



**Board of Trustees  
Committee Meeting  
Rudolph Jones Student Center  
Room 242**

**Committee on Budget and Finance  
Wednesday, September 27, 2023  
1:00 p.m.**

**AGENDA**

Call to Order	Stuart Augustine, Committee Chair
Welcome and Opening Remarks	Stuart Augustine
Roll Call	Karen Bussey
Approval of Minutes:	June 7, 2023

**Information Items:**

A. Budget Update	Ms. Sandra Williams <i>Associate Vice Chancellor for Budgets, Financial Planning &amp; Analysis</i>
B. Capital Projects Update	Dr. Lillian Wanjagi <i>Vice Chancellor for Business and Finance</i>
C. External Affairs & Military Relations Military Relations Update	Mr. Wesley Fountain <i>Vice Chancellor for Business and Finance</i>

**Action Items:**

- BF-1** Approval of Commissioning Agent Selection for Health & Wellness Center project.
- BF-2** Approval of Commissioning Agent Selection for Chick/Rosenthal Renovation project.
- BF-3** Request project authority for Hackley Hall fire alarm replacement project.

**Committee Members:** Glenn Adams, Stuart Augustine, Donald Moore, Jerry Gregory, Kimberly Jefferies Leonard

Staff Liaison: Dr. Lillian Wanjagi  
Board Professional: Anita Cheatham

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For further information, please contact:  
Dr. Lillian Wanjagi, Vice Chancellor for Business and Finance  
910-672-1151

**Committee on Budget and Finance  
Wednesday, June 7, 2023  
1:00 p.m.**

The Committee on Budget and Finance of the Fayetteville State University Board of Trustees convened Wednesday, June 7, 2023, in the Rudolph Jones Center Room 242. Committee Chair Stuart Augustine presided and called the meeting to order at 1:22 p.m.

**ROLL CALL**

The following Trustee Committee members were in attendance: Stuart Augustine, Glenn Adams, and Kimberly Jefferies Leonard.

Staff persons in attendance were Chancellor Darrell Allison, Provost Monica Leach, Vice Chancellor Wanda Jenkins, Vice Chancellor Juanette Council, Associate Vice Chancellor Jon Parsons, and Associate Vice Chancellor Sandra Williams.

**APPROVAL OF MINUTES**

Trustee Glenn Adams made a motion to approve the minutes of the Budget and Finance Committee meeting held on March 22, 2023, as distributed. Trustee Kimberly Jefferies Leonard seconded the motion. The motion carried.

**BUDGET AND FINANCE UPDATES**

Dr. Lillian Wanjagi, Vice Chancellor for Business and Finance provided updates on the extensive capital projects since the last board meeting – of note Bryant demolition completed was a sign of good things to come. The following updates were provided:

- Bryant/Vance Demolition - completed
- McLeod Hall HVAC Conversion Interior construction is progressing well and utility relocation with potential delay due to long lead electrical ground vaults (3) of 90 days.
- New COE is on schedule with a spring 2026 completion
- New Residence Hall - GMP in process of being executed
- Health & Wellness Center Schematic design is underway with Summer/Fall 2025 completion.
- Chick/Rosenthal Renovation - Advanced planning phase with designer is in progress.
- Parking Deck - Designer Duda-Paine's AP proposal at SCO with Summer 2025 Completion.

Additionally, the University was able to acquire a transformer for the New Residence Hall from PWC.

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Mr. Kenny Spayd was introduced to the Board as the new AVC for finance, and Ms. Megan Fees was introduced as the Controller.

VC Wanjagi also shared each of the following action items during the Capital Projects update:

**Action Item: BF1:**

Board approval is required to provide design services on the Butler/Telecom MEP Renovation project and authorizes University staff to negotiate a contract and fee. The University received a total of three submissions in response to the request for qualifications. Interviews were conducted on May 9, 2023. The Pre-Selection Committee's ranking order of firms interviewed is:

1. McKim & Creed
2. Progressive Design Collaborative

Trustee Kimberly Jefferies Leonard made a motion to approve design services on the Butler/Telecom MEP Renovation project and authorize University staff to negotiate a contract and fee with McKim & Creed. The motion was seconded by Trustee Glenn Adams. The motion carried.

**Action Item: BF2:**

Board approval is required to provide design services on the Campuswide Hardscape and Exterior Lighting Replacement. Interviews were conducted on May 30, 2023. The Pre-Selection Committee's ranking order of firms interviewed is:

1. J Davis
2. Surface 678
3. Bolton & Menk

Chair Stuart Augustine asked the location of J Davis and whether any of these (3) businesses were local. AVC Parsons confirmed that they were not local.

