



# SLOUGHHOUSE

## Resource Conservation District

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### Meeting of the Board - MINUTES Sloughhouse Resource Conservation District

When: Wednesday, September 13, 2023  
Where: Rancho Murieta Community Services  
15160 Jackson Rd.  
Rancho Murieta, CA 95683

Time: 12:30 pm – 3:30 pm

Board Members: Barbara Washburn, Herb Garms, Gary Silva Jr., Lindsay Liebig, Jay Schneider  
Associate Directors: Teresa Flewellyn  
Staff: Austin Miller, Brittany Friedman

#### **OPENING**

*Chairman Garms called the meeting to order at 12:39pm.*

#### **PUBLIC COMMENT**

Any member of the public may address the Board concerning any matter not on the Agenda within the Board/District's jurisdiction.

Public member Tish made a comment on conversation that was had at the last SRCD meeting in August, 2023 regarding the RCD being used as a potential revenue source for the Cosumnes Groundwater Authority (CGA).

#### **CONSENT CALENDAR:**

- a. Agenda – September 13, 2023
- b. Minutes – August 9, 2023
- c. Financial Report – September 2023

*Director Sliva Jr. moved to approve the consent calendar.*

*Director Liebig seconded the motion.*

*The motion passed with all in favor.*

#### **REPORTS**

- a. Natural Resource Conservation Service (NRCS) Report  
District Conservationist Tony Tillman provided an update on the EQUIP Program as well as potential new NRCS programs. There are still some contracts pending to begin said projects and at the moment, there are no new deadlines for applications to be

Finalized on:  
10/11/2023

submitted. Tony will be giving a more in depth report on these programs at the next SRCD meeting in October 2023.

- b. Sacramento County Ag. Commissioners Report  
Chris Flores will present an in-person report at October's CGA meeting. Director Liebig provided an update on the fruit fly outbreak occurring in California and explained that there are pest control practices being put in place at a substantial rate. Many eradication protocols are in place although there is no quarantine protocol at this time.
- c. SRCD Board Member Reports  
Director Liebig says she will be providing an report at the following meeting in regards to Sacramento County Committee updates.

### **INFORMATIONAL PRESENTATION**

- a. Range Camp Scholarship Experience  
John Camacho received a sponsorship from SRCD to attend Range Camp. He presented via zoom to discuss his experience. He said that his favorite part was dealing with residual dry matter collection - how much grazing farmers/ranchers can do on their land, etc. He said there were many different topics they covered including fire science and management and he hopes to pursue range science in college and hopefully afterwards, as well. The Range Camp this year took place in Half Moon Bay as part of a branch of UC Davis. John currently attends Liberty High School in Galt as a Junior and is active in FFA and several other teams like Ag Mechanics. He will soon be participating in Nationals for debate, mock board meetings, etc.

### **GENERAL BUSINESS ACTION ITEMS**

#### **1. Sacramento County Local Agency Formation Commission (LAFCo) Election of Special District Representative**

The Special District Selection Committee is electing a regular representative to serve a new 4-year term beginning in January 1, 2024. Director Liebig has been nominated to be the Special District Rep to LAFCo, Seat #7 by the Herald Fire Protection District. The Election Ballot was presented to the Board and a discussion was held on what the role entails and how the Board can support Director Liebig to reprise her role as SD Rep, Seat #7 by casting our vote, as Sloughhouse RCD, for her. The Board also discussed the two follow-up questions listed on the Ballot in reference to electronic voting compliance.

*Director Schneider made a motion to vote for Director Liebig for the SD Rep, Seat #7.*

*Director Silva Jr. seconded the motion.*

*The motion passed with all in favor.*

*Director Silva Jr. made a motion to approve the distribution of electronic ballots to districts and the future preference of electronic voting.*

*Director Liebig seconded the motion.*

*The motion passed with all in favor.*

## **2. Resolution to Move Treasury Responsibilities from County to District (Five Star Bank)**

Staff is looking to move funds from the County of Sacramento to Five Star Bank. This would streamline the process of paying our invoices and keeping accurate records of our finances. Staff has been frustrated with the slow moving processes with the County and have had several discussions with CSDA Rep Rick Wood who advised us that Five Star Bank would be an efficient move for SRCD.

This transition depends on a Resolution to be passed (Resolution 2023-913) which notes that the Board is taking responsibility for our banking and will be the acting treasurer. Director Garms, Director Silva and District Manager Austin Miller will be responsible for signing off on future invoices. The County will still be responsible for any invoices submitted in the past that have yet to be paid and a 3 month transition period is anticipated before SRCD is fully closed out with the County.

Director Liebig shared that she has also had issues with the County Banking system and supports the transition. Director Garms suggests holding \$5,000 with the County and not fully closing out the account as a back-up system for the RCD. Director Schneider feels that privatized banks are more apt to close and/or fail and that the County has been reliable for us up to this point. It was suggested by Director Sliva Jr. and Director Washburn that we should delay the transition by one month to ensure that we are properly insured up to a certain amount (may be \$250,000) and have enough funds in balance to minimize any risks.

*Director Washburn moved to adopt and approve Resolution 2023-913 and directed staff to transition funds from the County to Five Star with assurances that the money is insured.*

*Director Liebig seconded the motion.*

*The motion passed with four in favor (Liebig, Silva Jr., Garms, Washburn) and one opposed (Schneider).*

## **3. Operational Policies and Board Roles**

Staff has prepared several policies to review today to ensure efficient district operations are being upheld and improved including:

- Board Officer Policy and Assignments: Revisions include a Board Clerk/Secretary role - Brittany Friedman - and a Board Treasurer role - Gary Silva, Jr.

