



# Finance & Facilities Committee Meeting Agenda

September 21, 2022  
8:00 AM – 10:30 AM

Florida Polytechnic University  
Virtual via WebEx

Dial in: 1-415-655-0001 | Access code: 2427 053 5037#

## MEMBERS

Beth Kigel, Chair  
Mark Bostick

Bob Stork, Vice Chair  
Melina Rodriguez

Gary Wendt

## AGENDA

- |       |                                                                                                                        |                                                      |
|-------|------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| I.    | Call to Order                                                                                                          | Beth Kigel, Chair                                    |
| II.   | Roll Call                                                                                                              | Kim Abels                                            |
| III.  | Public Comment                                                                                                         | Beth Kigel, Chair                                    |
| IV.   | <a href="#">Approval of the May 23, 2022 Minutes</a><br><b>*Action Required*</b>                                       | Beth Kigel, Chair                                    |
| V.    | <a href="#">Finance and Facilities Committee Charter: 2022-2024</a><br><b>*Action Required*</b>                        | Beth Kigel, Chair                                    |
| VI.   | <a href="#">Finance &amp; Facilities Committee Work Plan: 2022-2024</a><br><b>*Action Required*</b>                    | Beth Kigel, Chair                                    |
| VII.  | University Finance and Budget                                                                                          |                                                      |
|       | A. <a href="#">University Annual Financial Report FY22 (Unaudited)</a>                                                 | Dr. Allen Bottorff<br>VP & Chief Financial Officer   |
|       | B. <a href="#">FY23 University Carryforward Spending Plan and Fixed Capital Outlay Budget</a> <b>*Action Required*</b> | Dr. Allen Bottorff                                   |
|       | C. <a href="#">Annual Review of Contracts over \$1,000,000</a>                                                         | Dr. Allen Bottorff                                   |
| VIII. | Campus Facilities                                                                                                      |                                                      |
|       | A. <a href="#">Campus Construction Update</a>                                                                          | David Calhoun, AVP<br>Facilities and Safety Services |
|       | B. <a href="#">Utility Easement with Duke Energy Florida, LLC</a><br><b>*Action Required*</b>                          | Alex Landback, Associate<br>General Counsel          |

- C. [Student Housing Development Update](#) Dr. Allen Bottorff
- D. [Campus Master Plan Amendment: Student Housing – Residence Hall III](#) David Calhoun  
*\*Action Required\**
- IX. [2022 Florida Polytechnic University Equity Report](#) Dr. Allen Bottorff  
*\*Action Required\**
- X. Advancement and Foundation
  - A. [Foundation Report](#) Kathy Bowman, VP  
Advancement &  
Foundation CEO
  - B. [Foundation Board Appointments/Reappointments](#) Kathy Bowman  
*\*Action Required\**
  - C. [Foundation Year-End Financial Report FY22](#) Larry Locke, Director  
Advancement Operations  
& Foundation COO
  - D. [Foundation's Actual Uses of University Personnel and Property](#) Larry Locke
- XI. Closing Remarks and Adjournment Beth Kigel, Chair



BOARD OF TRUSTEES  
**Finance & Facilities  
Committee Meeting**

**DRAFT MEETING MINUTES**

**Monday, May 23, 2022  
2:30 PM – 4:30 PM**

**Florida Polytechnic University  
WEBEX TELECONFERENCE MEETING**

I. Call to Order

Committee Chair Beth Kigel called the Finance and Facilities Committee meeting to order at 2:17 PM.

II. Roll Call

Michele Rush called the roll: Committee Chair Beth Kigel, Committee Vice-Chair Gary Wendt, Trustee Melia Rodriguez, and Board Chair Cliff Otto were present (Quorum).

Other Board Members present: Trustee Bob Stork, Trustee Susan LeFrancois, Trustee Earl Sasser, Trustee Narendra Kini.

Staff present: President Randy Avent, Dr. Terry Parker, Dr. Allen Bottorff, Gina DeIulio, Kathy Bowman, Penney Farley, Andrea Cashell, David Blanton, David Calhoun, Mike Dieckmann, Larry Locke, Melaine Schmiz, Alex Landback, Maggie Mariucci, John Causey, Lauren Mariano, Michele Rush and Kristen Wharton.

III. Public Comment

There were no requests received for public comment.

IV. Approval of Minutes

**Trustee Gary Wendt made a motion to approve the Finance and Facilities Committee meeting minutes of February 9, 2022. Trustee Cliff Otto seconded the motion; a vote was taken, and the motion passed unanimously.**

V. Finance and Facilities Committee Work Plan Review

Committee Chair Kigel reviewed the Finance and Facilities Committee Work Plan. There was no discussion on this item.

VI. Campus Facilities

A. Campus Construction Update

David Calhoun provided updates on the major campus construction projects. The Applied Research Center (ARC) achieved Substantial Completion and was issued a temporary permit to occupy for the meeting and is expected to be completely finished by July 22.

Calhoun informed the Committee members this project has been kept within budget, even with supply chain issues due to Covid-19. This building was less than \$500 per square foot including design and build. As this was aggressive across the SUS, the Board of Governors has expressed interest in how Calhoun was able to achieve such a feat.

The Mechanical Shop Building (now Engineering 1) is currently funded at \$9.8M with the total budget anticipated to be \$14.7M. The project is currently in development to move into a Design-Build ITN in June. The two-story building anticipates a 20,080 gross square foot fully constructed footprint with a 20,000 gross square foot second story constructed as shell space for future development.

Trustee Kigel asked Calhoun, as this building is largely funded by carry-forward funds, is there any opportunity for PECO Funds as well? Calhoun stated the Educational Plant Survey resulted in a survey recommendation, based on needs, to construct the Engineering Building with a structural shell space for future expansion. Previous Capital Improvement Plans have indicated that the Engineering Building is funded through carryforward, resulting in a PECO request for the Student Achievement Center (also Survey Recommended).

Trustee Kigel inquired as to the funding for the second floor. President Avent confirmed this will be funded with additional carry-forward funds.

The current Public-Private Partnership (P3) with the industry partner, International Flavors & Fragrances (IFF), is in the Design Development stage and being reviewed by the University to assure consistent integration with campus features, code and life safety compliance, and alignment with Campus Design Standards. Calhoun conveyed to the Board of Trustees this project is within budget and is slated to have the groundbreaking in August 2022.

#### B. Deferred Maintenance Program Spend Plan FY23

Calhoun presented the Deferred Maintenance Program Spend Plan for FY23 to the Committee. In the current state budget, a nonrecurring sum of \$843,725,327 from the General Revenue Fund was appropriated to invest in deferred maintenance needs of the Florida College System and state universities. Florida Polytechnic University's portion is \$3.4M.

Using the eligible project criteria provided in HB 5001, the University will spend these funds as follows:

1. \$690,040 to complete the expansion of Chiller No. 3 in the central energy plant; and
2. \$2M in Deferred Maintenance funds and \$2.5M in carry-forward funds to replace the existing Campus Control Center modulars, home to University Police, Facilities & Safety, and Information Technology, with a permanent, hardened structure to improve Public Safety and Operations response and recovery post-disaster. This expansion will provide approximately 10,000 gross square feet of hardened space for these departments and, in the process, create a permanent facility able to be used in emergency situations without concerns about severe weather and personnel safety-related issues. This expansion will save Florida Poly approximately \$75,000 per year in operational costs.

### C. Campus Master Plan Update

Calhoun continued with the Campus Master Plan Update, which happens every 5 years. Florida Poly also went through an Educational Plant Survey which validates all space on campus and how it is utilized, including Florida Poly South and FIPR. Once this is complete, Florida Poly will work with the Board of Governors to show them what our priorities are by facility type with the hope this produces Needs Assessment recommendations. Two recommendations came from this; the Mechanical Shop Building and the Student Achievement Center, which will be built to the east of the IST Building.

The Student Achievement Center was approved with an exception: if Florida Poly will move employees from Poly South to the Student Achievement Center, the Board of Governors will grant Florida Poly office space in this building. The approval was based upon E&G space: space paid for by the State of Florida under the education and general (E&G) funds, such as student study spaces. Spaces such as a student union or food court must be paid for by Florida Poly.

### D. Educational Plant Survey (EPS) 2022-2027

Dr. Allen Bottorff reviewed the University's Educational Plant Survey covering July 1, 2022 through Jun 30, 2027.

David Calhoun previously explained the EPS and the recommendations that arose from this survey.

- 1) Mechanical Shop Building (aka Engineering I), and
- 2) the Student Achievement Center.

This survey represents a comprehensive study of the University's existing facilities against its five-year space needs because of projected growth and enrollment then makes recommendations of demonstrated need for funding and construction of future facilities from Public Education and Capital Outlay (PECO) funds.

**Trustee Melia Rodriguez made a motion to recommend approval of the Florida Polytechnic University Educational Plant Survey for 2022-2027 to the Board of Trustees. Trustee Otto seconded the motion; a vote was taken, and the motion passed unanimously.**

### E. Capital Improvement Plan (CIP)

Dr. Bottorff also reviewed the University's Capital Improvement Plan (CIP) and Fixed Capital Outlay Budget for the 2023-2024 fiscal year.

The CIP includes three (3) survey recommended buildings in the following priority order

- 1) Student Achievement Center,
- 2) Mechanical Shop Building, and
- 3) Academic Building

Florida statute requires each university to submit a Capital Improvement Plan reflecting the funds planned toward capital projects and proposed need for future development. Whereas the previous EPS occurs every five years and sets the recommendations for capital construction of the University, the Capital Improvement Plan is brought annually before the Board of Trustees to approve and presents the priority of the capital construction and how they will be funded. For this year's CIP, our priority for PECO funding is a Student Achievement Center.

**Trustee Otto made a motion to recommend approval of the Capital Improvement Plan for fiscal year 2023-2024 to the Board of Trustees. Trustee Rodriguez seconded the motion; a vote was taken, and the motion passed unanimously.**

F. Florida Poly Finance Corporation

Melaine Schmitz presented supporting information and documentation for the Florida Poly Finance Corporation – including proposed Bylaws, Articles of Incorporation, and the appropriate and related Board of Governor's regulations and Florida Statutes.

This entity will be a Direct Support Organization (DSO) created to preserve optionality for financing and owning Student Housing like those being sought in the current ITN for the purchase of Phase 2 and construction of Phases 3 and 4.

Trustee Wendt inquired as to why this corporation is being established now as opposed to when needed. Schmitz replied that DSO's need to be approved by the Finance and Facilities Committee and this will save time, should the need arise. President Avent confirmed this was brought to the Committee now to not have a hurried meeting in the future.

Trustee Bob Stork asked why Florida Poly omitted the purchase of Phase I Dorm? Schmitz explained Phase 2's purchase price was already stipulated in the contract. President Avent continued that this DSO, if needed, would fund Phases 2-4. Florida Poly does not have the money to enter into negotiations for Phase 1.

**Trustee Otto made a motion to recommend to the Board of Trustees approval of the Florida Poly Finance Corporation's Articles of Incorporation and Bylaws and to authorize staff to file the necessary documents to establish the Corporation, if it is determined that the Corporation should obtain financing for Phases 2,3, and 4. Trustee Rodriguez seconded the motion; a vote was taken, and the motion passed unanimously.**

G. Prime Contract No. CO18 Skanska Change Order: Applied Research Center (ARC)

The Committee reviewed supporting information and documentation of Skanska's Prime Contract Change Order 018 for the Applied Research Center in the amount of \$246,910.00.

This Change Order request is a result of material delays largely related to a glass shortage, door hardware/access controls, and various electrical components, etc. Prior to notification of the material delays, Skanska agreed to proceed with programmatic changes, requested by the owner, resulting in a contingency deficit. The request for a Change Order includes an increase of \$139,350 for contingency replenish, \$69,300 in extended supervision, and \$38,260 in fees and insurances. This request is within the overall total project budget and

does not result in an overspend.

**Trustee Rodriguez made a motion to recommend approval of Skanska Prime Contract Change Order 018, in the amount of \$246,910.00 to the Board of Trustees. Trustee Otto seconded the motion; a vote was taken, and the motion passed unanimously.**

VII. University Finance and Budget

A. University FY22 Q3 Financial Update

Penelope Farley presented the University's financial results for the quarter ended March 31, 2022 and noted (without the Applied Research Center) that the total assets of \$186 million exceeded total liabilities of \$31 million resulting in a net position of \$155 million.

There are no financial matters of significance at this point in time. The Applied Research Center (ARC) continues to channel cash downward which is impacting investment income in a relative manner. The University faculty and staff continue to be diligent in cost savings measures.

B. University Operating Budget FY23

Dr. Bottorff presented the University's Operating Budget for the 2022-2023 fiscal year. The total request is \$40M.

The Board of Governors requires that the University's operating budget be approved by the Board of Trustees and provided to the Board of Governors who will be reviewing and approving each budget during its September 2022 Board meeting. The President and the Vice President & Chief Financial Officer, in accordance with their fiduciary responsibility to the University, are certifying that the budget is true and materially accurate.

**Trustee Rodriguez made a motion to recommend to the Board of Trustees approval of the Florida Polytechnic University Operating Budget for fiscal year 2023. Trustee Otto seconded the motion; a vote was taken, and the motion passed unanimously.**

C. Florida Polytechnic University Board of Trustees Debt Management Policy

Dr. Bottorff reviewed the Florida Polytechnic University Board of Trustees Debt Management Policy developed to provide rules for the issuance of debt by the University and its Direct Support Organizations.

This item is related to the Florida Poly Finance Corporation item previously discussed to provide us with optionality in financing the purchase of Housing 2 and developing Housing 3 and 4.

Each university seeking to issue debt in public financing is required to adopt a debt management policy which is consistent with the Board of Governor's guidelines and is to

be subsequently approved by the Board of Governors. The proposed policy was developed by a workgroup consisting of the Housing Consultants, Brailsford & Dunlavey; outside legal counsel, Ken Artin; financial advisor, Dunlap & Associates; and University staff.

**Trustee Otto made a motion to recommend to the Board of Trustees approval of the Florida Polytechnic University Board of Trustees Debt Management Policy. Trustee Rodriguez seconded the motion; a vote was taken, and the motion passed with one abstention.**

D. Compass Group USA, Inc. (Chartwells) Food Services Contract Amendment No. 5

Dr. Bottorff reviewed Chartwell's Food Services Contract Amendment No. 5.

The Food Services Agreement with Chartwells was effective June 1, 2017. The parties have amended the Agreement several times. This latest amendment is necessary to address the significant increases in labor and food costs by providing relief for the 2021-22 contract year, to adjust the meal plan prices for 2022-23, and to memorialize additional changes in operations.

Florida Poly staff met with Chartwells and reviewed the documentation showing significant increased costs related to labor and food for the 2021-22 and the continued anticipated increased costs for 2022-23. The University agreed to provide relief in the amount of \$106,000 for 2021-22 actual increased costs, and to allow Chartwells to increase the meal plan rates by 6% for the 2022-23 academic year (the normal, contractually allowed 3% increase plus an additional 3% increase), contingent upon the Board of Trustee's approval.

Other material changes were made to:

1. reflect the new concept "Fire and Ash" that replaced the "Tu Taco" concept beginning Fall semester 2021.
2. reinstate the breakfast services in the dining hall and the 19 Meals per week plan.
3. delete the 5 Meals per week plan and replace it with the 7 Meals per week plan.

**Trustee Gary Wendt made a motion to recommend to the Board of Trustees approval of the Compass Group USA, Inc. Food Services Contract Amendment No. 5. Trustee Otto seconded the motion, a vote was taken, and the motion passed unanimously.**

#### VIII. Legislative Affairs Update

Lauren Mariano presented a Legislative Affairs Update on Florida Poly's 2022 Legislative Session activities as well as the pending FY 2022-2023 State Budget. In addition, she gave a summary of legislation that passed and the expected impacts on the University. A discussion followed regarding what the University is doing to prepare for the 2023 legislative session.

#### IX. Legislative Budget Request (LBR)



Dr. Parker presented Florida Polytechnic University's Legislative Budget Request (LBR) for Fiscal Year 2023; the request supports our development as an "Engineering School of Distinction". There is a strong focus on Workforce development as all Florida Poly degrees are aligned with high-demand, high-paying jobs.

Dr. Parker briefly discussed the focus areas, this is a total request of \$3.6M.

- Growing the student body, increase of 15% \$1M
- Academic Program Enhancements \$700k
  - Two new degrees (Civil and Industrial Engineering)
  - Teaching Laboratories to support new and existing degrees
  - Freshman Year Course Enhancements
- Growing the Faculty \$1.5M
  - Six new faculty for the two new degree programs
  - Two new faculty for each degree: cyber security engineering and environmental engineering
- Grow Student Services \$400,000
  - Support student success
  - Increased career services
  - Increased opportunities for certifications and credentials

**Trustee Rodriguez made a motion to recommend approval to the Board of Trustees the Legislative Budget Request for fiscal year 2024, which includes a proposed \$3.6 million dollars in recurring funding request, and permit the President to make minor modifications as necessary. Trustee Otto seconded the motion, a vote was taken, and the motion passed unanimously.**

#### Student Achievement Center

Dr. Parker continued his presentation the request for PECO funding for the Student Achievement Center, as discussed earlier in the committee meeting. This is consistent with the Educational Plant Survey conducted this year. The facility size is 41,500 Gross Square Feet, with a total cost is \$33,626,242, and is proposed to be funded over three years with an opening date of Fall 2026.

The planned functions include study space, collaborative multimedia spaces, offices for student-facing support staff, dedicated space for career and internship initiatives, auditorium space, instructional space, faculty offices, and general support service space.

**Trustee Otto made a motion to recommend approval of the request for PECO funding for a Student Achievement Center (SAC) to the Board of Trustees. Trustee Rodriguez seconded the motion; a vote was taken, and the motion passed unanimously.**

#### X. Advancement and Foundation Update

##### A. Advancement and Foundation Update

Kathy Bowman presented updates on Stewardship, Alumni Engagement, and the Corporate Impact Network. Bowman also updated the Committee on the Inaugural Impact Summit &

Presidential Speaker Series which was held on November 16. The first-ever Day of Giving was held on March 14; this was social media-driven fundraising that targeted the Florida Poly community.

#### B. Foundation FY22 Q3 Financial Update

Larry Locke presented the Foundation FY22 Q3 Financial update and noted that Revenue increased 5 times over budget projections, and the expense of the operations has doubled due to consultant fees for 2022 for the fundraising campaign; this fee will end after six months. The net asset gain has increased 10 times over budget projections.

Locke continued with Foundation activities year over year, highlighting the 1733.23% revenue increase over FY21 YTD, the overall expenses were down 12.09%, and the net asset gain, which is 4 times increase over FY21 YTD. The financial position year over year showed a 29.61% increase in net assets over FY21 YTD and a 44.25% increase in ending fund balance over FY21 YTD.

#### C. Foundation Operating Budget FY23

Larry Locke presented the Foundation's Operating Budget for FY23. Locke emphasized the scholarship money; the Foundation set a goal of \$290,000 to be raised for scholarships. The projection for scholarships in FY23 is \$600,000; Locke noted scholarships are a top priority for the Foundation.

#### D. Foundation's Planned Uses of University Personnel and Property (FY23)

Larry Locke finished his presentation with the Foundation's Planned Uses of University Personnel and Property for FY23. This was explained as any University employee doing Foundation work must be recorded on a yearly basis. Florida Polytechnic University employees have been trained on how to record their hours and as a result, the final numbers have increased. Locke is asking for approval of \$275,000 value of University Personnel and Property for FY23.

Trustee Kigel asked if the planned uses were required to be reported the 990 of either the University or the Foundation? Locke explained this is a Board of Governors regulation that requires hours to be recorded when doing Foundation work and the procedures took approximately two years to put into place.

David Blanton advised the Committee that the Auditor-General has written up state colleges and universities for not reporting the value of personnel and space provided to the DSOs. The Auditor-General asks for an estimate of the resources and part of the Board of Trustees' job is to make sure those resources are used properly. At the end of the fiscal year, Locke will return to the Committee and report the final numbers.

**Trustee Rodriguez made a motion to recommend to the Board of Trustees approval of the Foundation's Planned Uses of University Personnel and Property for fiscal year 2023. Trustee Otto seconded the motion, a vote was taken, and the motion passed unanimously.**

#### XI. Closing Remarks and Adjournment

With no further business to discuss the meeting adjourned at 4:32 PM.

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: Finance and Facilities Committee Charter**

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**Proposed Action**

Recommend to the Board of Trustees the approval of the proposed Finance and Facilities Committee Charter, effective September 28, 2022.

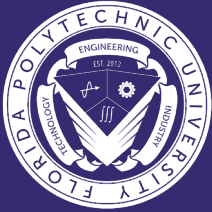
**Background Information**

As the University is starting a new two-year cycle with the Board and reorganizing the Board's standing committees, charter reviews of each of the various committees are being performed.

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**Supporting Documentation:** Finance and Facilities Committee Charter

**Prepared by:** Dr. Allen Bottorff, Vice President and CFO



BOARD OF TRUSTEES  
**Finance & Facilities  
Committee Charter**

**CHARTER STATEMENT**  
**DRAFT**

The Finance and Facilities Committee is a standing committee of the Board of Trustees responsible for providing policy guidance and strategic oversight of the University's financial, facilities, and other real estate matters for both the University and its direct support organizations ("DSO").

This responsibility includes, but is not limited to, receiving and reviewing information regarding the financial and facilities operations of the University and reviewing and, when appropriate, recommending to the Board for its approval:

- the University's Annual Operating Budget;
- the University's Investment Policy;
- the University's Capital Improvement Program including the Public Education Capital Outlay list;
- the University's Carryforward Budget and Fixed Capital Outlay Budgets;
- the University's Legislative Operating Budget Request;
- the University's Campus Master Plan;
- all University debt issuances;
- honorary and donative naming of University facilities; and
- all tuition, room rents, and other student fees and fines that are required by state statute to be approved by the Board.

Adoption of Charter: The Florida Polytechnic University Board of Trustees adopted the Finance and Facilities Committee Charter on \_\_\_\_\_.

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: 2022-2024 Finance and Facilities Committee Work Plan**

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**Proposed Committee Action**

Recommend approval of the 2022-2024 Finance and Facilities Committee Work Plan.

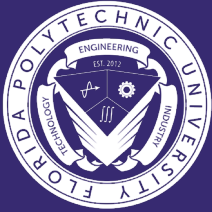
**Background Information**

As the University is starting a new two-year cycle with the Board and reorganizing the Board's standing committees, work plan reviews of each of the various committees are being performed.

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**Supporting Documentation:** Draft 2022-2024 Finance and Facilities Committee Work Plan

**Prepared by:** Dr. Allen Bottorff, Vice President and Chief Financial Officer



# Committee Work Plan

## Finance & Facilities Committee Work Plan

2022-2024

**DRAFT**

### SEPTEMBER

- Finance and Facilities Committee Charter *(review and approve every two years – due September 2022)*
- Finance and Facilities Committee Work Plan *(review and approve every two years – due September 2022)*
- Annual Review of Contracts over \$1M *(review only)*
- Contracts *(review and approve, as needed)*
- Foundation's Actual Use of University Personnel and Property *(review only)*
- Foundation Board Appointments *(review and approve, as needed)*
- Foundation Year-End Financial Report *(review only)*
- University E&G Carryforward Spending Plan *(review and approve)*
- University Annual Financial Report *(review only)*
- Advancement Update
- Campus Construction Update
- Student Housing Development Update

### NOVEMBER

- Bad Debts - Student Receivables *(review only)*
- Contracts *(review and approve, as needed)*
- Foundation Board Appointments *(review and approve, as needed)*
- Foundation Financial Audit *(review only – for prior FY)*
- Advancement Update
- Campus Construction Update
- Foundation Q1 Financial Update
- Student Housing Development Update
- University Q1 Financial Update

### FEBRUARY

- Contracts *(review and approve, as needed)*
- Foundation Board Appointments *(review and approve, as needed)*
- Advancement Update
- Campus Construction Update
- Foundation Q2 Financial Update
- Student Housing Development Update
- University Q2 Financial Update

## JUNE

- Civil Discourse: Annual review of employee personnel policies and procedures
- Capital Improvement Plan (CIP) *(review and approve – for next FY)*
- Contracts *(review and approve, as needed)*
- Foundation's Anticipated Use of University Resources *(review and approve – for next FY)*
- Foundation Board Appointments *(review and approve, as needed)*
- Foundation Operating Budget *(review only)*
- Legislative Budget Request *(review and approve – for next FY)*
- University Operating Budget *(review and approve)*
- Advancement Update
- Campus Construction Update
- Foundation Q3 Financial Update
- Legislative Session Appropriations Update
- Student Housing Development Update
- University Q3 Financial Update

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: University Annual Financial Report FY22 (Unaudited)**

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**Proposed Committee Action**

Information only – no action required.

**Background Information**

The University finished the fiscal year ended June 30, 2022 with a net gain of \$4.1 million in cash and investments increasing largely as a result of an additional state appropriation and HEERF funding. Non-cash items affecting the balance sheet and net income/(loss) include depreciation and deferred costs related to pension, other post-employment benefits, and newly recognized leases under GASB 87.

As typical, the University's major expense is salaries and benefits of \$28.3 million in E&G expenses – an increase of 2.4% year-over-year (YOY) for the University accounted for by an increase in wages in FY22. Operating expenses were flat YOY and Financial Aid paid out to students topped \$12 million, exceeding the budget by \$1 million dollars as a result of an influx of HEERF funding used to provide aid to students.

For the fiscal year ended June 30, 2022 the University will carry over \$9,803,959.

For details regarding the carryforward balance and the construction balance, please see Agenda Item VII.B.

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**Supporting Documentation:**

1. HEERF Update Period Ending 2022 08 31
2. Presentation slides

**Prepared by:** Dr. Allen Bottorff, Vice President and Chief Financial Officer



# FLORIDA POLYTECHNIC UNIVERSITY

## Higher Education Emergency Relief Fund Update Period Ending 31 August 2022

	Institutional:				Financial Aid				
	1031 POLK	1057 HEERF I	1023 HEERF II	1058 HEERF III	HEERF I	HEERF II	HEERF III		
	\$ 300,000.00	\$ 626,651.00	\$ 1,211,962.00	\$ 1,621,780.00	\$ 626,652.00	\$ 626,652.00	\$ 1,621,781.00		
FY19		202,646.80							
FY20	300,000.00	424,004.20			626,652.00				
FY21			921,126.56			626,652.00			
FY22			290,835.44	1,010,050.11	1,300,885.55		1,197,309.00		
FY23				-			10,000.00		
<b>Expenses</b>	<b>\$ 300,000.00</b>	<b>\$ 626,651.00</b>	<b>\$ 1,211,962.00</b>	<b>\$ 1,010,050.11</b>	<b>\$ 2,848,663.11</b>	<b>626,652.00</b>	<b>626,652.00</b>	<b>1,207,309.00</b>	<b>2,460,613.00</b>
<b>Remaining</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 611,729.89</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 414,472.00</b>	
<b>Drawn</b>	300,000.00	626,651.00	1,211,962.00	1,010,050.11	2,848,663.11				
			-	-	\$ -				

G-5  
draw ck

2,848,663.11

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**Estimated Delivery**

6/30/23

**Encumbrances for 6/30/23:**

Upgrade failed cellular antenna system (this has arrived but has not been receipted)	85,921.60	8/15/22	
Upgrade network core switches	179,875.96	9/14/22	
Upgrade audio components in instructor podiums	-	125,000.00	9/30/22
Upgrade cameras to support tracking movement	92,000.00	9/30/22	
Upgrade control panels in podiums	59,797.04	9/30/22	
Replace monitors for remote teaching	4,689.24	9/30/22	
AI chat bot	12,000.00	3/1/23	
Fall awards		8/23/22	414,472.00
Summer awards		7/5/22	-
Encumbrances	<u>559,283.84</u>		<u>414,472.00</u>
	<b>\$ 52,446.05</b>	remaining	<b>\$ -</b> remaining



**FLORIDA POLYTECHNIC**  
UNIVERSITY

# **University Annual Financial Report FY22**

**Dr. Allen Bottorff**  
**September 21, 2022**

# Outline

- **Introduction**
  - Institutional Ratios
- **FY22 Q4 Financial Update**
  - Net Position
  - Statement of Revenues, Expenses and Changes in Net Position
  - Budget-to-Actual
  - Other Sources
- **Summary**



# Institutional Ratios

Ratio	Florida Poly	Benchmark	Status
Cash to current liabilities	561	1	
Viability	287	1.25-2.0	
Primary reserve	79	0.4	
Net income	8	2.0-4.0	

**Cash** ratio is the ability to cover short-term obligations

**Viability** is the availability of expendable assets to cover debt

**Primary reserve** measures financial strength

**Net income** measures operating performance

- **Florida Poly remains in a strong financial position relative to standard financial benchmarks**

# Outline

- **Introduction**
  - Institutional Ratios
- **FY22 Q4 Financial Update**
  - Net Position
  - Statement of Revenues, Expenses and Changes in Net Position
  - Budget-to-Actual
  - Other Sources
- **Summary**



# FY22 Net Position

		6/30/2022	6/30/2021	\$ change	% change
<b>Assets</b>	<b>Assets &amp; Deferred Outflows</b>				
	Cash and Investments	\$ 41,760,346	\$ 37,665,803	\$ 4,094,543	10.87%
	Receivables	12,322,302	2,572,601	9,749,701	378.98%
	Property, Plant & Equipment, net	174,984,312	164,195,855	10,788,457	6.57%
	Deferred Outflows	9,820,744	12,967,812	(3,147,068)	-24.27%
	<b>Total Assets &amp; Deferred Outflows</b>	<b>238,887,705</b>	<b>217,402,072</b>	<b>21,485,633</b>	<b>9.88%</b>
<b>Liabilities</b>	<b>Liabilities &amp; Net Position</b>				
	Current Liabilities	7,444,625	2,950,863	4,493,762	152.29%
	Noncurrent Liabilities	14,982,028	25,215,914	(10,233,886)	-40.59%
	Deferred Inflows	15,660,933	4,120,842	11,540,091	280.04%
	<b>Total Liabilities &amp; Deferred Inflows</b>	<b>38,087,586</b>	<b>32,287,619</b>	<b>5,799,966</b>	<b>17.96%</b>
<b>Net</b>	<b>Net Position</b>	<b>200,800,120</b>	<b>185,114,453</b>	<b>15,685,667</b>	<b>8.47%</b>
	<b>Total Liabilities &amp; Net Position</b>	<b>\$ 238,887,705</b>	<b>\$ 217,402,072</b>	<b>\$ 21,485,633</b>	<b>9.88%</b>



# FY22 Net Position w/o ARC

		w/o ARC 6/30/22	w/o ARC 6/30/21	\$ change	% change
<b>Assets</b>	<b>Assets &amp; Deferred Outflows</b>				
	Cash and Investments	\$ 41,760,345	\$ 35,298,729	\$ 6,461,616	18.31%
	Accounts Receivable and Prepaids	6,190,233	2,572,601	3,617,632	140.62%
	Property, Plant & Equipment, net	131,893,125	134,298,929	(2,405,805)	-1.79%
	Deferred Outflows	9,820,744	12,967,812	(3,147,068)	-24.27%
	<b>Total Assets &amp; Deferred Outflows</b>	<b>\$ 189,664,448</b>	<b>\$ 185,138,072</b>	<b>\$ 4,526,377</b>	<b>2.44%</b>
<b>Liabilities</b>	<b>Liabilities &amp; Net Position</b>				
	Current Liabilities	\$ 2,888,609	\$ 2,518,284	\$ 370,324	14.71%
	Noncurrent Liabilities	14,982,028	25,215,914	(10,233,886)	-40.59%
	Deferred Inflows	15,660,933	4,120,842	11,540,091	280.04%
	<b>Total Liabilities &amp; Deferred Inflows</b>	<b>33,531,569</b>	<b>31,855,040</b>	<b>1,676,529</b>	<b>5.26%</b>
<b>Net</b>	<b>Net Position</b>	<b>156,132,879</b>	<b>153,283,031</b>	<b>2,849,848</b>	<b>1.86%</b>
	<b>Total Liabilities &amp; Net Position</b>	<b>\$ 189,664,448</b>	<b>\$ 185,138,072</b>	<b>\$ 4,526,377</b>	<b>2.44%</b>



# Statement of Revenues, Expenses and Changes in Net Position

	<u>6/30/22</u>	<u>6/30/21</u>	<u>Variance</u>
Net Student Tuition & Fees	\$ 1,607,971	\$ 1,883,384	-14.62%
Grants and Contracts	1,114,305	719,177	54.94%
Auxiliary Enterprise	4,684,904	5,398,436	-13.22%
<b>TOTAL OPERATING REVENUES</b>	<u>7,407,179</u>	<u>8,000,997</u>	<u>-7.42%</u>
Compensation and Employee Benefits	28,310,917	27,637,793	2.44%
Services and Supplies	16,410,368	17,990,197	-8.78%
Utilities	761,195	670,575	13.51%
Scholarships and Fellowships	10,290,585	9,488,003	8.46%
Depreciation Expense	5,351,272	5,505,214	-2.80%
<b>TOTAL OPERATING EXPENSES</b>	<u>61,124,338</u>	<u>61,291,783</u>	<u>-0.27%</u>
<b>TOTAL OPERATING INCOME (LOSS)</b>	<u>(53,717,159)</u>	<u>(53,290,785)</u>	<u>0.80%</u>

- **Operating revenues include an increase in grants and an increase in waivers causing a decline in overall operating revenue**
- **Auxiliary revenues declines as a result in few meal plan sales**
- **Rising energy costs yields a 13.5% increase for us of FY21**





# Statement of Revenues, Expenses and Changes in Net Position

	<u>6/30/22</u>	<u>6/30/21</u>	<u>Variance</u>
State Appropriations	42,752,100	37,986,217	12.55%
Federal and State Student Financial Aid	10,159,979	9,705,930	4.68%
Investment Income	351,068	1,157,839	-69.68%
Net Investment Income(Loss)	(1,372,990)	(2,353,224)	-41.65%
Other Non-Operating Revenue	2,936,112	2,636,934	11.35%
Interest on Asset-Related Debt	(18,407)	(5,399)	240.94%
TOTAL NON-OPERATING REVENUES (EXPEN	<u>54,456,793</u>	<u>49,128,296</u>	<u>10.85%</u>
INCOME (LOSS) BEFORE TRANSFERS	739,634	(4,162,489)	-117.77%
Capital Appropriations	<u>14,946,033</u>	<u>82,324</u>	<u>18055.13%</u>
CHANGE IN NET ASSETS	15,685,667	(4,080,165)	-484.44%
TOTAL NET POSITION - BEGINNING	185,114,453	189,194,618	-2.16%
TOTAL NET POSITION - ENDING	<u><u>\$ 200,800,120</u></u>	<u><u>\$185,114,453</u></u>	<u><u>8.47%</u></u>

- **State appropriations increased as a result of additional funds distributed to the State University System**
- **Investment income decline as a result of overestimated budget at the beginning of FY22 and as a result of significant decline in market conditions**
- **GASB 87 (recognition of lease revenue as non-operating vs operating & debt vs operating expenses) shifted related accounting line items**
- **The noted capital appropriation increase was related to completion of the ARC.**

# Federal Funds (HEERF)

	(Polk County)			
	CARES I	CARES I	CARES II	CARES III
<b>Institutional Funding:</b>				
Funding life-to-date	\$ 300,000	\$ 626,651	\$ 1,211,962	\$ 1,621,780
Disbursements life-to-date	\$ 300,000	\$ 626,651	\$ 1,211,962	\$ 1,010,050
<b>Remaining funds to draw</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 611,730</b>
<b>Financial Aid Funding:</b>				
Funding life-to-date	\$ -	\$ 626,652	\$ 626,652	\$ 1,621,781
Disbursements life-to-date	\$ -	\$ 626,652	\$ 626,652	\$ 1,197,309
<b>Remaining funds to draw</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 424,472</b>

- These are funds remaining to be drawn down from the Federal G5 holding account.
- \$52,446 of the HEERF Institutional funds remain unencumbered or unspent as of this date.
- \$0 of the Financial Aid funding (HEERF Student funds) are unencumbered or unspent as of this date.



# Carryforward Balances

## Education & General

<b>Beginning Balance, 7/1/21</b>	<b>\$ 8,950,361</b>
<b>Source:</b>	
Interest	49,461
	<hr/>
Total E&G carryforward sources	8,999,821
<b>Uses:</b>	
Non-recurring operating expenses	(5,350,983)
Restricted by Appropriation	(110,509)
	<hr/>
Total E&G carryforward uses	(5,461,492)
<b>Ending Balance, 6/30/22</b>	<b><u><u>\$ 3,538,329</u></u></b>

## Capital

<b>Beginning Balance, 7/1/21</b>	<b>\$ 9,719,950</b>
<b>Sources:</b>	
Interest	173,823
Project transfer-in	3,658,198
	<hr/>
Total Capital Carryforward Sources	13,551,971
<b>Uses:</b>	
Applied Research Center	(2,279,745)
Reclaimed Water Infrastructure	(10,887)
Chiller Plant Expansion	(384,702)
	<hr/>
Total Capital Carryforward Uses	(2,675,334)
<b>Ending Balance, 6/30/22</b>	<b><u><u>\$ 10,876,637</u></u></b>

# Outline

- **Introduction**
  - Institutional Ratios
- **FY22 Q4 Financial Update**
  - Net Position
  - Statement of Revenues, Expenses and Changes in Net Position
  - Budget-to-Actual
  - Other Sources
- **Summary**



# Summary

- **University balance sheet remains strong and thriving in supporting of strategic priorities**
  - Primary Reserve Ratio, measuring financial strength of the University, remains high and driven by our resources
  - Viability Ration, measuring our availability of expendable assets to cover debt, remains high and driven by our low debt levels
- **University continues to be a good steward of resources by strategically using carryforward funding for nonrecurring investments**
- **University continues to use CARES funding to support infrastructure and student development**

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: FY23 University Carryforward Spending Plan and Fixed Capital Outlay Budget**

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**Proposed Committee Action**

Recommend approval of the University Carryforward Spending Plan and Fixed Capital Outlay Budget for the 2022-2023 fiscal year to the Board of Trustees.

**Background Information**

The Board of Governors requires that the University's fixed capital outlay and carryforward budget information be approved by the Board of Trustees and provided to the Board of Governors who will review and approve each budget.

The President and the Chief Financial Officer (CFO), in accordance with their fiduciary responsibility to the University, must certify that the budgets are true and materially correct to the best of their knowledge. The President and the CFO must further certify that these budgets have been reviewed and approved by the Board of Trustees and that funds will only be expended in accordance with the approved budget as well as all applicable Florida Statutes, Board of Governors Regulations, and University Regulations.

**Carryforward Spending Plan**

Carryforward funds are those education and general funds appropriated by the Legislature each year that are not expended during the year received. These funds are then carried over to the succeeding year and are available for use subject to certain restrictions. For the fiscal year ended June 30, 2022, the University is projecting a \$13.3 million carryforward balance. The University has committed those funds for non-recurring university operations and construction.

**Fixed Capital Outlay Budget**

The Fixed Capital Outlay budget identifies the sources and uses of all funds expended or to be expended on construction projects. Sources of such funds come from a variety of sources including Public Education Capital Outlay (PECO), Capital Improvement Trust Fund (CITF), carryforward funds, private donations, federal grants, or revenue bonds.

The University will begin construction of the new Gary C Wendt Engineering Building 1 with \$9.8 million of carryforward funding from prior years and an additional \$4.9 million transferred in from FY22 carryforward funding. This project is anticipated to cost approximately \$14.7 million at completion. We will also begin the planning and construction of an expansion to the Public Safety and Campus Operations Center with \$3.2 million of state appropriated deferred maintenance funding (HB5001 s197, 2022 Legislature) and a University contribution of \$1.3 million from carryforward to fully support this project. In addition, the University will complete, in FY23, an expansion of the Central Chiller Plant and will continue to plan for and construct additional use connections to the City of Auburndale's Reclaimed Water Plant. To date, the

University has spent \$1,181,627 with \$873,884 remaining budgeted. Last – but required for documentation in the FY23 request - the University presently has the \$47.2 million Applied Research Center (ARC) in close out.

