

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
Regular Meeting
August 15, 2006**

CALL TO ORDER

The regular meeting of the Placer County Resource Conservation District Board was called to order by RCD Board Chair Chris Paull at 3:15 p.m.

MEMBERS AND OTHERS PRESENT

Directors Present: Robert (Bob) Wiswell, Jr.
Stanley (Stan) MacDonald
Stewart Feldman
Thomas (Tom) Wehri
Claudia Smith
Chris Paull
Gregory (Greg) Nau

Directors Absent: None

Others Present: Rich Gresham, RCD Manager
Mike Brenner, NRCS District Conservationist-Auburn Field Office
Katie Maloney, RCD Sr. Administrative Assistant
Bill Templin, North Fork American River Watershed Coordinator
Gregg Bates, Dry Creek Watershed Coordinator

APPROVE THE AGENDA

Stewart Feldman moved to approve the agenda as presented. Claudia Smith seconded, motion carried unanimously.

GUESTS

None

PUBLIC COMMENT

None

APPROVAL OF PREVIOUS MINUTES

Stan MacDonald moved to approve the minutes of the Regular Board Meeting of July 25, 2006 as presented. Stewart Feldman seconded; motion carried unanimously.

FINANCIAL REPORTS

Katie Maloney presented the *Financial Statements for the Month Ended July 31, 2006* and the *Schedule of Expenses and Warrants Issued for July 2006*.

Tom Wehri moved to approve the July 2006 financial statements and expense report. Bob Wiswell seconded; motion carried unanimously.

The Board and staff discussed a new format for summary reporting of RCD Grant income and expenditures. Katie Maloney will develop a new summary grant report for the Board's review next month.

BUSINESS

Old Business:

- a) *Discussion to Consider and Possible Action Re: Final RCD 2006-2007 Budget and Annual Transfer of Funds from Unrestricted Fund to Restricted Fund:*

Katie Maloney reviewed the Final RCD 2006-2007 Budget Narrative included in the Board Package as follows:

Preface:

With a Pre-Audit RCD Unrestricted Fund Balance, net of RCD Program Allocations as of June 30, 2006, of \$134,486.92 and projected income of \$859,111.03 for the '06-'07 fiscal year providing a budgeted Unrestricted Fund Balance of \$973,597.95 and projected expenses of \$929,343.30, leaving a balance of \$64,254.68 in Appropriations for Contingencies, Katie recommended the Board consider transferring \$20,000 from the Unrestricted Fund Balance to the Restricted Fund Balance.

The Restricted Fund Balance is currently \$155,478.57 with \$130,000 reserved for Capital Improvements as of June 30, 2004 leaving \$25,478.57 unallocated in terms of a specified use. Katie noted the Board has the choice once a year to transfer funds from the Unrestricted Fund Balance to the Restricted Fund Balance and/or reallocate Restricted Funds.

Should the Board chose to transfer \$20,000 to the reserve fund \$44,254.68 will still be available for Appropriations for Contingencies. The Board by unanimous vote can pull from the Restricted Fund should an unforeseen need arise during the fiscal year.

Greg Nau moved to approve the \$20K transfer from the Unrestricted Fund Balance to the Restricted Fund Balance as recommended. Tom Wehri seconded; motion carried unanimously.

Tom Wehri moved to designate the \$20K transfer to the Capitol Improvement funds for a total of \$150K. Stewart Feldman seconded; motion carried unanimously.

Katie continued to present the budget as follows:

Revenue:

Interest revenue for '06-'07 has been adjusted to reflect the amount of interest earned in the '05-'06 fiscal year.

Tax Revenue has been projected at \$248,507 per the county's expected '06-'07 allocation.

Planning Applications is detailed below. Planning Applications is comprised of work agreements, contracts for work, and grants the district will realize income from in the '06-'07 year. Grants for multiple years are figured at the full amount of the award divided by the term of the grant to arrive at the budgeted amount. Grants terminating in the next fiscal year reflect the remaining balance of the grant. The District's current grants will end either at mid fiscal year (12-31-06) or at fiscal year end (6-30-07), except for the CDF/CARCD grant and the RCDs/Ducks Unltd. Grant.

