

FLORIDA **A&M** UNIVERSITY
Board of Trustees

Budget, Finance and Facilities Committee Meeting

Wednesday, February 12, 2025

Time: 8:30 a.m.

Location: Grand Ballroom

Committee Members: Craig Reed, Chair
Jamal Brown, Emery Gainey, Loryn May, Nicole Washington, and Michael White

ACTION ITEMS

- | | | |
|------|---|---------------|
| I. | Minutes from the December 4, 2024 Committee Meeting | Trustee Reed |
| II. | Construction Manager – Contract Authority | VP Brown |
| | a. Campus Utility Infrastructure North Loop | |
| | b. Howard Hall Renovation Project | |
| | c. Benjamin Banneker Demolition Project | |
| | d. FAMU Student Health Learning Center Renovation Project | |
| III. | Resolution to Approve Drainage Easement for Southeast Housing Partners | Attorney Self |
| IV. | Authorization for the Installation of a Commemorative Bench in Honor of Dr. Norma Solomon White | Attorney Self |

INFORMATION ITEMS

- | | | |
|-------|--|--------------|
| V. | Vice President for Finance and Administration’s Report | VP Brown |
| | a. Quarterly Financial Report – Budget to Actuals | |
| | b. Project Updates | |
| | c. Compensation Study Update | |
| VI. | Budget, Finance and Facilities Committee Action Plan 2024-2025 | Trustee Reed |
| VII. | Stimulus Funding Expenditure Report to Date | Dr. Akins |
| VIII. | Adjournment | |

Supplemental Document: List of Contracts over \$100,000

FLORIDA **A&M** UNIVERSITY
Board of Trustees
ACTION ITEM

Budget, Finance and Facilities Committee
Wednesday, February 12, 2025
Agenda Item: 1

Subject: Minutes from the December 4, 2024 Committee Meeting

Rationale/Summary:

In accordance with the Florida Statutes, a governing body shall prepare and keep minutes or make a tape recording of each open meeting of the body.

Recommendation: Staff recommends approval of the December 4, 2024 minutes.

Attachments: Yes.

1. Budget, Finance and Facilities Committee Meeting Minutes (December 4, 2024)

FLORIDA **A&M** UNIVERSITY
Board of Trustees

Budget, Finance, and Facilities Committee Meeting
Trustee Craig Reed, Committee Chair
Wednesday, December 4, 2024 Location: FAMU Grand Ballroom

MINUTES

Committee Members Present: Jamal Brown, Otis Cliatt, Kristin Harper, Kelvin Lawson, Kenny Stone, and Craig Reed

Call to Order/Roll Call

Trustee Reed called the meeting to order. Ms. Schloss called the roll. A quorum was present.

ACTION ITEMS

Approval of Minutes – September 12, 2024 Committee Meeting

There were no revisions to the minutes.

The motion to approve this action item was carried.

Amendment to the FY 2024-2025 Operating Budget-SGA Carryforward for Activity and Service Fees

Senior Vice President Brown requested board approval for the final 2024-2025 Operating Budget- SGA Carryforward for Activity and Service Fees.

The motion to approve this action item was carried.

INFORMATION ITEMS

Vice President for Finance and Administration’s Report

- a. Department Spotlight- Emergency Management
- b. Quarterly Financial Report- Budget to Actuals
- c. Project Updates
- d. Compensation Study

Vice President for Finance and Administration’s Report

SVP Brown announced Audrey Alexander as the new Chief of Police, Mr. Michael Smith as the new Associate Vice President in the Office of Finance and Administration, Ms. Terrisa Brown as the Assistant Vice President and Chief Human Resources Officer, and Mr. Michael Dunlap as the Interim Controller for the University.

a. Department Spotlight: Emergency Management Team

SVP Brown highlighted the Emergency Management Team. The video showcased their hard work, dedication, and commitment to keeping the University safe during storms that directly impacted our campus and the Tallahassee area.

b. Quarterly Financial Report- Budget to Actuals

SVP Brown presented an update of the budget to actuals as of November 5, 2024, comparing the first quarter FY 23-24 to FY 24-25. The overall percentage of the budget expended during this quarter is 40%, compared to the previous FY of 42% during this same period. SVP Brown explained the variances with a plus or minus 10% change. The first category explained was Concessions with a 14% decrease. SVP Brown reminded the board that this account is discretionary and is managed by the president. The reduction is attributed to the reduced spending associated with the transition of Presidents. The second

FLORIDA **A&M** UNIVERSITY
Board of Trustees

category is the technology fee, which increased by 11% due to the return of expenditures previously offset by CARES funding. The third category is financial aid, which decreased by 12% due to the timing of transactions being processed.

Questions/Comments re: Quarterly Financial Report- Budget to Actuals

- a. Trustee Lawson asked SVP Brown how would she assess our overall financial position and if she had any concerns.

Response: SVP Brown responded that we are financially stable and have no major concerns.

Trustee Lawson questioned the feasibility of funding a new building project for housing at this time.

Response: SVP Brown explained that the team is currently evaluating the timing and financial implications, including the potential need to increase housing rates, conduct an updated a housing feasibility study, and take into account various factors such as housing capacity.

c. Project Updates

SVP Brown reported there are currently a total of 52 active projects categorized as either major or minor capital projects, deferred maintenance, utility infrastructure, or facility enhancements. The 700-bed project remains on budget and is on track for substantial completion by July 2025.

Questions/Comments re: 700-bed Project Update

- a. Trustee Brown inquired about the parking setup for that area.

Response: AVP Kendall Jones responded that surface parking typically accompanies each major project. For this particular project, the parking is estimated to provide between 150 and 200 spaces, which will be finalized once the site work is completed.

SVP Brown continued with Project Updates by reporting that the 500-bed residence hall is currently in the design stage, and as of November, 50% of the construction documents have been submitted for review and approval. The 800-bed project is advancing well, with anticipated completion of 100% construction documents by December 2024, and The Hub has reached a significant milestone with the receipt of 100% construction documents in September 2024. The guaranteed maximum price was finalized in November 2024. The expansion progression is looking at substantial completion in August 2025. The Foote-Hilyer relocation project involves renovating the old Student Health Clinic to provide office space for the university's Information Technology Services. Progress has been somewhat limited, but the substantial completion date has been revised to May 2025. Howard Hall has completed 50% of the construction documents as of November 2024, with plans to submit the complete 100% construction documents by December 2024. The date for completion is still pending. The Chemical Biological Research Center is actively collaborating with the user groups to finalize the program, and the completion date is yet to be determined.

Questions/Comments re: Howard Hall Renovation Project Update

- a. Trustee Cliatt commented about Howard Hall's completion and wanted to ensure that the project doesn't get moved down on the priority list.

Deferred Maintenance/Utilities Infrastructure Update

SVP Brown presented that during the 2022-2023 legislative session, the University was allocated 26.9 million dollars to address deferred maintenance and capital replacement. In addition, 27.7 million was allocated to address campus-wide utility infrastructure improvements. Approximately 22 million allocated funds for deferred maintenance have been encumbered, and 16.1 million for utility infrastructure. SVP Brown shared that the deferred maintenance projects are progressing on schedule and within budget, with many mechanical upgrades already completed. The target for completing all deferred maintenance projects is December 2026.

Questions/Comments re: Project Updates

- a. Chair Harper commended the Budget, Finance, and Facilities (BFF) Committee for their accountability and diligence in managing the projects and ensuring they remain on track. Trustee Lawson expressed gratitude towards AVP Kendall Jones for engaging minority firms in the projects and encouraged the team to continue finding ways to involve smaller firms.
- b. Trustee Cliatt requested that the team ensure new campus housing projects prioritize sustainability, including adequate parking and charging stations. Additionally, he emphasized that the new buildings should maintain a brick structure and be designed to withstand severe weather conditions, such as hurricanes and tornadoes.

d. Compensation Study Update

SVP Rebecca Brown, Chief Operating Officer Donald Palm, Provost Allyson Watson, Chief Human Resources Officer Terrisa Brown, and Chief Budget Officer Nichole Murry summarized the philosophy, key highlights, implementation plan, communication strategy, funding, and resource optimization plan for the compensation study. In November 2024, the Division of Finance and Administration, with support from the Office of Communication, conducted a town hall meeting to present the methodology, report findings and implementation strategy to all faculty and staff.

Updates will be accessible on the HR website, which includes previous communications, compensation reports, frequently asked questions, and the implementation timeline.

The Board of Trustees has requested Segal to provide a proposal to expand the Compensation Study to include an aggregate analysis specifically for State University System (SUS) schools, and to incorporate FAMU DRS into the study.

