

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
Special Meeting  
June 1, 2006**

CALL TO ORDER

The special meeting of the Placer County Resource Conservation District Board was called to order by RCD Board Chair Chris Paull at 3:32 p.m.

MEMBERS AND OTHERS PRESENT

Directors Present: Robert (Bob) Wiswell, Jr.  
Stanley (Stan) MacDonald  
Stewart Feldman  
Thomas (Tom) Wehri  
Claudia Smith  
Chris Paull

Directors Absent: Gregory (Greg) Nau

Others Present: Rich Gresham, RCD Manager  
Mike Brenner, NRCS District Conservationist  
Mark White, RCD Resource Management Planner  
Katie Maloney, RCD Sr. Administrative Assistant  
Bill Templin, North Fork American River Watershed Coordinator

APPROVE THE AGENDA

Chris Paull requested an informational item regarding the 2005-2006 Placer County Grand Jury Report be addressed before the rest of the special agenda. Claudia Smith moved to approve the agenda with the requested change. Stewart Feldman seconded, motion carried unanimously.

GUESTS

None

PUBLIC COMMENT

None

BUSINESS

New Business:

a) *Informational Item Re: 2005-2006 Grand Jury Report:*

Chris Paull announced receipt of a letter from 2005-2006 Grand Jury Foreman Paul Ridgeway and the portion of the 2005-2006 Grand Jury Report pertaining to the RCD. He noted the information contained in the report is only for internal consumption until the Grand Jury makes it public on the afternoon of June 2<sup>nd</sup>.

Chris noted the Grand Jury Report commends the RCD while encouraging the RCD to raise public awareness of the RCD and its services.

After a brief discussion revolving around different methods of public outreach, Chris closed discussion by thanking Rich & Tom for their response to Grand Jury's request for information.

b) *Discussion to Consider and Possible Action Re: RCD Board Resolution No. 06-02:*

Rich Gresham reviewed Board Resolution No. 06-02 approving execution of an agreement with the CA Dept. of Forestry and Fire Protection to accept Prop 40 funding to further fuel load reduction efforts and/or chipper program support.

After a short discussion, Stewart Feldman moved to pass Board Resolution No. 06-02 as presented. Tom Wehri seconded; motion carried unanimously.

c) *Annual Planning Work Session:*

Chris Paull turned the floor over to Katie Maloney for a review of a Draft Budget for 2006-2007.

Katie reviewed the Draft Preliminary Budget Narrative included in the Board Package with the draft RCD 2006-2007 Budget as follows:

**Preface:**

This Draft Preliminary '06-'07 Budget as presented, has budgeted Expenses exceeding our budgeted Income by \$9,970.16. This amount is reflected in the Appropriations for Contingencies Account on the Expense side of the Budget as a negative number. These figures are very preliminary and the District may very well end up with excess income vs. a shortfall all said and done after year end. In terms of a potential shortfall the Board has the choice of either reducing expenses further or considering a transfer of funds from the District's Restricted Fund to the Unrestricted Fund should it decide to cost share the proposed GIS position. The Restricted/Reserve Fund balance is currently \$155,478.57 with \$130K of that amount reserved for Capital Improvements as of June 30, 2004 leaving \$25,478.57 unallocated in terms of a specified use. The board has the choice once a year to reallocate the Reserve funds.

**Revenue:**

We have realized 159% of our budgeted interest revenue. Projected interest revenue for '06-'07 has been adjusted to \$10,000 to reflect increased interest.

We have realized 89% of our budgeted tax apportionment; the difference is partially due to the shifting of taxes from special districts to the state and the fact that we are dealing with projections vs. actual allocations. I have adjusted the tax revenue for '06-'07 to reflect the expected shift of funding back to special districts plus 10% for growth. According to county personnel this should be a conservative figure.

Planning Applications is detailed below. Please keep in mind that work accomplished and billed for does not always manifest itself as envisioned. Planning Applications is comprised of work agreements, contracts for work, and grants the district will realize income in the '06-'07 year.

Grants for multiple years are figured at the full amount of the award divided by the term of the grant to arrive at a budgeted amount. Grants terminating in the next fiscal year reflect the remaining balance of the grant. The District's current grants will end either at mid fiscal year (12-31-06) or at fiscal year end (6-30-07), except for the CDF/CARCD grant.

