



**BOARD OF DIRECTORS MEETING
MINUTES**

Date: Thursday August 16, 2018

Time: 9:00 a.m.

Location: 202 Mira Loma Dr., Truckee Conference Room, Oroville, CA 95965

Directors/Associate Directors in Attendance: Dave Lee, John Christofferson, and Colleen Hatfield

Others in attendance: BCRCD: Tim Keeseey, and Thad Walker; Butte County Department of Water and Resource Conservation Kelly Peterson

- 1) **CALL TO ORDER:** The meeting was called to order at 9:00 a.m. by Dave Lee, President
- 2) **WELCOME AND INTRODUCTIONS:** No new visitors.
- 3) **REVISIONS TO AGENDA:** Added: Discussion regarding Annual Budget; LAFCO; and By Laws
- 4) **PUBLIC COMMENT (on non-action items):** None.
- 5) **ACTION ITEMS** – Dave Lee, President
 - a) Review and approval of the minutes of the Regular meeting held July 19, 2018: Tabled until next meeting due to lack of a quorum.
 - b) Review and Approve Outstanding Bills: Director Christofferson made a motion to approve the accounts payable register. Director Lee seconded the motion and it was approved unanimously.
 - c) Acceptance of Conflict of Interest Policy – Director Christofferson: ?
 - d) Excess Property Sale – Director Christofferson: Director Christofferson made a motion to table this agenda item until the RCD has policies and procedures in place. Director Hatfield seconded the motion and it was passed unanimously.
 - e) Oak Woodland Mitigation regulation-Director Hatfield, Director Christofferson: County has to develop the Oak Woodland Mitigation regulation due to State law. Walker attended the 2nd meeting to gather information. The regulation applies to discretionary projects (Sub-dvision, development, etc.). There is discussion about having an Arborist or an RPF determine the value of the oaks requiring mitigation, but Director Christofferson thinks the County should come up with a set value, approved by the Board of Supervisors based on species, size, and health. In the current draft developers will pay mitigation funds to the California Oak Fund. There is discussion regarding allowing an exception with regard to wildfire defensible space. Next month a draft regulation will go to the Planning Commission with the plan of getting a proposed regulation to the Board of Supervisors by the end of the year.

Future Action Needed: Walker will look for the RCD “Oak Plan” that was developed in 2007

- f) University Fund – Director Hatfield – There are two accounts that total \$4,800 that can be combined into one account. The Board discussed developing an engineering internship. A committee could be established with University and RCD members to review applications. The funds could be used to assist students with expenses.
- g) Bookkeeper report – Director Hatfield: There is still some work that needs to be done by Karen, Director Hatfield, and staff to make sure revenues and expenditures are being coded to the correct grant or agreement. Does anyone know what the DFG fund for \$163.85 is for? There was discussion regarding how fixed assets and depreciation are being handled.
- h) Dome Trail Construction Document & Extension Request - Thad Walker: Walker is working with the Forest Service to get an extension, which can be accomplished through the local office. Construction specifications have been received from the Forest Service. The Forest Service is claiming that the RCD is responsible for the Engineering, but funding was not included for this in the budget. Walker has a meeting with Michelle Ahearn and the PNF Engineer to discuss the need for the FS to engineer the trail since it is on FS managed lands. The RCD will need to return the funds if FS is unable to engineer the trail design. The trail is a great resource, which provides access to a scenic fork of the Feather River. In addition, local citizens have donated funds to the improvement of the trail.
- i) Granite Basin NEPA/CEQA Update & Equipment need – Conflicts between the proposed trails and heritage resources have been identified. RCD Staff are working with Forest Service and the Archaeological consultant to identify solutions.
- j) SDRMA Insurance – Director Hatfield: There was discussion regarding insurance coverage for Allevity staff, consultants, and volunteers current and future projects and
Future Action Needed: Director Hatfield will contact SDRMA and Allevity to discuss insurance coverage and training resources for Allevity staff, consultants, and volunteers. Directors and Staff will research options for volunteer policies and waivers
- k) Arundo Project – Director Hatfield: CAL IPC has mapped *Arundo sp.* infestations in Butte Co. Now they would like to implement treatments. They would like to work with the RCD due to our relationship with private landowners. There is a five year process to eradicate *Arundo*. CAL IPC is interested in applying for WCB funds (due 9/4/18) in conjunction with the RCD and River Partners to conduct CEQA and implement treatments along Little Chico Creek. Western Shasta is working on WCB proposal and determined that it will take 4 weeks. In addition, WCB will not fund CEQA. It was determined that it was not feasible at this time to apply for the WCB funds, but the Board is interested in exploring funding opportunities to address *Arundo* infestations in Butte Co.
- l) Safety Training-Director Felkins: This item was tabled as Director Felkins was not present to provide a Safety Training update.
- m) North County Road Inventory –Agreements & Contracts - Tim Keesey: There was consensus that Chairman Lee can sign the agreement with the State Water Resource Control Board (SWRCB) after Director Christofferson has reviewed and approved the amended agreements with Pacific Watershed Associates (PWA) and Butte County.
- n) Forestry Assistance Grant – Director Hatfield, Tim Keesey : RCD Contracting RPF Phil Nemir and Keesey were included in CARCD’s NRCS Forestry Assistance grant. Keesey is working with the NRCS to provide additional information regarding the capacity of the BCRC to provide Forestry Assistance to the NRCS.