Trustee Glenn Adams made a motion to approve the selected firm to provide design services on the Campuswide Hardscape and Exterior Lighting Replacement project and authorize University staff to negotiate a contract and fee with J Davis. The motion was seconded by Trustee Kimberly Jefferies Leonard. The motion carried.

**Action Item: BF3:**

Board approval is required to proceed with the Spaulding Building Renovation Project—particularly the relocation of the Student Health Clinic and Pharmacy to the new FSU Health & Wellness Center in 2025. The estimated cost for the renovation of the Spaulding Building is \$1,300,000. The project will be HEERF-funded.

Trustee Glenn Adams inquired about what will be included in the Spaulding Building. Chancellor Darrell Allison shared an overview of the initial funding (\$5.5M) put toward the Health and Wellness Center, including expanded mental health services for students through HEERF funding. Plans also include expanding the facility, hiring additional counselors, and adding group therapy rooms and relaxation room.

Trustee Kimberly Jefferies Leonard made a motion to approve the \$1,300,000 cost for renovation of the Spaulding Building project. The motion was seconded by Trustee Glenn Adams. The motion carried.

**Action Item: BF4:**

Board approval is required to increase the project authority for McLeod Hall HVAC Conversion Project. An additional \$300,000 in project authority is requested to support additional interior renovation scope before students reoccupy McLeod Hall. The additional project authority will be funded with housing funds.

Trustee Glenn Adams inquired about the funding source. VC Wanjagi explained funds are sourced by the student housing payments. Chair Stuart Augustine inquired about the committee's need to vote on the action, in which VC Wanjagi confirmed since there is an increase in the budget.

Trustee Kimberly Jefferies Leonard made a motion to approve the increase in cost for HVAC Conversion project authority by \$300,000 to a total of \$5,569,184, with final approval by the UNC Board of Governors. The motion was seconded by Trustee Glenn Adams. The motion carried.

**Action Item: BF5:**

Board approval is required of the Sales Agreement to purchase 2500 kVA transformer from PWC. Chancellor Allison and VC Wanjagi reiterated the critical need for the agreement with PWC. The supply chain's two-year wait time would have a significant impact on the project's timeline. PWC partnered with the University to help mitigate this risk. There is a great demand for opening this resident hall as soon as feasible to mitigate challenges from the housing shortage.

Chair Stuart Augustine inquired about the funding source. VC Wanjagi advised this is part of the New Residence Hall. Trustee Kimberly Jefferies Leonard asked whether there will be an additional maintenance contract. AVC Jon Parsons explained that PWC is just selling the transformer, and the transformer will be installed and maintained by the University as part of the project.

Trustee Kimberly Jefferies Leonard made a motion to approve the Interlocal Sales Agreement between PWC and FSU for the purchase of one 2500 kVA electrical transformer. The motion was seconded by Trustee Glenn Adams. The motion carried.

**Action Item: BF6:**

Board approval is required of the FSU Campus Master Plan, submitted by Vines Architecture of Raleigh, NC. Mr. Adam Brakenbury, principal of Vines Architecture, presented an overview of the Campus Master Plan. Following the presentation, the Committee engaged in discussion.

Trustee Glenn Adams inquired about the creek behind the University and possibility of walking trails to be included in the plan. Mr. Brakenbury shared potential opportunities to partner with

the city in future Greenway projects.

Trustee Kimberly Jefferies stated the need for student inclusion in the implementation of the plan. She further noted students' feedback included in the presentation— including 1) Dining options 2) Better student housing 3) Campus wayfinding—and an opportunity to better align their needs to the recommendations included in the plan. We want students to buy in and their feedback to be a little more upfront than what we see here. Chancellor Allison shared forthcoming projects where the University is taking action, including the Chick-fil-a, Starbucks, and New Residence Hall. Trustee Kimberly Jefferies suggested we pull this out more forward on the masterplan since this is what the students want. Chancellor Allison says we will be executing multi messaging.

Additionally, there was some discussion on the naming of the districts mentioned in the master plan, particularly the innovation district, and a need for campus shuttles.

Trustee Kimberly Jefferies Leonard made a motion to approve the FSU Campus Master Plan. The motion was seconded by Trustee Glenn Adams. The motion carried.

#### EXTERNAL AFFAIRS AND MILITARY RELATIONS UPDATES

Wesley Fountain, Vice Chancellor for External Affairs and Military Relations, presented an update on FSU's legislative agenda, as well as House Bill 259 (the Budget Bill) and House Bill 347 (the sports wagering/horse racing wager impacting FSU's Department of Athletic funding).

#### ADJOURNMENT

The Committee on Budget and Finance adjourned at approximately 2:17 p.m.

