

Agenda

Florida SouthWestern State College Financing Corporation (the “Corporation”)

Thomas Edison (Lee) Campus – President’s Community Room I-223

March 26, 2019

4:00 p.m.

I. Public Comment

II. Vote to Take Action On

1. Approval of the minutes for the January 15, 2019 meeting. Presenter: Mr. Webb (Page 2)
2. Election of Chair and Vice-Chair. Presenter: Mr. Webb
3. Fiscal Year 2019- 2020 General Operating, Housing and Capital Reserve Budget. Presenter: Dr. Doeble (Page 4)
4. Year End Housing Write-offs of accounts deemed uncollectable. Presenter: Dr. Doeble (Page 22)
5. Personal Services Agreement for Financial, Accounting & Legal Services. Presenter: Mr. Lupe
6. Approval of proposed meeting times for Fiscal Year 2019-2020. Presenter: Mr. Lupe

III. Information Only

1. Presentation from Johnson Engineering on the Winkler Property. Presenter: Mr. Sharpe

Board Members’ Comments

President’s Comments

Adjournment

Minutes

Florida SouthWestern State College Financing Corporation
Thomas Edison (Lee) Campus – President’s Community Room I-223
January 15, 2019
4:00 PM

The Florida SouthWestern State College Financing Corporation met in Lee County, Florida, on January 15, 2019. Mr. Webb, Chair called the meeting to order at 4:01 p.m.

Members Present: Eddie Webb, III, Chair
Jeffery Allbritten, Corporation President
Mark Lupe, Secretary
Gina Doeble, Treasurer
Randall Parrish, Jr.
John Noland
William “Dennie” Hamilton
Mary Lee Mann
Tristan “Tris” Chapman

Absent: None

Others Present: Kathleen Porter
Susan Marcy
Valerie Miller (Recorder)

Public Comment: None

Vote to Take Action On:

Agenda Item #1- Approval of Minutes – Regular Meeting held on October 18, 2018.

MOTION by Mr. Noland; to approve the minutes of the regular meeting on the October 18, 2018; seconded by Mr. Parrish. Approved unanimously as corrected.

Agenda Item #2- Election of Vice Chair,

MOTION by Dr. Allbritten to nominate Mr. Chapman as the Vice Chair; seconded by Mr. Noland. Approved unanimously.

Agenda Item #3- Approval of Support for Resolution of College Legal Dispute.

MOTION by Mr. Noland to provide financial support in an amount not to exceed \$90,000 to pay on behalf of the College attorney fees and damages to resolve a legal dispute and authorizing the Treasurer to amend the corporate budget of the Financing Corporation to reflect such payments; seconded by Mr. Chapman. Approved unanimously.

Information Only:

Ms. Porter presented the third quarter financials.

Board Comments:

- Mrs. Mann wanted to know if the College had any plans to take out the trees on the corner of College and Summerlin. President responded that there were not plans at this time.

President Comments:

- The Dorms are doing well and we have a nice mix of students on scholarships, self-pay, and financial aid.
- Enrollment is stable.
- This board will hear more this year about phase II of the dorms. There are several ideas on how the College would set up the dorms. Thinking of freshman dorms, to help enrich the College experience.
- January 25, 2019 is the State of the College, followed by the opening game of FSW men's baseball at City of Palms.
- There has been talk about the County not leasing the College, the City of Palms stadium in the near future. If this happens, we will have to explore ideas on leasing or building a baseball and softball field.
- The College will not be renewing the contract on the Lockmiller Childcare Center. The daycare has been notified and the last day of the lease is 6.30.19, with a possible extension to December 31, 2019.
- The College is looking to change the land use permit on the Winkler Road property.
- Dr. Allbritten had just attended the inauguration of Dr. John Meyers, President at Hodges University.
- Pickleplex is moving forward on the Charlotte Campus. With an anticipated, ribbon cutting ceremony in February at the District Board of Trustees meeting.
- The College has just opened a corporate training facility located in Bonita Springs. This is a storefront facility that will be providing corporate training. Last year over 6,000 employees were trained for local business through the Colleges corporate training program.
- Dennis Wright and Lou Traina, both College Vice-Presidents will be retiring in March of this year.

- The Dean of the School of Education, Larry Miller has taken another position out of state. The College will be recruiting a new dean.
- Greg Turchetta has joined the College as our new PIO. He will be reporting to Dr. Jones.
- The College will be starting in March on two major PECO projects; building K in Lee and one in Collier.
- In March, the Steve Miller band will perform at the Suncoast Arena.
- Dr. Allbritten spoke about his SACS visit to Dubai and his experience working with colleagues during the SACS visit.
- Barbara B. Mann project is expected to finish in May, 2019.

Adjournment – The meeting was adjourned at 4:54pm.

