

## **Minutes of May 14, 2025, CSNCFL Council Meeting**

### **MINUTES**

CSNCFL Council Meeting #1

Wednesday, May 14, 2025, 11:00 am

1112 N. Main St.

Gainesville, FL 32601

*The meeting began at 11:09 a.m.*

Council Members in attendance: Chair Commissioner Ken Cornell (Alachua County), Vice Chair Commissioner Sharon A Langford (Gilchrist County), Commissioner Carolyn Spooner (Bradford County), Commissioner Robby Hollingsworth (Columbia County), Commissioner David Osteen (Dixie County), Commissioner Mac Johns (Union County).

Staff in attendance: Phyllis Marty, Anna Mendoza, Karen Davis, Evelyn Barber, Rochelle Daniels (Board Counsel), Alexander Ganz, Roy Armstrong, Maralisa Wilson, Erika Howard, and Todd Hutchison and David Forziano (County Attorney).

Guests in Attendance: None

**Chair Commissioner Cornell called the meeting to order at 11:09 am.**

**Ms. Marty performed roll call, unanimous quorum was attained.**

#### **Approval of Agenda:**

Commissioner Spooner made a motion to approve this agenda item. Commissioner Hollingsworth seconded the motion. The motion passed unanimously.

#### **Approval of Minutes:**

Commissioner Langford made a motion to approve this agenda item. Commissioner Spooner seconded the motion. The motion passed unanimously.

**Public Comments:** *None*

**Old Business:** N/A

#### **Reports:**

##### **CEO Report**

**Presented by Ms. Marty:**

Ms. Marty reported on the Request for Quotes (recently released) and her decision to request the governing board for an extension of current agreements through the period needed to complete the related procurements. The contract extension requests are included in the New Business portion of this Agenda.

Commissioner Langford brought up that Gilchrist County had the highest unemployment rate and asked about providing services in Gilchrist County, Ms. Marty shared that we do have an action item regarding opening an office in Gilchrist County.

Commissioner Spooner inquired about Youth Services in Bradford County.

## **New Business**

### **1. Acceptance of \$102,727 for Veterans and Hope Florida Program Services**

Consideration to accept an additional \$102,727 in grant funds. The state has awarded us an additional \$102,727 for Veterans Programs and for a Hope Florida Navigator. We are requesting approval to accept the funds.

Phyllis Marty presented this item. Commissioner Spooner made a motion to approve the acceptance of funds. Commissioner Langford seconded the motion. The motion passed unanimously.

### **2. Acceptance of Fiscal Report**

Consideration of approval of the Fiscal Report provided by the Clerk's Office. The Clerk's Office generates a report of our expenditures on a regular basis. They are asking that the CSNCFL governing boards review and approve the report. The payments reported align with our budget including modifications made throughout the year. We are recommending approval of the report and direction to be able to place this on the Consent Agenda going forward. Should any board or council member wish to see the detail regarding any item on the report we will coordinate with the Clerk's Office to make the information available.

Todd Hutchinson presented this item. Commissioner Langford made a motion to accept the fiscal report and approve placing the report on the Consent Agenda in the future. Commissioner Spooner seconded the motion. The motion passed unanimously.

### **3. Authorizing Signatories on the CareerSource North Central Florida (CSNCFL) Accounts**

The CareerSource North Central Florida (CSNCFL) Council authorizes the Chair to act as a co-signatory on CSNCFL's bank accounts. The Local Workforce Development Board authorizes the Chair to act as a co-signatory on CSNCFL's bank accounts. Requesting to authorize signatories on the CareerSource North Central Florida's bank accounts. CSNCFL Council authorize the Chair to sign all necessary bank forms. CSNCFL Local Workforce Development Board 26 authorize Chair to sign all necessary bank forms.

Todd Hutchinson presented this item. Commissioner Spooner made a motion to approve the Chairs of the CSNCFL governing boards be authorized as signatories in the CSNCFL bank accounts and sign such documents as required. Commissioner Langford seconded the motion. The motion passed unanimously.

#### **4. Approval to Extend the One Stop Operator and Business Intermediary Services Contracts**

Consideration to approve a 3-month extension to September 30, 2025 of the One Stop Operator and for Business Intermediary Services contracts while procurement for these services is completed. The cost/fees will be based on the current monthly charges for the three-month period. If approved the actual Contract document extensions will appear on the next agenda as a report.

Phyllis Marty presented this item. Commissioner Langford made a motion to approve the contract extensions. Commissioner Osteen seconded the motion. The motion passed unanimously.

#### **5. Approval of office relocations and new office opening**

Consideration to relocate our Lake City and Old Town Centers as their leases will expire July 1, 2025. We took over the existing Region 7 centers as we entered program year 24/25 so we could review the space and determine whether to remain at those locations or issue a procurement for new space. We are recommending that we relocate at the end of PY 24/25 and open an office in each of our new member counties. This will provide job seekers and employers better access to services in each of our 6 counties. We have sufficient budget and preliminary inquiries indicate we will be able to reduce costs from what we are paying now in the current locations. While the cost per square foot is slightly higher in some of the locations because we are reducing our footprint and giving up unneeded space will realize an overall cost savings and better locations.

Discussion: Commissioner Langford expressed how great this was and asked to be notified of the Trenton office opening.

Phyllis Marty presented this item. Commissioner Langford made a motion to approve locating space so there will be a presence in each of the counties and relocating the Old Town and Lake City offices. Commissioner Spooner seconded the motion. The motion passed unanimously.

Discussion: Commissioner Langford asked to explore the ability to reduce the number of Council members to achieve quorum. Rochelle explained it would require revising the ILA, and we would bring it back for discussion at the June meeting.

The Next CSNCFL Council meeting is scheduled for June 11, 2025, at 11:00 a.m.

The meeting was adjourned at 11:30 am.



**May 8, 2025**

**Memorandum**

**To: Ken Cornell, CSNCFL Council Chair  
Ethan Fieldman, LWDB 26 Chair**

**From: Todd Hutchison, Chief Deputy Comptroller  
Phyllis Marty, Chief Executive Officer**

**Subject: Check/ACH Payment Register**

Payment Date	Payment Type	Payment Number	Amount
05/08/2025	Check	400062 - 400074	77,570.46
	ACH	49 - 55	32,554.08

Detailed payment register attached.

Sponsored by CareerSource North Central Florida and the State of Florida, Department of Economic Opportunity. CareerSource North Central Florida is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711. Programs funded by CareerSource NCFL as a grantee of the U.S. Department of Labor. A proud partner of the American Job Center Network.

**Alachua County, FL CareerSource**  
**Payment Batch Register**

**Bank Account: AP - Accounts Payable ZBA**

**Batch Date: 05/09/2025**

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: AP - Accounts Payable ZBA</b>					
Check	05/09/2025	400062 Accounts Payable	BARKLEY SECURITY AGENCY INC		7,233.60
Check	05/09/2025	400063 Accounts Payable	CARAHSOFT TECHNOLOGY CORPORATION		1,405.79
Check	05/09/2025	400064 Accounts Payable	CATALYST QLM, LLC		5,228.86
Check	05/09/2025	400065 Accounts Payable	CITY WIDE FACILITY SOLUTIONS		2,250.00
Check	05/09/2025	400066 Accounts Payable	DEX IMAGING		873.83
Check	05/09/2025	400067 Accounts Payable	GAINESVILLE AREA CHAMBER OF COMMERCE		43,555.00
Check	05/09/2025	400068 Accounts Payable	GRU		2,676.05
Check	05/09/2025	400069 Accounts Payable	HAECO AIRFRAME SER LLC		360.00
Check	05/09/2025	400070 Accounts Payable	QUADIENT FINANCE USA, INC		200.00
Check	05/09/2025	400071 Accounts Payable	QUADIENT LEASING USA, INC		239.67
Check	05/09/2025	400072 Accounts Payable	SCAD MEDIA LLC		13,306.56
Check	05/09/2025	400073 Accounts Payable	WASTE PRO OF FLORIDA		176.10
Check	05/09/2025	400074 Accounts Payable	XEROGRAPHIC COPY CENTER INC		65.00
EFT	05/09/2025	49 Accounts Payable	COMPLETE TECHNOLOGY SOLUTIONS		5,946.73
EFT	05/09/2025	50 Accounts Payable	COX COMMUNICATIONS		704.99
EFT	05/09/2025	51 Accounts Payable	ESKILL CORPORATION		13,000.00
EFT	05/09/2025	52 Accounts Payable	FALSE ALARM REDUCTION UNIT (FARU)		26.25
EFT	05/09/2025	53 Accounts Payable	RASMUSSEN COLLEGE LLC		5,000.00
EFT	05/09/2025	54 Accounts Payable	SPHERION OF ALACHUA COUNTY		7,376.11
EFT	05/09/2025	55 Accounts Payable	WUFT		500.00
AP Accounts Payable ZBA Totals:			Transactions: 20		<u>\$110,124.54</u>
	Checks:	13	\$77,570.46		
	EFTs:	7	\$32,554.08		



**May 15, 2025**

**Memorandum**

**To: Ken Cornell, CSNCFL Council Chair  
Ethan Fieldman, LWDB 26 Chair**

**From: Todd Hutchison, Chief Deputy Comptroller  
Phyllis Marty, Chief Executive Officer**

**Subject: Check/ACH Payment Register**

Payment Date	Payment Type	Payment Number	Amount
05/15/2025	Check	400075 - 400084	7,395.14
	ACH	56 - 66	258,051.61

Detailed payment register attached.

**Alachua County, FL CareerSource**  
**Payment Batch Register**

**Bank Account: AP - Accounts Payable ZBA**

**Batch Date: 05/16/2025**

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: AP - Accounts Payable ZBA</b>					
Check	05/16/2025	400075 Accounts Payable	CATALYST QLM, LLC		4,031.04
Check	05/16/2025	400076 Accounts Payable	CFX Office Technology		63.92
Check	05/16/2025	400077 Accounts Payable	CFX Office Technology		371.57
Check	05/16/2025	400078 Accounts Payable	CITY OF STARKE		331.95
Check	05/16/2025	400079 Accounts Payable	FUENTES , JOANNA		32.57
Check	05/16/2025	400080 Accounts Payable	HAECO AIRFRAME SER LLC		578.25
Check	05/16/2025	400081 Accounts Payable	MOBILE LOCKSMITH		75.00
Check	05/16/2025	400082 Accounts Payable	SCRUBS BY DESIGN, INC.		223.16
Check	05/16/2025	400083 Accounts Payable	VERIZON WIRELESS		1,588.68
Check	05/16/2025	400084 Accounts Payable	WELLS FARGO VENDOR FINANCIAL SERVICES LLC		99.00
EFT	05/16/2025	56 Accounts Payable	Alachua County BOCC		242,051.29
EFT	05/16/2025	57 Accounts Payable	BARBER , IAN		226.63
EFT	05/16/2025	58 Accounts Payable	HOWARD , ELISSA		44.00
EFT	05/16/2025	59 Accounts Payable	HOWARD , ERIKA A		64.96
EFT	05/16/2025	60 Accounts Payable	MARTY , PHYLLIS		110.47
EFT	05/16/2025	61 Accounts Payable	MCCRAE , JESSICA		50.57
EFT	05/16/2025	62 Accounts Payable	N FL REGIONAL CHAMBER OF COMMERCE		6,250.00
EFT	05/16/2025	63 Accounts Payable	RASMUSSEN COLLEGE LLC		2,161.00
EFT	05/16/2025	64 Accounts Payable	SPHERION OF ALACHUA COUNTY		6,838.32
EFT	05/16/2025	65 Accounts Payable	WEST , CORA		207.84
EFT	05/16/2025	66 Accounts Payable	WILSON , MARALISA		46.53
AP Accounts Payable ZBA Totals:			Transactions: 21		<u>\$265,446.75</u>
	Checks:	10	\$7,395.14		
	EFTs:	11	\$258,051.61		



**May 22, 2025**

**Memorandum**

**To: Ken Cornell, CSNCFL Council Chair  
Ethan Fieldman, LWDB 26 Chair**

**From: Todd Hutchison, Chief Deputy Comptroller  
Phyllis Marty, Chief Executive Officer**

**Subject: Check/ACH Payment Register**

Payment Date	Payment Type	Payment Number	Amount
05/22/2025	Check	400085	18,500.00
	ACH	67 – 69	23,219.17

Detailed payment register attached.



Alachua County, FL CareerSource  
**Payment Batch Register**

Bank Account: AP - Accounts Payable ZBA

Batch Date: 05/23/2025

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account:</b> AP - Accounts Payable ZBA					
Check	05/23/2025	400085 Accounts Payable	James Moore & Co. P.L.		18,500.00
EFT	05/23/2025	67 Accounts Payable	ALA CO COALITION FOR THE HOMELESS & HUNGRY INC		2,160.00
EFT	05/23/2025	68 Accounts Payable	CITY WIDE FACILITY SOLUTIONS		550.00
EFT	05/23/2025	69 Accounts Payable	EGP GAINESVILLE II, LLC		20,509.17
AP Accounts Payable ZBA Totals:			Transactions: 4		<hr/> \$41,719.17
	Checks:	1	\$18,500.00		
	EFTs:	3	\$23,219.17		

AMENDMENT NO. 5  
(PROGRAM YEAR 2025-2026)

TO

AGREEMENT NO. 2021-2022-WIOA-ONE-STOP OPERATOR-001

SUB-RECIPIENT AGREEMENT

BETWEEN

SCAD MEDIA LLC

AND

CAREERSOURCE NORTH CENTRAL FLORIDA

THIS IS NOT AN AGREEMENT FOR RESEARCH AND DEVELOPMENT

UEI#		
FEDERAL AWARD IDENTIFICATION (FAIN)#		
TOTAL FEDERAL AWARD	\$3,411,934	
FEDERAL AWARDING AGENCY	USDOL, USHHS	
ALN (Formerly CFDA) #	TANF	93.558
	WIOA Adult	17.258
	WIOA DW	17.278
	SNAP	17.207
	WP	10.561
	LVER	17.801
	UC	17.225
PASS THROUGH AGENCY	FL Department of	
CONTRACT OFFICER	Phyllis Marty	
CONTACT INFORMATION	1112 North Main Street, Gainesville, FL 32601	

Pursuant to the Steven's Amendment  
Consolidated Appropriations Act of 2018, Pub. L No. 115- 141, 132 Stat. 348, div. H,  
Title V, Sec. 505  
(Mar. 23, 2018)

1. The percentage of the total costs of the program or project which will be financed with Federal money is 100 percent.
2. The dollar amount of Federal funds for the project or program is \$35,000
3. The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources is 0 percent

AMENDMENT NO. 5 TO AGREEMENT NO. 2021-2022-WIOA-ONE-STOP-OPERATOR-001

THIS IS AMENDMENT NO. 5 TO **AGREEMENT NO. 2021-2022-WIOA-ONE-STOP-OPERATOR-001** by and between **CAREERSOURCE NORTH CENTRAL FLORIDA** hereinafter "CSNCFL", the administrative entity and fiscal agent for the previous Dual County Council of Alachua and Bradford Counties, currently the six (6) County CSNCFL Council of Elected Officials (Council) and the North Central Florida Workforce Development Board (NCFWDB), for Region 26 which Region has replaced local workforce Regions 7 and 9 having its principal office at 1112 North Main Street, Gainesville, FL 3260 and SCAD Media, LLC, (hereinafter referred to as Sub-grantee, existing under and by virtue of the laws of the State of Florida as a for-profit Limited Liability Corporation having its principal office at 747 SW 2nd Ave IMB 32 #381 Gainesville, FL 32601 to begin on the date this Agreement is signed by all the parties and to terminate on September 30, 2025.

### RECITALS

WHEREAS, CSNCFL has entered into an agreement with the Governor of the State of Florida for the implementation of workforce development programs and activities in accordance with the Workforce Innovation and Opportunity Act of 2014, PL. 113-128 (WIOA); and

WHEREAS, in accordance with WIOA, CSNCFL has selected Sub-grantee to serve as the one-stop operator for the local workforce development area to coordinate programs among the one-stop partners identified in WIOA; and

WHEREAS the CSNCFL governing boards have voted to extend the Agreement for an additional 3-month period from July 1, 2025 through September 30, 2025; and

WHEREAS, the CSNCFL governing boards also wish to for Sub-Recipient to serve as the one-stop operator for all the counties and one-stop centers and satellites for Region 26 as described below;

NOW THEREFORE, in consideration of the premises and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto agree as follows:

1. ARTICLE II SCOPE OF WORK paragraph is amended to add the paragraph below as follows:

200.15. All references to the one stop system shall include the one stop comprehensive center and all its affiliates and one stop partners throughout Region 26.

2. ARTICLE 3, COMPENSATION, shall be amended to delete paragraph 300 and to add the paragraph below:

300. Sub-grantee shall be paid three thousand three hundred thirty-three dollars and 33 cents (\$3,333.33.00) a month for a total of (\$10,000.00) for the tasks outlined in Article II above for the period of July 1, 2025 through September 30, 2025.

3. ARTICLE V PROGRAM REQUIREMENTS, paragraph 502, sub-paragraph 502.1 is amended to add the underscored language and to delete the stricken language as follows:

502.1 Requirement to Audit

Sub-grantee shall provide for the conduct of an external audit of the program funded by this Agreement if the total aggregate expenditures of federal funds received from any source total one million dollars (\$,1,000,000.00) or more in any fiscal year. The audit shall be conducted in accordance with the provisions of the Uniform Guidance 2 CFR 200 Subpart F.

4. ARTICLE 5 PROGRAM REQUIREMENTS, section 5.11 Agreement Term, section 511.1 is amended to add the underscored language and delete the stricken language as follows:

511. Agreement Term

511.1 The term of this Agreement shall begin on the date it is fully executed by both parties and shall end on September 30, 2025.

5. All provisions of said Agreement, which are not in conflict with this Amendment shall continue to be enforced in accordance with the terms and conditions therein.
6. This Amendment and all its attachments are made a part of said Agreement.
7. The effective date of this Amendment shall be the date on which it has been signed by all the parties.

## EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: SCAD MEDIA LLC., by and through its \_\_\_\_\_ (Title of Signatory) following Board action on the \_\_\_\_ day of \_\_\_\_\_, 2025, and CareerSource North Central Florida signing by and through its Chief Executive Officer, following Board Action on the \_\_\_\_ day of \_\_\_\_\_ 2025.

AS TO SUB-GRANTEE:

ATTEST

\_\_\_\_\_

BY: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

AS TO CAREERSOURCE NORTH CENTRAL FLORIDA

ATTEST

\_\_\_\_\_

BY: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

Approved as to form by  
Rochelle Daniels, Attorney

BY: \_\_\_\_\_

AMENDMENT # 2  
PROGRAM YEAR 2025 - 2026  
TO  
VENDOR CONTRACT  
NO. 4-VENDOR-WIOA-ITMED-2023-2024  
(PROGRAM YEAR 2023-2024)  
BETWEEN  
**CAREERSOURCE NORTH CENTRAL FLORIDA**  
AND  
**THE**  
**THE GREATER GAINESVILLE CHAMBER OF COMMERCE, INC.**  
A NOT FOR PROFIT ORGANIZATION  
THIS IS NOT A CONTRACT FOR RESEARCH AND DEVELOPMENT

UEI #	V7UXEJ2SHH23
FEDERAL AWARD IDENTIFICATION NUMBER (FAIN) #	59-0570210
FEDERAL AWARD DATE	
TOTAL FEDERAL AWARD	\$3,411,934
FEDERAL AWARDDING AGENCY	US DOL, US HHS
ALN #	17.258
PASS THROUGH ENTITY	Florida Department of Commerce
CONTRACT OFFICER	Phyllis Marty
CONTACT INFORMATION	1112 North Main Street, Gainesville, FL 32601

In accordance with [Public Law 101-166](#), Section 511, known as the Steven's Amendment, this Contract is 100% funded with Federal funds.

AMENDMENT #2  
PROGRAM YEAR 2025 - 2026  
TO  
VENDOR CONTRACT NO. 4-VENDOR-WIOA-INTMED-2023-2024  
  
(PROGRAM YEAR 2023-2024)  
  
BETWEEN  
  
**CAREERSOURCE NORTH CENTRAL FLORIDA**  
  
**AND**  
  
**THE GREATER GAINESVILLE CHAMBER OF COMMERCE, INC.**

THIS is an AMENDMENT 2 to the CONTRACT, entered into the 1st day of October 2023, by and between **CAREERSOURCE NORTH CENTRAL FLORIDA** hereinafter "CSNCFL", the administrative entity and fiscal agent for the previous Dual County Council of Alachua and Bradford Counties, currently the six (6) County CSNCFL Council of Elected Officials and the North Central Florida Workforce Development Board, for Region 26 which Region has replaced local workforce Regions 7 and 9 having its principal office at 1112 North Main Street, Gainesville, FL 32601 and **THE GREATER GAINESVILLE CHAMBER OF COMMERCE, INC.** hereinafter "Contractor" existing under and by virtue of the laws of the State of Florida as a not for profit corporation having its principal office at 300 E University Ave., Gainesville, FL 32601 to begin on July 1, 2025.

**RECITALS**

WHEREAS, FLORIDA COMMERCE has designated new local workforce area Region 26; and

WHEREAS, CSNCFL issued a request for quotes to provide for marketing and business intermediary services on June 28, 2023; and

WHEREAS, a Committee of the North Central Florida Workforce Development Board recommended funding to the NCFWDB and the CSNCFL Council of Elected Officials (Council); and

WHEREAS, the elected officials comprising the Council and the NCFWDB, engaged Contractor to provide for the services detailed in Contractor's proposal; and

WHEREAS the Region 26 governing boards wish Contractor to continue providing the services detailed in the current contract for the period through June 30, 2026.

NOW THEREFORE, in consideration of the premises and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto agree as follows

1. Article 3 Term is amended to substitute the following language for Article 3 Term 3.1 of the Contract

ARTICLE 3  
TERM

- 3.1 This Amendment to the Contract shall commence on July 1, 2025 and shall terminate on June 30, 2026 subject to approval of any renewal periods by the CSNCFL governing boards. This Contract may be renewed by for two (2) additional one (1) year periods subject to ratification and / or approval by the Region 26 governing boards once seated:

July 1, 2026 – June 30, 2027

July 1, 2027 – June 30, 2028

2. Article V Compensation Section 5.1 Maximum Fee is amended to substitute the following language for the corresponding sections numbers in the current contract:

5.1.1 The maximum fee shall be One Hundred Fifteen Thousand Dollars (\$115,000.00) for the period July 1, 2025 and ending June 30, 2026.

5.1.2 Contractor shall invoice CSNCFL Nine Thousand Five Hundred Eighty-three Dollars and 33 Cents(\$9,583.33) monthly for the deliverables listed in the contract.

5.1.3 Invoices shall be submitted using the CSNCFL invoice forms. CSNCFL will not pay partial invoices. Invoices must be correct and accompanied by the documents substantiating the deliverables. Invoices must be submitted within fifteen (15) days of the close of the month for which reimbursement is sought.

5.1.4 Contractor agrees, upon receipt of a written explanation and request from CSNCFL and following an opportunity to discuss the matter with CSNCFL, to return to CSNCFL any funds paid by CSNCFL to the Contractor which may have been erroneously paid and/or in excess of the fees owing to the Contractor under this Contract.

5.1.5 CSNCFL shall pay Contractor within 30 days of submission of their invoice.



3. All provisions of said Agreement, which are not in conflict with this Amendment, shall continue to be enforced in accordance with the terms and conditions therein.
4. This Amendment and all its attachments are made a part of said Agreement.
5. The effective date of this Amendment shall be the date on which it has been signed by both parties.

EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: **THE GREATER GAINESVILLE CHAMBER OF COMMERCE, INC.**, by and through its President/CEO, and CareerSource North Central Florida signing by and through its Chief Executive Officer in accordance with the CareerSource North Central Florida governing boards action taken on June 10, 2025.

AS TO THE GREATER GAINESVILLE CHAMBER OF COMMERCE, INC.:

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_

BY: \_\_\_\_\_  
(Signature)

NAME:

TITLE: President/CEO

DATE: \_\_\_\_\_

AS TO CAREERSOURCE NORTH CENTRAL FLORIDA:

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_

BY: \_\_\_\_\_  
(Signature)

NAME: Phyllis Marty

TITLE: Chief Executive Officer

DATE: \_\_\_\_\_

Approved as to form

BY: \_\_\_\_\_  
Rochelle J. Daniels  
Attorney

AMENDMENT # 2  
PROGRAM YEAR 2025 - 2026  
TO  
VENDOR CONTRACT  
NO. 03-VENDOR-WIOA-INTMED-2023-2024  
(PROGRAM YEAR 2023-2024)  
BETWEEN  
**CAREERSOURCE NORTH CENTRAL FLORIDA**  
AND  
**THE NORTH FLORIDA REGIONAL CHAMBER OF COMMERCE, INC.**  
A NOT FOR PROFIT ORGANIZATION

THIS IS NOT AN CONTRACT FOR RESEARCH AND DEVELOPMENT

UEI #	V7UXEJ2SHH23
FEDERAL AWARD IDENTIFICATION NUMBER (FAIN) #	59-0570210
FEDERAL AWARD DATE	
TOTAL FEDERAL AWARD	\$3,411,934
FEDERAL AWARDDING AGENCY	US DOL, US HHS
ALN #	17.258
PASS THROUGH ENTITY	Florida Department of Commerce
CONTRACT OFFICER	Phyllis Marty
CONTACT INFORMATION	1112 North Main Street, Gainesville, FL 32601

In accordance with [Public Law 101-166](#), Section 511, known as the Steven's Amendment, this  
Contract is 100% funded with Federal funds.

AMENDMENT #2  
PROGRAM YEAR 2024 - 2025  
TO  
VENDOR CONTRACT NO. 03-VENDOR-INTMED-2023-2024  
(PROGRAM YEAR 2023-2024)  
BETWEEN  
**CAREERSOURCE NORTH CENTRAL FLORIDA**  
**AND**  
**THE NORTH FLORIDA REGIONAL CHAMBER OF COMMERCE, INC.**

THIS is an AMENDMENT to the CONTRACT, entered into the 1st day of October 2023, by and between **CAREERSOURCE NORTH CENTRAL FLORIDA** hereinafter "CSNCFL", the administrative entity and fiscal agent for the previous Dual County Council of Alachua and Bradford Counties, currently the six (6) County CSNCFL Council of Elected Officials (Council) and the North Central Florida Workforce Development Board, for Region 26 which Region has replaced local workforce Regions 7 and 9 having its principal office at 1112 North Main Street, Gainesville, FL 32601 and **THE NORTH FLORIDA REGIONAL CHAMBER OF COMMERCE, INC.** hereinafter "Contractor" existing under and by virtue of the laws of the State of Florida as a not for profit corporation having its principal office at 100 E Call St, Starke, FL 32091 to begin on July 1, 2025.

**RECITALS**

WHEREAS, FLORIDA COMMERCE has designated new local workforce area Region 26, and

WHEREAS, CSNCFL issued a request for quotes to provide for marketing and business intermediary services on June 28, 2023; and

WHEREAS, a Committee of the North Central Florida Workforce Development Board w recommended funding to the NCFWDB and the Council; and

WHEREAS, the elected officials comprising the Council, and the NCFWDB, engaged Contractor to provide for the services detailed in Contractor's proposal; and

WHEREAS the Region 26 governing boards wish Contractor to continue providing the services detailed in the current contract for the period through June 30, 2026.

NOW THEREFORE, in consideration of the premises and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto agree as follows

1. Article 3 Term is amended to substitute the following language for Article 3 Term 3.1 of the Contract

### ARTICLE 3 TERM

- 3.1 This Amendment to the Contract shall commence on July 1, 2025 and shall terminate on June 30, 2026 subject to approval of any renewal periods by the CSNCFL governing boards. This Contract may be renewed by for two (2) additional one (1) year periods subject to ratification and / or approval by the Region 26 governing boards once seated:

July 1, 2026 – June 30, 2027

July 1, 2027 – June 30, 2028

2. Article 4 Scope of Work Section Intermediary Services outlined in 4.1. – 4.4 to be provided in both Bradford and Union Counties.
3. Article V Compensation Section 5.1 Maximum Fee is amended to substitute the following language for the corresponding sections numbers in the current contract:

5.1.1 The maximum fee shall be Seventy-five thousand dollars (\$75,000.00) for the period July 1, 2025 and ending June 30, 2026.

5.1.2 Contractor shall invoice CSNCFL Six thousand two hundred fifty dollars (\$6,250.00) monthly for the deliverables listed in the contract.

5.1.3 Invoices shall be submitted using the CSNCFL invoice forms. CSNCFL will not pay partial invoices. Invoices must be correct and accompanied by the documents substantiating the deliverables. Invoices must be submitted within fifteen (15) days of the close of the month for which reimbursement is sought.

5.1.4 Contractor agrees, upon receipt of a written explanation and request from CSNCFL and following an opportunity to discuss the matter with CSNCFL, to return to CSNCFL any funds paid by CSNCFL to the Contractor which may have been erroneously paid and/or in excess of the fees owing to the Contractor under this Contract.

5.1.5 CSNCFL shall pay Contractor within 30 days of submission of their invoice.

4. All provisions of said Agreement, which are not in conflict with this Amendment, shall continue to be enforced in accordance with the terms and conditions therein.

5. This Amendment and all its attachments are made a part of said Agreement.
6. The effective date of this Amendment shall be the date on which it has been signed by both parties.

EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: North Florida Regional Chamber of Commerce, by and through its President/CEO, and CareerSource North Central Florida signing by and through its Chief Executive Officer in accordance with the CareerSource North Central Florida governing boards action taken on June 10, 2025.

AS TO NORTH FLORIDA REGIONAL CHAMBER OF COMMERCE:

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_

BY: \_\_\_\_\_  
(Signature)

NAME:

TITLE: President/CEO

DATE: \_\_\_\_\_

AS TO CAREERSOURCE NORTH CENTRAL FLORIDA:

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_

BY: \_\_\_\_\_  
(Signature)

NAME: Phyllis Marty

TITLE: Chief Executive Officer

DATE: \_\_\_\_\_

Approved as to form

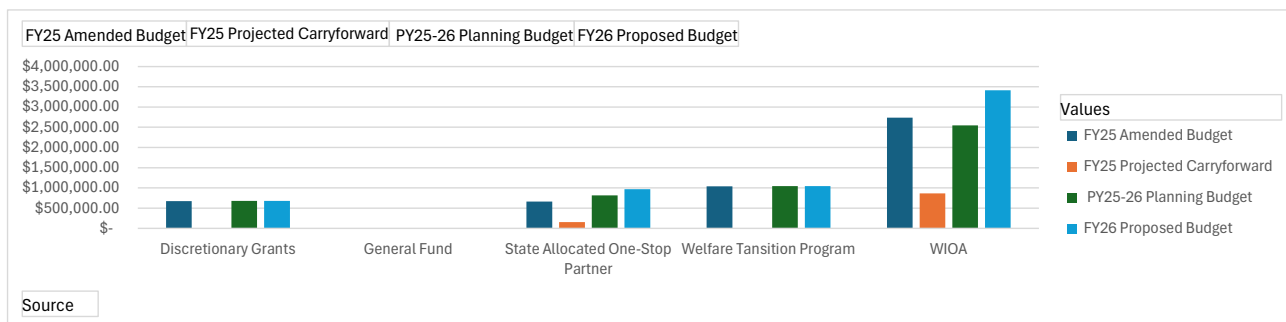
BY: \_\_\_\_\_  
Rochelle J. Daniels  
Attorney



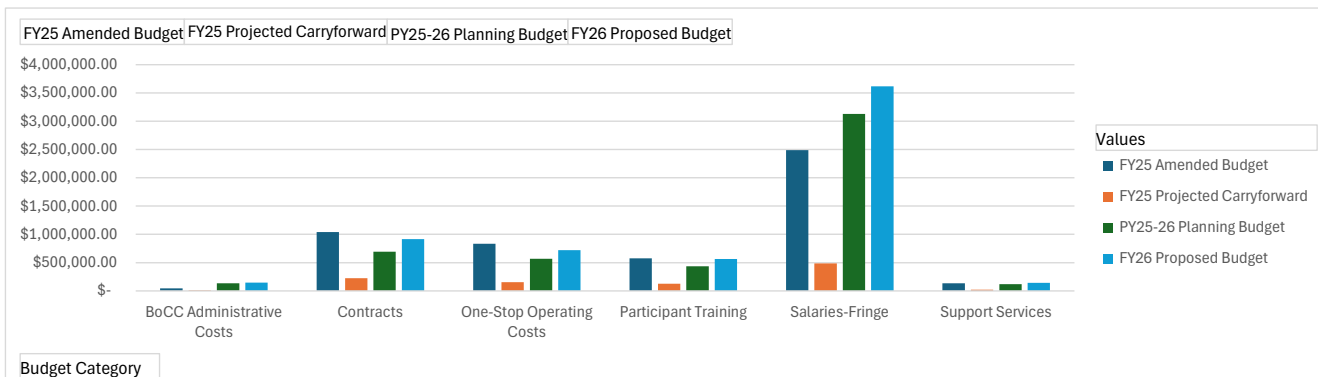
## PY25-26 Planning Budget

LWFDB 26  
Summary

Budget Source	FY25 Amended Budget	FY25 Projected Carryforward	PY25-26 Planning Budget	FY26 Proposed Budget
Discretionary Grants	\$ 672,134.00	\$ -	\$ 679,118.08	\$ 679,118.08
General Fund	\$ 9,064.00	\$ -	\$ -	\$ -
State Allocated One-Stop Partner	\$ 662,642.00	\$ 156,790.00	\$ 814,136.59	\$ 970,926.59
Welfare Transition Program	\$ 1,041,116.00	\$ -	\$ 1,045,009.80	\$ 1,045,009.80
WIOA	\$ 2,736,561.00	\$ 866,699.00	\$ 2,545,235.22	\$ 3,411,934.22
<b>Grand Total</b>	<b>\$ 5,121,517.00</b>	<b>\$ 1,023,489.00</b>	<b>\$ 5,083,499.68</b>	<b>\$ 6,106,988.68</b>



Budget Category	FY25 Amended Budget	FY25 Projected Carryforward	PY25-26 Planning Budget	FY26 Proposed Budget
BoCC Administrative Costs	\$ 44,250.00	\$ 11,127.00	\$ 135,099.88	\$ 146,226.88
Contracts	\$ 1,041,973.00	\$ 223,000.00	\$ 693,532.00	\$ 916,532.00
One-Stop Operating Costs	\$ 833,065.00	\$ 153,814.00	\$ 567,847.00	\$ 721,661.00
Participant Training	\$ 576,540.00	\$ 126,920.00	\$ 435,785.00	\$ 562,705.00
Salaries-Fringe	\$ 2,490,689.00	\$ 486,101.00	\$ 3,131,235.80	\$ 3,617,336.80
Support Services	\$ 135,000.00	\$ 22,527.00	\$ 120,000.00	\$ 142,527.00
<b>Grand Total</b>	<b>\$ 5,121,517.00</b>	<b>\$ 1,023,489.00</b>	<b>\$ 5,083,499.68</b>	<b>\$ 6,106,988.68</b>







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## PY25-26 Planning Budget

LWFDB 26

Line Item Detail

Fund/Program	Account	Account Description	Program Year	NFA Award #	FY25 Amended Budget	FY25 Projected Carryforward	PY25-26 Planning Budget	FY26 Proposed Budget
Fund 100 - General Fund								
REVENUE								
	369.900	Other Misc Revenues			\$ 9,064	\$ -	\$ -	\$ -
REVENUE TOTALS					\$ 9,064	\$ -	\$ -	\$ -
EXPENSE								
	52.00	Operating Supplies			\$ 9,064	\$ -	\$ -	\$ -
EXPENSE TOTALS					\$ 9,064	\$ -	\$ -	\$ -
Fund 105 - WIOA-Adult								
REVENUE								
	331.500	Fed Grant Economic Environment			\$ 510,270	\$ -	\$ -	\$ -
	331.500	Fed Grant Economic Environment	2025		\$ -	\$ -	\$ 751,791	\$ 751,791
REVENUE TOTALS					\$ 510,270	\$ -	\$ 751,791	\$ 751,791
EXPENSE								
	34.00	Contractual Services	2025		\$ 100,000	\$ -	\$ 100,000	\$ 100,000
	34.60	Contractual Services-BOCC Salaries-Fringe	2025		\$ 128,649	\$ -	\$ 286,066	\$ 286,066
	40.00	Travel - Board Travel	2025		\$ 7,650	\$ -	\$ -	\$ -
	40.10	Travel - Staff Travel	2025		\$ -	\$ -	\$ 5,255	\$ 5,255
	41.00	Communications	2025		\$ 10,404	\$ -	\$ 10,404	\$ 10,404
	43.00	Utilities	2025		\$ 8,160	\$ -	\$ 8,160	\$ 8,160
	44.00	Rentals and Leases	2025		\$ 49,475	\$ -	\$ 49,475	\$ 49,475
	49.00	Indirect Admin-BOCC Charges	2025		\$ 10,932	\$ -	\$ 17,431	\$ 17,431
	51.00	Office Supplies	2025		\$ -	\$ -	\$ 10,000	\$ 10,000
	52.00	Operating Supplies	2025		\$ 40,000	\$ -	\$ 10,000	\$ 10,000
	55.00	Training and Education	2025		\$ 20,000	\$ -	\$ 20,000	\$ 20,000
	84.00	Participant Support-ITA-State On The Job Training	2025		\$ -	\$ -	\$ 100,000	\$ 100,000
	84.10	Participant Support-ITA-State Occupational Skills Training	2025		\$ 100,000	\$ -	\$ 100,000	\$ 100,000
	84.60	Participant-ITA-State Supportive Services	2025		\$ 35,000	\$ -	\$ 35,000	\$ 35,000
EXPENSE TOTALS					\$ 510,270	\$ -	\$ 751,791	\$ 751,791



# PY25-26 Planning Budget

LWFDB 26

Line Item Detail

NB1

Fund 110 - WIOA-Dislocated Worker

## REVENUE

331.500	Fed Grant Economic Environment			\$	744,631	\$	-	\$	-	\$	-
331.500	Fed Grant Economic Environment	2024	43956	\$	-	\$	463,716	\$	-	\$	463,716
331.500	Fed Grant Economic Environment	2025		\$	-	\$	-	\$	360,366	\$	360,366
REVENUE TOTALS				\$	744,631	\$	463,716	\$	360,366	\$	824,082

## EXPENSE

34.00	Contractual Services			\$	166,072	\$	100,000	\$	40,000	\$	140,000
34.60	Contractual Services-BOCC Salaries-Fringe			\$	281,730	\$	170,000	\$	160,000	\$	330,000
40.00	Travel - Board Travel			\$	5,822	\$	-	\$	-	\$	-
40.10	Travel - Staff Travel			\$	-	\$	5,700	\$	-	\$	5,700
41.00	Communications			\$	8,120	\$	8,120	\$	3,000	\$	11,120
43.00	Utilities			\$	7,800	\$	7,800	\$	5,000	\$	12,800
44.00	Rentals and Leases			\$	36,103	\$	13,000	\$	20,000	\$	33,000
49.00	Indirect Admin-BOCC Charges			\$	6,931	\$	6,931	\$	27,676	\$	34,607
51.00	Office Supplies			\$	-	\$	23,220	\$	-	\$	23,220
52.00	Operating Supplies			\$	46,441	\$	23,221	\$	15,190	\$	38,411
54.00	Books-Publications-Subscriptions			\$	3,224	\$	3,224	\$	5,000	\$	8,224
55.00	Training and Education			\$	7,500	\$	7,500	\$	7,500	\$	15,000
84.10	Participant Support-ITA-State Occupational Skills Training			\$	154,888	\$	75,000	\$	55,000	\$	130,000
84.60	Participant-ITA-State Supportive Services			\$	20,000	\$	20,000	\$	22,000	\$	42,000
EXPENSE TOTALS				\$	744,631	\$	463,716	\$	360,366	\$	824,082

Fund 115 - WIOA-Youth

## REVENUE

331.500	Fed Grant Economic Environment	2024	43878	\$	1,481,660	\$	402,983	\$	-	\$	402,983
331.500	Fed Grant Economic Environment	2025		\$	-	\$	-	\$	1,433,078	\$	1,433,078
REVENUE TOTALS				\$	1,481,660	\$	402,983	\$	1,433,078	\$	1,836,061

## EXPENSE

34.00	Contractual Services			\$	290,187	\$	100,000	\$	150,000	\$	250,000
34.60	Contractual Services-BOCC Salaries-Fringe			\$	880,664	\$	235,000	\$	999,936	\$	1,234,936
40.00	Travel - Board Travel			\$	12,950	\$	-	\$	12,994	\$	12,994
40.10	Travel - Staff Travel			\$	-	\$	2,000	\$	-	\$	2,000
41.00	Communications			\$	14,783	\$	4,000	\$	14,832	\$	18,832
43.00	Utilities			\$	15,080	\$	4,000	\$	15,130	\$	19,130
44.00	Rentals and Leases			\$	66,116	\$	17,000	\$	40,000	\$	57,000
49.00	Indirect Admin-BOCC Charges			\$	10,828	\$	3,000	\$	58,099	\$	61,099
51.00	Office Supplies			\$	-	\$	-	\$	5,000	\$	5,000
52.00	Operating Supplies			\$	22,600	\$	5,650	\$	10,000	\$	15,650
54.00	Books-Publications-Subscriptions			\$	7,250	\$	2,000	\$	7,252	\$	9,252
55.00	Training and Education			\$	86,822	\$	11,706.00	\$	26,051	\$	37,757
84.00	Participant Support-ITA-State On The Job Training			\$	50,000	\$	12,500	\$	75,000	\$	87,500
84.10	Participant Support-ITA-State Occupational Skills Training			\$	14,380	\$	3,600	\$	5,784	\$	9,384
84.60	Participant-ITA-State Supportive Services			\$	10,000	\$	2,527	\$	13,000	\$	15,527
EXPENSE TOTALS				\$	1,481,660	\$	402,983	\$	1,433,078	\$	1,836,061



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## PY25-26 Planning Budget

LWFDB 26

Line Item Detail

Fund 120 - Welfare Transition Program

REVENUE

331.500	Fed Grant Economic Environment	2025	\$	1,041,116	\$	-	\$	1,045,010	\$	1,045,010
REVENUE TOTALS			\$	1,041,116	\$	-	\$	1,045,010	\$	1,045,010

EXPENSE

34.00	Contractual Services	2025	\$	280,921	\$	-	\$	250,921	\$	250,921
34.60	Contractual Services-BOCC Salaries-Fringe	2025	\$	544,851	\$	-	\$	616,645	\$	616,645
40.00	Travel - Board Travel	2025	\$	9,250	\$	-	\$	-	\$	-
40.10	Travel - Staff Travel	2025	\$	-	\$	-	\$	9,250	\$	9,250
41.00	Communications	2025	\$	10,680	\$	-	\$	10,680	\$	10,680
43.00	Utilities	2025	\$	9,200	\$	-	\$	9,200	\$	9,200
44.00	Rentals and Leases	2025	\$	45,654	\$	-	\$	45,548	\$	45,548
49.00	Indirect Admin-BOCC Charges	2025	\$	7,543	\$	-	\$	17,400	\$	17,400
51.00	Office Supplies	2025	\$	-	\$	-	\$	5,000	\$	5,000
52.00	Operating Supplies	2025	\$	57,767	\$	-	\$	21,116	\$	21,116
54.00	Books-Publications-Subscriptions	2025	\$	1,000	\$	-	\$	5,000	\$	5,000
55.00	Training and Education	2025	\$	4,250	\$	-	\$	4,250	\$	4,250
84.60	Participant-ITA-State Supportive Services	2025	\$	70,000	\$	-	\$	50,000	\$	50,000
EXPENSE TOTALS			\$	1,041,116	\$	-	\$	1,045,010	\$	1,045,010

Fund 125 - Supplemental Nutrition Asst Prg

REVENUE

331.500	Fed Grant Economic Environment	2025	\$	97,358	\$	-	\$	97,358	\$	97,358
REVENUE TOTALS			\$	97,358	\$	-	\$	97,358	\$	97,358

EXPENSE

34.00	Contractual Services	2025	\$	6,049	\$	-	\$	6,049	\$	6,049
34.60	Contractual Services-BOCC Salaries-Fringe	2025	\$	61,243	\$	-	\$	73,693	\$	73,693
40.00	Travel - Board Travel	2025	\$	450	\$	-	\$	-	\$	-
40.10	Travel - Staff Travel	2025	\$	-	\$	-	\$	450	\$	450
41.00	Communications	2025	\$	612	\$	-	\$	1,306	\$	1,306
43.00	Utilities	2025	\$	480	\$	-	\$	500	\$	500
44.00	Rentals and Leases	2025	\$	2,910	\$	-	\$	2,910	\$	2,910
49.00	Indirect Admin-BOCC Charges	2025	\$	348	\$	-	\$	-	\$	-
51.00	Office Supplies	2025	\$	-	\$	-	\$	2,200	\$	2,200
52.00	Operating Supplies	2025	\$	25,016	\$	-	\$	10,000	\$	10,000
55.00	Training and Education	2025	\$	250	\$	-	\$	250	\$	250
EXPENSE TOTALS			\$	97,358	\$	-	\$	97,358	\$	97,358



# PY25-26 Planning Budget

LWFDB 26

Line Item Detail

Fund 130 - Wagner Peyser

## REVENUE

	331.500	Fed Grant Economic Environment	2024	44031	\$	184,275	\$	78,404	\$	-	\$	78,404
	331.500	Fed Grant Economic Environment	2025		\$	-	\$	-	\$	516,343	\$	516,343
<b>REVENUE TOTALS</b>					<b>\$</b>	<b>184,275</b>	<b>\$</b>	<b>78,404</b>	<b>\$</b>	<b>516,343</b>	<b>\$</b>	<b>594,747</b>

## EXPENSE

	34.00	Contractual Services			\$	100,000	\$	20,000	\$	75,000	\$	95,000
	34.60	Contractual Services-BOCC Salaries-Fringe			\$	38,079	\$	38,079	\$	369,000	\$	407,079
	40.00	Travel - Board Travel			\$	1,000	\$	1,000	\$	-	\$	1,000
	40.10	Travel - Staff Travel			\$	-	\$	-	\$	3,697	\$	3,697
	41.00	Communications			\$	1,000	\$	1,000	\$	3,000	\$	4,000
	43.00	Utilities			\$	1,000	\$	1,129	\$	3,000	\$	4,129
	44.00	Rentals and Leases			\$	10,000	\$	8,000	\$	2,000	\$	10,000
	49.00	Indirect Admin-BOCC Charges			\$	1,196	\$	1,196	\$	11,646	\$	12,842
	51.00	Office Supplies			\$	-	\$	-	\$	10,000	\$	10,000
	52.00	Operating Supplies			\$	30,000	\$	6,000	\$	14,000	\$	20,000
	54.00	Books-Publications-Subscriptions			\$	1,000	\$	1,000	\$	5,000	\$	6,000
	55.00	Training and Education			\$	1,000	\$	1,000	\$	20,000	\$	21,000
<b>EXPENSE TOTALS</b>					<b>\$</b>	<b>184,275</b>	<b>\$</b>	<b>78,404</b>	<b>\$</b>	<b>516,343</b>	<b>\$</b>	<b>594,747</b>

Fund 132 - WP Hope Florida

## REVENUE

	331.500	Fed Grant Economic Environment	2025		\$	95,287	\$	-	\$	95,287	\$	95,287
<b>REVENUE TOTALS</b>					<b>\$</b>	<b>95,287</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>95,287</b>	<b>\$</b>	<b>95,287</b>

## EXPENSE

	34.00	Contractual Services	2025		\$	1,450	\$	-	\$	1,450	\$	1,450
	34.60	Contractual Services-BOCC Salaries-Fringe	2025		\$	83,352	\$	-	\$	86,686	\$	86,686
	40.00	Travel - Board Travel	2025		\$	1,112	\$	-	\$	-	\$	-
	40.10	Travel - Staff Travel	2025		\$	-	\$	-	\$	1,036	\$	1,036
	41.00	Communications	2025		\$	780	\$	-	\$	780	\$	780
	43.00	Utilities	2025		\$	3,310	\$	-	\$	1,400	\$	1,400
	44.00	Rentals and Leases	2025		\$	635	\$	-	\$	635	\$	635
	49.00	Indirect Admin-BOCC Charges	2025		\$	348	\$	-	\$	-	\$	-
	51.00	Office Supplies	2025		\$	-	\$	-	\$	500	\$	500
	52.00	Operating Supplies	2025		\$	2,000	\$	-	\$	500	\$	500
	54.00	Books-Publications-Subscriptions	2025		\$	100	\$	-	\$	100	\$	100
	55.00	Training and Education	2025		\$	2,200	\$	-	\$	2,200	\$	2,200
<b>EXPENSE TOTALS</b>					<b>\$</b>	<b>95,287</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>95,287</b>	<b>\$</b>	<b>95,287</b>



NB1

## PY25-26 Planning Budget

LWFDB 26  
Line Item Detail

Fund 133 - WP Miscellaneous Initiatives

REVENUE					
	331.500	Fed Grant Economic Environment	2025	\$ 79,675	\$ - \$ 79,675 \$ 79,675
REVENUE TOTALS				\$ 79,675	\$ - \$ 79,675 \$ 79,675
EXPENSE					
	34.60	Contractual Services-BOCC Salaries-Fringe	2025	\$ 74,675	\$ - \$ 74,675 \$ 74,675
	40.00	Travel - Board Travel	2025	\$ 1,000	\$ - \$ 1,000 \$ 1,000
	41.00	Communications	2025	\$ 1,000	\$ - \$ 1,000 \$ 1,000
	52.00	Operating Supplies	2025	\$ 1,500	\$ - \$ 1,500 \$ 1,500
	55.00	Training and Education	2025	\$ 1,500	\$ - \$ 1,500 \$ 1,500
EXPENSE TOTALS				\$ 79,675	\$ - \$ 79,675 \$ 79,675

Fund 135 - Disable Veterans Program

REVENUE					
	331.500	Fed Grant Economic Environment	2025	\$ 18,154	\$ - \$ 18,154 \$ 18,154
REVENUE TOTALS				\$ 18,154	\$ - \$ 18,154 \$ 18,154
EXPENSE					
	34.00	Contractual Services	2025	\$ 8,063	\$ - \$ 8,063 \$ 8,063
	52.00	Operating Supplies	2025	\$ 10,091	\$ - \$ 10,091 \$ 10,091
EXPENSE TOTALS				\$ 18,154	\$ - \$ 18,154 \$ 18,154

Fund 137 - Consolidated DVOP-LVER

REVENUE					
	331.500	Fed Grant Economic Environment	2025	\$ 9,282	\$ - \$ 9,282 \$ 9,282
REVENUE TOTALS				\$ 9,282	\$ - \$ 9,282 \$ 9,282
EXPENSE					
	34.00	Contractual Services	2025	\$ -	\$ - \$ 4,000 \$ 4,000
	52.00	Operating Supplies	2025	\$ 9,282	\$ - \$ 5,282 \$ 5,282
EXPENSE TOTALS				\$ 9,282	\$ - \$ 9,282 \$ 9,282

Fund 140 - Local Veterans Program

REVENUE					
	331.500	Fed Grant Economic Environment		\$ 5,671	\$ - \$ - \$ -
REVENUE TOTALS				\$ 5,671	\$ - \$ - \$ -
EXPENSE					
	34.00	Contractual Services		\$ 5,671	\$ - \$ - \$ -
EXPENSE TOTALS				\$ 5,671	\$ - \$ - \$ -



