



SISKIYOU RESOURCE CONSERVATION DISTRICT

REGULAR BOARD MEETING

Etna City Council Chambers

442 Main Street, Etna, CA

MINUTES

November 8th 2018

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 7:05 P.M.
- B. **Pledge of Allegiance:** The pledge of allegiance was led by Jim Patterson.
- C. **Introductions:** Introductions were not necessary.
 - i. Directors Present: Caroline Luiz, Tom Jopson, Jeff Maddox, Jim Harris
 - ii. Directors Absent: None
 - iii. Staff Present: Lindsay Magranet, Preston Harris (via conference line)
 - iv. Public Present: Jim Patterson (NRCS)
- D. **Agenda Adjustments & Approval:** The agenda was accepted by Chairman Luiz as presented.
- E. **Approval of Minutes: October 11th, 2018 Regular Board Meeting:** Jim Harris excused himself from participating in this agenda item as he was not present at the October 11th 2018 Regular Board Meeting.
Motion: Maddox moved/ Jopson second, to approve the October 11th, 2018 Regular Board Meeting Minutes as presented.
Vote: 3 ayes (Luiz, Maddox, Jopson), 0 noes, 1 abstain (Harris) MOTION PASSED.
- F. **Open Forum – 3 minute limit:** None.

2. BUSINESS: (DISCUSSION AND ACTION)

- A. **Review and Acceptance of National Fish and Wildlife Foundation Agreement 0208.18.060263 for the *South Fork Scott River Floodplain Restoration: Phase II* – \$111,591.25 of federal funding from the U.S. Fish and Wildlife Service:** The Acting District Manager briefly described the work that has been completed so far at the South Fork Scott River project site under Phase I and how that has informed the approach for Phase II. The Phase II scope of work and budget were reviewed. California Trout will be applying to the 2019 PacifiCorp/Bureau of Reclamation combined solicitation for the remaining \$80,000 in match needed for implementation, which is proposed for the fall of 2020.

Motion: Harris moved/ Maddox second, to approve entering into National Fish and Wildlife Foundation Agreement 0208.18.060263 for the *South Fork Scott River Floodplain Restoration: Phase II*
Vote: 4 ayes (Luiz, Maddox, Jopson, Harris), 0 noes MOTION PASSED.
- B. **Approval of a Subcontract for Professional Services offered to GS Black Incorporated for coordination of the rkm 60 project site under the *Scott River Stream Restoration and Sediment Reduction Program (RCD Reference #44)*:** Jim Harris abstained from participation in this agenda item due to the potential for a conflict of interest as the project site is located on property owned by his family. The Acting District Manager presented a copy of the draft contract for review and there was discussion on the scope of work, fixed-amount compensation of \$10,000 - \$15,000 and project timeline.

Motion: Jopson moved/ Maddox second, to approve offering a subcontract for Professional Services to GS Black Incorporation for coordination of the rkm 60 project site under the *Scott River Stream Restoration and Sediment Reduction Program*

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

- C. **Approval for re-establishment of a Subcontract for Professional Services with Cascade Stream Solutions for engineering services associated with the *Lower Scott Valley Stream Habitat Restoration Project* (RCD Reference #26-3, #60-3 and #60-4):** Agenda items 2C, 2D and 2E were all discussed and voted on together as they relate to the same planning process. The Acting District Manager explained that the RCD had a contract in place with Cascade Stream Solutions through 2017 for the conceptual planning of multiple off-channel pond sites on the Menne Ranch. Since that contract has expired, she requested approval from the Board of Directors to enter into a new contract for completion of final engineered plans for the lower pond site, which is planned for implementation in the fall of 2019. The contract would be supported by the US Fish and Wildlife Service (RCD Reference #26-3) in the amount of \$2,000 and the Bureau of Reclamation (RCD Reference #60-3) in the amount of \$6,000. The Siskiyou RCD has also secured \$15,000 in additional funding for continued development of other off-channel pond sites as supported by the Bureau of Reclamation (RCD Reference #60-3) and the US Fish and Wildlife Service (RCD Reference #60-4). The Acting District Manager was undecided as to whether she wanted to incorporate this scope of work into the contract now or through an amendment at a later time.
- D. **Approval to amend the Subcontract for Professional Services with Natural Systems Design under the *Lower Scott Valley Stream Habitat Restoration Project* by expanding the scope of work and increasing the compensation limit by \$25,000 as supported by *Phase II* (RCD Reference #60-4):** Agenda items 2C, 2D and 2E were all discussed and voted on together as they relate to the same planning process. The Acting District Manager reminded the Board of Directors that the RCD recently entered into an agreement with the National Fish and Wildlife Foundation for Phase II of the *Lower Scott Valley Stream Habitat Restoration Project* (RCD Reference #60-4). As such, she requested approval from the Board of Directors to amend the existing contract with Natural Systems Design by increasing the compensation limit by \$25,000 and expanding the scope of work accordingly. Natural Systems Design has provided a proposal detailing the tasks to be completed under this installment. The Acting District Manager mentioned that the contractual funds under the Phase I agreement with the Bureau of Reclamation (RCD Reference #60-3) will not be available until environmental compliance (NEPA) requirements are fulfilled.
- E. **Approval to amend the Subcontract for Professional Services with the Mid-Klamath Watershed Council under the *Lower Scott Valley Stream Habitat Restoration Project* by increasing the compensation limit by \$2,600 as supported by *Phase II* (RCD Reference #60-4):** Agenda items 2C, 2D and 2E were all discussed and voted on together as they relate to the same planning process. The Acting District Manager reminded the Board of Directors that the RCD recently entered into an agreement with the National Fish and Wildlife Foundation for Phase II of the *Lower Scott Valley Stream Habitat Restoration Project* (RCD Reference #60-4). As such, she requested approval from the Board of Directors to amend the existing contract with the Mid-Klamath Watershed Council by making an additional \$2,600 available. The existing subcontract has a compensation limit of \$15,000 that corresponds to the full level of involvement expected of the MKWC, although not all of the funds are available. The Acting District Manager confirmed that the remaining funding for this contract is supported by the Phase I agreement with the Bureau of Reclamation (RCD Reference #60-3) and will not be available until environmental compliance (NEPA) requirements are fulfilled.