Dr. Jeffery S. Allbritten
Corporate President
Board of Directors

Mark Lupe, Secretary
Board of Directors

Date

Date

**Florida SouthWestern State College Financing Corporation
Agenda Item Summary**

Meeting Date: 3/26/2019

- 1. **Title: 2019-20 Budget**
- 2. **Action Requested/Purpose: Adoption of the 2019-20 Budget**
- 3. **Fiscal Impact:** Yes No N/A
- 4. **Funding Source:** Amount: \$


Administration Recommendation: It is recommended that the Board approve the attached budget for the fiscal year 2020.

5. **Agenda Item Type:**
- Action Item
 - Consent Agenda
 - Information Only
 - Board Requested Information/Report

6. **Requirement/Purpose (Include Citation)**
- Statute **1004.70**
 - Administrative Code
 - Other

7. **The attached budget of the Financing Corporation includes the General Operating Budget, Housing Budget, and Capital Reserve Budget for the period April 1, 2019 – March 31, 2020.**

Requested by:



Corporation Treasurer

Funding Verified by:



Vice President, Administrative Services

Approved for Agenda by:

Corporation President

FLORIDA
SOUTHWESTERN
STATE COLLEGE

FINANCING CORPORATION, INC

2019-2020 Annual Budget



FLORIDA
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FINANCING CORPORATION, INC

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FLORIDA
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FINANCING CORPORATION, INC

Board of Directors and Executive Officers

Jeffery Allbritten – Corporation President

Sankey “Eddie” Webb, III – Chair

Gina Doeble – Treasurer

Mark Lupe - Secretary

Randall T. Parrish, Jr.

Mary Lee Mann

John Noland

William “Dennie” Hamilton

Tristan “Tris” Chapman

**District Board of Trustee Policy
(BOT)**



Policy Title: Florida SouthWestern State College Financing Corporation

Policy Number: 6Hx6:1.05

Specific Authority:

Florida Statute 1001.64; 1004.70
Florida Administrative Code

Policy Approved: 11/27/07; 02/18/09; 02/28/12; 11/18/14

Policy:

Pursuant to Section 1004.70, FS, the Florida SouthWestern State College District Board of Trustees has certified Florida SouthWestern State College Financing Corporation ("Financing Corporation"), as a community college direct support organization, whose purposes are to (i) provide housing opportunities for the students of the College; (ii) to finance capital projects to meet current and future needs of the College, such as student housing, parking facilities, and/or other improvements; (iii) manage and invest funds held by it; (iv) any other proper activity of Florida SouthWestern State College.

The President of the College is authorized to implement the Board's procedures and guidelines to allow the Financing Corporation the use of property, facilities and personal services pursuant to the provisions of Section 1004.70, FS, as may be amended. In order to use such property, facilities and personal services, the Financing Corporation shall:

1. Maintain exemption from Federal income tax as an organization described in section 501(c)(3) of the Internal Revenue Code.
2. Maintain bylaws which provide that (i) the College District President or his or her designee and (ii) a designee of the Chairman of the District Board of Trustees, will serve as members of the board of Directors and the Executive Committee of the Financing Corporation.
3. Employ an independent auditing firm, and submit (i) annual audited financial statements and management letters, (ii) a copy of the Financing corporation's Form 1023 Application for Recognition of Exemption filed with the IRS and (iii) annual Form 990's as filed with the IRS, to the District Board of Trustees and the President of the College.
4. Submit an annual budget to the District Board of Trustees.
5. Provide in its By-Laws that the President of the Financing Corporation shall be appointed by, and shall be responsible to, the President of Florida SouthWestern State College.

6. Adopt and maintain an investment policy as approved by the District Board of Trustees.
7. Operate in accordance with Section 286.011, Florida Statutes (the Sunshine Law).
8. Operate in a manner consistent with the mission of Florida SouthWestern State College and the goals of the Florida College System institution and in the best interest of the state.
9. Not undertake any activity or enter into any transaction or contract that creates any liability for the College, without advance written approval by the President of College.

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 FINANCING CORPORATION, INC

General Operating Budget

| Revenue | FY20 Budget | FY19 Budget | Difference | % Change |
|---------------------------|--------------------|--------------------|-------------------|-----------------|
| Bandwidth Lease | \$ 358,656 | \$ 358,656 | \$ - | 0% |
| Investment Income | 60,502 | 77,000 | (16,498) | -21% |
| High School Lease Revenue | 250,000 | 200,000 | 50,000 | 25% |
| Fund Balance | 0 | 0 | 0 | 0% |
| Total Revenue | \$ 669,158 | \$ 635,656 | \$ 33,502 | 5% |

| Expense | | | | |
|---------------------------|-------------------|-------------------|-------------------|------------|
| General Operating Expense | \$ 66,872 | \$ 27,000 | \$ 39,872 | 148% |
| Insurance | 121,538 | 112,535 | 9,003 | 8% |
| Contract Services | 116,000 | 64,000 | 52,000 | 81% |
| Contingency | 100,000 | 50,000 | 50,000 | 100% |
| Total Expense | \$ 404,410 | \$ 253,535 | \$ 150,875 | 60% |

| | | | | |
|--------------------------|-------------------|-------------------|---------------------|-------------|
| Net Profit/(Loss) | \$ 264,748 | \$ 382,121 | \$ (117,373) | -31% |
|--------------------------|-------------------|-------------------|---------------------|-------------|

General Operating - Fund Balance Projection for FY20:

| | |
|--|---------------------|
| Current Fund Balance: | \$ 807,534 |
| (+) Projected Revenue: | 669,158 |
| (-) Projected Budgeted Expense: | (404,410) |
| (=) Projected Ending Fund Balance FY20: | \$ 1,072,282 |

*Note: Investment balance as of February 28, 2019: \$4,694,691.06.

Student Housing Budget

| Revenue | FY20 Budget | FY19 Budget | Difference | % Change |
|--|---------------------|---------------------|---------------------|-----------------|
| Rent Revenue | \$ 2,482,000 | \$ 2,376,647 | \$ 105,353 | 4% |
| Resident Activity Fee | 34,000 | 32,308 | 1,692 | 5% |
| Canc.Fees/Forfeit Dep/Fines | 49,000 | 20,000 | 29,000 | 145% |
| Application Fees | 38,000 | 30,000 | 8,000 | 27% |
| Cleaning Fees | 38,000 | 40,400 | (2,400) | -6% |
| Fund Balance - Residence Activity | 15,000 | 9,000 | 6,000 | 67% |
| Fund Balance - Housing | - | 420,853 | (420,853) | -100% |
| Total Revenue | \$ 2,656,000 | \$ 2,929,208 | \$ (273,208) | -9% |
| Expense | | | | |
| General Expense | | | | |
| Travel | \$ 10,700 | \$ 11,700 | \$ (1,000) | -9% |
| Data & Other Communication Services | 155,000 | 206,000 | (51,000) | -25% |
| Rentals / Others | 9,068 | 71,465 | (62,397) | -87% |
| Utilities | 196,143 | 212,425 | (16,282) | -8% |
| Resident Activities | 28,000 | 17,208 | 10,792 | 63% |
| Repairs & Maintenance | 302,371 | 169,605 | 132,766 | 78% |
| Contract Services | 248,494 | 177,300 | 71,194 | 40% |
| Expenses Before Contingency and Reserve: | \$ 949,776 | \$ 865,703 | \$ 84,073 | 10% |
| Contingency | 133,000 | 111,637 | 21,363 | 19% |
| Capital Reserve | 200,000 | 150,000 | 50,000 | 33% |
| Total Expense | \$ 1,282,776 | \$ 1,127,340 | \$ 155,436 | 14% |
| Debt Service | | | | |
| Principal | 736,635 | 1,169,434 | (432,799) | -37% |
| Interest | 636,590 | 632,434 | 4,156 | 1% |
| Total Debt Service: | \$ 1,373,224 | \$ 1,801,868 | \$ (428,644) | -24% |
| Total Operating & Debt Service Expense: | \$ 2,656,000 | \$ 2,929,208 | \$ (273,208) | -9% |
| Net Profit/(Loss) | \$ 0 | \$ 0 | | |

Housing - Fund Balance Projection for FY20:

| | |
|--------------------------------------|---------------------|
| Current Fund Balance: | \$ 2,654,430 |
| (+) Projected Revenue: | 2,641,000 |
| (-) Projected Budgeted Expense: | (2,656,000) |
| (=) Ending Fund Balance FY20: | \$ 2,639,430 |

FSW State College Financing Corp.
 Student Housing Budget - Available Beds & Revenue Comparison.

| | | | | | |
|---------------------------------|----------------------------------|---------------|---------------------------------|-------------------|----------------------|
| | Total Beds | | | | |
| | 1 Bed 1 Bath | 1 | (Residence Hall Director) | | |
| | 2 Bed 2 Bath | 84 | | | |
| | 4 Bed 2 Bath | 320 | | | |
| | Total Beds | 405 | | | |
| | 1 Bed 1 Bath/ not rentable | -1 | reserved for Res. Hall Director | | |
| | 2 Bed 2 Bath/ not rentable | -8 | reserved for RA's | | |
| | 2 Bed 2 Bath/ not rentable | -2 | reserved for Coordinator | | |
| | Total Non-rentable Beds | -11 | | | |
| | 1 Bed 1 Bath Available for Lease | 0 | | | |
| | 2 Bed 2 Bath Available for Lease | 74 | | | |
| | 4 Bed 2 Bath Available for Lease | 320 | | | |
| | Total Rentable Beds | 394 | | | |
| | Rates | | | | |
| FY20 No Fee Increase | Fall/Spring | Summer | Fall 99% | Spring 99% | Summer 38.33% |
| 2 Bed 2 Bath | \$3,330 | \$2,408 | \$243,958 | \$242,722 | \$67,816 |
| 4 Bed 2 Bath | \$3,000 | \$2,236 | \$950,410 | \$704,781 | \$272,313 |
| FY20 Adding Fee Increase | \$100 | | | | |
| 2 Bed 2 Bath | \$3,430 | \$2,508 | \$251,284 | \$250,011 | \$70,633 |
| 4 Bed 2 Bath | \$3,100 | \$2,336 | \$982,090 | \$736,301 | \$284,491 |
| Resident Activity Fee: | \$40 | | | | |

