

**COMBINED PHONE MEETING OF THE BUSINESS AFFAIRS AND
EXECUTIVE COMMITTEES OF THE BOARD OF TRUSTEES
Community College of Philadelphia
Thursday, January 9, 2020 – 11:00 A.M.**

**Dial-In Number: 1-888-675-6779
Participant Passcode: 5410073#**

Present for the Business Affairs Committee: Lydia Hernández Vélez, Esq. (Chair), Mr. Harold Epps, Mr. Steve Herzog, and Mr. Jeremiah J. White, Jr.

Present for the Executive Committee: Lydia Hernández Vélez, Esq., Mr. Harold Epps, Ms. Mindy Posoff and Mr. Jeremiah J. White, Jr.

Present for the Business Affairs and Executive Committees: Lydia Hernández Vélez, Esq., Mr. Harold Epps, and Mr. Jeremiah J. White, Jr.

College Administration: Donald Generals, Ed.D., Mr. Michael Fohner, Mr. James P. Spiewak and Victoria Zellers, Esq.

**PUBLIC SESSION
Business Affairs Committee Meeting**

(1) Authorization to Execute Lease for 4701 Chestnut Street, the Parking Lot Location for the College's Career and Advanced Technology Center in West Philadelphia. (Action Item):

Ms. Lydia Hernández Vélez called to order the meeting of the Business Affairs Committee of the Board of Trustees. Ms. Zellers stated that the College requires parking spaces for the new Career and Advanced Technology Center and has negotiated the terms for a lease of property located at 4701 Chestnut Street from District Council No. 33, American Federation of State, County, and Municipal Employees AFL-CIO 9 ("DC 33"). She reported that the lease is for a three-year term, with one option at the College's discretion for a three-year renewal term.

Ms. Zellers discussed the negotiating process and the final terms agreed upon by both parties. The annual amount of the lease is \$50,000 per year during the Initial 3-year term, with a 3% increase, to \$51,1500 per year, during the 3-year Renewal Term. She stated that the College will be responsible for real estate and use and occupancy taxes, maintenance of the lot, and any utilities. The College will also be responsible for improvements to the lot as required for appropriate zoning and use of the lot. The lease also provides DC 33 with exclusive use of 22 of the 72 parking spaces in the lot. At this time, improvements to the lot are estimated to cost the College between \$100,000 and \$150,000.

Mr. Fohner identified the improvements to be putting down asphalt, improving lighting and providing landscaping. The lease also contains the right for the College to use the property for staging purposes during the construction of the Career & Advanced Technology Center and to add a temporary structure for the College's automotive program if needed. Mr. Fohner noted that the site will definitely be utilized as a staging area during the construction period but that the College had identified an alternate solution for the College's automotive program

during the construction period. The lease also contains mutual insurance obligations and mutual indemnification obligations for both District 33 and the College.

Action: Mr. Epps moved and Mr. Herzog seconded the motion that the Business Affairs Committee recommend that the Executive Committee of the Board of Trustees authorize the College to execute the lease for 4701 Chestnut Street with DC 33 for the parking lot location for the College's Career and Advanced Technology Center at its West Regional Center. The motion passed unanimously.

PUBLIC SESSION
Executive Committee Meeting

(1) Approval of Execution of Lease for 4701 Chestnut Street based on Business Affairs Committee Recommendation

Mr. White called to order the meeting of the Executive Committee of the Board of Trustees. Ms. Hernández Vélez moved that the Executive Committee authorize the College to execute the lease for 4701 Chestnut Street with DC 33 for the parking lot location for the College's Career and Advanced Technology Center at its West Regional Center as recommended by the Business Affairs Committee. This motion was seconded by Mr. Epps. The motion passed unanimously.

JPS/lm