- o) OHV Development Project – Thad Walker: See item 5(i).
- p) CARCD Collaboration – Director Hatfield: Director Hatfield attended the Sacramento Valley Regional RCD meeting on August 15, 2018. The annual CARCD meeting will be in Redding, CA next year so the Butte Co. RCD will need to assist in putting on the event. CARCD’s lobbyist provided an update on upcoming legislation. There is going to be an upcoming workshop on financing for RCD’s. There was discussion regarding the relationship between RCD’s and LAFCO.
Future Actions: *Are there DOC funds to attend the CARCD conference in November? Are there scholarships?*
- q) Volunteer Help Policy & Insurance – Director Christofferson & Director Hatfield: See item 5(j).
- r) Field Work Protocol Draft – Thad Walker: There was discussion regarding the GPS Units that were recently purchased, having tailgate safety meetings, debriefings, and a volunteer waiver. There was discussion regarding the value of orange safety vests out in the field. Director Hatfield made a motion to purchase 4 safety vests, Director Christofferson seconded the motion and it was passed unanimously.
- s) Garmin In-Reach Service Agreement – Thad Walker & Director Hatfield: The Garmin’s have been purchased, but the safety features require a service agreement with a monthly charge. There was discussion regarding the best way to pay for this monthly charge, including credit card or RCD Bank account debit card.
Future Action Needed: *Director Hatfield will research using a RCD Bank account debit card to make the monthly payment.*
- t) Stoney Fire Assessment and Restoration Project & Agreement – Thad Walker: Walker provided the Board with a draft contract with the City of Chico to assess hazard trees and soil erosion caused by the Stoney Fire that may impact trails in Upper Bidwell park. The trails are currently closed and cannot be opened until hazards have been assessed and mitigated. The work is anticipated to take a couple week with 200 staff hours. There was discussion regarding the addition of a spring visit to re-assess whether additional trees pose a hazard after overwintering.
- u) 2018 OHMVR Planning Grant – Thad Walker: RCD Staff will be meeting with Lassen National Forest staff, Supervisor Teeter, and local volunteers to discuss improving the Colby meadows area for OHV, biking, and hiking. In addition, Walker will be meeting with Friends of the High Lakes to discuss trail improvements in the High Lakes area.
- v) Cal Fire, CEQA Work for Fuels Reduction Projects – Thad Walker: CAL FIRE needs assistance with specialist surveys to complete CEQA requirements for CAL FIRE fuel reduction projects. Walker forwarded rates to CAL FIRE to conduct botany surveys/reports.
- w) Butte County Trails Plan – Update Coordinating Committee – Thad Walker: The Trails Plan will be going before the Butte Co. Supervisors in September. There is a suggestion to develop a County Trails Committee.
- x) Meeting Time – Director Hatfield: Director Hatfield’s work schedule currently conflicts with the Board’s meeting time. There was consensus to move the meetings from 9:00 am to 1:30 pm on the third Thursday of every month.
- y) Audit Issues – Directors Hatfield & Christofferson: The Board discussed the need for and options for obtaining an audit.
Future Action Needed: *The Board will research option for obtaining an audit.*

- z) Next meeting date: September 20, 2018 at 202 Mira Loma Dr., Oroville 9:00 a.m: The meeting will be on September 20, 2018 at 1:30 p.m. as discussed in item 5(x).
- aa) LACFO: There was discussion at the Sacramento Valley Regional RCD meeting that RCD's must obtain permission from LAFCO to work outside their boundaries.
Future Action Needed: Colleen will ask CARCD. John will ask Steve at LAFCO.
- bb) By Laws: There was discussion regarding the need to update the RCD's policies and procedures.

6) RCD PROJECTS AND PROGRAMS

- a) NRCS Agreement – There was discussion regarding options to hire an engineer for the NRCS Engineering Agreement.
Future Action Needed: Walker will research status and renewal of RCD SAMS and DUNS numbers.
- b) Projects – Thad Walker: Projects were discussed in previous agenda items.
- c) Projects – Tim Keeseey: Keeseey provided a monthly report (*See Attachment A*).
- d) Funding Opportunities: None.
- e) Other Projects: None

7) PARTNERS' REPORTS (5 minute limit per group)

- a) Natural Resource Conservation Service (NRCS): The NRCS Engineer will not be coming to Oroville. The NRCS is currently re-advertising the position.
- b) Butte County departments: Peterson passed out and reviewed past and current newsletters and provided an overview of local Sustainable Groundwater Management Act (SGMA) implementation efforts and information on groundwater levels in the County. There was discussion regarding the County's partnership with Stanford University and the Dutch government to map geology and groundwater using the Airborne Electromagnetic method.
- c) Community groups and agencies: None

8) CLOSED SESSION – Directors only

- a. Continuing Personnel Discussion: The Board went into closed session at 11:59 am. No action was taken.
- b. Additional Personnel Hours & Compensation – No action was taken.
- c. Discussion – Litigation: No action was taken

9) BOARD OF DIRECTORS REPORTS

- a) Butte County RCD Directors and Associate Directors are welcome to report: None.

10) ADJOURNMENT