



East Merced Resource Conservation District (RCD)  
**REGULAR MEETING MINUTES**  
 Wednesday, July 20, 2022  
 Call in and Zoom meeting  
 East Merced RCD - admin@eastmercedrcd.org



**REGULAR RCD Board Meeting 3:00 PM - Called to order at 3:03 PM**

**In Person:** None

**Zoom Attendees:** Shirish Shah, Jean Okuye, Ursula Stock, Alanna Burhans, Lynn Sullivan, Bob Bliss, Reyn Akiona, Dylan Wilder, Raini Patteson, Trevor Hutton, Cindy Lashbrook, Emma Adest

**Absent:** none

**Oral communications:**

**Corrections to the Agenda** - Request to add items to Transactions, Bookkeeping and Updates, Requirements of the Board.

**MSC Motion to Add Items to Agenda (Okuye/Bliss), Passes Unanimously**

**Public Comments:** None

**1. Consent Agenda (ACTION) 5 min**

- a. June 15, 2022 minutes approval and signature Stock
  - i. Minutes shown for approval.  
Correction to minutes for July meeting date.
- b. Treasury Report for May 2022
  - i. Balance as of July 1<sup>st</sup>, \$228.60.
  - ii. Amount borrowed from Line of Credit is \$7,096.34 (was \$4,735.35 in June). RCPP and SWEEP invoices that will be reimbursed soon - \$4,344.88, \$8,282.62 and \$10,735.22 invoiced in June. Surplus of \$13,489 from last fiscal year and the surplus covered all but \$7,096.
  - iii. Deposit of \$40,000 (CARCD interest free loan) deposited.

**MSC Motion to approve Minutes and Treasurer's Report MSC: (Bob/Shirish) Passes Unanimously**

- 2. Written and Oral Updates from Partners and Projects- 3 minute each, except guest speaker
  - a. Natural Resources Conservation Service (NRCS) Representative Burhans
    - i. Intro of NRCS office representative. Working on contract and newly funded RCPPs. No results of posting for DC position, new soil conservationist post is also unfilled.
    - ii. Current acting DC is Tony Tillman (based in Area 3) is available by phone or email.
  - b. Sustainable Groundwater Agencies (SGA) Representative Okuye
    - i. Groundwater Sustainability Plans- 2015 threshold issue - 90 days to address state issues (by July 27th)(minimum threshold, subsidence, 1 other issue), not much in changes to address the issues, adopted by all 3 agencies.
  - c. East Stanislaus Resource Conservation District (ESRCD) Walley
    - i. No update.
  - d. Grizzly Corps Projects updates Patteson

- i. Did graduation presentation this week.
- ii. SV Hub Project: RCD interviews: Decided to go by geopolitical boundaries, including Kern County. Will be shared publicly when done. Should be done before the end of the month.
- iii. Update on merging RCDs in Merced County: Done 7 RCD interviews so far. No information on Gustine Romero and Los Banos RCDs.
- iv. Transferring over information and knowledge to Trevor.
- v. Merced Mobile Irrigation Lab report is complete.
- vi. Raini's last board meeting after two years of service to ERMCD

e. Manager's Report

Stock

- i. Welcome to Trevor Hutton, the new Irrigation Specialist who completed the Cal Poly ITRC training.
- ii. New Grizzly Corps fellow (part-time, sharing with Madera/Chowchilla and EStan) is Kali Krishnan who will start in mid September. Interested in water in the Valley and public policy.
- iii. Working on SALC grant with Jean and Cristina - Capacity grant funding. EMRCD must apply individually.
- iv. East Stanislaus staff member, Chris Yohannan, is contact person to set up free Irrigation Evaluations and he is coordinating site visits. Each report takes about 20 hours to write to complete an irrigation evaluation.

f. Introduction of Trevor Hutton

- i. Done 3 Irrigation Evaluations in the last 1.5 weeks, with more scheduled Friday and next week. Opportunities for the rest of the year to perform evaluations still hold value, even past harvest season. He will be spending time on SWEEP and RCPP grants after the introductory period.

g. Introduction of each board member

h. Introduction of Dylan Wilder

- i. USFWS PFW Private Lands Biologists, helping landowners conduct improvements to property from wetlands to uplands. Offer of Truax seed drill for projects.

i. Introduction of Cindy

- i. Owns Merced River farmland and organic farming, Pest Control Advisor and Certified Crop Advisor, BIOS project management team.

3. Financial and Project Review

a. Transactions and Invoices for approval of payment (ACTION)

Stock

- i. \$Wells Fargo with 177.24 for WIX website platform yearly invoice, google x2 for 18.
- ii. \$3,915.00 GRSM, liability insurance (up from \$1991.00 based off of payroll hours, worker's comp. increase. These are fringe benefits that will be covered under a grant)
- iii. \$645.00 ESRCD Final invoice for professional service from Trina Walley. District Manager interim coverage prior to Ursula.
- iv. \$7,365.00 ESRCD for RCPP (Raini's hours).
- v. \$1 Eric Spencer of California Special District Association, invited EMRCD to join CSDA.

