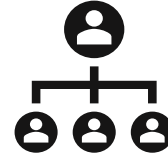
Opinion: Financial statements in conformity with U.S. GAAP in all material respects.



Reasonable assurance free from material misstatement. Per standards, not absolute assurance.



Risk-based audit: What is the risk of material error due to error, fraud, or noncompliance?



Our audit does not relieve management of its responsibilities.



Opinion is not over internal controls; opinion is over financial statements.

Customized. Risk-based. Performed by Industry Professionals.

Single Audit Scope



Report on internal control over compliance with major program requirements (federal awards)

Single Audit Major Program(s)

Federal Programs

Student Financial Assistance Cluster





Financial Statement and Single Audits

AUDIT OPINIONS

Financial statements

Financial statement audit
opinion is **unmodified**

Single audit

Federal awards (SEFA)
audit opinion is
unmodified



AUDIT RESULTS

Financial statements

No audit adjustments

No material weaknesses or
significant deficiencies

Single audit

No material weaknesses or
significant deficiencies



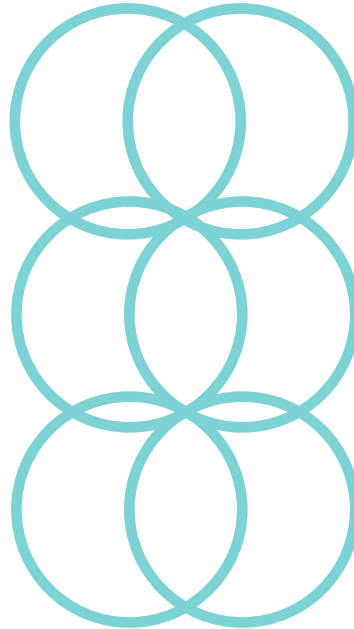
Required Governance Communications

Overall

- GASB Statement No. 101, *Compensated Absences* and 102, *Certain Risk Disclosures*, Implemented
 - Prior period adjustment of \$189,342 for GASB 101 implementation
 - No impact for GASB 102 implementation
- Significant Accounting Policies in Note 1

Difficulties

- No difficulties encountered
- No disagreements encountered
- No other findings to report

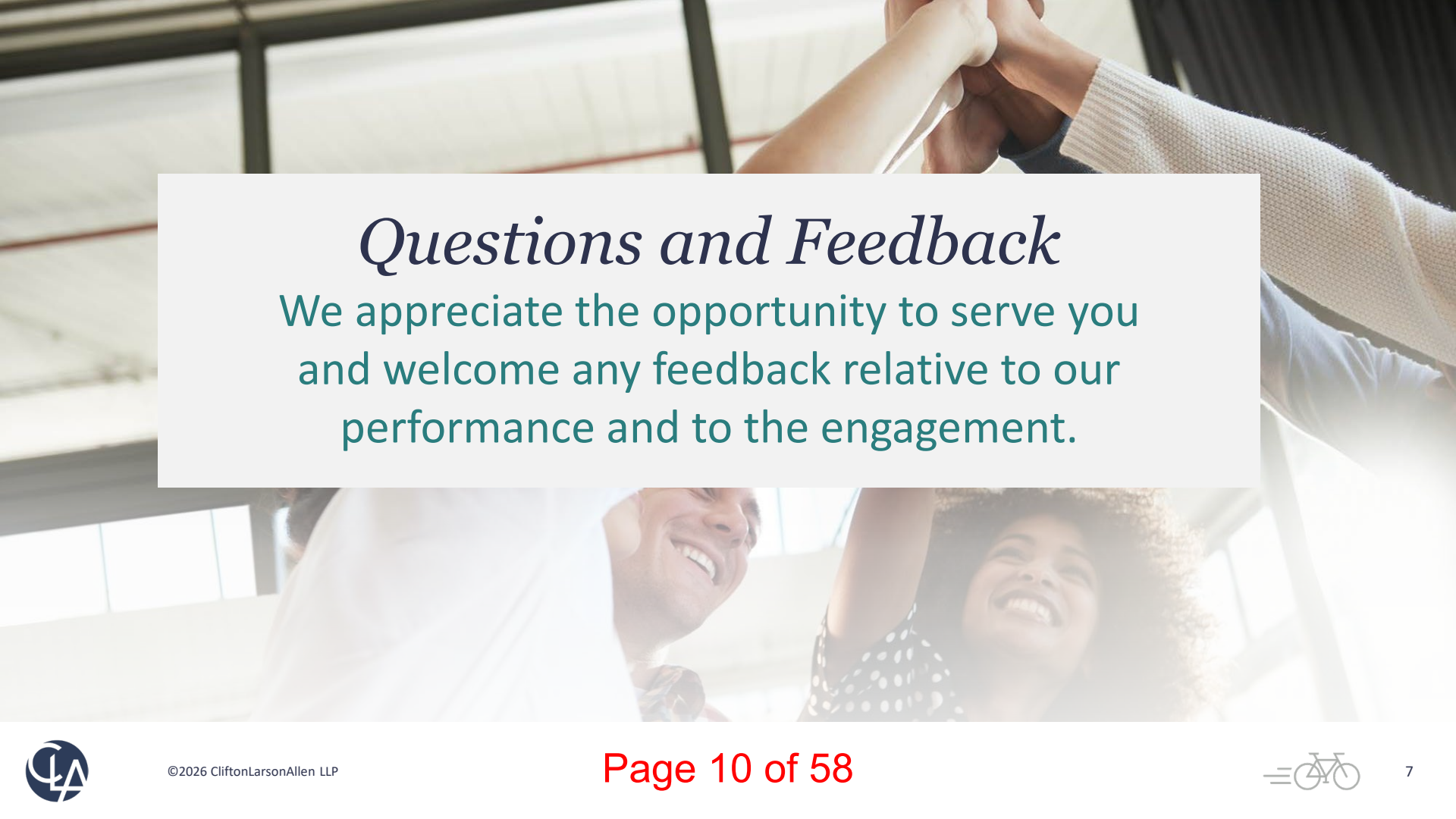


Estimates

- No sensitive estimates or estimates requiring substantial judgment by management

Other

- No audit adjustments recorded
- No uncorrected misstatements
- Management provided necessary representations

The background of the slide features a warm, low-angle photograph of several people. In the upper portion, hands are clasped together in a supportive grip. Below, a man and a woman are smiling broadly, looking upwards, suggesting a moment of celebration or achievement. The lighting is soft and natural, creating a positive and collaborative atmosphere.

Questions and Feedback

We appreciate the opportunity to serve you
and welcome any feedback relative to our
performance and to the engagement.



Jordan Boehm, CPA
Principal
jordan.boehm@claconnect.com

Mike Anderson, CPA
Manager
michael.anderson@claconnect.com



CLAconnect.com



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2025 Faculty Emeritus

Joan Fisher

Dr. Joan E. Fisher is a retired educator and academic leader with a distinguished career in higher education spanning several decades. She retired in June 2024 from Yavapai College, where she served as an English professor and later as an Academic Dean. Throughout her career, Dr. Fisher demonstrated a sustained commitment to student success, academic excellence, and institutional leadership.

Dr. Fisher holds a Bachelor of Arts in Elementary Education, a Master of Arts in English, and a PhD in Instructional Design and Technology. Her academic preparation supported extensive work in teaching, curriculum development, faculty mentorship, and program administration. As an academic leader, she prioritized access, equity, and the development of learning environments that support diverse student populations, particularly those navigating complex challenges.

Her professional strengths include strategic leadership, effective communication, and the ability to build collaborative relationships across departments and institutions. She is experienced in program evaluation, faculty development, and the implementation of initiatives that enhance student achievement and organizational effectiveness.

In addition to her professional accomplishments, Dr. Fisher has deep roots in her community, having lived in Michigan and Colorado before establishing long-term residence in Prescott, Arizona. Now retired from full-time academic leadership, she continues to teach as an adjunct faculty member and remains actively engaged in the community through her involvement with Court Appointed Special Advocates (CASA) and the arts.



Al Garbagnati

Al Garbagnati started teaching at Yavapai College in 1989. He mentored many students and faculty throughout his time at YC. Al retired to Missouri where he spends time with his wife Susanne, his daughter, son-in-law, and grandson.



Rosemarie Thieme

After graduating from Arizona State University, Rosemarie began her career as a nurse. She worked all over the country and at a variety of jobs. In 2004 she read a white paper from the Arizona Nurses Association stating that there would not be any future nurses as there was no one to teach.

Rosemarie graduated from Old Dominion University with her Master's in Nursing Education and was hired by Yavapai College. During her tenure she initiated a pharmacology class both online and face to face. She also wrote many scenarios for simulations, participated in curriculum changes as the State Board of Nursing directed, and mentored many new nursing instructors. She represented nursing faculty in many committees for the campuses.

Rosemarie retired from Yavapai College in 2024 after 17 years of full-time service.



Maria Thomas

Maria Thomas has been a registered nurse since 1980. She was an active-duty United States Navy nurse for 11 years, following which she worked at a community hospital in Virginia. She has worked in multiple areas in nursing since 1980 but spent about 16 years in the maternal child area -working L&D, and in an LDRP, as well as a little time in a level 2 nursery. She has also worked in Home health and Hospice, and have some experience with Quality improvement and staff development. She became full time faculty at Yavapai college in 2010. She achieved a Master's degree in Human Resources Management in 1990 and Master's degree in Nursing with an emphasis in Nursing Education in 2015. She also published an article in the Professional Case Management, vol.13:4 July/August 2008.

While faculty at Yavapai College she actively participated in the professional growth committee, mentoring new faculty and preparing for accreditation surveys. She was recognized with the YC Way Learning Excellence award in the Spring of 2022. She retired in 2023.



Yavapai College Budget to Actual Status by Fund March 2026

The President's Monthly report below provides a brief financial status of each of the District's five funds as of March 31, 2026.

Source: Monthly Revenue and Expenditure
Financial Reports

General Fund



As of March 31, 2026, the General Fund has a surplus of \$653,000. Tuition is performing slightly ahead at \$14,400,000 or nearly 96% of budget of \$15,000,000. Expenses are tracking slightly higher than normal at 80% of budget.

For the fiscal year ended June 30, 2026, the General Fund is projected to have a \$1,630,000 deficit. This is a very conservative estimate and we are researching additional information related to it.

Restricted Fund



The Restricted Fund, which accounts for federal, state and private monies, includes expenditures that are restricted to the amount of grants or gifts received and which do not exceed the grant award or gift received. Restricted Funds are primarily driven by federal financial aid which will fluctuate depending on the financial needs of our students.

As of March 31, 2026, the Restricted Fund currently has a surplus of \$2,500,000.

Unexpended Plant Fund



As of March 31, 2026, the Unexpended Plant Fund has a deficit of \$1,730,000. This is primarily a timing issue and is driven by \$6,300,000 in encumbered obligations. This deficit continues to smooth downward as the year progresses and as allocated revenues are recognized.

Auxiliary Fund



As of March 31, 2026, the Auxiliary Fund has a deficit of \$821,000.

