



**MINUTES OF THE APRIL 13, 2011 BOARD OF DIRECTORS MEETING OF THE  
 RESOURCE CONSERVATION DISTRICT OF SANTA CRUZ COUNTY**

The Regular Meeting of the Resource Conservation District of Santa Cruz County Board of Directors was called to order at 6:33PM, April 13, 2011 at the District Office, 820 Bay Avenue, Suite 136, Capitola, CA 95010

Directors Present	Mike Manfre, Vice President Jim McKenna, President David Moeller John Ricker Roberta Smith
Directors Absent	Margaret Kinda Howard Liebenberg
Associate Directors Present	Sheryl Bailey
RCD Staff Present	Tangi Chapman, Recorder Sharon Corkrean, Director of Finance
NRCS Present	Rich Casale, District Conservationist (at outset of meeting)

**WELCOME - INTRODUCTIONS**

The meeting opened at 6:33PM with a quorum present. Jim McKenna chaired the meeting. Jim moved the NRCS update to follow the minute approval.

**ORAL COMMUNICATIONS**

There were no oral communications.

**MINUTES**

The Board reviewed the February 16, 2011 meeting minutes. John Ricker moved to accept the February 16, 2011 meeting minutes as corrected. Roberta Smith seconded the motion. All were in favor of the motion.

**REPORTS**

**NRCS Reports**

Rich Casale updated the Board regarding NRCS activity. He said that he has declared (on behalf of NRCS) the county a local disaster area following the March 26<sup>th</sup> Storm and subsequent flood. By doing this, NRCS can initiate the Emergency Watershed Protection Program for Federal technical and financial assistance. He went on to explain that though the program has been well funded in the past, current funds have been expended and the program has been omitted from the President's budget. At the very least though, NRCS will be able to provide damage surveys to landowners and property managers and can help with providing technical assistance. He is encouraging the Board to spread the word and if they hear of any problems associated with the storm to contact the NRCS. John Ricker indicated that the Department of Public Works would be sending a letter to Ed Burton for consideration in the program. Rich explained that the program is not confined to instream impacts, but can be in the upland areas as well. He said that by documenting the need for technical assistance, there will be more leverage for funding these programs in the future. Rich went on to say that there have been many changes in staffing at the NRCS and he is waiting for the dust to settle to see what this will mean for providing technical assistance. He is aware of the needs of the RCD, but has not had the staff to support those efforts. He explained that when all is said and done there should be one and one half engineers to replace the work formerly done by Nick Lasher and that this should alleviate the bottleneck of technical assistance.

## BUDGET & FINANCE

2010-2011 Expenditures – The February 2011 Expenditures were circulated for approval. Sharon Corkrean explained that February was a slow month. John Ricker moved to approve the January 2011 Expenditures. Dave Moeller seconded the motion. All were in favor of the motion. Then, the March 2011 Expenditures were circulated for approval. Sharon pointed out that the 319 Roads grant was closed out and final payment was received along with completion of the ARRA Audits. The audit went well, with only minor comments. The audit report will be available next month. After discussion, Mike Manfre moved to accept the March 2011 Expenditures as presented. John Ricker seconded the motion. All were in favor of the motion.

## ACTION ITEMS

### Program Discussion Items

Policy Potential Claims Against the District – Tangi Chapman presented the Potential Claims against the District Policy that the Board sent to legal counsel for review. After discussion, the Board concluded that there needed to be clarity on the use of the term “Potential Claim.” John Ricker volunteered to contact Terry Rein to address the Board’s concerns and bring the policy back next month.

City of Capitola North Rispin Property Checklist – Tangi read the results of the North Rispin Property Checklist to the Board. Afterward, Dave Moeller moved to accept the checklist as presented. Roberta Smith seconded the motion. All were in favor of the motion.

LAFCO Special District Election – The Board reviewed the candidates, and after discussion, John Ricker moved to vote for Jim Rapoza to serve an additional term as Special District Representative to LAFCO. John Ricker, Roberta Smith, and Dave Moeller voted in favor, Mike Manfre against. The motion carries.

