

MINUTES OF BOARD OF DIRECTORS MEETING
January 10, 2012

Directors Present: Jerome Dix; Craig Blencowe; Peter Braudrick; Tyler Nelson @ 9:55

Directors Absent: Larry Desmond

Associate Directors Present: None

Associate Directors Absent: Geri Hulse-Stephens

Staff Present: Jan Olave; Patty Madigan; Ursula Butler; Shelley Janek; Joe Scriven

NRCS Staff Present: Erica Lundquist

Other: None

1. **Call to Order** – 9:15 am
2. **Calendar** - Craig motioned to accept the consent calendar, Peter seconded the motion, 3 ayes 0 nays.
3. **Administration**
 - a. Rangeland Resolution – Shelley asked the board to approve the RCD as a signatory on the CA Rangeland Resolution for the preservation and enhancement of rangelands. Craig motioned that the RCD add its signature to the resolution, Peter seconded, 3 ayes 0 nays.
 - b. Updated letter of intent for Caltrans – the USACE asked for more specific information. The updated letter was distributed to the board. Discussion followed regarding the endowment. Peter motions to approve the updated letter, Craig seconded, 3 ayes 0 nays.
 - c. Resolution 2012-180 to approve submission of grant application to CalRecycle for tire removal on Russian River – Shelley estimates hundreds of tires in the river. The grant will pay up to \$8.00 per tire. Craig motioned to approve the resolution, Peter seconded, 4 ayes 0 nays.
 - d. Approval to research vehicles for possible purchase – Tyler asked for figures on personal vehicle use reimbursement. Peter motioned to direct the staff to explore the purchase or lease of a vehicle for the district, Tyler seconded, 4 ayes 0 nays.
 - e. Finalize dates for touring Caltrans mitigations properties – Valentine’s day was selected.
 - f. Motion to approve additional holidays for staff – Peter motioned to approve the 2 additional holidays for staff and 3 additional holidays for the Executive Director, Tyler seconded, 4 ayes 0 nays.
 - g. Discuss formation of strategic plan – Peter would like to have a retreat and hire a facilitator to conduct a meeting on the future of the organization. Peter stated that we have significant stakeholders that should be involved. Patty felt that two meeting should be conducted, one with stakeholders and one with the RCD only. Tyler would like to know what other RCDs top ten projects are. Peter motioned to setup a subcommittee to work with the staff to come up with criteria to setup a strategic planning meeting, Craig seconded, 4 ayes 0 nays.

4. Partner / Staff Reports

a. Staff Updates –

- i. Patty – Outreached to Northwest Environmental Training Center. They offer a backpack electrofishing class. This season they are offering only boat electrofishing. Patty feels that at least two staff should receive training. The tuition is approximately \$500.00 per person. If the RCD partners with them to offer the training locally, the RCD will receive two scholarships. The board gave their endorsement for the training.
 - ii. Joe - Submitted an updated application for scientific collectors permit with NOAA Fisheries.
 - iii. Shelley – The invasive mapping has been completed along the Upper Russian River from the confluence of east & west road in Redwood Valley to Hopland which is a little over 30 miles. The Wildlife Conservation Board gave a \$500,000.00 limit on funding for invasive removal and the funds need to be shared with Sonoma County. It was decided to concentrate on Arundo removal.
- ##### **b. NRCS - A position becoming available. It is a 4 year term position and a GS7-GS9 level for a soil conservationist.**
- i. When asked what High Tunnels are, Erica responded they are like green houses on bare dirt and increase the length of the season for growing crops.
 - ii. The forest management template is available. The EQIP rankings are still being worked out.

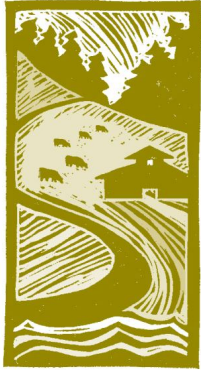
5. Public Comment - None

6. Directors Report

- a. Peter – The NCRC&D has lost all funding from NRCS but is still viable. Submitted 17 mini grant proposals. They are sponsoring a pollinator workshop and working with Shelley on the Bonterra Vineyards workshop
- b. Craig - PG&E awarded the biomass group a \$5,000.00 grant to use as match to contract with UC Cooperative Extension to do a literature search for biomass facilities and sustainability including trees & wildlife. Sub committees have been established to deal with different aspects of the project in order to develop a prospectus for prospective developers.

7. Adjourn – 11:50

Jerome Dix
Board Chair



MINUTES OF BOARD OF DIRECTORS MEETING
February 14, 2012

Directors Present: Jerome Dix; Craig Blencowe; Peter Braudrick; Larry Desmond

Directors Absent: Tyler Nelson

Associate Directors Present: None

Associate Directors Absent: Geri Hulse-Stephens

Staff Present: Jan Olave; Ursula Butler; Shelley Janek; Joe Scriven, Linda MacElwee