For the fiscal year ended June 30, 2026, we anticipate the fund to have a deficit of approximately \$500,000.

Debt Service Fund



The Debt Service Fund accounts for the monies used to pay the interest and principal on the District's long-term bonds and includes the interest earned on the unspent 2024 Revenue Bond debt proceeds. The interest earned on the debt proceeds will be transferred to the Plant fund later in the fiscal year.

Encumbrances on expenses have been realized but the revenue transfers to accounts happen throughout the year, therefore the fund currently reflects a deficit. For the fiscal year ended June 30, 2026, the Debt Service Fund is projected to have a small surplus due to the interest earned on unspent bond proceeds.

Yavapai College Cash Reserves March 2026

The President's monthly report on cash reserves below displays the District's reserves as of March 31, 2026, in relation to the District Governing Board's (DGB) reserve requirements.

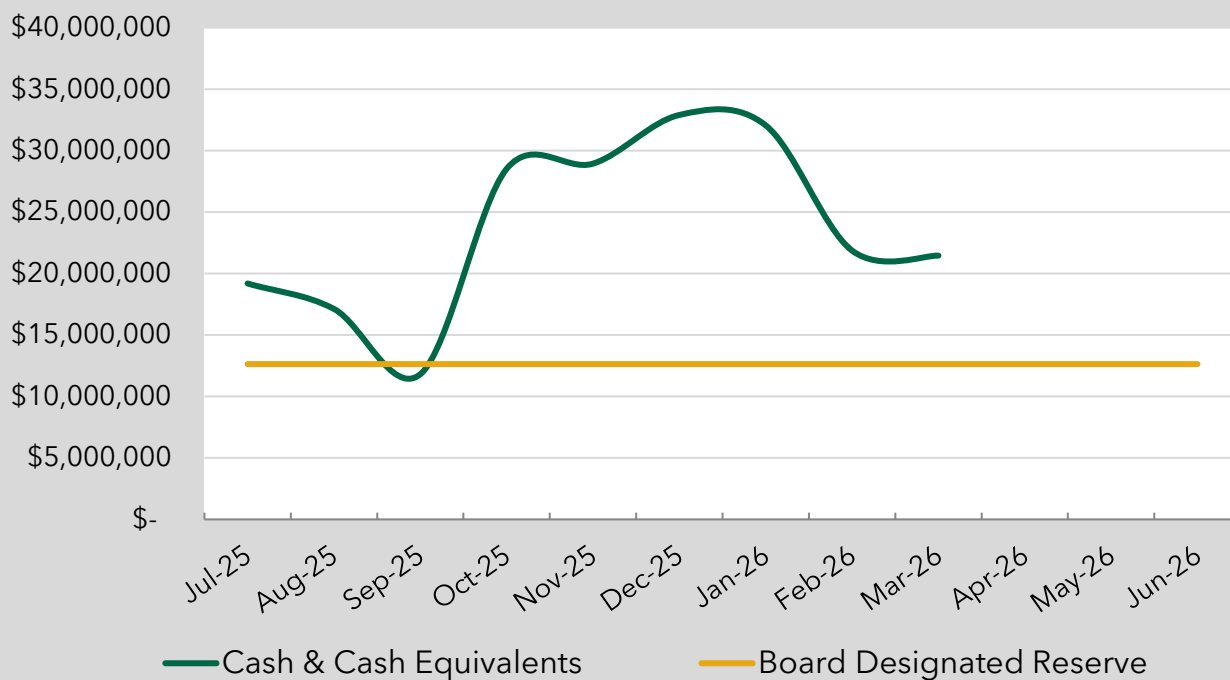
Source: Banner Finance

Education & General + Auxiliary Fund Reserve



Board policy states that Current Fund Reserves shall not drop below seventeen percent (17%) of operating budgets. The Educational & General and Auxiliary Fund Reserves continue to exceed policy requirements. Please note that property taxes are distributed to the College in September and April. It is expected for balances to drop as those dates near.

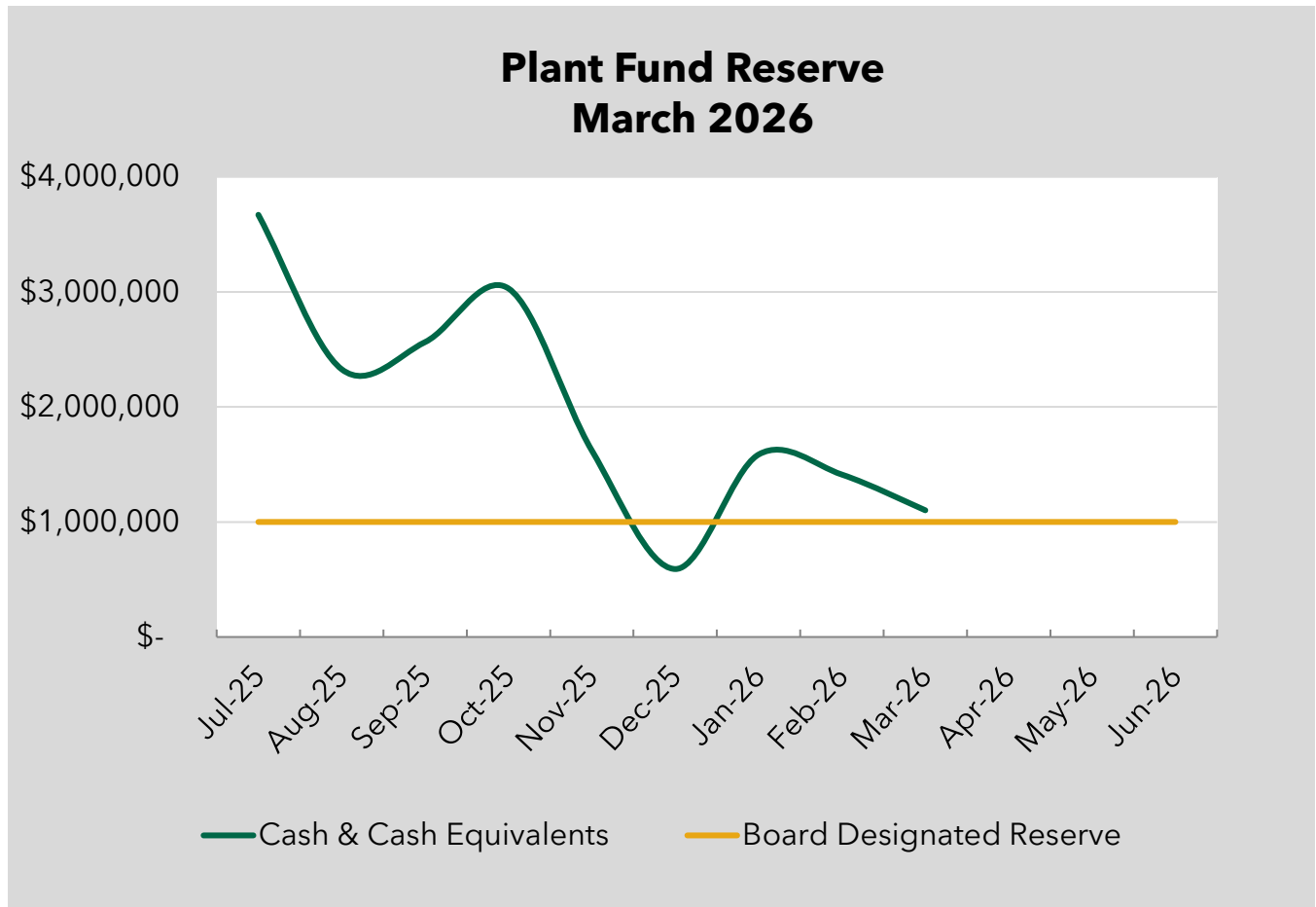
Educational & General and Auxiliary Fund Reserve March 2026



Plant Fund Reserve



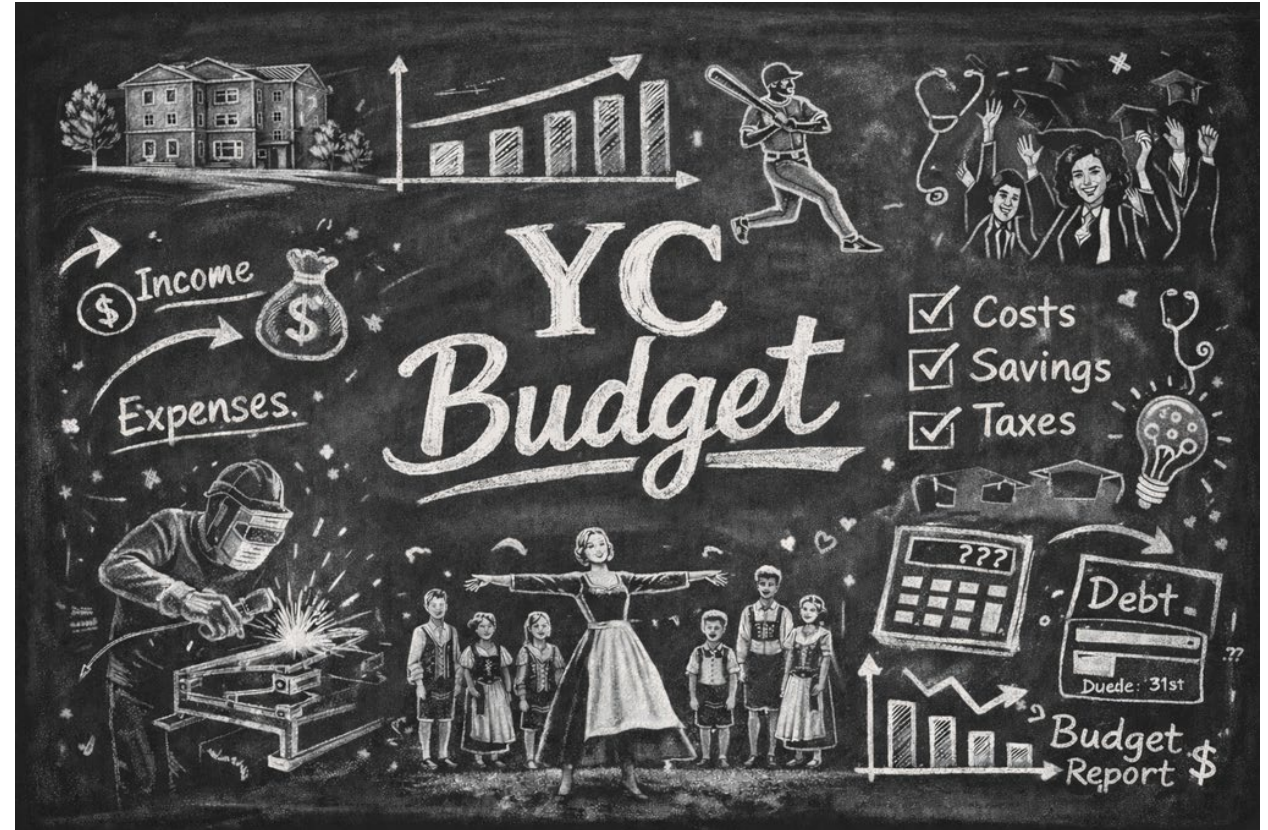
The Plant Fund Reserve shall not drop below \$1 million. The Plant Fund Reserves continues to exceed policy requirements. Please note that property taxes are distributed to the College in September and April. It is expected for balances to drop as those dates near.