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**Supporting Documentation:**

1. Carryforward Spending Plan
2. Fixed Capital Outlay Budget
3. President and Chief Financial Officer Certification Form
4. Presentation slides

**Prepared by:** Dr. Allen Bottorff, Vice President and Chief Financial Officer

**Florida Polytechnic University**  
**Education and General**  
**Carryforward Spending Plan Summary**  
**Approved by University Board of Trustees**  
**Balances and Spending Plans as of July 1, 2022**

	<u>University E&amp;G</u>	<u>Special Unit FIPR</u>	<u>Grand Total : Summary</u>
<b>A. Beginning E&amp;G Carry</b>			
Cash	\$ 367,660	\$ 40,643	\$ 408,303
Investments	12,960,957	6,079,317	19,040,274
<b>B. Beginning E&amp;G Carryforward Balance (Net of Payables/Receivables/Deferred Fees) :</b>	13,328,617	6,119,960	19,448,577
<b>C. Fiscal Year 2021-2022 E&amp;G Carryforward Encumbrances Brought Forward</b>	367,660		367,660
<b>D. 7% Statutory Reserve Requirement (1011.45(1) F.S.):</b>	3,229,749		3,229,749
<b>E. E&amp;G Carryforward Balance Less 7% Statutory Reserve Requirement ( Amount Requiring Approved Spending Plan ) :</b>	<b>9,731,208</b>	<b>6,119,960</b>	<b>15,851,168</b>
<b>F. Annual Contribution to Reserves for New FCO Projects (per s. 1001.706(12) F.S. and Board Reg 14.002) (Should agree with the "Total Facilities Reserves as of July 1, 2022" on the "Details - FCO Reserves" tab)</b>	1,000,000	\$-	1,000,000
<b>G. * Restricted / Contractual</b>			
Restricted by Appropriations	349,202	400,000	749,202
<b>Restricted by Contractual Obligations :</b>			
<b>Facilities, Infrastructure, and Information Technology</b>			
Utilities			
Information Technology (ERP, Equipment, etc.)	716,000		716,000
<a href="#">Minor Carryforward Fixed Capital Outlay Projects ( Board of Governors Regulation 14.003(2) )</a>			
<a href="#">Major Carryforward Fixed Capital Outlay Projects ( Board of Governors Regulation 14.003(2) )</a>			
<b>Operating Restricted :</b> (Should agree with restricted column totals on "Details-Operating" tab)	1,065,202	400,000	1,465,202
<b>FCO Restricted :</b> (Should agree with restricted column totals on "Details-Fixed Capital Outlay" tab)			
<b>Grand Total Restricted / Contractual Funds :</b>	<b>1,065,202</b>	<b>400,000</b>	<b>1,465,202</b>
<b>H. * Commitments</b>			
<b>Academic and Student Affairs</b>			
Student Services, Enrollment, and Retention Efforts	1,101,406		1,101,406
Student Financial Aid			
Faculty/Staff, Instructional and Advising Support and Start-up Funding	420,992		420,992
Faculty Research and Public Service Support and Start-Up Funding	446,390		446,390
<b>Facilities, Infrastructure, and Information Technology</b>			
<a href="#">Minor Carryforward Fixed Capital Outlay Projects ( Board of Governors Regulation 14.003(2) )</a>			
<a href="#">Major Carryforward Fixed Capital Outlay Projects ( Board of Governors Regulation 14.003(2) )</a>	4,023,049		4,023,049
<b>Other UBOT Approved Operating Requirements</b>			
Other Operating Requirements (University Board of Trustees-Approved That Support the University Mission)	984,129		984,129
Contingencies for a State of Emergency Declared by the Governor ( Section 1011.45(3)(g) )			
<b>Operating Commitments :</b> (Should agree with committed column total on "Details-Operating" tab)	2,952,917		2,952,917
<b>FCO Commitments :</b> (Should agree with committed column total on "Details-Fixed Capital Outlay" tab)	4,713,089		4,713,089
<b>Grand Total Commitments :</b>	<b>7,666,006</b>		<b>7,666,006</b>
<b>I. Available E&amp;G Carryforward Balance as of July 1, 2022:</b>	<b>-</b>	<b>5,719,960</b>	<b>5,719,960</b>



Florida Polytechnic University  
**FIXED CAPITAL OUTLAY BUDGET for Fiscal Year 2022-23**  
(per s. 1013.61, F.S. and Board Reg. 14.003)

CFSP item #	Category	Project Title/Name	Description	Total Project(s) Cost	Funding Source(s)		Funds Expended to Date	Funds to be Expended this Year	Remaining Balance	Project Timeline		Comments
					Source	Amount				Start Date	Completion Date	
<b>Education &amp; General (E&amp;G) Operating Projects</b>												
	<i>Consolidated line item of all FCO projects, as defined in Board reg 14.001, funded from current year E&amp;G operating funds. No individual project funded in whole or in part shall exceed \$1M, per Board reg 9.007(3)(a)1.</i>			\$0	E&G Operating Funds	\$0	\$0	\$0	\$0			These are current year funds to be spent in the current year.
<b>Carryforward (CF) - Small Projects</b>												
	<i>Consolidated line item of all FCO projects with a cost up to \$2M funded in whole or in part from CF funds, pursuant to Board Reg. 14.003(2)(b). Includes replacement of facilities less than 10,000 gross sf. This is a single line item in the FOC budget. For a list of individual projects, refer to the Carryforward Spending Plans (CFSP).</i>			\$0	CF	\$0	\$0	\$0	\$0			
<b>Carryforward (CF) - Large Projects</b>												
	<i>Any FCO project funded in whole or in part from CF funds, where total individual FCO project cost exceeds \$2M, pursuant to Board reg. 14.003(2)(c) and expenditure limits described therein. May also be reflected as one of multiple funding sources under categories State Appropriate Projects and Non-Appropriated Projects.</i>											
5		Engineering Building 1	Construction of new Engineering Building 1	\$14,672,556	CF	\$14,672,556	\$0	\$1,500,000	\$13,172,556	6/1/22	6/30/24	
6		Reclaimed Water/Chiller Expansion	Add Chiller capacity and connect to City of Auburndale Reclaimed Water Plant	\$2,690,040	CF	<u>2,690,040</u>	\$1,181,627	\$1,508,413	\$0	11/2/15	6/30/23	
7		Campus Control Center Expansion	Expand Campus Control Center									
<b>State Appropriated Projects <sup>1</sup></b>												
	<i>This category includes all FCO projects utilizing funds originally appropriated as FCO funds by the State of Florida, notwithstanding criteria in Board regulation 14.001. These funds should never be included in the operating budget. Examples, PECO (including Sum-of-Digits) and CITF. Reference Board reg 14.003(12)(d). For the purpose herein, all projects \$2 million or less can be consolidated into a single line item.</i>											
		Campus Control Center Expansion	Expand Campus Control Center	\$4,507,860	Deferred Maint CF	3,197,900 1,309,960	\$0	\$4,507,860	\$0	10/1/22	6/30/23	Start date is subject to change based on availability of Deferred Maintenance funds.
		Applied Research Center	Construction of the Applied Research Center	\$47,341,007	PECO CITF CF	21,868,574 208,433 <u>25,264,000</u>	\$43,163,386	\$4,177,621	\$0	8/30/17	6/30/23	
					Total:	\$4,507,860						
					Total:	\$47,341,007						
<b>Non-Appropriated Projects <sup>1</sup></b>												
	<i>This category includes all university FCO projects that have not directly or indirectly used funds appropriated by the State. Examples include private donations, athletic revenues, federal grants, housing/parking revenue bonds, etc. Reference Board reg 14.003(12)(e). For the purpose herein, all projects \$2 million or less can be consolidated into a single line item.</i>											
<b>TOTALS:</b>				<b>\$69,211,463</b>		<b>\$69,211,463</b>	<b>\$44,345,013</b>	<b>\$11,693,894</b>	<b>\$13,172,556</b>			

**Notes:**  
1) Pursuant to s. 1031.61, F.S., as well as "Board" as defined in s. 1013.01, F.S., the FCO Budget does not apply to those projects acquired, constructed, and owned by a Direct Support Organization or under a Public Private Partnership.  
2) The Fixed Capital Outlay Budget may be amended, subject to the requirements described in Regulation 14.003(4).



# 2022-2023 Operating Budget, E&G Carryforward Spending Plan, & Fixed Capital Outlay Budget

University Name: FLORIDA POLYTECHNIC UNIVERSITY

## 2022-2023 Operating Budget, E&G Carryforward Spending Plan, & Fixed Capital Outlay Budget Certification Representations

I hereby certify to the Board of Governors that the referenced 2022-2023 Operating Budget, E&G Carryforward Spending Plan, & Fixed Capital Outlay Budget provided to the Board of Governors in accordance with my fiduciary responsibility to the university is true and materially correct to the best of my knowledge. I further certify that these budgets have been reviewed and approved by the Board of Trustees at its meeting held on September 28, 2022 and that funds will only be expended in accordance with the approved budget as well as all applicable Statutes, Board of Governors' Regulations, and university regulations. I understand that any unsubstantiated, false, misleading, or withheld information relating to these statements may render this certification void. My signature below acknowledges that I have read and understand these statements.

Certification: \_\_\_\_\_ Date \_\_\_\_\_  
Chief Financial Officer

Certification: \_\_\_\_\_ Date \_\_\_\_\_  
President

I certify that the above referenced university budgets for fiscal year 2022-2023 have been approved by the University Board of Trustees and is true and materially correct to the best of my knowledge.

Certification: \_\_\_\_\_ Date \_\_\_\_\_  
Board of Trustees Chair



**FLORIDA POLYTECHNIC**  
UNIVERSITY

**FY23 University Carryforward  
Spending Plan and Fixed Capital  
Outlay Budget**

**Dr. Allen Bottorff**  
**September 21, 2022**

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# Outline

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- Introduction
  - **Carryforward Spending Plans**
    - FY23 E&G Carryforward Spending Plan
    - FY23 Capital Carryforward Spending Plan
  - Summary
-



# FY23 E&G Carryforward Spending Plan

Description		CARRY FORWARD
Ending FY22 Balance		\$ 3,524,659
E&G transfer - FY22		9,803,959
<b>FY 22-23 Beginning Balance</b>		<b>13,328,617</b>
<b>7% Required Reserve</b>		<b>3,229,749 *</b>
Office of the President	Special Projects	884,129
Office of the Provost	Other Personnel Services	1,968,788
Technology Services	Capital Equipment	716,000
General Counsel	Legal Defense Funds	100,000
AMI 1&2	Research	349,202
FY23 Operations		4,018,119
FY22 Encumbrances		367,660
<b>Total FY23 Expenses</b>		<b>4,385,779</b>
Engineering Building 1		2,713,089
Central Chiller Expansion		690,040
Campus Control Center		1,309,960
Annual Building reserve		1,000,000
<b>Construction &amp; Building Reserve</b>		<b>5,713,089</b>
<b>Total Carryforward Budget FY23</b>		<b>13,328,617</b>
<b>Balance</b>		<b>\$ 0</b>

\*7% of the State Appropriation (General and Lottery)



# FY23 Capital Carryforward Spending Plan

Description	Total Project Cost	Expended to Date	FY23 Expenses	Remaining Balance
Applied Research Center	\$ 47,341,007	\$43,163,386	\$ 4,177,621	\$ -
Engineering Building 1	14,672,556	-	1,500,000	13,172,556
Central Chiller Expansion	2,690,040	1,181,627	1,508,413	-
Campus Control Center	4,507,860	-	4,507,860	-
<b>Total Construction</b>	<b>69,211,463</b>	<b>44,345,013</b>	<b>11,693,894</b>	<b>13,172,556</b>
Annual Building Reserve	1,000,000	-	250,000	750,000
<b>Total Construction &amp; Building Reserve</b>	<b>\$ 70,211,463</b>	<b>\$44,345,013</b>	<b>\$ 11,943,894</b>	<b>\$ 13,922,556</b>

# Outline

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- **Introduction**
  - **Carryforward Spending Plans**
    - FY23 E&G Carryforward Spending Plan
    - FY23 Capital Carryforward Spending Plan
  - **Summary**
-

# Summary

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- **The University will carry over \$9.8 million**
  - **\$10.1 million is available to spend**
    - \$4.4 million for operations
    - \$5.7 million for construction and capital facility reserves
  - **\$3.2 million (7%) mandatory operational reserves**
  - **All FY23 University capital projects are funded**
-



# Request for Motion

- **Approval of the carryforward spending plans, operating and capital, for the fiscal year 2022-23 is recommended.**

**Motion to recommend approval of the FY23 University Carryforward Spending Plan and Fixed Capital Outlay Budget to the Board of Trustees**

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: Annual Review of Contracts Over \$1,000,000**

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**Proposed Committee Action**

Information only – no action required.

**Background Information**

As part of the Finance and Facilities Work Plan, on an annual basis the Finance and Facilities Committee will be provided an update on the current Purchasing Agreements with a contract value in excess of \$1,000,000. This disclosure and review provide the Board of Trustees, through the Committee, oversight of significantly large contracts that the University is managing. This disclosure will, at a minimum, include the vendor's name and expenditures to date for those contracts awarded.

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**Supporting Documentation:** Contract Report, 9/21/22

**Prepared by:** Dr. Allen Bottorff, Vice President and Chief Financial Officer

**FLORIDA POLYTECHNIC UNIVERSITY**  
**Agenda Item VII-C Materials**

**All Active Contracts in Excess of \$1,000,000**

<b>Vendor</b>	<b>Contract Type</b>	<b>Contract Start Date</b>	<b>Contract End Date</b>	<b>Total Contract Value</b>	<b>Total Spend To Date</b>	<b>FY 21-22 Spend</b>
Brighthouse Networks	Internet and cable for all campuses	10/28/13	10/27/23	As Budget Allows	\$ 1,034,200.15	\$ 147,655.54
Capstone	Student Housing Development Project	Under Predevelopment Agreement				
CDW Government Inc	Computer Materials	8/1/17	7/31/27	As Budget Allows	\$ 2,817,718.45	\$ 1,650,486.19
Compass Group USA	Dining Services	5/1/17	6/30/27	\$ 7,200,000.00	\$ 9,860,555.58	\$ 2,975,231.47
HOK	Architect Services for ARC	10/1/17	Through Closeout	\$ 3,279,562.00	\$ 3,110,024.44	\$ 408,235.48
Liberty Lawn Care, LLC	Lawncare for Main Campus	1/27/22	1/26/25	\$ 2,509,370.00	\$ 223,327.80	\$ 223,327.80
Presidio	Network Equipment for various university needs	7/1/22	9/30/24	\$ 1,000,000.00	\$ 117,578.55	\$ 117,578.55
Skanska USA	General Construction Services for ARC	7/1/18	Through Closeout	\$ 34,772,592.81	\$ 32,514,403.41	\$ 9,842,209.92
Workday Inc	Workday Enterprise System HCM, Training, Student and Adaptive Planning	4/30/18	4/29/24	\$ 2,765,123.00	\$ 2,105,368.75	\$268,214.75

**NOTES**

1. "As budget allows" means this is a "Price Contract" - there was no firm fixed Total Value for the
2. "Under Predevelopment Agreement" refers to the Board approved agreement (July 2022) with the

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: Campus Construction Update**

---

**Proposed Committee Action**

Information only – no action required.

**Background Information**

The Applied Research Center (ARC) is 92% complete and fully funded. While the building is operational and opening, Florida Polytechnic University is working to procure remaining purchases and is engaged in the planned sequencing of move-in and occupancy. Final punch out is in progress and the Final Completion date is to be determined within the fall term.

The Gary C. Wendt Engineering Building 1 is in planning and is proposed to be adjacent to the ARC, with a building footprint of 20,000 gross square feet (GSF), and an additional 20,000 GSF of structural shell space as a second floor. One of the University's continuing services providers has been selected to prepare the Advanced Schematic Design for the project. An invitation to negotiate (ITN) is in process to select a design-builder to complete the remaining design and construct the facility.

The Public Safety and Campus Operations Center is about to begin planning and is proposed to be an expansion to the existing Campus Control Center and Central Chiller Plant complex East of the exterior ring of the campus. This project anticipates a 10,000 GSF expansion to serve the University Police Department, Information Technology Services, and Facilities and Safety Services current operating out of leased modulars in the same area. The intent is to provide a more permanent facility for the operations of these critical functions for the future.

The supporting documentation included gives a brief overview of the projects in progress and forthcoming.

---

**Supporting Documentation:** Presentation slides

**Prepared by:** David Calhoun, Assistant Vice President of Facilities and Safety Services



**FLORIDA POLYTECHNIC  
UNIVERSITY**

## **Campus Construction Update**

**David Calhoun**

**September 21, 2022**



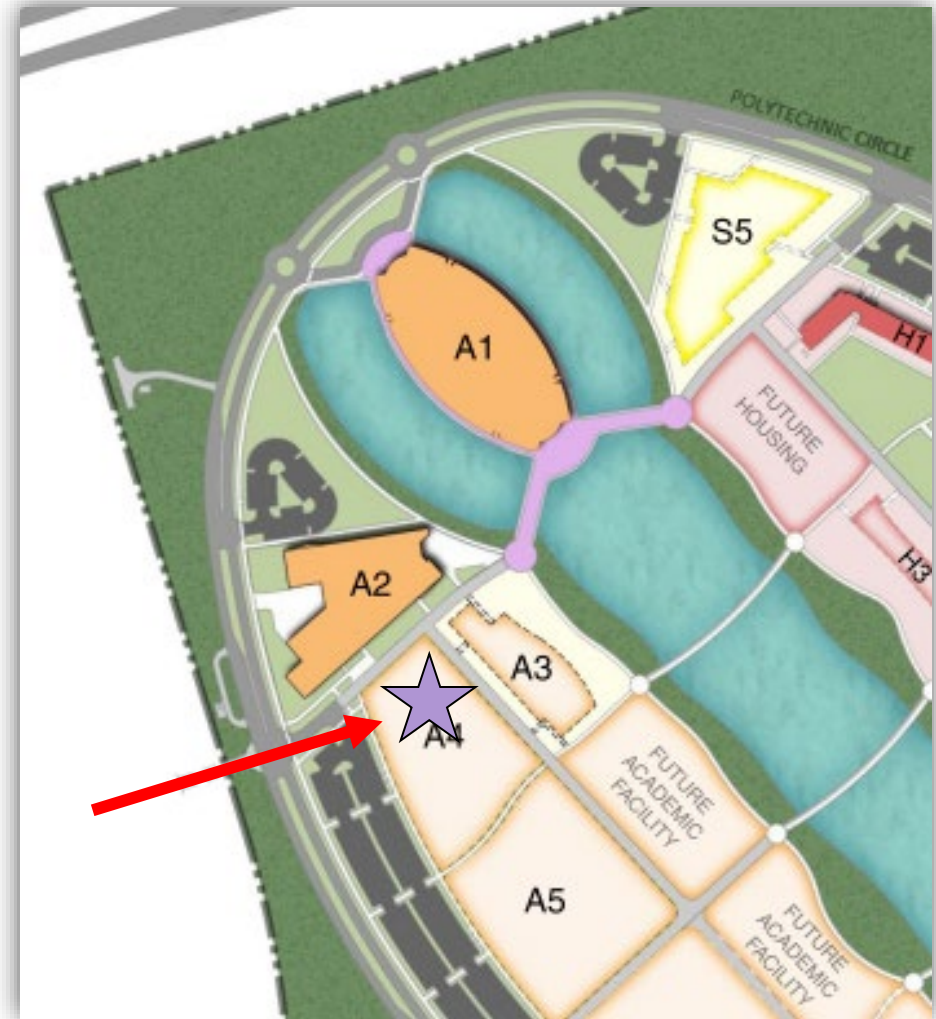
# Applied Research Center

- **Project Budget**
  - \$47.4M, fully funded
- **Funding Sources**
  - PECO funding FY17 (\$5.0M)
  - PECO funding FY18 (\$2.0M)
  - PECO funding FY22 (\$14.9)
  - CF funding FY17 (\$5.0M)
  - CF funding FY19 (\$17.9M)
  - CF funding FY20 (\$2.4M)
  - CITF funding (\$200k)
- **Est. Operations Cost**
  - \$2.0M, annually
- **Completion**
  - Substantial: 05-23-22
  - Final: TBD
- **Building Size**
  - 96,600 GSF



# Gary C Wendt Engineering Building 1

- **Project Budget**
  - \$14.7M, fully funded
- **Funding Sources**
  - CF funding FY21- FY23 (\$14.7M)
- **Est. Operations Cost**
  - \$200k, annually
- **Est. Completion**
  - TBD
- **Building Size**
  - 1<sup>st</sup> Floor - 20,080 GSF
  - 2<sup>nd</sup> Floor - 20,000 GSF of future shell space, second floor
- **Status**
  - Three (3) Qualified Design Build respondents have been shortlisted to respond to a Request for Proposal (RFP)
  - Design Build RFP, in progress



# Central Chiller Plant Expansion



**The expansion to the central chiller plant includes an additional chiller, and cooling tower in order to maintain compliance with the University's Campus Master Plan Policy to provide redundant cooling across campus. With the addition of the Applied Research Center, redundant cooling was taxed, and the additional chiller brings the University back to a state of  $n + 1$  redundancy.**





# Public Private Partnership



**Permit reviews are in progress. The initial mobilization and structural permit as been issued. Our reviews have considered the integration into our campus amenities, code compliance, and compliance with our Campus Design Standards. Construction start is scheduled for Fall 2022.**



# Residence Hall III



**Design reviews are in progress with review of the integration to our campus amenities, code compliance, and compliance with our Campus Design Standards. Construction is anticipated to start in Spring 2023 for completion in Fall 2024.**

# Public Safety and Campus Operations Center

- **Project Budget**
  - \$4.5M, fully funded
- **Funding Sources**
  - CF funding FY23 (\$1.3M)
  - Deferred Maintenance (\$3.2M)
- **Est. Operations Cost**
  - Savings of \$75k, annually
- **Completion**
  - TBD
- **Building Size**
  - 10,000 GSF





# Summary

- **Applied Research Center**
  - Substantially complete, and currently in operation.
- **Gary C Wendt Engineering Building 1**
  - Three (3) Design Build Firms have been shortlisted to respond a Request for Proposal.
- **Central Chiller Expansion**
  - The addition of a 3<sup>rd</sup> chiller allows the University to maintain n+1 redundancy for chilled water across the campus. The central plant supplies cooling to all facilities on campus excluding the Student Development Center (SDC).
- **Public Private Partnership (IFF)**
  - Design reviews are complete, and the construction start date is on track for Fall 2022.
- **Residence Hall III**
  - The schematic design review has been completed, and the remaining design is in progress. Mobilization is scheduled for March 2023 for a completion by Fall 2024.
- **Public Safety and Campus Operations Center**
  - The project is funded through a deferred maintenance allocation and carry forward funds. This facility will provide the University the opportunity eliminate temporary leased facilities resulting in an operational savings of \$75,000, annually.

**Florida Polytechnic University  
Finance & Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: Utility Easement with Duke Energy Florida, LLC**

---

**Proposed Committee Action**

Recommend approval of the Utility Easement with Duke Energy Florida, LLC, to the Board of Trustees.

**Background Information**

Duke Energy is seeking a 4,582-foot long by 65-foot wide (6.84 acres) permanent facilities and access easement ("Easement") to accommodate the construction and maintenance of a high voltage transmission line across the southern boundary of an undeveloped/vacant parcel solely owned by the Florida Polytechnic University Board of Trustees. The parcel is 360.32 acres of reclaimed phosphate land, located less than a mile southwest of Florida Poly's main campus. The parcel is generally unsuitable for development and any potential future use of the land is limited to recreational or agricultural uses.

Duke Energy's appraisal for the proposed Easement estimated a market value of \$65,550. Florida Poly engaged an independent appraiser who concluded the market value of the Easement to be \$123,300. **After settlement negotiations, Duke Energy has agreed to pay \$99,500 for the Easement – contingent upon the formal approval of the Florida Polytechnic University Board of Trustees.** If approved, the amount of \$99,500 will be paid to the University and deposited into the University's Auxiliary Funds after closing.

The most important benefit to the University in this settlement is the decision by Duke Energy to move the transmission line away from main campus. The original planned route of the transmission line cut across the northern edge of campus between IST and I-4, which would have had a significant and negative impact to the University. Instead, the new route for the transmission line will have no impact to the University's main campus.

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**Supporting Documents:**

1. Easement with Duke Energy Florida, LLC
2. Duke Energy Route Map
3. Duke Energy Appraisal Report
4. Florida Poly Appraisal Review Report

**Prepared by:** Alex Landback, Associate General Counsel

The Florida Polytechnic University Board of Trustees; Item #073.1  
Osprey to Kathleen – New 230kV Line  
Thor #: 2826T1 Oracle #: FLOSPRK01  
Site #: 115703



Prepared By:  
Manny R. Vilaret, Esquire  
Vilaret Law, PLLC  
10901 Danka Circle, Suite C  
Saint Petersburg, Florida 33716

## EASEMENT

KNOW ALL MEN BY THESE PRESENTS, the undersigned, successors, and assigns (GRANTOR herein), in consideration of the sum of One Dollar (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, grant and convey to **DUKE ENERGY FLORIDA, LLC, a Florida limited liability company d/b/a DUKE ENERGY** (GRANTEE herein), Post Office Box 14042, St. Petersburg, Florida 33733, its successors, assigns, lessees, licensees, transferees, permittees, and apportionees, the right, privilege and easement to construct, remove, reconstruct, operate, and maintain in perpetuity overhead and/or underground electric transmission and distribution lines, communication systems and related facilities for providing electric energy services, and communications services (but only used by GRANTEE in connection with the delivery of electric energy services) and the transmission of any and all present or future form of communication by any present or future means or method (including, with respect to all grants herein, supporting structures, communication and other wires, fiber optics, guys, anchors, attachments and accessories desirable in connection therewith) all of which may be installed or constructed over, under, upon, across, through and within the following described lands in Polk County, Florida, and referred to hereinafter as the Easement Area to wit:

**See Exhibit "A", attached hereto, incorporated herein, and by this reference made a part hereof.**

Tax Parcel Number: **24-27-13-000000-012010**

Together with the right to construct, install, operate, utilize, patrol, inspect, alter, improve, repair, rebuild, relocate or remove such lines, systems and supporting monopole structures and related facilities, including the right to adjust the centerline within the Easement Area and to build, maintain and protect such roadways as may reasonably be required for these purposes. GRANTEE commits to limit the number and location of poles as set out in **Exhibit B**, the pole location map(s). At the time of initial installation of the support structures (poles), if a conflict exists that makes it impossible to erect the poles in the locations shown on **Exhibit "B"**, then the poles may be relocated no more than ten feet (10') from the agreed upon locations. Once the support structures (poles) have been installed, the poles cannot be relocated more than ten (10') feet from the initial construction locations.

GRANTEE shall have all other rights and privileges reasonably necessary or convenient for the safe and efficient operation and maintenance of said electric transmission and distribution lines, communication systems and related facilities, including (i) the right to trim, cut, remove, and keep clear trees, limbs and undergrowth within said Easement Area and the right to cut down at any time and from time to time, in GRANTEE's sole discretion, any tree standing outside the Easement Area which if felled, or upon falling, could fall within five (5) feet of any conductor or other facility included within said Easement Area, and further including (ii) the reasonable right to enter upon adjoining lands of the GRANTOR by such route or routes, including private roads and ways then existing thereon, on foot or by conveyance, with materials, supplies, and equipment as may be desirable for the purpose of exercising all rights herein granted and further including (iii) the right to install gates a minimum of sixteen (16) feet in width if GRANTOR has installed a fence within or across the Easement Area, along with GRANTEE's lock linked with GRANTOR's lock and further including (iv) the right to relocate any listed or protected plant or animal species found within the Easement Area to another location within the Easement Area. As a result of said relocations, GRANTEE hereby agrees to restore the Easement Area to as near as practicable to the original condition.

GRANTOR covenants and agrees that no trees, buildings, structures, ponds, or obstacles will be located or constructed within the Easement Area nor shall ground elevation be altered more than two (2) feet.

GRANTOR shall have all other rights in and to said Easement Area not inconsistent with (i) GRANTEE's right to the safe and efficient operation and maintenance of said electric transmission and distribution lines, communications systems and

Return to: Duke Energy  
Attn: Data and Document Management  
3300 Exchange Place, NP04  
Lake Mary, FL 32746

related facilities, including clear, continuous access within the Easement Area, (ii) GRANTEE'S right-of-way utilization or encroachment guidelines, or (iii) any federal, state, or local laws, rules, or regulations; including, but not limited to, the right to utilize said Easement Area for (a) ingress and egress, (b) general farming, (c) construction, maintenance and travel over roads and streets across the Easement Area.

PROVIDED, HOWEVER, that as a condition precedent to the exercise of any such right other than ingress and egress, GRANTOR covenants and agrees to obtain from GRANTEE ((800) 700-8744, [www.prgnprojectsolutions.com](http://www.prgnprojectsolutions.com), or P.O. Box 14042, St. Petersburg, Florida 33733, Attention: Asset Protection Right-of-Way Specialist) a prior written determination that the exercise of such right is not inconsistent with the safe and efficient operation and maintenance of said electric transmission and distribution lines and communications systems or with any of the foregoing guidelines or laws.

GRANTOR warrants and covenants that it has the right to convey to GRANTEE this easement, and that GRANTEE shall have quiet and peaceful possession, use and enjoyment of same.

All covenants, terms, provisions and conditions herein contained shall inure and extend to and be obligatory upon the successors, lessees and assigns of the respective parties hereto.

[SIGNATURES APPEAR ON NEXT PAGE]

IN WITNESS WHEREOF, the said GRANTOR has hereunto affixed its hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**GRANTOR:**  
**THE FLORIDA POLYTECHNIC UNIVERSITY**  
**BOARD OF TRUSTEES**

**ATTEST:**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
Print or Type Name

**SIGNED, SEALED AND DELIVERED**  
**IN THE PRESENCE OF:**

**Grantor's mailing address:**

\_\_\_\_\_  
Signature of First Witness

\_\_\_\_\_  
4700 Research Way

\_\_\_\_\_  
Lakeland, FL 33805

\_\_\_\_\_  
Print or Type Name of First Witness

\_\_\_\_\_  
CORPORATE SEAL

\_\_\_\_\_  
Signature of Second Witness

\_\_\_\_\_  
Print or Type Name of Second Witness

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 2022 by \_\_\_\_\_, **Chair of The Florida Polytechnic University Board of Trustees**. He/she is personally known to me or has produced \_\_\_\_\_ as identification.

[Notary Seal]

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Name typed, printed or stamped

My Commission Expires: \_\_\_\_\_



**Legal Description:**

Parcel #24-27-13-000000-012010

A portion of a parcel recorded in Official Records Book 8791, Page 489, public records of Polk County, Florida, lying in Section 13, Township 27 South, Range 24 East, being described as follows:

Commence at the southeast corner of said Section 13; thence South 89°32'53" West, along the south line of said Section 13, a distance of 352.09 feet to the south line of a parcel recorded in Official Records 7984, Page 459, public records of Polk County, Florida; thence North 54°46'24" West, along said south line, a distance of 392.44 feet to the southeast corner of said parcel recorded in Official Records Book 8791, Page 489, and the Point of Beginning; thence South 89°47'05" West, along the south line of said parcel recorded in Official Records Book 8791, Page 489, a distance of 4582.14 feet to the west line of said Section 13; thence North 00°25'30" West, along said west line, a distance of 65.00 feet; thence North 89°47'05" East, a distance of 4582.38 feet to the east line of said parcel recorded in Official Records Book 8791, Page 489; thence South 00°13'00" East, along said east line, a distance of 65.00 feet to the Point of Beginning



Contains 6.84 acres (297,846 Square Feet)

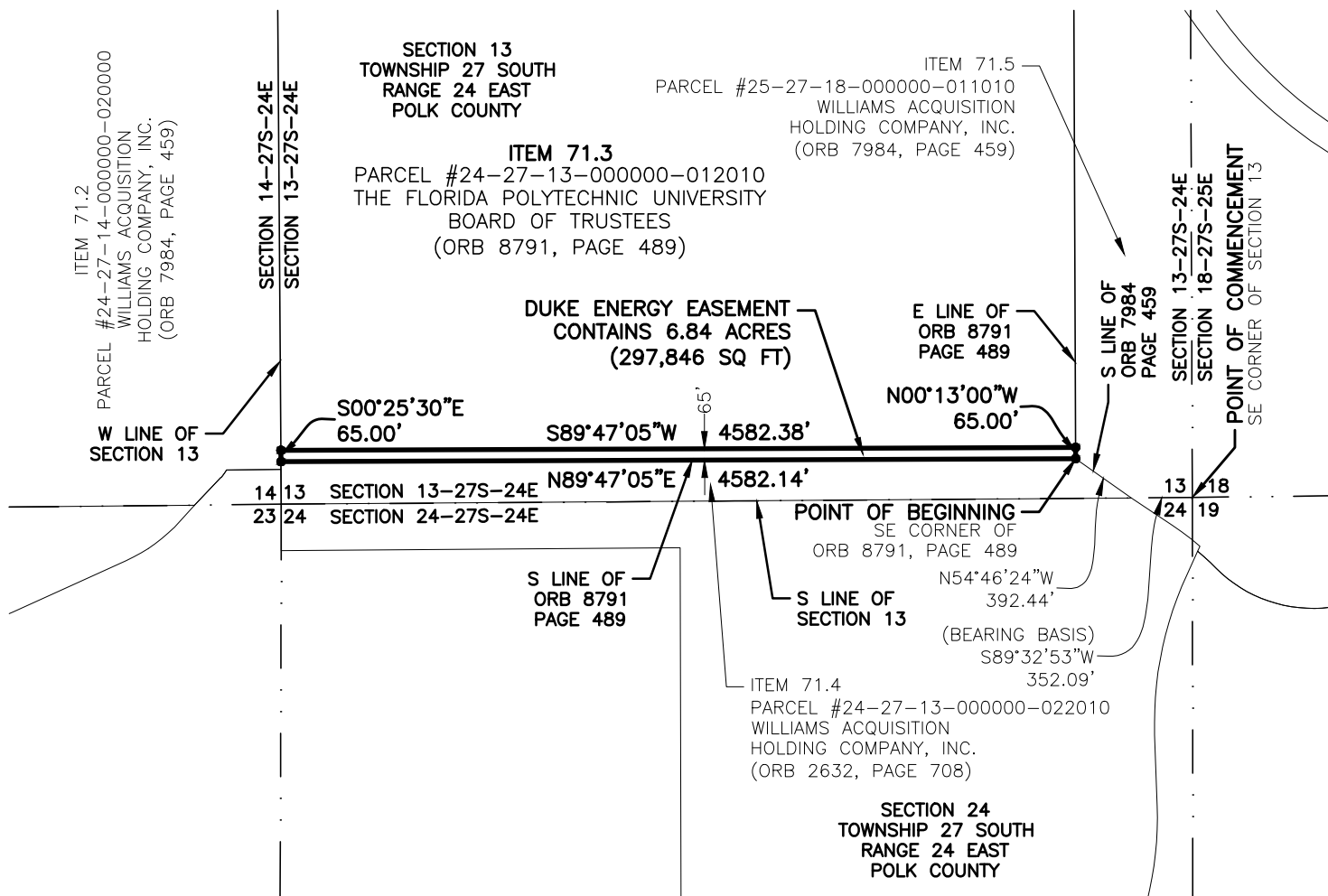
**Surveyor's Notes:**

1. North and the bearings shown hereon are referenced to the south line of Section 13, Township 27 South, Range 24 East as being South 89°32'53" West.
2. All measurements shown hereon are in U.S. Survey Feet.
3. An abstract of title was not performed by or furnished to Pickett and Associates, LLC. Any easements or encumbrances that may appear as a result of said abstract are not warranted by this sketch.
4. Legal description was prepared by Pickett and Associates, LLC per client request and is based on deeds of record and a field survey to locate the controlling corners needed to establish the parcels, right-of-way and easement shown in the legal description and sketch hereon.
5. This sketch meets the applicable "Standards of Practice" as set forth by the Florida Board of Professional Surveyors and Mappers in rule 5J17.051-.053, Florida Administrative Code. Not valid without the original signature and the raised seal or the electronic signature and computer generated seal of a Florida Licensed Surveyor and Mapper.

Gregory A. Prather, P.S.M. Florida Registration No. P.S.M. 5135 DATE  
 Pickett and Associates, LLC Florida Registration No. LB 364

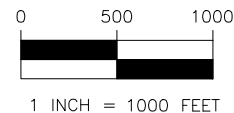
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 <p><b>PICKETT</b> SURVEYING • ENGINEERING</p> <p>3710 AIRPORT COMMERCE DR. STE. 10                  LAKELAND, FLORIDA 33811                  L.B. NUMBER 364                  (863) 533-9095                  www.pickettusa.com</p>	CERTIFIED TO: DUKE ENERGY FLORIDA, LLC		 <p><b>DUKE ENERGY</b>®</p> <p>550 S. TRYON STREET                  CHARLOTTE, N.C. 28202                  TELEPHONE NO. (704)382-2361</p>				
	DESCRIPTION SKETCH  THE FLORIDA POLYTECHNIC UNIVERSITY BOARD OF TRUSTEES  OSPREY TO KATHLEEN						
REVISIONS	1	06/20/22	JJC				
	2	06/22/22	JJC				
VENDOR PROJECT No.	18862		DRAWN	CHECK	SCALE: N/A		WO: 27030448
VENDOR DRAWING No.	SD 6127		ND	JJC	DATE: 05/25/22		SHEET 1 OF 2
					SITE:	LU:	



**LEGEND:**

- ORB OFFICIAL RECORDS BOOK
- P.S.M. PROFESSIONAL SURVEYOR AND MAPPER
- LB LICENSED BUSINESS
- R/W RIGHT-OF-WAY



0071.3-SD03-OK-06222022.DWG



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CERTIFIED TO: DUKE ENERGY FLORIDA, L.L.C.

