University’s Master Plan

Chris Hessel, Craig Talton and Dr. William Hudson, Jr.
2020-2030 Plan Update

Overview

- Purpose + Requirements
- Process
- Schedule
- 2020-2030 Future Land Use and Campus Master Plan
  - Housing Facility – Approved & Proposed Demolition
  - Academic & Support Facility – Approved & Proposed Demolition
  - Infrastructure, Parking, and Transportation – Proposed
  - Land Acquisition Opportunities
The development of the FAMU Master Plan Update is a requirement pursuant to Subsection 1013.30 (9) F.S. The Final Master Plan and Supporting Inventory and Analysis documents are used to determine necessary facility requirements, building placement and proposed campus expansion to support the proposed student enrollment.

The 2020-2030 FAMU Campus Master Plan Update has recently been initiated. As part of this update, ten of the eighteen master plan elements will be included in the data gathering process.

**Elements Included in Update**

- Future Land Use
- Housing
- Transportation
- Conservation
- Academic Facilities
- Recreation & Open Space
- Intergovernmental Coordination
- Support Facilities
- Infrastructure
- Capital Improvements
2020-2030 Plan Update
Process

The planning process includes the following phases:

Phase I – Evaluation and Appraisal Report
Phase II – Inventory and Analysis Report
Phase III – Conceptual Master Plan
Phase IV – Preliminary Master Plan
Phase V – Draft Final Master Plan
Phase VI – Final Master Plan
Phase VII – Adoption of the Campus Development Agreement

The planning process will include visioning sessions with stakeholders and stakeholder groups including academic, research, auxiliary, student affairs, student government, alumni, and local host community agency staff.
2020-2030 Plan Update
Schedule

Phase I: Evaluation and Appraisal Report
Phase II: Inventory and Analysis
Phase III: Conceptual Master Plan
Phase IV: Preliminary Master Plan
Phase V: Draft Final Master Plan
Phase VI: Final Master Plan*
Phase VII: Adoption of Campus Development Agreement**

MEETINGS
Begin Services for FAMU Master Plan Update
Master Plan Steering Committee Meetings
Stakeholder Input Meetings
Design Charettes
FAMU BOT Meetings**
City Commission Meetings**
Tallahassee-Leon County Planning Department Meeting
Project Completion

Prepared: 21.05.10

FAMU Master Plan Update 2020-2030
Tentative Schedule

2021
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
2022
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEP

*Tentative Schedule
**Includes 1st and 2nd Public Hearings for Campus Master Plan Adoption and Public Hearings for Campus Development Agreement Adoption.
2020-2030 Plan Update
Campus Master Plan Update 2015-2025
2020-2030 Plan Update
Demolition – Housing Facilities
2020-2030 Plan Update
Proposed – Housing Facilities
2020-2030 Plan Update
Demolition – Academic & Support Facilities (Educational Plant Survey)
2020-2030 Plan Update
Proposed – Academic & Support Facilities (Capital Improvement Plan)

Chemical and Biological Research Laboratory Center
Howard Hall
Perry-Paige
School of Business and Industry
Chemical and Biological Research Laboratory Center
2020-2030 Plan Update
Proposed – Infrastructure, Parking, and Transportation
2020-2030 Plan Update
Land Acquisition Opportunities
Current Housing Considerations

Gibbs Hall
• JRA Architects, Inc. - David Vincent
• Preliminary evaluation to renovate & remodel and address structural issues

Palmetto South and Phase III Apartments
• JRA Architects, Inc. - David Vincent
• Preliminary evaluation to renovate and remodel and address ADA issues
## Deferred Maintenance

