FORESTHILL VETERANS' MEMORIAL HALL
Meeting Agenda
January 7, 2019 at 6:00 PM
24601 Harrison Street, Foresthill, CA

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Approval of Minutes
   a. Minutes from November 5, 2018 (Unavailable at this time)

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 2 weeks in advance for consideration. Please contact the Hall Coordinator at (P.O. Box 184), 24601 Harrison Street, Foresthill, California 95631 (530) 367-3640, foresthillhall@placer.ca.gov

6. Information / Non Action Items
   a. Work Order / Custodial Hours Reports. (Attachment)
   b. Review Foresthill Parks and Memorial Hall Projects. (Attachment)

7. Action Items
   a. Review / Modify / Ratify Building Maintenance Project List. (Attachment)

8. Reports
   a. Late-arriving correspondence.
   b. Veterans Reports.
   c. Hall Use Report.

9. Announcements
   a. Next regularly scheduled meeting date: March 4, 2019

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.
<table>
<thead>
<tr>
<th>Work Order</th>
<th>Custodial</th>
<th>Priority</th>
<th>Status</th>
<th>Date</th>
<th>Remarks</th>
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<td>Custodial</td>
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<td>1/22/2018</td>
<td>7283 CUSTOMIAL FORESTHILL MEMORIAL HALL MHP</td>
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<td>Work Order</td>
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<td>1/3/2018</td>
<td>6144 Perform preventive maintenance as per procedure dets. (FIRE)</td>
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<td>Medium</td>
<td>1/3/2018</td>
<td>25728 Two emergency lights are out in the large room by the clock</td>
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<td>Work Order</td>
<td>Custodial</td>
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<td>9/13/2018</td>
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<td>Medium</td>
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**Key:**
- **Open:** Work order issued, supervisor reviewed, assigned to an employee & in their queue to begin.
- **Progress:** Work order assigned to an employee & in their queue to begin.
- **Closed:** Work requested is complete.

**Dates:**
- 1/22/2018
- 1/23/2018
- 1/3/2018
- 9/13/2018
- 10/15/2018
- 8/3/2018
- 12/4/2018
- 9/1/2018
- 11/1/2018
- 10/1/2018
## Foresthill Park / Memorial Hall Projects
### December 2018

<table>
<thead>
<tr>
<th>Project</th>
<th>Project Description</th>
<th>Project Contact</th>
<th>Current Status / Comments</th>
<th>Updated / Unchanged</th>
</tr>
</thead>
</table>
| Memorial Hall Annual Log Maintenance | Sanding, Staining, and Finishing the Memorial Hall Logs, as required annually. Log Chinking and Caulking is also included. | Shawna Howard  
  p: 530-886-7956  
  e: showard@placer.ca.gov  
  Capital Improvements | The BPO with SW Allen has been issued and is effective July 1, 2017 - June 30, 2018. Truss work complete. SW Allen pressure washed the exterior, refinished entry purlins and gable end, applied a finish coat to the fascia, and stained deck and stairs. The new entry doors have been delivered and SW Allen is working on scheduling the install. A few additional maintenance items are to be completed as part of this year’s BPO. County staff, including Matt Randall, structural engineer with CDRA, visited the Memorial Hall last month to review log split locations, including at the new wood truss at the main entry. No significant structural concerns were found at the entry truss bottom cord where a new split has opened up. Metal bands were discussed to keep the splitting from getting worse. In addition, a standard log gap filler was proposed.  
  9-22: The truss work will be included with the Kitchen Hood Upgrade project. | No Change: 12/18/18 |

