

ROSEVILLE VETERANS MEMORIAL HALL
Meeting Agenda
March 6, 2023 at 10:00 AM
110 Park Drive, Roseville, CA

Board of Trustees

Tim McClain
American Legion Post 169

Michael Scott (President)
American Legion Post 169

Harold Hayek (Secretary)
FRA Branch 230

Robert Lightfield
FRA Branch 230

Cathy Friedman
VFW Post 1487

Selso Cavazos
VFW Post 1487

Raquel Gonzalez Micalizzi
VFW Post 1487

Bonnie Gore
Board of Supervisors

Alternates

Danny Mendoza
American Legion Post 169

Don Goard
FRA Branch 230

Charles Peterson
Board of Supervisors

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes**
 - a. Minutes from November 7, 2022 (Attachment). January 9, 2023 Meeting Cancelled.
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 three 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).
7. **Action Items**
 - a. Review / Modify / Ratify Building Maintenance Project List (Attachment).
8. **Reports**
 - a. Late-arriving correspondence.
 - b. Veterans Reports.
9. **Announcement**
 - a. Next regularly scheduled meeting date May 1, 2023 at 1000 hours.
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
Meeting Minutes November 7, 2022**

1. **Call Meeting to Order:** Meeting called to order at 1000 hours by Hall Board President Mike Scott
2. **Pledge of Allegiance:** Pledge of Allegiance conducted lead by Michael Scott (AL Post 169)
3. **Roll Call:**
 - a. **Trustee's Present:** President Michael Scott (AL Post 169) , Robert Lightfield (FRA Branch 230), Raquel Gonzalez Micalizzi (VFW Post 1487), Danny Mendoza (AL Post 169), Charlie Peterson (Board of Supervisors), Stephanie Yeager (for Bonnie Gore).
 - b. **Guests Present:** George Keillor (VFW Post 1487), Bonnie Brewster (Mavericks), Joy Howard (Mavericks), David Briggs (Whirl-A-Ways), Duane Espinoza (Placer County Facility Management), Sheryse Lewis (Placer County Facility Management, Hall Coordinator)
4. **Approval of Minutes:**
 - a. Minutes from September 12, 2022 were approved as distributed.
5. **Public Comment:** None.
6. **Information / Non-Action Items:**
 - a. **Review Work Order / Custodial Hours Report:**
 - i. Reviewed the report.
 - ii. Power panel on the stage is making a loud noise when the swamp coolers are on. Will replace relays.
 - b. **Recommended Rotations:** Reviewed the rotation schedule.
 - c. **Review 2023 Calendar:** Reviewed the proposed hall calendar for 2023. Discussed corrections. Sheryse will update the calendar before posting on the web.
7. **Action Items:**
 - a. **Review / Modify / Ratify Building Maintenance Project List:**
 - i. Replace Bench Cushions in Veteran's rooms. – Complete.
 - ii. Add Space Force Flag to branch flag presentation above state. – complete.
 - b. Ice machine needs to be added to the Action Items list.
 - c. Improve wi-fi in the hall: Parts have been approved.
 - d. Loose tiles in storage room upstairs - Noted.
8. **Reports:**
 - a. **Late-arriving correspondence:** None.
 - b. **Veterans Reports:**
 - i. AL: Boy Scout Troup 11 will host a pancake breakfast on December 17 beginning at 7:00am. The price is \$5.00 per person.
 - ii. FRA: FRA Branch 275 (Placerville) will be hosting a Thanksgiving dinner on Saturday, November 19.

iii. VFW:

1. Hosting the Veteran's Day program in the hall on 11/11/2022 at 11:00.
2. Planning movie nights. All are welcome.

9. Announcement:

- a. Veteran's Day program in the hall on 11/11/2022 at 11:00. VFW to host.
- b. The 61st Annual Sylvia Besana Holiday Parade in Downtown Roseville happens Saturday, November 19, 2022.
- c. Pearl Harbor Day service at the New Auburn Cemetery on 12/7/2022.
- d. Next regularly scheduled meeting date January 9, 2023 at 1000 hours.

10. **Adjournment:** Meeting adjourned at 10:47 hours.

