



**MINUTES  
FACILITIES COMMITTEE**

**Thursday, April 22, 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 Mroz called the meeting to order at 10:30 a.m.

In attendance: Committee Members Barbara Mroz and Howard Salmon

CEO Rachel Mason, staff member Linda Bannerman and Property Manager Roy Moosa.

2. Public Comments

None

3. Discussion Items

a. Update on HVAC Project

CEO Rachel Mason said that she had spoken with the District Legal Counsel Jeffrey Scott who recommended that she contact General Contractor Rob Holmes, the person who helped the District navigate through the sidewalk project. As consultant for the project, Mr. Holmes can design and get the info we need to put together the specs for the project so that it can be put out to bid. There is a possibility of two separate designs to be considered for this project. By next month, Mr. Holmes should have the potential bid specs and an outline of the bid process. This HVAC project is for the building at 138 S. Brandon Rd.

4. Update from Property Manager

None

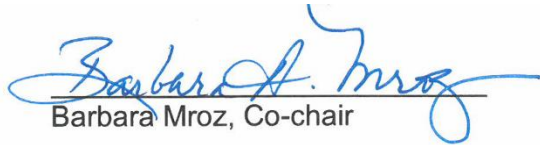
5. Board comments and future agenda items

Discussion ensued regarding the Major Use Permit for the E. Mission Road property. The CEO spoke with Jim at J. Whalen & Associates who explained that they had been dealing with errors in the traffic study by Rincon Consultants. Those issues have been resolved; however, the County needs elevations (not originally provided to them) and told the CEO she can take photos of the facility as they specified to her and provide them to J. Whalen for the final

submittal. One last issue could be that the County Board of Supervisors now has new committees, and members might not be aware of our project.

6. Adjournment

There being no further business, the meeting was adjourned at 10:50 a.m.

  
Barbara Mroz, Co-chair

  
Board Secretary/Clerk