

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
Regular Meeting
May 16, 2006**

CALL TO ORDER

The regular meeting of the Placer County Resource Conservation District Board was called to order by RCD Board Vice Chair Bob Wiswell, Jr. at Chair Chris Paull's request at 3:20 p.m.

MEMBERS AND OTHERS PRESENT

Directors Present: Robert (Bob) Wiswell, Jr.
Stanley (Stan) MacDonald
Stewart Feldman
Gregory (Greg) Nau
Claudia Smith
Chris Paull
Whitney Nicholas, Associate Director

Directors Absent: Thomas (Tom) Wehri

Others Present: Rich Gresham, RCD Manager
Curtis Tarver, NRCS Assistant State Conservationist
Mike Brenner, NRCS District Conservationist
Katie Maloney, RCD Sr. Administrative Assistant
Bill Templin, North Fork American River Watershed Coordinator

APPROVE THE AGENDA

Claudia Smith moved to approve the agenda as presented. Stan MacDonald seconded, motion carried unanimously.

GUESTS

Christian Carleton, Foothill Associates
Shelley Matthews, Professional Grant Writer
Katie Cantrell, Foresthill High School Teacher and the Student Envirothon Team

Katie Cantrell introduced the five member student team that participated in this year's Envirothon. Individual team members gave an overview of what the event meant to them, expressed their interest in participating next year, and thanked the RCD for its sponsorship. The team achieved seventh overall statewide, third in wildlife, fourth in forestry, fifth in soils, and sixth in aquatics. The team's 2nd year achievement highlighted the growing success of the Environmental Science curriculum.

The students presented the RCD Board with pictures and a certificate of appreciation for its support.

PUBLIC COMMENT

None

APPROVAL OF PREVIOUS MINUTES

Stewart Feldman moved to approve the minutes of the Regular Board Meeting of April 18, 2006 as presented. Stan MacDonald seconded; motion carried unanimously.

FINANCIAL REPORTS

Katie Maloney presented the *Financial Statement for the Month Ended April 30, 2006* and the *Schedule of Expenses and Warrants Issued for April 2006*.

Stewart Feldman moved to approve the April 2006 financial statements and expense report. Greg Nau seconded; motion carried unanimously.

BUSINESS

New Business:

a) *Informational Item Re: Professional Grant Writing Services:*

Rich Gresham introduced Shelly Matthews, a professional grant writer, invited to give the Board an overview of how an experienced grant writer markets and executes their services.

Rich passed out copies of Shelley's resume reflecting her seven years experience as an independent contractor providing grant services the include the development of grant proposals, the coordination of grant writing teams, grant research, and event coordination. Rich noted Shelley charges \$40 an hour for her services and turned the floor over to Shelley.

Shelley stated she has learned the grant writing process by doing. She noted the grant writing process has been moving towards the use of teams to develop successful grant proposals, especially when multiple objective, multiple partner proposals are being developed. Teams require coordination for maintain timeframes where deadlines for development, review, and buy-in, before the grant proposal is submitted for funding consideration are necessary.

Shelley noted she is also versed in training grant writers and has a background in environmental education with experience in both public outreach and mentoring programs. She has experience with governmental, non-profit, and educational entities.

Shelley fielded questions from the Board that revolved around the clarification of grant writing team coordination, potential benefits of acquiring professional grant writing assistance, and how expertise in terms of finding appropriate funding sources for specific needs saves time and effort.

Shelley indicated most clients have specific programs in mind with specific funding needs that serve as a starting point in a targeted search of program funding. She noted that private funding sources although usually for smaller amounts garner more predictable results than government funding sources.

Shelley noted even the best laid plans in grant writing usually result in a time crunch at the end in response to a comment about the need for adequate review time before proposal submission.

Shelley noted if a grant proposal is not initially successful it can still be shopped around to other funding sources. Shelley noted she does not have objections to starting small and noted she bills when a funding proposal is completed for submission. The process can take anywhere from 70 to 120 hours to develop a proposal.

The Board thanked Shelley for her time and for sharing her grant writing experience.

b) *Discussion to Consider and Possible Action Re: RCD Board Resolution No. 06-01:*

Rich Gresham reviewed Board Resolution No. 06-01 approving the execution of \$36K agreement with the CA Dept. of Forestry and Fire Protection to provide support for the CA Association of RCDs' Forestry and Fuels Management Stewardship Committee for fiscal years 2007-2009.

After a short discussion, Greg Nau moved to pass the Board Resolution as presented. Stewart Feldman seconded; motion carried unanimously.

c) *Discussion to Consider and Possible Action Re: Selection of Special Districts' Representative for Local Agency Formation Commission (LAFCo) Seat:*

Rich reviewed the LAFCo ballot and candidates. After a short discussion, Greg Nau made a motion to support RCD Board Chair Chris Paull for the LAFCo seat. Stewart Feldman seconded; motion carried unanimously.

