



DRAFT
Facilities Ad Hoc Committee Meeting
Tuesday, October 24, 2023
10:00 a.m.
MINUTES

MEMBERS PRESENT: Matt Walton and Andrew Albu

STAFF PRESENT: Leo Alvarez, Lance Willingham, Fabia Diaz and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	<p>Welcome Mr. Walton, Committee Chair, called meeting to order at 10:00 a.m.</p>	
2	<p>Roll Call / Establishment of Quorum Ms. Kasal reported a quorum present.</p>	
3	<p>Public Comment None offered.</p>	
4	<p>Approval of Minutes</p> <ul style="list-style-type: none"> Reviewed draft minutes from 11/16/22 Facilities Ad Hoc Committee Meeting. 	<p>Mr. Albu made a motion to approve the minutes from the 11/16/22 Facilities Ad Hoc Committee Meeting. Mr. Walton seconded; motion passed unanimously.</p>
5	<p>Information and Discussion <u>CSCF Lake-Sumter Career Center Lease Renewal</u></p> <ul style="list-style-type: none"> Reviewed market data of 4 other properties within 5 to 10 mile radius of current career center location in Lake County (attachment). The comparison data showed the current location to be the cheapest, well below market value (attachment). Additionally, the current location is cheapest compared to other CSCF center locations (attachment). <p><u>CSCF Lease Renewals Expiring 2024</u> The Committee reviewed other lease expirations in 2024: Southeast and Osceola locations(attachment) and will discuss further at next meeting.</p>	<p>Mr. Albu made a motion to approve for Board's final approval:</p> <ol style="list-style-type: none"> 1) Renew with five (5), 1-year lease renewal options at 3% escalation, 2) Reduce lease square footage by 1,000 and 3) Accept rate of \$17 per square foot. <p>Mr. Walton seconded; motion passed unanimously.</p> <p><i>Mr. Alvarez to send 90-day notification to Lake-Sumter State College that CSCF would like to renew based on above vote.</i></p> <p><i>Ms. Kasal to schedule next meeting in March/April 2024.</i></p>



6	<u>Other Business</u> None offered.	
7	Adjournment Meeting adjourned at 10:26 a.m.	

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator