

**GENERAL SERVICES COMMITTEE**

**Minutes – July 16, 2013**

**Call to Order.** Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, June 16, 2013 in the Conference Room N-1, Fifth Floor, Courthouse-East.

**Committee Members Present:** Supervisors Owens, Brill, Collins, Heidenreich and Nash.

**Committee Members Absent:** None.

**Staff Members Present:** Rob Leu, General Services Director; Nick Osborne, Assistant to the County Administrator; Sue Prostko, Nursing Home Administrator.

**Others Present:** Supervisor Russ Podzilni.

**Approval of Agenda:** Supervisor Heidenreich moved approval of the agenda as presented, second by Supervisor Nash. ADOPTED.

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Brill moved approval of the minutes of July 2, 2013 as presented, second by Supervisor Nash. ADOPTED.

**Transfers and Appropriations.** None.

**Bills/Encumbrances**

General Services	\$	13,862.83
Glen Oaks Operations		27.30
Youth Services Center		59.76
HCC Complex Maintenance		2,614.70
Communications Center Operations		196.08
Adolescent Services/Guidance Center		4,231.70
Jail Capital Improvement		1,449.93
Rock Haven Building Project		143.17
HCC/Glen Oaks Parking Lots Project		4,944.57

**Pre-Approved Encumbrance Amendments**

CG Schmidt	\$	1,829.00
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Supervisor Collins moved approval of the above Bills/Encumbrances and Pre-Approved Encumbrances for the General Services Committee, second by Supervisor Brill. ADOPTED.

Supervisor Brill asked about the cameras at the Jail with the short lifespan. Mr. Leu said he would check into them.

**Resolution.**

**Authorizing Additional Contingency Funding and Amending the 2013 Budget for Rock Haven Project** Not needed.

**Updates.**

**Jail Project**

**Update Report** None.

**Change Orders** None.

**Rock Haven**

**Update Report** Mr. Terronez said there was a sewer problem with the existing line, which had to be replaced.

**Change Orders** None.

**Courthouse Windows** Mr. Leu said the count showed an additional 16 windows had failed, which brings the total to 165 windows. He added that it seems the failure of the windows increase with each floor level.

**Courthouse Parking Lots – Leaks and Warranty Work** Mr. Leu said Batterman had resurveyed and inspected the added flanges and they seem to be holding. The bids came in and the low bidder has a couple projects that will need some additional checking into.

**Courthouse Entrance – West Side – Concrete Planters** Mr. Leu said there is nothing new to report on at this time.

Supervisor Nash asked about the north side entrance being closed because something had fallen. Mr. Leu said the tower had lost some brick and the closure of this door is a precaution. He added that options are being looked into for repair or tear down.

**No Smoking Signs on County Property** Mr. Leu said signs are in production and are expected to be in within the next week or so.

**Communications, Announcements and Information.** Supervisor Brill said we, as a Committee, need to expect leaking with the parking lots and that we are going to need to keep up on maintenance. Chair Owens said maybe we should look more into rerouting the leaks.

**Adjournment.** Supervisor Collins moved adjournment at 8:20 A.M., second by Supervisor Brill. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**