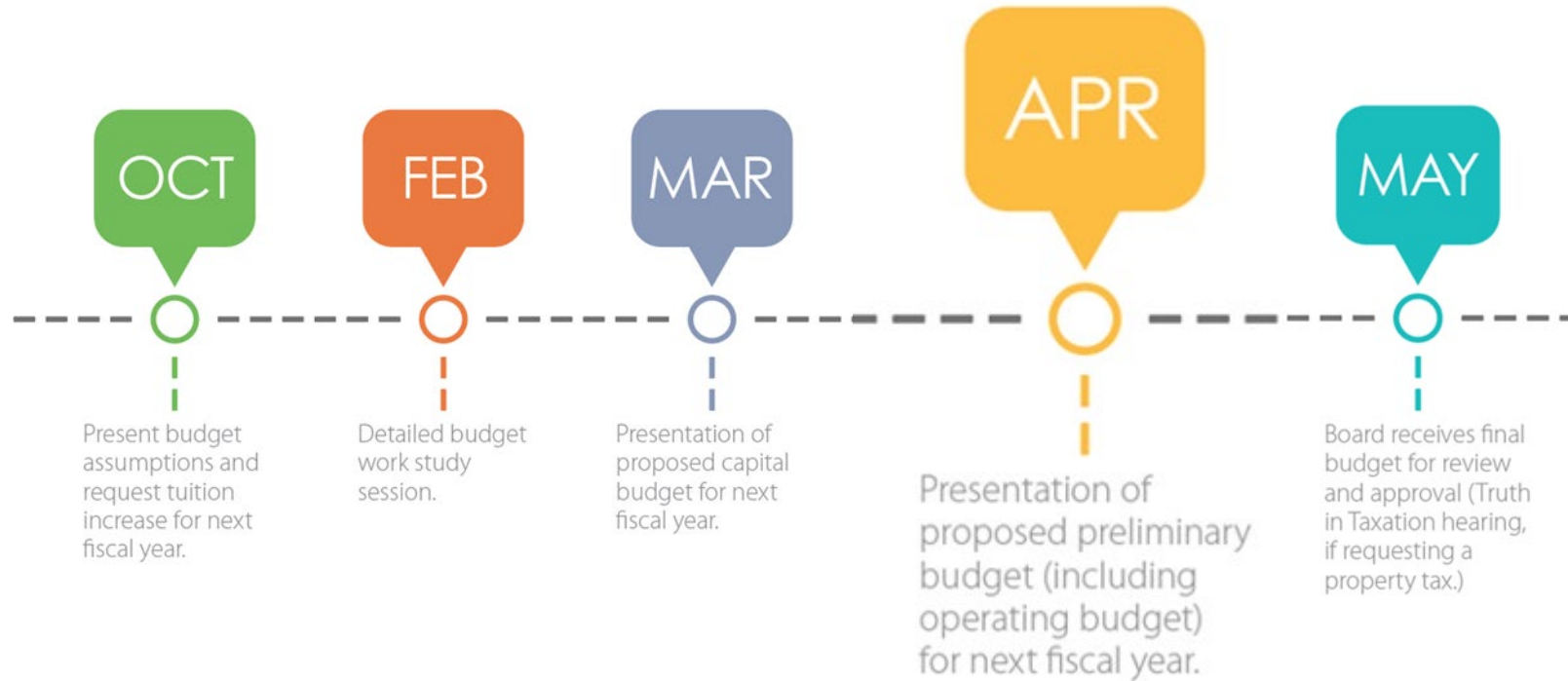
Yavapai College

Preliminary FY2026-27 Budget

Prepared for
District Governing Board
April, 2026



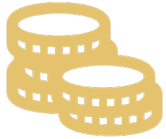
Budget Process Timeline



October: Assumptions and Tuition Increase

- Revenues
 - 3% Tuition increase
 - 3% growth in Student Credit Hours
 - No Property Tax Levy Increase
- Expenses
 - 3% Raise
 - 2% Utilities
 - 5% Health
 - Other New Initiatives self-funded

February: Budget Work Study



AZ Economy

Industries
Inflation
ECI
Unemployment
Housing



Environmental Scan

Demographics
Social & Political
Economy & Workforce
Education
Technology



Strategic Plan

Belonging
Adult Learners
Living Wage
Delivery
Foundational Capability



Yavapai College \$

Revenues
Expenses

March: Capital Budgets

- Benchmarking
- YC Context: Enrollments & Building Utilization
- Facilities Master Plan Status
- FY26 Capital Budget Overview
- FY27 Plant Fund Preview
 - Unplanned & Planned Maintenance
 - Equipment Replacement Plan
 - Capital Improvement Plan

A budget is more than just revenues and expenses– it shows what we are passionate about.



Revenues



Affordable, Accessible Tuition

- 3rd lowest Tuition in 4th Lowest State



ONE PRICE.
Tuition and fees
bundled together.



EASY TO COMPARE.
Tiers make choices
clear and simple.



Transparent College Price

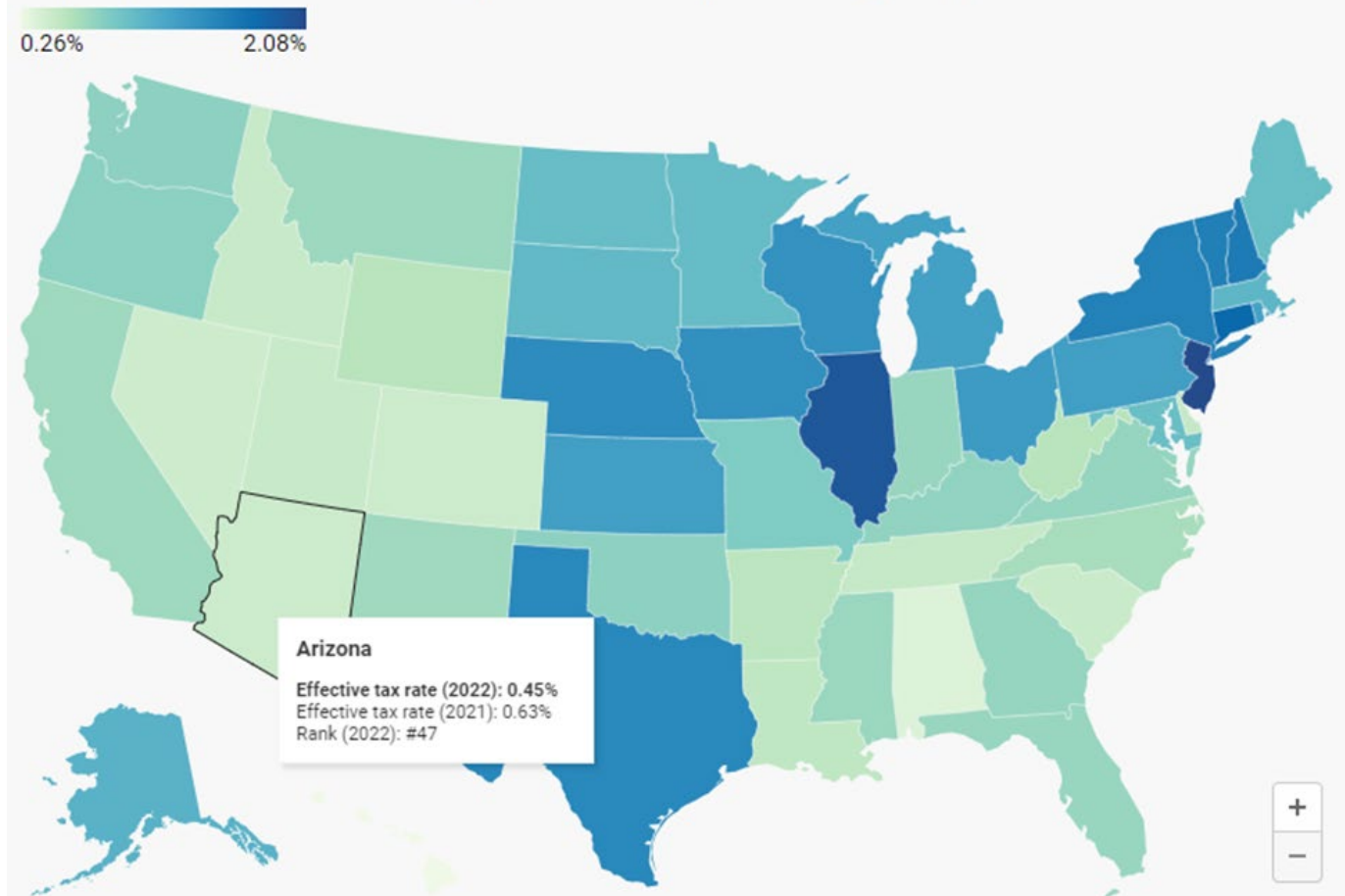
KNOW THE TOTAL. PLAN WITH CONFIDENCE.

Property Taxes

Yavapai County has
Lowest Effective Tax Rate
in AZ—
which is 4th Lowest in US

How High Are Property Taxes in Your State?

Property Taxes Paid as a Percentage of Owner-Occupied Housing Value, 2022



Note: The figures in this table are mean effective property tax rates on owner-occupied housing (total real taxes paid/total home value). As a result, the data exclude property taxes paid by businesses, renters, and others. DC's rank does not affect states' ranks, but the figure in parentheses indicates where it would rank if included.

Source: US Census Bureau, 2022 American Community Survey, Tax Foundation calculations.

