



Daytona State College Housing Corporation
Thursday, September 26, 2019, 4:00 p.m.
President's Board Room, 4th Floor, Wetherell Administration Building 100

In Attendance: Erik D' Aquino, Julie Hewitt, Garry Lubi

Staff Attendees: President Dr. Tom LoBasso; Executive Vice President and General Counsel, Brian Babb; Senior Vice President & CFO Isalene Montgomery; Associate Vice President for Facilities, Chris Wainwright; Vice President for Advancement & Executive Director of the Foundation Tim Norton; Foundation Assistant, Betty Mantero; and, Housing Corporation Board Attorney Ken Artin – Bryant Miller Olive LLP

I. Call to Order:

Chair Garry Lubi called the meeting to order at 4:00 p.m.

II. Approval of Minutes – September 11, 2019 Meeting

Julie Hewitt motioned for approval, Erik D'Aquino seconded the motion, and the motion carried.

III. Public Participation: None

IV. Discussion:

Introduction of Ken Artin of Bryant Miller Olive LLP, Orlando.

Mr. Artin explained his extensive background in public finance working with local governments, universities and a number of state colleges who have developed residential housing projects. He explained the steps of the process for establishing a Direct Support Organization for Housing at DSC, reviewed the documents for establishment and explained how each of these is dependent on the other for the creation of a housing corporation at Daytona State College.

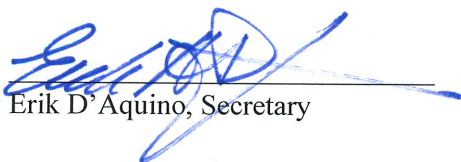
V. For Approval:

a. **REVISED Resolution to Establish Housing Corporation**

Julie Hewitt motioned to approve the Resolution, Erik D'Aquino seconded the motion, and the motion carried.

b. **REVISED Articles of Incorporation**

Erik D'Aquino motioned approval, Julie Hewitt seconded the motion, and the motion


Erik D' Aquino, Secretary

carried.

c. **REVISED Bylaws**

Erik D'Aquino motioned for approval, Julie Hewitt seconded the motion, and the motion carried.

d. **Election of President**

Erik D'Aquino motioned to nominate Gary Lubi as President, Julie Hewitt seconded the motion, and the motion carried.

e. **Election of Vice Chair**

Gary Lubi motioned for Erik D'Aquino to be Vice Chair, Julie Hewitt seconded the motion, and the motion carried.

f. **Architect Short List Rankings, Authorization to Negotiate**

Mr. Wainwright presented the short list of architects for review and presented a recommendation of the six member selection committee to hire PQH Group, Jacksonville, FL as architect for the student housing project, and for authorization to negotiate a contract for review and approval on October 8, 2019.

Erik D'Aquino motioned for approval of the short list ranking, selection of PQH Group, and authorization to negotiate a contract for approval, Julie Hewitt seconded the motion, and the motion carried.

g. **Approval to Establish a Bank Account with Bank of America**

Julie Hewitt motioned for approval to open a bank account with Bank of America, Erik D'Aquino seconded the motion, and the motion carried.

VI. Additional Discussion:

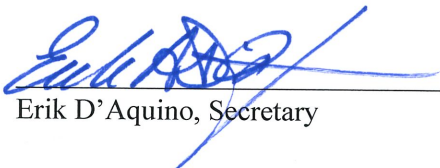
Discussion was held about the operating year of this organization, making updates to the Pro Forma prepared by MGT Consulting and requirements for a ground lease and construction easement. Mr. Artin discussed the necessity for a ground lease, including the footprint of the building and right of way for public access. A survey will also be required, as will title insurance; both requirements from the lender to support a mortgage.

VII. Next Meeting:

Tuesday, October 8, 2019, 1:00 p.m.

VIII. Adjournment:

Erik D'Aquino motioned for adjournment at 5:00 p.m., Julie Hewitt seconded the motion, the motion carried.


Erik D'Aquino, Secretary