



**GOLDEN STATE**  
NATURAL RESOURCES

# **Board of Directors Meeting**

**Wednesday  
January 25, 2023  
10:00 A.M.**

**1215 K Street, Suite 1650  
Sacramento, California 95814**



**Golden State Natural Resources (GSNR)  
Board of Directors Meeting  
Wednesday, January 25, 2023 – 10:00 a.m.  
1215 K Street, Suite 1650  
Sacramento, CA 95814**

GSNR Board Members:

Supervisor Matt Kingsley, Inyo County  
Supervisor Geri Byrne, Modoc County  
Supervisor Rex Bohn, Humboldt County  
Supervisor Michael Kobseff, Siskiyou County  
Supervisor Doug Teeter, Butte County

In accordance with Government Code section 54953, subdivision (e) (Assembly Bill 361), the January 25, 2023, GSNR Board of Directors Meeting will be facilitated virtually through Zoom with limited in-person attendance. Members of the public may attend the meeting in-person, provided that the GSNR Board of Directors reserve the right to limit the number of people in attendance. Members of the public can also watch or listen to the meeting using one of the following methods:

1. Join the Zoom meeting application on your computer, tablet, or smartphone.

Go to: <https://rcrcnet.zoom.us/j/88686500704?from=addon>

Enter Password: 876418

2. Call-in and listen to the meeting:

Dial +1 (346) 248-7799

Enter meeting ID: 886 8650 0704

Enter password: 876418

**PUBLIC COMMENT USING ZOOM:** Members of the public who join the Zoom meeting, either through the Zoom app or by calling in, will be able to provide live public comment at specific points throughout the meeting.

**EMAIL PUBLIC COMMENT:** One may also email public comment to [mchui@rcrcnet.org](mailto:mchui@rcrcnet.org) before or during the meeting. All emailed public comments will be forwarded to all GSNR Board of Directors members.

**DISABLED ACCOMMODATION:** Meeting facilities are accessible to persons with disabilities. If you have a disability which requires an accommodation or an alternative means to assist you in attending, observing, or commenting on this meeting, or an alternative agenda document format, please contact GSNR at (916) 447-4806 or by email at [mchui@rcrcnet.org](mailto:mchui@rcrcnet.org) by 10:00 a.m. Monday, January 23<sup>rd</sup> to ensure arrangements for accommodation.

## **AGENDA**

**1. Call to Order and Determination of Quorum**

*Chair, Supervisor Matt Kingsley, Inyo County*

**2. Pledge of Allegiance**

**3. Public Comments**

*At this time any member of the public may address the Board. Comments are usually limited to no more than 3 minutes per speaker.*

4. **Consent Agenda – ACTION**
  - a. **December 8, 2022 Board of Directors Meeting Minutes** **Page 1**
  - b. **GSNR Resolution TC001-23: Authorizing Remote and Hybrid Teleconference Meetings of the GSNR Board of Directors Pursuant to Assembly Bill 361** **Page 5**  
*Greg Norton, President and CEO*
  - c. **GSNR Resolution 23-01: GSNR Board Travel Policy** **Page 9**  
*Lisa McCargar, Vice President of Finance and Administration*
  
5. **President’s Report**  
*Greg Norton*
  
6. **Administrative Matters**
  - a. **2023 Appointments – ACTION**  
*Greg Norton*
    - I. **Recognition of the 2023 GSNR Board of Directors** **Page 19**
    - II. **Election of the 2023 GSNR Chair and Vice Chair** **Page 21**
  
7. **Project and Financial Update** **Page 23**  
*Greg Norton*  
*Kevin Cann, Vice President*  
*Lisa McCargar*  
*Project Team*
  
8. **CEQA and Communications Plan** **Page 25**  
*Kevin Cann*
  
9. **Adjournment**  

Agenda items will be taken as close as possible to the schedule indicated. Any member of the public may comment on agenda items at the time of discussion. To facilitate public comment, please let staff know if you would like to speak on a specific agenda item. The agenda for this meeting of the Board of Directors of the Golden State Natural Resources was duly posted at its offices, 1215 K Street, Suite 1650, Sacramento, California, 72 hours prior to the meeting.

