February 22, 2017

TO: The Board of Trustees of the University of Oregon

FR: Angela Wilhelms, Secretary

RE: Notice of Finance and Facilities Committee Meeting

The Finance and Facilities Committee of the Board of Trustees of the University of Oregon will hold a public meeting on the date and at the location set forth below. Subjects of the meeting will include: an amendment to the capital project budget approvals thresholds, preliminary expense approval for a Knight Campus capital project, and the quarterly treasury and financial reports.

The meeting will occur as follows:

Thursday, March 2, 2017 at 9:30 am
Ford Alumni Center, Giustina Ballroom

The meeting will be webcast, with a link available at www.trustees.uoregon.edu/meetings.

The Ford Alumni Center is located at 1720 East 13th Avenue, Eugene, Oregon. If special accommodations are required, please contact Amanda Hatch at (541) 346-3013 at least 72 hours in advance.
Board of Trustees of the University of Oregon
Finance and Facilities Committee
Public Meeting
9:30 am – Thursday, March 2, 2017
Ford Alumni Center, Giustina Ballroom

Convene
- Call to order, roll call
- Approval of December 2016 FFC minutes (Action)

1. Retention and Delegation of Authority – Amendment re Capital Project Budget Approvals (Action):
   Ross Kari, Finance and Facilities Committee Chair

2. Knight Campus Capital Project Preliminary Expenses (Action): Jamie Moffitt, Vice President for Finance and Administration

3. Quarterly Finance and Treasury Reports (Written Reports Only)

Meeting Adjourns
Agenda Item #1

Retention and Delegation of Authority – Amendment re Capital Project Budget Approvals
Introduction
The proposed action amends the Board’s policy on retained and delegated authority (RDA) to establish more reasonable and practical thresholds at which a capital project would need to be brought back to the board for re-review and re-approval.

Issue and Proposal
Original RDA language requires that capital projects be brought back to the board for additional approval if total cost increases beyond the board-approved budget are going to exceed $5,000,000. Practically speaking, however, this flat threshold is too high for smaller projects and likely far too low for larger projects. For example, a project of $6,000,000 could nearly double in cost without the board seeing it again. Similarly, a capital project of $150,000,000 could require re-approval for total cost overages of only 3.3%.

The President and Vice President for Finance and Administration, after consultation with the Board and FFC chairs, propose amending the RDA as follows (deletions in strikethrough, additions underlined):

Section 1.7.4. The approval of a capital project budget that is anticipated to exceed $5,000,000, including for architects, construction managers, engineers and other professional consultants; and approval of any increase to a board-approved capital project budget that causes the total of all increases to the capital project budget to exceed $5,000,000-$2,000,000 or fifteen percent (15%) of the approved budget, whichever is greater.

This amendment creates a lower minimum threshold for smaller projects and establishes a reasonable percentage-based approach for larger projects.
Resolution: Amendment to Delegation of Authority re Capital Project Re-approvals

Whereas, the Board of Trustees of the University of Oregon (Board) wishes to maintain a proper level of oversight over capital project expenditures while providing appropriate flexibility to university administrators to execute such projects;

Whereas, the existing threshold at which capital projects must return to the Board for additional review and approval – a flat rate of $5,000,000 in cost increases – is too high for certain smaller projects and too low for large-scale projects;

Whereas, a more practical approach would be one which establishes a more scaled approach to budget overages; and,

Whereas, the Policy on Committees authorizes the Finance and Facilities Committee to submit items to the full Board as a seconded motion, recommending passage.

Now, therefore, the Finance and Facilities Committee of the Board of Trustees of the University of Oregon hereby refers to the full Board of Trustees the below amendment to section 1.7.4 of the Policy on Retention and Delegation of Authority (deletions noted in strikethrough and additions underlined):

The approval of a capital project budget that is anticipated to exceed $5,000,000, including for architects, construction managers, engineers and other professional consultants; and approval of any increase to a board-approved capital project budget that causes the total of all increases to the capital project budget to exceed $5,000,000 or fifteen percent (15%) of the approved budget, whichever is greater.