DESCRIPTION SKETCH

THE FLORIDA POLYTECHNIC  
UNIVERSITY BOARD OF  
TRUSTEES

OSPREY TO KATHLEEN



**DUKE ENERGY®**

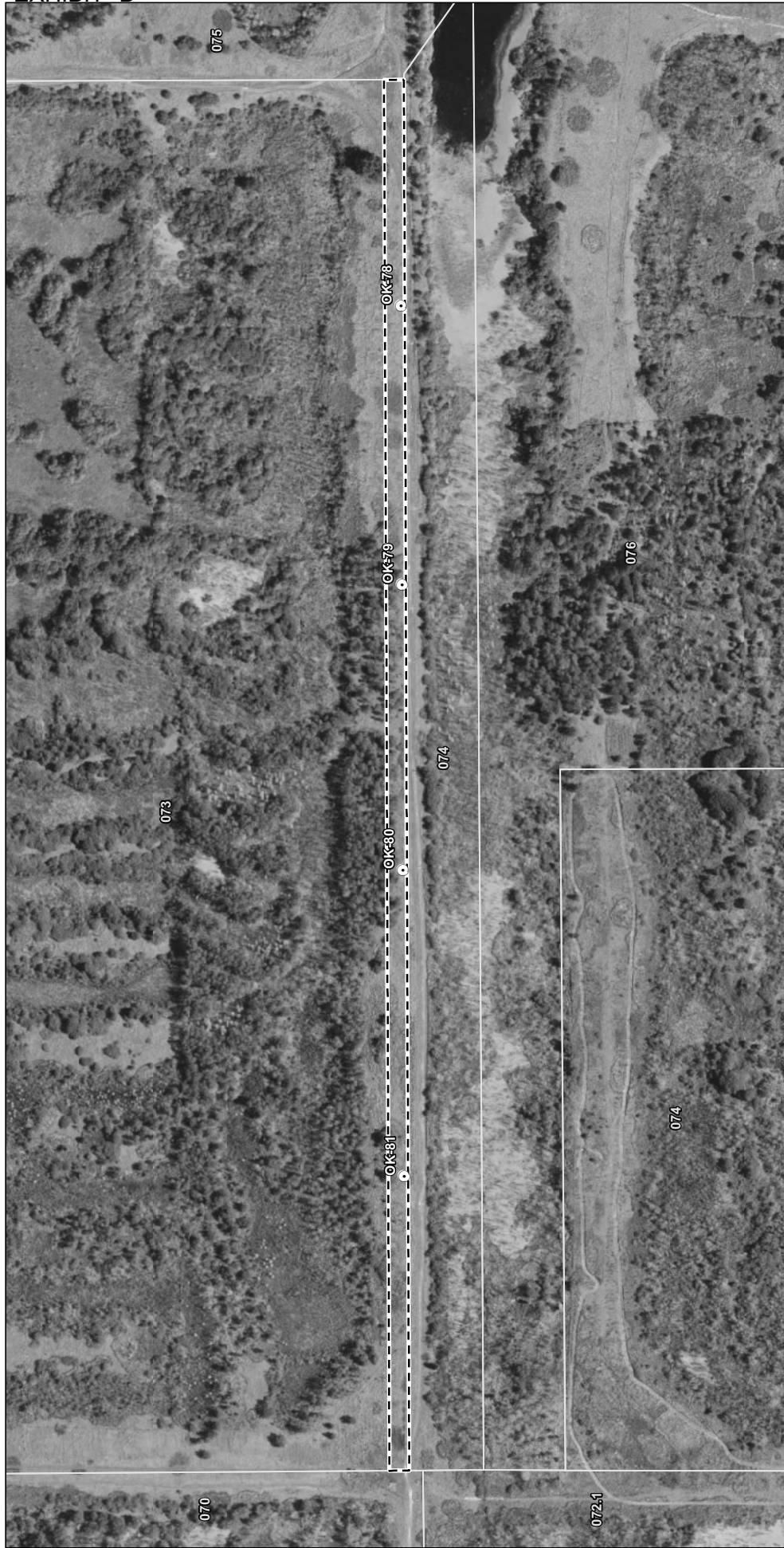
550 S. TRYON STREET  
CHARLOTTE, N.C. 28202  
TELEPHONE NO. (704)382-2361

REVISIONS	1	06/20/22	JJC
	2	06/22/22	JJC
VENDOR PROJECT No.	18862		
VENDOR DRAWING No.	SD 6127		

DRAWN	CHECK	SCALE: 1"=1000'
ND	JJC	DATE: 05/25/22

WO: 27030448	SHEET 2 OF 2
SITE: LU:	

**EXHIBIT "B"**

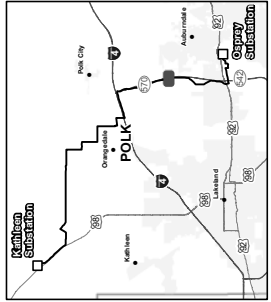


**AECOM**

**Easement Review Exhibit  
Item 73**

**Kathleen - Osprey  
Proposed 230 kV Transmission Line  
Polk County, Florida**

Prepared For: Duke Energy, Burns & McDonnell  
Prepared By: NAB | Page 1 of 1 | Document: 00228-17-0106-0034  
Checked By: PAB | Job: Osprey | Rev. Date: 8/23/2022 | Rev. A



**REFERENCES:**  
World Imagery Basemap (FDOT 2019)

**Coordinate System:** NAD 1983 StatePlane Florida West FIPS 0902  
Feet  
Projection: Transverse Mercator; Units: Foot US

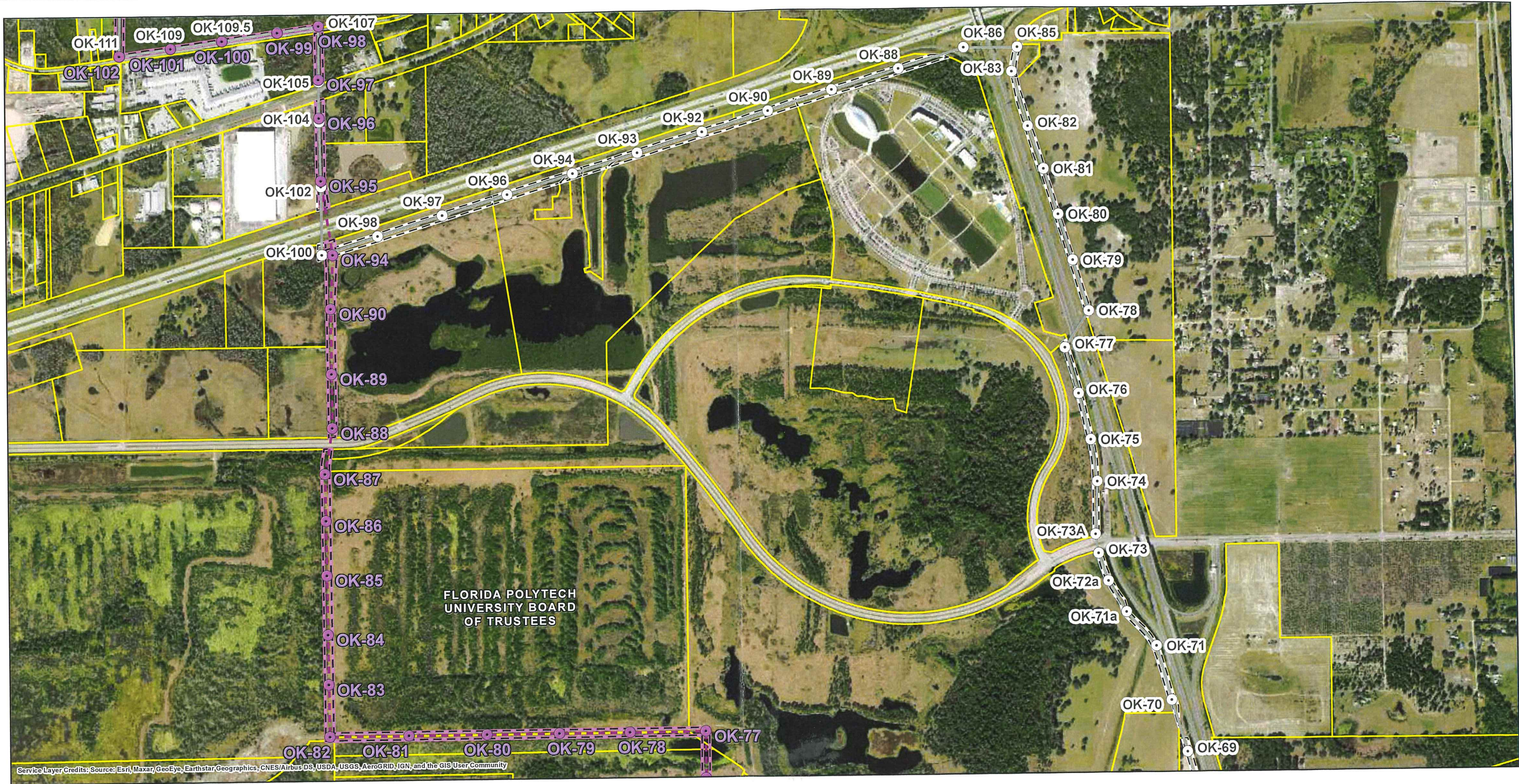
0 350 700  
Feet

**NOTES:**  
- DEF Survey Data (supplied 02/16/2022), Pickett Surveying & Engineering plans dated 04/03/2019 Revised 02/15/2022 (Project Number 18862; Drawing No. LD 6488)

**FOR PRELIMINARY DISCUSSION ONLY**

**Legend**

- Structure Location
- Easement Area
- Parcel Boundary



Service Layer Credits: Source: Esri, Maxar, GeoEye, Earthstar, Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

**Legend**

- Structure Location
- Re-Alignment Structures
- Kathleen - Osprey Alignment
- - - Re-Alignment
- Easement Area
- Re-Alignment Easement Area

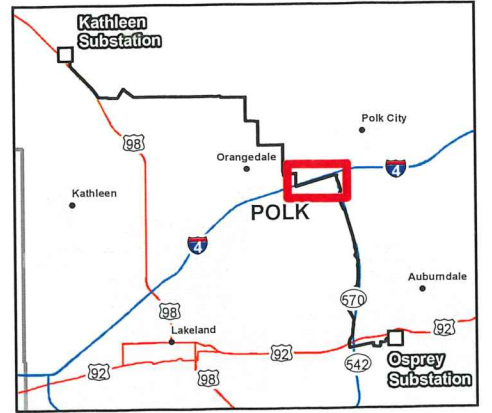
**NOTES:**  
 - DEF Survey Data (supplied 09/22/2021)- Pickett Surveying & Engineering plans dated 4/03/2019 Revised 9/21/2021 (Project Number 18862; Drawing No. LD 6488)

**FOR PRELIMINARY DISCUSSION ONLY**  
**DRAFT**

**REFERENCES:**  
 World Imagery Basemap (FDOT 2019)

0 750 1,500 2,250  
 Feet

Coordinate System: NAD 1983 StatePlane Florida West FIPS 0902 Feet  
 Projection: Transverse Mercator: Units: Foot US



**AECOM**

**Figure 2**  
**Route Alignment Review**  
**Florida Polytech University**

Kathleen - Osprey  
 Proposed 230 kV Transmission Line  
 Polk County, Florida

Prepared For: Duke Energy, Burns & McDonnell

Prepared By: NAB	Page 1 of 1	Document: 00228-17-DWG-0034
Checked By: BAB	Job: Osprey	Rev Date: 2/10/2022
		Rev: A

**APPRAISAL REPORT  
DUKE ENERGY FL – PROPOSED EASEMENT  
2826T1 – OSPREY TO KATHLEEN ITEM 71.3 PFA  
FLORIDA POLYTECHNIC UNIVERSITY BOARD OF TRUSTEES  
3625 UNIVERSITY BOULEVARD  
LAKELAND, POLK COUNTY, FLORIDA**

**PCPA PARCEL ID: 24-27-13-000000-012010**

**JULY 5, 2022 REPORT & VALUE DATE  
FILE NO.: 2020-025.071.3**

**AT THE REQUEST OF  
BURNS & McDONNELL ENGINEERING COMPANY,  
VILARET LAW, PLLC,  
AND  
SHUTTS & BOWEN, LLLP  
FOR  
DUKE ENERGY FLORIDA**

**PREPARED BY  
REED APPRAISAL COMPANY  
1102 SOUTH FLORIDA AVENUE  
P.O. BOX 7627  
LAKELAND, FLORIDA 33807-7627**

**REED APPRAISAL COMPANY**  
*REAL PROPERTY APPRAISERS AND CONSULTANTS*

---

1102 SOUTH FLORIDA AVENUE • P.O. BOX 7627 • LAKELAND, FLORIDA 33807-7627  
OFFICE: (863) 660-7558 • EMAIL: david@reedappraisalco.com

July 5, 2022

Mr. Manny Vilaret, Esquire  
Vilaret Law, PLLC  
10901 Danka Circle, Suite C  
St. Petersburg, FL 33716

Mr. Fred S. Werdine, Esquire  
Shutts & Bowen, LLP  
4301 W. Boy Scout Boulevard, Suite 300  
Tampa, FL 33607

Dear Mr. Vilaret and Mr. Werdine:

In accordance with your request, we have completed an appraisal of the Florida Polytechnic University Board of Trustees - Item 71.3 PFA Proposed Easement which is part of the Duke Energy Polk County Reliability Enhancement Project. This project is for the need to build a new 230kV transmission line on overhead structures running from the Kathleen Substation (12347 US Hwy 98 N, Lakeland) to the Osprey Energy Center (1651 Derby Ave. W, Auburndale) and the Haines City East Substation (2450 Cypress Pkwy., Haines City). The Parent Tract is within the 26.2 mile Osprey to Kathleen segment of the project identified as 2826T1 which runs from the Kathleen Substation to the Osprey Energy Center. The new 230kV transmission line will be constructed with new monopole structures.

The Florida Polytechnic University Board of Trustees - Item 71.3 PFA is in Lakeland, Polk County.

The Item 71.3 PFA Parent Tract is the 360.32 acre Florida Polytechnic University Board of Trustees property located at 3625 University Boulevard. The property is adjacent to the western portion of the Williams PUD and other Williams Acquisition Holding Co., Inc. properties in the areas south of Interstate 4, west of the Polk Parkway and east of State Road 33 that were mined for phosphate in the 1950's and 1960's +/- and reclaimed. The Parent Tract is a limited utility/recreational property.

Item 71.3 PFA is a Permanent Facilities and Access Easement that will encumber 6.84 acres (297,846 sq. ft.) adjacent to the southern boundary of the Parent Tract with a depth of 65'.

The purpose of this appraisal is to estimate the current loss in market value to the property as a result of the proposed acquisition and use of the described easement. The attached report of 48 pages provides a description of this property, the Proposed Easement and use and our method of valuation. The Table of Contents following this letter serves as an outline of the report which is followed by a Summary Page.

In our opinion, the loss in market value to the herein described property, as of this date, is:

**\$65,550**

Allocated as follows:

Permanent Facilities and Access Easement Rights	\$65,550
Damages to Unencumbered Remainder	\$0
Cost to Cure	<u>\$0</u>
<b>Total Loss in Market Value</b>	<b>\$65,550</b>

The loss in value to the land for Item 71.3 PFA of \$65,550 is based on effects of the Proposed Permanent Facilities and Access Easement due to the proposed acquisition and use estimated at 75% of the fee land value of \$0.29 per sq. ft. (\$12,500 per acre).

There is no damage to the remainder and no cost to cure.

For the current project and future use, the easement area and any allowed improvements will be restored to as good or better condition.

This appraisal is subject to the Assumptions and Limiting Conditions and other comments stated herein.

We appreciate being considered for this assignment. Please feel free to call on us should you or any intended users of this report need further clarification or assistance.

Respectfully submitted,

**REED APPRAISAL COMPANY**

**David S. Reed, MAI** Digitally signed by David S. Reed, MAI  
Date: 2022.07.05 17:56:31 -04'00'

David S. Reed, MAI  
State-Certified General Appraiser  
Certificate # RZ3244

2020-025.071.3.rpt(Osprey-OK-Item 071.3 PFA-FL Poly)

**Stanley B. Reed, MAI** Digitally signed by Stanley B. Reed, MAI  
Date: 2022.07.05 17:56:55 -04'00'

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State-Certified General Appraiser  
Certificate # RZ71

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## SUMMARY PAGE

**Owner:** Florida Polytechnic University Board of Trustees

**Title Information:** Special Warranty Deed Recorded in OR Book 8791, Page 0489

**Location:** 3625 University Boulevard, Lakeland, Polk County, FL 33805

**Duke Energy FL Item:** 71.3 PFA (Permanent Facilities and Access Easement) – 6.84 acres (297,846 sq. ft.), 65' ± depth, adjacent to the southern boundary of the 360.32 acre Parent Tract

**PCPA Parcel ID:** 24-27-13-000000-012010

**Zoning & Land Use:** No zoning assigned, western portion has Recreation land use and the eastern portion has Conservation land use

**Relevant Setbacks:** None, the Proposed Easement area is not considered functional for buildings and therefore, setbacks are not relevant

**Present Use:** Vacant, cattle on land areas

**Highest & Best Use:** Recreation/agricultural

**Property Rights Appraised:** Fee Simple Interest in Land, Easement Rights

**Value Appraised:** Market Value (interchangeable/synonymous with “Value” within report)

**Existing Encumbrances:** None

**Date of Appraisal & Report:** July 5, 2022

**Total Loss in Fair Market Value:** **\$65,550**; allocated as follows:

Permanent Facilities & Access Easement Rights	\$65,550
Damages to Unencumbered Remainder	\$0
Cost to Cure	<u>\$0</u>
<b>Total Loss in Market Value</b>	<b>\$65,550</b>

**Unusual Circumstances or Conditions:** None

## PURPOSE OF APPRAISAL

The purpose of this appraisal is to estimate the Total Loss in Market Value to the Florida Polytechnic University Board of Trustees - Item 71.3 PFA property as a result of the herein described easement acquisition, construction and/or use.

The Proposed Permanent Facilities and Access Easement is part of the Duke Energy Polk County Reliability Enhancement Project. This project is for the need to build a new 230kV transmission line on overhead structures running from the Kathleen Substation (12347 US Hwy 98 N, Lakeland) to the Osprey Energy Center (1651 Derby Ave. W, Auburndale) and the Haines City East Substation (2450 Cypress Pkwy., Haines City). The Parent Tract is within the 26.2 mile Osprey to Kathleen segment of the project identified as 2826T1 which runs from the Kathleen Substation to the Osprey Energy Center. The new 230kV transmission line will be constructed with new monopole structures.

The Florida Polytechnic University Board of Trustees - Item 71.3 PFA Parent Tract property contains 360.32 acres.

## KEY DEFINITIONS AND CONCEPTS

**Market Value**, as used in this appraisal, is defined as:

The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue duress.

Source: *The Appraisal of Real Estate*, 15<sup>th</sup> edition, The Appraisal Institute

**Total Loss in Value**, as used in this appraisal:

For purposes of this appraisal, the term or concept of (as a result of the acquisition, construction and/or use of the proposed easement) is that amount which will include the Value of the Part (or Interest) Acquired and any Loss or Damage to the Remainder property, if any, in an amount to compensate or make the owner whole again in terms of Market Value.

**Fee/Fee Simple Estate/Fee Simple Interest** are synonymous/interchangeable and defined as:

Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.

Source: *The Dictionary of Real Estate Appraisal*, 6<sup>th</sup> Edition, The Appraisal Institute

The **Larger Parcel/Parent Tract** is defined as:

In governmental land acquisitions and in valuation of charitable donations of partial interests in property such as easements, the tract or tracts of land that are under the beneficial control of a single individual or entity and have the same, or an integrated, highest and best use. Elements for consideration by the appraiser in making a determination in this regard are contiguity, or proximity, as it bears on the highest and best use of the property, unity of ownership, and unity of highest and best use. In most states, unity of ownership, contiguity, and unity of use are the three conditions that establish the larger parcel for the consideration of severance damages. In federal and some state cases, however, contiguity is some-times subordinated to unitary use.

Source: *The Dictionary of Real Estate Appraisal*, 6<sup>th</sup> Edition, The Appraisal Institute

An **Easement** is defined as:

"An interest in real property that transfers *use*, but not ownership, of a portion of an owner's property."

Source: *The Appraisal of Real Estate*, 15<sup>th</sup> edition, The Appraisal Institute

### **Bundle of Rights Theory:**

The concept that compares property ownership to a bundle of sticks with each stick representing a distinct and separate right of the property owner, e.g., *the right to use real estate*, to sell it, to lease it, to give it away, or to choose to exercise all or none of these rights.

Source: *The Dictionary of Real Estate Appraisal*, 6<sup>th</sup> Edition, The Appraisal Institute

This theory is further explained in *The Appraisal of Real Estate*, 15<sup>th</sup> edition, The Appraisal Institute, with key points paraphrased as follows:

The total range of private ownership interests in real property is called the bundle of rights. Imagine a bundle of sticks in which each "stick" represents a distinct and separate right or interest. The bundle of rights contains all the interests in real property, *including the right to use the real estate*, sell it, lease it, *enter it*, and give it away, and each "stick" can be separated from the bundle and traded in the market.

The US Constitution guarantees the private enjoyment of these rights...

The most complete form of ownership is the fee simple interest...

Because each stick in the bundle of rights represents a separate right or interest inherent in the ownership, these individual rights can be separated from the bundle by sale, lease, mortgage, donation, or another means of transfer.

Each individual right in the bundle may have potential value. If any or all are removed from the fee simple interest, one or more partial interests are created.

In this appraisal of the Total Loss in Value, the key component of the "Bundle of Rights Theory" considered is *the right to use the real estate*, which includes subsurface rights, surface rights and aerial rights.

The surface rights are the most significant component with the subsurface and aerial rights considered to have equal contribution.

It is our opinion that these rights may be allocated as:

Subsurface Rights	20%
Surface Rights	60%
Aerial Rights	<u>20%</u>
Total Bundle of Rights	100%

This allocation and consideration of the separation of these rights of use as a result of the acquisition, construction and/or use of the proposed Easement are the bases for our opinions of the effects on the percentage of the fee land value (Loss in Value to the land).

## SCOPE OF APPRAISAL

The subject of this appraisal is a Permanent Facilities and Access Easement to be acquired over a portion of the Parent Tract.

This is a limited appraisal presented in an Appraisal Report with content similar as to what was previously classified as a Summary Appraisal Report. The appraisal is limited to consideration of only land and affected improvements, if any. There are no damages to the unencumbered remainder property. A complete appraisal with a 'before' and 'after' valuation would produce the same result.

Certain background material and information, exhibits, explanations, documentation, etc. which would be included in what was previously classified as a Self-Contained Appraisal Report are not in this report, but are maintained in our files and incorporated herein by reference.

Procedures followed in performing this appraisal are -

- examination of proposed easement sketch and legal description, project base map/aerial route map showing subject easement, title work and other project related information provided by Duke Energy/Burns & McDonnell Engineering Company
- obtain certain information about the subject property, such as site and improvement data, zoning-land use, taxes, utilities, etc.
- as instructed, no contact with Property Owner or their representative; client has corresponded with their representative, Ms. Deborah A. Ruster, Esquire, Peterson & Myers, P.A.
- inspection of the subject property on March 2, 2021; emphasis of inspection on accessible areas of the Proposed Easement
- examination of local and general area market activity as to comparable land sales, supply and demand, etc.
- consideration of the highest and best use of the property
- application of the sales comparison approach valuation method to provide a credible opinion as to the market value the fee interest portion of the Parent Tract land which is affected by the Proposed Easement
- observation of similar utility easements in the local and other market areas; including observations in Polk County and small portions of Hillsborough and Osceola Counties for consideration in this Duke Energy Florida project
- consideration of the effects of the proposed easement acquisition
- preparation of an Appraisal Report, for use by client, for use in easement acquisition and for anticipated testimony as to a good faith value estimate in eminent domain proceedings, if needed
- the client is Burns & McDonnell Engineering Company on behalf of Duke Energy Florida
- the intended users of this report are Vilaret Law, PLLC, Shutts & Bowen, LLLP, Burns & McDonnell Engineering Company and Duke Energy Florida personnel related to the subject project, the property owner and legal counsel or other agents for the property owner related to this matter; there are no other intended users of this report

The following report outlines this process and presents the data and bases for the conclusion as to the Loss in Market Value.

## REPORT TYPE, DATE OF APPRAISAL & REPORT

This is an Appraisal Report.

The date of this appraisal and report is July 5, 2022.

## **PARENT TRACT SUMMARY**

### **Ownership**

The Parent Tract property is owned by Florida Polytechnic University Board of Trustees. The property contains 360.32 acres.

There have not been any sale transactions or transfers within the past five years.

The Parent Tract is not known to be offered for sale on the open market.

### **Determination of Parent Tract**

The Parent Tract is a total of 360.32 acres and consists of Polk County Property Appraiser's Parcel ID 24-27-13-000000-012010.

The determination that the Parent Tract consists of this parcel is based on:

1. Contiguity: The property is contiguous.
2. Unity of Ownership & Use: The property is owned by the Florida Polytechnic University Board of Trustees which does not own any adjacent properties. The Florida Polytechnic University campus is 3,100' ± northeast of the Parent Tract and there is no apparent integrated use.
3. Unity of Highest and Best Use: The entire property has the highest and best use of recreational and/or agricultural uses

### **Legal Description**

For purposes of this appraisal the legal description for the Parent Tract property which consists of 360.32 acres is Polk County Property Appraiser's Parcel ID 24-27-13-000000-012010. Legal description included with the title work provided is maintained in workfile.

### **General & Neighborhood Area**

It is assumed that the client and intended users of this report are familiar with Polk County and in particular the Lakeland, Auburndale, Winter Haven, and Polk City area economies and how they relate to the Parent Tract. Information related to economic base, market conditions, growth and development trends, etc. can be provided if needed.

The Parent Tract is adjacent to the "Williams PUD" and other Williams properties which area along the south side of Interstate 4 (105,000 vehicles per day) between the State Road 33 interchange and northern terminus of the Polk Parkway. University Boulevard provides a connection through this area from State Road 33 to the Pace Road interchange with the Polk Parkway. Florida Polytechnic University is in the southwest quadrant of I-4 and the Polk Parkway and is accessed by Research Way, a loop type road with two access points on University Boulevard.

Lakeland and Auburndale have been experiencing significant growth which is expected to continue with strong demand for business park/distribution warehouse and residential development.

There is significant distribution warehouse/business park development in the southwest quadrant of I-4 and SR 33 interchange and along SR 33 to the east-northeast near the northern terminus of the Parkway.

The Bridgewater residential development and recently developed apartments are along SR 33 west-southwest of the business parks in the southwest quadrant of I-4 and SR 33 interchange.

The dense residential development and intense supporting commercial uses in north Lakeland are west and south of the SR 33 and I-4 interchange area. Terrain conditions associated with the prior phosphate mining are the primary reason for the lack of more significant development in the immediate areas south and southwest of the Parent Tract.

To the north there is less dense residential development/rural residential as well as significant agricultural properties within the southern portion of the Green Swamp.

Auburndale has been growing to the north with substantial development in recent years (initially residential subdivisions, supporting commercial underway with additional planned).

Noteworthy development/activity along the eastern/Auburndale side of the Polk Parkway includes:

- FDOT SunTrax research facility (self-driving vehicles, toll road monitoring devices, etc.); fronts east side of Polk Parkway, 1.5 miles south of Pace Road (University Blvd. west of the Parkway)
- Mixed use, business park focused development along the south side of Pace Road between the Parkway and Berkely Road
- Pending Braddock Road interchange (completion planned in 2024), 4.4 ± miles south of Pace Road

An Amazon mega distribution warehouse was developed in 2020 in the southwest quadrant of I-4 and SR 559 (next interchange east of the northern terminus of the Polk Parkway). The property adjacent to the east is currently being developed with large scale distribution warehouses.

Other than Florida Polytechnic University (formerly part of the Parent Tract), no development has occurred within the Williams PUD. The lack of activity is attributable to both the large scale ownership with no significant efforts to sell off small to medium sized properties and site conditions associated with the prior phosphate mining, which are discussed in the following section of this report. Of note is that in 2017 Advent Health purchased 104 ± acres on the south side of I-4 and north side of University Boulevard, just west of the Williams PUD. No development activity has occurred despite initial plans released in May of 2018 stating a free-standing emergency department would open in 2020.

The following chart summarizes ESRI demographic information obtained from the Site To Do Business (stdb.com operated by the CCIM institute).

<b>2021 POPULATION</b>			
<b>2010-2021 ANNUAL POPULATION GROWTH RATE</b>			
<b>2021-2026 ANNUAL POPULATION GROWTH RATE</b>			
<b>MEDIAN HOUSEHOLD INCOME</b>			
<b>AVERAGE HOUSEHOLD INCOME</b>			
<b>LAKELAND</b>	<b>AUBURNDALE</b>	<b>WINTER HAVEN</b>	<b>POLK COUNTY</b>
270,292	34,034	115,538	721,312
1.18%	1.28%	1.62%	1.62%
1.24%	1.19%	1.36%	1.50%
\$54,864	\$53,321	\$50,827	\$52,507
\$73,179	\$69,112	\$67,721	\$68,539

The future outlook for this area along the “I-4 corridor” is excellent as the Lakeland, Auburndale and overall Central Florida area continue to grow.

## **Location & Property Type**

The Parent Tract consists of a rectangular 360.32 ± acres located at 3625 University Boulevard. The northwest corner of the property is about 10' southwest of University Boulevard. Williams Acquisition Holding Co., Inc. owns the adjacent properties. About 225' southeast of the northeast corner of the Parent Tract is an agricultural gate with access to a field road that runs along the eastern boundary of the property (apparently meandering onto and off of the Parent Tract) which then cuts across the southeast corner and then continues in an east-west orientation along Williams owned property close to the southern boundary of the Parent Tract. For valuation purposes, it is assumed that there is functional access to the Parent Tract.

The Parent Tract is within the large scale area that was mined for phosphate in the 1950's and 1960's +/- and reclaimed mostly in the "land & lakes" configuration using overburden and sand tailings material. The phosphatic clays or "slimes" were contained in large bermed ponds located on portions of the property which is evident based on observation of the land forms and from past and recent aerial maps.

Reclaimed mine land generally requires extraordinary site preparation, building and site improvement costs. Examples are piling or post-tension slabs, grading and leveling, land configuration modification, etc.

As shown on the maps included with the exhibits, there are extensive areas within the Flood Zone and National Wetlands Inventory as well as significant areas with hydric soils. The soil types provide further evidence/confirmation of the prior, extensive phosphate mining.

The uplands and other land areas are predominantly pasture with some heavily vegetated and wooded areas. The balance of the property is water bodies/pits/lakes (most highly irregular), swamp/marsh and low/flood plain areas. The land areas are used for cattle with some cross fencing and gates.

The estimates and descriptions of the site characteristics and improvements are based on review of Polk County Property Appraiser's records, Polk GIS maps, FEMA flood maps, National Wetlands Inventory maps, Mapwise.com aerial-GIS maps, Google Earth, the site plan obtained from the owner's website and inspection.

Wetland delineation maps for the Proposed Easements/transmission line route prepared for the Duke Energy Florida project by AECOM were provided. No other geotechnical survey, flood zone determination or wetland delineation for the overall Parent Tract was provided for our consideration. Formal determinations of such matters are beyond the scope of our professional capabilities as real estate appraisers. Should qualified professionals determine significantly different results, our conclusions may need to be reconsidered.

Parent Tract maps and photographs are included with the exhibits.

## **Existing Encumbrances**

We are not aware of any existing encumbrances relevant to this appraisal.

Other encumbrances not relevant to this appraisal may exist.

## **Zoning/Land Use**

The Parent Tract is within the City Limits of Lakeland.

No zoning designation has been assigned.

The western portion has Recreation land use (not intended for dwellings/residences) and the eastern portion has Conservation land use (maximum of 1 dwelling units per 10 acres).

Assuming LD (Limited Development) zoning, which is the district applicable for these land use designations, up to 1 dwelling unit per 5 acres is permitted within Recreation land use and 1 dwelling unit per 10 acres within Conservation land use. Although these zoning regulations seem to be the inverse of the land use, it is how it is defined by the use tables within Article 2., Subsection 3.

Zoning and Land Use maps of the Parent Tract are included with the exhibits.

### **Highest and Best Use – “Before”**

Based on consideration of the physical characteristics, legal regulations and economic/maximally productive standpoints, the highest and best use conclusion for the Florida Polytechnic University Board of Trustees property is recreational and/or agricultural uses.

The physical characteristics of the Parent Tract significantly limit potential uses. The southern portion of the property where the Proposed Item 71.3 PFA is located is mapped with clayey soils. Due to the configurations of land forms, wetlands and soils it is not probable that residences would be constructed on the Parent Tract, particularly in the southern portion of the property.

From a legal standpoint, only very low density development of 1 unit per 5 acres and 1 unit per 10 acres would be permitted without pursuing land use changes.

From an economic and maximally productive standpoint, it is probable for there to be demand for recreational use of the Parent Tract, particularly given the “in town” location. Given the physical challenges, demand for residential use it is not likely, especially for the southern portion of the property.

Therefore, the highest and best use of the Parent Tract is concluded to be for recreational and/or agricultural uses.

### **METHOD OF VALUATION**

The Loss in Value as a result of the described easement acquisition and construction or use of the easement will be estimated by valuing the Part Acquired as a part of the Whole. The Part Acquired is based on the percentage of fee interest that is affected by the proposed encumbrances.

In this appraisal, there are no Damages to the Remainder and no Cost to Cure.

In effect, a “Before and After” valuation would produce the same result.

The three conventional methods of property valuation are the Cost, Sales Comparison and Income Approaches to Value.

In this appraisal of an interest in land, the Sales Comparison Approach method of valuation will be used to estimate the value of the fee simple interest in the land. The Cost Approach and Income Approach are not applicable for this valuation of the land component of the property.

The Sales Comparison Approach is based on a direct comparison of the Parent Tract with recent sales of similar properties.

The emphasis of the land valuation is the southern portion of the Parent Tract where the Proposed Item 71.3 PFA is located.



## **PROPOSED PERMANENT FACILITIES AND ACCESS EASEMENT – ITEM 71.3 PFA**

### **Location and Size**

The Proposed Easement is adjacent to the southern boundary of the Parent Tract.

6.84 acres (297,846 sq. ft.); rectangular, 65' deep by 4,582' ± wide

The southern portion of the Proposed Easement route in this area is on the adjacent Williams Acquisition Holding Company, Inc. property.

The preliminary project plans are for 4 monopole structures to be placed within the southern portion of the Proposed Easement.

See Easement Aerial Maps with the exhibits.

### **Relevant Zoning Setbacks & Corresponding Proposed Easement Areas**

None, the Proposed Easement area is not considered functional for buildings and therefore, setbacks are not relevant.

### **Legal Description**

See Sketch & Legal Description exhibit.

### **Land Type**

The easement area is typical of the “land” portions of the Parent Tract.

### **Improvements**

There are no improvements other than agricultural fencing and gates. It is assumed their integrity/functionality will be maintained during construction and/or use and they will be restored or replaced as appropriate.

### **Effect of Proposed Permanent Facilities and Access Easement**

The Proposed Permanent Facilities and Access Easement grants Duke Energy rights related to a single-circuit 230 kV electric transmission line.

Duke Energy has provided the following information related to the proposed Permanent Facilities:

- Approximate ground area/footprint of monopole structure: 5 sq. ft.
- Approximate above ground structure height range: 100' - 130'
- Approximate lowest conductor attachment height range: 55' - 70'
- Approximate lowest sag point of wire location from above ground range: 40' to 65'

A copy of the encumbering language portion of the Permanent Facilities and Access Easement document is included with the exhibits. Excerpts are summarized as follows:

*As to Duke Energy's Rights*, the easement states: “the right to construct, operate, maintain, inspect, repair, rebuild or remove a single-circuit 230kV transmission line, support structures and related facilities, including at-grade pole pads, distribution lines ...

*“the right to remove any or all existing structures or obstacles and to keep the easement areas clear of underbrush, debris, trees or any other objects or structures which may or could endanger or interfere with the safe and efficient exercise of Duke Energy’s rights ...*

“the right of ingress and egress to enter and traverse upon the described easement areas from its existing transmission line right-of-way or adjacent public roads for the purpose of exercising the rights described herein, including the right to install gates, temporary matting and the right to cut and temporarily remove fences, provided that Duke Energy shall replace and return those fences to the condition in which Duke Energy found them at the time of cutting and removal, and the right to construct, operate, maintain, inspect, repair, rebuild or remove at grade or above grade pole pads, at grade or above grade easement stabilization and geoweb within the easement areas ...”

*As to the Grantor/Landowner’s rights*, the easement states: “The landowner retains the right and may continue to use the easement areas for any lawful purposes that do not interfere with Duke Energy’s rights obtained under the permanent facilities easements to be acquired, as described herein; provided, however, that the landowner shall neither construct nor permit to be constructed any building, structure or other improvement or obstruction, on, over, under, above, across or through the easement areas which would constitute a violation of the National Electric Safety Code or directly interfere with Duke Energy’s exercise of its rights, including Duke Energy’s right of ingress and egress from the easement areas, as well as the safe and efficient operation of the single-circuit 230kV transmission line and appurtenances...”

“Duke Energy agrees to provide the landowner, either upon the landowner’s request or at Duke Energy’s option, a prior written determination that any particular exercise of the right to use the easement areas by the landowner does not directly interfere with the safe and efficient exercise of the rights acquired by Duke Energy, which determination shall not be arbitrarily or unreasonably withheld or conditioned...”

“Duke Energy may not fence or otherwise enclose the described easement areas without the consent of the landowner ...”

The Proposed Easement is very broad and intense as to the rights of the Duke Energy with extensive rights of use, maintenance, repair, removing and rebuilding the single-circuit 230 kV electric transmission line, as well as support structures and related facilities.

The easement encumbers aerial, surface and subsurface rights.

As relevant to this appraisal, the Grantor/Landowner retains the following rights:

- Use of easement areas which do not affect Duke Energy’s rights, which shall not be arbitrarily or unreasonably withheld or conditioned; typical uses observed for consideration in this Duke Energy Florida project include driveways, parking lots/spaces, open space/recreation and landscaping (subject to height not interfering with transmission line)
- Benefits of open space and building setback area

In instances where an Easement is within the setbacks as required by zoning, the effect is reduced, since these areas are already restricted as to buildings.

Where an easement "bisects" or "divides" the ownership and/or goes through "buildable" area outside the zoning setbacks, the effect is considered to be greater than if the easement is along a boundary and/or within the zoning setbacks or adjacent to a roadway or other right-of-way which can be used for access and or maintenance.

With consideration of these factors, the broad nature of the easement language, the total fee "bundle of rights" and the effect of the separation of some of these rights and the location of the easement, it is our opinion that the effect on the Market Value of the encumbered portion of the Parent Tract is a Loss in Market Value of:

- 75% of the fee value of the encumbered land area

The Proposed Easement area is not considered functional for buildings. The concluded effect of 75% of the fee value is in-line with our opinion for areas within building setbacks.

The effect on the ground area/footprint of monopole structures is 100% as the structure prevents any functional use other than setbacks.

The preliminary project plans are for 4 monopole structures within the Proposed Permanent Facilities and Access Easements.

There is no damage to the remainder and no cost to cure caused by the imposition of the Proposed Permanent Facilities and Access Easements.

### **Highest and Best Use – “After”**

The highest and best use of the Florida Polytechnic University Board of Trustees property as if vacant in the “After” condition is the same as “Before”, which is concluded to be for recreational and/or agricultural uses.

## **SALES COMPARISON APPROACH - LAND VALUE (FEE)**

### **Comparable Sales**

The Sales Comparison Approach is based on research of the general area for sales of vacant properties similar to the Parent Tract.

Five sales are presented for comparison to the Parent Tract which are summarized in the comparable sales summary chart.

The primary unit of comparison is the price per acre.

See sales location and parcel-aerial maps with the exhibits.

#	GRANTOR GRANTEE BOOK-PAGE	LOCATION	DATE PRICE Z & LU	ACRES \$/ACRE USE
LU-1	N & F Fetty M & S Martin Polk - 11254/0341	N Side Greenbriar Rd 2.0 mi W of Kathleen Rd NW Lakeland	Jun-20 \$110,000 A/RR	13.60 <b>\$8,088</b> Rural Residence
MLS # P4906296; 100% Flood Zone AE, 44% NWI, 100% 44 - Paisley Sand (not hydric but poorly drained & severely limited for urban uses); 989' paved road frontage; wooded wetlands, crossed by Blackwater Creek (floodway); purchased for construction of residence, barn & other improvements, buyer fully aware of site conditions, received SWFWMD approval prior to closing, extensive site work/improvements since purchase (cost to date reportedly over purchase price), expect to begin construction of residence Jun-22; \$90,000 purchase money mortgage (seller financing), 10% rate, 30 year amortization, 5 year balloon, buyer knew rate was high, not concerned b/c made purchase easy & planned to refinance upon commencement of residence construction				
LU-2	Alber Investments, LLC Fish Hatchery Trust #1329 Polk - 11556/1940	SE Corner Fish Hatchery Rd & Morgan Combee Rd E Lakeland	Dec-20 \$825,000 LR	80.50 <b>\$10,248</b> Recreation
reclaimed phosphate mine land, 44% Flood Zone AH & NWI (mostly in pits/lakes that connect to Saddle Creek Park [Polk County owned]), 45 ± ac (56%) land/"uplands" at \$18,333 per acre of land (mixture of pasture and wooded areas); purchased by Lakeland resident for recreation (cattle for agricultural exemption) with plans for "glamping" operation; \$465,000 purchase money interest only mortgage (seller financing), satisfied in Oct-21, no impact on price				
LU-3	W & W Tjong J & A Staib Polk 11833/0325	NE Cor US 98 N & Pioneer Dr 0.72 mi S of Rockridge Rd N Lakeland	Jul-21 \$120,000 A/RR-X	8.45 <b>\$14,201</b> Rural Residence
MLS # L4921673; 93% Flood Zone A, 90% NWI & 64% hydric soils; 1,703' road frontage (828' US 98 & 875' Pioneer Dr); wooded wetlands; purchased for future homesite understanding "upland" areas are narrow & irregular along Pioneer Dr in NE portion of property & that extraordinary effort/costs would be required for homesite setback off road; cash (no financing)				
LU-4	L Vela Coronado Investments Polk - 11887/2021	N Side Mt Tabor Rd 0.33 mi W of N Galloway Rd NW Lakeland	Aug-21 \$15,000 RL-1 & RS	3.13 <b>\$4,792</b> Investment
MLS # T3299097; 100% Flood Zone AE (some floodway), 90% NWI & 100% hydric soils; 30' road frontage (786' long "flag" access); wooded wetlands; re-listed for sale after purchase w/current asking price of \$200,000/\$63.9k acre; cash (no financing)				
LU-5	H & P Bhogade H Huang Polk 11970/1479	W Side Holy Cow Rd/CR 557A 2.5 mi NE of I-4 & SR 559 Polk City	Nov-21 \$188,000 A/RR-X	19.20 <b>\$9,792</b> Investment
MLS # T3289149; 100% NWI, 97% Flood Zone A, 91% hydric soils; 530' paved road frontage; mostly wooded wetlands, small cleared & let go area in SE portion, water connection to site from tie-in to line at I-4 rest area to east; cash (no financing)				

## Comparisons & Conclusion

**Sale 1, Sale 2 and Sale 5** indicate a range of unit prices from \$8,100 ± to \$10,900 ± per acre. **Sale 3** at \$14,200 ± per acre is the high side outlier with **Sale 4** at \$4,800 ± per acre being the low side outlier.

