



**Facilities Ad Hoc Committee Meeting
Thursday, April 4, 2024, 11:15 a.m.**

MINUTES

MEMBERS PRESENT: Matt Walton and Andrew Albu

STAFF PRESENT: Leo Alvarez, Lance Willingham, Sean Masherella and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Walton, Committee Chair, called meeting to order at 11:16 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 10/24/23 Facilities Ad Hoc Committee Meeting. 	Mr. Albu made a motion to approve the minutes from the 10/24/23 Facilities Ad Hoc Committee Meeting. Mr. Walton seconded; motion passed unanimously.
5	Information and Discussion <u>Review Facility Lease Schedule</u> <ul style="list-style-type: none"> Reviewed lease schedule of all CSCF locations (attachment). <u>CSCF Southeast Orange Career Center and Osceola Career Center Lease Renewals</u> <ul style="list-style-type: none"> Committee reviewed Southeast Orange career center as well as Osceola career center's lease renewal options, in comparison to alternative locations in vicinity of current respective career centers. Committee noted that the costs of the alternative locations were considerably higher than current location rates. (attachment). <ul style="list-style-type: none"> Committee concurred for staff to move forward and extend both Southeast Orange career center and Osceola career center to 2 years only (vs. a longer lease). During these 2 years staff will review options and work out a game plan in conjunction with the other locations and determine how much overall space is needed. <u>Spaced Design Planner Recommendation for Admin Location</u> <ul style="list-style-type: none"> Committee had preliminary discussion on space design planning at Admin office. At next meeting, staff will provide architect's input on space planning. 	Mr. Albu made a motion to approve for Board's final approval: <ol style="list-style-type: none"> Extend current lease at Southeast Orange career center for 2 years. Extend current lease at Osceola career center for 2 years. Mr. Walton seconded; motion passed unanimously.



6	<u>Other Business</u> None offered.	
7	Adjournment Meeting adjourned at 12:00 p.m.	

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator