



LIBRARY BOARD OF TRUSTEES

CITY OF PALM SPRINGS, CALIFORNIA

www.palmspringslibrary.gov

REGULAR MEETING AGENDA WEDNESDAY, FEBRUARY 2, 2022 5:30 P.M.

Pursuant to Assembly Bill 361, this meeting will be conducted by teleconference and there will be no in-person public access to the meeting location.

- To view/listen to the meeting live, please use the following link: <https://us02web.zoom.us/j/85958290008?pwd=cUV6NDJuTndZVk1TcEtYUeSWUdpQT09> or call 1-669-900-6833, Meeting ID: 859 5829 0008, Passcode: 090845
- Submit your public comment to the Library Board of Trustees electronically. Material may be emailed to jeannie.kays@palmspringsca.gov. Transmittal prior to the start of the meeting is required. Any correspondence received during or after the meeting will be distributed to the Board and retained for the official record.
- You may provide telephonic comments by calling the Library Director at (760) 322-8375 to be added to the public comment queue. At the appropriate time, a staff member will call you so that you may provide your public testimony to the Board.
- The meeting will be recorded, and the audio file will be available from the Office of the City Clerk and will be posted on the City's YouTube channel, as soon as practicable.

TRUSTEES

Ed McBride, Chair

Craig Borba, Ed. D., Vice-Chair

Juanita Garner, Trustee

David Norgard, Trustee

Al Jones, Treasurer

Palm Springs is an inclusive world-class city dedicated to providing excellent and responsive public services to enhance the quality of life for current and future generations.

Staff representative: Jeannie Kays, Director of Library Services, Palm Springs Public Library

I. CALL TO ORDER - ROLL CALL

- II. **ACCEPTANCE OF THE AGENDA:** In order to meet Brown Act requirements, items may be added to the agenda only upon decision by a majority of the Board of Directors to add the item because of a need for immediate action. This Agenda was available for public access at the City Hall exterior bulletin board (west side of Council Chamber), and City Clerk's office on or before 5:30 p.m., January 26, 2021. A courtesy posting of this Agenda can be found on the Library's website at www.palmspringslibrary.org. Pursuant to the Government Code Section 54957.5, the designated office for inspection of public records in connection with the public meeting of the Library Board of Trustees is the office of the City Clerk, City Hall, at 3200 East Tahquitz Canyon Way, Palm Springs, California.

Acceptance of Agenda:

Motion: Second: Approved: Opposed: Abstention Names(s):

III. PUBLIC COMMENTS: This time has been set aside for members of the public to address the Library Board of Trustees on Agenda items; and items of general interest within the subject matter within jurisdiction of the City. Although the Library Board of Trustees values your comments, pursuant to the Brown Act, it generally cannot take any action on items not listed on the posted Agenda. Three (3) minutes are assigned to each speaker.

IV. CONSENT AGENDA

- A. Meeting Minutes of January 5, 2022
- B. Library Statistics
- C. Donation Report

Acceptance of Consent Agenda:

Motion: Second: Approved: Opposed: Abstention Names(s):

V. ADMINISTRATIVE REPORTS

- A. Friends of the Palm Springs Library
- B. Palm Springs Public Library Foundation
- C. Library Staff

VI. TREASURERS REPORT

Acceptance of Treasurers Report:

Motion: Second: Approved: Opposed: Abstention Names(s):

VII. DISCUSSION/ACTION ITEMS

- A. Update on Measure J Community Grant Application and Invitation to Present Library Priorities to Measure J Commission

Motion: Second: Approved: Opposed: Abstention Names(s):

B. Welwood Murray Memorial Library Handrail Update

Motion: Second: Approved: Opposed: Abstention Names(s):

C. Building Forward Library Infrastructure Grant

Motion: Second: Approved: Opposed: Abstention Names(s):

D. Finance Investment Ad Hoc Committee Update RE Loan to Foundation (Jones/Borba)

Motion: Second: Approved: Opposed: Abstention Names(s):

VIII. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

IX. ADJOURNMENT: The meeting of the Library Board of Trustees will adjourn to its next regularly scheduled meeting at 5:30 p.m. on Wednesday, March 2, 2022 in the Large Conference Room at Palm Springs City Hall or virtually.