| | | | | | | | |
|-------------------|--|----------------|----------|-----------------|----------|--------|----------|
| Projected Rentals | | Occupancy Rate | | | | | |
| | | 99.00% | | 98.50% | | 38.06% | |
| | | Fall Semester | | Spring Semester | | Summer | |
| | | Beds | % Leased | Beds | % Leased | Beds | % Leased |
| 2 Bed 2 Bath | | 73 | 99.0% | 73 | 98.5% | 28 | 38.1% |
| 4 Bed 2 Bath | | 317 | 99.0% | 315 | 98.5% | 122 | 38.1% |
| Total | | 390 | 99.0% | 388 | 98.5% | 150 | 38.1% |

| | FY20 NO FEE INCREASE | FY20 FEE INC. | % Change |
|----------------------|-----------------------------|----------------------|-----------------|
| Revenue | | | |
| Rent Revenue | \$2,482,000 | \$2,574,810 | |
| Summer | 340,129 | 355,124 | 4% |
| Fall | 1,194,368 | 1,233,374 | 3% |
| Spring | 947,503 | 986,312 | 4% |
| Total Revenue | 2,482,000 | 2,574,810 | 4% |
| Benefit Increase: | | 92,810 | |

*Proposed rent revenue is based on the last three years average. Assuming that occupancy rates stay the same, an increase of \$100 on the rental would increase revenue by approximately \$92K.

2019-2020 Student Housing Fees

Room Rates (per person, per semester)

| | |
|-------------|----------------|
| \$ 3,330.00 | 2 bed – 2 bath |
| \$ 3,000.00 | 4 bed – 2 bath |

Administrative/Other Fees

| | |
|---------------------------|---|
| \$ 50.00 | Non-Refundable Application Fee (per academic year) |
| \$200.00 | Non-Refundable Housing Deposit (per academic year) |
| \$ 40.00 | Resident Activity Fee (per semester) |
| \$ 50.00 | Resident Cleaning Fee (per semester) |
| \$ 500.00 | Contract Cancellation Fee for Spring Term (if received by November 22, 2019) |
| 50% of Housing Room Rates | Contract Cancellation Fee for Spring Term (if received AFTER November 22, 2019) |
| \$ 50.00 | Unapproved Room Change |
| \$ 100.00 | Improper/Late Checkout Fee |
| \$ 25.00 | Non Returned Cart Fee (per day) |
| \$ 25.00 | Room Lockout (per occurrence after initial grace lockout) |

LHC Hallway/In Room Technology

| | |
|-------------------------|--|
| <u>\$ 650.00</u> | Replacement of Wireless Access Points (suite or halls) |
| <u>\$ 250.00</u> | Infrastructure Repair/Replacement (cabling, install, etc.) |

Cleaning Fees

| | |
|-------------|--|
| \$300.00 | Deep Clean Entire Unit |
| \$ 75.00 | Deep Clean One Bedroom/One Bath |
| \$ 75.00 | Clean Kitchen & Common Area |
| \$ 25.00 | Clean Carpet – Cost is PER HOUR |
| \$ 50.00 | Maintenance Labor PER HOUR (1 hour minimum) |
| \$ 1,580.58 | 2 bedroom suite, Bio-Hazard/Deep Clean Entire Unit |
| \$ 2,146.95 | 4 bedroom suite, Bio-Hazard/Deep Clean Entire Unit |

HVAC and Plumbing

| | |
|-----------------|---|
| \$ 75.00 | Replace Broken Thermostat |
| PER ACTUAL COST | Hourly cost plumber to unclog drain due to improper use |

Bathroom Items

| | |
|-----------|---------------------|
| \$ 20.00 | Replace Shower Rod |
| \$ 25.00 | Replace Shower Head |
| \$ 250.00 | Replace Toilet |

2019-2020 Student Housing Fees

\$ 15.00

\$ 15.00

Replace Toilet Paper Holder

Replace Towel Rack

Bathroom Items, cont.

