



COMMUNITY SERVICES DISTRICT

Meeting called by: A. Korematsu
Secretary: K. Holland

Directors Present:
A. Korematsu, R. Korematsu, P. Suden
Absent: , M. Sorensen and J. Wolfbrandt

Special Meeting

Wednesday June 3, 2026, •Armory Hall, Volcano • 7:00 P.M.

AGENDA

1. Public Comment - *Any person may address the Board at this time upon any subject within the jurisdiction of the Volcano Community Services District (limited to 3 minutes per person). Any matter that requires an action will be referred to the Board for a report and action at a subsequent Board Meeting. 5 Minutes.*

Project Manager E. Routt provided the following update:

Project Manager had a check-in call with Parker, the state contact managing the Prop 68 grant. Per Parker, they are in receipt of the VCSD letter notifying them of E. Routt serving as Project Manager on behalf of VCSD but approval has not occurred yet. Still need to update the application documents. Additionally, Parker said that if money is moved between approved projects, the funds that are moved need to be assigned to a task. He also reiterated that the grant funds are intended for capital outlay to refurbish or replace and not for repairs

Regarding the need to pay prevailing wage, Parker provided form DPR541, which will allow the District to opt out of the prevailing wage requirement. The completed form needs to be submitted to the Department of Industrial Relations.

Projects under 10K do not require a bid for services or to meet prevailing wage requirements. Construction projects under 25K do not require a bid.

Regarding bids, the bid process can be avoided if the VCSD has a policy that states the District's commitment to hiring local contractors or that a contractor's listing such as the Sourcewell website. A lot of state grants want you to include disadvantaged populations. We will need to document the reason why the VCSD makes contractor selection. Record the reason why and be diligent with our thought process.

An advance payment needs to be requested from the state so that the District can move forward once the Board has reached a decision. Once the advance payment has been received, we will bill against the advance.

Finally, Parker confirmed that the crash bar would be eligible under the terms of the grant.

REGULAR AGENDA

1. Determine new scope for the Prop 68 grant projects. A. Korematsu/Ellie Routt. **Action.**

The Armory Hall roof - Bidding out elements of the Hall roof separately will also keep the costs down and noted that the roof is going to be 75% labor and 25% materials. J. Alameda commented that contractors in CA are required to be bonded up to \$25k.

R. Korematsu commented that the Hall roof should be the priority.

Park – P. Suden commented that ADA compliance is very costly and will exceed the grant. E. Routt noted that there are other grants for accessibility.

Bathrooms – Discussion regarding who will be responsible for maintaining the bathrooms once work is completed so that they do not fall back into disrepair. It was noted that there is a handshake agreement between the Sizemore Country Store and the VCSD regarding the bathrooms.

A. Korematsu noted that there was an infestation of carpenter bees on the front panel above where you walk in needs to be replaced. The panel appears to be decorative and not structural.

J. Alameda commented that once work is completed there should be a maintenance plan in place to keep the Hall and the bathrooms from falling back into disrepair.

It was determined to hold off on a vote regarding the change in project scope until the next Board meeting on June 11, 2026. R. Korematsu requests that a list of the proposed scope changes be prepared for the Board. E. Routt will prepare a list for the Board's consideration based on tonight's discussion. General Manager needs to add approval of the revised scope of work to the June 11, 2026, Agenda. E. Routt comments that the roof was not a part of the original scope of work. Once the Board approves a new scope of work, the District will need to send a letter to the state identifying the scope changes. Once those changes are approved by the state the District can proceed.

R. Korematsu volunteered to research and draft a procurement policy with a stated goal of prioritizing local businesses. J. Alameda comments that the language could include a miles radius. The draft policy is to be brought before the Board on June 11, 2026. General Manager to add to the Agenda.

Motion to adjourn at 7:58 made by A. Korematsu. Second by R. Korematsu.

Motion approved 3/0

NEXT REGULAR MEETING: June 11, 2026, at 7:00 PM