The Palm Springs Public Library Board of Trustees meets at 5:30 p.m. on the 1st Wednesday of every month, unless noted otherwise, virtually or in the Large Conference Room at Palm Springs City Hall, 3200 East Tahquitz Canyon Way, Palm Springs, CA.

THE PUBLIC IS INVITED TO PARTICIPATE

COMMITTEES:

STANDING:

ADVOCACY	MCBRIDE
BUDGET	JONES/MCBRIDE
BUILDINGS	BORBA
POLICIES/BYLAWS	GARNER/NORGARD


AD HOC:

FOUNDATION LIAISON	GARNER/MCBRIDE
FRIENDS LIAISON	BORBA
MEASURE J LIAISON	JONES

AFFIDAVIT OF POSTING

State of California)
County of Riverside) ss.
City of Palm Springs)

I, Jeannie Kays, Director of Library Services of the City of Palm Springs, California, hereby certify this Agenda was delivered to each member of the Library Board of Trustees, provided to all parties who have requested such notice, posted at City Hall before 5:30 p.m., on January 26, 2021, and posted on the City's website as required by established policies and procedures.



Jeannie Kays, MLIS
Director of Library Services

PUBLIC NOTICES

Pursuant to G.C. Section 54957.5(b)(2) the designated office for inspection of records in connection with the meeting is the Office of the Library Director, Palm Springs Public Library, 300 S. Sunrise Way. Complete Agenda Packets are available for public inspection at: Palm Springs Public Library. Agenda and staff reports are available on the City's website www.palmspringsca.gov. If you would like additional information on any item appearing on this agenda, please contact the Director of Library Services at (760) 322-8375.

It is the intention of the City of Palm Springs to comply with the Americans With Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, If you will need special assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact Lisa Brock at 760-322-8387 to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

**PALM SPRINGS PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
MINUTES**

Palm Springs Public Library
Teleconference via Zoom

January 5, 2022

1. CALL TO ORDER

Chair McBride called the meeting to order at 5:32 p.m.

ROLL CALL

PRESENT

Craig Borba	Yes
Juanita Garner	Yes
Al Jones	Yes
Ed McBride	Yes
David Norgard	Yes

STAFF PRESENT: Jeannie Kays, Director of Library Services.

CITY STAFF PRESENT: Lisa Brock, Library Operations and Collection Manager; Julie Warren, Library Services and Public Relations Manager.

PUBLIC PRESENT: Robert Engel, David Sidley.

2. ACCEPTANCE OF THE AGENDA:

MOTION: (Borba/Jones, 4-0) To accept the agenda.

3. PUBLIC COMMENTS: None.

4. CONSENT AGENDA

MOTION: (Jones/Borba, 4-0) To approve the consent agenda.

4. A. Meeting Minutes of December 1, 2021

4. B. Library Statistics

4. C. Donation Report

5. ADMINISTRATIVE REPORTS

5. A. Friends of the Palm Springs Library

Julie Warren gave the report. The Friends are continuing to meet on Zoom. They will have three events for Modernism Week: a house tour, a lecture, and a dishware exhibit. Book sales in the library are doing very well.

5. B. Palm Springs Public Library Foundation

David Sidley gave the report. The Foundation sent out their annual year end giving letter and was quite successful. The Foundation did not get the Bighorn Grant. They hired Library Strategies to help with their long-term planning and will have strategic planning sessions in January and February.

5. C. Library Staff

Santa event very well received.

January events going virtual.

Closed for Martin Luther King, Jr. Day.

Chromebooks now available for circulation.

Hotspots are very popular.

Received grant from California State Library for 50 more hotspots.

Personal archiving event moved to March.

Jim Cornett virtual program January 26 on Joshua Trees.

