

LOOMIS VETERANS MEMORIAL HALL
Meeting Agenda
January 8, 2026 at 10:00 AM
5945 Horseshoe Bar Road, Loomis, CA



Board of Trustees

Russell Kelley
(Secretary)
AL Post 775

VACANT
AL Post 775

JD Duenas (President)
VFW Post 904

John Akin
VFW Post 904

Anthony DeMattei
Board of Supervisors

Alternate

Randolf Green
AL Post 775

Kenneth Ulrich
AL Post 775

Gene Freeland
VFW 904

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Election of Officers**
 - a. Recommended Rotations (Attachment).
5. **Approval of Minutes**
 - a. Minutes from September 11, 2025 (Attachment).
6. **Public Comments**

Any member of the public may address the Hall Board regarding items not on this Agenda. It is requested that comments be brief since the Board is not permitted to take any action on items addressed under public comment. Agenda Items should be submitted at least three (3) weeks in advance for consideration to the Hall Coordinator at LoomisHall@placer.ca.gov.
7. **Information / Non Action Items**
 - a. Review Work Order / Custodial Hours Report (Attachment).
8. **Action Items**
 - a. Review / Modify / Ratify Building Maintenance Project List (Attachment).
 - b. Review quotes for Flag Drop Box at the Hall (Attachment).
9. **Reports**
 - a. Late-arriving correspondence
 - b. Veterans Reports.
10. **Announcements**
 - a. Next regularly scheduled meeting date: May 14, 2026
11. **Adjournment**

Placer County is committed to ensuring that persons with disabilities are provided the resources to participate fully in public meetings. If you require disability-related modifications or accommodations, including auxiliary aid or services, to attend or participate in this meeting, please contact Facilities via the below methods. Requests should be made three (3) working days in advance whenever possible. Agenda and Attachments for the above referenced meeting can be viewed at the following link: <http://www.placer.ca.gov/halls>.

**LOOMIS VETERANS MEMORIAL HALL
HALL BOARD OFFICE ROTATION**

YEAR	OFFICE	ORGANIZATION
2017—2018	President	AL—Tom Millward
	Secretary	VFW—Gene Freeland
2018—2019	President	VFW—Gene Freeland
	Secretary	AL—Russ Kelley
2019—2020	President	AL—Russ Kelley
	Secretary	VFW—Gene Freeland
2020 – 2021 Chose to deviate from the rotation	President	AL – Russ Kelley
	Secretary	VFW – Gene Freeland
2021—2022	President	AL—Russ Kelley
	Secretary	VFW—Gene Freeland
2022—2023	President	VFW
	Secretary	AL
2023—2024	President	AL
	Secretary	VFW
2024—2025	President	VFW—JD Duenas
	Secretary	AL—Russ Kelley
2025 – 2026	President	AL
	Secretary	VFW
2026 – 2027	President	VFW
	Secretary	AL
2027 – 2028	President	AL
	Secretary	VFW
2028 – 2029	President	VFW
	Secretary	AL
2029 – 2030	President	AL
	Secretary	VFW

Loomis Veterans Memorial Hall

Board of Trustees – Board Meeting Minutes
September 11, 2025 at 10:00 AM
5945 Horseshoe Bar Road, Loomis, CA 95650

1) **Call to Order:**

Meeting Called to Order by JD Duenas, President, at 10:05 A.M.

2) **Pledge of Allegiance** – Accomplished.

3) **Roll Call:**

Thomas Millward - American Legion Post 775 – Excused
Russ Kelley – American Legion Post 775 – Excused (Secretary)
Kenneth Ulrich – American Legion Post 775 – Present (Alternate)
John ‘JD’ Duenas- Veterans of Foreign Wars Post 904 – Present (President)
John Akin – Veterans of Foreign Wars Post 904 - Present
Gene Freeland – Veterans of Foreign Wars Post 904 – Present (Alternate)
Carolyn Macola – American Legion Post 775 – Absent (Alternate)
Randolf Green – American Legion Post 775 – Absent (Alternate)
Anthony DeMattei – Placer County, Board of Supervisors – Absent – Excused
Duane Espinosa – Placer County – Present (Facility Services)
Sheryse Lewis – Placer County –Present (Hall Coordinator)

4) **Election of Officers:** Deferred to next meeting (January 8, 2026).

5) **Approval of Minutes:** Minutes from May 8, 2025 (Unavailable).

6) **Public Comment:** Ruby Ulrich, Loomis Quilt and Fiber Guild; Brought up her observations of Safety and Cosmetic issues with the Loomis Hall. It is requested that she submit a written list with her concerns via a Board member to forward to Facilities Services.

7) **Information Items/ Non-Action Items:**

a. Review Work Order / Custodial Hours Report.

Most items on Work Order report as a result of Kitchen upgrade, Routine Building Inspection and issues from Routine Preventive Maintenance/Custodial duties.

8) **Action Items:**

a) Review / Modify / Ratify Building Maintenance Project List:

- Establish Routine Preventive Maintenance (RPM) needs/schedule for ‘Icemaker’ in Lodge Room (LR). By: Kenneth Ulrich.

