



**Madera/Chowchilla
Resource Conservation District
Post Office Box 531
Chowchilla, CA 93610**



MEETING MINUTES

*Wednesday, February 13, 2019 - 5:00 pm
Madera/Chowchilla Resource Conservation District
Farm Service Agency Conference Room, Madera*

I. Roll Call and Introductions

- Flag Salute
Board Members: Jack Fry, Sandra Faust, Norm V Kuhr, Tim Coelho, Tom Petrucci, Jay Bellach, Matt Angell
Staff: Jeannie Habben
Partners: Johnnie Siliznoff – Madera NRCS
Absent Board Members: Catherine Machado,
Guests:

II. Review and Approval of Meeting Minutes & Agenda

- February 2019 Agenda
Jeannie H had two items to add to the agenda – they were discussed at the front of the meeting
 1. Letter of Support for the Forest Health Watershed Coordinator grant. This was explained to the board as the letter was presented. The grant is being written by Sierra RCD and submitted to DWR on Friday, February 15. A letter of support was requested for this project as it is an important project in our watershed. After discussion, Jack F made the motion to support this project and sign the letter; Norman K second the motion; all voted, and the motion passed unanimously. Norm K and Tom P signed the letter.
 2. Jeannie H explained that CARCD requested a picture of the new board and a short article to place on the CARCD website. The board said this was fine. Jeannie H took a couple pictures of the board (present) and will write a short article to send in.
- January 2019 Minutes
- December 2018 Minutes
Norman K made a motion to approve the agenda as changed and the minutes as presented; Jack F second the motion; all voted; motion is carried unanimously

III. Updates, Handout, and Public Comments

- Fresno State is hosting a symposium called “Water and the Future of the San Joaquin Valley” on Friday, February 22, 2019 from 9:00 to 1:30 at the Satellite Student Union. Please register in advance on Event Brite; there is no charge to attend, but space is limited.

- Yosemite/Sequoia Resource Conservation and Development Council is hiring a half-time Communication and Partnership Coordinator to help coordinate outreach and programmatic activities associated with several of their grant funded projects, as well as for the organization's general outreach. You can go to their website: <https://ysrcandd.org/about-us/careers>
- The U.S. Forest Service and the National Fish and Wildlife Foundation have announced \$4.86 million in grants are available to restore areas damaged by wildfires. Funding is also available for watershed restoration and Sierra Nevada meadow restoration. Proposals must be submitted by Tuesday, Feb. 26.
- The California Energy Commission has released a grant funding opportunity for eligible renewable energy projects installed on agricultural operations. Awarded grants can range from \$25,000 to \$350,000. Applications will be accepted until March 5, 2019, at 5:00 p.m. The application for the program formally known as the Renewable Energy for Agriculture Program (REAP) may be accessed at <https://www.energy.ca.gov/contracts/renewables.html#GFO-18-401>. The application materials include information about upcoming workshops being held in Sacramento, Fresno, and Imperial, CA

IV. Correspondence & Mail

- Correspondence
The bank statement was received as well as the Quarterly checks for both Madera and Chowchilla Red Top for the DOC grant; bringing them paid to September 2018. A check was also received from CARCD for the Solid Ground funding, last reimbursement.

V. Financial Report

- Monthly Treasurer's Report
Jeannie H distributed the February Treasurer's Report in two versions. One shows the DOC check being received and one version does not. The February Treasurer's Report also shows the County Account amounts for both RCDs to move forward. Since the checks were received from DOC, that version was referred to and discussed. After discussion, Tim C made the motion to accept the financials as presented and Jay B second the motion; all vote; the motion passed unanimously. Jeannie H made the comment that she will add the receipt of the CARCD check on the next Financial Report.
- Invoices to be Paid
The only outstanding invoices are to the RCD Coordinator. This includes reimbursement to the RCD Coordinator for covering the lost check to the Web-designer. One payment was made for the RCD Coordinator – she was paid for July to September 2018 but is still owed a partial payment for April to June of 2018 and full payment for October to December 2018.

VI. New Business

- Review DOC REV Grant - Final
 - Discussion and Signatures
 - Chowchilla Final Invoice and Report
Jeannie H has completed the final invoice for the grant and is working on the final report. These will both be submitted before the end of this month. At

that time all invoices will be in and reimbursement will be pending the acceptance of the final invoice and report. Jeannie H will bring the final accounting report to the March meeting. Jack F signed the final invoice. There were no hours submitted with the final report.

