**SUTTER COUNTY RESOURCE CONSERVATION**

**DISTRICT BOARD MEETING MINUTES**

**February 21, 2024**

**CALL TO ORDER**

Jennifer Sanders called the meeting to order at 2:00 p.m.

**ROLL CALL**

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

**DIRECTORS ABSENT:** Jasdeep Bains

**DIRECTORS TARDY:**

**ASSOCIATE DIRECTORS PRESENT:**

**ASSOCIATE DIRECTORS ABSENT:** Donna Johnston

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

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

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

**PUBLIC PARTICIPATION:**

DJ Baker, Yuba County RCD District Manager

**CONSENT CALENDAR AND MONTHLY BILLS**

**Approval of Minutes**

The Minutes from December 20, 2023 were reviewed. **A motion was made by M. Johnston and seconded by T. Barnes, to approve the December 20, 2023 minutes. Motion was carried by unanimous voice vote.**

**Bank Balance RV - $50,727.50**

**Sutter County - $14,471.74**

**Outstanding bills $71,653.10**

**Outstanding invoicing $73,468.16**

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 and making it a priority to create a budget template to keep the Board informed of overall cash flow projections on a monthly and quarterly basis.

There was a discussion about hours and accountability and keeping tabs on the hours on a projection sheet so the grants are allocated properly.

There was a discussion about utilizing a program like PowerPoint to present the board packets to the Board on the day of the Board meeting to cut costs and be more efficient.

The monthly bills and financial report for the month of January and February were reviewed. The financials will be under review but still need more work. There was a discussion about the delinquency to CARCD for payroll. Jennifer stated she has been in contact with Mary Scheid and Nancy concerning this issue. It was suggested that calls are made to those who owe money to us to find out why we haven’t been paid yet.

There was a discussion about obtaining an auditor for past and upcoming audits. It was decided to request a letter of engagement from Michael Shimizu with a line item quote and a deadline to get started on the fiscal 2023/2024 audit, as the most current year is the most important.

There was a discussion regarding the recent resignation of Kelli Evans, Vice Chair and the vacancy it created on the Board. Sutter County Board of Supervisors appoints new board members and SCRCD will begin the process of recruiting to fill the position.

Sutter RCD Staff attended outreach events at Spray Safe on January 17th 2024 and the Colusa Farm Show on February 7, 2024. There was good attendance at each event and they reported there were many contacts made to further Sutter RCD’s reach in the community.

There was a discussion about the review of CARCD’s annual membership dues. It was clarified that a memo was sent out in error due to turnover at CARCD asking for additional dues payments so to disregard the dues notice.

**ONGOING DISTRICT BUSINESS**

Project Manager K. Kang gave an update on Mobile Irrigation Lab. They are still getting calls for evaluations of SWEEP Grant requirements. Project Manager K. Kang advised that Jeff Knutson will start doing the pump efficiency tests. Project Manager Kang will begin training and job shadowing for Pump Efficiency Training on February 21-23, 2024 and March 6-8th, 2024. Afterwards he can potentially job-shadow with Joe from Solano County.

Project Manager Kang reported that he will be working with NRCS on the CAPGP grant two Healthy Soil and three Carbon Farm Plans.

Program Manager 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 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.

Project Specialist R. Sahota gave an update on the Cal-Recycle program. She and DJ Baker in Yuba County are working with local property owners to complete the applications for the new round.

Project Specialist R. Sahota gave an update on the Equity grant. She stated She and Project Assistant Estefany S. completed the final report for the Equity grant via Zoom meeting with Qi as the last requirement for the grant.

Project Specialist R. Sahota gave an update on the Monarch Habitat - Saylove and the City of Live Oak have approved the final site for the Monarch habitat. The master gardener at the City of Live Oak will be meeting with Project Specialist Sohota to give a planting map and an idea of how many plants will be needed for the area.

Director M. Johnston gave an update on the Feather River Parkway. They are just about to submit the grant for the Feather River project.

The closed session for Project Specialist Rajvir Sahota’s 6 month review was tabled due to Vice Chair Kelli Evan’s resignation and not enough time to prepare.

**ADJOURN**

The meeting was adjourned at 3:21 p.m.

Next Meeting will be held on March 20, 2024 @ 2:00 p.m

Sutter County Resource Conservation District - Conference Room

144 Garden Hwy, Yuba City Ca, 9551