



MEETING AGENDA

Finance Committee Meeting

Meeting # 3
Wednesday, September 3, 2025
10:30 a.m.

The public may attend and participate both in-person or by Zoom.

1112 N. Main St.
Gainesville, FL 32601

Join Zoom Meeting

<https://us02web.zoom.us/j/87953347656?pwd=k4R5B9UaWU2iVb73hcM36Sb8gwUcft.1>

Phone No: 1-929-205-6099 (EST)

Meeting ID: 879 5334 7656

Passcode: 325412

The Board/Council is reminded of the conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) your name and position on the Board/Council 2) the nature of the conflict and 3) who will gain or lose as a result of the conflict.

Please also fill out form 8B prior to the meeting, whether or not you are able to attend the meeting, if you have a conflict with any agenda items.

I. Call to Order

II. Approval of the Agenda

Agenda	Committee
Recommendation	Approval
Action:	Motion
Exhibits:	N/A

III. Approval of the Minutes

Minutes	Committee
Recommendation	Approval
Action:	Motion
Exhibits:	Minutes

IV. Public Comment

If any member of the public wishes to comment on an item on the agenda, please ask the Chair to be recognized now.

V. Old Business

1. Fiscal Report

Todd Hutchinson will present updates of the former Board 9 and 7 audits. CSNCFL FY 24 Audit excerpt from Alachua BoCC Audit attached.

VI. New Business

1. Approval of Agreement for office space in the City of Alachua

Consideration of approval of the Interlocal Agreement for temporary office space in the Swick House in the City of Alachua, at no cost for the space. This will allow two staff to serve customers in the City of Alachua. The office space in the City of Alachua, while in Alachua County, is within 25 miles of Lake Butler, High Springs, and Fort White, making it more accessible for Columbia and Union County residents not wanting to travel to Lake City or Gainesville. We plan to track customer traffic in each center over the next year to assess the traffic and will bring recommendations back to the board if any changes in locations are needed.

NB1	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	Proposed Agreement



2. Approval of the Lease for office space in Cross City/Dixie County

Consideration of approval of the Lease for 1,788 square feet of office space located at 405 SE 22nd Ave., Cross City, FL at \$18.00 per sq. ft. for an annual payment of \$32,184.00 dollars. This is a savings of over \$15,000/year from the Old Town office, is in a better location, and does not have the connectivity issues experienced at the Old Town location.

NB2	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	Proposed Lease

3. Approval of the Renewal of the Lease in Starke/Bradford County

Consideration of approval of the lease renewal for the Career Center in Bradford County located at 925 N Temple Ave., Suites C & D, Starke, FL 32091 at \$17.53 per sq. ft. for a total annual rent of \$21,600.00. This is the same rent we paid last year of \$17.53 per sq. ft. and \$21,600.00 per annum. The renewal period is from October 1, 2025 through September 30th, 2026.

NB3	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	N/A

4. Approval of Taylor Hall Miller Parker (THMP) Contract Amendment

Consideration of approval of the renewal of the contract with THMP for the conduct of program and fiscal monitoring in the amount of \$60,000. This is the 2nd renewal under the original contract.

NB4	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	THMP 23-24 Amendment # 2



5. Transfer of WIOA Dislocated funds to WIOA Adult funds

Consideration of approval of the transfer of \$178,000 of WIOA Dislocated Worker Funds to the WIOA Adult Funding Stream. We served more adults than dislocated workers in the previous program year. The transfer will cover those expenditures and balance the books for Program Year 2024 – 2025. WIOA allows 100% transferability between these 2 funding streams with State and governing boards' approval.

NB5	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	None

6. Acceptance of \$196,560 for WP Hope Florida, Veterans and Board Consolidation

Consideration to accept additional \$196,560 in grant funds. The state has awarded us an additional \$196,560: \$2,824 for Wagner Peyser Hope Florida, \$10,836 for Veterans programs and \$182,900 Board Consolidation. We are requesting approval to accept the funds.

NB6	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	None

VII. Comments from Members of the Committee

VIII. Comments from the CEO

In response to the difficulties some individuals have experienced when attempting to enter the link for our governing board and committee meetings we have taken the following actions: The CSNFL CEO is responsible for providing meeting agendas, supporting documents, and Zoom links on a timely basis to SCAD, our contracted outreach provider and One Stop operator. The link to our meetings and agendas will be on the opening page of our website. The morning of our meetings, SCAD will test the link to make sure it is accessible and working. SCAD will also publicize our meetings by sending the notice and link to each of our member Counties to post where they share their own Commission Meetings.

IX. Public Comment

X. Adjournment

The next Finance Committee meeting is scheduled for November 19, 2025 at 10:30 a.m.