



**MINUTES
FACILITIES COMMITTEE**

Friday, September 18, 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 10:32 a.m.

In attendance: Committee Members Bill Leach and Barbara Mroz. CEO Rachel Mason. Staff Member Linda Bannerman and Property Manager Roy Moosa,

2. Public Comments

None

3. Discussion Items

a. Consideration of Property Condition Assessment

Ms. Mason said she has been in touch with three firms that can provide the property assessment. She said the District will ask for use of the American Society for Testing and Materials (ASTM) guidelines to obtain a fifteen-year term analysis. This will allow for the District to create a three-or-five-year budget for capital expenditures. The anticipated cost for the assessment is \$5,000 to \$7,000.

b. Strategic Plan Development for Use of FRHD Financial Resources

- i. What level of funding should be set aside for a multiyear annual and deferred facility maintenance/ repair/asset improvement plan?
- ii. What is the projected cost of construction and furnishing the East Mission Road property?
- iii. What are the projected operational costs of the East Mission project?

The above items will remain on the agenda as a reminder that this information has been requested by Strategic Planning. Information coming forward following the property condition assessment will help to answer the first question. Once Catalyst brings forward program recommendations for the health and wellness center and the architect puts forth a plan for renovation, the next two questions can be answered.

4. Update from Property Manager

Property Manager Roy Moosa said there has been a focus on opening better communication with the landscapers. Improvement has been noted. The irrigation system at the E. Mission Road property has multiple issues. The landscapers have provided an assessment of the issues and have a proposed plan. Roy and Rachel will review and consider what is currently needed and most important.

The air conditioning in the rooms used by Rock Rose school has not been working. The problem will be investigated and, if simple to fix, will be fixed.

A tree at the administrative office on S. Brandon is problematic due to roots interfering with the asphalt in the driveway. Again, Roy and Rachel will further discuss.

5. Board comments and future agenda items

Rachel Mason said there has been discussion regarding providing a vaccine clinic working with one of our grant recipients, Champions for Health.

6. Adjournment

There being no further business, the meeting was adjourned at 11:00 a.m.



Bill Leach, Chair



Board Secretary/Clerk