Planning Applications was revised upwards to include the RCDs/Ducks Unlimited Grant and the GIS Agreement as follows:

Placer County:	\$ 70,325	CDF/CARCD Grant:	\$12,000
Cities:	6,000	SDS Grant:	5,000
'02 319(h) Grant:	103,047	USFS/WUI Grant:	139,378
SAFCA Grant:	126,610	RCDs/Ducks Unltd.	33,333
DOC Grant:	78,004	RCD/GIS Participation	<u>20,000</u>
			\$593,697 Total Planning Applications

Expenses:

Salaries, Overtime, and corresponding Payroll Taxes have been based on the current hourly rate plus projected 3.33% Cost of Living Adjustment (COLA) for '06-'07. It reflects 2080 hours for each employee.

Accrued Compensated Leave has been revised to reflect each employee's actual accrued hours as of Pay Period #26 at each employee's projected hourly rate. Also reflected in this category is the maximum payout of \$2,000 in accrued sick leave for each employee.

Special Contributions was revised upwards by \$3,650 to \$6,650 from \$3000 to allow Board discretion in anticipation of an RCD Education Committee recommendation to increase support of student activities in the amount of \$3,150 and to allow the RCD to contribute \$500 to the Placer County Ag Tour event in '06-'07. The original \$3,000 budgeted will cover the remaining Education Committee budget allocation recommendations and leave \$300 for unforeseen needs.

Printing has been increased another \$1,000 to \$3,000 in anticipation of expanded public outreach efforts.

Postage has also been increased another \$500 to \$2,000 in anticipation of public outreach efforts.

Professional Services Category was revised to include the awarded Ducks Unlimited Grant and the GIS Agreement as follows:

Administration:	\$19,500 (RCD)	USFS/WUI:	\$139,378
CPA:	1,500	CDF/CARCD:	12,000
Hydrologist:	300	SDS:	1,000
Reg. Prof. Forester:	300	SAFCA:	107,618
County Contract:	32,560	RCDs/DU	33,333
DOC W/S:	66,303	GIS Tech.	<u>30,000</u>
'02 319(h):	87,590		
			\$531,382 Total Professional Services

Katie requested the Board's approval of the RCD '2006-2007 Final Budget. Greg Nau moved to approve the budget as presented. Tom Wehri seconded; motion carried unanimously.

b) *Discussion to Consider and Possible Action Re: Extension of Employment Agreement with Richard Gresham:*

Chris Paull noted Rich has requested the Board consider a two year extension based on the RCD's long-term projects. After a discussion highlighting the Board's desire to annually review the agreement for extension, Tom Wehri moved to approve a one year extension of Rich Gresham's employment agreement. Stewart Feldman seconded; motion passed with Claudia Smith abstaining.

c) *Discussion to Consider and Possible Action Re: NRCS/RCD Collaborative GIS Agreement Approval & Discuss the Development of RCD Collaborative GIS Participating Agreements & Workplan Development:*

Rich Gresham briefly reviewed the draft language of both agreements reviewed by the Board at the July board meeting. He noted the primary issues RCDs have identified include fuel load reduction projects, water quality monitoring sites, and Class A & B invasives mapping.

After board discussion revolving around the GIS position selection and oversight process, the pros and cons of being an employee vs. a contractor position, security issues, the development of a detailed workplan to guide the effort, and the identification of deliverables; Tom Wehri moved to approve the language of both agreements. Stewart Feldman seconded. Mike Brenner brought up a plan to accommodate the technician with a re-working of available office space, and with no objections voiced to his proposed space planning, motion carried unanimously.

Mike Brenner reviewed a newspaper ad developed to promote the NRCS Conservation Planning Program set to run three times in the paper at the cost of \$265 per printing. He noted Curtis Tarver has requested a proposed budget for further consideration and Mike requested the Board consider contributing to the NRCS ad promotion and offered to incorporate the RCD in the proposed ad. After a short discussion, Greg Nau moved to place the item on the next agenda for formal consideration. Tom Wehri seconded; motion carried unanimously.

