

**Finance, Administration and Audit Committee
Agenda
Fort Walton Beach Campus
April 12, 2002**

Finance, Administration and Audit Committee
April 12, 2002

Issue: Student Health Center Audit

Proposed action: Review/receive audit

Background information:

The audit by Ernst & Young LLP reviewed the Student Health Center financial records for the years ending August 31, 2001 and 2000.

Supporting documentation: Audit by Ernst & Young delivered at committee meeting

Prepared by: Keith Goldschmidt
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Committee agenda item 2

Finance, Administration and Audit Committee April 12, 2002

Issue: UWF Student Housing System Management Agreement

Proposed action: Review and approve the Student Housing System Agreement

Background information: In 1998, the Florida Board of Regents entered into a sublease agreement with the University of West Florida Foundation, Inc. for the purpose of constructing and operating student-housing facilities. Through this sublease and a subsequent loan agreement, the UWF Foundation executed financing agreements to issue revenue bonds for the construction of additional student housing. In turn, a management agreement between the Foundation and the University was executed which appointed the University of West Florida as exclusive agent for the management of the Student Housing System.

This revised agreement between the University of West Florida (University) and the UWF Foundation, Inc. (Owner) specifies the terms and conditions governing the management of the Student Housing System. Significant changes include: shortening the length of the agreement to five years; deleting references and requirements relating to privatization; simplifying the accounting structure; eliminating administrative overhead charges and establishing a Contingency and Improvement Reserve fund to capture revenues which exceed operational requirements. This Reserve is earmarked for unanticipated costs of operation, maintenance, and repair of housing facilities, for capital improvements, and the future expansion of the Student Housing System. Amounts previously set aside by the Foundation for payments of rentals under the sublease will be applied to fund the Reserve initially; subsequent deposits will be funded from housing revenues on a current basis.

The changes presented are the result of ongoing discussing among staff from the UWF Foundation, Student Affairs, University Housing, and the General Counsel. This agreement was approved by the University of West Florida Foundation, Inc. at its March 8, 2002 meeting.

Supporting documentation: Student Housing System Management Agreement

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STUDENT HOUSING SYSTEM MANAGEMENT AGREEMENT

DATED AS OF MAY 1, 2002

between

UNIVERSITY OF WEST FLORIDA FOUNDATION, INC.

as Owner

and

THE UNIVERSITY OF WEST FLORIDA

as University

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STUDENT HOUSING SYSTEM MANAGEMENT AGREEMENT

This **Student Housing System Management Agreement** (the "Agreement") is made as of this 1st day of May, 2002, by and between **University of West Florida Foundation, Inc.** (the "Owner") and **The University of West Florida** (the "University").

In consideration of the mutual promises, covenants and agreements hereinafter set forth, the parties hereto agree as follows:

1. **Appointment and Acceptance.**

The Owner appoints the University as exclusive agent for the management of the Student Housing System of the University, as defined in the Loan Agreement described below. The University accepts the appointment, subject to the terms and conditions set forth in this Agreement. Pursuant to this appointment, the University shall be responsible for the overall operation and maintenance of the Student Housing System. The University shall perform the services and provide the materials necessary to perform its obligations hereunder, but is authorized to enter into management and other contracts with other entities and individuals to carry out its obligations hereunder, subject to the Owner's right to approve such contracts as set forth herein.

2. **Description of Student Housing System.**

The property to be managed on an exclusive basis by the University under this Agreement includes all of the student housing facilities owned by the Foundation and located upon land leased to the Foundation as further described in the Loan Agreement between the Owner and the Escambia County Housing Finance Authority (the "Authority") dated as of September 1, 1998, as amended and supplemented (the "Loan Agreement").

3. **Definitions.**

As used in this Agreement:

- a. "Bonds" shall mean the Escambia County Housing Finance Authority's Dormitory Revenue Bonds (University of West Florida Foundation, Inc. Project) Series 1998, the Escambia County Housing Finance Authority's Dormitory Revenue Bonds (University of West Florida Foundation, Inc. Project) Series 1999, and any Additional Bonds, as defined in the Loan Agreement (the "Bonds").
- b. "Loan Agreement" means the Loan Agreement between the Owner and the Escambia County Housing Finance Authority dated as of September 1, 1998, as amended and supplemented.