- Madera Final Invoice and Report
Jeannie H has completed the final invoice for the grant and is working on the final report. These will both be submitted before the end of this month. At that time all invoices will be in and reimbursement will be pending the acceptance of the final invoice and report. Jeannie H will bring the final accounting report to the March meeting. Tom P signed the final invoice, Debbie C had hours on the final invoice.
- Grant Final
 - Chowchilla – Tasks and Budget
Jeannie H explained that all tasks have been completed in the grant except for the presentation of the new RCD Board to the County BOS. This could be done at the County BOS meeting during public comment. It was discussed when and who would do this. This will appear on the next agenda.
 - Madera - Tasks and Budget
Jeannie H explained that all tasks have been completed in this grant. There was an additional 7.25 hours for Debbie C to wrap up all of the RCD filing and clean-up from her desk. She is supposed to accomplish this when she returns from medical leave and before she retires.
- Website Update
 - Maintenance Agreement
The Web-designer is currently on vacation. When she returns, Jeannie H will arrange for her to attend one meeting and explain the website. It should be live by the end of February.
- Madera Lawsuit Report
 - Litigation between MRCD, American Farmland Trust, and Brar
The lawsuit has come to completion and Tom P stated he received a resolution that he needs to sign and take to the Title Company. Madera RCD was a sponsor/stakeholder on the suit, though they were named in the lawsuit, no money is received nor spent by MRCD. This will be completed by the end of the month.
- Tier One Requirements
 - Form 700 – 2019 Signatures
Jeannie H brought 700 Forms for the Directors to complete and sign as the new RCD. She will mail the form to Catherine M.
 - Plans and Policy Signatures
Jeannie H explained that she has completed all of the Tier One Requirements for both boards individually and for the new board as a whole. The new board needs to vote and sign the Policies as presented, and then plan a meeting to create

their Annual Plan and Annual Budget. They, in the meantime can keep their individual Long-Range Plans until they wish to work on those.

- Statement of Facts
Jeannie H brought the Statement of Facts for completion for the new board. This will need to be sent in to the Secretary of State.
- Madera/Chowchilla RCD Consolidation
 - Letter to Consolidate County Accounts
Jeannie H distributed the County Accounts reports received from the County Controller. This gives the totals in each of the RCD County Accounts as of February 2019. These totals were then reflected on the February Treasurer's report. Jeannie H explained the process that has to happen moving forward to combine these accounts to create a new account at the County for the new RCD. There is a letter required by the County Controller instructing them on how to move forward and who will be able to have signature on the account. Jeannie H wrote a letter for the board's approval. The board was not ready to move ahead on this. Jeannie H was directed to change the date on the letter and bring it back next month for discussion.
 - List of Next Steps
Jeannie H created a list of steps for the process of the Board Consolidation. This list included everything that has already been accomplished to date, as well as all that still needs to be done. The group discussed the steps still pending and who will take care of these. The following are the tasks the board needs to complete:
 - Mailing information with Post Office -
 - Outside checking account -
 - Combine County Account -
 - Insurance -
 - Dues –
 - Complete any projects under the old names to close out obligations
 - Presentation to the County Board of Supervisors
 - Discussion of Presentation to the Board
The last item still pending on the grant is the presentation to the County BOS that the two RCDs Consolidated and the new RCD has formed. This needs to be done by the board directors. They can bring a map to distribute and be there to answer questions about their plans to move forward. This was deferred to next months meeting and will remain on the agenda.

VII. Old Business

- Area IX – San Joaquin Valley Region – Executive Board Positions
The Spring meeting will be in April and a new Executive Board needs to be chosen. Jeannie H has been acting Treasurer, and that cannot go on as well as Mira D has been acting Secretary, and that too should not be. No location or hosting RCD has been determined.

- **NRCS Report**
Jae Lee has been selected to be the new District Conservationist for the Fresno Field Office He came from the Riverside area. Curtis Tarver took Jae's position as Regional DC in the Riverside area. He will be replaced by Sharon Nance. The NRCS office did not go on Federal Furlough, though they were working with a minimal staff. The New Farm Bill was signed on December 21 and they are all still waiting for any changes that may bring. Since the Federal shut-down, no applications have been advanced, the staff still does not know when they will get started again, they are waiting for the rules for the new Farm Bill.

- **Madera Region IRWMP/RWMG – Report**
 - February 11 – Chowchilla
 - March 11 - MaderaChristi Hansard is the new Administrative Assistant and will also represent the group in the Mountain County DAC; other tasks she may assume are still pending. Jeannie H submitted the IRWM Plan Update to DWR on December 21 and received confirmation on January 4 from DWR that they have received the email and downloaded it. It is now in the IRWM review process per the 2016 Guideline requirements. The draft report for the Mountain County DAC group is out and being reviewed, the final should be completed by the end of March. The San Joaquin Valley Funding Area is just getting their projects started, and the first invoice and report is due February 20.

VIII. Items for Next Meeting: March 13, 2019; 5:00pm
Farm Service Agency Office, 425 N. Gateway, Ste. K, Madera

IX. Adjourn: 6:55pm