



## Board Meeting Minutes

**December 13, 2024 - 10:30 am**

1221 Farmers Lane, Suite F

Santa Rosa, CA 95405

<https://us02web.zoom.us/j/89546736157>

(669) 900-9128

Meeting ID: 89546736157

- 1. Call to Order, Determination of a Quorum, Introductions:** Vice Chair John Nagle determined the quorum and called the meeting to order at 10:33 am.  
Directors Present: John Nagle, Steve Worrell, Fred Euphrat, Isaac Jenkins, Jen Kuszmar, Ariana Reguzzoni (left at 12:23pm).  
Directors Absent: Bruce Abelli-Amen.  
Associate Directors Present: Chris Peterson, John Gorman.  
Associate Directors Absent: Dennis Murphy.  
Staff Present: Christine Kuehn, Adrienne Pettit, Jen Franco, Anya Starovoytov, Colin Nicol, Maria Wnorowski and Sophia Pruden.  
Others Present: Sabrina Howell, Paul Kaymark, Jerry Meral.
- 2. Additions/Changes to the Agenda (Gov. Code 54954.2 (B)):** None
- 3. Consent Calendar:** Approval of December Board Meeting Agenda, October Board Meeting Minutes.  
**Motion to approve:** Steve Worrell, **2nd:** Isaac Jenkins. Motion passed, 6 ayes.  
**Ayes:** Nagle, Worrell, Euphrat, Jenkins, Kuszmar, Reguzzoni  
**Nayes:** None.
- 4. Public Comment:** None.
- 5. Action Items:**
  - A. Presentation and acceptance of FY23-24 Draft Audited Financial Statements:** Paul Kaymark, CPA, from Nigro & Nigro, PC presented this item. The District received an unmodified opinion and was not subject to single audit for FY23-24 because federal expenditures were less than \$750,000. The Board asked questions and discussed.  
**Motion to Approve:** Isaac Jenkins **2<sup>nd</sup>:** Jen Kuszmar. Motion Passed, 6 ayes.  
**Ayes:** Nagle, Worrell, Euphrat, Jenkins, Kuszmar, Reguzzoni  
**Nayes:** None.
  - B. Acceptance of FY24-25 Q1 Financial Report:** Adrienne Pettit presented this item, with an emphasis on government-wide versus fund level financial statements. She noted an unprecedented Q1 surplus and an updated operating reserves target. She reminded the Board that a mid-year budget revision will be presented at the January 2025 meeting. The Board

asked questions and discussed, including the need for a review of and update to the District's operating cash reserves policy.

**Motion to Approve:** Fred Euphrat 2<sup>nd</sup>: Steve Worrell. Motion passed, 5 ayes.

**Ayes:** Nagle, Worrell, Euphrat, Jenkins, Reguzzoni

**Nayes:** None.

**Abstain:** Kuszmar

- C. **Adoption of Resolution No. 2425-003 Authorizing Board Chair to Act as Treasurer on the Exchange Bank Accounts:** Adrienne Pettit presented this item, answered questions, and provided further information.

**Motion to Approve:** Isaac Jenkins 2<sup>nd</sup>: Steve Worrell. Motion passed, 5 ayes.

**Ayes:** Nagle, Worrell, Euphrat, Jenkins, Kuszmar

**Nayes:** None.

- D. **Acceptance of FY24-25 Annual Workplan:** Sonoma RCD Executive Director, Christine Kuehn, gave the Board an overview of grant and contract-based deliverables to be accomplished in FY2024-2025. SRCD team members presented details about their programmatic areas; Colin Nicol, presented streamflow and water-related projects, Anya Starovoytov, presented agricultural-related projects and Christine Kuehn presented forestry-related projects, community engagement, education, and organizational capacity building goals. The Board asked questions and discussed.

**Motion to Approve:** Jen Kuszmar 2<sup>nd</sup>: Fred Euphrat. Motion passes, 5 ayes.

**Ayes:** Nagle, Worrell, Euphrat, Jenkins, Kuszmar

**Nayes:** None.

- E. **Discuss Chair & Vice Chair elections to be held in January 2025, Director interest in their roles:** Sonoma RCD Vice Chair, John Nagle, led this discussion. Bruce Abelli-Amen, current Chair, and John Nagle, current Vice Chair, are in the middle of their two-year term and would both like to stay in their current roles. A Board Treasurer will need to be appointed at a future meeting.

- F. **Appointment of Board Secretary:** Christine Kuehn advised the Board that Government Code section 53051 requires the governing body of special districts to keep the *Registry of Public Agencies* document updated. The document calls for contact information for the governing body and naming the clerk or secretary of the Board. This position was previously held by the SRCD Executive Director and Christine Kuehn recommended that Jen Franco, SRCD Administrative Manager, be appointed as Board Secretary.

**Motion to Approve:** Jen Kuszmar 2<sup>nd</sup>: Steve Worrell. Motion passes, 5 ayes.

**Ayes:** Nagle, Worrell, Euphrat, Jenkins, Kuszmar

**Nayes:** None.

## 6. Information Items:

**A. Division 9 Update:** Jerry Meral, elected Board Member of Marin RCD, advised on an effort to revise Division 9 of the California Public Resources Code. The revision includes removing the requirement that all RCD Directors be landowners to encourage diversity among Boards. The Board asked questions and discussed and supported the proposed revision.

**7. Update Items:**

**A. Executive Committee:** The Executive Committee met on October 24, 2024 to approve a subcontractor for Mill Creek Rainwater Catchment Projects. The November 25, 2024 Executive Committee meeting included discussion on the Endowment Fund investment reallocation. The Executive Committee voted to approve the Endowment Fund investment reallocation in the December 4, 2024 meeting.

**B. Board Development Committee:** No meeting was held.

**C. Technology Committee:** No meeting was held.

**D. GSA Updates:** GSA Committee meets quarterly and will have a January meeting.

**E. All Director Updates:** Director John Nagle shared that the Santa Rosa Plain GSA is looking for Advisory Committee members.

**F. Executive Director & Other Staff Updates:** Christine Kuehn reviewed the January 2025 all-staff retreat, the January 2025 retirement benefits change and that recruitment for new Associate Directors has been extended to January 2025. Two work anniversaries were recognized: Water Resources Program Director Aaron Fairbrook (11 years) and Staff Accountant Wendi Asuncion (4 years).

**Future Agenda Items:**

1. Treasurer Position on the Board
2. Measure H and the impact on Sonoma RCD
3. Ad Hoc Committee for Sonoma RCD Strategic Planning Process
4. Updated operating cash reserves policy

**9. Adjournment:** The meeting was adjourned at 1:20 pm.