# MINUTES

**Committee Members in Attendance:** Chair Joost, Trustee Bryan, Trustee Burnett,

Trustee McElroy, Trustee Patel, Ally Schneider, Doug Burnett, Tom Bryan,

Chair Kevin Hyde, Ex Officio

## Item 1 – Call to Order

Chair Joost recognized a quorum and called the meeting to order at 10:46 a.m.

## Item 2 – Public Comment

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

## Item 3 – Consent Agenda

Draft June 16 Finance and Facilities Committee Meeting Minutes

Capital Projects Report and Change Orders

Treasurer’s Report

Quarterly Budget Report

With no changes noted, the Finance and Facilities Committee approved all items on the consent agenda.

## Item 4 – Guana Tolomato Matanzas National Estuarine Research Reserve (GTM-NERR) Sublease

Mr. Chris Wrenn, Sr. Associate General Counsel, presented the proposed sublease, from the Florida Department of Environmental Protection (DEP), of a parcel of land in the Guana Tolomato Matanzas National Estuarine Research Reserve (GTM-NERR) for the committee’s consideration.  The 18-year sublease is for a 5.9-acre parcel of raw land located between the Guana River and the coastline.  Students and faculty are currently utilizing, on an informal basis, the GTM-NERR’s visitor’s center, classrooms,

auditorium, and parking areas, all on an adjoining parcel, for research and instruction.  One University faculty member and several contract employees are providing research and training at the GTM-NERR center.  The sublease would formalize the students’ and faculty’s right to use the GTM-NERR’s existing facilities and provide to the University the opportunity, but not the obligation, to construct a marine

research center on the 5.9 acre parcel.  The sublease requires the DEP to use its best efforts to obtain an extension of the sublease term to 40 years when the University is prepared to build the marine research facility in order to permit full amortization of the cost of construction, which is required by statute.  There is no rent associated with the lease, but the University must maintain the parcel, including all required public signage.   The parcel is currently unimproved and covered by dense foliage, so maintenance costs are expected to be insubstantial. Preliminary due diligence has been completed, including boundary survey, preliminary title, and zoning.  A Phase I environmental audit is in progress.  The University will not execute the sublease until completion of satisfactory due diligence. Associate Vice President John Kantner

shared that the state receives a federal grant every year, the proceeds of which are used to fund the cost of dedicating University contract staff to the GTM-NERR’s facilities and such staffing is a requirement of the sublease.  However, the University’s obligation under the sublease to provide funding is subject to receipt of the grant. Coastal Biology and Coastal Engineering are groups that would benefit from the sublease by including

more students, more faculty performing collaborative research.  Trustee McElroy recommended having seal level rise and elevation evaluated for longer term planning.

Trustee Schneider made a MOTION to approve the sublease for the Guana Tolomato Matanzas National Estuarine Research Reserve (GTM-NERR).  Trustee Burnett SECONDED the motion. The motion was APPROVED by the committee.

## Item – 5 Accounts Receivable and Write-offs Report

Interim Vice President Bennett presented the Accounts Receivable and Write-offs Report. Florida Statutes authorize the university’s Board of Trustees to charge off or

settle uncollectible accounts. The Board delegated the authority for accounts receivable write-offs under $10,000 to the President of the university. As part of this delegation, the President will report annually the status of accounts receivable charge-offs to the Board. Vice President Bennett noted that the Accounts Receivables went down by $15,000 this year and debt is still attached to students and they are responsible for paying their balance.

Trustee Burnett made a MOTION to approve the Accounts Receivable and Write Offs Report. Trustee Schneider SECONDED the motion and the motion was APPROVED by the committee.

## Item – 6 Adjournment

Trustee Joost adjourned the meeting at 11:11 a.m.