[Embed](#) • [Download image](#) • [Get the data](#)

	Prior Year Actual 2024-2025	Current Year Budget 2025-2026	Proposed Budget 2026-2027	Dollar (\$) Difference	Percentage (%) Difference
REVENUES					
Current Funds					
General Fund					
Property Taxes - Primary, Net Contingency	\$ 49,085,800	\$ 50,340,300	\$ 51,613,300	\$ 1,273,000	2.5%
Tuition & Fees	13,593,900	15,042,100	16,464,000	1,421,900	9.5%
State Appropriations	2,204,900	2,389,500	2,672,500	283,000	11.8%
Other Sources	2,447,300	1,658,800	1,301,700	(357,100)	-21.5%
Auxiliary Fund					
Sales and Services	5,121,700	6,554,170	6,934,500	380,330	5.8%
Other Sources	1,595,400	1,311,200	1,338,100	26,900	2.1%
Sub-Total Current Funds - Unrestricted	\$ 74,049,000	\$ 77,296,070	\$ 80,324,100	\$ 3,028,030	3.9%
Current Funds - Restricted					
Federal Grants and Contracts	\$ 12,634,800	\$ 11,302,700	\$ 10,715,500	\$ (587,200)	-5.2%
State Grants and Contracts	572,400	247,500	729,600	482,100	194.8%
State Appropriations/Props 207 & 301	4,722,400	5,242,200	5,417,250	175,050	3.3%
Private Gifts, Grants and Contracts	1,149,800	1,246,200	1,280,200	34,000	2.7%
Sub-Total Current Funds - Restricted	\$ 19,079,400	\$ 18,038,600	\$ 18,142,550	\$ 103,950	0.6%
TOTAL CURRENT FUNDS	\$ 93,128,400	\$ 95,334,670	\$ 98,466,650	\$ 3,131,980	3.3%
Capital Funds					
Plant Fund					
Property Taxes - Primary, Net Contingency	\$ 7,735,000	\$ 7,705,500	\$ 7,705,500	\$ -	0.0%
Revenue Bond Proceeds	16,000,000	-	-	-	
Other Sources	697,000	540,000	540,000	-	0.0%
TOTAL CAPITAL FUNDS	\$ 24,432,000	\$ 8,245,500	\$ 8,245,500	\$ -	0.0%
GRAND TOTAL - CURRENT & CAPITAL FUNDS	\$ 117,560,400	\$ 103,580,170	\$ 106,712,150	\$ 3,131,980	3.0%
Fund Balance Applied to Budget	17,453,800	16,825,130	6,788,250	(10,036,880)	-59.7%
TOTAL REVENUES AVAILABLE FOR EXPENDITURES	\$ 135,014,200	\$ 120,405,300	\$ 113,500,400	\$ (6,904,900)	-5.7%

Expenses



Expense Budget Summary

By Fund

General Fund	+6.0%
Auxiliary Fund	+4.6%
Restricted Fund	-14.4%
Plant Fund	-37.3%
Debt Fund	-4.2%
Overall Budget	-5.7%

Expense Summary

All Funds by Program

Expenditures by Program	2024-2025 Actual	2025-2026 Budget	2026-2027 Proposed	Dollar (\$) Difference	Percentage (%) Difference
Instruction	\$ 27,778,800	\$ 29,777,200	\$ 31,858,200	\$ 2,081,000	7.0%
Public Service	4,599,100	5,454,500	4,704,600	(749,900)	-13.7%
Academic Support	6,607,100	6,673,700	6,700,800	27,100	0.4%
Student Services	12,860,900	12,952,800	13,857,000	904,200	7.0%
Institutional Support/Administration	15,822,900	17,171,800	17,382,600	210,800	1.2%
Physical Plant Operations/Maintenance	30,358,200	29,801,300	19,653,000	(10,148,300)	-34.1%
Scholarships	11,611,800	9,547,400	9,545,100	(2,300)	0.0%
Auxiliary	4,062,900	5,527,300	5,788,800	261,500	4.7%
Retirement of Indebtedness	2,369,300	1,577,900	1,643,700	65,800	4.2%
Contingency	2,785,400	1,921,400	2,366,600	445,200	23.2%
TOTAL BUDGET	\$ 118,856,400	\$ 120,405,300	\$ 113,500,400	\$ (6,904,900)	-5.7%

Compensation

Inflation
(cpi-u US) 3.3%

- Proposed YC Increase
 - 3% for all eligible employees

AZ Peers ~3%

Market

- Current Year Forecast
 - Conference Board (3.4%)
 - Korn Ferry (3.5%)
 - Mercer (3.5%)
 - Tower Watson (3.4%)
 - WorldatWork (3.4%)
- Last Year Actual
 - Employment Cost Index PHX (2.8%)

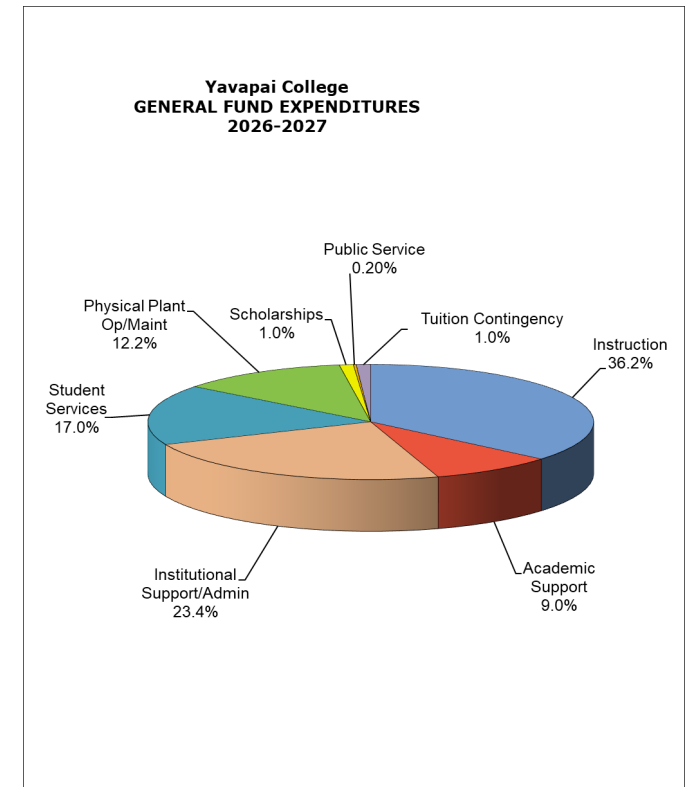
Expense Summary

All Funds by Natural Expense

Expenditures by Natural Expense	2024-2025 Actual	2025-2026 Budget	2026-2027 Proposed	Dollar (\$) Difference	Percentage (%) Difference
Salaries and Benefits	\$ 60,436,800	\$ 63,349,300	\$ 65,857,200	\$ 2,507,900	4.0%
Supplies and Other	17,541,700	22,040,000	19,326,800	(2,713,200)	-12.3%
Scholarships	11,611,800	9,547,400	9,545,100	(2,300)	0.0%
Capital Projects and Equipment	26,896,800	21,969,300	14,761,000	(7,208,300)	-32.8%
Debt payments	2,369,310	1,577,900	1,643,700	65,800	4.2%
Contingency	-	1,921,400	2,366,600	445,200	23.2%
Total	\$ 118,856,410	\$ 120,405,300	\$ 113,500,400	\$ (6,904,900)	-5.7%

General Fund (Operating) Budget

EXPENDITURES	2024-2025 Actual	2025-2026 Budget	2026-2027 Proposed	DOLLAR (\$) DIFFERENCE	PERCENTAGE (%) DIFFERENCE
Current General Fund					
Instruction	\$ 22,916,700	\$ 24,154,100	\$ 24,986,900	\$ 832,800	3.4%
Academic Support	6,006,100	6,274,500	6,190,900	(83,600)	-1.3%
Institutional Support/Administration	15,086,400	15,483,200	16,176,800	693,600	4.5%
Student Services	10,574,200	10,930,600	11,712,500	781,900	7.2%
Physical Plant Operations/Maintenance	7,818,200	7,654,200	8,462,800	808,600	10.6%
Scholarships	946,100	685,100	701,200	16,100	2.4%
Public Service	48,800	25,900	138,600	112,700	435.1%
Tuition Contingency	-	767,000	823,000	56,000	7.3%
Health Benefits Reserve Replenishment	-	-	725,000	725,000	
TOTAL CURRENT GENERAL FUND BUDGET	\$ 63,396,500	\$ 65,974,600	\$ 69,917,700	\$ 3,943,100	6.0%



Auxiliary Budget

without Allocations

	FY2024-2025 REVENUE Actual	FY2024-2025 OPERATING EXPENSE Actual	NET	FY2025-2026 REVENUE	FY2025-2026 OPERATING EXPENSE	NET	FY2026-2027 REVENUE	FY2026-2027 OPERATING EXPENSE	NET	Net Dollar (\$) Difference	Net Percentage (%) Difference
<u>Auxiliary Enterprises</u>											
Residence Halls	\$ 1,243,500	\$ 389,780	\$ 853,720	\$ 1,262,000	\$ 410,100	851,900	\$ 1,265,000	\$ 437,400	\$ 827,600	\$ (24,300)	-2.9%
Debt Service - Transfer to Debt Fund	(400,900)	-	(400,900)	(403,300)	-	(403,300)	(404,100)	-	(404,100)	(800)	0.2%
Sub-Total - Residence Halls	\$ 842,600	\$ 389,780	\$ 452,820	\$ 858,700	\$ 410,100	\$ 448,600	\$ 860,900	\$ 437,400	\$ 423,500	\$ (25,100)	-5.6%
Bookstore	\$ 17,200	\$ -	\$ 17,200	\$ 20,000	\$ -	\$ 20,000	\$ 2,000	\$ -	\$ 2,000	\$ (18,000)	-90.0%
Food Services Sales	1,439,600	1,790,200	(350,600)	1,918,000	2,152,000	(234,000)	2,043,700	2,291,600	(247,900)	(13,900)	5.9%
Vending	48,300	-	48,300	30,000	-	30,000	30,000	-	30,000	-	0.0%
Property Rentals	72,500	10,200	62,300	989,200	485,500	503,700	1,145,100	538,900	606,200	102,500	20.3%
Edventures & Community Education	60,400	80,200	(19,800)	47,000	72,900	(25,900)	47,000	75,600	(28,600)	(2,700)	10.4%
Family Enrichment Center	801,700	1,256,000	(454,300)	882,370	1,216,300	(333,930)	951,100	1,139,700	(188,600)	145,330	-43.5%
<u>Public Services</u>											
Community Events	1,190,000	1,432,900	(242,900)	1,135,600	1,256,800	(121,200)	1,135,600	1,392,300	(256,700)	(135,500)	111.8%
Winery - Tasting Room	248,500	278,500	(30,000)	270,000	360,100	(90,100)	315,000	462,500	(147,500)	(57,400)	63.7%
Total "Self-Supporting"	\$ 4,720,800	\$ 5,237,780	\$ (516,980)	\$ 6,150,870	\$ 5,953,700	\$ 197,170	\$ 6,530,400	\$ 6,338,000	\$ 192,400	\$ (4,770)	-2.4%
<u>Other Auxiliaries</u>											
SBDC	\$ -	\$ 171,600	\$ (171,600)	\$ -	\$ 193,100	\$ (193,100)	\$ -	\$ 198,500	\$ (198,500)	\$ (5,400)	2.8%
Performing Arts Productions	380,900	303,300	77,600	300,000	303,100	(3,100)	300,000	308,100	(8,100)	(5,000)	161.3%
Yavapai College Foundation	565,000	507,000	58,000	601,500	601,500	-	621,600	621,600	-	-	0.0%
Miscellaneous	649,500	673,200	(23,700)	409,700	457,800	(48,100)	416,500	459,800	(43,300)	4,800	-10.0%
Contingency	-	-	-	-	100,000	(100,000)	-	100,000	(100,000)	-	0.0%
Total Supported Areas	\$ 1,595,400	\$ 1,655,100	\$ (59,700)	\$ 1,311,200	\$ 1,655,500	\$ (344,300)	\$ 1,338,100	\$ 1,688,000	\$ (349,900)	\$ (5,600)	1.6%
GRAND TOTAL	\$ 6,316,200	\$ 6,892,880	\$ (576,680)	\$ 7,462,070	\$ 7,609,200	\$ (147,130)	\$ 7,868,500	\$ 8,026,000	\$ (157,500)	\$ (10,370)	7.0%

