

**LAKE TECHNICAL COLLEGE**  
Board of Directors Special Meeting  
November 2, 2020 / 5:00 p.m.  
**Board Room - Room 017A**

**CALL TO ORDER:**

Chairperson, Chief Richard Keith welcomed Members.

**DETERMINATION OF A QUORUM:** A quorum was determined and Chairperson, Chief Richard Keith called the meeting to order at 5:00 p.m. *Copies of tabbed item will be included with the final, approved Meeting Minutes.*

**Director Members Present:**

Board of Director Chairperson, City of Tavares Fire Chief, Mr. Richard Keith; Board of Director Members: Mr. Mickey Gauldin; Mr. C.A. Vossberg; Mrs. Judy Beda; Mr. Gerald Cobb; Mr. Timothy Morris, and Mr. David Steele

**Director Members Not Present:**

Board of Director Vice- Board Chairperson, Dr. Isaac Deas; Board of Director Members, Mr. Fred A. M. Cobb

**MEETING MINUTES:** None. *The Meeting Minutes of September 14, 2020 and Special Meeting of November 2, 2020 will be presented for approval at the regular Meeting of December 14, 2020.*

**PUBLIC COMMENT:** None.

**PROGRAM SPOTLIGHT:** None.

**REPORTS:** None.

**UNFINISHED BUSINESS:** None.

**CONSENT AGENDA:** None.

**NEW BUSINESS:** approved M/S/P; no Members abstained.

**RFA: Lake County Board of County Commissioners (LCBCC) CARES Act grant Spend Plan**

The LCBCC Cares Act Spend Plan authorizes the allocation of \$5,000,000 to Lake Technical College (LTC). LTC will share funds with Lake-Sumter State College (LSSC); however, the deadline to spend and receive equipment is December 30, 2020. The Executive Director is requesting Board approval to accept the funding, sub-allocate funds to LSSC, and for authorization to increase the Executive Director's Discretionary Spending Limit for planned purchases to meet the LCBCC's imminent grant deadline with no fiscal impact to the general fund, as all expenses incurred will be covered by the approved grant.

Dr. Culpepper informed Members that Lake County Board of County Commissioner (LCBCC), Mr. Sean Parks, contacted her a couple of months ago to inform her that LCBCC received CARES Act Grant funding and that he was trying to find approximately \$10,000,000 worth of projects to allocate the money LCBCC received. She said that he felt the best to use of the funding would be to allocate some to Lake Technical College (LTC) so that the school could start new programs, build a building, and other assorted projects.

Dr. Culpepper said \$5 million was approved by LCBCC for equipment and scholarships and she was asked to provide LCBCC LTC's list of planned purchases by Friday, November 6, 2020 and that there was a deadline to physically receive anything ordered (equipment and scholarships) through this the CARES Act grant by December 30, 2020.

She said it was a very short turn-around, and as she prepared a project expenditure list, she found it was extremely difficult to think of all the purchases for equipment and curriculum-related items needed in such a short amount of time. She made a decision to split the large amount with Lake-Sumter State College (LSSC); \$2.5 million each. Previously, she met with LSSC President, Dr. Sidor, to discuss and decide on shared projects; such as Information Technology (IT), allocating funds towards purchasing IT equipment to enhance the curriculum and to start more IT programs. She also began working on the MOU between LTC and LSSC, met with Certified Public Accountant (CPA), Tarsha Jacobs, and asked LTC's teachers to reach out to all of their suppliers to find out what type of equipment or curriculum enhancement could be ordered and delivered by the county's deadline.

Dr. Culpepper said she is grateful that all of the Charter Board of Directors could meet to approve LTC accepting the funding and to increase the Executive Director's spending threshold for purchases related to this allocation of funds on such short notice, as the current Discretionary Spending Limit is currently set at \$65,000. She stated that as for scholarships, LTC can provide those to students in a timely manner.

Director Member, Gerald Cobb, suggested that a good use of those funds would be to allocate it towards re-paving the Public Safety Complex's driving-course tarmac off of Frankies Road in Tavares. He estimated the project would cost in the range of \$150,000 - \$200,000. He recommended having that project added to the list submitted to LCBCC.

Dr. Culpepper responded that type of a project would not be able to be completed by December 30<sup>th</sup>. Discussion ensued among Members of the Board in response to the recommendation.

Director Member, Mickey Gauldin, stated that in conversations he has had with Law Enforcement program Director, Lieutenant Mike Bond; the entire area could be re-paved in two-weeks; however, permitting would not be completed in that amount of time and as he understands it, maintenance does not fit under this grant funding; only equipment.

Director Member, Mickey Gauldin suggested that if LTC expanded the paved area; removing the tower, canopy, and the road-course, it would be open enough for new school curriculums such as big-truck/tractor-trailer training courses. Director Member, Tim Morris stated that project would still need the Curriculum set-up and be done and ready by December 30<sup>th</sup>. Dr. Culpepper said that the curriculum wouldn't necessarily have to be set-up; but, she would have to confirm if that repaving would be considered equipment; as being part of the program.

Assistant Director, Mr. Jack Miller, confirmed that it would not be considered. He stated that Capital Improvement project are not covered by this grant's funding.

Dr. Culpepper reminded Director Members that the CARES Act funding will "free-up" other funding that would have otherwise been spent on equipment, and that could perhaps be used later for projects such as that.

Board Chairperson, Chief Keith, reiterated that the paving project could certainly be a long-range project to consider for next school-year. He stated that the LCBCC has already received LTC's list according to their deadline and that list has already been presented at a LCBCC meeting.

Mrs. Stephan mentioned that larger project purchases were avoided because of required bidding process. She said the grant timeline did not allow enough time for both bidding processes and in-time delivery of those purchases. Dr. Culpepper stated to Board of Director Member, Cobb that because grant-funding will cover these upcoming equipment expenses, there will be available performance funds that can be utilized for projects such as the one recommended later. Using performance funds will allow time for the normal bidding and permitting processes that are associated with larger project purchases.

Separately, Director Member, Tim Morris questioned if funding from this grant counted towards LTC's total from the state this year. Dr. Culpepper stated no; this will not be counted and hopefully the state will not deny LTC funding next year because of what is going on in the state and because of LTC's enrollment; which is how the school is funded.

Dr. Culpepper stated that Mr. Miller was correct; entities were told clearly that the grant funding could not be used towards Capital Outlay projects. However, she would follow-up with Members if she finds out otherwise.

There was no further discussion.

**EXECUTIVE DIRECTOR REPORT:** None.

**DATE/TIME OF NEXT MEETING:**

Pre-scheduled meetings for **2020-2021** school year:

(Location: [Board Room, Building A](#))

- Second Quarter: Monday, December 14, 2020 (4:30 p.m.)
- Third Quarter: Monday, March 8, 2021 (4:30 p.m.)
- Fourth Quarter: Monday, May 17, 2021 (4:30 p.m.)

**ADJOURNMENT:**

Respectfully submitted,



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Dr. Diane W. Culpepper, Ph.D.  
Executive Director