
Workforce Solutions North Texas Special Board Meeting Minutes

February 14, 2022, 12:00 PM

I. Call to order

Madam Chairman, Kristin Morris, called the Workforce Solutions North Texas Board Meeting to order at 12:03 PM.

II. Roll Call

Members present (in person or via Zoom): Toni Alonzo, Marsha Anderson, Mary Aranda, Michael Blevins, Billy Clark, Keri Goins, Tracey Jennings, Synthia Kirby, Anthony Louis, Kristin Morris, Michelle Nelson, Debbie Powell, Glenda Ramsey, Mileasha Rizan, Crystal Sanders, Rhonda Schreiber, Jim Sjolander, Dirk Welch, Linda Whitaker, and Julie Young.

Madam Chairman, Kristin Morris noted a quorum of members present.

Members not present: Leslie Chalmers, Taylor Davis, Darren Francis, Steve Halloway, Lee Harvey, Brandon Litteken, and Lee Ritchie Jr.

Guests present: Kendra Ball, Ebonie Batts, Lou Eytalis, Karen Fite, Kyle Fonville, Josie Gonzalez, Sharon Hulcy, Lisa McDaniel, Brenda Roland, and Lyka Walton.

III. Declaration of Conflict of Interest (COI)

Crystal Sanders and Debbie Powell declared COI.

IV. Items for Discussion and Possible Action

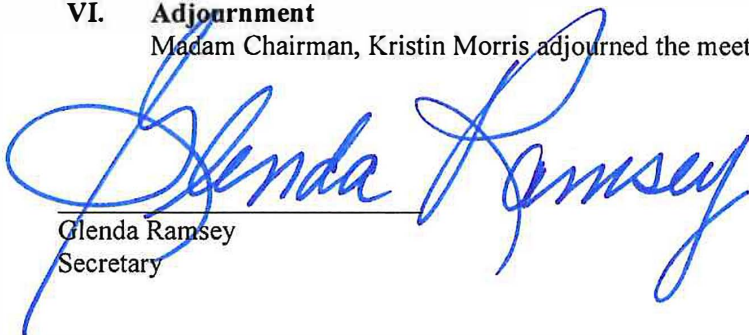
Review and approval of Galaxy Lease- Lisa McDaniel reports Kyle Fonville (Attorney) reviewed the lease numerous times throughout the period of negotiations and recommended items to be included in the Lease agreement. In addition to the Exhibit A – Base Monthly Rent Schedule, Exhibit B-1 Premises Square Footage, Commercial Lease Addendum for Extension Options, Mr. Fonville recommended the following items be included: Commercial Lease Addendum for Construction, and Exhibit 1 Statement of Non-Inclusion. Mr. Fonville briefly explained the added provisions of the lease and stated that if the landlord breaches any part of the lease, Workforce Solutions North Texas (WSNT) could give a 30-day notice to vacate. Lisa McDaniel said the length of time spent on the negotiations was due to prior history with Big Blue, and this caused being very cautious. Mrs. McDaniel explained that the Rent Schedule states we will not be paying any rents on the areas that are vacant, once those areas are completed and occupied the rents will begin. Lisa McDaniel stated this will be a piece-by-piece renovation. The target date is October 1, 2022, however, that date is depending on supply and demand. Lisa McDaniel said this is a 10-year lease, with the option of a 5-year extension. Anthony Louis asked what the expectation for October 1st is? Mrs. McDaniel replied that we will not take possession of any space that is not complete. Mrs. McDaniel adds she will have to complete an annual market analysis to ensure this is the best location for WSNT also each year even though this is a 10 year lease. Debbie Powell asked about the asbestos attachment, and asked what happens if the asbestos is around the areas that will be under construction? Glenda Ramsey informed all that the inspection report will identify the exact location where the asbestos is located, if there is construction in that area it will have to be abated. Glenda Ramsey stated this is a common situation in

construction. Debbie Powell asked will this be at the cost of the landlord, Mrs. McDaniel replied yes, it will be the landlord's responsibility. Lou Eytalis (Broker) added when it comes to asbestos, anything built prior to 1978 there will have to be a notification that the site could contain lead and asbestos. Mrs. Eytalis also added that the contractors will not be using any asbestos in the construction and if they come in contact with any on-site, they will comply with state rules. Debbie Powell voiced her concern about any asbestos that is already present. Glenda Ramsey said in construction they do not put any new asbestos in, she said typically it's in the floor tile, insulation, some forms of drywall mud, and some ceiling boards that could contain it. Mrs. Ramsey added, it is rare that you find it, but if found they would stop and do the abatement and then proceed. Mrs. Eytalis stated if found the city/state would get involved and there would be inspectors on site. Mrs. Powell asked if the report has been viewed. Lisa McDaniel said that no, but the report could be obtained. Debbie Powell asked about the ADA accommodations and whose financial responsibility it is. Mrs. Ramsey replied there will need to be an architectural review and a site review to the state; it is the full owner's responsibility to comply with ADA accommodations. Glenda Ramsey added ADA accommodations include everything from the parking lot into the building as well as throughout the building, restrooms, in and out of office spaces, door handles, door swings, etc. Debbie Powell asked about the automatic door openers if required and who is financially responsible. Lisa replied they are not required but she will be making arrangements to put them in place and paid for with grant funds. Mrs. Powell showed concern about the surface of the parking lot and the landlord would take responsibility. Lou Eytalis stated this will fall under the city's code, guidelines, and inspections. Glenda Ramsey added that it does need to meet the city's code, Texas Department of Licensing and Regulation (TDRL), and Texas Accessibility Standards (TAS) will address all ADA accommodations. Mr. Fonville also added that items 29 and 30 on Exhibit B is in the lease to address Americans with Disabilities Act/Texas Architectural Barriers Act and Asbestos. Motion made by Tracey Jennings and seconded by Glenda Ramsey accepting the Galaxy Lease 16 in favor, 4 abstained.

V. Announcements – Next board meeting is February 24, 2022.

VI. Adjournment

Madam Chairman, Kristin Morris adjourned the meeting at 12:40 PM.



Glenda Ramsey
Secretary