

The Lord's Place
Housing & Facilities Committee Meeting
September 2nd, 2021 at 4 pm

Minutes

Present: James Kukla, Kerry Diaz, Bill Proctor, Cornie Thornburgh, Keith Hardy, Wes Lang, Bob McDonough, Mike Diaz, Scott Witzel, Calvin Philips,

Not Present: Diana Stanley & Mike Stevens

1. The meeting started at 4:03 pm.
2. Approval of Minutes from July 29, 2021: Motion to approve the minutes made by Keith H. seconded by Bill P., all in favor, motion passed.
3. Construction Project Updates:
 - a. 2808 Australian Avenue
 - i. Demolition has started and the majority of the building has been removed, building will start in about 6 weeks.
 - ii. Budget numbers will change on several items would be \$135,000-\$140,000, we are still within the 10 million dollar budget with these additions.
 1. Might need a specialty product in waterproofing on the elevator pit (not a high-cost item), umbrellas on the roof (\$10,000), sealing of pavers (\$10,000)
 - iii. Space for current staff displaced is going well with staff working a hybrid model.
 - iv. RFP for the three furniture dealers, JC White was selected.
 1. JC White will work on the interiors.
 - a. Meeting next week with JC White and started with an in-kind contribution.
 - v. Birse Thomas will assist with directional signage and JC White has relationships with fabricating companies.
 - vi. Cornie T. suggested client-inspired artwork as a showcase and it should be able to rotate with current clients.
 - b. Family Campus
 - i. Due to a million-dollar naming donation, we can do exterior painting, additional cameras, asphalt and striping.
 - ii. Due to an expected foundation grant of \$15,000 in the fall more additional cameras will be installed at a later date.
 - c. Landscape at all campuses
 - i. The wells for irrigation are old, a constant maintenance problem and it leaves stains on the buildings.

1. There is an initial high cost to switch to city water.
 - ii. The landscape is not appealing and trying to get to one landscape scheme across all campuses is a long-term solution.
 - d. Burckle Place III
 - i. Planning & Zoning on September 1st
 1. Made a motion, which is a recommendation to deny approval.
 2. Then the City Commission makes the final decision.
 3. Our planner is also a lawyer and has been advising us.
 - e. Dixie Thrift
 - i. The Insurance Claim for the property damages is not finalized
 - ii. Installation of awning completed today, fencing will start next week, and cameras are being installed.
4. COVID Update
 - a. PPE is still being provided to staff as needed.
 - b. Staff is being encouraged to get the vaccine with a \$25 Publix gift card once proof of vaccination is submitted to HR.
 - c. Cornie T. suggested that factual material should be available for staff about the vaccine.
5. Risk Assessment
 - a. Facility readiness for older adults and handicapped residents
 - i. Start with the data and start small.
 - ii. Work with what the need will be for each campus.
 - b. The Interior inspection program will start at the family campus.
 - c. Control access options for 2808 will either be a fab (key or card) or an app on a phone.
 - i. Mike D. and Keith H both offered to help with this assignment.
 - d. Increase in undesirable behavior at Family Campus including an increase of evictions.
 - i. Safety of staff and client is the number one appropriate.
 - ii. Incidents are happening at a higher rate and clients are causing altercations and incidents throughout the family campus.
 - iii. Suggested looking into off-duty Sherrif Officers instead of a private firm.
 - iv. Lease documents can be improved and will be reviewed by property & housing teams.
6. Capital Improvements/Deferred Maintenance Update
 - a. Several items need to be added and an updated document will be distributed before the next committee meeting.
7. The next meeting is set for Thursday, October 7th, at 4:00 PM.
8. The meeting adjourned at 5:03 pm.

Action Items:

Kerry will research Sheriff Officers replacing private security at the family campus.

Kerry will email an updated CapEx before the next meeting.

Kerry will connect with Jan Phillips and see what documents regarding the vaccine can be sent to all staff.

Kerry will follow up with Keith & Mike regarding access options for 2808 No Australian.

Minutes completed by Susan LaRocca