OF CUMBERLAND COUNTY

Facility & Tenant Committee
Meeting Agenda

Quorum = 3 (50%) (Total Committee Members = 6)

Monday, June 8, 2026
11:30 am – 12:30 pm
Hybrid Meeting
Please sign in via the CHAT room for Teams attendance

Be the Driving Force . . .

I. **Determination of Quorum & Call to Order – Joe Deaton, Chair**

II. **Approval of Minutes – May 18, 2026***

III. **Lease Approvals and Renewals***
   A. Applicants
   B. Jabez Youth Foundation, Inc- Exp 8/31/2026- YES
   C. Kelly Counseling Center, PLLC- Exp 8/31/2026- YES
   D. Legacy Counseling & Consulting- Exp 8/31/26- YES

IV. **Space availability report** $^{\Delta}$

V. **Information**
   A. Next scheduled meeting: Monday, July 20 , 2026, from 11:30 a.m. – 12:30 p.m.

VI. **Adjournment – Joe Deaton, Chair**

* Needs Action $^{\Delta}$ Information Only ***!*** Possible Conflict of Interest (Recusals)

^{e} Electronic Copy (Hard copies are available upon request)

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Partnership for Children of Cumberland County, Inc. (PFC)
Hybrid Facility & Tenant Committee Meeting Minutes
May 18, 2026 (11:32 a.m. – 12:03 p.m.)
Be the Driving Force

MEMBERS PRESENT: V-Al Brunson, V- Haja Jallow-Konrat, IP-Joe Deaton, IP-Martin Swinney, IP-John Bantsolas
MEMBERS ABSENT: Ebone Williams
NON-VOTING ATTENDEES: IP-Belinda Gainey, IP- Mary Sonnenberg, IP- Karen Staab, IP- Kesia Wilson, IP-Michelle Downey, IP-Mike Yeager, IP- Jeremy Julch
IP-Attended in person, V- Attended Virtually

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
I. Determination of Quorum & Call to Order – Joe Deaton – Committee Chair	The hybrid meeting of the Facility & Tenant Committee was held on Monday, April 20, 2026, beginning at 11:30 a.m. pursuant to prior written notice to each committee member. Joe Deaton – Committee Chair, determined that a quorum was present and called the meeting to order. Belinda Gainey was the Secretary for the meeting and recorded the minutes. Carolin Hardy prepared the meeting minutes.	Called to Order	None
II. Approval of Minutes A. April 20, 2026*	The April 20, 2026, minutes were previously distributed electronically to committee members for review. The chair asked for a motion to approve the minutes. John Bantsolas moved to accept the meeting minutes as is. Martin Swinney seconded the motion. The motion carried.	Motion Carried	None
III. Lease Approvals and Renewals* A. Applicants: None B. Brown Therapeutic Solutions- Exp 7/31/2026- YES C. Serenity Therapeutic Services- Exp 7/31/2026- YES D. Rebirth Heart & Mind- Terminate existing lease in Suite 411 on 06/03/2026 & Start new 3-year Lease in Suite 165 beginning 07/01/2026- YES	Presented by Mike Yeager and Michelle Downey **A. Applicants:** None **B. & C. Brown Therapeutic Solutions** and **Serenity Therapeutic Services,** both expressed clear interest in remaining at the facility. Staff recommends approval of fitness for tenancy and authorization to renew lease agreements for the both mentioned tenants. Martin Swinney moved to approve the staff recommendation to renew the leases for Brown Therapeutic Solutions and Serenity Therapeutic Services. John Bantsolas seconded the motion. The motion carried. **D.** Mike Yeager explained that Brittany of Rebirth Heart & Mind currently leases two small offices in Suite 411 and has expressed interest in leasing Suite 165 beginning July 1, 2026. Staff discussed the transition and determined it would be cleaner administratively to terminate the current lease effective June 30, 2026, and execute a new three-year lease for Suite 165 effective July 1, 2026, rather than process a lease amendment. Staff recommended approval of the lease termination and execution of the new lease agreement. John Bantsolas moved to approve terminating the existing lease effective June 30, 2026, and beginning a new three-year lease for Suite 165 effective July 1, 2026. Martin Swinney seconded the motion. The motion carried.	Motion Carried Motion Carried	Take to Board of Directors for Approval Take to Board of Directors for Approval