Moved: ____________     Seconded: ____________

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<th>Yes</th>
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<td>Kari</td>
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Dated: ____________     Initials: ____________
Agenda Item #2

Knight Campus Capital Project Preliminary Expenses
This motion is presented to the Board of Trustees pending action by the Finance and Facilities Committee.

Introduction
The Board of Trustees must approve all capital projects which are reasonably expected to exceed $5,000,000 in total cost. As a result, the University would not normally expend resources or engage in contracts exceeding this threshold until broader project (and project budget) approval is granted. However, there exists a timing issue with respect to the first capital project associated with the Knight Campus for Accelerating Scientific Impact (Knight Campus). The proposed resolution seeks to remedy that issue with reasonable pre-approvals until the entire project can be reviewed and considered by the Board.

Issue and Proposal
The first capital project for the Knight Campus is underway, with land identified and firms (architect/design and general contractor/construction manager) selected. The University wishes to maintain momentum with regard to the planning and design for the project by engaging in full schematic design as well as proper land assessments (i.e., survey, environmental assessments, etc.) over the next several months.

The University will not, however, be prepared to bring a full project outline and budget to the Board for approval until the September 2017 meeting. This is for two reasons. First, the project team wants to ensure the plan before the Board is as thorough and complete as possible, which requires more planning and design time. Second, the project team wants to understand the reality of a state-level investment in this historic opportunity in order to present the Board with a complete picture of the project’s budget and sources of funding.

Thus, there exists a gap in time when the project team, in order to maintain forward momentum, may need to execute contracts or make expenses that exceed $5,000,000 in aggregate prior to Board approval of the full project. Examples of expected expenses include but are not limited to: schematic level design of the buildings and site; land assessments including surveying, geotechnical testing, and an environmental assessment; and smaller-dollar planning, and site visit.

In total, the University does not expect costs associated with these contracts or costs to exceed $6,000,000 before the final project review and budget are presented to the Board in September. This resolution authorizes the VPFA and her team to make up to $6,000,000 in expenditures from gift funds received for this initiative as articulated above.
Resolution: Authorization for Certain Capital Expenditures (Knight Campus)

Whereas, the Knight Campus for Accelerating Scientific Impact (Knight Campus) includes a substantial redevelopment of property along the north side of Franklin Boulevard;

Whereas, the first of potentially multiple redevelopment projects is currently in the design and planning phase, with a total project overview and budget anticipated for Board of Trustees (Board) review and consideration in September 2017;

Whereas, it will be necessary for the University to engage in certain contracts or make certain expenses prior to September 2017, including architectural schematic design, pre-construction fees, geotechnical testing, environmental assessments, property surveys, and other necessary costs associated with maintaining a responsibly aggressive timeline for this project;

Whereas, the aggregate value of the aforementioned contracts and expenditures may exceed $5,000,000, a threshold requiring Board authorization; and,

Whereas, the Policy on Committees authorizes the Finance and Facilities Committee to submit items to the full Board as a seconded motion, recommending passage.

Now, therefore, the Finance and Facilities Committee of the Board of Trustees of the University of Oregon hereby refers to the full Board of Trustees the following:

RESOLVED, the Vice President for Finance and Administration or her designee is authorized to execute contracts and expend resources relating to design, pre-construction, and site-evaluation services of the first Knight Campus project in an amount not to exceed $6,000,000 prior to full project approval by the Board of Trustees.

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Dated: ___________

Initials: ___________
Agenda Item #3

Quarterly Finance and Treasury Reports (Written Reports Only)
Below are key takeaways for this quarterly financial report as identified by the Chief Financial Officer. These are based on completed reports of the E&G fund from FY2017 – Q3 (Oct. – Dec. 2016).