**Sale 2 and Sale 3** indicate the highest unit prices and have the greatest utility of the comparable sales presented.

**Sale 2** is reclaimed mine land with characteristics similar to some of the limited utility components of the Parent Tract. There are significant land components with extensive frontage along the pits/lakes which are functional for recreational uses. Based on the 45 ± acres of land a unit price of \$18,300 ± per acre is indicated. The buyer reports that the water features were significant in their purchase decision.

**Sale 3** at \$14,200 ± per acre includes a long and narrow area of “uplands” along Pioneer Drive, however, they are not functional for the typically configured rural residential site nor would they support a typically designed residence of significant size. The buyers have explored potential for creating a homesite further back into the property and have not decided to move forward. The property was briefly re-listed at \$175,000 or \$20,700 per acre this year as a test of the market with significant interest only from parties interested in subdividing into multiple lots for residential development or pursuing a land use change for commercial development, neither of which are permitted.

**Sale 1 and Sale 4** are in the Northwest Lakeland/Kathleen area.

The buyers of **Sale 1** at \$8,100 ± per acre were fully aware of the site conditions that would require significant improvements to make a portion of the property suitable for construction of a residence, barn and related improvements. A pond was dug in the southwestern section to help drain water from the area for the residential improvements. Extraordinary site work required for the improvement pads included having to remove 2’ to 4’ of the existing soil, replace it with good quality soil and build these areas up 1.5’ to 2’ above the base flood elevation.

**Sale 4** at \$4,800 ± per acre is the low side outlier and has severely limited utility not only because of site conditions but because of the relatively long flag access strip. This property was purchased as a speculative investment and has been relisted at dramatically higher prices than paid that have been fluctuating. The listing Realtor is a related party of the buyer, Coronado Investments, LLC. Inquires were not successful as of the date of this report, however; it is noted since being relisted at fluctuating asking prices there have not been any “pending” status changes entered in the MLS.

**Sale 5** at \$9,800 per acre is less than 1,000’ north of Interstate 4 in an established rural-residential area between the SR 559 and SR 557 interchanges. Despite the proximity to Interstate 4, the terrain of the immediate area, lack of connecting roadways and established rural residential uses are likely to prevent any significant changes in the character of the area through the medium term. The seller was the listing Realtor who noted that years ago an area was cleared for a potential homesite although it was well below road grade and would require fill as well as appropriate permitting. **Sale 5** was purchased by an out of area buyer as a general land investment.

Based on this market information and analysis and with consideration of the attributes and features of the Florida Polytechnic University Board of Trustees Parent Tract, our opinion of the Market Value of the subject land (fee interest), for the purposes of this appraisal, is estimated as follows:

**\$12,500 Per Acre Fee Land Value**  
**(\$0.29 Per Sq. Ft.)**



## EASEMENT VALUATION

### Easement Rights

Based on the "fee land value" and "% of fee" estimates considered applicable to the Proposed Permanent Facilities and Access Easement, the following chart summarizes the corresponding indications:

	<u>\$/Sq. Ft.</u>	<u>% of Fee</u>
Unencumbered Fee Land Value	\$0.29	100%
Proposed Permanent Facilities & Access Easement Rights	\$0.22	75%
Land Owner Retained Rights	<u>\$0.07</u>	<u>25%</u>
Total	\$0.29	100%

Therefore, the Loss in Market Value to the subject land, as a result of the proposed easement acquisition and use is estimated as follows:

Permanent Facilities Encumbrance - Poles	20 sq. ft. x \$0.29 per sq. ft. =	\$6	
Permanent Facilities & Access Encumbrance	<u>297,826</u> sq. ft. x \$0.22 per sq. ft. =	<u>\$65,522</u>	
Permanent Facilities & Access Easement Rights (Rounded)	297,846 sq. ft.	\$65,528	\$65,550
Damages to Unencumbered Remainder			\$0
Cost to Cure			<u>\$0</u>
<b>Total Loss in Value</b>			<b>\$65,550</b>

### Summation - Valuation of Easement

Permanent Facilities & Access Easement Rights	\$65,550
Damages to Unencumbered Remainder	\$0
Cost to Cure	<u>\$0</u>
<b>Total Loss in Market Value</b>	<b>\$65,550</b>

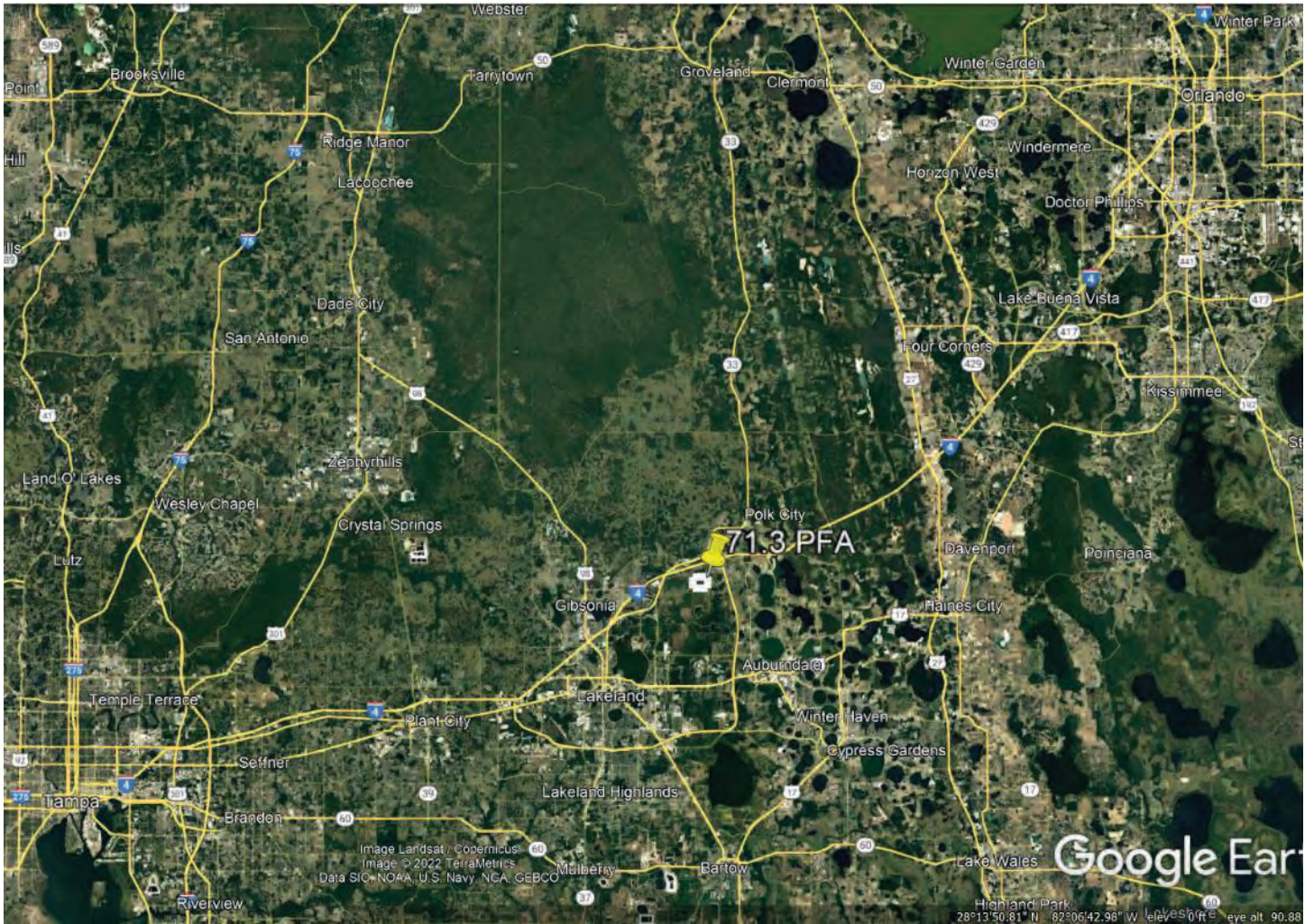
### Summary of Values

"Value Before" - Proposed Item 71.3 PFA	297,846 sq. ft. x \$0.29 per sq. ft. =	\$86,375
<b>Less: Loss in Value</b>		<b><u>\$65,550</u></b>
"Value After"		\$20,825

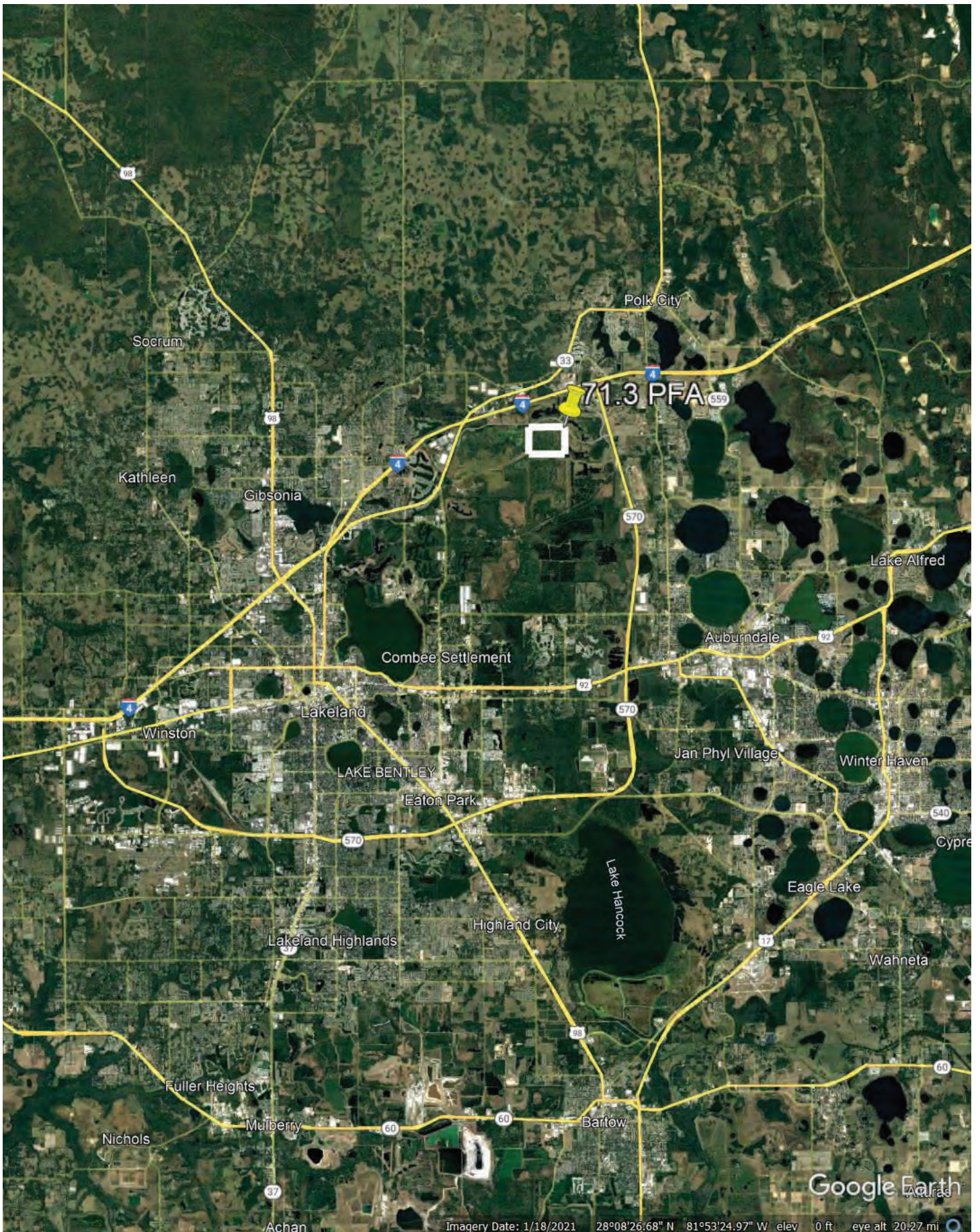


# LOCATION MAPS

## GENERAL CENTRAL FLORIDA AREA

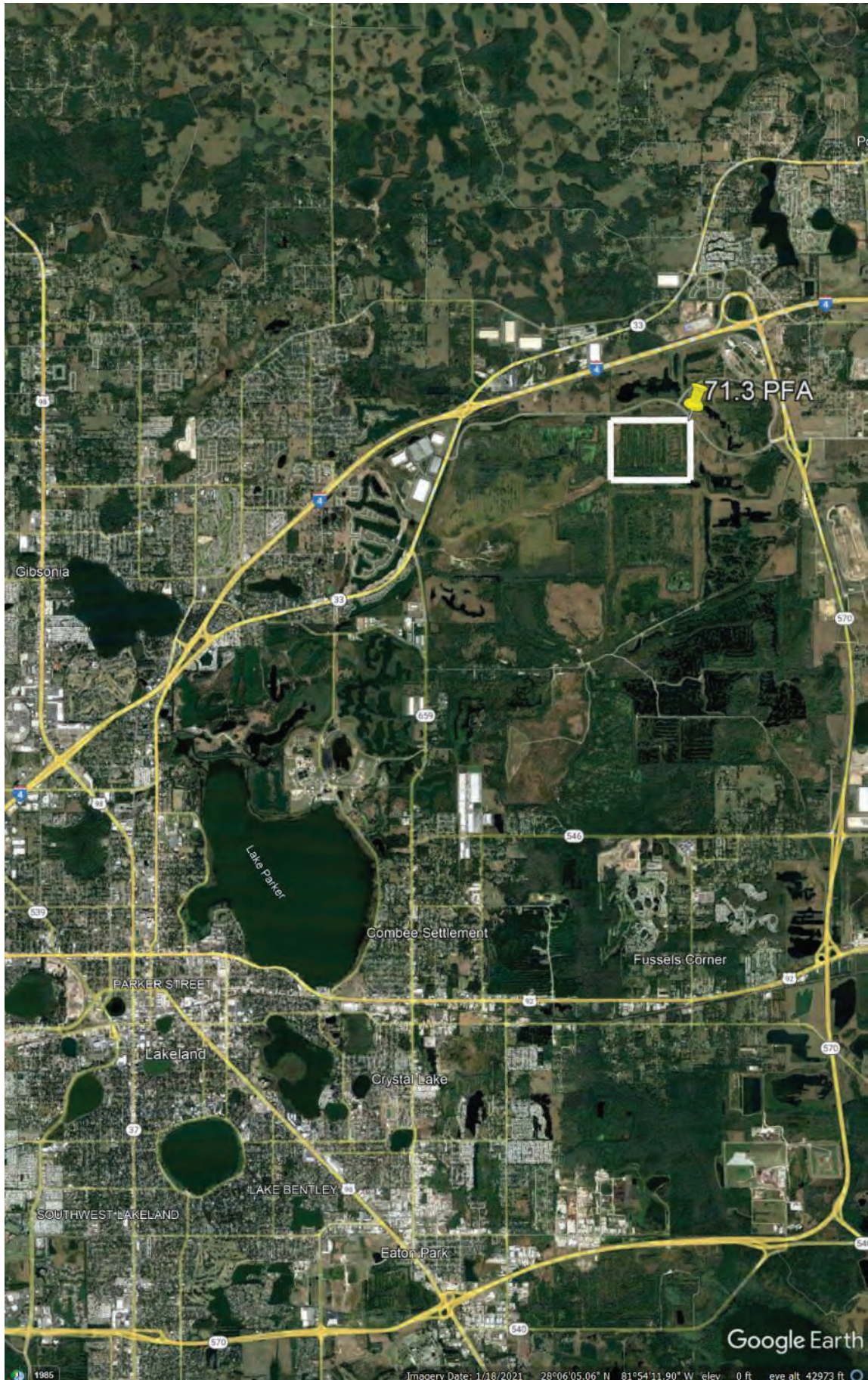


# GENERAL AREA





# NEIGHBORHOOD AREA - WEST



# NEIGHBORHOOD AREA - EAST

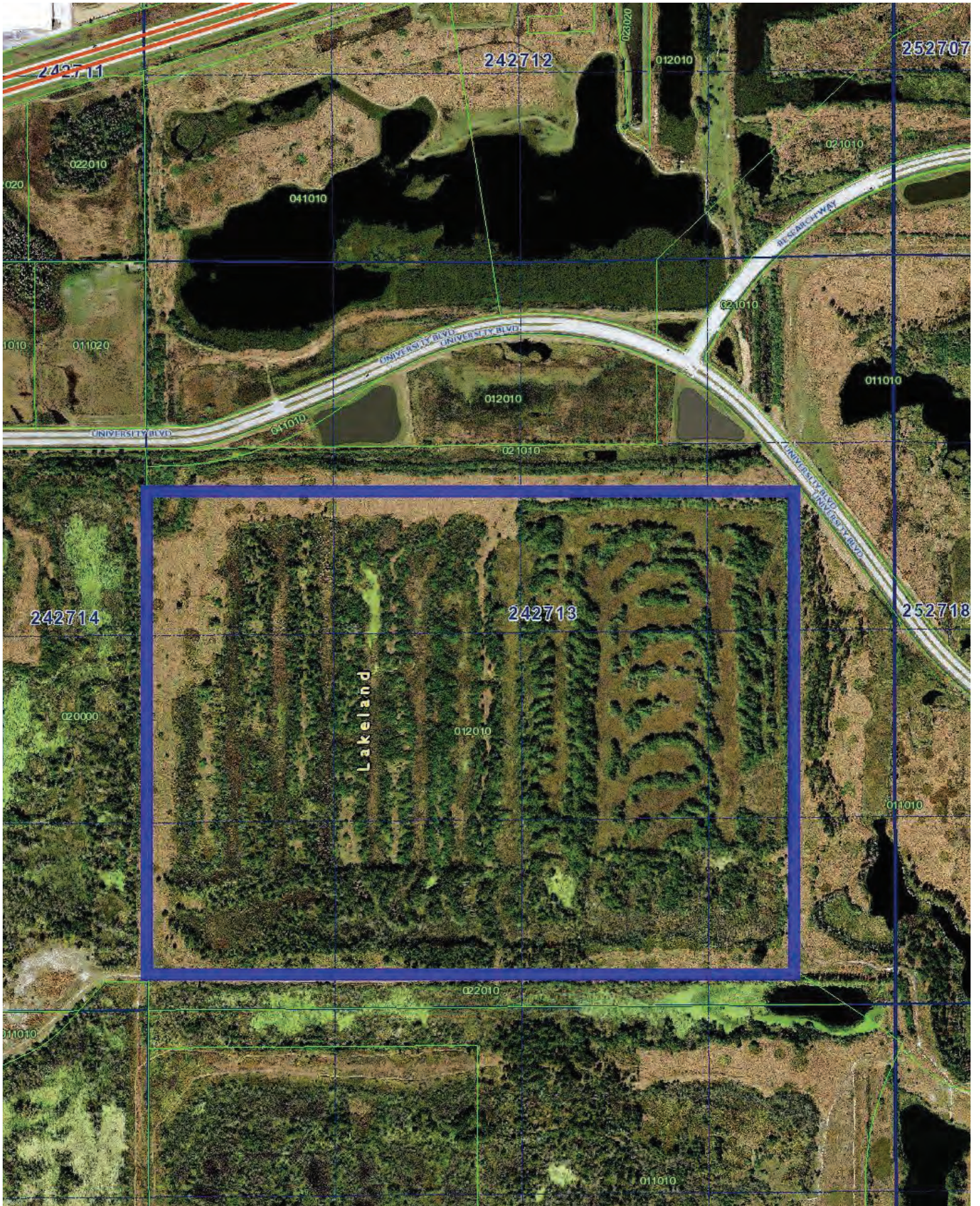


GOOGLE EARTH PARCEL-AERIAL MAP



Imagery Date: 1/18/2021

# PROPERTY APPRAISER'S PARCEL-AERIAL MAP



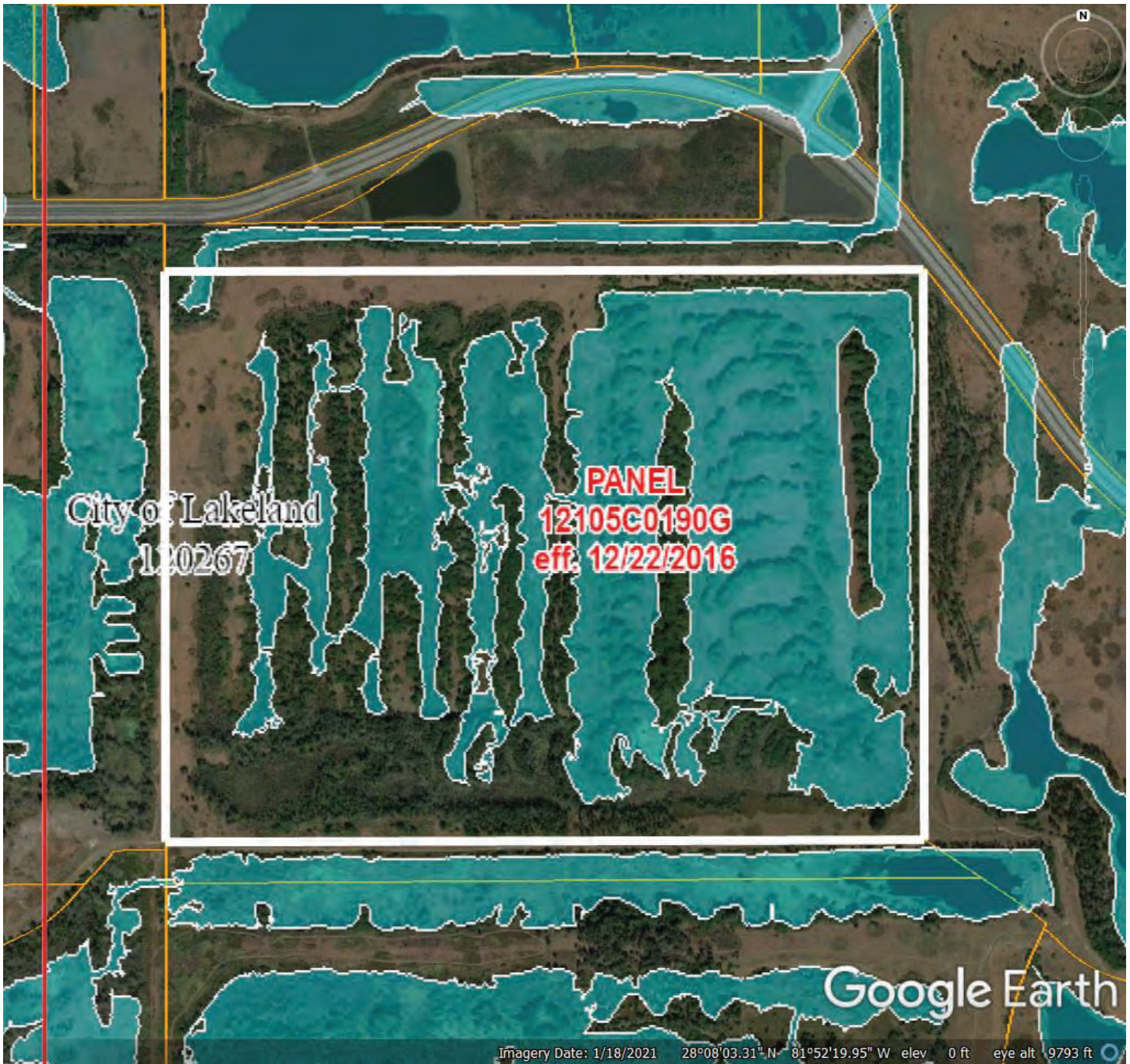
GOOGLE EARTH MAP WITH NWI OVERLAYS

*SOLID = NATIONAL WETLANDS INVENTORY*



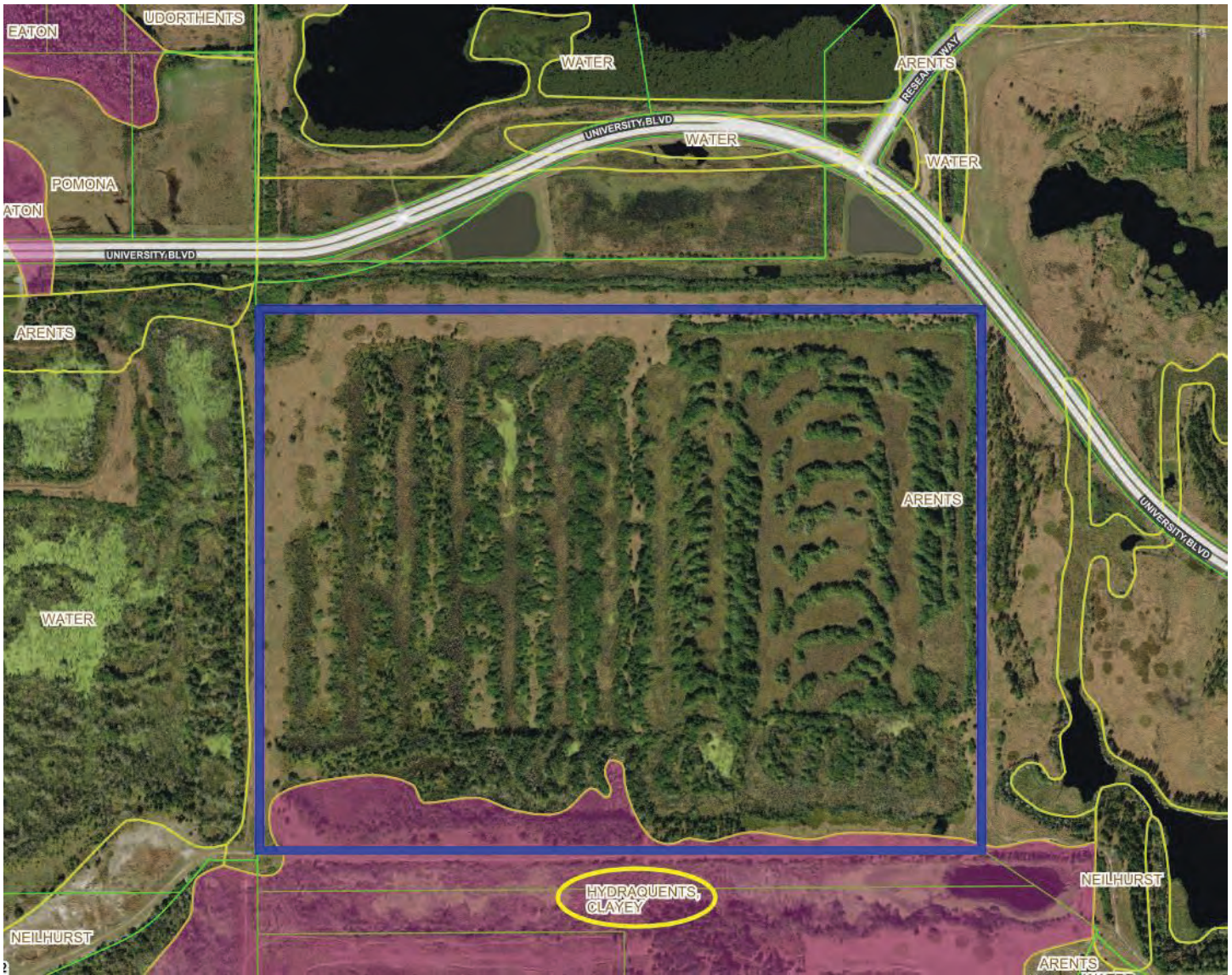
GOOGLE EARTH MAP WITH FEMA OVERLAYS

*SHADED = FLOOD ZONE*



MAPWISE.COM SOILS MAP

*PURPLE SHADED = HYDRIC*



# GOOGLE EARTH MAPS OF PROPOSED EASEMENT





**DESCRIPTION SKETCH & LEGAL DESCRIPTION - PROPOSED EASEMENT: ITEM 071.3 PFA**

**EXHIBIT "A"**

**THIS IS NOT A SURVEY**

**ITEM 71.3**

**Legal Description:**

Parcel #24-27-13-000000-012010

A portion of a parcel recorded in Official Records Book 8791, Page 489, public records of Polk County, Florida, lying in Section 13, Township 27 South, Range 24 East, being described as follows:

Commence at the southeast corner of said Section 13; thence South 89°32'53" West, along the south line of said Section 13, a distance of 352.09 feet to the south line of a parcel recorded in Official Records 7984, Page 459, public records of Polk County, Florida; thence North 54°46'24" West, along said south line, a distance of 392.44 feet to the southeast corner of said parcel recorded in Official Records Book 8791, Page 489, and the Point of Beginning; thence South 89°47'05" West, along the south line of said parcel recorded in Official Records Book 8791, Page 489, a distance of 4582.14 feet to the west line of said Section 13; thence North 00°25'30" West, along said west line, a distance of 65.00 feet; thence North 89°47'05" East, a distance of 4582.38 feet to the east line of said parcel recorded in Official Records Book 8791, Page 489; thence South 00°13'00" East, along said east line, a distance of 65.00 feet to the Point of Beginning



Contains 6.84 acres (297,846 Square Feet)

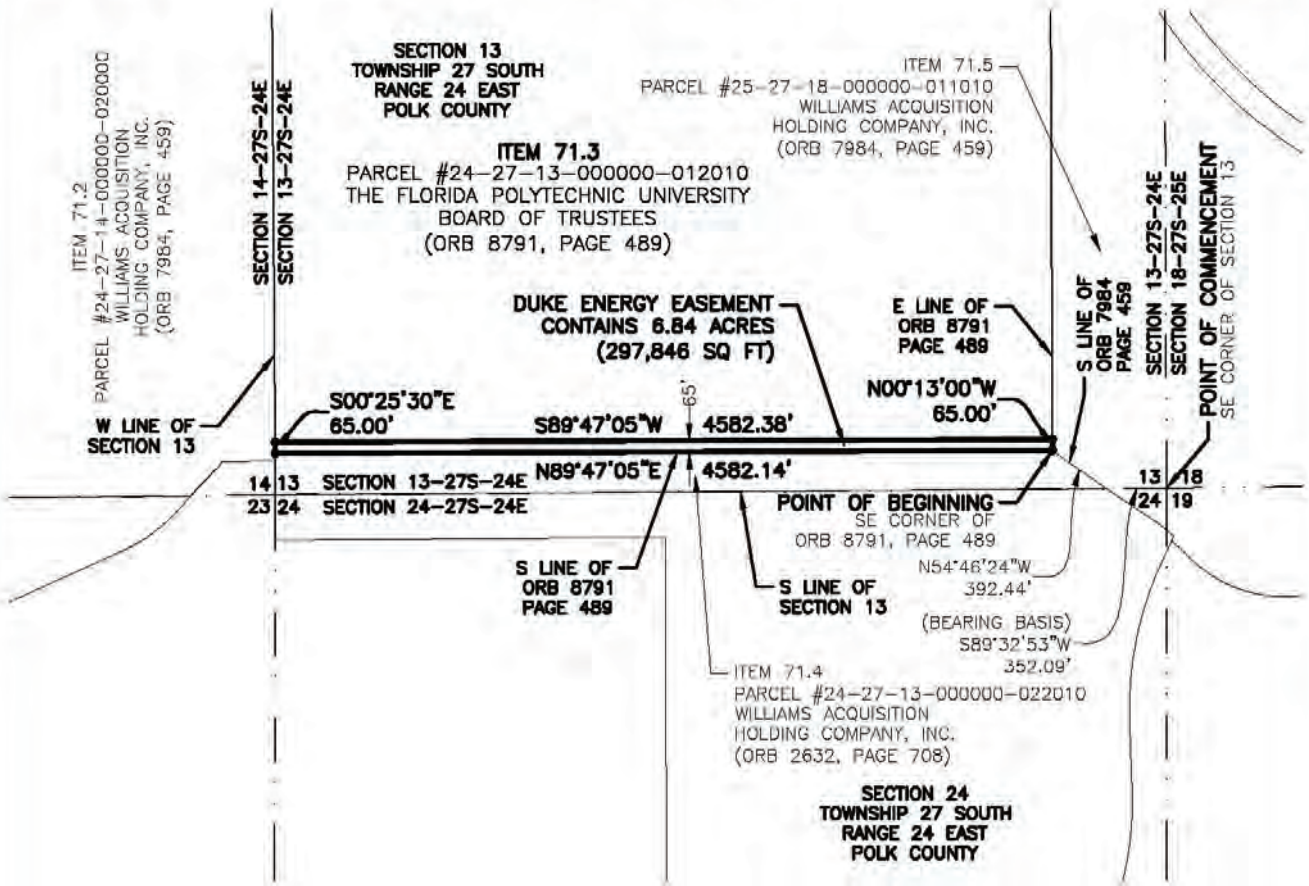
**Surveyor's Notes:**

1. North and the bearings shown hereon are referenced to the south line of Section 13, Township 27 South, Range 24 East as being South 89°32'53" West.
2. All measurements shown hereon are in U.S. Survey Feet.
3. An abstract of title was not performed by or furnished to Pickett and Associates, LLC. Any easements or encumbrances that may appear as a result of said abstract are not warranted by this sketch.
4. Legal description was prepared by Pickett and Associates, LLC per client request and is based on deeds of record and a field survey to locate the controlling corners needed to establish the parcels, right-of-way and easement shown in the legal description and sketch hereon.
5. This sketch meets the applicable "Standards of Practice" as set forth by the Florida Board of Professional Surveyors and Mappers in rule 5J17.051-.053, Florida Administrative Code. Not valid without the original signature and the raised seal or the electronic signature and computer generated seal of a Florida Licensed Surveyor and Mapper.

Gregory A. Prather, P.S.M. Florida Registration No. P.S.M. 5135 DATE  
 Pickett and Associates, LLC Florida Registration No. LB 364

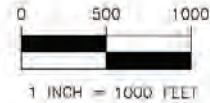
0071.3-SD03-OK-06222022.DWG

 <p><b>PICKETT</b> SURVEYING • ENGINEERING</p> <p>3710 AIRPORT COMMERCE DR., STE. 10 LAKELAND, FLORIDA 33811 L.B. NUMBER 364 (863) 533-9095 www.pickettusa.com</p>	CERTIFIED TO: DUKE ENERGY FLORIDA, LLC		 <p><b>DUKE ENERGY</b></p> <p>550 S. TRYON STREET CHARLOTTE, N.C. 28202 TELEPHONE NO. (704)382-2361</p>																						
	DESCRIPTION SKETCH  THE FLORIDA POLYTECHNIC UNIVERSITY BOARD OF TRUSTEES  OSPREY TO KATHLEEN																								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">REVISIONS</td> <td style="width: 10%;">1</td> <td style="width: 25%;">06/20/22</td> <td style="width: 50%;">JJC</td> </tr> <tr> <td></td> <td>2</td> <td>06/22/22</td> <td>JJC</td> </tr> </table>	REVISIONS	1	06/20/22	JJC		2	06/22/22	JJC	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">VENDOR PROJECT No.</td> <td style="width: 75%;">18862</td> </tr> <tr> <td>VENDOR DRAWING No.</td> <td>SD 6127</td> </tr> </table>	VENDOR PROJECT No.	18862	VENDOR DRAWING No.	SD 6127	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">DRAWN</td> <td style="width: 15%;">CHECK</td> <td style="width: 60%;">SCALE: N/A</td> </tr> <tr> <td>ND</td> <td>JJC</td> <td>DATE: 05/25/22</td> </tr> </table>	DRAWN	CHECK	SCALE: N/A	ND	JJC	DATE: 05/25/22	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">WO: 27030448</td> <td style="width: 50%;">SHEET 1 OF 2</td> </tr> <tr> <td>SITE:</td> <td>LU:</td> </tr> </table>	WO: 27030448	SHEET 1 OF 2	SITE:	LU:
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	2	06/22/22	JJC																						
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ND	JJC	DATE: 05/25/22																							
WO: 27030448	SHEET 1 OF 2																								
SITE:	LU:																								



**LEGEND:**

- ORB OFFICIAL RECORDS BOOK
- P.S.M. PROFESSIONAL SURVEYOR AND MAPPER
- LB LICENSED BUSINESS
- R/W RIGHT-OF-WAY



0071.3-SD03-OK-06222022.DWG



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CERTIFIED TO: DUKE ENERGY FLORIDA, LLC

DESCRIPTION SKETCH

THE FLORIDA POLYTECHNIC  
UNIVERSITY BOARD OF  
TRUSTEES

OSPREY TO KATHLEEN



**DUKE ENERGY**<sup>®</sup>

550 S. TRYON STREET  
CHARLOTTE, N.C. 28202  
TELEPHONE NO. (704)382-2361

REVISIONS	1	06/20/22	JJC
	2	06/22/22	JJC
VENDOR PROJECT No.	18862		
VENDOR DRAWING No.	SD 6127		

DRAWN	CHECK	SCALE: 1"=1000'
ND	JJC	DATE: 05/25/22

WO: 27030448	SHEET 2 OF 2
SITE: LU:	

## PROPOSED EASEMENT LANGUAGE: ITEM 071.3 PFA

### PERMANENT FACILITIES AND ACCESS EASEMENTS

With respect to the Permanent Facilities Easements for the Kathleen-Osprey Transmission Line, Duke Energy shall have a non-exclusive perpetual easement, with correlative rights between Duke Energy and the landowner(s) as follows, to-wit:

- (a) Duke Energy shall have the right to construct, operate, maintain, inspect, repair, rebuild or remove a single-circuit 230kV transmission line, support structures and related facilities, including at-grade pole pads, distribution lines and communication wires related solely for the purpose of providing electric energy service, over, on and upon the easement areas;
- (b) Duke Energy shall have the right to remove any or all existing structures or obstacles and to keep the easement areas clear of underbrush, debris, trees or any other objects or structures which may or could endanger or interfere with the safe and efficient exercise of Duke Energy's rights contained in paragraph (a) above;
- (c) Duke Energy shall have the right of ingress and egress to enter and traverse upon the described easement areas from its existing transmission line right-of-way or adjacent public roads for the purpose of exercising the rights described herein, including the right to install gates, temporary matting and the right to cut and temporarily remove fences, provided that Duke Energy shall replace and return those fences to the condition in which Duke Energy found them at the time of cutting and removal, and the right to construct, operate, maintain, inspect, repair, rebuild or remove at grade or above grade pole pads, at grade or above grade easement stabilization, and geoweb within the easement areas;
- (d) The landowner retains the right and may continue to use the easement areas for any lawful purposes that do not interfere with Duke Energy's rights obtained under the permanent facilities easements to be acquired, as described herein; provided, however, that the landowner shall neither construct nor permit to be constructed any building, structure or other improvement or obstruction, on, over, under, above, across or through the easement areas which would constitute a violation of the National Electric Safety Code or directly interfere with Duke Energy's exercise of its rights, including Duke Energy's right of ingress and egress from the easement areas, as well as the safe and efficient operation of the single-circuit 230kV transmission line and appurtenances. Duke Energy agrees to provide the landowner, either upon the landowner's request or at Duke Energy's option, a prior written determination that any particular exercise of the right to use the easement areas by the landowner does not directly interfere with the safe and efficient exercise of the rights acquired by Duke Energy, which determination shall not be arbitrarily or unreasonably withheld or conditioned.
- (e) Duke Energy may not fence or otherwise enclose the described easement areas without the consent of the landowner;

- (f) Upon abandonment of the transmission line, all easement rights of Duke Energy shall terminate.