Stimulus Funding Expenditure Report to Date

Dr. Akins presented an update on expenditures, encumbrances, pre-encumbrances, and the impact of stimulus funding. He reported that out of the 195 million, the remaining balance is \$211,388.68; of that amount, 49,000 has been set aside for student loan financial assistance. In the G5 system, the available balance is \$315,672 of the 125 million allocated for HBCU HBGI under the Cares Act. Currently, the system is showing \$124,691,074.08 in expenditures. The encumbered amount is \$103,000, with \$211,000 set aside for Student Affairs. These stimulus dollars allowed for many great things to be done at the University.

The meeting adjourned.

FLORIDA **A&M** UNIVERSITY
Board of Trustees
ACTION ITEM

Budget, Finance, and Facilities Report
Wednesday, February 12, 2025
Agenda Item: II(a)

Subject: Campus Utility Infrastructure North Loop Construction Manager (CM) Contract Authority

Rationale/Summary: This agenda item seeks board approval and authorization for the President to execute the necessary contracts and agreements between the University and the Construction Manager, MillerWorks, for a total sum not to exceed \$8,500,000.

The construction documents have been completed to extend the Campus Chilled Water (CHW) Infrastructure North Loop Project on the northern portion of the University campus. The Underground CHW Piping will be extended from the SBI CHW Vault (on the West Side of the South building) to the CHW Vault at the New Pharmacy Building (on the Northwest side). The tentative route for this piping will extend north from the existing SBI Vault and then east to the New Pharmacy Building CHW Vault. The facilities team will coordinate the routing and placement of additional vaults (for future CHW connections). This Scope of Work will also include extending the infrastructure conduit (following the same route as the CHW piping.)

Recommendation: We recommend that the Board of Trustees approve and authorize the President to execute the necessary contracts and agreements with MillerWorks for a total sum not to exceed \$8,500,000. These contracts will be executed after the Board's approval and review and comments by the Office of General Counsel.

Attachments: No.

FLORIDA **A&M** UNIVERSITY
Board of Trustees
ACTION ITEM

Budget, Finance and Facilities Report
Wednesday, February 12, 2025
Agenda Item: II(b)

Subject: Howard Hall Renovation Project - Construction Manager (CM) Contract Authority

Rationale/Summary: This agenda item seeks board approval and authorization of the President to execute the necessary contracts and agreements between the Owner and Construction Management firm (RAM Construction & Development, LLC) to renovate the Howard Hall Building for a total sum not to exceed \$9,300,000.

The Army ROTC program has been a foundational program at FAMU since 1948, producing thousands of Officers for the Armed Forces. This project supports the following University Strategic Goals: Goal 1.1: Enhance access to the University; Goal 1.2: Continuous enhancement and assessment of the student experience; Goal 2.2: Enhance and assess employees' experiences; Goal 2.2: Enhance and assess employees' experiences; Goal 4.3: Enhance the services provided to local, state, and national communities; Goal 5.1: Produce diverse and culturally astute graduates for the global workforce.

Recommendation: We recommend that the Board of Trustees approve and authorize the President to execute the necessary contracts and agreements with (RAM Construction & Development, LLC) for a total sum not to exceed \$9,300,000. These contracts will be executed after the Board's approval and review and comments by the Office of the General Counsel.

Attachments: No.

FLORIDA **A&M** UNIVERSITY
Board of Trustees
ACTION ITEM

Budget, Finance and Facilities Report
Wednesday, February 12, 2025
Agenda Item: II(c)

Subject: Benjamin Banneker Demolition Project - Construction Manager (CM) Contract Authority

Rationale/Summary: This agenda item seeks board approval and authorization of the President to execute the necessary contracts and agreements between the Owner and Construction Management (Allstate Construction) for a total sum not to exceed \$2,000,000.

Benjamin-Banneker A & B is a four-story concrete and masonry structure constructed in 1966 and part of a four-building complex. Building “A” consists of offices and classrooms and houses the Department of Engineering Technology, and Building “B” houses offices, classrooms, and laboratories for the Department of Engineering Technology and the Department of Social Work. Building “A” current configuration is about 33,512 square feet while Building “B” current configuration is about 33,604 square feet. Given the building’s deteriorating condition, several structural issues have necessitated its proposed demolition. For example, the windows on the second and third floors are narrow, featuring single-pane glass in metal frames that are currently leaking during heavy rains.

Recommendation: We recommend that the Board of Trustees approve and authorize the President to execute the necessary contracts and agreements with (Allstate Construction) for a total sum not to exceed \$2,000,000. These contracts will be executed after the Board’s approval and review and comments by the Office of General Counsel.

Attachments: No.

FLORIDA **A&M** UNIVERSITY
Board of Trustees
ACTION ITEM

Budget, Finance and Facilities Report
Wednesday, February 12, 2025
Agenda Item: II(d)

Subject: FAMU Student Health Learning Center Renovation Project (Old Credit Union) - Construction Manager (CM) Contract Authority

Rationale/Summary: This agenda item seeks board approval and authorization of the President to execute the necessary contracts and agreements between the Owner and Construction Management (CSI Contracting, Inc.) for a total sum not to exceed \$1,700,000.

The Allied Health Sciences Student Community Health Center, formerly the site of the FAMU Credit Union, represents a transformative initiative for Florida A&M University. This newly acquired facility will serve as a hub for experiential learning and community engagement, reinforcing the university's commitment to excellence in education and public service. This project includes renovating approximately 1,200 SF of interior space in this Old Credit Union building. In addition, a new 2-stop elevator, site work, exterior maintenance, and miscellaneous Interior finish upgrades are included in the scope.

The center will be equipped to provide essential pro bono services in physical, occupational, and respiratory therapy to both the university and the surrounding local community. These services will be delivered by our highly trained Allied Health Sciences students under faculty supervision, offering invaluable hands-on learning opportunities while addressing critical healthcare needs in underserved populations.

The Allied Health Sciences Student Community Health Center exemplifies a dual mission: to prepare students for professional success through real-world experience and to strengthen community ties through compassionate, accessible care. This initiative fosters interdisciplinary collaboration, enhances student readiness for healthcare careers, and fulfills FAMU's strategic priority of community outreach and impact.

Recommendation: We recommend that the Board of Trustees approve and authorize the President to execute the necessary contracts and agreements with (CSI Contracting, Inc.) for a total sum not to exceed \$1,700,000. These contracts will be executed after the Board's approval and the review and comments by the Office of General Counsel.

Attachments: No.

FLORIDA **A&M** UNIVERSITY
Board of Trustees
ACTION ITEM

Budget, Finance and Facilities Report
Wednesday, February 12, 2025
Agenda Item: III

Subject: Resolution to Approve Drainage Easement for Southeast Housing Partners

Rationale/Summary: A Resolution consenting to an underground drainage easement in favor of Southeast Housing Partners (“Southeast Housing”), encroaching on the Main Campus of Florida A&M University at South Adams Street”. The easement will allow Southeast Housing to develop ten townhouses at the corner of Adams Street and Barbourville Drive. The target market for the development is FAMU students and it is anticipated that when completed in June 2026 the development will house 50 FAMU students.

The dimensions of the proposed easement are approximately 141’ x 20’ or 2,818 SF and would drain storm water from the development to drainage areas along South Adams Street.

Southeast Housing engaged Cureton Johnson & Associates, LLC (“Cureton Johnson”) to appraise the value of the easement. Cureton Johnson completed the Appraisal Report on November 20, 2024, which appraised the value of the easement at \$8,700.00. Southeast Housing has agreed to pay the University the fair market value of \$8,700.00 for the easement. In addition, Southeast Housing will pay the University \$2,000.00 for the labor necessary for the University’s facilities department to monitor construction of the easement.

True and correct copies of the sketch and survey of the easement area, and its legal description are attached hereto as Composite Exhibit “A”.

Florida A&M University occupies its Main Campus as a tenant of the Trustees of the Internal Improvement Trust Fund of the State of Florida (the “Internal Improvement Trust Fund”) commonly referred to as the Division of State Lands.

Ultimately the easement must be approved by the Internal Improvement Trust Fund. However, before giving its consent, the Internal Improvement Trust Fund requires that the University as the tenant of the property consent to the easement.

Recommendation: Resolve to express to the Trustees of the Internal Improvement Trust Fund of the State of Florida that the FAMU Board of Trustees consents to the underground drainage easement in favor of Southeast Housing Partners as set forth substantially on Composite Exhibit “A”. Said Resolution shall be in form and substance as attached hereto on Exhibit “B”.

FLORIDA **A&M** UNIVERSITY
Board of Trustees
ACTION ITEM

Attachments: Yes.

