RESOURCE CONSERVATION DISTRICT OF SANTA CRUZ COUNTY

820 Bay Avenue, Suite 136
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MINUTES OF THE NOVEMBER 13, 2024 BOARD OF DIRECTORS MEETING OF THE RESOURCE CONSERVATION DISTRICT OF SANTA CRUZ COUNTY

The Regular Meeting of the Resource Conservation District (RCD) of Santa Cruz County Board of Directors was called to order at **1:27PM on November 13, 2024,** the meeting was conducted in person at Jacob's Farm 2897 Freedom Blvd, Watsonville, CA 95076 and virtually via Zoom, Meeting ID: 708-386-048.

Directors Present:	Robert Ketley
	Howard Liebenberg
	Mike Manfre, Vice President
	Jim McKenna, President
	John Ricker
Directors Absent:	Kelley Bell
	Mike Eaton
RCD Staff Present:	Tangi Chapman, Recorder
	Lisa Lurie, Executive Director

1. CALL TO ORDER

The meeting was called to order at 1:27PM, with a quorum present; Jim McKenna chaired the meeting. The role was called; Kelley Bell absent; Mike Eaton absent; Robert Ketley present; Howard Liebenberg absent; Mike Manfre present; Jim McKenna present; John Ricker present.

2. INTRODUCTIONS & WELCOME

Jim McKenna welcomed everyone to the hybrid meeting.

3. PUBLIC COMMENT

There were none given.

4. NRCS REPORT

There was no NRCS Report given.

5. CONSENT AGENDA

The Board considered the consent agenda. Tangi shared that the October Expense Report was pulled from the consent agenda as it was not posted on the website, it will be added to the January Board Meeting Agenda. John Ricker moved approval of the Consent Agenda Item, which included the Regular Meeting Minutes from October 9, 2024. The ayes included Robert Ketley, Howard Liebenberg, Mike Manfre, Jim McKenna and John Ricker. The motion passed unanimously.

6. ACTION ITEMS

6.1. Review and consider approval of proposed salary structure, for the Director and Executive Director job classifications

John shared that he, Lisa Lurie, Robert Ketley and Candice Elliott met to review the Executive Director and the Director (which includes the Director of Finance) job classifications. The Board

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last month felt that the two job classes needed to be split given that the Executive Director is directly accountable to the Board, unlike the Director of Finance. The proposed salary structure for the Director and Executive Director classes was presented and discussed. The proposed structure strives to achieve the goals (based on best practices in the market as described in our recently completed Compensation and Benefit Study) of maintaining a 10% salary differential between each class and falling within 5% of the market median. Lisa shared that there was a fair amount of data for Level 1 and 2 for the Director class, which was used to determine the target market median for the Director Class. Less data was available for Director Level 3. Ensuring sufficient distinction between the Director Class and Executive Director class (mirroring the amount of overlap between other management classes) meant that the proposed Executive Director class Level 1 came out higher than the market median, but Levels 2 and 3 are on target. It was noted that the data indicate Executive Directors are undervalued in some comparable organizations. After discussion, Robert Ketley moved approval of the proposed salary structure and range placements for the Executive Director and Director classifications. John Ricker seconded the motion. The ayes included Robert Ketley, Howard Liebenberg, Mike Manfre, Jim McKenna and John Ricker. The motion passed unanimously.

6.2. Consider and vote on California Special District Association Bylaws Update

Lisa presented the Board with the proposed updates to the CSDA bylaws, noting that the updates are largely minor administrative updates and clarifications. After review, John Ricker moved approval of the CSDA bylaws update. Mike Manfre seconded the motion. The ayes included Robert Ketley, Howard Liebenberg, Mike Manfre, Jim McKenna and John Ricker. The motion passed unanimously.

7. CLOSED SESSION AGENDA

7.1. Per Government Code § 54757(b)(1) – Personnel Matters

8. OPEN SESSION AGENDA

8.1. Reporting of action taken in Closed Session

Robert Ketley shared that after discussion, the Board approved that Lisa Lurie be placed at Level 2 Step 3 of the Executive Director job classification.

9. DISCUSSION ITEMS

9.1. California Association of Resource Conservation District Business Meeting Proposed Resolutions

Lisa and the Board discussed the Resolutions as presented, which are to be voted upon by delegates of each RCD at the upcoming CARCD annual business meeting. The Board felt as though most of the Resolutions were regarding the Bylaws and that it seemed important to let CARCD work through the bylaw update process already initiated, rather than addressing these changes through resolutions. The Board discussed a resolution regarding CARCD dues structure and calculation, and requested that Lisa and the delegate reach out to CARCD for clarity on how CARCD will be communicating with and engaging the districts in future decision making regarding dues. The Board discussed that such decision making should be inclusive of the districts,

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transparent, communicated prior to the formation of annual budgets, and based on audited actuals.

9.2. Executive Director's Report

Lisa shared that she appreciates the Board support and the commitment to working through the compensation and benefit study. Lisa was excited to report that Measure Q passed and that there is much work ahead in launching this effort, including the formation of a citizen oversight advisory board and development of a five year vision plan for investment. This is a huge benefit and investment into our community and will help to leverage increased dollars to improve the resilience of communities and natural resources of Santa Cruz County. Additionally, Lisa reported that Proposition 4 passed at the state level and will also provide funding statewide for forest health, water resource and climate resilience projects. Lastly, Lisa shared that the RCD is in the final rounds of interviews for the Administrative Assistant position which we hope to have filled as we start the new year.

9.3. Director/Associate Director Reports

Lisa shared that four Board members, Mike Eaton, Robert Ketley, Mike Manfre and John Ricker are slated to be nominated on November 19, with appointments to be considered on December 10, by the Santa Cruz County Board of Supervisors. The Board expressed their desire to recruit more women and diverse leaders to serve on the Board. Lisa said that she has been putting feelers out and shared that there is also a pathway for Board appointments for non-landowners that serve as Associate Directors for two years.

Directors expressed their gratitude for the Board Tour and that there are so many inspirational projects being done. They also requested that staff inform the local press of the work that is being done.

10. CALENDAR DATES

November 16, 2024, San Lorenzo Valley Environmental Town Hall
November 16, 2024, Memorial for Ross Clark, Coconut Grove, Santa Cruz
December 9, 2024, Technical Training for Rural Roads, San Lorenzo Valley
December 10-12, 2024, CARCD Annual Conference in Sacramento
December 19, 2024, RCD Holiday Party

11. COMMUNICATIONS

11.1. California Coastal Commission Proposal to Resolve Violation of Santa Cruz Seaside Company

11.2. CARCD transmittal of proposed resolutions

12. ADJOURN

The next regular meeting of the RCD Board will be held hybrid, City of Capitola Community Room 420 Capitola Avenue, Capitola, CA 95010 and on Zoom on January 8, 2025, at 6:30PM. Robert Ketley

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moved to adjourn. John Ricker seconded the motion. All were in favor. The meeting was adjourned at 2:48PM.

(TC:JM)

James J. McKenna

2024-11-13 - Minutes

Final Audit Report 2025-01-14

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