

**ROSEVILLE VETERANS MEMORIAL HALL  
Meeting Agenda  
January 4, 2021 at 10:00 AM  
110 Park Drive, Roseville, CA**

Board of Trustees

Tim McClain  
American Legion Post  
169

Richard Howard  
American Legion Post  
169

Harold Hayek  
(President)  
FRA Branch 230

Vacant  
FRA Branch 230

Raquel Mangone  
(Secretary)  
VFW Post 1487

Anita Providence  
VFW Post 1487

Bonnie Gore  
Board of Supervisors

Alternates

Michael Scott  
American Legion Post  
169

Don Goard  
FRA Branch 230

Mia Portilla-Dimmick  
VFW Post 1487

Vacant  
Board of Supervisors

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes**
  - a. Minutes from November 2, 2021. (Attachment)
  - b. Minutes from November 23, 2021. (Attachment)
5. **Public Comment**
  - a. Any member of the public may address the Hall Board regarding items not on this Agenda. It is requested that comments be brief, since the Board is not permitted to take any action on items addressed under Public comment. Agenda Items should be submitted at least 3 weeks in advance for consideration to the Hall Coordinator at RosevilleHall@placer.ca.gov.
6. **Information / Non Action Items**
  - a. Review Work Order / Custodial Hours Report. (Attachment)
  - b. Reminder MOU Revenue / Expenditure Reports are Due January 31<sup>st</sup>.
  - c. Flood Insurance.
  - d. Update regarding PA System overheating – Duane.
  - e. Update regarding wireless microphone compatibility.
  - f. Update regarding AED Training – Harold.
  - g. Update regarding Crisis Hotline Banner.
  - h. Update regarding replacing the cushions in the lodge rooms.
  - i. Update regarding painting of the rooms upstairs.
7. **Action Items**
  - a. Review / Modify / Ratify Building Maintenance Project List. (Attachment)
    - I. Follow up in swamp cooler leaks – Duane.
    - II. Follow up on air coming out of hot water faucet in ladies bathroom – Duane.
  - b. Veterans groups decide on discontinuing MOU program.
8. **Reports**
  - a. Late-arriving correspondence.
  - b. Veterans Reports.
  - c. Hall Use Report.
9. **Announcements**
  - a. Next regularly scheduled meeting date: March 1, 2021.
10. **Adjournment**

Placer County is committed to ensuring that persons with disabilities are provided the resources to participate fully in public meetings. If you require disability-related modifications or accommodations, including auxiliary aid or services, to attend or participate in this meeting, please contact Facilities via the below methods. Requests should be made three (3) working days in advance whenever possible. Agenda and Attachments for the above referenced meeting can be viewed at the following link: <http://www.placer.ca.gov/halls>.

Roseville Veterans Memorial Hall  
Board of Trustees Meeting  
110 Park Drive, Roseville, CA 95678

Minutes of Meeting for: November 2, 2020

1. **Call Meeting to Order:** Meeting called to order by Board President Phil Jordan at 10 AM.
2. **Pledge of Allegiance:** Pledge of Allegiance recited.
3. **Roll Call:**
  - a. Trustees present:  
Philip Jordan (President), Roseville American Legion -Post 169  
Richard (Dick) Howard, American Legion -Post 169  
Harold Hayek (Secretary), FRA -Branch 230  
Robert (Bob) Lightfield, FRA -Branch 230  
Raquel Mangone, VFW Post 1487
  - b. Guests present:  
Duane Espinoza, Placer County Facility Management  
Taylor Penticoff, Placer County Veterans Memorial Hall Coordinator  
Bonnie Brewster, Mavericks  
Joy Howard, Whirl-A-Ways  
David Briggs, Whirl-A-Ways
  - c. Guests Online:  
Landon Wolf, Placer County Supervisor -District 1
4. **Approval of Minutes**
  - a. Motion made (Dick Howard/Raquel Mangone) to approve the minutes for the March meeting as distributed. Motion Carried.
  - b. The regularly scheduled meeting for May was canceled due to Covid-19 restrictions.
  - c. The regularly scheduled meetings for July and September were both canceled due to the lack of a quorum.
5. **Public Comment**
  - a. None
6. **Information / Non-Action Items**
  - a. Review Work Order / Custodial Hours Report.
    - i. Duane reports normal routine maintenance of the hall continues.
    - ii. Faucets have been replaced in the women's bathroom to allow them to remain on continuously which solves the hot water issue which had been reported.
    - iii. The hall was broken into recently. Entry was made through the door downstairs. The Boy Scouts closet was broken into and some backpacks were taken along with some water and some food. They also broke into a refrigerator but nothing of note was missing. Maintenance has put a security plate on the outside of the door and the door has been reinforced so it won't open as easy.
    - iv. Phil reported the hasp on the shed was pried off but no entry was made due to a secondary knob lock. Phil asked Duane if there are plans to put a security plate on the shed door. Duane said there are no plans to put a plate on that door at

