

## **OFFICE UPGRADE COMMITTEE**

### **Meeting Minutes**

October 21, 2014

#### **I. Call to order**

Kay Lorenzen called to order the regular meeting of the Relocation Committee at 6:50PM on October 21, 2014 at 15610 N. 35<sup>th</sup> Ave Suite 7, Phoenix, AZ 85053.

#### **II. Discuss and possible action to appoint Chairman**

Motion was made by Paul Peterson and seconded by David Franklin:

*Moved to appoint Victor Armenderiz as Chair and Peggy Schwend as Secretary of the committee.* (Motion Passed).

#### **III. Discuss and possible action to appoint Secretary**

(See II above)

#### **IV. Discuss and possible action to change the name of the committee**

Initial name that was used for the committee is Relocation Committee Meeting. Discussion identified that the name did not represent the true purpose of the committee.

The Mission of this committee is to consider any and all possible solutions that will provide adequate office space for the District employees, storage and possibly provide a meeting space for the District meetings, that will be cost effective for the homeowners, and that will last for the next 30+ years.

The committee's tasks are to evaluate all options, develop the pros and cons of each possible solution, develop estimated costs, determine other needs such as sewer, power, water, permits, paving, landscaping, ADA requirements, consider convenience for home owners consider payment options, insurance and other items.

Motion was made by Victor Armendariz and seconded by Paul Peterson:

*Moved to change the name of the committee to Office Upgrade Committee.* (Motion Passed).

#### **V. Discussion on the following:**

Replacement; Location; Rebuild; Needs; Demolition; and address any/all serious problems of the district office.

Victor Armendariz asked David Franklin what would be the approximate cost of new building. Answer was about \$80 per square foot for the building only. There would be other costs that would have to be included to follow city code. Such as water retention, parking lot, landscaping, etc.

David Franklin (an architect) indicated that he did not believe prefab was a good option. He has experienced much difficulty and has had a hard time getting prefab buildings approved. David Franklin also comment that SFID can't use the building in the current state. Paul Peterson commented that the committee should explore the cost of upgrading the existing building and maybe adding a second floor. Discussion continued that another option is that the original building could possibly be gutted, dug down outside and sealed then raise up the foundation above the existing one above the flood line. It was commented that the existing building is 16 x 34 or 584 square feet. Paul Peterson asked if the City of Phoenix might have some culpability due to the street annex when the city raised and widened 43<sup>rd</sup> Ave. It was commented that option would probably require litigation and may or may not be of value.

It was commented that if city permits and code becomes a problem, SFID might be able to use the original footprint and build a second floor to increase the square foot of the building. Disabled access would be a problem for access to a second floor. That would have additional costs that possibly could be \$10K-\$20K or even more if an elevator was required.

Victor Armendariz asked the committee to keep in mind the 39<sup>th</sup> Ave location as a possibility for location of the office. After discussion about costs of permits, addition of sewer and water, etc., it was commented that the 43<sup>rd</sup> Ave location may be a more cost effective option for SFID. Using 43<sup>rd</sup> vs 39<sup>th</sup> would save the at least \$20K in developmental costs. Any zoning changes would take at least 5 months and then may not be approved.

A question of whether Thelda Williams should be brought into this issue was asked. David Franklin commented that we should only approach the Ms. Williams and the City Council if needed. It was commented that the tractor, dumpster and HOA shed could possibly be moved to the 39<sup>th</sup> Ave to free up space at 43<sup>rd</sup> Ave.

Paul Peterson commented that a 1500 square foot steel shell insulated building would cost about \$50K.

Paul Peterson also mentioned another option of buying the whole acre at the 43<sup>rd</sup> Ave location. This would allow more parking, and area to better meet code requirements.

Larry Hudson suggested buying a business location already built. There are small offices for sale on Greenway.

Brenda Brown will investigate the costs of buying a business location and report at the next meeting.

David Franklin volunteered to go down to the City of Phoenix and go over the options with the city and find what costs and what would be required for each option. He will report back with findings at the next committee meeting.

**VI. Discuss and possible action on setting next meeting date:**

There was general discussion to determine the best date and time for future meetings due to committee members' other obligations, and time for David Franklin to contact City of Phoenix to determine costs and feasibility of the various options for the SFID office. General consensus for next meeting: Thursday November 13<sup>th</sup> @ 6:30P at SFID Office 15610 N 35<sup>th</sup> Ave Suite 7, Phoenix, AZ.

**VII. Adjournment**

Kay Lorenzen adjourned the meeting at 7:44PM.

Minutes submitted by: Peggy Schwend

Minutes approved by: [Name]