<table>
<thead>
<tr>
<th>Category</th>
<th>Housing (ISES) 10 Year Projections</th>
<th>Housing Expenditure to Date</th>
<th>Adjusted Balance</th>
<th>Housing % Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>HVAC</td>
<td>$2,584,490.00</td>
<td>$914,884.00</td>
<td>$1,669,606.00</td>
<td>35%</td>
</tr>
<tr>
<td>Accessibility</td>
<td>$2,158,135.00</td>
<td>$148,000.00</td>
<td>$2,010,135.00</td>
<td>7%</td>
</tr>
<tr>
<td>Interior</td>
<td>$4,496,499.00</td>
<td>$645,778.00</td>
<td>$3,850,721.00</td>
<td>14%</td>
</tr>
<tr>
<td>Plumbing</td>
<td>$1,870,515.00</td>
<td>$262,514.00</td>
<td>$1,608,001.00</td>
<td>14%</td>
</tr>
<tr>
<td>Fire/Life Safety</td>
<td>$4,622,416.00</td>
<td>$31,052.00</td>
<td>$4,591,364.00</td>
<td>1%</td>
</tr>
<tr>
<td>Vert. Trans</td>
<td>$401,970.00</td>
<td>$171,523.00</td>
<td>$230,447.00</td>
<td>43%</td>
</tr>
<tr>
<td>Electrical</td>
<td>$3,035,897.00</td>
<td>$150,000.00</td>
<td>$2,885,897.00</td>
<td>5%</td>
</tr>
<tr>
<td>Exterior</td>
<td>$2,170,532.00</td>
<td>$1,141,183.00</td>
<td>$1,029,349.00</td>
<td>53%</td>
</tr>
<tr>
<td>Site</td>
<td>$13,697.00</td>
<td></td>
<td>$13,697.00</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$21,354,151.00</strong></td>
<td><strong>$3,464,934.00</strong></td>
<td><strong>$17,889,217.00</strong></td>
<td><strong>16%</strong></td>
</tr>
</tbody>
</table>

- The Oct 2020 report to the BOG indicated $3.9M in expenditures to date. There were costs included in that $3.9M not originally identified in the ISES report. The $3.4M is representative of the original ISES report deferred maintenance log.
- These costs do not reflect the structural repairs needed for Gibbs Hall.
Future Housing Options

William E. Hudson Jr., Ph.D.
Vice President for Division of Student Affairs
Update Study for Existing Housing

- Cost Analysis for renovation/remodeling
  - Gibbs Hall, Palmetto South, Phase III
- Compare renovation/remodeling with replacement of modern and newly constructed housing
- Site and Infrastructure needs

Overview of the Study

- Sensitivity Analysis up to five (5) different scenarios whose variables may include
- Phasing of new buildings and decommissioning of older buildings
- Dedensification of bed counts within existing assets
- Financing options
- Re-dedication of existing deferred maintenance funding per year to other uses
## Analysis of Remaining & Added Beds

<table>
<thead>
<tr>
<th>Building Description</th>
<th>Year Built/ Design</th>
<th>Major Renovation</th>
<th>Room Type</th>
<th>Capacity</th>
<th>Current</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sampson</td>
<td>83/10</td>
<td>1938/2011</td>
<td>double</td>
<td>159</td>
<td>157</td>
</tr>
<tr>
<td>Young</td>
<td>92/10</td>
<td>1929/2011</td>
<td>single</td>
<td>80</td>
<td>79</td>
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<tr>
<td>Villages</td>
<td>7</td>
<td>2014</td>
<td>suite single</td>
<td>796</td>
<td>796</td>
</tr>
<tr>
<td>Phase 1.A-New 700 Bed Facility</td>
<td>1</td>
<td>2020</td>
<td>suite double</td>
<td>700</td>
<td>700</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td></td>
<td></td>
<td></td>
<td>1735</td>
<td>1732</td>
</tr>
</tbody>
</table>

### Projected New Units To Be Added 2023

| Phase 1.B -New 700 Bed Facility           | 2024               | single & double  | 700      | 700     |
| Phase 1.C Housing Replacement            | 2024               | single, double, & Apt. | 700     | 700     |

**New Beds Added Phase 1.B & C** 1400 1400

| Final Remaining & New Unit Bed Count     |                    |                  |           |         |
| Final Adjusted Beds                     | 3135               |                  |           | 3132    |
# Assessment Assumptions