NRCS Staff Present: Carol Mandel

Other: Craig Martz of DFG, Paul Zellman, Rosamund Crowder

1. **Call to Order** – 9:10 am
2. **Calendar** - Larry motioned to accept the consent calendar, Craig seconded the motion, 4 ayes 0 nays.
3. **Administration**
 - a. Approve request to sponsor RVOEP wildlife film series – Larry motioned to sponsor the RVOEP film series in the amount of \$500.00, Peter seconded, 4 ayes 0 nays. The sponsorship will give the RCD a quarter page in the event program.
 - b. Approve MCRCRD as CEQA lead for Mill Creek Bridge Project - This is an RCD project that has to meet Caltrans standards. Peter motioned that MCRCRD be CEQA lead for Mill Creek Bridge Project, Larry seconded, 4 ayes 0 nays.
 - c. Resolution 2012-181 – Approve submittal of applications to DFG for the Capacity Building in Navarro Watershed grant – The grant application has been approved and DFG requires the resolution to enter into the contract. Larry motioned to approve the resolution to enter into the DFG contract for Capacity Building in Navarro Watershed, Craig seconded, 4 ayes 0 nays. The award amount is just short of \$50,000.00. The project provides staff funding to develop projects.
 - d. Resolution 2012-182 – Approve submittal of applications to CalRecycle for waste clean up grants – the application will be for a farm and ranch cleanup grant. Peter motioned to approve resolution 2012-182 to submit applications to CalRecycle for its grants programs, Larry seconded, 4 ayes 0 nays.
 - e. Approve EPPP – Updated Recycle and Reuse policy – Craig motioned to approve the policy, Larry seconded, 4 ayes 0 nays.
 - f. Director Training in Santa Rosa – the date is Friday, March 23rd at the Sonoma County Water Agency. All directors present plan to attend.
 - g. Convene Personnel Subcommittee to review update Personnel Policies, IIPP policy, and Code of Safe Practices – Jerome appointed himself to the committee. Peter will be the additional member.
 - h. Approve letter to DFG regarding 2012 PSN omitting Upper Russian River watershed from both Coho and Steelhead focus areas - the board asked to include project recommendations in the letter. Craig Martz suggested speaking with DFG to try to get some understanding of the decision prior

to creating the letter. Peter motioned to approve writing a letter to DFG regarding the 2012 PSN omitting Upper Russian River watershed from both Coho and Steelhead focus areas, Larry seconded, 4 ayes 0 nays. The board asked to have the letter emailed to them.

4. Partner / Staff Reports

- a. Update on Willits Mitigation from DFG's Craig Martz – The RCD board requested a history and update on the project permitting process. In 2006 EIR & EIS was completed with a conceptual mitigation plan. Multiple agencies started meeting to create a detailed mitigation plan, which worked well until permit applications were submitted. The 404 permit was not issued and the CTC gave Caltrans a twenty month extension to finalize the 404 permit. The mitigation has been split into two separate plans, one for the ACOE and another for the remainder of the agencies. The ACOE has asked for letters of concurrence that the project is the least environmentally damaging practical alternative and is waiting for EPA's response. The ACOE has to make that determination in order to issue their permit.

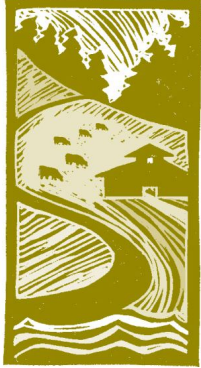
Most of the grazing exclusions are in the riparian corridors and some larger areas that don't have state listed plants. A draft grazing plan has been submitted to Caltrans and is in internal review. DFG offered to hold the easements and the endowment however SB-436 requirements are creating some issues regarding DFG's ability to partner with NFWF to hold the endowment to maximize the CAP rate. The author of the bill has allowed for cleanup legislation. Craig stated that all his comments are his views and not necessarily those of DFG.

- b. NRCS – Carol reported that her staff is working to meet program deadlines.
- c. Craig Blencowe – informed the board that he is considering applying for a position on a federal advisory committee. The Federal Forest Resource Coordinating Committee is made up of 20 people from across the country to advise the Forest Service and the Dept of Agriculture regarding funding of private non-industrial forestry. There are currently no west coast representatives. Craig asked the board to write a letter in support of his application. The position is for three years and he will have to travel to Washington DC three times per year. All board members present voiced their support of his application and agreed to nominate him.

5. **Public Comment** - A request was made of the RCD to consider putting board package materials on the website. An inquiry was made as to the process of dealing with failure to achieve the mitigation requirements of the Willits Mitigation project.

6. **Adjourn** – 11:58 am

Jerome Dix
Board Chair



MINUTES OF BOARD OF DIRECTORS MEETING
March 13, 2012

Directors Present: Jerome Dix; Peter Braudrick; Larry Desmond; Craig Blencowe
@ 9:14

Directors Absent: Tyler Nelson

Associate Directors Present: None

Associate Directors Absent: Geri Hulse-Stephens

Staff Present: Jan Olave; Ursula Butler; Shelley Janek; Joe Scriven, Linda MacElwee; Patty Madigan

NRCS Staff Present: Carol Mandel

Other: Bob Whitney, Kathie Lowrey, Paul Zellman, Rosamond Crowder

1. Call to Order – 9:04 am

2. Calendar - Larry motioned to accept the consent calendar, Peter seconded the motion, 3 ayes 0 nays.

3. Administration

- a. Approve letter in support of RBEG grant application – Rural Business Enterprise Grant. To train people in vegetation management. It is difficult to find people that are familiar with invasive vs. native plant identification, proper planting & irrigation techniques. Peter motions to submit the letter for the grant to Rural Development, Larry seconded, 3 ayes 0 nays.
- b. Request from CNGA for sponsorship of 3-day workshop on grazing at Ridgewood Ranch in May – Richard King will be conducting the workshop. Co-sponsors are CNGA and NRCS. Shelley suggested paying for a lunch for one of the days. John Ford is a supporter of holistic grazing. Peter motions to approve a \$300.00 sponsorship of the grazing workshop, Larry seconded, 4 ayes 0 nays.
- c. Approve purchasing policy – The RCD will go out for bid on the fabrication of the bridge. The County will go out for bid on the bridge installation. Morris Engineering is completing the design. The County Dept of Transportation approves the bridge for use and within 24 – 36 months Caltrans will assess and rank the bridge according to it's weight. Craig suggested that there should be a dollar amount limit on the purchasing policy. Jan stated that a major purchase should be in the budget. Larry motions to approve the purchasing policy as stated with the addition that any purchase over \$5,000.00 that has not been previously approved by the board will need board approval prior to purchase. Peter seconded, 4 ayes 0 nays.

4. Special Presentation

- a. Bob Whitney presentation on Willits Bypass – Stated that he is opposed to the project as it is designed. He is in favor of the RCD as the property owner and long term managers. He stated that the term short-term endowment should be short-term fund. The PAR unit costs needs to be updated periodically and feels that the 2% reinvestment rate is good. Rosamond stated that her main concern is the unforeseen. There is a

flooding concern and the impact on the neighbors. The latest MMP states that flooding takes precedence over the mitigation. She feels that the flooding issue is being left in the lap of the RCD. Bob suggests that the RCD make a list of responsibilities that the RCD will not take on. Bob stated that a flood control district will be needed.

