

**Florida Agricultural and Mechanical University
Board of Trustees**



**Facilities Planning Committee Minutes
Trustee Kimberly Moore, Chair**

Wednesday, September 14, 2016

MINUTES

Committee Members Present: Chair Kimberly Moore, Trustee Bettye Grable, Trustee Kelvin Lawson, Trustee Gary McCoy, and Trustee Robert Woody.

Chair Moore called the meeting to order at 10:15 AM. Ms. Gregory called the roll. A quorum was present.

Action Items

Approval of Summary Minutes – June 9, 2016

There were no revisions to the minutes. Trustee Lawson moved to approve the minutes. Trustee Woody seconded the motion. The motion was approved.

**Approval of University Regulation 4.109 (Establishment of
Educational Site at Brooksville)**

VP Green-Powell presented on the Brooksville Agricultural and Environmental Research Station (BAERS). The committee was provided with an update on the 3800 acres site acquisition and the long term goal of this research station. The approval of University Regulation 4.109 would authorize the President to establish an Educational Site at Brooksville. This regulation is being established pursuant to Section 8.009 of the BOG Regulations.

VP Green-Powell stated that the development of the Research Station will play a key role in the execution of the University's proposed "FAMU Forever Forward" Strategic Plan with emphasis on destinations 1, 2, and 4: Exceptional student experience, High-impact research, Alumni, community and business engagement. Work will also contribute to enhancing the State University System's Metric 10A, which is focused on research expenditures funded from federal, private industry and other sources.

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The work will not happen in isolation. Diverse group of stakeholder advisory planning committee is established and its makeup was shared by VP Green-Powell. VP Green-Powell also shared the key updates for the Research Station and the Station's short term objectives.

Trustee Moore commented on her excitement on all the work that is underway and asked the committee if there were any questions and entertained a motion for approval of the Regulation 4.109 that would authorize the President to establish an Educational Site at Brooksville. Trustee Lawson moved to approve the action item. Trustee Woody seconded the motion. The motion was approved.

Approval of the Campus Master Plan

AVP Kapileshwari shared the details of the Campus Master Plan action item with the committee and that it included the initiation of the public hearings, agency review, and the campus development agreement. The actual adoption of the master plan will happen after the 90 day review period by the host community. AVP Kapileshwari shared with the committee the phases of the master plan completed to date including establishment of the steering committee and the visioning sessions completed with the stakeholder groups.

AVP Kapileshwari then introduced Shawn Kalbli, VP for Wood and Partners, the consulting firm assisting FAMU with the master plan update. Mr. Kalbli shared the next steps in the process for master plan update including hosting of the first public hearing and then sharing the documents with the host community and State Agencies as required by the statutes.

Mr. Kalbli briefed the committee on the existing 2010-2020 master plan which was adopted by the Board in November 2012 and was based on a very different enrollment number. That plan included site acquisition and development of several support facilities to match the enrollment growth model, including a 30% on campus housing development going up to 33% by 2020.

Mr. Kalbli then shared the 2015-2025 future land use plan which was based on the current enrollment numbers in the work plan. He indicated that the largest land use was for Recreation, Athletics, and open space followed by the conservation land, which

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included the areas that are environmentally sensitive and cannot be developed. Following the conservation land, we have the academic space and then housing and support spaces. Parking garages are scattered on the perimeter of the campus for students and visitors coming to campus. The academic areas will form the core of the campus. Housing will be provided at various location on the campus as is the case now. Mr. Kalbli asked the Chair if he should get into further details of where each of the facilities are on the master plan as it relates to the approved Capital Improvement Plan or at this point open it up for specific questions and comments.

Trustee Moore asked the committee if they had any specific questions. Trustee Lawson commented on the West side of the campus near the stadium that at one point there were plans to acquire that area. He recommended the staff to coordinate with the Chief of Police to see what could be done with the vendors on the back side of the stadium and that we have an obligation for a better way to manage the access and the flow of vehicles and the people.

Trustee Moore asked the committee if there were additional questions regarding this action item. Trustee Grable commented on the adjustment to the master plan based on the changes in enrollment and asked about the overall percentage reduction in the master plan. Mr. Kalbli answered the question that today's numbers are roughly half of those in the 2012 version.

Trustee Moore followed up with the committee if there were any other questions and then entertained the motion for approval. Trustee Woody moved to approve the action item. Trustee Lawson seconded the motion. The motion was approved.

Information Items

Trustee Moore checked if the Overview of Major Projects was an action item or just an information item. Chief of Staff Miller confirmed that it was a brief overview and an information item.

Overview of Major Projects

Chief of Staff Miller shared the projects that are currently in the pipeline. He said that all these projects are consistent with the master plan and the five destinations identified

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in the strategic plan. Chief of staff Miller mentioned that there were 2506 beds in 2014 and today we have less than 2400 beds. He shared that the recently completed demand study indicates that there is a need for 1400 new beds on campus. Chief of Staff Miller said that these numbers were based on anticipated 10,250 students in 2020 and our goal to have 30% of students residing on camps.

Trustee Washington asked how many beds were there when enrollment was high. Chief of Staff Miller said that he is not exactly sure what were the number of beds on campus when the enrollment was over 13,000, however in 2014 we had 2506 beds on campus. He said that we have lost beds in the Pentaplex Women’s dorm and Palmetto North. We have 800 new beds at FAMU Village. Trustee Washington said that number of beds needed has not dramatically increased with the current enrollment and asked how is the projections of beds were made. Chief of Staff Miller said that we are over 98% occupancy right now. The study assumes the facilities that are offline or would need to come offline and the percentage of students that we would like to be in campus housing. The demand study accounts for all these details and projects for 1400 new beds necessary by 2023. Trustee Washington asked if these were the net new beds. Chief of Staff Miller said that these are new beds and the study assumed that there will be number of beds that we plan to take offline as well. The net maybe around 1000 beds. Trustee Moore appreciated the questions and said that with the work plan numbers and our goals of 30% we may have to look at our needs numbers again.