Old Business:

d) *Discussion to Consider and Possible Action Re: RCD/Placer County Joint Annual Work Program Contract:*

Rich Gresham solicited questions from the Board regarding the '06-'07 Placer County contract and workplan included in the RCD Board Package and requested approval of the documents.

After a short discussion regarding the key components of the workplan, Greg Nau moved to approve the contract and workplan for the next fiscal year. Stewart Feldman seconded; motion passed unanimously.

Stewart Feldman complimented Rich for the time and effort he took in the development of the annual workplan.

e) *Update RE: RCD 2006-2007 Annual Planning Process:*

Rich reported the June 1st Special Board Meeting to address annual planning for the next fiscal year is still on track for 3:30 -7:30 p.m. at the Loomis Library.

f) *Update Re: Annual Day in the Capitol Event:*

The update was deferred due to time constraints.

g) *Discussion to Consider and Possible Action Re: NRCS Offer for RCDs to Cost Share ½ Time GIS Staff Person:*

Rich reviewed the proposal put forth by Curtis Tarver at the CARCD Spring Regional Meeting for Central Sierra RCD's to cost share ½ of a full time GIS staff person with NRCS funding the other ½ of the position.

Curtis Tarver noted the proposed effort is a component of an NRCS strategy to implement GIS support statewide by clustering GIS efforts on a regional basis. He noted NRCS is currently not in a budgetary position to provide full funding and is hoping to further their goal of providing GIS support on a collaborative level that will also encourage the development of partnerships between regional RCDs.

Curtis noted he is looking to work out an agreement with RCDs interested in the proposed collaboration by the end of September in order to have in place before the next federal fiscal year begins in October for the term of one year to be reviewed for a potential 2-3 year extension. A draft agreement is being developed for further consideration by all parties interested in participating.

Board discussion revolved around who would be the employer on behalf of those RCDs interested in the local region. It was reported the El Dorado/Georgetown Divide RCD has requested the Placer County RCD consider serving as the employer if the proposal continues to move forward. Issues pertaining the pros and cons of an employee vs. a contract position, how to potentially mesh needs of potential partners, and GIS data generation and access were discussed.

Chris Paull thanked Curtis for his time and closed discussion by suggesting the existing, but inactive RCD Joint Powers Authority meet and discuss a proposal for forming a partnership around support of a GIS position in collaboration with NRCS.

COMMITTEE REPORTS

RCD Operations Committee:

- Chris reported the RCD Operations Committee met on May 1st to discuss district planning efforts and future potential to expand RCD services in the areas of pond management and water quality monitoring.

RCD Forestry & Fuels Management Committee:

- Rich reported the committee met on May 8th and discussed the need to modify signage being developed for the Colfax Shaded Fuel Break project among other subjects.

DIRECTORS' REPORTS

Stewart Feldman:

- Stewart attended the CARCD Board Meeting and reported quotas received so far have already exceeded the amount received by the same time last year. Tacy Currey is slated to take over the position of Executive Director with administrative assistance. Tacy will continue marketing and outreach efforts until CARCD is able to afford additional support in that area.
- Stewart attended the Sierra Nevada Conservancy Strategic Planning Workshop and handed out a Strategic Planning Workbook with an internet link to solicit stakeholder input.
- Stewart plans to assist map development for the 2006 Annual Farm & Barn Tour.
- Stewart attended the High Sierra Resource Conservation & Development Council (HSRC&D) meeting in Bob Wiswell's stead to provide RCD representation.

Claudia Smith:

- Claudia reported preliminary marketing of the PlacerGROWN Annual Meeting has the event in the black.
- Claudia reported the Foothill Farmers' Market Association has opened a new venue in Granite Bay as planned and a new banner has been placed in Lincoln to promote the market in that community.
- Claudia solicited RCD attendance at the next Placer County Board of Supervisors' (BOS) meeting in support of the Ag Marketing position that has been pulled off of the Consent Agenda for further consideration by the BOS.

Chris Paull:

- Chris receiving a local real estate flyer including incorrect information on the Foothills Farmers' Market schedule facilitated the exchange of updated information between the two entities.
- Chris had the opportunity to talk to Dry Creek Watershed Coordinator Gregg Bates about Placer County Water Agency's East Canal Efficiency Study and noted potential funding to augment the existing Dry Creek Conservancy's Salmon Count and highlighted issues pertaining to conflicting information regarding flow regimes and the fall salmon run potentially occurring during the same timeframe when PG&E historically shuts down water supply to conduct canal maintenance.
- Chris reported the CARCD Resolution regarding grazing lands is moving forward with further clarification of the issues and the potential development of a letter to the Governor regarding the issue.
- Chris also noted landowner privacy conflicts between federal and state policy are also being pursued by CARCD.

Katie Maloney noted she sent pertinent information to Tacy Currey to assist her in her effort to address the privacy issue with the state.