5. Administration cont'd –

- a. Approval to move \$5,000 of budget funds from Project Development into Software and Office Equipment for purchase of new hard drive tower, software and desk – Carol will check to see if the RCD is still licensed to use ARC/GIS. If the RCD is still licensed, the software will not be purchased. Craig motioned to approve moving \$5,000 of budget funds from Project Development into Software and Office Equipment, Peter seconded, 4 ayes 0 nays.
- b. Discuss possible board involvement regarding Art Harwood and neighboring landowners refusal to pay agreed upon contribution for Kenny/Mud Creek Sediment Reduction Project – In 2006 Harwood Products had a supplemental environmental plan that was approved in lieu of paying over \$100,000.00 in fines from the Regional Water Quality Control Board. Part of that was \$40,000.00 to PWA and the RCD for assessments and to apply for additional funding. Harwood Products filed for bankruptcy leaving the RCD and PWA unpaid. DFG stated that the match has already been provided by PWA. Does the board want to send a letter asking the road association to pay as agreed? Patty feels that the RCD should write a letter to encourage the road association to do the right thing. Peter makes a motion to approve writing a letter to Mr. Harwood, neighboring landowners and the road association outlining what we feel is their fiscal responsibility to the project. Craig seconded the motion. No vote was taken. Craig stated that copies should be sent to PWA and DFG.
- c. Address comments on Mill Creek Bridge CEQA – Prunuske Chatham created the Mitigated Negative Declaration regarding the original design. The design has been revised and is now less of an environmental impact but, decided to let the original declaration stand. One comment was received from the Water Board. The comment specifies storm water control during construction. Cecile Morris has addressed all of the issues in the storm water control best management plan. Craig motions to adopt the Mitigated Negative Declaration. Larry seconded the motion, 4 ayes 0 nays. Peter moved to approve the Mill Creek Bridge Project. Larry seconded the motion, 4 ayes 0 nays.

6. Partner / Staff Reports

- a. Patty –
 - i. Kathie Lowrey is working with the RCD on the Coordinated Permit program. The Regional Water Quality Control Board has provided \$40,000.00 in funding to develop CEQA with only \$10,000.00 of those funds allowed to go to an outside contractor. Kathie is guiding Patty through the process.
- b. Shelley –
 - i. The Russian River Flood Control District is responsible for removing the jacks and they have funding.
 - ii. Jerome asked if our involvement with the “Grow Responsibly” brochure appears that we endorse marijuana growing. The consensus felt that it wouldn’t. The brochure will be focused on water issues.

- c. Linda –
 - i. Developing the Neefus Gulch DFG grant proposal with the assistance of Kirk Vodopals from MRC and PWA. The proposal includes a bridge on Appian Way. MRC and the Boy Scout camp properties include large woody debris. DFG conducted a fish & habitat survey in fall 2011 that found coho in the stream and are interested in seeing the project done.
 - ii. Linda spoke with the Anderson Valley Winegrowers Association and found them to be welcoming and attentive.
- d. Joe –
 - i. The Feliz Creek dam removal project is on hold until the 404 permit is issued. Kathie Lowrey stated that the Army Corps has 30 days to comment if the application is complete and 45 days to issue the permit.
- e. NRCS – Carol
 - i. There is an effort to reinvent the USDA at the national level.
 - ii. EQIP ranking is complete. The county competed well with EQIP and received one CCPI. There were 4 to 5 tribes that received contracts through the Tribal Initiative.
 - iii. A new staff member was hired for a four year term position. The person is from Iowa with a forestry degree.

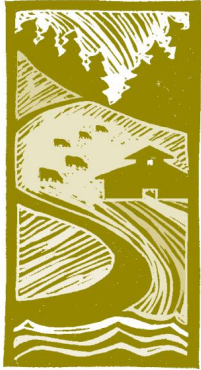
7. Directors Reports –

- a. Peter - NCRC&D funded the hedgerow workshop. There is going to be a booth on Earth Day at the Noyo Food Forest. Peter suggested that we advertise the RCD. Susan Warner is putting together seed packets. The date is Saturday 4/21/12. Last year there were 3000 visitors.
- b. Larry – Long term strategic planning with Peter. Still collecting information. Should have a draft plan to present at the next board meeting.

- 8. Adjourn** – Peter motions to adjourn the meeting, Larry seconded, 4 ayes 0 nays. Meeting adjourned at 12:30 pm.

Jerome Dix
Board Chair

Craig Martz – Discussed the project permitting process. In 2006 EIR & EIS was completed with a conceptual mitigation plan. Multiple agencies started meeting to create a detailed mitigation plan, which worked well until permit applications were submitted. The 404 permit was not issued and the CTC gave Caltrans a twenty month extension to finalize the 404 permit. The mitigation has been split into two separate plans, one for the ACOE and another for the remainder of the agencies. Most of the grazing exclusions are in the riparian corridors and some larger areas that don't have state listed plants. A draft grazing plan has been submitted and is in Caltrans internal review. The ACOE has asked for letters of concurrence that the project is the least environmentally damaging practical alternative. The ACOE has to make that determination in order to issue their permit. DFG had offered to hold the easements and the endowment. The current bill AB436 is creating some endowment issues. The author of the bill has allowed some cleanup legislature. Craig stated that all his comments are his view and not necessarily that of DFG.



