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**MINUTES OF THE MEETING OF THE
NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
HELD REMOTELY ON TUESDAY, JUNE 23, 2020**

The meeting was called to order at 10:03 a.m. by board Chair Joshua Hodes. The New Jersey Educational Facilities Authority gave notice of the time, place and date of this meeting via fax and email on June 15, 2020, to The Star Ledger, The Times of Trenton and the Secretary of State and by posting the notice at the offices of the Authority in Princeton, New Jersey. Pursuant to the New Jersey Open Public Meetings Act, a resolution must be passed by the New Jersey Educational Facilities Authority in order to hold a session from which the public is excluded.

AUTHORITY MEMBERS PRESENT:

Joshua Hodes, Chair (via phone)
Ridgeley Hutchinson, Vice Chair (via phone)
Elizabeth Maher Muoio, State Treasurer, Treasurer (represented by Ryan Feeney [via phone])
Zakiya Smith Ellis, Secretary of Higher Education (via phone)

AUTHORITY MEMBERS ABSENT:

Louis Rodriguez

STAFF PRESENT:

Sheryl A. Stitt, Deputy Executive Director (via phone)
Steven Nelson, Director of Project Management (via phone)
Brian Sootkoos, Director of Finance-Controller (via phone)
Ellen Yang, Director of Compliance Management (via phone)
Rebecca Clark, Associate Project Manager (via phone)
Matthew Curtis, Information Technology Manager (via phone)
Edward DiFiglia, Public Information Officer (via phone)
Carl MacDonald, Project Manager (via phone)
Jamie O'Donnell, Grant Program Manager (via phone)
Sheila Toles, Human Resources Manager

ALSO PRESENT:

George Loeser, Esq., Deputy Attorney General (via phone)
Craig Ambrose, Esq., Governor's Authorities Unit (via phone)

PUBLIC MEMBER PRESENT:

Steven Sacks-Wilner, Esq., Counsel for Objectors (via Zoom)

ITEMS OF DISCUSSION

1. Approval of the Minutes of the Meeting of May 26, 2020

The minutes of the meeting of May 26, 2020 were delivered electronically to Governor Philip Murphy under the date of May 26, 2020. Mr. Hutchinson moved the meeting minutes for approval as presented; the motion was seconded by Mr. Hodes and passed unanimously.

2. Resolution of the New Jersey Educational Facilities Authority Authorizing the Execution and Delivery of a Second Amendment to Loan Agreement and a Second Supplement to Trust Indenture in Connection with the Authority's \$41,770,000 Revenue Bonds, Rider University Issue, 2017 Series F and Determining Other Matters in Connection Therewith

Chair Hodes reported that the Rider University transaction had been tabled.

Mr. Hutchinson moved to table the item. Mr. Hodes seconded and the motion passed unanimously.

3. Resolution of the New Jersey Educational Facilities Authority Acknowledging and Accepting the State Treasurer's Recommendation and Electing a Representative to the Audit Committee

Mr. Sootkoos reported that at the Authority's Annual Meeting on May 26, 2020, the Members elected the State Treasurer to serve as the Authority's Treasurer and also elected Ridgeley Hutchinson, a public member of the Authority with significant financial experience, to serve as a member of the Audit Committee. He reported that since the State Treasurer was elected as the Authority's Treasurer, pursuant to Article III, Section 12 of the By-Laws, the State Treasurer could make a recommendation to the Chair for a third member of the Audit Committee. Mr. Sootkoos reported that the State Treasurer recommended David Moore to become a third member of the Audit Committee and the resolution acknowledged and accepted the recommendation.

Mr. Feeney moved the adoption of the following entitled resolution:

RESOLUTION OF THE NEW JERSEY EDUCATIONAL
FACILITIES AUTHORITY ACKNOWLEDGING AND
ACCEPTING THE STATE TREASURER'S
RECOMMENDATION AND ELECTING A
REPRESENTATIVE TO THE AUDIT COMMITTEE

The motion was seconded by Mr. Hodes and passed unanimously.

The adopted resolution is appended as Exhibit I.

