**SUTTER COUNTY RESOURCE CONSERVATION**

**DISTRICT BOARD MEETING MINUTES**

**September 20, 2023**

**CALL TO ORDER**

Jennifer Sanders called the meeting to order at 2:16 p.m.

**ROLL CALL**

**DIRECTORS PRESENT:** Jennifer Sanders**,** Kelli Evans, Mike Johnston

**DIRECTORS ABSENT:** Jasdeep Bains

**DIRECTORS TARDY:**

**ASSOCIATE DIRECTORS PRESENT:** Donna Johnston

**ASSOCIATE DIRECTORS ABSENT:**

**STAFF PRESENT:** Nannette Pfister, District Manager, Karandave Kang - Project Manager, Rajvir Sahota, Project Specialist, Estefany Sanchez, Project Assistant

**STAFF ABSENT:**  Nicole Johnson, Administrative Assistant

**ADDITIONS/CHANGES to the Agenda: N/A**

**A motion was made by K. Evans, and seconded by M. Johnston to approve the September 20, 2023 Agenda. Motion was carried by unanimous voice vote.**

**PUBLIC PARTICIPATION:**

D.J. Baker -Yuba County Resource Conservation District, Heather Montgomery, UCCE Climate Smart Corporate Extension

D.J. Baker reported he has been working on obtaining funding for a wildlife prevention plan and a small landowner project.

**CONSENT CALENDAR AND MONTHLY BILLS**

**Approval of Minutes**

The Minutes from August 16, 2023 were reviewed. **A motion was made by J. Sanders, and seconded by K. Evans, to approve the August 16, 2023 Minutes. Motion was carried by unanimous voice vote.**

**Monthly bills**

**Outstanding invoicing of $200.160.05**

Budget

There was a discussion about the remaining amount in the budget for the Equity grant now that it is nearing the end. There was a discussion about keeping the format for all of the budgets and reports in the board packets as consistent as possible.

It was announced that the new District Manager, Nannette Pfister would be starting on Monday October 2, 2023. Board President, Jennifer Sanders and Vice Chair, Kelli Evans indicated they would be at the office to meet with staff and the District Manager to go over policies, billing and project status.

The monthly bills and financial report for the month of August were reviewed. **A motion was made by K. Evans, and seconded by M. Johnston, to approve the August, 2023 financial report. Motion was carried by unanimous voice vote.**

**DISCUSSIONS & ACTION ITEMS**

There was a discussion about moving the location of monarch habitat under the WCB/CARCD grant to a new location that would ready for the implementation phase sooner than the previously proposed location. Two locations were proposed: One location on Gibson Avenue outside the RCD Office which would provide enough space for a monarch habitat and educational garden. It is on County property so the County would need to be contacted. The other location is in Live Oak along a walking path which has a lot of shade and is ideal for milkweed. The City of Live Oak would need to be contacted. Project Specialist Rajvir was placed in charge contacting Nancy at CARCD to make the necessary arrangements to move the project, choose the new location and get a plan in place to present to the Board at the October 16, 2023 meeting based on the location of her choice**. A motion was made by M. Johnston and seconded by K. Evans to approve moving the location of the monarch habitat to a new location chosen by the Project Specialist. Motion was carried by unanimous voice vote.**

There was an informational discussion the Sac-Valley Fall Meeting. SCRCD is hosting the Fall Meeting this year which will be held at the Star of India. It was suggested that there should be a large / long table for the raffle baskets. It was suggested that staff should not have to purchase raffle tickets. The morning is for presentations, then the Speak-Off. There will be a speaker to represent the Punjabi culture.

The presentation by Thomas Gast & Association was well received and very informative.

There was a discussion about Project Manager K. Kang’s vacation plans in late January/early February and whether or not a vacation of more than a few days needed Board approval. It was decided that providing notice that he would be leaving on vacation for one and half weeks was deemed adequate and board approval was not necessary.

There was a discussion about whether or not a change of date for the November board meeting would be necessary. As there may be a new board member by that time, there may be a quorum despite the fact that two members have stated they cannot make the meeting if the date isn’t changed. Instead, it was suggested that the Administrative Assistant and the District Manager could reach out to board members the week before the Board Meeting to obtain attendance status prior to the meeting to determine whether or not the meeting date should be changed or cancelled.

There was a discussion about ratifying the new UC grant that will fund the new District Manager’s position for the next two years.  **A motion was made by M. Johnston and seconded by K. Evans to approve and ratify the UC Grant. Motion was carried by unanimous voice vote. President J. Sanders will upload the signed documents onto the G. Drive.**

**ONGOING DISTRICT BUSINESS**

Project Manager K. Kang gave an update on Mobile Irrigation Lab. They have had a very productive season, completing over 50 evaluations, which is more than their quota for the season. Project Manager Kang the Project Manager from Yolo Country are partnering up and looking into obtaining pump evaluation certifications at Cal Poly during the winter and seeing about a grant where they could extend their funding for the project. He met with Heather Montgomery from Climate Smart and submitted a Farm Plan. He is keeping a template of what a farm plan should look like and the grant is pending a start date. He will also perform some evaluations for some Hmong farmers and he has agreed to help out the week of the 22nd with some evaluations. Project Manager K. Kang updated that activity in HSP/SWEEP program has slowed down right now but is expected to pick up in the next month. Funds in the program were recently divided between three counties when Yolo County joined the collaborative so our funding was reduced. We have been approved for the next round of the HSP/SWEEP program in a collaborative between 4 counties which includes Sutter, Yuba, Butte and Yolo counties. The actual contract and numbers for the contract are pending.

Project Specialist R. Sahota reported that the application round for the CUSP Drought Grant will open up on October 13, 2023. She has had a number of farmers apply and has done a lot of community outreach.

K. Evans gave an update on the Cal-Recycle program. She has turned over the new round to Project Specialist R. Sahota for Sutter and DJ Baker in Yuba but will still be around to answer any questions. For the new round, a Special Meeting needs to be scheduled on September 29th, at 2 pm to select the bidding contractor and vote on the Resolution to apply for the grant sites.

Project Specialist R. Sahota gave an update on the Equity grant. She has reached out to NRCS and contacted Wendy Kreibel. She is waiting to hear back. She contacted the Sikh temple who said they would be willing to host the soil tunnel during the Sikh parade but they would like a little more information like what the dimensions are and what days we are planning to have it. It was suggested that some funding from another grant could help fund the soil tunnel. Dates suggested were Nov 2 and 3rd for the soil tunnel at the Sikh parade.

It was suggested that budget sheets, cash flow, projection sheets and reports are streamlined. There should be one for each grant and one overall report encompassing all grants.

**CLOSING COMMENTS**

N/A

**ADJOURN**

The regular meeting was adjourned at 3:10 p.m. to closed session to review employee evaluations.

Next Meeting will be held on October 18, 2023 @ 2:00 p.m

Sutter County Resource Conservation District - Conference Room

144 Garden Hwy, Yuba City Ca, 9551