Respectfully Submitted,

Stuart Augustine, Chair  
Anita Cheatham, *Recorder*

# **BOARD OF TRUSTEES BUDGET AND FINANCE COMMITTEE MEETING**

**Dr. Lillian Wanjagi**  
**Vice Chancellor for Business and Finance**  
**September 27, 2023**

# Fiscal Year 2023-24 Budget OVERVIEW

- FY24 Certified Budget = \$77,712,000
- FY24 Certified Operational Budget = \$14,558,462
- FY24 Enrollment Reduction = -\$1,419,000
- Comparison FY23 and FY24 Operational Budget

# Fiscal Year 2023-24 Budget Process

- FY24 Recurring/Non-recurring Budget Requirements Templates sent to Departments - January 2023
- FY24 Departmental Budget Request Templates due to Budget Office – April/May 2023
- FY24 Departmental Budget Request Approved by Chancellor – July 2023
- FY24 Departmental Budgets loaded in Banner Finance – August 2023 = \$13,673,138
  - FY24 State appropriation amount = \$13,138,673
  - Supplemental funding provided to departments
    - HEERF = \$1,800,000
    - Anonymous Trust = \$561,327

# MAJOR CAPITAL PROJECTS UPDATE



## **Bryant/Vance Demolition**

- Demolition complete for both buildings, Bryant site prep for HWC still in progress.

## **McLeod Hall HVAC Conversion**

- Scheduled to reopen for students in January 2024

## **New Residence Hall**

- CM at Risk change to Metcon
- Draft GMP from Metcon under review at FSU and SCO
- Due to escalation, NRH bed count reduced by 32 from 368 to 336 beds
- Scheduled to open for students in August 2025

# MAJOR CAPITAL PROJECTS UPDATE



## **New College of Education**

- Project is currently in Design Development phase
- Early construction package to start in February 2024
- Scheduled to open in Spring 2026

## **Health & Wellness Center**

- Project is currently in Design Development phase
- Scheduled to open in Fall 2025

## **Chick/Rosenthal Renovation**

- Chick project is in combined Schematic Design/Design Development phase
- Rosenthal SD/DD phase will begin in early 2024
- Scheduled to open: Chick Summer 2025, Rosenthal Fall 2025

# MAJOR CAPITAL PROJECTS UPDATE



## **Parking Deck**

- Advanced Planning phase is underway
- Scheduled to open Fall 2025

## **Campuswide Utility Infrastructure**

- Advanced Planning design phase is underway
- Multi-phase project will be complete in 2026

# Action Items

## Item BF-1

- New Health & Wellness Center Project: Commissioning Agent Selection

## Item BF-2

- H.T. Chick & A.B. Rosenthal Building Renovation Project: Commissioning Agent Selection

## Item BF-3

- Hackley Hall Fire Alarm Replacement Project: Approve New Project Authority - \$250,000

# New Health & Wellness Center Project: Commissioning Agent Selection

## Commissioning Agent Selection

- FSU received 8 submissions
- Three firms were shortlisted and interviewed on 5/31/23
- The Pre-Selection Committee recommends the following 3 firms for selection:
  1. System WorCx
  2. Hanson
  3. RMF

# H.T. Chick & A.B. Rosenthal Building Renovation Projects: Commissioning Agent Selection

## Commissioning Agent Selection

- FSU received 8 submissions
- Three firms were shortlisted and interviewed on 5/31/23
- The Pre-Selection Committee recommends the following 3 firms for selection:
  1. System WorCx
  2. Hanson
  3. RMF

# Hackley Hall Fire Alarm Project: Approve New Project Authority

## New Project Authority

- The fire alarm panel in Hackley Hall was recently damaged by a water leak on the floor above its location. The panel is obsolete and cannot be repaired so will need to be replaced.
- The full fire alarm system replacement project cost estimate is \$250,000.

# Action Items

## Item BF-1

- New Health & Wellness Center Project: Commissioning Agent Selection

## Item BF-2

- H.T. Chick & A.B. Rosenthal Building Renovation Project: Commissioning Agent Selection

## Item BF-3

- Hackley Hall Fire Alarm Replacement Project: Approve New Project Authority - \$250,000

**QUESTIONS?**

# Division of External Affairs & Military Relations

Wesley Fountain  
Vice Chancellor for External Affairs & Military Relations

# DIVISION GOALS—FY24

## Strategic Priority 4 | Create Impactful Strategic Partnerships

**Goal 1:** Align FSU's interest with economic development activity along the Murchison Road corridor.

**Goal 2:** Leverage FSU expertise with community needs.

**Goal 3:** Increase FSU presence on boards, commissions, and within military service organizations.

## Strategic Priority 5 | Advance our University

**Goal 1:** Monitor/influence public policy to ensure alignment with FSU and UNC system interests.

**Goal 2:** Partner with local and state agencies to harness state and federal funds for economic and workforce development.

# LEGISLATIVE BUDGET UPDATE

**QUESTIONS?**