



**MINUTES  
FACILITIES COMMITTEE**

**Thursday, August 26, 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 10:30 a.m.

In attendance: Committee Members Barbara Mroz and Howard Salmon  
CEO Rachel Mason and Executive Assistant Linda Bannerman  
Property Manager Roy Moosa

2. Public Comments

None

3. Discussion Items

a. Major Use Permit (MUP) Update – Mission Road Property

CEO Rachel Mason reported she continues to monitor the progress of this permit. As per J. Whalen and Associates, all documents have been approved by the County and this item should soon be placed on the County Supervisors consent agenda.

b. HVAC Update – Brandon Road Property

Rachel Mason reported that EcoGreen was awarded the contract for this project.

Paperwork (insurance, etcetera) is in process and once that is complete, there should be a 75-day window for completion for the project.

c. Exterior Sign Update – Brandon Road Property

Property Manager Roy Moosa said an email should be sent to Eileen Delaney requesting that the Design Review Committee place this on their agenda. Thereafter, it would require approval at the full planning group.

4. Update from Property Manager

A water fountain at the 1636 E. Mission property has been disconnected due to constant running.

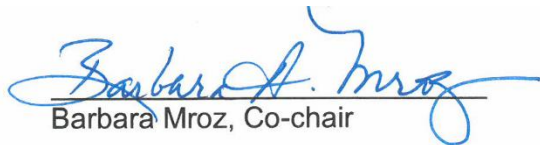
5. Board comments and future agenda items

Discussion ensued regarding Taylor Design. Rachel Mason said a retired construction contractor has volunteered to serve as the District's representative to work with the architect and the construction company(s) during the renovation process.

**Recommendation:** The Facilities Committee recommended consideration of Jack Runnells to provide volunteer construction manager consultation for the Community Health & Wellness Center.

6. Adjournment

There being no further business, the meeting was adjourned at 10:53 a.m.

  
Barbara Mroz, Co-chair

  
Board Secretary/Clerk