



**MINUTES
FACILITIES COMMITTEE**

**Friday, September 13, 2019 at 10:00 A.M.
Community Room, 138 S. Brandon Rd., Fallbrook CA 92028**

1. Call to Order/Roll Call

Committee Chair Bill Leach called the meeting to order at 10:03 a.m.

The following were in attendance:

Committee Members: Bill Leach and Barbara Mroz (Directors Salmon, Jeffries and Schwartz-Frates attended as members of the audience only, not

Executive Director: Rachel Mason, Staff Member: Linda Bannerman and

Bookkeeper: Wendy Lyon

2. Public Comments

None

3. Discussion Items

a. Update of status of Sidewalk project – Rachel

The Executive Director said this project has begun and there are a few change orders to consider, including grading, the height of the fire hydrant and relocation of trees.

b. Update on bid process for Roofs – Rachel

The bid opening was held, and one bidder was on target for both projects. *Good Roofer Inc.* is being contracted for the roofing projects.

c. Status of Use permit for 1636 E Mission property – Wendy

The Fallbrook Planning Committee approved the revised Use Permit and it will next be considered by the County of San Diego.

d. Update of renovations to Brandon/Admin bldg. – Rachel

Discussion ensued regarding multiple renovations to the District's admin building, including adding a sink in the utility closet downstairs.

e. Update of status of fire systems for Brandon and Mission properties – Linda/Rachel

The admin building on Brandon Road needs a replacement fire system. Existing sprinklers can stay in place. A little more than \$9,000 will replace the existing fire system.

Recommendation: The Facilities Committee recommended to the full board approval of the replacement fire system as proposed.

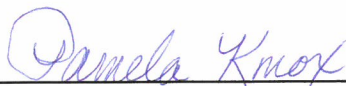
- f. Audio/Video System for Brandon/Admin bldg. – Rachel
Allowance for and audiovisual system had been built into this fiscal year's budget. Changes are required in the downstairs meeting room and will allow for community meetings with good audiovisual support.
Recommendation: The Facilities Committee recommended to the full board approval of the proposed audiovisual system through First Impulse at a total cost of under \$10,000.
- g. Security gates at Brandon/Admin bldg. – Rachel
San Diego Fence has presented a proposal for gates/doors in multiple areas around the admin building for safety and security purposes. This company was also hired by Crestwood and they recommended them to the District.
Action: The Facilities Committee approved the proposal from San Diego Fence.
- h. Plumbing at Brandon/Admin bldg. – Rachel
The Executive Director will work with the property manager regarding plumbing needs for the admin building.
- i. Update of status for Mission property landscaping
Discussion ensued regarding previously approved plans for landscaping the property on E. Mission. It was agreed that planting could take place between E. Mission Road and the installed fence, since any future renovations should not impact that area. There was further discussion regarding the possible need for consideration of grading and drainage on the property.

4. Adjournment

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



Bill Leach, Chair



Board Secretary/Clerk