



**FACILITIES COMMITTEE MEETING AGENDA**  
**May 22, 2024 at 10:30 AM or immediately following the board meeting**  
**41550 Eclectic St. Palm Desert, CA 92260**  
**51625 Desert Club Dr., Ste 101, La Quinta, CA 92253**  
**81530 Ave 50 Indio, Ca 92201**

Board members must attend in person. The public may participate in person or by way of Zoom/Teleconference:

Join Zoom Meeting: <https://us02web.zoom.us/j/82442236621>  
Call-In: 16699006833 Meeting ID: 824 4223 6621

This meeting will be conducted in-person and is consistent with Governor Newsom's Assembly Bill 2449, preserving AB 361 and adding two more options for hybrid meetings: "just cause" and "emergency circumstances."

**Committee Members: Craig Borba, Aurora Wilson, Matt Gonda, Rudy Gutierrez, and Claudia Galvez.**

**I. CALL TO ORDER- Roll Call**

**II. APPROVAL OF THE AGENDA**

In order to meet Brown Act requirements, items may be added to the agenda only upon decision by a majority of the Board of Directors to add the item because of a need for immediate action.

**Motion:      Second:      Approved:      Opposed:      Abstention Name(s):**

**III. PUBLIC COMMENTS/PRESENTATIONS**

Public Comments: Persons wishing to speak are requested to be recognized at the appropriate time. General comments regarding non-agenda items will be called for at this time. Specific comments regarding agenda items will be called for during discussion of each item. Please be prepared to limit your Public Comment remarks to three (3) minutes.

**IV. CONSENT ITEMS: **Action Required****

**Approval of the Draft Minutes March 27, 2024 ([Attach. #1](#))**

**Motion:      Second:      Approved:      Opposed:      Abstention Name(s)**

**V. NEW BUSINESS ITEMS – **Action Required****



**A. Guthy Renker – Requesting a lease extension. Floor Plan with Options ([Attach. #2](#))**

Guthy Renker would like to extend their lease for 18-months. Consider Option A: and B:

- A. Increase the rent by 3%. Notify GR of potential upcoming construction and assure them that we will make every effort to minimize disruptions.
- B. Instead of renting to GR, consider leasing to nonprofit organizations - either individually or as a whole.

**Motion:      Second:      Approved:      Opposed:      Abstention Name(s)**

**B. LOI – Grand Parents Love ([Attach. #3a](#)) Floor Plan ([Attach. #3b](#))**

Grand Parents Love currently occupies a cubicle on the second floor and is seeking to upgrade to a larger cubicle within the same floor.

**Motion:      Second:      Approved:      Opposed:      Abstention Name(s)**

**C. LOI – Rechelle Brown – ([Attach. # 4a](#)) Floor Plan ([Attach. #4b](#)) Brief description of the organization ([Attach.4c](#))**

**Motion:      Second:      Approved:      Opposed:      Abstention Name(s)**

**VI. Informational Only –**

**A. Estimates from Shades West**

The staff will conduct another walkthrough with Shades West to specify particular shades for replacement rather than all the windows throughout the building. Once we receive the estimate, I will include it in the Capital Expense budget for FY 2024/25 for your review.

**B. Update on estimates for potential office construction on the second floor and improvements to Room 201.**

The administrative director continues to gather estimates for the improvements to Room 201 and the possible construction of offices on the second floor. I will ensure that all three estimates are incorporated into the capital improvements budget accordingly.



### **C. Management Company - Scope of Work options for selection**

- The staff is exploring three bids, encompassing the scope of work and associated costs. These bids will be reviewed for a decision at the next meeting.

### **VII. BOARD MEMBER / STAFF COMMENTS**

### **VIII. ADJOURNMENT: Next Meeting June 22, 2024**

**Agenda Posting:** Agendas will be posted on the Foundation website – [www.rapfoundation.org](http://www.rapfoundation.org) - a minimum of 72 hours prior to the meeting date. All public record documents for matters on the open session of the Agenda are available for inspection at the meeting listed in this Agenda, and at the following location three (3) days prior to the meeting date: Regional Access Project Foundation, 41-550 Eclectic St., Palm Desert, CA 92260. If a public record document that relates to a matter on the open session of the Agenda is distributed less than 72 hours prior to the meeting date, the public record document shall be available for inspection, at the same time it is distributed, at the address listed above. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990.