

DRAFT Minutes of the Regular Meeting of the Board of Directors
May 18, 2017
Location: RCD Office

Directors present: TJ Glauthier, Barbara Kossy, Neal Kramer, Jim Reynolds, Kevin Watt

Staff present: RCD – Kellyx Nelson, Julian Carroll, Adria Arko, Renee Moldovan
NRCS – Jim Howard

Guests: None

1 **Call to Order**

Glauthier called the meeting to order at 4:01 pm.

2 **Introduction of Guests and Staff**

3 **Public Comment**

Howard spoke about Consent Agenda Item 5.8. The NRCS will be moved to a new department. It is unclear what this means on a large scale, but there will be no immediate cuts to staffing. The NRCS hired a new engineer who will be joining the office soon, and living in Half Moon Bay. He has NRCS experience through the Pathways program.

4 **Approval of Agenda**

- Glauthier moved to approve the Agenda with Items 5.5 and 5.6 moved to the regular agenda. Agenda approved unanimously as amended.

5 **Consent Agenda**

5.1 December 15, 2016 Draft Regular Meeting Minutes

5.2 April 20, 2017 Draft Regular Meeting Minutes

5.3 April 2017 Draft Financial Statements

5.4 Resolution 2017-2: Approval of the San Mateo County Resource Conservation District to Receive Advance Transfer of Property Tax Revenue Funds from the San Mateo County Controller's Office

5.5 ~~FY 2016 Audit Report~~ (Moved to Regular Agenda)

5.6 ~~Reserve Policy~~ (Moved to Regular Agenda)

5.7 Media:

- April 26, 2017 Half Moon Bay Review article, "County takes stock of agricultural water needs"

5.8 Correspondence:

- May 2, 2017 letter from State Senator Hill and State Assembly members Berman and Mullin to Assembly and Senate Budget Committee Chairs requesting \$4M for the RCD's Butano Channel Restoration and Resiliency Project
- May 4, 2017 letter from Supervisor Horsley to Pescadero community regarding discontinuation of the Butano Creek Bridge Feasibility Study
- May 11, 2017 email from the Acting Deputy Under Secretary of the USDA for Natural Resources and the Environment regarding reorganization of the USDA

6 **Discussion Items**

5.5 FY 2016 Audit Report

- Glauthier noted a material weakness. Moldovan explained that there was a delayed payment with Paychex which was not on books for the 2015 calendar year, which affected the previously approved balance sheets.
- Board approved the audit unanimously.

5.6 Reserve Policy

- Discussion focused on: establishing a reserve has been a goal of the RCD for many years; the current plan does not obligate the RCD to a certain amount, but is more focused on process; a goal reserve amount. Glauthier praised the policy, stating that it is ambitious.
- Board approved the policy unanimously.

6.1 Executive Director report

- There was discussion about the status of ponds projects and that Joe Issel, RCD Natural Resource Specialist, will be taking the San Mateo County Food System Alliance on a site visit to Repetto pond next week.
- There was discussion about the Department of Conservation capacity building grant., with professional development being the priority.

6.2 Directors' report

- Kramer – No updates.
- Reynolds – Praised the Butano Creek Floodplain Restoration Project, noting the new presence of trout pools. Looking forward to in depth explanations of the project, possibly at the June community meeting.
- Watt - Commented on the TomKat carbon farm plan, a partnership between the RCD and TomKat, which he noted as ambitious and going well. TomKat is also working with the RCD to plan the August RCD Regional Meeting. Watt discussed the state's Healthy Soils Initiative, noting that it is exciting to have government recognizing the part soils can play in greenhouse gas mitigation.
- Kossy – May 23rd is the Weed Management Area's Picnic in the Weeds. Those involved will see restoration sites and infested areas. Cleopatra Tuday, the new RCD staff member coordinating the Slender False Brome project, will join so that she can meet those involved in the WMA.

Kossy noted the engaging and inclusive tone in recent RCD Facebook posts. Kossy offered to assist with the Central Coast Regional RCD meeting.

- Glauthier – Plans to attend this weekend’s State Democratic Convention. If he has an opportunity, he will reinforce the benefits of funding for the Pescadero Marsh project. Glauthier would like to host a social event for both Board members and staff. He will work with Carroll to plan it.

6.3 Board will review and finalize calendar of topics for upcoming year of Board meetings

- The Board and Nelson discussed topics the Board wanted to focus on for this year, and created the attached draft schedule.

6.4 Board will discuss meeting in Pescadero

- The Board discussed holding a meeting in Pescadero to be more accessible to people in the community and decided to do that at a future date when the Board agenda includes Pescadero projects. The board will return to this topic in June.

6.5 Board will determine contribution to 401K by RCD for employees eligible in calendar year 2016

- Based on 2016 calendar year financials, Moldovan recommended a 3-4% contribution for eligible employees. The Board discussed the contribution.
- Kossy made a motion for a 4% allocation. Watt seconded the motion. The motion passed unanimously.

6.6 Board will discuss Draft FY 2018 Financial Budget

- Nelson provided an overview of the proposed draft budget, a recent history of variances between budgeted and actual end of year net balances, and current efforts to develop a conservative budget. Directors discussed.

7 **Closed Session**

7.1 Public Employee Performance Evaluation. Per Government Code Sec 54957, Board discussed the performance of the Executive Director.

- The Board reported satisfaction with the positive performance of the Executive Director.

8 **Adjourn**

The meeting was adjourned.