MINUTES OF BOARD OF DIRECTORS MEETING
April 10, 2012

Directors Present: Jerome Dix; Peter Braudrick; Larry Desmond; Craig Blencowe
@ 9:20

Directors Absent: Tyler Nelson

Associate Directors Present: None

Associate Directors Absent: Geri Hulse-Stephens

Staff Present: Jan Olave; Ursula Butler; Shelley Janek; Joe Scriven; Patty Madigan

NRCS Staff Present: Carol Mandel; Jim Spear

Other: Tom Wehri; Paul Zellman

1. **Call to Order** – 9:00 am
2. **Calendar** - Larry motioned to accept the consent calendar, Peter seconded the motion. An addition to the bills list in the amount of \$904.92 for Anderson Valley Nursery. 3 ayes, 0 nays.
3. **Administration**
 - a. Caltrans update – The bypass is being funded. Caltrans will be attending a meeting at the RCD on 4/11/12 to review RCD needs and the structure of the endowment. There will be a discussion of hiring staff versus hiring contractors to work on the project. A site visit to the Benbow house is planned. Jan stated that a consultant should be hired to assist with staffing and facility needs. Prunuske-Chatham is being considered. Jan suggested creating a subcommittee or having bi-monthly board meetings due to the speed that the project is moving. The RCD could begin monitoring in the fall of 2013.
 - b. Strategic Planning Update – meetings have been held with staff, NRCS, Farm Bureau and Rick Macedo of DFG. Some of the issues that have surfaced are RCD invisibility, expanding fee for service, attaining more technical skills and the RCD not being defined by the bypass project. Some suggestions that have been received include inviting select people to the board meetings, education about the permitting process, environmental education and involvement with other community groups. Rick Macedo suggested the RCD grow into the coho streams of the county and development of mitigation banking.
 - c. Landowner Project Contribution Policy – Jerome stated that he is dissatisfied with the way the policy reads that he would like to rewrite it.
4. **Partner / Staff Reports**
 - a. Tom Wehri, CARCD Board President and Jim Spear, NRCS Assistant State Conservationist for Field Operations – Through a Capacity Building grant they are visiting all of the RCDs and directors in the state. The purpose of the meeting is to get input into what they should and shouldn't be doing. RCDs must guard against becoming a regulatory body and maintain the respect of the landowner. The CARCD is currently working on the State Water Board grant contracts that states the RCDs takes on monitoring discharges. The CARCD are the representative for all of the districts and sit on the board of the NACD. Jim stated that the RCD opportunities are almost limitless. RCD are NRCS's

most strategic partner. Jim feels that Farm Bill dollars coming into Mendocino County are going to be directed by prioritized approved watershed plans. Jim asked the board to consider NRCS's business model and try to work towards getting NRCS aligned where RCD priorities are.

b. Staff Updates

- i.** Joe – the Mill Crk bridge permit applications are still under development. Bridge fabrication bid packages will be going out soon. The window of opportunity for the bridge installation is 8/15 – 10/15. The Army Corps of Engineers has been unresponsive with regards to the Feliz Crk Dam project and DFG was able to step in and get the ball rolling.
- ii.** Patty – On the Neefus Gulch project the RCD is working with MRC, the Boy Scouts of America and the Rancho Navarro subdivision. Kirk Vodopals and Carol have been working on a Healthy Forest Initiative which could provide more match to a DFG proposal in process. Patty is working with Sotoyome, Southern Sonoma and Napa RCDs on branding for a new conservation planning ag waiver program. Work continues on the mitigated negative declaration with Prunuske-Chatham guiding the process. A volunteer workday at the Anderson Valley Elementary School trail will be taking place on April 21st. On May 14th there is a volunteer day to setup the Beer Festival on behalf of the River Center. On May 22-24th the RCD is hosting an e-fishing workshop and the RCD has two passes for the training.
- iii.** Shelley – There is an opportunity to rehabilitate land after a marijuana grow has been destroyed. Sotoyome is developing water quality credit projects with agriculture to provide credits for sale. Shelley would like to look into a similar program for Mendocino County.

- c.** NRCS – Erin has the watershed maps of the county. The RCD is under NRCS's GIS license and that any upgrades will be available to the RCD. The Healthy Forest Reserve program allows the applicant to be exempt from some eligibility requirements. These exemptions allow participation from entities that were not previously eligible. There is an opportunity to receive additional EQIP funds through the Water Quality Initiative. Carol will apply for those funds for the Garcia Watershed and use PWA's road assessments as the basis for the conservation plan. These additional funds could provide a significant federal match for the 319(h) implementation. Jim stated that the north coast region should explore and promote a fisheries type initiative.

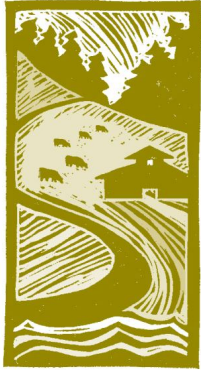
5. Public Comment – A statement of appreciation for the RCD efforts was given.

6. Directors Reports –

- a.** Peter - NCRC&D is outreaching to Marin RCD to have them rejoin the group. The Fort Bragg biomass group approached NCRC&D to sponsor some grants.
- b.** Craig – The biomass group will have a prospectus within 60 days.

7. Adjourn – 12:40 pm

Jerome Dix
Board Chair



MINUTES OF BOARD OF DIRECTORS MEETING
May 8, 2012

Directors Present: Jerome Dix; Peter Braudrick; Craig Blencowe; Tyler Nelson;
Larry Desmond @ 9:17

Directors Absent: None

Associate Directors Present: None

Associate Directors Absent: Geri Hulse-Stephens

Staff Present: Jan Olave; Ursula Butler; Joe Scriven; Patty Madigan

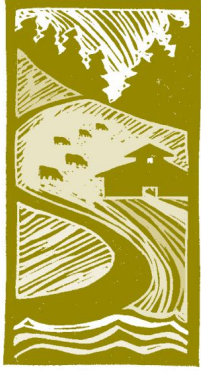
NRCS Staff Present: Carol Mandel; Hannah Grimm

