



SISKIYOU RESOURCE CONSERVATION DISTRICT

REGULAR BOARD MEETING

Etna City Council Chambers

442 Main Street, Etna, CA

MINUTES

October 10th 2019

Approved

Our Mission: *Identify conservation and watershed enhancement needs and offer assistance to landowners and resource managers to meet those needs through technical, financial and educational leadership.*

1. CALL TO ORDER:

- A. **Establish Quorum:** Caroline Luiz called the meeting to order at 7:16 P.M.
- B. **Pledge of Allegiance:** The pledge of allegiance was led by Lindsay Magranet.
- C. **Introductions:** Introductions were not necessary.
 - i. Directors Present: Caroline Luiz, Jeff Maddox, Jim Harris
 - ii. Directors Absent: Tom Jopson
 - iii. Staff Present: Lindsay Magranet
 - iv. Public Present: Jim Patterson (NRCS)
- D. **Agenda Adjustments & Approval:** The agenda was accepted by Chairman Luiz as presented.
- E. **Approval of Minutes: September 12th, 2019 Regular Board Meeting:** The Acting District Manager explained that she had not yet finished compiling the minutes from the September 12th 2019 Regular Board Meeting, therefore this agenda item would need to be postponed.
- F. **Open Forum – 3 minute limit:** None.

2. BUSINESS: (DISCUSSION AND ACTION)

- A. **RESOLUTION – Revision and Adoption of Fiscal Year 2019-2020 Budget for submittal to the Siskiyou County Auditor’s Office:** The Acting District Manager explained that the Siskiyou County Auditor’s Office asked her to modify the budget description on the Resolution approved at the September Regular Board Meeting. She presented a revised version that separated Personnel, Operating and Capital Outlay Appropriations from the Contingency.

Motion: Harris moved/Maddox second, to accept the revised resolution adopting the Fiscal Year 2019-2020 Budget for submittal to the Siskiyou County Auditors Office.

Vote: 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) MOTION PASSED
- B. **Approval to amend the Subcontract for Professional Services with Cascade Stream Solutions under the Fort Goff Creek Fish Passage and Diversion Improvement Project by increasing the compensation limit by \$2,000 as supported by a budget adjustment (RCD Reference #41-20):** The Acting District Manager reminded the Board of Directors that earlier this year all involved stakeholders and agencies agreed to prioritize implementation of components on federal ground in 2020 using available funds from the US Fish and Wildlife Service (RCD Reference #41-20) and Bureau of Reclamation (RCD Reference #41-25). The RCD subsequently re-budgeted the agreement with the US Fish and Wildlife Service for this purpose. The revised budget includes an additional \$2,000 allocation for engineering assistance during the permitting process and construction oversight.

Motion: Maddox moved/Harris second, to amend the Contract for Professional Services with Cascade Stream Solutions as discussed.

Vote: 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) MOTION PASSED
- C. **Approval to amend the Subcontract for Professional Services with Cascade Stream Solutions, LLC under the Development of Flow Enhancement Projects on French Creek (RCD Reference #71-13) by expanding the scope of work and increasing the compensation limit for the design of an alternative point of extraction**

for the Richman Ditch as supported by the additional funds from the Wildlife Conservation Board: The Acting District Manager stated that the additional allocation from the Wildlife Conservation Board finally came through in mid-September. Therefore, the RCD has access to a total of \$8,600 for contractual services associated with the design of an alternative point of extraction for Richman Ditch but only through November because the agreement term concludes on the 30th. She explained that she has planned a meeting with Preston Harris and Joey Howard to identify tasks and potential deliverables that could be completed by that deadline. Given this situation she proposed transitioning over to a time and materials arrangement with a not to exceed amount.

Motion: Maddox moved/Harris second, to amend the Contract for Professional Services with Cascade Stream Solutions as needed to support progress on the alternatives analysis through November 30th 2019.

Vote: 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) MOTION PASSED

- D. **Approval to negotiate a Cooperative Agreement with the North Coast Regional Water Board for water temperature trend data inventory and monitoring across Scott Valley:** The Acting District Manager stated that the North Coast Regional Water Board is interested in having the RCD perform another two years of water temperature trend monitoring across Scott Valley. She presented a draft proposal that had been reviewed by Board Member Jim Harris for a 3-year agreement that would cover data collection in 2021 and 2022 with a not to exceed amount of \$63,900. She then went on to explain that the Water Board would also consider supporting an agreement for the inventory of available water temperature trend site records from 1995 to date. There was discussion regarding the status of the records, the employee time commitment necessary for the compilation, contractual deliverables and budgeting. The Board of Directors concluded that the RCD is not prepared to submit a proposal until additional community and landowner outreach has been completed.