4. **Report on Operating and Construction Fund Statements and Disbursements**

Mr. Sootkoos reviewed the Results of Operations and Budget Variance Analysis and reported on the status of construction funds and related investments for May 2020.

Mr. Hutchinson moved that the reports be accepted as presented; the motion was seconded by Mr. Hodes and passed unanimously.

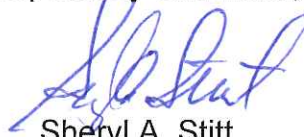
The reports are appended as Exhibit II.

5. **Next Meeting Date**

Mr. Hodes reminded everyone that the next meeting is scheduled for Tuesday, July 28th at 10:00 a.m. Mr. Hodes advised that all board meetings would be conducted by phone until further notice. He then requested a motion to adjourn.

Secretary Smith Ellis moved that the meeting be adjourned at 10:08 a.m. The motion was seconded by Mr. Feeney and passed unanimously.

Respectfully submitted,



Sheryl A. Stitt
Assistant Secretary

**RESOLUTION OF THE NEW JERSEY EDUCATIONAL FACILITIES
AUTHORITY ACKNOWLEDGING AND ACCEPTING THE STATE
TREASURER'S RECOMMENDATION AND ELECTING A
REPRESENTATIVE TO THE AUDIT COMMITTEE**

Adopted: June 23, 2020

WHEREAS, The Audit Committee has been established pursuant to Article III, Section 12 of the By-Laws (the "By-Laws") of the New Jersey Educational Facilities Authority (the "Authority") and in accordance with Executive Order No. 122 (McGreevey) ("EO 122"); and

WHEREAS, The By-Laws provide that the Audit Committee shall consist of: (i) the Treasurer of the State of New Jersey (the "State Treasurer"); (ii) the Treasurer of the Authority (the "Authority Treasurer"), but only if said Authority Treasurer is a member of the Authority, and if the Authority Treasurer is not a member of the Authority, then the Chair; and (iii) a member of the Authority with significant financial experience, elected at the Annual Meeting of the members of the Authority or as soon thereafter as practicable; and

WHEREAS, At the Authority's Annual Meeting on May 26, 2020, the members elected the State Treasurer, or her designee, as the Authority Treasurer, and Ridgeley Hutchinson, as a public member of the Authority with significant financial experience, to serve on the Audit Committee; and

WHEREAS, Since the State Treasurer, in her capacity as the Authority Treasurer, is also a member of the Authority *ex officio*, pursuant to the By-Laws, the State Treasurer, by a letter dated June 4, 2020 to the Authority's Executive Director, has recommended David Moore, Deputy Director from the Office of Public Finance, Department of Treasury, to serve as a member of the Audit Committee; and

WHEREAS, The Members of the Authority wish to acknowledge and accept the State Treasurer's recommendation of David Moore as a member of the Audit Committee; and

WHEREAS, The Members of the Authority wish to elect David Moore as a member of the Audit Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY, AS FOLLOWS:

Section 1. The Members of the Authority hereby acknowledge the State Treasurer's recommendation of David Moore, Deputy Director from the Office of Public

Finance, Department of Treasury, as a member of the Audit Committee.

Section 2. The Members of the Authority hereby elect David Moore as a member of the Audit Committee.

Section 3. This Resolution supersedes all prior resolutions to the extent inconsistent herewith and with the By-Laws and shall take effect in accordance with the provisions of the Act.

___ Mr. Feeney ___ moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by ___ Mr. Hodes ___ and upon roll call the following members voted:

AYE: Joshua Hodes
Ridgeley Hutchinson
Elizabeth Maher Muoio (represented by Ryan Feeney)
Zakiya Smith Ellis

NAY: None

ABSTAIN: None

ABSENT: Louis Rodriguez

The Chair thereupon declared said motion carried and said resolution adopted.

**NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
2020 BUDGET VARIANCE ANALYSIS
FOR THE FIVE MONTHS ENDED MAY 31, 2020**

EXECUTIVE SUMMARY

Net Operating Income

The NJEFA concluded May with year-to-date net operating income in the amount of \$189,222 based on year to date revenues of \$1,280,020 and expenses of \$1,090,798.