- d) *Discussion to Consider and Possible Action Re: RCD \$300 Contribution to the Small Farm Equipment Event:*
Chris Paull reviewed past discussion and requested formal action to contribute to the event. Tom Wehri moved to contribute \$300 to support the event as discussed. Claudia Smith seconded; motion carried unanimously.
- e) *Discussion to Consider and Possible Action Re: RCD Fiscal Contribution to NRCS Training:*
Chris Paull reviewed past discussion and requested formal action to contribute to NRCS training. Tom Wehri moved to contribute up to \$700 to support training as discussed. Bob Wiswell seconded; motion carried unanimously.

New Business:

- f) *Discussion to Consider and Possible Action Re: RCD Education Committee 2006-2007 Budget:*
Stewart Feldman reviewed the Education Committee recommendations regarding the 2006-2007 Education Committee Budget as follows:

The committee discussed these items and proposed budgets for each:

1. 2007 Placer County Ag Tour = not to exceed \$500
2. Mailing Annual Plan & mid-year Newsletter = not to exceed \$3,000
3. Speak-off Contest = offer \$50 prize for each student who wins competition at their high school + \$25 per school budget for refreshments and cost to take photos/write article covering their Speak-off competition + \$75 prize for PCRCD winner + travel & lodging for student & parent to regional and state competitions = TOTAL (for all schools) not to exceed \$1,500
4. Range Camp (\$500) + Nature Bowl (\$750) + Envirothon (\$400) = TOTAL not to exceed \$1,650
5. RCD Website = no funding needed
6. Display materials, graphics and signage for Gold Country Fair, Foresthill Wildfire on the Divide, Meadow Vista Pioneer Day, and other events = not to exceed \$250

The amount budgeted:

\$3,750 for PCRCD Board direct communications, 2007 Ag tour, and display graphics for regular events

+ (up to) \$3,150 for continuing support for student activities

\$6,900 Total in Annual Plan commitment

The committee also recommended the following for 2006-2007 support:

1. Funding for a Placer Nature Center project (replacing plants in RCD-funded display and adding interpretive signage) = not to exceed \$250
2. PCRCD Board commitment to Small Farm Equipment demonstration (Nevada County Land Trust) = \$300
3. Local agriculture support

(a) sponsor Foothill Farmers Market (FFM) brochure (\$1,000 committed for each of the past two years, but only \$500 in 2007 — with a new requirement that PCRCD have a section (up to one full panel of the folded brochure) to state our mission, goals and services. An

alternative would be to hold a workshop (about irrigation, EQIP, other conservation assistance, etc.) at the FFM annual meeting (February) to benefit local producers.

(b) sponsor 2006 Placer Farm & Barn Tour map/program (with a section for PCRCD statement, as above) = \$500

(c) assist PlacerGrown (in addition to paying dues), other local ag groups or ag events = not to exceed \$500

4. Watershed support — assist 2007 Creek Week activities (Templin) = \$150

5. Outreach — purchase brochure racks to place in Canyon View Center (ARD facility) and Placer Nature Center and/or for use in public events (to disseminate information from PCRCD, USDA Service Center & NRCS) = \$300

Additional amount recommended = not to exceed \$2,500

After discussion of other PCRCD Committees' needs for education and outreach, the Education Committee recommends the comprehensive Education Budget for 2006-2007 should not exceed \$9,000.

Katie Maloney noted the proposed final budget was adjusted to allow for Board discretion in terms of having leeway to approve the Education Committees' recommendations.

Board discussion revolved around the need for written acknowledgement in any printed materials the RCD contributes to raise public awareness of the RCD.

Stewart recommended amending the Education Committee's recommendation by adding another \$1K to allow for the RCD to contribute to the printing of a brochure to promote the Upper American River Foundation for a total education budget as detailed above plus the additional \$1K of \$10K.

Greg Nau moved to approve the proposed \$10K budget for education and outreach. Stan MacDonald seconded; motion carried unanimously.

g) *Discussion to Consider and Possible Action Re: Annual Cost of Living Adjustment (COLA) for RCD Personnel:*

Rich Gresham briefly reviewed prior budget discussions revolving around proposed 3.33% COLA. Stewart Feldman moved to approve the COLA as of July 1, 2006. Tom Wehri seconded; motion carried with Greg Nau voting no.