*Director Washburn moved to approve the revised Board Officer Policy and Assignments Policy.*

*Director Liebig seconded the motion.*

*The motion passed with all in favor.*

- Agenda and Minute Development Policy: Revisions include audio recordings to be posted within 7 days of a meeting and made available via the SRCD Website for 6 months

*Director Washburn moved to approve the revised Agenda and Minute Development Policy.*

*Director Liebig seconded the motion.*

*The motion passed with all in favor.*

- Document Retention Policy: New Policy devised to establish guidelines for SRCD staff to safeguard and dispose of documents in a legally compliant manner. Staff would follow the California Secretary of State's Local Government Records Management Guidelines. The District shall not dispose of any records laid out in Government Code Section 60201. The Types of Records to be held are as follow:
  - Correspondence (3 years)
  - Financial (4 years with the exception of records for grants, 7 years)
  - Equipment/Supplies (Active+2 years)
  - Personnel (Active+2 years)
  - Policy/Procedure (Active+2 years)
  - Grants (pending)

Director Washburn recommended that the District should retain documents relevant to the history of SRCD and that may provide background information as to where we have been, what we have accomplished and why we conduct business the way we do. The Board echoed these sentiments and Staff agreed to double check that important records have been scanned and copied before they are disposed of and to update the language in the Policy to reflect the documents being held indefinitely.

#### **4. Conservation Ag Planning Grant Implementation**

Sloughhouse RCD was awarded \$199,800 from CDFA and the grant contract agreement has been approved. To begin the work, SRCD will need to enter into agreements with the certified conservation planners slated to write the plans as well as Tuolumne RCD who will work with landowners for the plans that were awarded to Tuolumne County. An agreement with conservation planner Molly Taylor was presented at the meeting to be authorized by the Board. She is working with farms in Alpine County to develop 3 (possibly 4) carbon farm plans. Remaining agreements will be brought before the Board at the October 2023 meeting. Staff is looking to promote a Request for Proposals for Conservation Planners. Staff will also need to identify landowners for future conservation plans and request additional funding for Carbon Farm Plan development from CARCD.

Director Washburn inquired about certifications and education requirements for the planner role and suggested staff update the Request for Qualifications (RFQ) with these items for each type of plan listed. She also suggested that interested planners submit a writing sample to display their oral and written skills, as those qualifications are not necessarily captured by their certification. Director Schneider suggested that staff include language that highlights how local planners will be given preference if they apply and have the necessary qualifications. Director Garms recommended that Molly Taylor give a presentation on the carbon farm plans, what she will be doing via this grant and answer any questions the director may have.

*Director Schneider moved to approve the agreement with Molly Taylor  
Director Washburn seconded the motion.  
The motion passed with all in favor.*

**5. Water Efficiency Technical Grant Implementation**

Sloughhouse RCD was awarded \$432,253 to provide on-farm technical assistance, conduct outreach and education, cover any personnel and supplies costs and to hire a Water Efficiency Program Coordinator. The Coordinator position description has been written up and staff is looking for authorization on the job position as well as the go-ahead to spend up to \$400 to promote the job position and potentially hire them by the November 1, 2023 contract start date. Applications will be collected until September 20, 2023 with interviews conducted in October.

Director Washburn voiced concern about the language requiring someone to be able to lift 50 pounds if necessary. There were also concerns voiced over the qualifications listed and staff agreed to break down the qualification into the following categories: Minimum Qualifications and Preferred Qualifications. Staff will revise and reword some of the language discussed by the Board in the Description before it is advertised.

*Director Garms moved to approve spending to promote the position up to \$300.  
Director Liebig seconded the motion.  
The motion passed with all in favor.*

**GROUNDWATER SUSTAINABILITY AGENCY ACTION ITEMS**

**6. Cosumnes Groundwater Authority**

Staff provided updates on the CGA recent meetings including the Regular Board Meeting, O & E committee meeting and PMA committee meeting. CGA is preparing for Fall monitoring, several Fall events, conducting a second round of the Farmer's Survey and discussing Fee Study next steps.

Director Schneider commented on the costs regarding the monitoring to take place this Fall and suggested CGA subcontract out Amador County to assist in the monitoring efforts in order to reduce costs. Director Garms voiced some concerns over the cost deficit with CGA and proposed training CGA Staff for this round of monitoring before we involve Amador in the process. Staff provided some explanation and insight into past efforts with monitoring wells, the costs associated, what is expected of Contractors and CGA Staff this Fall and what efforts have led us to this stage. Director Washburn suggests that we continue with the current plan developed by CGA Staff for the Fall Monitoring efforts.

**7. South American Subbasin GSP Implementation**

Item Tabled.

## **INFORMATIONAL/DISCUSSION ITEMS**

### **8. SRCD Staff Report**

Staff provided a brief report highlighting the National Association of Conservation Districts' (NACD) 78th Annual Meeting which will take place in San Diego on February 10 - 14, 2024 and a recent meeting staff had with Rancho Murieta CSD's new District Manager, Mimi Morris. At this meeting, staff shared with her an overview of the Sustainable Groundwater Management Act (SGMA) and implementation of SGMA in the Rancho Murieta area. Staff also shared a flier from the Pollinator Habitat Program with Great Valley Seed and the Almond Alliance. This program is intended to expand pollinator habitat on 7,600 working almond farms via a two million dollar grant from CDFA.

Brittany Friedman registered for the CSDA Clerk Conference in November and received a scholarship to cover the expenses.

## **IDENTIFICATION OF ITEMS FOR FUTURE MEETINGS**

The Board approved the following future agenda items by consensus:

- USDA NRCS Programs Presentation (Tony Tillman)

## **ADJOURNMENT**

*Director Garms adjourned the meeting at 4:15pm.*