

**42<sup>nd</sup> District Agriculture Association**

**Glenn County Fairgrounds**

**221 E. Yolo Street, Orland, CA 95963**

**530.865.1168 | [www.glenncountyfair.org](http://www.glenncountyfair.org) | [glenncountyfair@gmail.com](mailto:glenncountyfair@gmail.com)**

**Board Meeting Minutes**

**July 18, 2023**

- I. **CALL TO ORDER** – President Pierce called the meeting to order 6:33PM
- II. **ROLL CALL:** Directors present, Directors excused.
- III. **INTRODUCTION OF GUESTS** Bud Walberg with Walberg Inc., Monica Michaud with Glenn County Fair Heritage Foundation President; Randy Crabtree with California Construction Authority (CCA), Richard Hood.
- IV. **PUBLIC COMMENT:** None
- V. **CONSENT CALENDAR:** Director Chavez asked why in the May financials check register, there were so many voided checks. CEO Bartels explained that when premium checks were input into the system by California Fair Service Authority, CFSA, they were input as express payments. However, that format did not mesh with our accounting software, so they needed to be voided and re-entered. Director Bittle moved to approve the Consent Calendar as is. Director Mudd seconded the motion. In discussion Director Douglass wanted to make sure that minutes from the last board meeting had no action items from the Junior Livestock Committee that attended. CEO Bartels shared that only one item was voted on by the Junior Livestock Committee and that was the purchase of 3 more rabbit cages. The other action item was the transfer from JLA to General and that item was voted on by the board. No further discussion. Director Douglass, Director Bittle, Director Chavez, Director Mudd and Director Pierce voted in favor of the motion. No votes against the motion. Motion passed unanimously.
- VI. **REPORTS & INFORMATION**  
NONE
- VII. **OLD BUSINESS**
  1. **PROJECT LIST:** Director Pierce asked if there were any changes and CEO Bartels reported that the tree work for the removal of the two dead trees back by the kid's carnival and another close to the livestock office was taken out and removed. She shared with the board that she had gotten a quote from Jose Mata Tree Service for \$10,000.00 to trim the trees in Dead Owls Pass, which is in the Northeast corner of the fairgrounds, removing 3 trees that are dead, trimming the trees in the horse arena area located on the Southeast Corner of the fairgrounds as well. This work would clean up the trees and get them off fence lines, close to roofs. Director Pierce asked if that included the trees in the orchard. CEO Bartels shared that those trees are a test plot for UC Regents Office, so no they were not included. Director Bittle moved to approve the work up to \$10,000.00 for tree work. Director Douglass seconded the motion. Director Douglass, Director Bittle, Director Chavez, Director Mudd and Director Pierce voted in favor of the motion. No votes against the motion. Motion passed unanimously.
  2. **MINISTRY USAGE OF SHOWER FACILITIES:** Director Pierce asked if there was an update on the Ministry. CEO Bartels shared that Glenn County Office of Education has completed the contracts for the portables in the RV lot, and the portables will be used as an extension of the Migrant Head Start School located in front of the portables and they intend to open the fence line and create a drive through from the school facility on Chapman to the portables. With the school being in such proximity, CEO Bartels felt it was best to decline. Director Pierce stated that she would update Nicole Kringle.
- VIII. **NEW BUSINESS**

1. GRANDSTAND PLANNING UPDATE: In the research of a plan to demo or repair the grandstands, CEO Bartels had Adam Labs Inc. test the grandstands for asbestos and lead paint. The results show that the grandstand does not have asbestos, however, there is lead paint that will impact the plan moving forward. Bud Walberg shared an abatement contractor would need to come in scrape the loose paint. Then a waste characterization would need to be done, to establish the percentage of lead. He believed that the scrap would be able to be disposed of normally after the lead percentage was established. The scrapings will need to be double bagged and sent to Haz Waste, he believed that would be the extent of Haz Waste disposal. Director Mudd asked where the lead paint was found. The report showed that the lead paint was in the north shop bay ceiling green paint, center shop bay ceiling green paint, exterior bleacher posts sky blue, exterior metal handrail, all tested above 5,000 ppm.

