



SISKIYOU RESOURCE CONSERVATION DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING

MINUTES

THURSDAY, JUNE 12TH, 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 7:01 pm.

- A. Establish Quorum
- B. Pledge of Allegiance
- C. Roll Call and Introductions – Board members present: Barry Brown, Peter Garaventa, Caroline Luiz, Jeff Maddox; Staff present: Tamara Braden, Christina Giertz, and Evan Senf.
- D. Agenda Adjustments & Approval – Tamara Braden requested to add a Budget Transfer to Section 2, Item B) v.
- E. Open Forum – None

2. OPEN SESSION BUSINESS: (DISCUSSION AND ACTION)

- A. Review and approve Minutes from meeting on 4/11/24, 3/13/25, 4/10/25, and 5/8/25 – Tamara Braden presented minutes from the meeting on 4/11/24 for review and approval. Remaining minutes will be presented at future meeting. Jeff Maddox motioned to approve the minutes as presented, seconded by Peter Garaventa. Vote: 3-0-1-0; Barry Brown abstained as he was not present at that meeting.

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 – needed to complete payroll for the end of FY 24/25.

Tamara Braden presented a comprehensive financial report, noting that the district is still in arrears for payroll taxes due to the amount of our funds being held in retention. The only payments going out will be for payroll and Cal Trout, as per prior Board direction, and vendor payments will be held until we know if the IRS will allow the district to establish a payment agreement. She requested a Budget Transfer from the 728000 Special Department Expense account to the 611100 Wages account to cover remaining payroll payments for FY 24/25. Peter Garaventa motioned to approve the Warrants and Journal voucher, contingent upon funds available to pay, along with the Mechanic's Bank reconciliation, seconded by Barry Brown. Vote: 4-0-0-0

3. NEW BUSINESS:

- A. None

4. OLD BUSINESS UPDATES:

- A. Update on search for Auditor – Maze and Associates' accountant is on vacation and they will get back to us upon his return. Update will be provided at next meeting.

- B. Update on status of Payroll Tax arrears / payments – Tamara Braden reported that the district is still under review and has received another letter informing us that the IRS needs an additional 60 days to review the details of our case. She will make another lump sum payment as soon as the retention from RCD Job # 34-12 is released.
- C. Update on RCD Job # 88-1 North Coast Wildfire Resilience Planning and Implementation Program beginning stages of program development – Evan Senf reported that staff has been working on a budget and equipment list. The RCD’s implementation phase will include the following:
- Defensible space clearing for elderly and low-income members of the community
 - 5-10 year forestry plan
 - Seed bank development for native plants revegetation projects
- He said that the grant manager, Alex Cuhna, liked our ideas and took them back to the Coastal Conservancy for approval. They approved our defensible space clearing plans. They also approved the purchase of equipment and the option for us to capitalize on it by doing additional fee-for-service projects. They did not approve the seed bank component of our plans. Evan is now in contact with Cal Fire representatives for networking. He said the SRCD staff has been invited to go to a seed collection “Cone Camp” later this summer.
- D. Update on open recruitment for new Field Tech for summer season – Evan Senf reported that he received a resumé from a forester with extensive field experience and would like to interview the candidate. He is taking the recruitment process slow to make sure he selects the best candidate to fulfill the needs of the SRCD.

5. REPORTS:

- A. Agencies - None
- B. Scott River Watershed Council - None
- C. Scott River Water Trust - None
- D. Projects – Staff – Evan Senf reported that a representative from UC Davis will be coming to the area in July and requested access to private property for seed collection purposes. All of the Board Members agreed to allow UC Davis to come on to their properties to collect seeds. Jeff Maddox suggested reaching out to Cal Fire for funding to extend seed collection activities.

Christina Giertz provided an update on RCD Job # 44-12, stating that she met with the biologist and archaeologist at Young’s Dam, Jeff Fowle’s, and Sam Thacheray’s. She spent 3 days with the biologist walking the stretch of land for the project with the biologist and will come back when the water level drops. She noted that access to Gareth Plank’s was given by his daughters. She also reported that they have been speaking with a funder for a possible Phase II. Although she appreciated the assistance of the Shasta Valley RCD with Phase I, she requested permission from the Board to move forward with Phase II in-house. The Board supported her idea and trusts the SRCD staff to be able to complete the second phase without assistance from the Shasta Valley RCD. Jeff Maddox told Christina to make sure landowner access is in place before securing funding so the SRCD is able to move forward without the Shasta Valley RCD.

Evan Senf reported that he has reached out to the USFWS grant managers to move the Menne Ranch project to an adjacent property. He said that Brandon Fawaz is open to the idea of completing the project on his property. USFWS gave permission to move the project to adjacent property in the interest of project completion. Cascade Stream Solutions already has developed the 65% designs and the Fawaz ranch was already included, so it is easier to go with him, but Pamela Hayden has also

agreed to allow the SRCD to have access to her property to complete the project if the Fawaz ranch doesn't work out. The USFWS had additional ideas for future projects.

Evan also reported that he has been working with the Cal Trans grant manager on a proposal for another revegetation project located in Dunsmuir. He expects to have the proposal for review at the next meeting.

The Shasta Valley RCD provided an update on RCD Job # 44-12, stating that Task 1 – Monitoring is complete and data collection is planned through the remainder of the grant, if funds are available. Task 2 – Engineering is in progress and a landowner meeting will soon be scheduled to go over the suite of projects Joey Howard has to propose to them for Phase II. Task 3 – CEQA is 70% complete and CEQA development is expected to be completed by the end of summer. It is dependent on landowner meeting and selection of a project for further design work. Task 4 – Administration is ongoing with SRCD and SVRCD with final reports and invoicing to be complete in September, as per Ayn Perry of SVRCD.

- E. Administration – District Manager - None
- F. Directors - None

6. AGENDA ITEMS FOR NEXT MEETING: July 10th, 2025

- Minutes
- Auditor update
- IRS payroll tax update
- Recruitment update

7. ADJOURN – Meeting was adjourned at 8:02 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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