BUTTE COUNTY 150 Chuck Yeager Way, Suite A

 Oroville CA 95965

  (530) 534-0112 ext. 122

 RESOURCE www.buttecountyrcd.org

CONSERVATION DISTRICT

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**BOARD OF DIRECTORS MEETING NOTICE & AGENDA**

**Date: Tuesday, November 14, 2017**

**Time: 9:00 a.m.**

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

1. **CALL TO ORDER** – Dave Lee, President
2. **WELCOME AND INTRODUCTIONS** – Dave Lee, President
3. **REVISIONS TO AGENDA** (only emergency situations requiring the need to take immediate
	* 1. actions may be added as action items pursuant to Gov. code 549954.2(b))
4. **PUBLIC COMMENT (on non-action items)**
	* + 1. (3 min. limit per speaker/topic, 15 minutes/person/meeting total)
			2. *Public comment is encouraged. Any member of the public may address the Board with any comment related to the Resource Conservation District’s areas of concern. However, no action can be taken by the Board on such items at this current meeting. The Board may direct staff to agendize such items for consideration at a future meeting.*
			3. *\*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 Chair will open up the item for brief public comment limited to 2 minutes/person. After the public comment period closes a vote will be held.*
5. **ACTION ITEMS –** Dave Lee, President
	1. Review and approval of the minutes of the Regular meeting held October 19, 2017
	2. Review and Approve Outstanding Bills
	3. Report from Director Christofferson – Contracts
	4. Report from Director Hatfield – Website, E-mail, Internet connection
	5. Procurement Policy
	6. Special District Financial Transaction Report – Audit by Controller’s Office, November 16, 2017 – Director Christofferson
	7. Creation of Pay Pal Account – Thad Walker
	8. Invoice Policy/format and accounting
	9. Table 2 Survey Agreement – review & Sign
	10. Next meeting date: December 21, 2017, at 202 Mira Loma Dr., Oroville
6. **RCD PROJECTS AND PROGRAMS**
	1. NRCS Agreement – Dan
	2. Table 2 Project Update
	3. Other Projects
7. **PARTNERS’ REPORTS (**5 minute limit per group)
	1. Natural Resource Conservation Service (NRCS)
	2. Butte County departments
	3. Community groups and agencies
8. **CLOSED SESSION – Directors only**
	1. Continuing Personnel Discussion
9. **BOARD OF DIRECTORS REPORTS**
	1. Butte County RCD Directors and Associate Directors are welcome to report
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.*