

LCEFA Meeting Minutes  
October 25, 2022  
Heritage Grove Leasing Office  
1947 Heritage Grove Circle Tallahassee, FL

Members Present – Chairman Ramsay Sims; Tom Proctor; Richard Givens; Dixie Daimwood; Rica Calhoun; Curt Bender; and Todd Sperry

Also in attendance were Assistant Executive Director Michael Kramer; and Executive Director Fran Gilbert

The meeting was called to order by Chairman Ramsay Sims at 2:04 pm.

**Approval of Minutes**

Motion by Tom Proctor, seconded by Todd Sperry to approve the minutes of the June 24, 2022 and the July 25, 2022 meetings as distributed to the members. Motion passed unanimously.

**Ratification of Documents and Actions of Staff and Chair to Close and Execute All Heritage Grove and Southgate Documents**

Chairman Sims reported that the transaction documents had been completed, signed and executed with no material changes from the documents approved at the July 25 Board meeting. He noted the put date for both Heritage Grove and Southgate is October 2024.

Todd Sperry moved to ratify the documents as executed. Richard Givens seconded the motion. Motion passed unanimously.

**Audit**

Mr. Kramer reported that the Audit is moving forward and looks to be on schedule and a draft should be available in late January/early February. He noted that audit will include the approved and executed EMET agreement transaction.

**Heritage Grove**

**Leasing**

Mr. Kramer reported that Heritage Grove is 100% leased for Fall 2022, and that the remaining 4 buildings will be finished by the end of the year.

The former Chapter Houses that are being repurposed into a new leasing office, study rooms, fitness centers, and student lounge will be completed 2023.

**Litigation Update**

Mr. Kramer reported that litigation has been settled among the primary parties and LCEFA was removed from the case that is now closed.

**Southgate**

**Leasing**

Mr. Kramer reported that Southgate's fully leased for Fall 2022.

**Kitchen Work**

Mr. Kramer reported that all work on the kitchen should be completed by December 2022.

**Litigation Update**

Mr. Kramer reported that an agreement for \$4,000 was reached and the matters have all been settled.

**New Business**

Chair Sims noted that the current LCEFA fund is approximately \$700,000 and he requested Board members consider the potential ways to allocate these funds. To be discussed at future meeting.

**Adjournment**

Meeting adjourned at 2:33 pm.

Following the meeting Board members were given a tour of the Heritage Grove property.