Motion: Jopson moved/ Harris second, to approve re-establishing a subcontract with Cascade Stream Solutions, amending the subcontract with Natural Systems Design and amending the subcontract with the Mid-Klamath Watershed Council as discussed.

Vote: 4 ayes (Luiz, Maddox, Jopson, Harris), 0 noes MOTION PASSED.

- F. **Approval for submittal of multiple proposals to the United States Fish and Wildlife Service National Fish Passage Program:** The Acting District Manager explained that staff were prepared to submit two independent proposals to the National Fish Passage Program. The first covers the remaining funds necessary to complete development of a comprehensive diversion improvement to Richman Ditch as initiated under funding from the Wildlife Conservation Board (RCD Reference #71-13). The RCD will be requesting approximately \$25,000 over a two-year term for the purpose of maintaining stakeholder involvement, environmental compliance pursuant to CEQA and submittal of a proposal for implementation to the Wildlife Conservation Board.

Preston Harris participated in the meeting via conference line to explain the second proposal, which complements existing work being completed by the RCD on the SVID canal system. He briefly described the context which brought about an interest by both the US Fish and Wildlife Service and the water users at Diversion 223 in assessing fish passage conditions over Young's Dam. The RCD anticipates subcontracting with a professional fisheries consultant and an engineering firm in order to develop and implement a comprehensive study plan involving biological monitoring and infrastructure assessments over a four year period for approximately \$100,000. He mentioned that the RCD has already secured approval from Scott River Ranch to proceed and has been invited to the SVID Board of Directors Meeting on November 14th to present the concept for approval.

Motion: Harris moved/ Jopson second, to approve submitting a proposal to the National Fish Passage Program for *Finalizing the Richman Ditch Diversion Improvement and Flow Dedication* and the *Young's Dam Fish Passage Assessment* contingent upon approval by the Scott Valley Irrigation District.

Vote: 4 ayes (Luiz, Maddox, Jopson, Harris), 0 noes MOTION PASSED.

- G. **Approval for submittal of a proposal to the State Water Resources Control Board 2019 Nonpoint Source Grant Program for the Scott River Stream Restoration and Sediment Reduction Program – Phase III:** The Acting District Manager reminded the Board of Directors that the RCD was unsuccessful in securing funding through the 2018 Nonpoint Source Grant Program, partly due to the fact that a significant portion of the funds were re-directed towards emergency fire recovery. Based on conversations with the North Coast Regional Water Board and federal partners (US Fish and Wildlife Service) she proposed making a few minor adjustments and re-submitting the application to the 2019 Nonpoint Source Grant Program.

Motion: Jopson moved/ Maddox second, to approve submitting a proposal to the State Water Resources Control Board 2019 Nonpoint Source Grant Program for the *Scott River Stream Restoration and Sediment Reduction Program – Phase III*

Vote: 4 ayes (Luiz, Maddox, Jopson, Harris), 0 noes MOTION PASSED.

H. **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 \$8,623.31
 - Warrant #2 \$56,573.88
- iv. Journal Voucher for Approval: \$2,316.71

Motion: Jopson moved/Harris second, to accept the Financial Report and the Mechanics Bank Reconciliation as well as approve the payment of Warrant #1, Warrant #2, and the Journal Voucher, with the addition of October's administrative hours.

Vote: 4 ayes (Luiz, Maddox, Jopson, Harris), 0 noes MOTION PASSED.

3. **REPORTS:**

- A. Agencies – NRCS – Jim Patterson reported that the 2018 Farm Bill is still being negotiated. He also mentioned that NRCS is working through a software update and so they will not be issuing financial assistance agreements until approximately March. Finally, he stated that Lorrie Bundy is being promoted to a regional position, and it is unknown how this will affect her involvement through the Yreka Office.
- B. Projects – Staff did not have any additional project information to report.
- C. SRWT – none.
- D. SRWC – none.
- E. Administration – The Acting District Manager reported that the financial audit is scheduled for Nov 19th-20th and she requested a meeting with a couple of Board Members in order to review the books. Jim Harris and Tom Jopson volunteered.
- F. Directors – Caroline Luiz and Tom Jopson both confirmed that they would be renewing their Director terms.

4. **AGENDA ITEMS FOR NEXT MEETING: December 13th 2018**

- Review Financial Audit**
- Approve the Indirect Cost Rate Proposal**
- Annual Operational Agreement with NRCS**

5. **ADJOURN:** With no further business, Chairman Luiz adjourned the meeting at 9:04 P.M.

Lindsay Magranet, Acting District Manager
 No Corrections X Corrected by Insertions _____

Approved Caroline Luiz Date 1/15/19
 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 sisqrcd@sisqtel.net