**Q2 FY2017 Financial Projections**

- Overall, the Q2 FY2017 projections are consistent with the figures shared at the beginning of the year.
- The FY17 E&G fund is projected, after capital expenditures, to be roughly run rate even.
  - Projected tuition revenue is down by 1.1% or $4.6 million. This is mainly due to lower than projected revenue for non-resident undergraduate students, as well as increased fee remissions granted to students.
  - Total labor cost projections are down by 1.5% or $6.1 million. This is due to cost cutting initiatives, as well as hiring occurring at a slower rate than projected.
  - Service and Supplies projected expenses are up by $1.6 million based on run-rate analysis.
  - Projections for net transfers have increased by $1.5 million due to transfers to plant funds for capital projects.

**Treasury Operations**

- Cash and investment balances continue to follow seasonal trends.
- As expected, no new debt was incurred during Q2 FY2017.
- The current principal balance of outstanding debt is $657 million.
### FY16 Actual's Quarter 4 Report - FINAL

#### All Funds except Agency and Clearing

<table>
<thead>
<tr>
<th>Education and General</th>
<th>Designated Ops and Service</th>
<th>Restricted Gift Funds</th>
<th>Other Funds</th>
<th>Plant Funds</th>
<th>Internal Bank</th>
<th>Total from Operations</th>
<th>Year-End Reporting Adj.</th>
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**Total Revenue**: $489,110,772

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<th>Salaries and Wages</th>
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<td>-</td>
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**Total Personnel Services**: $391,038,443

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<tr>
<th>Service &amp; Supplies</th>
<th>$96,276,961</th>
<th>$20,926,058</th>
<th>$72,952,641</th>
<th>$23,523,029</th>
<th>$18,079,822</th>
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<td>Internal Sales Reimbursements</td>
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<td>Depreciation/Amortization Expense</td>
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**Total General Expense**: $80,043,195

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<th>Net Transfers Out/(In)</th>
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**Net before CapEx**: $71,407,359

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<th>Beginning Fund Balance</th>
<th>$66,636,308</th>
<th>$60,373,615</th>
<th>$287,543,239</th>
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<td>Capital Expenditures</td>
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<td>$119,622,008</td>
<td>$123,545,580</td>
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<td>Net (from above)</td>
<td>$7,118,684</td>
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**Ending Fund Balance**: $67,430,541

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<th>Year-Ending Accounting Entries</th>
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<td>Other Restricted Net Assets</td>
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<td>Unrestricted Net Assets</td>
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**Total Net Assets**: $67,430,541