COMMITTEE REPORTS

- *RCD Education Committee:*
See agenda item f).

- *RCD Forestry & Fuels Management Committee:*
Stan MacDonald handed out National Association of Conservation Districts (NACD) Forestry Committee meeting materials for Board review and gave an overview of the meeting. Stan reviewed two draft resolutions developed by the NACD committee. The addition of an agenda item to discuss proposed CARCD Resolutions for the annual meeting will be placed on the next agenda.

Rich Gresham reported Tacy Currey is working to provide a speaker on carbon sequestering for the CARCD Annual Meeting as she is exploring opportunities for RCDs to become involved in a carbon sequestration certification program as there is a legislative bill being developed supporting the development of a carbon sequestering credits program.

Stan brought up the idea of providing hats, shirts, and/or jackets to help identify RCD personnel when attending events and/or when in the field to better promote the RCD and its services. The item will be placed on the next agenda.

DIRECTORS' REPORTS

Greg Nau:

- Greg apologized for missing the last couple of board meetings and noted his schedule has not been conducive to participating. He indicated that due to continuing time constraints he does not intend to serve another term once his term expires near year end.

Claudia Smith:

- Claudia reported attending two Farm & Barn planning meetings. She noted map development for the event will provide the opportunity for the RCD to promote itself on the map with the approved Education Committee budgeted support. Claudia solicited volunteers to assist with the event and Tom Wehri volunteered.
- Claudia has been involved with seven Farmers' markets each week and continues with the harvest at Blossom Hill Farm. In response to Greg Nau's inquiry she noted the RCD is welcome to place RCD information at the community table at Farmers' Markets.

Tom Wehri:

- Tom reported he has been busy building a cabin and continues to participate on NACD committees addressing 2007 Farm Bill issues.

Stewart Feldman:

- Stewart reported attending various meetings and handed out information on PG&E property located below Halsey Forebay that is in need of fuels management and has the potential to serve as a good demonstration site due to its location near the entrance of Christian Valley and good access.
- Stewart indicated he also will not be seeking another term as RCD Director when his term ends towards year end.

Chris Paull:

- Chris reported giving Rich Gresham his annual review and noted he would like to revise the evaluation form to better track with the district management job description vs. the RCD Annual Plan deliverables.
- Chris reviewed the various meetings he has attended over the last month including the RCD Education Committee meeting and the PCWA East Canal Efficiency Study meeting, as well as various discussions about consumptive uses, the need for agencies to conduct rangeland/wetland easement reviews, and potential NRCS project signage.
- Chris announced he has filed candidacy papers for the Loomis School Board.

STAFF REPORTS

RCD Report:

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

- Rich Gresham reported the Placer/Sutter RCDs and Ducks Unlimited Working Landscapes BBQ garnered about 70 participants, mostly from Sutter County.
- Rich continues to negotiate with the parties participating in the NRCS/GIS cost sharing agreement.
- Rich continues to develop the potential opportunity for the RCD to administer CA Forest Improvement Plan (CFIP) funds as previously discussed with the Board and the subsequent need to re-activate the existing RCD Joint Powers Authority (JPA).

- Rich also continues to explore the opportunity for RCD in collaboration with the Placer/Nevada Weed Management Area and CalTrans to develop a noxious weed management program along the local I-80 corridor.
- Katie Maloney reported she has begun the annual audit procedure with the completion of the annual reconciliation in preparation for the audit appointment with Certified Public Accountant Bill Myers later this week where she will deliver all requested materials needed for the annual audit process.
- Katie handed out the RCD summer 2006 tri-fold newsletter updating Placer County stakeholders of recent RCD happenings, including the commendation the RCD received from the Placer County Grand Jury and the introduction of Mike Brenner as NRCS District Conservationist. Close to 1,500 tri-folds will be mailed out by week end with about 500 available for public outreach opportunities like the upcoming Gold County Fair.
- Gregg Bates handed out his monthly report and reviewed the highlights of the American Basin Council of Watersheds August meeting that included a presentation of the American River Basin Integrated Regional Water Management Plan (IRWMP) effort. The Council has requested another opportunity to discuss the draft plan's content in more depth at a future meeting.
- Gregg is awaiting feedback on Dry Creek Conservancy's (DCC's) proposal for \$200K in fines levied on a JMC Homes for non-compliance in terms of sediment discharges into Pleasant Grove Creek that proposed capacity building for DCC and the American Basin Council of Watersheds (ABCW), the transition of the Dry Creek Watershed Coordinated Resource Management Plan (CRMP) into a plan for implementation, and support for DCC education and outreach efforts over a two to three year timeline.

