



DRAFT
Facilities Ad Hoc Committee Meeting
Thursday, November 16, 2022
2:00 p.m.
MINUTES

MEMBERS PRESENT: Matt Walton and Andrew Albu

MEMBERS ABSENT:

STAFF PRESENT: Leo Alvarez, Lance Willingham, Ken Apana and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Walton, Committee Chair, called meeting to order at 2:03 p.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal reported a quorum present.	
3	Public Comment None offered.	
4	Approval of Minutes <ul style="list-style-type: none"> • Reviewed draft minutes from 9/2/21 Facilities Ad Hoc Committee Meeting. 	Mr. Walton made a motion to approve the minutes from the 9/2/21 Facilities Ad Hoc Committee Meeting. Mr. Albu seconded; motion passed unanimously.
5	Information and Discussion <u>Current Facility Lease Term Review</u> <ul style="list-style-type: none"> • Reviewed current lease terms for each of the CSCF offices (attachment). Committee to tour the next two offices up for renewal: Lake and Southeast Orange. 	<i>Staff to research market to compare rates.</i>
6	<u>Other Business</u> None offered.	
7	Adjournment Meeting adjourned at 2:19 p.m.	

Respectfully submitted,

Kaz Kasal
 Executive Coordinator