LINCOLN VETERANS MEMORIAL HALL
Meeting Agenda
July 15, 2019 at 6:00 PM
541 5th Street, Lincoln, CA

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Approval of Minutes
   a. Minutes from May 20, 2019. (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 2 weeks in advance for consideration. Please contact the Hall Coordinator at 11476 C Avenue, Auburn, CA, 95603. (530) 886-4958.

6. Information / Non Action Items
   a. Work Order / Custodial Hours Report. (Attachment)
   b. 2020 Annual Application Packets Due July 26th.

7. Action Items
   a. Review / Modify / Ratify Building Maintenance Project List. (Attachment)
   b. Review of Tables and Chairs Removal Policy.

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

9. Announcements
   a. Next regularly scheduled meeting date: September 16, 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.
Meeting of the Hall Board on May 15, 2019
  The meeting opened at 1805 hrs. With President Len Valasek Presiding:
ROLL CALL OF OFFICERS;
  All Present
READING OF THE MINUTES OF THE LAST MEETING;
  Approved as Amended : Motion carried

PUBLIC COMMENT;
Robin Besotes spoke on the door in front of the hall.
Dennis Renyolds Spoke on the hall screens on the West and South end of the building.
Robin Besotes spoke on Mice in the building.

NON-ACTION ITEMS;
  Work Orders: Robin Besotes will help Christopher Anthony in putting out front magazines.
Trustees recommend that reports be dropped at the office.
Dwane Espinoza spoke trustees be submitted by June 3rhd Trustees final reports. Due by July 15th.
Budget Changes: Talking about changes. But nothing official as yet by Brad Boulais

ACTION ITEMS;
  Light on the door.
Dennis Reynolds made several motions;
   1st Some kind of Non-Slip ramp flat area 2nd by Leon Butler. Motion carried.

2nd Dennis Reynolds Made a motion for photo cell to shine on the Have to find out Bob Bruce 2nd motion Motion carried.

3rd Dennis Reynolds made a motion to replace Blinds in V.F.W. Office Bob Bruce 2nd motion .Motion Carried.

4th Dennis Reynolds made a motion to replace Blinds in the South & West hall 2nd by Bob Bruce. Motion carried.

5th Dennis Reynolds made a motion to replace or mend cushions in hall 2nd by Leonard butler Motion Carried.

   Here are the priorities as they stand:
   1st step Putting Non Slip Down
   2nd step Outside Lighting
   3rd step Blinds in V.F.W. Office
   4th step Cushions in the hall.

Bob Bruce spoke on a Quilt to hang on the wall
Richard Lercari Made Motion Dennis Reynolds 2\textsuperscript{nd} motion. Motion carried.
Hanging Banner spoken by Robin Besotes. Dennis made motion 2\textsuperscript{nd} by Robert burce Motion Carried.
Bob Bruce made a motion to 2\textsuperscript{nd} by Leonard Butler to apporove chbnanges to Rules & Reguloations.

Reports
LATE ARRIVING CORRESPONDANCE:
None

VETERAN’S REPORTS:
Memorial Day Observed on May 27\textsuperscript{th} also V.F.W. selling Buddy popies. 25\textsuperscript{th} & 26\textsuperscript{th}.

HALL USE REPORT;
None
Robert Bruce made to motion to adjourn 2\textsuperscript{nd} by Dennis Reynolds The Meeting closed at 2000 hours Respectively Submitted Richard L. Lercari Secretary.

The following members were in attendance:
Richard L. Lercari  V.F.W.
Len Valasek A.L.
Leonard Butler A.L
Juan Hernandez V.F.W.
Dennis Reynolds V.F.W. Commander
Robin Besotes American Legion Auxiliary
Mirian Mook American Legion Auxiliary
Brad Boulais Placer County
Dwane Espinoza Placer County Facilities Services
Bob Bruce Supervisor fro Weygandt
## Lincolns Veterans Memorial Hall

### Work Order / Custodial Hours Report

**KEY for Status Column:** Open - work order issued, supervisor to review and assign. In Progress - work order assigned to an employee & in their queue to begin. Closed - work requested is complete.

