



MINUTES
FACILITIES COMMITTEE
Wednesday, April 19, 2023, at 2:00 P.M.
Administrative Office, 1st Floor Community Room, 138 S. Brandon Rd., Fallbrook

In accordance with California Government Code Section 54953 teleconferencing will be used for this meeting. Board members, staff and members of the public will be able to participate in the webinar.

1. CALL MEETING TO ORDER/ROLL CALL

Committee Members: Chair Jennifer Jeffries & Member Barbara Mroz

Staff: Executive Assistant Raquel Williams, Administrative Officer Judith Oswald

Property Manager: Roy Moosa

2. DISCUSSION ITEMS

Administrative Officer Judith Oswald reported the following:

Relative to the Community Health & Wellness Center Education Building:

- Classroom 1 and 4 HVAC has been completed.
- Sinks, cabinets, and storage lockers are in progress.
- Flooring and Paint has been completed.
- The old fluorescent lights are being replaced with energy efficient lighting.
- Retrofit windows and new blinds are in progress, installation date pending.
- Exterior painting and gutters are awaiting the vendors quote.

Relative to plans for the House of Wellness:

- Update restroom for ADA compliance.
- ADA bathroom will require moving walls and other measures.
- Flooring will be installed after the ADA restroom is done.
- Roy Moosa asked if the House of Wellness was ADA compliant.
- The entrances and backyard area will need ADA evaluation.
- CEO Mason stated that the bathroom project for the House of Wellness requires an RFP must be done for architectural services before any cost estimates can be given. Director Jeffries confirmed that all the items will be brought to the committee along the way.
- The kitchen has been updated with a new refrigerator and the dishwasher is coming soon. While not a commercial kitchen, the updates will serve the hospitality needs for users of the House of Wellness.
- Exterior Paint and gutters are pending bid. Shade structure will be included in the bid.

Parking Lot Renovation:

- Rob Holmes, who provided services for the admission building parking lot renovation, is drawing up the site plan and scope. Counsel Jeff Scott will be preparing the bid package.
- In anticipation of the renovation, CEO Mason has contacted a Solar Carport Company to discuss infrastructure that needs to be considered during the parking lot renovation for future solar installation.

Report on weather impact: Neither the CHWC nor the administration building suffered any water damage. Landscape drains are working efficiently. The landscaping team has successfully stabilized the bank at the administration building and is on top of all issues at the CHWC. The recent rain activity is a good time to evaluate the condition of all roofs. A roofer will be called to check on both buildings.

4. BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS-

- Mr. Moosa inquired about the parking lot lighting. He recommends the planning for it be done before the grading of the parking lot. He also asked about the location of the electrical meter and the importance of it being included in the planning for the parking lot/solar installation.

5. There being no further business to discuss the meeting was adjourned at 2:23 pm



Executive Assistant/Board Clerk