

# Excelsior/Kings River RCD

## DIRECTORS:

Tony Azevedo, President  
Paul Newton, Treasurer  
Michael Miya, Director  
Ed Esajian, Director  
Tony DeGroot, Director  
Nathan Heeringa, Associate  
Director



680 Campus Dr., Suite E  
Hanford, CA 93230  
(559)772-3651

## Agenda

### Regular Board Meeting

Thursday, November 11, 2021 – 9:00AM

**Due to Continued safety and health guidance and restrictions around Covid-19, the Board Meeting will be conducted via online platform ZOOM for public participation and for any director preferring not to meet in person. To log on visit:**

**<https://us02web.zoom.us/j/81184575702?pwd=SnhGeEYrWTNaY0FoeFZGakxJSE3QT09>**

Meeting ID: 811 8457 5702  
Passcode: 048730

- I. Call to order
  - a. Roll Call
  - b. Flag Salute
- II. Public Comment
- III. Meeting Minutes
  - a. October 2021 Minutes - ACTION
- IV. Correspondence & Mail
- V. Financial Report
  - a. County of Kings
  - b. Review and Approval of Expenses
    - i. KCFB contract invoices (November) - \$2,500 – ACTION
- VI. Old Business
  - a. NRCS Grant- Marcus
  - b. Kings River Conservation District
- VII. New Business
  - a. Conflict of Interest Policy - ACTION
  - b. Associate Director Policy - ACTION
  - c. Prop. 68 grant opportunities – ACTION
  - d. Carbon Farm Plans - ACTION
  - e. Mailing address - ACTION
- VIII. Reports
  - a. NRCS
  - b. KCFB
- IX. Adjournment

Next Regularly Scheduled Meeting  
December 9, 2021

# Excelsior/Kings River RCD

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## Minutes Special Board Meeting Thursday, October 28, 2021 – 9:00AM

**Due to Continued safety and health guidance and restrictions around Covid-19, the Board Meeting will be conducted via online platform ZOOM for public participation and for any director preferring not to meet in person. To log on visit:**

<https://us02web.zoom.us/j/81184575702?pwd=SnhGeEYrWTNaY0FoeFZGakxJSE3QT09>

Meeting ID: 811 8457 5702  
Passcode: 048730

- I. Call to order- 9:07 A.M.
  - a. Roll Call- Ed Esajian, Tony Azevedo, Paul Newton, Tony Degroot, Dusty Ference, Pascoe Bowan
  - b. Flag Salute
- II. Public Comment- None
- III. Meeting Minutes
  - a. September 2021 Minutes –ACTION, a motion was made (Paul Newton), seconded (Ed Esajian) and passed without opposition to approve the September 2021 minutes as presented
- IV. Correspondence & Mail- None
- V. Financial Report
  - i. Monthly Treasurer's Report - a motion was made (Tony DeGroot), seconded (Ed Esajian) and passed without opposition to accept the financial statements for May, June, July & August 2021 as presented.
  - ii. A motion was made (Paul Newton), seconded (Tony DeGroot) and passed without opposition to request a presentation from County staff to address questions presented by the BOD.
  - iii. Review and Approval of Expenses
    1. KCFB contract invoice - \$2,500- a motion was made (Tony DeGroot), seconded (Paul Newton) and passed without opposition to approve payment of KCFBs invoices for October 2021
    2. Laurel Angel - Invoice - \$191.76 - a motion was made (Paul Newton), seconded (Ed Esajian) and passed without opposition to approve payment of Laurel Angel's invoice

- VI. Old Business
  - a. NRCS Grant – no update
  - b. Maria Magana-Lopez, letter of resignation – A motion was made (Ed Esajian), seconded (Tony DeGroot) and passed without opposition accepting Magana-Lopez’s letter of resignation.
- VII. New Business
  - a. Kings River Conservation District – Pascoe Bowen presented to the BOD and requested that EKRCD partner with KRCD in applying for a CA Prop 68 Riparian Corridor Restoration and Conservation Grant.
    - i. A motion was made (Paul Newton), seconded (Ed Esajian) and passed without opposition to partner with KRCD.
  - b. EKRCD Long-range plan – A motion was made (Paul Newton), seconded (Tony DeGroot) and passed without opposition to approve the plan as presented.
  - c. EKRCD annual plan – a motion was made (Tony DeGroot), seconded (Paul Newton) and passed without opposition approving the annual plan as presented.
  - d. Conflict of interest – Ference reported to the BOD that Kings County Council was assisting with identifying a draft policy that might work for the RCD and that it must be approved by the County Board of Supervisors after being adopted by EKRCDs Board of Directors.
  - e. November 11, 2021, meeting – by consensus, the board decided to keep the regularly scheduled meeting in November.
- VIII. Reports
  - a. NRCS- No report
  - b. KCFB- No report
- IX. Adjournment- 10:15 A.M.

