



### Statewide Email

**DATE SENT:** January 23, 2024

**FROM:** Lisa Cook

**TO:** FCS Business Officers

**Via:** [FCS-BUSINESS-OFFICERS-L@LSERVE.FLDOE.ORG](mailto:FCS-BUSINESS-OFFICERS-L@LSERVE.FLDOE.ORG)

**SUBJECT:** 2024 CIP Workshop / Draft Agenda / Suggested Hotels

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The Capital Improvement Plan (CIP) Workshop for 2024 is fast approaching! We are having the workshop a little earlier this year – as requested by several of you. The workshop will be Thursday, April 4 and Friday, April 5. Shaun Andrews and the crew at Valencia College will be hosting us this year at their west campus – THANK YOU VALENCIA TEAM!! I have attached the draft agenda for your information.

**Please let me know asap:**

- 1) Who all will be attending from your college and whether you can attend both days. (Please forward this email as necessary to anyone I might have missed and let me know if anyone needs to be taken off my contact list.) We will have a virtual attendance option, but I strongly suggest you attend in person if possible – getting to know your fellow facilities folks is a good idea and can be very helpful!
- 2) For those of us who come in Wednesday evening, we always get together at a local restaurant (everybody pays for themselves), and we do the same thing on Thursday evening, so let me know if you'll be able to join us for those dinners as well. We'll need the counts to make dinner plans.
- 3) Any additional topics you'd like to discuss!

Shaun and team have provided some suggested hotels below – Alexander Jordan and I will more than likely stay in the Double Tree by Hilton.

Here are some hotel suggestions close to Valencia College's West Campus:

**Double Tree by Hilton, 5780 Major Blvd. (2.9 miles from campus)**

**Hilton Garden Inn, 5877 American Way (3.8 miles from campus)**

**Spring Hill Suites, 5403 Millenia Lakes Blvd. (3.1 miles from campus)**

**Fairfield Inn + Suites, 5614 Vineland Rd. (2.7 miles from campus)**

**Universal Hard Rock Hotel, 5800 Universal Blvd. (2.8 miles from campus)**

Please don't hesitate to contact me if you have any questions. Seeing all of you is one of the highlights of my year - I look forward to seeing you in April!