



**SUTTER COUNTY RESOURCE CONSERVATION  
DISTRICT BOARD MEETING MINUTES  
May 08, 2024**



**CALL TO ORDER**

Mike Johnston called the meeting to order at 12:15 p.m.

**ROLL CALL**

**DIRECTORS PRESENT:** Mike Johnston, Tom Barnes

**DIRECTORS ABSENT:**

**DIRECTORS TARDY:**

**ASSOCIATE DIRECTORS PRESENT:** Donna Johnston, Tim McGee

**ASSOCIATE DIRECTORS ABSENT:**

**STAFF PRESENT:** Rajvir Sahota-District Manager, Estefany Sanchez-Project Assistant, Nicole Johnson-Administrative Assistant

**ADDITIONS/CHANGES to the Agenda:**

**Mike Johnston amended for a closed session of 'Pending Litigation' scheduled for after the meeting.**

**PUBLIC PARTICIPATION:**

Tim McGee

**CONSENT CALENDAR AND MONTHLY BILLS**

**Approval of Minutes**

**A motion was made by T. Barnes, and seconded by M. Johnston to approve the April 21, 2024 Agenda. Motion was carried by unanimous voice vote.**

<b>Bank Balance RV -</b>	<b>\$34,813.80</b>
<b>Sutter County -</b>	<b>\$14,471.74</b>
<b>Outstanding bills</b>	<b>\$71,653.10</b>
<b>Outstanding invoicing</b>	<b>\$46,817.53</b>

There was a discussion about MIL grant outstanding invoicing for January and February and another total invoice for Yolo County for March- that has not been sent due to not having been paid in previous months yet. Discuss the total ending balance and how it was broken into Project Manager, Project assistant, and Administrative Assistant.

There was a discussion about who Board President, M. Johnston can talk to from Yolo County MIL.

R. Sahota discussed that the Scope of Work and Agreement was revised and SCRCO was responsible to have annual reports and follow ups for Project Managers.

There was an explanation to T. McGee about how partnerships work with other RCOs, invoicing with the different grants and budgets.

There was a discussion about the Reconciliation Report-it was determined to use a spreadsheet that is simple for Board Members to read. Showing money on hand, incoming, outgoing, and money owed. N. Johnson explained everything that she has billed out, liabilities. Explained spreadsheet that was made showing our annual expenses.

There was a discussion of what is owed to CARCO, hands out a projected spreadsheet to show what is owed and the outstanding including the two checks that have been stopped. Have not sent new checks due to other checks not being cashed yet. Will wait until the check is cleared to send the next one, Mary agreed for us to wait to send it.

Discussed about electronic payments due to checks being voided and not being cleared. Suggestions to talk to our bank to get electronic access to be able to work with a third party like Zelle or any other to issue checks through the account at no additional cost.

The Board President M. Johnston introduced board members T. Barnes Vice president, D. Johnston Associate Director and to T. McGee.

There was a discussion for an additional employee, looking for a Project Manager. Not necessarily with a college degree but with Agricultural experience primarily.

R. Sahota discussed her meeting with Wendy from NRCS- the employee that will be hired and will be connected with NRCS by working together in our office and some days in their office.

## **ONGOING DISTRICT BUSINESS**

District Manager R. Sahota reported that CUSP Drought Grant - The two invoices that were owed for six months have been approved and should be coming our way.

District Manager R. Sahota gave an update on the Monarch Habitat - Got one invoice paid but still has two that are owed. Next month we should have more funds from them.

District Manager R. Sahota gave an Update on CDFN -the invoice was sent to Colusa last month. Will obtain the \$4000 that was just to be part of the Soil Hub. Including zoom calls, being engaged with the farmers , helping them get to the website and all that is soil related. Should have another big invoice coming up from CDFN. There will be two carbon farm planners and seven grant writers hired by fall to help rcds write grant applications. Will have a meeting with them on Monday. Already have contacted 6 farmers and 2 have made it to the demonstration process. Presented flyer that was created by Estefany

Equity Grant - District Manager R. Sahota updated that We did also receive a check for equity for the final round. Final round was submitted and the report was done on the 30th of April. Helped 7 total farmers which were socially disadvantaged farmers and ranchers. This year they requested us to be at the Sikh Temple for 3 days in the first week of November and will provide us with 3 passes. Met with Punjabi Radio USA and Punjabi American Grower Group was huge. Will advertise all our information in a quick manner. Presented a flyer created by Estefany that was created including all of our grants, per Farm Bureau request to be advertised on their Newsletter. Also wants us to write an article for Farm Bureau magazine. Will take out printed out fliers to take around town to businesses to put on their information boards. Have not heard when it will start again but it should soon.

CAPGP -District Manager R. Sahota explained the grant has to have AG related property in order to plan to plant. We are able to plant up to three more monarch habitats as long as it costs around \$10 thousand dollars. Has farmers on the list already. Working with Yolo county, agreed to work on it. Will have NRCS' assistance with farm plan and carbon farm planning. Goal is to do before first phase review is due (June 14, 2024) to get the ten thousand. For future planting we will implement and connect with other grants, work with NRCS can get transportation cost, food, water and save WCB money.

There was a discussion about Sac Valley Soil Hub, there will be two carbon farm planners that will start by fall. Suggested employees can get an educational course and it will be covered.

HSP/SWEEP - Did not have anyone reach out to us. Will need to advertise a little more. Will provide training at our office and hers. Opens every three months. Sweep is on pause.

Cal-Recycle- Current round that Upper Valley Industries is working on the October round is coming to an end this week. Discussed that better pictures will be taken and will also be going out to farms and seeing what is being worked on not just the technical assistance and invoices. Will also have a new flyer. Application is being reviewed and submitted 4/01. There are 4 farmers from Sutter County and have 5 on the waitlist. Had been applying with Yuba and this year was applied independent and will continue to be independent. Will start a new process in about two weeks.

WCB- Ordered a kit through WCB Grant and was honored with one free kit. Pick up date for the kit is until October so will be buying more plants at the same location. Will be a huge tourist attraction. Will be planting a Tierra Buena location as soon as we get the plants. Area is ready to be planted.

Discussed that N. Johnson and R. Sahota attended a Financial management Seminar at CSDA. Learned about budgeting, honesty, fraud, importance of keeping your rcd on track and of reporting.

There was a discussion of upcoming events: the Sac Valley Regional Spring Meeting on May 15, 2024 from 9 - 3. T. Barnes will attend with employees.

## **ADJOURN**

The Sutter RCD meeting was adjourned at 1:45 p.m. to a closed session.

The closed session was adjourned by President Mike Johnston at 2:15pm with no action taken.

Next Meeting will be held on June 12, 2024 @ 12:00 p.m  
Sutter County Resource Conservation District - Conference Room  
144 Garden Hwy, Yuba City Ca, 9551