



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

(831) 975-7775

**May 28, 2020— MEETING MINUTES—APPROVED 6-18-2020**

Regular Board Meeting, Thursday, May 28, 2020, 10:00 A.M. – 12:00 P.M.

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

Directors Absent: None

Others Present: P. Robins (RCDMC), M. Barker (RCDMC), M. Errea (RCDMC), B. Bates (RCDMC), J. Tuitele-Lewis (RCDMC), E. Boyland (NRCS), Marissa Ritter

Recorders: M. Barker, P. Robins

Note: Because of shelter-in-place orders for the COVID-19 outbreak, the meeting was held by teleconference at <https://zoom.us/j/91896050939?>. Participants also had the option to call in to 669-900-6833.

<u>Time</u>	<u>Agenda Topics</u>	<u>Presented by</u>
10:05 A.M.	Call to Order	<u>R. King</u>

Public Comment: None.

Consent Agenda

- *Approval of Draft Meeting Agenda*
- *Approval of Minutes from the April 16, 2020 Regular Board Meeting*
- *Accept Staff Activities Report for April 2020.*

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

Reports

*Executive Director Report:* Robins expressed that all RCDMC are all still primarily working remotely. Currently, 1 to 2 RCDMC staff members are going into the office each week while using best practices for social distancing. Robins shared that there have been some limitations for certain staff with regards to working with small producers in the field due to the COVID-19 outbreak.

*NRCS Comments:* NRCS District Conservationist Erika Boyland shared that NRCS leadership is developing a protocol for NRCS field offices with regards to COVID-19 precautions. All employees must wear paper or cloth face coverings for all face-to-face interactions with customers. A shipment of face masks have been ordered and should arrive soon.

NRCS is working on a mentor program for employees that have less than 36 months of experience. NRCS is looking for producers who are passionate about conservation that might be interested in training NRCS employees. Boyland expressed that a lot of new employees do not have a background in farming and so these trainings should help bridge

that gap. All field offices have been encouraged by the state office to have local work group meetings annually. NRCS just wrapped up Batch 2 ranking decisions on May 8<sup>th</sup>. The final batching period will end June 26<sup>th</sup>. Most NRCS staff are still working remotely, with the exception of one employee who is in the office daily and who is available to pick up mail.

*Directors' Updates & Committee Reports:* none.

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 May 28, 2020. The accrual account balance on May 28, 2020 was \$212,415.77 with \$29,968.16 in the Chase Bank and County Treasury accounts (taking into account checks to be signed at the meeting), \$300,298 in liabilities, and \$482,745.28 due to the RCD as receivables from various grants and outstanding invoices. For comparison, the Accrual accounting balance for District Funds stood at \$184,232.16 on April 16, 2020.

*Expenses:* Errea presented the list of detailed expenses to be paid in April including bi-weekly salary through May 28, one-time and recurring miscellaneous expenses, and reimbursement for expenses incurred during the months of April and May, totaling \$53,926.15.

Director Lipe moved to approve the May financial statements and the April and May expenses as presented. Director Doud seconded the motion, and all voted to approve.

*Review of New or Revised Independent Contractor Agreements:* The Board reviewed two new agreements and two modifications. The first new agreement was with the Elkhorn Slough Foundation (ESF). The ESF will develop a eucalyptus removal plan for the Elkhorn Slough Watershed with Integrated Watershed Restoration Program funding from the State Coastal Conservancy, with an NTE of \$43,415, to be completed by December 31, 2020.

The second new agreement was with Karen Gaffney from CSUMB who is assisting Emily Zefferman with evaluation of vegetation monitoring data collected for the Arundo Control Program with an NTE of \$5,000, funded by 2016 and 2019 WCB-SFEP grants and completed by December 31, 2020.

ACS Habitat ICA (2019-13, Modification 3) authorizes ACS Habitat, Inc, to work through 2020 to conduct retreatments of Arundo as well as initial treatments with an NTE amount of \$500,000 for the 2020 work season, through November 15, 2020. Rates will continue to follow those in the contract.