- this time. They put the hasp back on and it is secured. It can be done if the board decides they want one.
- v. While doing health checks of the building some time ago Duane came in and found the hall flooded. It only flooded a little in front of the two entry doors about half way out onto the floor. There is a white stain where the flood occurred which will be cleaned up prior to opening the building up to the public. The rain drain overflowed because the sump pump failed. The pump was repaired as soon as the problem was discovered.
  - vi. Phil noted the ceiling fans for the service office have been installed along with the additional outlets for the two smaller offices.
- b. Review 2019-20 Cost vs Revenue Reports.
- i. Phil noted the balance of the Roseville Hall Board discretionary fund is \$18,537. The Hall Board received \$10,000 for the county at the beginning of every fiscal year, July 1<sup>st</sup>. Dick Howard inquired whether the funds could be used to improve the outside of the building, (ie: power wash the building, add gutter guards.) Duane said the funds could be used for these items. He will look into gutter guards and get back to the board.
- c. MOU Revenues and Expenditures Report Due January 31st.
- i. Duane explained the report needs to specifically include where the funds came from and who the funds were donated to. Last year's reports tended to only give totals with no details.
- d. Wireless microphone use with hall equipment.
- i. Phil reported there was a problem with the equipment in the hall during the annual collectors show in February. He tested the microphone in the morning and everything worked fine but during the day it quit. The problem was the equipment overheated. Duane said the maintenance crew was supposed to cut some vent holes in the cabinet where the equipment to allow for air flow for cooling. He will follow up to see if it has been completed.
  - ii. Harold asked a question about compatibility with microphones if a group would like to use their own microphone. Duane will follow up with the tech people and get back to us regarding compatibility.
- e. Problems with hot water and faucets in women's bathroom.
- i. This item has been completed.
- f. Identification labels for all cabinets.
- i. Phil stated the cabinets for the veteran's groups are pretty much all labeled. We would just like to know if there are any cabinets that are currently not being used.
  - ii. Taylor reported the county does not have a list of key holders for the cabinets. The keys for these cabinets are held by the users. The hall board is in control of the cabinets.
- g. AED maintenance and training.
- i. Harold reported the AED started beeping back in April due to a bad battery. After checking the unit it was discovered the pads were also expired. Harold purchased a new battery and pads, installed them and did the required maintenance. He also printed up a complete user's manual for the AED and a log sheet; both are in the cabinet with the AED. Harold performs a test on the AED monthly.
  - ii. Harold replaced the battery and pads at his own expense as a donation; however, the hall board needs to come up with a plan for the maintenance and any expenses incurred in the future. Harold said he would be glad to continue to do the monthly maintenance if the board wants.
  - iii. Since we have the AED available in the hall training is needed for the users of the hall. Harold indicated the dance groups will plan a training event for their dancers but training will be needed for the other people using the hall.
  - iv. Phil asked if the Hall Board Discretionary funds could be used for the maintenance and training for the AED. Duane said they could. The best way to do this is to advise Duane of what is needed and have him pay with a county

