



Santa Cruz County

Resource Conservation District

820 Bay Avenue, Suite 128
Capitola, California 95010

sccrcd@sccrcd.org

Ph: (831) 464-2950
Fx: (831) 475-3215

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 **6:37PM on April 13, 2005**, at the Resource Conservation District Office, 820 Bay Avenue, Suite 128, Capitola, California.

Directors Present:	Sheryl Bailey Howard Liebenberg Tom Lukens Mike Manfre, Vice President Jim McKenna, President John Ricker Roberta Smith
Associate Directors Present:	Kathryn Tobisch Vasiliki Vassil
RCD Staff Present:	Tangi Chapman, Recorder Karen Christensen, Executive Director of Programs
NRCS Present:	Rich Casale, District Conservationist
Others Present:	Jim Reynolds, San Mateo RCD Board

WELCOME - INTRODUCTIONS

The meeting opened at **6:37PM** as there was then a quorum present. The Board welcomed Jim Reynolds from the San Mateo RCD.

ORAL COMMUNICATIONS

There were no oral communications. Karen shared written communications. One was from Lisa Rudnick in which she sent an article regarding collaboration between the NRCS and the Nature Conservancy. Anna Eshoo's office sent a letter acknowledging that her office is working towards providing a full time District Conservationist for San Mateo County. The Monterey Bay National Marine Sanctuary distributed a report to all Board Members entitled *Summary Report of the Monterey Bay National Marine Sanctuary's Agriculture and Rural Lands Plan Implementation*. Karen reported that NRCS State Conservationist, Chuck Bell, has retired and that NRCS Area Conservationist, Carter Christenson, will be retiring in May. There will be a retirement party for Carter Christenson at the Smith and Hook Winery in Soledad on May 10.

MINUTES

John Ricker moved to approve the March 9, 2005 minutes as presented. Roberta Smith seconded the motion. All were in favor.

ACTION ITEMS

Program Discussion Items

Authorizing Procedure for Submitting Claims for Payment – Karen explained that the resolution before the Board is to authorize the Executive Directors (Sharon and Karen) to authorize payments, up to \$20,000, to vendors. These expenditures will continue to be reviewed by the Board at subsequent Board Meetings. Karen further explained that the Board has already adopted this policy; however, the resolution is in our archive files and due to County Staff changes, they no longer have the document on file. Howard suggested that the Board might want to review the dollar amount on the payments at some point in the future. Karen suggested the Board review the resolution at the time of budget adoption. Roberta Smith moved to adopt Resolution 2005-02. Tom Lukens seconded the motion. All were in favor.

Authorizing Execution of the CARCD Farmer-to Farmer Exchange Program – Karen reported that the Farm Water Quality Short Course delivered in Spanish has been very successful in reaching a segment of the Farming Community. Building on this success, the CARCD has awarded funds to the RCD to facilitate a Farmer-to-Farmer Exchange Program. This education outreach program will provide \$5,000 in funds to translate farm-related materials into Spanish. The Board wanted to be sure that the materials were evaluated by Spanish speakers for their effectiveness and accuracy. Karen said the materials would be evaluated at the Farm Water Quality Short Courses. John Ricker moved to approve Resolution 2005-03 authorizing execution of the CARCD Farmer-to-Farmer Exchange Program. Howard Liebenberg seconded the motion. All were in favor.

Review of Conflict of Interest Code – Karen reported that the County is requiring the District to adopt a Conflict of Interest Code. Karen will review the information and submit a draft policy for Board review at the next meeting.

LAFCO Elections – Karen reported that the nominations for the LAFCO elections have closed. The Independent Special District Selection Committee will meet at 9:00AM on April 23, 2005 to vote on the nominees. John Ricker moved to elect Jim McKenna as the voting member to attend the LAFCO election, with himself being the alternate if necessary. Howard Liebenberg seconded the motion. All were in favor. After discussing the candidates, Roberta Smith moved to vote for Don Ramos and Grant Estrada as the District Representative and the Alternate to the Treasury Oversight Committee, respectively. Mike Manfre seconded the motion. All were in favor.