Restricted Budget

	2024-2025 Actual	2025-2026 Budget	2026-2027 Proposed	DOLLAR (\$) DIFFERENCE	PERCENTAGE (%) DIFFERENCE
Revenues and Other Additions by Source					
GIFTS, GRANTS, AND CONTRACTS					
Federal Grants and Contracts					
U.S. DOE - Student Support Services	\$ 511,500	\$ 83,800	\$ -	\$ (83,800)	-100.0%
U.S. DOE - Adult Education	416,000	496,800	511,800	15,000	3.0%
U.S. DOE - Financial Aid Cluster	9,188,700	7,939,300	7,939,900	600	0.0%
U.S. DOE - Vocational Education	322,300	274,900	192,400	(82,500)	-30.0%
U.S. DOE - Open Text Rural AZ	660,200	25,000	-	(25,000)	-100.0%
U.S. DOL - QUEST Workforce & Jobs	662,100	390,000	-	(390,000)	-100.0%
U.S. DOL - FastTrack to LPN Grant	284,400	210,000	200,000	(10,000)	-4.8%
U.S. DOL - Workforce Innovation & Oppor. Act	-	939,000	939,000	-	100.0%
U.S. DOT - FMCSA CMVOST (CDL)	-	-	27,600	27,600	
U.S. DHHS - Substance Abuse Prevention	189,600	-	54,800	54,800	
U.S. DA - Rural Business Development	79,000	124,100	-	(124,100)	-100.0%
U.S. Small Business Administration	163,500	249,500	250,000	500	0.2%
Other	157,500	570,300	600,000	29,700	5.2%
Subtotal	\$ 12,634,800	\$ 11,302,700	\$ 10,715,500	\$ (587,200)	-5.2%
State Grants and Contracts					
AZ DOE - Adult Education	\$ 174,500	\$ 174,500	\$ 174,600	\$ 100	0.1%
AZ DHS - Health/Wellness Nursing Initiative	384,400	-	226,000	226,000	
AZCC Promise Grant	-	-	140,000	140,000	0.0%
Other	13,500	73,000	189,000	116,000	158.9%
Subtotal	\$ 572,400	\$ 247,500	\$ 729,600	\$ 482,100	194.8%
Private Gifts, Grants and Contracts					
Bernard Osher Foundation	\$ 114,700	\$ 114,700	\$ 125,000	\$ 10,300	9.0%
Yavapai College Foundation	688,500	878,000	850,000	(28,000)	-3.2%
Freeport-McMoRan	101,600	105,000	100,000	(5,000)	-4.8%
Other	245,000	148,500	205,200	56,700	38.2%
Subtotal	\$ 1,149,800	\$ 1,246,200	\$ 1,280,200	\$ 34,000	2.7%
OTHER REVENUES AND ADDITIONS					
Prop. 301 Workforce Development	\$ 1,431,500	\$ 1,562,000	\$ 1,624,500	\$ 62,500	4.0%
Prop. 207 Workforce Development/STEM	2,654,300	2,970,000	3,030,250	60,250	2.0%
State Appropriation - STEM Workforce Programs	636,600	710,200	762,500	52,300	7.4%
Subtotal	\$ 4,722,400	\$ 5,242,200	\$ 5,417,250	\$ 175,050	3.3%
Total Revenues & Other Additions	\$ 19,079,400	\$ 18,038,600	\$ 18,142,550	\$ 103,950	0.6%
Transfer to General Fund					
RESTRICTED FUND BALANCE AT JULY 1 APPLIED TO BUDGET	1,700,000	3,733,900	505,200	(3,228,700)	-86.5%
TOTAL AVAILABLE FOR EXPENDITURES	\$ 20,779,400	\$ 21,772,500	\$ 18,647,750	\$ (3,124,750)	-14.4%

Plant Fund (Capital) Budget

	<u>2024-2025</u> <u>Actual</u>	<u>2025-2026</u> <u>Budget</u>	<u>2026-2027</u> <u>Proposed</u>	<u>DOLLAR (\$)</u> <u>DIFFERENCE</u>	<u>PERCENTAGE</u> <u>(%)</u> <u>DIFFERENCE</u>
UNEXPENDED PLANT FUND					
Buildings/Infrastructure					
Planned Maintenance	\$ 4,623,400	\$ 4,463,200	\$ 7,000,000	\$ 2,536,800	56.8%
Unplanned Maintenance	273,100	292,400	292,400	-	0.0%
Capital Improvement Projects (CIP)	14,045,800	13,138,300	2,360,550	(10,777,750)	-82.0%
Equipment & Software					
Equipment	1,991,200	1,990,600	2,133,900	143,300	7.2%
Furniture and Fixtures	260,800	273,200	281,400	8,200	3.0%
Enterprise Resource Planning Software	-	916,400	150,000	(766,400)	-83.6%
Center for Learning & Innovation - Books	5,000	8,000	8,000	-	0.0%
Contributions to Capital Projects					
Accumulation Account - Future Projects	1,520,700	-	-	-	-100.0%
Capital Contingency	2,785,400	891,600	1,541,600	650,000	72.9%
TOTAL EXPENDITURES - UNEXPENDED PLANT FUNDS	\$ 25,505,400	\$ 21,973,700	\$ 13,767,850	\$ (8,205,850)	-37.3%

Capital

Planned & Unplanned Maintenance

	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u>	<u>2027-28</u>	<u>2028-29</u>	<u>2029-30</u>	<u>2030-31</u>
	<u>Actual</u>	<u>Budget</u>	<u>Proposed</u>				
Unplanned Maintenance	\$ 273,100	\$ 292,400	\$ 292,400	\$ 301,200	\$ 310,200	\$ 319,500	\$ 329,100
Planned Maintenance Total	\$ 4,623,400	4,463,200	7,000,000	7,210,000	7,426,300	7,649,100	7,878,600
TOTAL MAINTENANCE	\$ 4,896,500	\$ 4,755,600	\$ 7,292,400	\$ 7,511,200	\$ 7,736,500	\$ 7,968,600	\$ 8,207,700
<u>Planned Maintenance by Project</u>			<u>2026-27</u>				
			<u>Proposed</u>				
Prescott Campus, Bldg 2			\$ 3,120,000	Replace RTU's feeding gymnasium; Replace Interior HVAC - VAVs + FC's + Controls; Replace drop Ceiling - Lower level; Replace AHU's; Replace MAU and AHU feeding pool; Replace Exhaust Fans (12); Renovate locker rooms; Pool room improvements; Renovate gymnasium restrooms			
Prescott Campus, Bldg 8			1,360,000	Replace Sidewalk + repair railing; Renovate top floor - HVAC, Paint, Carpet; Add Boiler System			
Prescott Campus, Bldg 10			300,000	Add Boiler System			
Prescott Campus, Bldg 15			100,000	Stairs, Metal and Concrete exterior			
Prescott Campus, Bldg 16			250,000	Reseal Brick / Paint			
Prescott Campus, Bldg 17			150,000	Replace Concrete			
Prescott Campus, Bldg 19			100,000	Data Room Mini splits - Replace CRAC			
Prescott Campus, Bldg 28			30,000	Replace drop ceilings			
Prescott Campus, Bldg 29			100,000	Replace Sidewalk ; Replace roofing			
Prescott Campus, Bldg 30			50,000	Replace Stairs + concrete sidewalk + new railing			
Prescott Campus, Bldg 32			30,000	New Railing			
Prescott Campus, Site			200,000	Repaint Curbs + restripe + crack fill			
Prescott Campus, Lot J			500,000	Resurface Parking Lot J - address stamped walkway			
CTEC Campus, Bldg 70			250,000	Replace MAU 1 + Pkg Units			
Chino Campus, Bldg 57			200,000	Replace MAU			
Verde Campus, Bldg M			40,000	Paint Bridge, Stairs, Railing			
Verde Campus, Bldg H			70,000	Paint exterior			
Verde Campus, Parking			150,000	Crack fill + Restripe			
Planned Maintenance Totals			\$ 7,000,000				