| Date | Request ID | Status | Priority | Original Message | Labor Hours | Date Closed |
|------------|------------|-------------|------------------|---|-------------|-------------|
| 11/1/2022 | 80739 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 11/1/2022 |
| 11/1/2022 | 80740 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 11/1/2022 |
| 11/1/2022 | 80741 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 11/1/2022 |
| 11/1/2022 | 80748 | Open | Continuing | BLDG MNTC Building Services MEMORIAL HALL ROSEVILLE MMP Maintenance Work | | |
| 11/1/2022 | 80749 | Closed | Continuing | CUSTODIAL ROSEVILLE MEMORIAL HALL MMP MMP Maintenance Work | 28.5 | 12/6/2022 |
| 11/1/2022 | 80742 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 11/1/2022 |
| 11/1/2022 | 80743 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 11/1/2022 |
| 11/1/2022 | 80744 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 11/1/2022 |
| 11/1/2022 | 80745 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 11/1/2022 |
| 11/1/2022 | 80746 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 11/1/2022 |
| 11/1/2022 | 80747 | In Progress | Low 1-10 Days | Perform preventive maintenance as per procedure details | | |
| 11/1/2022 | 123516 | Closed | Continuing | Coordinate and oversee the window cleaning for the Roseville Memorial Hall | | 1/13/2023 |
| 12/1/2022 | 82092 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 12/1/2022 |
| 12/1/2022 | 82095 | Open | Continuing | BLDG MNTC Building Services MEMORIAL HALL ROSEVILLE MMP Maintenance Work | | |
| 12/1/2022 | 82096 | Closed | Continuing | CUSTODIAL ROSEVILLE MEMORIAL HALL MMP MMP Maintenance Work | 38 | 1/6/2023 |
| 12/1/2022 | 101902 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | 6 | 1/10/2023 |
| 12/6/2022 | 82093 | Closed | Medium 1-3 Days | Perform preventive maintenance as per procedure details | 0.5 | 1/6/2023 |
| 12/20/2022 | 82396 | In Progress | Low 1-10 Days | Custodial Inspection of the facility Use Inspection Form at T:\FAC\BUILDING MAINTENANCE\CUSTODIAL\Inspection Reports | | |
| 1/1/2023 | 83932 | Open | Continuing | BLDG MNTC Building Services MEMORIAL HALL ROSEVILLE MMP Maintenance Work | | |
| 1/1/2023 | 83933 | Closed | Continuing | CUSTODIAL ROSEVILLE MEMORIAL HALL MMP MMP Maintenance Work | 37.5 | 2/7/2023 |
| 1/2/2023 | 83931 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 1/3/2023 |
| 1/6/2023 | 128036 | Closed | Low 1-10 Days | Check sump pump at Roseville MH | 3.5 | 1/17/2023 |
| 1/16/2023 | 102604 | Closed | Scheduled 30 Day | Building Inspection of interior and exterior. Inspection form provided at T:\FAC\BUILDING MAINTENANCE\Building Inspections | 3 | 2/15/2023 |
| 2/1/2023 | 85653 | Open | Continuing | BLDG MNTC Building Services MEMORIAL HALL ROSEVILLE MMP Maintenance Work | | |
| 2/1/2023 | 85654 | Open | Continuing | CUSTODIAL ROSEVILLE MEMORIAL HALL MMP MMP Maintenance Work | 34.5 | |
| 2/1/2023 | 85645 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 2/1/2023 |

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|----------|-------|--------|---------------|--|---|----------|
| 2/1/2023 | 85646 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 2/1/2023 |
| 2/1/2023 | 85647 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 2/1/2023 |
| 2/1/2023 | 85648 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 2/1/2023 |
| 2/1/2023 | 85649 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 2/1/2023 |
| 2/1/2023 | 85650 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 2/1/2023 |
| 2/1/2023 | 85651 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 2/1/2023 |
| 2/1/2023 | 85652 | Closed | Low 1-10 Days | Perform preventive maintenance as per procedure details | | 2/1/2023 |
| 3/1/2023 | 87090 | Open | Low 1-10 Days | Perform preventive maintenance as per procedure details | | |
| 3/1/2023 | 87092 | Open | Continuing | BLDG MNTC Building Services MEMORIAL HALL ROSEVILLE MMP Maintenance Work | | |
| 3/1/2023 | 87093 | Open | Continuing | CUSTODIAL ROSEVILLE MEMORIAL HALL MMP MMP Maintenance Work | 2 | |

| PJ01227 | Project Manager | Method | Original Request Date | Status | Roseville Hall Board requests - FY22/23 | Current | \$10,000.00 | Estimate | Actual |
|---------|-----------------|----------|-----------------------|----------|---|-----------|------------------|------------------|-----------------|
| | | | | | | Carryover | Balance | | |
| | Duane Espinoza | Vendor | 11/2/2020 | Complete | Replace Bench Cushions in Veteran's rooms. | | Complete | \$11,800 | \$11,800 |
| | | | | | Cushions replaced on 10/13/22. | | | | |
| | Duane Espinoza | In-House | 1/3/2022 | Complete | Add Space Force Flag to branch flag presentation above stage | | Complete | \$2,100 | \$2,100 |
| | | | | | Flag Display change completed 10/25/22 | | | | |
| | | | | | | | Sub Total | \$13,900.00 | \$13,900 |
| | | | | | Roseville Hall total estimate | | | Balance: | \$15,521 |
| | | | | | | | | | |
| | | | | | | | Sub Total | \$220,153 | |