Revenues

Year-to-date revenues were \$101,080 more than projected due to higher investment income than was budgeted and timing of initial fees.

Expenses

Operating expenditures for the first five months of the year were under budget by \$307,327 primarily due to timing of expenditures and staff vacancies.

Exhibits

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NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
ACTUAL vs. BUDGET REPORT
MAY 2020

	Month Ended May 31, 2020			Year-to-Date May 31, 2020		
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<u>Operating Revenues</u>						
Annual Administrative Fees	\$ 197,851	\$ 197,851	\$ -	\$ 989,254	\$ 989,251	\$ 3
Initial Fees	-	-	-	164,840	127,189	37,651
Investment Income	13,687	12,500	1,187	125,926	62,500	63,426
	<u>\$ 211,538</u>	<u>\$ 210,351</u>	<u>\$ 1,187</u>	<u>\$ 1,280,020</u>	<u>\$ 1,178,940</u>	<u>\$ 101,080</u>
<u>Operating Expenses</u>						
Salaries	\$ 165,518	\$ 180,030	\$ 14,512	\$ 589,550	\$ 660,120	\$ 70,570
Employee Benefits	44,172	65,011	20,839	204,479	325,058	120,579
Provision for Post Ret. Health Benefits	10,417	10,417	-	52,084	52,081	(3)
Office of The Governor	2,084	2,083	(1)	10,417	10,419	2
Office of The Attorney General	6,250	6,250	-	32,172	31,250	(922)
Sponsored Programs & Meetings	-	983	983	492	4,919	4,427
Telecom & Data	3,025	3,300	275	12,172	16,500	4,328
Rent	16,445	16,667	222	82,225	83,331	1,106
Utilities	2,131	2,333	202	10,658	11,669	1,011
Office Supplies & Postage Expense	1,134	2,250	1,116	4,977	11,250	6,273
Travel & Expense Reimbursement	5	1,167	1,162	215	5,831	5,616
Staff Training & Conferences	-	2,583	2,583	539	12,919	12,380
Insurance	4,272	5,500	1,228	21,360	27,500	6,140
Publications & Public Relations	-	1,750	1,750	-	8,750	8,750
Professional Services	8,372	17,168	8,796	43,238	85,822	42,584
Dues & Subscriptions	1,303	5,792	4,489	9,693	28,956	19,263
Maintenance Expense	1,052	1,433	381	6,793	7,169	376
Depreciation	1,947	2,917	970	9,734	14,581	4,847
Contingency	-	-	-	-	-	-
	<u>268,127</u>	<u>327,634</u>	<u>59,507</u>	<u>1,090,798</u>	<u>1,398,125</u>	<u>307,327</u>
Net Operating Income	<u>\$ (56,589)</u>	<u>\$ (117,283)</u>	<u>\$ 60,694</u>	<u>\$ 189,222</u>	<u>\$ (219,185)</u>	<u>\$ 408,407</u>