STAFF REPORTS

RCD Report:

In addition to the written activity reports for the month of April submitted to the Board, the following points were discussed:

- Rich reported working with Sacramento Area Flood Control Agency (SAFCA) on an agreement for the RCD to manage a long-term noxious weed eradication effort focused on continuing SAFCA's multiple year effort to eradicate invasive Red Sesbania plants from the Dry Creek Watershed.
- Rich noted there is nothing new to report on the RCDs/Ducks Unlimited funding proposal, which has undergone scientific review. He noted at this point no new is good news as it means the proposal is still in the running for funding. He will keep the Board posted on any new developments. Efforts to organize an outreach BBQ to farmers are being conducted and will highlight conservation easement opportunities. The RCD is contributing \$100 towards expenses. Rich will keep the Board updated on further developments.
- Katie Maloney reported turning over the RCD 2005 Annual Report over to Stewart Feldman for layout design.
- Katie reported receiving permission from Rich to attend a PowerPoint workshop this summer to better assist in RCD public education and outreach efforts by updating her training with the software application.
- Bill Templin handed out copies of his activity report and reviewed his activities that included continued participation in the CABY process. He noted it was a big month for public education and outreach activities including the successful Creek Week clean-up event and RCD sponsored BBQ and participation in Earth Day events. He continues to gather information to establish documentation that the American River watershed has blue ribbon trout habitat.

AGENCY REPORTS

In addition to the written activity report for the month of April submitted to the Board, the following points were discussed:

- Mike Brenner reported NRCS is experiencing a large number of delinquent Environmental Quality Incentive Program (EQIP) contracts nationwide and is waiting for further direction as to outstanding funding not yet spent. Contract terminations are expected.
- Mike reported staff continues to assist other area offices with the implementation of the Conservation Security Program (CSP).
- Mike indicated completion checks are being conducted now that the weather has improved.
- Staff member Kristen Losse continues to add to her irrigation/sprinkler design expertise with additional training.
- Mike reported additional technical assistance was rendered in the area of creek restoration.
- Mike reviewed numerous meetings he attended in the last month including the HSRC&D meeting and various news articles he released to the press.
- Mike reported the Placer County EQIP mapping effort is 90% completed and can serve as the basis for adding more information from other project sources such as the CA Forest Improvement Program (CFIP).
- Mike noted the state office will be sending out a Civil Rights Review Team and requested an interview with an RCD Director on the 23rd. Chris Paull offered to teleconference.

COMMUNICATIONS

- Letter dated April 19th from the Placer Nature Center Education Director Linda Desai thanking the Board for the \$1000 contribution to the center's educational efforts including the Nature Bowl and included a news article about the event.

- Letter dated April 24th from the El Dorado County RCD from Lucille, Office Coordinator, to the Board thanking the district for the \$400 contribution to the CARCD Regional Spring Meeting expenses.
- Letter dated May 8th from the Local Agency Formation Commission (LAFCo) with the ballot to fill the vacant Special District LAFCo seat.
- LAFCo Meeting Agenda for the May 10th meeting in BOS Chambers along with a copy of the proposed 2006-2007 budget.
- Placer County Flood Control and Water Conservation District Technical Advisory Committee (TAC) meeting agenda for May 3rd.
- Placer County Agricultural Commission meeting agenda for May 8th and minutes of the April 10th meeting.
- 2006 National Wildland/Urban Interface Fire Education Conference registration materials slated for November 2-4, 2006 in Denver Colorado.
- Water Environment Federation Pacific Southwest Organics Residual Symposium registration materials for July 12-14, 2006 in Sacramento.
- CA Special Districts Association publication, *CSDA News*, for May 2006.
- High Ranch Nursery letter dated April 21st and newsletter, *HRN News*, for May 2006.
- A Great Valley Center event flyer, *At the Tipping Point*, slated for May 10th & 11th in Sacramento.
- CALPERS newsletter, *Employer News*, for Spring 2006.
- NACD newsletter, *NACD News & Views*, for March/April 2006.
- USDA Forest Service Booklet, *Connecting Forestry to People in 2007*.
- CA State Board of Forestry and Fire Protection Notice of Preparation for the Vegetative Treatment Program Draft Environmental Impact Report dated April 19, 2006.
- NACD newsletter, *Forestry Notes*, for April 2006.
- Water Education Foundation publication, *The CA Runoff Rundown*, for Spring 2006.
- CA Interagency Noxious Weed Coordinating Committee newsletter, *Noxious Times*, for Fall & Winter 2005-2006.

FUTURE AGENDA ITEMS

The following items will be on the Regular June meeting agenda:

- Annual Services Contract for Administrative Services
- Extension of Employment Agreement for District Management
- Retainer Agreement for Hydrological Services
- Various Updates

ADJOURNMENT

With no further business to conduct, Stewart Feldman moved to adjourn the meeting. Bob Wiswell seconded; motion carried unanimously. Chair Chris Paull adjourned the meeting at 6:24 p.m.