1. Easement Area Survey
2. Property Appraiser Map
3. Appraisal Excerpts
4. Easement Resolution

- STANDARD ABBREVIATIONS:**
- FS000 LICENSED SURVEY BUSINESS NUMBER
 - (D) DEED INFORMATION
 - (S) SURVEY INFORMATION
 - E EAST
 - FCM FOUND 4"x4" CONCRETE MONUMENT
 - FIP FOUND IRON PIPE (AS LABELED)
 - FIR FOUND IRON ROD (AS LABELED)
 - FIRC FOUND IRON ROD W/ CAP (AS LABELED)
 - FNC FOUND NAIL IN CAP (AS LABELED)
 - ID IDENTIFICATION
 - N NORTH
 - O.R.B. OFFICIAL RECORDS BOOK AND PAGE
 - R/W RIGHT-OF-WAY
 - S SOUTH
 - S RC SET 1/2" IRON PIN W/ CAP LB#6745
 - S NC SET NAIL IN 1" CAP LB#6745
 - TYP TYPICAL
 - W WEST

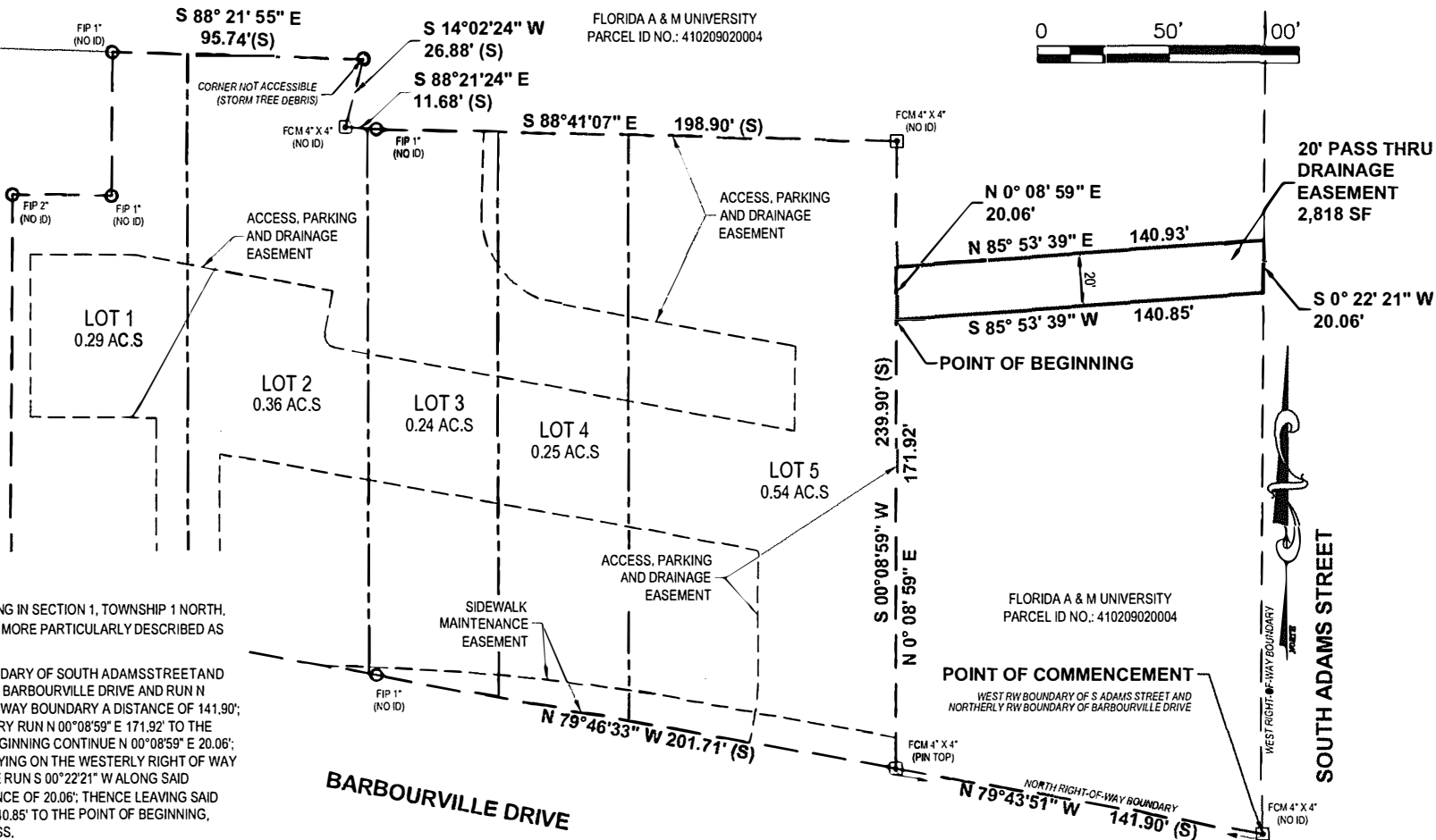
EUGENE GRANGER JR
PARCEL ID NO.: 4101204520000

LEGAL DESCRIPTION

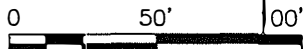
PASS THRU DRAINAGE EASEMENT

THAT CERTAIN TRACT OR PARCEL OF LAND LYING IN SECTION 1, TOWNSHIP 1 NORTH, RANGE 1 WEST, LEON COUNTY FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE WEST RIGHT OF WAY BOUNDARY OF SOUTH ADAMS STREET AND THE NORTHERLY RIGHT OF WAY BOUNDARY OF BARBOURVILLE DRIVE AND RUN N 79°43'51" W ALONG SAID NORTHERLY RIGHT OF WAY BOUNDARY A DISTANCE OF 141.90'; THENCE LEAVING SAID RIGHT OF WAY BOUNDARY RUN N 00°08'59" E 171.92' TO THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING CONTINUE N 00°08'59" E 20.06'; THENCE RUN N 85°53'39" E 140.93' TO A POINT LYING ON THE WESTERLY RIGHT OF WAY BOUNDARY OF SOUTH ADAMS STREET; THENCE RUN S 00°22'21" W ALONG SAID WESTERLY RIGHT OF WAY BOUNDARY A DISTANCE OF 20.06'; THENCE LEAVING SAID RIGHT OF WAY BOUNDARY RUN S 85°53'39" W 140.85' TO THE POINT OF BEGINNING, CONTAINING 2,818 SQUARE FEET MORE OR LESS.



FLORIDA A & M UNIVERSITY
PARCEL ID NO.: 410209020004



20' PASS THRU DRAINAGE EASEMENT
2,818 SF

SOUTH ADAMS STREET

BARBOURVILLE DRIVE

DRAWN BY: BRP
CHECKED BY: JAK
DATE: 09/17/2024
REVISED:
SCALE: 1" = 50'

PRELIMINARY
FOR REVIEW ONLY

NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER. ADDITIONS OR DELETIONS TO SURVEY MAP OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT THE WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.

THE UNDERSIGNED SURVEYOR HAS NOT BEEN PROVIDED A CURRENT TITLE OPINION OR ABSTRACT OF MATTERS AFFECTING TITLE OR BOUNDARY TO THE SUBJECT PROPERTY. IT IS POSSIBLE THERE ARE DEEDS OF RECORD, UNRECORDED DEEDS, EASEMENTS OR OTHER INSTRUMENTS WHICH COULD AFFECT BOUNDARIES.

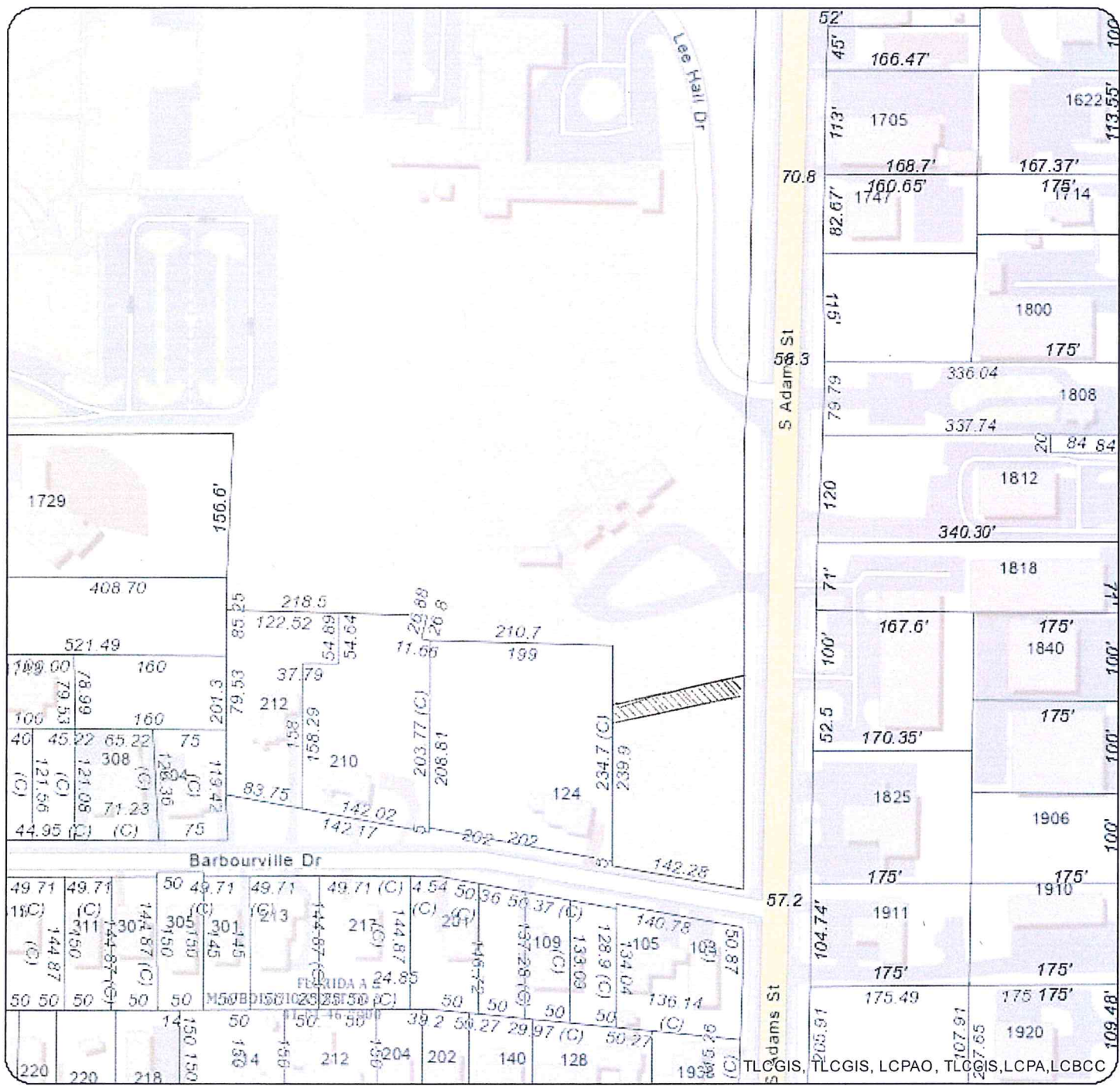
POOLE ENGINEERING & SURVEYING, Inc.

2145 DELTA BLVD. • TALLAHASSEE, FL 32303 • (850)386-5117 • LICENSE NO: 6745
17320 PANAMA CITY BEACH PARKWAY, STE. 111 • PANAMA CITY BEACH, FL 32413
WWW.POOLE-ENG.COM

SKETCH OF DESCRIPTION
PASS THRU DRAINAGE EASEMENT
124 & 210 BARBOURVILLE DRIVE
LOCATED IN SECTION 1, TOWNSHIP 1 NORTH,
RANGE 1 WEST, LEON COUNTY FLORIDA

PASS THRU DRAINAGE EASEMENT

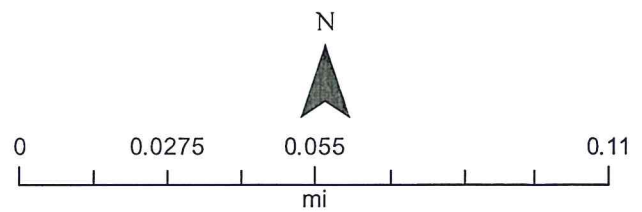
SHEET NO.
1 OF 1
JOB NO.
24294



LEON COUNTY PROPERTY APPRAISER

Legend					
	Township		Lot		Building
	Section		Access Easement		Park
	Subdivision		River		City Limit
	Tax Parcel		Waterbody		

Imagery 1/2015



Akin Akiyemi, PhD, RA, CFA, CMS
Leon County Property Appraiser

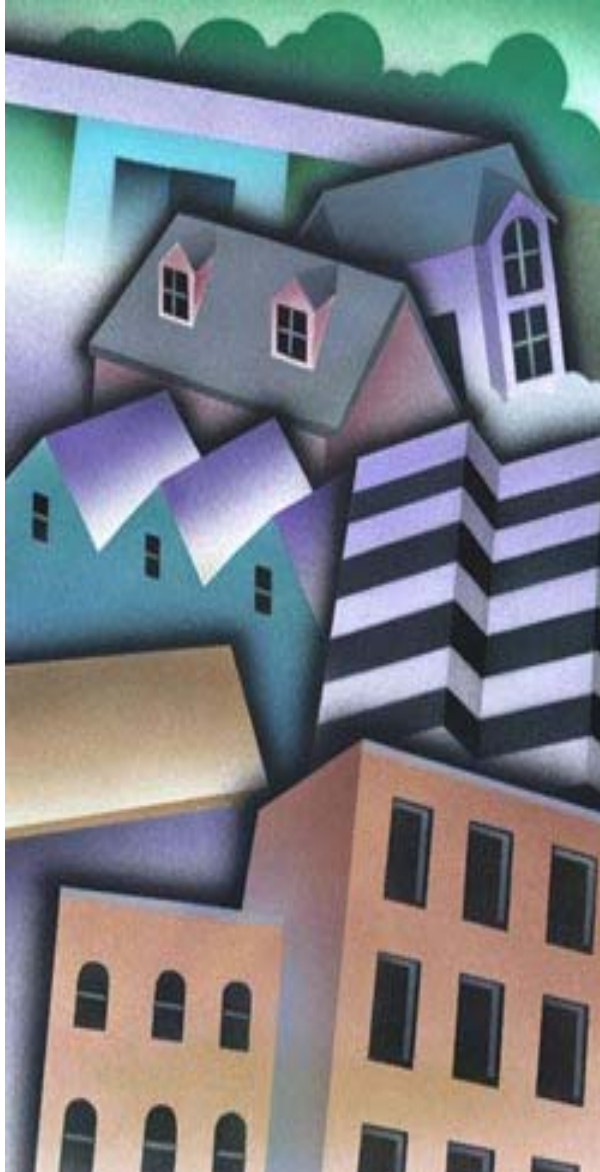
315 S. Calhoun St. Third Floor
Tallahassee, FL 32301

Phone: (850) 606-6200
Fax: (850) 606-6201

Email: admin@leonpa.org
Website: leonpa.org

DISCLAIMER: This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office assume no responsibility for any use of the information contained herein or any loss resulting therefrom.

**CURETON JOHNSON &
ASSOCIATES, LLC
REAL ESTATE SERVICES**



***Residential and Commercial
Real Estate Appraisal Services***

Telephone: 850.386.3720

Fax: 850.385.7626

**An Appraisal
Report**

Of

**A Proposed
Permanent Drainage Easement
(2,818 SF, or 0.06 Acre±)**

Located at

**1810 South Adams Street
(Parent Tract)
Tallahassee, Leon County, FL**

For

**Southeast Housing Ventures, LLC
C/O Mr. David Marshall
Off Campus Housing
12277 SW 55th Street
Suite 908
Cooper City, FL 33330**

**Date of Value
November 14, 2024**

**Date of Report
November 20, 2024**

Cureton Johnson File #: 241269

CURETON JOHNSON & ASSOCIATES, LLC

REAL ESTATE SERVICES

1358 Thomaswood Drive, Tallahassee, Florida 32308

Phone: 850.386.3720 Fax: 850.385.7626

WAYNE R. (CHIP) JOHNSON II, MAI
STATE-CERTIFIED GENERAL APPRAISER
NO. RZ0002407 (FL) - 297403 (GA)

JASON HART
STATE-CERTIFIED RESIDENTIAL APPRAISER
NO. RD0007028

CHAD TAYLOR
STATE-CERTIFIED RESIDENTIAL APPRAISER
NO. RD0007284

DANIEL YOUNG
STATE-CERTIFIED GENERAL APPRAISER
NO. RZ4380 (FL) - 433405 (GA)

DREW M. GUY
STATE-CERTIFIED GENERAL APPRAISER
NO. RZ4534

PIERCE JOHNSON
STATE-CERTIFIED REGISTERED TRAINEE
NO. R125805

MARK A. PARENT
STATE-CERTIFIED REGISTERED TRAINEE
NO. R125991



November 20, 2024

Southeast Housing Ventures, LLC
C/O Mr. David Marshall, Off Campus Housing
12277 SW 55th Street
Suite 908
Cooper City, FL 33330

Re: The **Appraisal Report** of a proposed permanent drainage easement (containing 2,818 SF, or 0.06+ acre), located at 1810 South Adams Street in Tallahassee, Leon County, Florida. The property is more particularly described in this report.

Dear Mr. Marshall:

At your request we have completed the appraisal of the aforementioned property located in Leon County, FL. The property is more specifically described in the body of this report. The purpose of this appraisal is to estimate the market value of the fee simple and easement interest in the subject property, including the whole property, the property to be acquired, the remainder property, the damages and special benefits, if any, resulting from the acquisition. Market value and fee simple/easement interest are defined in the accompanying report. We have completed our appraisal of the acquisition involving the fee simple estate of the subject property. Our analysis followed appraisal methodology as promulgated by the Appraisal Foundation, the Appraisal Institute and Florida Case Law.