Any written materials related to an open session item on this agenda that are submitted to the Board of Directors of the Golden State Natural Resources less than 24 hours prior to the meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection, and may be obtained by contacting [mchui@rcrcnet.org](mailto:mchui@rcrcnet.org).

**GSNR Board of Directors Meetings**

- January 25, 2023  
 March 22, 2023  
 June 7, 2023  
 August 9, 2023  
 October 4, 2023  
 December 13, 2023

**Golden State Natural Resources (GSRN)  
Board of Directors Meeting  
Thursday, December 8, 2022 – 1:00 p.m.  
1215 K Street, Suite 1650  
Sacramento, CA 95814**

GSRN Board Members:

Supervisor Matt Kingsley, Inyo County  
Supervisor Bob Williams, Tehama County  
Supervisor Geri Byrne, Modoc County  
Supervisor Doug Teeter, Butte County  
Supervisor Michael Kobseff, Siskiyou County

**Call to Order and Determination of Quorum**

Chair, Supervisor Matt Kingsley, Inyo County, presided. Present were President and CEO Greg Norton, General Counsel Arthur J. Wylene, and RCRC Director of Board Operations Maggie Chui, clerk. Chair Kingsley called the meeting to order at 1:07 p.m. A quorum was determined at that time. Those members present:

<u>Supervisor</u>	<u>County</u>
Matt Kingsley	Inyo County
Geri Byrne	Modoc County
Doug Teeter	Butte County
Michael Kobseff	Siskiyou County

Absent

Bob Williams	Tehama County
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**Public Comments**

None

**Consent Agenda**

- a. **July 27, 2022 Board of Directors Meeting Minutes**
- b. **October 20, 2022 Joint GSRN and GSFA Special Meeting Minutes**
- c. **GSRN Resolution TC005-22: Authorizing Remote and Hybrid Teleconference Meetings of the GSRN Board of Directors Pursuant to Assembly Bill 361**
- d. **Quarterly Report – GSRN Budget v. Actual Report (September 30, 2022)**
- e. **Proposed Revision to the GSRN Bylaws Relating to Check-Signing Authority**
- f. **Auditor Selection and Rotation Policy**
- g. **Adoption of the 2023 GSRN Meeting Schedule**

Chair, Supervisor Matt Kingsley, Inyo County, called for approval of the above-listed consent agenda items.

**Supervisor Geri Byrne, Modoc County, motioned to approve the consent agenda. Supervisor Michael Kobseff, Siskiyou County seconded the motion. Motion passed with all Supervisors present voting “Aye,” except:**

## **Not Voting: Butte County**

### **President's Report**

Greg Norton, President and CEO, recognized outgoing supervisors, GSNR Board Member Supervisor Bob Williams, Tehama County, and former GSNR Board Member Supervisor Stacy Corless, Mono County. Mr. Norton provided an update on external relations and an overview of current challenges and expectations for the next six months.

### **GSNR 2023 Proposed Operating Budget**

Lisa McCargar, Vice President of Finance and Administration, reviewed the 2023 proposed budget for GSNR with the GSNR Board of Directors. Ms. McCargar provided a summary of the expected activities for the seven months ended July 31, 2023, the projected date of financial close/financial investment decision.

### **Recommendations**

It was recommended that the GSNR Board of Directors approve the following recommendations:

1. Approve the attached proposed Golden State Natural Resources (GSNR) 2023 Operating Budget.
2. Grant the GSNR President the authority to make necessary business decisions and utilize up to \$500,000 per decision outside of the approved operating budget when necessary. Such decisions will be made in consultation with the, the GSNR Board Chair and Vice Chair and reported back to the GSNR Board at the next available Board meeting.
3. Grant the GSNR President the authority to proceed with necessary operating decisions due to changes in opportunities, the market, the economy or changing transactional requirements to provide necessary flexibility to effectively and timely implement programs. Such decisions to be made in consultation with the, GSNR Chair and GSNR Vice Chair with subsequent ratification by the Board of Directors as necessary.

