

Minutes of the Calaveras Resource Conservation District (RCD)  
Special Board Meeting  
September 5, 2017  
CCWD/RCD Building  
425 St, Charles/Hwy 49, San Andreas, CA

**Call to Order:** Meeting opened by R. Dean-President @ 10:00 am

Board Members Present: R. Dean-President, T. Sullivan-Vice President, G. Long-Secretary, K. Hafley, N. Valente

Board Members Absent: F. Schabram, M. Robie

Others Present: Patrick Martin-Calaveras County Facilities Manager, Scott Oneto-UC Coop Extension, M. Cole-minute-taker

**Pledge of Allegiance**

**General Public Comment:** None.

**Special Agenda:**

1. Approval of Special Meeting Minutes. Board Action – T. Sullivan made motion to approve, G. Long second. On a 5/0/2 vote, minutes were approved.
2. Discussion and negotiations between the RCD Board and Calaveras County staff –
  - S. Oneto discussed his ideas for completing the ADA work while occupying the building. He reviewed the scope proposals submitted earlier by CCWD and submitted a floor plan of the existing space on the main floor, plus a proposed layout. One of his suggestions is to keep two restrooms, but make only one of them ADA compliant. His plan calls for taking out the center dividing walls, as appropriate, and leave the office spaces that line the walls.
  - Then there was discussion of making how to make the reception area ADA.
  - It was discussed having a conversation with K. Wright of the Ag Dept to see if they and UC Coop could occupy the first floor mingled together. This way, work would only need to be done to one floor, while waiting for a better time to remodel the top floor.
  - P. Martin spoke on Title 24 merely states that we need to show a “good faith effort to comply with ADA” but that effort needs to be on-going.
  - It was discussed that we need to have a contractor bid form plans rather than just conversation.
  - B. Dean asked if we could give S. Oneto permission to take lead on floor one renovations. It was agreed that he was the best person to do this as he would be the tenant.
  - K. Hafley noted we are still under a time constraint with the CCWD to take final possession of the building. And that we don’t yet have a firm commitment from the County to help with renovations. We still had several days to back out. But B. Dean pointed out that if we didn’t do any renovations, we could still occupy the building as is for our own purposes.
  - P. Martin requested that S. Oneto do an air quality test on the building, and to also consider the A/C and heat units for each floor. S. Oneto said he would.

- N. Valente asked if Co-op Ext. would be interested in renting back parking lot for heavy equipment storage. S. says yes, but since they don't pay rent now for their storage, we would be receiving any income from this.
  - Next Steps – Request a meeting of P. Martin plus one RCD board member with Tim Lutz to share concerns and to get a verbal commitment from him that the County will help with renovations. Ask him to place it on the County Board of Supervisor's agenda for discussion.
  - It was noted that County IT folks have come to assess the building IT needs. The expressed some large numbers to get it up to where it needs to be but that it is doable.
  - **Motion to continue discussion with Tim Lutz in reference to the building, and to call for a meeting with him this week to get a commitment was initiated by K. Hafley, 2<sup>nd</sup> by T. Sullivan.** Motion carries on a 5-0-2 vote.
3. Discussion of RCD being lead on SNC grant for CHIPS project: G. Long spoke about a planning grant for a CHIPS project to start a fuel break treatment work. The money in this grant is to write the CEQA analysis for the approved crosswalk between NEPA and CEQA. G. Long would spend 20-30 hours to write it and the RCD would receive \$8,000. It was requested to place on next meeting agenda to enter into contract for writing the plan.
4. Other comments: Request to add resolutions to next meeting agenda for opening a bank account and a post office box. Also a resolution for changing the meeting location to the new building.

**Adjournment of meeting.** Motion to close special meeting of the Calaveras RCD initiated by K. Hafley, 2<sup>nd</sup> by G. Long. Motion carries on a 5-0-2 vote. Meeting adjourned @ 11:35 am.

Next meeting scheduled for 6:00 pm, September 14, 2017.

Meeting adjourned at 11:35 am.

Attest:

President Robert Dean \_\_\_\_\_

Secretary Gordon Long \_\_\_\_\_