**County of Kings**  
**FEAS001 Chart of Accounts**  
 Fiscal Year: 2022  
 Default Budget Version: CB - Current Budget

Report Generated on Nov 4, 2021 12:06:01 PM

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| Account  | Key Description          | Object Description           | Key Status |
|--|--------------------------|------------------------------|------------|
| 710230 - 84000                                 | Dudley Ridge MWA Impound | Interest On Current Deposits | A          |
| <b>Total Number of Accounts for Key 710230</b> |                          |                              | <b>3</b>   |

| Account  | Key Description | Object Description           | Key Status |
|--|-----------------|------------------------------|------------|
| 710235 - 10000                                 | El Rico #1618   | Cash In Treasury             | A          |
| 710235 - 71009                                 | El Rico #1618   | Fund Balance Available       | A          |
| 710235 - 84000                                 | El Rico #1618   | Interest On Current Deposits | A          |
| <b>Total Number of Accounts for Key 710235</b> |                 |                              | <b>3</b>   |

| Account        | Key Description           | Object Description           | Key Status |
|----------------|---------------------------|------------------------------|------------|
| 710240 - 10000 | Excel/Kings River Consvtn | Cash In Treasury             | A          |
| 710240 - 51000 | Excel/Kings River Consvtn | Warrants Payable             | A          |
| 710240 - 59999 | Excel/Kings River Consvtn | VOUCHERS PAYABLE             | A          |
| 710240 - 71002 | Excel/Kings River Consvtn | Fund Balance Unavailable     | A          |
| 710240 - 71009 | Excel/Kings River Consvtn | Fund Balance Available       | A          |
| 710240 - 84000 | Excel/Kings River Consvtn | Interest On Current Deposits | A          |
| 710240 - 91000 | Excel/Kings River Consvtn | Regular Employees            | A          |
| 710240 - 92006 | Excel/Kings River Consvtn | Communications               | A          |
| 710240 - 92027 | Excel/Kings River Consvtn | Memberships                  | A          |
| 710240 - 92028 | Excel/Kings River Consvtn | Miscellaneous                | A          |
| 710240 - 92047 | Excel/Kings River Consvtn | Contractual Services         | A          |

**County of Kings**  
**FEAS001 Chart of Accounts**  
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| Account        | Key Description           | Object Description | Key Status |
|----------------|---------------------------|--------------------|------------|
| 710240 - 92063 | Excel/Kings River Consvtn | Special Dept       | A          |

**Total Number of Accounts for Key 710240**      **12**

| Account        | Key Description    | Object Description           | Key Status |
|----------------|--------------------|------------------------------|------------|
| 710245 - 10000 | Fresno-Kings #1003 | Cash In Treasury             | A          |
| 710245 - 71009 | Fresno-Kings #1003 | Fund Balance Available       | A          |
| 710245 - 84000 | Fresno-Kings #1003 | Interest On Current Deposits | A          |

**Total Number of Accounts for Key 710245**      **3**

| Account        | Key Description | Object Description           | Key Status |
|----------------|-----------------|------------------------------|------------|
| 710250 - 10000 | Hacienda Water  | Cash In Treasury             | A          |
| 710250 - 71009 | Hacienda Water  | Fund Balance Available       | A          |
| 710250 - 84000 | Hacienda Water  | Interest On Current Deposits | A          |

**Total Number of Accounts for Key 710250**      **3**

| Account        | Key Description | Object Description           | Key Status |
|----------------|-----------------|------------------------------|------------|
| 710255 - 10000 | Homeland #780   | Cash In Treasury             | A          |
| 710255 - 71009 | Homeland #780   | Fund Balance Available       | A          |
| 710255 - 84000 | Homeland #780   | Interest On Current Deposits | A          |

**Total Number of Accounts for Key 710255**      **3**

| Account        | Key Description | Object Description | Key Status |
|----------------|-----------------|--------------------|------------|
| 710260 - 10000 | Island #776     | Cash In Treasury   | A          |



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## INVOICE

BILL TO  
Excelsior/Kings River RCD  
680 Campus Dr., Suite E  
Hanford, CA 93230

INVOICE 20073974  
DATE 11/08/2021  
TERMS Net 30  
DUE DATE 12/08/2021

| ACTIVITY | QTY | RATE     | AMOUNT   |
|----------|-----|----------|----------|
| Services | 1   | 2,500.00 | 2,500.00 |

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BALANCE DUE **\$2,500.00**

## Excelsior Kings River Resource Conservation District

### CONFLICT-OF-INTEREST CODE

Adopted by the Board of Directors XX/XX/XXXX

The Political Reform Act (Government Code Section 8100, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix designating positions and establishing disclosure categories shall constitute the conflict-of-interest code of the **Excelsior Kings River Resource Conservation District (District)**.