* - Due to Capital Improvements and Debt Accounting entries
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<td>Other Restricted Net Assets</td>
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* - Due to Capital Improvements and Debt Accounting entries
** - Year-End Accounting - e.q. Allocate Pension Liability, Reclass Cash to Investments, Allocate Debt
<table>
<thead>
<tr>
<th>Fund Additions/Deductions*</th>
<th>Education and General</th>
<th>Designated Ops and Service</th>
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<th>Plant Funds</th>
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<td>Total Revenue</td>
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<td>$124,874,611</td>
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<td>$33,345,440</td>
<td>$231,450</td>
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<td>(41,860)</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Indirect Costs</td>
<td>$159,025</td>
<td>$1,089,639</td>
<td>$3,041,091</td>
<td>$10,963,669</td>
<td>$-</td>
<td>$-</td>
<td>$15,253,424</td>
</tr>
<tr>
<td>Depreciation/Amortization Expense</td>
<td>$-</td>
<td>$2,169,495</td>
<td>$12,890,088</td>
<td>$-</td>
<td>$-</td>
<td>$14,235,137</td>
<td>$-</td>
</tr>
<tr>
<td>Student Aid</td>
<td>$2,833,569</td>
<td>$237,416</td>
<td>$686,113</td>
<td>$22,155,946</td>
<td>$16,002,004</td>
<td>$77,316</td>
<td>$41,992,363</td>
</tr>
<tr>
<td>Total General Expense</td>
<td>$43,402,971</td>
<td>$18,910,604</td>
<td>$68,537,302</td>
<td>$27,092,275</td>
<td>$95,055</td>
<td>$17,820,377</td>
<td>$220,593,227</td>
</tr>
<tr>
<td>Net Transfers Out/(In)</td>
<td>$3,825,238</td>
<td>$342,278</td>
<td>$2,001,779</td>
<td>$355,096</td>
<td>$4,933,681</td>
<td>$-</td>
<td>($11,458,072)</td>
</tr>
<tr>
<td>Total Expense</td>
<td>$226,612,255</td>
<td>$34,014,560</td>
<td>$109,393,537</td>
<td>$74,119,788</td>
<td>$42,299,933</td>
<td>$95,055</td>
<td>$6,362,517</td>
</tr>
<tr>
<td>Net before CapEx</td>
<td>$106,593,478</td>
<td>$12,107,003</td>
<td>$15,481,074</td>
<td>($7,901,550)</td>
<td>($8,954,494)</td>
<td>$136,399</td>
<td>$718,511</td>
</tr>
<tr>
<td>Capital Expenditures</td>
<td>(2,825,720)</td>
<td>(110,324)</td>
<td>(30,162)</td>
<td>(691,772)</td>
<td>(1,063,613)</td>
<td>(33,183,217)</td>
<td>$79,232,330</td>
</tr>
<tr>
<td>Net (from above)</td>
<td>$106,593,478</td>
<td>$12,107,003</td>
<td>$15,481,074</td>
<td>($7,901,550)</td>
<td>($8,954,494)</td>
<td>$136,399</td>
<td>$718,511</td>
</tr>
<tr>
<td>Fund Additions/Deductions*</td>
<td>$-</td>
<td>$646,901</td>
<td>$45,752</td>
<td>(705,629)</td>
<td>$-</td>
<td>$3,422,856</td>
<td>$3,422,856</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$171,198,299</td>
<td>$64,007,817</td>
<td>$339,916,137</td>
<td>$5,211,833</td>
<td>$26,240,351</td>
<td>$479,335,109</td>
<td>(886,233)</td>
</tr>
</tbody>
</table>

** FY17 Actual's Quarter 2 Report**

* - Due to Capital Improvements and Debt Accounting entries, Includes Elimination of State Paid Debt from UO Books
** - Year-End Accounting - e.g. Allocate Pension Liability, Reclass Cash to Investments, Allocate Debt
### FY17 Actual's Quarter 2 Report

#### Education and General

<table>
<thead>
<tr>
<th>FY17 Projection Q1</th>
<th>FY17 Actual Q2</th>
<th>FY17 Q2 Actual as percent of projection</th>
<th>FY17 Q2 inc/(dec) from FY16 Q2</th>
<th>FY16 Total Actual compared to FY16 Total as percent</th>
<th>FY17 Updated Projection Q2 compared to FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td>$67,000,000</td>
<td>$40,000,673</td>
<td>59.7%</td>
<td>$39,026,449</td>
<td>2.5%</td>
<td>$64,831,043</td>
</tr>
<tr>
<td>$410,563,428</td>
<td>$275,601,827</td>
<td>67.1%</td>
<td>$268,508,550</td>
<td>2.6%</td>
<td>$394,747,172</td>
</tr>
<tr>
<td>$350,000</td>
<td>$854</td>
<td>0.2%</td>
<td>$314,651</td>
<td>-99.7%</td>
<td>$464,372</td>
</tr>
<tr>
<td>$20,000,000</td>
<td>$10,963,669</td>
<td>54.8%</td>
<td>$10,812,798</td>
<td>1.4%</td>
<td>$20,407,538</td>
</tr>
<tr>
<td>$5,110,000</td>
<td>$2,325,176</td>
<td>45.5%</td>
<td>$2,204,046</td>
<td>5.5%</td>
<td>$4,948,026</td>
</tr>
<tr>
<td>$150,000</td>
<td>$109,856</td>
<td>73.2%</td>
<td>$45,654</td>
<td>14.0%</td>
<td></td>
</tr>
<tr>
<td>$2,450,000</td>
<td>$2,664,219</td>
<td>108.7%</td>
<td>$1,209,446</td>
<td>12.0%</td>
<td>$2,406,329</td>
</tr>
<tr>
<td>$1,120,000</td>
<td>$1,539,459</td>
<td>137.5%</td>
<td>$213,677</td>
<td>62.0%</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>$20,000,000</td>
<td>$10,963,669</td>
<td>54.8%</td>
<td>$10,812,798</td>
<td>1.4%</td>
<td>$20,407,538</td>
</tr>
<tr>
<td>$5,110,000</td>
<td>$2,325,176</td>
<td>45.5%</td>
<td>$2,204,046</td>
<td>5.5%</td>
<td>$4,948,026</td>
</tr>
</tbody>
</table>