NB1

## PY25-26 Planning Budget

LWFDB 26

Line Item Detail

Fund 145 - WIOA-Hope Florida

### REVENUE

331.500	Fed Grant Economic Environment	2025	\$	22,505	\$	-	\$	145,000	\$	145,000
REVENUE TOTALS			\$	22,505	\$	-	\$	145,000	\$	145,000

### EXPENSE

34.00	Contractual Services	2025	\$	5,000	\$	-	\$	15,000	\$	15,000
34.60	Contractual Services-BOCC Salaries-Fringe	2025	\$	10,705	\$	-	\$	100,000	\$	100,000
40.00	Travel - Board Travel	2025	\$	2,000	\$	-	\$	2,000	\$	2,000
41.00	Communications	2025	\$	100	\$	-	\$	3,000	\$	3,000
43.00	Utilities	2025	\$	100	\$	-	\$	3,000	\$	3,000
44.00	Rentals and Leases	2025	\$	500	\$	-	\$	5,000	\$	5,000
51.00	Office Supplies	2025	\$	2,600	\$	-	\$	5,000	\$	5,000
52.00	Operating Supplies	2025	\$	500	\$	-	\$	5,000	\$	5,000
54.00	Books-Publications-Subscriptions	2025	\$	500	\$	-	\$	2,000	\$	2,000
55.00	Training and Education	2025	\$	500	\$	-	\$	5,000	\$	5,000
EXPENSE TOTALS			\$	22,505	\$	-	\$	145,000	\$	145,000

Fund 146 - WIOA-Rapid Response

### REVENUE

331.500	Fed Grant Economic Environment	2025	\$	48,532	\$	-	\$	48,532	\$	48,532
REVENUE TOTALS			\$	48,532	\$	-	\$	48,532	\$	48,532

### EXPENSE

34.00	Contractual Services	2025	\$	5,000	\$	-	\$	5,000	\$	5,000
34.60	Contractual Services-BOCC Salaries-Fringe	2025	\$	25,535	\$	-	\$	25,535	\$	25,535
40.00	Travel - Board Travel	2025	\$	1,448	\$	-	\$	-	\$	-
40.10	Travel - Staff Travel	2025	\$	-	\$	-	\$	1,448	\$	1,448
41.00	Communications	2025	\$	1,000	\$	-	\$	1,000	\$	1,000
43.00	Utilities	2025	\$	1,000	\$	-	\$	1,000	\$	1,000
44.00	Rentals and Leases	2025	\$	2,549	\$	-	\$	2,549	\$	2,549
52.00	Operating Supplies	2025	\$	10,000	\$	-	\$	10,000	\$	10,000
54.00	Books-Publications-Subscriptions	2025	\$	1,000	\$	-	\$	1,000	\$	1,000
55.00	Training and Education	2025	\$	1,000	\$	-	\$	1,000	\$	1,000
EXPENSE TOTALS			\$	48,532	\$	-	\$	48,532	\$	48,532



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## PY25-26 Planning Budget

LWFDB 26  
Line Item Detail

### Fund 147 - WIOA-Rural Initiatives

REVENUE																				
	331.500	Fed Grant Economic Environment	2025		\$	310,624	\$	-	\$	310,624	\$	310,624								
REVENUE TOTALS					\$	310,624	\$	-	\$	310,624	\$	310,624								
EXPENSE																				
	34.00	Contractual Services	2025		\$	50,000	\$	-	\$	30,000	\$	30,000								
	34.60	Contractual Services-BOCC Salaries-Fringe	2025		\$	156,848	\$	-	\$	220,000	\$	220,000								
	40.00	Travel - Board Travel	2025		\$	5,000	\$	-	\$	5,000	\$	5,000								
	41.00	Communications	2025		\$	5,000	\$	-	\$	5,000	\$	5,000								
	43.00	Utilities	2025		\$	5,000	\$	-	\$	5,000	\$	5,000								
	44.00	Rentals and Leases	2025		\$	10,000	\$	-	\$	10,000	\$	10,000								
	49.00	Indirect Admin-BOCC Charges	2025		\$	3,276	\$	-	\$	-	\$	-								
	51.00	Office Supplies	2025		\$	-	\$	-	\$	5,000	\$	5,000								
	52.00	Operating Supplies	2025		\$	65,000	\$	-	\$	20,000	\$	20,000								
	54.00	Books-Publications-Subscriptions	2025		\$	500	\$	-	\$	624	\$	624								
	55.00	Training and Education	2025		\$	10,000	\$	-	\$	10,000	\$	10,000								
EXPENSE TOTALS					\$	310,624	\$	-	\$	310,624	\$	310,624								

### Fund 148 - WIOA-Misc Initiatives

REVENUE																				
	331.500	Fed Grant Economic Environment	2025		\$	100,000	\$	-	\$	-	\$	-								
REVENUE TOTALS					\$	100,000	\$	-	\$	-	\$	-								
EXPENSE																				
	84.10	Participant Support-ITA-State Occupational Skills Training	2025		\$	50,000	\$	-	\$	-	\$	-								
	84.20	Participant-ITA-State WIOA Specified Training	2025		\$	50,000	\$	-	\$	-	\$	-								
EXPENSE TOTALS					\$	100,000	\$	-	\$	-	\$	-								

### Fund 155 - TAA Training

REVENUE																				
	331.500	Fed Grant Economic Environment	2024	44914	\$	20,000	\$	15,364	\$	-	\$	15,364								
REVENUE TOTALS					\$	20,000	\$	15,364	\$	-	\$	15,364								
EXPENSE																				
	84.10	Participant Support-ITA-State Occupational Skills Training	2024	44914	\$	20,000	\$	15,364	\$	-	\$	15,364								
EXPENSE TOTALS					\$	20,000	\$	15,364	\$	-	\$	15,364								



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## PY25-26 Planning Budget

LWFDB 26

Line Item Detail

Fund 165 - Reemployment Services

### REVENUE

331.500	Fed Grant Economic Environment	2024	44479	\$	327,902	\$	63,022	\$	165,000	\$	228,022
REVENUE TOTALS				\$	327,902	\$	63,022	\$	165,000	\$	228,022

### EXPENSE

34.00	Contractual Services			\$	8,049	\$	3,000	\$	8,049	\$	11,049
34.60	Contractual Services-BOCC Salaries-Fringe			\$	204,358	\$	43,022	\$	129,000	\$	172,022
40.00	Travel - Board Travel			\$	1,450	\$	-	\$	1,450	\$	1,450
40.10	Travel - Staff Travel			\$	-	\$	500	\$	-	\$	500
41.00	Communications			\$	1,612	\$	1,000	\$	1,612	\$	2,612
43.00	Utilities			\$	2,980	\$	2,000	\$	2,980	\$	4,980
44.00	Rentals and Leases			\$	7,910	\$	3,000	\$	4,910	\$	7,910
49.00	Indirect Admin-BOCC Charges			\$	2,848	\$		\$	2,848	\$	2,848
51.00	Office Supplies			\$	-	\$	3,000	\$	-	\$	3,000
52.00	Operating Supplies			\$	94,445	\$	7,000	\$	10,000	\$	17,000
54.00	Books-Publications-Subscriptions			\$	2,000	\$	250	\$	1,901	\$	2,151
55.00	Training and Education			\$	2,250	\$	250	\$	2,250	\$	2,500
EXPENSE TOTALS				\$	327,902	\$	63,022	\$	165,000	\$	228,022

Fund 170 - Board Consolidation

### REVENUE

331.500	Fed Grant Economic Environment			\$	15,511	\$	-	\$	-	\$	-
REVENUE TOTALS				\$	15,511	\$	-	\$	-	\$	-

### EXPENSE

34.00	Contractual Services			\$	15,511	\$	-	\$	-	\$	-
34.30	Contractual Services-Temp Salaries			\$	-	\$	-	\$	-	\$	-
EXPENSE TOTALS				\$	15,511	\$	-	\$	-	\$	-

	FY25 Amended Budget	FY25 Projected Carryforward	PY25-26 Planning Budget	FY26 Proposed Budget
ALL FUNDS REVENUE TOTALS	\$ 5,121,517	\$ 1,023,489	\$ 5,075,500	\$ 6,098,989
ALL FUNDS EXPENSE TOTALS	\$ 5,121,517	\$ 1,023,489	\$ 5,075,500	\$ 6,098,989



# **Florida Commercial Lease Agreement**

## **Lease Agreement**

### **Between**

**Careersource North Central Florida Lessee**

### **And**

\_\_\_\_\_ **Landlord**

This Lease Agreement ~~for the property described is Paragraph 1—made entered into~~ the \_\_\_\_ day of \_\_\_\_\_, 2025, by and between Joseph H. and Mary Barron of 4539 South West County Road 341, Bell 32619, State of Florida, hereinafter referred to as "Lessor", and Career Source North Central Florida, ~~whose principal business address is~~ 1112 North Main Street Gainesville, 32601, State of Florida, hereinafter referred to as "Lessee", collectively referred to herein as the "Parties.

### **WITNESSETH:**

**WHEREAS**, Landlord owns a commercial office building property located at 723 East Wade Street, Trenton, Florida, 32693, as more particularly described in paragraph 2, below ("Property"); and

**WHEREAS**, Lessor desires to lease to Lessee a portion of said commercial building, being approximately One Thousand Seven Hundred (1,700) square feet, known and numbered as 723 East Wade Street, Trenton, Florida, 32693 (hereinafter referred to as the "Premises"), at and for the rental rate and the rental term and upon the conditions set forth in this Lease; and

**WHEREAS**, Lessee desires to lease the Premises from Lessor upon the terms and conditions set forth in the Lease.

**NOW, THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and in consideration of the mutual covenants set forth herein, the Parties hereto agree as follows:

1. **Recitals.** The recitals set forth above are true and correct and are hereby incorporated into this Lease.
2. **The Premises:** The Lessor agrees to lease and Lessor hereby leases from the Lessow, that certain office space more particularly ~~located at 723 East Wade Street, Trenton, Florida, 32693, consisting of One Thousand Seven Hundred (1,700) square feet of interior space, along with all rights and uses in common~~

areas within the development, including but not limited to parking areas, sidewalks, lobby, stairways and elevators (the "Premises"). Lessee shall have a non-exclusive right for itself and its customers to use the parking areas located on the Lessor's Property. **The legal description of the Lessor's Property is attached as Exhibit "A".** The Premises consists of office space located within the commercial office building located on Lessor's Property and references herein made to the Building shall include the Premises. Additionally, references herein made to the Property shall include the Building.