It should be mentioned that this is an **Appraisal Report**, which contains several specific assumptions that may impact the value reported. The assumptions made are set forth within the attached report along with the general assumptions and limiting conditions. By accepting our report, you agree to the assumptions and conditions as noted. We hope that you find the enclosed appraisal report clear, logical and adequately documented in the conclusions reached.

Based on the inspection of the subject property and the investigation and analysis undertaken, we have formed the opinion that, as of the date of value stated herein; and subject to the assumptions and limiting conditions set forth in this report, the just compensation is as follows:

MARKET VALUE CONCLUSION				
Premise	Interest Appraised	Size of Acquisition	Date of Value	Compensation
Proposed	Drainage Easement	2,818 SF	November 14, 2024	\$8,700

Should you have any questions, please contact us at your convenience. We appreciate having had the opportunity to be of service to you.

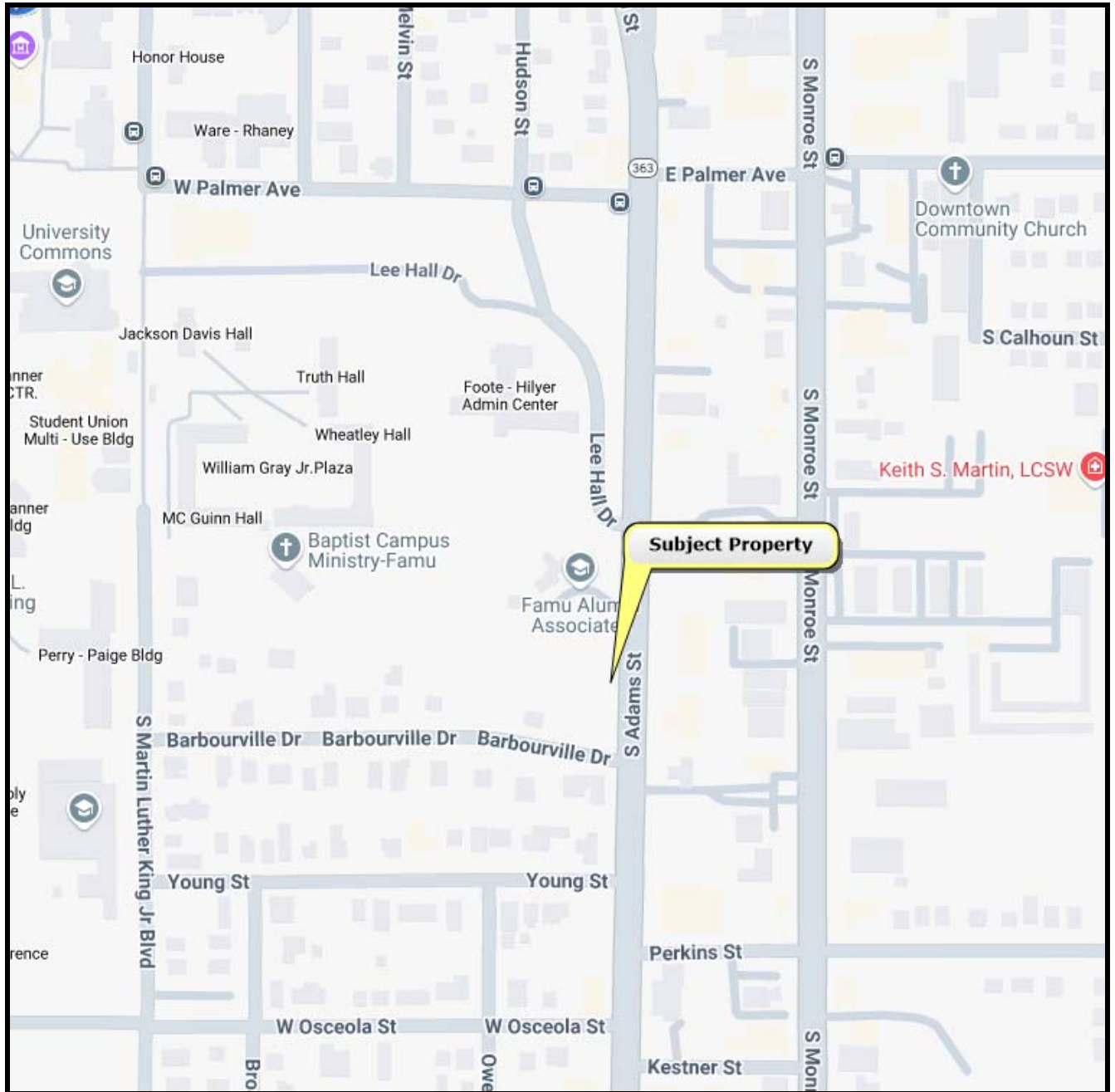
Respectfully submitted,

A handwritten signature in black ink, appearing to be "Wayne R. Johnson II".

Wayne R. Johnson II, MAI
State-Certified General Real Estate Appraiser RZ 2407

CURETON JOHNSON & ASSOCIATES, LLC

Real Estate Appraisals • Real Estate Consulting • Real Estate Sales • Litigation Support • Expert Witness • Feasibility Studies



Subject Location Map - Specific



Subject Aerial Location Map

RESOLUTION NO. ___-25

A RESOLUTION OF THE BOARD OF TRUSTEES OF FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY (UNIVERSITY) CONSENTING TO A DRAINAGE EASEMENT ENCROACHING ONTO THE MAIN CAMPUS OF FLORIDA A&M UNIVERSITY AND PROVIDING AN EFFECTIVE DATE.

* * * * *

WHEREAS, Southeast Housing Partners is in the process of developing ten townhouses on Barbourville Drive on property abutting the Main Campus of Florida A&M University at South Adams Street and Barbourville Drive in Tallahassee, Florida (the "Development"); and

WHEREAS, Florida Agricultural and Mechanical University occupies its main campus in Tallahassee, Florida as a tenant of the Trustees of the Internal Improvement Trust Fund of the State of Florida (the "TIITF"); and

WHEREAS, part of the development of the townhouse Development requires an underground drainage easement from the townhouse Development across an area of the main campus approximately 141'x 20' into the public drainage areas on South Adams Street; and

WHEREAS, a true and correct copy of the sketch and survey of the drainage easement area attached hereto as Composite Exhibit "A"; and

WHEREAS, the TIITF requires the Board of Trustees of Florida A&M University to consent to the drainage easement before it grants the drainage easement to Southeast Housing Partners; and

WHEREAS, the target market for the townhouse Development is students enrolled at Florida A&M University; and

WHEREAS, providing Florida A&M University students with diverse housing options in close proximity to the main campus at Florida A&M University serves the interests of the University; and

WHEREAS, Southeast Housing Partners has agreed to pay to the University the fair market value of the area of the drainage easement.

[THE REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY]

NOW, THEREFORE, BE IT DULY RESOLVED BY THE BOARD OF TRUSTEES OF FLORIDA AGRICULTURAL AND MECHANICAL UNIVERISTY THAT:

SECTION 1: The Trustees of Florida Agricultural and Mechanical University hereby consent to the underground drainage easement in favor of the Southeast Housing Partners substantially as set forth on Composite Exhibit "A" subject to the review and approval of the Office of the General Counsel.

SECTION 2: This resolution shall become effective immediately upon passage.

PASSED AND ADOPTED THIS ____ DAY OF FEBRUARY, 2025.

**FLORIDA AGRICULTURAL AND
MECHANICAL UNIVERSITY
BOARD OF TRUSTEES**

ATTEST:

Kristin Harper, Chair

Timothy Beard, Corporate Secretary

Approved as to form and legal sufficiency:

FLORIDA **A&M** UNIVERSITY
Board of Trustees
ACTION ITEM

Budget, Finance and Facilities Report
Wednesday, February 12, 2025
Agenda Item: IV

Subject: Authorization for the Installation of a Commemorative Bench in Honor of Dr. Norma Solomon White

Rationale/Summary: Pursuant to Florida A&M University Board of Trustees Policy 2008-05: The Beta Alpha Chapter of Alpha Kappa Alpha Sorority Incorporated makes this request to establish a commemorative bench in honor of Dr. Norma Solomon White. The Beta Alpha Chapter will be responsible for 100% of the cost of the design, purchase and installation of the bench. The bench will be located near the corner of Althea Gibson Way and Robert and Trudie Perkins Way.

Supporting Biographical Sketch:

Dr. Norma Solomon White was born on November 17, 1934 in Jacksonville, Florida. As a student at Florida A&M University (FAMU) in 1955, she was the first female member of the FAMU Marching 100 Band to graduate. She was inducted into the Beta Alpha chapter of Alpha Kappa Alpha at FAMU in 1950. After graduating, Dr. White pursued a career in education in the public schools of Jacksonville, Florida. In 1998, Dr. White was elected as the 25th International President of Alpha Kappa Alpha Sorority Incorporated. Under Dr. White's leadership the Alpha Kappa Alpha administration focused its agenda on "Blazing New Trails."

