RAP FOUNDATION

FACILITIES COMMITTEE MEETING AGENDA
October 28, 2026 at 10:00 AM or immediately following the board meeting
41550 Eclectic St. Palm Desert, CA 92260
438 Hobron Ln., Honolulu, HI 96815

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/89348902868

Call-In: 16699006833 Meeting: 893 4890 2868

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, Claudia Galvez, George Colangeli

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 September 23, 2026 (Attach. #1)

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

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V. NEW BUSINESS ITEMS – Action Required

A. Annual Rent Increase for Tenants

Discuss whether RAP should continue a 3% annual rent increase or consider a 3%–5% rent increase every two years.

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

B. Capital Expense – Second -Floor Renovation Request – Floor Plan (Attach. #2)

Request for funding to renovate the remaining section of the second floor. The following options are presented for consideration:

- **Option 1:** Renovate three vacant offices for **$11,086.20**.
- **Option 2:** Renovate three vacant offices and the common area for **$38,385.20**.
- **Option 3:** Renovate eight offices and the common area for **$73,567.90**.

Each option includes new flooring, wallpaper removal, wall painting, labor, and materials.

Additional Considerations: The quotes do not include the cost of moving furniture before the work begins and returning it to its original position upon completion. **Option 1 will not incur additional furniture-moving costs**, as all three offices are vacant.

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

C. The Carolyn E. Wylie Center – Request for Early Lease Termination: Request to terminate the office lease effective November 30, 2026, one month before the current expiration date of December 31, 2026. (**Attach. #3**)

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

VI. Information Items

A. **Monday.Com Update – (Attach. #4)**

B. **The Office of State Senator Rosilicie Ochoa Bogh –** The Senator's office may be interested in leasing office space on the second floor.

C. **Titan Heating & Air Conditioning** completed some repairs October 2026.

- Several units required additional service due to dirty coils from upstairs construction and electrical/mechanical issues.
- Repairs included coil cleaning, capacitor replacements, contactor replacement, and compressor saver installations.
- Two units were identified as needing condenser fan motor replacements due to high amp readings.

Total Repair Cost $8,192

D. **Current Occupancy**

- Total Tenants: 28
- Available Offices: 6
- Available Suites: 1
- Available Cubicles: 9

VII. BOARD MEMBER / STAFF COMMENTS

IX. ADJOURNMENT: Next meeting TBD

Agenda Posting: Agendas will be posted on the Foundation website – 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.