



**BOARD OF DIRECTORS MEETING
MINUTES**

Date: Thursday July 19, 2018

Time: 9:00 a.m.

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

Directors/Associate Directors in Attendance: John Christofferson, Colleen Hatfield, and Mike Felkins

Others in attendance: BCRCD: Thad Walker, and Wolfy Rougle; NRCS: Dan Taverner; Chico Parks volunteer Susan Mason

- 1) **CALL TO ORDER** – The meeting was called to order at 9:02 a.m. by Colleen Hatfield, Treasurer
- 2) **WELCOME AND INTRODUCTIONS** – Susan Mason, Butte County Weed Management Area and Friends of Bidwell Park; expert on eradicating noxious invasives
- 3) **REVISIONS TO AGENDA** -none.
- 4) **PUBLIC COMMENT (on non-action items)** -none.
- 5) **ACTION ITEMS** – Colleen Hatfield , Treasurer
 - a) Review and approval of the minutes of the Regular meeting held May 17th, 2018 – John Christophersson advises he approved paying of Evans bill but without the \$60.00 filing fee. With that change, he moved to approve the minutes; motion passed.
 - b) Review and Approve Outstanding Bills – Director Hatfield proposed to postpone payment of invoices from Trail Laboratories (\$3865.38) and Pacific Watershed Associates (\$9507.12) until next month.

Director Hatfield moved that BCRCD choose to make a voluntary dues payment of \$50.00 to National Association of Conservation Districts. Motion passed.

Director Felkins asked that liabilities, such as Allevity bills, show up on balance sheet rather than just on Accounts Payable. Item was deferred until later discussion of item (g).

Director Christophersson moved that RCD pay all bills on Accts Payable list except Trail Laboratories and PWA bills. Felkins seconded; motion passes.
 - c) Payment of Evans Bill – Director Hatfield explained that when the Evans bill was paid last month, \$593.42 in interest and fees was overlooked and not paid. After discussion between Directors Hatfield and Lee, this final bill has now been paid. This payment included the \$60.00 filing fee from (5)(a) above.

- d) Arundo Project – Director Hatfield. Cal-IPC (Invasive Plant Council) was funded through Prop 1 grant to do statewide mapping of Arundo occurrences. Mapping is now complete (but needs ground-truthing). Arundo is an invasive, noxious, large bamboo-like grass. Butte County has occurrences in Little Chico Ck, Big Chico Ck, Mud Ck, Sycamore Ck, and “all over” the South County incl. Graylodge. Susan Mason and Director Hatfield joined conference call with Cal-IPC last week to discuss BCRCD’s participation. RCD is not being offered any funds but could opt to pursue grant funding. Wildlife Conservation Board (WCB) would be the most natural source of funding.

Eliminating arundo is a long term commitment (at least 5 years per site). If BCRCD pursued funding, it would be spent on: ground-truthing the Cal-IPC maps; planning removal (tributaries first); and implementation (foliar chemical spray, in the fall; usu. Glyphosate aquatic formulation, often w/ imazapyr; followed by cutting and removing the plant (to reduce fire hazard) and returning in spring to treat sprouts). Some NEPA and CEQA will be required because some of the work would be done “within waters of the U.S.” and also adjacent to elderberries. (Using state funds triggers CEQA anyway.) Cal DFG would be the agency issuing the permit.

Director Hatfield moved that RCD explore the feasibility/potential of collaborating with Cal-IPC and/or the City of Chico (provided grant funding is identified, pursued and obtained). Motion passed.

Susan Mason added that help/cost-share with the permitting process for eradication activities might be available from City of Chico because City fire chief is looking to eradicate fire hazards and pursue FEMA funding to do so.

- e) Oak Woodland Mitigation regulation - Director Hatfield, Director Christofferson. Tim Snelling at Development Services emailed Director Christofferson to say that the Oak Mitigation Plan has now been posted on the Web for public review. Director Hatfield, Director Christofferson agreed to review the Plan and bring any concerns/priorities to the next RCD meeting. DOC capacity-building funds could pay for staff time to attend public meetings, so Thad Walker was assigned to review the Plan and attend meetings.
- f) University Fund – Director Hatfield will explore the possibility of earmarking these funds to be used, by the RCD, to hire a University student under some kind of internship arrangement.
- g) Bookkeeper report – Director Hatfield. Excellent progress is being made in getting a timely, accurate P&L to the Board before each meeting. Director Christofferson asked if documents could be made available to Board one week before meetings, rather than a couple of days. Director Hatfield reported back from the meeting with Karen Vaccaro about tracking projects and contracts (starting with the Granite Basin project) through QuickBooks’ new Project Management feature. Director Felkins suggested this be done as a “dummy account,” i.e. one that is not automatically integrated into RCD financial statements but is just for bookkeeping purposes. Creating a new Allevity timecard template, one that would track hours *by project*, was also discussed.
- h) Dome Trail – Thad Walker – All necessary signed agreements are in hand; USFS engineer needs to analyze it; next step after that will be to find a contractor. Target for implementation is fall 2018. These funds run out at the end of the year and the possibility of renewal is unclear, but Walker will ask County for a renewal immediately.

