

**FORESTHILL VETERANS MEMORIAL HALL  
Meeting Agenda  
July 11, 2022 at 6:00 PM  
24601 Harrison Street, Foresthill, CA**

Board of Trustees

Thomas Fitzinger  
Veterans of Foreign Wars  
Post 11294

George Fitzinger  
Veterans of Foreign Wars  
Post 11294

Rich Pahler  
Veterans of Foreign Wars  
Post 11294

Rick Velgos  
American Legion Post 587

Ron Roussey (President)  
American Legion Post 587

Robyn Hussman  
American Legion Post 587

Cindy Gustafson  
Board of Supervisors

Alternates

Kurt Huebner  
American Legion Post 587

Non-Voting Members:

Vicki Haskins Campbell  
(Secretary)  
Member-at-Large

Gail McCafferty  
American Legion Aux. 587

- 1. Call Meeting to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Minutes**
- 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 to [ForesthillHall@placer.ca.gov](mailto:ForesthillHall@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. Announcements**
  - a. Next regularly scheduled meeting date: September 12, 2022
- 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>.

1. Meeting called to order @6:00 pm by Chair Ron Roussey.
2. Pledge of Allegiance
3. Introduction of Trustees: Rick Pahler was sworn in as Hall Board Trustee by Supervisor Gustafson after the Pledge. He will represent VFW 11294.
4. Roll Call- Present: Voting: Ron Roussey, Robyn Husmann, Rick Pahler, Rick Velgos, Supervisor Gustafson  
Non-Voting – Gail McCafferty  
Absent: Kurt Huebner, Vicki Haskins  
Excused: George Fitzinger, Thom Fitzinger  
Placer Co Facility Svs: Duane Espinoza. Custodian: Bree McCollam  
A moment of silence in memorial recognition of Trustee George Fitzinger is observed
5. Approval of Minutes:
  - a. Minutes from March 7, 2022 Meeting (Attachment)  
Corrections noted: No corrections noted. Approved Velgos/Pahler/ unanimous vote of trustees present
6. Public Comment: Bree reports no callers on the line @ 6:11pm
  - a. For public comment or to listen in on the meeting, please dial into the Microsoft Teams Meeting conference line.  
Gail calls notice to small print in work order report; Bree has worked with report extensively and reports the only alternative is making it multiple pages, which she will attempt for next meeting.
7. Information / Non-Action Items:
  - a. Review Work Order / Custodial Hours Report (Attachment): Duane reports primarily preventative, the oven has been repaired since the report was prepared, other items resolved: improper cleaning after rental (deposit), stall door, latch on equipment storage. All latches have been replaced. Duane indicates there are insufficient discretionary funds in this FY to complete the vinyl project, although potential funds available with coming new FY dollars. Counter tops; multiple trades can be used; Duane explains once there is an approved list of qualified contractors, a direct quote can be requested with multiple proposals. Currently waiting on that process and should be able to proceed shortly. Discussion regarding potential increase in materials in the meantime. Robyn inquired about notation of photos attached. Duane explained those are photos for county maintenance and would not typically be included in the Board packet.
8. Action Items:
  - a. Review / Modify / Ratify Building Maintenance Project List (Attachment):  
Air curtain; Rick V. informs the Legion says they really only need the screen door replaced; discussion re: air curtain or screen door pros/cons (noise). Duane reports there are funds available for air curtain. Motion to move forward with air curtain approved unanimously by voting trustees present Velgos/Pahler.
  - b. Consider Fee Waiver Request:
    - i. Foresthill Divide Chamber of Commerce (Attachment): Bree reports the Chamber request has been submitted previously, but never included in the minutes. Brief discussion concerning verbiage regarding IRS filing note in waiver request. Waiver request approved unanimously by voting trustees in attendance. Velgos/Pahler.
9. Reports:
  - a. Late-arriving correspondence: NONE
  - b. Veterans Reports: NONE
  - c. Hall Use Reports: NONE