**Supervisor Michael Kobseff, Siskiyou County, motioned to approve the GSNR 2023 Operating Budget. Supervisor Geri Byrne, Modoc County seconded the motion. Motion passed with all Supervisors present voting "Aye," except:**

## **Not Voting: Butte County**

### **Project Update**

Greg Norton and Kevin Cann, Vice President, provided an update on the current GSNR project development. Topics covered include feedstock development, site and port design development, port selection and infrastructure, rail provider status, financial status and funding opportunities, project timeline, etc.

### **CEQA and Communications Plan**

Kevin Cann provided an update on environmental review and other associated communication, including the recent filing of the Notice of Preparation of a Draft

Environmental Impact Report on GSNR's forest resiliency demonstration project, and scoping meetings.

**Adjournment**

Chair, Supervisor Matt Kingsley, Inyo County, adjourned the meeting of the GNSR Board of Directors at 1:57 p.m.







Golden State Natural Resources, Inc.  
1215 K Street, Suite 1650  
Sacramento, California 95814

**To:** Members of the GSNR Board of Directors  
**From:** Greg Norton, President and CEO  
**Date:** January 17, 2023  
**Re:** GSNR Resolution TC001-23: Authorizing Remote and Hybrid Teleconference Meetings of the GSNR Board of Directors Pursuant to Assembly Bill 361 - **ACTION**

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### **Summary**

The proposed resolution will allow the current GSNR Board meeting to be held remotely, in accordance with the practices developed over the past two years.

### **Background**

In accordance with Section 4(k) of the GSNR Bylaws, meetings of the Board of Directors are conducted pursuant to the provisions of the Ralph M. Brown Act. The Brown Act has traditionally placed significant restrictions on teleconferenced meetings, including requiring that each teleconference location be accessible to the public (i.e., participation of Board members from homes or private offices has not been permitted).

In the early days of the COVID-19 pandemic, the Governor issued a series of Executive Orders temporarily suspending the restrictions on teleconferenced meetings, under which most GSNR Board meetings have been conducted during the last year-and-a-half. These Executive Orders terminated on September 30, 2021. In their place, the Legislature has enacted Assembly Bill 361 (R. Rivas), which permits legislative bodies to continue holding teleconferenced meetings without the traditional Brown Act restrictions (through December 2023) under any of the following circumstances:

- (A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.*
- (B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.*
- (C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.*

To continue to continue holding teleconferenced meetings in the manner to which Board members have become accustomed, GSNR's Board of Directors will need to make the one of the foregoing determinations required by Assembly Bill 361. The "imminent risk"

determinations are factually supportable, as the continued rates of transmission of the COVID-19 virus, including the Omicron variant, can indeed present imminent risks to the health and safety of some in-person attendees, particularly those with pre-existing health conditions.

If the proposed resolution making these determinations is approved, the GSNR Board may continue holding remote and hybrid in-person/remote meetings in substantially the same manner as it has during the past 18 months. (Assembly Bill 361 includes several additional requirements for teleconferenced meetings, including providing an opportunity for “real time” public comment, and suspending the meeting in the event that remote connectivity is lost; however, these are all consistent with GSNR's existing practices.)

Assembly Bill 361 generally requires that the requisite determinations must be reconsidered every thirty days. Since the GSNR Board typically does not meet that frequently, a new resolution making these determinations will be required at the start of each meeting.

### **Recommendation**

It is recommended that the GSNR Board of Directors approve the proposed Resolution Authorizing Remote and Hybrid Teleconference Meetings of the GSNR Board of Directors Pursuant to Assembly Bill 361.

### **Attachment**

- GSNR Resolution TC001-23

## ***GSNR RESOLUTION TC001-23***

### **AUTHORIZING REMOTE AND HYBRID TELECONFERENCE MEETINGS OF THE GSNR BOARD OF DIRECTORS PURSUANT TO ASSEMBLY BILL 361**

WHEREAS, Golden State Natural Resources, Inc. (GSNR) is committed to preserving and nurturing public access and participation in meetings of GSNR's legislative bodies; and

WHEREAS, the Brown Act, Government Code section 54953, subdivision (e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953, subdivision (b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, on March 4, 2020, the Governor proclaimed pursuant to his authority under the California Emergency Services Act, California Government Code section 8625, that a state of emergency exists with regard to a novel coronavirus (a disease now known as COVID-19); and