Other: Dane Downing of the Round Valley County Water District

1. **Call to Order** – 9:06 am
2. **Calendar** - Jerome motioned to accept the consent calendar, Peter seconded the motion. 4 ayes, 0 nays.
3. **Administration**
 - a. Caltrans update – A lawsuit was filed. Caltrans is moving forward until an injunction is issued. A meeting is scheduled for 5/9 with Dr. Mel George from UC Coop Extension to review the grazing plan. Jan, Patty and Shelley will be attending. Craig Martz is inviting the RCD to a field tour of North Coast Semaphore Grass populations that will be protected and managed on the habitat mitigation lands acquired for the Willits Bypass Project. The tour is scheduled for May 31st at 11:00 am.
 - b. CEQA as Fee for Service and possible approval of Bioengineering Assocs request for MCRCD to develop CEQA document – Bioengineering Assocs requested the RCD be the CEQA lead on a couple of their projects. It means that we would be responsible for the project being done according to CEQA. Staff will have to be out on site monitoring the project. Jan asked if the board wants to step into this area. It broadens our liability but it also adds to our funding stream. Peter suggested that the board be consulted on each project due to the liability issue. A Categorical Exemption is a minor liability exposure for the RCD, then the next level is Negative Declaration, Mitigated Negative Declaration and finally an EIR. One of the projects is streambank stabilization project on the main stem Russian River. Tyler motions to approve being CEQA lead provisionally upon staff review of the plans, Peter seconded, 5 ayes 0 nays.
 - c. Approve Resolution 2012-182 – Calfire has \$100,000.00 and would like the RCD to administer \$50,000.00 in CFIP funds and \$50,000 for LWD projects. The RCD will disburse the funds based on Calfire approval. The RCD will setup an RFP for the large woody debris funds. Jerome asked for a change to the resolution language. Craig motions to approve Resolution 2012-182 with the change in language, Larry seconded, 5 ayes 0 nays.
 - d. Review and approve Kenny and Mud Creek Road Association letter requesting full landowner contribution – Peter motions to approve the letter, Larry seconded, 5 ayes 0 nays.

- e. Discussion and possible approval of the Strategic Long Range Plan – Work on the plan is continuing. The plan will be presented at the next board meeting.
4. **Partner / Staff Reports**
- a. Staff Updates
 - i. Jan – OHV audit conclusions stated that the RCD owed interest on the project funds. The state auditor’s office is performing more audits. Jan suggests that they be required to bring in their own equipment, supplies and staff.
 - ii. Joe – Received scientific collectors permit for salmonids spawning surveys and would like to expand the permit to include electrofishing. Permit applications are in for the bridge project and the bridge fabrication RFP will be closing on 5/11.
 - iii. Patty – the county wide CEQA document was sent for review to the state clearinghouse for 30 days. It will be advertised for 30 days in the paper starting 5/9. An electrofishing workshop is being coordinated but there is a difficulty finding fish in streams that are allowed to be used during the month of May.
 - b. NRCS – EQIP funding was approved for the Garcia River Watershed funding in the amount of \$650,000.00. This funding was targeted for a watershed with sediment and nutrient TMDL’s. Washington is looking into performance measures such as delisting of watersheds and species. The regional board stated that they would like this EQIP program to eventually move into the Navarro River watershed. Hanna will be working in the Garcia. NRCS is working with MRC through the Healthy Forest Reserve program to upgrade some stream crossings on Masonite Rd. One of the stream crossings is a fish passage barrier.
5. **Public Comment** – Dane Downing - Covelo is its own watershed surrounded by mountains and one outlet to the middle fork of the Eel River. Residents are on wells. The water district has recently purchased equipment to begin ground water monitoring.
6. **Directors Reports** –
- a. Peter - NCRC&D had a booth for Earth Day at the Noyo Food Forest. A new forest manager has been appointed.
7. **Adjourn** – 11:42 pm

Jerome Dix
Board Chair



MINUTES OF BOARD OF DIRECTORS MEETING
June 12, 2012

Directors Present: Jerome Dix; Peter Braudrick; Larry Desmond; Craig Blencowe and Tyler Nelson @ 9:10

Directors Absent: None

Associate Directors Present: None

Associate Directors Absent: Geri Hulse-Stephens

Staff Present: Jan Olave; Ursula Butler; Joe Scriven; Patty Madigan; Linda MacElwee; Shelley Janek

NRCS Staff Present: Carol Mandel

Other: Paul Zellman

1. **Call to Order** – 9:07 am
2. **Calendar** - Larry motioned to accept the consent calendar, Peter seconded the motion. 3 ayes, 0 nays.
3. **Administration**
 - a. Adopt county-wide CEQA Mitigated Negative Declaration (MND) for Coordinated Permitting – the RCD and NRCS can use the MND to perform commonly conducted practices. Peter motions to adopt resolution 2012-183 as written, Tyler seconded, 5 ayes, 0 nays.
 - b. Craig reviewed the native plant manual. Originally developed for foresters that listed rare and endangered plants of the redwood forest region. Craig feels that it needs to be formatted and should be produced as a three ring binder with laminated pages. Craig will write a preface and a tribute to Gordon McBride. Jan suggested getting the document peer reviewed.
 - c. Caltrans update – Patty & Shelley attended a three day field overview of the grazing plan on the former Ford property. The final cooperative agreement is being developed by Caltrans. Dave Kelly confirmed that they would cover the RCD legal costs. The RCD agreement with Best, Best and Krieger is still in force. Caltrans asked the RCD to consider having UC Coop Extension manage the grazing properties. Jan stated that UCCE mission is research and education and that the Willits Bypass Mitigation project is preservation and conservation. Pasture irrigation is currently not going to be allowed and will have a significant impact to the amount of grazing available. One concern is having these properties managed immediately and not waiting until the RCD has an agreement in place this fall.
 - d. Mill Creek Bridge update – Soil borings are being done 6/14 to do another analysis of the ground for the new bidge design. The landowner is very supportive of the project. The permits are in process. County DOT has issued a 7/16 deadline for permit to be issued for the project to be done this year. Request that the board approve entering into an agreement with Skip Gibbs & Co. for the rail car bridge material and installation. Jerome asked that final payment is released after inspection by the RCD

engineering contractor. Peter motions to approve the contract and payment schedule as recommended by the staff, Larry seconded. It was decided that a change in the payment schedule be made to include language regarding final payment upon field engineering approval. 5 ayes, 0 nays.