- purchasing card. Phil said it would be a good idea to plan an event for the veterans groups and regular users to be trained and he would support using the discretionary funds to pay for the training.
- v. Phil asked a question regarding opening up the hall. We know we can't go out to the public for renting the hall but would we be able to host a class in the fall for the veterans groups and the regular user's use of the hall? Duane answered the hall is still considered closed and we would not be able to hold a class in the hall at this time.
  - vi. Duane stressed the importance of calling 911 in the event of a heart event. Due to our proximity to the fire department the first responders could get to the hall quicker. The AED is not a replacement for calling 911.
- h. Hanging of framed flag donation.
- i. The framed flag was presented to the county for mounting in the position voted upon at our last meeting.
  - ii. It was suggested a plaque be placed on the wall to explain the history of the flag and why it is here.
  - iii. Raquel asked if anyone consulted the US Flag Code regarding displaying this item in the veterans hall. Her concern is this framed flag may not meet the code. Duane said he is familiar with the flag code since he handles flags for the county. He will double check the code. In this case he believes this is not a flag any more since it is not a complete flag. This would be considered a piece of art. He will double check to make sure.

## 7. Action Items

- a. Review / Modify / Ratify Building Maintenance Project List.
  - i. There are currently no projects outstanding.
  - ii. Dick asked if the swamp cooler leak has been repaired. Duane said he did not know but will follow up.
  - iii. Raquel said the last time she used the ladies' room upstairs a bunch of air came out of the hot water faucet. Duane said he has noticed the same thing when he does a check of the building each week. There seems to be a problem with the heater. Duane will have someone look into it.
- b. Crisis Hotline Banner.
  - i. Phil will follow up with John Healy who is the originator of this project. There has been discussion regarding where to place the banner where it would be visible without going through the cities sign permitting process. This item will remain on the agenda.
  - ii. Harold suggested the possibility of using the existing monument sign. Phil said the monument sign needs a lot of work. We could use our discretionary funds to do this. Duane said sign work is expensive and could cost \$10,000. Phil is going to check with Bayside & Home Depot to see if they would like to participate.
- c. Use of display cases in the auditorium.
  - i. There are currently 10 wall-mounted display cases in the main hall.
  - ii. Raquel said she would like to see the 10 wall-mounted display cases be utilized by the veterans groups to display the organizations history and other items of significance to each group.
  - iii. A motion was made (Harold/ Raquel) to give each of the existing veterans groups (American Legion, FRA, and VFW) 3 wall-mounted display cases to fill at their discretion and leave the last one to display the history of the building. Motion carries.
- d. Consider maintaining paying regular-user groups.
  - i. Motion was made (Harold/Dick) to maintain the paying regular-user groups as listed in the agenda. Motion carries.
    - 1. Associated Square Dancers of Superior California.
    - 2. Christian Singles Network.

3. Overalls Square Dance Club.
  4. Toni Curso Line Dancing.
  5. Whirl-A-Ways.
  6. Mavericks.
- e. Consider Album Revolution as a regular user.
    - i. They only hold 2 events per year. The primary reason for being a regular user is the ability to select dates on the colander before it is released to the general public.
    - ii. Raquel asked if they have given any indication they would want to use the hall more than twice a year. Taylor said they have never asked for more than two Saturdays in the past and the letter of his request says he only wants 2 or 3.
    - iii. A motion was made (Raquel/Dick) to accept Album Revolution as a regular user. Motion carries.
  - f. Approval of 2021 Hall reservation calendar.
    - i. Taylor said there are some dates left that the American Legion needs to add. She added the dates to the online calendar but they are not on the calendar provided in the minutes.
      1. January 9<sup>th</sup>, main hall from 9:00 am to 3:00 pm.
      2. February 6<sup>th</sup>, main hall from 4:00 pm to 8:30 pm. This will bump the Christian Singles Network dance for that date.
      3. May 7<sup>th</sup>, main hall from 2:00 pm to 9:00 pm.
    - ii. Raquel said the VFW has reserve the entire hall on February 13<sup>th</sup> for a fund raiser.
    - iii. Phil said February 27<sup>th</sup> should be reserved for a collectors show in the entire hall from 9:00 am to 2:00 pm.
    - iv. The American Legion Auxiliary requested the entire hall on April 24<sup>th</sup> from 8:00 am to 5:00 pm.