WHEREAS, on June 4, 2021, the Governor clarified that the "reopening" of California on June 15, 2021 did not include any change to the proclaimed state of emergency or the powers exercised thereunder; and

WHEREAS, as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to California Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution in the state Legislature;

WHEREAS, the continued rates of transmission of the virus and variants causing COVID-19 within California are such that meeting in person would present imminent risks to the health or safety of some attendees of public meetings, particularly those with pre-existing health conditions; and

WHEREAS, the Board of Directors has considered the current circumstances of the state of emergency, and determined that the state of emergency continues to directly impact the ability of the members to meet safely in person;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Golden State Natural Resources, Inc. as follows:

1. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
2. A proclaimed state of emergency exists and as a result of the emergency, meeting in person would present imminent risks to the health or safety of some attendees, particularly those with pre-existing health conditions.
3. The Board of Directors is hereby authorized and directed to conduct open and public meetings in accordance with Government Code section 54953, subdivision (e) and other applicable provisions of the Brown Act.
4. This Resolution is intended to enable the Board of Directors to meet via teleconference in accordance with Assembly Bill 361 of 2021 (Statutes 2021, Chapter 165), whether solely by teleconference or via a "hybrid" combination of physical location and teleconference.
5. This Resolution shall take effect immediately upon its adoption and shall be effective for a period of thirty (30) days thereafter, unless extended pursuant to Government Code section 54953, subdivision (e)(3). Expiration of this resolution shall not prejudice any subsequent action to adopt another resolution in accordance with Government Code section 54953, subdivision (e) during the present or any future state of emergency.

Secretary's Certificate

*I certify that the foregoing is a true and accurate description of action taken at a properly constituted meeting of the Board of Directors of Golden State Natural Resources, Inc. on January 25, 2023.*

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Secretary's Signature



**To:** Members of the GSNR Board of Directors  
**From:** Lisa McCargar, Vice President of Finance and Administration  
**Date:** January 17, 2023  
**Re:** GSNR Resolution 23-01: GSNR Board Travel Policy - **ACTION**

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**Background**

GSNR has prepared a Travel Expense Policy for consideration and approval by the Board of Directors. Proposed changes to maximum reimbursement rates are highlighted below.

**Policy Highlights**

Lodging: The lodging maximum reimbursement rate is based on the official government per diem rates for Sacramento County as set by the General Services Administration (GSA) *and remains at \$250 per night*. RCRC staff will provide a list of hotels nearby that often publish rates below \$250 / night.

Meals: In addition, Section VI, “Meals,” contains the following proposed meal allowance maximum reimbursements. These rates are also based on the official total \$69 per diem rates for Sacramento as set by the GSA:

MEAL to be REIMBURSED	PROPOSED RATE
Breakfast	\$16.00
Lunch	\$18.00
Dinner	\$35.00
Total Maximum Reimbursable by GSNR	\$69.00

**Mileage:**

Each year, the Internal Revenue Service (IRS) sets a rate for reimbursement of mileage for personally owned vehicles. For 2023, the standard mileage rate has been set at \$0.655, up from \$0.625 in 2022. The policy indicates that reimbursement will be at the prevailing IRS rate. If the IRS publishes any update, NHF will revise the rate to reflect the current IRS published rate.

**Other Revisions and Clarifications:**

Additionally, the following changes are noted in the policy:

- Clarification that commercial air travel will generally be at “coach” class cost (except where the President determines in advance that other travel arrangements are reasonable and necessary). This is consistent with the travel policies of similar organizations.
- Removing conflicting language regarding purchases of alcoholic beverages. (Purchases of alcoholic beverages are not reimbursable under this policy.)

**Recommendation**

It is recommended that GSNR Board of Directors approve the proposed Board Travel Expense Policy, Resolution 23-01.

**Attachment**

- GSNR Resolution 23-01 – Travel Expense Policy for the Golden State Natural Resources Board Members

## ***GSNR RESOLUTION 23-01***

### **TRAVEL EXPENSE POLICY FOR THE GOLDEN STATE NATURAL RESOURCES BOARD MEMBERS**

WHEREAS, the Golden State Natural Resources Board of Directors needs to establish rules and regulations concerning travel, lodging and meals;

NOW, THEREFORE, BE IT RESOLVED by the Board of the Golden State Natural Resources (GSNR) that unless otherwise provided by law, the following rules and regulations shall govern GSNR business travel by GSNR Board Members.

#### **STATEMENT OF GENERAL POLICY**

- A. It is recognized that members of Boards of Supervisors are reimbursed for business expenses by their respective counties. It is the intention of GSNR to encourage involvement in GSNR business by reimbursing GSNR Board Members for certain GSNR-related expenses, as described herein. Such a policy is intended to augment county reimbursement, not fully replace it.
- B. Travel is limited to only those purposes which enhance the efficient and effective operation of GSNR.
- C. GSNR Board Members traveling on GSNR-related business shall do so by the most reasonable means available, both in terms of financial costs as a primary focus and productive utilization as a secondary consideration. It is also recognized that circumstances such as the distance to be traveled and the time necessary to travel, emergency situations, inclement weather conditions, etc., are all factors which may have significant impact in determining the allowance for the cost of travel.
- D. Authority to travel and reimbursements for customary and reasonable costs incurred for such travel including meals, transportation, registration, lodging, parking, and other related costs shall be in accordance with policy and procedures delineated herein.
- E. All travel reimbursement claims must be submitted utilizing the GSNR travel claim form.
- F. In no case will a Board Member be reimbursed in an amount greater than provided in this resolution without approval of the President, Vice President, or Chief Financial Officer.

- G. Reimbursement for commercial air travel will be at “coach” class cost, except where the President determines, in advance, that other travel arrangements are reasonable and necessary. (For purposes of this policy, "coach class" may include one checked and one carry-on bag, seat selection, and additional legroom, if offered as upgrades to a standard coach or economy class seat.)
- H. Reimbursement associated with a GSNR Board Meeting, attendance at the full meeting is required to be reimbursed.

### **I. TRAVEL DEFINITIONS**

Travel in this policy is defined as travel that is necessary to complete GSNR business required by the organization in the performance of its primary function and/or in the course of the assigned duties. Travel for Board Members consists of roundtrip travel from their place of residence or office to attend such required events/activities.

Such travel events include, but are not limited to:

- Meetings or conferences required in the implementation or administration of new or ongoing GSNR program areas.
- Meetings, appearances, or other travel necessary to conduct GSNR business requested by the Board of Directors, Chair of the Board, or GSNR President, Vice President, or Chief Financial Officer.

### **II. REIMBURSABLE TRAVEL ACTIVITIES**

GSNR and its Board recognize the importance of GSNR Officers and Board Members actively participating on behalf of GSNR in certain activities on GSNR business.

GSNR will reimburse for travel expenses, including transportation, meals and lodging at the levels approved in this policy, for such activities in the following circumstances:

1. The activity is either a GSNR Board or Executive Committee meeting and the attending person is an official Board Member or designated representative of GSNR.
2. The activity is official GSNR business and participation has been approved by the GSNR President, Vice President, or Chief Financial Officer for legislative or policy meetings with State Legislators, Administration, Committees, and Agencies, members of Congress, federal agencies, or similar governmental bodies. Travel outside of California will



require the approval of the GSNR Officers, the GSNR President, Vice President, or Chief Financial Officer.

3. The activity is a conference or a necessary meeting in which GSNR has been invited to participate and relates to subjects of interest to GSNR, as determined by the GSNR Board, the GSNR President, Vice President, or Chief Financial Officer and the person designated to attend makes a report to GSNR regarding his or her activities on behalf of GSNR.
4. The participation of the GSNR Officers and Board Members is designated as official GSNR business by the GSNR President, Vice President, or Chief Financial Officer.
5. The travel, lodging, and meal expenses are in connection with the activities described above, and are not for personal or non-official purposes, such as entertainment or tourist related activities organized as part of a conference.

**Reimbursements shall be made only upon supporting invoices, receipts, and bills consistent with appropriate GSNR policies.**

Notwithstanding the above, in no event shall GSNR make reimbursement for lavish expenses for travel, lodging or meals; provided, however, that if the prevailing levels of lodging expenses exceed prevailing per diem levels, GSNR may reimburse for such expenses upon a determination of the GSNR President, Vice President, or Chief Financial Officer that the location, prevailing costs of lodging, or business necessity required more expensive lodging or meals.