3. **Title Status.** The Landlord represents that it owns the Premises in fee-simple, subject only to encumbrances, assessments, and restrictions which will not interfere with the intended use of the Premises, and that it has the full right, power, and authority to enter into this Lease for the term herein granted.
4. **Term:** The **initial** term of this Lease shall commence on the July 1, 2025, ("Lease Commencement Date") and shall expire at 12:00 am Midnight on the 30th day of June, 2026.
5. **Premises Use:** The Lessor is leasing the Premises to the Lessee and the Lessee is hereby leasing the Premises for the following use and purpose: **to be used as a One Stop Career Center or for any other purposes deemed necessary by Lessee, to conduct the public business of its governing boards the North Central Florida Workforce Development Board and the CareerSource North Central Florida Workforce Development Council of Elected Officials.**
6. **Base Rental Payment:** The net monthly payment shall be based on Sixteen Dollars and Fifty Nine Cents (\$16.59) per/sq ft for an annual payment of Twenty Eight Thousand Two Hundred and Three Dollars (\$28,203.00) payable monthly in the amount of Two Thousand Three Hundred and Fifty Dollars and Twenty Five Cents (\$2350.25), payable monthly on the First Day of the month, with the first payment due upon the commencement of the Lease and each monthly installment payable thereafter on the 1st day of each month. Said net monthly payment is-hereafter referred to as the "Base Rent". Rent for any period during the term hereon, which is for less than 1 month shall be a pro-rata portion of the monthly rent,
7. **Option To Renew:** Lessee ~~may have~~ **shall have** the right to renew the Lease ~~with~~ for a total of 5 renewal period(s) with each term being 1 year(s) 0 month(s). ~~which~~ **Renewal periods shall** ~~may~~ be exercised by **Lessee** giving written notice to Lessor no less than 60 days prior to the expiration of the Lease or renewal period. **The annual rent shall be increased by 3% each renewal period as described in the Renewal Chart below**

#### RENEWAL CHART

Term		Rate Per Sq Ft	Monthly Rent	Annual Rate
Start	End			

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07/01/2026	06/30/2027	17.09	2421.08	29,053.00
07/01/2027	06/30/2028	17.60	2493.33	29,920.00
07/01/2028	06/30/2029	18.13	2568.42	30,821.00
07/01/2029	06/30/2030	18.67	2644.92	31,739.00
07/01/2030	06/30/2031	19.23	2724.26	32,691.00

## 8. Expenses:

☒ **Gross.** Tenant's Initials \_\_\_\_\_ Landlord's Initials \_\_\_\_\_

It is the intention of the Parties that this Lease be considered a "Gross Lease" and as such, the Base Rent is the entirety of the monthly rent. ~~Therefore, The Lessee~~ **Lessor shall be responsible for is not obligated to payment of all any additional expenses associated with the occupation of the premises which including es** utilities, real estate taxes, insurance (other than on the Lessee's personal property), **repairs, maintenance, HVAC,** charges or expenses of any nature whatsoever in connection with the ownership and operation of the Premises. The Lessor shall be obligated to maintain the general exterior structure of the Premises, in addition, shall maintain all major systems such as the heating, **air conditioning,** plumbing, and electrical. **Repairs needed for major systems shall be initiated within 24 hours of notice by Lessee to Lessor and shall be completed within five (5) business days. Lessor shall provide janitorial and cleaning services 2 days per week. The parking area, grounds and lands surrounding the Premises shall be maintained by the Lessor including the removal of any environmental hazards.** The Lessor shall maintain at their expense casualty insurance for the Premises against loss by fire which may or may not include any extended coverage. The Lessee will provide and maintain personal liability and property damage insurance as a lessee, at least to the limits of One Million Dollars (\$1,000,000.00), that will designate the Lessor as an "also named insured", and shall provide the Lessor with a copy of such insurance certification or policy prior to the effective date of this Lease.

## 9. Leasehold Improvements:

**Lessee may decorate or redecorate the Premises without approval by Lessor (e.g., wall hangings; blinds; drapes; carpet; interior painting). Lessee may, at Lessee's sole expense, make alterations and improvements to the interior layout, plumbing, installed lighting, electrical wiring or mechanical systems of the Premises with the consent of the Lessor, which consent shall not be unreasonably withheld or denied. The interest of Lessor in the Property shall not be subject to liens for improvements made by Lessee. All alterations, changes and improvements built, constructed or placed in the Premises by Lessee, with the exception of trade fixtures removable without damage to the Premises and movable personal property shall, unless otherwise provided to the contrary by agreement between the LESSOR and LESSEE, become the property of LANDLORD and remain in the Premises at the expiration or termination of this Lease, or, at the sole option of Lessee and at Lessee's expense, Lessee may remove any such modifications or improvements and restore the Premises to its condition before the commencement of Lessee's**

occupancy of the Premises. Any leasehold improvements shall be made only in accordance with applicable federal, state or local codes, ordinances or regulations, having due regard for the type of construction of the building housing the subject leasehold Premises.

Under no circumstance shall the Lessee be construed to be the agent, employee or representative of Lessor. In the event a lien is placed against the Premises, through actions of the Lessee, Lessee will promptly pay the same or bond against the same and take steps immediately to have such lien removed. If the Lessee fails to have the Lien removed, the Lessor shall take steps to remove the lien and the Lessee shall pay Lessor for all expenses related to the Lien and removal thereof and shall be in default of this Lease.

10. **Licenses and Permits:** A copy of any and all local, state or federal permits acquired by the Lessee which are required for the use of the Premises shall be kept on site at all times and shall be readily accessible and produced to the Lessor and/or their agents or any local, state, or federal officials upon demand.

In the event the structure of the Premises is damaged as a result of any neglect or negligence of Lessee, their employees, agents, business invitees, or any independent contractors serving the Lessee or in any way as a result of Lessee's use and occupancy of the Premises, then the Lessee shall be primarily responsible for seeing that the proper claims are placed with the Lessee's insurance company, or the damaging party's insurance company, and shall furthermore be responsible for seeing that the building is safeguarded with respect to said damage and that all proper notices with respect to said damage, are made in a timely fashion, including notice to the Lessor, and the party or parties causing said damage. Any damage that is not covered by an insurance company will be the liability of the Lessee.

The Lessee shall, during the term of this Lease, and in the renewal thereof, at its sole expense, keep the interior of the Premises in as good a condition and repair as it is at the date of this Lease, reasonable wear and use excepted **and except for deterioration caused by Lessor's failure to maintain and repair the premises as described in paragraph 7 above**. This obligation would include the obligation to replace any plate glass damaged as a result of the neglect or acts of Lessee or **their** ~~her~~ guests or invitees. Furthermore, the Lessee shall not knowingly commit nor permit to be committed any act or thing contrary to the rules and regulations prescribed from time to time by any federal, state or local authorities and shall expressly not be allowed to keep or maintain any hazardous waste materials or contaminates on the Premises. Lessee shall also be responsible for the cost, if any, which would be incurred to bring **their** ~~her~~ contemplated operation and business activity into compliance with any law or regulation of a federal, state or local authority.

11. **Sublet/Assignment:** The Lessee may not transfer or assign this Lease, or any right or interest hereunder or sublet said leased Premises or any part thereof without first obtaining the prior written consent and approval of the Lessor,

except that as one stop career center Lessee has legislative one-stop partners providing public workforce services to shared customers. Lessee may sublet to a one-stop partner who may agree to co-locate. In such even Lessee shall still be responsible for the rent.

12. **Damage to Leased Premises:** In the event the building housing the Premises shall be destroyed or damaged as a result of any disaster, fire or other casualty which is not the result of the intentional acts or neglect of Lessee and which precludes or adversely affects the Lessee's occupancy of the Premises, then in every such cause, the rent herein set forth shall be abated or adjusted according to the extent to which the leased Premises have been rendered unfit for use and occupation by the Lessee and until the demised Premises have been put in a condition at the expense of the Lessor, at least to the extent of the value and as nearly as possible to the condition of the Premises existing immediately prior to such damage. It is understood, however, in the event of total or substantial destruction to the Premises that in no event shall the Lessor's obligation to restore, replace or rebuild exceed an amount equal to the sum of the insurance proceeds available for reconstruction with respect to said damage. If the Premises shall be damaged to the extent of more than twenty-five (25%), either party may, at its election, terminate this Lease by giving written notice to the other party within five (5) days after the occurrence of such damage.
13. **Default and Possession:** In the event that the Lessee shall fail to pay said rent, and expenses as set forth herein, or any part thereof, when the same are due and payable, or shall otherwise be in default of any other terms of said Lease for a period of more than 15 days, after receiving notice of said default, then the parties hereto expressly agree and covenant that the Lessor may declare the Lease terminated and may immediately re-enter said Premises and take possession of the same together with any of Lessee's personal property, equipment or fixtures left on the Premises which items may be held by the Lessor as security for the Lessee's eventual payment and/or satisfaction of rental defaults or other defaults of Lessee under the Lease. It is further agreed, that if the Lessee is in default, that the Lessor shall be entitled to take any and all action to protect its interest in the personal property and equipment, to prevent the unauthorized removal of said property or equipment which threatened action would be deemed to constitute irreparable harm and injury to the Lessor in violation of its security interest in said items of personal property. Furthermore, in the event of default, the Lessor may expressly undertake all reasonable preparations and efforts to release the Premises including, but not limited to, the removal of all inventory, equipment or leasehold improvements of the Lessee's, at the Lessee's expense, without the need to first procure an order of any court to do so, although obligated in the interim to undertake reasonable steps and procedures to safeguard the value of Lessee's property, including the storage of the same, under reasonable terms and conditions at Lessee's expense, and, in addition, it is understood that the Lessor may sue the Lessee for any damages or past rents due and owing and may undertake all and additional legal remedies then available.

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In the event any legal action has to be instituted to enforce any terms or provisions under this Lease, then the prevailing party in said action shall be entitled to recover a reasonable attorney's fee in addition to all costs of said action.

