



Yolo County Resource Conservation District

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BOARD OF DIRECTORS - REGULAR MEETING MINUTES

DATE: Wednesday, June 13, 2012 **TIME:** 5:05 – 7:00 pm
LOCATION: Yolo RCD Office, 221 W. Court St., #1, Woodland, CA

Directors Present: Gio Ferrendelli, Garth Williams, Rachel Long (left 7:20pm), Ali Pahlavanian (left 7:05), Suellen Witham (left 7:01), Michael Leacox, John Reyes (arrived 5:34)

Directors Absent: None

Associate Directors Present: None

Associate Directors Absent: None

Others Present: Jeanette Wrynski (Yolo County RCD Executive Director), Phil Hogan (NRCS District Conservationist), Kate Salfen (Yolo County RCD Project Assistant; left 7:05pm), Sue McCloud (Yolo County RCD Finance Manager), Taggert Williams

AGENDA

1. **Call Meeting to Order and Introductions** – The meeting was called to order by Chairman Ferrendelli at 5:05 p.m.

2. ***Approval of Agenda and Minutes**

ACTION: Approve the meeting Agenda as presented; MOTION: Leacox. SECOND: Witham. AYES: Unanimous (Ferrendelli, Williams, Reyes, Witham, Pahlavanian, Long, Leacox). ACTION: Approve meeting minutes of the May 9, 2012 Regular Meeting as presented; MOTION: Leacox. SECOND: Witham. AYES: Unanimous (Ferrendelli, Williams, Reyes, Witham, Pahlavanian, Long, Leacox).

3. **Public Comment** - There were no comments from the public.

4. ***Approval and Payment of Claims**

Details of the claims were discussed before they were approved to be paid.

ACTION: Approve the claims as presented; MOTION: Long; SECOND: Williams; AYES: Unanimous (Ferrendelli, Williams, Reyes, Witham, Pahlavanian, Long, Leacox).

5. **Special Reports and Presentations**

a) Program Briefing:

Ms Wrynski presented to the board the process and the work that goes into a grant/project from beginning to end. The project PW01, Cache Creek Watershed Invasive Weed Management Plan funded by the Water Resources Assn. of Yolo County, was used as an example.

c) RCD Grant Summaries:

Ms. Wrynski passed around summaries of all current and recently finished projects prepared by the project managers. Also included was a list of all funding the RCD has applied for over the past 1-2 year period. Director Long requested that more detailed summaries of the project work be prepared for the board a couple time a year. Staff brought out that details of all project activities are included in the monthly Board Report, which goes out in the Board Packets.

6. **Regular Reports**

a) NRCS Update – Phil Hogan, NRCS District Conservationist.

Mr. Hogan informed the board of his recent travel to New Mexico for the Soil and Water Salinity conference. The one big topic that he discussed was relationship of drip irrigation systems and the content of salt that can be found in the soil. Mr. Hogan also informed the board that the NRCS will be starting to have cluster area meetings, the first of which will be occurring soon. Due to this change, the annual local work group meeting should be scheduled for the upcoming month of July.

b) Executive Director's Report and Upcoming Events – Jeanette Wrynski

Ms. Wrynski passed around the plans developed for various mow strips around woodland. She informed the board that a call for proposals for our annual independent audit was put out and the RCD has already received a few. It was brought to the boards attention that the Finance Manager Sue McCloud was been summoned to serve for the California District Court in Sacramento. With this fact in mind, Ms. Wrynski asked the board to review the RCD's policy regarding jury duty and work absence. Ms. Wrynski discussed at length the sudden stop work order received May 23rd for the Yolo Solano Conservation Partnership grant funded through Dept. of Fish and Game. She informed the board of the many phone and email conversation she has been having with her grant manger in order to figure out the RCD's next step. A meeting with management at the Dept. of Fish and Game has been scheduled for Friday June 15 and Ms Wrynski needs two Board members to accompany her. Chairman Ferrendelli stated that depending on the outcome of the meeting, a special board of directors meeting may be necessary. One was tentatively set for Tuesday, June 19 at 5:05 pm.

c) Board Member Reports and Comments - None

7. Continuing Topics

a) Barton Stump Removal – Work was completed by Yolo County Arborist. Payment by the RCD has been processed, Mr. Barton has been billed and all should be closed shortly.

8. New Business

a) Agreement for Annual Independent Audit – discussed in the Executive Director's Report

b) *County Request for Comment ZF2012-0012 – Initial Study and Negative Declaration on Pioneer Green Energy Dunnigan Hills Wind I Meteorological Towers Use Permit. The Board discussed concerns about the appropriateness of towers in this area and the potential, and poorly quantified impacts on wildlife, noise and other natural resource issues. Director Long will compose a letter for the Board to consider sending in as a comment.

c) *Annual Billable rate update – Ms Wrynski passed out a proposed billable rate and a written explanation of how it was developed. There was discussion about if and how well this covered all expenses associated with the RCD carrying employees. Director Leacox suggested that a typical rate should be approximately 2.5 – 2.7 times an employee's hourly pay rate. Mss. Wrynski and McCloud were directed to do some additional work and present it at next month's board meeting.

*Pass Annual RCD Budget for FY-2012-13 Mss. Wrynski and McCloud gave a brief overview of the proposed budget and discussion followed. Details of the budget were discussed and it was acknowledged that this budget format required by the County Auditor's office is not in a useful format for the Board in carrying out their fiscal oversight duties. This is the reason for the additional financial information provided monthly: the RCD Balance Sheet, Income Statement, and Current Cash Balance. ACTION: Approve the Annual RCD Budget for FY 2012-13 as presented; MOTION: Reyes; SECOND: Williams; AYES: Unanimous (Ferrendelli, Williams, Reyes, Long, Leacox).

d) *Review and update selected section of RCD Strategic Plan – Chairman Ferrendelli deferred

f) Recruit new Board members and Associates, This item is in anticipation of term-expirations in November. Chairman Ferrendelli deferred.

a) Board Input for Upcoming Topics. There was no input from members of the Board.

9. Confirm Next Meeting Date and Location: Wednesday, July 11, 2012 at 5:05 pm at the Yolo RCD office

10. Adjourn - Meeting was adjourned at 7:50 pm

* Indicates Action Item

Minutes respectfully submitted by: Kate Salfen, RCD Staff, and Jeanette Wrynski, Executive Director. Approved on _____, 2012 by the Yolo County Resource Conservation District Board.

By:

Jeanette Wrynski, Executive Director