



SISKIYOU RESOURCE CONSERVATION DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING

MINUTES

THURSDAY, JULY 10TH, 2025 – 7:00 P.M. IN PERSON OR TELECONFERENCE

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: Meeting was called to order at 7:11 pm.

- A. Establish Quorum
- B. Pledge of Allegiance
- C. Roll Call and Introductions – Board Members Present: Barry Brown, Peter Garaventa, Caroline Luiz, and Jeff Maddox; Staff Present: Tamara Braden, Christina Giertz, and Evan Senf.
- D. Agenda Adjustments & Approval – Budget Transfer to be added to Section 2B.; Present anniversary plaque to Evan Senf added to Section 3.
- E. Open Forum – 3-minute limit

2. OPEN SESSION BUSINESS: (DISCUSSION AND ACTION)

- A. Review and approve Minutes from meeting on 3/13/25, 4/10/25, 5/8/25 and 6/12/25 – Tamara Braden presented minutes from the meetings on 3/13/25 and 4/10/25 for review and approval. Remaining minutes to be presented at future meeting. Jeff Maddox motioned to approve the minutes as presented, seconded by Barry Brown. Vote: 4-0-0-0

B. Financial Report & Payment of Bills –District Bookkeeper

- i. Financial Report
- ii. Monthly Reconciliation of the Mechanics Bank Account
- iii. Warrants for Approval
- iv. Journal Voucher for Approval
- v. Budget Transfer

Tamara Braden presented a comprehensive financial report. She informed the Board that she is still in communication with the IRS regarding payroll tax arrears and has arranged to submit a Trust Fund Balance payment as soon as the funding is available. She is expecting to receive the retention from RCD Job # 34-12 and a large invoice payment from RCD Job # 44-12. She will apply funds to the Trust Fund Balance payment before any additional vendor payments go out, as per prior Board instructions. Payroll will go out as expected. Remaining bills will be paid as funding is available. Jeff Maddox motioned to approve the payment of the Warrants and Journal Voucher, contingent upon funds available, as well as the Mechanic's Bank reconciliation, seconded by Peter Garaventa. Vote: 4-0-0-0

Tamara Braden requested approval for a Budget Transfer to cover the remaining payroll and fringe benefit payments for FY 24/25. Jeff Maddox motioned to approve the Budget Transfer, seconded by Peter Garaventa. Vote: 4-0-0-0

3. NEW BUSINESS:

- A. Tamara Braden presented Evan Senf with a plaque to commemorate his 5 year anniversary with the Siskiyou RCD.

4. OLD BUSINESS UPDATES:

7:30 pm

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- A. Update on search for Auditor – Maze and Associates finally responded and is not able to take us on as a client at this time. Tamara Braden will continue to search for an auditor and update Board at next meeting.
- B. Update on status of Payroll Tax arrears / payments – see financial report above.
- C. Update on open recruitment for new Field Tech for summer season – Evan Senf to present candidate selection results to Board – Evan Senf interviewed Henry Ayres, who has a degree in forestry and high qualifications to meet the needs of the SRCD for future forestry and fire grant opportunities. Evan would like to hire a higher-level staff member to assist with project coordination on fire and forestry grants, for which he is not as experienced. Peter Garaventa motioned to approve the hiring of Henry Ayres as Project Coordinator, seconded by Barry Brown. Vote: 4-0-0-0

5. REPORTS:

- A. Agencies - None
- B. Scott River Watershed Council - None
- C. Scott River Water Trust - None
- D. Projects – Staff – Christina Giertz updated the Board on the Moffet Creek revegetation project, RCD Job # 62-4, stating that they cleaned up after the storms went through and replanted trees, although we are still well above the tree quota. We have another revegetation project to begin in October in Dunsmuir, which will be a 5-year project. Flow tracking has been continuous for RCD Job # 77-2. Regarding RCD Job # 44-12, the archaeologist and biologist are finished with surveys, and Joey Howard has been out with his drone. The first phase of this project is on time for completion in September. Evan Senf mentioned that he has been in communication with a funder to do the second phase of the project, which could be funded to at least \$2-2.5 million for a stream flow enhancement project. South Fork project is in construction phase and forward progress is happening. Christina noted that fish are actually in the ponds that were created. She also noted that they will be floating the Fawaz project site to do fish surveys. The biologist and grant manager will be coming out in the next week to do more surveys. Joey Howard is to be the engineer and Gary Black will do the construction. For RCD Job # 88-1, SRCD staff drafted a criteria sheet for landowners with 10 factors to consider in selection community members to assist with fire protection activities on their properties. Finally, Niles Benton with Cal Fire will be out next week to do cone collection. Jeff Maddox and Caroline Luiz have authorize collection on their private property. He will come again for a follow-up visit in September.
- E. Administration – District Manager - None
- F. Directors - None

6. AGENDA ITEMS FOR NEXT MEETING: August 14th, 2025

- Possible Special Board Meeting may be necessary at the end of July to go over IRS payroll tax issues and payments

7. ADJOURN – Meeting was adjourned at 8:05 pm.

Tamara Braden, District Bookkeeper

No Corrections _____ Corrected by Insertions _____

Approved _____ Date _____
Caroline Luiz, Board Chairman

Minutes are subject to change/correction when submitted for approval by the Board of Directors at the next regular meeting, and do not become official until all appropriate signatures are affixed.
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PUBLIC RECORDS

All materials related to an open session item on the agenda that are distributed to the Board of Directors and which are not exempt from disclosure pursuant to the California Public Records Act, will be made available for public inspection at the time they are distributed to the Board of Directors through the District website: <https://www.siskiyoured.com/meetings>. Public records may also be requested by directly contacting the District Manager at sisqrcd@sisqtel.net (recommended contact method) or 530-467-3975.