



744 La Guardia Street, Building A, Salinas, CA 93905

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**August 15, 2019– MEETING MINUTES—Approved 09/19/2019**

Regular Board Meeting, Thursday, August 15, 2019, 10:00 A.M. – 12:00 P.M.

Directors Present: B. Jefferson, R. King, B. Plemmons, B. Lipe, J. Doud

Directors Absent: L. Ferrasci, J. Clarke

Others Present: P. Robins (RCDMC), M. Errea (RCDMC), M. Barker (RCDMC), J. Warner (NRCS), J. Parker (County Supervisor), D. Rao (UCCE), J. Silveus (CSUMB), B. Van Ormen (CSUMB), R. Nunez (CSUMB)

Recorders: M. Barker, P. Robins

<u>Time</u>	<u>Agenda Topics</u>	<u>Presented by</u>
10:01 A.M.	<u>Call to Order</u>	<u>B. Jefferson</u>

Public Comment:

Devii Rao provided an update on UC Cooperative Extension activities and upcoming workshops including a Grazing Workshop on September 5th and a Healthy Soils Workshop at Elkhorn Slough and Monkeyflower Ranch on September 25<sup>th</sup>. In the near future, UCCE will be leading a project where a beef studies specialist will look at antimicrobial activity in cow feces at several farms in Monterey County.

Monterey County District 4 Supervisor Jane Parker introduced herself and her Chief of Staff Kristi Markey, who would be joining the group for the tour after the board meeting. Supervisor Parker expressed her appreciation for the work that RCDMC and partners are doing to address resource issues related to agriculture in Monterey County.

Consent Agenda

- *Approval of Draft Meeting Agenda*
- *Approval of Minutes from the July 25, 2019 Regular Board Meeting*
- *Accept Staff Activities Report for July 2019.*

Director King moved to approve all items on the Consent Agenda. Director Plemmons seconded the motion, and all voted to approve.

Reports

*Executive Director Report:* Robins distributed the draft response to the draft Audit Report from the Department of Finance regarding our 2014 Wildlife Conservation Board (WCB) arundo project grant and requested comments from the Board. The response addresses the two findings in the report regarding proper match documentation and procurement procedures. Board members suggested no changes to the draft. Robins, Jefferson, and King will be signatories.

*NRCS Report:* NRCS Soil Conservationist J. Warner shared that NRCS has had a very successful year, allocating approximately \$1,330,000 to 35 contracts for a wide variety of projects in Monterey County. This the highest number of contracts they have awarded in a single year in Monterey County.

*Board Member Comments:* B. Lipe attended a drinking water meeting at the San Jerardo

community south of Salinas. He mentioned that the Groundwater Sustainability Agency recognizes the benefit of the Arundo Control Program and the associated potential water savings on the Salinas River.

#### Old or Standing Business

P. Robins / Directors

No items pulled from the Consent Agenda.

*Monthly Financial Statements:* M. Errea presented the financial statements regarding Accounts Receivable, Payables and Bank balances for the period ending August 15, 2019. The accrual account balance on August 15, 2019 was \$192,734.41 with \$7,916.28 in the Chase Bank and County Treasury accounts (taking into account checks to be signed at the meeting), \$325,709 in liabilities, and \$510,527.11 due to the RCD as receivables from various grants and outstanding invoices. By comparison, the Accrual accounting balance for District Funds stood at \$197,993.94 on July 26, 2019.

*Expenses:* M. Errea presented the list of detailed expenses to be paid in August including bi-weekly salary through August 4, one-time and recurring miscellaneous expenses, and reimbursement for expenses incurred during the month of August, totaling \$43,984.35.

Director King moved to approve the August financial statements and the July and August expenses. Director Plemmons seconded the motion, and all voted to approve.

Robins provided an update on the \$100,000 - \$200,000 bridge loan request to the County. Robins will next meet with the County Auditor at Supervisor Adams' District 5 Office on September 27<sup>th</sup>. In the meantime, Robins has been recommended to ask the holders of our current Professional Services Agreements with the county if they could pay in advance on their contracts, which could serve the function of a no-interest loan. Director Plemmons shared that CARCD is setting up a \$200,000 loan fund pool for RCDs. Director Lipe shared that the Community Bank by the Bay might be another option to consider for a private loan.

*Review of Contractor Agreements for Board Approval:* Robins and the Board reviewed the independent contractor agreements below:

#### **Partners for Wildlife (ICA-2019-05)**

- Not to Exceed: \$55,351
- Duration: July 2, 2019 – March 30, 2022.
- Scope of services: Biological monitoring of wildlife movement using camera 'traps' to compare habitat improvement benefits of arundo treatment with untreated arundo areas.

Directors confirmed that they had no relationships with the potential contractor. Director Lipe moved to approve and Director King seconded the motion, and all voted to approve.

#### **No-cost extension for Turf Image (SC-2019-04)**

- Budget: No change from originally approved budget of \$25,250
- Extension: July 1 – December 31, 2019
- Scope of work: No change from the original scope for providing Geographic Information Systems mapping and geodatabase design for the Fire Fuel Mitigation Program.

Directors confirmed that they had no relationships with the contractor. Director King moved to approve, Director Lipe seconded the motion, and all voted to approve.

*Procurement policy review:* Robins presented a revised draft unified procurement policy based on one recently adopted by RCD of Santa Cruz County, with their permission. Robins met

separately with RCDMC legal counsel Terry Rein and with the Executive Committee to discuss needed changes. Changes to the policy as presented at this meeting were more explicit language guiding contract amendments, and inclusion of references to locally and privately-funded contracts in addition to the state and federally-funded procurement procedures.

New Business

Directors/ Staff

Meet Your Makers Wine & Cheese “Friendraiser” Event: Director King will host Wine & Cheese Event at Cima Collina tasting room in Marina with a tentative date of Thursday, October 24<sup>th</sup>. The purpose of the event is to raise awareness about RCDMC conservation and education programs amongst the general public, particularly people who live on the Monterey Peninsula and who do not work in agricultural sector. King is still in the process of lining up the cheese donors and is looking for additional help in finding wineries to contribute. Director Lipe suggested posting ads on the local am station and NPR.

Speak Off Contest: The Speak Off Contest will be held on Thursday, September 19<sup>th</sup>. Two students have already confirmed their attendance and Barker will also reach out to the FARMS Leadership teachers to try to get more students’ participation. John Silveus offered to reach out to his Outward Bound students to get more potential participants.

Land Judging Contest: The Land Judging Contest will be held on Thursday, November 7<sup>th</sup>. We are still looking for a venue to host the event.

Announcements

Directors/ Robins

No announcements.

10:55 A.M.      Meeting Adjourned for bioreactor site tour

Next Regular RCD meeting & Site Tour:

Date:            Thursday September 19, 10am  
Location:        TBD