#### State Appropriation

- **Actual:** $67,000,000
- **Projection:** $40,000,673
- **Update:** $64,831,043
- **Difference:** 2.5%

#### Tuition and Fees

- **Actual:** $275,601,827
- **Projection:** $268,508,550
- **Update:** $20,407,538
- **Difference:** 2.6%

#### Gifts Grants & Contracts

- **Actual:** $854
- **Projection:** $314,651
- **Update:** $2,204,046
- **Difference:** -99.7%

#### ICC Revenue

- **Actual:** $10,963,669
- **Projection:** $10,812,798
- **Update:** $213,677
- **Difference:** 14.0%

#### Federal Student Aid

- **Actual:** $20,407,538
- **Projection:** $2,406,329
- **Update:** $2,000,000
- **Difference:** 12.0%

#### Interest and Investment

- **Actual:** $2,204,046
- **Projection:** $4,948,026
- **Update:** $2,000,000
- **Difference:** 3.3%

#### Internal Sales

- **Actual:** $45,654
- **Projection:** $2,406,329
- **Update:** $141,581
- **Difference:** 5.9%

#### Sales & Services

- **Actual:** $1,209,446
- **Projection:** $2,406,329
- **Update:** $3,450,000
- **Difference:** -2.9%

#### Other Revenues

- **Actual:** $213,677
- **Projection:** $2,000,000
- **Update:** $2,000,000
- **Difference:** 81.5%

#### Transfers From Ore State Agencies

- **Actual:** $213,677
- **Projection:** $2,000,000
- **Update:** $2,000,000
- **Difference:** 81.5%

#### Total Revenue

- **Actual:** $322,335,271
- **Projection:** $489,110,772
- **Update:** $503,861,340
- **Difference:** 3.4%

#### Salaries and Wages

- **Actual:** $252,262,893
- **Projection:** $260,169,000
- **Update:** $260,169,000
- **Difference:** 3.1%

#### OPE Health Benefits

- **Actual:** $52,619,354
- **Projection:** $54,268,181
- **Update:** $54,268,181
- **Difference:** 3.1%

#### OPE Retirement

- **Actual:** $43,072,436
- **Projection:** $44,364,609
- **Update:** $44,364,609
- **Difference:** 3.0%

#### OPE Other

- **Actual:** $21,115,368
- **Projection:** $21,614,116
- **Update:** $21,614,116
- **Difference:** 2.4%

#### OPE GTF Remissions

- **Actual:** $21,968,391
- **Projection:** $22,281,044
- **Update:** $22,281,044
- **Difference:** 3.5%

#### Total Personnel Services

- **Actual:** $176,674,383
- **Projection:** $391,038,443
- **Update:** $402,696,950
- **Difference:** 2.0%

#### Service & Supplies

- **Actual:** $47,369,233
- **Projection:** $40,177,485
- **Update:** $40,177,485
- **Difference:** -8.0%

#### Merchandise-Resale/Redistribution

- **Actual:** $19,482,275
- **Projection:** $20,392,637
- **Update:** $20,392,637
- **Difference:** 3.5%

#### Indirect Costs

- **Actual:** $500,149
- **Projection:** $500,000
- **Update:** $500,000
- **Difference:** 0.0%

