



MINUTES OF THE NOVEMBER 30, 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 6:15PM, November 30, 2011 at the District Office, 820 Bay Avenue, Suite 136, Capitola, CA 95010.

Directors Present: Howard Liebenberg
Mike Manfre, Vice President
Jim McKenna, President
David Moeller
John Ricker
Roberta Smith

Directors Absent: Margaret Kinda

RCD Staff Present: Tangi Chapman, Recorder
Karen Christensen, Executive Director
Kelli Camara, Program Manager
Sharon Corkrean, Director of Finance

Others Present: Gordon Claassen

WELCOME - INTRODUCTIONS

The meeting opened at 6:15PM with a quorum present. Jim McKenna chaired the meeting.

ORAL COMMUNICATIONS

There were no oral communications.

MINUTES

The Board reviewed the September 23, 2011 Meeting Minutes. John Ricker moved to accept the September 23, 2011 meeting minutes as presented. Dave Moeller seconded the motion. All were in favor of the motion. The Board reviewed the October 12, 2011 Meeting Minutes. Roberta Smith moved to accept the October 12, 2011 Meeting Minutes as presented. John Ricker seconded the motion. All were in favor of the motion.

BUDGET & FINANCE

2011-2012 October Expenditures – The October 2011 Expenditures were circulated for approval. Sharon Corkrean reported that Koinonia and San Vicente projects are complete. Mike Manfre moved to accept the July 2011 Expenditures as presented. John Ricker seconded the motion. All were in favor of the motion.

Finance Updates – Sharon informed the Board that she has been working with Kelli Camara and Susan Pearce to change language in contracts so that the District no longer withholds ten percent of contractor's invoices until project completion. Instead the District will pay 100% of the invoiced amount up to 90% of the total amount of the contract. The District will withhold the final ten percent until project completion. The state is requiring the District to revisit the audits for several grants to fix any irregularities that have arisen due to the withholding of ten percent from invoices. Sharon anticipates the Fiscal Year audit to start after January 1, 2012.

ACTION ITEMS

Program Discussion Items

Aptos Creek Sandbar and Lagoon Management – John Ricker informed the Board of concerns from Aptos Creek homeowners about the negative impacts of the lagoon on the beach at the outlet of Aptos Creek. The homeowners association contacted Consultant David Revell to come up with a solution for their concerns. John explained that the RCD has an interest in lagoon enhancement and by being the fiscal agent for the project the District can help steer the group to

the most effective and environmentally friendly method of dealing with the problem. John and Susan Pearce have worked on the contract language for the project that designates the RCD as the fiscal agent and will charge ten percent to receive and track donations. This is a time sensitive project as homeowners are anxious to see something done quickly with winter on its way. John anticipates an interim recommendation within three weeks. John reported that Jim Robbins is helping to coordinate this project. He went on to say that since the contract is for under \$30,000 the Board does not need to approve it. Currently Sharon has received \$15,000 of the \$30,000 to do the project. John requested the signature page be sent to him tomorrow and Karen will write a letter to the consultant.

College Lake Improvement and Watershed Management – John Ricker then informed the Board of the College Lake Improvement and Watershed Management Grant. The grant will allow for water storage and habitat enhancement at College Lake in Watsonville. The San Benito Water Agency is the recipient of the grant and the RCD will be a subgrantee. He said that the contract that was sent to the Board for review was similar, but the RCD would be named the responsible entity. The grant for \$275,00 and will start after the first of the new year. Roberta Smith moved to authorize the signing of the College Lake Improvement and Watershed Management Subgrant agreement. Dave Moeller seconded the motion. All were in favor of the motion. The Board gave Kudos to Kelli Camara and Nik Strong-Cvetich for the work they have been doing in the Pajaro watershed!

Resolution 2011-07 & 08 – Tangi Chapman presented the Board with Resolution 2011-07 and Resolution 2011-08. She explained that the District has been using the State Compensation Insurance Fund for 51 years. This was the only workers compensation the District could get for years. After getting a quote from the Special District Risk Management Authority, she found out that the District could save around \$15,000 per year. She reported that SDRMA has been easy to work with and very professional in handling the District's property and liability as well as medical and dental insurance. If adopted the resolutions would authorize the District to use SDRMA for workers compensation insurance. John Ricker moved approval of Resolution 2011-07 & 08. Dave Moeller seconded the motion. Howard Liebenberg requested Tangi to look into what "self-insure" means. All were in favor of the motion.

REPORTS

Staff Reports

Kelli Camara explained that there was confusion among staff regarding who would present the PowerPoint presentation at the meeting. The presentation will be given in the new year.

Written Communications

Written communications were given.

Calendar Dates

December 21 RCD Holiday Party 5:30PM, Sugar Mountain Ranch, Soquel

NRCS Reports

There were no NRCS Reports given.

Directors/Associate Directors Reports

Roberta Smith reported that she has been appointed to sit on the Cal Poly Natural Resource Management, etc. Advisory Council.

John Ricker informed the Board that the Statement of Understanding for the Steelhead Recovery Plan agency draft has been completed and is now available to review and comment. He suggested discussing the document at the December Board Meeting. Roberta Smith, John Ricker and Mike Manfre have all agreed to review the document prior to the next meeting.

NEXT MEETING

Date/ Agenda Items

The meeting closed at 7:15PM. The next **Board Meeting will be on December 21, 2011 at 4:00PM at Sugar Mountain Ranch in Soquel.**

Jim McKenna
Director, Board of Directors

(TC: JM)

