



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

(831) 975-7775

May 19, 2022– MEETING MINUTES—Approved June 23, 2022

Regular Board Meeting, Thursday, May 19, 2022, 10:00 A.M. – 12:00 P.M.

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

Directors Absent: Ritter (Associate), I. Mendoza (Associate)

Others Present: P. Robins (RCDMC), M. Errea (RCDMC), M. Barker (RCDMC), A. Peterson (RCDMC), J. Tuitele-Lewis (RCDMC), A. DeLara (NRCS), Allison Gomez (Scheid)

Recorder: P. Robins, M. Barker

The meeting was held in hybrid form, both in-person and by Zoom conference.

Open Session: Director Jefferson called the meeting to Order at 10:04 am.

Public Comment:

None.

Consent Items:

- Approval of Resolution 22-08 to comply with AB 361 for remote meetings
- Approval of Draft Meeting Agenda
- Approval of Minutes from the April 21, 2022 Regular Board meeting
- Staff Activities Report for April 2022

Director Lipe moved to approve the Consent Items. Director Clarke seconded the motion, and all voted to approve.

Reports

NRCS Report:

NRCS Salinas District Conservationist Ari DeLara reported that the first round of EQIP applications has been obligated, totaling \$450K in contracts. For the Joint Chiefs Santa Lucia Forest and Fire Prevention funding pool, almost all of the 15 applications submitted this spring should get funded assuming the Farm Services Agency (FSA) can process all the applications. Of the \$300K limit for the annual fund pool, those applications should add up to about \$250,000. likely to be obligated. Regarding office function, DeLara reported that both the Soil conservationist (Tokunaga) and Engineer (Flores) will be away for several months on temporary duties in other field offices. DeLara and the office Agronomist (Nordquist) will be the remaining staff in the office, supported by the engineer from the Hollister field office doing double-duty, with a Hartnell College intern to be starting for the summer.

Executive Director Report:

Robins shared that he and staff have been preparing the annual budget and work plan and upcoming performance reviews. Two new, small grants awarded include funding for urban ag

assistance planning from the National Association of Conservation Districts and funding for community pollinator planting projects from the Community Foundation for Monterey County. The RCD also recently learned that our \$50,000 loan cash flow assistance request from CARCD's revolving loan fund was approved and should be funded in June.

Director Reports:

Director Lipe noted that the Groundwater Sustainability Agency (GSA) is moving forward with new, increased administrative fees. Robins noted that he is on the Implementation Committee for the Eastside Sub-Basin. Director Doud reported that Audubon California is still seeking more landowners for their Conservation Ranching certification program. Gularte announced that Tuesday, Jun 28th there will be a SAGE dinner at Rancho Cielo. They are looking for donors. Director Plemmons announced that the upcoming semi-annual RCD Regional meeting is on June 2nd in Pescadero. Director Clarke announced a seasonality of *E. coli* presentation to be given by Maria Brandel for the Leafy Greens Research board at the Grower Shipper Association office at 1pm today.

Old or Standing Business

P. Robins / Directors

No items pulled from the Consent Agenda.

Monthly Financial Statements:

Finance Manager Errea presented the financial statements regarding Accounts Receivable, Payables and Bank balances for the period ending May 19, 2022. The accrual account balance on May 19, 2022 was \$273,424.22, with a balance of \$210,368.56 in the Chase Bank and County Treasury (including loans and advance payments), \$320,359 in liabilities, and \$383,414.76 due to the RCD as receivables from various grants and outstanding invoices. For comparison, the Accrual accounting balance for District Funds stood at \$250,719.54 on April 21, 2022.

Expenses:

Errea presented the list of detailed expenses to be paid on May 19, including bi-weekly salary through May 8, one-time and recurring miscellaneous expenses, and reimbursement for expenses incurred during the months of April and May, totaling \$71,179.02.

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

New Contracts and Agreements for review:

Independent Contractor Agreement 2019-13 with Burlison Consulting extension for an amount NTE \$70,000 to extend biological oversight services for the Salinas River Stream Maintenance Program through 2023. Costs would be covered by the Salinas River Stream Maintenance Program landowner contributions. The original contract expires March 30, 2022, and this would grant an extension through December 31, 2023. Directors identified no potential conflicts of interest.

Director Lipe moved to approve the described extension and Director Doud seconded the motion. All voted to approve the extension of the agreement as described.

New business

Consideration of Resolution 2022-09 for entry into data analysis agreement with CA State Parks. Robins described the need for Resolution 2022-09 in order to enter into a \$100,000 snowy plover data analysis agreement with CA State Parks. State Parks has been gathering data on their lands for 20 years and has requested that RCDMC facilitate contracting for

completing the associated data analysis.

Director Lipe moved to approve Resolution 2022-09, and Director Doud seconded the motion. All voted to approve.

FY 20-21 Financials Audit Report. Travis Hole from Moss, Levy, Hartzheim presented the report from their independent audit of the RCDMC Fiscal Year 2020-2021 financial statements. According to the report, “the financial statements present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Resource Conservation District of Monterey County, as of June 30, 2021, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.” The audited financials showed a reduction in fund balance of -\$29,227 during the year to \$199,260 on June 30, 2021.

Director Lipe moved to accept the audit report as presented, which Director Doud seconded, and all voted to approve.,

Draft FY 22-23 Budget and Work Plan. Robins reviewed a draft of the Fiscal Year 2022-2023 budget, which included elements to consider for non grant-based expenses that will either be offset by indirect expense charges on grants or will require spending against our cash balance (savings) depending on the anticipated indirect expenses income for the year. These possible general expense items included the FY2021-22 Records Audit, Initiation of a Flexible Spending Account and Health Savings Account program, Contract with Matrix or similar firm to create more articulated and effective indirect cost charges for different contracts depending on the funding source, laptop computer replacements for Jamie Tuitele-Lewis and Maggie Errea, Conventional ~\$50k Line of Credit loan using skidsteer as collateral, Employer match increase for updated retirement program, Contract with facilitator for Strategic Plan update (if conducted in FY 22-23), and a possible truck lease (perhaps using skidsteer as collateral).

Proposed Employee Compensation and Retirement Program updates. Robins reviewed a draft of the updated Compensation Policy which includes revised Position Categories, Level, and Pay ranges, an updated Annual Pay Increase Structure, and a new proposal for Employee Retirement and Savings Account Benefits that include a CALPERS 457b Program, as well as Employer Match Increase to employee retirement contributions to 8% or more, Equitable Savlngs, Health and Childcare Savings Accounts, and Benefits for Returning Seasonal Employees.

Salinas River Partners BBQ fundraiser report. This year’s Salinas River Partners BBQ fundraiser was held at Rustique Winery on April 28th. This was the first time RCDMC held its annual BBQ in three years due to the COVID-related restrictions of recent years. Along with co-hosting organization, the Salinas River Stream Maintenance Program River Management Unit Association, RCDMC raised almost \$10,000 (after expenses) to support collaborative work along the Salinas River. This year’s Guest of Honor was Benny Jefferson, our Board President, who was acknowledged for his years of service to RCDMC and the farming community.

Announcements

None.

Directors/ Robins

12:04 P.M. Meeting Adjourned

Next Regular RCD meeting: Thursday, June 16th, 10am. Meeting will be held both in-person and by Zoom. The location will be at the RCDMC Salinas Office in Salinas.