Planning Applications for the 2006-2007 fiscal year are projected as follows:

Placer County	\$ 70,325	DOC Grant:	\$ 78,004
Cities:	6,000	CDF/CARCD Grant:	12,000
'02 319(h) Grant:	103,047	SDS Grant:	5,000
SAFCA Grant:	126,610	USFS/WUI Grant:	<u>139,378</u>
			\$540,364 Total Planning Applications

Miscellaneous Revenue of \$1,300 reflects revenue expected from NID, PCWA, and the Placer County Farm Bureau to offset '07 Ag Tour expenses.

The Unrestricted Fund Balance of \$60,857.51 reflects the district's unrestricted funds as of April 30, 2006 net of Program Allocation balances as of the same date.

**Expenses:**

Salaries, Overtime, and corresponding Payroll Taxes have been based on the current hourly rate plus projected 3.33% Cost of Living Adjustment (COLA) for '06-'07. It reflects 2080 hours for each employee. These figures are lower than those loosely budgeted for in the '05-'06 fiscal year.

Extra Help is currently over budget, however, the amount for the next fiscal year has not been adjusted as the county is providing more funding out of HR 2389 taxes for the current inspection year and it is expected this category will go down slightly in terms of needed funding.

Accrued Compensated Leave has been adjusted per the RCD Personnel Policy reflecting 440 hours as the maximum payout for each employee in terms of accrued annual leave at each employee's projected hourly rate. Also reflected in this category is the maximum payout of \$2,000 in accrued sick leave for each employee. This figure is approximately \$30K more than the previously under budgeted amount.

PERS has been adjusted to reflect 22% of Salaries & Overtime. The employer rate for '06-'07 is projected at 15.3%. The Employee rate for '06-'07 is not yet known and therefore being budgeting at the current employee rate of 6.7%. The District currently covers both the employer and employee contributions to PERS per current RCD Personnel Policy. This category was under budgeted in the '05-'06 fiscal year.

Property, Liability, & E&O Insurance has been increased by \$2K to allow for potential increased premiums for the next fiscal year.

Dues & Subscriptions has been reduced by \$2K to \$5K as this category is under budget.

I have added a new Special Contributions account for the next fiscal year and reallocated expenses from the Special Dept Expense category to reflect the '05-'06 fiscal year contributions in the amount of \$1K to Placer Nature Center, \$1K to Foothills Farmers' Market Association, and \$882 in CA Envirothon fees for Foresthill High School students. For the '06-'07 fiscal year \$3K has been budgeted for this category.

Printing has been increased \$1K to \$1,500 as we are over budget in this category and are anticipating expanded public outreach efforts.

Postage has also been increased \$500 to \$2K in anticipation of increased costs.

Professional Services Category is allocated as follows:

Administration:	\$19,500 (RCD)	'02 319(h):	\$ 87,590
CPA:	1,500	USFS/WUI:	139,378
Hydrologist:	300	CDF/CARCD:	12,000
Reg. Prof. Forester:	300	SDS:	1,000
County Contract:	32,560	SAFCA:	<u>107,618</u>
DOC W/S:	66,303		\$468,049. Total Professional Services

Special Dept. Expense has been reduced from \$2,500 to \$500 to reflect minimal costs expected in relation to the French Meadows Facility.

Meetings, Travel, and Transportation has been reduced by \$2K from \$12K as '05-'06 expenses came in under \$10K.

Equipment has also been reduced to \$3K from \$9K as a new laptop, just purchased, came in just over \$3K and no major equipment needs are expected in the next fiscal year.

After reviewing the draft budget, discussion revolved around the need to refine the expense category Accrued Compensated Leave as the draft figure is based on a worse case scenario and can be further refined to better reflect actual accrued leave at fiscal year end.

An expense reallocation between Printing and Postage was recommended raising Printing from \$1.5K to \$2K and reducing Postage to \$1.5K from \$2K.

The 2006-2007 Budget will be revisited once refined figures are available including preliminary year end fund balances.

Chris Paull turned the floor over to Rich Gresham to review the RCD and its current and emerging relationships with other agencies and entities.

Rich reviewed RCD relationships with local, state, federal, and non-governmental organizations.

Board discussion revolved around the need to add the CA Association of RCDs (CARCD) the Nevada County and El Dorado RCDs, and the PG&E Stewardship Council to the list.

The Board noted support of applied education in response to Rich's solicitation about what other projects/issues the RCD should explore.

Board discussion moved on to on-the-ground assistance/projects including a discussion regarding the definition of the term.

Bill Templin brought up the value of water quality monitoring and data collection activities and noted many consider these kinds of efforts as on-the-ground work.

Mike Brenner was asked about what kind of role he might see the RCD play in assisting the implementation of his work program for the next year.

