



**MINUTES  
FACILITIES COMMITTEE**

**Thursday, May 27, 2021 at 10:30 A.M.**

In accordance with the current State of Emergency and the Governor's Executive Order N-25-20, of March 12, 2020 and N-33-20 of March 19, 2020, teleconferencing was used for this meeting. Board members, staff and members of the public were able to participate by webinar and members of the public were also able to participate by telephone.

1. Call to Order/Roll Call

Committee Chair Barbara Mroz called the meeting to order at 10:39 a.m.  
In attendance: Committee Members Barbara Mroz and Howard Salmon  
CEO Rachel Mason and Property Manager Roy Moosa.

2. Public Comments

None

3. Discussion Items

a. Update on HVAC Project for 138 S. Brandon Rd. Property

CEO Rachel Mason said consultant Rob Holmes and counsel Jeff Scott are designing the specifications and scope of work for the project with expectation that within a month the District will publish an RFP for the project.

b. Update on Major Use Permit for 1636 E. Mission Rd. Property

Ms. Mason said J. Whalen and Associates reported there are two items being discussed at the County, having to do with signage and the traffic/noise specifications to be determined for the property. Once resolved, it should go to the County Board of Supervisors Consent Agenda for approval.

c. Landscaping design and care for 138 S. Brandon Rd. Property

Ms. Mason said she discussed with Roy Moosa some issues with the current landscaping contractor. Mr. Moosa has investigated other possible providers, and there has been discussion about improved landscaping for the property. Discussion ensued. Ms. Mason said she anticipates all the remaining projects for the S. Brandon Rd. property nearing completion prior to moving forward with the development of the E. Mission Rd. property. Committee members concurred with the idea of moving forward to selecting another landscaping contractor.

4. Update from Property Manager

a. 1636 E. Mission Rd., Parking Lot rental request

Roy Moosa said the banner sign at the “wellness center” has required several repairs. A more permanent sign is in progress.

Mr. Moosa said the waste management services needs to be upgraded to accommodate additional waste.

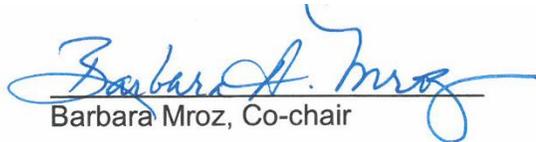
Lastly, a neighbor on E Mission Road is planning a wedding at his home and asked about renting the parking lot for the day. The resident would need to provide insurance coverage for the property for the day. Committee members agreed to follow through with allowing him to rent the space at a rate of \$800 for a full day.

5. Board comments and future agenda items

It was suggested that the Facilities Committee review wellness center projects for the facility as they are recommended by Catalyst. Infrastructure will need to be discussed in depth.

6. Adjournment

There being no further business, the meeting was adjourned at 11:23 a.m.

  
Barbara Mroz, Co-chair

  
Board Secretary/Clerk