Electronic Document Management Proposal – Tangi presented the background and need for an electronic document system for the District. She explained that much productivity is lost due to searching through binders and the various filing systems located on the server to retrieve documents. After consideration of various products, and attending workshops on the subject, the District approached Incrementum for a meeting. The meeting was attended by Sharon, Angie Stuart, Tangi and Russ Bernhardt, it was to discuss the needs of the District and potential system requirements. A proposal was then presented by Incrementum to set-up, install, and train staff on the use of the program. Tangi circulated the proposal for review. Dave Moeller moved to accept the proposal as presented. John Ricker seconded the motion. All were in favor of the motion. Sharon also reported that the District will be moving to a web-based time keeping plug-in for Quickbooks in the coming months.

## REPORTS

### Staff Reports

Sharon updated the Board on various staff programs. She highlighted that Angie resubmitted a grant for the Roads Program. John Ricker reported that he has had discussion with Kelli Camara and Alicia Moss regarding the Proposition 50 projects, adding that it appears that the programs are being well managed. Sharon also told the Board that she and Kelli have been discussing hiring a Contract Employee with the intent of eventually filling the Program Manager Position that has remained vacant since Arianne Rettinger stepped down in 2009. The Board then had a discussion about state and federal funding sources, given all the talk of budget cuts.

### Written Communications

Written communications were circulated from the Central Coast Resource Conservation and Development Council (2010 Annual Report), California Association of Resource Conservation District, Special District Resource Management Authority, Local Agency Formation Commission (agenda and minutes), and California Special District Association (call for nominations).

### Calendar Dates

No Dates were mentioned.

### Directors/Associate Directors Reports

Mike Manfre reported that Jeff Rodriguez’s position at Central Coast Resource Conservation and Development Council has been eliminated. He explained that the CCRC&D will try to keep the organization running, but there will no longer be paid

staff to run programs. In addition, Agriculture Water Quality Alliance and Weed Management Authority's will no longer be funded through NRCS.

Roberta Smith asked if the District receives the publication Land and Water. She encouraged the District to read this informative magazine. Roberta also reported on an informative meeting she went to at the Monterey Bay Air Pollution Control District Advisory Committee on parliamentary procedures. Roberta then circulated a flyer for a presentation she will be giving April 30 from 1:00 to 4:00PM in Pescadero on the Geology of Coastal San Mateo County.

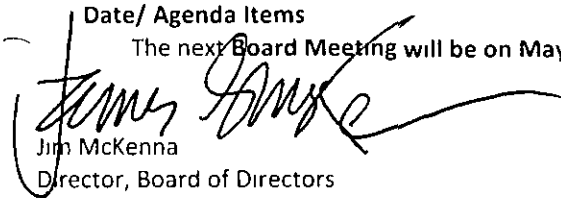
John Ricker reported that he has been in communication with Karen and that although she seems tired, she is in good spirits. He said that she has six more weeks of treatment and is enjoying working five hours per week for the District. She has been focusing on staying calm and getting strong. He then went on to report that the Permit Coordination Program went to the County Planning Commission for reapproval and was supported unanimously. He said that Proposition 84 funding for which the RCD has programs being funded in the Santa Cruz Integrated Watershed Resources Management and the Pajaro IWRM is getting ready to begin. Jim Robins will be working with the District on these programs. John has been approached by the Santa Cruz Port Commission to fill the AGWA position left vacant by Bobbie Haver's retirement. He said that while the tsunami slowed talks, the Port District recently contacted him to move forward. They would like to pay the RCD to administer this position. He is working on a draft proposal. John Ricker also reported that he has been working on the Proposition 50 projects, indicating that half of the money in the contract has been spent and that he is hoping to negotiate with the state to extend contracts for longer.

Jim McKenna said that he will be attending a Strategic Fund Development Planning meeting and retreat in May. He reported that the survey the Board took was very consistent in that the Board members were not interested in participating in direct solicitation for fundraising.

#### NEXT MEETING

##### Date/ Agenda Items

The next Board Meeting will be on May 11, 2011 at 6:30PM at the RCD Office in Capitola.



Jim McKenna  
Director, Board of Directors

(TC JM)