

County Facilities Planning Committee

Glenn County, California

MINUTES

Monday, January 28, 2019

Members Present:

Di Aulabaugh, General Services Director & Chair
Linda Durrer, ADA Compliance Officer
Dr. Mohammad Qureshi, Public Works

Ed Lamb, DOF Director and Vice Chair
Sendy Perez, Assessor/Clerk/Recorder

Also Present:

Ricardo Valdez, General Services/Facilities
Barb Scow, General Services/Facilities
Ashlee Veneman, General Services
Donald Rust, PCDS
Marcie Skelton, Ag/Air

Erin Valdez, HHSA
Tammy Phifer, Veterans
Erin Bitle, General Services
Mary Daniels, Veterans

Di Aulabaugh, Chair of the County Facilities Planning Committee of the County of Glenn, State of California, welcomed members and others, confirmed a quorum of voting members and called the meeting to order at 10:31 a.m.

1. Minutes

Matter: Approve Minutes of October 22, 2018
Documents: Minutes of October 22, 2018
Proceeding: Motion by Linda Durrer to adopt the minutes, seconded by Sendy Perez.
Order: Approve minutes of October 22, 2018
Vote: Unanimous

2. Unscheduled Matters

No unscheduled matters were heard.

3. Staff Report

Matter a: Orland and Willows Memorial Hall properties; dead tree removal.
Documents: None
Proceedings: Ricardo Valdez, General Services/County Facilities, stated that though vendors have been overwhelmed with clean up from the Camp Fire devastation, they are hoping to have the dead trees at the Orland and Willows Memorial Hall buildings removed tomorrow.

4. Projects/Scope of Committee Work

Matter a: Receive reports from departments on facility related issues or on-going projects
Documents: None
Proceeding: a. Mary Daniels, Willows VFW Auxiliary, stated that the kitchen remodel project was recently denied for a grant they requested but they will be hosting fundraisers February 1 (Bingo), February 8 (Potato Feed) and March 23 (community yard sale). She further stated they are hoping to make a large sign to encourage the public to donate to the project; the cupboard renovation is now complete and thanked General Services for installing the red, white and blue external lighting. Christine Zoppi stated she would like to work with the Veteran's Auxiliary to see if additional resources can be found to fund the project. Di Aulabaugh, Director of General Services, encouraged Ms. Daniels to announce the fundraisers at the next Board of Supervisors' meeting.

- b. Marcie Skelton, Agricultural Commissioner, stated her department will be repairing the rear hall parking lot as well as addressing the vermin problem.
- c. Christine Zoppi announced the Westside Domestic Violence Shelter is reopening and thanked Ricardo Valdez and his team for the work on the HHSA building.

- Matter b: Strategic Planning Items (review, assign members): discuss and take possible action on:
 Documents: None
 Proceedings:
- i. Capital Improvements Plan (2016 Strategic Plan item 3.1)
 - 1. Aircon Energy Efficiency Project- Ed Lamb provided the project cost and stated half of the cost is being used for solar panel installation in 8 locations.
 - 2. Roof/Repair/Replacements- Di Aulabaugh stated the jail roof project is complete and the Willows Memorial Hall roofing contractors are coordinating with solar panel vendors, with the project to be complete most likely in March.
 - ii. Co-location of staff (2016 Strategic Plan item 3.2)
 - a. Di Aulabaugh stated a Request for Proposal will be released soon to move forward with converting the Juvenile hall into office space for the Probation Department.
 - iii. Surplus Property Policy Review (2016 Strategic Plan item 3.4)
 - a. Di Aulabaugh stated Fleet Services was out to bid for an auctioneer.

5. New Business

Matter a: HHSA Capital Funding Opportunities – Christine Zoppi
 Documents: None
 Proceedings: Christine Zoppi stated HHSA is looking to purchase property for the purpose of population reentry housing. She further stated that a onetime \$750,000 grant has been announced but the official qualification details have not yet been released.

Matter b: Connection to Northeast Willows Service District (Sewer) - Marcie Skelton
 Documents: None
 Proceedings: Marcie Skelton stated she is still seeking a long-term solution for septic services and would like to allocate funds toward a solution this fiscal year. Di Aulabaugh stated repairs would most likely be the solution for this year while a permanent solution would require more time. She further stated that if membership of the Northeast Willows Service District is desired, that would not be achieved before end of fiscal year. Could also potentially include annexation process and buy in to the special district.

Matter c: Child Support Services ADA Upgrade
 Documents: None
 Proceedings: Di Aulabaugh stated that Dawn Mayer, Director of Child Support Services, has been actively seeking funds to complete the ADA upgrades and the State has committed \$100,000 to assist with this. Combined with current resources this totals \$165,000 for the entire project. Ms. Aulabaugh further stated that the Request for Proposal has closed and they're hoping to have upgrades completed by year end.

Matter d: Modular Project at 777 N. Colusa Street, MO #12 of 11/06/18
 Documents: None

Proceedings: Di Aulabaugh stated that the relocation of Public Works administrative staff project is on hold pending potential alternate site for Planning and Community Development Services Agency.

Matter e: Public Contract Code Update

Documents: California Assembly Bill 2249

Proceedings: Di Aulabaugh stated that a legislation update increased the public contract thresholds.

6. Agenda Items for Next Meeting

Consensus of committee was to carry over standing items, add Courthouse Remodel project.

7. Next Regular Meeting

Monday, April 22 at 10:30 am.

Willows Memorial Hall, 2nd floor Conference Room

525 W. Sycamore Street, Willows

The Chair adjourned the Meeting at 11:25 a.m.