

MEMORIAL HALL ADVISORY COMMITTEE

MINUTES OF REGULAR MEETING, JANUARY 11, 2018

1. CALL TO ORDER: The meeting was called to order at 4:30 PM by Chair Ron Wilson. Present were Committee members Burlison, Kirker, Lawton and Peterson, along with Assistant District Secretary Witschi. Committee members Dell and Duran were absent.
2. PUBLIC COMMENTS: None
- 3.a. REPORTS FROM COMMITTEE MEMBERS: Mr. Wilson reported he called Ray Anderson from Foundation Repair of CA to see if they are still interested having their engineers meet with our engineers to investigate lower cost alternative push piers and helical piles. Mr. Wilson reported there is concern of losing the \$25K grant which was to be used to restore the plinth, which has now been postponed due to halt on seismic project. He said Phillips 66 has postponed returning the \$25K grant to them until March 14. Mr. Wilson reported that he found the federal "Save America's Treasure" grants program which helps preserve nationally significant historic properties and collections that convey our nation's rich heritage to future generations of Americans. He said there is \$5 million available in grant funds in FY 2017. Mr. Peterson will look into this and see if the Memorial Hall qualifies. Mr. Wilson said he spoke with John Angell to see if he could get wood chips from Hamilton Tree, however Mr. Angell forgot to ask Hamilton Tree. Mr. Peterson said he has wood chips available that could be used at Memorial Hall. He would need some volunteers to help move the chips. Mr. Wilson and Mr. Lawton both said they would volunteer to help.
- 3.b. MONTHLY MEETING SCHEDULE: Mr. Burlison proposed a change to the monthly meeting agenda. He said under the "Discussion Items" change the subtitle "a" to "Project Manager's Report." This section will allow the Project Manager to report on progress items and also allow input from Committee members. He said change subtitle "b" to "Committee Review of Project Schedule." This will require the generation of a Project Schedule using a Gantt Chart procedure. Implementing this Project Schedule will eliminate the need for specific items called out for agenda consideration and will serve as a monthly reference point for Committee members, CSD Board members and the general public to follow along the schedule path. A motion to move forward with the proposed agenda change and appoint Kent Peterson as the Project Manager carried unanimously (mk/sl).
- 3.c. NEXT STEPS: Develop Gantt chart. On Saturday, January 13 volunteers meet at 6th and Ceres to help haul wood chips to Memorial Hall.
- 3.d. WINDOWS: Mr. Peterson reported he closed up the south facing windows and northwest windows. He said water is coming in through the roof at the northwest corner downspout. Mr. Peterson reported he bought a new ladder to reach the roof and unplug the downspout.
- 3.e. STORM WATER DRAINAGE: There was an error on the notes on the plans indicating that the storm drain would be connected to the sewer, however the plans were correct. Mr. Peterson will have the notes on the plans corrected before any future bids.

4. APPROVAL OF MINUTES: The minutes of November 9, 2017 were approved unanimously (mk/sl).

5. ADJOURNMENT: The meeting was adjourned until February 8, 2018.

Respectfully submitted,

Susan Witschi
February 7, 2018