- c. "Owner Representative" means the Owner's Executive Director.
- d. "Principal Parties" means the Owner and the University.
- e. "Sublease Agreement" shall mean that certain Sublease Agreement dated as of September 1, 1998, as amended and supplemented, between the Board of Regents of the State of Florida, for and on behalf of the University of West Florida, as Landlord, and the Owner, as Tenant, as amended, pursuant to which the Owner derives its leasehold interest in the real and personal property constituting the Student Housing System.
- f. "Trust Indenture" means the Trust Indenture between the Trustee and the Authority dated as of September 1, 1998, as amended and supplemented.
- g. "Trustee" means Regions Bank, Mobile, Alabama, as Trustee under the Indenture, and its successors and assigns.
- h. "University" means the University of West Florida.

4. **Marketing.**

The University will supervise the marketing activities for the Student Housing System. Advertising expenses will be treated as expenses of operation of the Student Housing System.

5. **Rentals.**

The University will supervise the on-site staff in the renting of the dwelling units and other rental facilities and concessions in the Student Housing System. Incident thereto, the following provisions will apply:

- a. The University will follow the tenant selection policies mutually agreed upon the principal parties.
- b. The University will train the on-site staff to show the facilities of the Student Housing System to prospective tenants and other leasing procedures as specified in the leasing plan.
- c. The University will supervise the taking and processing of applications for rentals.
- d. The University will prepare all rental agreements and will cause them to be executed by its authorized representative.

- e. The University will negotiate commercial leases and concession agreements, if any, and will execute the same in the University's name, subject to the Owner's approval of all terms and conditions.

6. Collection of Rents and Other Receipts.

The University will act as agent for the Owner to supervise the collection of all rents, charges and other amounts receivable on the Owner's account in connection with the management and operation of the Student Housing System. Such receipts will be deposited in an account carried in the Foundation's name and designated on record as: "University of West Florida Foundation Student Housing System Operation and Maintenance Fund" (the "Operation and Maintenance Fund").

The University will use its best efforts to collect revenue allocable to the Student Housing System, specifically including (but not limited to) rentals and other fees for the facilities of the Student Housing System, and the annual grant payments received from the U.S. Department of Housing and Urban Development in connection with the student housing facilities initially financed with the proceeds of the University of West Florida Housing System Revenue Bonds of 1972 issued by the Division of Bond Finance of the State of Florida. Upon receipt of revenues allocable to the Dormitory System, the University will deposit such revenues to the Operation and Maintenance Fund as provided above.

_____ Notwithstanding anything to the contrary herein, however, so long as the moneys deposited into the Operation and Maintenance Fund pursuant to the first paragraph of this Section 6 are sufficient to pay all amounts described in paragraphs (i) – (viii) of subsection 12(a) of this agreement, the University may deposit revenues from concessions located on the premises of the Dormitory System into a Concession Account maintained and used for the lawful purposes of the Student Affairs Division of the University. Upon notice from the Owner that revenues from concessions are needed for the purposes described in Section 12, the University will immediately cease depositing revenues into the Concession Account and will instead deposit and apply such revenues as described in the first paragraph of this Section 6.

7. Enforcement of Rental Agreements.

The University will use its best efforts to secure full compliance by each tenant with the terms of his rental agreement. Voluntary compliance will be emphasized. The University may lawfully terminate any rental agreement when, in its judgment, sufficient cause (including but not limited to nonpayment of rent) for such termination occurs under the terms of such rental agreement. For this purpose, the University is authorized to consult

with legal counsel to be selected by the University, to bring any necessary legal action in the name of and on behalf of the Owner. Further, the University is authorized to sue for a recovery of rents and, when expedient, to settle, compromise and release such actions or suits, or reinstate such rental agreements; provided, however, the University shall keep the Owner informed of such actions and follow such instructions as the Owner may prescribe for the conduct of any such action. Attorney's fees and other necessary costs incurred in connection with such actions will be paid out of the Operation and Maintenance Fund as operating expenses.

All University policies regarding moneys owed to the University will be followed to insure prompt payment of rentals and other fees for the Student Housing System, including withholding of grades and transcripts for non-payment.

8. Maintenance and Repair.

The University will use best efforts to cause the Student Housing System to be maintained in good repair, including but not limited to cleaning, painting, decorating, plumbing, carpentry, grounds care and such other maintenance and repair work as may be necessary, subject to any limitations imposed by the Owner in addition to those contained herein.