- Possible procurement of a ‘Wire Rack’ for drying of utensils next to Kitchen Sink. By: JD.

- General discussion of HVAC concerns in Lodge Room.

- Fasten cabinets to wall. By: Kenneth Ulrich.

- Purchase of a ‘Rolling Service Cart’ (18 ¾” x 30 ½”) for use between Kitchen and Main Hall, **MOTION:** 1st JD Duenas, 2nd Kenneth Ulrich. **PASSED.**

Loomis Veterans Memorial Hall

- Discussion on 'Media Cart' similar to Auburn Media Cart. **MOTION:** Purchase a Media Cart, 1st Kenneth Ulrich, 2nd JD Duenas. **PASSED.**

b) Fee Waiver Requests.

- i. Loomis Quilt and Fiber Guild
- ii. Loomis Lyons
- iii. UCCE Placer County Master Gardeners
- iv. UCCE Placer County Miners Ravine 4-H
- v. Downright Country Dance Club
- vi. Friends of the Loomis Library
- vii. Boy Scout Troop 12

All the above requests were approved. **MOTION:** by, 1st JD Duenas, 2nd Kenneth Ulrich. **PASSED.**

c).....Review/Approve 2026 Hall Calendar

Hall Calendar as presented: **MOTION:** 1st JD Duenas, 2nd John Akin. **PASSED**

9) **Reports:**

- a. Late-arriving correspondence. Discussion on placement of Kitchen Renovation sign above Kitchen door entrance.
- b. Veterans Reports.
 - The Veterans Advisory Council meets the 2nd Thursday of each month at the Auburn Hall.
 - Agenda requests from Veterans Organizations need to be submitted at least 3 weeks prior to Hall Board Meetings to the Board President or Hall Coordinator.
 - Explore replacement floor guards of wooden chairs on stage by September 24th by County.

10) **Announcements:**

- a. Next regularly scheduled meeting date: 2nd Thursday of scheduled Month.
January 8, 2026, 10:00 AM.

11) **Adjournment:**

Meeting Adjourned 10:55 AM

Gene Freeland, Recording Member

Date	Request ID	Original Message	Sub Type	Status	Priority	Date Closed	Labor Hours
9/16/2025	200631	Please create vinyl appliques for the new Kitchen cart and Bussing tubs purchased for the Loomis Memorial Hall. : "Property of Loomis Memorial Hall"	Other	Closed	Low 1-10 Days	9/23/25	
9/30/2025	201068	gateway off line	Heating / Cooling Unit Issue	Closed	Medium 1-3 Days	10/1/25	
10/1/2025	149811	Perform preventive maintenance as per procedure details PM-Fire/Life Safety	BM Routine PM	Closed	Low 1-10 Days	12/8/25	
10/1/2025	149813	CUSTODIAL LOOMIS MEMORIAL HALL MMP MMP Maintenance Work	Custodial MMP	Closed	Continuing	10/30/25	33
10/14/2025	202261	Renter asked for additional seating for event.	CLBK/CLHM	Closed	Low 1-10 Days	10/16/25	
10/14/2025	202290	Create plaque for Loomis kitchen renovation.	Interior Flags and Banners	Closed	Low 1-10 Days	11/6/25	
10/15/2025	150358	BM Annual Alrm Door Lock Batt Change - 4 Alarm Locks, Batteries 15 AA's & 4 C's PM-Equipment	BM Routine PM	Closed	Low 1-10 Days	10/22/25	
10/15/2025	149812	Bldg Mntc Annual Fac Lock Pm - 8607 - PM000062 Perform preventive maintenance as per procedure details PM-Equipment	BM Routine PM	Closed	Low 1-10 Days	12/3/25	
10/23/2025	202588	Loomis Hall Veterans have requested that safety hi visibility edges on the steps coming out of the kitchen of the Hall.	Building Exterior	Closed	Low 1-10 Days	10/28/25	
10/23/2025	202589	install L-Brackets onto the new Husky brand lockers in the chair storage area to secure them to the wall.	Other	Closed	Low 1-10 Days	11/3/25	
11/1/2025	160652	CUSTODIAL LOOMIS MEMORIAL HALL MMP MMP Maintenance Work	Custodial MMP	Closed	Scheduled 30 Day	11/25/25	27
11/3/2025	160647	Perform preventive maintenance as per procedure details PM-HVAC	BM Routine PM	Closed	Scheduled 30 Day	11/4/25	0
11/3/2025	160648	Perform preventive maintenance as per procedure details PM-HVAC	BM Routine PM	Closed	Scheduled 30 Day	11/4/25	0
11/3/2025	160649	Perform preventive maintenance as per procedure details PM-HVAC	BM Routine PM	Closed	Scheduled 30 Day	11/4/25	0
11/3/2025	160650	Perform preventive maintenance as per procedure details PM-HVAC	BM Routine PM	Closed	Scheduled 30 Day	11/4/25	0