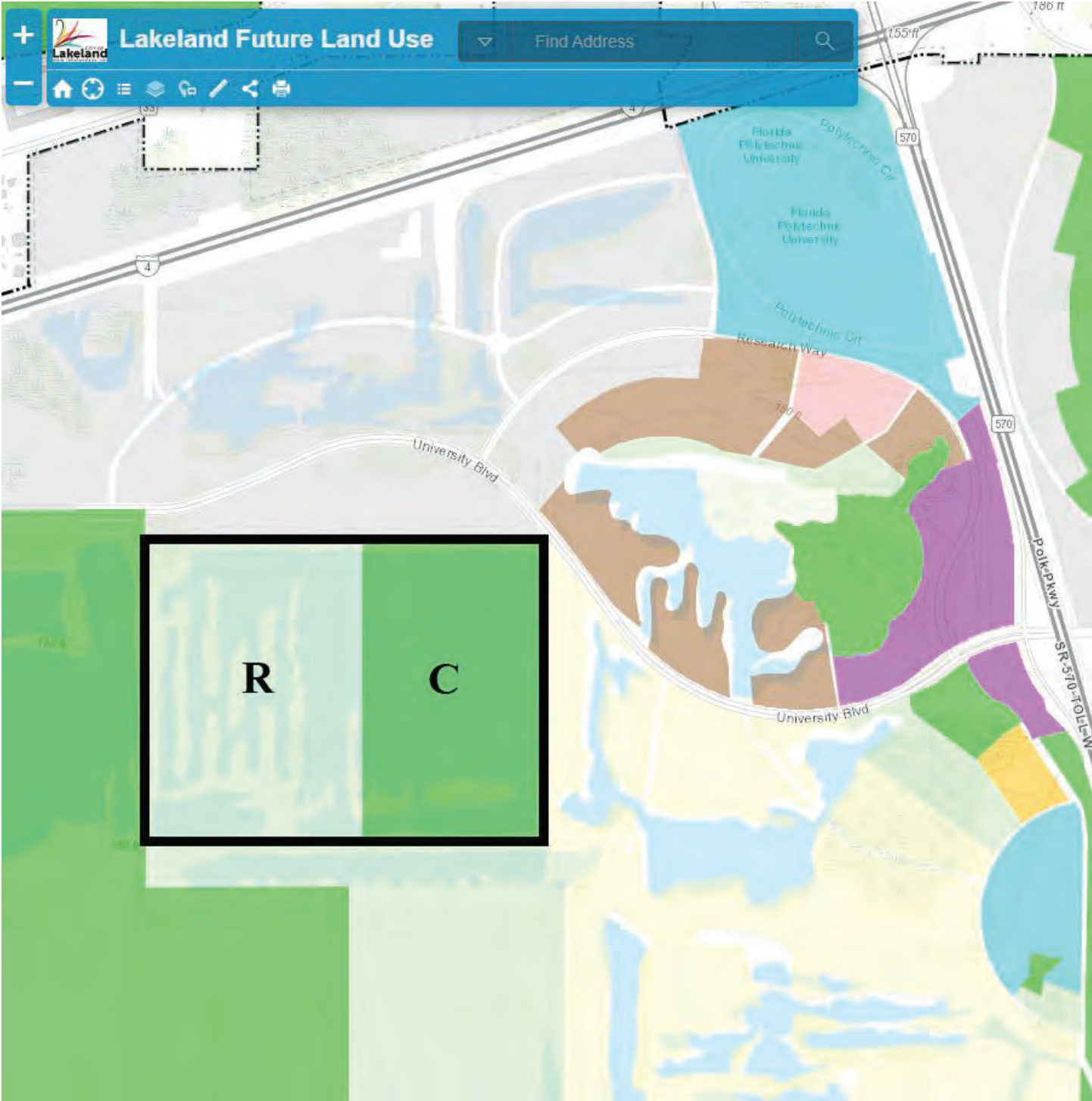
Subject to the foregoing, the landowner, their legal representatives, successors and assigns shall retain all existing rights of title and possession, provided their exercise of such rights does not interfere with the safe and efficient construction, maintenance and operation of the transmission line or any of Duke Energy's rights specified above. Such rights of title and possession include, but are not limited to, the following:

- 1) The right of ingress and egress;
- 2) Use of the easement areas for ordinary farming, horticulture and pasture purposes;
- 3) Mineral interests, if any, with the right of exploration and extraction, provided that this particular paragraph shall inure to the benefit of the holder of such mineral rights, if other than the owner of the fee;
- 4) The right to build, maintain and travel over roads and streets across the easement areas, provided such roads or streets: do not alter ground elevation more than two feet; are constructed in a straight manner across the easement areas at an angle no less than 30 degrees, as measured from the edge of the easement to the centerline of such road or street; and, are more than 25 feet distant from any transmission line structures or related equipment, facilities or accessories thereto; and,
- 5) Any landowner may enclose the easement areas by fence, subject to Duke Energy's right of ingress and egress.

ZONING MAP



LAND USE MAP



**SUBJECT PHOTOGRAPHS**



**# 1 – East Toward Southwest Corner of Parent Tract & Proposed Item 71.3 PFA**



**# 2 - West Just South of Approximate Midpoint of Southern Boundary of Parent Tract & Item 71.3 PFA**



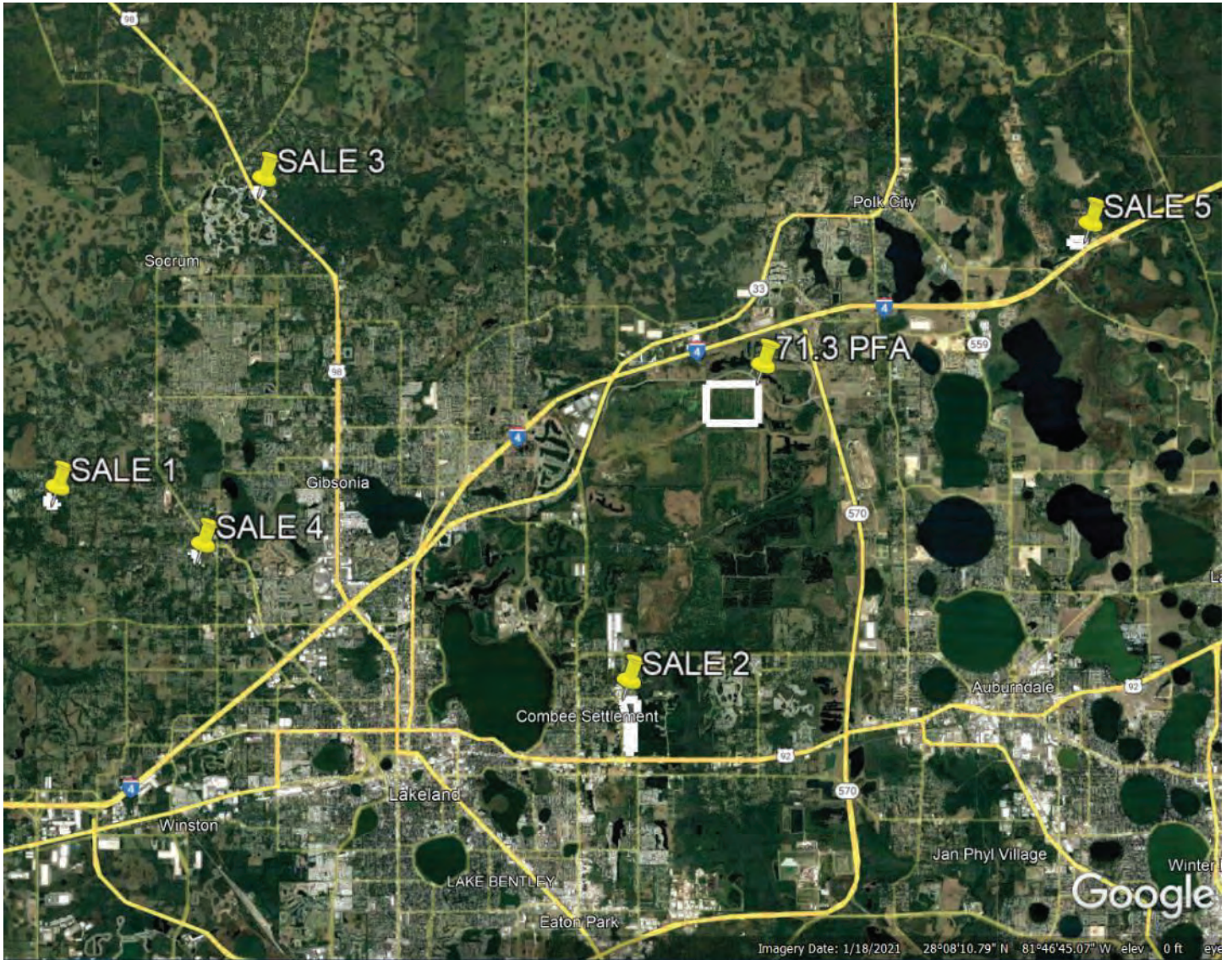
**# 3 – East Just South of Approximate Midpoint of Southern Boundary of Parent Tract & Item 71.3 PFA**



**# 4 – West Near Southeast Corner of Parent Tract & Item 71.3 PFA**



COMPARABLE SALES EXHIBITS  
COMPARABLE SALES LOCATION MAPS



SALE 1

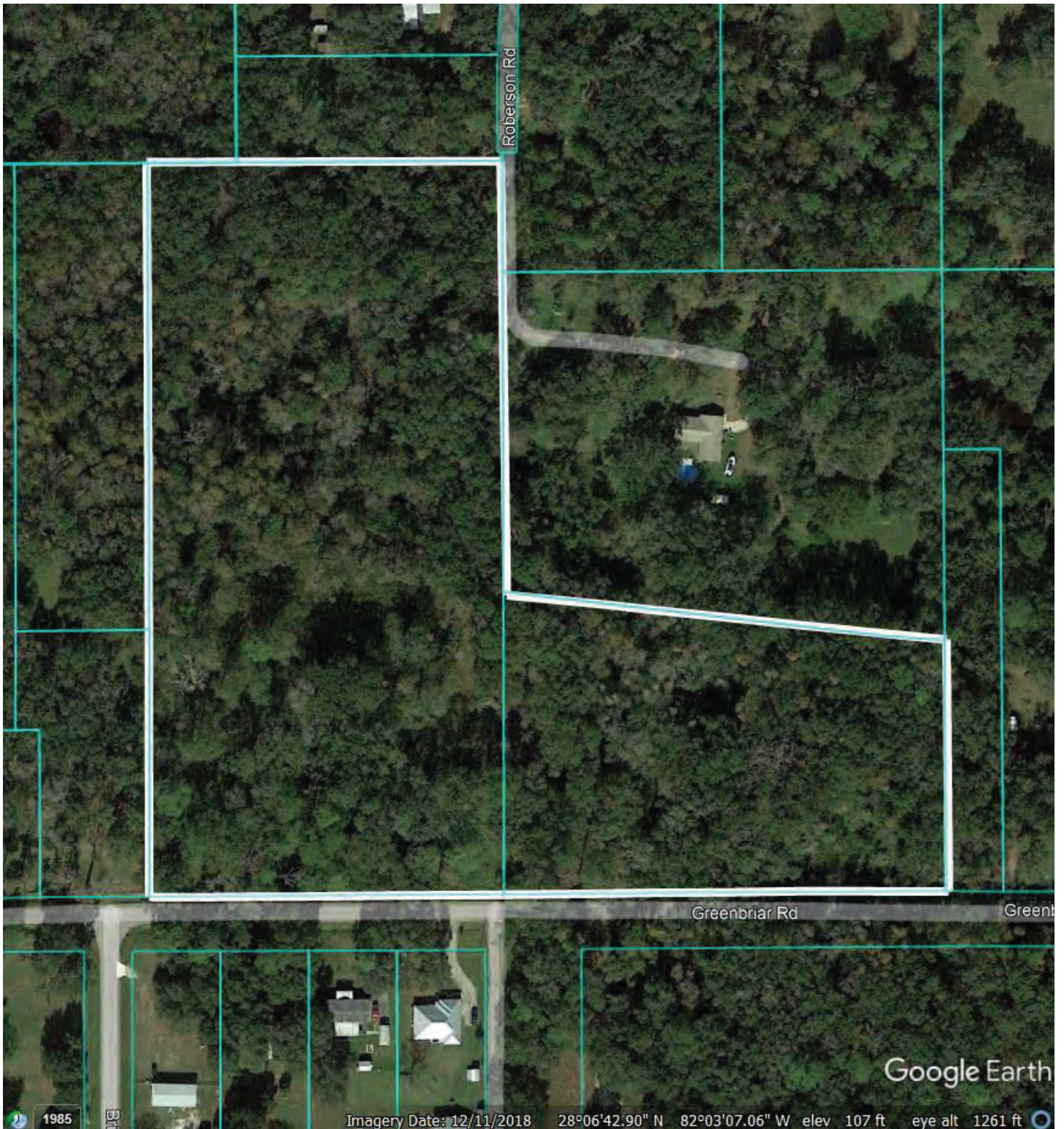
PARCEL – AERIAL MAPS

GOOGLE EARTH WITH  
NATIONAL WETLANDS INVENTORY & FEMA LAYERS  
FLOOD ZONE = SHADED BLUE & FLOODWAY = RED DIAGONAL  
NATIONAL WETLANDS INVENTORY = SOLID GREEN & BLUE



SALE 1

GOOGLE EARTH – DECEMBER 2018 FLIGHT DATE (AS PURCHASED)



SALE 1

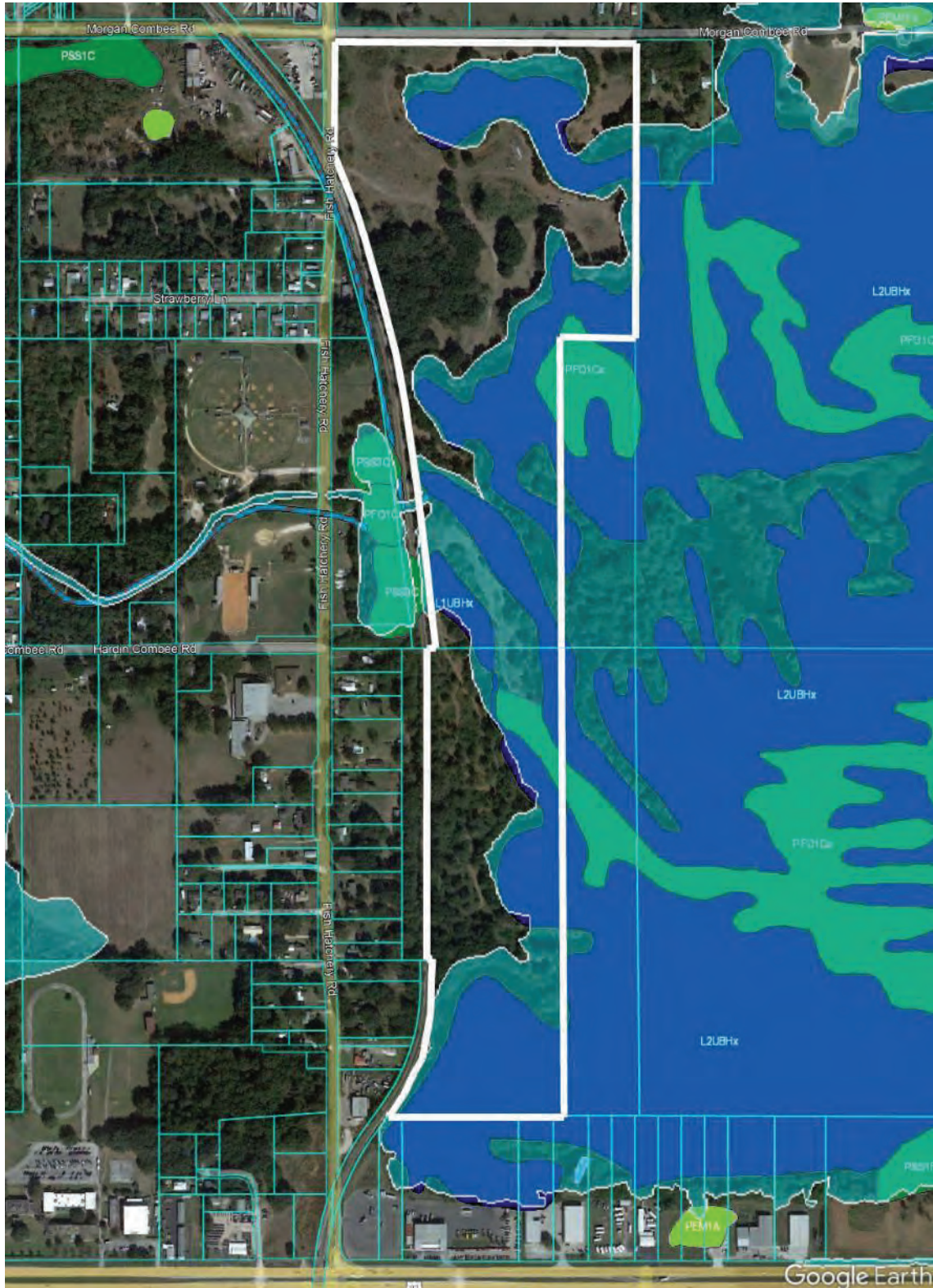
GOOGLE EARTH – JANUARY 2021 FLIGHT DATE (SITE WORK UNDERWAY)



**SALE 2**

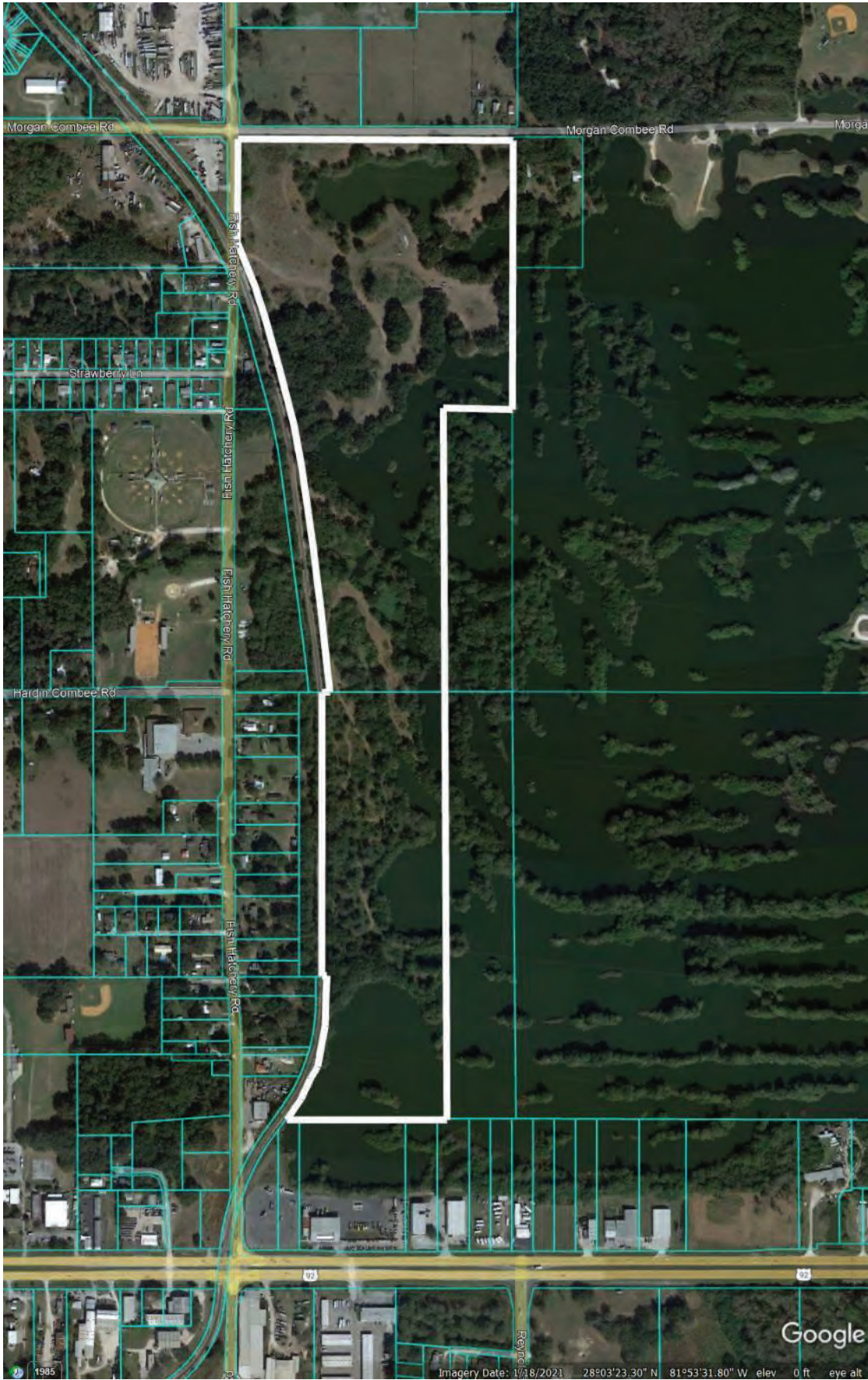
**PARCEL – AERIAL MAPS**

**GOOGLE EARTH WITH  
NATIONAL WETLANDS INVENTORY & FEMA LAYERS  
FLOOD ZONE = SHADED BLUE  
NATIONAL WETLANDS INVENTORY = SOLID GREEN & BLUE**



SALE 2

GOOGLE EARTH – JANUARY 2021 FLIGHT DATE



SALE 3

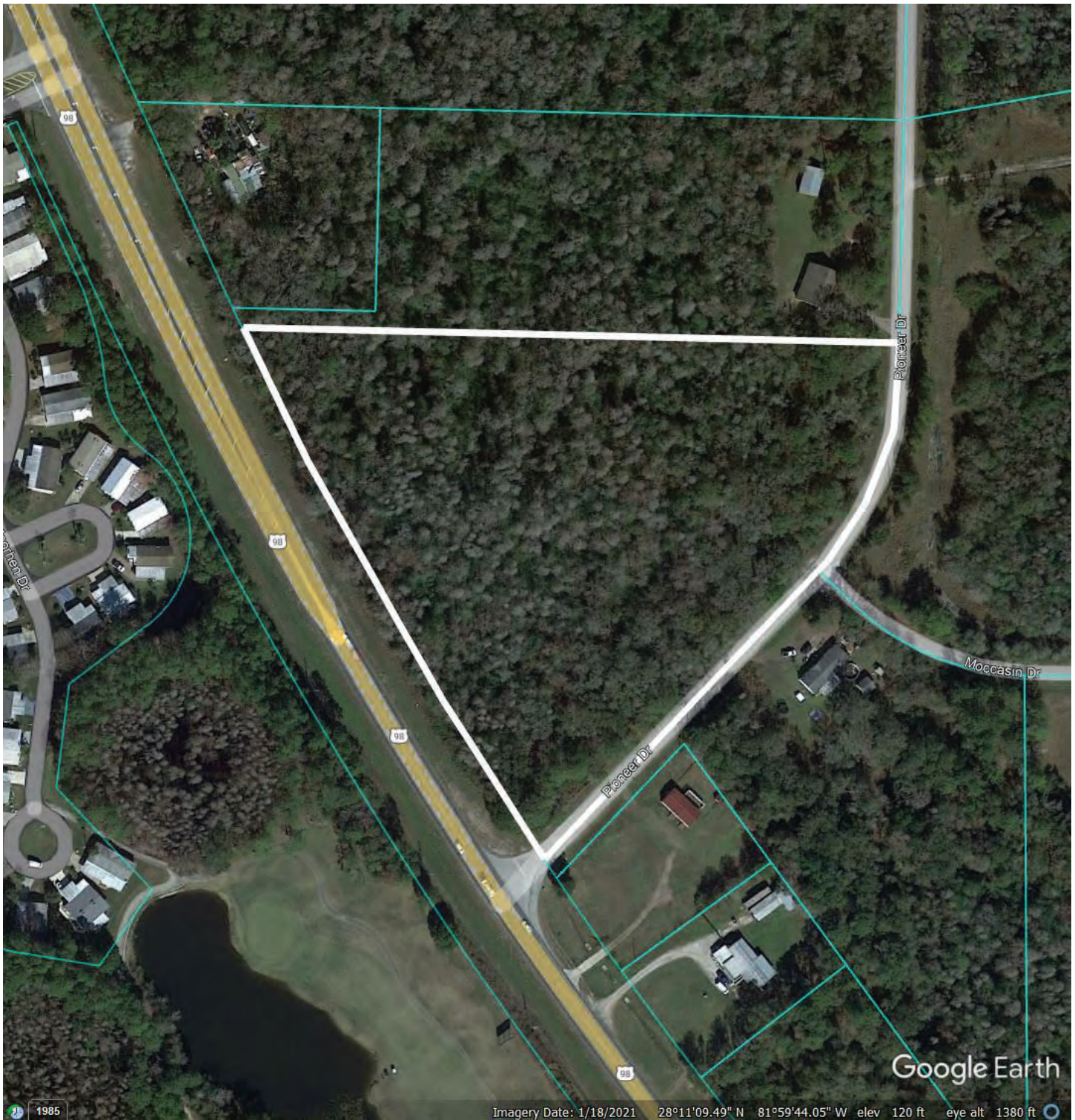
PARCEL – AERIAL MAPS

GOOGLE EARTH WITH  
NATIONAL WETLANDS INVENTORY & FEMA LAYERS  
FLOOD ZONE = SHADED BLUE  
NATIONAL WETLANDS INVENTORY = SOLID GREEN & BLUE



SALE 3

GOOGLE EARTH – JANUARY 2021 FLIGHT DATE

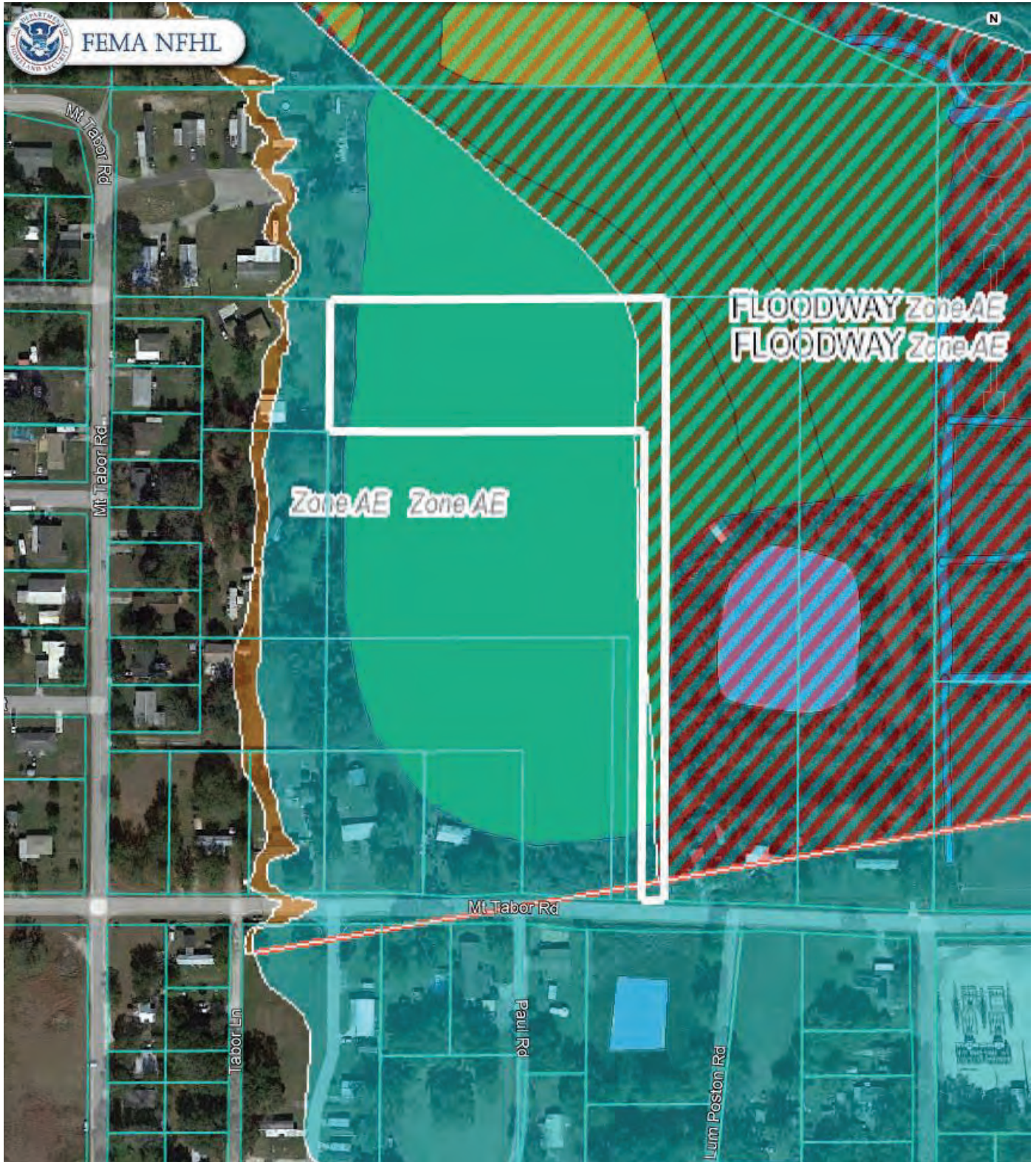




SALE 4

PARCEL – AERIAL MAPS

GOOGLE EARTH WITH  
NATIONAL WETLANDS INVENTORY & FEMA LAYERS  
FLOOD ZONE = SHADED BLUE  
NATIONAL WETLANDS INVENTORY = SOLID GREEN & BLUE



SALE 4

GOOGLE EARTH – JANUARY 2021 FLIGHT DATE



**SALE 5**

**PARCEL – AERIAL MAPS**

**GOOGLE EARTH WITH  
NATIONAL WETLANDS INVENTORY & FEMA LAYERS  
FLOOD ZONE = SHADED BLUE  
NATIONAL WETLANDS INVENTORY = SOLID GREEN & BLUE**



SALE 5

GOOGLE EARTH – JANUARY 2021 FLIGHT DATE



## ASSUMPTIONS AND LIMITING CONDITIONS

In accepting this Appraisal Report, the employer agrees that the descriptions set forth herein correctly describe the property and Proposed Easement that were to be appraised.

No responsibility is assumed by the appraisers for legal matters, nor is any opinion on the title rendered herewith. The appraiser assumes that the title to the property is good and marketable.

Other than the Proposed Easement, all existing liens and additional encumbrances, if any, have been disregarded, and the property is appraised as though free and clear.

Certain information used in compiling this report was furnished to the appraisers by outside sources that he considers reliable. The appraisers, however, does not warrant the accuracy of such data, although so far as possible has checked the information and believes it to be correct.

Neither appraiser, nor anyone employed by us, has any present or contemplated interest in the property appraised.

Exhibits in this report are approximate and are presented to assist the reader in visualizing the property and the proposed easement. The client provided the Legal and Description Sketch and the construction information and we assume no responsibility for accuracy.

Unless stated otherwise in this report, no responsibility is assumed for physical or legal defects in the subject property which would not be readily ascertainable upon typical visual inspection, including but not limited to, subsoil, drainage, hazardous material contamination and boundary.

No environmental audit was provided for our consideration and no responsibility is assumed for such matters, which are beyond the scope of this real estate appraisal.

The content of this Appraisal Report is similar as to what was previously classified as a "Summary Appraisal Report" and does not contain all of the supporting material and information considered in the application of the appraisal process. This material and information is maintained in our files and is incorporated herein by reference. Any user of this limited scope report may need further assistance, explanation and/or documentation to properly understand and use this report. The appraisers assume no responsibility or liability for any misuse of this limited scope report that may result from failure of the client or user to obtain further assistance. The appraisal is "limited" as to consideration of only land, affected improvements, if any. There are no damages to the unencumbered remainder property. A 'before' and 'after' valuation would produce the same result.

Disclosure of the contents of this appraisal report is governed by the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation and by the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute.

Neither all nor any part of the contents of this report (especially any conclusions as to value, the identity of the appraisers or the firm with which they are connected, or any reference to the Appraisal Foundation or to the MAI designation) shall be disseminated to the public through advertising media, public relations media, news media, sales media, or any other public means of communication without the prior written consent and approval of the undersigned.



## QUALIFICATIONS OF THE APPRAISERS

### David S. Reed, MAI

- Employment** : 2002 - 2003 Coldwell Banker Commercial - Nicholson Williams Realty, Jacksonville, FL  
2003 - Present Reed Appraisal Company, New Smyrna Beach & Lakeland, FL
- Professional Affiliations** : MAI Designated Member, Appraisal Institute, Certificate No. 457240
- Education** : University of North Florida, BSBA Degree, 2002, Major in Finance, Investments
- Florida Dept. of Professional Regulation** : Licensed Sales Associate  
Awarded September, 2002;  
License Number SL 3034890
- Registered Trainee Appraiser  
Awarded July, 2004  
License Number RI14428
- Certified General Appraiser  
Awarded October, 2008  
Certificate Number RZ3244
- Real Estate Broker  
Awarded July, 2013  
License Number BK3034890
- Professional Education** Appraisal Institute - 110 Principles  
Appraisal Institute - 120 Procedures  
Appraisal Institute - 310 Basic Income Capitalization  
Appraisal Institute - 320 General Applications  
Appraisal Institute - 400G General Market Analysis & Highest and Best Use  
Appraisal Institute - 410 USPAP  
Appraisal Institute - 510 Advanced Income Capitalization  
Appraisal Institute - 530 Advanced Sales Comparison & Cost Approaches  
Appraisal Institute - 540 Report Writing & Valuation Analysis  
Appraisal Institute - 550 Advanced Applications  
Appraisal Institute - 700GRE The Appraiser as an Expert Witness: Preparation & Testimony  
Appraisal Institute - 705 GRE Litigation Appraising: Specialized Topics and Applications  
Appraisal Institute - 715GRE Condemnation Appraising: Principles & Applications  
American Society of Farm Managers & Rural Appraisers - Yellow Book: Uniform Appraisal Standards of Federal Land Acquisition
- Appraisal Experience** Apartments; auto dealerships, condemnation (easement takings - electric and sewer); commercial and mixed use developments, vacant land; lease interests; office buildings; office rent surveys; ranches; farms; residences; retail stores; restaurants; motels; shopping centers; subdivisions (residential, commercial and industrial); warehouses and industrial properties; airport land; airport hangar rent surveys; bowling alleys; truck terminals; less-than-fee rights (conservation easements/purchase of development rights); veterinary offices; seniors housing
- Qualified as Expert Witness** Polk County Circuit Court, Pasco County Circuit Court

**Stanley B. Reed, MAI**

**Employment:** 1970 to present – real estate appraiser, Lakeland, Florida

**Education:** University of Florida, BSBA 1970, Real Estate and Urban Land Studies

**Professional:** MAI - Appraisal Institute, Certificate No. 5941, awarded 1979

**State:** State Certified General Appraiser, Certificate No. RZ71, awarded 1990; Real Estate Broker, License No. BK72445

**Experience:** Valuation of most types of real property; qualified as Expert Witness in Circuit Courts and Federal Court; eminent domain/condemnation specialist

**Clients:** Banks, credit unions; Cities of Lakeland, Winter Haven, Ft. Meade, Bartow, Lake Wales, Plant City; Polk County Commission; Polk County School Board; Florida Southern College, Polk State College; Florida Polytechnic University, Florida Department of Transportation (Legal); Florida Department of Environmental Regulation (DEP); Southwest Florida Water Management District (SWFWMD); Lakeland Electric & Water; Tampa Electric Company; Progress/Duke Energy; Sebring Airport Authority; Bartow Airport Authority; investors, buyers/sellers, developers, attorneys, estates, corporations, individuals, phosphate companies, social service agencies, churches, appraisal management companies



## CERTIFICATE OF APPRAISERS

The undersigned does hereby certify that, except as otherwise noted in the appraisal report:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are our personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. We have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
4. We have not performed any services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
5. We have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
6. Our engagement in this assignment was not contingent upon developing or reporting predetermined results.
7. Our compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
8. Our analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.
9. The undersigned made a personal inspection of the appraised property.
10. No one provided significant real property appraisal assistance to the people signing this certification.
11. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
12. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
13. As of the date of this report, Stanley B. Reed has not completed the requirements of the voluntary continuing education program of the Appraisal Institute. The Appraisal Institute mandatory requirements have been met. The requirements of the State of Florida have been met.
14. As of the date of this report, David S. Reed has completed the continuing education program of the Appraisal Institute.

### REED APPRAISAL COMPANY

David S. Reed, MAI Digitally signed by David S. Reed, MAI  
Date: 2022.07.05 17:57:29 -04'00'

David S. Reed, MAI  
President  
State-Certified General Appraiser  
Certificate # RZ3244

2020-025.071.3.rpt(Osprey-OK-Item 071.3 PFA-FL Poly)

Stanley B. Reed, MAI Digitally signed by Stanley B. Reed, MAI  
Date: 2022.07.05 17:57:54 -04'00'

Stanley B. Reed, MAI  
Vice President and Owner  
State-Certified General Appraiser  
Certificate # RZ71



# **Review Appraisal of**

The Appraisal Report by Reed Appraisal Company  
Performed on  
A Property Owned by Florida Polytechnic University Board of Trustees  
Located near the SW Quadrant of I-4 and the Polk Parkway  
In Polk County, Florida  
Parcel (Item) No. 71.3

## **Prepared For**

Deborah Ruster, Esq.  
Peterson & Myers, P.A.  
Attorneys at Law  
225 E. Lemon Street, Suite 300  
Lakeland, Florida 33881



## Calhoun, Collister & Parham, Inc.

*Real Estate Appraisers & Consultants*

### Jacksonville Office

10151 Deerwood Park Blvd.,  
Building 200, Suite 250  
Jacksonville, Florida 32256-0557  
Phone: (904) 764-0200  
Toll Free: (800) 280-8140  
Fax: (904) 764-4006

### Tampa Office

10014 N. Dale Mabry Highway  
Suite 201  
Tampa, Florida 33618-4426  
Phone: (813) 961-8300  
Toll Free: (800) 280-8140  
Fax: (813) 962-6363

### West Palm Beach Office

777 South Flagler Drive  
Suite 800 – West Tower  
West Palm Beach, FL 33401  
Phone: (561) 909-3176  
Toll Free: (800) 280-8140  
Fax: (561) 909-3177

August 12, 2022

Deborah Ruster, Esq.  
Peterson & Myers, P.A.  
Attorneys at Law  
225 E. Lemon Street, Suite 300  
Lakeland, Florida 33881

**Re.: Report Type: Appraisal Review**  
**Appraisal Firm: Reed Appraisal Company**  
**Signing Appraisers: David S. Reed, MAI & Stanley B. Reed, MAI**  
**Owner: Florida Polytechnic University Board of Trustees**  
**Property: 360.32 Acre Vacant Site**  
**Location: SW Quadrant of I-4 & Polk Parkway**  
**File No.:**

Dear Ms. Ruster:

As requested, I have reviewed the above appraisal report prepared for the Duke Energy Florida, prepared on July 5, 2022. In performing an appraisal review assignment, a review appraiser must develop and report a credible opinion as to the quality of another appraiser's work and must clearly disclose the scope of work performed. This appraisal review conforms to Standard 3 of the *Uniform Standards of Professional Appraisal Practice*, 2020-2021 Edition.