Incident thereto, the following provisions will apply:

- a. Special attention will be given to preventive maintenance, and, to the greatest extent feasible, the services of the on-site maintenance employees will be used.
- b. The University will contract on behalf of the Owner with qualified independent contractors for the maintenance and repair of heating and air-conditioning systems, and for other extraordinary repairs beyond the capability of regular maintenance employees.
- c. The University will systematically and promptly receive and investigate all service requests from tenants, take such action thereon as may be justified and will keep records of the same. Complaints of a serious nature will be reported to the Owner after investigation.
- d. The University is authorized to purchase from moneys on deposit in the Operation and Maintenance Fund all materials, equipment, tools, appliances, supplies and services necessary for proper maintenance and repair of the Student Housing System.
- e. In the event that such services are provided by University personnel, the cost to be paid out of the Operation and Maintenance Fund shall be the actual cost of

providing such services to the Owner, as documented by the University to the satisfaction of the Owner.

9. Reserve Funds.

- a. The University will reflect in the annual operating budget supplied to the Owner amounts to be reserved for capital expenditures for building and grounds maintenance, and renewal and replacement of capital assets to be set aside in the Renewal and Replacement Fund created by Section 5.14 of the Trust Indenture (the “Replacement Fund”).

The University will apply to the Trustee in writing for withdrawals from the Replacement Fund for the authorized purposes of such Replacement Fund, as described in the Trust Indenture. No request shall be made without the prior written consent of the Owner.

- b. The University will reflect in the annual operating budget supplied to the Owner amounts to be reserved for the Operating Reserve Fund, as defined in the Loan Agreement.

The University will apply to the Trustee in writing for withdrawals from the Operating Reserve Fund for the authorized purposes of such Operating Reserve Fund, as described in the Trust Indenture. No request shall be made without the prior written consent of the Owner.

- c. The University will reflect in the annual operating budget supplied to the Owner amounts to be set aside in the Contingency and Improvement Reserve Fund established pursuant to the Loan Agreement. The University and the Owner agree that amounts currently on deposit in the contingency reserve established by the University with funds of the Owner (whether or not such funds otherwise would have been paid to the University as Percentage Rent pursuant to the terms of the Sublease Agreement) shall be transferred to the Contingency and Improvement Reserve Fund as the initial deposit therein.

The University will apply to the Owner in writing for withdrawals from the Contingency and Improvement Reserve Fund for the authorized purposes of such Fund, as described in the Loan Agreement.

10. Utilities and Services.

The University will make arrangements for water, electricity, gas, sewage and trash disposal, and vermin extermination for the Student Housing System. The University is authorized to make such contracts on behalf of the Owner as may be necessary to secure such utilities and services. The expenses incurred for such utilities and services will be paid out of the Operation and Maintenance Fund as operating expenses. In the event that such services are provided by University personnel, the cost to be paid out of the Operation and Maintenance Fund shall be the actual cost of providing such services to the Owner, as documented by the University to the satisfaction of the Owner.

11. Employees.

All personnel used by the University in the performance of its duties hereunder will be employees of the University and will not be considered to be employees or agents of the Owner. The University will hire, pay, supervise and discharge such personnel, subject to the following conditions:

- a. The University will coordinate activities in the interest of good overall management.
- b. The compensation of University's employees, will be within the University's discretion. However, the anticipated compensation, including fringe benefits, of all employees will be included in the annual operating budget provided and approved by the Owner.
- c. Employee compensation, including fringe benefits and all local, state and Federal taxes, assessments (including but not limited to Social Security taxes, unemployment insurance, and workman's compensation insurance) and other expenses incident to the employment of such personnel will be paid out of the Operation and Maintenance Fund and constitute operating expenses.
- d. The rental value of any dwelling unit furnished rent-free to an employee of the University will be treated as a cost of the Student Housing System. No dwelling unit will be furnished rent-free to any person without the prior approval of Owner.

