



**PLACER CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
AGENDA**  
Regular Meeting  
Wednesday, July 19, 2023  
10:00 AM

**Location**

Placer County Board of Supervisors Chambers  
175 Fulweiler Avenue, Auburn, CA 95603

or

Please click the link below to join the Zoom meeting:

<https://placer-ca-gov.zoom.us/j/93280637394>

or Telephone

1-669-900-6833

Meeting ID: 932 8063 7394

**PCA Directors**

Bonnie Gore, Chair

Dan Karleskint, Vice Chair

Shanti Landon

**Advisory Members**

Placer County Water Agency

South Placer Regional Transportation  
Authority

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The Board chambers will be open to in-person attendance. The entire meeting will be available on livestream through the means identified above. Public Comment for the PCA meeting will be opened for each agenda item, and citizens may comment virtually by utilizing the “raise hand” icon on your screen to queue for comment, or if joining via phone, by dialing #9 to queue for comment. Please state your name for the record before making your comments.

PCA is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you are hearing impaired, listening devices are available in chambers. If you require additional disability-related modifications or accommodations, including auxiliary aids or services, please contact the PCA Clerk via email at [PCCP@placer.ca.gov](mailto:PCCP@placer.ca.gov) or 530-745-3197. If requested, the agenda shall be provided in appropriate alternative formats to persons with disabilities. All requests must be in writing and must be received by the PCA Clerk five business days prior to the scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated only if time permits.

Any document submitted for the Board’s consideration may be submitted in advance to the PCA Clerk, c/o Community Development Resource Agency, 3091 County Center Drive, Auburn, CA 95603 or via email to [PCCP@placer.ca.gov](mailto:PCCP@placer.ca.gov) no later than 5:00 PM the day before the scheduled meeting.

To view Agendas online, go to <https://www.placer.ca.gov/AgendaCenter#cat70>

1. **CALL TO ORDER** (Board Chair)
2. **FLAG SALUTE** (Board Chair)
3. **ROLL CALL** (Board Clerk)

4. **CONSENT ITEMS**

All items on consent have been recommended for approval by PCA staff. All items will be approved by a single roll call vote. Anyone may ask to address a consent item prior to the Board taking action.

- A. **Approval of Minutes from June 14, 2023 Placer Conservation Authority Special Meeting**  
(Board Chair) [Page 3](#)

5. **PUBLIC COMMENT - Opportunity for Public to Address the Board**

Persons may address the Board on items not on this agenda. Please limit comments to three (3) minutes per person. The Board is not permitted to take any action on items addressed under Public Comment.

6. **ACTION ITEMS**

- A. **PCA Budget Update** (Gregg McKenzie) [Page 5](#)  
i. Adopt a resolution approving the Placer Conservation Authority's FY 2023-24 budget.

7. **INFORMATION ITEMS**

- A. Executive Director Report (Gregg McKenzie)  
B. The next Regular PCA Board meeting will be held on October 18, 2023 at 10:00 AM

8. **ADJOURNMENT**



PLACER CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MINUTES  
**Special Meeting**  
**Wednesday June 14, 2023**  
**3:00 PM**

Location

Placer County Planning Commission Hearing Room  
3091 County Center Drive, Auburn, CA 95603

or

Click the link below to join via Zoom

<https://placer-ca-gov.zoom.us/j/92478062406>

or Telephone

1-669-900-6833

Webinar ID: 924 7806 2406

PCA Directors

Bonnie Gore, Chair

Dan Karleskint, Vice Chair

Shanti Landon, Director

Advisory Members

Placer County Water Agency

South Placer Regional Transportation Authority

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The meeting will be open to in-person attendance. The entire meeting will be available on livestream through the means identified above. Public Comment for the Placer Conservation Authority (PCA) will be opened for each agenda item. Citizens may comment in-person, virtually or by phone by dialing #9 to queue for comment.