<table>
<thead>
<tr>
<th>Date</th>
<th>Request ID</th>
<th>Original Message</th>
<th>Status</th>
<th>Priority</th>
<th>Date Closed</th>
<th>Custodial Labor Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/1/2019</td>
<td>37643</td>
<td>Perform preventive maintenance as per procedure details (FLAG) Replace flag for Memorial Day.</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>5/28/2019</td>
<td></td>
</tr>
<tr>
<td>5/1/2019</td>
<td>2542</td>
<td>BLDG MNTC SUPERVISION MEMORIAL HALL LINCOLN</td>
<td>Closed</td>
<td>Continuing</td>
<td>6/3/2019</td>
<td></td>
</tr>
<tr>
<td>5/1/2019</td>
<td>7480</td>
<td>CUSTODIAL LINCOLN MEMORIAL HALL MMP</td>
<td>Closed</td>
<td>Continuing</td>
<td>6/3/2019</td>
<td>47</td>
</tr>
<tr>
<td>5/14/2019</td>
<td>41040</td>
<td>Remove black paint on the side of the Hall and the Jail.</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>5/20/2019</td>
<td></td>
</tr>
<tr>
<td>6/3/2019</td>
<td>41921</td>
<td>CLBK 6-1-19 4:33pm - User called to report kitchen door would not secure</td>
<td>Closed</td>
<td>High 1 Day</td>
<td>6/4/2019</td>
<td></td>
</tr>
<tr>
<td>6/4/2019</td>
<td>41952</td>
<td>Replace kick down door stops on all doors currently equipped.</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>6/10/2019</td>
<td></td>
</tr>
<tr>
<td>6/3/2019</td>
<td>19544</td>
<td>Perform preventive maintenance as per procedure details (INSPI)</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>6/13/2019</td>
<td></td>
</tr>
<tr>
<td>6/4/2019</td>
<td>41962</td>
<td>Repair kitchen countertop near serving window. Laminate is chipping off edge and has chipped off a couple large sections on the flat portion.</td>
<td>Closed</td>
<td>Continuing</td>
<td>6/12/2019</td>
<td></td>
</tr>
<tr>
<td>6/14/2019</td>
<td>42222</td>
<td>Repair trim and flashing on alley side to prepare for paint.</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>6/20/2019</td>
<td></td>
</tr>
<tr>
<td>6/1/2019</td>
<td>2543</td>
<td>BLDG MNTC SUPERVISION MEMORIAL HALL LINCOLN</td>
<td>Closed</td>
<td>Continuing</td>
<td>7/1/2019</td>
<td></td>
</tr>
<tr>
<td>6/1/2019</td>
<td>7481</td>
<td>CUSTODIAL LINCOLN MEMORIAL HALL MMP</td>
<td>Closed</td>
<td>Continuing</td>
<td>7/1/2019</td>
<td>16.5</td>
</tr>
<tr>
<td>11/15/2018</td>
<td>14706</td>
<td>Perform preventive maintenance as per procedure details (LOCK)</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>7/3/2019</td>
<td></td>
</tr>
<tr>
<td>6/4/2019</td>
<td>41963</td>
<td>Repair wallboard damage from roof leak in 1st floor Veteran office</td>
<td>In Progress</td>
<td>Continuing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6/4/2019</td>
<td>41972</td>
<td>Evaluate repair options for damaged blinds on 1st floor dining side. Duane is obtaining a quote.</td>
<td>Open</td>
<td>Low 1-10 Days</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7/1/2019</td>
<td>2544</td>
<td>BLDG MNTC SUPERVISION MEMORIAL HALL LINCOLN</td>
<td>Open</td>
<td>Continuing</td>
<td></td>
<td></td>
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<tr>
<td>7/1/2019</td>
<td>7482</td>
<td>CUSTODIAL LINCOLN MEMORIAL HALL MMP</td>
<td>Open</td>
<td>Continuing</td>
<td></td>
<td></td>
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<td>----------------------------------------------------------------------------------</td>
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<td>-----------------------</td>
</tr>
<tr>
<td>7/9/2019</td>
<td>43179</td>
<td>Custodian reports the kitchen door is extremely difficult to close and secure.</td>
<td>Open</td>
<td>High</td>
<td>1 Day</td>
<td></td>
</tr>
<tr>
<td>7/9/2019</td>
<td>43199</td>
<td>Assess front entry area for improved lighting. Hall board is asking if we can put a better broadcasting light higher on the wall above where the current light is, and put the light on a photocell so it is on during night hours. Please provide options and quote to Duane</td>
<td>Open</td>
<td>Low</td>
<td>1-10 Days</td>
<td></td>
</tr>
<tr>
<td>7/9/2019</td>
<td>43200</td>
<td>Traction improvement for front entrance. Please coat tiled area in front of door with porous surface sealer with traction additive.</td>
<td>Open</td>
<td>Low</td>
<td>1-10 Days</td>
<td></td>
</tr>
</tbody>
</table>
# Building Maintenance Project Status
## FY 2019-2020

<table>
<thead>
<tr>
<th>Date / Completed</th>
<th>Project / Description / Notes</th>
<th>Priority</th>
<th>Status</th>
<th>Cost Est.</th>
<th>Actual Expenditure</th>
<th>Deferred Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/24/2019</td>
<td>Paint - Exterior painted areas - No brick area</td>
<td>1</td>
<td>Complete</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td>Seal Basement walls - will evaluate for one more wet season 2018</td>
<td>2</td>
<td>Deferred</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$30,000.00</td>
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</tbody>
</table>

**Lincoln Hall Board requests**

<table>
<thead>
<tr>
<th>Project / Description / Notes</th>
<th>Priority</th>
<th>Status</th>
<th>Cost Est.</th>
<th>Actual Expenditure</th>
<th>Deferred Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traction Improvement for entryway tile section</td>
<td>1</td>
<td>Deferred</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Improve front entry lighting/photocell operation</td>
<td>2</td>
<td>Deferred</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Replace Blinds - 2nd floor Veterans Room</td>
<td>3</td>
<td>Deferred</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Replace/repair old cushions on Auditorium benches</td>
<td>4</td>
<td>Deferred</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Electrical panel Update</td>
<td>5</td>
<td>Deferred</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$25,000.00</td>
</tr>
</tbody>
</table>

Lincoln Hall total estimate: $0.00