



# Upper Salinas-Las Tablas Resource Conservation District

5855 Capistrano Ave, Suite D, Atascadero, CA 93422 | 805.460.7272 | www.us-ltrcd.org

## Board of Directors Meeting Minutes

April 2024

Atascadero, CA

- I. Call to Order, 4:02pm by Randy Heinzen  
Attendance  
Board Directors: In Person - Randy Heinzen, Director; Dolores Howard, Director; Tom Mora, Director.  
Staff: Devin Best, Executive Director; Lauren Danna, Program Manager.  
Public: Hilary Phillips, NRCS District Conservationist
- II. Additions/Changes to the Agenda (Gov. Code 54954.2(B)): None
- III. Public Comment: Devin provided an update on the Adelaida Hydro Study closeout and insight to the projects 6 stages.
- IV. RCD Reports
  - a. Board Updates: Dolores Howard: Stepping down from the board this upcoming June. May will be the last meeting she attends. Randy Heinzen: Will not be coming back to serve on the board once his term is up this year.
  - b. Executive Director Report: DB: Updated Project listing for ED Report. DB reviewed report distributed to the board.
  - c. FY 24 Budget: DB: Budget is introduced to board for review and approval. DH asks for clarity on deferred liability. DB explains that this funding should have gone into its own account but was instead deposited into our checking account. This money was then misused to pay payroll due to a cash flow issue. DB states this is why he hopes to move banks – so multiple accounts can exist for deferred funds. DB continues to review the budget by line item. DB mentions we are waiting on funding for c-brain from future funds on projects. DB mentions search for current auditor. Will be leaving previous auditor and hopes to bring audit report to the next meeting. DB includes RCD taking on seasonal workers, at least one intern, to take on some of the workload that team is currently carrying. RH asks about Hot House office, how long we've had it, and if it's necessary as in his review of monthly expenses, removing this expense could optimize cash flow. DB responds it is nice to have because of the conference rooms it provides and a meeting place if a meeting in SLO is needed. DB states changes being made in financial processes. LD explains the changes in overhaul she has done, and processes created for deferred accounts. RH requests to see actuals to understand what is happening financially with the RCD. RH mentions cell phone and internet expenses are high. HP asks if entire staff has work cell phones separate from personal. DB responds that staff uses personal phones they are then stipend for. HP asks if RCD has anything currently paying for C-brain. DB communicates Cal Poly previously committed in the project contract they would pay for it but backed out. DB is working on possibly receiving funding from CDFA to fund it.
  - d. Form 700 – RCD Board Members and Staff: DB: Requests completion of forms. DH mentions her resignation from the board. Due to not having enough time to serve on the board. DB mentions needing to recruit new board members – asks for board to recommend anyone they



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come across. HP mentions the possibility of consolidation. Discussion between the group occurs to remember the outcome of exploring the consolidation topic previously. DH recalls that she attended Coastal San Luis RCD Board meeting and enjoyed it. RH states Board of Supervisors in response recommended each office and respective Board of Directors explore the option. US – LT Board did not favor the idea. DB concluded he would talk with Board of Supervisors regarding new board members and the consolidation topic.

- e. WCC Update: DB mentions website launch soon, regenerative property plan, USGS well reading event success, current clean up and road improvement activity to allow accessibility, and work on star thistle removal. DB stresses the importance of engaging with neighbors to gain secondary emergency access. RH states ability to help RCD Team contact neighboring owner for secondary access. DB shares the other neighbor of the property, Robert Green, fixed his portion of the road for no cost.
- f. Board Member Recruitment: DB mentions the board is losing Dolores and Randy. Please let the team know if you hear of anyone interested. Next approach for board member recruitment is to visit ALAB. RH favors the idea to approach supervisors and ask they slate new members. DH mentions sending out emails to Cambria Forest committee and other interest groups.

### V. Consent:

- a. Approval of regular meeting minutes (distributed prior to next meeting): RH – moves, DH – seconds, All in favor.
- b. Approval of treasurer’s reports:

### VI. Other Agency, Director, and Association Reports

- a. NRCS Report- Hilary Phillips – Shares forms for Local Work Group Meeting need to be submitted in August. Bianchi Project work completed last year was successful and has no new sediment load. Going forward, they will have to desediment and dewater.
- b. USFW: Dylan Wilder – Federal Budget – Not Present
- c. WRAC: Tom Mora – Dana project in Nipomo was a big discussion. Supervisors voted 3-2. Master water project, state water project and desalination project plans will be discussed in upcoming meeting.
- d. ALAB: No report.

### VII. Board Action Items

- a. FY24 Budget
  - i. RH - approves, TM- seconds, Item is approved

### VIII. Agenda Setting

- a. Next Board Meeting: May 23<sup>rd</sup> 4pm-6pm

### IX. Adjournment of meeting: 5:20pm. Next meeting is May 23<sup>rd</sup> at 4pm.