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To view agendas online, go to <https://www.placer.ca.gov/AgendaCenter#cat70>

1. **CALL TO ORDER** (Board Chair)
  - a. The meeting was called to order at 3:00 PM
2. **FLAG SALUTE** (Board Chair)
3. **ROLL CALL** (Board Clerk)
  - a. Board members in attendance: Bonnie Gore, Dan Karleskint, Shanti Landon

**4. CONSENT ITEMS**

- A. All items on consent have been recommended for approval by PCA staff. All items will be approved by a single roll call vote. Anyone may ask to address a consent item prior to the Board taking action.
  - i. Approval of Minutes from April 17, 2023 Placer Conservation Authority Special Meeting (Board Chair)
  - ii. Approval of Minutes from May 15, 2023 Placer Conservation Authority Special Meeting (Board Chair)
    - 1. No public comment
    - 2. **MOTION** to approve the consent agenda: Karleskint/Landon
    - 3. **AYES:** Gore, Karleskint, Landon

**5. PUBLIC COMMENT – Opportunity for the Public to Address the Board**

- A. Persons may address the Board on items not on this agenda. Please limit comments to three (3) minutes per person. The Board is not permitted to take any action on items addressed under Public Comment.
  - i. No public comment

**6. ACTION ITEMS**

- A. Appoint Robert Weygandt to serve as the PCA's designee on the Placer Community Foundation's Investment Committee
  - i. No public comment
  - ii. **MOTION** to approve the appointment of Robert Weygandt: Karleskint/Landon
    - 1. **AYES:** Gore, Karleskint, Landon
- B. FY 2023-2024 PCA Budget Workshop
  - i. A presentation was received.
  - ii. Public comment was received.

**7. COUNSEL/ADJOURN TO CLOSED SESSION:** Pursuant to the cited authority (all references are to the Government code), the PCA Board will hold a closed session to discuss the following listed items. A report of any action taken will be presented prior to adjournment.

- A. §54956.9 – CONFERENCE WITH LEGAL COUNSEL
  - i. Anticipated Litigation: Initiation of litigation pursuant to Government Code §54956.9(d)(4): One potential case
    - 1. **Report out of Closed Session:** The Board heard a report and provided direction through a 3:0 vote.

**8. INFORMATION ITEMS**

- A. The remaining 2023 Regular PCA Board meeting schedule is as follows:
  - July 19, 2023 – 10:00 AM
  - October 18, 2023 – 10:00 AM (to be held at 3091 County Center Dr., Auburn)

**9. ADJOURNMENT**

- a. The meeting was adjourned at 4:45 PM.



**M E M O R A N D U M**  
**PLACER CONSERVATION AUTHORITY**  
**PLACER COUNTY CONSERVATION PROGRAM**

**TO:** Placer Conservation Authority Board  
**FROM:** Gregg McKenzie, Executive Director  
**DATE:** July 19, 2023  
**SUBJECT:** Fiscal Year 2023-24 Placer Conservation Authority Budget Adoption

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**ACTION REQUESTED**

1. Adopt a Resolution approving the Placer Conservation Authority's Fiscal Year 2023-24 Budget.

**BACKGROUND**

Fiscal Year (FY) 2023-24 will represent the first full budget for the PCA. Costs to-date have been approved by both the Placer Conservation Authority (PCA) Board (Board) and the County. All administrative, overhead, staffing, land acquisition, consultant, and other miscellaneous costs were included in prior County budgets or amendments thereof.

At the PCA's Special Meeting Budget Workshop on June 14, 2023, the Executive Director and Staff presented a draft FY 2023-24 budget, the Board received public testimony and provided direction to staff to return to the Board with a final budget for its consideration.