Dr. White worked in the Duval County School District for thirty-seven years as Band Director, Assistant Principal, Magnet Coordinator, and Music Supervisor. Dr. White also served for twelve years as a Program Facilitator for Florida Community College.

Dr. White is also the author of two books – *A Legacy Supreme: Voices of Leadership in Alpha Kappa Alpha Sorority, Incorporated*® published in 2002, and *My Story* published in 2022. Her favorite quote is "The Door to Success is Marked 'PUSH.'"

Recommendation: Authorize the Beta Alpha Chapter of Alpha Kappa Alpha Sorority Incorporated, at its sole expense, to place near the corner of Althea Gibson Way and Robert and Trudie Perkins Way a commemorative bench dedicated to the legacy of Dr. Norma Solomon White. The design, placement and installation of the bench are subject to the approval and supervision of the University's Department of Construction and Facilities Management. Any inscription on the bench is subject to the approval of the University's Office of Communications. The placement of the bench should be completed on or before December 13, 2025.

Attachments: Yes.

FLORIDA **A&M** UNIVERSITY
Board of Trustees
ACTION ITEM

1. Biographical summary of Dr. White's career
2. Letter of Support for Dr. White
3. Dr. White's Bench Request



Florida Agricultural and Mechanical University Board of Trustees Action Item

Exhibit A

Dr. Norma Solomon White was born on November 17, 1934 in Jacksonville, Florida. In 1998, White was elected as the 25th International President of Alpha Kappa Alpha Sorority Incorporated, a position she held until 2002. Under White's leadership the Alpha Kappa Alpha administration focused its agenda on "Blazing New Trails." She was inducted into the Beta Alpha chapter of Alpha Kappa Alpha at Florida A&M University (FAMU) in 1950. As a student at FAMU, she was the first female member of the famed FAMU Marching 100 Band to graduate. She graduated in 1955 with her B.S. degree and furthered her education by earning her M.A. degree in music at Columbia University. After graduating, White pursued a career in education in the public schools of Jacksonville, Florida.

Dr. White worked in the Duval County School District for thirty-seven years as Band Director, Assistant Principal, Magnet Coordinator, and Music Supervisor. Dr. White also served for twelve years as a Program Facilitator for Florida Community College. Her Community & Sorority Involvement included: President, Duval Retired Educators Association, 2007-09; National and Chapter Life Member, Alpha Kappa Alpha Sorority, Inc.; Third Vice President, AKA Educational Advancement Foundation Board, 2002-2010; Member, Board of Advisors, American Cancer Society; Member, Mission Board, St. Gabriel's Episcopal Church; Interim Organist, St. Gabriel's Episcopal Church; Chairman, Alpha Kappa Alpha Centennial Celebration Committee, 2006-08; Chairman, Florida Commission on the Status of Women, 2007-08; Chairman, Florida Commission on the Status of Women Foundation, 2008-09; President, Bold City Chapter, The Links, Incorporated, 2003-07; Served as President of Gamma Rho Omega for two four year terms; 25th International President of Alpha Kappa Alpha Sorority, Incorporated®, 1998-2002; President, AKA Educational Advancement Foundation Board, 1998-2002; Member, Board of Directors, United Negro College Fund, 1998-2002; Vice Chair, Board of Trustees, Florida A & M University; and South Atlantic Regional Director, Alpha Kappa Alpha Sorority, Incorporated® 1974-78.

As Regional Director for the South Atlantic Region of Alpha Kappa Alpha Sorority, Incorporated from 1974 until 1978, she was successful in raising \$100,000 for the United Negro College Fund. She later was elected to the office of First Supreme Anti-Basileus at the 56th Boule in Indianapolis, Indiana. In that capacity, she also served as the first vice-president of the sorority's Educational Foundation Board. Then, in 1998, White became the 25th Supreme Basileus of Alpha Kappa Alpha at the Boule held in Chicago, Illinois. The theme for her administration embraced six target areas: leadership development, education, health, the black family, economics and the arts. White also initiated the sorority's "On Track" after school program which targeted at-risk students in grades three through six to prepare them for middle school.

Dr. White is Alpha Kappa Alpha's first International President to be part of a mother-daughter legacy and is honored as the first female member of the famed FAMU Marching 100 Band through Jacksonville, Florida's proclaimed day for her. In 2018, Dr. Norma Solomon White was awarded a historical marker, which is traditionally given posthumously, and is located near West 8th Street and Interstate 95 across from the AKA House. The marker approximately sits one mile from Darnell Cookman Middle High



Florida Agricultural and Mechanical University Board of Trustees Action Item

School (Duval County, Jacksonville) where Dr. White was the first female Band Director in the Duval School District.

Dr. White is also the author of two books – *A Legacy Supreme: Voices of Leadership in Alpha Kappa Alpha Sorority, Incorporated*® published in 2002, and *My Story* published in 2022. Her favorite quote is "The Door to Success is Marked 'PUSH.'"

THE BETA ALPHA CHAPTER
OF ALPHA KAPPA ALPHA SORORITY, INCORPORATED

P.O. BOX 6621 TALLAHASSEE, FLORIDA 32314



Dear Board of Trustees and President Beard,

Please accept this letter of support for the approval of the request to allow us, the members of The Beta Alpha Chapter of Alpha Kappa Alpha Sorority, Incorporated, to purchase and install a commemorative bench in honor of our esteemed former member and past International President, Dr. Norma Solomon White to the AKA designated area near the corner of Althea Gipson Way and Robert and Trudie Perkins Way. We consider it an honor to recognize this outstanding Ratter who has brought nothing but pride to our organization and this University.

We stand ready to do all that is necessary to make sure that this effort will continue to uphold the highest standards of Florida A&M University and Alpha Kappa Alpha Sorority. Dr. White turned 90 years old last year and we would like to accomplish this while she will be able to see it and participate in the dedication.

Please do not hesitate to let us know if there are any questions or concerns regarding the request and this letter of support. I may be reached at 954-347-1999.

Sincerely,

Ihaniya Brooks, President

Shedric Triplett, Graduate Advisor



Request: Pursuant to Florida A&M University Board of Trustees Policy 2008-05: Naming Opportunities, this request is submitted to name, design, purchase, install and dedicate a bench in honor of Dr. Norma Solomon White. The placement of the bench would be in the area already designated as the Beta Alpha Chapter of Alpha Kappa Alpha Sorority, Incorporated area located near to corner of Althea Gipson Way and Robert and Trudie Perkins Way.

Supporting Biographical Sketch:

Dr. Norma Solomon White was born on November 17, 1934 in Jacksonville, Florida. In 1998, White was elected as the 25th International President of Alpha Kappa Alpha Sorority Incorporated, a position she held until 2002. Under White's leadership the Alpha Kappa Alpha administration focused its agenda on "Blazing New Trails." She was inducted into the Beta Alpha chapter of Alpha Kappa Alpha at Florida A&M University (FAMU) in 1950. As a student at FAMU, she was the first female member of the famed FAMU Marching 100 Band to graduate. She graduated in 1955 with her B.S. degree and furthered her education by earning her M.A. degree in music at Columbia University. After graduating, White pursued a career in education in the public schools of Jacksonville, Florida.

Dr. White worked in the Duval County School District for thirty-seven years as Band Director, Assistant Principal, Magnet Coordinator, and Music Supervisor. Dr. White also served for twelve years as a Program Facilitator for Florida Community College. Her Community & Sorority Involvement included: President, Duval Retired Educators Association, 2007-09; National and Chapter Life Member, Alpha Kappa Alpha Sorority, Inc.; Third Vice President, AKA Educational Advancement Foundation Board, 2002-2010; Member, Board of Advisors, American Cancer Society; Member, Mission Board, St. Gabriel's Episcopal Church; Interim Organist, St. Gabriel's Episcopal Church; Chairman, Alpha Kappa Alpha Centennial Celebration Committee, 2006-08; Chairman, Florida Commission on the Status of Women, 2007-08; Chairman, Florida Commission on the Status of

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Dr. White is Alpha Kappa Alpha's first International President to be part of a mother-daughter legacy and is honored as the first female member of the famed FAMU Marching 100 Band through Jacksonville, Florida's proclaimed day for her. In 2018, Dr. Norma Solomon White was awarded a historical marker, which is traditionally given posthumously, and is located near West 8th Street and Interstate 95 across from the AKA House. The marker approximately sits one mile from Darnell Cookman Middle High School (Duval County, Jacksonville) where Dr. White was the first female Band Director in the Duval School District.

Dr. White is also the author of two books – *A Legacy Supreme: Voices of Leadership in Alpha Kappa Alpha Sorority, Incorporated*® published in 2002, and *My Story* published in 2022. Her favorite quote is "The Door to Success is Marked 'PUSH.'"

Rationale and Financial Obligation:

Dr. Norma Solomon White celebrated her 90th birthday on November 17, 2024 and as a gift, former members of the Beta Alpha Chapter would like to honor her by purchasing and dedicating a beautifully decorated bench that will be installed on campus in the area previously mentioned. There will be no financial obligation to the University for the purchase or upkeep of the bench. These costs will be absorbed by the organization's members.

