



MINUTES OF THE JUNE 10, 2009 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 **6:42PM, June 10, 2009** at the Resource Conservation District Office, 820 Bay Avenue, Suite 136, Capitola, CA 95010.

Directors Present:	Margaret Kinda Howard Liebenberg Mike Manfre, Vice President Jim McKenna, President John Ricker Roberta Smith
Directors Absent:	Tom Lukens
Associate Directors Present:	Kathryn Tobisch
RCD Staff Present:	Kelli Camara, Program Manager II Tangi Chapman, Executive Assistant Karen Christensen, Executive Director
NRCS Staff Present:	Rich Casale, District Conservationist

WELCOME - INTRODUCTIONS

The meeting opened at 6:40PM with a quorum present. Jim McKenna chaired the meeting. The 2009-2010 Working Draft Budget was moved up on the agenda to follow the Minutes approval so that John Ricker could leave early to attend another meeting. The Koinonia Crossing Improvement Project design approval was moved to follow immediately after the draft budget so that Kelli Camara could leave early as well.

ORAL COMMUNICATIONS

No oral communications were given.

MINUTES

The Board reviewed the May 13, 2009 regular meeting minutes. John Ricker moved to accept them. Mike Manfre seconded the motion. All were in favor of the motion.

BUDGET & FINANCE

2009-2010 Working Draft Budget – Karen circulated the 2009-2010 Draft Budget for review and approval. She then walked the Board through the budget line-by-line, indicating the funding sources for each project. Karen anticipates payment from the state, at least for past due invoices, within the next month or two. The Board suggested formatting changes to include more detail. In addition, the Board suggested an amendment to the “Fund Balance” to incorporate and reflect all obligations and liabilities in appropriate categories. They questioned the inequities between revenues and expenditures in many of the categories. Karen did not have an answer, but indicated that Sharon would be able to explain the differences. Karen went on to explain that the budget was compiled with the assumption that all payments for state-contracted programs will be received. Jim McKenna expressed his concern that staff will need a policy to guide them when determining which projects will proceed given the uncertainty of payment from the state. Karen replied that there is currently a policy in place that specifies that the District projects cannot go out to bid until the money is in hand. Therefore, staff has been and will continue to move projects toward the bidding process, but will not proceed past this point until funds are received. Roberta Smith asked if the District will do “fee for service.” Karen said that she has been exploring this option with lawyers. John Ricker moved to adopt the 2009-2010 Draft Budget with a note to staff to investigate and clarify the issues raised in this discussion. Howard Liebenberg seconded the motion. All were in favor of the motion. John Ricker then left the meeting.

ACTION ITEMS

Program Discussion Items

Koinonia Crossing Improvement Project– Kelli Camara explained that the Koinonia Crossing Improvement Project must be approved by the Board before the project can be sent out for bids. Kelli further explained that this project deals with one of two partial barriers for salmonids left on Shingle Mill Creek a tributary of Corralitos Creek. The remaining barrier will be removed by the county next year. Mike asked how many miles this opens for fish movement and Kelli indicated that 2.5 miles of habitat will have been opened in the tributary since 2008. Kelli described the project which includes replacement of an undersized culvert with a bridge and in-stream features. The bridge will be 60 to 70 feet long and be constructed of wood and steel and is located on the Koinonia Conference Grounds. The total cost of the project is estimated at \$750,000. The project is under the Permit Coordination Program; additional permits are in progress with Fish and Game. Kelli anticipates the project will start September 1 and she will request bids as soon as the permits are in hand. She further explained that Koinonia will give a 10% match with cash and in-kind services and that they have already paid for the geotechnical report. Kelli also said that there is a chance that the project may not proceed, explaining that the project is a mixture of state and federal funds. Mike Manfre moved to accept the Koinonia Crossing Improvement Project as presented. Margaret Kinda seconded the motion. All were in favor of the motion. Kelli then left the meeting.

REPORTS

NRCS Update

Rich Casale gave a brief update of activities at NRCS. He was pleased to announce that NRCS has hired a new soil conservationist, Erin Foreman, who will start July 20. Another staff person was hired in Hollister to replace John Warner. Rich told the Board that State Conservationist Ed Burton will be visiting June 30th from 3:00 to 4:30PM. Rich would like to take him out into the field to visit projects. Rich then outlined several of the programs and projects he has been working to move forward. Rich then left the meeting.

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Expenditures

General Expenditures - Karen circulated the May 2009 Expenditures for review and approval. The Board went through the line items and then Howard Liebenberg moved to approve them. Mike Manfre seconded the motion. All were in favor of the motion.

Transfers

There were no transfers.

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Program Discussion Items

Personal Time Off Policy Clarification– Tangi requested clarification regarding the Personal Time Off Policy that was revised at the previous meeting of the Board. First off, per Sharon's request, Tangi asked that the effective date be made July 1, 2009, giving Sharon time to implement the new policy. Also, Sharon was not sure if the Board intended the years of service to reflect date-of-hire or the date the policy was implemented. Roberta Smith moved to accept the effective date of July 1, 2009 and that the years of service coincide with the date of hire for purposes of calculating personal time off. Howard Liebenberg seconded the motion. All were in favor of the motion.

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Staff Reports

Karen shared the flier "Slow-it, Spread-it, Sink-it", for the home drainage workshop that Angela Stuart has been coordinating. She also told the Board that she will be going to Washington DC for a conference on education where she will be sharing the success of the Watershed Cruzin' curriculum that the District helped develop. In addition, Karen and staff continue to identify and secure potential sources of funding for programs effected by the state budget freeze.

Written Communications

There were no Written Communications.

Calendar Dates

June 20, 2009 **Greening Stormwater Runoff Around Your Home**, Capitola City Hall, Capitola 9:00AM-12:00PM
July 18, 2009 **Snakes Presentation**, Waddell Creek Association, Rancho Del Oso, 1:00-4:00PM

Directors/Associate Directors Reports

Roberta alerted the Board to the current threat of state parks closures that is being proposed by the governor. Karen indicated that the District has been signing onto letters in support of keeping state parks open and funded.

NEXT MEETING

Date/ Agenda Items

The next **Board Meeting will be on July, 8 2009 at 6:30PM at the RCD office 820 Bay Avenue, Suite 136, Capitola, CA 95010.** The Board meeting adjourned at 8:14PM.

Jim McKenna
Director, Board of Directors

(TC: JM)