~~Rent which is in default for more than 15 days after due date shall accrue a payment penalty: \$50.00~~

~~XV. **Indemnification:** The Lessee hereby covenants and agrees to indemnify, defend and hold the Lessor harmless from any and all claims or liabilities which may arise from any cause whatsoever as a result of Lessee's use and occupancy of the Premises, and further shall indemnify the Lessor for any losses which the Lessor may suffer in connection with the Lessee's use and occupancy or care, custody and control of the Premises. The Lessee also hereby covenants and agrees to indemnify and hold harmless the Lessor from any and all claims or liabilities which may arise from any latent defects in the subject Premises that the Lessor is not aware of at the signing of the lease or at any time during the lease term.~~

14. **Bankruptcy - Insolvency:** The Lessee agrees that in the event all or a substantial portion of the Lessee's assets are placed in the hands of a receiver or a Trustee, and such status continues for a period of 30 days, or should the Lessee make an assignment for the benefit of creditors or be adjudicated bankrupt; or should the Lessee institute any proceedings under the bankruptcy act or any amendment thereto, then such Lease or interest in and to the leased Premises shall not become an asset in any such proceedings and, in such event, and in addition to any and all other remedies of the Lessor hereunder or by law provided, it shall be lawful for the Lessor to declare the term hereof ended and to re-enter the leased ~~premises~~ **land** and take possession thereof and all improvements thereon and to remove all persons therefrom and the Lessee shall have no further claim thereon.

15. **Subordination and Attornment:** Upon request of the Lessor, Lessee will subordinate its rights hereunder to the lien of any mortgage now or hereafter in force against the property or any portion thereof, and to all advances made or hereafter to be made upon the security thereof, and to any ground or underlying lease of the property provided, however, that in such case the holder of such mortgage, or the Lessor under such Lease shall agree that this Lease shall not be divested or in any way affected by foreclosure, or other default proceedings under said mortgage, obligation secured thereby, or Lease, so long as the Lessee shall not be in default under the terms of this Lease. Lessee agrees that this Lease shall remain in full force and effect notwithstanding any such default proceedings under said mortgage or obligation secured thereby. Lessee shall, in the event of the sale or assignment of Lessor's interest in the building of which the Premises form a part, or in the event of any proceedings brought for the foreclosure of, or in the event of exercise of the power of sale



under any mortgage made by Lessor covering the Premises, attorn to the purchaser and recognize such purchaser as Lessor under this Lease.

**16. Miscellaneous Terms:**

- 1) Usage by Lessee: Lessee shall comply with all rules, regulations and laws of any governmental authority with respect to use and occupancy. Lessee shall not conduct or permit to be conducted upon the Premises any business or permit any act which is contrary to or in violation of any law, rules or regulations and requirements that may be imposed by any authority or any insurance company with which the Premises is insured, nor will the Lessee allow the Premises to be used in any way which will invalidate or be in conflict with any insurance policies applicable to the building. In no event shall explosives or extra hazardous materials be taken onto or retained on the Premises. Furthermore, Lessee shall not install or use any equipment that will cause undue interference with the peaceable and quiet enjoyment of the Premises by other tenants of the building.
- 2) Signs: Lessee may at Lessee's sole expense construct, place or install signage at the following locations on Landlord's Property \_\_\_\_\_[insert list of locations and attach a figure showing the locations on the Property where Tenant may place a sign e.g, on Door to Premise; on window of Premise; on the Property's roadside marquee]\_\_\_\_. All such signage shall comply with City of Trenton standards and shall be approved by Lessor prior to installation. Lessor shall approve all requests for signage within 10 business days. Signs must be removed by Lessee at the expiration or termination of this Lease at Lessee's expense. Damage caused by erection or removal of signage shall be paid by Tenant. Tenant shall pay for signage requested by the Tenant.
- 3) Pets: Unless otherwise stated in this Lease Agreement, the only pets that shall be allowed on the Premises are those needed legally due to a disability or handicap.
- 4) Condition of Premises/Inspection by Lessee: The Lessee has had the opportunity to inspect the Premises and acknowledges with its signature on this lease that the Premises are in good condition and comply in all respects with the requirements of this Lease. Furthermore, the Lessor makes no representation or warranty with respect to the condition of the Premises or its fitness or availability for any particular use, and the Lessor shall not be liable for any latent or patent defect therein. Furthermore, the Lessee represents that Lessee has inspected the Premises and is leasing and will take possession of the Premises with all current fixtures present in their "as is" condition as of the date hereof.

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- 5) Right of Entry: It is agreed and understood that the Lessor and its agents shall have the complete and unencumbered right of entry to the Premises, upon 24 hours prior notice to Lessee at any time or times for purposes of inspecting or showing the Premises and for the purpose of making any necessary repairs to the building or equipment as may be required of the Lessor under the terms of this Lease or as may be deemed necessary with respect to the inspection, maintenance or repair of the building.
- 6) This Lease shall be governed, interpreted and constructed in accordance with the laws of the State of Florida. Sole and exclusive venue for any action arising under this Lease shall be in Alachua County, Florida.
- 7) This Lease is subject to the appropriation of funds by the Florida Legislature. As provided in Section 287.0582, Florida Statutes, the "State of Florida's performance and obligation to pay [to the extent a payment obligation can be gleaned from the terms set forth herein] under this Lease is contingent upon an annual appropriation by the Legislature."

Notwithstanding any of the other provisions of this lease Landlord agrees and understands that funds budgeted for payment of Tenant's obligations under this lease are also contingent on CareerSource North Central Florida's receipt of formula federal grant funds awarded under federal workforce development legislation through the State of Florida. CareerSource North Central Florida reserves to itself the right to unilaterally request a reduction in space and a concomitant reduction in rent or to terminate this lease, at its sole discretion in the event of a reduction in its funding. Any request for a reduction in space or termination of the lease shall be effective upon notification to the Landlord by CareerSource North Central Florida and shall provide Landlord thirty (30) days notice or in the event CareerSource North Central Florida receives less than thirty (30) days notice CareerSource North Central Florida shall provide such notice as CareerSource North Central Florida receives from its funding sources. In such instances, rent will be paid up to the date of cancellation only; thereafter neither CareerSource North Central Florida nor Contractor shall have any obligation whatsoever to each other.

17. **Estoppel Certificate:** Lessee at any time and from time to time, upon at least ten (10) days prior notice by Lessor, shall execute, acknowledge and deliver to Lessor, and/or to any other person, firm or corporation specified by Lessor, a statement certifying that the Lease is unmodified and in full force and effect, or if the Lease has been modified, then that the same is in full force and effect except as modified and stating the modifications, stating the dates to which the fixed rent and additional rent have been paid, and stating whether or not there



exists any default by Lessor under this Lease and, if so, specifying each such default.

18. **Landlord's Covenant of Quiet Enjoyment.** So long as the Lessee is not in default under the conditions and during the term of this Lease and any renewal of said term, the Lessee's quiet and peaceful enjoyment of the Premises shall not be disturbed or interfered with by anyone claiming by, through, or under the Lessor.
19. **Eminent Domain.** In the event any portion of the land or property demised hereunder shall be taken through eminent domain proceedings, then the Lessee shall be entitled to a pro rata reduction in rent based upon the amount of the building and land taken through such eminent domain proceedings, (2) a share of the full compensation paid by the condemning authority based on the term of the Lease, and (3), the Lessee shall have the right to terminate this Lease in the event of such eminent domain proceedings.
20. **Holdover:** Should Lessee remain in possession of the Premises after the cancellation, expiration or sooner termination of the Lease, or any renewal thereof, without the execution of a new Lease or addendum, such holding over in the absence of a written agreement to the contrary shall be deemed, if Lessor so elects, to have created and be construed to be a tenancy from month to month, terminable upon thirty (30) days' notice by either party.
21. **Waiver:** The failure of any party to exercise any right in this Lease will not waive such right.
22. **Entire Agreement, and Modification.** This Lease contains the entire agreement of the Parties and supersedes all prior agreement. Any representations, inducements, promises, agreements or otherwise between the Parties not embodied in this instrument shall be of no force or effect. No amendment or modification of this Lease shall be valid unless and until the same is reduced in writing and executed by both Parties. No failure of a party to exercise any power given by this instrument, or to insist upon strict compliance of any obligation hereunder, and no custom or practice of the Parties at variance with the terms hereof shall constitute a waiver of the future right to demand exact compliance with the terms of this Lease.
23. **Governing Law:** This Lease shall be governed by the laws of the State of Florida.
24. **Severability Clause.** If any clause or any of the terms or conditions of this Lease are held to be invalid for any reason, all other clauses or terms and conditions shall remain in full force and effect as set out herein.
25. **Construction.** This Lease shall not be construed more strictly against one party than against the other merely by virtue of the fact that it may have been

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prepared by one of the Parties. It is recognized that both Parties have substantially contributed to the preparation of this Lease.

26. **Third Party Beneficiaries.** This Lease does not create any relationship with, or any rights in favor of, any third party

27. **Liability.** The Lessee fully retains all sovereign immunity protections afforded under law. Without in any way waiving, limiting, or restricting any defenses of sovereign immunity, each party shall be solely responsible for its own negligent acts or omissions as well as those of its own employees. This Lease is not intended, and shall not be interpreted to constitute, a waiver of sovereign immunity, an authorization of claims by third parties, a waiver of the limits of liability as established by §768.28. Florida Statutes, or to waive any other provision of §768.28. Florida Statutes.

28. **Notices:** Payments and notices shall be addressed to the following:

Lessor

Joseph H Barron, 4539 South West County Road 341 Bell, Florida 32619

Lessee Career Source North Florida, 1112 North Main Street Gainesville, Florida 32601

29. **Amendment:** No amendment of this Lease shall be effective unless reduced to writing and subscribed by the parties with all the formality of the original.

30. **Binding Effect:** This Lease and any amendments thereto shall be binding upon the Lessor and the Lessees and/or their respective successors, heirs, assigns, executors and administrators.

IN WITNESS WHEREOF, the parties hereto set their hands and seal this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**Lessee's Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Lessor's Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

#### **ACKNOWLEDGMENT OF NOTARY PUBLIC**

STATE OF \_\_\_\_\_  
\_\_\_\_\_ County, ss.

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On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me appeared \_\_\_\_\_, as **LESSOR** of this Commercial Lease Agreement who proved to me through government issued photo identification to be the above-named person, in my presence executed foregoing instrument and acknowledged that they executed the same as their free act and deed.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

### **ACKNOWLEDGMENT OF NOTARY PUBLIC**

STATE OF \_\_\_\_\_

\_\_\_\_\_ County, ss.

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me appeared \_\_\_\_\_, as **LESSEE** of this Commercial Lease Agreement who proved to me through government issued photo identification to be the above-named person, in my presence executed foregoing instrument and acknowledged that they executed the same as their free act and deed.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_