Deferred Compensation Plan Agreement – Karen informed the Board that the County has agreed to include the District in their Deferred Compensation Plan. The program will cost \$50 per person annually and is open to all employees that work 20 hours or more per week. The Board suggested that a probation period of six months be adopted; if an employee wishes to enroll prior to the probation period, the employee can opt to pay the \$50 or wait the probation period and then the District will pay. Karen recommended that the probation period be three months, indicating that it is important to have incentives in order to attract quality staff. John Ricker moved to enter into the Santa Cruz County Deferred Compensation Plan with the District bearing enrollment cost for those employees with the District greater than six months, staff wishing to enroll with less than six months with the District can choose to pay the initial \$50 enrollment fee. Roberta seconded the motion. All were in favor.

BUDGET & FINANCE

Expenditures

General Expenditures – The General Expenditures for February 2005 were circulated for review. John Ricker moved to approve them. Roberta Smith seconded the motion. All were in favor. The General Expenditures for March 2005 were circulated for review. Tom Lukens moved to approve them. John Ricker seconded the motion. All were in favor.

Transfers

No Transfers were made.

REPORTS

Staff Reports

Karen reported an excellent turnout at the Planning Commission Meeting to discuss the Permit Coordination Program. There were several complimentary comments regarding the caliber of work performed by the RCD. The Commission voted five to zero to approve the Permit Coordination Program. Karen explained that the County is not without their reservations and there is some language that still needs to be addressed. Just prior to the meeting, the County sent over language that they would want regarding a record to be placed on the deed of the landowner that includes the words of the agreement. The County is concerned that they (the County) may be liable for third-party lawsuits and they need assurances that, if the property sells, the new landowners would be responsible for completing the obligations of the contract. The District, however, has concerns with this and Karen will be meeting with Lloyd Williams to address the County's concerns without compromising the mandates of the District and concerns of property owners. The Board has been impressed with the determination of Kelli, Karen, and Nicole in working through this process. Nice work!!

Directors/Associate Directors Reports

Vasiliki Vassil reminded staff that the CCRC&D has requested Carey give a talk on developing a roads program at their May 18 meeting in Paso Robles. Karen will talk with Carey. She also indicated that she will email a letter to Jeff Rodriguez and a copy to Vasiliki after she confirms Carey can give the talk. Karen will include in the letter that she would like to be assured the meeting will be adequately advertised so that people who really need the information will be present.

I

NRCS Reports

Rich reported that the Farm Water Quality Short Course has been gaining in popularity and many attendees are interested and interactive at the meetings. The course has been generating requests for assistance. Rich gave an update on the EQIP program. There are seven projects slated for the season, totaling \$355,000. Rich told the Board that applications for the District Conservationist position in San Mateo will close on April 25. Rich anticipates the position will be filled in early July. Carter Christenson is retiring after forty years of service. Rich will apply for the Area Conservationist position left vacant by Carter's retirement. The NRCS activity reports for March and April were circulated for review. Rich reported that Colleen Snyder from the State Administrative Office visited the Capitola Office. She was impressed with the efficiency and use of office space. Rich informed the Board that Colleen immediately ordered new office furniture and computer screens that would help relieve the lack of space. In addition, she authorized Rich to get a bid from a contractor to enclose the computer servers in the conference room and to provide external ventilation. Rich reported that it is the 20th anniversary of the Earth Team Volunteers and that he and Chris Hirsch, the first Earth Team Volunteer, will be featured in a story regarding the program.

Calendar Dates

For more information, contact the person or office in parenthesis.

April	23	LAFCO Meeting, County Community Room, Santa Cruz, 9:00AM (RCD)
May	10	Carter Christenson's Retirement Party, Smith & Hook Winery, Soledad, 5:00PM (NRCS)
	18	CCRC&D Meeting, King City (RCD)

ADJOURN

Adjournment

The meeting was adjourned at 8:33PM. The next **Board Meeting will be at 7:00PM on May 11, 2005**, at the **Resource Conservation District Office, 820 Bay Avenue, Suite 128.**

James G. McKenna
President, Board of Directors

(TC:JGM)