

Fallbrook Regional HEALTH DISTRICT

MINUTES FACILITIES COMMITTEE

Tuesday, December 17, 2019 at 10:30 A.M.
Community Room, 138 S. Brandon Rd., Fallbrook CA 92028

1. Call to Order/Roll Call

Committee Chair Bill Leach called the meeting to order at 10:31 a.m.

Committee Members Present: Bill Leach and Barbara Mroz

Also in Attendance: Executive Director: Rachel Mason

Staff Members: Linda Bannerman and Mireya Banuelos; and Roy Moosa

2. Public Comments

None

3. Discussion Items

a. Update: Roofing projects

Rachel Mason said the roof projects on S. Brandon St. and Alvarado St. have been completed. There were a few leaks which have been repaired. Work has begun on the roof at the E. Mission property and Excel Air has removed the air conditioning units. If it rains during Christmas week, completing that work before the school is again in session as was planned might not be possible. She said A.D. Magellan has done a good job of keeping her informed as to changes or delays.

b. Update: Sidewalk

The project is essentially complete, with some paperwork still in process and the County assessing additional fees. Rob Holmes has done a good job overseeing this project. A total cost will be tallied.

c. Update: 617 E Alvarado - Potential Sale of Property

The 60-day window for other public agencies to express interest in the property is still open and there have been no inquiries to date. The FRHD banners are scheduled to be placed on the building soon. Dr. Skeoch has expressed interest in purchasing the building.

d. Update: 138 S Brandon – Fences, IT-Server

Rachel Mason said a gate and fence have been installed on the south side of the building. Another fence has been installed on the south side going around to the entrance. Lastly, a

chain has been installed at the outside steps to discourage use of the 2nd floor door. A sign will be posted asking that the 1st floor entrance be used.

Regarding IT upgrades, a new server is in process for installation by mid-January. Chrome books will be reconfigured by our IT consultant Jason Springston.

e. New Business: 1636 E Mission – HVAC replacements

Following installation of the new roof, the District will need to reinvest in air conditioning units, and it is still in question which type of units will be most efficient (split system is preferred). The plan is to wait until we better know how the building will be configured for future use.

f. New Business: 138 S Brandon

i. Replacement of Water Damaged Ceiling Tiles

There are many ceiling tiles that need to be replaced (some entire rooms, others just a few). An additional project of cleaning the carpets will also be required. There was discussion regarding the cost of carpet repairs vs. replacement in the community room.

ii. Painting of Damaged Walls

Two restrooms and the Utility Room have been painted. Additional painting will be needed after the ceiling tiles are replaced and the carpets cleaned. Eventually, new blinds will be needed for the windows throughout the building.

iii. Reconfiguration of Workroom

This room is outside of the Executive Director's office. The counter as you enter the room needs to be removed along with everything that goes with it (cabinets, drawers). It's possible we can use what is removed in a reconfigured way.

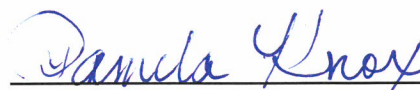
Roy Moosa provided a property update. He said the drainage problems on E. Mission have been resolved. Behind the school building the drainage has been routed to the stream. There are dead pine trees on S. Brandon and E. Mission Rd. that will soon be removed. The drainage issue on the south side of the building on S. Brandon Rd. will be resolved by the installation of drainage pipes out to the street. Lastly, trash bins will be needed again at the E. Mission Rd. property.

4. Adjournment

There being no further business, the meeting was adjourned at 11:25 a.m. with the understanding that the Facilities Committee will meet on a monthly basis on the third Friday at 10:30 a.m. through June 2020.



Bill Leach, Committee Chair



Board Secretary/Clerk