This appraisal review assignment includes developing my own opinion of value for the subject property. I have not previously developed a market value opinion of the subject property.

### **Identity of the Client**

The clients for this appraisal review are Deborah Ruster and the Florida Polytechnic Board of Trustees.

**Intended Users of Appraisal Review**

The intended users are the above identified clients.

**Intended Use of this Appraisal Review**

The intended use of this appraisal review report is for a Rebuttal Report in the litigation matter related to the eminent domain taking of Parcel (Item) No. 73.1 in conjunction with the Duke Energy transmission line project, in Polk County, Florida.

**Purpose of the Assignment**

The purpose of this assignment is to develop and report a credible opinion as to the quality of the appraisal report prepared by David S. Reed, MAI and Stanley B. Reed, MAI, with the firm of Reed Appraisal Company. This assignment does include the development of my own opinion of value.

**Description of Subject Property**

The subject is a vacant parcel containing approximately 360.32 acres which is part of the Polytechnic University campus.

**Effective Date of Appraisal Review**

The effective date of this appraisal review is August 12, 2022.

**Date of Appraisal Review Report**

The date of this report is August 12, 2022.

**Property Rights Appraised**

The property rights appraised within the Reed report is the fee simple, interest in the subject real property.

**Date of Appraisal Report Under Review**

The date of the report under review is July 5, 2022.

**Date of Value in Appraisal Report Under Review**

The date of value was July 5, 2022.

**Identity of the Appraisers who Signed Appraisal Under Review**

David S. Reed, MAI and Stanley B. Reed, MAI.

## **Scope of Work**

The scope of work performed in completing this appraisal review included the following:

- discussions with the client;
- obtaining a copy of and reviewing the appraisal report prepared by Reed Appraisal Company;
- the determination of the appropriate scope of work for this assignment;
- additional research relating to the subject and comparable sales;
- research reference materials, inclusive of USPAP;
- review of the data and analyses contained with the Reed appraisal, as well as the adequacy and appropriateness thereof;
- the preparation of a review appraisal report.

## **Summary of Opinions**

The following are my opinions relating to the reviewed appraisal and the completeness of material therein, as well as the adequacy and relevance of its data, the propriety of analysis and adjustments to the data, and the appropriateness of the appraisal methods and techniques used therein. My opinions include statements as to whether the analyses, opinions and conclusions are appropriate and reasonable, given the context of my scope of work, which includes delineating reasons for any disagreement. The following summary also includes my own opinion of market value.

- 1) I find the report's descriptions of the subject property land size, locational factors, sales history, assessment and tax data, and land use data to be reasonable.
- 2) I agree with Reed's highest and best use conclusions, "as vacant" for a recreational use or agricultural use. However, the recreational use would be in conjunction with Florida Polytechnic University, such as sports ballfields.
- 3) Reed's appraisal analyzes five sales all of which are located in Polk County. All the sales had site development restrictions given they contained wetlands, floodways and/or Flood Zone A designations. These sales ranged from \$4,800 to \$14,200 per acre or \$0.29 per square foot. The Reed appraisal concluded to a value of \$12,500 per or acre. Based on additional sales data researched, my opinion as to the value of the land is \$20,000 per acre or \$0.46 per square foot.
- 4) The Reed appraisal analyzed the taking of Parcel/Item 71.3 by Duke Energy which contained 297,846 square feet for the construction of a powerline across the southern portion of the parent tract. It appears the Reed appraisal has the correct

information with regards to the taking location and size based on the survey that was contained in the appraisal that was prepared for Duke Energy.

- 5) The Reed appraisal estimates the loss of rights as a result of the proposed powerline easement taking at 75% of fee value. I disagree with the take percentage of 75%. In my opinion, the loss of property rights for this powerline easement taking is 90% of fee value. Given the highest and best use of the parent tract for a recreational or agricultural use and the location of the taking along the southern boundary of the site, there is no severance damages to the remainder property by reason of this taking which is similar to Reed’s conclusion.

- 6) The following is a summary of Reed’s market value opinion of Parcel 71.3 taking:

Land Taken	\$ 65,550
Improvements	0
Net Cure	0
Total Compensation	<u>\$ 65,550</u>

I disagree with Reed’s estimated of market value for Parcel/Item 71.3. The value of the take at \$0.46 per SF and applying 90% taking of the fee simple rights, equates to a take value for the easement of approximately \$123,300 (297,486 SF x \$0.46 per SF x 90%) Based on my opinion, the market value of Parcel/Item 71.3 taking is:

Land Taken	\$ 123,300
Improvements Taken	0
Damages/Partial Cure Plan	0
Total Compensation	<u>\$ 123,300</u>

The above summarizes my appraisal review of the appraisal prepared by David S. Reed, MAI and Stanley B. Reed, MAI, of Reed Appraisal Company. The Reed report is incorporated herein by reference and is an integral part of this review appraisal report. In acting as the review appraiser, I have developed and reported a credible opinion as to the quality of the work and have disclosed the scope of work performed. This appraisal review conforms to Standards Rule 3 of the Uniform Standards of Professional Appraisal Practice, 2020-2021 Edition. A signed certification is provided at the end of this review appraisal report.

Calhoun, Collister and Parham, Inc.



Jess E. Collister, MAI  
 State-Certified General  
 Real Estate Appraiser  
 RZ2049

**Certificate of Appraisal**

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and is my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- I have no present or prospective interest in the property that is the subject of this report, and I have no personal interest with respect to the parties involved.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- The reported analyses, opinions, and conclusions were developed, and this report has been prepared in conformity with the *Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation*.
- I have made an inspection of the property that is the subject of this report.
- I have not prepared an appraisal of the subject property within the last three years.
- The values reported herein do not include the valuation of mineral leases, unless expressly stated in the body of the report. The appraisers will value such leases only upon instruction to do so, as they are a separate consideration.
- The values reported herein assume no environmental contamination problems, unless otherwise noted in the appraisal report.
- The undersigned has received professional real property appraisal assistance from James E. Ditto III, State-Certified General Real Estate Appraiser RZ3146. He is the only individual who worked specifically with the undersigned on this appraisal, but other associates may have provided pertinent information when gathering data relating to various assignments. This does not include any other professional assistance involving other disciplines, which are summarized under the "Scope of Appraisal" portion of the report.

**Certificate of Appraisal (Continued)**

- Estimates of the damage amounts, where applicable, are based on those damage elements considered to be compensable under Florida law. The appraisers assume no responsibility for legal opinions, and have relied upon such opinions from legal counsel employed on the project.
- As of the date of this report, Jess E. Collister, MAI, State-Certified General Real Estate Appraiser RZ2049, has completed the requirements of the continuing education program of the Appraisal Institute.
- The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
- The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of The Code of Professional Ethics & Standards of Professional Appraisal Practice of the Appraisal Institute, which include the *Uniform Standards of Professional Appraisal Practice*.



Jess E. Collister, MAI  
State-Certified General  
Real Estate Appraiser  
RZ2049



## **Calhoun, Collister & Parham, Inc.**

*Real Estate Appraisers & Consultants*

### **QUALIFICATIONS**

#### **JESS E. COLLISTER, MAI**

##### Academic Background:

Graduated - Plant High School  
B.A. Degree in Finance - University of South Florida

##### Certifications and Licensing:

State-Certified General Real Estate Appraiser, State of Florida RZ2049  
Member of the Appraisal Institute - MAI, #10,925

##### Coursework and Seminars:

Measuring Market Reaction to residential Home Features (2022)  
Introduction to Green Buildings: Principles & Concepts (2022)  
7-Hour National USPAP Update Course (2022)  
Florida Law for Real Estate Appraisers (2022)  
Eminent Domain Seminar (2021)  
Valuation Impacts of COVID-19 (2020)  
Lay of the Land Conference (2020)  
The Appraiser as an Expert Witness (2019)  
Lay of the Land Real Estate Conference (2019)  
Code of Ethics (2018)  
Eminent Domain Seminar (2018)  
FL Bar Eminent Domain Committee (2018)  
Real Estate Damages (2018)  
Florida Land Conference (2018)  
7-Hour National USPAP Update Course (2018)  
2018 Florida Appraisal Law (2018)  
Business Practices and Ethics (2017)  
Eminent Domain Seminar (2017)

##### Professional Organizations

Member of the Appraisal Institute  
Member of Association of Eminent Domain Professionals (AEDP)  
Realtor, Member of the Greater Tampa Association of Realtors, Inc.



Appraisal Experience:

Experienced in appraising various residential, commercial and special purpose properties, including single-family residences, apartments, condominiums, suburban and downtown office buildings, warehouses, retail centers, subdivision developments, mobile homes, bowling alleys, religious facilities, daycare centers, and various types of vacant land. Specializing in litigation appraisal assignments, most of which involve various condemnation assignments for private property owners and condemning authorities.

Employment Experience:

Current	Calhoun, Collister & Parham, Inc. Partner
1997 -1999	Realty Services International, Inc. Associate Appraiser
1996 -1997	Calhoun & Associates, Inc. Associate Appraiser
1990 -1995	Hanford-Healy Appraisal Company (formerly Pierson Appraisal Company, formerly Pierson/Dohring Appraisal Company) Staff Appraiser
1988 -1990	Kelly & Collister, Inc. Appraiser, Vice President
1988	Gause Realty, Inc. Associate Appraiser
1986 -1988	W.H. Copeland & Sons, Inc. Associate Appraiser

The following is a partial listing of the projects on which I have personally had valuation assignments involving acquisitions by private and governmental agencies:

U.S. Highway 301 Bypass (Bradford County)  
Burnt Store Road (Charlotte and Lee Counties)  
Golden Gate Boulevard (Collier County)  
Picayune Strand Restoration (Collier County)  
Vanderbilt Beach Road Extension (Collier County)  
Bell Shoals Road (Hillsborough County)  
SR 574/MLK Boulevard (Hillsborough County)  
SR 836/Dolphin Expressway (Miami-Dade County)  
SR 997/Krome Avenue (Miami- Dade County)  
Withlacoochee River Electric Cooperative (Pasco County)  
118<sup>th</sup> Avenue (Pinellas County)  
South Pasadena Fire Station Re-Location (Pinellas County)  
SR 686/Roosevelt Boulevard (Pinellas County)  
U.S. Highway 19 (Pinellas County)  
Central Polk Parkway (Polk County)  
Duke Energy 230KV Project (Polk County)  
SR 542/Dundee Road (Polk County)  
SeaCoast Pipeline (Putnam County)  
SR 20 (Putnam County)  
Venice Bypass (Sarasota County)  
SR 313 (St. Johns County)  
Crosstown Parkway Extension (St. Lucie County)  
SR 48 (Sumter County)  
SeaCoast/TECO Peoples Gas Pipeline (Clay, Duval, and St. Johns Counties)  
Sabal Trail Pipeline (Various Counties)  
Sumter Electric Cooperative (Sumter and Lake Counties)  
TECO/Peoples Gas system Gas Pipeline (Pasco, Hernando & Sumter Counties)

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: Student Housing Development Update**

---

**Proposed Committee Action**

Information only – no action required.

**Background Information**

The University initially engaged the consulting firm of Brailsford and Dunlavy as our primary advisor for the demand study, planning, and implementation of the next phase of on-campus housing. Since then, an invitation to negotiate (ITN) was released in March 2022, soliciting proposals for development partners for the project. From that, the University selected Capstone Development Partners as our development partner and entered into a Predevelopment Agreement with Board of Trustees' approval in July 2022 – utilizing a national 501(c)3 to provide for tax-exempt bonding and financing of the project.

This item is an update to the Board of Trustees on the status of the project and a timeline of milestones moving forward.

---

**Supporting Documentation:** Presentation slides

**Prepared by:** Dr. Allen Bottorff, Vice President and Chief Financial Officer



**FLORIDA POLYTECHNIC**  
UNIVERSITY

# **Student Housing Development Update**

**Dr. Allen Bottorff**

**September 21, 2022**

---

# Outline

---

- **Introduction**
  - **Milestones to Date**
    - Due diligence and preliminary housing study by Brailsford & Dunlavey
    - Invitation to Negotiate (ITN) to select our Development Partner
      - Capstone Development Partners (CDP)
    - Predevelopment Agreement approved by the Board of Trustees July 2022
  - **Update and Next Steps**
-

# Outline

---

- Introduction
  - **Milestones to Date**
    - Due diligence and preliminary housing study by Brailsford & Dunlavey
    - Invitation to Negotiate (ITN) to select our Development Partner
      - Capstone Development Partners (CDP)
    - Predevelopment Agreement approved by the Board of Trustees July 2022
  - Update and Next Steps
-

# Outline

---

- **Introduction**
  - **Milestones to Date**
    - Due diligence and preliminary housing study by Brailsford & Dunlavey
    - Invitation to Negotiate (ITN) to select our Development Partner
      - Capstone Development Partners (CDP)
    - Predevelopment Agreement approved by the Board of Trustees July 2022
  - **Update and Next Steps**
-

# Update and Next Steps

- **Financing Structure Change**

- Changing from the original plan of tax exempt bond issuance and ownership by a National 501(c)3 to tax exempt bond issuance by the State of Florida on behalf of Florida Polytechnic University by the Division of Bond Finance (DBF)
  - Benefits:
    - ✓ No long term ground lease required – as ownership is completely retained by the University
    - ✓ Division of Bond Finance as our financial partner in dormitory revenue bond issuance
    - ✓ Establishment of a university housing system, a key piece in the maturity of a university
- Planned bond issuance and closing in March 2023



# Update and Next Steps

- **Planning and Design Update**

- **Conceptual and Schematic Design**

- Reviewed in early September 2022 and Florida Poly Building Department provided comments to the development team to address, and for inclusion, in the next round of approvals

- **Design Development Documents**

- Scheduled for submittal to the University mid-October for review and comments followed by:
    - *50% Construction Documents* . . . scheduled for late-November 2022 submittal
    - *85% Construction Documents* . . . scheduled for mid-January 2023 submittal
    - *100% Construction Documents* . . . Scheduled for late-February 2023 submittal

# Update and Next Steps

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- **Next Approvals**

- **Florida Polytechnic University Board of Trustees**

- A Special Meeting to be held in October 2022 for approval of materials and supporting documents to the Board of Governors in support of the public financing of the purchase of the existing *Residence Hall II* and the construction of *Residence Hall III* on the Main Campus of Florida Polytechnic University

- **Florida Board of Governors (BOG)**

- Submittal of the above materials and supporting documents no later than October 25, 2022 to allow for review by BOG staff and for approval by the BOG at their scheduled January 24-25, 2023 meeting
-

# Update and Next Steps

- **General Timeline Milestones**

- *2022 October* - Approval by Board of Trustees and submittal to the Board of Governors for review
- *2023 January* – Approval by the Board of Governors
- *2023 February* – Approval of State debt issuance by the Governor’s Cabinet
- *2023 March* – Issuance of Dormitory Revenue Bonds on behalf of the University, financial closing, and notice to proceed for construction shortly thereafter
- *2023 June* – Purchase and closing on existing Resident Hall II
- *2024 August* – Substantial completion and student move-in

- **Questions on anything in the Student Housing Development Update?**

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: Campus Master Plan Amendment: Student Housing - Residence Hall III**

---

**Proposed Committee Action**

Recommend approval to the Board of Trustees to amend the Campus Master Plan to include student housing to be sited on University property located immediately west of Residence Halls I & II, east of the parcels located on the pond edge.

**Background Information**

The reclassification and subsequent planning of University property to site Residence Hall III is a result of negotiations, planning, and pending development with Capstone Development Partners (CDP) and as anticipated by the Board of Trustees' approval of a predevelopment agreement between CDP and the University in July 2022.

The selection of the proposed parcels maintains a centralized, on-campus housing presence and preserves the parcels located adjacent to the ponds for future University expansion.

---

**Supporting Documentation:** Presentation slides

**Prepared by:** David Calhoun, Assistant Vice President of Facilities and Safety Services



**FLORIDA POLYTECHNIC  
UNIVERSITY**

**Campus Master Plan Amendment  
Student Housing – Residence Hall III**

**David Calhoun**

**September 21, 2022**



# Residence Hall III Location

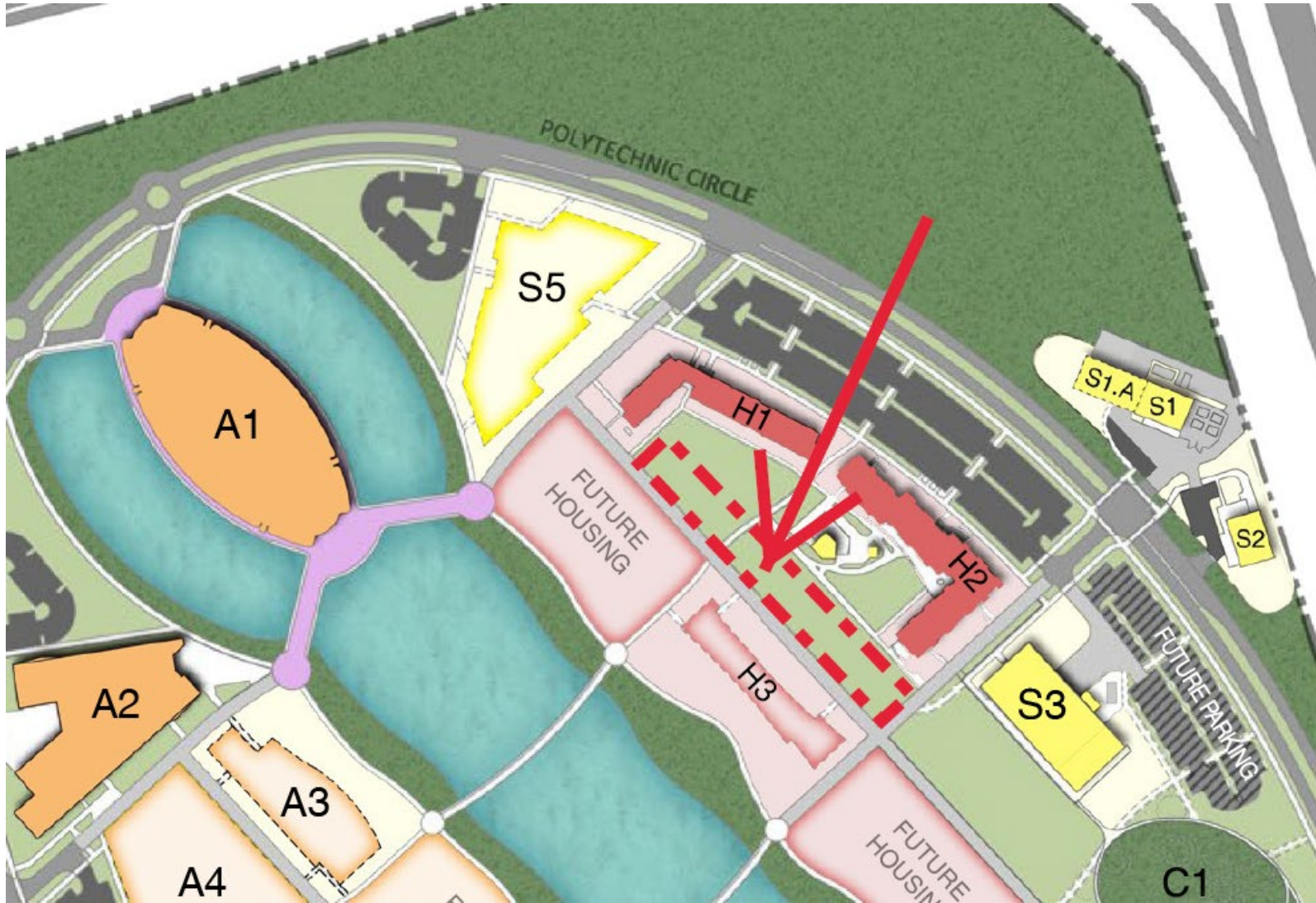
## • Campus Integration

- West of existing residence halls
- Located on the East side of campus, in compliance with the Master Plan
- Preserves the parcels located directly adjacent to the ponds
- Maintains pedestrian, and emergency pathways across campus
- Consistent with existing heights set by Residence Halls I and II





# Campus Master Plan Amendment





# Request for Motion

- **Campus Master Plan Amendment**

- Seeking approval to amend the Campus Master Plan to include parcels located on the West of Residence Halls I & II, east of the parcels located on the pond edge.
- The reclassification of the proposed campus space is a result of negotiations with Capstone Development Partners during an ITN for the expansion of the residence facilities on campus. The selection of these parcels maintains a centralized on-campus housing presence, and preserves the prime parcels located adjacent to the ponds for future University expansion.

**Motion to recommend amending the Campus Master Plan to include student housing to be sited on University property located immediately west of Residence Halls I & II, east of the parcels located on the pond edge, to the Board of Trustees.**



**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: 2022 Florida Polytechnic University Equity Report**

---

**Proposed Committee Action**

Recommend approval of the 2022 Florida Polytechnic University Equity Report to the Board of Trustees.

**Background Information**

Each university in the State University System of Florida is required to submit an annual equity report pursuant to Florida Board of Governors Regulation 2.003 Equity and Access using a mandated BOG reporting format. The regulation states that discrimination on the basis of race, color, national origin, sex, religion, age, disability, marital status, veteran status, or any other basis protected by applicable state and federal law against a covered individual at any university is prohibited.

The report summarizes the diversity of Florida Poly's student body, faculty, and staff as well as trends. In addition, the equity report discusses efforts the University is taking to make education at the Florida Poly accessible to persons of all groups. Acceptable efforts include conducting targeted outreach and recruitment aimed at inclusion, creating training programs to increase capacity of diverse cohorts, and taking lawful action to remedy underutilization.

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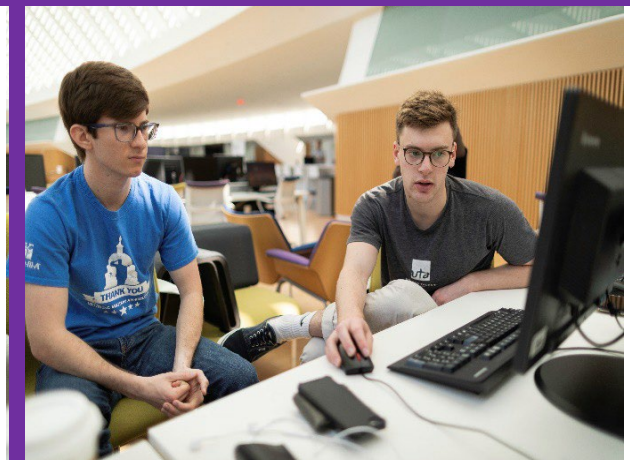
**Supporting Documentation:** 2022 Florida Polytechnic University Equity Report

**Prepared by:** Michelle Disson, Title IX and ADA Coordinator; Gloria Nelson, Compensation, Equity, and Inclusion Manager; Kevin Calkins, Director of Institutional Research



# FLORIDA POLYTECHNIC UNIVERSITY®

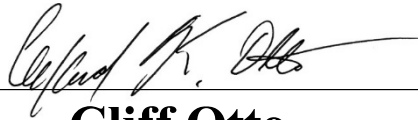
## 2022 EQUITY REPORT



# Florida Polytechnic University

**Report Year: July 2020 – June 2021**

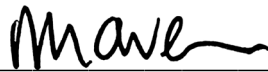
Approved by University Board of Trustees: **September 15, 2022**



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**Cliff Otto**

Board of Trustees, Chair



---

**Dr. Randy K. Avent**

President

**September 8, 2021**

Prepared by:

**Gloria Nelson**

HR Manager, Compensation and Equity, Inclusion/ Benefits & Retirement

[gnelson@floridapoly.edu](mailto:gnelson@floridapoly.edu)

(863) 874-8402

**Michelle Disson**

Title IX and ADA Coordinator

[mdisson@floridapoly.edu](mailto:mdisson@floridapoly.edu)

(863) 874-8484

**Kevin Calkins**

Director, Institutional Research

[kcalkins@floridapoly.edu](mailto:kcalkins@floridapoly.edu)

(863) 874-8445

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## EXECUTIVE SUMMARY

Florida law, section 1000.05, Florida Statutes, states that “No person shall, on the basis of race, ethnicity, national origin, gender, disability, religion, or marital status be excluded from participating in, be denied the benefits of, or be subjected to discrimination under any public K-20 education program or activity, or in any employment conditions or practices, conducted by a public educational institution that receives or benefits from federal or state financial assistance.” The Board of Governors adopted Regulation 2.003 Equity and Access to provide guidance for public universities in following the law.

That regulation requires each public university in Florida to prepare an annual Florida Equity Report that complies to state statutes and Board of Governors regulation. Section 2.003(5)(a) of the regulation requires that the university’s equity report must include “information on the institution’s progress in implementing strategic initiatives and performance related to equity and access pertaining to academic services, programs, and student enrollment; equity in athletics; and employment.”

In addition, the Florida Board of Governors Regulation 2.003 Equity and Access requires appropriate student participation in programs or courses where protected classes are underrepresented, gender equity in athletics and appropriate representation of women and minorities in senior-level administrative positions and faculty positions.

Diversity, equity, and inclusion is the responsibility of everyone at Florida Polytechnic University. The institution follows best practices and works together to move forward. Therefore, it was critical to involve the entire university in preparing this report. A committee appointed by the President, developed an outline for the report, in part based on conversations with the Board of Governors Chief Diversity Office to establish some baseline expectations on content and format. The outline was emailed to key representatives in various departments and included examples of the content and format desired.

The data was pulled by our Office of Institutional Research through our systems. The data is evaluated through IPEDS definitions of demographics.

Each unit’s submission was reviewed by the appointed committee which held follow up meetings with individual department/unit representatives, as necessary, to discuss whether and what edits could be made to the submission.

A finalized draft was submitted to the President and Cabinet Members for final approval before being considered by the Board of Trustees for acceptance prior to submission to the Board of Governors.

University departments/units involved in developing the 2022 Equity Report are as follows.

Academic Affairs  
Admissions  
Advancement  
Financial Aid  
General Counsel

Human Resources  
Institutional Research  
Student Affairs  
Title IX Office

## Part II: POLICIES AND PROCEDURES

Florida Polytechnic University is governed by state and federal statutes, regulations and guidelines of the Florida Board of Governors, and university regulations and policies. The University adopts policies and related procedures to dictate and guide the operations of the University when statutes, regulations and guidelines do not provide specific guidance or do not offer procedures or implementation directives necessary for efficient university operations.

Policies should neither conflict with provisions contained in applicable laws or regulations, nor merely restate or duplicate those provisions. When an existing University policy conflicts with a law, Florida Board of Governors regulation, or university regulation, such law or regulation shall take precedence over the University policy.

The University’s policies are available on the “University Policies, Regulations and Rules” section of the University’s webpage: <https://floridapoly.edu/about/board-of-trustees/university-policies-regulations-rules/>

**Non-Discrimination Policy** – The University is committed to providing and maintaining a dignified environment in which all members of the university community appreciate and respect each other. This is accomplished by maintaining a welcoming environment to work, study, and interact with one another, free from any form of unlawful discrimination. The University shall not unlawfully discriminate in offering access to any educational programs or activities or in conducting its employment practices on the basis of race, color, national origin, marital status, sex, religion, age, disability, sexual orientation, gender identity, gender expression, or veteran status or any other legally protected class or basis under applicable federal and/or state laws. The University’s non-discrimination policy (FPU-1.004 Non-Discrimination/Equal Opportunity) was approved by the University Board of Trustees in January 2014 and is reviewed annually.

The following policies and procedures were developed to ensure equity within the University. These and additional policies and procedures will be updated annually and are available online.

Title	Universal Resource Locator (URL)
Non-Discrimination and Equal Opportunity	<a href="https://floridapoly.edu/fpu-1.004-non-discrimination-and-equal-opportunity-regulation-1.14.20141.pdf">fpu-1.004-non-discrimination-and-equal-opportunity-regulation-1.14.20141.pdf (floridapoly.edu)</a>
Discrimination and Harassment Complaint	<a href="https://floridapoly.edu/fpu-1.005-discrimination-and-harassment-complaint-policy-and-procedures-2.5.141.pdf">fpu-1.005-discrimination-and-harassment-complaint-policy-and-procedures-2.5.141.pdf (floridapoly.edu)</a>
Sexual Misconduct	<a href="https://floridapoly.edu/fpu_1.005p_sexual_misconduct_10.6.21.pdf">fpu_1.005p_sexual_misconduct_10.6.21.pdf (floridapoly.edu)</a>
Admission to the University	<a href="https://floridapoly.edu/fpu-2.001-admin-to-u-appeal-process-2.25.20.pdf">fpu-2.001-admin-to-u-appeal-process-2.25.20.pdf (floridapoly.edu)</a>
Student Government and Student Organizations	<a href="https://floridapoly.edu/fpu-3.002-student-government-and-student-organizations-6.22.17.pdf">fpu-3.002-student-government-and-student-organizations-6.22.17.pdf (floridapoly.edu)</a>
Student Code of Conduct	<a href="https://floridapoly.edu/fpu.3.006_student_code_of_conduct.9.15.21.pdf">fpu.3.006_student_code_of_conduct.9.15.21.pdf (floridapoly.edu)</a>
Reasonable Accommodations for Religious Observances, Practices and Beliefs	<a href="https://floridapoly.edu/fpu-3.009-reasonable-accommodations-6.22.17.pdf">fpu-3.009-reasonable-accommodations-6.22.17.pdf (floridapoly.edu)</a>

Student Grievance Process	<a href="#">fpu 3.0031p student grievance process 2022.01.21.pdf (floridapoly.edu)</a>
Student Requests for Disability Services	<a href="#">fpu-3.0041ap-student-requests-for-disability-services-4.1.19.ws .4.11.pdf (floridapoly.edu)</a>
Student Requests for Housing Accommodations - Disability	<a href="#">fpu 3.0042p student requests for housing accommodations disability 2022.1.28.pdf (floridapoly.edu)</a>
Anti-Hazing	<a href="#">fpu 3.00611 anti hazing 2021.02.17.pdf (floridapoly.edu)</a>
Academic Freedom and Responsibility	<a href="#">fpu.5.001-academic-freedom-and-responsibility-1.14.141.pdf (floridapoly.edu)</a>
Student Attendance	<a href="#">fpu-5.0010ap-student-attendance-05.28.14.pdf (floridapoly.edu)</a>
University Personnel Program	<a href="#">fpu-6.001-university-personnel-program-6.27.13.pdf (floridapoly.edu)</a>
Personnel Code of Conduct and Ethics	<a href="#">fpu-6-002-personnel-code-of-conduct-and-ethics-approved-by-bot-2.28.18.pdf (floridapoly.edu)</a>
Employee Grievance Procedure	<a href="#">fpu-6.0011p-employee-grievance-procedure-11.17.14.pdf (floridapoly.edu)</a>
Recruitment, Selection and Appointment of Non-Faculty Personnel	<a href="#">fpu-6.0125p-recruitment-selection-and-appointment-of-non-faculty-personnel-08.27.15.pdf (floridapoly.edu)</a>
Recruitment, Selection and Hiring of Personnel	<a href="#">fpu-6.0126p-recruitment-selection-and-hiring-of-personnel-3.7.2018a-6.pdf (floridapoly.edu)</a>
Student Financial Aid	<a href="#">fpu-7.002-student-financial-aid-3.16.17.pdf (floridapoly.edu)</a>
Financial Aid Accommodations for Students Needing Reduced Course Loads	<a href="#">fpu-7.0027p-fin-aid-accom-students-needing-reduced-course-loads.pdf (floridapoly.edu)</a>
Purchasing	<a href="#">fpu 8.001 purchasing 21.05.03.pdf (floridapoly.edu)</a>

**How students and employees are informed of policies and procedures, Accessing Policies.**

Policies are posted on the University website and linked at the bottom of every webpage. Changes are circulated to all university employees as part of the policies’ approval process and Regulation changes are regularly posted, as required and users can subscribe to be notified of any change. All policies that affect students are emailed to them directly. Many policies are referenced in handbooks, including the student, faculty, and employee handbook, in addition to being referenced during all Orientations. Policy updates are regularly posted in the weekly Phoenix emails to the entire University.

# THE FLORIDA POLYTECHNIC UNIVERSITY BOARD OF TRUSTEES

## FPU-1.004 Non-Discrimination/Equal Opportunity.

**(1) Purpose.** The University is committed to providing and maintaining a dignified environment in which all members of the University Community appreciate and respect one another by collectively sustaining a welcoming environment to work, study, and interact with one another free from any form of unlawful discrimination. The University shall not unlawfully discriminate in offering access to any educational programs or activities or in conducting its employment practices on the basis of race, color, national origin, marital status, sex, religion, age, disability, sexual orientation, gender identity, gender expression, or veteran status (each hereinafter referred to as a “protected class”) or any other legally protected class or basis under applicable federal and/or state laws. The purpose of this regulation is to provide the University’s expectations to maintain and foster an inclusive and welcoming environment in which diversity is valued and opportunity is equalized. This regulation provides guidelines and information regarding: conduct that constitutes unlawful discrimination or harassment, reporting responsibilities, and requirements for filing a complaint of discrimination or harassment with the University. All complaints of discrimination or harassment filed with the University will be handled in accordance with applicable University grievance and disciplinary procedures.

## **(2) Definitions.**

- (a) **Discrimination** is defined as unlawful disparate, different or otherwise unfair treatment of an individual that is different than others similarly situated, whether intentional or unintentional, based on a protected class and includes harassment and retaliation.
- (b) **Harassment**, under this regulation, is an unlawful form of discrimination and is defined as unwelcome or offensive conduct that is based on a protected class when such conduct:
  - i. is so frequent or so severe that it creates an intimidating, hostile, offensive, or abusive educational or work environment; or
  - ii. results in an adverse education or employment decision

A victim of unlawful harassment does not have to be the individual that is the target of such harassing conduct when the conduct effectually results in creating a hostile environment.

- (c) **Retaliation** is defined as unlawful adverse or negative action towards an individual because that person reported or filed a complaint, testified or participated in an investigation or proceeding, or opposed discriminatory practices in relation to unlawful discrimination or harassment based on a protected class.
- (d) **University Community**, for purposes of this regulation, is defined to include individuals applying for enrollment or employment to the University; students; University faculty and employees, both part-time and full-time; visitors; and contracted agents and vendors.

**Statement of Regulation.** The University does not discriminate on any basis prohibited by federal and/or state law, including race, color, national origin, marital status, sex, religion, age, disability, or veteran’s status in recruitment, employment, promotion, compensation, benefits, and training. The University ensures equal access to educational programs and related opportunities for enrolled students, without regard to race, color, national origin, marital status, sex, religion, age, disability, or veteran’s status.

The University does not tolerate any form of unlawful discrimination, including harassment and retaliation, directed towards any individual within the University Community. Accordingly, the University expects every member of the University Community to observe and comply with the University’s non-discrimination and equal opportunity principles set forth in this regulation and in applicable federal and state laws. All members of the University Community are responsible for ensuring their compliance with this regulation. While certain individual members of the University



Community have a duty to report violations of this regulation, all other members are strongly encouraged to do the same to ensure Community compliance.

The educational environment provided by the University is unique in that there must be freedom to express ideas and foster communication on subjects that enhance the University's educational mission and goals. Accordingly, while the University is committed to providing a learning environment free from unlawful discrimination, the purpose of this regulation is not intended to abridge academic freedom or interfere with speech, as guaranteed by the First Amendment, in any way. Respect for diverse viewpoints, experiences, and intellectual pursuits is a cornerstone for learning, and this environment of dignity shall be representative of the University in its commitment.

Disparate treatment on the basis of a protected class shall not constitute a violation of this regulation if such disparate treatment is required and/or permitted under federal or state law.

(3) **Examples of Discrimination.** Examples of conduct that falls within the definition of unlawful discrimination, when based on a protected class, include, but are not limited to:

- (a) Disparate treatment in recruitment, hiring, assignment, training, promotion, transfer, compensation, benefits, discharge, or any other term or condition of employment.
- (b) Disparate treatment in admission and access to educational programs or related support services.
- (c) Disparate treatment in access to housing accommodations, or any related service or benefit, provided by the University.
- (d) Disparate treatment in access or selection in athletic, cultural or social activities occurring on University property or sponsored by the University.
- (e) Disparate treatment or application related to University grievance or disciplinary procedures.
- (f) Contractual arrangements or other professional relationships that utilize or otherwise subject members of the University Community to disparate or adverse treatment.

(4) **Examples of Harassment.** Examples of conduct that falls within the definition of unlawful harassment, when based on a protected class, include, but are not limited to:

- (a) Verbal acts, offensive jokes, slurs, epithets or name calling.
- (b) Intimidation, physical assaults, or threats.
- (c) Ridicule, mockery, insults, or put-downs.
- (d) Displaying, transmitting, or sending offensive or inappropriate objects, pictures, or communications, by any medium.
- (e) Suggestive, insulting or obscene gestures or sounds.
- (f) Conduct that is so severe, pervasive, or persistent so as to interfere with or limit an individual's ability to participate in or benefit from the services, activities, or opportunities offered by the University.

(5) **Violations.** It shall be a violation of this regulation for any member of the University Community to engage in any conduct or behavior that is characterized as discriminatory, harassing, and/or retaliatory and is based on a protected class. Individuals who fail to comply with his or her duty to report, as prescribed herein, shall be in violation of this regulation. Any individual charged with a violation of this regulation will be subject to disciplinary and other action up to and including expulsion or termination. Any individual who acts in violation of federal or state law may also be subject to criminal prosecution.

(6) **Responsibility to Report.** In order to maintain an environment free from discrimination, all members of the University Community shall acknowledge their individual responsibility to report any incidents or allegations. Any

individual who believes another person is being subjected to discrimination is strongly encouraged to promptly report the matter. All University employees have an absolute and unqualified duty to immediately report all known incidents or allegations.

(a) **Supervisors.** All supervisory employees (defined, for purposes of this regulation, as persons supervising one or more employees) are required to immediately report all allegations, reports or instances of alleged discrimination, by or against any other person, to the President, Human Resources, the Director of Student Affairs, or the Provost.

(b) **University Faculty.** All University faculty members are required to immediately report all allegations, reports, or instances of alleged discrimination, by or against any person, to an immediate supervisor, the President, Human Resources, the Director of Student Affairs, or the Provost.

(c) **Members of the University Community.** All individuals who feel that they have been subjected to discrimination are encouraged to inform the discriminator that the conduct is unwelcome and must stop. An individual who feels uncomfortable and/or harmed by offensive behavior should attempt to remove himself/herself from the offending situation and report such behavior as soon as possible to the President, Human Resources, the Director of Student Affairs, or the Provost. Failure to take affirmative steps to stop discriminatory or harassing conduct in no way bars an individual from seeking relief through the filing of a complaint with the University or any external agency.

(7) **University Vendors and Contractors.** The prohibited conduct contained in this regulation shall apply to University vendors and contractors. In the event conduct by a University contractor or vendor is determined to be in violation of this regulation, the University shall take action against the vendor or contractor, as deemed appropriate, and in accordance with the terms of the governing contract or agreement.

**Reporting Violations.** Any individual member of the University Community who believes that he or she is a victim of unlawful discrimination, including harassment, or retaliation may take formal or informal action. All formal complaints filed with the President will be addressed in accordance with the University's Complaint and Investigation Procedures.

While the University encourages members of the University Community to utilize the internal complaint process prior to filing an external complaint, individuals are not required to do so. Employees have the right to proceed directly to the Equal Employment Opportunity Commission (EEOC) to file a complaint and students may proceed directly to the Office for Civil Rights (OCR), U.S. Department of Education.

Authority: BOG regulation 1.001. History: New: *1.14.14*

### Part III: ACADEMIC PROGRAM REVIEW

This section presents and discusses student enrollment and student services initiatives. Enrollment data represents the student population in required reporting areas, as applicable for Fall 2021 with a comparison to Fall 2016. Diversity-related initiatives and programs for enrolled students are described in the Student Affairs Section.

