

# MINUTES

## SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE YUBA COUNTY RESOURCE CONSERVATION DISTRICT

9:30 am Friday June 5, 2020

Held via Zoom

President Alyssa Lindman called the meeting to order at 9:34 AM.

### **A. ROLL CALL**

Roll Call:

Directors	Present	Absent
Director Alyssa Lindman	X	
Director Gary Fildes	X	
Director Deborah Aseltine Neilson	X	
Director Doug Neilson	X	

### **ACTION ITEMS**

#### **B. DEPARTMENT OF CONSERVATION FINANCIAL ASSISTANCE PROGRAM GRANT APPLICATION & DRAFT BUDGET**

President Lindman voiced concerns about our ability to apply for this grant. The awards are from \$15,000 to \$25,000 but require a 25% match on the part of the awardee. Of the 25%, the DOC requires 40% to be in cash. Since we only have about \$1800 in our account, we don't appear able to meet the cash match requirement. Furthermore, the guidelines lay out a fairly extensive list of tasks with a detailed description and timeline of each to be included in a work plan. We don't have a work plan for the coming year which could be used for the grant application. Between the match and the lack of the work plan, we really do not appear to meet the requirements. Director Neilson only had issues with the match funding and thought we could have a workshop to fill in the information requested for the rest of the application. Working through the checklist included in the application guidelines, he thought it could be a relatively short workshop.

President Lindman reminded the Board that we would need produce an annual workplan and thought perhaps we could use our proposed projects (AB38, trash cleanup, grant writing, staff training, etc.) as target projects to ask funding for. Director Neilson also thought we could use the bullet points in the RCD's long range plan to guide us as well.

After further discussion it was decided to hold a zoom workshop in a weeks' time with the goal of pulling together all the information needed to complete a work plan suitable for this

application. Each member of the Board would contribute and hopefully at the end of the time we would have a draft. The filing date for the application is the 25<sup>th</sup> of June, so it would require a concerted effort on everybody's part. The application would consist of an executive summary, project narrative, budget, and workplan. We will plan on holding a workshop in lieu of a regular meeting. Normal business could be put off until the July meeting. Since long Zoom meetings are taxing we will investigate options for a physical meeting place in case it goes long. Director Neilson will make some inquiries about spaces (County Buildings, Pizza Parlor, Water District office). There was also a short discussion of whether we could require masks for public attendance.

Based on the audit timeline requirement of July 1<sup>st</sup>, it appears that our fiscal year is July to June, and not calendar year.

The application requires a resolution from the governing body authorizing our participation in the grant application process and demonstrating our willingness to follow through with the requirements of the program. A resolution will be placed under action items at the upcoming workshop.

There was a short discussion concerning a requirement, if we pursue the AB38 project, for liability insurance for the RCD that also requires us to be members of the National Association of Conservation Districts. This membership would cost the RCD \$186 a year. Once that is paid, the Special District Risk Management Association charges \$3000 a year for the liability insurance and requires a 3 year commitment (\$9000 total for three years). The DOC grant allows 20% of overhead costs, such as insurance, to be included in the grant but insurance costs are prorated. We supplied a budget to the FSC which includes the first two years of insurance, but we would still be committed to the third year. 20% would help but not insure full affordability of that last year's cost. Once again, it's not clear what we can and cannot afford in terms of annual costs.

### **C. MEMORANDUM OF AGREEMENT BETWEEN YCRC, NRCS, AND CARCD**

Director Neilson expressed concern about the amount of work expected of the RCD should it ratify the MOA. Specifically, the creation and oversight of a local USDA working group, maintenance of contact lists relative to that working group, provide minutes and reports to local, State, Federal, and Tribal agencies within a short timeframe, and setting up public outreach groups. With only 4 volunteer members, Director Neilson wondered how much of these requirements would be insisted upon by the USDA and would we have the ability to follow through. Also, would it impact our ability to accomplish the normal business of the RCD apart from the USDA.

Director Fildes, with President Lindman's concurrence, suggested we get clarification on what their actual expectations are for us should we sign this MOA. President Lindman will reach out to Litza at the NRCS for clarifications and we will reschedule a vote to accept after those clarifications are in hand.

### **D. AUTHORIZATION TO PAY MEMBERSHIP DUES - SACRAMENTO VALLEY ASSOCIATION OF RESOURCE CONSERVATION DISTRICTS**

Director Neilson made a motion to approve payment of our \$150 membership dues to SVRRCD. Director Fildes seconded and the motion passed unanimously. Director Fildes will work with the County to cut and mail a check to the SVRRCD.

**E. ADJOURNMENT**

With no further business before the Board, **President Lindman made a motion to adjourn the meeting. Director Aseltine Neilson seconded, and the motion passed by unanimous consent.** The meeting adjourned at 11:19 AM.