

The Lord's Place
Housing & Facilities Committee Meeting
January 6th, 2022 at 4 pm

Minutes

Present: Mike Stevens, Jim Kukla, Kerry Diaz, Bill Proctor, Cornie Thornburgh, Wes Lang, Scott Witzel, Mike Diaz, Calvin Philips, Susan LaRocca,

Not Present: Diana Stanley, Keith Hardy, & Bob McDonough

Guests: John Glidden

1. The meeting started at 4:02 pm.
2. Approval of Minutes from December 2nd, 2021. Motion to approve the minutes made by Mike S. seconded by Wes L., all in favor, motion passed.
3. Building Updates:
 - a. 2808 Australian Avenue
 - i. The building timeline is on schedule
 - ii. To visit the 2808 building site please coordinate with Scott W.
 - iii. All building permits have been paid.
 - iv. The generator has been ordered, next week we will receive what it will power.
 - v. Leyla from JC White made adjustments to the proposal to lower the price, still working together on what storage areas may be needed and reduce the proposal more.
 - vi. IT numbers from OMNI should be in next week.
 - vii. Cheney Brothers is working on the new appliances budget and prioritizing what to order.
 - viii. 2808 elevator and other access points related to staff safety were discussed, it was decided for safety that the elevators would need a key card for access.
 - b. Burckle Place III
 - i. Gaudet is the owner's rep.
 - ii. Simmons and white's contract was received and ready to be signed.
 - iii. The Budget is likely to increase significantly, it was created over two years ago and \$400,000 has already been spent thus far, \$1.5 million is left for building funds.
 - iv. John G. met with AMC, they should be able to get a rough bid in the next two weeks.
 - v. The building calendar is projected for eight to nine months.
 - vi. Kitchen equipment, security, internet, and lights will need a placeholder in the budget from other than AMC.

c. Family Campus

- i. The remodel project on the two units will start on January 11th, 2022, and cost about \$60,000 which approximately half will be paid tomorrow and the remainder when complete.
- ii. Security
 1. Off-Duty PBSO was at the campus for several months and it helped get the campus back to its normal state.
 2. There have been several small clusters of COVID which has postponed apartment walk-through checks.
 3. Additional cameras and lighting were installed.
 4. They are starting a program where a person will come in and teach the residents how to clean and maintain their apartments.
- iii. Cornie T. requested there be a capital reserve for each campus in the budget next year.

4. Fire Update

With the Dixie fire, the insurance carrier paid offered short of \$126,000 in lost business income and extra expense, it was agreed by the committee to accept this offer.

5. Landscape

- a. Discussion of wells and city water, xeriscaping, including the cost of maintaining.
- b. Cornie T. will reach out to her landscaper again in regards to the landscape of the campuses and will reach out to the board at large if necessary.

6. Other updates/information

- a. Mann Campus survey is complete and will get a proposal from an architect in the next few weeks.
- b. CapEx is continuing, Scott W. is going to visit all properties to see where the most needs are in the agency.

7. The meeting adjourned at 4:42 pm.

Action Items:

John G. will get an AMC quote back to the committee by the next meeting.

Cornie T. will reach out to her landscaper in regards to the landscape of the campuses and the board at large if necessary.

Research the cost of maintaining/operating each campus, waiting to meet with finance.

Minutes completed by Susan LaRocca