



Santa Cruz County

Resource Conservation District

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MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE SANTA CRUZ COUNTY RESOURCE CONSERVATION DISTRICT

The regular Meeting of the Santa Cruz County Resource Conservation District (SCCRCD) Board of Directors was called to order at **7:06PM** on **June 9, 2004**, at the Resource Conservation District Office, 820 Bay Avenue, Suite 128 Capitola, California.

Directors Present:	Jim McKenna, President Steve Butler, Vice President Tom Lukens Mike Manfre John Ricker Roberta Smith
Directors Absent:	Howard Liebenberg
Associate Directors Present:	Kathryn Tobish Vasiliki Vassil
RCD Staff Present:	Tangi Chapman, Recorder Karen Christensen, Executive Director of Programs Sharon Corkrean, Executive Director
NRCS Staff Present:	Rich Casale
Others Present:	Darlene Din

WELCOME - INTRODUCTIONS

The meeting opened at **7:06PM** with a quorum present. The Board welcomed Darlene Din to the meeting. Karen acknowledged the work Darlene did to keep the plants along the Beach Road planting alive.

ORAL COMMUNICATIONS

Karen passed around written communications received from various groups. There were no oral communications.

MINUTES

Roberta Smith moved to accept the minutes of the April 21, 2004 Board meeting as written. Tom Lukens seconded the motion. All were in favor.

Roberta Smith moved to accept the minutes of the May 20, 2004 Board meeting as written. John Ricker seconded the motion. All were in favor.

BUDGET & FINANCE

Expenditures

General Expenditures – The General Expenditures for April 2004 were circulated for review. John Ricker moved to approve the General Expenditures for April 2004. Steve Butler seconded the motion. All were in favor.

General Expenditures – The General Expenditures for May 2004 were circulated for review. Steve Butler moved to approve the General Expenditures for May 2004. John Ricker seconded the motion. All were in favor.

David and Lucile Packard Supplemental Expenditures – The D&L Packard Supplemental Expenditures for May 2004 were circulated for review. John Ricker moved to approve the D&L Packard Supplemental Expenditures for May 2004. Roberta Smith seconded the motion. All were in favor.

General Expenditures – Sharon requested the Board pre-approve expenditures for June 2004. After discussion among the Board, Roberta Smith moved to accept the proposed expenditures for June 2004. Steve Butler seconded the motion. All were in favor.

Sharon circulated the signature cards required by the County for each Board member.

Transfers

There were no Transfers.

ACTION ITEMS

Program Discussion Items

Permit Coordination- Phase II – Karen requested the Board adopt a resolution to accept funds for Phase II of the Permit Coordination Program. Karen explained that at the end of Phase II a permit coordination program would be in place. Karen explained that NOAA Fisheries has approved the program. Karen anticipates that after Fish and Game and the Regional Water Quality Control Board review and comment on the program, they too will sign on to the program. Karen reported that the County of Santa Cruz Public Works Department has expressed concern that by giving up their oversight duty, they might be held liable for anything that goes wrong. After the Board discussed the permit coordination program, Roberta Smith moved to adopt the Resolution 2004-02 as corrected, omitting Special out of the last sentence. Steve Butler seconded the motion. All were in favor.

2004-2005 Budget – Sharon presented the Board with a draft of the 2004-2005 Budget. She explained that more work will be necessary in order to increase accuracy. Sharon further explained that the Budget is so large due to the Regional Board 319 grant funding that just came through, as well as the IWRP funding; the 319 grant had originally been included in the 2003-2004 Budget. The proposed Budget numbers must be available for public comment. Any comments will need to be made before the next Board meeting. Steve Butler moved to approve the working draft of the 2004-2005 Budget. John Ricker seconded the motion. All were in favor. Roberta Smith moved to approve the 2004-2005 Budget for the Packard Foundation funds. Steve Butler seconded the motion. All were in favor.

Two-Year Audit – Sharon reported that the preliminary report for the two-year audit looks great. John Ricker moved to approve the 2002-2003 Audit. Tom Lukens seconded the motion. All were in favor. Congratulations to Sharon for all her hard work in keeping the books tight. Sharon suggested that in the future the RCD should consider doing the audit on a yearly basis because of the amount of material that must be considered.

REPORTS

Directors Reports

Roberta Smith reported that there was a small forest fire on Swanton Road. Though this fire burned only three acres, it served as a wake-up call to area residents of the potential devastation that could happen. The last fire in 1948 wiped out a very large area of forested hills and some homes.

Steve Butler attended the CARCD Forestry and Fuels meeting. At that time he volunteered the RCD to host the next CARCD committee meeting. He suggested that the only need for staff involvement would be to help with field trips. Steve Butler was impressed with an interactive fire display from the Western Shasta RCD. Steve questioned how the follow-up to the State Parks presentation was coming along. Steve also asked when we would be looking into increasing the donation to CARCD. Sharon will add this item to next months' agenda.

Jim McKenna reported on a meeting he, Roberta, Karen, and Rich attended which was led by Ray Ledgerwood, a consultant to NRCS and a former National Association of Conservation Districts' employee. The intent of the meeting was to increase cooperation between the local RCDs in the hopes that the RCDs in need of help would receive help from the RCDs that are doing well. There will be a follow-up discussion. Jim suggested that this meeting would have been more productive had there been more dialogue between the RCDs at the meeting. Karen explained that the SCCRCD is currently working with both San Benito and Loma Prieta RCDs by way of Dawn Mathes. Karen further suggested that we could be of help by encouraging those RCDs that need help to establish their goals and then find out what resources are available for them to meet those goals.

Associate Directors Reports

Vasiliki Vassil reported on her attendance of the May meeting of the CCRC&D. They again have money available for education grants, and she encouraged staff to apply. The CCRC&D has requested a template for the Roads

Workshops in which the District has been involved. Karen suggested that we send them a copy of the Roads Manual.

NRCS Reports

The NRCS activity report for June was circulated for review. Rich reported that NRCS currently has 9 EQIP applications screened and ranked. They are considering which projects to fund. Due to the backlog in engineering assistance, it could be several years before those projects that need engineering and design could be completed. Rich was asked if the San Mateo and the Santa Cruz County RCDs could sponsor the State Leadership Meeting the first week in August. The second day of the meeting would consist of a tour and show and tell of the projects on which the District is working. Rich suggested that this would be a great opportunity to illustrate the complexity of local EQIP projects. Rich will work with Karen and Sharon on a plan for hosting the meeting and then bring it to the Board at the next meeting. Karen reported that Morpheus Anima is back helping with Farm Bill paperwork among other things.

Staff Meeting Minutes

The staff meeting minutes for April were circulated for review.

Calendar Dates

June 30 Blue Circle: Discussion of ESA & CESA, Simpkins Swim Center, S.C., 3:30-5:30PM, Social to follow (RCD)

PERSONNEL

Closed Session

Open Session (Motion)

John Ricker moved and Steve Butler seconded to accept the proposed staff increases, except for the Executive Directors'. The Board discussed the compensation requested for the Executive Directors. After discussion, Steve Butler moved and Tom Lukens seconded that the Executive Directors' hourly compensation be increased by ten percent. In addition, John Ricker moved and Steve Butler seconded the proposed twenty-five dollar increase in medical and retirement contributions.

ADJOURN

Adjournment

Roberta Smith moved to adjourn the Meeting at 10:15PM. Steve Butler seconded the motion. All were in favor. The next Board Meeting will be at 7:00PM on July 14, 2004, at the Resource Conservation District Office, 820 Bay Avenue, Suite 128.

James G. McKenna
President, Board of Directors

(TC: JGM)