## 8. Reports

- a. Late-arriving correspondence.
  - i. None
- b. Veterans Reports.
  - i. Fleet Reserve: Harold reported the FRA has had a couple meetings via Zoom but not much happening. We have had a number of losses recently. A couple have passed away and others have moved or have not renewed so we have seen our membership going down significantly. Our focus for 2021 will be to recruit new members.
  - ii. VFW: Raquel reported they do their meetings over 'Go To Meeting'. We have been doing buddy checks over the phone and, in some cases actually drove out to people's houses. We are brainstorming ideas for fundraising because we took a big hit this year due to COVID. One idea is having a drive-thru barbeque. Just trying to come up with ideas to raise funds.
  - iii. American Legion: Phil Reported:
    1. The American Legion Post is coming up on their 100<sup>th</sup> anniversary is coming up in 2023. He is working on getting history for the post as well as history of the hall.
    2. The Honor Flight program orientations that were scheduled this year were canceled. The earliest they will be doing anything will be February of March 2021. Phil will be meeting with the committee to start work on orientations for 2021. Phil inquired about scheduling Honor Flights out of Sacramento and has asked to lead the program.
- c. Hall Use Report.
  - i. Taylor said she has no report since the hall is not open.
  - ii. Phil asked about the turnover for the new board. Taylor said there are a few people she needs paperwork from. Once she has all the information she can

turn it over to the county for approval. She wants to complete the turnover prior to the end of the year. She may have to call a special meeting. She will let us know.

**9. Announcements**

- a. Next regularly scheduled meeting date: January 4, 2021.

**10. Adjournment:**

- a. Phil adjourned the meeting at 11:45 am.

Respectfully submitted by Harold Hayek, Secretary

Board of Trustees

Tim McClain  
American Legion Post 169

Richard Howard  
American Legion Post 169

Harold Hayek  
FRA Branch 230

Vacant  
FRA Branch 230

Raquel Mangone  
VFW Post 1487

Anita Providence  
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Board of Supervisors Alternates

Michael Scott  
American Legion Post 169

Don Goard  
FRA Branch 230

Mia Portilla-Dimmick VFW Post 1487

Vacant  
Board of Supervisors

**ROSEVILLE VETERANS MEMORIAL HALL**  
**Special Meeting Agenda**  
**November 23, 2020 at 10:00 AM**  
**110 Park Drive, Roseville, CA**

**1. Call Meeting to Order 1000**

**2. Pledge of Allegiance Lead by Phillip Jordan**

**3. Introduction of Trustees and Alternates**

**4. Roll Call**

**5. Election of Officers Raquel Mangone elected as Secretary. Harold Hayek elected as President.**

a. Per Adopted Rotation. (Attachment)

**6. Public Comment -**

a. For public comment or to listen in on the meeting, please dial into the Microsoft Teams Meeting conference line.

Any member of the public may address the Hall Board regarding items not on this Agenda. It is requested that comments be brief since the Board is not permitted to take any action on items addressed under Public comment. Agenda Items should be submitted at least three (3) weeks in advance for consideration to the Hall Coordinator at [RosevilleHall@placer.ca.gov](mailto:RosevilleHall@placer.ca.gov).

No public comments

### **7. Information Items**

- a. Review Work Order / Custodial Hours Report. (Attachment)
- b. 2019/2020 Cost VS. Revenue. (Attachment)
- c. Use Fee Discussion.

How do we increase Hall revenue? Discussed adding a use fee of \$150 per reservation in addition to Hall rental fee. Discussed dance groups donations go to the County to offset operation costs of Hall operation instead of the veterans groups per MOU dated 2015. Nonprofits will not incur usage fee. Usage fee will apply to single users. Suggest regular users pay a one time yearly usage fee. It was also suggested that the regular users do a yearly fundraiser to help offset the Hall operation costs. Hall Board President will draft a letter to veteran stating intention to dissolve MOUs. The veteran groups and dance groups will have a chance to express concerns and/or agreement during the public comment section at the next regularly scheduled meeting on 4 January, 2021.

- 8. Action Items** a. Review / Modify / Ratify Building Maintenance Project List. (Attachment) b. Approval of 2021 Hall reservation calendar. (Attachment)

No new maintenance projects. County will research replacing the cushions on the Lodge Rooms. Phil Jordan is research the painting of the rooms upstairs, and the Hall's building entrance. He will put in a request to Serve Day by Bayside Church. Also will put in for a grant from Home Depot. John McClain made motion we replace cushions in the upstairs cushions in the Lodge Rooms. Motion second by Bonnie Gore. Motion passed.

