

**Minutes of the Special Board Meeting
INLAND EMPIRE RESOURCE CONSERVATION DISTRICT**

25864 Business Center Drive, Suite K

Redlands CA 92374

909-799-7407

May 11th, 2016

Directors Present: President Paul Williams; Vice-President Cheryl Avent; Director Alison Mathisen; Director Jim Earsom; Associate Director Brian Robey; Associate Director Rick Gomez

Directors Absent: Secretary-Treasurer Tim Johnson; Director Terrie Andrews; Director Brad Buller; Associate Director Jim Harrington

Staff Present: District Manager Mandy Parkes; Natural Resources Manager Katie Heer; Project Manager Susie Kirschner; Conservation Educator Alma Eichman; Conservation Educator Shari Tindall; Administrative Assistant Jennifer Castillo

I. CALL TO ORDER

The meeting was called to order by President Paul Williams at 11:52 AM

II. PUBLIC INPUT

There was no public input

III. CONSENT CALENDAR

The motion to approve the consent calendar was provided by Director Earsom with a second by Vice-President Avent. The motion for the approval of the consent calendar carried unanimously, 4-0.

Andrews	Absent	Avent	Aye
Buller	Absent	Earsom	Aye
Johnson	Absent	Mathisen	Aye
Williams	Aye		

IV. REPORTS

1. BB&K Billings Report

There was no discussion on the BB&K Billings Report.

2. NRCS Report

There was no discussion on the NRCS report,

3. Staff Reports

President Williams noted that the staff reports for the May board packet were outstanding, and commented that the level of IERCD staff reporting is an excellent tool for increased communication between board and staff. Director Earsom agreed and further commented that in reviewing field ecologist Aaron Echols' report, it appeared that photo documentation across multiple IERCD sites is occurring frequently. He recommended that Mr. Echols file these photos for short and long-term comparison of site health in the event that he is not already engaging in such comparison, and for a running inventory of site plant presence. Ms. Parkes responded that she would check in on that recommendation with Mr. Echols.

Project Manager Eric Chan was absent due to conduction of a site visit, so Ms. Parkes noted in his absence that he had been working on website updates, including new photos in the place of former stock images. Director Mathisen commented that it would be nice to have references on photos indicating location for any website users unfamiliar with District geography.

4. SAWA Update

There was no discussion on SAWA

5. CARCD Conference Committee Update

President Williams introduced the item on the May CARCD 2016 Conference Committee meeting, noting that he was hoping to secure more director participation in Conference fundraising. Ms. Parkes added that during the Committee meeting, objectives for next steps in Conference planning were set and included finalization and distribution of the save-the-date and two-sided CARCD/IERCD handout for potential Conference attendees and funders. Other items discussed during the Committee meeting included development of training specific for fund development for smaller districts and the possibility of scholarships to enable attendance for districts for whom the travel and conference costs are otherwise prohibitive.

Vice-Chair Avent expressed her support for Conference design and planning so far, and added that it seems important to increase attendance to elevate funding raised for CARCD and for efforts such as scholarships for small district attendance. She further noted that one idea for increasing attendance would be to outreach and develop Conference trainings specific to cities and counties who may send representatives interested in learning how to more effectively partner with conservation districts. Ms. Parkes responded that she would pass that along to CARCD for inclusion in ongoing Conference planning discussions. Associate Director Rick Gomez further recommended outreach regarding such training to organizations such as the American Planning Association to further entice City and County planning staff to attend.

Director Mathisen added that the Wildlands Conservancy and University of Redlands faculty would be excellent contacts to invite to attend and present at the Conference. Ms. Parkes will add that to the in-development Conference notes in preparation for the next meeting.

Following the 2016 CARCD Conference Committee discussion, Vice-Chair Avent expressed her excitement about the in-development partnership between IERCD and the Chaffey Joint Union High School District, and specifically working together on their expanding summer internship program.

CJUHSD interns may assist in a variety of IERCD projects, including education programs at the Mary Vagle Nature Center in Fontana and North Etiwanda Preserve. Vice-Chair Avent also requested that Ms. Parkes determine if interns can be reimbursed for mileage, even if no other compensation is offered.

Associate Director Rick Gomez left the meeting at 12:35 PM.

V. CLOSED SESSION

Public Employee Performance Evaluation pursuant to Government Code §54957

Title: *Mandy Parkes, District Manager*

Directors adjourned to closed session at 12.35 pm, reporting back to open session at 1:00 pm.

