

Memo

To: Board Members
From: Tom Scaglione
Date: April 10, 2025
Subject: Facilities Committee Minutes – **Wednesday, April 9, 2025**

The Committee met on Wednesday, April 9, 2025, at 12:00 p.m. Members of the public were able to participate by telephone, Zoom, or in-person at the Grossmont Healthcare District Conference Center, located at 9001 Wakarusa Street, La Mesa, California.

Attendees: Director Virginia Hall, Chair
Director Gloria Chadwick, Member
Aaron Byzak, Interim Chief Executive Officer (via Zoom)
Tom Scaglione, Chief Administrative Officer (via Zoom)
Harman Sarky, Compliance Coordinator
Elizabeth Barrie, Barrie + Co. (via Zoom)

- A. Call to Order:** Director Chadwick called the meeting to order at 12:00 p.m.
- B. Approval of Agenda:** The agenda was approved as posted.
- C. Public Comment:** There was no public comment.
- D. Reports/Discussion/Possible Action Items**
 - 1. GHD Renovation Contracts
 - a) Design and Construction Management Services Contract (Barrie + Co. for \$293,958)
 - b) Architectural Design Services Contract (HGW for \$216,576)
 - c) Geotechnical Investigation Services Contract (American Geotechnical Inc. for \$10,000 - \$12,000)

CAO Scaglione explained the contracts have not changed since their last review, and they are awaiting final legal review from Counsel Scott. The Committee hereby *recommends* all three contracts, pending Counsel Scott's review, to move forward for a Board vote during the May 6 Board meeting.

2. Parking Lot Striping and Cement Stop Blocks Update

The Committee discussed the upcoming parking lot striping and per code, the need for wheel stops to be maintained in the four designated handicap parking spaces and repainted blue. The parking lot will be closed on Monday, April 28, from 7:00 a.m. until 3:00 p.m. to complete the striping. Signs will be posted two weeks prior to give everyone notice of the closure. This maintenance item is in the budget, and the number of parking spaces will remain the same.

3. Preliminary Proposed Facilities Budget for Fiscal Year 2025-26

CAO Scaglione presented the preliminary Facilities budget to the Committee, highlighting the need for their discussion and input. The budget will be distributed at the first Board meeting in May so the Board has time to review it before the second Board meeting in May where it will hopefully be adopted. If there is still more work to be done by the staff, the budget will be brought before the Board in June.

CAO Scaglione discussed the proposed Facilities budget in detail, focusing on significant differences from the previous year's requests. There was a decrease of \$1 million of the expenditures for the expansion due to the conservative timeline which is now projected through fiscal year 2026-27. The \$1.1 million for the actual budget this year is for the planning and architectural design of the project, with a little bit of pre-construction.

The Committee discussed the preliminary salary and wage increase of 7.4% which includes COLA, currently capped at 3.5%, and a pretty conservative merit policy of 5%. There is a provision for overtime and for payouts of vacation and sick pay if needed. Each department has this provision in their budget, and that is the reason there is a favorable budget variance.

CAO Scaglione addressed the question of overtime if evening Board meetings were scheduled, and staff needed to attend. The CEO, CAO, and CCHO are all salaried positions, so no overtime is paid. The overtime could be avoided for the staff by adjusting their schedules so no overtime would be accrued.

CAO Scaglione discussed the District's potential conversion to LED lighting which was a consideration a year ago but deemed too expensive. However, if there is a need for outdoor lighting where many lights need to be replaced, they can be converted to LED for a little more money which is more cost-effective in the long run. The Committee discussed the need for a potential replacement of an old air conditioning unit in the administrative wing of the building. The unit is currently functional, but is old and inefficient, and its replacement could lead to significant

electrical savings. A request for proposal (RPF) would need to be issued for the replacement. They also discussed the unforeseen budget provision which are funds budgeted for the possibility of accelerating or decelerating certain projects in the upcoming budget year.

The Committee discussed the need for a public area to display agendas and meeting information, and the feasibility of installing a digital billboard outside the library, considering its placement, visibility, and potential impact on the environment. CAO Scaglione stated that the digital billboard would be part of the overall budget review and not a separate item. He also clarified that the purchase of a digital billboard would be an installed acquisition, but there are no real estate acquisitions in the budget.

- E. Next Scheduled Meeting:** The next regularly scheduled meeting is on calendar for Wednesday, May 14, 2025, at 12:00 p.m.
- F. Adjournment:** There being no further business, the meeting adjourned at 12:32 p.m.