Capital: Equipment

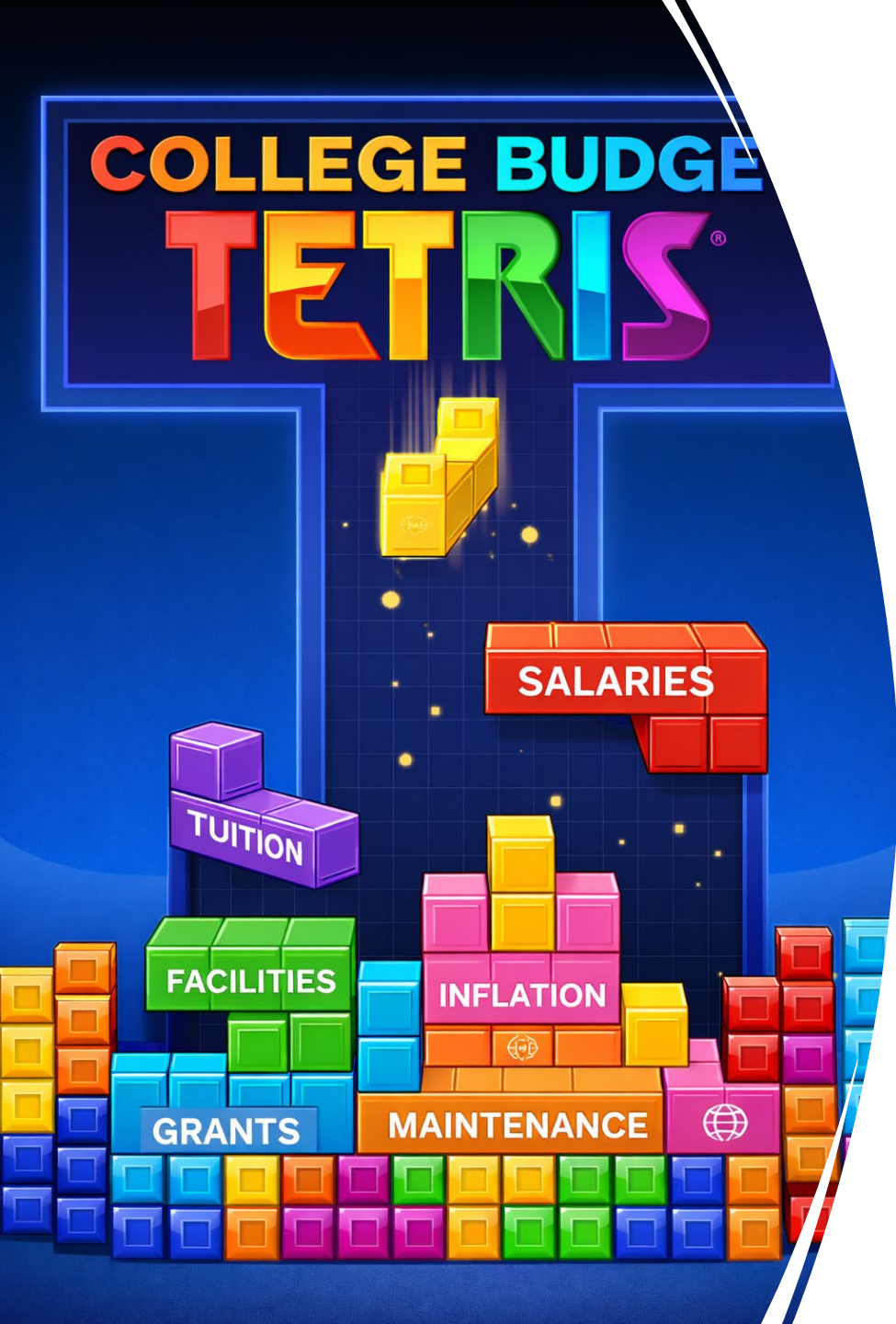
	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY2028-29</u>	<u>FY2029-30</u>	<u>FY2030-31</u>
	<u>Actual</u>	<u>Budget</u>	<u>Proposed</u>				
Division 1: Career & Technical Education	\$ 24,716	\$ 367,310	406,200	\$ 770,651	\$ 883,673	\$ 388,854	\$ 1,083,200
Division 2: Health Sciences & Public Services	18,715	275,895	238,479	550,044	434,423	634,558	444,688
Division 3: Visual & Performing Arts	67,227	84,900	86,200	74,300	111,100	78,600	75,200
Division 5: Math, Science & Computer Technology	5,517	53,200	79,200	92,050	139,700	122,900	109,400
Center for Learning & Innovation	4,980	16,725	4,000	5,400	4,200	9,800	4,000
Information Technology Services	1,072,022	1,159,895	1,161,209	1,192,020	1,280,071	1,369,824	1,451,317
Business Services	32,495	62,000	27,427	109,975	36,783	82,519	125,185
Facilities	356,925	208,000	243,000	215,000	218,000	215,000	215,000
Risk Management	22,088	30,500	26,500	26,500	24,500	20,000	20,000
Yavapai College Police Department	51,890	48,000	190,000	170,000	90,000	90,000	90,000
Marketing	-	5,160	5,160	5,160	5,160	5,160	5,160
Athletics	3,301	415,000	15,000	15,000	15,000	15,000	15,000
Auxiliary Enterprises	331,323	173,400	226,525	210,400	197,890	183,285	170,050
District	-	-	-	-	-	-	-
Sub-Total Equipment	\$ 1,991,200	\$ 2,899,985	\$ 2,708,900	\$ 3,436,500	\$ 3,440,500	\$ 3,215,500	\$ 3,808,200
Transfer PAC to YCF	-	(145,000)	-	-	-	-	-
Transfer Expenses to Restricted Fund - Prop. 301 / 207		(696,400)	(575,000)	(575,000)	(575,000)	(575,000)	(575,000)
Total Equipment	\$ 1,991,200	\$ 2,058,585	\$ 2,133,900	\$ 2,861,500	\$ 2,865,500	\$ 2,640,500	\$ 3,233,200

Capital: Capital Improvement Plan

Capital Improvement Plan Projects - Description	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
19 Community Room	250,000	-	-	-	-
Health Science Center (PV)	-	-	4,465,000	17,860,000	17,860,000
Electric Vehicle Maintenance (CTEC)	-	177,650	621,775	88,825	-
Workforce Housing	399,000	-	-	-	-
Acoustical/ Tech Upgrades (Sedona)	-	265,100	-	-	-
Campus Signage/Marquees (VV)	300,000	-	-	-	-
Learning Center (P)	-	-	308,940	1,081,290	154,470
Bldg 3 Student Union (P)	1,292,000	-	-	-	-
Commercial HVAC (VVC)	1,084,900	-	-	-	-
Contingency	166,295	23,303	283,985	1,001,585	948,130
Transfer Expenses to Restricted Fund - STEM	-	(177,650)	(621,775)	(88,825)	-
Transfer Expenses to Restricted Fund - Prop. 207	-	-	-	-	-
Total Capital Projects	\$ 3,492,195	\$ 288,403	\$ 5,057,925	\$ 19,942,875	\$ 18,962,600
Revenue Sources					
Grants and Donations	\$ 1,142,000	\$ -	\$ 4,700,000	\$ 18,800,000	\$ 18,800,000
Revenue Bonds	-	-	-	-	-
Capital Project Accumulation Account	2,350,195	288,403	357,925	1,142,875	162,600
Total Revenues	3,492,195	288,403	5,057,925	19,942,875	18,962,600
Excess/(Needed Capital)	\$ -	\$ -	\$ -	\$ -	\$ -

Debt Fund Budget

	<u>Final</u> <u>Maturity</u>	<u>2024-2025</u> <u>Actual</u>	<u>2025-2026</u> <u>Budget</u>	<u>2026-2027</u> <u>Proposed</u>	<u>DOLLAR (\$)</u> <u>DIFFERENCE</u>	<u>PERCENTAGE</u> <u>(%)</u> <u>DIFFERENCE</u>
RETIREMENT OF INDEBTEDNESS						
Retirement of Indebtedness (Principal)						
Revenue Bonds - 2024	7/1/2043	\$ 415,000	\$ 555,000	\$ 510,000	\$ (45,000)	-8.1%
Revenue Refunding Bonds - 2021	7/1/2025	840,000	-	-	-	
Revenue Bonds - 2013	7/1/2028	365,000	375,000	385,000	10,000	2.7%
Sub-total Retirement of Indebtedness		\$ 1,620,000	\$ 930,000	\$ 895,000	\$ 10,000	-3.8%
Interest on Indebtedness						
Revenue Bonds - 2024		642,097	617,400	670,700	53,300	8.6%
Revenue Refunding Bonds - 2021		11,340	-	-	-	
Revenue Bonds - 2013		37,240	28,300	19,100	(9,200)	-32.5%
Sub-total Interest on Indebtedness		\$ 690,677	\$ 645,700	\$ 689,800	\$ (9,200)	6.8%
Bond Premium Amortization						
Revenue Bonds - 2024		56,534	-	56,500	56,500	
Bank Fees		2,100	2,200	2,400	200	9.1%
TOTAL EXPENDITURES AND OTHER DEDUCTIONS - RETIREMENT OF INDEBTEDNESS		\$ 2,369,311	\$ 1,577,900	\$ 1,643,700	\$ 57,500	3.64%



Questions & Discussion

Yavapai College
District Governing Board
Regular Meeting

Tuesday, March 31st, 2026
Rock House and Virtually
1:00 p.m.

The YouTube channel and Rock House will be open to the public at **12:45 p.m.** at the latest. In addition, the College has implemented advanced weapons detections systems/metal detectors for attendees. These requirements are similar for attendees at any sporting event or concert, and they are intended to ensure safety. Please plan accordingly.

Livestream Link:

<https://www.youtube.com/user/YavapaiCollege>

Members' Present

Ms. Deb McCasland, Board Chair
Mr. Steve Bracety, Board Secretary
Mr. William Kiel, Board Member
Mr. Patrick Kuykendall, Board Member (left at 4:01 pm)
Mr. Toby Payne, Board Member

Administration Present

Dr. Lisa Rhine, President
Ms. Yvonne Sandoval, Executive Assistant (participated via Zoom)
Ms. Sarah Lawson, Board Attorney
Ms. Kimberly Whitman, Board Secretary

MINUTES

<HTTPS://YAVAPAL.HOSTED.PANOPTO.COM/PANOPTO/PAGES/VIEWER.ASPX?ID=B578CA1A-860D-4906-AB98-B41F00147DF4>

1. General Functions: Procedural
 - a. Call to Order

This agenda item begins at: 13:00:03

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=31.492831>

Chair McCasland called the meeting to order at 1:00 pm.

- b. Pledge of Allegiance {Time: 1}

This agenda item begins at: 13:00:19

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=47.60699>

Chair McCasland led the Pledge of Allegiance.

- c. Adoption of Agenda – **DECISION**

Yavapai College District Governing Board operates as a policy governance Board. This means that the Board makes all the policy decisions, adopts an annual budget, and hires the College president. The College president oversees daily operations and supervises College employees.

This agenda item begins at 13:00:45

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=73.765268>

Board Chair McCasland moved, seconded by Board Member Payne, to approve the March 31st meeting agenda as presented. The motion failed (Ayes: McCasland; Nays: Bracety, Kiel, Payne, Kuykendall).

Board Member Bracety moved, seconded by Board Member Kiel, to approve the March 31st meeting agenda, but to proceed out of order by switching Item 3(e) with Item 3(c). The motion passed. (Ayes: Bracety, Kiel, Payne, Kuykendall; Nays: McCasland.)

2. Study Session

- a. Higher Learning Commission Update Presentation – Dr. Lisa Rhine, President, Dr. Tom Bordenkircher, Vice President of Accreditation Relations from the Higher Learning Commission – **INFORMATION AND DISCUSSION** - {Time: 45}

This agenda item begins at 13:07:05

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=453.817037>

Dr. Tom Bordenkircher was introduced to the Board and provided a Governing Board update via Zoom. Dr. Bordenkircher is the Vice President of Accreditation Relations at the Higher Learning Commission and Liaison Officer to Yavapai College. Dr. Bordenkircher's presentation and discussion with the District Governing Board can be viewed at the link above.

The District Governing Board took a 5-minute personal recess after Dr. Bordenkircher's presentation. The Board returned to session at 2:03 pm.

- b. Board Effectiveness and Open Meeting Law Reminders - Dr. David Borofsky, Executive Director, Arizona Community College Coordinating Council - **INFORMATION AND DISCUSSION** – {Time: 30}

This agenda item begins at 14:03:50

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=3858.870436>

Dr. David Borofsky was introduced to the Board and provided a presentation on Board effectiveness and Open Meeting Law reminders to the District Governing Board. Dr. Borofsky's presentation and Board discussion can be viewed at the link above.

The District Governing Board took a 2-minute personal recess after Dr. Borofsky's presentation. The Board returned to session at 2:53 pm.

- c. President's Report – Dr. Lisa Rhine, President – **INFORMATION** – {Time: 30}

This agenda item begins at 14:53:20

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=6828.716823>

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Dr Lisa Rhine shared updates with the Board before moving to the College Council reports. Updates can be viewed at the link above.

- i. College Council – Dr. Douglas Berry, Dr. Marylou Mercado and Dr. Janet Nix.
 1. Faculty Senate – Dr. Heather Leavitt, Faculty Senate President
(Attached)

This agenda item begins at 14:54:16

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=6885.367739>

Dr. Douglas Berry introduced the Faculty Senate President, Dr. Heather Leavitt, who then provided a presentation to the Board. The presentation can be viewed at the link above.