| Memorial Hall | Kitchen Hood Upgrade | Shawna Howard  
  p: 530-886-7956  
  e: showard@placer.ca.gov  
  Capital Improvements | Consultant and Building Department are okay with relocating the vent to the West side of the gable. JOC Contractor scheduled to do a site visit on January 4, 2018 with their subcontractors. JOC Contractor is preparing Proposal and should submit it early next week.  
  2-20-18: Proposal received and reviewed. Project can not move forward at this time due to construction cost and current funding.  
  5-3-18: Consultant will update construction documents for bidding. Once funding is available in FY 18/19, we plan to bid the project in August 2018 with construction in December 2018.  
  8-22-18: Plans and Species to the Board on September 11, 2018 for approval and permission to bid. Construction scheduled for December 2018.  
  10-19: Project was awarded to PNP Construction. Contract is routing for signatures. Construction is scheduled for December 2018.  
  12-18: Construction started on December 17, 2018. The contractor is currently on schedule to be done by January 5, 2019. | Updated: 12/18/18 |
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<tbody>
<tr>
<td>Todd Valley Pond Park</td>
<td>Relocate asphalt and gravel parking lot.</td>
<td>Lisa Carnahan, p: 530-889-6837, e: <a href="mailto:lcarnahan@place.ca.gov">lcarnahan@place.ca.gov</a> Parks</td>
<td>Upper gate at Foresthill Road will be left open 24 hours per day on a trial basis to allow public vehicle access to the lower parking area near the pond. If 24 hour access invites mischief, we will regroup and look for efficient options to close the gate at night. 3/22/17 - within the last 2 weeks, someone damaged the large gate. Also, the Sheriff has requested “No Camping” signs be placed at the park. On 4/18, County staff was alerted that the porta potty had been vandalized with some violent graffiti. Law enforcement was to be contacted. Porta potty replaced. Community has shown interest in connectivity trails from Todd Valley pond to Worthn’s. Ted Rel in Parks submitted a grant to the Sierra Nevada Conservancy on 10/1 that would incorporate fuels reduction within the Todd Valley Pond park property. As of 12/18/18, awaiting decision on grant approval.</td>
<td>12/18/18</td>
</tr>
<tr>
<td>Foresthill Park Swimming Pool</td>
<td>Construct a retaining wall and concrete flatwork along south side of existing pool deck area.</td>
<td>Lisa Carnahan, p: 530-889-6837, e: <a href="mailto:lcarnahan@place.ca.gov">lcarnahan@place.ca.gov</a> Parks</td>
<td>Pool Secretary (with Sherry Wicks) came to 12/4/17 Parks subcommittee meeting to request funding for a pool liner. Discussed with her and the group that the County was not ready to support the use of Park Ded Fees for the pool, and that the County was not able to commit other funding towards the pool. We would, however, let them know of any upcoming grant opportunities, and could help them as a signing Agency. Also reiterated that in order to fund the pool into the future, they would need to look to their Community in the form of a self-imposed annual assessment. Meeting with pool representatives, Parks Div (Andy and Lisa) and Sup. Montgomery set for 2/21/18. Request for Parks Subcommittee to choose top 5 priorities for PDF (with pool included). On March 5, 2018, Subcommittee chose relining pool as #2 priority, with new pavilion shade cover as #1 priority, and authorized up to $25,000 to help with project. Community was raising funds for pool liner. Forwarded recommendation on to Forum on March 5th. Forum voted to authorize up to $25K for pool liner, but changed priorities so that pool was #1 priority and picnic shade cover was #2. On March 15th, 2018, items heard by Parks Commission. Commission voted unanimously to recommend up to $25k for pool liner, $60,000 for shade structure, and up to $91,000 for shade structure if needed due to requirement for project to be bid by County. If cost is more than $60,000, item to be re-heard by Parks Commission if time allows. Item on both pool and shade structure approved as consent items on the April 10th BOS hearing. Pool liner to be installed prior to pool opening on first or second weekend of June.</td>
<td>No Change: 12/18/18</td>
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<tr>
<td>Foresthill Park</td>
<td>Events in the Park</td>
<td>Lisa Carnahan, p: 530-889-6837, e: <a href="mailto:lcarnahan@place.ca.gov">lcarnahan@place.ca.gov</a> Parks</td>
<td>Lisa Carnahan was given confirmation from Environmental Health that tarps would still be needed with DG. County to coordinate with events person to come up with a permanent solution for the vendor area. COC person came to Parks Subcommittee meeting on 4/2/18. Group discussed wanting permanent area within trees (near gazebo). Meeting between Parks Grounds Supervisor and COC representative to resulted in an agreed placement of vendor area near horseshoe pits.</td>
<td>No Change: 12/18/18</td>
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### Park and Trail Master Plan

**1st ever comprehensive Countywide Park and Trail Master Plan project.**

Lisa Carnahan  
**p:** 530-889-6837  
**e:** lcarnaha@placer.ca.gov  
**Parks**

Approximately a 2 year project to complete comprehensive park and trail master plan. Parks staff contract with Master Plan consultant approved at the 10/25/17 BOS meeting. Plan will provide 10 year recreation vision, prioritize needs, identify funding options, and produce coordinated countywide trail plan. The newly-formed Parks Subcommittee will help prioritize needs for the Foresthill area. Countywide surveys to conclude on May 15. Subcommittee to be putting together a wish-list for FH area. Priorities to be discussed at the 4/2/18 meeting. Master Plan update to be presented to Forum on 6/4/18. Update provided by Andy at the 10/11/18 meeting.