FLORIDA **A&M** UNIVERSITY
Board of Trustees
INFORMATION ITEM

Budget, Finance and Facilities Committee
Wednesday, February 12, 2025
Agenda Item: V

Subject: Senior Vice President for Finance and Administration's Report

Background Information and Summary:

Mrs. Rebecca Brown, Senior Vice President for Finance and Administration / CFO will provide information on the following items:

- a. Quarterly Financial Report - Budget to Actuals
- b. Project Updates
- c. Compensation Study Update

Attachments: Yes, for each item listed, documents are provided.

Board of Trustees INFORMATION ITEM

Budget, Finance and Facilities Committee

Wednesday, February 12, 2025

Agenda Item: V

Senior Vice President for Finance and Administration's Report

Item (a): Quarterly Financial Report – Budget to Actuals

Report / Update as of 2/3/2025

Date of Previous Update: 11/5/2024

Update:

FLORIDA A&M UNIVERSITY
Financial Status FY24-25 Quarter 2

FLORIDA A&M UNIVERSITY
Financial Status FY23-24 Quarter 2

Fund Name	Approved Budget	Encumbrances and Expenditures PeopleSoft as of 12/31/24	Budget Status (Over) Under	Percent of Budget Expended %	FY2023-24 Approved Budget	Expenditures and Encumbrances PeopleSoft as of 12/31/23	Budget Status (Over) Under	Percent of Budget Expended %	
	-1-	-2-	-3-	-4-	-1-	-2-	-3-	-4-	
Education and General					Education and General				
101 General Revenue	\$ 120,084,777	\$ 167,154,800	\$ (47,070,023)		\$ 112,489,445	\$ 152,274,743	\$ (39,785,298)		
102 Tuition and Student Fees	67,801,614	5,306,548	62,495,066		67,801,614	542,624	67,258,990		
104 Educational Enhancement (Lottery)	36,082,404	-	36,082,404		38,291,933	-	38,291,933		
Total Educational and General	\$ 223,968,795	\$ 172,461,348	\$ 51,507,447	77%	\$ 218,582,992	\$ 152,817,367	\$ 65,765,625	70%	
Auxiliary Enterprises					Auxiliary Enterprises				
110 Housing Trust Fund	22,876,936	8,893,045	13,983,891		26,326,001	12,413,649	13,912,352		
116 Auxiliary Trust Fund	46,346,475	14,593,245	31,753,230		40,508,120	15,805,420	24,702,700		
601 Housing R&R Fund	1,800,000	674,848	1,125,152		-	-	-		
603 Auxiliary R&R Fund	4,400,998	337,101	4,063,897		2,354,669	56,219	2,298,450		
701 Housing Debt Service	-	-	-		-	-	-		
Total Auxiliary Enterprises	\$ 75,424,409	\$ 24,498,239	\$ 50,926,170	32%	\$ 69,188,790	\$ 28,275,288	\$ 40,913,502	41%	
Total Intercollegiate Athletics	\$ 11,363,454	\$ 8,368,313	\$ 2,995,141	74%	\$ 11,322,000	\$ 8,928,530	\$ 2,393,470	79%	
Total Concessions	\$ 424,749	\$ 235,277	\$ 189,472	55%	\$ 427,982	\$ 214,030	\$ 213,952	50%	
Total Technology Fee	\$ 1,483,009	\$ 487,171	\$ 995,838	33%	\$ 1,332,037	\$ 406,389	\$ 925,648	31%	
Student Activities					Student Activities				
117 Late Registration Fee (480910)	61,427	30,026	31,401		97,763	69,425	28,338		
117 Orientation Fee (482000)	595,448	356,221	239,227		484,141	342,355	141,786		
117 Student Activities- Activities and Services Fee (43 Series)	3,711,691	908,588	2,803,103		3,272,866	1,111,167	2,161,699		
Total Student Activities	\$ 4,368,566	\$ 1,294,835	\$ 3,073,731	30%	\$ 3,854,770	\$ 1,522,947	\$ 2,331,823	40%	
Student Financial Aid					Student Financial Aid				
117 Late Payment Fee Controller (480920)	380,013	97,133	282,880		352,523	129,210	223,313		
117 Administrative Expense Fin. Aid (481210)	262,711	195,823	66,888		185,561	113,300	72,261		
117 Administrative Controller (481220)	195,823	98,274	97,549		174,004	98,274	75,730		
201 Title IV Administrative Expense (410333)	102,433	0	102,433		163,423	0	163,423		
201 College Work Experience Program (410405)	30,000	0	30,000		31,237	0	31,237		
201 Federal Work Study Program (410452)	942,636	2,141,592	(1,198,956)		856,942	132,363	724,579		
202 Scholarship Fund	48,000,000	15,173,236	32,826,764		48,000,000	24,839,224	23,160,776		
301 Federal Perkins Loan Program (550100) and other Fund 301	-	-	-		0	-	-		
901 Other Tuition Assistance Grant (511700)	5,400,000	2,526,715	2,873,285		5,400,000	2,858,009	2,541,991		
Total Financial Aid	\$ 55,313,616	\$ 20,232,773	\$ 35,080,843	37%	\$ 55,163,690	\$ 28,170,380	\$ 26,993,310	51%	
Contracts & Grants					Contracts & Grants				
118 FAMU DRS Trust Fund	5,284,311	4,231,120	1,053,191		5,454,177	4,520,772	933,405		
Sponsored Research Trust Fund (Fund 203.210-215)	91,243,837	44,432,143	46,811,694		90,507,508	53,353,545	37,153,963		
Total Contracts and Grants	\$ 96,528,148	\$ 48,663,263	\$ 47,864,885	50%	\$ 95,961,685	\$ 57,874,317	\$ 38,087,368	60%	
Grand Total	\$ 468,874,746	\$ 276,241,219	\$ 192,633,527	59%	\$ 455,833,946	\$ 278,209,248	\$ 177,624,698	61%	

NOTES

- Salaries are encumbered for 12 months
- View of Expenditures across all categories related to FY24-25 Operating Budget Financial Status Quarter 2 FY24-25 vs. FY23-24 2/3/2025 2:07 PM

FLORIDA **A&M** UNIVERSITY
Board of Trustees
INFORMATION ITEM

Responsible Parties:

FAMU Areas of Representation: Budget Office

External Collaborators (if applicable):

FLORIDA **A&M** UNIVERSITY
Board of Trustees
INFORMATION ITEM

Budget, Finance and Facilities Committee

Wednesday, February 12, 2025

Agenda Item: V

Senior Vice President for Finance and Administration's Report

Item (b): Project Updates

Report / Update as of 2-12-2025

Date of Previous Update: 12-4-2024

Update:

Project Updates

700-Bed Residence Hall

The 700-bed Residence Hall project construction is progressing rapidly. The project's vertical construction has been completed, windows have been installed and the mechanical rough-in is in full swing on all four buildings. This project is scheduled to be completed by July 2025.

500-Bed Residence Hall

The 500-bed Residence Hall project design team has completed the construction documents. The anticipated construction date is to be determined.

800-Bed Residence Hall

The 800-bed Residence Hall project design team has completed the construction documents. The anticipated construction date is to be determined.

FAMU Dining Hub Expansion

The expansion will add 210 seats to the existing 215-seat capacity and 44 seats to the existing 96-seat capacity. Over 5,000 square feet will be added to the current interior and exterior footprint. The project's construction phase has started and will be completed in time for the Fall, 2025.

Foote Hilyer I.T. Relocation to FHAC

This project involves renovating the old Student Health Clinic space at the Foote Hilyer Administration Center. The project team has completed the wall framing and rough-in of the plumbing. The duct work, drywall, and electrical distribution system have been installed. The contractor is making limited progress due to the fire sprinkler upgrade and waterproofing projects on the ground and first floors.

Howard Hall Renovation

This renovation project will address current issues with the existing facility that inhibit learning, recruitment, and retention for the ROTC programs. The architect has completed

Board of Trustees
INFORMATION ITEM

the design development phase and has submitted 95 percent construction documents. The contractor has started the abatement phase of the project.

Chemical and Biological Research Center Renovation

This project will complete the last two floors of the Pharmacy Phase II building and adequately satisfy the current space needs for teaching and research goals. This space will be shared between Chemistry, Biology, and Pharmacy. The Labs are funded for interdisciplinary study and must be flexible to accommodate multiple uses. A draft of the facilities program was received from the architect and is currently being reviewed by faculty and staff.

