COUNTY OF GLENN
AGENDA ITEM TRANSMITTAL

MEETING DATE: February 16, 2016
Submitting Department(s):
Clerk of the Board

Contact: Di Aulabaugh, Clerk of the Board
Phone: (530) 934-6400

BRIEF SUBJECT/ISSUE DESCRIPTION:
Appoint Craig Knight and Victor Silveira to Glenn County Resource Conservation District

AGENDA PLACEMENT

APPOINTMENT – Appearances by: (Specify Name & Title)

ATTACHMENTS
☐ Board Report
☐ Letter
☐ Minute Order
☐ Contract
☐ Transfer
☐ Grant App.
☐ Resolution
☐ Ordinance
☐ Proclamation
☐ Policy Update
☐ Code Update
☐ Other
Applications
Committee Roster

LEGAL/PERSONNEL/FISCAL
☐ County Counsel
☐ Personnel
☐ Finance

CLERK INSTRUCTIONS
☐ Return Minute Order
☐ Return Certified Copy Of:
☐ Other:

PUBLIC HEARINGS & COMMITTEE VACANCIES

☐ State
☐ Federal

Public Hearings:
☐ Published
☐ Affidavit on File w/Clerk
☐ Affected Parties Notified

Committees:
☒ Vacancy Posted
☐ Application Attached

LEGISLATION

Bill# __
☐Latest Version of Bill
☐ Draft Letter Attached
☐ List of Supporters/Opposers
☐ Statement of Relevance to County Interests
☐ Description Attached

FUNDING SOURCE/IMPACT
☐ General Fund Impact
☐ Other:
☐ Budgeted
☐ Transfer Attached
☐ 4/5ths Vote Required
☐ Contingency Request

CONTRACTS, LEASES & AGREEMENTS
☐ New
☐ Renewal
☐ Amendment
☐ Insurance Certificate
☐ Contract Report

Date of Original Contract:
Contract:
Contract No.:
Fiscal Year:

RECOMMENDED ACTION/MOTION:

Notice of Unscheduled Vacancy having been posted, on the recommendation of the Glenn County Resource Conservation District appoint Craig Knight to fill the unexpired term of Shannon Douglass to November 25, 2016 and Victor Silveira to fill the unexpired term of Donnan Arbuckle to November 30, 2018.

 Reviewed By (if applicable):

Di Aulabaugh, Clerk of the Board

Personnel Director
Department of Finance

CC:
TO: Honorable Board Members

FROM: Debbie Lambert

DATE: February 16, 2016

SUBJECT: GLENN COUNTY RESOURCE CONSERVATION DISTRICT APPOINTMENTS

EXECUTIVE SUMMARY
There are two vacancies on the Glenn County Resource Conservation District. The District is requesting that Craig Knight and Victor Silveira be appointed to fill the unexpired terms of Donnan Arbuckle (vacancy posted August 20, 2013) and Shannon Douglass (vacancy posted September 29, 2015). Both Mr. Knight and Mr. Silveira have expressed a willingness to serve and have submitted appointment applications.

RECOMMENDATION(S):
Pursuant to the recommendation of the Glenn County Resource Conservation District, appoint Craig Knight to fill the unexpired term of Shannon Douglass to November 25, 2016 and Victor Silveira to fill the unexpired term of Donnan Arbuckle to November 30, 2018.

HISTORY AND BACKGROUND:
The Board of Supervisors accepted resignations from Ms. Shannon Douglas on September 29, 2015 and Mr. Donnan Arbuckle on August 20, 2013. The vacancies have been posted and vacant since that time. Both Craig Knight and Shannon Douglas are being recommended for appointment by the District.

FISCAL/PERSONNEL IMPACT(S):
None.