6. TREASURERS REPORT

Treasurer Jones gave the report. The Trust Fund balance is \$1.865 million and in November it was \$1.871 million which is a difference of \$6,470. \$2000 was a payment towards the notes receivable and the remaining balance was due to the Finance department cleaning up the account. As of the meeting date the Trust Fund balance is \$1,865,056.95.

7. DISCUSSION/ACTION ITEMS

7. A. Approve gift of \$25,000 from Paul E. Scheibner and Irene M. Scheibner Revocable Trust

Director Kays gave the report. The estate of Paul Scheibner and Irene Scheibner has left the Library Trust Fund \$25,000. At this point the Library is not aware of any stipulations for the donation. The Scheibners were long time donators to the Library and members of the Friends of the Palm Springs Library.

MOTION: (Borba/Jones, 4-0) To accept the gift.

7. B. PR Campaign Funds Proposal

Julie Warren outlined the PR Campaign Fund Proposal included in the board packet. Julie's recommendation is to do the online web campaign to utilize the remaining \$5000, update the creative campaign that was designed pre-COVID closure, and use that on the digital displays on the free spots in the airport.

Trustee Garner joined at this time.

Chair McBride asked how the Library would communicate that visitors could use the available services. Julie said the message could be customized to include that it is free for California residents and low cost to out of state visitors. Since the campaign is completely digital it can be updated and changed as needed. Treasurer Jones asked what the Library does with hotels, restaurants, and the convention center. He's worried ads at the airport might not catch people's attention. Prior to COVID the library distributed their monthly brochure to almost 50 local restaurants, hotels, community centers, etc. Trustee Garner asked if there is a way to reach vacation rental homes. Julie said the Library can reach out to local vacation rental management companies. Trustee Jones and Chair McBride suggested reaching out to Main Street. If approved Julie would start working on setting up the campaign right away.

MOTION: (Borba/Garner, 5-0) To approval the proposal as presented.

7. C. Report of Conversation with Mayor Middleton Regarding Future of the Library Building (McBride/Jones)

Chair McBride gave the report. Chair McBride, Treasurer Jones, and Director Kays met with Mayor Middleton. They discussed the pending projects at the Library. Mayor Middleton said to be vocal about the plans for the Library and what the Library needs. Chair McBride and Treasurer Jones plan to set up a meeting with the Chair of the Measure J commission and then meet with other City Council members.

7. D. Finance Investments Ad Hoc committee update (Jones/Borba)

No update.

8. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

Trustee Norgard shared about an article in the Smithsonian magazine about the new public library in Memphis.

9. ADJOURNMENT

The January meeting adjourned at 6:36 p.m.

RESPECTFULLY SUBMITTED,



**Jeannie Kays
Director of Library Services**

December 2021 vs. December 2020

LIBRARY STATISTICS	2021	2020	%CHANGE
MATERIALS CHECKED OUT (Total)	24,879	14,129	76%
Print	12,373	5,330	132%
Media	8,427	3,920	115%
Electronics	28	0	-
Other (Downloadable & In-house)	4,051	4,879	-17%
LIBRARY CARD REGISTRATIONS (Total)	160	94	70%
Palm Springs Resident	83	65	28%
California Resident	52	26	100%
Out of State and/or Fee Cards	25	3	733%
DOOR COUNT (Main)	4,692	171	2644%
DOOR COUNT (WMML)	2,338	0	-
PUBLIC COMPUTER SESSIONS (Main)	1,294	49	2541%
PUBLIC COMPUTER SESSIONS (WMML)	109	0	-
WiFi COMPUTER SESSIONS (Main)	1,990	206	866%
WiFi COMPUTER SESSIONS (WMML)	126	20	530%
NO. OF PASSPORTS PROCESSED	37	0	-
IN-PERSON PROGRAMMING (Total)	1	0	-
Pre-School	0	0	-
School Age	0	0	-
Family	1	0	-
Teen	0	0	-
Adult	0	0	-
IN-PERSON PROGRAM ATTENDANCE (Total)	105	0	-
Pre-School	0	0	-
School Age	0	0	-
Family	105	0	-
Teen	0	0	-
Adult	0	0	-
LIVE-VIRTUAL PROGRAMMING (Total)	7	13	-46%
Pre-School	0	5	-
School Age	0	1	-
Family	0	0	-
Teen	0	1	-
Adult	7	6	17%
LIVE-VIRTUAL ATTENDANCE (Total)	86	103	-17%
Pre-School	0	11	-
School Age	0	6	-
Family	0	0	-
Teen	0	0	-
Adult	86	86	0%
PRERECORDED PROGRAMMING (Total)	11	0	-
Pre-School	8	0	-
School Age	1	0	-
Family	0	0	-
Teen	1	0	-
Adult	1	0	-
ON-DEMAND VIEWS (Total)	69	2,385	-97%
Pre-School	49	1,955	-97%
School Age	9	61	-85%
Family	0	0	-
Teen	7	34	-79%