Randy Crabtree of CCA stated that they would need to check that as well, what he would do is have a demolition plan in place. The plan would document what is there and where it is found and what it is supposed to be left like. If any plan for salvaging any materials would be a challenge with lead being present. Large concern is documentation of how the area needs to be left, and CCA would be involved with initial pre-construction meeting, Intermediate visit and then final inspection and validate the conditions of how it has left versus how the plan states it will be left. CCA would take care of the bidding and hold the contract and oversee the project. CCA would identify for the bidding contractor what the special material handling requirements are. Randy's job is to make sure that we get what we have outline of a plan and contract.

CEO Bartels asked Randy to share a little more on the public works law regarding using the Glenn County Fair Heritage Foundation to run the project. He stated he is no expert, but the current state of things is how CDFA defines project, is anything that fair funds that come from Fair funds, all those projects are public works projects and must follow the public works laws to be executed. The Fair could provide self-performed work up to \$50,000.00, however, the problem with that is ensuring that the staff is qualified to do the work. His position is that no one at a fair is qualified to do a demolition of this scale. When working with the Foundation, CCA would directly contract with the Foundation. Require the Foundation to provide a demolition or they would provide one for the Foundation. CCA would not give a permit to demolish until the drawing or document describing exactly what is left is provided. Then once they receive that and it get sent on to a third-party peer review. They review that and make sure they believe how you are leaving it behind aligns with the current code. Provided you do that we approve and allow the demolition. Large concern is documentation of how the area needs to be left, and CCA would be involved with initial pre-construction meeting, Intermediate visit, to check the progress and then final inspection and validate the conditions of how it has left versus how the plan states it will be left and safe condition for the public. The big thing is that Fair cannot pay for anything if the Foundation is involved and can be deemed a conflict of interest. Their fees would be up to \$10,000.00 if working with the Foundation.

CEO Bartels stated that she had invited Bud Walberg to join the meeting to share some costs with the board, so they could gather ideas of what costs would be for demo versus repair. Director Bittle asked if we felt there was no way to repair the current stands. CEO Bartels stated that she felt fiscally she did believe it was an option. In 2018, when CCA looked at the grandstand and gave an estimate to bring it to code and repair the estimate was almost \$500,000.00, that was not to improve or truly to provide longevity to the grandstands. Given the costs of construction has increased so much, Randy Crabtree stated that the cost would be likely be three times what the cost was in 2018. Director Bittle stated that his issue with the reports have conflicting opinions. Maybe fixing would be a band-aid maybe, maybe not, the grandstand lacked maintenance since it was built. Things haven't been done correctly for years; water was allowed to stand for years. If fixed correctly and we do our due diligence, we could make that last as long or longer than it has lasted. Versus rebuilding something that would cost 3 times as much as it is now. CEO Bartels stated that financially we don't have the option to rebuild a large grandstand. If we do go forward with demolition, is putting something right back where the grandstand was, that area is nearly 11 acres that is not being utilized. Director Bittle stated if we don't rebuild something we don't have option for big income type events that we need. CEO Bartels shared a photo of Calaveras County Fair as an example a next phase. Monica Michaud stated that if we start to envision that area like that had multi-function then we develop a plan with visual it could be an amazing thing for our

community. If we can work with the right people to develop to get the right footprint for that area we could utilize that space for concerts, rodeos, derby, and all the things that this community is built off of. Making that area more visually appealing, she sees this project as a phased project and is very hopeful. There is a lot of space that needs to be developed and get a great plan together to present to our community, with visuals. Director Douglass shared that she really liked the Calaveras County Fair photo but would like to see a large shade structure and a multi-use space. Something that would set an economic drive as well. CEO Bartels shared that the success of the overall planning to develop that area would be taking into consideration is to think really big on the overall finished project and plan backward.

Randy Crabtree suggested that we need to have a master planning meeting with the board, and they worked with other boards in the past. In working with Board of Directors, they talked about the highest and best use of the fair. Look at what is offered in our surrounding areas within a certain number of miles, make sure there is a business case to support what you are investing in. He suggested that we take time to sit down and decide our mission and vision for the fair, that would generate revenue to offset expenses. He suggested that maybe we need to tighten up and collapse in the vision and deliver a really great experience and adjust from there.