\$ 20.00

\$ 65.00

\$ 15.00

\$ 100.00

\$ 440.00

Replace Toilet Seat

Replace Toilet Tank

Replace Cover for Light/Fan Fixture

Replace Complete Light and Fan Fixture

Replace Vanity Mirror

Carpet & Floors

\$ 75.00

\$ 300.00

\$ 200.00

\$ 50.00

\$ 80.00

\$ 35.00

\$ 35.00

PER ACTUAL COST

Clean Tile Floors (strip and wax)

Replace Bedroom Carpet (single Bedroom)

Replace Living Room Carpet (single)

Shampoo Bedroom Carpet (single)

Shampoo Living Room Carpet (single)

Replace Cover Base (5 ft. or less)

Replace Cover Base (10 ft. or more)

Replace Cover Base (10 ft. or more labor and materials)

Interior Doors

\$ 100.00

\$ 275.00

\$ 65.00

\$ 65.00

\$ 10.00

\$ 100.00

\$ 275.00

Replace Interior Door (non-bedroom)

Replace Bedroom Door

Replace Door Handle – Bedroom

Replace Door Handle – Bathroom

Replace Peephole

Replace Louvre Door

Replace Suite Door

Fire/Life Safety/Emergency Door Fines & Equipment

\$ 25.00

\$ 65.00

\$ 75.00

\$ 50.00

\$ 50.00

\$ 25.00

\$ 50.00

\$ 75.00

Replace Smoke Detector

Replace Fire Extinguisher

Re-Charge Fire Extinguisher

Replace Sprinkler Head

Replace Evacuation Map/Instructions

Panic Alarm – Rear Exterior Door

Panic Alarm – Fire Pull

Panic Alarm – Fire Pull (2nd Offense)

Furniture

\$ 75.00

\$ 50.00

\$ 80.00

\$ 75.00

\$ 175.00

\$ 400.00

\$ 250.00

\$ 3.00

\$ 10.00

Clean Sofa

Clean Arm Chair

Replace Bed Frame

Replace Bed Pegs

Replace Desk Chair

Replace Desk

Replace Dresser

Replace Desk/Dresser Handle

Replace Legs on Sofa/Armchairs (each)

2019-2020 Student Housing Fees

| | |
|-----------|----------------------------------|
| \$ 50.00 | Replace Mattress Cover |
| \$ 140.00 | Replace Mattress |
| \$ 220.00 | Replace Black Cushion Bar Stools |
| \$ 250.00 | Replace Single Cushion Arm Chair |
| \$ 450.00 | Replace Two Cushion Love Seat |
| \$ 600.00 | Replace Three Cushion Sofa |

Lights

| | |
|----------|--|
| \$ 10.00 | Re-Secure Wall/Ceiling Light Fixture |
| \$ 30.00 | Replace Wall/Ceiling Light Fixture |
| \$ 10.00 | Replace Missing Compact Fluorescent Bulb |

Kitchen Items/Appliances

| | |
|-------------|---|
| \$ 50.00 | Clean Marker off Exterior of Refrigerator |
| \$ 35.00 | Replace Dairy Compartment Cover in Refrigerator |
| \$ 85.00 | Replace Garbage Disposal |
| \$ 300.00 | Replace Kitchen Counter (per section) |
| \$ 125.00 | Replace Microwave (counter top model) |
| \$ 30.00 | Replace Oven Hood Exhaust Fan Motor |
| \$ 5.00 | Replace Over Hood Gate |
| \$ 625.00 | Replace Refrigerator |
| \$ 50.00 | Replace Vegetable Drawer in Refrigerator |
| \$ 1,000.00 | Replace Washer/Dryer |

Locks/Keys/Access Cards

Replace locks & keys to be charged service call plus 1 hour minimum and item being replaced

| | |
|-----------|---|
| \$ 80.00 | Service Call |
| \$ 275.00 | Bedroom & Bath Door Lock (Replacement Lock) |
| \$ 425.00 | Suite Entry Door (Replacement Lock) |
| \$ 10.00 | Bedroom Door Replacement Key |
| \$ 10.00 | Mailbox Replacement Key |
| \$ 20.00 | Re-Key either Bedroom or Suite Door Cylinders |
| \$ 40.00 | Replace either Bedroom or Suite Entry Door Cylinder |
| \$ 400.00 | Door Closure |

Windows/Blinds

| | |
|-----------|--------------------------|
| \$ 70.00 | Replace Blinds (per set) |
| \$ 10.00 | Replace Blind Wand |
| \$ 170.00 | Replace Window Sill |

Miscellaneous

| | |
|-----------|--|
| \$ 100.00 | Remove Personal Items Left in Bedroom/Bathroom/Kitchen/Common Areas |
| \$ 5.00 | Replace Outlet Cover |
| \$ 5.00 | Replace Switch Cover |
| \$ 35.00 | Removal of Adhesive Tape from Walls and Doors |
| \$ 50.00 | Replace Apartment Number Sign |
| \$ 25.00 | Replace Electrical Outlet |