- e. Nominations/election of new officers – Craig and Larry nominate Peter to be board chair. Larry, Tyler and Jerome nominate Craig as vice chair. 3 ayes 0 nays 2 abstentions.

- 4. **Strategic Planning** – Peter and Larry worked on the plan for two to three months. The format is by area of focus. Trying to answer how the RCD can continue to exist and thrive in the future. Peter suggested that the plan be reviewed on a yearly basis. Peter would like to have the plan on the website when it is completed. Patty would like to see the items rated that tells the staff where and how much focus to place on each item. Tyler stated that some specific goals should be stated for a period of time to focus on and then evaluate. Larry and Peter asked everyone to take a look at the list and make comments.

5. **Partner / Staff Reports**

a. Staff Updates

- i. Shelley – has been in touch with Julie Carrera, inspector for the County Sheriff's office, regarding the pot growing ordinance and will be speaking at the August meeting for growers to work with them on putting together a brochure based on the grow parameters that are still under advisement. Shelley will be going out on a growing operation clean up to get an idea of the effort involved in restoring these sites.
 - ii. Linda – a tour of the Navarro gauge is planned for 6/14. Hedy Wood State Parks has been spared from closure. The Mendocino County Local Food Guide has the RCD and NRCS listed as resources.
 - iii. Joe – proposal submitted to DFG on Ten Mile and Outlet Creeks for public involvement and outreach to determine what the communities would like to see for watershed restoration. The grant will allow the RCD to expand into the area. Joe will be meeting with the Laytonville Advisory Council, and with Trout Unlimited regarding the grant.
 - iv. Patty – met with Napa, Sotoyome and S. Sonoma RCDs to discuss an alternative conservation planning and outreach mechanism. They met with a branding person to develop a name and logo and showed a preliminary sample. The program will be developed to help increase visibility, recognition and cohesion for RCD programs.
- b. NRCS –NFWF and NRCS has partnered to provide funding to NFWF to fund grants to help NRCS carry out the Farm Bill programs. The Streamlining Initiative that includes a new more efficient computer system. Carol stated that a template has been created to send out to partners to collect ideas of how to make NRCS more efficient. The regional ranking of EQIP will continue. Carol will schedule a local working group meeting for August.

6. **Public Comment** – None

7. **Directors Reports** –

- a. **Peter** – NCRC&D requested to share a booth at the county fair. Reminded the RCD that the NCRC&D is a non-profit that could be used by the RCDs.

8. Adjourn – 12:30 pm

Peter Braudrick
Board Chair

MENDOCINO
COUNTY



RESOURCE
CONSERVATION
DISTRICT

206 Mason Street
Suite F



Ukiah, CA 95482



(707) 462-3664

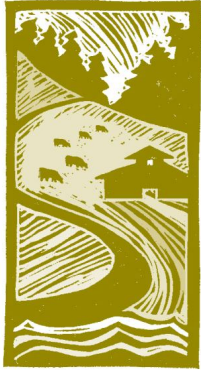


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MINUTES OF BOARD OF DIRECTORS MEETING
July 10, 2012

No quorum.

Peter Braudrick
Board Chair



MINUTES OF BOARD OF DIRECTORS MEETING
August 14, 2012

Directors Present: Peter Braudrick; Larry Desmond; Craig Blencowe and Jerome Dix @ 4:10

Directors Absent: Tyler Nelson

Associate Directors Present: None

Associate Directors Absent: Geri Hulse-Stephens

Staff Present: Jan Olave; Ursula Butler; Joe Scriven; Patty Madigan; Linda MacElwee; Shelley Janek

NRCS Staff Present: Erica Lundquist

Other: None

1. **Call to Order** – 3:05 pm

2. **Calendar** - Additional bills to the consent calendar are for permit fees for the SWRCB Navarro Headwaters project. Two checks to SWRCB in the amounts of \$944.00 & \$60.00. Two checks to DFG in the amount of \$8,512.00 and \$672.00. Craig motioned to accept the consent calendar with additions, Larry seconded the motion. 3 ayes, 0 nays.

3. **Administration**

- a. Caltrans update - CA Farm Bureau Federation has joined the lawsuit against the Willits bypass. The court case has been postponed until the end of October. Construction is due to start in November. The PAR analysis will be sent to the RCD after Caltran's internal review. Caltrans will review the PAR with the board.
- b. Review/revise Agency Biennial Notice – The Conflict of Interest Code – Jan felt that there was no reason to amend it at this time. The board decided that no updates were needed.
- c. Review/approve 2012-13 budget – this item was removed from consideration to allow more review time.
- d. Russian River Clean-up - 8/25 from Redwood Valley down to the confluence. Volunteers, maps, reaches, insurance have been take care of. The meeting place is Taylors Tavern at 9am.

4. **Strategic Planning** – Intention is to create a five year plan with an annual review. The mission statement needs to be updated. A suggestion was made to make the statement easier to remember. Craig felt that the non-regulatory and working landscapes are two important phrases that should be in the mission statement. The plan needs to identify what can or should be done in year one.

5. **Partner / Staff Reports**

- a. NRCS – The work group meeting will be held on August 22 at 1pm. A discussion regarding the ranking system will take place at the same meeting.

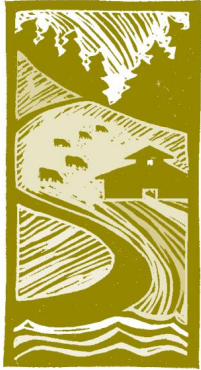
6. **Public Comment** – None

7. Directors Reports

- a. **Craig** – Reviewed the Rare Plant Guide. The dedication to Gordon has been located. A discussion regarding paper type, laminating and book containers took place.
- b. **Peter** - NCRC&D has advertised for a volunteer executive director. A woman who works in Sonoma County and is interested in the position and is looking for grant opportunities to become a paid employee.