**FY 2023-24 Projected Revenue**

Revenue sources to implement the goals and objectives of the Plan are derived from two primary sources including (a) Land Conversion and Special Habitat Fees, and (b) non-mitigation dollars from federal and state grants, along with other potential public and non-profit funding sources. Public and private project related fees fund the Placer County Conservation Program's (PCCP) mitigation obligations to offset corresponding losses of land cover types, wetlands and streams, covered species habitat, and other biological values.

**Land Conversion Fees**

These fees offset the full cost of mitigating project effects on the covered species and natural communities addressed by the Plan. These fees are charged for permanent and temporary impacts and are allocated to offset costs including:

- Land Cost (33%)
- Reserve System O&M/Administration (58%)
- Endowment (7%)
- Plan Preparation cost recovery (2%)

- FY 2023-24 Forecasted Revenue Total: \$13,424,209

This projection was updated following the Board's June 14, 2023 direction and is subject to a number of variables including the pace of public infrastructure and private covered project development and will likely need to be adjusted throughout the fiscal year in response to changing circumstances.

**Special Habitat Fees**

These fees fund the full cost of mitigating the direct and indirect impacts to Waters of the U.S., Waters of the State, and Aquatic Resources of Placer County. One hundred percent of these fees are applied to design, permit, build, monitor, and maintain wetland restoration and enhancement projects, and the establishment of compensatory mitigation credits through the Western Placer County In-Lieu Fee Program (ILF).



**M E M O R A N D U M**  
**PLACER CONSERVATION AUTHORITY**  
**PLACER COUNTY CONSERVATION PROGRAM**

The FY 2023-24 budget includes forecasted Special Habitat fee revenue for direct and indirect impacts to wetlands resulting in ILF credits and other habitat commitments including Stream System and Riparian Buffer fees.

- FY 2023-24 Forecasted Special Habitat Revenue:
  - Waters/Wetlands: \$2,025,743
  - Habitat Commitments: \$1,223,001

Similar and related to the Land Conversion fees, this estimate was updated following the Board's June 14, 2023 direction and is based on preliminary estimates of potential impacts to wetlands, streams, and buffers resulting from Land Conversion associated with covered projects.

**Grants and Other Non-fee-based Funding**

Additional non-fee-based funding comes from local, state, and federal sources other than development-based fees. These sources include federal U.S. Fish & Wildlife Service Section 6 planning and conservation land acquisition grants, State grants by the CA Wildlife Conservation Board for planning assistance and land acquisitions, and other grants from philanthropic conservation related organizations and other private entities. These funding sources typically require that funds be used to contribute to the recovery of the covered species (i.e., commitment to conservation and the Natural Community Conservation Plan portion of the Plan). A combined total of \$25,069,774 has been contributed toward meeting the PCCP's local, state, and federal commitment to fund conservation above and beyond mitigation as part of its implementation.

The PCA has a pending 2023 application for an additional \$4,286,413 from the Federal Section 6 program and a matching grant of \$1,106,000 from the California Wildlife Conservation Board. Because these funds would be transferred directly into escrow and would not be "pass through" funds this amount is not included as projected revenue in the budget. However, PCA Costs for this conservation funded acquisition would include a Phase I study, updated appraisal, and other miscellaneous title policy and escrow costs and have been included in the budget in Projected Expenses below but would not be incurred unless the grants are approved.

**Projected Expenses**

Expenses for the FY 2023-24 are estimated based on program costs associated with mitigating for Land Conversion and direct and indirect impacts to waters and wetlands. In addition, operating costs associated with consultant contracts, staffing and related costs, as well as reimbursing the County for costs associated with implementation of the PCCP are included.

**Capital Asset Costs**

- Land Costs: The base budget includes \$2,100,000 in forecasted land costs associated with one fee title land acquisition and one land dedication in-lieu of fee acquisition anticipated as a result of ongoing contract negotiations and forecasted revenue.