Student enrollment at Florida Poly by gender and race/ethnicity are presented and analyzed in the following areas:

- Full-time First Time-In-College Enrollment
- Full-time Florida College System A.A. Transfers
- Retention of Full-Time FTICs after one-year
- Bachelor's Degrees Awarded (AY 2020-21)
- Master's Degrees Awarded (AY 2020-21)

Data presented and analyzed in this section utilize the Federal Integrated Postsecondary Education Data System (IPEDS) Fall Enrollment, including IPEDS gender and race/ethnicity IPEDS definitions (see chart below):

#### IPEDS Definitions of Demographic Terms

Key	Term	Definition*
NRA	Nonresident Alien	A person who is not a citizen or national of the United States and who is in this county on a visa or temporary basis and does not have the right to remain indefinitely.
B	Black or African American	A person having origins in any of the Black racial group of African.
AI/AN	American Indian/Alaska Native	A person having origins in any other original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment.
A	Asian	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
H	Hispanic/Latino	A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
NH/OPI	Native Hawaiian/Other Pacific	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
W	White	A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
≥ TWO	Two or More Races	A person self identifies as not Hispanic, and more than one race category.
UNK	Unknown	The category used to report students or employees whose race and ethnicity are not known.

\*2014-15 Survey Material: Glossary (NCES National Center for Education Statistics) December 5, 2014.

**Table 1. First-Time-In-College Enrollment (Full-time)**

	NRA	B	AI/AN	A	H	NH/OPI	W	≥ TWO*	UNK	TOTAL
<b>Men</b>	<b>2</b>	<b>9</b>	<b>0</b>	<b>7</b>	<b>50</b>	<b>1</b>	<b>133</b>	<b>10</b>	<b>3</b>	<b>215</b>
<b>Women</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>12</b>	<b>0</b>	<b>26</b>	<b>4</b>	<b>1</b>	<b>49</b>
<b>Total Fall 2021</b>	<b>3</b>	<b>13</b>	<b>0</b>	<b>8</b>	<b>62</b>	<b>1</b>	<b>159</b>	<b>14</b>	<b>4</b>	<b>264</b>
<b>Category % of Total Fall 2021</b>	<b>1%</b>	<b>5%</b>	<b>0%</b>	<b>3%</b>	<b>23%</b>	<b>0%</b>	<b>60%</b>	<b>5%</b>	<b>2%</b>	<b>100%</b>
<b>Total FTIC Fall 2016</b>	<b>11</b>	<b>18</b>	<b>0</b>	<b>11</b>	<b>96</b>	<b>1</b>	<b>301</b>	<b>20</b>	<b>1</b>	<b>459</b>
<b>Category % of Total Fall 2016</b>	<b>2%</b>	<b>4%</b>	<b>0%</b>	<b>2%</b>	<b>21%</b>	<b>0%</b>	<b>66%</b>	<b>4%</b>	<b>0%</b>	<b>100%</b>
<b>Percentage Change in number from Fall 2016 to Fall 2021</b>	<b>-1.3%</b>	<b>1.0%</b>	<b>0.0%</b>	<b>0.6%</b>	<b>2.6%</b>	<b>0.2%</b>	<b>-5.4%</b>	<b>0.9%</b>	<b>1.3%</b>	<b>0%</b>

Source: IPEDS Part A, Fall enrollment by race, ethnicity, and gender. Full-time, First-time students.

[First-Time-In-College Enrollment \(Full-time\)](#)

Our FTIC population has had very little overall change in racial distribution since 2016, with white and Hispanic students being the top two groups. The largest observable change since 2016 is a 5.4% reduction in white FTIC enrollments.

**Table 2. Florida Community College A.A. Transfers (Full-time)**

	NRA	B	AI/AN	A	H	NH/OPI*	W	≥ TWO*	UNK	FEMALE	MALE	TOTAL
<b>Total Fall 2021</b>	<b>2</b>	<b>7</b>	<b>0</b>	<b>6</b>	<b>21</b>	<b>0</b>	<b>47</b>	<b>3</b>	<b>0</b>	<b>18</b>	<b>68</b>	<b>86</b>
<b>Category % of Total Fall 2021</b>	<b>2%</b>	<b>8%</b>	<b>0%</b>	<b>7%</b>	<b>24%</b>	<b>0%</b>	<b>55%</b>	<b>3%</b>	<b>0%</b>	<b>21%</b>	<b>79%</b>	<b>100%</b>
<b>Total Fall 2016</b>	<b>4</b>	<b>5</b>	<b>0</b>	<b>4</b>	<b>8</b>	<b>0</b>	<b>40</b>	<b>1</b>	<b>1</b>	<b>11</b>	<b>52</b>	<b>63</b>
<b>Category % of Total Fall 2016</b>	<b>6%</b>	<b>8%</b>	<b>0%</b>	<b>6%</b>	<b>13%</b>	<b>0%</b>	<b>63%</b>	<b>2%</b>	<b>2%</b>	<b>17%</b>	<b>83%</b>	<b>100%</b>
<b>Category % Change from 2016 to 2021</b>	<b>-4.0%</b>	<b>0.2%</b>	<b>0.0%</b>	<b>0.6%</b>	<b>11.7%</b>	<b>0.0%</b>	<b>-8.8%</b>	<b>1.9%</b>	<b>-1.6%</b>	<b>3.5%</b>	<b>-3.5%</b>	<b>0%</b>

Source: Student Instruction File. Full-time students.

Full-Time Florida College System A.A. Transfers (Full-Time)

Since 2016 female AA transfers have increased by 3.5%. Additionally, white AA transfers have decreased by 8.8% and Hispanic AA transfers have increased by 11.7%, representing the two largest changes observed in this time period.

**Table 3. Retention of Full-Time FTICs After One Year**

	NRA	B	AI/AN	A	H	NH/OPI	W	≥ Two	UNK	FEMALE	MALE	TOTAL
<b>Fall 2020 Cohort</b>	2	18	0	14	74	1	177	14	4	51	253	304
<b>Category % of Total</b>	1%	6%	0%	5%	24%	0%	58%	5%	1%	17%	83%	100%
<b>Enrolled Fall 2021</b>	3	13	0	8	62	1	159	14	4	49	215	264
<b>Retention Rate</b>	150%	72%	0%	57%	84%	100%	90%	100%	100%	96%	85%	87%

Retention of Full-Time FTICs After One Year

Recognizing that the numbers are small outside of Whites, the Asian student population had the lowest retention with all other cohorts following trends. Females had a slightly higher retention than males which has been consistent over the years.

**Table 4. Graduation Rate of Full-Time FTICs by Race/Ethnicity**

	<b>NRA</b>	<b>B</b>	<b>AI/AN</b>	<b>A/PI</b>	<b>H</b>	<b>NH/OPI</b>	<b>W</b>	<b>≥ TWO*</b>	<b>UNK</b>	<b>Female</b>	<b>Male</b>	<b>Total</b>
<b>2015-21 Cohort</b>	2	19	1	16	74	2	251	11	16	56	336	392
<b>Category % of Total</b>	1%	5%	0%	4%	19%	1%	64%	3%	4%	14%	86%	100%
<b>Number of Graduates within 6 yrs from cohort</b>	1	7	1	11	44	0	139	6	9	33	185	218
<b>Percent Graduated</b>	50%	37%	100%	69%	59%	0%	55%	55%	56%	59%	55%	56%
<b>Number Still Enrolled in 6th Year from cohort</b>	0	1	0	0	2	0	3	0	0	1	5	6
<b>Percent Retained</b>	0%	5%	0%	0%	3%	0%	1%	0%	0%	2%	1%	2%

Note: FTIC includes Beginners and Early Admits.

Taken from Graduation Rates - Section 2: Bachelor's or equivalent degree-seeking subcohort - Completers within 150% (Column 29)

Taken from Graduation Rates - Section 2: Bachelor's or equivalent degree-seeking subcohort - Transfers/exclusions (Column 51)

#### 6 Year Graduation Rate of Full-Time FTICs by Race/Ethnicity

Most racial groups graduated within 6 years observes a similar % as the overall with the exception of some of the smaller groups such as AI/AN and A/PI.

**Table 5. Bachelor's Degrees Awarded by Race**

	NRA	B	AI/AN	A	H	NH/OPI	W	≥ TWO	UNK	TOTAL
<b>AY 2020-21</b>										
Male	6	8	1	14	44	0	137	3	2	215
Female	1	2	0	1	8	1	23	3	2	41
Total	7	10	1	15	52	1	160	6	4	256
Category % of Total	3%	4%	0%	6%	20%	0%	63%	2%	2%	100%
<b>AY 2015-16</b>										
Male	<b>NOT APPLICABLE</b>									0
Female										0
Total										0
Category % of Total										0%

Source: IPEDS Completions, GRAND TOTAL BY FIRST MAJOR, Bachelor's degrees. Table for 99.0000, all disciplines.

Bachelor's Degrees Awarded by Race

Distribution of bachelors degree's awarded is similar to the regular racial distribution of typical enrollments. 2015-2016 data will not be available until next year.

**Table 6. Master's Degrees Awarded by Race**

	NRA	B	AI/AN	A	H	NH/OPI	W	≥Two	UNK	TOTAL
<b>AY 2020-21</b>										
Male	7	1	0	1	1	0	2	0	0	12
Female	2	1	0	0	0	1	1	1	0	6
Total	9	2	0	1	1	1	3	1	0	18
Category % of Total	50%	11%	0%	6%	6%	6%	17%	6%	0%	100%
<b>AY 2015-16</b>										
Male	<b>NOT APPLICABLE</b>									0
Female										0
Total										0
Category % of Total										0%

Source: IPEDS Completions, GRAND TOTAL BY FIRST MAJOR, Master's degrees. Table for 99.0000, all disciplines.

Master's Degrees Awarded by Race

2015-2016 data will not be available until next year. Highest number of master's degrees seem to be awarded to Non-Residents (NRA's), although the race counts are small in all categories.

**Table 7. Doctoral Degrees Awarded by Race NOT APPLICABLE FOR FL POLY**

	NRA	B	AI/AN	A	H	NH/OPI	W	≥ TWO	UNK	TOTAL
<b>AY 2020-21</b>										
Male	<b>NOT APPLICABLE</b>									0
Female										0
Total										0
Category % of Total										0%
<b>AY 2015-16</b>										
Male	<b>NOT APPLICABLE</b>									0
Female										0
Total										0
Category % of Total										0%

Source: IPEDS Completions, GRAND TOTAL BY FIRST MAJOR, Doctoral degrees. Chart for 99.0000, all disciplines.

[Doctoral Degrees Awarded by Race](#)

This University does not offer Doctoral degrees at this time; therefore, this table does not apply.

**Table 8. First Professional Degrees Awarded by Race NOT APPLICABLE FOR FL POLY**

	NRA	B	AI/AN	A	H	NH/OPI	W	≥ TWO	UNK	TOTAL
<b>AY 2020-21</b>										
Male	<b>NOT APPLICABLE</b>									0
Female										0
Total										0
Category % of Total										0%
<b>AY 2015-16</b>										
Male	<b>NOT APPLICABLE</b>									0
Female										0
Total										0
Category % of Total										0%

Source: IPEDS Completions, GRAND TOTAL BY FIRST MAJOR, First Professional degrees. Chart for 99.0000, all disciplines.

[First Professional Degrees Awarded by Race](#)

This University does not offer First Professional degrees at this time; therefore, this table does not apply.

**Contact Person for Part III Tables: Kevin Calkins, Director of Institutional Research**



## Student Recruitment Efforts and Strategic

The Admissions Office focuses on student recruitment that create a dynamic campus culture fueled by hands-on learning, out-of-the-box thinking, and collaborative problem solving. Efforts focused on creating that diverse environment allow for real-world experience.

### **Recruitment Strategies**

Strategy 1 - Ten recruiting events focused on increasing accessibility to high school students.

<b>Increased Focus on Accessibility at Significant Events</b>
SUS Deans and Directors Virtual Tour for School Counselors
SUS Deans and Directors Virtual College Fair for high school students (Fall and Spring)
SUS Deans and Directors Virtual College Fair for transfer students
In Person Florida Poly Open House Events
Florida Poly Virtual Admitted Student and Parent Sessions
NACAC Virtual Fairs
Take Stock in Children Virtual Event
Take Stock in Children Classroom Presentations
STEM School Counselor Professional Development Day*
Email and call campaign for students to schedule one-on-one admissions counseling sessions

\*To serve under-resourced school districts, Florida Poly provided hotel accommodations for school counselors needing assistance. Some school districts are unable to provide financial support for staff to travel to attend events.

Strategy 2 - Admissions scheduled 18 in-person diversity group tours in August 2021- July 2022.

<b>In-Person Group Tours 2021-2022</b>
AVID @ Tenoroc High School
Boys and Girls Club of Indian River County
Celebration High School AVID
Chile International Student Groups (3)
Clark Atlanta TRIO
Girls Inc
Miami Dade College STEM
Migrant Program
Pinellas County Schools Elevating Excellence
Polk TRIO
Polk Vision Youth Leadership Polk Program
Rollins Upward Bound
Santa Fe College TRIO
State College of Florida College Reach-Out Program
Take Stock in Children
Winter Park Community Center

### Strategy 3 - Recruiting at Florida's Most Diverse High Schools

Recruited and admitted 103 First Time in College Applicants (2017-2021) from 15 high schools ranked as the most diverse high schools in Florida. Florida high schools are ranked by a national educational firm that reviews ethnic diversity statistics from the U.S. Department of Education, and student and parent reviews of ethnic, economic, and cultural diversity.<sup>1</sup>

Successful Recruiting from Florida's Most Diverse High Schools			
<u>Rank</u>	<u>Number Admitted</u>	<u>School Name</u>	<u>City, District, or County</u>
2	22	SUNCOAST COMMUNITY HIGH SCHOOL	PALM BEACH
3	15	ORLANDO SCIENCE MIDDLE/HIGH CHARTER SCHOOL	ORANGE COUNTY
6	11	AMERICAN HERITAGE SCHOOLS	PALM BEACH
14	10	RIVERVIEW HIGH SCHOOL	HILLSBOROUGH ORANGE COUNTY
8	9	OLYMPIA HIGH SCHOOL	SEMINOLE COUNTY
1	8	SEMINOLE HIGH SCHOOL	ORANGE COUNTY
4	8	DR. PHILLIP'S HIGH SCHOOL	GAINESVILLE COUNTY
10	8	GAINESVILLE HIGH SCHOOL	SEFNER
9	3	SEFNER CHRISTIAN ACADEMY	MONTVERDE
1	2	MONTVERDE ACADEMY	DUVAL COUNTY
9	2	ATLANTIC COAST HIGH SCHOOL	DUVAL COUNTY
12	2	DARNELL COOKMAN HIGH SCHOOL	SARASOTA CO
5	1	BOOKER HIGH SCHOOL	ORLANDO
8	1	ORLANDO CHRISTIAN PREPATORY SCHOOL	DUVAL COUNTY
11	1	RIVER CITY SCIENCE ACADEMY HIGH SCHOOL	DUVAL COUNTY

#### Summer Entry

Florida Poly launched a summer start admissions pathway in June of 2020. The program met the needs of a number of students who sought either additional support, an alternative start term or the possibility of earning credits toward the SUS summer requirement. Given this flexibility, the summer start enabled the institution to expand diversity pathways.

The inaugural summer FTIC class of 2020 enrolled sixty-eight students. The program continued in Summer 2021 and 89 admitted students deposited. This program continued in Summer 2022 and 69 students deposited. The diversity summer program strengthened the university's diversity:

- 30.4% Hispanic or Latino
- 37.6% female

<sup>1</sup> <https://www.niche.com/about/methodology/most-diverse-public-high-schools/>

## **First Year Stem Program**

Florida Poly designed and implemented two pathway programs to continue to fulfill its mission and goals in serving students from Florida. Beginning with the Fall 2019 class, Florida Poly created the Provost's First Year Stem Program. Designed to support applicants with high potential for success as they were provided dedicated advising and counseling from admissions professionals, a total of 120 students were admitted and deposited in the cohorts for 2019, 2020 and 2021. The program successfully recruited underrepresented groups.

- 58% were students of color (including 26% Hispanic or Latino and 16% Black or African American)

## **Coding Certificate Program**

In June 2021, Florida Polytechnic University launched an industry relevant and academically focused certificate program "Coding for Data Analytics." This program was continued into the 2022-2023 academic year. The 18-credit certificate program is the first coding bootcamp designed for freshmen in the country. The program successfully attracted students from Florida who were under-resourced and/or students of color.

- 63% were students of color (including 34% Hispanic or Latino and 17.5% Black or African American)

***Contact Person for Student Recruitment and Effort Strategies: Dr. Ben Mathew Corpus, Vice Provost Admissions and Financial Aid***

## **Faculty Pedagogy and Development**

### **Pedagogy and Faculty Development**

Faculty development at Florida Poly includes instructional development (pedagogy), development as scholars and researchers, and development around being successful employees and practitioners.

Instructional development opportunities are delivered at the beginning and end of each academic year where faculty collaborate departmentally to focus on areas for program improvement and to address larger students' progression initiatives. Throughout the year, there are regular opportunities to engage in departmental or faculty-wide discussions on student learning and teaching practice as well as research opportunities and support sessions.

All teaching-related professional development services are open to all faculty, full and part-time. Online resources and one-on-one consultations are available when adjunct or full-time faculty cannot attend or participate in other teaching-related professional development opportunities.

### *Professional Development Opportunities as Practitioners*

Practitioner training for Florida Poly includes training on the use of technical equipment in the university classrooms and labs. This includes safety training which is also provided to students. Further training as practitioners includes a broad selection of employee training dealing with issues of sensitivity to safety, management, and process improvement. Specific instructional training around accessibility has been a part of both required and optional instructional development.

### *Professional Development Opportunities as Scholars*

Faculty are provided an annual professional development fund, typically in the range of \$3000 for use on their own professional development such as travel and small research needs. New faculty are provided startup funds equivalent to three summer months' salary spread over two years, plus \$7500 for student effort working on a faculty project as well as \$5000 for equipment, for a total of \$12,500. Faculty are required to submit their plans for the use of these funds, which must be approved by the Department Chair and the Provost.

### *Recent Professional Development Programs*

Recent professional development programs available to Florida Polytechnic faculty include:

- Classroom and media lab instruction, fall and spring semesters
- Title IX training
- Harassment and Discrimination Prevention training
- Computer security training
- Kognito mental health training
  - Lab safety training
  - Human Resources lunch series
  - Manager training program
  - Self-defense training
  - Active shooter training
  - Crime prevention training

### **Diversity and Inclusion Tactics in the Classroom**

Classroom tactics in support of diversity and inclusion form part of an ongoing effort to broaden and deepen the University's commitment to quality instruction and professional practitioner development. In recent years, the University has offered workshops and faculty communities of practice on the following topics:

- Inclusive teaching strategies
- Supporting the success of women in STEM
- Supporting International Students
- Recognizing bias in instruction and examinations
- Gender and racial bias in student evaluations

***Contact Person for Faculty Pedagogy and Development: Dr. Tom Dvorske, Vice Provost Academic Affairs***

## Student Advising

Student advising is conducted as a shared responsibility between the Registrar’s office, the faculty, and the Academic Success Center.

The Registrar’s office handles transactions associated with student transcripts and ensures that the students’ records include all documentation to provide justification for the conferral of degrees.

Faculty advisors guide students as they develop their schedules and prepare required paperwork. Faculty are the curriculum and content experts. Students are assigned to a faculty advisor in their major field of study.

The Academic Success Center (ASC) uses a First-Year coaching model, and subsequently supports students on an as-needed basis through graduation. ASC Success Coaches are considered support resources for students.

The faculty role has three distinct areas:

1. Department Chair.
2. Faculty Advisor. Each department offering a major assigns faculty member to students for advising. The faculty advisor role functions as a key connection for students to gain faculty subject-matter-expert input on academic issues and professional development.
3. Faculty Assembly.

### **Student Advising Division of Duties (See Chart Below)**

Registrar/ASC/Faculty Registering-Advising-Mentoring Division of Duties LIST IS NOT EXHAUSTIVE			
	REGISTRAR	ASC	FACULTY
CHOOSING MAJORS/MENTORING		<p>“Pitches” majors to potential students who appear upon recommendation of Admissions.</p> <p>Helps students understand which courses need to be taken for each major, and refers to faculty for specific guidance</p> <p>When appropriate, discusses majors with already-enrolled students, offering guidance about coursework.</p> <p>Refers all other major-specific discussions to the Department Chairs and/or designated Departmental Mentor.</p>	<p>Chair<sup>3</sup> role: Serves as a decision maker and expert on curricular pathways.</p> <p>Faculty Advisor role: Discusses Concentrations with already-enrolled students, offering guidance about coursework, course pathways, career planning, and professional development.</p>

	REGISTRAR	ASC	FACULTY
TRANSCRIPTS/CREDITS	<p>Evaluates transcripts for incoming/potential students.</p> <p>Communicates to incoming students' which credits have been accepted and for what they are equivalents.</p> <p>Verifies, inputs, and documents recommendations from Department Chairs for course substitutions/equivalencies.</p>		<p>Chair<sup>4</sup> role: Assesses/approves/rejects course substitutions/equivalencies from incoming transcripts when Registrar deems them to be non-standard substitutions/equivalencies. Chair consults faculty as appropriate.</p> <p>Chair role: Assesses/approves/rejects in-Poly course substitutions for students who request them. Chair consults faculty as appropriate.</p> <p>NOTE: Course substitutions are to be approved/rejected by the Chair that "owns" the course for which the substitution is being considered. If appropriate, the Chair may consult with the Chair of the degree program in which the student is enrolled. The Provost or designee can override the decision of a Chair.</p>
	REGISTRAR	ASC	FACULTY
POLICIES/FORMS AND REGISTRATION	<p>Establishes and process all FloridaShines requests.</p> <p>Processes forms related to registration.</p> <p>Performs manual enrollment when students are unable to enroll due to forms or other reasons.</p>	<p>Teaches policy to students (9 Summer Credits, W policy, Academic Standing Policy, etc.).</p> <p>Distributes forms.</p> <p>Teaches students how to use FloridaShines.</p> <p>Verifies FloridaShines requests.</p>	<p>Chair role: Signs forms, when appropriate and justified.</p> <p>NOTE: Prerequisite waivers and course maximums can only be performed/allowed by the Chair of the department delivering the course. The Provost or designee can override the decision of a Chair.</p>
	REGISTRAR	ASC	FACULTY

REGISTRATION ADVISING	Performs registration advising for incoming students.	Guides students on the use of a degree plans.  Performs registration advising for already-enrolled students, specifically addressing essential courses, sequence for degree plan, and pre-requisites.  Recommends Major-changes for students who are floundering/foundering in their current majors.	Faculty Advisor role: Meets with assigned students to discuss Concentration paths, course selection, degree management, and professional pathways.
	REGISTRAR	ASC	FACULTY
AUDITING DEGREES	Processes Applications for Graduation.  Performs graduation degree audits.	.  Upon request of Registrar, verify graduation degree audits.	Chair role: Assists with graduation degree audits and/or verifying students' eligibility to graduate for complex cases. This is a responsibility of the department that owns the degree that student seeks.  Faculty Assembly role: Validates that students have completed all graduation requirements.
	REGISTRAR	ASC	FACULTY
COURSE PLANNING AND SCHEDULING	Manages/maintains waitlists or similar processes.  Communicates with students/faculty about waitlists/similar and seat availability.	Fields questions about course availability (times, days, offerings).  Informs Registrar if students detect unsatisfactory and unavoidable course conflicts.	Chair role: Plans how many sections of courses will be needed and their caps. Chair may delegate this duty to an appropriate Faculty member.  Chair role: Requests date/time slots from which the Registrar will work, trying to honor requests. Chair may delegate this duty to an appropriate Faculty member.
	REGISTRAR	ASC	FACULTY

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<sup>4</sup> For all responsibilities for the Chair regarding course substitution, degree audit, or prerequisite waivers, the Chair may, at his or her, discretion formally and in writing delegate portions of this responsibility to an individual. This written delegation must be provided to Academic Affairs Provost office and to the Registrar's office.

<p>THE STUDENT EXPERIENCE</p>	<p>Provides positive customer service experience.</p> <p>Connects students with on-campus support resources.</p>	<p>Provides positive customer service experience.</p> <p>Facilitates a First-Year Success Coaching model.</p> <p>Supports Sophomores, Juniors, and Seniors with coaching support on an as-needed basis.</p> <p>Hosts “best practices” workshops and other enrichment sessions for students throughout each semester.</p> <p>Assists students in developing a step-by-step application plan for Graduate School.</p> <p>Connects students with on-campus support resources.</p>	<p>Provides expert advice about the content of the coursework.</p> <p>Delivers career-related and professional-opportunity advice to students.</p> <p>Connects students with on-campus support resources.</p>
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**Contact Person for Student Advising: Dr. Kathryn Miller, Vice Provost Student Affairs**

[Student Affairs](#)

Florida Poly Student Affairs encompasses the student experience, beginning with student coaching, continuing through student support and development, and cumulating in career development. Student Affairs strives to enhance the opportunities for our students to participate fully in the University experience. Guided by the values of leadership, collaboration, innovation, and adaptability, Student Affairs encourages, supports, and provides guidance for students’ collegiate experience beyond the classroom.

Student Affairs functions to ensure non-discrimination on the basis of race, color, national origin, gender, religion, age, disability, marital status, veteran status, or any other basis protected by law. As a collection of student-facing services, Student Affairs, values the individual diversity that each student brings to campus and seeks to provide opportunities for all students to develop a sense of belonging and connection to Florida Polytechnic University.

Student Affairs is organized into four areas, each with distinct services and goals:



**Health Services (Health and Wellness):** Three distinct services operate within Health and Wellness, each lead by the Associate Director of Campus Health and Wellness.

- a) **Campus Health Clinic.** The Campus Health Clinic is open Monday-Friday. Located in the Student Wellness Center, nursing staff is available to support students in addressing acute conditions, minor illness, and injuries. The clinic also provides referrals to local health care providers and specialists as needed.
- b) **CARE Services.** CARE Services helps students identify and overcome barriers that affect their ability to be successful at Florida Poly. These barriers can be academically related but may also include mental health and personal concerns. CARE is supported by an on-campus licensed mental health counselor, as well a 24/7 Student Assistance Hotline. Counseling sessions are free, private, and confidential. CARE Services also leads a campus Behavioral Intervention Team which seeks to organize support for students who may be struggling on campus.
- c) **Disability Services** further coordinates academic and campus accommodations for students with mental, physical, and developmental disabilities. Disability Services provides support for students who self-identify that they have a disability. Disability Services is housed within CARE Services.
- d) **Personnel within Health Services:** Associate Direct of Campus Health and Wellness and Coordinator of Disability Services.

**Student Development and Student Life:** Campus programming and activities that aim to connect the student to the campus community are organized through Student Development and Student Life. Located in the Student Development Center and organized through the Director of Student Development.

The Student Development Center (SDC) includes a workout facility, pool, and multi-purpose room. The SDC creates a safe environment for providing fair, equitable, and non-discriminatory programs. These programs improve the health and welfare of students and value cultural diversity, gender equity, principles of fair play, and amateur athletic competition throughout the University community.

The **Intramural Sports** program provides students, and faculty/staff a non-intimidating, safe and engaging fitness environment, in order to pursue healthier lifestyle choices. Our goal is to encourage healthy interaction through active and safe lifestyle opportunities for students and the greater University community, which strengthens learning and personal growth.

**Club Sports** (University Teams) are sports that are started by the interest of the students. They proudly embrace values of leadership, collaboration, adaptability, teamwork, and innovation as students develop and excel in an activity they love. They compete at high levels within varying degrees of state or national competitiveness. The social interaction, lasting friendships, sportsmanship, and positive

energy generate unique experiences that will last a lifetime.

Registered Student Organizations (RSOs) provide opportunities for students to be connected to their culture and interact with students from different cultures. RSOs include Student Diversity Club, National Society of Black Engineers Chapter, and a Latin American Student Association. Each RSO hosts events that bring together all students to learn and share cultural activities.

In addition, faculty and staff created THRIVE operates to engage Florida Poly female students and encourage their success in STEM fields. THRIVE provides programming in three areas (1) professional development, (2) personal enrichment, and (3) community engagement.

New Student Orientation (NSO) is a key component of student life. Fall 2021 expanded the orientation model to POLY:

- P: Pre-Orientation (meet with Admissions and Student Affairs)
- O: Online meetings with a) Orientation Leaders and b) Success Coaches
- L: Live, on-campus orientation (held 2 days prior to the start of fall courses)
- Y: You matter (Orientation Leader check-ins in October and February).

**Career Development:** Led by the Associate Director of Career Development, Career Development provides opportunities for students to develop skills and strategies that will prepare them for employment. CODES (Career Opportunities Developing Evolutionary Success) workshops are held throughout the year, and specifically aim to help students from diverse backgrounds develop interview and career outreach skills that will help them identify and negotiate employment after graduation.

Career Development added an internship coordinator in 2021-2022, expanding the coaching capability of the Career Center. A faculty member was also added to support and guide internship experiences.

**Housing (Residential Life):** Residential Life plays an integral role in our students’ education and development. “Res Life” supports the Florida Poly mission by providing services, policies and programs that enhance students’ academic and social experiences in a residential community that combines essential elements for a success college experience. As a function of Student Affairs, Res Life partners with students to create a living-learning environment that encourages and fosters student learning, development, and personal growth. Res Life offers students a living-learning environment that supports and promotes leadership, collaboration, innovation, adaptability, and development.

2021-2022 Areas of Noted Improvement

Area	Improvement	Equity Impact
Advising	Reduced the ratio of advisor to student by transitioning sophomore through senior advising to the faculty	Provides students with better access to professional advice on pathways to and after graduation.
New Student Orientation	Included You Matter Sessions	Students had an expected check-in from

		their Orientation Leader, providing key peer support at key times in the semester.
THRIVE	Earned grant for additional support	THRIVE provides access to support for female students on campus.
Disability Services	Added key administrative role to support testing services	Expands testing service capacity and capability for students.
Internship	Add Internship Coordinator role and faculty member.	The internship coordinator works with students to plan their internship experience. This planning begins early in the student experience, supporting the student in their progression to internship. Also, the faculty member provides additional expertise and support in the internship experience.

**Contact Person for Student Affairs: Dr. Kathryn Miller, Vice Provost Student Affairs**

Student Financial Assistance

The Office of Financial Aid is a student-centered department dedicated to assisting students and their families with acquiring funds to pursue an education at Florida Poly.

Florida Poly currently participates in Institutional, Florida Department of Education, and Federal Student Aid programs. By participating in these student financial assistance programs, the University agrees to comply with:

1. Institutional, Federal, and State Department of Education student aid program statutes, regulations, and policies governing each program used by Florida Poly;
2. Title VI of the Civil Rights Act of 1964, barring discrimination on the basis of race, color, or national origin;
3. Title IX of the Education Amendments of 1972, barring discrimination on the basis of sex;
4. Section 504 of the Rehabilitation Act of 1973, barring discrimination on the basis of physical handicap; and
5. The Age Discrimination Act of 1975.

Florida Poly acknowledges:

1. That the Department, State, and Accrediting agencies share responsibility for maintaining the integrity of the SFA programs and that these organizations may share information about the institution without limitation; and
2. That the institution must, prior to any other legal action, submit any dispute involving the final denial, withdrawal, or termination of accreditation to final arbitration.

The Office of Financial Aid provides tools and information to all students, including underrepresented and first-generation students, that promote college access and affordability. Examples include:

- Federal Pell Grant Eligible students: Florida Poly continues to demonstrate its commitment to assisting our students with economic disadvantages. Florida Poly began disbursing Federal Pell Grant in Spring 2017. In Fall 2021, 32.1% of our undergraduate degree-seeking students were eligible for the Pell Grant.
- First Generation Matching Grant: A grant available through the State of Florida that is matched by Florida Poly for the academic year.
- Institutional Need-Based Scholarships: Scholarships that assist students with proven financial need.
- Latin American / Caribbean Scholarship: Pursuant to FL Statute 1009.21(10)(e), Florida Poly offers scholarships to students from an eligible Latin American / Caribbean country to assist in the institutional fees.
- iGrad: A student centered website dedicated to teaching students about their personal finances while attending college. Students may sign up for free and utilize numerous tools to assist in their financial literacy.
- Financial Literacy Presentations: The Office of Financial Aid presents to the Academic & Professional Skills classes each year to prepare students to make informed decisions about managing their current and future finances. The presentation provides information and presents programs that address financial literacy as it relates to financial aid renewal, loan borrowing, budgeting, savings, and credit.
- FASFA Assistance: The Office of Financial Aid hosts FAFSA workshops to assist students navigate the yearly application. Office staff also volunteer at local high school FAFSA nights.

***Contact Person for Student Financial Assistance: Dr. Ben Mathew Corpus, Vice Provost Admissions and Financial Aid***

### [Student Employment – Education and Work Environment](#)

Florida Poly continues to employ students for on-campus part-time jobs based on need, while ensuring equal opportunity and equity. Jobs are posted on the University HR Careers website. Students are able to gain work experience and develop professional skills, while at the same time keep their education as priority. The University remains eligible to provide federal work-study to students.

Student personnel, regardless of employee classification, are handled in a manner consistent with Florida Poly's non-discrimination, equal opportunity, and diversity policies. Like staff positions, student worker positions are posted as open recruitment on the University website. Typically, and unlike staff positions, Graduate Assistant, Student Education Assistant and Student Research Assistant applicants are already known by the hiring professors or lab staff. Therefore, interviewing for those positions is encouraged but is not generally required. However, for other student worker opportunities (e.g., the Help Desk, the Mail Room, Orientation Leaders, or other supporting units), the hiring departments conduct interviews, and hiring managers are encouraged to consider diverse pools when making their

selections.

**Contact Person for Student Employment: Gloria Nelson, Human Resources**

Student Services – Personnel

Florida Poly hires employees who work directly with Student Services. These employees support the over all mission of the University and support students.

Vice Provost of Student Affairs	Dr. Kathryn Miller
Associate Director, Campus Wellness Management	Kristin Meador
Disability Services Coordinator	Kelly Morgan
Associate Director, Career Development	Pairris Jones
Internship Coordinator	Seth Spencer
Associate Director, Residential Life & Student Experience	Paul Carey
Residential Life Coordinator	Heather Hanssen
Student Experience Coordinator	Melaine Morenz
Student Government Coordinator	Isabelle Starner
Assistant Director, Campus Recreation	Derek Lower
Coordinator, Campus Recreation	Philip Rogers
Vice Provost of Admissions & Financial Aid	Dr. BenMatthew Corpus
Director, Financial Aid	Carola Mann
Assistant Director, Financial Aid	Lissa Pare

**Part IV: ATHLETICS**

Florida Polytechnic University does not have intercollegiate athletics, this section is not applicable to the Institution.

<b>Table 1. Sex Equity in Athletics Update <span style="color: red;">NOT APPLICABLE FOR FL POLY</span></b>		
Element	Assessment	Area for improvement? (check if yes, and describe on form below)
1. Sports offerings	<b>NOT APPLICABLE</b>	
2. Participation rates, male and female, compared with full-time undergraduate enrollment		
3. Availability of facilities, <i>defined as locker room, practice, and competitive facilities</i>		
4. Scholarship offerings for athletes		
5. Funds allocated for:		
a) the athletic program as a whole		
b) administration		
c) travel and per diem allowances		
d) recruitment		
e) comparable coaching		
f) publicity and promotion		
g) other support costs		
6. Provision of equipment and supplies		
7. Scheduling of games and practice times		
8. Opportunities to receive tutoring		
9. Compensation of coaches and tutors		
10. Medical and training services		
11. Housing and dining facilities and services		

<b>PART IV – Table 2. Sex Equity in Athletics – Areas for Improvement</b>		
<b>NOT APPLICABLE FOR FL POLY</b>		
<b>Areas for improvement</b>	<b>Program for improvement</b>	<b>Timetable</b>
Not Applicable		

<b>PART IV – Table 3. Student Athletes by Gender, 2019-20</b>			
<b>NOT APPLICABLE FOR FL POLY</b>			
	Male	Female	Total
Number	NA	NA	
Percent of Total			

Florida Polytechnic University is working towards engaging our students through various sports to promote more activities on campus and connections for students. These teams are operating as a Club sport. Some teams that operate are lacrosse, soccer, powerlifting, ultimate frisbee, and archery. As these teams develop further our plan is to assess and evaluate for sex and gender equity in all areas.

**Contact Person for Athletics: Michelle Disson, Title IX Coordinator**

## **Part V: EMPLOYMENT REPRESENTATION**

Our Diversity initiatives and strategies are designed to attract, develop, and advance the most talented individuals regardless of their race, sexual orientation, religion, age, gender, disability status or any other dimension of diversity. Our approach to diversity is based on a belief that we have accountability for success in this area. We provide our people with access to training and tools to help increase their awareness and understanding of differences and why they matter, so their actions can contribute to our high-performing workplace culture.

Diversity is a concept that implies the inclusion of many characteristics that differentiate us from each other. At Florida Poly, we value the many perspectives that arise from a variety of cultures, races, gender, religions, national origins, age, physical cognitive capabilities, sexual orientations, and other ways we identify ourselves. With our ongoing commitment to hiring a diverse staff, we will have access to different perspectives that can optimize team's creativity and productivity.

The University uses Workday, an Enterprise Resource Planning (ERP) human resource information system (HRIS) that includes an electronic recruiting module known as Careers. The Careers recruiting module provides the ability for candidates to voluntarily self-identify when completing the job application to collect important recruiting data. In addition to, the University maintains contracts with Inside HigherEd, HireEd Jobs, and The Chronicle of Higher Education to broaden recruiting efforts to underrepresented groups. This year, HR has increased utilization of Linked In Talent Solutions to reach even more diverse professionals, both in higher education and in private industry.

The campus community is proud of the full spectrum of its diversity – encompassing differences in race, ethnicity, gender, age and more. We embrace the contributions that differences offer. We are committed to providing a working and learning environment in which all students and all members of the faculty and staff can realize their full potential.



**Table 1. Category Representation – Tenured Faculty NOT APPLICABLE FOR FL POLY**

INDICATOR	NRA	B	AI/AN	A	H	NH/OPI	W	≥ TWO*	NOT REPORTED	FEMALE	MALE	TOTAL
Number, Fall 2021	<b>NOT APPLICABLE</b>											
Number, Fall 2020												
1YR Percentage Change												
Number, Fall 2016												
5YR Percentage Change												
Area for improvement, compared with national standards? (Check if yes)												

**Source:** IPEDS Fall Staff, IPEDS Human Resources Data.

IPEDS Human Resource, instructional faculty only. Does not include Research or Public Service only faculty. IPEDS Human Resource aligned with 2010 Standard Occupational Category (SOC) System.

[Category Representation - Tenured Faculty](#)

Florida Polytechnic University does not have a tenure process as all faculty follow a non-tenure model. Faculty are offered fixed term, multi-year contracts that are renewed based on performance.

**Table 2. Category Representation – Tenure-Track Faculty NOT APPLICABLE FOR FL POLY**

INDICATOR	NRA	B	AI/AN	A	H	NH/OPI	W	≥ TWO*	NOT REPORTED	FEMALE	MALE	TOTAL
Number, Fall 2021	<b>NOT APPLICABLE</b>											
Number, Fall 2020												
1YR Percentage Change												
Number, Fall 2016												
5YR Percentage Change												
Area for improvement, compared with national standards? (Check if yes)												

**Source:** IPEDS Fall Staff, IPEDS Human Resources Data.

IPEDS Human Resource instructional faculty only. Does not include Research or Public Service only faculty. IPEDS Human Resource aligned with 2010 Standard Occupational Category (SOC) System.

Category Representation - Tenured Track Faculty

Florida Polytechnic University does not have a tenure process as all faculty follow a non-tenure model. Faculty are offered fixed term, multi-year contracts that are renewed based on performance.