12. Disbursements From Operation and Maintenance Fund.

- a. From the funds collected and deposited by the University in the Operation and Maintenance Fund pursuant to Section 6 above, the University will make (to the extent funds are available) the following disbursements promptly when payable in the following priority:

- (i) Any amount necessary to make a required deposit to the Rebate Fund established under the Indenture shall be withdrawn from the Operation and Maintenance Fund and paid to the Trustee;
- (ii) All sums due and payable as expenses of the Student Housing System in accordance with the Annual Budget shall be withdrawn from the Operation and Maintenance Fund and paid to the appropriate payee;
- (iii) The payments required to be made by the Owner to the Trustee for deposit to the Bond Fund, including the amounts due under the Indenture for principal amortization, and interest shall be withdrawn from the Operation and Maintenance Fund paid to the Trustee;
- (iv) Any amount necessary to restore any deficiencies in the Debt Service Reserve Fund created under the Indenture, including the repayment of any draws on any Reserve Account Insurance Policy shall be withdrawn from the Operation and Maintenance Fund and paid to the Trustee;
- (v) The amounts required to be paid by the Owner for the annual fees and expenses of the Escambia County Housing Finance Authority withdrawn from the Operation and Maintenance Fund and paid to the Authority. Such fee shall be payable in arrears on June 1 of each year and shall be in an amount equal to one tenth of one percent (.10%) of the principal amount of all Bonds outstanding on May 31 of such year; pro-rated, as applicable to reflect a credit for any portion of such year such Bonds were not outstanding. On a parity therewith, the amounts required to be paid by the Owner for the annual fees and expenses of the Trustee shall be withdrawn from the Operation and Maintenance Fund and paid to the Trustee;
- (vi) Any sums due and payable as expenses of the Student Housing System which may have accrued in excess of budgeted amounts therefore and which were not provided for pursuant to paragraph (ii) above shall be withdrawn from the Operation and Maintenance Fund and paid to the appropriate payees;
- (vii) The amount required to fund the reserve referenced in subsection 9(a) shall be withdrawn from the Operation and Maintenance Fund and paid to the Trustee on or before June 30 of each year;
- (viii) The amount required to fund the reserve referenced in subsection 9(b) shall be withdrawn from the Operation and Maintenance Fund and paid to the Trustee on or before June 30 of each year;

(ix) The amount required to fund the reserve referenced in subsection 9(c) shall be withdrawn from the Operation and Maintenance Fund and deposited to the Contingency and Improvement Reserve Fund on a monthly basis, subject to availability of funds; and

(x) Any rental due under the Sublease Agreement shall be withdrawn from the Operation and Maintenance Fund and paid to the University. As provided in the Sublease Agreement, such amounts shall be (i) Fixed Rent, in the amount of \$10 per year, payable in advance on July 1, the first day of each Lease Year; and (ii) Percentage Rent, which shall be paid to the University within one hundred and twenty (120) days of the close of each Lease Year and shall be accompanied with an independent audit and certified statement of the Owner's operations for the given Lease Year.

b. In the event the balance in the Operation and Maintenance Fund is at any time insufficient to pay disbursements due and payable, the University will inform the Owner of that fact.

13. Budgets.

The University will be responsible for the preparation of the annual operating budget for the Student Housing System. Annual operating budgets for the Student Housing System will be submitted to the Owner for approval as of June 15th of each year for the next fiscal year beginning July 1 and ending June 30. Among other items, the budget shall reflect the number of employees for the Student Housing System and whether those employees will be employed by the University or by private management, the compensation and fringe benefits for such employees' compensation, advertising and other promotional expenses, maintenance expenses, utility costs, costs for supplies and insurance expenses. The budget shall indicate the amount to be expended for each line item on an annual basis.

14. Records and Reports.

The University will have the following responsibilities with respect to the records and reports:

a. The University will establish and maintain a comprehensive system for records, books and accounts. All records, books and accounts will be subject to examination at reasonable hours by any authorized representative of the Owner.

b. With respect to each fiscal year ending during the term of this Agreement, the University will have an annual audited financial report prepared by a Certified Public Accountant or other person acceptable to the Owner with respect to the Student Housing System. Alternatively, the Owner may elect to have the annual audited

financial report for the Student Housing System prepared. In either event, the compensation for the preparer's services will be paid out of the Operation and Maintenance Fund as an operating expense of the Housing System.

- c. Monthly, the University will provide to the Owner a statement of receipts and disbursements, balance sheet, general ledger, and comparison of budget to actual for the Student Housing System for the prior month and for the fiscal year to date.
- d. The University and Owner agree that the annual budget for the Housing System as described herein will constitute the Operational Report described in Section VI J of the Sublease.