- B. Approval of 2021 Hall reservation calendar. (Attachment)  
Bonnie Gore made motion to accept

### **b. Veterans Reports.**

VFW is still doing Buddy Checks and working on small gift bags for our members who are still quaranteinig and have mobility issues, with snacks and pamphlets on resources available for veterans.

### **c. Hall Use Report.**

Nothing to report

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Facilities Management ▪ Building Maintenance Division ▪ 11476 C Ave ▪ Auburn, CA 95603  
(530) 886-4958 office ▪ (530) 889-6859 fax ▪ [RosevilleHall@placer.ca.gov](mailto:RosevilleHall@placer.ca.gov)

## **9. Reports**



- a. Late arriving correspondence. None
- b.

**10. Announcements**

- a. Next regularly scheduled meeting date: January 4, 2021.

**11. Adjournment**

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## **ROSEVILLE VETERANS MEMORIAL HALL HALL BOARD OFFICE ROTATION**

~~YEAR OFFICE ORGANIZATION 2017 — 2018 President FRA — Bob Lightfield Secretary None Elected~~

~~2018 — 2019 President VFW — Raquel Mangone Secretary AL — Phil Jordan~~

~~2019 — 2020 President AL — Phil Jordan Secretary FRA — Harold Hayak~~

~~2020 — 2021 President FRA - Secretary VFW -~~

~~2021 — 2022 President VFW Secretary AL~~

~~2022 — 2023 President AL Secretary FRA~~

~~2023 — 2024 President FRA Secretary VFW~~

~~2024 — 2025 President VFW Secretary AL~~

~~2025 — 2026 President AL Secretary FRA~~

~~2026 — 2027 President FRA Secretary VFW~~

~~2027 — 2028 President VFW Secretary AL~~

~~2028 — 2029 President AL Secretary FRA~~

~~2029 — 2030 President FRA Secretary VFW~~

**Date Request ID Original Message Status Priority Date Closed Labor Hours** 11/1/2020 27336 CUSTODIAL ROSEVILLE MEMORIAL HALL MMP Open Continuing 6.5

11/1/2020 50937 BLDG MNTC Building Services MEMORIAL HALL ROSEVILLE

11/2/2020 27407 Perform preventive maintenance as per procedure details (HVAC)

11/2/2020 27408 Perform preventive maintenance as per procedure details (HVAC)

11/2/2020 35594 Perform preventive maintenance as per procedure details (HVAC)

11/2/2020 39033 Perform preventive maintenance as per procedure details (HVAC)

11/2/2020 39036 Perform preventive maintenance as per procedure details (HVAC)

11/2/2020 39039 Perform preventive maintenance as per procedure details (HVAC)

11/2/2020 39042 Perform preventive maintenance as per procedure details (HVAC)

11/2/2020 39045 Perform preventive maintenance as per procedure details (HVAC)

11/2/2020 48596 Perform preventive maintenance as per procedure details (Equipment)

11/4/2020 79481 We will need tables and chairs set up for written examinations. The examinations will take place at the Roseville Veterans Memorial Hall in the

large auditorium. The examinations will take place on Tuesday, November 17, 2020 and Wednesday, November 18, 2020 as follows:  
Tuesday, November 17 - We will have two sessions of 50 people one starting at 8:30am and one at 1:15pm. Please set up tables and chairs to allow for social distancing (6 feet apart) - 50 tables and 1 chair facing the stage at each table if possible. Please have the room set up no later than 7:30am. Please set up 2 tables by the entrance for check in and a microphone at the stage. We will be done no later than 4:15pm. If possible, please leave the tables and chairs set up for examinations the next day. We will need the same setup for Wednesday, November 18 with two sessions of 50 people each, one starting at 8:30am and one at 1:15pm. Please set up tables and chairs to allow for social distancing (6 feet apart)- 50 tables and 1 chair facing the stage at each table if possible. Please have the room set up no later than 7:30am. Please set up 2 tables by the entrance for check in and a microphone at the stage. We will be done no later than 4:15pm. Please contact me if you have any questions. Thank you.