ANALYSIS/DISCUSION
California Public Resource Code Section 9151 – 9491 sets forth the authority and purpose of the Resource Conservation Districts. To be appointed, members are to have demonstrated an interest in soil and water conservation. Terms are for four years, beginning on the last Friday in November. A letter from the Glenn County Resource Conservation District is attached which recommends the appointments of said applicants and states the District’s Mission. Although Mr. Knight is living in Butte County, he is currently building a home in Glenn County with plans to move upon completion. If an applicant is not a District resident, a resident landowner must submit a statement assigning the applicant as their agent for the purposes of serving on the RCD Board. Attached to Mr. Knight’s application is said statement.
January 25, 2016

Leigh McDaniel
Chairman
Board of Supervisors
County of Glenn
525 West Sycamore Street, Suite B1
Willows, California 95988

RE: Appointment recommendations

Dear Supervisor McDaniel:

It is the Glenn County Resource Conservation District’s (RCD) policy to work with the County of Glenn Board of Supervisors and the Elections Clerk to maintain and/or fill vacancies of the Special District’s Board.

On behalf of the RCD Board of Directors, it is an honor to inform you that on January 25, 2016 the RCD Board made a consensus to recommend Mr. Craig Knight and Victor Silveira be appointed to the RCD Board to fill our two vacancies. We believe they both will be an invaluable asset to the RCD and will proudly help carry out the RCD’s Annual Plan, Long Range Plan, and Mission which is, “To promote a sustainable, economically healthy county through services and management of natural resources, maintain a desirable environment, and address local resource issues and opportunities in a timely manner.”

Please find that I have enclosed their Appointment Committee Applications for your consideration. Thank you and please contact me with any questions or concerns. I can be reached at (530) 934-4601 x120 or Kandi.Manhart@ca.nacdnet.net.

Best regards,

Kandi Manhart
Executive Officer

Enclosure
# County of Glenn

## APPOINTMENT APPLICATION

Clerk of the Board of Supervisors  
525 West Sycamore Street, Suite B1  
Willows, CA 95988  
(530) 934-6400 * Fax (530) 934-6419

<table>
<thead>
<tr>
<th>Name of Commission/Committee/Board or Special District you are applying for:</th>
<th>Area of Representation: (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glenn County Resource Conservation District</td>
<td>N/A</td>
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<table>
<thead>
<tr>
<th>Name (Last, First, Middle)</th>
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<tbody>
<tr>
<td>Knight Mitchell Craig</td>
<td></td>
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| Address (Number, Street, City, State, Zip Code) | Telephone  
Home:  
Business: |
<table>
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<tr>
<th></th>
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<tbody>
<tr>
<td>7920 Co Rd 29 Glen CA 95943</td>
<td>530 517 1717</td>
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<tr>
<th>Current occupation and employer:</th>
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<tbody>
<tr>
<td>Farmer Self employed</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>District Appointments:</th>
<th>Commission/Board Appointments:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do you reside within the District?</td>
<td>If applicable, do you reside in the Supervisorsial District in which you will represent?</td>
</tr>
<tr>
<td>No ☐ Yes ☑</td>
<td>No ☐ Yes ☑ (Dist. # )</td>
</tr>
<tr>
<td>Are you a registered voter within the District?</td>
<td></td>
</tr>
<tr>
<td>No ☐ Yes ☑</td>
<td></td>
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<table>
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<tr>
<th>Volunteer work:</th>
<th></th>
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<tr>
<td>Hamilton City FFA advisory Committee</td>
<td></td>
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<table>
<thead>
<tr>
<th>Are you presently serving on a County Commission/Committee/Board or Special District? If so, which one?</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Why do you want to be a member of this County Commission/Committee/Board or Special District?</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>To better represent the farming community within the county</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Briefly, what do you believe are the most important issues facing the Glenn County Community at this time, and how do you believe this County Commission/Committee/Board or Special District can play a role in addressing each issue?</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Water issues regarding ag have been a large discussion issue in the state. By being on this board it allows me to make a voice in the local and state politics.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Please specify any activities in which you are presently engaged or in which you plan to be engaged which might create a serious conflict of interest if you should be appointed to this County Commission/Committee/Board or Special District.</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
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</tbody>
</table>
County of Glenn

APPOINTMENT APPLICATION

Statement of qualifications: List any abilities, skills, licenses, certificates, specialized training, or interests you have which are applicable to this County Commission/Committee/Board or Special District.

Farming, Politics, Chemical usage, water restrictions, water usage
I attended Cal Poly San Luis Obispo majoring in Crop Science with a minor in Ag business. I have been on the Fum Bureau Board of Directors for over 2 years now.