**No Change:** 12/18/18

### Parks Subcommittee

**Foresthill Forum - Parks Subcommittee**  
formed 12/5/16

Lisa Carnahan  
**p:** 530-889-6837  
**e:** lcarnaha@placer.ca.gov  
**Parks**

At direction from Sup. Montgomery on 1/30/18, staff coordinated with Subcommittee to narrow down top 5 wish list items for Park Ded fee use. On March 5, 2018, Subcommittee chose relining pool as #2 priority, with new pavilion shade cover as #1 priority. Recommended list of top 5 priorities to Forum. County to work on the top 5 priorities for the next year. Forum approved list, but switched pool to be #1 priority, and shade structure to be #2 priority. Gail resigned from the Subcommittee at 4/2 meeting. John Peters became a member of the Forum on April 2nd, and has agreed to be the Chair of the Parks Subcommittee. At the 10/1 meeting, committee was introduced to Dan Fonner, the Parks Senior Grounds Supervisor. He discussed the Cagwin contract. After the 12/3/18 meeting, two people suggested adding bocce and pickleball to the list.

**Updated:** 12/18/18

### Adjacent to Foresthill Park (Former PCWA Corporation Yard - 24625 Harrison Street)

**Foresthill Community Development Council (Community Garden)**

Ferrin Call  
**p:** 530-889-4963  
**e:** fccall@placer.ca.gov  
**Real Estate Services**

Foresthill Community Development Council requested the use of the modular building. Supervisor Montgomery communicated the County’s reasons for declining request.

**No Change:** 12/18/18

### Foresthill Park

**Memorial Hall picnic area space planning**

Lisa Carnahan  
**p:** 530-889-6837  
**e:** lcarnaha@placer.ca.gov  
**Parks**

Rich Murray supplied plans and preliminary cost information at the 12/4/17 meeting. Structure cost (for structure similar to BBQ structure) approx. $49,000, not including footing costs. Costing estimated at another $10,000. Subcommittee voted unanimously to forward a recommendation of approval to the next MAC meeting for a not-to-exceed amount of $60,000. At its 2/5/18 meeting, the FH Forum recommended approval of the project at $60,000 to Parks Commission. In checking with Risk Management, unless the County purchases the product and the community puts the structure up as a volunteer project, the project will need to be bid out. Parks Commission approved $60,000 (and up to $91,000) for shade structure. Item approved by BOS on 4/10/18. County researching ways to keep costs down (using either CCC’s or Probation Dept.). Procurement issued RFP for structure on 6/17/18 to J2 Inc. Lisa working with CCC’s to see if they can do the concrete footings. CCC’s were not able to do footings. Volunteer group from FH to do footings. Meeting between Parks staff, Rich Murray's volunteer group and Engineer on 9/13 to go over alternatives. Alternatives to be presented to Ken G. for decision. Decision made to move forward with pavilion cover 1st, followed by some ADA improvements afterwards. Engineer to provide new plan in order to accommodate appropriate ADA clearance between poles and picnic seats. Building Permit approved 11/19. Due to rain, project was postponed until Jan 8th.

**Updated:** 12/18/18
| Foresthill Park | Tree Removal Project | Lisa Carnahan  
p: 53-889-6837  
e: lcarnaha@placer.ca.gov  
Parks | Removal of trees within park began week of 6/18 and all trees have been removed except one. Bob D. will be conducting a walk-through with the vendor on 7/19. Several items still need to be completed. When vendor is in area next time doing other work, they will finish the remaining items. No schedule at this time from vendor. | No Change: 12/18/18 |
<table>
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<th>Priority</th>
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<th>Notes</th>
<th>Date / Forecasted Completion Date</th>
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### FY 2018-19

<table>
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