11/9/2020 79570 Purchase and install Strike security plate on wooden door of storage building behind the hall. Check hinges/strike/lockset for correct operation and security. Raise Padlock hasp if needed to install plate

11/9/2020 79579 Please hang artwork in foyer. Art is located in the custodial room between the restrooms in cardboard box. Box is leaning against cabinet and labelled. It is a rectangle shaped framed section of a flag. Hang according to image sent to Dan Slifer. See Duane for any questions.

11/9/2020 79581 Women's room in the veterans area has a single sink with local water heater next to it. When the hot water is turned on, there is generally air in the line before water comes out. Please inspect and see if anything can be done to prevent this. Open Continuing

Closed Low 1-10 Days 11/2/2020 Closed Low 1-10 Days 11/2/2020 Closed Low 1-10 Days 11/2/2020 Closed Low 1-10 Days 11/2/2020 Closed Low 1-10 Days 11/2/2020 Closed Low 1-10 Days 11/2/2020 Closed

Low 1-10 Days 11/2/2020 Closed Low 1-10 Days 11/2/2020 In Progress Low 1-10 Days

In Progress Low 1-10 Days

Work Complete Low 1-10 Days





## Memorial Halls Cost Analysis (Percentages)

### Revenue vs. Operating Costs (%)

FY 11/12 FY 12/13 FY 13/14 FY 14/15

Ops Cost Revenue % Ops Cost Revenue % Ops Cost Revenue % Ops Cost Revenue % **Auburn** 103,465.16 10,825.00 **10.46%** 109,975.82 8,165.23 **7.42%** 106,965.07 5,658.77 **5.29%** 127,923.43 5,839.00 **4.56%** **Auburn**

**Colfax** 32,410.85 580.00 **1.79%** 22,207.04 907.50 **4.09%** 52,486.61 185.00 **0.35%** 54,120.50 780.00 **1.44%** **Colfax Foresthill** 99,200.37 5,005.00 **5.05%** 113,409.18 2,295.00 **2.02%**  
 100,841.92 4,340.00 **4.30%** 175,781.16 5,150.00 **2.93%** **Foresthill Lincoln** 46,811.74 12,630.00 **26.98%** 44,204.96 12,140.00 **27.46%** 64,540.97 9,391.71 **14.55%** 99,278.95  
 7,625.00 **7.68%** **Lincoln Loomis** 52,842.82 8,880.00 **16.80%** 44,040.02 8,805.00 **19.99%** 88,024.80 8,647.00 **9.82%** 105,319.27 10,450.00 **9.92%** **Loomis Roseville** 92,988.32  
 12,275.00 **13.20%** 75,776.00 12,030.00 **15.88%** 82,862.24 11,520.00 **13.90%** 132,277.12 10,822.50 **8.18%** **Roseville** \$427,719.26 \$50,195.00 **11.74%** \$409,613.02 \$44,342.73  
**10.83%** \$495,721.61 \$39,742.48 **8.02%** \$694,700.43 \$40,666.50 **5.85%**

### Revenue vs. Operating Costs (%)

FY 15/16 FY 16/17

FY 17/18

FY 18/19

Ops Cost Revenue % Ops Cost Revenue % Ops Cost Revenue % Ops Cost Revenue % **Auburn** 131,669.34 8,100.00 **6.15%** 119,278.25 5,650.00 **4.74%** 173,276.34 8,050.00 **4.65%**  
 92,385.57 6,650.00 **7.20%** **Auburn**

**Colfax** 48,038.29 375.00 **0.78%** 52,950.08 780.00 **1.47%** 68,830.25 125.00 **0.18%** 41,667.41 530.00 **1.27%** **Colfax Foresthill** 145,403.88 7,350.00 **5.05%** 196,473.70 7,447.50  
**3.79%** 177,633.91 6,456.00 **3.63%** 151,223.32 6,950.00 **4.60%** **Foresthill Lincoln** 88,101.00 11,290.00 **12.81%** 87,339.88 7,285.00 **8.34%** 92,474.22 9,200.00 **9.95%** 53,796.77  
 8,400.00 **15.61%** **Lincoln Loomis** 106,153.88 12,805.00 **12.06%** 104,887.80 11,450.00 **10.92%** 118,968.61 11,350.00 **9.54%** 63,139.24 9,250.00 **14.65%** **Loomis Roseville**  
 140,540.00 14,540.00 **10.35%** 148,716.79 15,070.00 **10.13%** 192,586.78 16,865.00 **8.76%** 86,978.41 18,635.00 **21.42%** **Roseville** \$659,906.39 \$54,460.00 **8.25%** \$709,646.50  
 \$47,682.50 **6.72%** \$823,770.11 \$52,046.00 **6.32%** \$489,190.72 \$50,415.00 **10.31%**