(See Clerk of the Board for necessary qualifications specific to the Commission/Committee/Board or Special District you are applying for)

Certification:

I certify that the information contained in this application is true and correct. I authorize the verification of the information in this application.

Signature: ____________________________ Date: 1/20/16

This application is provided to you by the Glenn County Clerk of the Board to assist you in providing background information to be considered by the Board of Supervisors when making appointments to various County Commissions/Committees/Boards and Special Districts. If you need additional space, please attach extra sheets. Upon review by the Board of Supervisors, appointments will be made as appropriate and you will be notified by letter. Thank you for your interest in serving the Glenn County community.

For Official Use Only:

District Appointments: See Attached
Reside within District? No ☒ Yes ☐
Registered Voter within District? No ☐ Yes ☒
Qualifications Verified by: Clerk ☒ Elections ☐

Committee Appointments:
In Supervisorial District? No ☐ Yes ☐

Notes:

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

2
February 4, 2016

Leigh McDaniel
Chairman
Board of Supervisors
County of Glenn
525 West Sycamore Street, Suite B1
Willows, California 95988

RE: Recommendation for Appointment to Glenn County Resource Conservation District

Dear Supervisor McDaniel:

I, Peter Dailey Knight, a resident landowner in Glenn County, California and president in Knight Ranches, Inc. appoint Craig Mitchel Knight as its agent to represent Knight Ranches, Inc. on the Glenn County Resource Conservation District's Board of Directors. My son is a registered voter in California and owns land in Glenn County; however, is currently residing with his family in Butte County until their house is built.

Best regards,

[Signature]

Peter Dailey Knight
Knight Ranches, Inc.

cc Kandi Manhart
RCD boards consist of five, seven or nine directors as specified in Section 9301(a) of Division 9. The number of directors can be changed through a resolution adopted by the majority of the board of directors. The change must be published at least once in a newspaper of general circulation in each county the district serves. The RCD must also notify the County Board of Supervisors of any vacancies created by a larger board or resignations created as a result of a smaller board.

**DIRECTOR QUICK FACTS**

- RCD directors serve four-year terms.
- There is no limit to the amount of terms or length of service a director can serve.
- Directors can be elected in a general election or appointed by the county board of supervisors. In cases where the district is in more than one county, the board of supervisors that represent the largest portion of the RCD appoint the directors after conferring with the other counties.
- Both new and multiple term directors must qualify for office and take an oath of office upon (re)election or (re)appointment.

**QUALIFICATIONS**

To qualify to serve as an RCD director, candidates must:

1. Be a registered voter in California.
2. Reside within the district.
3. Meet one of the below requirements:
   - Own land in the district.
   - Have served as an associate director for two years. Serving as an associate director is not a substitute for being a district resident; it is a substitute for owning land within the district.

4. A registered voter who is not a district resident can become a director if a resident landowner appoints them as their agent. A resident landowner must submit a statement assigning the director candidate as his/her agent for the purposes of serving on the RCD board.

Suisun RCD and Grasslands RCD are exempt from the district residency requirement.

Even if all of the above qualifications are met, an individual cannot be a county supervisor and an RCD director at the same time.

**CONFLICT OF INTEREST**

As elected or appointed officials of a public agency, RCD directors must avoid conflicts of interest. Directors have a responsibility to disclose actual or potential conflicts before their appointment. The degree to which directors must disclose assets or business interests in a conflict of interest statement varies based on the districts conflict of interest code. Upon becoming a Director it is important to review the RCD Conflict of Interest code developed by the RCD. It is recommended that these codes be updated at least every 5 years. Each RCD must have its own Conflict of Interest Code. Directors must fill out a Conflict of Interest Form 700 annually as well as upon assuming and leaving office. More information on conflict of interest requirements can be found
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<table>
<thead>
<tr>
<th>Name (Last, First, Middle)</th>
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<tbody>
<tr>
<td>Silveira Victor Bertao</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address (Number, Street, City, State, Zip Code)</th>
</tr>
</thead>
<tbody>
<tr>
<td>6259 County Rd 25 Orland, CA 95965</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home:</td>
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<table>
<thead>
<tr>
<th>Current occupation and employer:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self - Silveira Farms, land owner</td>
</tr>
</tbody>
</table>

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<tr>
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<tr>
<td>Are you a registered voter within the District?</td>
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<thead>
<tr>
<th>Volunteer work:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kids sports, church functions, Farm Dair y rep for milk plant.</td>
</tr>
</tbody>
</table>

Are you presently serving on a County Commission/Committee/Board or Special District? If so, which one? No, maybe Farm Bureau.