#### Depreciation/Amortization Expense

- **Actual:** $0
- **Projection:** $0
- **Update:** $0
- **Difference:** -1.0%

#### Student Aid

- **Actual:** $2,084,797
- **Projection:** $3,657,165
- **Update:** $3,657,165
- **Difference:** 3.9%

#### Total General Expense

- **Actual:** $222,156,156
- **Projection:** $80,043,195
- **Update:** $80,043,195
- **Difference:** -8.0%

#### Net Transfers Out(In)

- **Actual:** $5,304,288
- **Projection:** $10,910,450
- **Update:** $10,910,450
- **Difference:** 22.1%

#### Net before CapEx

- **Actual:** $80,043,195
- **Projection:** $80,043,195
- **Update:** $80,043,195
- **Difference:** 1.8%

#### Beginning Fund Balance

- **Actual:** $66,636,308
- **Projection:** $66,636,308
- **Update:** $66,636,308
- **Difference:** 1.2%

#### Capital Expenditures

- **Actual:** $6,324,405
- **Projection:** $7,200,000
- **Update:** $7,200,000
- **Difference:** 13.8%

#### Net (from above)

- **Actual:** $7,118,684
- **Projection:** $7,118,684
- **Update:** $7,118,684
- **Difference:** -8.3%

#### Net Capital Assets

- **Actual:** TBD
- **Projection:** TBD
- **Update:** TBD
- **Difference:** TBD

#### Other Restricted Net Assets

- **Actual:** TBD
- **Projection:** TBD
- **Update:** TBD
- **Difference:** TBD

#### Unrestricted Net Assets

- **Actual:** TBD
- **Projection:** TBD
- **Update:** TBD
- **Difference:** TBD

#### Total Net Assets

- **Actual:** TBD
- **Projection:** TBD
- **Update:** TBD
- **Difference:** TBD

#### Year-End Accounting Entries

- **Capital Expenditures:** TBD
- **Other Restricted Net Assets:** TBD
- **Unrestricted Net Assets:** TBD

#### Net Transfers Out(In)

- **Actual:** TBD
- **Projection:** TBD
- **Update:** TBD
- **Difference:** TBD

#### Net Capital Assets

- **Actual:** TBD
- **Projection:** TBD
- **Update:** TBD
- **Difference:** TBD

#### Other Restricted Net Assets

- **Actual:** TBD
- **Projection:** TBD
- **Update:** TBD
- **Difference:** TBD

#### Unrestricted Net Assets

- **Actual:** TBD
- **Projection:** TBD
- **Update:** TBD
- **Difference:** TBD

#### Total Net Assets

- **Actual:** TBD
- **Projection:** TBD
- **Update:** TBD
- **Difference:** TBD

* - Due to Capital Improvements and Debt Accounting entries

** - Year-End Accounting - e.g. Allocate Pension Liability, Reclass Cash to Investments, Allocate Debt
Cash and investment pool balances continued to follow seasonal trends.

The cash and investment pool averaged $363 million during the second quarter of FY17 which was slightly larger than one year ago. The $13 million increase over the prior year can be attributed to timing issues related to debt issuances and construction expenditures.

Estimated average accounting yield for Q2 FY17 was 1.11% and the FY17 year-to-date yield was 1.13%.

Debt Activities

No new debt was incurred during the second quarter of FY17. In February, a small piece of our OUS-issued debt was refinanced and the state sold approximately $28.5 million worth of state-paid debt for our benefit. We will use the proceeds of the sale to partially fund the renovation of Chapman and Klamath Halls and small capital renewal projects on more than 30 other buildings.

Treasury Operations is currently holding $42 million in unspent UO-issued bond proceeds which are expected to be spent over the next 12 months completing the new student housing facility and renovating Klamath and Pacific Halls.

The current principal balance of outstanding debt is approximately $657 million.

2015A/2016A funds are loaned internally for capital projects but all associated loans repay their borrowings prior to the bullet payments to ensure the internal bank will have sufficient cash to make the balloon payments due in 2045 and 2046.