

Colusa County
RESOURCE CONSERVATION DISTRICT

April 16th, 2019
CCRCD Meeting Minutes

DIRECTORS PRESENT: Ben Felt, Beth Nall, Tom Hickok, Jay Dee Garr, and Kim Gallagher

DIRECTORS ABSENT:

ASSOCIATE DIRECTORS PRESENT: George Green,

ASSOCIATE DIRECTORS ABSENT: Jim LaGrande

OTHERS PRESENT: Liz Harper-CCRCD Executive Director, RCD, John Loudon, County, Wendy Krehbiel-NRCS

Ben Felt, CCRCD President called the meeting to order at 3:04 pm at, 100 Sunrise Blvd., Suite A-3 (Ben Felt's office), Colusa, CA

ACCEPTANCE OF AGENDA:

Harper added agenda item under CCRCD Discussion and Action Items: G- Review and approve Carbon Farm Plan Contract with CARCD.

PUBLIC/PARTNERS COMMUNICATIONS:

John Loudon reported on behalf of the Board of Supervisors on the annexation of CIP into the City of Colusa and potentially more county property to be added in the future, continued discussions on tax sharing are occurring between city and county; the county and City of Colusa is preparing a "Sphere of Influence" to measure the impacts of the cities intended growth.

Wendy Krehbiel reported on behalf of NRCS Colusa Field Office that the first batching period for applications are due mid-June so all NRCS planning documents will be completed by June 1st, 2019. CSP applications are due May 16th, 2019. This program is intended to reward the conservation practices that producers are already implementing along with adding conservation practices beyond the EQIP program. These contracts are for 5 years. Krehbiel reported the Bear Valley bloom is beginning.

There were no other reports by partners.

APPROVAL OF MINUTES:

A motion was made by Nall to approve the March 19th, 2019 minutes with no corrections. The motion was seconded by Garr and passed with 5 Ayes, 0 Noes and 0 absent.

FINANCIAL REPORT:

The Directors received a balance sheet for the period March 19th- April 15th, 2019. The CCRCD's fund balances were as follows: checking account \$1400.00; petty cash account \$93.64; CCRCD General Fund (03200) \$25,482.75; sales tax (03201) \$0; CCRCD Misc. Projects (032025) \$16,462.56; DOC Fund (032027) has a balance of \$8,015.81 and Clearing Account fund (032001) \$0.

The Board was presented with three (3) claims to be paid in April. Petty Cash in the amount of \$6.36, Mileage and Travel Reimbursement for Harper in the amount of \$379.52, CalCard in the amount of \$10.00. A motion was made by Gallagher and seconded by Hickok to approve the financial report and claims as submitted. The motion passed with 5 ayes 0 noes, and 0 absent.

CCRCD DISCUSSION AND ACTION ITEMS:

Harper introduced two new project opportunities to enhance and restore monarch/pollinator habitat. The first program through Xerces Society offers planting material for approx. .15 acres. These projects must be in a buffered zone from pesticide/herbicide sprays. The second is a potential program through the CARCD in which the CCRCD would apply for project funding. Harper sent out a survey to get a read on interest and project types our county could implement over the next few years.

A discussion of Auditor's proposals occurred after Harper presented the board with three contract proposals. The annual auditor fees ranged from \$3150-\$5800. The board favored the less expensive rate yet value the protocol of hiring different auditors each contract term. The board will vote in May on which auditing firm to go with for FY 18/19, 19/20, 20/21.

A discussion on Board vacancies continued. Harper is going to advertise vacancies in the local papers. Green suggested that the article contains a board member testimony as to why she/he is a director and what value the RCD has in the county. In addition, the article will lay out what the board is looking for in a new director (bi-lingual, legal and/or fiscal oversight).

A discussion on filling the vacancy on the Personnel Subcommittee covered the role and responsibility of the subcommittee. Nall and Garr both agreed to participate on the Personnel Subcommittee and will meet May 21st, 2019 at 2pm to review Harper's and Harmon's evaluations and develop a wage recommendation to the board. Harper will bring the budget for FY19/20 to determine wages.

Discussion on using funds from the CA Association of District Attorneys given to CCRCD in 2010 specifically for streambank erosion projects as match for NRCS' Emergency Watershed Program sponsorship. These funds will help with Harper's salary in meeting the match requirements NRCS will put forth in their upcoming Cooperative Agreement if the project goes through. A motion to approve using the funds for EWP sponsor requirement was made by Gallagher and seconded by Nall. The motion passed with 5 ayes 0 noes, and 0 absent

Golden State Risk Management's sexual harassment and ethics training day will take place May 9th at Granzella's from 9am-3pm. Training topics will include: Unlawful Harassment Prevention and Ethics Training. Garr and Harper will attend the day of training. Gallagher will forward training certification on sexual harassment to Harper and will complete ethics training online through Target Solutions. All other directors will be due for training next year in 2020.

