EASTERN FLORIDA STATE COLLEGE STUDENT HOUSING CORPORATION

BOARD OF DIRECTORS MEETING

June 8, 2020

2:00 p.m.

Public Safety Institute

Virtual Meeting

Melbourne Campus

Present: Alan H. Landman, EFSC BOT Chair, James H. Richey, EFSC President/EFSC Student

Housing Corporation Secretary/Treasurer, and Scott Glover, Member.

I.

After further discussion, Mr. Whitten asked if any of the trustees had any questions. Mr. Landman

inquired if the College would receive the CO in mid-July. Mr. Whitten stated affirmative. Mr.

Landman further inquired when can the students move in. Mr. Whitten stated the student athletes

will be able to move in the first week of August. Jack Parker, Vice President of External Affairs

with Eastern Florida State College, added the athletic students are scheduled to move on August 4th

and 5th and the other students are scheduled to move in afterwards. After further discussion, Mr.

Landman asked for a formal motion to approve the housing construction update as discussed. Dr.

Richey so moved. Mr. Glover second the motion. Action: motion carried by unanimous vote.

Those voting in favor: Landman, Richey, and Glover.

B. Fiscal Year 2020-2021 Operating Budget
Mr. Landman invited Mark Cherry, Chief Financial Officer Eastern Florida State College to present

the fiscal year 2020-2021 Operating Budget. Mr. Cherry stated the EFSC Housing Corporation fiscal

year runs concurrently with the College which is July 1, 2020 through June 30, 2021. The total

revenues of $815,400 is comprised of rental income of $801,000 which is essentially 89 beds at

$9,000 per bed per year. There are two beds reserved for resident advisors (non-revenue producing)

leaving three more beds if needed for revenue. In addition to rental income, the budget includes

application fees of $14, 400 ($150 application fee for each of the 96 residents).

On the expense side, personnel cost total $105,689; maintenance repair $54,450, insurance $10,750,

utilities $78,000, and other cost of $6,000. The total operating cost of $254,889 gives a net income

of $560,511. $200 per bed is contributed to the capital reserve fund per the loan agreement totaling

$19,200, leaving a net income of $541,311. The debt service requirement for the fiscal year is

$414,136 leaving EFSC Housing Corporation $146,375 at the end of year giving a 1.31 debt service

coverage ratio. The required debt service coverage ratio required by the loan is 1.1. EFSC Housing

Corporation reserves are essentially $85,761 above the minimum required.

Mr. Landman inquired if the $9,000 per room the average depending on the payment option the

tenant chooses. Mr. Cherry replied affirmative. After further discussion Mr. Cherry asked if anyone

else had any questions. Dr. Richey inquired if the five-bed vacancies are rented the EFSC Housing

Corporation would then have an additional $45,000 give or take making an additional 5 percent of

the budget. Mr. Cherry replied affirmative. Mr. Landman inquired if anyone else had any questions

or comments, with no response, Mr. Landman asked

D. Housing Fee Schedule

Mr. Landman invited Jack Parker, Vice President of External Affairs Eastern Florida State College,

to present the housing fee schedule. Mr. Parker stated there are three options given to the students:

pay up front with a cost of $8,500 giving a $500 discount; or if the student pays by term, it is $3,500

per major semester and $2,000 per summer semester totaling $9,000; or pay per month totaling

$9,300. Mr. Parker further stated 92 of the 96 beds are filled. Mr. Landman inquired if the rooms

were non-smoking. Mr. Parker replied affirmative. Mr. Landman stated in the fee schedule the

smoke damage deposit is $1000 per room. Mr. Parker replied affirmative in case there is a smoking

issue. Mr. Landman inquired if animals were permitted. Mr. Parker replied affirmative for service

dogs and emotional support dog or animal. Mr. Glover inquired if there is a partial refund? Mr.

Parker replied negative. Mr. Cherry added that exceptions can be made under special circumstances.

After further discussion, Mr. Landman asked for a formal motion to approve the housing fee

schedule. Dr. Richey so moved, Mr. Glover second the motion. Action: motion carried by

unanimous vote. Those voting in favor: Landman, Richey, and Glover.

E. Student Housing Contract

Mr. Landman invited Jack Parker back to present the Student Housing Contract. Mr. Parker stated

Dr. Michael Richey, General Counsel Eastern Florida State College, along with Lena Copeland,

Director of Support Services with Eastern Florida State College, put in a tremendous amount of work

on this document to account for every contingency that other colleges that have student housing have

dealt with. Mr. Landman stated Dr. Michael Richey and Ms. Copeland did a very good job. Mr.

Landman asked if anyone had any questions. Dr. James Richey recommended to approve it in

substantially final form, in case of a minor grammatical issue arises. Mr. Landman stated ifthere is

any scrivener's errors or non-substantive changes to it, it will be presented to the Board of Directors

for review and approval. Mr. Landman inquired if anyone had any questions. With no response,

Mr. Landman asked for a formal motion to accept the Student Housing Contract. Dr. Richey so

moved; Mr. Glover seconded the motion. Action: motion carried by unanimous vote. Those voting

in favor: Landman, Richey, and Glover.

F. Student Housing Living Guide

Mr. Landman invited Jack Parker back to present the Student Housing Living Guide. Mr. Parker

stated this is a comprehensive document in comparison with other state colleges. Dr. Michael

Richey, Lena Copeland, and Joe Ambrose, Chief College Wide Security also with Eastern Florida

State College researched other colleges in order

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Meeting adjourned 2:37 p.m.

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Secretary/Tre urer, EFSC Student Housing Corporation

President, E tern Florida State College
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