**10. Announcements:**

**a. Next regularly scheduled meeting date: July 11, 2022. 6PM**

**11. Meeting adjourned @ 6:26 pm**

***Submitted by: Robyn Husmann, acting, on behalf of Secretary Vicki Haskins***

Date	Request ID	Original Message	Status	Priority	Date Closed	Labor Hours
5/1/2022	69519	CUSTODIAL FORESTHILL COMMUNITY CENTER MMP MMP Maintenance Work	Closed	Continuing	6/3/2022	10.5
5/1/2022	69520	CUSTODIAL FORESTHILL SHERIFF'S SUBSTATION MMP MMP Maintenance Work	Closed	Continuing	6/3/2022	3
5/1/2022	69521	CUSTODIAL FORESTHILL LIBRARY MMP MMP Maintenance Work	Closed	Continuing	6/3/2022	9
5/1/2022	69522	CUSTODIAL FORESTHILL MUSEUM MMP MMP Maintenance Work	Closed	Continuing	6/3/2022	
5/1/2022	69523	CUSTODIAL FORESTHILL ROAD BARN MMP MMP Maintenance Work	Closed	Continuing	6/3/2022	9
5/1/2022	69525	BLDG MNTC Building Services MEMORIAL HALL FORESTHILL MMP Maintenance Work	Open	Continuing		
5/1/2022	69526	CUSTODIAL FORESTHILL MEMORIAL HALL MMP MMP Maintenance Work	Closed	Continuing	6/3/2022	47.5
5/3/2022	113724	Foresthill Veteran's Hall Board has approved the install of the air curtain on the Kitchen exterior door. Please proceed with install as quoted.	Closed	Continuing	6/10/2022	12.5
5/10/2022	75978	Custodial Inspection of the facility  Use Inspection Form at T:\FAC\BUILDING MAINTENANCE\CUSTODIAL\Inspection Reports	Closed	Low 1-10 Days	6/27/2022	
5/10/2022	75987	Custodial Inspection of the facility  Use Inspection Form at T:\FAC\BUILDING MAINTENANCE\CUSTODIAL\Inspection Reports	Closed	Low 1-10 Days	6/27/2022	
5/11/2022	75999	Custodial Inspection of the facility  Use Inspection Form at T:\FAC\BUILDING MAINTENANCE\CUSTODIAL\Inspection Reports	Closed	Low 1-10 Days	6/27/2022	
5/11/2022	76009	Custodial Inspection of the facility  Use Inspection Form at T:\FAC\BUILDING MAINTENANCE\CUSTODIAL\Inspection Reports	Closed	Low 1-10 Days	6/27/2022	
6/1/2022	71195	CUSTODIAL FORESTHILL COMMUNITY CENTER MMP MMP Maintenance Work	Open	Continuing		13
6/1/2022	71196	CUSTODIAL FORESTHILL SHERIFF'S SUBSTATION MMP MMP Maintenance Work	Open	Continuing		7.5
6/1/2022	71197	CUSTODIAL FORESTHILL LIBRARY MMP MMP Maintenance Work	Open	Continuing		11
6/1/2022	71200	CUSTODIAL FORESTHILL MUSEUM MMP MMP Maintenance Work	Open	Continuing		2.5
6/1/2022	71201	CUSTODIAL FORESTHILL ROAD BARN MMP MMP Maintenance Work	Open	Continuing		12

6/1/2022	71204	BLDG MNTC Building Services MEMORIAL HALL FORESTHILL MMP Maintenance Work	Open	Continuing		
6/1/2022	71205	CUSTODIAL FORESTHILL MEMORIAL HALL MMP MMP Maintenance Work	Open	Continuing		46.5
6/13/2022	71381	BM Hood Ext Sys Tst Bi Ann - Foresthill Memorial Hall - PM000034	Closed	Scheduled 30 Day	6/29/2022	1.5
7/1/2022	73114	CUSTODIAL FORESTHILL COMMUNITY CENTER MMP MMP Maintenance Work	Open	Continuing		1
7/1/2022	73115	CUSTODIAL FORESTHILL SHERIFF'S SUBSTATION MMP MMP Maintenance Work	Open	Continuing		1
7/1/2022	73116	CUSTODIAL FORESTHILL LIBRARY MMP MMP Maintenance Work	Open	Continuing		1
7/1/2022	73118	CUSTODIAL FORESTHILL MUSEUM MMP MMP Maintenance Work	Open	Continuing		
7/1/2022	73120	CUSTODIAL FORESTHILL ROAD BARN MMP MMP Maintenance Work	Open	Continuing		1
7/1/2022	73122	BLDG MNTC Building Services MEMORIAL HALL FORESTHILL MMP Maintenance Work	Open	Continuing		
7/1/2022	73123	CUSTODIAL FORESTHILL MEMORIAL HALL MMP MMP Maintenance Work	Open	Continuing		4

PJ01224	Project Manager	Method	Original Request Date	Status	Foresthill Hall Board Requests - FY21/22	Current	\$0.00	Estimate	Actual
						Carryover	\$6,628.00		
						Balance:	\$6,628.00		
	Charlie F.		11/2/2020	Deferred	Replace Vinyl Flooring in Kitchen - <del>\$15,500</del> \$13,500	1	Deferred	\$13,500	
					6/1/2022 Flooring vendor provided new quote: Remove the existing flooring and underlayment in the kitchen to furnish and install new 1/4" underlayment, sheet vinyl with 6" integral cove and heat welded seams. Others to move equipment prior to start of flooring work. 11,626.00 County Staff to move equipment.:				
	Duane Espinoza	109350	11/1/2021	Complete	Install Air curtain or hinged screen door to Kitchen exterior door.	2	Complete	\$4,885	\$4,885
					6/1/22 Air Curtain install completed on 5/27/22. Old torn magnet screen removed from opening.				
PJ01694	Charlie F.			Approved	Replace Kitchen Countertops - Approved Special Renovation Request \$55k		Renovation	\$55,000	
					6/22/22 Charlie has reached out to a few contractors on the new multi trade qualified list to obtain quotes for countertop install. Still waiting for returned quotes to be collected and evaluated.				
							Sub Total	\$13,500.00	\$4,885
					Foresthill Hall total estimate		Est. Balance:	-\$6,872.00	\$1,743