BOARD OF DIRECTORS-REGULAR BUSINESS MEETING MINUTES

Date: Wednesday, October 16, 2019
Time: 5:06 pm – 7:31 pm
Location: Yolo County RCD, 221 West Court St. Ste.1, Woodland, CA
Directors Present: Mark Cady (President), Mike Turkovich (Secretary), Anya Perron-Burdick, and Miranda Driver
Directors Absent: Michael Leacox (Vice President)
Others Present: Heather Nichols, Phil Hogan, Amy Williams

1. Call Meeting to Order and Introductions – Cady: The meeting was called to order at 5:06 pm.

2. **Approval of Agenda and Minutes**: ACTION: Approve the agenda as presented; MOTION: Turkovich, SECOND: Driver. AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver) Approve the September 18, 2019 Regular Meeting minutes as presented; MOTION: Turkovich, SECOND: Perron-Burdick. AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver).

3. ****Public Comment: None.


5. Regular Reports:
   a. **NRCS Update**: Phil Hogan, NRCS District Conservationist. Phil sent a monthly narrative for September, (included in packet). SoilWeb app is back up and available. Fanny Ye has taken another position with NRCS and is moving out of state in November. Several trainings coming up: conservation planning and contracting software, environmental evaluations. EQIP applications are being received, but there is a delay in processing due to staff shortages and new ranking and contracting program roll out. Deadline should be in Jan-early Feb. NRCS created soils map for Peabody Ranch for RCD. PGE is creating another solar energy farm that will impact prime farmland; Phil has provided information to the county. More than two miles hedgerows were installed last year.

   b. **Executive Director’s Report**: Heather Nichols, Executive Director. Met with CAL FIRE battalion chief Chris Waters & Miguel Watson (Capay) to discuss CAL FIRE contract, which is delayed due to administrative slowdowns. Working on new scope of work for CDFW to avoid gap in service to ag lease management on the Yolo Bypass Wildlife Area. Planning to request a new contribution agreement with NRCS. Working on proposal with Solano/Lake/Napa RCDs for Regional Conservation Partnership Program. Collaborating with Carbon Cycle Institute to work with the county to recognize climate beneficial conservation practices implemented on agricultural lands as contributing to local climate goals. Upcoming events: 1st SLEWS day scheduled for River Garden Farms on 22nd; Farm City banquet; Tanya and Joanne attending CAL-IPC conference; Sacramento Valley RCD Regional meeting; CARCD conference; Regional carbon farm network meetings; 25th Bucks for Ducks; Salmon Festival 11/22. SWEEP program – RCD providing tech assistance. Jeanette writing land management plans for the HCP/NCCP. Heather and Jeanette hosting stakeholder meetings for local input in updating the Yolo Bypass Drainage and Infrastructure Improvement study. The Center for Land-Based Learning SLEWS program needs mentors.

5. i. **Financial Report**: Nichols reports that June, July, August all closed. July & August closed but not reviewed. Subcontracts delayed due to project delays. Some materials/plants funding not used due to permit delay. Waiting for delayed invoice to update accounts and receivables discrepancy. Reviewed dashboard: Nichols working on project extensions 1) Delta Conservancy extension-encroachment permit approval delayed until November 2) WCB planning grant.
Accounting Transition Report: Nichols presented a timeline of chapters for implementing transition and list of goals and questions we have for our new accounting system wish list. Directors request she send the report to Vice President Leacock for review before the next meeting. Directors recommended interviewing several consultants to determine qualifications. Discussion of anticipated accounting transition budget going over budget. Board requests range of estimates from consultants before deciding how much to spend.

Board Member Reports and Comments: Driver - will be away next month. Cady: Attending CARCD Conference as speaker.

6. New Business:
   a. **Approve preferred option for ATV purchase:** ACTION: Approve preferred option for ATV purchase: MOTION: Perron-Burdick, to approve Option 2 – RCD to purchase ATV and rent to DWR, retaining capability to rent to other projects, SECOND: Turkovich. AYES: Unanimous (Cady, Turkovich, Perron-Burdick, Driver). Two options presented: 1) DWR bought and owned, used only for DWR projects 2) RCD bought and owned, usable for all projects and rentable to DWR.
   b. **Approve preferred option for Truck purchase:** ACTION: Approve preferred option for Truck purchase: MOTION: Tabled with action items listed below. Two options for truck purchase introduced: Rent/buy options for truck: 1) DWR bought and owned, usable only for DWR projects; 2a) RCD bought and owned, cash pay 2b) RCD bought w/zero down loan 2c) RCD bought w/down payment and loan. Board recommendation to create daily rental rate for truck, billable to all projects. Action requested: 1) produce a truck rental policy, 2) provide 3 options for purchasing another truck new or used.


8. Confirm Next Meeting Date and Location: Wednesday, November 20, 2019 at 5:05 pm at the Yolo County RCD Office (downstairs).

9. Regular Meeting Adjourned at 7:31 pm.

Minutes Respectfully Submitted by: Mike Turkovich, Board Secretary, and Heather Nichols, Executive Director. Approved on November 20, 2019 by the Yolo County Resource Conservation District Board.

By: [Signature]
Board Secretary, Mike Turkovich