



# SLOUGHHOUSE

## Resource Conservation District

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

When: Wednesday, July 12, 2023  
Where: Sacramento County Farm Bureau  
8970 Elk Grove Blvd.  
Elk Grove, CA 95624

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

#### **CLOSED SESSION**

Closed Session: Public Employee Performance Evaluation (§ 54957) (District Manager)

This meeting will begin with a closed session. For ease of planning, please note that the open session will begin no earlier than 1:30 pm.

#### **REPORT OUT OF CLOSED SESSION**

The Board declared nothing to report at this time from the Closed Session.

#### **OPENING**

*Chairman Garms called the meeting to order at 2:17pm*

#### **PUBLIC COMMENT**

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

Associate Director Teresa Flewellyn made a comment on how we can best direct people to CPAC's web page indicating that there are vacancies available.

#### **CONSENT CALENDAR:**

- a. Agenda – July 12, 2023
- b. Minutes – June 14, 2023
- c. Financial Report – July 2023

Director Jay Schneider noted that he is opposed to the CGA Membership payment which was approved at the June 2023 Board meeting.

*Director Liebig moved to approve the consent calendar.*

Finalized on:  
08/09/2023

*Director Washburn seconded the motion.  
The motion passed with all in favor.*

## **REPORTS**

- a. Natural Resource Conservation Service (NRCS) Report  
None.
- b. Sacramento County Ag. Commissioners Report  
None. SRCD Staff reached out to Representative Chris Flores in hopes of setting up a presentation in the future.
- c. SRCD Board Member Reports  
None.

## **GENERAL BUSINESS ACTION ITEMS**

1. California Association of Resource Conservation Districts Staffing Contract  
SRCD Staff presented the new version of the CARCD Contract between staff (Miller and Friedman, as well as possible new staff in the future) and CARCD. This contract is for two years and does include new language and services including: contract length expansion, compensation and expenses including 401K match up to 5% and an inclusion of Project Coordinator role. This contract would be active, retroactively, as of July 1, 2023. Director Washburn noted that in the future, a salary survey should be conducted, to determine that employees are being compensated fairly according to market place value in the field. She also noted that a 20% increase per employee per year is a large salary raise and suggested that this percentage be decreased and subject to evaluation feedback. A 5% increase was suggested by Director Liebig as is an industry standard, based on merit/evaluation but not automatically guaranteed. The Board also suggested that, in terms of match for 401K, the language be adjusted so that the SRCD Board may determine what percentage they wish to contribute to the match at the August Board meeting, rather than it be an automatic 5% match as of today. SRCD staff will adjust the contract language to reflect these changes.

*Director Schneider moved to approve the contract with the caveat that the match and raise language is changed and subject to review by our attorney.*

*Director Liebig seconded the motion.*

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

2. Cosumnes Groundwater Authority Staff Services Contract  
SRCD Staff presented the draft CGA Contract /Scope of Work for the Fiscal Year '23 - '24 with Sloughhouse RCD staff in terms of operations, staff names/role and responsibilities, the overall scope of work and budget/wages. Noted that Administrative Coordinator Friedman will be taking on more responsibility with CGA as a half time role. This contract still needs to be approved by the CGA Board, meeting on Monday, July 17, in order to finalize this. The Board discussed possible cash flow issues and financial management as it pertains to this contract. A public comment/question was made in regards to the salary of staff and the breakdown of hours for pay which Director

Schneider, Liebig and Garms were able to explain in terms of how the exchange of funds works.

*Director Liebig moved to approve the draft CGA Scope of Work/Contract.*

*Director Schneider seconded the motion.*

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

### 3. Operational Policies

SRCD Staff addressed the Board in regards to Minutes of the Board Meetings and how they are kept, as was requested to be addressed in past Board Meetings. Examples of other RCD's meetings were included for the Board to view. The Board also discussed the possibility of video recording the meetings. Anyone present at the meeting is welcome to record the meeting if they so choose to. The SRCD Attorney did make a note that recording does open the RCD up to possible legal ramifications if something is taken out of context or there is a discrepancy. Staff requested that if a Board member or public member wishes to make a comment that is noted in the minutes specifically, that they make this request clear to SRCD Staff. Director Schneider is in favor of recording the meetings as well as creating a separate staff report for a more detailed version of the minutes. Director Liebig noted that she has been a part of board meetings being recorded in the past and suggested that we could record if necessary, but rather than including these recordings with the minutes on our website, we make them available by request. SRCD minutes in the past, were more expansive and, as Director Garms noted, were minimized for the purpose of capturing what is necessary/factual rather than including various opinions throughout. Director Washburn suggests that parts of our Agenda Packet/reports are included in the minutes as well as that we record the meetings. Staff Friedman and Miller will conduct research into best minute practices and provide feedback/suggestions at the August Board meeting.

The banking policy item was tabled until the next Board meeting.

## INFORMATION ITEMS

### 4. SRCD Staff Report

Staff provided a report indicating an update on the Groundwater Sustainability Fee for '23 - '24 Fiscal Year in which staff will be submitting data to the County.

The next CGA meeting will be held on Monday, July 17, 2023.

Florin RCD meetings are held the 3rd Tuesday of every month at 6:30pm.

Finally, the Rancho Murieta CSD hired a new General Manager, Mimi Morris who was hired at the end of May 2023. Staff is looking into setting up a meeting with Morris and SRCD.

## IDENTIFICATION OF ITEMS FOR FUTURE MEETINGS

The Board approved the following future agenda items by consensus: *401K match contribution*

## ADJOURNMENT

*Chairman Garms adjourned the meeting at 3:50pm.*