	Adult	4	335	-99%
SELF-DIRECTED ACTIVITIES (Total)		3	0	-
	Pre-School	0	0	-
	School Age	1	0	-
	Family	0	0	-
	Teen	1	0	-
	Adult	1	0	-
SELF-DIRECTED ACTIVITIES COMPLETED (Total)		231	0	-
	Pre-School	0	0	-
	School Age	175	0	-
	Family	0	0	-
	Teen	20	0	-
	Adult	36	0	-

BALANCE SHEET FOR 2022 7

FUND: 151 Library Endowment Fund			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
151	10005	Operating Bank Account	-950.79	1,800,145.27
151	10299	Unrealized Investments	.00	2,355.02
151	12105	Interest Receivable	.00	3,605.87
151	12300	Notes Receivable	-2,000.00	56,000.00
TOTAL ASSETS			-2,950.79	1,862,106.16
FUND BALANCE				
151	29000	Fund Balance Unreserved	.00	-1,865,934.79
151	29315	Expenditure Control	2,950.79	3,828.63
151	29320	Budgetary FB Unreserved	.00	1,766,784.77
151	29325	Estimated Revenue	.00	75.00
151	29330	Appropriations	.00	-1,766,859.77
151	29335	Encumbrance Control	-2,950.79	26,171.37
151	29345	Budgetary FB Reserve for Encum	2,950.79	-26,171.37
TOTAL FUND BALANCE			2,950.79	-1,862,106.16
TOTAL LIABILITIES + FUND BALANCE			2,950.79	-1,862,106.16

