



**MINUTES
FACILITIES COMMITTEE**

Thursday, December 2, 2021 at 10:30 A.M.

In accordance with California Government Code Section 54953 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 meeting to order at 10:34 a.m.

In attendance: Committee Members Barbara Mroz and Howard Salmon

CEO Rachel Mason, Executive Assistant Linda Bannerman, Administrative Officer Judith Oswald, Property Manager Roy Moosa (Note: Wellness Center Administrator Theresa Geracitano was absent)

2. Public Comments

None

3. Discussion Items

a. Architect—Taylor Design Services Estimates for Development of Community Health & Wellness Center (CHWC)

CEO Rachel Mason presented Taylor Designs' cost estimate of the planning and design phase of the project - \$498,175.00. She also presented the initial cost estimate of the construction phase, reflecting a comprehensive inclusion of all potential features including those suggested by Catalyst Consulting for \$7.9M. Committee discussed the general overview and community input throughout project life. Initial community input was gathered via Catalyst Consulting. Timelines and strategies for project can be brought forth by Taylor Design after contract is approved.

Recommendation: The Facilities Committee recommended placing the Taylor Design contract for the \$498,175.00 estimate on the agenda for the December Board of Directors' meeting.

b. HVAC – Final Review

CEO Rachel Mason summarized that this project has been completed. Only outstanding item is payment of 5% retention fee to finalize contract.

c. Parking Lot Request for Proposal (RFP) Development

CEO Rachel Mason working in conjunction with consultant Rob Holmes received three initial proposals from vendor LC Paving. First proposal is to repave and fix. Second proposal is to reseal and dig-down. Third proposal is a complete re-do. With the first proposal being most cost effective. Further details to be brought to next Facilities Committee meeting.

d. D'Vine Path Proposal

CEO Rachel Mason communicated that D'Vine Path has withdrawn their need for the community classrooms.

4. Update from Health & Wellness Center Administrator

Wellness Center Administrator Theresa Geracitano was absent, her report was presented by CEO Rachel Mason

5. Update from Property Manager

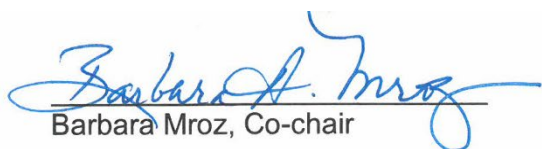
Property Manager Roy Moosa's team is cleaning out gutters at Community Health and Wellness Center. Once that is complete, his team will clean out the roof at the Administration building and paint the HVAC housing metal.

6. Board comments and future agenda items

CEO Rachel Mason will present the Facilities Use Agreements after reviewing with Wellness Center Administrator Theresa Geracitano.

7. Adjournment

There being no further business, the meeting was adjourned at 11:18 a.m.


Barbara Mroz, Co-chair


Board Secretary/Clerk