Deferred Maintenance/Infrastructure Projects

During the 2022-2023 Legislative Session, Florida A&M University was allocated \$26.9 million to address deferred maintenance and capital replacement/renewal issues and \$27.7 million to address campus-wide utility infrastructure. The following is an update on activities that have commenced:

FAMU/Trane HVAC Replacement (Deferred Maintenance)

The deferred maintenance project is progressing on schedule. Purchase orders have been processed and funds have been encumbered for all the remaining deferred maintenance projects. A significant number of mechanical upgrades have been completed at SBI South, SBI North, Ware Rhaney, Perry-Paige, Lewis-Beck, Central Distribution Plant, and Foster Tanner Music Buildings. Additional work is underway in the Gaither Complex, SBI West, FHAC, and the South Electrical Sub-station.

Chilled Water Upgrade (Utility Infrastructure)

No update.

New South Chiller Plant Phase I (Utilities Infrastructure)

No update.

Responsible Parties:

FAMU Areas of Representation: Facilities, Planning, Construction and Safety

External Collaborators (if applicable): Various Architects, Engineers, and Contractors

FLORIDA **A&M** UNIVERSITY
Board of Trustees
INFORMATION ITEM

Budget, Finance and Facilities Committee

Wednesday, February 12, 2025

Agenda Item: V

Senior Vice President for Finance and Administration's Report

Item (c): Compensation Study Update

Report / Update as of 1/22/2025

Date of Previous Update: 12/4/2024

Update:

We are thrilled to announce the launch of the Compensation Study website. We wanted to create a website that would serve as a one stop shop that would provide transparency, valuable resources for teaching faculty and staff, and frequent communication updates. While the implementation of the compensation study is slated for Fall 2025, the website will be updated to include additional resources.

<https://www.famu.edu/administration/division-of-finance-and-administration/human-resources/compensation-study/index.php>

The Statement of Work (SOW) for additional scope regarding the SUS university comparison and the assessment for DRS is still being finalized with Segal.

Responsible Parties:

FAMU Areas of Representation: Human Resources (Terrisa Brown, Assistant Vice President)

External Collaborators (if applicable): Segal Group

FLORIDA **A&M** UNIVERSITY
Board of Trustees
INFORMATION ITEM

Budget, Finance and Facilities Committee
Wednesday, February 12, 2025
Agenda Item: VI

Subject: Budget, Finance and Facilities Committee Action Plan 2024-2025

Background Information and Summary: Trustee Craig Reed will provide anticipated action and information items to be presented at future committee meetings through August 2025. This is a living document that will be revised as needed.

Attachments: Yes.

1. Budget, Finance and Facilities Committee Action Plan 2024-2025 (as of 12-4-2024)

Budget, Finance, & Facilities Committee Annual Action Plan
2024-2025

Meeting Date	Major Discussion Topics	Action Items	Due Date
September 11-12, 2024	<ul style="list-style-type: none"> • Quarterly Financial Report – Budget to Actuals • Compensation Study Update (as required) • Project Updates – University Construction/Operations including Deferred Maintenance & Student Housing Construction Update • Stimulus Funding Expenditure Report to Date (as required) 	<ul style="list-style-type: none"> • Carryforward Spending Plan • FY2024-2025 Fixed Capital Outlay Budget • Final 2024-2025 Operating Budget 	Annually
December 4-5, 2024	<ul style="list-style-type: none"> • Quarterly Financial Report – Budget to Actuals • Compensation Study Update (as required) • Project Updates – University Construction/Operations including Deferred Maintenance & Student Housing Construction Update • Stimulus Funding Expenditure Report to Date (as required) 	<ul style="list-style-type: none"> • Amendment to the FY 2024-2025 Operating Budget- SGA Carryforward for Activity and Service Fees 	Annually
February 12-13, 2025	<ul style="list-style-type: none"> • Quarterly Financial Report – Budget to Actuals • Compensation Study Update (as required) • Project Updates – University Construction/Operations including Deferred Maintenance Plan & Student Housing Construction Update • Master Plan Update, if needed • Stimulus Funding Expenditure Report to Date (as required) 	<ul style="list-style-type: none"> • Accounts Receivables Write-offs • Surplus Property Write-offs 	Annually
June 11-12, 2025	<ul style="list-style-type: none"> • Quarterly Financial Report – Budget to Actuals • Compensation Study Update (as required) • Project Updates – University Construction/Operations including Deferred 	<ul style="list-style-type: none"> • 2025-2026 Preliminary Operating Budget • 5-year Capital Improvement Plan (CIP) 	May 2025

FLORIDA **A&M** UNIVERSITY

	<p>Maintenance Plan & Student Housing Construction Update</p> <ul style="list-style-type: none"> • Master Plan Update, if needed • Stimulus Funding Expenditure Report to Date (as required) 		
<p>August 6-7, 2025 <i>(BOT Retreat)</i></p>	<ul style="list-style-type: none"> • Budget Workshop 	<ul style="list-style-type: none"> • 2025-2026 Final Operating Budget 	<p>Aug 2025</p>

DRAFT

Board of Trustees

INFORMATION ITEM

Budget, Finance and Facilities Committee

Wednesday, February 12, 2025

Agenda Item: VII

Subject: Stimulus Funding Expenditure Report to Date

Background Information and Summary:

Florida A&M University (FAMU) received \$195,448,168 from the U.S. Department of Education (ED) under the Higher Education Emergency Relief Fund (HEERF). Funds allocated were awarded to FAMU under the following award notices:

Award Number	Area	Award Amount
• P425J200003	HBCU/HBGI	\$125,006,252.00
▪ P425F200295	Institutional	\$ 39,118,076.00
▪ P425E200135	Student Aid	\$ 31,323,840.00
	Grant Total	\$195,448,168.00

Funds allocated under Coronavirus Aid, Relief, and Economic Security Act (CARES), Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA), and American Rescue Plan (ARP) funds were extended until June 30, 2025. The University has a remaining balance of 166,929.66 in HBCU/HBGI funding. Remaining funds are earmarked for the following areas:

- Student Affairs (HBCU/HBGI) – \$472,676.92
- Title III-Admin & Support – \$39,764.86
- Student Special Assist Housing Plan – \$54,487.27
 - **Remaining Balance Total \$166,929.66**

The University is projecting to expend all HEERF funds by June 30, 2025. An annual performance report (APR) is due for the period ending December 31, 2024. This will be the next to last APR for the HEERF dollars received by FAMU. The submission of the December 31, 2025, APR will end HEERF funding reporting requirements for the University.

Attachments: Yes

1. Stimulus Funding Expenditure Report to Date

NOTE: The attached spreadsheet is a summary detail of the expenditures for the stimulus funds awarded to FAMU (HBCU/HBGI; Institutional; and Student Aid).

**Florida A University
Stimulus Funding Expenditure Report**

Expenditures in U.S. Department of Education G5 System

Award No.	Recipient Reference	Available Balance	Net Authorization	Last Day to Draw
P425J200003	HBCU/HBGI CARES ACT	\$310,991.18	\$125,006,252.00	10/1/2025
		\$310,991.18	\$125,006,252.00	

FAMU iRattler System

PR/Award No	Recipient Reference	Authorized	Expenditures	Encumbrance & Pre-Encumbrances	Available Balance
P425J200003	HBCU/HBGI CARES ACT	\$ 125,006,252.00	\$ 124,815,184.45	\$ 24,137.89	\$ 166,929.66
		\$ 125,006,252.00	\$ 124,815,184.45	\$ 24,137.89	\$ 166,929.66

1/17/2025

Contracts over \$100,000 for November 1, 2024 – January 21, 2025

1. Bluefors Inc. Agreement 2024 -2025

Contract #: C-0521-25

Contract Start Date: January 10, 2025

Contract Expiration Date: January 9, 2026

Contract Amount: \$788,260.24

This contract will provide delivery and install of research item.

Funding: FAMU-FSU College of Engineering – Mr. Pro Hruda (Contract Manager)

2. Lang Environmental, LLC Piggyback (IFB0071-21-CD)

Contract #: C-0481-25

Contract Start Date: November 1, 2024

Contract Expiration Date: November 1, 2026

Contract Amount: This amount will not exceed \$875,000 over the term of the contract.

This contractor will provide professional services to prevent asbestos, lead, mold and other hazardous contaminants and/or debris

Funding: Facilities, Planning and Construction & Safety – Mr. Kendall Jones

3. Quantum Endeavors Inc.

Contract #: C-0453-25

Contract Start Date: November 20, 2024

Contract Expiration Date: November 19, 2026

Contract Amount: This amount will not exceed \$146,000 over the term of the contract.

This contractor will provide athletic surfaces, equipment, materials and services

Funding: FAMU-FSU College of Engineering, Mr. Pro Hruda (Contract Manager)

4. W.W. Gay Mechanical Contractor Piggyback (RPF 2020C-01W)

Contract #: C-0153-25

Contract Start Date: November 8, 2024

Contract Expiration Date: August 18, 2025

Contract Amount: This amount will not exceed \$875,000 over the term of the contract.

This contractor will provide all labor and materials for HVAC related products and services

Funding: Facilities, Planning and Construction & Safety, Mr. Kendall Jones