



MINUTES

FACILITIES COMMITTEE MEETING

Wednesday, April 17, 2024, at 10:00 A.M.

Administrative Office, 1st Floor Community Room

138 S. Brandon Rd., Fallbrook CA 92028

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 by using the following link:

1. CALL MEETING TO ORDER/ROLL CALL

In attendance- Director Jeffries and Director Mroz, CEO Rachel Mason, Executive Assistant Raquel Williams, Property Manager Roy Moosa.

2. PUBLIC COMMENTS - ANNOUNCEMENT

NONE

3. DISCUSSION ITEMS

Ongoing/Completed Projects at the Community Health & Wellness Center

- a) Review RFP Architectural Services- DKY Architects, Encinitas Design Group, NALU Architecture- Director Jeffries opened the meeting with her observations on the architecture proposals two of the proposals were more in line with the projected costs and the third was not in our price range. CEO Mason shared that she had meetings with DKY & Encinitas Design Group both are the right fit and cost effective and her overall comfort and recommendation will be to go with the Encinitas Design Group, the committee agreed and will take it to the full board.
- b) SiteLogiQ update- CEO Mason shared that there are biweekly meetings with the project manager Greg Olson, Judith, and Theresa. The design process should be done by mid-May and permitting may commence with the goal to start construction by July or August. SiteLogiQ continues to be a pleasure to work with their communication has been exceptional. The CH&WC will be closed for at least four weeks during the majority of the construction to minimize all risks.
- c) ADA accessible ramps- CEO Mason the ramps have been designed by KARN engineering and will be on hold for now until the construction plans for building A are set.
- d) Building B- Education Rooms 3-6 Conversion – CEO Mason shared that she will be meeting with a smaller architecture firm, that may assist us on rooms 3-6 conversion. The restrooms need to be done and it may trigger the need for an RFP, due to costs and the need for permitting.

3. BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS-

Director Mroz asked if we had a back up plan on power at the CH&WC. CEO Mason says no but it is being addressed with the SiteLogiQ project as part of our future growth.

5. ADJOURNMENT –

There being no further business the meeting was adjourned at 10:34 am.

A handwritten signature in blue ink, reading "Raquel Wilkins". The signature is fluid and cursive, with a large initial "R" and "W".

Administrative Assistant/Board Clerk