** END OF REPORT - Generated by Jeannie Kays **

ACCOUNT TRIAL BALANCE FOR FY22/DEC TO JAN

FUND 151

ACCOUNT	ACCOUNT NAME	ORG	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE	
PER	JNL	SRC	EFF DATE	REFERENCE				
151	10005							
	Operating Bank Account	151	1,799,973.90					
6	220094	CRP	12/06/21	CASH RECEIPTS JOURNAL	2,000.00	.00	2,000.00	
6	220109	APP	12/09/21	120921	.00	746.51	1,253.49	
6	220236	APP	12/22/21	122221	.00	131.33	1,122.16	
7	220082	CRP	01/10/22	CASH RECEIPTS JOURNAL	2,000.00	.00	3,122.16	
7	220168	APP	01/20/22	012022	.00	2,950.79	171.37	
			1,799,973.90	4,000.00	3,828.63	171.37	1,800,145.27	
151	10299							
	Unrealized Investments	151	2,355.02					
			2,355.02	.00	.00	.00	2,355.02	
151	12105							
	Interest Receivable	151	3,605.87					
			3,605.87	.00	.00	.00	3,605.87	
151	12300							
	Notes Receivable	151	60,000.00					
6	220094	CRP	12/06/21	10110	CASH RECEIPTS JOURNAL	.00	2,000.00	-2,000.00
7	220082	CRP	01/10/22	10110	CASH RECEIPTS JOURNAL	.00	2,000.00	-4,000.00
			60,000.00	.00	4,000.00	-4,000.00	56,000.00	
151	20010							
	Accounts Payable Control	151	.00					
6	220108	API	12/09/21	B 489	.00	746.51	-746.51	
6	220109	APP	12/09/21	120921	AP CASH DISBURSEMENTS JOURNA	746.51	.00	.00
6	220215	API	12/22/21	B 525	.00	131.33	-131.33	
6	220236	APP	12/22/21	122221	AP CASH DISBURSEMENTS JOURNA	131.33	.00	.00
7	220147	API	01/20/22	B 592	.00	2,950.79	-2,950.79	
7	220168	APP	01/20/22	012022	AP CASH DISBURSEMENTS JOURNA	2,950.79	.00	.00
			.00	3,828.63	3,828.63	.00	.00	
151	29000							
	Fund Balance Unreserved	151	-1,865,934.79					
			-1,865,934.79	.00	.00	.00	-1,865,934.79	
151	29320							
	Budgetary FB Unreserved	151	1,766,784.77					
			1,766,784.77	.00	.00	.00	1,766,784.77	
151	29325							
	Estimated Revenue	151	75.00					
			75.00	.00	.00	.00	75.00	
151	29330							
	Appropriations	151	-1,766,859.77					
			-1,766,859.77	.00	.00	.00	-1,766,859.77	
151	29335							
	Encumbrance Control	151	30,000.00					
6	220108	POL	12/09/21	B 489	.00	746.51	-746.51	

ACCOUNT TRIAL BALANCE FOR FY22/DEC TO JAN
 FUND 151

ACCOUNT						BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
PER	JNL	SRC	EFF DATE	REFERENCE	ORG					
6	220215	POL	12/22/21	B 525			.00	131.33	-877.84	
7	220147	POL	01/20/22	B 592			.00	2,950.79	-3,828.63	
						30,000.00	.00	3,828.63	-3,828.63	26,171.37
151 29345										
Budgetary FB Reserve for Encum 151						-30,000.00				
6	220108	POL	12/09/21	B 489			746.51	.00	746.51	
6	220215	POL	12/22/21	B 525			131.33	.00	877.84	
7	220147	POL	01/20/22	B 592			2,950.79	.00	3,828.63	
						-30,000.00	3,828.63	.00	3,828.63	-26,171.37
TOTALS FOR FUND 151										
Library Endowment Fund						.00	11,657.26	15,485.89	-3,828.63	-3,828.63

ACCOUNT TRIAL BALANCE FOR FY22/DEC TO JAN
FUND 151

ACCOUNT					BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
ACCOUNT NAME	PER	JNL	SRC	EFF DATE REFERENCE					
				REPORT TOTALS	.00	11,657.26	15,485.89	-3,828.63	-3,828.63

ACCOUNT TRIAL BALANCE FOR FY22/DEC TO JAN

REPORT OPTIONS

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Print (D)etail or (S)ummary:           D
Fiscal year-to-date version:          N
Reporting year:                        2022
Reporting from period:                 06 DEC      to 07 JAN
Journal detail from                    07/01/2021 to 01/25/2022
(B)alance sheet or (A)ll accounts:    A
Roll up projects to object level:     N
Omit zero balance accounts:           Y
Sort by 3 Org-Obj-Project
Print Org Code? (Y/N)                  Y
Print Fund Header and org/Obj         N
Include page break between funds      Y
Include page break between each       N
Print totals                           N
Print report options                   Y
Exclude fund balance YEC/AJE for prior years N

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Find Criteria
Field Name      Field value
Fund            151
Department
Division
Future
Character Code
Org
Object
Project
Account type   Balance sheet
Account status

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** END OF REPORT - Generated by Jeannie Kays **