2. Staff Association – Ms. Heather Knowls, Staff Association President
(Attached)

This agenda item begins at 14:58:43

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=7151.65857>

Dr. Janet Nix introduced the Staff Association President, Ms. Heather Knowls, who then provided a presentation to the Board. The presentation can be viewed at the link above.

3. Student Government Association – Victoria Adams, Senator for Online Students and Secretary of the Executive Leadership Team -
(Attached)

This agenda item begins at 15:01:16

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=7304.926862>

Dr. Douglas Berry introduced the Senator for Online Students and Secretary to the Executive Leadership Team, Ms. Victoria Adams, who then provided a presentation to the Board. The presentation can be viewed at the link above.

- ii. Budget to Actual Monthly Report and Cash Reserves Monthly Report, February 2026 (Attached)

This agenda item begins at 15:05:56

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=7585.056256>

- d. Preliminary Capital Budget and Financing – Dr. Clint Ewell, Chief Operating Officer
– **INFORMATION AND DISCUSSION** (Attached) {Time: 30}

This agenda item begins at 15:06:06

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=7594.735386>

Yavapai College District Governing Board operates as a policy governance Board. This means that the Board makes all the policy decisions, adopts an annual budget, and hires the College president. The College president oversees daily operations and supervises College employees.

Dr. Clint Ewell provided a Budget presentation to the Board. The presentation and discussion can be viewed at the link above.

- e. Board Liaisons' Report – **INFORMATION AND DISCUSSION** {Time: 10}
 - i. Board Spokesperson – Board Chair Deb McCasland
 - ii. Arizona Association of Community College Trustee (AACCT) – Board Chair Deb McCasland
 - iii. Yavapai College Foundation – Board Secretary Steve Bracety

This agenda item begins at 16:01:54

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=10943.005629>

Board Member Kuykendall left the meeting at 4:01 pm.

Board Chair McCasland and Board Secretary Bracety provided updates to the Board members. Updates can be viewed at the link above.

- 3. Board Business
 - a. District Governing Board Budget for Fiscal Year 2027 – Dr. Clint Ewell, Chief Operating Officer – **INFORMATION, DISCUSSION AND DECISION** (*Attached*) {Time: 20}

This agenda item begins at 16:05:27

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=11156.202151>

Dr. Clint Ewell provided an update on the next Fiscal Year's Board Budget. Travel, elections, legal fees and other items in the budget were discussed. Discussion can be viewed at the link above.

Board Member Kiel moved, seconded by Board Member Payne, to table the decision on the 2027 Board budget to the next Board meeting. The motion and second were withdrawn by Board Members Kiel and Payne.

Board Secretary Bracety moved, seconded by Board Chair McCasland, to approve the budget with the expectation that more information be provided on Board travel and legal services. The motion passed with a 4-0 vote (Ayes: McCasland, Bracety, Kiel, Payne. Absent from vote: Kuykendall).

- b. Asset Purchase Agreement Between Nextel West Corp. and Yavapai County Community College District - Sale of Educational Broadband Service License – Mr. Patrick Burns, Information and Technology Chief Officer, and Dr. Clint Ewell, Chief Operating Officer - **INFORMATION, DISCUSSION AND DECISION** (*Attached*) {Time: 30}

This agenda item begins at 16:29:45

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=12614.210924>

The Board started discussion and then decided to take a 5-minute personal break, then returned to the topic. The Board returned to session at 4:39 pm.

Yavapai College District Governing Board operates as a policy governance Board. This means that the Board makes all the policy decisions, adopts an annual budget, and hires the College president. The College president oversees daily operations and supervises College employees.

Mr. Patrick Burns and Dr. Clint Ewell spoke on the potential sale of the broadband service license held by the College. The presentation and discussion can be viewed at the link above.

Board Member Payne moved, seconded by Board Chair McCasland, to approve the contract as presented for the purchase of bandwidth from Yavapai College. The motion passed with a 3-1 vote (Ayes: Payne, McCasland, Bracety, Nays: Kiel. Absent from vote: Kuykendall).

The District Governing Board moved from Item 3b to Item 3e as voted on at the start of the meeting.

- e. Yavapai College District Governing Board Meeting Procedures and Policies– Board Chair Deb McCasland – **INFORMATION, DISCUSSION, AND DECISION** – {Time: 25}
 - i. Consideration of inclusion of a Call to the Public
 - ii. Consideration and potential revisions to Board Member discussion time limits
 - iii. Consideration of potential return to in-person Board Meetings with a virtual option
 - iv. Consideration and scheduling of a Board Retreat
 - v. Potential Revision to Board Policy 304 Board Elections and Appointments

This agenda item begins at 17:02:12

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=14560.398178>

Discussion was held by the Board members to understand the need for legal action on items 3(e)(i), 3(e)(ii), and 3(e)(iii). The Board decided no legal action was required on items 3(e)(i), 3(e)(ii), and 3(e)(iii) due to the revisions the Board made to Policy 308.

The Board discussed item 3(e)(iv). Discussion can be viewed at the link above.

Board Secretary Bracety moved, seconded by Board Member Kiel, to have a Board assessment on May 28th in person, followed by a Board retreat led by Dr. David Borofsky from 9am to 4pm. The motion passed with a 4-0 vote (Ayes: McCasland, Kiel, Payne and Bracety. Absent from vote: Kuykendall).

The Board discussed item 3(e)(v). Discussion can be viewed at the link above.

Board Chair McCasland moved to table the discussion on Policy 304 to the May 28th meeting. The motion was not seconded. The motion died.

The Board discussed potential revisions to Board Policy 304. Staff made changes to the policy in real time during the Board's discussion. The Board's discussion, and the changes proposed on the screen, can be viewed at the link above.

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Board Member Kiel moved, seconded by Board Secretary Bracety, to approve Board Policy 304 with the revisions shown on the screen during the meeting. The motion passed with a 3-1 vote (Ayes: Kiel, Payne, Bracety, Nays: McCasland, Absent from vote: Kuykendall).

- c. Consent Agenda – **DECISION** {Time: 15}
 - i. Board Regular Meeting Minutes February 24, 2026 (*Attached*)
 - ii. Board Policy Workshop Meeting Minutes March 4, 2026 (*Attached*)
 - iii. Board Special Meeting Minutes March 11, 2026 (*Attached*)
 - iv. Board Confidential Executive Session Meeting Minutes March 11, 2026
 - v. Receipt of Report on Revenues and Expenditures for February 2026 (*Attached*)

Board Member Payne moved, seconded by Board Secretary Bracety, to accept the consent agenda as presented. The motion passed with a 4-0 vote (Ayes: McCasland, Bracety, Kiel, Payne. Absent from vote: Kuykendall).

- d. Executive Session
 - i. Pursuant to A.R.S. Section 38-431.03(A)(9), Discussion Regarding the College's Information Technology Security Plans, Procedures, Assessments, Measures and Systems – Mr. Patrick Burns, Information Technology Chief Information Officer and Mr. Neil McComsey, Information Technology Chief Security Information Officer – **PROCEDURAL** {Time: 30}
 - ii. Reconvene in Public Session – **DECISION** {Time: 5}

Board Secretary Bracety moved, seconded by Board Member Kiel, to postpone the executive session. The motion passed with a 3-1 vote (Ayes: Bracety, Kiel, Payne, Nays: McCasland. Absent from vote: Kuykendall).

- 4. Call to the Public – **INFORMATION ONLY** {Time: 20}

This agenda item begins at 17:53:58

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=17666.35437>

Board Attorney Sarah Lawson provided a reminder on Open Call in regard to Arizona Open Meeting Law. Two members of the public spoke to the District Governing Board at the open call, which can be viewed at the link above.

- 5. Request for Future Agenda Items - **INFORMATION, DISCUSSION, AND DECISION** {Time: 10}

This agenda item begins at 18:02:06

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=18154.510946>

Discussion on this agenda item can be viewed at the link above.

- 6. Adjournment of Board Regular Meeting: Procedural – **DECISION** {Time: 1}

This agenda item begins at 18:07:09

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=b578ca1a-860d-4906-ab98-b41f00147df4&start=18457.938644>

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Board Member Payne moved, seconded by Board Secretary Bracety, to adjourn the March 31st District Governing Board meeting. The motion passed with a 4-0 vote (Ayes: McCasland, Kiel, Kuykendall, Payne. Absent from vote: Kuykendall).

Respectfully submitted,

Kimberly Whitman, Recording Secretary

Date

Mrs. Deb McCasland, Board Chair

Mr. Steve Bracety, Board Secretary

Yavapai College District Governing Board operates as a policy governance Board. This means that the Board makes all the policy decisions, adopts an annual budget, and hires the College president. The College president oversees daily operations and supervises College employees.

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Nine Months Ended March 31, 2026 - 75.0% of the Fiscal Year Complete

Fiscal Year 2025-2026

GENERAL FUND

		Year-to-Date Revenues			Total Revenues	FY 25/26 Budget	Percent of Budget	FY 25/26 Estimate	Estimate to Budget Variance	FY 24/25 Actuals	Percent Change (Current Versus Prior Year)	
REVENUES:												
Primary Property Taxes	\$	37,867,725			\$ 37,867,725	\$ 50,490,300	75.0%	\$ 50,490,300	\$ -	\$ 36,774,567	3.0%	
Primary Property Taxes - Contingency		-			-	(150,000)	0.0%	-	150,000	-	0.0%	
Tuition and Fees		14,422,315			14,422,315	15,042,100	95.9%	15,542,100	500,000	12,549,819	14.9%	
Tuition and Fees - Contingency		-			-	(767,000)	0.0%	-	767,000	-	0.0%	
State Appropriation - Maintenance		416,925			416,925	555,900	75.0%	555,900	-	278,475	49.7%	
State Appropriation - Rural Aid		1,416,675			1,416,675	1,833,600	77.3%	1,955,300	121,700	1,375,200	3.0%	
YCF Contribution - Basketball Program		-			-	-	100.0%	-	-	345,870	0.0%	
Other Revenues		608,035			608,035	533,800	113.9%	600,000	66,200	456,020	33.3%	
Interest Income		493,887			493,887	1,125,000	43.9%	715,000	(410,000)	1,109,054	-55.5%	
Fund Balance Applied to Budget		1,020,623			1,020,623	1,360,830	75.0%	1,360,830	-	2,916,075	-65.0%	
General Fund Transfer In/(Out)		(3,612,698)			(3,612,698)	(4,816,930)	75.0%	(4,816,930)	-	(5,240,325)	-31.1%	
TOTAL REVENUES		52,633,487			52,633,487	65,207,600	80.7%	66,402,500	1,194,900	50,564,756	4.1%	
			Year-to-Date Expenditures	Total Encumbered Obligations	Labor Encumbrances	Total Expenditures and Non-Labor Encumbrances	FY 25/26 Budget	Percent of Actual and Non-Labor Encumbrances to Budget	FY 25/26 Estimate	Budget to Estimate Variance	FY 24/25 Actuals	Percent Change (Current Versus Prior Year)
EXPENDITURES (Note 1):												
Instruction		\$ 18,717,137	\$ 3,088,924	\$ 2,688,050	\$ 19,118,011	\$ 24,154,100	79.2%	25,357,000	\$ 1,202,900	\$ 17,333,724	8.0%	
Academic Support		4,583,647	990,724	948,665	4,625,706	6,274,500	73.7%	6,153,600	(120,900)	4,493,767	2.0%	
Institutional Support		12,552,050	2,968,974	2,412,888	13,108,136	15,483,200	84.7%	16,500,000	1,016,800	11,662,951	7.6%	
Student Services		8,048,723	1,978,047	1,764,571	8,262,199	10,930,600	75.6%	10,945,100	14,500	7,822,344	2.9%	
Operation/Maintenance of Plant		5,871,892	1,374,131	1,147,692	6,098,331	7,654,200	79.7%	8,055,600	401,400	5,844,537	0.5%	
Scholarships		748,771	-	-	748,771	685,100	109.3%	750,000	64,900	880,888	-15.0%	
Public Service		19,326	-	-	19,326	25,900	74.6%	25,800	(100)	10,520	83.7%	
TOTAL EXPENDITURES		50,541,546	10,400,800	8,961,866	51,980,480	65,207,600	79.7%	67,787,100	2,579,500	48,048,730	5.2%	
SURPLUS/(DEFICIT)					\$ 653,007	\$ -		\$ (1,384,600)				

COMMENTS:

Note 1: Expenditures reported on the modified accrual basis of accounting.