<b>Table 3. Category Representation – Non-Tenure-Earning Faculty <u>or</u> Faculty at Non-Tenure Granting Universities</b>												
<b>INDICATOR</b>	<b>NRA</b>	<b>B</b>	<b>AI/AN</b>	<b>A</b>	<b>H</b>	<b>NH/OPI</b>	<b>W</b>	<b>≥ TWO*</b>	<b>NOT REPORTED</b>	<b>FEMALE</b>	<b>MALE</b>	<b>TOTAL</b>
Number, Fall 2021	11	1	0	12	5	0	30	0	0	12	47	59
Number, Fall 2020	10	1	0	11	6	0	26	0	0	11	43	54
1YR Percentage Change	10%	0%	0%	9%	-17%	0%	15%	0%	0%	9%	9%	9%
Number, Fall 2016	0	1	0	14	2	0	33	0	0	39	11	50
5YR Percentage Change	#DIV/0!	0%	0%	-14%	150%	0%	-9%	0%	0%	-69%	327%	18%
Area for improvement, compared with national standards? (Check if yes)												

*Source: IPEDS Fall Staff, IPEDS Human Resources Data.*

*IPEDS Human Resource instructional faculty only. Does not include Research or Public Service only faculty.*

*IPEDS Human Resource aligned with 2010 Standard Occupational Category (SOC) System.*

*Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - Multi-Year Contract*

Category Representation – Non-Tenure-Earning Faculty  
or Faculty at Non-Tenure Granting Universities

Florida Poly is not a tenure-granting institution; however, the Board of Trustees and University Administration recognize the value of a long-term commitment to its faculty as an essential component of being a successful institution. From onboarding through promotion, the University pays close attention to equity strategies that are designed to attract, develop, and advance the most talented individuals regardless of their race, sexual orientation, religion, age, gender disability status or any other dimension of diversity. Through the process of promotion and reappointment, our faculty undergo rigorous peer review that focuses on performance and contribution to the overall quality and health of their program, department, and the University.

**Process for recruiting a diverse faculty**

Faculty recruiting at Florida Poly is managed through a set of guidelines reviewed and updated annually in the *Academic Affairs Guidelines*. These guidelines include a review of departmental needs, set the makeup and reporting structure for search committees, and include a process for reviewing applicants

and moving them through a series of interviews before a final offer is made.

The process includes training from Human Resources on specific rules regarding searches that each committee member is apprised of. These rules are intended to result in a fair, documented process that includes appropriate inputs and consideration of all candidates.

In preparation for AY 2021-2022, Florida Poly launched nearly 30 searches for full-time faculty positions, including department chairs. Due to the size and importance of these searches, nearly all faculty and many staff were engaged in the process. The Director of Academic Affairs and her team provided support for this function, including managing applicant pools and provisioning committees with regular updates of new applicants as well as answering questions for the committees about process and timelines.

Before the committees were fully formed and met to review candidates, the Office of Human Resources and the Provost delivered presentations to prepare faculty for their role on search committees. The Human Resources' presentation includes information on Florida's Sunshine Laws, appropriate dos and don'ts of interviewing including what can and cannot be asked, conducting reference checks, and search procedures. The Provost's presentation took the faculty through the committee process, the purposes of each phase of the interview process, and how these phases should work to make the process most efficient and fair.

Each search committee consisted of a committee chair, subject matter experts in the targeted area, a faculty member or two of rank outside the department, and a committee member charged with considerations of diversity among applicants and applicants' dispositions. This diversity member could be a member of the faculty or staff.

The University has not set specific targets for diversity in hiring. The university's faculty, when taking into consideration national origin, is highly diverse. Areas of diversity that the University remains sensitive to include male/female diversity, which is both traditionally difficult but essential to a successful STEM institution and to student experience.

The University ran a similar process in 2021 – 2022 in preparation for the 2022 – 2023 academic year that differed only in terms of there being closer to 20 searches rather than 30.

**Table 4. Category Representation – Executive/Administrative/Managerial**

INDICATOR	NRA	B	AI/AN	A	H	NH/OPI	W	≥ TWO*	NOT REPORTED	FEMALE	MALE	TOTAL
Number, Fall 2021	0	6	0	1	4	0	44	0	0	28	27	55
Number, Fall 2020	0	7	0	1	6	0	48	0	0	34	28	62
1YR Percentage Change	0%	-14%	0%	0%	-33%	0%	-8%	0%	0%	-18%	-4%	-11%
Number, Fall 2016	0	4	0	2	0	0	47	0	0	25	28	53
5YR Percentage Change	0%	50%	0%	-50%	#DIV/0!	0%	-6%	0%	0%	12%	-4%	4%
Area for improvement, compared with national standards? (Check if yes)												

**Source:** IPEDS Fall Staff, IPEDS Human Resources Data.

IPEDS Human Resource instructional faculty only. Does not include Research or Public Service only faculty.

IPEDS Human Resource aligned with 2010 Standard Occupational Category (SOC) System.

Part B1 - Full-time Non-instructional Staff by Occupational Category

### Category Representation – Executive/Administrative/Managerial

The total number of Executive/Administrative/Managerial staff reduced from 62 to 55 between Fall, 2020 and Fall, 2021. In Fall, 2021, males represented 49.09% and females 50.91% within this category, compared to 45.16% male and 54.84% female in Fall, 2020. This represents a change in gender majority representation among executives, administrators, and managers. White/Caucasian is the racial group with the highest representation among executives, administrators, and managers, increased to 80% compared to 77% last year. Hispanics and Black/African Americans are represented by 7% and 10% of the total population, both representing decreases from 2020.

**Contact Person for Employment Representation: Dr. Tom Dvorske, Vice Provost Academic Affairs (Faculty) and Gloria Nelson, Human Resources (Staff)**

**Part VI: AREAS OF IMPROVEMENT AND ACHIEVEMENT**

**PART VI – AREAS OF IMPROVEMENT AND ACHIEVEMENT**

Areas of Improvement Pertaining to Academic Services, Programs, and Student Enrollment (This Year)	Achievement Report for Areas of Improvement Pertaining to Academic Services, Programs, and Student Enrollment Identified (Identified Last Year)
<p>Academic Services, Programs, and Student Enrollment are looking to make improvements by the following:</p> <p><b>Academic Services:</b> Expand upon advising and students services for the newly transitioned Faculty Advisors. This will enhance the student experience and academic services moving students along in their degree progression.</p> <p><b>Programs:</b> Continue to development and expand student programs that are designed for a holistic individual. Expand and work with Student Government Association to enhance programs and opportunities for students.</p> <p><b>Student Enrollment:</b> Continue to focus on recruiting and maintain students from a diverse background. Continue to look at entry programs and their progress.</p>	<p>Academic Services, Programs, and Student Enrollment have seen an improvement on these areas from last year.</p> <p><b>Academic Services:</b> Advising has transitioned for sophomores and above to faculty advisors, which has reduced the ratio of advisor to student.</p> <p>Classroom tactics in supporting diversity inclusion has deepened the commitment to quality instruction and professional practitioner development. This has included workshops and faculty communities around a variety of topics.</p> <p><b>Programs:</b> Earned a grant for additional support for a THRIVE program that focuses on the inclusion on women.</p> <p>New Student Orientation a section on You Matter was added where Orientation Leaders provide peer support during key times of the semester.</p> <p>Expanded Disability Services in their testing capacity and capability for students.</p> <p><b>Student Enrollment:</b> Created and maintained specific programs (First Year Stem Program and Coding Certificate Program) for students have successfully recruited and retained underrepresented groups.</p>

Areas of Improvement Pertaining to Gender Equity in Athletics (This Year)	Achievement Report for Areas of Improvement Pertaining to Gender Equity in Athletics (Identified Last Year)
NOT APPLICABLE	NOT APPLICABLE

Areas for Improvement Pertaining to Employment Identified (This Year)	Achievement Report for Areas of Improvement Pertaining to Employment (Identified Last Year)
<p>The Human Resources Department (HR) is taking an increasingly more active role in Diversity recruiting this year. The Circa contract referred to last year is being canceled and HR is assuming the responsibility for diversity recruiting and OFCCP compliance.</p> <p>Internal recruiting processes are regularly reviewed/assessed for process streamlining and to assure ease of access to external candidates. We continue to utilize Inside Higher Ed, Higher Ed Jobs, including the diversity add-on, and The Chronicle of Higher Education as our primary resources in recruiting.</p> <p>HR is cataloging diversity resources so that it can continue to reach more target groups (e.g., veterans, individuals with disabilities, women, minorities, etc.). This strategy only aids in our ability to manage diversity recruiting and to assure that the broadest categories of individuals are provided an opportunity to apply for jobs at Florida Poly.</p>	<p>We continue to improve efforts to advertise all job opportunities to a broad variation of outlets for continued diversification of our applicant pools. This strategy helps us to reach applicants who possess diverse backgrounds and experiences.</p> <p>The University’s Enterprise Resource Planning (ERP) Human Resource Information System (HRIS), Workday, remains the sole applicant tracking system via the Careers recruiting module. This module has streamlined many manual processes and improves the candidate’s experience when applying for jobs at the University. The Careers recruiting module provides the ability for candidates to voluntarily self-identify when completing the job application to collect important diversity-related data. In addition, the University has continued to maintain contracts with Inside HigherEd, HigherEd Jobs, and The Chronicle of Higher Education to further broaden recruiting efforts, including the addition of diversity-targeted advertisements with HigherEd Jobs. New this year, HR is using Linked In Talent to broaden reach to diverse professionals in target groups.</p>

**Part VII: PROTECTED CLASS REPRESENTATION IN THE TENURE PROCESS**

Florida Polytechnic University does not have a tenure process; therefore, this section is not applicable to our Institution.

**Table 1. Protected-Class Representation in the Tenure Process, 2020-2021**

<b>Sex, Race/Ethnicity</b>	<b>Applied</b>	<b>Withdrawn</b>	<b>Denied</b>	<b>Deferred</b>	<b>Nominated</b>
<b>MALES</b>					
American Indian or Alaskan Native					
Asian					
Black or African American					
Hispanic					
Native Hawaiian/Other Pacific					
Two or More Races					
White	<b>Not Applicable to Florida Poly</b>				
Other, Not Reported					
<b>Total Reported</b>					
American Indian or Alaskan Native					
Asian					
Black or African American					
Hispanic					
Native Hawaiian/Other Pacific					
Two or More Races					
White					
Other, Not Reported					
<b>Total Female (Number and Percent) (Include Other, Not Reported)</b>					
<b>GRAND TOTAL</b>					

**LEGEND:**

**APPLIED:** Faculty whose names have been submitted for tenure review. Sum of Withdrawn, Denied, and Nominated (or provide explanation).

**WITHDRAWN:** Faculty who withdrew from tenure consideration after applying for review.

**DENIED:** Faculty for whom tenure was denied during the review process.

**NOMINATED:** Faculty for whom tenure is being recommended by the University

**Part VIII: PROMOTION AND TENURE COMMITTEE COMPOSITION**

While Florida Polytechnic University does not have a tenure process, we do provide a promotion process.

<b>Table 1: Promotion and Re-appointment Committee Composition, AY 2020-2021</b>																		
<b>Type of Committee</b>	<b>Black or African American</b>		<b>American Indian/Alaskan Native</b>		<b>Asian</b>		<b>Native Hawaiian or Other Pacific Islander</b>		<b>Hispanic</b>		<b>Two or More Races</b>		<b>White</b>		<b>Other, Not Reported</b>		<b>Total including Other, Not Reported</b>	
	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>
<b>University Committee</b>																		
<b>Promotion/Reappointment</b>	0	0	0	0	3	0	0	0	1	1	0	0	8	1	0	0	12	2
<b>(add lines as needed)</b>																	0	0

**Promotion committee composition**

Florida Poly’s processes for reappointment and promotion of faculty are governed by the University’s Collective Bargaining Agreement with Florida Poly’s chapter of the United Faculty of Florida. Florida Poly is a non-tenure granting institution, but retains the same academic ranks found at other SUS institutions and includes contract terms and process that are similar in nature to the tenure-system.

The principles underpinning the reappointment and promotion process are clarity, fairness, and consistency. Faculty who are up for reappointment (one or three-year cycle) undergo a review by a Departmental committee, which must consist of faculty above the rank of the individual being reviewed. Faculty up for promotion go through both a departmental review and a University-wide Committee Review. In both cases, the faculty on these committees must hold the rank the individual seeks or in the case of reappointment, the rank above the candidate’s current rank.

As the faculty population at Florida Poly is relatively small and, in many departments, there are only assistant professors, many of the departmental committees consist of faculty outside the candidate’s department. Since 2020 – 2021, the University has added three new full professors to support and lead this process. One-third of the full professors currently employed by the University are women.

Per contract, the first commitment to reappointment and promotion is to the integrity of the process and the appropriate staffing of committees as contract dictates. The University continues to seek qualified and experienced candidates at all ranks to contribute to its educational mission. We place high value on seeking diversity in our candidate pools, recognizing that many of the programs we deliver are historically underrepresented by diverse groups.

**Contact Person for Promotion and Tenure Committee Composition: Dr. Tom Dvorske, Vice Provost Academic Affairs**



## Part IX: OTHER REQUIREMENTS

This section includes information on what our plans are for budgeting on areas that support equity and the diversity mission. As well as, how our President and Top Executives will be evaluated on their diversity efforts.

### Budget Plan

The University is committed to fostering an environment based on equity and diversity. Funds have been allocated in the Fiscal Year 2022-2023 for these initiatives. The University Budget Plan has the expectations of achieving equal educational opportunity for students, faculty, and staff.

Resources to Support Inclusive Environment	Budget Allocation
Programming in Admissions for potential new students who are underrepresented.	\$29,000
Current student programming on diversity, equity, and inclusion topics throughout the Academic Year.	\$10,000
Equity Programming for University Campus Community.	\$10,000
Human Resources recruitment strategies for diversity, which includes various diversity add-ons with standard job posting sites.	\$5,000

### President's Evaluation

The University Board of Trustees evaluates the President each year. That evaluation includes a comprehensive review of goals set forth in the prior year. Diversity, Equity and Inclusion remains a component of Priority 1 (Enroll a high quality and diverse incoming class) and Priority 2 (Grow a faculty body committed to excellence) of the President's goals.

The President's Evaluation criteria is currently being reviewed and will be updated to include Diversity, Equity, and Inclusion components. This will be reflected in next year's evaluation once approved by the University Board of Trustees.

### Top Administrator's Evaluations

The University will continue to make efforts to be more systematic in incorporating outcomes in evaluations for specific administrators beyond the President. Specifically, we are looking at Cabinet members and their evaluations.

## Part X: ADDITIONAL INITIATIVES AND EFFORTS

The final section we have added was to showcase additional University efforts in support of equity and diversity, and how we are working on an inclusive environment.

### BOARD OF TRUSTEES

The Board of Trustees at Florida Polytechnic University comprises a diverse membership. It includes four white males, three black females, two white females, and one man of Indian heritage. As of the writing of this report three positions on the Board are unfilled.

The Board has made it clear in public meetings that diversity, equity, and inclusion are critically important to its members. The topic of diversity has been on the agenda in three of its regular meetings during the 2021-2022 fiscal year.

- May 3, 2021
- June 29, 2021
- September 15, 2021
- November 17, 2021
- February 16, 2022
- April 28, 2022

### Title IX Office

The University has a Title IX Coordinator who is responsible for overseeing the development of sexual misconduct policies, ensuring compliance with Title IX and relevant federal and state regulations, investigating complaints, and overseeing the entire University process.

The University stands against all forms of sexual misconduct. Florida Polytechnic University actively provides institution-wide programs and trainings to educate our students, employees, and university community on appropriate conduct, what is consent, how to report, supportive measures, and University process.

The University's prevention work is about action, education, and supporting our students, faculty, and staff. This is done in a variety of ways. We provide training online and during New Student Orientation for all incoming students. Annual training occurs for all employees. Ongoing prevention programming occurs via monthly programs on various topics, which are supported by our Peer Educators for Sexual Violence (RiseUp: SVP). Our programs focus on healthy relationships, sexual assault, stalking, consent, bystander intervention, and resources on campus and in the community.

Florida Polytechnic University handles sexual misconduct complaints and any process sensitively, timely, and appropriately. The [Title IX Webpage](#) provides information and links about the University's Title IX process, support, response, and the training and prevention programs and resources.

***Contact Person for Title IX Office: Michelle Disson, Title IX Coordinator***

### Contact Information

The Equity Report is a collaborative effort across campus. Below is the contact information for the area different areas that are represented and referred to within this document.

<b>Name</b>	<b>Title</b>	<b>Email</b>
Dr. Ben Mathew Corpus	Vice Provost, Admissions and Financial Aid	<a href="mailto:bcorpus@floridapoly.edu">bcorpus@floridapoly.edu</a>
Dr. Kathryn Miller	Vice Provost, Student Affairs	<a href="mailto:kmiller@floridapoly.edu">kmiller@floridapoly.edu</a>
Dr. Tom Dvorske	Vice Provost Academic Affairs	<a href="mailto:tdvorske@floridapoly.edu">tdvorske@floridapoly.edu</a>
Gloria Nelson	HR Manager, Compensation, Equity & Inclusion/ Benefits & Retirement	<a href="mailto:gnelson@floridapoly.edu">gnelson@floridapoly.edu</a>
Kevin Calkins	Director, Institutional Research	<a href="mailto:kcalkins@floridapoly.edu">kcalkins@floridapoly.edu</a>
Michelle Disson	Title IX/ ADA Coordinator	<a href="mailto:mdisson@floridapoly.edu">mdisson@floridapoly.edu</a>

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject:** Advancement and Foundation Update

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**Proposed Committee Action**

Information only – no action required.

**Background Information**

Kathy Bowman, VP of Advancement and Foundation CEO, will present a detailed update from the Advancement Division.

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**Supporting Documentation:** PowerPoint presentation

**Prepared by:** Kathy Bowman, VP of Advancement and Foundation CEO



**FLORIDA POLYTECHNIC  
UNIVERSITY**

## **Advancement & Foundation Update**

**Kathy Bowman, Vice President Advancement and CEO**

**September 21, 2022**

# Advancement Update

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- **New Hires**

**Jordan Jernigan**

Associate Director, Annual Giving Programs  
and Alumni Relations

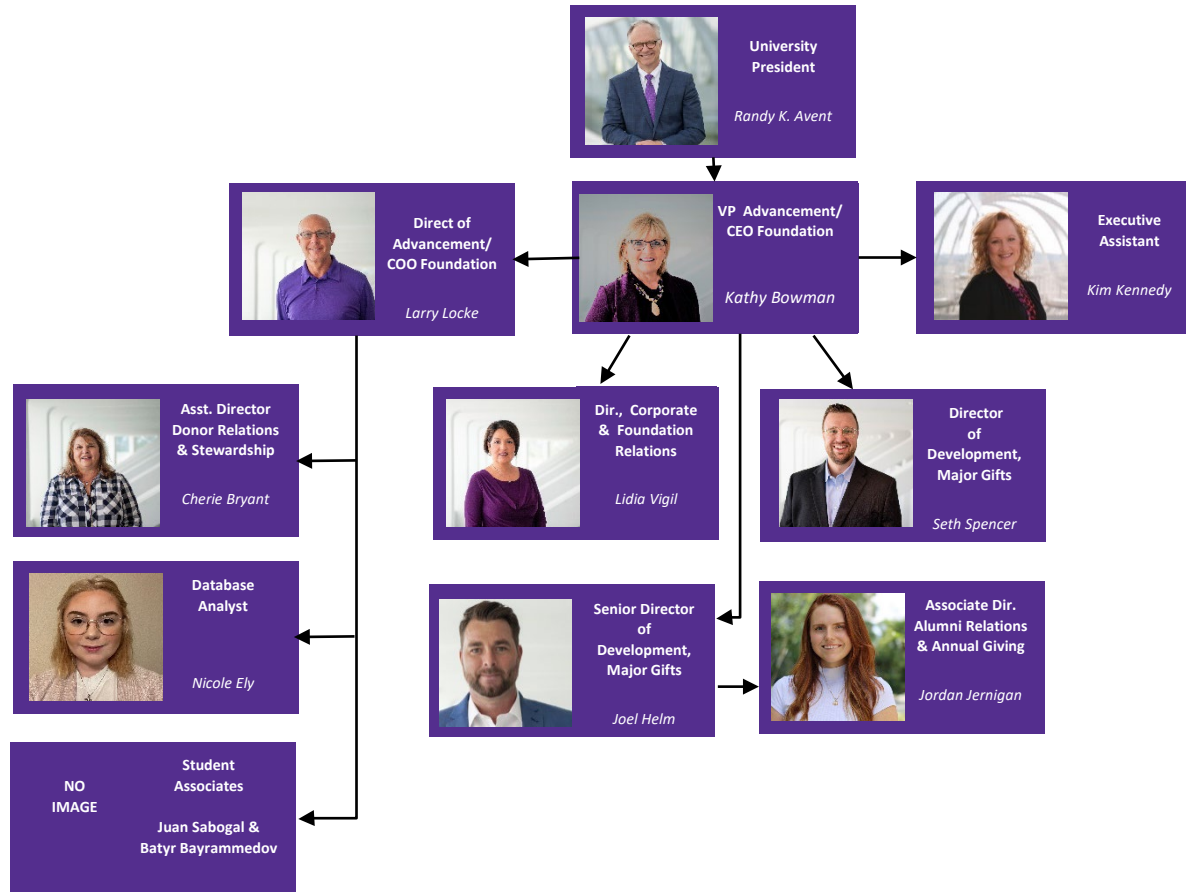
**Nicole Ely**

Database Analyst

**Seth Spencer**

Director of Development, Major Gifts

# FY23 Advancement Organization Chart



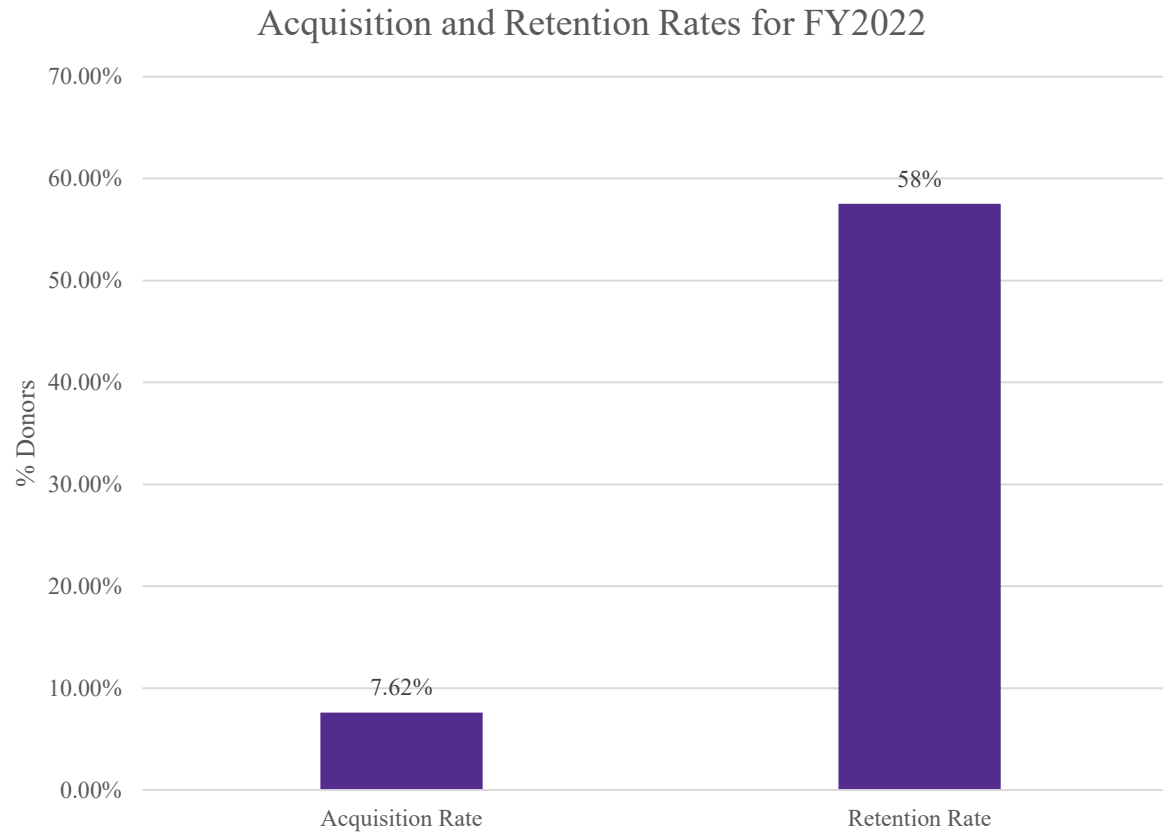
# Corporate Impact Network



- **Created July 2021**
- **Staff Contact: Lidia Vigil, Director of Corporate and Foundation Relations**
- **Current Members: 10**
- **FY23 Member Goal: 16**



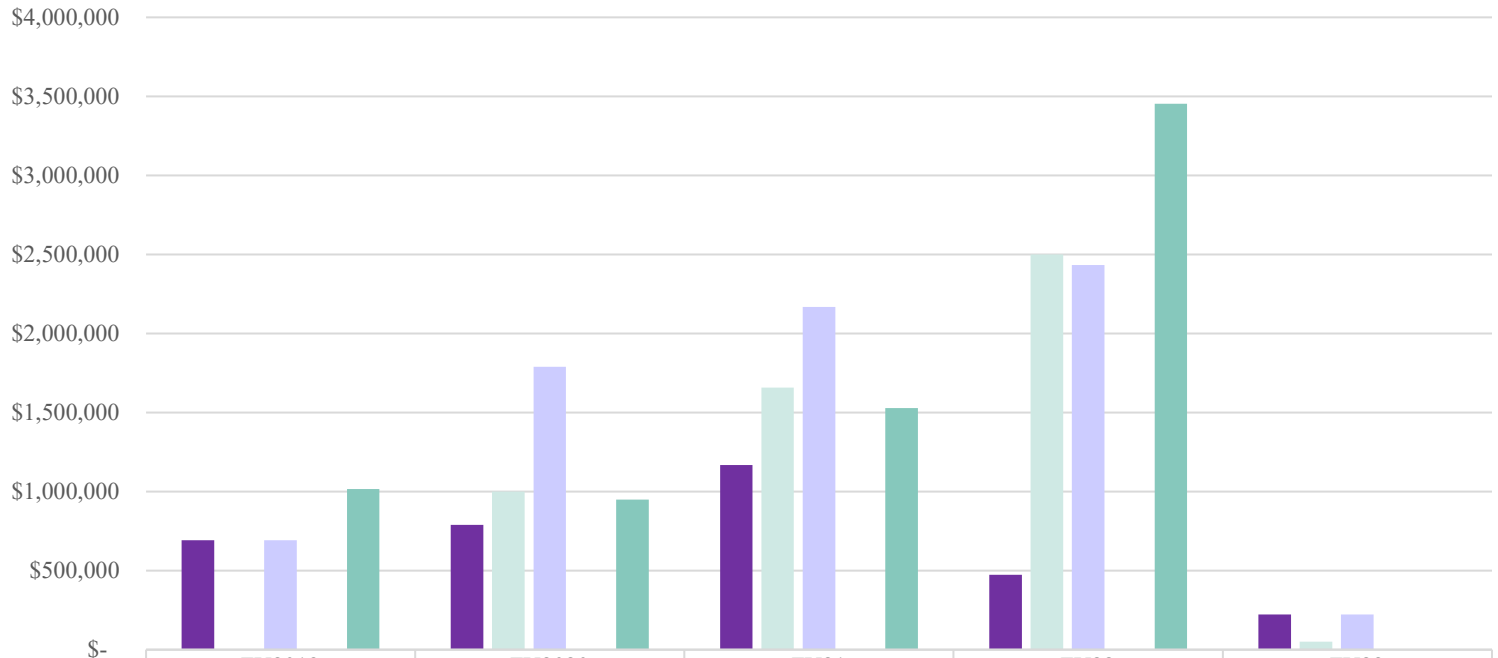
# Acquisition and Retention Rates





# Net Production

## GIVING HISTORY



	FY2019	FY2020	FY21	FY22	FY23
Current Cash/GIK	\$692,382	\$790,109	\$1,168,760	\$472,878.70	\$222,376.56
Current FY Pledges	\$-	\$1,000,000	\$1,658,376	\$2,500,000.00	\$51,000.00
Net Production	\$692,382	\$1,790,109	\$2,168,760	\$2,433,758.70	\$223,376.56
#REF!	1				
Net Foundation Revenue	\$1,015,947	\$948,441	\$1,527,594	\$3,454,707.00	\$-

■ Current Cash/GIK 
 ■ Current FY Pledges 
 ■ Net Production 
 ■ Net Foundation Revenue



FLORIDA POLY

# The Campaign for Florida Poly



**Board of Trustees Meeting: Campaign Update**  
**September 21, 2022**

# Our Case for Support: Strategic Campaign Priorities



## Florida Poly Innovation Fund

*The largest source of unrestricted operating dollars critical to the University's immediate and ongoing financial health*



## Student Success

*Providing financial support to students ensuring top STEM professional candidates can pursue their degrees and excel in the workforce*



## Academic Advancement

*Cultivating a balanced and comprehensive education expanding beyond the classroom through programs, organizations, research, and specialized faculty*



# Campaign Dashboard

*(as of 9.6.2022)*

<b>Campaign Goal:</b>	<b>\$20,000,000</b>
Raised for FL Poly Innovation Fund:	\$1,067,700
Raised for Student Success:	\$2,221,936
Raised for Academic Advancement:	\$1,625,250
<b>Total Raised:</b>	<b>\$4,914,886</b>
<b>Percent of Campaign Goal Raised:</b>	<b>24.6%</b>
<b>Needed to Reach Goal:</b>	<b>\$15,085,114</b>
<b>Volunteers Leaders Engaged:</b>	<b>8</b>

# How do we increase Unrestricted Funding?



## Parents

Create Parent Campaign

Key Parent Leaders Committee

Assign Director of Development to work with top 25 parents



## Annual Fund Programs

Year End

Alumni

Day of Giving – All constituents

Targeted demographic solicitations

LYBUNT Lists Outreach



## Events

Inaugural Golf Outing

Skeet Shoot Fundraiser

Campaign Kickoff – big celebration when we are near 70-75% of goal.

Event to wrap up campaign



# Campaign Timetable

	2022				2023				2024	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Recruit Campaign Cabinet										
Refine Case for Support										
Campaign Plan, Timetable, and Policies										
Gift Recognition Opportunities										
Train and Orient Volunteers and Staff										
Campaign Cabinet										
Prospect Identification & Cultivation										
Board of Directors Division										
Leadership Gifts Division										
Business / Foundation Division										
Alumni, Friends & Community Division										
<b>Public Announcement</b>										
Invite all remaining prospects										

# 7 Philanthropic Roles for Engagement



**Advocate** → Endorse



**Prospect** → Facilitate introductions



**Attendee** → Participate in events



**Visitor** → “Join us” in this campaign



**Donor** → Provide stretch commitment



**Expert** → Knowledgeable about FL Poly



**Steward** → Thank donors



# Questions/Comments



**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: Foundation Board Appointments/Reappointments**

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**Proposed Committee Action**

Recommend approval of the following appointments and reappointments to the Florida Polytechnic University Foundation Board by the Board of Trustees:

**Appointments**

- Kristen Lowers
- Madison Yonash
- Dr. Muhammad Rashid\*
- Don Wilson\*

\* President Randy K. Avent's appointee – does not require approval

\* Board Chair Cliff Otto's appointee – does not require approval

**Reappointments**

- Phillipa Greenberg
- Jack Harrell III
- Joshua McCoy
- Ivette O'Doski
- Blake Paul \*\*
- Donna Slyster

\*\* One-year term due to Board of Directors term limits. All other reappointments will be for two years based on Foundation Bylaws.

**Background Information**

The candidacies of Kristen Lowers and Madison Yonash were approved by the Foundation Nomination Committee on August 29, 2022, and the full Board on September 9, 2022. These nominees now come before the Board of Trustees for final confirmation. Additionally, Phillipa Greenberg, Jack Harrell III, Joshua McCoy, Ivette O'Doski and Donna Slyster were approved to an additional two-year term and Blake Paul to an additional one-year term (due to Foundation Board term limits) by the Foundation Nomination Committee on August 29, 2022 and by the full Board on September 9, 2022. These Directors now come before the Board of Trustees for final confirmation.

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**Supporting Documentation:** PowerPoint presentation

**Prepared by:** Kathy Bowman, VP of Advancement and CEO

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: Foundation Year-End Financial Report FY22**

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**Proposed Committee Action**

Information only - No approval action required.

**Background Information**

Larry Locke will present the Foundation's Q3 financials, including:

- FY22 Budget to Actuals
  - Revenue – Raised 235.62% above budget needs - \$2.16mm above budget fees
  - Operating expenses – 184.80% above budget due to Campaign fees
- FY22 Statement of Activities YOY
  - Revenue – 53.06% increase over FY21
  - Expenses – 375% increases due to (a) Campaign costs and (b) an increase in scholarship spending
  - FY22 Net Asset Gain – 64.5% over FY21 Foundation Net Asset Position
- FY22 Statement of Financial Position YOY
  - 7.39% increase in total assets over FY21
  - 11.02% increase in fund balance over FY21

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**Supporting Documentation:**

1. FY22 Budget to Actuals
2. FY22 Statement of Activities YOY
3. FY22 Statement of Financial Position YOY

**Prepared by:** Larry Locke, Director of Advancement Operations and Foundation COO

**Florida Polytechnic University Foundation Inc.**  
**SUMMARY - FY22 Statement of Activities Budget to Actuals**

*July 1, 2021 - June 30, 2022*

	<b>Unrestricted</b>	<b>Temporarily Restricted</b>	<b>Permanently Restricted</b>	<b>Total</b>	<b>YTD Budget</b>	<b>Variance</b>
<b>Revenue</b>	<b>\$815,039.93</b>	<b>\$1,790,576.15</b>	<b>\$836,388.83</b>	<b>\$3,442,004.91</b>	<b>\$1,025,580.00</b>	<b>235.62%</b>
<b>Expenses</b>						
<b>Operations</b>	\$322,056.87	\$108,359.05	\$23,729.86	\$454,145.78	\$128,500.00	-253.42%
<b>Advocate</b>	\$195,270.00	\$0.00	\$0.00	\$195,270.00	\$181,080.00	-7.84%
<b>Scholarships</b>	\$254,646.58	\$315,661.77	\$0.00	\$570,308.35	\$566,000.00	0.76%
<b>Salaries/Benefits/Initiatives</b>	\$150,000.00	\$0.00	\$0.00	\$150,000.00	\$150,000.00	0.00%
<b>Total Expenses:</b>	<b>\$921,973.45</b>	<b>\$424,020.82</b>	<b>\$23,729.86</b>	<b>\$1,369,724.13</b>	<b>\$1,025,580.00</b>	<b>-33.56%</b>
<b>FY22 Net Asset Gain/Loss:</b>	<b>-\$106,933.52</b>	<b>\$1,366,555.33</b>	<b>\$812,658.97</b>	<b>\$2,072,280.78</b>	<b>\$0.00</b>	

FY22 Year End - Revenue raised 235.62% above budget needs  
 Operating Expenses 253% above budget due to Campaign fees  
 Revenue raised \$2.07mm above budget needs

**Florida Polytechnic University Foundation Inc.**

**SUMMARY - FY22 Statement of Activities YOY**

*July 1, 2021 - June 30, 2022*

	<b>Unrestricted</b>	<b>Temporarily Restricted</b>	<b>Permanently Restricted</b>	<b>Total</b>	<b>FY21 YTD</b>	<b>Variance</b>
<b>Revenue</b>	<b>\$815,039.93</b>	<b>\$1,790,576.15</b>	<b>\$836,388.83</b>	<b>\$3,442,004.91</b>	<b>\$2,248,808.64</b>	<b>53.06%</b>
<b>Expenses</b>						
<b>Operations</b>	\$322,056.87	\$108,359.05	\$23,729.86	\$454,145.78	\$204,822.74	-121.73%
<b>Advocate</b>	\$195,270.00	\$0.00	\$0.00	\$195,270.00	\$174,225.00	-12.08%
<b>Scholarships</b>	\$254,646.58	\$315,661.77	\$0.00	\$570,308.35	\$406,389.93	-40.34%
<b>Salaries/Benefits/Initiatives</b>	\$150,000.00	\$0.00	\$0.00	\$150,000.00	\$150,000.00	0.00%
<b>Total Expenses:</b>	<b>\$921,973.45</b>	<b>\$424,020.82</b>	<b>\$23,729.86</b>	<b>\$1,369,724.13</b>	<b>\$935,437.67</b>	<b>-46.43%</b>
<b>FY22 Net Asset Gain/Loss:</b>	<b>-\$106,933.52</b>	<b>\$1,366,555.33</b>	<b>\$812,658.97</b>	<b>\$2,072,280.78</b>	<b>\$1,313,370.97</b>	<b>57.78%</b>

**FY22 Revenue 53.06% increase over FY21 Revenue**

**46.4% increase in expenses due to (a) Campaign costs and (b) an increase in scholarship spending**

**FY22 Net Asset Gain increased 57.8% over FY21 Foundation Net Asset Position**

**Florida Polytechnic University Foundation Inc.**  
**SUMMARY - FY22 Statement of Financial Position Year over Year**

*June 30, 2022*

	<b>Unrestricted</b>	<b>Temporarily Restricted</b>	<b>Permanently Restricted</b>	<b>Total</b>	<b>FY21 YTD</b>	<b>Variance</b>
<b>TOTAL ASSETS</b>	<b>\$1,155,896.89</b>	<b>\$4,765,632.81</b>	<b>\$3,205,565.66</b>	<b>\$9,127,095.36</b>	<b>\$8,498,684.11</b>	<b>7.39 %</b>
<b>TOTAL LIABILITIES</b>	\$21,743.94	\$2,760,400.19	\$0.00	\$2,782,144.13	\$2,777,616.34	0.16%
<b>TOTAL FUND BALANCE</b>	<b>\$1,134,152.95</b>	<b>\$2,005,232.62</b>	<b>\$3,205,565.66</b>	<b>\$6,344,951.23</b>	<b>\$5,721,067.77</b>	<b>10.91%</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$1,155,896.89</b>	<b>\$4,765,632.81</b>	<b>\$3,205,565.66</b>	<b>\$9,127,095.36</b>	<b>\$8,498,684.11</b>	<b>7.39 %</b>
<b>BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS</b>	\$1,271,358.26	\$880,970.77	\$3,568,738.74	\$5,721,067.77	\$4,047,970.23	41.33%
<b>NET SURPLUS/(DEFICIT) &amp; TRANSFER IN/OUT</b>	(\$137,205.31)	\$1,124,261.85	(\$363,173.08)	\$623,883.46	\$1,673,097.54	(62.71%)
<b>ENDING FUND BALANCE</b>	<b>\$1,134,152.95</b>	<b>\$2,005,232.62</b>	<b>\$3,205,565.66</b>	<b>\$6,344,951.23</b>	<b>\$5,721,067.77</b>	<b>10.91%</b>

**FY22 Total Assets up 7.39% over FY21**  
**FY22 Ending Fund Balance up 10.91% over FY21**

**Florida Polytechnic University  
Finance and Facilities Committee  
Board of Trustees  
September 21, 2022**

**Subject: Foundation Actual Uses of University Personnel and Property – FY22**

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**Proposed Committee Action**

Information only – No approval action required.

**Background Information**

The Florida Board of Governors requires each State University System university report on university employees who use time, pay, benefits and space for its Direct Support Organization (DSO). Florida Poly's only DSO is Florida Polytechnic University Foundation, Inc.

Florida Polytechnic University Foundation Inc., a Director Support Organization (DSO) of Florida Polytechnic University, had actual FPU resource usage cost for FY22 of \$239,595.53 and space usage cost of \$18,704.29; totaling \$258,299.83.

The approved resources amount for FY22 was \$235,000.

In April 2022, the Board of Trustees of Florida Poly approved university resource usage of \$275,000 for FY23.

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**Supporting Documentation:** PowerPoint Presentation

**Prepared by:** Kathy Bowman, VP of Advancement and Foundation CEO