President Paul Williams reported out of closed session that the Board elected to renew the District Manager's contract as of May 11th, 2016, extending through April 30th, 2018.

VI. OLD/NEW BUSINESS

1. Discussion and Possible Approval of NRCS Cooperative Agreement

Vice-President Avent provided the motion for the approval of NRCS Cooperative Agreement with Director Earsom providing the second. The motion carried unanimously, 4-0.

Andrews	Absent	Avent	Aye
Buller	Absent	Earsom	Aye
Johnson	Absent	Mathisen	Aye
Williams	Aye		

1. Discussion and Possible Approval of Memorandum of Understanding for Reach 3B

Director Earsom provided the motion for the approval of Memorandum of Understanding for Reach 3B. Vice-President Avent provided the second. The motion carried 4-0.

Andrews	Absent	Avent	Aye
Buller	Absent	Earsom	Aye
Johnson	Absent	Mathisen	Aye
Williams	Aye		

2. Discussion and Possible Approval of Vila Borba Conservation Easement, Associated Endowment, and Resolution 2016-02.

Director Earsom noted that this item had been reviewed during an earlier Mitigation Committee meeting, where members discussed the language disallowing any kind of fire prevention work within

the easement boundary. District Manager Mandy Parkes will follow up with IERCD legal counsel regarding the compatibility of that language with long-term management needs on the site.

President Williams provided the motion for the approval of Vila Borba Conservation Easement, Associated Endowment, and resolution 2016-02 pending non-substantive administrative changes including section P2. Director Mathisen provided the second. The motion carried unanimously, 4-0.

Andrews	Absent	Avent	Aye
Buller	Absent	Earsom	Aye
Johnson	Absent	Mathisen	Aye
Williams	Aye		

3. Discussion and Possible Approval of Hosting the September 19th ASBCSD Meeting Vice-Chair

Vice-President Avent provided the motion for the approval of Hosting the September 19th ASBCSD Meeting. Director Mathisen provided the second. The motion carried unanimously, 4-0.

Andrews	Absent	Avent	Aye
Buller	Absent	Earsom	Aye
Johnson	Absent	Mathisen	Aye
Williams	Aye		

4. Discussion and Possible Approval of San Bernardino County Compensation Agreements

Director Earsom provided the motion for approval of San Bernardino County Compensation Agreements. Vice-President Avent provided the second. The motion carried unanimously, 4-0.

Andrews	Absent	Avent	Aye
Buller	Absent	Earsom	Aye
Johnson	Absent	Mathisen	Aye
Williams	Aye		

VI. GENERAL DISCUSSION FOR THE GOOD OF THE DISTRICT

1. IERCD Environmental Education Center Memorandum of Understanding
Ms. Parkes shared that after the IERCD attorneys reviewed the original MOU language, that they were recommending splitting the education center objectives from the mitigation objectives. The MOU has now been revised and submitted to the City, reflecting only intention to work on areas of collective interest regarding the environmental education center. A separate cooperative agreement is in development by BB&K, reflecting shared intention to work together on current and future mitigation project work on a fee-for-service basis.

Vice-Chair Avent expressed her support for the agreement, based on packet and then Committee review. President Williams and Director Mathisen also voiced their support.

2. Wildlands Conservancy

Ms. Parkes shared the detailed of IERCD conversations with the Wildlands Conservancy, and specifically that requirements to move forward with the greenhouse as recommended by BB&K included at a minimum an access easement for the IERCD and allotment of credit to be collected on an annual basis in light of our initial investment. The Wildlands Conservancy has had no issues with this approach and projects no conflict with these requirements.

3. IERCD Lease Status

Ms. Parkes confirmed that the lease is projected to be raised by two cents a square foot and staying at the current IERCD building with the renovation plans to the staff rooms is the best option until the eventual move to the new education center.

VII. CORRESPONDENCE

1. University of California Cooperative Extension (UCCE) College of Agriculture and Natural Resources Letter
2. 2016 Forestry Challenge Announcement

VIII. Announcements

1. Monday, May 16th Association of San Bernardino County Special Districts (ASBCSD) Dinner, hosted by the Hi-Desert Water District at the Hawks Landing Golf Club in Yucca Valley.

IX. FUTURE AGENDA ITEMS

1. 2016-17 Budget
2. Wildlands Conservancy

X. ADJOURN MEETING

The meeting was adjourned by President Williams at 1:23 P.M.

APPROVED THIS 8th DAY OF June, 2016

Paul Williams, Board President

Cheryl Avent, Vice-President

