

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

The regular Meeting of the Resource Conservation District of Santa Cruz (the District) Board of Directors was called to order at **February 13, at 6:35 PM, 2007**, at the Resource Conservation District Office, 820 Bay Avenue, Suite 128, Capitola, California.

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

Directors Absent: Sheryl Bailey
Howard Liebenberg
Mike Manfre, Vice President

Associate Directors Present: Ward Hastings
Kathryn Tobisch

RCD Staff Present: Kelli Camara, Program Manager II
Tangi Chapman, Recorder
Karen Christensen, Executive Director
Arianne Rettinger, Program Manager II
Angie Stuart, Program Specialist

NRCS Staff Present: Rich Casale

WELCOME - INTRODUCTIONS

The meeting opened at 6:32PM with a quorum present. Jim McKenna noted that the agenda had been rearranged to allow for Angie Stuart to present the Livestock and Land Notice of Exemption and the Program Manager IIs to give their presentations following the Budget and Finance items on the agenda.

ORAL COMMUNICATIONS

There were no oral communications.

MINUTES

The Board reviewed the January 16, 2008 meeting minutes. Tom Lukens moved to accept the January 16, 2008 meeting minutes as written. John Ricker seconded the motion. All were in favor.

BUDGET & FINANCE

Expenditures

General Expenditures – The General Expenditures for January 2008 were circulated for review. Roberta Smith moved to accept the January 2008 General Expenditures. Tom Lukens seconded the motion. All were in favor.

Transfers

There were no transfers.

ACTION ITEMS

Program Discussion Items

Notice of Exemption – Angie Stuart circulated the Notices of Exemptions for the Livestock and Land projects scheduled for the up and coming construction season in Santa Cruz, San Benito, and Santa Clara Counties. She explained that the Notice of Exemption lists the types of projects that would be exempt from CEQA review and that these are the types of projects the District will be implementing. She further explained that if any projects do not fit within the description, then the District will not do the projects. Kelli Camara reported that she is currently going through the same process with the San Benito RCD and has been advised by a CEQA attorney, that in order to be in compliance, the District will need to determine the projects/activities and then determine the exemptions. Angie explained that it is the funding source that is requiring this action. John Ricker said that he signs off CEQA exemptions at the County. Roberta Smith then moved to find that the

Livestock and Land activities are projects. She further moved to approve the Notice of Exemption and that should their be any further Notices of Exemption the President of the Board would be designated to act on behalf of the Board of Directors. Tom Lukens seconded the motion. All were in favor.

REPORTS

Program Manager II Updates

Arianne Rettinger, the Program Manager II for the Pajaro Watershed Program, introduced herself and passed out handouts which outline the type of information the Pajaro team captures each month through their tracking mechanisms (see handout for details). She then handed out a “deliverables” checklist which breaks down the progress of each project (see handout for details). Arianne then discussed the models she uses and their limitations in providing adequate sediment load reduction estimates (see handouts for details). She has been in contact with the Agriculture Water Quality Alliance (AWQA) to develop a better load estimation model. The Board then discussed mechanisms for ensuring that NRCS can capture their role in the process. Arianne suggested that this would evolve through the AWQA program and that Daniel Mount Joy has been working with other agencies to determine a system for capturing this information. Rich explained that, for NRCS to get credit for providing technical assistance, the NRCS must create a Conservation Plan. In the case of the Livestock and Land program, which Arianne explained is now under the Pajaro Program, rather than provide Conservation Plans for each landowner, they have been using an RCD Conservation Plan umbrella for a suite of projects within the program. Karen also informed the Board that Ezra Neale, Kelli and Arianne have been working with Second Nature to develop a database that will capture important project information for each project that can then be used, among other things, to access quantifiable improvements to each watershed. In addition, the District will be working with a student intern to interface the database system with GIS information. Karen explained that the goal of the database will be to provide resource benefit evaluation, a tool for planning and meeting targets and goals. The Board requested that staff ensure that the database be user-friendly.

Kelli Camara then gave her update. She explained that she is managing the Permit Coordination, Roads Program, Fire Program, IWRP and Healthy Watersheds. She further explained that the Roads Program will be the pilot for the database development with Second Nature and that the goal is to be able to capture as much information as possible while still being user-friendly. This is requiring the developers to have clear end goals so that they know how to structure the database to get the right information. Karen and staff will keep the Board posted on the development of the database.

