



## SHASTA VALLEY RESOURCE CONSERVATION DISTRICT

Siskiyou County, California

Summarized **MINUTES** from the Board of Directors' Regular monthly meeting of the Shasta Valley Resource Conservation District, in Yreka, California, on Wednesday, July 13<sup>th</sup>, 2022.

Directors Present: Bill Hirt, Ryan Walker, Mike Duchi, Mike Luiz, Zach Salvestro

Directors Absent: None

Associate Directors: None

Staff Present: Ethan Brown, Ayn Perry, Rod Dowse, Lyndsey Lascheck, Allen LaGrange, Dan Blessing, Michael McGill

Guests in attendance: Alisa Scholberg (contract book keeper); Jim Patterson, NRCS

This meeting was conducted as a hybrid in-person/remote meeting. The location for the meeting was the Siskiyou Economic Development Council conference room, 1512 S. Oregon Street; Yreka, CA.

### **Call to Order**

After a quorum was established, the meeting was called to order at 6:28 pm by Chair Walker.

### **Review and Approval of Agenda**

The agenda was approved by common consent.

**Introductions** Michael McGill and Allen LaGrange, our new staff members, introduced themselves.

**Public Comment:** None.

**Presentation** None

### **Approval of Minutes**

***ACTION:*** Approve Minutes for June 15th, 2022. ***MOTION:*** Hirt, ***SECOND:*** Luiz, ***Approved by Voice Vote:*** ***AYES:*** Salvestro, Duchi, Hirt, Walker, Luiz. ***Noes:*** None ***Abstentions:*** None ***Motion Approved***

### **Financial Report**

Scholberg presented the SVRCD Financial Report for review and action. She reported that as of June 30, 2022, the SVRCD has Accounts Receivable of 428,288.32. Assets of 841,103.99, Liabilities of 406,487.69, Net Income of 467,860.66 and 310,231.40 in Banner Bank (included in Assets). Based on advice from our auditor, Scholberg has moved outstanding funding over 12 months old on our Balance Sheet to a new category called "Deferred Revenue". ***ACTION:*** Approve Financial Report. ***MOTION:*** Salvestro; ***SECOND:*** Duchi; ***Approved by Voice Vote:*** ***AYES:*** Duchi, Hirt, Walker, Luiz, Salvestro, ***NOES:*** None; ***ABSTENTIONS:*** None. ***Motion Approved.***

### **Ratify Payroll**

Scholberg reviewed the payroll for June, in the amount of \$19,078.45. ***ACTION:*** Approve Payroll. ***MOTION:*** Hirt, ***SECOND:*** Salvestro, ***Approved by Voice Vote:*** ***AYES:*** Duchi, Walker, Hirt, Luiz, Salvestro, ***NOES:*** None; ***ABSTENTIONS:*** None. ***Motion Approved.***

### **Approval of Bills**

Scholberg presented the June bills for review and approval. Warrants for \$59,118.56 submitted for approval.

**ACTION:** Approve Bills for Payment. **MOTION:** Duchi, **SECOND:** Salvestro; **Approved by Voice Vote:** **AYES:** Duchi, Walker, Hirt, Luiz, Salvestro, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved.**

<b>Overhead:</b>	<b>\$11,547.56</b>
US Bank	\$4,607.11
US Bank	\$304.25
US Bank	\$679.18
Alisa Scholberg Bkkpg	\$1,800.00
Cal Ore Comm	\$104.00
Streamline	\$10.00
Mountaineer IT	\$1,223.02
Mountainer IT	\$1,620.00
Siskiyou Land Trust	\$1,200.00

<b>Grant Invoices:</b>	<b>\$45,982.07</b>
Kathleen Tyler NCRS	\$850.00
MPeters Inc.	\$17,108.78
Quercus Cons	\$28,023.29

**Employee Reimbursements: \$1,588.93**

**Budget Transfers:** None

**Approval of Donations Received:** None

**Correspondence:** None

### **Business – Discussion and Possible Action**

7.1 – Review Draft 2022-23 SVRCD Budget. Dowse presented a 2022-2023 budget for review and discussion. Boad of Directors advised adding more budget categories and recommended that it be edited and adopted at the August meeting. No action was taken.

7.2 – Records Retention Policy review and approval. – Dowse led a brief discussion on status and possible edits still needed. Categories of records include Correspondence, Financial, Construction (Implementation), Scientific Data, Historically Significant and Personnel.

**ACTION:** Approve Records Retention Policy. **MOTION:** Luiz, **SECOND:** Salvestro; **Approved by Voice Vote:** **AYES:** Duchi, Walker, Hirt, Luiz, Salvestro, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved.**

7.3 -- Review Draft 2020 -2021 draft Audit report. Dowse gave an update on the audit. It will need a few housekeeping corrections and it will be ready for approval at the August meeting.

### **Staff and Project Reports**

Brown reported on training with Allen LaGrange, for monitoring and fee for service work assistance. He will work on monitoring as well as grant writing and some forestry projects. Besides all the field work, Brown is actively looking at projects that can meet water quality objectives such as more tailwater projects. This will fit with new funding opportunities.

Lascheck reported on forestry projects. Two new staff are onboarding now. Michael McGill and Jerry Jordan will assist with the expanding forestry workload. Michael McGill will work out of our Mt. Shasta

office. They are both trained foresters and will be able to step right into project work. CEQA workload is becoming a bigger part of the work, as SVRCD works with state agencies on forestry projects.

Blessing reported that Azalea is more visible to the traveling public and thus we are receiving more feedback than some of our other projects. Craggy has finally started with Carmen and Jerry working on it.

Dowse gave a brief update on our two WCB projects and strategic objectives.

**Board Reports:** Walker brought up and it was discussed that the Karuk Tribe has an opportunity to reclaim 1000 acres near Orleans from the Forest Service. **ACTION:** Write a letter of support for this land transfer. **MOTION:** Hirt, **SECOND:** Duchi; **Approved by Voice Vote: AYES:** Luiz, Salvestro, Duchi, Walker, Hirt. **NOES:** None; **ABSTENTIONS:** None. **Motion Approved.**

**Agency Reports:** Patterson gave a brief report on NRCS staffing, COVID and EQIP. Discussion and input for a future Working Group meeting or meetings.

**Closed Session:** Personnel Reviews. The Board entered closed session at 8:12.

Closed Session ended at 8:20. No decisions were made.

**Meeting Adjourned** –

The meeting was adjourned at 8:24 by Chairman Walker.

**Agenda Items Pending, Held Over:**

- Long Range Plan
- Audit Approve
- Budget Approve

Minutes submitted by Ayn Perry on 7/19/2022

Minutes approved as typed as corrected.
_____
Chairman
_____
Date
_____
District Administrator