



**MINUTES
FACILITIES COMMITTEE**

Friday, April 17, 2020 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 Bill Leach called the meeting to order at 10:30 a.m.
In attendance: Committee Members: Bill Leach and Barbara Mroz
Executive Director: Rachel Mason
Staff Member: Linda Bannerman and Property Manager Roy Moosa

2. Public Comments

None

3. Discussion Items

a. Discussion of FRHD East Mission Road property as community resource during COVID-19 situation.

Discussion ensued regarding the District's East Mission Road property and if there might be a need for its use during the pandemic. There was a discussion as to whether it could be used by the County for a COVID-19 testing site. Executive Director Rachel Mason said she would reach out to North County Fire Protection District as to whether they might have a need that could be met there. Chair Leach said NCFPD representatives are welcome to attend future Facilities Committee meetings if that would be helpful.

b. Review of Brandon Road Property security system bids.

The Executive Director said there has been a rise in property theft and break-ins in the area and she has been looking into security systems. She then reviewed a comparison page of the bids from four separate vendors for a security system for the FRHD Administrative Building. To meet full disclosure requirements, Rachel Mason said the owner of Bannerman Security is related to an employee. The only vendor proposing hard wiring for the system is Knight Security & Fire Systems. Further discussion ensued. Rachel Mason said she believes all the potential vendors are credible. Director Mroz said she would recommend either Bannerman Security or Dependable Alarm. Chair Leach said he is in favor of Bannerman Security.

Recommendation: The Facilities Committee recommended that the District hire Bannerman Security.

Since the cost is well under the amount the Executive Director can approve, Rachel said she will follow up with having the system provided by Bannerman Security and report back to the full board.

c. Damage from two fallen trees at Mission Road property.

Pictures had been provided of two trees that fell at the East Mission Road property, both coming close to hitting two separate buildings. There was discussion regarding whether this was related to a prior drainage issue. Property Manager Roy Moosa said he did not believe that was the case. He noted there are two other trees currently leaning that should be examined. Executive Director Rachel Mason said she will follow up regarding property insurance. If not covered by insurance, our current landscaper can examine the leaning trees and remove the fallen trees. If that company is not able to complete this job, an arborist will be consulted.

4. Update from Property Manager

Roy Moosa said gutter issues, and potential mold issues in the kitchen have been identified. The gutters can be repaired and since the kitchen will likely be remodeled, Mr. Moosa said he will arrange to keep any mold issues in check. The handicapped parking sign has been removed due to the asphalt condition near the school. Since the property is not currently in use, this will be resolved when the parking area is fixed.

Rachel Mason provided an update regarding the traffic and noise studies required by the County. These projects are not likely to be completed until the “stay-at-home” mandate is lifted.

5. Board comments and future agenda items

Director Leach thanked staff for their added efforts in arranging for teleconference meetings.

6. Adjournment

There being no further business, the meeting was adjourned at 11:17 a.m.



Bill Leach, Chair



Board Secretary/Clerk