8. Adjourn – 12:30 pm

Peter Braudrick
Board Chair



MINUTES OF BOARD OF DIRECTORS MEETING
September 11, 2012

Directors Present: Peter Braudrick; Larry Desmond; Jerome Dix; Craig Blencowe
@ 9:14am

Directors Absent: Tyler Nelson

Associate Directors Present: None

Associate Directors Absent: Geri Hulse-Stephens

Staff Present: Jan Olave; Ursula Butler; Joe Scriven; Linda MacElwee; Shelley Janek

NRCS Staff Present: Emma Chow

Other: None

1. **Call to Order** – 9:11 am
2. **Calendar** - An updated bills list with copies of additional bills was handed out. Larry motioned to approve the concent calendar with the additional bills, Jerome seconded the motion. 3 ayes, 0 nays.
3. **Administration**
 - a. **Strategic Planning** – discuss approve updated mission statement – The board decided to modify a staff suggested statement. The new mission statement reads “Mendocino County Resource Conservation District is a non-regulatory agency supporting voluntary stewardship of natural resources on wild and working landscapes”. Craig motioned to approve the new mission statement, Larry seconded the motion. 4 ayes 0 nays. The board suggested adding the mission statement to the back of staff business cards.
 - b. **Discussion/action of adding retirees/spouses to Medical Plan** – SDRMA sent out an inquiry to see which organizations wanted to include this in their benefit package. The RCD would be required to pay 75% of the premium. Jan suggested that this would be a significant expense to the RCD. Jerome motioned to deny insurance coverage for retirees and their spouses, Larry seconded. 4 ayes 0 nays.
 - c. **Approve possible action regarding County’s refusal to pay invoice for DWR audit costs** – The RCD assisted the county with the audit because they had no one to manage the audit. A significant amount of work went into the audit. Jan negotiated between the county and DWR to cancel the contract in a way that did not reflect negatively on the county or the RCD. The county retention request was initially refused and Jan again negotiated with DWR to have the retention released to the county. Peter volunteered to speak with Steve Dunecliff regarding payment of this bill.
 - d. **Project tour with Supervisor Dan Hamburg** – The informal tour will be led by staff on Wednesday October 3rd. Jan would like to show him the bridge, dam removal projects and projects in the Navarro.
 - e. **Development of Ag Advisory Group** – As part of the Ag Waiver framework under development. The RCD has been talking about how best we could support the ag producers with complying with the upcoming

program. Shelley stated that we don't have a strong relationship with ag producers and starting a sub-committee of ag producers that can give the RCD some direction as to best help them. The board suggested that the Farm Bureau be contacted to assist with possible members for the group.

f. Discuss RCD staff get together – board member volunteered their ranch for the barbeque. Friday, October 19th was chosen for the date. Families are invited.

g. Discuss County fair board/staff assistance – Jan stated that no booth, just a window will be done at the fair.

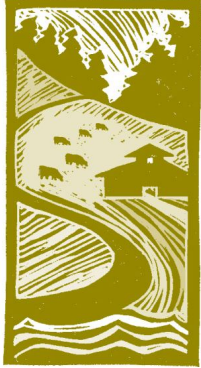
5. **Public Comment** – Jerome – DFG is only releasing coho in the southern reaches of the Russian River. Historically the upper reaches of the river has had coho. There is suitable habitat in the upper reaches to support coho. Jan suggested that the Coho Plan be reviewed then the RCD could write a letter.

6. **Budget Discussions** – Jerome feels that a budget subcommittee is unnecessary. Jan suggested meeting at the NRCS conference room to work out the budget. A separate meeting to be held the morning of the next board meeting has been scheduled.

7. **Policies Discussion** – Postponed to a future meeting.

8. **Adjourn** – Jerome motions to adjourn the meeting at 10:12 am., Larry seconded. 4 ayes 0 nays.

Peter Braudrick
Board Chair



MINUTES OF BOARD OF DIRECTORS MEETING
October 9, 2012

Directors Present: Peter Braudrick; Larry Desmond; Jerome Dix; Craig Blencowe

Directors Absent: Tyler Nelson

Associate Directors Present: None

Associate Directors Absent: Geri Hulse-Stephens

Staff Present: Jan Olave; Ursula Butler; Linda MacElwee; Shelley Janek

NRCS Staff Present: Carol Mandel

Other: None

1. Budget Session held at NRCS Conference Room – The meeting convened at 9:00 am with directors P. Braudrick, L. Desmond, J. Dix and C. Blencowe also present was Executive Director J. Olave. The budget was approved with changes. The one time insurance adjustment was not approved and the RCD will continue to cover 100% of insurance costs. The vehicle purchase was approved contingent upon board input and approval prior to purchase. Craig motioned to pass the amended budget, Larry seconded, 4 ayes 0 nays. The meeting was re-convened at the RCD office at 12:30 pm.

2. Calendar - An updated bills list with copies of additional bills was handed out. Larry motioned to approve the concert calendar with the additional bills, Jerome seconded the motion. 4 ayes, 0 nays.

3. Administration

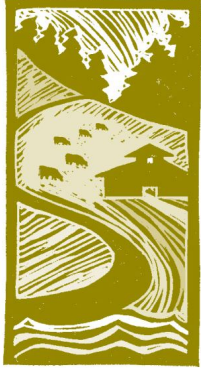
- a. **Caltrans Update** – PAR has been received; it is very detailed in spreadsheet form. The property includes approximately eight miles of fence and the fence maintenance may be included in the grazing leases. The PAR includes a fence replacement line item. The court date is on October 12th. Peter asked to be updated by staff on the court case. Dave Kelly will be retiring from Caltrans and would like to bring his replacement to the next board meeting.
- b. **Review of tour with Supervisor Hamburg** – Larry stated that he seemed to be very interested and positive in the work that the RCD is doing. A Navarro watershed landowner, gave a testimonial regarding the work the RCD implemented on his property.

4. Staff and Partner Reports –

- a. Patty – there is a request for proposal for large woody debris and she asked the board if they know of anyone eligible to pass the information to them.
- b. Shelley – DFG & Yolo County RCD are working together to do grazing on approximately a quarter of a million acres of property. The Yolo County RCD will be developing the grazing plan and the leases and will share that information with us. There were approximately thirty attendees at the grazing workshop. There has been success controlling yellow star thistle by concentrating cattle that allow them to stomp it to death. The Russian River Watershed Symposium agenda was presented. NRCS will have an information table.