Greg Nau suggested the proposal goals and objectives need more clarification for better understanding of what exactly DCC is trying to accomplish with the funding.

- Bill Templin handed out copies of his activity report and highlighted his efforts to bring the new South Fork American River Watershed Coordinator up to speed, the results of the Sediment Dynamics Study Technical Advisory Committee field tour, and a Placer County Water Agency (PCWA) Aquatic Resource Technical Working Group where his efforts to facilitate collaboration in terms of monitoring efforts in the watershed may result in an expansion of monitoring efforts.

AGENCY REPORTS

The written activity report for July-August was handed out to the Board and the following points were highlighted:

- Mike Brenner reported 38 status letters sent out to landowners regarding delinquent Environmental Quality Incentive Program (EQIP) contracts has resulted in seven landowners requesting cancellation and three contracts being terminated. Eleven applications for the current EQIP funding cycle have been received and a Local Working Group meeting is slated for August 30th.
- Mike announced 2005 Conservation Security Program (CSP) participants are eligible to add additional acreage and/or enhancements to their current contracts. Four participating Placer County landowners were contacted to solicit interest.
- Mike reviewed staff activities and additional meetings attended.

COMMUNICATIONS

- CA Association of Resource Conservation Districts (CARCD) 2006 Annual Conference materials. Discussion regarding deadlines for submission of CARCD Board nominations, resolutions, poster contest, etc. took place.

- Letter dated August 5th from Larry Brilliant soliciting the RCD's vote for a seat on the CA Special Districts Association Board of Directors for Region Two. No action was taken.
- Invitation from Assemblyman Dave Cogdill to the 2006 Natural Resources Summit on September 8th in Sonora, CA.
- Stewardship Council Board meeting cancellation notice.
- Placer County Agricultural Commission meeting cancellation notice.
- Placer County Flood Control and Water Conservation District meeting agenda for August 14th, Technical Advisory Committee (TAC) meeting agenda for August 2nd and Minutes for the June 7th TAC meeting.
- Letter dated August 2nd from the Placer County Auditor regarding the Donner Lake Service Area Annexation to Truckee Donner Public Utilities District.
- Auburn Urban Development Authority Notice of Preparation for the Auburn Redevelopment Project, Amendment No. 1 and a copy of the initial study for the project.
- Placer County Treasurer-Tax Collector July 21st Notification of Tax-Defaulted Land Sale and a copy of the Board of Supervisors Resolution #2006-212 approving the sale of tax defaulted properties by public auction.
- Placer LAFCo letter dated June 21st announcing Paula Roccucci won the Special District seat on the Commission with Anthony Wright serving as Alternate.
- High Ranch Nursery newsletter, *HRN News*, for August 2006.
- Compumaster registration materials for a two-day Web Site Development Workshop.
- National Association of Conservation Districts (NACD) publications, *Forestry Notes*, for July 2006.
- NACD publication, *Buffer Notes*, for July 2006.
- NACD newsletter, *NACD News & Views*, for July/August 2006.
- CALPERS newsletter, *Employer News*, for Summer 2006
- ESRI publication, *Government Matters*, for Summer 2006.

FUTURE AGENDA ITEMS

The following items will be on the September Regular Board Meeting agenda:

- NRCS/GIS Agreement Update/Approval
- CFIP/JPA Activation Update/Approval
- NRCS/RCD Ad Promotion Approval
- NRCS Project Sign Collaboration Approval
- RCD Personnel RCD Apparel Approval
- CARCD Annual Meeting Resolution Discussion

ADJOURNMENT

With no further business to conduct, Tom Wehri moved to adjourn the meeting. Claudia Smith seconded; motion carried unanimously. Chair Chris Paull adjourned the meeting at 6:13 p.m.