Individuals holding designated positions shall file their statements of economic interest with the **District**, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) Upon receipt of the statements for the General Manager, General Counsel, and Board of Directors, the **District** shall make and retain copies and forward the originals to the **Fair Political Practices Commission**. All other statements will be retained by the **District**.

## Excelsior Kings River Resource Conservation District

### CONFLICT-OF-INTEREST CODE

| <u>Designated Positions</u> | <u>Disclosure Categories</u> |
|-----------------------------|------------------------------|
| Board of Trustees           | 1, 2                         |
| General Counsel**           | 2, 3, 4, 5, 6, 7             |
| General Manager**           | 2, 3, 4, 5, 6, 7             |
| District Engineer**         | 2, 3, 4, 5                   |
| Consultants/New Position    | 2, 3, 4, 5                   |

\*\* These positions serve as staff but are independent contractors.

\* Consultant/New position shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The General Manager may determine in writing that a particular consultant/new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the duties and, based on that description, a statement of the extent of the disclosure requirements. The General Manager’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Sec. 81008.)

#### Disclosure Categories

- 1. All Investments and Income:** All investments, business positions in business entities, and sources of income (including receipt of gifts, loans, and travel payments).
- 2. Real Property:** All real property located within the District’s jurisdiction, except personal residences. Real property shall be considered within the District’s jurisdiction if the property, or any part thereof, is located within two miles of the District’s jurisdiction, or within two miles of any property the District owns.
- 3. Procurement:** Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) if the business entity or source provides leased facilities, products, equipment, vehicles, machinery, or services (including training or consulting services) of the type used by the District.
- 4. Regulatory/Licenses/Permits:** Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) if the business entity or source is subject to the District’s regulatory, permit, or licensing authority.



5. **Claims:** Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) if the business entity or source has, during the reporting period, filed a claim or has a claim pending before the District.
6. **Information Technology:** Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) if the business entity or source provides information technology or telecommunications goods, products, or services (including computer hardware and software companies, computer consultant services, information technology training companies, data processing firms, and media services).
7. **Grant Funding:** Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) if the business entity or source is the type to receive grants or other funding from or through the District.

DRAFT

Excelsior Kings River Resource Conservation District

**Associate Director Policy**

Approved by the Board of Directors, XX/XX/XXXX

I. PURPOSE

The Resource Conservation District of the Santa Monica Mountains (RCDSMM) is governed by a five-member Board of Directors. In addition to the five Directors, the RCDSMM encourages participation of selected community members with an interest in resource conservation and environmental education, giving them the title Associate Directors. The purpose of these additional associate members is to expand the collective knowledge of the Board and by extension the District's operations, activities and programs. All parties interested in applying for an Associate Director position should have a demonstrated interest in resource conservation and/or environmental education.

II. APPOINTMENT

- a. **Application:** Prospective Associate Directors shall submit to the Executive Officer of the District an application consisting of a resume and a summary of areas of interest, or fill out the form attached to this policy.
- b. **Appointment:** Associate Directors shall be appointed by the President of the Board, on nomination of any member of the Board, and with the concurrence of the Board. An Associate Directorship may be revoked at any time by a vote of the Board.

III. PRIVILEGES/RESPONSIBILITIES OF OFFICE

- a. **Meeting Attendance:** Associate Directors are encouraged to attend all regular meetings of the Board. Associate Directors who have not attended at least four regular meetings of the Board during a calendar year may be deemed, at the discretion of the Board, as having resigned their positions.
- b. **Privileges:** Associate Directors shall serve as ex-officio members of the Board without voting power; shall receive agendas, packets and minutes of all Board meetings; shall be entitled to participate in discussions of the Board at meetings; and may be paid mileage and expenses when authorized by the Board and on District business.
- c. **Duties:** Associate Directors are expected to support and represent the RCD above and beyond the monthly Board meetings. In addition, Associate Directors' activities should complement and reinforce the Long Range and Annual work plans. Associate Directors may, when so designated by the Board, represent EKRCDD at meetings of other agencies and organizations, and shall report to the Board on their District related activities.
- d. **Limitations:** The Associate Director position shall be completely voluntary with no compensation, and shall not have the right to vote, nor function as an alternate for any Director. Also, Associate Director's must receive Board permission before using their RCDSMM title at public forums of any kind or on any written material, physical or electronic, that advocates for any cause, position or candidate as interpreted by the Board, violation of which may, at the Board's discretion, be cause to revoke the title.

- e. **Conflict of Interest:** Associate Directors shall at all times comply with the Conflict-of-Interest laws and policies applicable to Directors, including the requirement to file Form 700- Statements of Economic Interests.

The undersigned acknowledges that he/she has read and understands the above policy, and hereby applies for appointment as an Associate Director of the Excelsior Kings River Resource Conservation District.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Phone: \_\_\_\_\_

DRAFT