2019-2020 Student Housing Fees

| | |
|-----------------|--|
| PER ACTUAL COST | Patch/Paint (cost per labor hour plus materials) |
| \$ 50.00 | Paint Bedroom Door |
| \$275.00 | Paint Walls & Ceiling Bedroom |
| \$ 75.00 | Paint Bathroom |
| \$100.00 | Paint Vanity Room (4 bedroom only) |
| \$150.00 | Paint Common Area Walls & Ceiling |
| \$ 50.00 | Paint Ceiling (touch-up) |
| \$ 30.00 | Paint Closet Interior |
| \$ 25.00 | Paint Door Frame |
| \$ 50.00 | Paint Front Door (exterior) |
| \$ 35.00 | Paint Front Door (interior) |
| \$ 45.00 | Patch & Paint Small Hole |
| \$ 75.00 | Patch & Paint Medium Hole |
| \$100.00 | Patch & Paint Large Hole |
| \$ 25.00 | Remove Nails, Patch Holes (Small Area) |
| \$ 25.00 | Wall Touch Up Paint (light) |

** In the event of excess damages, additional fees may be incurred based on actual costs

**Florida Southwestern State College Financing Corp.
Est. Debt Service Coverage Ratio Calculation - FY20**

(\$000s)

| | |
|---|---------|
| Gross Operating Revenues | \$2,641 |
| Plus: Non-Operating Revenues: EBS Royalties | \$358 |
| Plus: Non-Operating Revenues: Charter School Leases | \$250 |
| Less: Operating Expenses ⁽¹⁾ | (\$949) |
| Net Revenues Available for DS | \$2,300 |
| Interest Paid on the Bonds | \$637 |
| Principal Paid on the Bonds | \$737 |
| Historical ADS | \$1,374 |

| | |
|--|--------------|
| Debt Service Coverage Ratio | 1.67x |
| Annual Coverage Required by Support Agreement | 1.20x |

⁽¹⁾ Excludes capital expenditures, depreciation, amortization, interest expense, bad debt and operating expenses paid by the College Board in accordance with the Support Agreement.

| | |
|---|---------|
| Total Operating Expenses | \$1,588 |
| Less: Depreciation & Amortization | \$639 |
| Cash Operating Expenses for Calculation | \$949 |

OPERATING EXPENSES

| | |
|------------------------------|------------------|
| Utilities and Communications | 351,143 |
| Contractual Services | 248,494 |
| Other Services and Expenses | 47,768 |
| Repairs & Maint | 302,371 |
| Depreciation | 638,685 |
| | <u>1,588,461</u> |

Capital Reserve Budget

| Revenue | FY20 Budget | FY19 Budget | Difference | % Change |
|---------------------------------|--------------------|--------------------|-------------------|-----------------|
| Transfer - Housing | \$ 150,000 | \$ 163,388 | \$ (13,388) | -8% |
| Fund Balance | \$ 225,398 | \$ 83,105 | \$ 142,293 | 171.2% |
| Total Revenue | \$ 375,398 | \$ 246,493 | | |
| Expense | | | | |
| Furniture / Equipment Turnover | \$ 114,545 | \$ 114,840 | \$ (295) | -0.3% |
| Suite VCT Replacement | \$ 129,200 | \$ - | \$ 129,200 | 100.0% |
| Wireless Project - Second Phase | \$ 131,653 | \$ 131,653 | \$ - | 0.0% |
| Total Expense | \$ 375,398 | \$ 246,493 | | |
| Net Profit/(Loss) | \$ 0 | \$ 0 | | |

Capital Reserve - Fund Balance Projection:

| | |
|--------------------------------------|-------------------|
| Beginning Fund Balance: | \$ 332,012 |
| (+) Projected Revenue: | 150,000 |
| (-) Projected Budgeted Expense: | 375,398 |
| (=) Ending Fund Balance FY20: | \$ 106,614 |

Florida SouthWestern State College

Summer 2018, Fall 2018 & Preliminary Spring 2019 LightHouse Commons Resident Profile

| Gender | n | % |
|--------------|------------|---------------|
| Total | 483 | 100.0% |
| Female | 290 | 60.0% |
| Male | 192 | 39.8% |
| Unknown | 1 | 0% |

| Race/Ethnicity | n | % |
|-------------------------|------------|---------------|
| Total | 483 | 100.0% |
| Amer Ind/Native Alaskan | 2 | 0.4% |
| Asian | 3 | 0.6% |
| Black/African American | 157 | 32.5% |
| Hispanic | 89 | 18.4% |
| Native Haw/Pac Island | 1 | 0.2% |
| White | 26 | 5.4% |
| Two or More | 186 | 38.5% |
| Unknown | 19 | 3.9% |