## Florida Agricultural & Mechanical University Housing System Analysis Based on Facility Condition

### Assesment 2017/2018

<table>
<thead>
<tr>
<th>Building Description</th>
<th>Year Built/Design</th>
<th>Major Renovation</th>
<th>Room Type</th>
<th>Room Type</th>
<th>Capacity</th>
<th>Capacity</th>
<th>10 Yr. Defered Maint 2017/2018</th>
<th>Projected Renovation Cost To Be Issued With The 2021 Study</th>
<th>Current Replacement Value (CRV) Per Building @ 2017/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paddyfote</td>
<td>1967</td>
<td>co-ed single</td>
<td>468</td>
<td></td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Truth</td>
<td>1958/1988</td>
<td>traditional double</td>
<td>106</td>
<td></td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Palmetto Street N. Apt</td>
<td>1975/2011</td>
<td>2 bedroom double</td>
<td>219</td>
<td></td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gibbs (Need Rehab)</td>
<td>1955/1989</td>
<td>traditional double</td>
<td>305</td>
<td>294</td>
<td>$4,501,043</td>
<td>TBD</td>
<td>$29,471,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Palmetto Street S. Apt</td>
<td>1993</td>
<td>3 bedroom double</td>
<td>356</td>
<td>356</td>
<td>$5,682,568</td>
<td>TBD</td>
<td>$44,631,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phase Street Phase III Apt</td>
<td>1997</td>
<td>3 bedroom double</td>
<td>356</td>
<td>356</td>
<td>$7,705,606</td>
<td>TBD</td>
<td>$40,828,324</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GRAND TOTAL OF REMOVED CAPACITY</td>
<td>1810</td>
<td>1006</td>
<td>$17,889,217</td>
<td>0</td>
<td>$114,930,324</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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**Facilities To Be Demolished:**

- Paddyfote
- Truth
- Palmetto Street N. Apt

**Open Facilities Under Consideration to Close:**

- Gibbs (Need Rehab)
- Palmetto Street S. Apt
- Phase Street Phase III Apt

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Note 1: The CRV report was issued by ISES Corp in the later part of 2017/2018

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20
Issue a solicitation for Housing Market Study

OVERVIEW
- The study will include existing strategic, educational and/or master plans
- Examine housing studies or evaluations that have been conducted in the past 6 years
- Analyze room type, floor plan layout and student rental cost comparisons
- Student Demographics - enrollment trends and projections
- Planned capital improvements
- Evaluate deferred maintenance reports and building condition assessments
- Gather student input through surveys and site visits of modernized resident hall options
- Evaluate HBCU financing options
ACTION ITEM:

2021-2022 Final University Operating Budget

Nichole Murry
Director, University Budget Office
2021-2022 Final University Budget

Rationale / Background:
Pursuant to Board of Governor’s Regulation 9.007 State University Operating Budgets, the FY 2021-2022 operating budget must be approved by the University Board of Trustees (BOT) prior to submission to the Board of Governors. The final operating budget is due to the Board of Governors by August 11, 2021.

Recommendation:
The recommendation is for the Board of Trustees to approve the 2021-2022 Final University Budget.
| Education & General & Contracts & Grants & Athletics & Student Activities & Student Financial Aid & Concessions & Intercollegiate Athletics & Technology Fee & Summary Totals |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|

3. Receipts/Revenues:

4. General Revenue: $96,905,097
5. Lottery: $26,402,721
6. Student Tuition: $67,902,841
7. Phosphate Research: -
9. City or County Grants: -
10. State Grants: $5,477,421
11. Donations/Contributions Given to the State: $29,466,854
12. Sales of Goods/Services: $4,073,000
13. Sales of Data Processing Services: $16,932,350
14. Miscellaneous Receipts: $5,556
15. Rent: -
16. Concessions: -
17. Transfers - In: $1,566,865
18. Transfers - Out: $7,580,553
20. Transfers - In: $1,566,865
21. Transfers - Out: $7,580,553

23. Operating Expenditures:
24. Salaries and Benefits: $130,717,820
25. Salary Expense: $3,644,040
26. Operating Capital Outlay: $34,701
27. Student Financial Aid: $1,600,196
28. Financial Aid: $624,417
29. Scholarships: -
30. Waivers: $12,814,480
31. Salary Expense: $8,799
32. Incentive Payments: $14,799
33. Library Resources: $2,522,440
34. Institute of Government: -
35. Other Operating Category (Provide Details): $184,701