11/3/2025	160651	Perform preventive maintenance as per procedure details PM-Equipment	Custodial Routine PM	Closed	Scheduled 30 Day	11/5/25	0.5
11/10/2025	204230	Reported By Veteran User: The back row of soffit lights in the auditorium has several lamps out. Only one of the set is working. Please repair as needed.	Internal Lighting	Closed	Low 1-10 Days	12/2/25	
11/10/2025	204231	Reported by veteran user: Foreign object in kitchen sink disposal. Please check and remove/repair as needed.	Sink	Closed	Low 1-10 Days	11/18/25	
12/1/2025	162010	CUSTODIAL LOOMIS MEMORIAL HALL MMP MMP Maintenance Work	Custodial MMP	In Progress	Scheduled 30 Day		12
12/2/2025	205664	Women's restroom. The lid to the toilet seat is broken	Restroom Assessories Repair	In Progress	Low 1-10 Days		0
12/3/2025	205738	From Inspection 2218 Building Exterior - Remove any materials against wall that are an eye sore - Needs Attention - Mud wasp nests in several locations under the eaves	Pest Problem	Closed	Low 1-10 Days	12/4/25	
12/3/2025	205739	From Inspection 2218 Building Exterior - Noticable Leaks (wet areas) - Needs Attention - Hose bib in front side of building (Right of front door) is not shutting off all the way. Small constant stream of water is leaking.	Other	In Progress	Low 1-10 Days		0
12/3/2025	205740	From Inspection 2218 Plumbing - Restroom fixtures in good repair - Needs Attention - Womens restroom toilet seat lid is broken in half. Replace with new elongated white seat	Toilet	In Progress	Low 1-10 Days		0
12/3/2025	205741	From Inspection 2218 Roof - Visual Inspection Review PM Record - Needs Attention - Flashing above overhang on door exiting the back of the main auditorium is coming off of the building at the bottom. (Back of building)	Building Exterior	In Progress	Low 1-10 Days		0

Allocation Budget Year

(Multiple Items)

Loomis Memorial Hall Allocated Funds

Column Labels
Complete In Progress Grand Total






	Complete	In Progress	Grand Total
PJ01226			
PJ01226 BM GF Memorial Hall Improvements - Loomis			
-		28,657.46	28,657.46
PJ01226 BM GF Memorial Hall Improvements - Loomis - Abatement of Kitchen Cabinets Hall Board Approved Use of Funds			
More work than was originally planned due to unseen items that were uncovered during the casework process.	9,500.00		9,500.00
PJ01226 BM GF Loomis Hall - Kitchen Renovation			
8/12/25 Home Depot coming back to finish ceiling and a few other painting areas that need to be touched up. Waiting on a schedule from Home Depot.	11,134.11		11,134.11
PJ01226 BM GF Loomis Hall - Purchase Kitchen Service Cart			
9/25/25 hall Board approved purchase of Stainless Steel service cart and Bussing bins for Kitchen. Cart ad bins have been received and delivered.	303.12		303.12
PJ01226 Total	20,937.23	28,657.46	49,594.69



Sales: (866) 268-4955
 Email: sales@ascabr.com
 www.americansecuritycabinets.com

Customer Information

despinoz@placer.ca.gov

	Product	Price	Quantity	Total
	Large Flag Retirement Drop Box (710-ACM) Aluminum Composite Material - Unassembled (Standard), Salute (+\$50) I understand that... unless assembly services are requested, this product is shipped flat by default and some assembly will be required upon delivery Is your delivery address business or residential? Business	\$849.00	1	\$849.00
	Additional Keys Additional Keys	\$29.00	1	\$29.00
	Plastic Collection Tote (710) Collection Tote	\$55.00	1	\$55.00
	UPS Ground 579 (Required) * Required UPS Ground	\$0.00	1	\$0.00
	Kiosk Cover (710)	\$275.00	1	\$275.00
Subtotal				\$1,208.00
Shipping				\$79.00
5% off - online orders only				-\$60.40
Tax (estimated for the United States (US))				Taxes will be calculated at checkout
Total				\$1,226.60

American Security Cabinets






Please note that this quote is provided for informational purposes only and does not constitute a binding offer. Prices and availability are subject to change without notice. Please contact Sales for more information.



Sales: (866) 268-4955
 Email: sales@ascabr.com
 www.americansecuritycabinets.com

Customer Information

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	Product	Price	Quantity	Total
	Kiosk Cover (710)	\$275.00	1	\$275.00
	Large Exterior Flag Retirement Drop Box (710) Stainless Steel - Two Jima Is your delivery address business or residential?: Business	\$1,895.00	1	\$1,895.00
	Additional Keys Additional Keys	\$29.00	1	\$29.00
	Plastic Collection Tote (710) Plastic Tote	\$55.00	1	\$55.00
	Freight - Additional Freight Cost \$333 (Required) * Required Additional Freight Charge	\$0.00	1	\$0.00
Subtotal				\$2,254.00
Shipping				\$333.00
5% off - online orders only				-\$112.70
Tax(estimated for the United States (US))				Taxes will be calculated at checkout
Total				\$2,474.30

American Security Cabinets

Please note that this quote is provided for informational purposes only and does not constitute a binding offer. Prices and availability are subject to change without notice. Please contact Sales for more information.