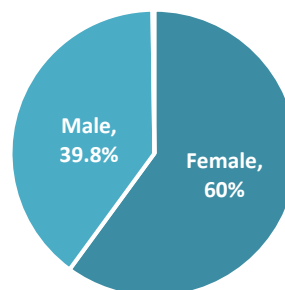
| Age | n | % |
|--------------|------------|---------------|
| Total | 483 | 100.0% |
| < 18 | 11 | 2.3% |
| 18 - 20 | 417 | 86.3% |
| 21 - 23 | 52 | 10.8% |
| 24 + | 3 | 0.6% |
| Mean Age | 19.13 | --- |

| Financial Aid Status | n | % |
|-----------------------------|------------|---------------|
| Total LHC Residents | 483 | 100.0% |
| Receiving Financial Aid | 375 | 77.6% |
| Not Receiving Financial Aid | 108 | 22.4% |

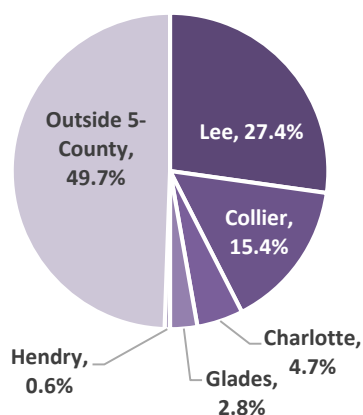
| Residency | n | % |
|-----------------------|------------|---------------|
| Total | 483 | 100.0% |
| Florida Resident | 358 | 74.1% |
| Non-Florida Resident* | 119 | 24.6% |
| F1 Non-Resident | 6 | 1.2% |

| Florida Residents In & Outside 5-County Area | n | % |
|--|------------|---------------|
| Total Florida Residents | 358 | 100.0% |
| Lee County | 98 | 27.4% |
| Collier County | 55 | 15.4% |
| Charlotte County | 17 | 4.7% |
| Hendry County | 10 | 2.8% |
| Glades County | 2 | 0.6% |
| Outside 5-County Area | 176 | 49.2% |

Gender



Florida Residents



| Top 5 Florida Counties of Florida Residents Outside 5-County Area | n | % |
|---|------------|---------------|
| Total FL Residents Outside 5-County Area | 178 | 100.0% |
| 1. Broward | 38 | 21.3% |
| 2. Miami-Dade | 22 | 12.4% |
| 3. Manatee; Non-FI County each | 16 | 9.0% |
| 4. Palm Beach | 14 | 7.9% |
| 5. Monroe | 13 | 7.3% |

| Top 5 States of Non-Florida Residents | n | % |
|---|------------|---------------|
| Total Non-Florida Residents* | 119 | 100.0% |
| 1. Georgia | 13 | 10.9% |
| 2. New York | 8 | 6.7% |
| 3. Missouri & New Jersey each | 6 | 5.0% |
| 4. Indiana, North Carolina, Pennsylvania each | 5 | 4.2% |
| 5. AL, CT, IL each | 4 | 3.4% |

*Note: Total number of Non-FL Residents includes Non-FL Residents, Non-FL Resident HS Grads, and Veteran Non-FL Residents.
 Provided by Florida SouthWestern Office of Institutional Research
 Source: Local Banner Data 3-19-2019

Investment Strategy Statement
For
Florida SouthWestern State College Financing Corp

December 15, 2014

Introduction/Investment Objective:

The Florida SouthWestern State College Financing Corp. (FSWFC) is a direct support organization designed for the advancement of Florida SouthWestern State College (FSW). The investment objective for the management of the FSWFC funds is preservation of capital, liquidity and income in that order of priority. The funds are to be used to support the objectives of the FSWFC and to achieve growth of principal through income over time, while mitigating risks.

Duties and Responsibilities:

The FSWFC is responsible for managing the investment process in a prudent manner while preserving principal and providing reasonable returns. The FSWFC has retained FineMark National Bank & Trust (FineMark) as an investment advisor and allows for the provision of a sub-advisor to be selected by FineMark to assist in managing the Fund. The investment advisor's role is to provide guidance to the FSWFC on matters pertaining to the Fund, including changes to the investment objective, investment selection, monitoring the Fund's performance and assuring compliance with the approved investment objective. The investment advisor, in carrying out the investment objective, holds the responsibility for and authority to select appropriate investments as stipulated by the FSWFC.

Investment Strategy (see attached presentation):

- i. FSWFC objectives suggest an investment strategy of an intermediate taxable fixed income portfolio. The intermediate taxable fixed income portfolio will have a duration of 1.5 to 3 years. A maximum, final maturity for any single issue will be 3.5 years (with the exception of agency mortgage-backed securities, which may have longer final maturities, but must have average lives of less than 3.5 years at purchase).

