# MINUTES

## Committee Members Present:

Stephen Joost (Chair), Ally Schneider, Nic Patel, Paul McElroy, Tom Bryan, Doug Burnett,

Kevin Hyde (ex officio),

## Item 1 Call to Order and Roll Call of Committee Members

Chair Joost recognized a quorum and called the meeting to order at 8:03 am.

## Item 2 Public Comments

Chair Joost offered those in attendance the opportunity for public comment. There were no public comments.

## Item 3 Consent Agenda

Trustee Hyde made a MOTION to approve the Consent Agenda items; the draft of the October 12, 2020 Finance and Facilities Committee Minutes and the annual approval of the Finance and Facilities Committee Charter. Trustee Schneider SECONDED the motion and the committee APPROVED the Consent Agenda.

## Item 4 Amended Regulation 13.0010R - Procurement Regulation

The ProcurementRegulationis being amended to update the University regulation to conform with recent revisions the BOG made to its Procurement Regulation. Vice President Scott Bennett presented the proposed amended regulation which includes the other SUS partners working to procure contracts together for competitive solicitation.

Trustee Hyde made a MOTION to approve the amended regulation 13.0010R - Procurement. Trustee Schneider SECONDED the motion. The committee APPROVED the amended regulation 13.0010R.

## Item 5 Repeal of Regulation 10.0050R - Non-Moving University Parking/Traffic Citation

The repeal to this regulation is being proposed to streamline regulations, as the language contained in this regulation can be found at 9.0010R Parking Regulation. Vice President Bennett shared that a new Parking software system was purchased approximately two years ago. The

## Item 5 Repeal of Regulation 10.0050R - Non-Moving University Parking/Traffic Citation (continued)

Parking regulation was re-written at that time to make it all-encompassing, moving all Parking regulations into one regulation, 9.0010R.

Trustee Schneider made a MOTION to approve the repeal of Parking Regulation 10.0050R - Non-Moving University Parking/Traffic Citation. Trustee Hyde SECONDED the motion. The committee voted and APPROVED the repeal of regulation 10.0050R.

## Item 6 Repeal of Regulation 10.0070R - Vehicle Towing and Impounding

The repeal to this regulation is being proposed to streamline regulations, as the language contained in this regulation can be found at 9.0010R Parking Regulation. Vice President Bennett shared that, as in the previous agenda item, a new Parking software system was purchased approximately two years ago. The Parking regulation was re-written at that time to make it all-encompassing, moving all Parking regulations into one regulation, 9.0010R.

Trustee Hyde made a MOTION to approve the repeal of Parking Regulation 10.0070R - Vehicle, Towing and Impounding. Trustee McElroy SECONDED the motion. The committee voted and APPROVED the repeal of regulation 10.0070R.

## Item 7 Capital Projects Quarterly Report and Change Orders

This report serves to provide Trustees with progress on current construction projects, including funding sources and any current issues, including change orders. The Board has authorized the President or his designee to approve change orders, in the name of the Board, for pre-established amounts. Approvals are for the purpose of expediting the work in progress and are to be reported to the Board and entered into its official minutes. Vice President Bennett updated the Trustees on current construction projects. There were no change orders needing approval this quarter.

Vice President Bennett shared a few projects and their status –

1. The competition pool project includes an exterior pool complex with public restrooms/locker rooms, controlled entrance, offices and support services, as well as all associated pool equipment and mechanical space. The project is on schedule to be completed for the fall semester and is located between the Fieldhouse and Lot 18.

## **Vice President Bennett’s update on projects (**continued)–

1. The new Honors Housing project has been paused due to COVID-19 and low occupancy rates. Recently, UNF’s A rating was re-affirmed by S&P which will be beneficial when we are able to move forward. The Demand Study which was in progress when the project was paused will need to be refreshed once we are able to start it up again. When occupancy rates are back up to 100% and enrollment is climbing again, the project will be revitalized.
2. The Track and Field improvements project includes resurfacing the Hodges Stadium competition track, the practice track, and the addition of three new sprint lanes on the back stretch of the practice track. A new turf field will be installed inside the practice track as well. The students and the City of Jacksonville are partially funding these improvements.
3. Through the recent master plan process, several projects were identified for the future –
4. Lot 14 Walkway
5. Candy Cane Lake Enhancement
6. Alumni Drive Walk
7. Lot 9 Pedestrian Walkway

These projects include enhancing walkways and lakes as well as enhancing the beautification on campus. Some of the projects have a safety and security component included. The university has set aside some monies to kick off the projects this year.

Chair Joost recommended drafting a dashboard the committee can refer to when reviewing the projects, their costs and their sources. These would be beneficial in estimating targets for better bond ratings. Vice President Bennett will draft an executive summary of these items for the next quarterly meeting.

## Item 8 Quarterly Budget Report

Vice President Bennett presented the current quarter’s budget report. As of December 31st, all budgets are on target with about 38% of the budget expended. Included is a 6% holdback and $1 million in potential enrollment shortfall due to COVID-19. Although enrollment was only down about 300 students in the fall, many current students decided to take the semester off or

opted for fewer classes. The auxiliaries have taken the biggest impact affecting their budgets but most have healthy fund balances which has softened the impact. Some revenues are down 50% to 96% but overall, the auxiliaries were short only about 3%. Some auxiliaries are required to stand on their own with no assistance financially, but universities will be requesting to defer

## Item 8 Quarterly Budget Report (continued)

the rules for those that have had severe losses until their activities have rebounded. This could allow for them to borrow money from other auxiliaries to get them back on track.

## Item 9 Treasurer’s Report

Vice President Bennett presented the Treasurer’s Report. Ending investments as of November 2020 are higher than the net cash balance at $130.5 million. The university is consistently hitting the benchmarks. The university debt is currently at $128.1 million.

## Item 10 Adjournment

With no additional items for discussion, Chair Joost adjourned the meeting at 8:32 am.