

To: Orchard Manor – Farm Committee

Date: July 5, 2017

Subject: Agenda for July 12, 2017 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Wednesday, July 12, 2017 at 10:00 a.m.** in the Boardroom at Orchard Manor. The committee will give consideration to and/or take action on the following items:

- Agenda:
1. Call to order at 10:00 a.m.
  2. Establish a quorum.
  3. Certification of compliance with the Open Meetings Law.
  4. Approval of agenda.
  5. Approval of the minutes.
  6. Farm business.
    - A. Farm vouchers and financial report.
    - B. Approval of withdrawal for balance due on covered entrance.
  7. Update on city sewer extension to Orchard Manor property.
  8. Community Services Building update.
  9. New County facility construction update.
  10. Orchard Manor operations.
    - A. Chairperson's report.
    - B. Maintenance Supervisor's report.
      - Update on facility.
    - C. Annual compliance maintenance resolution.
    - D. Equipment purchases/sales/repairs.
    - E. Administrator's report.
      - Update on facility issues.
      - Staffing update.
      - LEAN efficiencies update.
      - Future training costs.
    - F. Orchard Manor vouchers and financial report.
  11. Public comment.
  12. Set next meeting date.
  13. Adjournment.