

Katie Hobbs  
Governor



Elizabeth  
Alvarado-Thorson  
Cabinet Executive Officer  
Executive Deputy Director

## ARIZONA DEPARTMENT OF ADMINISTRATION

### LEASE COST REVIEW BOARD

1400 WEST WASHINGTON STREET • SUITE B200  
PHOENIX, ARIZONA 85007  
(602) 542-1796

### REVISED NOTICE OF PUBLIC MEETING AND AGENDA

Pursuant to A.R.S. § 38-431.02, notice is hereby given to members of the Lease Cost Review Board and to the general public that the Arizona Lease Cost Review Board (LCRB) will hold a meeting, open to the public, on **April 26, 2024 at 10:00 a.m.** This meeting will be held virtually and in person. Instructions on how the public may participate in this meeting are below. For additional information, please call 602-359-5386 or contact staff at [connie.castillo@azdoa.gov](mailto:connie.castillo@azdoa.gov).

**The following options will be available for public attendance. Details on available options and associated instructions are included below:**

**Google Meet - Join by phone: +1 252-371-1062 PIN: 821 611 705#**

**Google Meet - Video Link: <http://meet.google.com/wrp-ibhg-gzu>**

**OR**

**Join in person – 1400 West Washington St, First Floor, Conference Room 1102B and 1102C, Phoenix, Arizona  
85007**

**\*\*NOTE: Members of the public do not need to have a Google account to participate in this meeting.\*\***

*\*Please note that members of the public that choose to utilize Google Meet must keep their microphone muted for the duration of the meeting. If a member of the public is invited to speak, they may unmute their microphone by pressing \*6.*

The Lease Cost Review Board may allow time for public comment on any item on the agenda. Members of the Lease Cost Review Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken by the Lease Cost Review Board as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or placing the matter on a future agenda for further consideration.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by calling staff at 602-359-5386. Requests should be made as early as possible to allow time to arrange the accommodation.

A copy of the material provided to members (with the exception of material relating to possible executive

sessions) will be available for public inspection on <https://doa.az.gov/meetings/lease-cost-review-board>.

Under A.R.S. § 38-431.03(A)(3), the Board may vote to go into executive session, which will not be open to the public, for the purpose of obtaining legal advice on any item on the agenda.

At its discretion, the Board may consider and act upon any agenda item out of order. Members may appear by electronic means. The agenda for the meeting (subject to change up to 72 hours before the meeting) is as follows:

**A. CALL TO ORDER**

**B. DISCLOSURES OF CONFLICTS OF INTEREST**

**C. CONSENT AGENDA ITEMS** - The Consent Agenda items may be considered for approval as a single action unless a Council member wishes to remove an item for discussion. The Board/Committee will review and may vote to take action on the following matter(s):

1. NONE

**D. CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION** The Board will review and may vote to take action on the following matter(s). The Board/Committee may vote to go into Executive Session on any item on the agenda pursuant to A.R.S. § 38- 431.03(A)(3) to obtain legal advice.

1. Presentation of Current Market Conditions by State's Tenant Representative, Jones Lang LaSalle (JLL).
2. Consider and approve an average square foot dollar cost Rate/Rentable Square Foot (RSF) for FY2025 and FY2026 for the leasing of private sector office space.
3. Consider and approve the report to the Joint Committee on Capital Review (JCCR) that lists all leases 1) ADOA approved in FY2023 and FY2024, and 2) that exceeded the average square foot dollar cost estimated for FY2023 and FY2024.

**E. EXECUTIVE SESSION**

1. NONE

**F. CALL TO THE PUBLIC** - This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.

**G. ADJOURNMENT**

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By: Connie Castillo

**Connie Castillo, Clerk of the Board**

A copy of the foregoing was mailed / emailed  
This 19th day of April, 2024

**ARIZONA LEASE COST REVIEW BOARD:**

Kimberly Fiumara, Chairperson, Arizona Department of Administration

Marcus Wilson, Arizona Department of Economic Security

Gary Coley, Arizona Department of Child Safety

William Boyd, Arizona Department of Forestry and Fire Management

Ben Norris, Assistant Attorney General

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