ALL LIBRARY EXPENDITURE ACCOUNTS

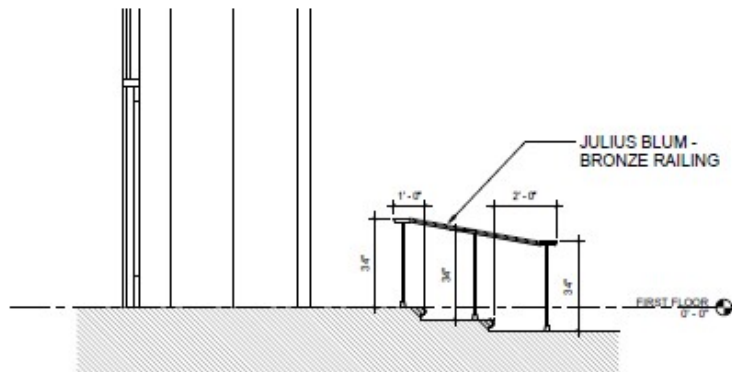
1/25/2022

LIBRARY TRUST FUNDS							
Org	Object	Description	Budgeted	YTD Spent	Encumbered	Available Budget	Percent Used
1514010	50005	Training, Travel and Dues	3,750.00	0.00	0.00	3,750.00	0.00
1514010	50035	Materials and Supplies	52.81	0.00	0.00	52.81	0.00
1514010	50201	Future Library Projects	1,496,970.59	0.00	0.00	1,496,970.59	0.00
1514010	50202	Trust Fund Books	64,157.17	3,828.63	26,171.37	34,157.17	46.76
1514010	50203	Kropitzer Trust Donation	196,665.74	0.00	0.00	196,665.74	0.00
1514010	50207	PR Library Campaign	5,263.46	0.00	0.00	5,263.46	0.00
		To be allocated	95,246.39			95,246.39	
		TOTALS	1,862,106.16	3,828.63	26,171.37	1,832,106.16	