Mike noted he needs to increase public outreach and awareness to encourage a robust application process for the next Environmental Quality Incentive Program (EQIP) funding cycle. His goal is to be able to use all EQIP funding allocated to Placer County this coming year and has targeted the receipt of 30 applications as his goal.

Mark White noted he expects he will serve as a team member in the implementation of EQIP this year.

Mike noted that 90% of Placer County is ten acres or less and indicated he has stressed the need to the state office to purchase press space to better promote NRCS programs. He also noted the usefulness of public forums to promote programs.

Board discussion revolved around avenues for public outreach including local fairs, local 4H and Future Farmers of America groups, local Ag organization websites like Placer GROWN, Ag community newsletters, the development of the RCD website, and additional RCD newsletters.

Bill Templin noted the American River Watershed Group might serve as an educational forum for landowners with the potential to target a specific audience.

Chris Paull reviewed Board's discussion items that included:

- Outreach
- Average Farmers
- Brochures
- Website
- Watershed Groups
- County & local fairs

- 4H and Future Farmers of America
- Operations and Maintenance

Board discussion revolved around Directors determining their top five issues for the coming year and the reporting of this year's accomplishments in terms of goals identified in last year's planning effort.

Mike Brenner suggested the board look at the changing landscape where increasing urbanization is creating the emerging issues of how to best address the challenge of balancing competing environmental values on smaller privately owned parcels. He stressed the need for private landowner education and assistance programs.

The Board identified their top issues as: fuel load reduction, conservation education targeted at school age children, small landowner assistance programs such as but not limited to riparian area and pond management and proper herbicide and pesticide use, acquiring GIS expertise in partnership with NRCS, public education and outreach, and contract grant writing.

Mark White pointed out watershed coordinators are already tasked with outreach and education as reflected in their monthly reports and suggested the RCD may have an opportunity to direct those efforts to better correspond with RCD goals and objectives.

Rich added the watershed coordinators are directed through their individual workplans that may or may not provide room for refinement. He noted the Dry Creek Watershed Coordinator workplan specifies outreach in terms of low-impact-development education for municipal officials in light of the increasing urbanization of the Dry Creek Watershed.

Board direction regarding staff time allocations were as follows: outreach & education, promotion and assistance regarding NRCS programs for farmers, brochures and website development, continued watershed groups' support, outreach and education to youngsters like Future Farmers of America and 4Hers, and execution of the RCD/Placer County Joint Workplan.

Stewart noted over the last year the RCD has been focused on the larger picture with the development of regional partnerships and suggested partnering with child education entities like Placer Nature Center in terms of a joint grant writing effort.

Tom Wehri noted the Watershed Coordinator Program in Placer County has been successful because of the proactive groundwork laid by the RCD and the county in terms of supporting watershed groups. He noted continued coordinator funding is also a focus of the CARCD and continued funding may be focused more on water conservation efforts in the future.

Rich promoted the continued building of partnerships with entities like the Placer Land Trust (PLT) and the Sacramento Area Flood Control Agency (SAFCA). He noted he has already instigated discussions with PLT Executive Director Jeff Darlington about future possibilities for partnering with the RCD in terms of open space management issues. He also noted on-going discussions with SAFCA regarding the RCD's potential administration of a program to continue the eradication of Red Sesbania from the Dry Creek watershed thru a multi-jurisdictional collaborative effort.

Mark White pointed out all local jurisdictional Storm Water Management Plans have an outreach and education mandate and indicated he is willing to speak at public forums on an informal basis.

Chris noted all the targets identified for the forthcoming Annual Plan are still within the framework of the Long Range Plan with an emphasis on outreach, small landowner assistance, and the development of a cost share program for GIS technical assistance.

Tom noted excellent goals have been identified and suggested further fine-tuning. He noted he would like to see the RCD better assist in the promotion of NRCS programs.

Tom also noted the potential opportunity to partner with homeowners' associations in their implementation of open space/riparian corridor management requirements outlined in CC&Rs.

Rich noted his exploration of this idea has found that firms such as Foothill Associates have already established a foundation to assist homeowners' associations with these kinds of issues.

Chris closed discussion by directing Rich to take the information garnered and develop a draft 2006-2007 Annual Plan for further review and refinement.

6) FUTURE AGENDA ITEMS

The Board will revisit the Annual Plan at the June or July Regular Board Meeting.

7) ADJOURNMENT

With no further business to conduct, Tom Wehri moved to adjourn the meeting. Claudia Smith seconded; motion carried.

Chris Paull adjourned the meeting at 6:17 p.m.