

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

The regular Meeting of the Resource Conservation District of Santa Cruz (the District) Board of Directors was called to order at **6:38PM October 10, 2007**, at the Resource Conservation District Office, 820 Bay Avenue, Suite 128, Capitola, California.

Directors Present: Tom Lukens
Mike Manfre, Vice President
Jim McKenna, President
John Ricker
Roberta Smith

Directors Absent: Sheryl Bailey
Howard Liebenberg

Associate Directors Present: Kathryn Tobisch

RCD Staff Present: Tangi Chapman, Recorder
Karen Christensen, Executive Director
Sharon Corkrean, Director of Finance
Jen Stern, Restoration Ecologist

WELCOME - INTRODUCTIONS

The meeting opened at 6:38PM with a quorum present.

ORAL COMMUNICATIONS

There were no oral communications.

MINUTES

The Board reviewed the September 11, 2007 meeting minutes. Tom Lukens noted that the date of the meeting in the opening of the minutes was incorrect; the date was changed to read September 11, 2007. Tom Lukens moved to accept the September 11, 2007 meeting minutes with the above correction. Mike Manfre seconded the motion. All were in favor.

BUDGET & FINANCE

Expenditures

General Expenditures – The General Expenditures for September 2007 were circulated for review. Tom Lukens moved to accept the September 2007 General Expenditures. Mike Manfre seconded the motion. All were in favor. Sharon reported that the audit for fiscal year 2005 will begin next week. Once completed, the audit on fiscal year 2006 will be conducted. Karen gave kudos to Sharon for her excellent detective work in the credit card fraud incident.

Transfers

No transfers were discussed.

ACTION ITEMS

Program Discussion Items

Insurance Update – Tangi reported that the insurance company (Rural Special Districts Insurance Services) will be providing a quote for increasing the amount of Wrongful Acts coverage from \$1 million to \$2 million. In the meantime, Karen suggested forming an Insurance Committee of the Board to ensure that the District is adequately covered. Sheryl Bailey, John Ricker and Howard Liebenberg were nominated for the committee; Tom Lukens offered to sit on the committee in the event one of the other Board Members could not serve. Sharon informed the Board that the District is currently working on an agreement with NRCS to drive the NRCS vehicles. The District will need to increase the automobile coverage to meet the NRCS requirements.

Annual Capitola North Rispin Parcel Site Assessment – Jen Stern circulated the annual site assessment for the Capitola North Rispin Parcel; the District agreed three years ago to hold the easement on the property for the City of Capitola and

to provide annual reports. Jen reported that the District has been working with the City of Capitola and the NRCS to remove English Ivy and Vinca and to revegetate the site with natives. Jen reported that to date the work on five of the six acres have been completed and drip irrigation has also been installed. The report indicates that the City of Capitola has done an acceptable job of working on the site. Jen indicated that the District will be managing and monitoring the site for one more year; after that time the District will only be conducting the annual assessment. The restoration of the site has been funded by the City of Capitola and NRCS programs. Roberta Smith moved to accept the Annual Capitola North Rispin Parcel Site Assessment Report. Tom Lukens seconded the motion. All were in favor.

CARCD Conference – Karen requested a volunteer to attend the CARCD Conference to be held in Rancho Cordova November 7-9, 2007. Jim indicated that he would be willing to go if he does not have any scheduling conflicts. He will contact Sheryl Bailey to go if he cannot attend. Karen read the four resolutions that will be voted on at the Conference and the Board discussed their merits. Karen shared her experience regarding Resolution #07-003 which deals with advance funds to manage grant projects. She indicated that the current system of reimbursement is slow; it can take up to four months for contractors to get paid. The Board was in support, but would like some clarification regarding why the change would need to come from the California State Contracting Code. The Board agreed to support Resolution #07-05 regarding a region-wide coordinated permitting program. The Board felt that there was not enough information regarding Resolutions #07-01 and #07-02. Karen suggested that it would be good to understand the CARCD Forestry and Fuels Committee recommendation for the Resolution. In addition, the two Resolutions are so similar they should be rolled into one. Roberta indicated she would consider supporting the Resolutions if there was more background information. Jim pointed out that at the Conference there is a discussion period before the Resolution vote.

REPORTS

Staff Reports

Karen circulated a letter from LAFCO regarding the District's Sphere of Influence Review due November 14. Karen reminded the Board that the District "Sphere" includes the County of Santa Cruz and the City of Capitola minus the three incorporated cities of Santa Cruz, Scotts Valley and Watsonville. She indicated and the Board concurred that each of these cities have been requesting services of the District and suggested amending the Sphere of Influence to include them. Tangi will complete the form and return it to LAFCO.

Karen reported that the District continues to pursue educational opportunities with the Watershed Activity Guides. A B-WET proposal has been resubmitted for Soquel Elementary and Main Street Elementary schools with several letters of support including two principals, the Seymour Center, CREEC (California Regional Environmental Education) Network and the Natural History Museum. Karen will schedule Julia Davenport, the Education Consultant, to give a presentation to the Board in January or February.

Karen suggested a field tour preceding the next Board Meeting. After some discussion it was decided to visit Arana Gulch and Soquel watersheds and then have the meeting immediately following at the District office.

Directors/Associate Director Reports

John Ricker gave an update regarding the California of Water plan. The agency has been pushing for regional resource management. John has been concerned with the plan correctly representing Santa Cruz County at the two meetings that have been held thus far. He will continue to keep the Board updated on the plan.

NRCS Reports

NRCS provided an Activity Summary for July through September 2007 and was circulated by Karen.

Calendar Dates

November 7-9 CARCD Annual Conference, Rancho Cordova

PERSONEL

Closed Session

Insert here

Open Session (Motion)

The Board authorized the Executive Director to fill the Program Manager II Position as an employee or contractor status as soon as possible.

NEXT MEETING

Date/ Agenda Items

The next **Board Meeting will be on Wednesday November 14, 2007 3:00pm at the Capitola Office.**

Jim McKenna
Director, Board of Directors

(TC: JM)