**MSC Motion to approve paying all invoices MSC: (Jean/Bob), Passes Unanimously**

b. EPA Invoice for submission for payment (ACTION)

Stock

- i. None submitted.
- ii. Remaining funds in the project are \$53,907, through December 2022, EMRCD gets \$500/month.

**(No Action Needed)**

- c. WCB Invoice for submission for payment **(ACTION)** Stock
  - i. No transactions this month
  - ii. Remaining funds in the project are \$53,400. Ends in March of 2024, 10% withholding.

**(No Action Needed)**

- d. Bookkeeping and Audit Updates **(ACTION)** Stock
  - i. Three invoices have been sent out for grant work completed.
    - \$ \$4,344.88 RCPP TA#1 June 24
    - \$ 8,282.62 RCPP OR#@ June 22
    - \$10,735.22 SWEEP #2
    - \$ Undetermined amount for SWEEP invoice, to be sent out by next week.
  - ii. Annual budget: FY 22-23 Presented with a total revenue of \$358,484. Estimated \$20,000 surplus to rebuild reserves. That will be reduced by 2022 deficit of \$7,096.34.
  - iii. Permission requested to pay off the County loan of \$7,096.34 **or current balance** with interest-free CARCD Loan (\$40,000). Will use the exact amount after accruals, so we do not do it twice.)
  - iv. Request to have Trina enter payroll in QuickBooks on my computer while Ursula is gone to speed up the process.

**MSC Motion to accept pay off of County loan with CARCD Loan and to have Trina enter the Payroll in QuickBooks on Ursula’s computer (Bob/Reyn), Passes Unanimously**

- e. Pending Grant Applications Stock
  - i. CARCD monarch habitat grant, asking about \$338,000 for 4 EMRCD projects, submitted.
  - ii. FEMA nature-based planning grant - solely for planning, submitted.
  - iii. MID \$15,500 for water trailer.
  - iv. IRWMP \$60,000 outreach grant, formalized and sent in. A year or so away.
  - v. SALC planning grant **\$100,000**. (for reduction of development of prime farmland)

- f. Pending Contracts with Partners **(ACTION)** Stock
  - i. Request motion to extend subcontract with East Stanislaus so dates on invoice match agreement on American **Farmland Trust for billing purposes. (May 2022 versus December 2021- delay due to covid).**
  - ii. East Stan, East Merced and Madera have been awarded a WETA grant for a mobile irrigation lab. The board **voted to accept that contract and the 2 subawards. EMRCD will earn \$49,732.83 per year for three years for a total of \$149,198.50. This was approved last month, and the MCRCD subaward is in the board packet for your reference, and was accepted by the board last month.**

**MSC Motion to extend the subcontract with RCPP, with the correction of the finalization date from May 2021 to May 2022 MSC: (Reyn/Bob) Passes Unanimously**

- 4. Requirements of the Board
  - a. AB361, Resolution required to meet via zoom (hybrid) **(ACTION)** Shah
    - i. Update on Community Garden – Pres. Shaw spoke with a teacher at Livingston High, and has students interested in farming/ag. experience and seeing the 1-acre lot. Wants to visit and see what’s available. Shirish thinks that he would be a good candidate for involvement. Jean has several potential partners.

- ii. NRCS application in the future for \$75,000 even with one employee, should request filing CEQA assistance. If there is a Categorical Exemption, can file a Notice of Exemption if it is applicable.
- iii. NRCS staffing issue therefore virtual meeting,
- iv. NRCS office closes at 4:30 p.m. Ursula would like board to consider changing meeting time.

**MSC Motion to continue hybrid meetings (Jean/Bob), Passes Unanimously**

b. Tier 1 Requirements **(ACTION)** Stock

- i. County response to filling treasurer position: up to RCD. Not sure how to find a knowledgeable person.

**(No Action Needed)**

c. Review and consideration of correspondence **(ACTION)** Okuye/Patteson

- i. Hortensia from the county sent us information on end of year requests to report deposits with specific year.
- ii. Merced County Board of Supervisors Policy Reform Act reminder to update conflict of interest code, due Oct 3.

**(No Action Needed)**

**Approval of Applicant Resolution of Support**

- i. Necessary to approve Applicant Resolution of Support at this meeting to meet SALC Capacity Grant deadline, text included below:

“We, the EMRCD Board, authorize the submittal of the grant application for a Sustainable Agricultural Lands Program agricultural conservation capacity grant.

We certify that the Applicant understands the assurances and certification in the application,

We authorize entrance into a grant agreement with the Department for the project and accept the template terms and conditions, if the project is awarded funding.

We authorize the EMRCD Manager or President of the Board of EMRCD to, as agent, accept the award of grant funding and to execute tasks, such as signing documents, related to the application, grant agreement, payment requests, and so on if the project is awarded funding”

**MSC Motion to Approve Applicant Resolution of Support for SALC Capacity Grant (Bob/Reyn), Passes Unanimously**

Adjournment at 4:41 pm

**NEXT MEETING: August 17, 2022 at 3:00pm (Hybrid)**

**Board Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_