Director Pierce asked if the Foundation had the money to support the project. Monica Michaud stated that before the Foundation could even consider, they would need to have some idea of the cost.

Bud Walberg stated that demolition would be approximately \$125,000.00, abatement would run approximately \$50,000.00. Demolition plan would be 15,000.00 from CCA. Director Pierce asked what other expenses would need to be considered. He suggested that we try to get the demolition plan donated. Randy stated potentially he could come up with a plan with the money paid to CCA. CEO Bartels asked if the demolition could be split into two and the Foundation paid the first \$50,000.00 and the fair took on the remaining. Randy shared that no that could not happen because it is considered contract splitting. Director Bittle asked if costs could be reduced by using Salt Creek Fire Crew, Bud Walberg shared that it may not reduce the cost by much. His crew could have it down in 5 days. Director Mudd asked how many hi-sides loads it would take to haul off the debris. Bud Walberg stated it would take 35 loads. He also shared that the construction company has to recycle 60% by weight, and he felt that concrete would take care of that percentage. Monica Michaud asked how long the project and paperwork would take. Bud Walberg stated he would need to submit a 10-day notice to the Air Resource Board. Randy Crabtree for planning purposes for demolition 6 months. It is possible to go faster, but that is realistic. Director Douglass asked how they would proceed forward to get this project rolling. Randy suggested that they authorize CEO Bartels in two resolutions, one to spend \$15,000.00 on developing a plan, and the other would be to authorize her to pay up to \$200,000.00 for the demolition. Director Douglass stated that she felt they needed to do something now. Director Mudd asked if once the bid is done would there be a change order on the cost. Randy Crabtree stated that that would be what his role is to stay on top, a change order would come about from unforeseen circumstances. Director Mudd agreed with Director Douglass that they need to do something.

Director Bittle moved to authorize CEO Bartels to spend \$15,000.00 to engage CCA, with a budget for the grandstand demolition of up to \$200,000.00. Director Chavez seconded the motion. Director Douglass, Director Bittle, Director Chavez, Director Mudd and Director Pierce voted in favor of the motion. No votes against the motion. Motion passed unanimously.

2. 2023 BUDGET APPROVAL: Budget was tabled until the August Meeting.
3. PROPERTY INSURANCE RENEWAL APPROVAL: Last year the cost was \$19,557.00, the new quote with adjustments is \$31,411.00. Director Pierce asked why there was such a significant increase. CEO Bartels shared that during the last review of structures that are insured she noticed that we had a need for some changes to replacement costs and add and remove items. After adjusting the coverage, the insurance costs were significantly increased for the year.

In the review of some of the coverages CEO Bartels was asked to revise a few that the Directors felt were too high. She stated that she would get back with the insurance company and ask for a revision. She suggested that they approved up to 31411.00, as the policy is due prior to the next board meeting. Director Douglass moved to approve up to \$31,411.00, however, asking for a revision with coverage adjusted. Director Mudd seconded the motion. Director Douglass, Director Bittle, Director Chavez, Director Mudd and Director Pierce voted in favor of the motion. No votes against the motion. Motion passed unanimously.

**IX. CEO REPORT**

1. INFORMATIONAL REPORT DISCUSSING ADMINISTRATION OF 42<sup>ND</sup> DAA: CEO Bartels shared the long-term contract with Glenn County Office of Education is taking over the portables in the RV area, and the Director Hall's. Red Cross is coming to Whitsett Cook for their distribution area.

**X. CORRESPONDENCE ITEMS (WILL BE DISTRIBUTED NON-ACTION ITEM) None**

**XI. MATTERS OF INFORMATION**

1. Staff Reports: none
2. Directors' Comments
3. Next Scheduled Board Meeting: August 15, 2023 @ 6:30PM
4. Items to be included on the next meeting's agenda.
  - a. Grandstand Demolition Update
  - b. Budget
  - c. Fair Theme
5. **ADJOURNMENT:** Meeting was adjourned at 8:07 PM