The Budget currently has a surplus of \$653,007.
The projection of a fiscal year end deficit of \$1,384,600 is considered conservative with more data being researched.

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND EXPENDITURES BY NACUBO NATURAL EXPENSE CATEGORIES

For the Nine Months Ended March 31, 2026 - 75.0% of the Fiscal Year Complete

Fiscal Year 2025-2026

	<u>Year to Date</u>	<u>Prior Year</u>	<u>Percent Change</u>	
Salaries	\$ 30,180,703	\$ 28,655,067	5.3%	1
Benefits	9,231,736	8,817,514	4.7%	2
Supplies	3,410,823	2,702,713	26.2%	3
Contractual Services and Other	4,340,520	4,443,658	-2.3%	4
Utilities & Communications	1,646,746	1,556,507	5.8%	5
Travel, Conferences & Memberships	982,247	992,383	-1.0%	6
Scholarships	748,771	880,888	-15.0%	7
	<u>\$ 50,541,546</u>	<u>\$ 48,048,730</u>	10.7%	

1 - Salaries increased due to annual compensation increases and the addition of several new positions.

2 - Benefits increased due to new positions added in the current fiscal year (results in additional FICA, retirement etc.), medical plan premium increases, and higher tuition/fee waiver benefits due to the new bachelor's program.

3 - Supplies increased from the prior year due to increased technology related purchases (e.g. Software/Licenses), a change from technology categorized as supply vs. contracted services, as well as offsets of facilities related supply savings.

4 - Contractual Services decreased primarily due to a reclassification of some technology expenses into supplies. Additional drivers include a decrease in general contractual services and an uptick in advertising related costs.

5 - Utilities increased slightly due to Zoom and water/sewage cost increases off set by electricity decreases.

6 - Travel is relatively flat.

7 - Scholarship are trending lower.

Note: Expenditures reported on the modified accrual basis of accounting.

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Nine Months Ended March 31, 2026 - 75.0% of the Fiscal Year Complete

Fiscal Year 2025-2026

RESTRICTED FUND

	<u>Year-to-Date Revenues</u>		<u>Total Revenues</u>	<u>Budget</u>	<u>Percent of Budget</u>
REVENUES:					
Federal Grants and Contracts	\$ 9,535,465		\$ 9,535,465	\$ 11,302,700	84.4%
State Grants and Contracts	824,956		824,956	247,500	333.3%
Private Gifts, Grants and Contracts	1,639,387		1,639,387	1,246,200	131.6%
Proposition 301 Workforce Development	1,155,137		1,155,137	1,562,000	74.0%
Proposition 207 Workforce Development	1,769,525		1,769,525	2,970,000	59.6%
State Appropriation - STEM Workforce	532,650		532,650	710,200	75.0%
Fund Balance Applied to Budget	585,000		585,000	3,733,900	15.7%
TOTAL REVENUES	16,042,120		16,042,120	21,772,500	73.7%

	<u>Year-to-Date Expenditures</u>	<u>Total Encumbered Obligations</u>	<u>Labor Encumbrances</u>	<u>Total Expenditures and Non-Labor Encumbrances</u>	<u>Budget</u>	<u>Percent of Actual and Non- Labor Encumbrances to Budget</u>
EXPENDITURES (Note 1):						
Instruction	\$ 2,371,246	\$ 587,146	\$ 329,618	\$ 2,628,774	\$ 5,141,600	51.1%
Academic Support	174,613	58,605	58,605	174,613	-	100.0%
Institutional Support	76,897	-	-	76,897	-	100.0%
Student Services	261,051	1,325	-	262,376	654,100	40.1%
Operation/Maintenance	184,979	36,541	-	221,520	3,733,900	5.9%
Scholarships	8,782,277	-	-	8,782,277	8,862,300	99.1%
Public Service	1,335,258	276,634	251,938	1,359,954	3,380,600	40.2%
TOTAL EXPENDITURES	13,186,321	960,251	640,161	13,506,411	21,772,500	62.0%
SURPLUS/(DEFICIT)				\$ 2,535,709		

COMMENTS:

Note 1: Expenditures reported on the modified accrual basis of accounting.

Restricted Funds expended only to the extent that Grants and Gifts are received.

The Budget currently has a surplus of \$2,535,709.

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Nine Months Ended March 31, 2026 - 75.0% of the Fiscal Year Complete

Fiscal Year 2025-2026

AUXILIARY FUND

	<u>Budgeted Revenues</u>	<u>Budgeted Expenses</u>	<u>Budgeted Surplus/ (Deficit)</u>	<u>Actual Revenues</u>	<u>Actual Expenditures and Non-Labor Encumbrances</u>	<u>Year-to-date Surplus/ (Deficit)</u>	<u>FY25/26 Estimate Surplus/ (Deficit)</u>	<u>Estimate to Budget Variance</u>
AUXILIARY ENTERPRISES								
Residence Halls	\$ 1,262,000	\$ 410,100	\$ 851,900	\$ 1,133,077	\$ 284,504	\$ 848,573	\$ 853,300	\$ 1,400
Transfer To Debt Fund to Pay Revenue Bonds	(403,300)	-	(403,300)	(302,475)	-	(302,475)	(403,300)	-
Subtotal - Residence Halls and Summer Conferences	858,700	410,100	448,600	830,602	284,504	546,098	450,000	1,400
							-	
Bookstore Rental and Commissions	20,000	-	20,000	1,215	-	1,215	2,200	(17,800)
Food Services	1,918,000	2,152,000	(234,000)	1,606,293	1,735,125	(128,832)	(230,000)	4,000
Vending	30,000	-	30,000	21,789	-	21,789	28,000	(2,000)
Employee/21+ Student Housing & Facility Rentals	989,200	485,500	503,700	397,019	324,866	72,153	101,800	(401,900)
Edventures & Community Education	47,000	72,900	(25,900)	44,354	59,344	(14,990)	(24,800)	1,100
Winery - Tasting Room	270,000	360,100	(90,100)	136,501	263,947	(127,446)	(173,800)	(83,700)
Family Enrichment Center	882,370	1,216,300	(333,930)	580,897	975,361	(394,464)	(465,600)	(131,670)
Community Events	1,135,600	1,256,800	(121,200)	402,999	1,144,382	(741,383)	(121,200)	-
Performing Arts Productions	300,000	303,100	(3,100)	232,670	232,670	-	(25,800)	(22,700)
SBDC (Federal Grant Match Requirement)	-	193,100	(193,100)	5,750	147,926	(142,176)	(193,100)	-
Yavapai College Foundation	601,500	601,500	-	402,898	402,898	-	-	-
Other Auxiliary Enterprises	409,700	457,800	(48,100)	107,453	130,966	(23,513)	(13,800)	34,300
General Fund Transfer In	1,644,530	-	1,644,530	1,233,398	-	1,233,398	1,644,530	-
Contingency	-	100,000	(100,000)	-	-	-	-	100,000
Facilities & Administrative Allocation	-	1,497,400	(1,497,400)	-	1,123,050	(1,123,050)	(1,497,400)	-
	<u>\$ 9,106,600</u>	<u>\$ 9,106,600</u>	<u>\$ -</u>	<u>\$ 6,003,838</u>	<u>\$ 6,825,039</u>	<u>\$ (821,201)</u>	<u>\$ (518,970)</u>	<u>\$ (520,370)</u>

Comments:

Note 1: Expenditures reported on the modified accrual basis of accounting.

The Budget currently has a deficit of \$(821,201).

Estimate to Budget variance for FY26 is expected to be \$0.

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

REPORT OF REVENUES AND EXPENDITURES

For the Nine Months Ended March 31, 2026 - 75.0% of the Fiscal Year Complete

Fiscal Year 2025-2026

DEBT SERVICE FUND

	<u>Year-to-Date Revenues</u>		<u>Total Revenues</u>	<u>FY26/26 Budget</u>	<u>Percent of Budget</u>
REVENUES:					
Investment Income	\$ 789		\$ 789	\$ -	100.0%
General Fund Transfer In	879,300		879,300	1,172,400	75.0%
Auxiliary Fund Transfer In	302,475		302,475	403,300	75.0%
Fund Balance Applied to Budget	1,650		1,650	2,200	75.0%
TOTAL REVENUES	1,184,214		1,184,214	1,577,900	75.1%

					Total Expenditures and Non-Labor Encumbrances	Budget	Percent of Actual and Non- Labor Encumbrances to Budget
<u>DEBT SERVICE FUND</u>		<u>Year-to-Date Expenditures</u>	<u>Encumbered Obligations</u>	<u>Labor Encumbrances</u>			
EXPENDITURES (Note 1):							
Revenue Refunding Bonds - 2024							
Principal Payments		\$ -	\$ 555,000	\$ -	\$ 555,000	\$ 555,000	100.0%
Interest Payments		-	617,400	-	617,400	617,400	100.0%
Revenue Bonds - 2013					-		
Principal Payments		-	375,000	-	375,000	375,000	100.0%
Interest Payments		-	28,300	-	28,300	28,300	100.0%
Bank Fees		2,663	-	-	2,663	2,200	121.0%
TOTAL EXPENDITURES		<u>2,663</u>	<u>1,575,700</u>	<u>-</u>	<u>1,578,363</u>	<u>1,577,900</u>	<u>100.0%</u>
SURPLUS/(DEFICIT)					\$ (394,149)	\$ -	

COMMENTS:

Note 1: Expenditures reported on the modified accrual basis of accounting.

The Budget currently has a deficit of \$(394,149) as 100% of expenses have been encumbered.

The principal is paid in June.

Estimate to Budget variance is expected to be \$0