36. Total Operating Expenditures: $193,616,232
### Summary Schedule I

<table>
<thead>
<tr>
<th></th>
<th>Education &amp; General</th>
<th>Contracts &amp; Grants</th>
<th>Auxiliaries</th>
<th>Student Activities</th>
<th>Financial Aid</th>
<th>Concessions</th>
<th>Athletics</th>
<th>Technology Fee</th>
<th>Summary Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>40 Carryforward (from Prior Period Funds)</td>
<td>$29,435,189</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$29,435,189</td>
</tr>
<tr>
<td>40* Fixed Capital Outlay</td>
<td>$</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>55 Transfer Out</td>
<td>$10,400,915</td>
<td>$11,638,324</td>
<td>$1,344,354</td>
<td>$10,659</td>
<td>$</td>
<td>$67,200</td>
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<td>$23,062,516</td>
<td></td>
</tr>
<tr>
<td>55 Other</td>
<td>$</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$23,062,516</td>
<td></td>
</tr>
<tr>
<td>52 Total Non-Operating Expenditures</td>
<td>$29,435,189</td>
<td>$10,400,915</td>
<td>$11,638,324</td>
<td>$1,344,354</td>
<td>$10,659</td>
<td>$67,200</td>
<td></td>
<td>$52,497,705</td>
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</tr>
<tr>
<td>54 Ending Fund Balance</td>
<td>$</td>
<td>$18,234,271</td>
<td>$55,165,444</td>
<td>$352,154</td>
<td>$10,747,222</td>
<td>$605,936</td>
<td></td>
<td>$165,994</td>
<td>$85,914,721</td>
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<tr>
<td>56 Fund Balance Increase/Decrease</td>
<td>$(29,435,189)</td>
<td>$25,701,307</td>
<td>$(4,975,831)</td>
<td>$(128,300)</td>
<td>$(1,340,767)</td>
<td>$(170)</td>
<td></td>
<td>$2,000</td>
<td>$(10,150,178)</td>
</tr>
<tr>
<td>57 Fund Balance Percentage Change</td>
<td>-100.00%</td>
<td>-362.79%</td>
<td>-7.51%</td>
<td>-33.76%</td>
<td>-12.54%</td>
<td>-0.05%</td>
<td></td>
<td>#DIV/0!</td>
<td>-10.64%</td>
</tr>
</tbody>
</table>

1. The Education and General budget funds the general instruction, research, and public service operations of the university. Universities have accumulated ending fund balances for activities such as the implementation and maintenance of Enterprise Resource Program systems, contingency for unfunded enrollment growth, potential budget reductions, anticipated increases in utilities, and prior year encumbrances (recorded, estimated liability at year-end for ordered or received goods or services), and compliance with Section 1011.45 F.S. on maintaining a 7% reserve.

2. The Contracts and Grants budget contains activities in support of research, public service, and training. Large fund balances are due to the timing of receipt of Federal contracts or grants.

3. Auxiliaries are ancillary support units on each university campus. Some of the major activities include housing, food services, bookstore, student health centers, facilities management, and computer support. Ending fund balances include financial activities such as debt service payments, reserve, repair and replacement reserves for future maintenance costs, construction/renovation of auxiliary facilities, and prior year encumbrances.

4. Local funds include the following university activities:
   a. Student Activities - Supported primarily by the student activity and service fee and funds operations of the student government, cultural events, organizations, and intramural/club sports.
   b. Financial Aid - This activity represents the financial aid amounts for which the university is fiscally responsible. Examples include: student financial aid fee, bright futures, federal grants, college work study, and scholarships. The ending fund balance represents a timing difference between the receipt of funds and disbursement to students.
   c. Concessions - These resources are generated from various vending machines located on the university campus.
   d. Athletics - Revenues are primarily derived from the student athletic fee, ticket sales, and sales of goods. Significant fund balances are maintained to provide the necessary support for ongoing athletic activities.
   e. Technology fee - Collections are used to enhance instructional technology resources for students and faculty.
   f. Self-Insurance Program - These programs are directed by the respective self insurance council and the captive insurance companies (These companies underwrite the risks of its owner and the owner's affiliates.) These activities are supported by premiums charged to the insured individuals and entities (primarily medical faculty and institutions).
   g. Board-Approved Fees - Student fees proposed by each university and authorized by the Board of Governors to address specific student-based needs not addressed through another service or fee.

5. Faculty Practice - The Faculty Practice Plan collects and distributes income from faculty billings for patient services provided in conjunction with state university medical school programs.

6. Other Revenues/Expenses includes categories such as interest, penalties, refunds, admissions, fines, taxes, etc.

7. Other Non-Operating Expenditures includes categories such as refunds, payment of sales taxes, or indirect costs.
ACTION ITEM:

Banking Resolution

Dr. Denise Wallace
Vice President and General Counsel
Rationale / Background:
This resolution designates the University President, its newly appointed Interim Chief Financial Officer, and its Assistant Vice President and Controller as authorized signatories on checks issued to pay the just obligations of the University.