- ii. Sector Allocation:

Investments will be limited to U.S. Treasuries, Government agency debt (including Agency mortgage-backed securities), taxable municipal bonds, and corporate bonds with the following portfolio limitations:

- Maximum allocation to taxable municipal bonds shall be 25%.
- Maximum allocation to corporate bonds shall be 25%.
- The minimum allocation to Government agency and agency mortgage-Backed securities shall be 50%, with the additional provision that the Maximum allocation to agency mortgage-backed securities shall be 20%.

iii. Credit Quality:

All corporate bond investments will be A rated or better with the further provision that no purchases will be made if a bond is rated below A by any of the three rating agencies. All taxable municipal bond investments will be AA rated or better with the further provision that no purchases will be made if a bond is rated below AA by any of the three ratings agencies. If a bond shall fall below A, in the case of corporate bonds, or AA in the case of taxable municipal bonds, by any of the three ratings services after purchase, FineMark and its sub-advisors must present a recommendation to the Treasurer of FSWFC to either hold or sell this security based upon their independent research while maintaining an overall average credit quality for the portfolio of AA or better. As it relates to the above statement, it is understood that all three major ratings agencies may not rate a particular issuers.

iv. Liquidity:

FSWFC requires that all assets be invested in liquid securities, defined as securities that can be sold quickly and efficiently for cash, and will settle within three business days.

Reporting/Meetings:

Custodial reports are produced monthly (by FineMark) which will show all investments within the portfolio. A comprehensive portfolio report will be sent following each quarter-end by the sub-advisor (Wasmer, Schroeder & Company). FineMark recommends a minimum of a quarterly meeting to review the overall strategy with FSWFC.

Approved:

Florida SouthWestern State College Financing Corp.

By: John A. Delad

Date: 1/20/15

| Florida SouthWestern State College Financing Corporation Agenda Item Summary | |
|--|--|
| Meeting Date: 3/26/2019 | |
| <p>1. Title: Analysis of Delinquent Accounts</p> <p>2. Action Requested/Purpose: Approval to Write-Off Delinquent Accounts</p> <p>3. Fiscal Impact: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>4. Funding Source: Amount: \$ 33,951</p> <p style="margin-left: 40px;">Administration Recommendation: It is recommended that the Board approve the write-off accounts deemed to be uncollectible.</p> | |
| <p>5. Agenda Item Type:</p> <p><input checked="" type="checkbox"/> Action Item</p> <p><input type="checkbox"/> Consent Agenda</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Board Requested Information/Report</p> | <p>6. Requirement/Purpose (Include Citation)</p> <p><input checked="" type="checkbox"/> Statute 10.10.03</p> <p><input type="checkbox"/> Administrative Code</p> <p><input type="checkbox"/> Other</p> |
| <p>7. Background Information: The attached table summarizes the uncollectible amounts by the accounts receivable type that have been delinquent for two years. Collection efforts pertaining to written-off accounts will continue.</p> | |
| Requested by: |  _____ Corporation Treasurer |
| Funding Verified by: |  _____ Vice President, Administrative Services |
| Approved for Agenda by: | _____ Corporation President |

FLORIDA SOUTHWESTERN STATE COLLEGE FINANCING CORPORATION

**Analysis of Delinquent Accounts Written Off
for Fiscal Years 2014/2015 through 2016/2017**

| Account Type | 2014-2015 | 2015-2016 | 2016-2017 |
|----------------------------|------------------|------------------|------------------|
| Housing Rental | 72,887 | 14,902 | 24,906 |
| Housing Installment Plans | - | 7,323 | - |
| Student Activity Fees | 710 | 120 | 280 |
| Housing Lockout Fees | | | 25 |
| Housing Damage Fees | - | 1,466 | 160 |
| Application Fees | - | 150 | - |
| Contract Cancellation Fees | - | 4,780 | 8,580 |
| Total Write-Off | \$ 73,597 | \$ 28,741 | \$ 33,951 |

| | 2014-2015 | 2015-2016 | 2016-2017 |
|---|------------------|------------------|------------------|
| Total Housing Revenue | \$ 2,542,088 | \$ 2,674,738 | \$ 2,657,030 |
| Percentage of Change | - | 5.22% | -0.66% |
| Write-Offs as a Percentage of Housing Revenue: | | | |
| Revenues | 2.90% | 1.07% | 1.28% |
| Percentage of Change | - | -1.82% | 0.20% |

**Florida SouthWestern State College Financing Corporation
Schedule of Meeting
Thomas Edison Campus, Robinson Hall,
Room 1-223 (Board Conference Room) 4:00 PM**

August 13, 2019

October 15, 2019

January 21, 2019

March 24, 2019