



OCTOBER 2016– REGULAR MEETING MINUTES—approved 11/15/2016

Regular Board Meeting, Thursday, October 20, 2016, 1:00 P.M. – 3:00 P.M.

Directors Present: B. Jefferson, R. King, J. Devers, B. Plemmons
Directors Absent: E. Paddock, L. Ferrasci, 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>
1:20pm	<u>Call to Order</u>	<u>B. Jefferson</u>

Comments from the public

None.

<u>President's and Directors' Comments</u>	<u>Directors</u>
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Director Devers commented that she was very impressed with the Strategic Planning process as being led by Solid Ground Consulting.

<u>NRCS Update</u>	<u>B. Parsons</u>
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B. Parsons provide the Board with the attached summary report and reviewed its contents with the board. Director Jefferson inquired about the ongoing understaffing issue with the NRCS Field Office, which Parsons concurred was not acceptable for meeting the County's needs and conveyed her shared frustration.

Minutes for September 2016 Meeting and October 11 Special Meeting (Review for Approval)

P. Robins/Directors

After reviewing the minutes for the September Regular Meeting and the records from the October 11 Special Meeting, Director Devers moved to approve the September 22, 2016 Regular Meeting Minutes and record provided from Solid Ground Consulting as Minutes for the October 11, 2016 Special Strategic Planning Meeting. Director King seconded the motion to approve both minutes, which was approved by unanimous vote.

<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 October 20, 2016. The accrual account balance on October 20, 2016 was \$186,994.86 with \$20,711.29 in the Chase Bank and County Treasury accounts (taking into account checks to be signed at the meeting), \$188,634 in liabilities, and \$354,918.02 due to the RCD as receivables from various grants and outstanding invoices. By comparison, the Accrual accounting balance for District Funds stood at \$180,801.88 on September 22, 2016.

P. Robins presented the list of detailed expenses to be paid in October including bi-weekly salary through October 16, one-time and recurring miscellaneous expenses, and reimbursement for expenses incurred during the month of October. Approval for the October financial statements and for October expenses from the Chase Bank account was motioned by Director King, seconded by Director Plemmons and passed by a unanimous vote.

New Business

Directors

Directors briefly discussed the empty board seat, and Director Jefferson committed to following up with additional contacts in the search for a new Director.

Directors briefly previewed recommendations from the October 11 Strategic Planning Retreat, which is to receive further discussion at the November meeting after careful reading in the interim.

Robins gave a brief overview of pending new policies that he and the Finance Committee have been developing and commented that besides the two for consideration at this meeting, they would have a set of Financial Procedures and a Director Reimbursement Policy to present for consideration at the November Board Meeting. Once those are completed the RCD would have all necessary policies in place for meeting Tier 1 RCD standards in California.

Directors reviewed the recommended new District policy for Fee-for-Service work. After brief discussion, Director King moved to approve the Fee-for-Service policy as presented. Director Devers seconded the motion, and all present voted to approve the policy.

Directors next considered the Procurement Policy for Construction Projects. Director Plemmons moved to approve the policy as proposed. Director King seconded the motion, which all voted to approve.

Program Updates

Robins

The RCD will serve as a subcontractor under a new Specialty Crop Block Grant award for water quality practices education to be led by the CDFA Fertilizer Research and Education Program for two years.

The CA Dept of Fish and Wildlife approved a Routine Maintenance Agreement (RMA) for the Salinas River Stream Maintenance Program, and RCD staff are now working with landowners and CDFW for individual project approvals under the RMA.

The RCD recently completed subcontracts with two different contractors for the Blanco Drain Treatment Wetland 100% Design Project (Flow-West Engineering) and Santa Rita Creek Stream Management Planning (Balance Hydrologics) that are now underway with funding from the Coastal Conservancy through the Integrated Watershed Restoration Program (IWRP).

Closing Discussion

Directors.

Directors agreed that **the next Regular RCD meeting will be held on November 15, 10am-12pm at the RCDMC Office, 744-A LaGuardia St., Salinas, CA 93905**

3:00 P.M. Meeting Adjourned

B. Jefferson