- i) Granite Basin NEPA/CEQA Update & Equipment need – Tim Keesey. For forest carnivore survey, RCD needs 2 game cameras per 4 sq miles (so 6 total cameras for entire project). These need to be operational for 28 days in summer, plus 28 days in fall. These 6 cameras and their backup memory cards cost about \$1100, which will come out of the project’s \$6600 equipment budget. Director Christofferson recommended RCD purchase an extra camera, to allow immediate replacement of any damaged/vandalized gear.

Layout is complete, botany is on schedule, first round of spotted owl surveys is complete, goshawk surveys are on schedule.

Next step is archaeology surveys, awaiting USFS permit.

Safety in the forest when working solo: Thad mentioned Garmin InReach, a device that costs \$250-400 each plus approx. \$40 monthly subscription. This allows a worker who encounters trouble, even in rugged terrain outside of cell reception, to send a text message and a pin with her location. Director Felkin moved that the RCD buy 2 units, with Thad and Director Christofferson conferring before purchase, not to exceed \$500 per unit.

- j) SDRMA Insurance – Director Hatfield – Nothing to report
- k) Conflict of Interest Policy – Director Christofferson. Has to be addressed every 2 years by law, and approved by County BOS. 2018 policy is due now. 2012’s policy applied to Directors and District Manager. 2014’s policy removed the DM, so it applied only to Directors. 2016’s was just like 2014’s. For 2018, Director Christofferson recommends re-including DM. Felkin motioned to do so, Hatfield seconded; motion passed. Director Christofferson will follow through with BOS.
- l) Safety Training - Director Felkins directed staff to create a list of items/safety trainings needed in the forest/field. Thad Walker will complete this by Wed, July 25.
- m) North County Road Inventory –Agreement - Tim Keesey sent out final agreement for Directors to review. As an inventory, this project is categorically exempt from CEQA, because it requires no ground disturbance. (The repairs to Powellton Road did require CEQA but that CEQA is complete.)

Director Christofferson expressed concerns that the agreement might require RCD to obtain and hold easements from private landowners for County roads, which should be County’s responsibility. Keesey responded that all easements necessary to conduct the survey already exist; the agreement simply asks RCD to determine when additional easements *would* be needed before actually doing mitigation work (e.g., when the inventory calls for a new waterbar to be cut deeper onto private property). The RCD could then rank the proposed mitigation projects in order of priority, with projects that would need new easements as the lowest priority.

Director Christofferson would prefer the language to be re-written to state that the County is the grantee of an easement across private property. He also expressed concerns with the complexity/cost of a title search. Director Christofferson proposed that he, Keesey, and Dennis Schmidt of Public Works meet to hash it out. Keesey felt it would be more productive for Christofferson and Keesey to talk instead with the State Water Board to see if provision 4.2 can be eliminated or adjusted. Director Felkin moved that this meeting take place, and any available Director will sign the agreement as soon as it is adjusted to Christofferson and Keesey’s satisfaction. Hatfield seconded and this motion passed.

- n) Forestry Assistance Grant – Director Hatfield, Tim Keesey. Keesey reports this grant has a 50% match and he’s not sure how we could come up with it as BCRC. He feels we’d be better off participating with the CARCD’s grant instead of writing our own. Keesey is looking into getting the RPF (Registered Professional Forester) he works with to sign on as RCD’s contractor on the CARCD project, or finding another RPF. Hatfield offered to facilitate negotiations with the CARCD (and make sure they will not require the BCRC, as a partner, to provide excessive match).
- o) Butte Fire Safe Council Grant – Tim Keesey. BCFSC is applying for 2 SNC grants. One is for a CEQA and forest management plan north of Magalia, for which RCD would do the CEQA and plan. One is for BCCER up to beginning of SPI land, for which RCD would also do the CEQA and possibly the FMP. Each grant is \$100,000 and the majority would come to RCD. Pre-proposal is due next week; Board expressed enthusiastic support for Keesey pursuing these opportunities.
- p) CARCD Collaboration – Director Hatfield (who is the chair of the 11-RCD Sacramento Valley region) : Contracts are increasingly going to entities that don’t have county-boundary limits, which makes RCDs less competitive. MOUs are needed to allow RCDs to collaborate across each others’ counties. A Joint Powers Agreement or Cooperative Agreement would also allow this (different formats) but a Joint Powers Authority is more permanent, serious. Discussion continues about which instrument of collaboration is the most appropriate.
- q) Equipment Disposal – Director Christofferson. To dispose of the RCD’s non-working ATV, Directors need simply to make a resolution. Christofferson noted that RCD currently has no specific policy addressing property and should write one. Keesey volunteered to share the policies Honey Lake RCD used during his tenure there, which is based on a California Special District Association template. Susan Mason shared that the Mosquito Abatement District also has templates anyone can use, including for equipment disposal.