### **III. LICENSE, INSURANCE REQUIREMENTS AND MEANS OF TRAVEL**

**Licenses** - All GSNR Board Members operating any vehicle used in the performance of GSNR-related business must possess a valid driver's license. All GSNR Board Members flying/piloting their own or a rented aircraft in the performance of GSNR-related business must possess a valid and proper license.

**Insurance Requirements** - Any Board Member who uses their personal vehicle, rental vehicle, or government vehicle for travel on GSNR-related business shall carry insurance for personal injury or property damage at or above state mandated minimum levels at that time. Board Members not in compliance with these minimum standards shall not be authorized to drive their personal vehicle, rental vehicle, or government vehicle on GSNR business. If requested, the Board Member is required to provide proof of licensing and insurance.

Any Board Member flying/piloting an aircraft for travel on GSNR-related business shall carry comprehensive liability insurance coverage in the minimum amount of \$1,000,000 prior to their using the aircraft to conduct GSNR business. Board

Members not in compliance with these requirements shall not be authorized to fly their own or a rented aircraft on GSNR business. If requested, the Board Member is required to provide proof of licensing and insurance. GSNR's Liability and Excess Liability policies exclude aircraft.

#### **IV. MILEAGE CALCULATION AND REIMBURSEMENT**

**Mileage Calculation** - Roundtrip mileage is to be calculated from the Board Members' principal place of employment or home to the destination. Any special circumstances which inflate the normal mileage should be accompanied by an explanation in the expense claim and are subject to denial.

**Mileage Reimbursement Rate** - Authorized private vehicle usage for GSNR business travel will be reimbursed at the rate allowed under prevailing Internal Revenue Service rules and regulations as maintained by GSNR.

**Aircraft Travel** - GSNR Board Members' use of a private aircraft will be reimbursed at the same rate as that allowed by the Internal Revenue Service for a private automobile as stated under "Mileage Reimbursement Rate" or at the cost of commercial air travel.

**Other Forms of Travel** - GSNR Board Members' choosing to utilize another form of travel, such as train or other transit, shall be reimbursed at the same rate as if travel occurred as addressed in the Statements of General Policy. Item C. states GSNR Board Members' traveling on GSNR-related business shall do so by the most reasonable means available, both in terms of financial costs as a primary focus and productive utilization as a secondary consideration. Item G states that Reimbursement for commercial air travel will be at "coach" class cost, except where the President determines, in advance, that other travel arrangements are reasonable and necessary. (For purposes of this policy, "coach class" may include one checked and one carry-on bag, seat selection, and additional legroom, if offered as upgrades to a standard coach or economy class seat.)

#### **V. LODGING**

**Hotel Allowance** - Board Members should seek the lowest cost accommodation reasonably available for the intended travel. For lodging in the Sacramento area, GSNR will reimburse lodging expense, inclusive of room rate, occupancy tax and other fees, up to a maximum of \$250 per night. If GSNR has arranged a block of rooms for the event and the cost of the room within that block is greater than \$250, GSNR will reimburse the cost of the room at the block rate. Board Members are charged with using reasonable care and judgment regarding whether overnight accommodations are required for their participation. Guidelines regarding the need for overnight accommodations are as follows:

- For a two-day meeting/event when one-way travel from place of residence or office to the meeting/event is more than 75 miles or if travel will take more than 1 to 1 ½ hours;
- For a one-day meeting/event when one-way travel from place of residence or office is more than 150 miles or if travel will take longer than 2 hours; or
- In circumstances when the Board Member needs to remain in Sacramento to participate at a GSNR associated event that will end later than 6:30 pm or in an early meeting the following morning.
- When participation in GSNR business requires arrival the night before for a meeting in Sacramento that begins at 8:00 am or earlier.

For accommodation reimbursement associated with a GSNR Board Meeting, attendance at the full meeting is required to be reimbursed.

**Transient Occupancy Tax** - Occupancy tax can sometimes be waived by the motel/hotel dependent upon local regulation. Board Members traveling should always inquire about an exemption when appropriate.