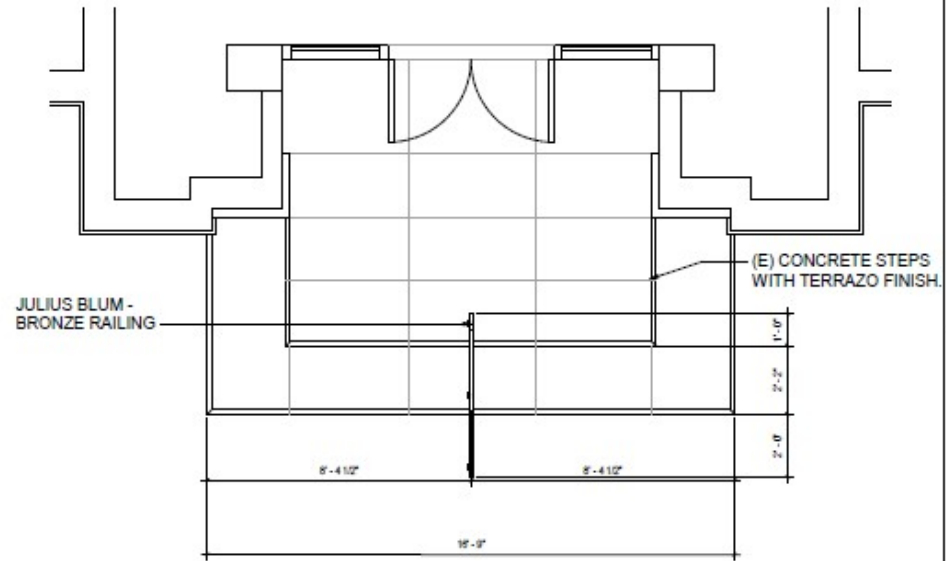
ALL LIBRARY EXPENDITURE ACCOUNTS

1/25/2022

MAIN LIBRARY							
Org	Object	Description	Budgeted	YTD Spent	Encumbered	Available Budget	Percent Used
1004000	40000	Salaries, Full Time	1,100,241.85	565,456.42	0.00	534,785.43	51.39
1004000	40002	Salaries, Overtime	2,500.00	0.00	0.00	2,500.00	0.00
1004000	40010	Leave Payoffs	0.00	32,165.77	0.00	-32,165.77	0.00
1004000	40020	Fringe Benefits	303,525.00	98,903.97	0.00	204,621.03	32.59
1004000	40045	Medical Insurance Withdrawal	0.00	2,850.00	0.00	-2,850.00	0.00
1004000	40050	RHS Health Benefit	13,800.00	6,187.50	0.00	7,612.50	44.84
1004000	40055	PERS Retirement Cost	390,993.06	202,743.65	0.00	188,249.41	51.85
1004000	40060	PERS - POB	36,645.00	18,322.50	0.00	18,322.50	50.00
1004000	40065	Workers' Compensation	53,461.00	26,730.50	0.00	26,730.50	50.00
1004000	40095	Medicare Insurance	15,748.33	8,824.63	0.00	6,923.70	56.04
1004000	40100	Retiree Health Benefit	127,029.00	63,514.50	0.00	63,514.50	50.00
1004000	40105	Contractual Services	115,710.18	69,020.22	0.00	46,689.96	59.65
1004000	50005	Training, Travel and Dues	3,675.00	2,062.00	0.00	1,613.00	56.11
1004000	50030	Gas and Lubrications	5,000.00	888.92	0.00	4,111.08	17.78
1004000	50031	Communications	16,600.00	1,560.76	0.00	15,039.24	9.40
1004000	50035	Materials and Supplies	265,403.00	177,806.96	48,447.96	39,148.08	85.25
1004000	50055	Insurance	122,956.00	61,478.00	0.00	61,478.00	50.00
1004000	50105	Repairs and Maint General	88,200.00	75,732.25	3,843.78	8,623.97	90.22
1004000	50120	Facilities Maintenance Service	140,007.00	70,003.44	0.00	70,003.56	50.00
1004000	50126	Grants	0.00	4,550.04	0.00	-4,550.04	0.00
1004000	50135	Administrative Benefits	12,649.95	6,324.98	0.00	6,324.97	50.00
1004000	50140	Printing	11,000.00	251.27	0.00	10,748.73	2.28
1004000	50145	Advertising	8,900.00	2,464.50	0.00	6,435.50	27.69
1004000	50200	Friends of the Library	14,367.17	11,711.92	0.00	2,655.25	81.52
		TOTALS	2,848,411.54	1,509,554.70	52,291.74	1,286,565.10	
WELWOOD MURRAY MEMORIAL LIBRARY							
1004005	40105	Contractual Services	85,800.00	51,542.40	0.00	34,257.60	60.07
1004005	50015	Electricity	30,000.00	7,720.23	0.00	22,279.77	25.73
1004005	50020	Water	2,500.00	467.28	0.00	2,032.72	18.69
1004005	50030	Gas and Lubrications	5,000.00	0.00	0.00	5,000.00	0.00
1004005	50031	Communications	16,000.00	631.14	0.00	15,368.86	3.94
1004005	50038	Welwood Operations	30,025.00	9,340.50	12,051.80	8,632.70	71.25
		TOTALS	169,325.00	69,701.55	12,051.80	87,571.65	



3 EXISTING ENTRY SECTION
1/2" = 1'-0"



2 EXISTING STAIR PLAN
1/2" = 1'-0"



4 PROPOSED EXTERIOR VIEW
1/2" = 1'-0"



1 LIBRARY ELEVATION
1/2" = 1'-0"

 Architectural Resources Group
Pier 9, The Embarcadero Suite 107
San Francisco, California 94111
415.421.1680
argf.com

NO.	DESCRIPTION	DATE
REVISIONS		

**WELWOOD
MEMORIAL
LIBRARY**

LIBRARY HANDRAIL
100 S PALM CANYON DR, PALM
SPRINGS, CA 92262

SHEET TITLE
**PLAN, SECTION &
ELEVATION**

ISSUANCE
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