NJEFA
Vendor Payments
May 2020

4:25 PM

Type	Date	Num	Name	Memo	Account	Accrual Basis Amount
Bill Pmt -Check	05/05/2020	EFT	BMO Financial Group	Chromebooks, Zoom, USB Ext, Crash Plan	Accounts Payable	738.23
Bill Pmt -Check	05/06/2020	EFT	NJSHBP	ID 150400 05/20	Accounts Payable	14,759.94
Bill Pmt -Check	05/06/2020	EFT	NJSHBP	ID 150400 05/20	Accounts Payable	6,142.38
Bill Pmt -Check	05/06/2020	EFT	NJSHBP	ID 150400 05/20	Accounts Payable	3,049.89
Bill Pmt -Check	05/27/2020	2021	100 & RW CRA, LLC	007350	Accounts Payable	22,371.67
Bill Pmt -Check	05/27/2020	2022	American Payroll Association	04222020 329750	Accounts Payable	258.00
Bill Pmt -Check	05/27/2020	2023	Comcast	050720	Accounts Payable	88.40
Bill Pmt -Check	05/27/2020	2024	Dell Marketing L.P.	10384983719 E.Difiglia	Accounts Payable	2,021.21
Bill Pmt -Check	05/27/2020	2025	DocuSafe	130825	Accounts Payable	173.92
Bill Pmt -Check	05/27/2020	2026	Garden State Fire & Safety	42638 Ann. Extinguisher Inspect.	Accounts Payable	78.00
Bill Pmt -Check	05/27/2020	2027	GMIS International	300006374	Accounts Payable	100.00
Bill Pmt -Check	05/27/2020	2028	Government News Network	87295-G	Accounts Payable	350.00
Bill Pmt -Check	05/27/2020	2029	NJ Advance Media	0002579645	Accounts Payable	136.61
Bill Pmt -Check	05/27/2020	2030	NJ Economic Development Authority	2020May	Accounts Payable	1,454.90
Bill Pmt -Check	05/27/2020	2031	NJ OIT Fiscal Services	2020April	Accounts Payable	1,266.47
Bill Pmt -Check	05/27/2020	2032	PKF O'Connor Davies, LLP	482519	Accounts Payable	10,000.00
Bill Pmt -Check	05/27/2020	2033	Treasurer, State of New Jersey - Pinnacle	043020	Accounts Payable	1,184.90
Bill Pmt -Check	05/27/2020	2034	Vencius, Gary D.	051920 Expense Reimb	Accounts Payable	12.70
Bill Pmt -Check	05/27/2020	2035	Verizon Wireless	9853742042	Accounts Payable	484.74
Bill Pmt -Check	05/27/2020	2036	W.B. Mason Company, Inc.	IS1116345	Accounts Payable	169.00
64,840.96						

New Jersey Educational Facilities Authority
Summary of Construction Funds
As of May 31, 2020

<u>Institution</u>	<u>Description</u>	<u>Bond Proceeds</u>	<u>Net Disbursed</u>	<u>Balance</u>	<u>% Complete</u>
Private					
Stevens Institute of Technology	Student Housing and University Center	\$174,315,000.00	(38,421,837.11)	\$135,893,162.89	22%
Stevens Institute of Technology	Various Renov & Improvements, Refund 1998 I, 2007 A	76,911,558.14	(69,469,452.18)	7,442,105.96	90%
Rider University	Academic & Residential Facilities, Science & Technology Bldg	44,228,160.45	(27,639,723.38)	16,588,437.07	62%
Georgian Court University	Various Capital Improvements & Renovations, Refund 07 D, H	7,874,383.16	(112,379.36)	7,762,003.80	1%
Sub Total		<u>\$303,329,101.75</u>	<u>(\$135,643,392.03)</u>	<u>\$167,685,709.72</u>	
Public					
Ramapo College of New Jersey	Refund 06 I, Renov Library, Learning Center	11,278,830.75	(800,967.95)	10,477,862.80	7%
Sub Total		<u>\$ 11,278,830.75</u>	<u>\$ (800,967.95)</u>	<u>\$ 10,477,862.80</u>	
Other Programs					
Equipment Leasing Fund	Acquisition and Installation of Equipment	\$ 101,266,893.00	\$ (98,207,261.54)	\$ 3,059,631.46	97%
Technology Infrastructure Fund	Development of Technology Infrastructure	41,313,667.00	(39,009,407.96)	2,304,259.04	94%
Capital Improvement Fund	Capital Improvements	191,905,596.00	(186,334,706.29)	5,570,889.71	97%
Facilities Trust Fund	Construct, Reconstruct, Develop & Improve Facilities	219,977,164.00	(205,772,330.49)	14,204,833.51	94%
Capital Improvement Fund	Capital Improvements	146,700,261.19	(137,553,694.55)	9,146,566.64	94%
Sub Total		<u>\$ 701,163,581.19</u>	<u>\$ (666,877,400.83)</u>	<u>\$ 34,286,180.36</u>	
Grand Total		<u>\$ 1,015,771,513.69</u>	<u>\$ (803,321,760.81)</u>	<u>\$ 212,449,752.88</u>	

* This issue has reached a completion rate of 95% or higher and will not appear on future reports.