ACTION ITEMS

Program Discussion Items

Proposition 50 IRWM – Karen circulated the Proposition 50 Sub-Grantee Agreement between the Regional Water Management Foundation, a Subsidiary of the Community Foundation of Santa Cruz County, and the Resource Conservation District of Santa Cruz County. She explained that this agreement notifies the Districts of their responsibilities and that the language of the agreement is almost exact to the language between the state and the Community Foundation. The Community Foundation as the pass-thru entity is then requiring this same agreement between them and each of the project recipients. Karen reminded the Board that both she (representing the RCD) and John Ricker (representing the County) sit on the Regional Water Management Foundation Board and that they are invested in this process. She further explained that attorney Bob Bosso has reviewed the document on behalf of the Soquel Creek Water District and the issues he found have been resolved. In addition, John Ricker had the County legal council review the agreement. Tom Lukens moved to adopt the Proposition 50 Sub-Grantee Agreement and directed Karen to accept any further changes to the Agreement. Roberta Smith seconded the motion. All were in favor.

Policy Adoption – Karen circulated two Board Policies for review and adoption. Policy 1000 outlines the purpose of Board Policies and Policy 1010 gives the procedures for adoption and amendment of policies. Karen explained that these policies will set the stage for updating and creating new policies. She told the Board that the current Employee Policy is in need of review and amendment. She then told the Board about a letter the District has received from the Employment Development Department (EDD) that explains that one of our former staff was applying for unemployment compensation and that the District may be obligated to pay a percentage of his claim. Currently the District does not pay into EDD. The Board expressed their concern with this method and encouraged Karen and Sharon to use the tax rate method, explaining that potentially all employees could get laid-off if grants do not come through, leaving the District with a huge financial liability. John Ricker moved to adopt Policy 1000 and 1010 with a change to 1010.2 to require an affirmative vote of four of the Board of Directors. Roberta Smith seconded the motion. All were in favor.

Strategic Plan – Karen circulated the amended Strategic Plan Session Notes for approval. Tom Lukens moved to accept the Revised Session Notes. John Ricker seconded the motion. All were in favor.

REPORTS

Staff Reports

Karen reminded the Board that the Blue Circle Meeting is coming up February 28 at the First Congregational Church at 900 High Street in Santa Cruz. She encouraged Board members to attend. Karen shared a communication from Fred Keeley, the County Treasurer, that there is a vacancy on the Treasury Oversight Commission and that his office is requesting a nomination from one of the Special Districts. Karen announced that Mike Manfre would be attending the CCRC&D meeting scheduled for February 20 in Salinas. Finally, Karen informed the Board that if all goes well, the District will be moving to a larger office space in the building. The main office would remain and the upstairs office would move to the new space.

Calendar Dates

February	17	Waddell Creek Assoc., Tsunamis by Dr. Steven Ward, Rancho Del Oso Nature Center, 2:00PM
	19	Moss Landing Cover-crop Workshop, AWQA Demo Projects Results, 12:45-3:00PM
	28	Blue Circle Open House, First Congregational Church, Santa Cruz, 4:00-6:30PM
March	17	Waddell Creek Assoc., Paleontologist Frank Perry, Rancho Del Oso Nature Center, 2:00PM

Directors/Associate Director Reports

Jim McKenna and Ward Hastings will be attending the International Erosion Control Conference in March.

NRCS Reports

Rich gave a brief update on NRCS. He informed the Board that he received five EQIP applications and four will be funded. He explained that three are nursery tail-water recovery projects and one is on an apple orchard. Two of the projects will go through the Permit Coordination Program. He shared that the vacancy from Kelli Camara's position still has not been filled due to a hiring freeze and that has increased his workload. Rich has lobbied for a step-student or part time employee to help until mid-summer when the NRCS will advertise the vacant position. He concluded by informing the Board that there has been no word on Farm Bill allocations for this year.

NEXT MEETING

Date/ Agenda Items

The next **Board Meeting will be on Wednesday March 12, 2008 6:30pm at the Capitola Office.**

Jim McKenna
Director, Board of Directors

(TC: JM)