Why do you want to be a member of this County Commission/Committee/Board or Special District? To help out the best I can with my fellow Farmers and the public understanding.

Briefly, what do you believe are the most important issues facing the Glenn County Community at this time, and how do you believe this County Commission/Committee/Board or Special District can play a role in addressing each issue? I believe its the water issues, wells, storage, nitrates in soil or water quality.

Please specify any activities in which you are presently engaged or in which you plan to be engaged which might create a serious conflict of interest if you should be appointed to this County Commission/Committee/Board or Special District. None that I am aware of.
County of Glenn

APPOINTMENT APPLICATION

Statement of qualifications: List any abilities, skills, licenses, certificates, specialized training, or interests you have which are applicable to this County Commission/Committee/Board or Special District.

Dairy Farmer, Organic grower, Almonds, Walnuts, and other food crops.

(See Clerk of the Board for necessary qualifications specific to the Commission/Committee/Board or Special District you are applying for)

Certification:

I certify that the information contained in this application is true and correct. I authorize the verification of the information in this application.

[Signature]

1-20-16

Date

This application is provided to you by the Glenn County Clerk of the Board to assist you in providing background information to be considered by the Board of Supervisors when making appointments to various County Commissions/Committees/Boards and Special Districts. If you need additional space, please attach extra sheets. Upon review by the Board of Supervisors, appointments will be made as appropriate and you will be notified by letter. Thank you for your interest in serving the Glenn County community.

For Official Use Only:

District Appointments:

Reside within District? No ❌ Yes ✅

Registered Voter within District? No ❌ Yes ✅

Qualifications Verified by: Clerk ✅ Elections ❌

Committee Appointments:

In Supervisorial District? No ❌ Yes ✅

Notes:

__________________________________________________

__________________________________________________

__________________________________________________

__________________________________________________

2
# Resource Conservation District, Glenn County

**Address:** 132 North Enright Ave, Suite C, Willows, CA 95988

**Authority:** Public Resource Code Section 9314; Res 97-82 converted District from Elected to appointed until rescinded by District Board of Directors or a valid petition is received by Elections Department

**Appointing Power:** Board of Supervisors

**Appointees:** Seven per PRC 9301, Bd has 60 days to refill vacancies or District may refill

**Qualification:** Expiration of term of any director shall not constitute a vacancy and he shall hold office until his successor has qualified per above code. Members to have demonstrated interest in soil & water conservation

**Term:** Four Years; Public Resource Code Sec 9305 - Term begins on the last Friday in November

**Oath:** Required **Bond:** None

**Compensation:** None

**Contact Person:** Kandi Manhart, Executive Officer 934-4601 ext. 5

<table>
<thead>
<tr>
<th>Appointee</th>
<th>Area of Representation</th>
<th>Term From</th>
<th>Term To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Douglass, Shannon (vacant)</td>
<td></td>
<td>11/30/2012</td>
<td>11/25/2016</td>
</tr>
<tr>
<td>Foltz, Dwight</td>
<td></td>
<td>1/3/2012</td>
<td>Pleasure</td>
</tr>
<tr>
<td>Giachino, James</td>
<td></td>
<td>6/5/2007</td>
<td>11/30/2018</td>
</tr>
<tr>
<td>Goedhart, Gilbert</td>
<td></td>
<td>12/18/2012</td>
<td>11/25/2016</td>
</tr>
<tr>
<td>Landini, Mike</td>
<td></td>
<td>11/27/2006</td>
<td>11/30/2018</td>
</tr>
<tr>
<td>Roundy, Bruce</td>
<td></td>
<td>6/5/2007</td>
<td>11/30/2018</td>
</tr>
<tr>
<td>Yalow, Mike</td>
<td></td>
<td>12/18/2012</td>
<td>11/25/2016</td>
</tr>
</tbody>
</table>

**Staff Notes:** Statement of Facts Required