

Facilities Ad Hoc Committee Virtual Meeting

September 2, 2021



9/2/21 FACILITIES AD HOC COMMITTEE VIRTUAL MEETING DETAILS

Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Approval of
Minutes

Information /
Discussion /
Action Items

Other Business

Adjournment

What: Facilities Ad Hoc Committee Virtual Meeting

When: Thursday, September 2, 2021
10:00 a.m. – 11:00 a.m.

Where: Virtual via Zoom:

Link: <https://careersourcecf.zoom.us/j/83738699530?pwd=Y1lVeHZUWCtIRVhiZnVJVUNWcHkrdz09>

Dial In: 1 (929) 205-6099 / Meeting ID: 837 3869 9530

Passcode: 894825

9/2/21 FACILITIES AD HOC COMMITTEE VIRTUAL MEETING AGENDA

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Agenda Item	Topic	Presenter	Action Item
1.	Welcome	Matt Walton	
2.	Roll Call / Establishment of Quorum	Kaz Kasal	
3.	Public Comment		
4.	Approval of Minutes	Matt Walton	
	<u>A. 6/1/21 Facilities Ad Hoc Committee Meeting</u>		X
5.	Information / Discussion Items	Committee Discussion	
	<u>A. CSCF's Seminole County Office: Remodeling Update</u>		
	<u>B. CSCF's Southeast Orange County: Lease Renewal & Refresh Update</u>		
	<u>C. CSCF's Admin Office: Space Adjustment</u>		
6.	Other Business		
7.	Adjournment		

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WELCOME



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ROLL CALL



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PUBLIC COMMENT



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APPROVAL OF MINUTES





DRAFT
Facilities Ad Hoc Committee Virtual Meeting
Tuesday, June 1, 2021
10:30 a.m.
MINUTES

MEMBERS PRESENT: Matt Walton, Andrew Abu, Paul Bough, Jim Sullivan, and Larry Walter

MEMBERS ABSENT: Kathleen Plinske and Fred Winterkamp

STAFF PRESENT: Pam Nabors, Leo Alvarez, Lance Willingham and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Walton, Committee Chair, called meeting to order at 10:30 a.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 10/1/20 Facilities Ad Hoc Committee Meeting. 	Mr. Walter made a motion to approve the minutes from the 10/1/20 Facilities Ad Hoc Committee Meeting. Mr. Abu seconded; motion passed unanimously.
5	Information and Discussion <u>CSCF Southeast Orange County Office – Lease Review</u> <ul style="list-style-type: none"> • Committee reviewed current lease terms, renewal options and market trend data (attachment). • As current office meets customer needs, in a good location close to public transportation, and at a competitive market rate, Committee concurred renewing lease would be most viable option. 	Mr. Walter made a motion to forward to Finance Committee the recommendation for staff to extend original lease contract for 2 years, with 5-year option. Also for staff to negotiate for current 3% escalation rate and for tenant improvement allowance. Mr. Abu seconded; motion passed unanimously. <i>Staff to schedule next meeting prior to November 2021.</i>
6	<u>Other Business</u> None offered.	
7	Adjournment Meeting adjourned at 10:59 a.m.	

Respectfully submitted,

Kaz Kasal
Executive Coordinator

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INFORMATION / DISCUSSION / ACTION ITEMS