Burleson Consulting (ICA 2019-06, Modification 1) authorizes Burleson to conduct work through the 2020 work season with a 2020 NTE amount of \$100,000-\$50,000 for work under the Stream Maintenance Program and \$50,000 for work under the Arundo Control Program.

The Board reviewed the Burleson Consulting agreement under the Salinas River Stream Maintenance Program and Arundo Control Program, as well as the new agreements for the Elkhorn Slough Foundation and Karen Gaffney from CSUMB.

Director Lipe moved to approve the new and augmented contracts as presented. Director King seconded the motion, and all voted to approve

Director Lipe moved to approve the ACS Habitat award. Director Clarke seconded the motion, and all voted to approve with B. Plemmons choosing to abstain from the vote due to a conflict of

interest.

### New Business

### Directors/ Staff

*Resolution No. 2020-03. Champagne-Weston Fish Passage:* Robins presented Resolution No. 2020-03 to the board for review. RCDMC intends to design and implement a steelhead fish passage improvement project on Cachagua Creek with a combination of Carmel River Settlement Funds and other grant funds. The resolution approves the filing of the Weston-Champagne Fish Passage Improvement Project application for funding from the State Coastal Conservancy and certifies that RCDMC will comply with all regulations applicable to the project. It also appoints the RCDMC Executive Director or Board President as a representative of RCDMC to conduct negotiations and sign all necessary documents required for the project.

Director Plemmons moved to approve Resolution No. 2020-03. Director Lipe seconded the motion, and all voted to approve.

*Resolution No. 2020-04 Dry Period Loan Request for Monterey County Treasurer for Fiscal Year Ending June 202:* Robins presented Resolution No. 2020-04 Dry Period Loan Request to the board for review. The dry period loan request agrees to allow the Monterey County Treasurer to make a temporary transfer to RCDMC for \$200,000 or less. A certified copy of the resolution will also be sent to the County Treasurer,

Director Plemmons moved to approve Resolution No. 2020-04. Director Gularte seconded the motion, and all voted to approve.

*RCD of Monterey County Annual Work Plan and Budget 2020-21:* Robins provided an overview of the Annual Work Plan and Draft Budget for the Fiscal Year July 1, 2020 through June 30, 2021. The work plan establishes specific actions for 2020-2021 based upon key goals outlined in the 2017-2022 Strategic Plan. The draft budget includes projected cash receipts, disbursements and balances for the coming fiscal year. Project and funder descriptions are also included in the budget.

*Staff Presentation about Salinas River Programs—B. Bates:* RCDMC Stream Maintenance Program Coordinator Brandt Bates provided an overview of the Salinas River SMP 2019 work season. He started with an overview of the 2019 work season in which maintenance activities occurred in 22 secondary channels and one selective treatment area. A total of 120.31 acres of native and non-native vegetation removal occurred within secondary channels and a selective treatment area. Sediment was also removed from one secondary channel and one tributary. Bates explained that as mitigation for program impacts, Arundo was removed via herbicide and/or mowing on 81.4 acres outside secondary channels in RMUs 3, 4, and 6, including 6.6 acres of initial treatment and 74.8 acres of retreatment. For tree removal mitigation, cottonwood planting occurred at RMU 4. Bates stated that no state- or federally-threatened or endangered animals or plants were observed during the 2019 work season. He also shared that during the coming 2020 work season, two new channels will be managed near King City and San Ardo.

*Annual RCDMC Fundraiser BBQ Update:* Director Jefferson suggested a date of Friday, October 2nd at the Salinas Rodeo Room based on availability for the venue. A date for the event has yet to be determined.

*Other discussions:* Board members also discussed that in the future, board meetings could be simultaneously hosted via zoom and in-person when the shelter-in-place is lifted.

Announcements

Directors/ Robins

None to report.

12:07 P.M. Meeting Adjourned

Next Regular RCD meeting:

Date: Thursday, June 18, 10am

Location: Meeting will be held by teleconference



8/26/2020

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Minutes approved