


Meeting Minutes	
<b>Committee:</b> County Facilities Plan Steering Committee Phase 4.0	<b>Date:</b> 6/9/2021
<b>Location:</b> teleconference	<b>Meeting Sequence 109</b>
<b>Committee Voting Members in Attendance:</b> Jim Tarantino, Aaron Hertzberg, Stu Carron, Amy Keltner, Peter Nilles, Tim Christian, John Westrich	

1. Approval of CFP meetings minutes

**Action:** A motion to approve the meeting minutes from the May 20, 2021 meeting was seconded, motion passed unanimously.

2. County Facilities Plan System Update

a. Capital Request Review Sub-group recommendations

The Capital Request Review Sub-group for review of the 2022 capital project requests consisted of the CFP Steering Committee Coordinator (Peter Nilles), and representatives of two of the voting member departments (Peter Bratt from Parks and John Westrich from the zoo). Jack Sudar also participated in an advisory role as part of his current capital planning manager role. The sub-group reviewed the capital project requests and assigned a designation to each project, either "Recommend", "Hold", or "Not Recommended". The sub-group prepared a report for review by the CFP Steering Committee.

During CFP Steering Committee review of the report, three edits were requested:

- Add the list of projects that were recommended with any additional comments
- Acknowledge that the racial equity component was not considered consistently or comprehensively during the review of the projects
- Acknowledge that the designations provided were as of the date of the report, and further project development may occur after this review is complete

**Action:** A motion to endorse the report as edited was seconded, motion passed unanimously.

3. County Facilities Plan Project Requests

No items.

4. County Facilities Plan Strategy Updates

a. CFP strategy and racial equity focus

**Action:** A motion to accept the revisions to the CFP Steering Committee charter as presented was seconded, motion passed unanimously.

- b. Coggs reinvestment strategy update (informational only)

DAS-Facilities Management Division staff are currently coordinating with DAS-Performance, Strategy and Budget staff and consultants to develop/refine capital project requests anticipated to address the existing and future needs of Coggs. More information will be provided in the near future.
- 5. New Business

No items.
- 6. Tabled Topics & Projects

No items.
- 7. Announcements
  - a. The next CFP Steering Committee meeting will be held at the regularly-scheduled date and time, Thursday, June 17 at 9:30 a.m.
- 8. Adjournment