**Operating Costs**

- Services and Supplies: The base budget includes \$4,172,173 in costs associated with developing In Lieu Fee program mitigation credits, consultant contracts, insurance and other related costs.
- Professional and Special Services: The base budget includes \$1,349,303 in costs associated with PCCP Staff (salaries, overhead, benefits), PCA Counsel, Auditor, Treasurer, Human Resources, other related costs.



**M E M O R A N D U M**  
**PLACER CONSERVATION AUTHORITY**  
**PLACER COUNTY CONSERVATION PROGRAM**

**Endowment Deposits**

To-date, the Endowment Fund has received deposits and collected interest and income, and at year end 2022, totaled approximately \$1,046,180.93.

- Forecasted FY 2023-24 Endowment Deposits: \$939,695

Endowment funds are earmarked into the endowment account and transferred to the Placer Community Foundation (PCF) for investment and management. These funds are realized as revenue upon collection and as an expense upon transfer to the PCF.

**Total Projected Expenses**

Total expenses are roughly estimated at \$8,596,170 and include discretionary Capital Assets, Operating Costs, and Endowment all of which are incurred only as a result of receipt of corresponding revenues. Total fixed operating costs are estimated at approximately \$1,349,303 of the total.

**Inflationary Fee Adjustments**

Chapter 9 of the Plan calls for an automatic annual inflationary adjustment to the PCCP fees. These fees are a critical revenue source providing 70 percent of the Plan's total funding. The Plan requires the PCA to annually recommend adjustments to the fees to ensure that Plan revenues from development fees keep pace with inflation on Plan costs. The 2023 fee adjustments have been incorporated into the revenue projections and costs, including staffing, administration, and overhead costs and became effective on July 1, 2023.

Every five years the PCA will also conduct a comprehensive nexus-based assessment of all the Plan's cost and funding assumptions and develop recommended adjustments to the PCCP fees accordingly. The first nexus-based assessment will occur leading into FY 2025-26.

**FISCAL IMPACT**

The total FY 2023-24 Budget is \$8,596,170 with forecasted offsetting revenue including forecasted Land Conversion and Special Habitat fees of \$17,705,347. The adopted budget will be subject to adjustments to ensure that expenses are in balance with revenues on an ongoing basis.

**ATTACHMENT**

Attachment A: Resolution adopting the FY 2023-24 Budget for the Placer Conservation Authority  
Exhibit 1: Budget Update

# ATTACHMENT A

## Before the Placer Conservation Authority Board

**In the matter of:**

A Resolution adopting the Budget for the Placer Conservation Authority for the 2023-24 Fiscal Year

Resolution No.: 2023-

The following Resolution was duly passed by the Placer Conservation Authority Board at a regular meeting held on July 19, 2023 by the following vote:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

\_\_\_\_\_  
Chair, PCA Board

Attest:

\_\_\_\_\_  
Clerk of said Board

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WHEREAS, on January 28, 2020, the County of Placer and City of Lincoln formed the Placer Conservation Authority (PCA) a joint powers authority, to administer and implement the Habitat Conservation Plan and Natural Community Conservation Plan (HCP/NCCP) and the In-Lieu Fee Program; and,

WHEREAS, on June 14, 2023, the PCA held a Special Meeting to conduct a Budget Workshop, received testimony and other evidence, and provided direction to staff to prepare and return to the Board with a final FY 2023-24 Budget; and,

WHEREAS, on July 19, 2023, the PCA held a Regular Meeting, received testimony and other evidence regarding the FY 2023-24 Budget.

NOW THEREFORE BE IT RESOLVED that the PCA Board hereby adopts the FY 2023-24 Budget.