Motion: Harris moved/Maddox second, to submit a proposal and negotiate a 3-year Cooperative Agreement with the North Coast Regional Water Board for water temperature trend monitoring across Scott Valley.

Vote: 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) MOTION PASSED

- E. **Approval to participate in a California Trout proposal to the Bureau of Reclamation – WaterSMART Applied Science Program for implementation of a managed aquifer recharge experiment in Scott Valley:** The Acting District Manager stated that the proposal submitted to the Department of Water Resources earlier this year was not funded, therefore California Trout is considering revising and resubmitting to the Bureau of Reclamation’s WaterSMART Applied Science Program. She reiterated that the managed aquifer recharge demonstration would entail the annual off-season application of surface water through selected areas under the SVID service area in order to test groundwater and river response over the following months. The Siskiyou RCD would be subcontracted for involvement in CEQA compliance and the monitoring of diversion rates, application rates, streamflow and water temperature.

Motion: Maddox moved/Harris second, to approve participating in the California Trout proposal to the Bureau of Reclamation – WaterSMART program for implementation of a managed aquifer recharge demonstration.

Vote: 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) MOTION PASSED

- F. **Review and Approval of the Procedure for Determining Employee Billable Rates and the 2019 Calculations:** The Acting District Manager reported that she still has not yet had the time to work through the 2019 Billable Rate Calculations and didn’t know when she would get to them, therefore she proposed tabling this agenda item altogether.

G. **Financial Report and Payment of Bills – Acting District Manger**

- i. Financial Report: A Financial report was presented and reviewed.
- ii. Monthly Reconciliation of the Mechanics Bank Account: A reconciliation of the Mechanics Bank Account was presented and reviewed.
- iii. Warrants for Approval:
 - Warrant #1 \$11,287.17
 - Warrant #2 \$7,877.91
 - Warrant #3 \$2,648.10
- iv. Journal Voucher for Approval: \$4,090.33

Motion: Harris moved/Maddox second, to accept the Financial Report and the Mechanics Bank Reconciliation as well as ratify the payment of Warrant #1 in the amount of \$11,287.17, Warrant #2 in the amount of \$7,877.91, Warrant #3 in the amount of \$2,648.10 and the Journal Voucher in the amount of \$4,090.33.

Vote: 3 ayes (Luiz, Maddox, Harris), 0 noes 1 absent (Jopson) MOTION PASSED

3. REPORTS:

- A. Agencies – NRCS – Jim Patterson explained that the standardized Memorandum of Agreement between NRCS, the CARCD and each RCD should be prepared for signature soon. He went on to state that the 2018 Farm Bill regulations still have not yet been published, therefore NRCS is limited in its ability to fund programs. Furthermore, the Yreka Office is changing its software and continues to be understaffed, therefore he doesn't anticipate taking on any new projects until late spring. Although it is possible that the Yreka Office will bring on an intern forester soon.
- B. Projects – The Acting District Manager reported that the Bureau of Reclamation finally issued a Notice to Proceed for the *Scott River Off-Channel Habitat Project* in late September although there was no longer sufficient time for the RCD and Mid-Klamath Watershed Council to conduct a competitive bid process and complete construction. She also explained that the federal environmental compliance authorizations are still not finalized for the Scott River rkm 60 streambank stabilization, therefore implementation of a treatment this fall is no longer an option. She will be conferencing with the State Water Board on Tuesday to confirm their commitment to the lowest qualified bid submitted by North Rivers Construction and discuss options for how to proceed given budgeting challenges due to the pending closure of match from NFWF (RCD Reference #44-10).
- C. SRWT – none.
- D. SRWC – none.
- E. Administration – Acting District Manager – Lindsay Magranet stated that she and Bookkeeper Brenda Hurlimann have been preparing for the financial audit under guidance from Tom Jopson. Lastly, she mentioned that she is considering reducing her time commitment to the RCD this next year.
- F. Directors – none.

**6. AGENDA ITEMS FOR NEXT MEETING: November 12th 2019
September Regular Meeting Minutes**

7. ADJOURN: With no further business, Chairman Luiz adjourned the meeting at 8:50 P.M.

Lindsay Magranet, Acting District Manager

No Corrections Corrected by Insertions _____

Approved Caroline Luiz Date 2/13/2020
Caroline Luiz, Board Chairman

Minutes are subject to change/correction when submitted for approval at the next meeting, and do not become official until all appropriate signatures are affixed.

Agendas are available via email or by contacting the RCD office at 530-467-3975. Please email your e-address to sisgrcd@sisqtel.net