

# County Facilities Planning Committee

## Glenn County, California

### MINUTES

#### Monday, July 25, 2016

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#### **Members Present:**

Di Aulabaugh, PPWA  
Dwight Foltz, BOS  
Ed Lamb, DOF  
Sheryl Thur, Assr/Clerk/Rec  
Linda Durrer, County ADA Compliance Off.  
Rich Warren, Sheriff

#### **Also Present:**

Jolene Swanson, PPWA  
Christine Zoppi, HHSA  
Ricardo Valdez, PPWA-FAC  
Brandon Thomas, Probation/VETS  
Cindy Holley, Veterans  
Lisa Hunter, Ag/Air  
Jody Samons, HHSA

Di Aulabaugh, Chairman of the County Facilities Planning Committee of the County of Glenn, State of California, called the meeting to order at 9:30 a.m.

#### **1. Minutes**

Matter: Approve Minutes of May 9, 2016 and May 23, 2016  
Documents: Minutes of May 9, 2016 and May 23, 2016  
Proceeding: Mrs. Aulabaugh asked for any comments or corrections. None being heard, asked for motion to approve.  
Motion/Second: Linda Durrer/Sheryl Thur  
Order: Approve minutes of May 9, 2016 and May 23, 2016  
Vote: Unanimous by members present

#### **2. Unscheduled Matters**

None

#### **3. Staff Report**

Matter: County Facilities  
Documents: None  
Proceedings: Ricardo Valdez reported replacements of 14 HVAC units for HHSA are complete. Shared HHSA has put in request for fresh interior paint scheme to update and modernize.

#### **4. Projects/Scope of Committee Work**

Matter a: New Projects  
i-Capital Improvements Plan (2016 Strategic Planning item 3.1)  
ii-Co-location of Staff (2016 Strategic Planning item 3.2)  
iii-Surplus Property Policy Review (2016 Strategic Planning item 3.4)  
iv-Safety/Security Upgrades  
v-ADA Transition Plan and Compliance  
Documents: None  
Proceeding: Di Aulabaugh stated no report on *items i, ii, and iii.*

*Item iv-Safety/Security* - Mrs. Aulabaugh reported keycard systems were upgraded at the Willows Memorial Hall and installed at the main office of PPWA, and Annex (Assessor/Finance). Plan is to install or upgrade at all facilities over the next two years.

*Item v-ADA Transition Plan and Compliance* – Mrs. Aulabaugh reported ADA assessment is complete. Looking at dates to accomplish items and adopt plan to bring identified deficiencies up to standard. Consultant’s estimate totals just over \$8 million. Will bring summarized report to next meeting. Linda Durrer commented Personnel’s responsibility will be ADA training for Supervisors/Managers.

Matter b: On-Going Items

Proceeding: *Item i-Courthouse Construction Project* – Di Aulabaugh reported Board of Supervisors appointed an Adhoc committee to work with the Courts made up of Supervisor Foltz, Supervisor Minto, and Matt Gomes. Supervisor Foltz commented they have received direction from the Board.

*Item ii-Jail Expansion* – Rich Warren reported it is in Governor’s budget. Restrictions are Counties Leased Revenue Bond, County to sign facility over to State until bond is paid off. County to front funding then seek reimbursement. Looking for direction from BOS. Linda Durrer inquired of dollar amount. Mr. Warren responded original amount was \$14.7 million, reassessed at \$17 - \$18 million. Mr. Warren shared a concern about getting ready for the request for proposals (RFP) to be released, anticipate sometime in September. Sheryl Thur inquired on the cost to put an RFP together. Mr. Warren replied previously experienced costs were between \$60,000 and \$70,000. Mrs. Aulabaugh mentioned that plans to move the Facilities workshop and offices out of the old jail were underway so as to avoid congestion during courthouse construction. Mr. Warren suggested the possibility of incorporating a facilities workshop area in the jail expansion as a part of an inmate skills training program.

*Item iii-Parking Plan* – Dwight Foltz reported still trying to figure out more room stating the best location would be on the West side of Memorial Hall requiring tree removal.

*Item iv-Phone System* – Christine Zoppi reported the planned conversion date is contingent on AT&T. Ed Lamb added HHS needs to convert first to free up server but, Ag/Air may go before campus.

*Item v-Bayliss Library Centennial Celebration June 24, 2017* – Di Aulabaugh reported building permits have been pulled for the project.

## 5. **Agenda Items for Next Meeting**

Consensus of committee to carry over On-going items. Mr. Foltz added he is looking into the old DA’s office ADA issues to see if during the Courthouse construction

maybe utilizing excess dirt to build a berm between buildings to raise ground to be able to bring up to code.

**6. Next Regular Meeting**

Monday, September 26, 2016 at 9:30 a.m.

Willows Memorial Hall, 2<sup>nd</sup> floor Conference Room  
525 W. Sycamore St., Willows

Meeting was adjourned at 10:12 am