Section 1011.42(7), Florida Statutes and University Regulation 1.021 require the Board of Trustees to designate on its records the legal names and position titles of any employees authorized to sign checks to pay the legal obligations of the University. It is in the best interest of the University that the University President, its interim Chief Financial Officer, and its Assistant Vice President and Controller be authorized signatories on checks issued to pay the just obligations of the University and that such checks be signed by the University President and at least one other of the authorized signatories.

Proposed Board Action:
Resolve that the University President, Larry Robinson; its Interim Chief Financial Officer, W. Rebecca Brown and its Assistant Vice President and Controller, Tonya Jackson be authorized signatories on checks issued to pay the just obligations of the University and that such checks be signed by the University President and at least one other of the authorized signatories.
Board Member Financial (at-a-glance)

Mattie Hood
Director, Procurement Services
## Procurement – at – a - glance

<table>
<thead>
<tr>
<th>Transaction Amount</th>
<th>Contract Approval</th>
<th>Legal Review (see Note 1)</th>
<th># of Quotes Needed</th>
<th>Bidding Requirement</th>
<th>Form</th>
<th>Transaction Review / Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0 - $4,999</td>
<td>Procurement</td>
<td>Yes</td>
<td>-</td>
<td>-</td>
<td>Check P-Card Purchase Order</td>
<td>Yes</td>
</tr>
<tr>
<td>$5,000 - $9,999</td>
<td>Procurement</td>
<td>Yes</td>
<td>2</td>
<td>-</td>
<td>Purchase Order</td>
<td>Yes</td>
</tr>
<tr>
<td>$10,000 - $74,999</td>
<td>Procurement - (Up to $25k) VPs ($0 - $75K)</td>
<td>Yes</td>
<td>3</td>
<td>-</td>
<td>Purchase Order</td>
<td>Yes</td>
</tr>
<tr>
<td>$75,000 - $999,999</td>
<td>CFO – ($25 - $100K) President (&gt; $100k)</td>
<td>Yes</td>
<td>Bid</td>
<td>Yes</td>
<td>Yes</td>
<td>Purchase Order</td>
</tr>
<tr>
<td>$1M+</td>
<td>BOT</td>
<td>Yes</td>
<td>Bid</td>
<td>Yes</td>
<td>Yes</td>
<td>Purchase Order</td>
</tr>
</tbody>
</table>

**Note 1:** All contractual services contracts must be reviewed by the Office of the General Counsel (OGC) for approval. Such reviews and approvals shall be obtained before the contract is executed. The Office of Procurement Services routes the contracts to the OGC for review and approval.

**Note 2:** All contracts greater than $1M require preapproval by the University Board of Trustees (BOT).

**Note 3:** All remaining PECO project funds are allocated in accordance to the funding requirements.
**Direct Payment Check**– Submit the Payment Request Form to the Travel Office to secure advancement payments for conference registrations, airline arrangements, and hotel lodging in anticipation of official university travel. When submitting this form, you should have an **approved** travel authorization (TA).

**P-Card** - The Purchasing Card is used to purchases small dollar purchases for commodities, services and travel needed for FAMU business. The President or his/her designee will determine who will be a cardholder in each program area. The FAMU Purchasing Card Program Administrator (FAMU PCPA) is responsible for the issuance and cancellation of all cards.

**Construction Projects** - The President may approve professional or design consultants for continuing contracts for minor construction project with a budget of $1M or less, with funds available and on deposit from an appropriate funding source, as well as change order that do not exceed $250,000.

**Technology Contracts** - The Chief Information Officer (CIO) must approve all technology contracts.

**University Budget Office** is responsible for the development of an annual plan for the allocation of all university resources as approved by the President; preparation of the annual Legislative Budget Request and various reports and analyses; and monitoring budget, revenue and expenses.
Other Topics:

New Grant Funds

Excess Construction Funds
At FAMU, Great Things are Happening Every Day!

Florida A&M University

Founded in 1887 as the State Normal College for Colored Students, Florida A&M University (FAMU) is the only historically state supported educational facility for African Americans in Florida. It has always been co-educational. In 1890, the second Morrill Act was passed. This enabled the Black Land Grant College for the State of Florida to become the Black Land Grant College for the State of Florida.

In 1914, the college was moved from its original location, the site of “Highwood,” Territorial Governor W.P. Duval’s slave plantation. The site is one of the highest hills in Tallahassee. The school was known as Florida A&M College from 1909 until 1953, when...