15. Lost or Misappropriated Moneys.

The revenues and receipts of the Housing System are the property of the Owner. It is agreed that in the event University employees lose or misappropriate moneys of the Owner in the performance of University's duties hereunder, the University will, to the extent permitted by law and from such sources as are legally available, reimburse the Owner for such losses.

16. On-Site Management Facilities.

The University (at its discretion) may maintain rental and leasing offices at the facilities comprising the Student Housing System, and the Owner will make no rental charge for the same.

17. Insurance.

The Owner will inform the University of insurance to be carried with respect to the Student Housing System and its operations. If the required insurance is not provided under Owner's existing policies, the University will cause such insurance to be placed and kept in effect at all times at competitive rates. Premiums will be treated as an operating expense. All insurance will be placed with such companies on conditions and in such amounts and with such beneficial interests appearing thereon as shall be acceptable to the Owner, and shall be otherwise in conformity with the mortgage. The University will investigate and furnish the Owner with full reports as to all accidents, claims and known potential claims for damages relating to the Student Housing System, and will cooperate with the Owner's insurers in connection therewith.

18. Mutual Indemnification.

To the extent permitted by law, each party shall indemnify and hold the other party harmless for all costs, expenses, damage, liability, and claims (including costs of defending against any

of such matters) arising or alleged to have arisen from failure by the respective party to perform its duties as herein described or failure by the respective party to comply with any terms or provisions of this Agreement. Notwithstanding anything herein to the contrary, however, Owners liabilities are limited as to source of payment to the Student Housing System Revenue as defined in the Loan Agreement.

19. Student Housing System Provisions.

University agrees to continue to furnish budgeted moneys for the scheduled rehabilitation and repair of the Student Housing System as set forth in the Sublease Agreement. Such amounts are described in the attached Schedule I.

The University will be responsible for taking actions required by the Owner under the Loan Agreement with respect to the Bonds and the Student Housing System. This shall include, but not be limited to the following:

- a. The University agrees to take all actions required by the Owner with respect to the Continuing Disclosure Agreement dated as of October 1, 1999, between the Owner and the Escambia County Housing Finance Authority (the "Authority").
- b. The University agrees to make the applications of funds from the Operation and Maintenance Fund described in Section 12, above.
- c. The University will provide a residence life program as described on Exhibit "A" hereto.

20. University's Compensation.

The University and the Owner have agreed that the University's compensation hereunder will be the benefits conferred upon University by the establishment and operation of the Student Housing System. Except as specifically provided herein, the University will not charge or deduct from the Student Housing System revenues any fees or payments for its services hereunder or for overhead or administrative charges allocable to the Student Housing System. As used herein "overhead or administrative charges" do not include charges for utilities and other services provided to the Owner pursuant to Section 8 or 10 of this agreement or charges for cost of employees paid from Housing System revenues as described in Section 11 of this agreement.

21. Limitations on University's Authority.

Notwithstanding the authority granted to the University in the foregoing provisions of this Agreement, the University shall not do any of the following with respect to the Student Housing System:

- a. Enter into any contract that is not cancelable by the Owner on thirty (30) days notice;
- b. Enter into any contract or group or series of related contracts that, in the aggregate, call for total payments in excess of \$25,000.00, unless such contract is in connection with an item reflected in the annual operating budget;
- c. Institute any legal action, other than eviction proceedings, without the Owner's consent;
- d. Expend or commit any revenues of the Student Housing System other than as approved by the Owner pursuant to the budget submitted by the University as aforesaid; or
- e. Execute any deed, note, mortgage or security agreement binding on the Owner.

22. Assignment.

Neither the Owner, nor the University shall have any right to transfer, assign, pledge or hypothecate any of their respective rights, duties or obligations under this Agreement and any attempt to do any of the foregoing shall be null and void and of no force or effect.

23. Term of Agreement.

This Agreement shall be in effect for a period beginning May 1, 2002 and ending June 30, 2007.

Subject to the following conditions:

- a. Except as hereinafter provided, in the event a petition in bankruptcy is filed by or against either of the Principal Parties, or in the event either makes an assignment for the benefit of creditors or takes advantage of any insolvency act, the other party may terminate this Agreement without notice to the other.
- b. Either party hereto may terminate this Agreement by written notice to the other party in the event that the other party breaches its obligations, duties or covenants under the terms of this Agreement. The non-defaulting party shall also have the right to seek damages and exercise such other remedies as may be provided by law or in equity against the defaulting party.