IV. Space Availability Report$^{\Delta}$	Presented by Mike Yeager: Current and upcoming available office space throughout the building was reviewed. Suite 130 currently has four offices available, and discussion included whether the common area and kitchenette space should be included as part of the leasable area. Suite 135, formerly occupied by staff offices, is expected to be cleared out by May 31, 2026, as the transition into smaller office space continues. It was reiterated that Brittany with Rebirth Heart & Mind is expected to begin occupying Suite 165 in July 2026. Suites 165 and 170 are currently vacant but still contain furnishings left behind that will need to be removed before the spaces are ready for occupancy. Available second-floor office space was also reviewed, including Suites 2304 and 2305 combined, totaling approximately 253 square feet. It was noted these are interior offices without windows, which are typically more difficult to lease. Suite 2306, an approximately 106-square-foot interior office previously vacated by 4C, was also discussed. In addition, a 124-square-foot window office was presented as a possible downsizing option for Delmar Counseling Services to help reduce rental costs. No response had yet been received regarding that proposal. Once Brittany relocates from Suite 411 to Suite 165, the number of available offices within Suite 411 will increase from three to five. Current building occupancy statistics were reviewed, reflecting approximately 49.4% nonprofit occupancy, including Partnership for Children of Cumberland County, and 39.1% for-profit occupancy. The building occupancy rate was reported at approximately 88.5%, with 11.5% currently unoccupied. Information regarding available office space has also been sent to two additional prospective entities, including one that expressed interest in Suite 170, though no responses had been received at the time of the meeting.	None	None
V. Sustainability Workgroup Report$^{\Delta}$	Presented by Mike Yeager and Mary Sonnenberg: The committee has continued meeting regularly, and a meeting with representatives from NCPC and DCDEE has been scheduled for June 17, 2026, in Raleigh to discuss the process and requirements related to a potential sale of all or part of the building. It was reported that Ed Skeens with DCDEE plans to participate virtually. Mike Yeager, Van Gunter, and Charles Morris are expected to attend the meeting in person, while Marie will participate remotely in order to access and provide financial information as needed during the discussion. Discussion included the distinction between portions of the building constructed or maintained without state funding and those associated with state funding, as those		

	factors may impact any future sale considerations. The purpose of the meeting is to gain a clearer understanding of the process, obligations, and questions that would need to be addressed before any decisions could be made regarding the building. The Sustainability Workgroup does not plan to reconvene until after the June 17 meeting so that additional information can be reviewed and discussed. Staff further noted that conversations have taken place with several other partnerships that own buildings and are facing similar sustainability challenges related to long-term building operations and maintenance. Committee discussion reflected hope that the upcoming meeting would provide additional guidance and information to assist with future decision-making. Mike Yeager advised that a meeting with NCPC staff is still pending in order to clarify those obligations. It was noted that the timing of that meeting may be delayed due to the upcoming Smart Start Conference in early May, and that staff is hopeful the meeting can be scheduled for mid-May 2026 or later. Following that meeting, the Sustainability Workgroup is expected to reconvene and continue its review. Committee discussion reflected that the primary options currently under consideration include the potential to sell the entire building, sell a portion of the building, or take no action at this time, depending on the outcome of discussions with DCDEE and NCPC. Mike Yeager clarified that repayment obligations would only be triggered if the building is sold. Committee members also discussed the ongoing burden of repairs and maintenance costs, which continues to be a significant factor in evaluating long-term building sustainability.	None	None
VI. Information	The next meeting will be held on Monday, June 8, 2026 at 11:30 a.m. – 12:30 p.m.	None	None
VII. Adjournment – Joe Deaton – Committee Chair	As there was no further business to discuss, John Bantsolas made a motion to adjourn the meeting. Martin Swinney seconded the motion. The meeting was adjourned at 12:03 p.m.	None	None

Submittal: The minutes of the above stated meeting are submitted for approval.

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Secretary of Meeting Date

Approval: Based on Committee consensus, the minutes of the above stated meeting are hereby approved as presented and/or corrected.

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Committee Chair Date

June 2026

Family Resource Center
Space Availability Report

Room #	Suite	Square feet	Notes:	
1163, 1164, 1165, 1166,	130	665sf or 742sf	Available-	Option A with WR door Option B without WR door and more common area
1149, 1150, 1151	135	441	Available-	
1129, 1131, 1132, 1133, 1134, 1135	165	867		Lease signed with Rebirth eff 7/1/26
1117 - 1123	170	950	Available- NLT 6/30/2026	
2304,2305 combined		253	Available-	
2306		106	Available-	
2330	326	374	Available-	
2346		124	Available-	
2408, 2409, 2410 2413, 2414	411	1,059	2406, 2407, and 2412 are leased. Suite= sf 1,686 -592 sf leased. 1,059 sf available.	
		5,503.50 SF		

RENT RATES	11/1/2023
Non Profit LM	$20.35
For Profit Over 300 SF	$21.45
For Profit Under 300 SF	$25.85
Deposit= 2 months rent	Renewals 10% or7%

Non Profit incl PFC :49.4%

For Profit: 39.1%

Leaseable Space of 27, 727 sf = Occupancy Rate: 88.5%

Un-Occupied: 11.5%