

Tuolumne County Resource Conservation District
Board of Directors Meeting Agenda
January 20, 2016 - 5:30PM
TCRCD/NRCS Partnership Office: 77 N. Washington St. Sonora, CA 95370

Our mission is to identify and meet the natural resource conservation needs of all the people of Tuolumne County and its future generations by providing leadership through educational, technical and financial support for valuable, voluntary services and programs that promote conservation and sustainable agriculture, while maintaining our county's rural heritage.

Call to Order

Roll Call: Stuart Crook, Stephen Dietrich, Kirk Ford, Missy Marino, Maiya Morrison, Jim Phelan, Jennifer Sorensen, Galen Weston

Public Comment

(5 minutes per item maximum) We would like to welcome the members of the public who have taken the time to bring their concerns to this meeting. Any member of the public may address the Board relating to any matter within the Board's jurisdiction. This need not be related to any item on the agenda; however, the Board cannot act on an item unless it was noticed on the agenda.

Consent Calendar

Items on the Consent Calendar are considered to be routine and enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a member of the Board. An announcement shall be made after the Consent Calendar is read, and before action is taken on any item, that the public may address any item on said Consent Calendar.

1. Approval of Minutes for December 2015 Board Meeting.
2. Acceptance of Financial Report.
3. Acceptance of Program Update Report.

Business

1. Discussion and action related to Election of Officers.

District Manager Update

NRCS Update

Correspondence and Announcements

Other Matters at the Discretion of the Chair

Adjournment

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact District Manager Lindsay Mattos at (209) 984-0500. Notification 48 hours prior to the meeting will enable the TCRCD to make reasonable arrangements to ensure accessibility to this meeting (28CFR35.102-35.104 ADA Title II).

Tuolumne County Resource Conservation District
DRAFT: Board of Directors Meeting Minutes
December 16, 2015 - 5:30PM
TCRCD/NRCS Partnership Office: 77 N. Washington St. Sonora, CA 95370

Our mission is to identify and meet the natural resource conservation needs of all the people of Tuolumne County and its future generations by providing leadership through educational, technical and financial support for valuable, voluntary services and programs that promote conservation and sustainable agriculture, while maintaining our county's rural heritage.

Call to Order – 5:34pm

Roll Call: Stuart Crook, Stephen Dietrich, Kirk Ford, Missy Marino, Maiya Morrison, Jennifer Sorensen, Galen Weston

Public Comment – No public was present for board meeting.

Consent Calendar

1. Approval of Minutes for October 2015 Board Meeting.
2. Acceptance of Financial Report.
3. Acceptance of Program Update Report.

Motion to approve the consent calendar was made by director Dietrich, second by director Morrison, directors Marino and Weston, motion passes unanimously.

Business

1. Discussion and action related to Adopting and Implementing TCRCD Bidding Policies. Agenda item was presented by Program Manager S. Suess, discussion by the board regarding the state laws on special districts and bidding. Motion to adopt the policies as presented by director Morrison, second by director Sorensen, motion passes unanimously.
2. Discussion and action related to Group Health Insurance for District. Agenda item was presented by District Manager L. Mattos, discussion by the board regarding the opportunities associated with a group insurance plan, director Sorensen requested that the District revisit the Personnel Policies at an upcoming board meeting. Motion to sign up for a Group Health Insurance Plan was made by director Sorensen, second by director Marino, motion passes unanimously.

District Manager Update L. Mattos updated the board on 700 forms for Sierra Coordinated Resource Management Council.

NRCS Update A. Rocha gave a short report which included an update on the tree mortality issue.

Correspondence and Announcements

Other Matters at the Discretion of the Chair The Board of Directors discussed reviewing and updating the District's Strategic Plan.

Adjournment – 7:00pm

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TCRCD Financial Report:

January 2016

Current Balance: \$ 8,257.67

**Balance includes pending expenses not cleared with Auditor/Controller*

TCRCD Grant Invoices Submitted for Payment:

Round 2 Project #3	\$	8,461.75
Round 2 Project #9	\$	15,624.02
Drought Project #2	\$	40,949.12
Total Reimbursement Requested:	\$	<u>65,034.89</u>

***Round 2 Invoices have been approved, District is awaiting payment. Drought Invoice is being processed.*

Budget Category

Account #

Year to Date Total

Year to Date Revenue: (As cleared with Auditor/Controller)

Income	483110	\$ 37,971.75
Total Revenue:		\$ <u>37,971.75</u>

Year to Date Liabilities (As cleared with Auditor/Controller)

Payroll – Withholdings, FICA, SDI, Benefits	203210, 203500, 203600, 203700, 203945	\$ 5,780.75
Sales Tax Payable	202200	\$ 2.59
Line of Credit (Tuolumne County)	205310	\$ 29,550.00
Total Liabilities:		\$ <u>35,333.34</u>

Year to Date Expenses (As cleared with Auditor/Controller)

Payroll	511110, 511150, 512120, 512410, 815	\$ 46,465.33
Communications	521310	\$ 525.49
Liability Insurance	521643	\$ 1,633.77
Office Expense	525110	\$ 1,709.64
Auditor/Controller	526124	\$ 144.50
Contract Services	526191	\$ 4,935.00
Advertising	527125	\$ 2,879.84
Rent/Leases	527310	\$ 3,368.50
Fees/Permits	528227	\$ 159.79
Educational Materials	528312	\$ 131.66
Trainings	529120	\$ 490.00
Utilities	529210	\$ 954.24
Equipment	529910	\$ 686.82
Interest – Borrowing	598420	\$ 46.52
Total Expense:		\$ <u>64,131.10</u>