

1. Insurance. Received a quote for D & O insurance and have reviewed it with the City attorney (Cary Grace), City Insurance specialist assigned to Center (Leslie Milvo) and Clark Richards. It's pricey but necessary to purchase so we can build a history. I recommend applying late next summer for a new policy.
2. Benefits. Met with TriNet representative. They are recommended by Waterloo Insurance. They offer a full package of payroll processing, benefits (including medical, retirement, etc.); HR team support, risk & compliance packages. I'll be getting a quote from them soon. I am also talking with Paychex and will update the Board at the November meeting.
3. Construction.
  1. Still waiting for a bid from Trimbuilt who provided the security fencing at the south parking lot.
  2. Access control system. I have received a quote for both interior and external security.
  3. Still waiting to hear from the City traffic department on allowing the motorized gate.
  4. Working on getting a quote for two panic switches – one at intake and one at Control room.
  5. City Permitting. I am working with the County on applying for a building permit with the City Development Office. There will be a Preliminary Plan Review and we will attempt to see what can be done to expedite the process. There will also be the need for a demolition permit.
4. HOST team. We are working with the City on the third-floor space and anticipate a meeting with the County architect and the City architect.
5. 501©3 application. Application was turned in on September 26<sup>th</sup>.
6. We have received our tax-exempt certificate from the Texas Comptroller and have begun putting it in place.
7. The Office of the Medical Examiner will begin vacating their premises on the 12<sup>th</sup> and anticipate it will take a couple of weeks.
8. I'm ready to file the Assumed Name Certificate after I get clearance from the City and County attorney's on the process.