

COUNTY FACILITIES PLANNING COMMITTEE

Meeting of the Glenn County Facilities Planning Committee
Glenn County Board of Supervisors Conference Room
Willows Memorial Hall, 2nd Floor
525 West Sycamore Street, Willows

MINUTES Monday, April 22, 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
Paul Barr, Board Supervisor

Also Present:

Ricardo Valdez, General Services/Facilities
Bonnie Petersen, General Services
Donald Rust, PCDS
Robert Johnson, HHS

Jason Beauchamp, Ag
Cindy Holly, Veterans
Rick Beatty, Probation
Danielle Huguenard, CAD/HHS

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 10:32 a.m.

1. Minutes

Matter: Approve Minutes of January 28, 2019
Documents: Minutes of January 28, 2019
Proceeding: Motion by Linda Durrer to adopt the minutes, seconded by Sendy Perez.
Order: Approve minutes of January 28, 2019
Vote: Unanimous

2. Unscheduled Matters

There was no matters heard.

3. Staff Report

There were no reports heard.

4. Projects/Scope of Committee Work

Matter a: Receive reports from departments on facility related issues or on-going projects
Documents: None
Proceeding: Di Aulabaugh stated the subject will be carried over to the next scheduled meeting.

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-

a. Ed Lamb stated the only remaining project is the Willows Memorial Hall. Mr. Lamb also stated Wi-Fi is being provided at the Juvenile Hall Detention Center, and solar is nearing completion;

b. Di Aulabaugh stated all projects are nearing completion with the exception of the Willows Memorial Hall roof which has been delayed by weather, thereby delaying the solar installation. The project is estimated to be 100% delivered prior to June 30, 2019.

2. Roof/Repair/Replacements-

Di Aulabaugh stated the jail roofing project is complete, including the solar installation.

ii. Co-location of staff (2016 Strategic Plan item 3.2)

a. Di Aulabaugh requested departments share any new colocations.

b. Danielle Huguenard stated the Community Action Department and the Weatherization Program administration staff are now settled in Orland, the transition went well, and operations are moving forward.

iii. Surplus Property Policy Review (2016 Strategic Plan item 3.4)

Di Aulabaugh stated the online vehicle auction will take place May 14, 2019, and a Public Notice will be on the agenda for the May 7, 2019 Board of Supervisors meeting.

Ms. Aulabaugh also stated Enterprise Fleet will be supplying a proposal regarding vehicle replacement and surplus sales.

Matter c:

Documents:

Proceedings:

Projects: On-going and future projects

None

i. Child Support Services ADA Upgrade

Di Aulabaugh stated Director of Child Support Services Dawn Mayer received additional funding for the ADA Upgrade project, and will bring it forward to the Board of Supervisors. Ms. Aulabaugh also stated while construction is underway, Child Support Services will still need to conduct normal business, and Ms. Mayer has requested a variance on work hours.

ii. District Attorney Impound area, Willow Corp Yard

Di Aulabaugh stated the N. Colusa Street compound has been enlarged and secured. Ms. Aulabaugh also stated the District Attorney provided the funding for the impound area improvements.

iii. Connections to Northeast Willows Service District (Sewer) for offices located at the N. Colusa Street campus.

Di Aulabaugh stated connection to the special district; if capacity was confirmed, would require a district amendment, and buy in to the system and potentially a LAFCO action.

iv. Modular project at 777 N. Colusa Street, MO # 12 of 11/6/18

Di Aulabaugh stated there is possibility of leasing additional property, negotiations are moving forward which could remove the need to move the Public Works Administration from the current site.

v. Courthouse Remodel Project

a. Ed Lamb stated the breezeway between the annex and Courthouse is being knocked down.

b. Di Aulabaugh stated the sale of the courthouse caused some of the County departments to be moved, displacing archives as well as day to day operations. She further stated that solutions to those moves are underway.

- c. Ed Lamb stated the utility separation affects all departments connected to the systems on the courthouse campus.
- d. Di Aulabaugh stated the Board of Supervisors approved the juvenile hall conversion into office space in order to move Probation out of the Sheriff Admin building, and the building is proposed to be name Jane Hahn Adult and Juvenile Justice Center. Ms. Aulabaugh further stated design consulting services have been difficult to obtain as a result of the rebuilding effort associated with the various north state fires.

5. **Agenda Items for Next Meeting**

Consensus of committee was to carry over standing items.

6. **Next Regular Meeting**

Monday, July 22 at 10:30 am.

Willows Memorial Hall, 2nd floor Conference Room

525 W. Sycamore Street, Willows

The Chair adjourned the Meeting at 10:57 a.m.