### Revenue vs. Operating Costs (%)

FY 19/20 FY 20/21 FY 21/22 FY 22/23

Ops Cost Revenue % Ops Cost Revenue % Ops Cost Revenue % Ops Cost Revenue %  
**9 Year Average %**

Auburn \$84,850.25 \$3,800.00 4.48% Auburn 6.11% Colfax \$43,147.85 \$0.00 0.00% Colfax 1.26% Foresthill \$138,281.08 \$2,410.00 1.74% Foresthill 3.68% Lincoln \$41,877.44

\$1,600.00 3.82% Lincoln 14.13% Loomis \$47,854.08 \$6,550.00 13.69% Loomis 13.04% Roseville \$86,697.83 \$10,980.00 12.66% Roseville 12.72% \$442,708.53 \$25,340.00 5.72%

8.19%

## ROSEVILLE MEMORIAL HALL FISCAL YEAR 2019/2020

### PREVENTATIVE / ROUTINE MAINTENANCE

**Operating Costs Amount** Maintenance 40,373.72 Custodial Labor 23,279.92 Custodial Supplies 868.15 Utilities 15,701.05 Grounds 6,474.99 **Total Costs \$ 86,697.83**

### Operating Revenue

Rent 10,980.00 **Total Revenue \$ 10,980.00**

### CAPITAL PROJECTS

**Project Costs Amount** Ceiling fan installation and lighting upgrade in Veterans' Services office area 1,226.36 **Total Costs 1,226.36 \$**

Date	Request ID	Original Message	Status	Priority	Date Closed	Labor Hours
11/20/2020	80137	We will need tables and chairs set up for a written examination. The examination will take place at the Roseville Veterans Memorial Hall in the large auditorium. The examination will take place on Wednesday, December 2, 2020. We will have two sessions of 50 people, one starting at 8:30am and one at 1:30pm. Please set up tables and chairs to allow for social distancing (6 feet apart) - 25 tables and 2 chairs at each table facing the stage. Please have the room set up no later than 7:30am. Please set up 2 tables by the entrance for check in and a microphone at the stage. We will be done no later than 4:30pm. Thank you!	Closed	Medium 1-3 Days	12/9/2020	
12/1/2020	28270	CUSTODIAL ROSEVILLE MEMORIAL HALL	Open	Continuing		17
12/1/2020	28333	Perform preventive maintenance as per procedure details (HVAC)	Closed	Low 1-10 Days	12/1/2020	
12/1/2020	50938	BLDG MNTC Building Services	Open	Continuing		
12/1/2020	52901	Perform preventive maintenance as per procedure details (Building Exterior)	Closed	Low 1-10 Days	12/1/2020	
12/3/2020	81051	The clock on the back wall in the main auditorium is not working. Please replace batteries. We have examinations scheduled at the hall on December 15 & 16. Thank you!	Closed	Low 1-10 Days	12/11/2020	
12/3/2020	81075	Update all locks to an electronic system.	In Progress	Low 1-10 Days		
12/7/2020	28268	Perform preventive maintenance as per procedure details (Fire/Life Safety)	Work Complete	Medium 1-3 Days		
12/15/2020	75678	Custodial Inspection of the facility Use Inspection Form at T:\FAC\BUILDING MAINTENANCE\CUSTODIAL\Inspection Reports	In Progress	Low 1-10 Days		
12/18/2020	81500	HR is tentatively planning to conduct an examination for one of our essential public safety positions on January 12th and 13th at the Roseville Vet Hall. Assuming that we are able to hold testing at that point in time, our Risk Management staff has advised that portable sneeze guards/clear coverings be placed on the check-in tables to limit staff exposure to applicants while in close proximity. We would like to have three portable plexiglass guards created to fit the measurements of a check-in table for use at any of our vet halls. Is it possible to have the BCM's measure the size of a check-in table and customize one for us?	In Progress	Low 1-10 Days		