- c. Upon termination, the University will submit to the Owner financial statements (as described in subsection 13(c)) reasonably requested by the Owner. The termination of this Agreement shall not affect the rights and obligations of the Principal Parties as set forth herein as to matters, events, obligations and duties that pertained or accrued prior to the date of termination.
- d. The University will turn over to the Owner all of the Student Housing System's cash, trust accounts, investments and records within thirty (30) days of the date the Agreement is terminated.

24. Interpretative Provisions.

- a. This written Agreement and attachments hereto (if any) constitute the entire and complete agreement between the parties hereto and supersede any prior oral or written agreements between the Principal Parties with respect to the Student Housing System. It is expressly agreed that there are no verbal understandings or agreements which in any way change the terms, covenants and conditions herein set forth, and that no modification of this Agreement and no waiver of any of its terms and conditions shall be effective unless made in writing and duly executed by the Principal Parties hereto.
- b. This Agreement has been executed in several counterparts, each of which constitute a complete original Agreement, which may be introduced in evidence or used for any other purpose without production of any of the other counterparts.
- d. As used herein, whenever appropriate, the masculine gender shall be construed to mean the feminine or neuter gender, or both of them; the feminine gender shall be construed to mean the masculine or neuter gender, or both of them, and the neuter gender shall be construed to mean the masculine or feminine gender, or both of them.
- e. As used herein, whenever expressed, the singular number shall be construed to mean the plural number, the plural number shall be construed to mean the singular number.
- f. The paragraph headings or captions appearing in this Agreement are for convenience only, and are not to be considered in interpreting the Agreement.

25. Notices.

All notices or approvals required to be given hereunder shall be in writing and delivered personally or by certified mail, return receipt requested, and addressed as follows:

- a. To Owner: University of West Florida Foundation, Inc.
Executive Director
11000 University Parkway
Pensacola, FL 32514-5750

- b. To University: The University of West Florida
11000 University Parkway
Pensacola, FL 32514-5750
Attention: Vice President of Student Affairs

Each mailed notice shall be deemed to have been given to, or served upon, the party to which addressed on the date the same is deposited with the United States Postal Service, in registered or certified mail, return receipt requested, postage prepaid, properly addressed in the manner provided above. Each such notice shall be deemed to have been given to, or served upon, the party to whom delivered, upon delivery at the addresses provided above. Any party hereto may change its address for the service of notice hereunder by providing written notice of said change to the other parties hereunder, in the manner specified above, ten (10) days prior to the effective date of said change.

26. Binding Effect.

The provisions hereof shall inure to the benefit of and shall be binding upon the parties hereto, their respective heirs, successors and assigns.

27. Applicable Law.

This Agreement and all obligations hereunder shall be construed, interpreted and enforced under and in accordance with the laws of the State of Florida.

IN WITNESS WHEREOF, the Owner and University by their duly authorized representatives have executed this Agreement on the date first above written.

OWNER:

University of West Florida Foundation, Inc.

By: _____

Its: _____

UNIVERSITY:

The University of West Florida

By: _____

Its: _____

EXHIBIT "A"

11. Residence Life Program.

The University will provide a strong residence life program which encourages both individual and community development and learning and be responsive to the special needs of students.

- a. The University will provide educational programming, advising, and supervisory activities which orient students to facilities, services, and community norms and expectations; educate students on safety, security, and emergency precautions; develop an atmosphere conducive to educational pursuits; provide appropriate social, recreational, educational, cultural, and community service programs; encourage student participation in institutional and residence hall programs, activities, groups and organizations; encourage community responsibility through exposure to education about inappropriate and disruptive behavior; mediate conflict within the community and assess fair charges to individuals responsible for damages.
- b. The University will provide staff training on an ongoing basis to aid staff members in recognizing problem behaviors, creating interventions, and making appropriate referrals.
- c. The University must address residents' concerns in an expedient manner. Roommate and/or apartment mate conflicts should be addressed through mediation by the resident assistant and professional staff.
- d. The University will handle misconduct in a fair, expedient, and consistent manner. The disciplinary process must be integrated with the University's existing disciplinary process.
- e. The University will work closely and cooperatively to provide a coordinated and comprehensive residence life program.