## **VI. MEALS**

**Meal Allowances-** Meal allowances (total of \$69 per day) will be reimbursed at the following rate, however receipts must be provided:

- |             |         |
|-------------|---------|
| • Breakfast | \$16.00 |
| • Lunch     | \$18.00 |
| • Dinner    | \$35.00 |

**Board Members will not be reimbursed for meals if the cost of a meal is included in the conference fee either reimbursed or paid directly by GSNR. Board Members will not be reimbursed for meals that are provided at GSNR events or meetings.**

**Meal Times** - Board Members are charged with using reasonable care and judgment regarding reimbursements. Reasonable times are generally considered to be departure prior to 7:00 a.m. for breakfast and return to residence after 6:00 p.m. for dinner.

**Meal Limitations** - Reimbursement will not include alcoholic beverages regardless of meal type or captive nature. Gratuities are capped at 15% of the cost of the meal.

**Captive Meal** - Captive refers specifically to those instances where a Board Member must/should participate in a dining event as part of an agenzized event. Required group meetings, gatherings or functions for which meal allowances will be claimed for breakfasts, luncheons, or dinners and which are of a captive nature shall be reimbursed at actual cost even though it exceeds those amounts

set forth under Meal Allowances. Expense claims for meals at such meetings, gatherings, or functions (captive meals) will state the captive nature of the meal for which the expense claim is being presented.

**Fixed Prices** - When attendance at official meetings or conventions forces fixed prices, the claimant must list the items separately on the claim form as “Official Banquet” or other such language and the amount thereof. In this event, all such items will be supported by receipts verifying such charges. If supporting documents are not obtainable, then a statement to this effect will be made by the claimant. The GSNR President or Vice President, reserves the right to deny any undocumented expenses.

### **VII. EXPENSE DOCUMENTATION**

**Receipt Requirements** - Receipts must be provided for reimbursable expenses including the following:

- All lodging expenses paid at actual cost. There is \$250 per night maximum in the Sacramento area, inclusive of room rate, taxes, and fees.
- All meal expenses
- Registration fees (only if not prepaid by GSNR)
- Telephone calls related to GSNR business in excess of \$2.50 per trip
- Fax charges for GSNR related business in excess of \$2.50 per trip
- Taxi/Ride-share/Bus fare in excess of \$5.00 per travel period
- Car Rental
- Air Travel (use ticket stub or electronic itinerary)
- Other common carrier (use ticket stub)
- Commuter bus fare (i.e., Airporter service)
- Toll Charges in excess of \$6.00
- “Captive Meal” and “Fixed Prices” as described in Section VI (a written explanation of circumstances and approval by the GSNR President, Chief Financial Officer or Vice President.)
- Parking, at standard parking rates for City visited

### **VIII. NON-REIMBURSABLE PERSONAL EXPENSE**

**Personal Expense** - Any and all expenses that are for the direct personal needs of the Board Member, except as otherwise identified as reimbursable under this document, are not reimbursable by GSNR. Examples of such non-reimbursable items are listed below. This is not intended to be an all-inclusive list.

- Personal telephone calls, internet charges and personal fax transmissions
- Alcoholic Beverages
- Entertainment (including related transportation costs)
- Violations of legal requirements

**IX. CLAIM PROCESS**

**Completed claim forms are to be submitted to GSNR within thirty (30) days after the completion of the trip/expense. Failure to adhere to the filing deadline may result in the denial of the reimbursement claim**

The claim form must include the purpose of the trip/expense, and the inclusive dates. All expenditures must be itemized, and all claims will include receipts for expenses as detailed earlier under the section titled **EXPENSE DOCUMENTATION**.

The claim information must include all expenses of the trip whether or not they were paid directly to a vendor. The claim form is intended to be a recap of the complete trip as a reconciliation of all expenses and a central location for all receipts. Those items paid in advance or by credit card should be duly noted.