Exhibit

Exhibit 1 – FY 2023-24 Budget



**EXHIBIT 1**

FY 2023-2024 BASE PCA BUDGET	PCA Proposed Budget	PCA Adopted Budget	Notes
<b>- Expense</b>			
<b>- Capital Asset Expenses</b>			
54410 Land			
Land Acquisition	2,100,000		200 acres fee title @ avg. \$10,500/ac.
Land Dedication	-		One Land Dedication In Lieu of Fees (balance sheet will show neg. balance)
<b>Total Capital Asset Expenses</b>	<b>2,100,000</b>	<b>-</b>	<b>-</b>
<b>- Intra Fund Transfers</b>			
55561 Intrafund Transfers / Services Out	939,695		Endow ment Transfer Out
<b>Total Intra Fund Transfers</b>	<b>939,695</b>	<b>-</b>	<b>-</b>
<b>- Salaries &amp; Employee Benefits</b>			
51010 Salaries and Wages	-		
51090 Cafeteria Plans (Non-PERS)	-		
51210 Retirement	-		
51220 Payroll Tax	-		
51240 Other Postemployment Benefits (OPEB)	-		
51290 401 (k) Employer Match	-		
51310 Employee Group Insurance	-		
51360 Workers Comp Insurance	-		
<b>Total Salaries &amp; Employee Benefits</b>	<b>-</b>	<b>-</b>	See Professional Services - PCCP Staff
<b>- Services and Supplies</b>			
52080 Insurance	35,000		9.30.23 Policy Renew al with 10% increase
<b>52360 Professional and Special Services - General</b>	<b>4,172,173</b>		
CDFW 0.5 FTE Contract	50,000		Parital Year contract \$85,000
Ellis Mitigation Studies/Mitigation Plan	200,000		Mitigation Plan development only
Markham ILF Credits	2,025,743		50% of forecasted projects + WES annual management/reporting
Misc Escrow Costs x 2 properties	15,000		Avg. of prior PCA closing costs
Redwing North Appraisal Update	5,000		Update to DGS Standards
Reserve Management Plans	100,000		Valley Management Plan
Annual Reporting	50,000		ICF Annual Report Database management, Amourso On-Site, Other Costs
Reserve Surveys/Assessments	50,000		Land Acq. Surveys and Assessments
New ILF Construction/Credits	1,500,000		50% of a 25 acre ILF Project
New ILF Mitigation Plan	166,430		Mitigation Plan development only
Phase 1 Study	10,000		Phase 1 required for capital assest land acq.
<b>52390 Professional and Special Services - County</b>	<b>1,349,303</b>		
Program Administration - County Counsel, Auditor's Office, Treasurer	120,000		County program support: auditor, treasurer, county counsel
Program Administration - County Admin and HR Support Services	128,000		Workday, HR, and other Dept. support
Program Administration - PCCP Staff	915,427		PCA Assigned Staff calculated at full FTE but for FY
Outside PCA Counsel	72,000		Estimated based on potential legal need in FY 23/24
Operations and Maintenance	113,876		Training, Travel, other
<b>Total Services and Supplies</b>	<b>5,556,475</b>	<b>-</b>	<b>-</b>
<b>- Total</b>			
<b>Total Expense</b>	<b>8,596,170</b>	<b>-</b>	<b>-</b>
<b>- Revenue</b>			
<b>- Operating Revenues</b>			
42030 Short-Term Rents and Concessions	(8,700)		Grazing Lease Rev. PCA Properties RW South and E. Sheridan
46360 Other Fees and Charges	(84,000)		City of Lincoln PCA staff assignments
46440 Mitigation Fees	(16,672,952)		Revenue Forecast for Land Conversion, ILF Credits, Habitat less Endow .
49080 Operating Transfers In	(939,695)		Endow ment Transfer In
<b>Total Operating Revenues</b>	<b>(17,705,347)</b>	<b>-</b>	<b>-</b>
<b>- Non-Operating Revenue</b>			
42010 Investment Income	-		
<b>Total Non-Operating Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>- Total</b>			
<b>Total Revenue</b>	<b>(17,705,347)</b>	<b>-</b>	<b>-</b>
<b>- Grand Total</b>			
<b>TOTAL</b>	<b>(9,109,177)</b>	<b>-</b>	<b>9 -</b>