A discussion on added agenda item, G-Review and approve Carbon Farm Plan contract covered Harper's availability and ability to complete task in Scope of Work. Nall wanted to know if Harper was taking on too many projects within the first year and who would support projects/administration if Harper couldn't. GIS mapping was another deliverable in the Scope of Works that the CCRCD will outsource to NRCS. Krehbiel with NRCS confirmed their participation in completing Colusa County's first carbon plan. Additionally, the process of selecting a farm will proceed with an application process in which applicants will be ranked and selected by a third-party (either NRCS or Carbon Cycle Institute). Finally, the board decided accounting for the \$15,000 fee for service should go into its own account and not the General Fund for tracking and future

project budget purposes. A motion to approve President to sign the contract was made by Gallagher and seconded by Nall. The motion passed with 5 ayes 0 noes, and 0 absent

CCRCD REPORTS:

Harper provided a written and verbal summary of the activities associated with the CCRCD projects during the past month. They reviewed the tasks not previously discussed during the meeting.

- **Department of Conservation Capacity Building Program;** Final invoice and report submitted.
- **NRCS Cooperative Agreement:** Harpmon continues to work on contract maintenance and conservation planning in Glenn and Colusa Counties. Leaves Monday April 15th for three-week conservation planning intensive from April 16th to May 2nd. Wildflower index was slowed because BV not blooming yet and Harmon will miss full bloom.
- **HSP/SWEEP Assistance:** Quarterly report and invoice completed and submitted. HSP request \$5666.72. SWEEP request \$4510.29. Harper continues to receive questions and interest in programs. Mentioned HSP grant for potential pollinator habitat funding.
- **Title III and CFSC:** Working on contacts with Cal Fire, local fire chiefs and community. Planning community meeting in Stonyford on April 22nd to address issues and concerns brought up from the Ranch Fire. Worked briefly with FireScope Mendocino, assisting with outreach but was canceled. Reached out to fire chiefs updating them on upcoming community meeting rather than FireScope Mendocino meeting. Read more on CWPPs.
- **Colusa Glenn Subwatershed Program-** No activity. The Sediment and Erosion Control Plan online certification tool is turned off but will be up and running later this year. Read through ILRP and Coalition emails.
- **Carbon Farm Planning-** CARCD contract- Harper attended CFP workshop in Santa Barbara County which was a great networking and educational experience. Harper met representative from Carbon Cycle Institute, CARCD project manager, and the Soil Health Coordinator. This allowed for Harper to ask many questions regarding the planning process. These contacts will be key resources in completing the first CFP in Colusa County.

Durable Collaboration call followed up discussions at the retreat. Sac Valley RCD staff from Butte, Tehama, Western Shasta, Lake, Yolo, Glenn and Colusa were present. Three areas of where regional collaboration were identified: Carbon Management from Farm to Forest, Water Systems Management, and Education & Outreach. The same groups that were formed at the retreat will create a concept proposal outline and paper at the regional meeting on May 17th, 2019. A Sac Valley MOU is in the works to formalize the region's commitment to large scale, multi-county projects.

Communication Academy- Harper completed the online portion of the course but is working through the 6 lessons and activities to present to the board. Harper presented the overarching concept of a communication platform and went over lesson one- defining three core values/statement of the CCRCD. Harper walked through her completed activity sheet and gave the directors "homework". Each board member will write three statements that they believe the CCRCD should be known for. This will help develop the CCRCD's core messaging.

PUBLIC COMMENT: Nall passionately remarked on Lundberg's soil health practices and the on-going research of Fava Bean cover crops in a rice cropping system. The Board fieldtrip to Lundberg Farms was successful in that the CCRCD learned about healthy soil practices in a major Colusa County crop, rice, and further developed knowledge dynamics of soil carbon and nitrogen in agriculture.

ADJOURNMENT:

The meeting was adjourned at 5:00 pm by President Ben Felt. The next monthly meeting will be held at **3:00 PM on Tuesday, May 21st, 2019** in the Conference Room at Colusa Industrial Properties, 100 Sunrise Blvd, Colusa.

Respectfully Submitted,

Elizabeth Harper-Secretary/Treasurer-Colusa Co. RCD