



# Yolo County Resource Conservation District

221 West Court Street, Suite 1  
Woodland, CA 95695

phone: (530) 661-1688  
www.yolorcd.org

## BOARD OF DIRECTORS - REGULAR BUSINESS MEETING MINUTES

**Date:** Wednesday August 19, 2020

**Time:** 5:05 pm- 6:55pm

**Location:** All-remote meeting, to comply with COVID-19 requirements.

**Directors Present:** Mike Leacox (Vice President), Mike Turkovich (Secretary), Anya Perron-Burdick, Miranda Driver.

**Directors Absent:** Mark Cady (President), Eric Wilson (Associate Director).

**Others Present:** Heather Nichols (Executive Director), Sheila Pratt, Phil Hogan (NRCS), Rexie Harrist (NRCS)

1. **Call Meeting to Order and Introductions** – The meeting was called to order at 5:05 pm by Vice President Leacox.
2. **Approval of Agenda and Minutes:** ACTION: Approve the agenda as presented; MOTION: Turkovich; SECOND: Perron-Burdick; AYES: Unanimous (Turkovich, Leacox, Perron-Burdick). Approve the minutes of the July 15<sup>th</sup> meeting as presented; MOTION: Perron-Burdick SECOND: Turkovich. AYES: Unanimous (Turkovich, Leacox, Perron-Burdick).
3. **Public Comment:** There were no comments from the public
4. **Ratify/Approve Payment of Claims and Expenditures (List of Checks):** ACTION: Ratify paid claims and expenditures under ED's authorization limit and approve payment of claims and expenditures above ED's authorization limit; MOTION: Turkovich; SECOND: Perron-Burdick. AYES: Unanimous (Turkovich, Leacox, Perron-Burdick, Driver).
5. **Regular Reports:**
  - a. NRCS District Conservationist's Report: Phil Hogan, NRCS District Conservationist. Hogan reported that the last few weeks have been busy with obligating contracts. Hogan introduced Rexie Harrist, the new NRCS Soil Conservationist for the Woodland Field Office. The Board welcomed Harrist and introduced themselves.
  - b. RCD Executive Director's Report: Heather Nichols, Executive Director (ED). Nichols reported the sad news that John Anderson passed away this morning. John is a former RCD board director, founder of Hedgerow Farms, a leader in the northern California conservation community and a friend and colleague to several RCD staff members. He will be greatly missed. The RCD has had two catalytic convertors stolen this last month from the office parking lot. We are now parking vehicles at the county yard. Our arundo eradication program will start in September. The ED Support Committee will include a discussion on diversity, equity and inclusion. Nichols is interested in better understanding the need for multi-language workshops, outreach materials and technical services in the county.
    - i. Accounting transition update: Complete financial reports at not yet available for July due to errors in our new QuickBooks set up. Corrections are underway and we hope to have monthly financial reporting available by the next board meeting.
    - ii. Monthly financial report: Cash balance as of August 12, 2020 was \$588,213 with payments pending of \$27,300, encumbered cash of \$240,722 and total receivables of \$255,624.

Monthly billing is delayed for the first quarter as project managers need more time to master the new procedures. Nichols reviewed the dashboard. We have three new projects to add to the annual budget; our grant award from CAL FIRE has gone into contract; we were not awarded our CDFA healthy soils demonstration project with Hedgerow Farms; we plan to submit a DOC Watershed Coordinator grant proposal to support conservation implementation of practices that improve groundwater sustainability in the Yolo Subbasin; and we are in discussion with several neighboring RCDs to plan for additional wildfire prevention and recovery resources for the region.

- iii. COVID-19 and preparing for uncertainty: Our school and community-based programs have been impacted by COVID-19 and we are working with our partner organizations to adjust in order to continue this season. One of our funders has paused their funding activities through the end of the calendar year causing some uncertainty in future program funding. The board asked Nichols to quantify the potential impact of losing this funding. Nichols stated that funding for 2020 is secured, but uncertain for 2021. It could be a loss of \$70,000 annually which is about a three-quarters time FTE. Leacox asked for more analysis.
- c. Board member reports and comments: Driver asked about the reserve funds that were released for cash flow last month. Nichols and Board agree the intention is to return the funds to the reserve account as soon as we are able. Likely fall 2021.

#### 6. **New Business:**

- a. Approve FY2020-2021 Budget for Farm and Ranch Clean Up Project on Putah Creek (SC03) \$13,047.58: ACTION: Approve FY2020-2021 Budget for Farm and Ranch Clean Up Project on Putah Creek (SC03) \$13,047.58. MOTION: Driver; SECOND: Perron-Burdick; AYES: Unanimous (Turkovich, Leacox, Perron-Burdick, Driver).
- b. \*\*Approve FY2020-2021 Budget for City of Woodland Workshop Series (CW12) \$5,000.00: ACTION: Approve FY2020-2021 Budget for City of Woodland Workshop Series (CW12) \$5,000.00. MOTION: Turkovich; SECOND: Driver; AYES: Unanimous (Turkovich, Leacox, Perron-Burdick, Driver).
- c. \*\*Approve FY2020-2021 Budget for Capay Open Space Park Extension (SN01) \$16,470.25: ACTION: Approve FY2020-2021 Budget for Capay Open Space Park Extension (SN01) \$16,470.25. MOTION: Turkovich; SECOND: Driver; AYES: Unanimous (Turkovich, Leacox, Perron-Burdick, Driver).
- d. \*\*Approve release of \$5,000 from Capital Asset Replacement for metal roof for storage yard: ACTION: Approve release of \$5,000 from Capital Asset Replacement for metal roof for storage yard. MOTION: Turkovich; SECOND: Perron-Burdick; AYES: Unanimous (Turkovich, Leacox, Perron-Burdick, Driver).
- e. Approve Resolution 2020-02: A Resolution of the Board of Directors of Yolo County Resource Conservation District Approving the Application for Grant Funds from the California Department of Conservation Sustainable Groundwater Management Watershed Coordinator Grant Program: ACTION: Approve Resolution 2020-02: A Resolution of the Board of Directors of Yolo County Resource Conservation District Approving the Application for Grant Funds from the California Department of Conservation Sustainable Groundwater Management Watershed Coordinator Grant Program. MOTION: Driver; SECOND: Turkovich; AYES: Unanimous (Turkovich, Leacox, Perron-Burdick, Driver).
- #### 7. **Old Business:**
- a. \*\*Approve RCD Financial Policy: ACTION: Approve RCD Financial Policy. MOTION: Driver; SECOND: Turkovich; AYES: Unanimous (Turkovich, Leacox, Perron-Burdick).
- b. \*\*Approve 2020-2021 Annual Plan: ACTION: Approve 2020-2021 Annual Plan. MOTION: Perron-Burdick; SECOND: Turkovich; AYES: Unanimous (Turkovich, Leacox, Perron-Burdick).



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8. **Confirm Next Meeting Date and Location:** Wednesday, September 16, 2020 at 5:05 pm at the Yolo County RCD Office or all-remote.

Minutes Respectfully Submitted by: Mike Turkovich, Board Secretary. Approved on September 16, 2020 by the Yolo County Resource Conservation District Board.

By:

  
Board Secretary, Mike Turkovich