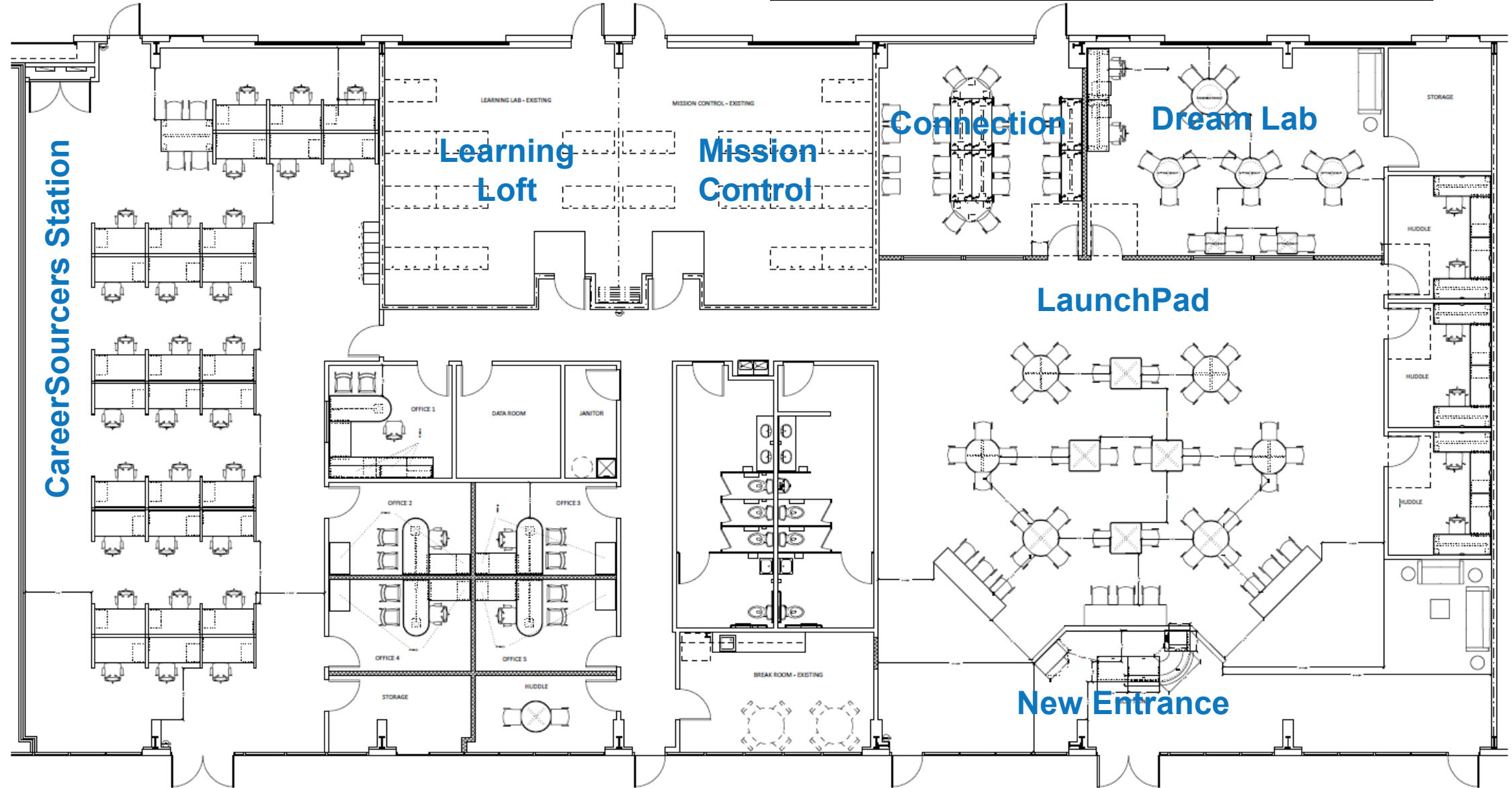
CSCF's Seminole County Office: Remodeling Update

Completed

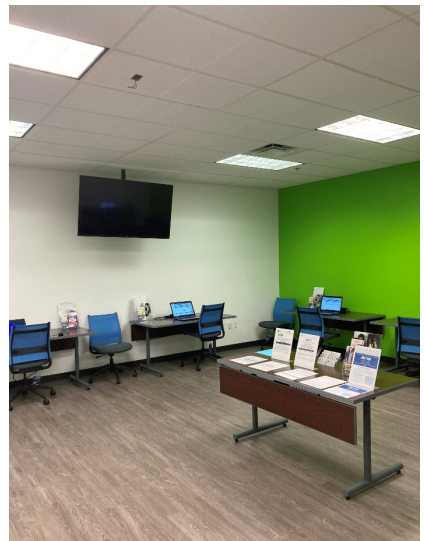
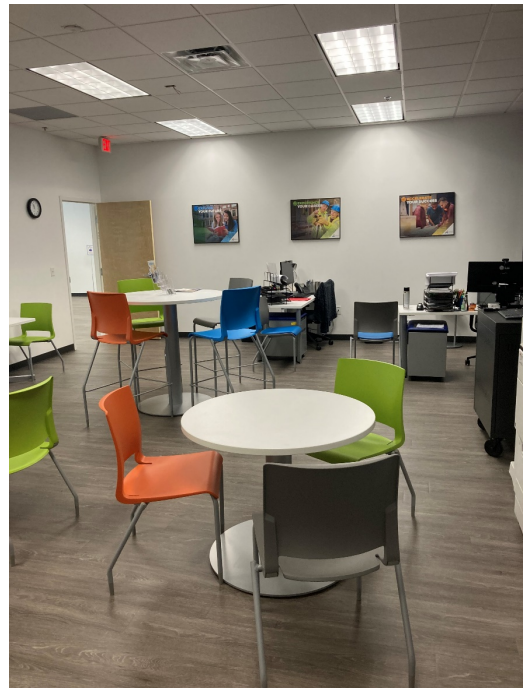
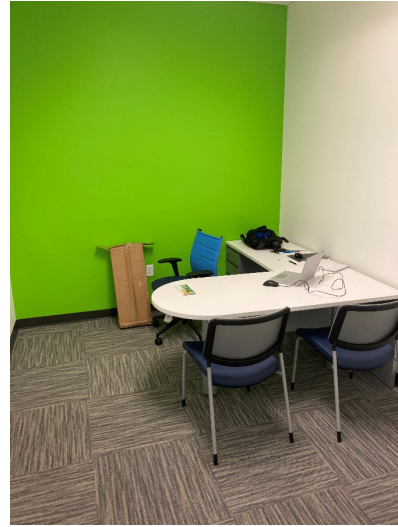


1209 West Airport Blvd, Sanford
Lease Size: 10,031
Term: Initial term 62Mo. (07/01/21 to 06/30/26) w/ 5 Yr. Extension Option
Current Rate: \$12.78 per sq./ft. (NNN Lease)
Annual Rent Escalation: 2%
Tenant Allowance: \$75,000

