



**MINUTES  
FACILITIES COMMITTEE**

**Thursday, July 22, 2021 at 10:30 A.M.**

**Virtual Meeting and Administrative Office, 1<sup>st</sup> Floor Community Room, 138 S. Brandon Rd., Fallbrook**

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 10:31 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. Consideration of "Just Do" list for programs at the Community Health & Wellness Center on East Mission Road Property

CEO Rachel Mason said the "Just Do" programs recommended by Catalyst could require a little minor work to be brought to the Facilities Committee for consideration prior to implementation, but nothing related to design features.

b. Update on HVAC Bid

CEO Rachel Mason said the pre-bid opening for the Brandon Road property was held on July 20<sup>th</sup>. EcoGreenVision, LLC submitted the only bid of \$59,978, which is higher than expected by approximately \$10,000. Discussion ensued. Costs for materials is up, and contractors are very busy. The Committee has several choices: accept the bid, reject the bid, contact companies that chose not to bid to ascertain the reason. The building is quite uncomfortable without adequate air handling. Seven companies had been contacted along with postings for bids. Ms. Mason said she will ask consultant Rob Holmes for feedback from vendors and bring results to the regular meeting.

**Recommendation:** The Facilities Committee recommended the Board accept the bid from EcoGreenVision, LLC with feedback from the other vendors.

4. Update from Property Manager

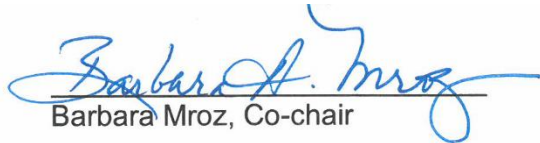
Roy Moosa said scheduled sidewalk removal is scheduled at the Admin Office on S. Brandon Rd., as well as demolition of two sheds at the Community Health & Wellness Center.

5. Board comments and future agenda items

Ms. Mason reported that per consultant J. Whalen & Associates, the major use permit should be on the next Board of Supervisors docket in August.

6. Adjournment

There being no further business, the meeting was adjourned at 10:51 a.m.

  
Barbara Mroz, Co-chair

  
Board Secretary/Clerk