

MINUTES OF THE FEBRUARY 10, 2010 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 **6:30PM, February 10, 2010** 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
David Moeller
John Ricker
Roberta Smith

RCD Staff Present: Kelli Camara, Program Manager II
Tangi Chapman, Executive Assistant
Sharon Corkrean, Director of Finance
Nik Strong-Cvetich, Program Specialist

WELCOME - INTRODUCTIONS

The meeting opened at 6:30PM with a quorum present. Jim McKenna chaired the meeting. Kelli introduced Nik Strong-Cvetich to the Board. She explained that he has been continuing the work of Arianne Rettinger and Jen Stern. Sharon requested the agenda be shifted to allow Nik to give his staff update first so that he could leave when finished. The Board agreed.

ORAL COMMUNICATIONS

No oral communications were given.

REPORTS

Staff Reports

Nik told the Board that he has been working on a grant opportunity with the Community Foundation of Santa Cruz County. The grant would provide funds to the District to create a strategic fund development plan. He understands that the Board and staff have been talking about diversification of funding sources for some time and explained that this grant could allow them the opportunity to come up with a comprehensive plan. He requested the Board take a look at the Organization Assessment tool that the Community Foundation has developed in order to identify the strengths and weaknesses of the District. He then asked the Board if this program seemed like something they wanted staff to pursue. The Board indicated that they thought this provided a great opportunity to highlight where the District needed improvement. Nik told the Board that the grant application was due February 26. Given the short timeline, he requested the Board take a look at the Organization Assessment tool, familiarize themselves with the different elements and then identify the District's strengths and weaknesses. The Board agreed to do so and encouraged Nik to continue with the grant application process. The Board further discussed the need to be forward-thinking rather than reactionary. Dave Moeller entered at 7:05.

MINUTES

The Board reviewed the January 13, 2010 meeting minutes. Howard Liebenberg noticed that Kathryn Tobisch needed to be added to the list of meeting attendees. John Ricker moved to accept the minutes with the change. Margaret Kinda seconded the motion. All were in favor of the motion.

BUDGET & FINANCE

2009-2010 Expenditures – The January 2010 Expenditures were circulated for approval. Sharon highlighted that many program funds were received in January and that construction invoices were processed as well. She reported that Olson Ford is paid to date, with some invoices paid with reserve funds. The Board indicated that they would like to see revenue numbers for this project. It was also pointed out that there was a spelling error under Julia Davenport. John Ricker moved to accept the January 2010 Expenditures. Dave Moeller seconded the motion. All were in favor of the motion.

ACTION ITEMS

Program Discussion Items

Cost of Living Adjustment– Sharon reminded the Board that two years ago the Board directed staff to revisit Cost of Living Adjustments (COLA) for staff salaries at the beginning of each year. She pointed out that due to the Budget freeze last year there were no COLA adjustments given nor were merit increases considered (except for those staff that were given performance plan increases). She went on to explain that due to current budget uncertainties many staff have been given hourly reductions to their workweek. Before Karen left for vacation, Sharon said, she encouraged the Board to consider a 2.0-2.5% COLA increase as an incentive to staff to remain with the District. Sharon told the Board that the Consumer Price Index for 2009 is reported at 2.6%. The Board discussed the various methods for compensating employees for their hard work and, after consideration, they determined that the COLA method was the best mechanism for retaining employees. Both Sharon and Kelli recognized what a great staff the District has and highlighted that it is essential to retain qualified employees. John Ricker moved to give staff a 2.6% COLA increase to staff salaries. Roberta Smith seconded the motion. All were in favor of the motion.

REPORTS

Staff Reports (continued)

Kelli gave staff updates to the Board. She reported that staff members are currently wrapping up the Olson Ford project and that inspections are complete and the landowners are pleased with the product. She indicated that the first phase of the Koinonia project was completed in December and the final phase of the project will be completed this coming summer. Kelli was happy to report that the channel has been fairing well through the winter storms. Jim said that he has been impressed with staff performance on both Olson and Koinonia. The Board encouraged staff to look into budgeting for Construction cost over-runs in the future. Kelli circulated the Permit Coordination Annual Report. Mike commented on what a great program this has been. Kelli said that she is currently working on the 10 year renewal for the program. John encouraged the District to sit down with Environmental Planning at the County to debrief on the program and to identify how the program could work better in the future.

NRCS Reports

There were no NRCS reports given.

Written Communications

Written Communications were circulated from LAFCO regarding Old Coach Road Reorganization.

Calendar Dates

No Calendar Dates were discussed.

Directors/Associate Directors Reports

Howard reported that he will be attending the Roads TAC meeting February 11. He said that there have been a lot of applicants for the Roads program and that the TAC has fine-tuned the ranking process. He also indicated that the Labor Compliance Costs will largely dictate the size of projects.

Dave reported on the Farm Bureau Legislative meeting he attended the previous week. The issue discussed at the meeting was the Regional Water Board's water management program. He explained that from the perspective of agriculture, the requirements of the Regional Water Board are unattainable and unrealistic. Dave pointed out that there can be unintended consequences of being too stringent with compliance standards. He again expressed the need to continue dialogue with partners regarding the importance of agriculture and achieving successful water quality improvement.

NEXT MEETING

Date/ Agenda Items

The next **Board Meeting will be on March 10, 2010 at 6:30PM at the RCD office 820 Bay Avenue, Suite 136, Capitola, CA 95010.** Mike Manfre moved to adjourn the meeting at 8:17PM. Roberta Smith seconded. All were in favor of the motion.

Jim McKenna
Director, Board of Directors

(TC: JM)