FLOORPLAN



Seminole Finished Product



Seminole Finished Product



Seminole Finished Product



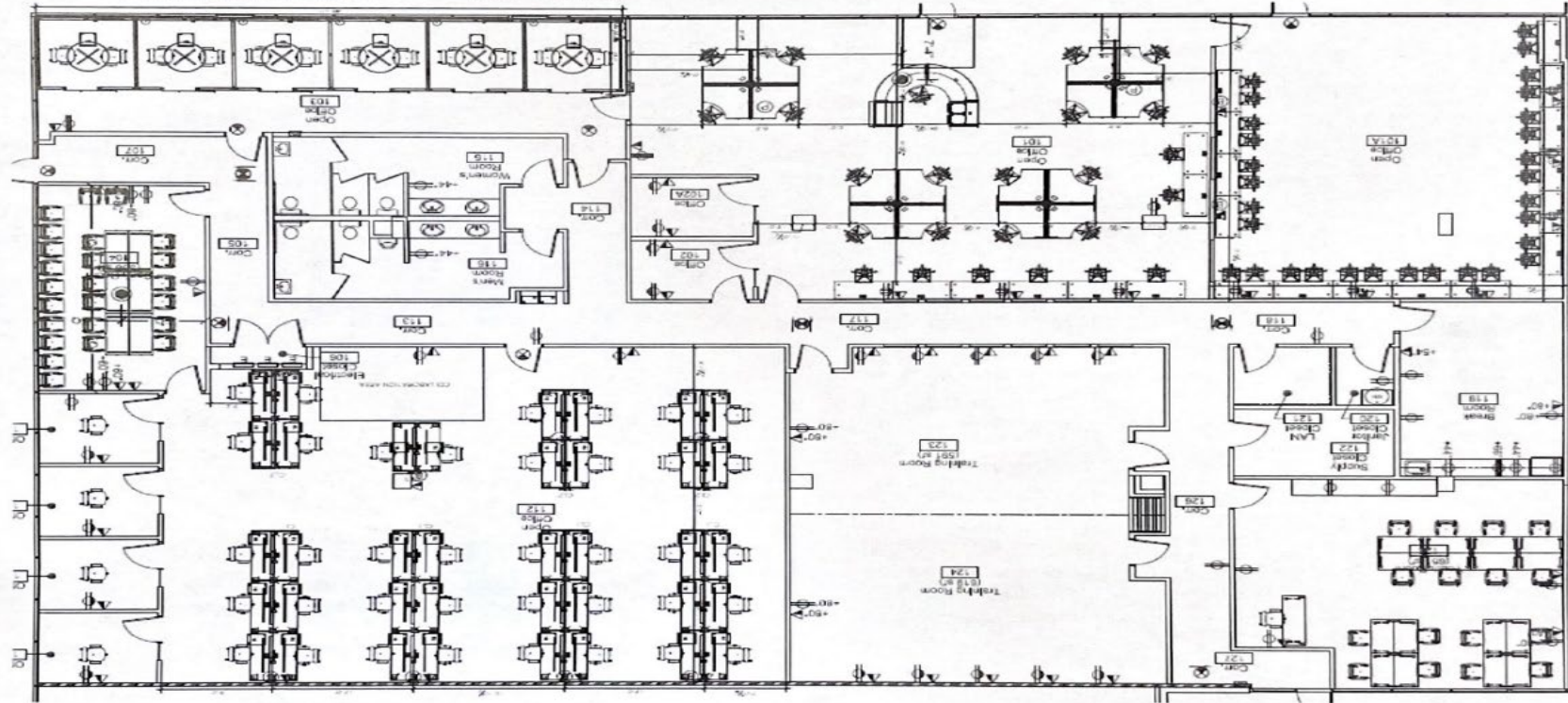
CSCF's Southeast Orange County: Lease Renewal & Refresh Update

Scheduled for
Q2 & Q3



Southeast Orange Renewal and Refresh

CareerSource Southeast Office
5784 S. Semoran Blvd.
Orlando FL 32822 SF. 12,363



Center Lease Information	Sqft.	Terms.	Current Rate	Annual Rent Escalation	Renewal Options
CareerSource Central Florida (Southeast Orange)	12,363	30-month lease, Start date 03/01/2022 to 08/31/2024	\$16.00 per sq/ft, (NNN lease)	3%	One 5-year option, at market rate, with 4 months' notice prior to lease expiration

CSCF's Admin Office: Space Adjustment

Scheduled for
Q2 & Q3



Administrative Office Space Adjustment

Current



Proposed



390 North Orange Ave, Orlando
Lease Size: 14,932 – Decreasing 3,000 sq/ft
Term: 6 Yrs. (05/01/21 to 07/31/25)
Current Rate: \$27.46 per sq./ft. (Full Service Lease)
Annual Rent Escalation: 3%
Rent Concession: 3 Months of free rent
TI Allowance: \$7.00/sf (\$104,524)

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ADJOURNMENT



THANK YOU!



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