Christofferson moved that he prepare a resolution for next month’s meeting for the Board to vote on. Hatfield seconded and this motion passed.

- r) Next meeting date: August 16, 2018 at 202 Mira Loma Dr., Oroville 9:00 a.m.
Hatfield noted that September’s meeting, and other meetings during the school year, will need to be moved so as not to conflict with her fall classes. Please add to agenda for August meeting.

6) RCD PROJECTS AND PROGRAMS

- a) NRCS Agreement – Dan Taverner. The search for an engineer to work under the engineering agreement continues. A large water conveyance/conservation project is in view and needs significant engineering. Felkins will seek out engineer through his contacts.
- b) Projects – Thad Walker – Trails Plan – Plan has been submitted to County, but County wanted additional time for feedback so agreement was extended to 9/30/18. County review should be completed by this week. Trails Plan working group will address and further revise around July 22. Slated for Coordinating Committee review on 8/17 followed by BOS approval on 9/11/18.
- c) Projects – Tim Keesey. Provided update on his NRCS conservation planning, on GIS work with BCFSC which has led to the SNC grant opportunities in item (o) above, on the SWRCB grant, and on Granite Basin coordination work which has been the bulk of his time.
- d) Funding opportunities – Keesey- Provided several upcoming grants, but most feasible was SNC pre-proposals due July 25th (see (o) above)

Walker – Meeting with USFWS June 29th. Opportunities for salmonid restoration projects that are rising in priority and fairly likely to be funded (mostly through WCB funds): e.g., Iron Cyn, One Mile, clearing woody debris in Big Chico Ck. These would require a new agreement with the City of Chico. Taking a watershed approach would help us pursue these projects, which in turn aligns with the proposed SNC grant for upper BCC area.

- e) Other Projects – BLM has document out for review on managing tree mortality in N and Central Calif. Hatfield will review and see if BCRCDD needs to submit a letter regarding it.

7) **PARTNERS’ REPORTS** (5 minute limit per group)

- a) Natural Resource Conservation Service (NRCS) – Dan Taverner – Met with Kelly Peterson and Mark Orme about helping smaller local irrigation districts (the kind where the district/company owns the ditch but landowners are supposed to maintain the ditch themselves). Ultimate goal is to use EQIP funds to pipe the whole ditch, with help from County authorities. This requires getting easements to traverse each landowner’s land. Will ultimately increase the value of landowners’ parcels, keep land in ag, reduce neighbor conflicts, reduce demands on groundwater by making surface water a viable option, and reduce maintenance needs. NRCS will let the RCD know if there’s a role for RCD.
- b) Butte County departments - None
- c) Community groups and agencies – Nothing to add

Director Hatfield adjourned at 11:57 am.

8) **CLOSED SESSION – Directors only**

- a) Continuing Personnel Discussion
- b) Additional Personnel Hours & Compensation
- c) Discussion – Litigation

9) **BOARD OF DIRECTORS REPORTS**

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

10) **ADJOURNMENT**

***NOTE:** The Butte County Resources Conservation District (BCRCD) distributes its Board meeting agendas electronically at least 24 hours in advance of meetings. If you would like to be added to, or removed from, the email list, please notify the Butte County RCD at (530) 534-0112, ext. 122 or by email to: bc-rcd@carcd.org. The BCRCD also publicly posts notice and agenda of meetings 72 hours in advance of meetings at the Butte County RCD office located at 150 Chuck Yeager Way, Suite A, Oroville, CA. **Reasonable Accommodations:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Butte County RCD Manager at (530) 534-0112, ext. 122.*

- *Please note that all action items will have time set aside for public comment prior to the vote occurring. After a motion is made and seconded by two BCRCD Directors, the Chair will first ask for any further discussion from the Directors and Associate Directors and then the Chair will open up the item for brief public comment limited to 2 minutes per person. After the public comment period closes, a vote will be held.*