



**MINUTES  
FACILITIES COMMITTEE**

**Friday, March 8, 2019 at 10:00 A.M.  
Board Conference Room, 138 S. Brandon Rd., Fallbrook CA 92028**

1. Call to Order/Roll Call

Committee Chair Bill Leach called the meeting to order at 10:00 a.m.

Committee Members Present: Directors Bill Leach and Barbara Mroz

Also Present: Interim Director/Bookkeeper: Wendy Lyon and Staff Members: Linda Bannerman and Mireya Banuelos and Roy Moosa, Property Manager

2. Public Comments

None

3. Discussion Items

a. 2015 Property Assessment for 1636 E Mission Rd

The property assessment was reviewed by the Committee. It was noted that this assessment was included to demonstrate that the District had reviewed it prior to the purchase of the property and aware of any issues with the property.

b. Facility Repair Parameters

Discussion ensued regarding parameters for approval of any repairs to property. Director Leach asked Wendy Lyon to discuss further. Anything up to \$500 Roy can approve, up to \$5,000 Wendy Lyon can approve, over \$5,000 the Facilities Committee members can approve and over \$25,000 requires putting out to bid at prevailing wage.

c. Status of Repairs on District Properties

Roy Moosa submitted a list of needed repairs in order of priority, based on safety first and maintenance next. There was discussion regarding Landscape One and whether there is a current contract with them. Following discussion, it was suggested to obtain three bids for landscape services taking into consideration repair of the irrigation system, getting the property into decent shape (trim bushes, get rid of dead trees, etc.) and finally what would the landscape maintenance cost be on a monthly basis. The remainder of the repairs list included exterior lights, water fountain leak, other leaks, and roof repairs for three locations. Roy questioned the need for plans for the

roofs with the understanding that all bidders have the same specifications for the job). Discussion ensued regarding requirements for replacing existing roofs.

The Finance Committee approved the list provided by Roy to be accomplished as soon as possible, with moving up the fire alarms to higher priority on the list and consideration of repairs/painting in the exam rooms at the urgent care facility. There was discussion regarding the lease with MedPlus Urgent Care.

d. Potential Cell Tower Income at 1636 E, Mission Rd. Property

There had been companies wanting to place a cell tower on the E. Mission Rd. property, however, they moved on when there was no positive response from the District. Roy has contracted a representative for several companies who might have interest in placing a cell tower on the property and is waiting to hear from him regarding the possibility.

e. Resource Sharing with North County Fire Protection District

Discussion ensued about our Joint Powers Agreement with NCFPD. This will be discussed further and be considered by the full Board.

f. Review of Prior Proposals for 617 E Alvarado St.

Discussion ensued regarding the District property on Alvarado and the portion of the building that has been unusable. Discussion continued regarding abatement costs vs. demolition. Roy Moosa suggested to find out if it is fixable, and if not, could it be used for a carport. He also said he has some confusion regarding the Alvarado property and whether MedPlus or FRHD has responsibility for repairs.

4. Adjournment

There being no further business, the meeting was adjourned at 11:34 a.m.



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Bill Leach, Committee Chair