HBCU Capital Finance Program

VP Poole shared an update on the HBCU project. She shared that we are looking at several ways of financing our housing projects. We are looking at traditional bonds, the Public-Private-Partnerships, and the Department of Education HBCU Finance program. She mentioned that the University has been closely working with number of stakeholders - Department of Education, Department of Bond Finance, Board of Governors staff, Architects, Planners, on the HBCU refinance and the new loan project. The goal is to refinance the current housing debt and borrow additional dollars to add 600 beds to replace beds at Palmetto North and Paddyfoote. She mentioned that this is a program we would like to take advantage of, due to its competitive low interest rates.

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Trustee Moore appreciated the ongoing engagement the team has had with all the stakeholders.

CASS and Pharmacy-II Project Updates

AVP Kapileshwari shared an update on two major projects, 1) Center for Access and Student Success (CASS) and 2) Pharmacy II building. He provided an overview of the CASS project and the cost estimate of the project. He mentioned that so far we have received \$12.6 million. We have procured design services of JRA Architects and the funds are encumbered. Ajax Corporation has been selected as the Construction Manager for this project. Their contract is under review for demolition and preconstruction services. He shared the schedule for the project.

AVP Kapileshwari also provided an update on the Pharmacy II project. The substantial completion was achieved in July 2016. The Owner purchased equipment is being ordered and the building will be move-in ready around Oct 10, 2016.

Trustee Grable asked if we are already utilizing the space at new Pharmacy building that has been completed. AVP Kapileshwari confirmed that Pharmacy school had begun some moves in to the new space and after the furniture assembly work is complete, we will work with the Deans Office to find out which areas from the other facilities will be moving in the new building.

Trustee Lawson asked a clarification on the funding for CASS building. How much funding we already have and what are we still pursuing. AVP Kapileshwari confirmed the numbers we have received so far and what we are pursuing in the next legislative session. He shared what we have done with the funding received so far. This funding is used for design services, site work, pre-construction services, and also some structural work. Trustee Lawson asked if we were also pursuing P3 funding for CASS. AVP Kapileshwari clarified that at one point we were trying to leverage funding for both the P3 and CASS initiatives. However, after further discussion with the Board of Governors staff we have decided that the two projects remain independent, since the funding sources cannot be mixed. CASS is funded by PECO dollars and P3 is funded by private funds.

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Trustee Dortch asked if the University has a policy to give opportunity to disadvantaged business enterprise or minority owned businesses to do business on this campus. VP Poole mentioned that our Procurement office has a policy that encourages minority businesses, like women-owned, veteran-owned businesses to participate. Trustee Dortch said he would be interested in knowing what our track record has been over last 3-5 years.

Acquisition of Foundation Office Building and Public-Private-Partnership Updates

Chief of Staff Miller shared the outcome of the due diligence process that was tasked to the Facilities Committee for transferring the Foundation building to University. He mentioned that there is a lot of ADA work that would be required to be completed and there would be an initial cost to the University to get all the repairs done. So the recommendation was that the University not acquire the Foundation building at this time.

Trustee Lawson asked for clarification on the timeline for due diligence due to the financial hardship for the Foundation. Trustee Moore confirmed that the due diligence work has been completed and the recommendation was to not pursue this at this time, due to the cost associated with the necessary repairs to bring this building up to par and that it was not cost effective for the University at this time. Trustee Lawson clarified if this meant that the Foundation will continue maintaining the building. Trustee Moore confirmed that at this stage Foundation will continue maintaining the building and all the responsibilities associated with it. VP Cotton mentioned as a clarification that financial hardship was not the best way to refer to it. He mentioned that this initiative was a mutual opportunity for the University to meet its space needs while allowing to also let Foundation meet its obligations. He mentioned that the Foundation will keep actively seeking tenants for its vacant space.

Chief of Staff Miller provided update on the Public private partnership (P3). He mentioned that the ITN (Invitation to Negotiate) is issued and shared the time line for the ITN and selection process.

Trustee Lawson shared his concern that this is very high dollar amount project that we may need expertise in the area. He also provided a suggestion that since most

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Universities do not have the experience and expertise in P3, would it be better for the University to bring on board an industry expert in the area for P3 for a short time frame to guide us through the process and the potential pitfalls since the dollar numbers are very substantial.

Trustee Moore shared that she has tasked Human Resources AVP Ingram in doing an assessment of division and what other SUS institutions are doing as we take on some of these projects.

Chief of Staff Miller mentioned that we have engaged JLL (Jones Lang LaSalle) in the P3 evaluation and negotiation process. They are the industry experts and known internationally for their experience in P3. Trustee Moore also offered that Trustee Mills also brings these expertise and experience and should be in the conversation.

Building 13 Damage

Chief of Staff Miller provided an update on the damages to President's residence building 13 during hurricane Hermine. The fence was damaged and trees were down due to the hurricane. The tree removal cost will be around \$8,000 but the exact cost of all the work is currently unknown. The cost estimate for all the repairs is \$15,000. Chief of Staff requested that the information item be changed to an approval item. Trustee Moore agreed. The motion to approve not to exceed \$15,000 on the repair was made by Trustee Woody and Trustee Lawson seconded it. The motion was approved.

The meeting was adjourned at 11 AM.