



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

(831) 424-1036, ext. 124

FEBRUARY 2016– REGULAR MEETING MINUTES—approved 4/21/2016

Regular Board Meeting, Thursday, February 19, 2016, 10:00 A.M. – 12:00 P.M.

Directors Present: B. Jefferson, R. King, J. Devers, B. Plemmons, L. Ferrasci
Directors Absent: E. Paddock, M. Duflock (Associate), P. Binsacca (Associate)
Others Present: P. Robins (RCDMC), B. Parsons (NRCS)
Recorders: P. Robins

| <u>Time</u> | <u>Agenda Topics</u> | <u>Presented by</u> |
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| 10:10 A.M. | <u>Call to Order</u> | <u>B. Jefferson</u> |
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Comments from the public

None.

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| <u>President's and Directors' Comments</u> | <u>Directors</u> |
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Director Ferrasci briefly discussed groundwater quality concerns in the Salinas Valley.

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| <u>Minutes for January 2016 Meeting (Review for Approval)</u> | <u>P. Robins/Directors</u> |
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After reviewing the minutes, Director Devers moved to approve the January 21, 2016 Meeting Minutes. Director King seconded the motion, which was approved by unanimous vote.

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| <u>NRCS Update</u> | <u>B. Parsons</u> |
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B Parsons noted that the Salinas Field Office had received over 50 requests for assistance since October. The next 'batching' dates are April 15 and June 17. There are 5 contracts in process. She commented that she is working to keep their contract-funded projects in line with NRCS policies regarding environmental and cultural resource review, and hopes that new regional cultural resources specialist will be able to assist with the associated work.

President Jefferson noted that the additional paperwork would be a source of additional frustration for cooperators. Parsons added that she is limiting the number of new contracts if they have engineering components due to the long-standing backlog in the Field Office.

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| <u>Budget and Finances (Review & Approval)</u> | <u>P. Robins / Directors</u> |
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Monthly Financial Statements and Bills: P. Robins presented the financial statements regarding Accounts Receivable, Payables and Bank balances for the period ending February 19, 2016. The accrual account balance on February 19, 2016 was \$172,487.34 with \$75,162.79 in the Chase Bank and County Treasury accounts (taking into account checks to be signed at the meeting), \$126,342 in liabilities, and \$223,666.75 due to the RCD as receivables from various grants and outstanding invoices. By comparison, the Accrual accounting balance for District Funds stood at \$182,371.33 on January 21, 2016.

P. Robins presented the list of detailed expenses to be paid in February including bi-weekly salary through February 14, one-time and recurring miscellaneous expenses, and reimbursement for expenses incurred during the month of February. Approval for the February financial statements and for February expenses from the Chase Bank account was motioned by Director King, seconded by Director Plemmons and passed by a unanimous vote of directors present (5-0).

New BusinessDirectors

- Robins presented the revised annual budget as reviewed by the Finance Committee. Director Plemmons moved to approve the balanced budget with the provision that two excel formula errors be corrected under the closed 'Cachuma RCD' project and in the 'Contingency' line. Director King seconded the motion. All present voted to approve the motion. Robins was directed to present the corrected document to President Jefferson at the next board meeting for signature.
- Directors discussed new board member recruitment to fill the seat left open by Director Duflock's departure. President Jefferson indicated he would conduct outreach with mid- and south-county growers before the March meeting.
- Directors discussed shifting the March 22 Organizational Review retreat to a 10am start and agreed to hold a separate board meeting on March 24 that would focus on completion of the biennial AB 123 Ethics Training.
- Robins briefly reviewed the audit report of the 2014-15 financial statements as provided by Bette Grace of Grace Accounting to the RCD Finance Committee on January 21. The report included no findings of significance and confirmed an improved financial situation for the RCD over that period. Directors commented that the report was acceptable other than an outdated board member roster at the beginning of the document. Director Devers moved to accept the audit report with an updated board roster. Director Plemmons seconded the motion. All present voted to approve the motion. Robins was directed to inform Grace of the requested change.
- Robins and Director Devers presented drafts of Procurement Policies for Construction Contracts and Professional Services for consideration. Robins was directed to verify the contract size thresholds for different solicitation requirements were appropriate relative to the District's size, and to review that information with the Finance Committee prior to final board consideration of the policies presented.
- Directors briefly discussed planning for the spring RCD BBQ and agreed upon April 28 as the most convenient date in regards to avoiding conflicts with other spring events. President Jefferson offered to check for the availability of the Rodeo Room at the Salinas Rodeo Grounds. Directors also discussed potential honorees for annual Cooperator recognition.

Program UpdatesP. Robins

Robins briefly described the interview process for the Conservation Ecologist position, noting that there were three solid candidates but that an offer had not yet been made to the top-rated candidate.

Closing DiscussionDirectors

12:00 P.M.

Meeting AdjournedB. Jefferson

The next Regular RCD meeting will be held:

Date: **March 24, 10-12pm**

Location: **RCDMC Office, 744-A LaGuardia St., Salinas, CA 93905**