Secretary's Certificate

*I certify that the foregoing is a true and accurate description of action taken at a properly constituted meeting of the Board of Directors of the Golden State Natural Resources on January 25, 2023.*

\_\_\_\_\_  
Secretary's Signature





Golden State Natural Resources, Inc.  
1215 K Street, Suite 1650  
Sacramento, California 95814

**To:** Members of the GSNR Board of Directors  
**From:** Greg Norton, President and CEO  
**Date:** January 17, 2023  
**Re:** Recognition of the 2023 GSNR Board of Directors - **ACTION**

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**Summary**

Section 5.e of the GSNR Bylaws provides that the directors of the corporation shall be the currently serving President of RCRC (or his or her designee), two members of the Board of Directors of RCRC designated by the RCRC Board, and two members of the Board of Directors of GSFA designated by the Board of GSFA.

The 2023 Board of Directors of Golden State Natural Resources, Inc. has been constituted in accordance with the direction of the RCRC and GSFA Boards, as follows:

<u>GSNR Board of Directors</u>	<u>GSNR Position</u>	<u>Appointed By</u>
Matt Kingsley, Inyo County	Director	RCRC
Geri Byrne, Modoc County	Director	RCRC
Rex Bohn, Humboldt County	Director	GSFA
Michael Kobseff, Siskiyou County	Director	GSFA
Doug Teeter, Butte County	Director	President's Designee

The RCRC and GSFA Boards select their designees annually for a one-year term. Directors may serve for an unlimited number of additional one-year terms, consecutively or not.

**Recommendation**

Recognize the 2023 GSNR Board of Directors as set forth above.





**To:** Members of the GSNR Board of Directors  
**From:** Greg Norton, President and CEO  
**Date:** January 17, 2023  
**Re:** Election of the 2023 GSNR Chair and Vice Chair - **ACTION**

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### **Summary**

The GSNR Bylaws (Section 6(a)) provide that "[t]he officers of the Board shall be the Chair (who shall be a member of the Board of Directors of GSFA) and the Vice Chair (who shall be a member of the Board of Directors of RCRC)." In order to ensure the orderly conduct of GSNR Board meetings, it is recommended that the Board appoint a Chair and Vice Chair for 2023 in accordance with the foregoing criteria. (All current members of the GSNR Board meet both foregoing qualifications, and are consequently eligible for either position; however, the Board may wish to consider selecting an RCRC Board appointee for one position, and a GSFA Board appointee for the other.)

Incumbent GSNR Chair Supervisor Matt Kingsley (Inyo County), an appointee of the RCRC Board has served as the GSNR Chair since 2021. Supervisor Kingsley has indicated his desire to continue to serve as the 2023 GSNR Chair.

The GSNR Vice President position is currently vacant, due to the departure of Supervisor Bob Williams (Tehama) from the GSNR Board.

### **Recommendation**

It is recommended that the GSNR Board of Directors appoint a Chair and Vice Chair in accordance with the GSNR Bylaws.





Golden State Natural Resources, Inc.  
1215 K Street, Suite 1650  
Sacramento, California 95814

**To:** Members of the GSNR Board of Directors  
**From:** Greg Norton, President and CEO  
Kevin Cann, Vice President  
Lisa McCargar, Vice President of Finance and Administration  
Project Team  
**Date:** January 17, 2023  
**Re:** Project and Financial Update

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### **Summary**

The GSNR team will provide a thorough update at the Board meeting. The update will include key areas and topics of interest regarding the project, including:

- Project timeline and upcoming milestone dates
- Environmental review and scoping status
- Port site and design
- Off-take opportunities and interest
- Rail status
- Feedstock development and acquisition
- Financing status and opportunities
- Additional topics of interest

### **Recommendation**

No action is necessary at present as this is an informational item only.





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**To:** Members of the GSNR Board of Directors  
**From:** Kevin Cann, Vice President  
**Date:** January 17, 2023  
**Re:** CEQA and Communications Plan

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**Summary**

The public CEQA scoping process began on current schedule with a state filing and general release of the Notice of Preparation on November 18, 2022. This action initiated a six month plus schedule of public interaction and response leading to release of a Draft Environmental Impact Report (EIR) and eventually a request for the GSFA Board to certify a Final EIR.

Staff will brief the Board on the first round of public meetings, held November 28<sup>th</sup> - December 6<sup>th</sup>, and provide a status on the next steps toward CEQA certification.