- c. Linda – the Central Coast Coho Recovery Plan has been released twenty years after the Coho had been listed. The area of coverage is from Santa Cruz to the Oregon border. A breeding program is a part of that plan for fish that have adapted to higher temperatures.
 - d. NRCS – Staff is currently working on conservation planning and taking EQIP applications. AWEP funding is uncertain for this year. Carol reported that ten ponds were built in Mendocino County with AWEP funds.
- 5. **Public Comment** – None.
- 6. **Director Reports** –
 - a. Craig – the Biomass group continues to meet. The Spanish company that has been interested in building the plant in Fort Bragg stated that the biomass business is not profitable at this time. The group is continuing to develop the prospectus, toured the three possible building sites and will be conducting another workshop.
- 7. **Adjourn** – Jerome motioned to adjourn the meeting at 2:10 pm, Craig seconded.
3 ayes 0 nays.

Peter Braudrick
Board Chair



MINUTES OF BOARD OF DIRECTORS MEETING
November 19, 2012

Directors Present: Peter Braudrick; Larry Desmond; Craig Blencowe; Jerome Dix
@ 9:22 am.

Directors Absent: Tyler Nelson

Associate Directors Present: None

Associate Directors Absent: Geri Hulse-Stephens

Staff Present: Jan Olave; Patty Madigan; Joe Scriven; Ursula Butler; Linda MacElwee; Shelley Janek

NRCS Staff Present: Carol Mandel

Other: Rosamund Crowder

1. **Call to Order** – 9:04 am.
2. **Calendar** - An updated bills list was presented to the board members with new bills highlighted. Craig motioned to approve the concert calendar with the additional bills, Larry seconded the motion. 3 ayes, 0 nays.
3. **Administration**
 - a. **Update on LandSmart Program** – It was decided to pursue this program because it fit within the strategic plan for more public awareness. The program is designed to bring recognition to RCD led conservation. The program is completely optional and can be custom fit to Mendocino County needs. There will be a session on the program at the CARCD conference.
 - b. **CARCD Conference items** – Travel arrangements and attendees were confirmed.
 - c. **Discussion and consideration of utilizing on-line banking for monthly recurring expenses** - Larry motions to approve the use of on-line banking for monthly recurring bills, Craig seconded. 4 ayes, 0 nays.
 - d. **Discussion and consideration of moving board meeting date to the 3rd Tuesday** – Larry motioned to move the board meeting date to the 3rd Tuesday of each month starting in January 2013, Craig seconded. 4 ayes, 0 nays.
 - e. **Update on Caltrans PAR** – A review with Caltrans took place on the 23rd. Geri has been reviewing all of the biological assumptions. The former director for the Center of Natural Lands management would like to work with the RCD on the PAR but may have a time conflict. A former employee of Wildlands Inc. was also highly recommended to review the PAR. The Benbow property is not addressed in the document. Short term monitoring could be up to ten years with long term following. The board wants to have a comprehensive review and tour of the properties and decided that December's meeting would be to address business only, and adjourn. The rest of December 11th and December 12th will be spent reviewing maps and the site and going over large scale details of the project.
 - f. **Discussion and possible action regarding current and future relationship with North Coast RC&D Council** – The funding for the organization was removed from the Farm Bill. Peter reported that there is a possibility of the funding being reinstated, thus the group is not changing its

name. The group has been raising money through grants and fund raising. Directors believe there is a benefit to continuing the relationship.

- g. Performance Evaluations** – The personnel committee meeting was set for Wednesday, November 28 at 9 am. Jerome mentioned that the personnel policies were ready for review and was scheduled for the month of January.
- h. Discussion of Director Absenteeism** – Peter stated that he would meet with Tyler. The board feels that his agricultural viewpoint is critical to the RCD. Peter asked to put the Ag Committee on the agenda for next month's meeting.

4. Staff and Partner Reports –

- a. NRCS** – EQIP deadline is Friday, November 16th. The cluster had decided that a completed plan is to be ranked as high priority. AWEP – building ponds for the recycled water project. The Russian River Flood Control is applying for a grant to assist in paying for the infrastructure to connect the recycled water to the ranches. A postcard was developed with the RCD that was sent out to approximately 200 residents in the Navarro River watershed.
- b. Shelley** – The Russian River Watershed Symposium was attended by approximately 300 people. An event planner was hired and it was well organized. There were not a lot of landowners in attendance. MCRCD received a lot of exposure during the symposium.
- c. Staff Reports** – Jan stated that NFWF will be funding the RCD in the amount of \$125,000.00. The funding is for the Navarro, Garcia & Russian River watersheds in partnership with NRCS and may not include the Eel, although both entities see a need for outreach in the Outlet Creek subwatershed. Peter asked Patty to check with Doug Albin regarding a funding he had available for Mendocino County. Linda & Patty will be leading a Lower Navarro watershed tour on December 1st. Patty reported that three applications were submitted to the RCD for the Large Woody Debris projects.

- 5. Public Comment** – Rosamund Crowder stated that flooding on neighboring properties, and Commercial Street are her biggest concerns with the Willits Bypass mitigation project.

6. Director Reports –

- a. Craig** – The Rare Plant Guide – two days were spent to rewrite and reformat approximately 20 pages. Darcy Mahony who is a forester and botanist, agreed to update the manuscript. She estimated ten hours of work.
- b. Larry** – There are an estimated 20,000 chinook coming up the Eel River. The Eel River Recovery project has been doing a lot of monitoring including snorkeling and photography.

- 7. Adjourn** – Craig motioned to adjourn the meeting at 12:01 pm, Larry seconded. 4 ayes 0 nays.

Peter Braudrick, Board Chair



MINUTES OF BOARD OF DIRECTORS MEETING
December 11, 2012

Directors Present: Peter Braudrick; Larry Desmond; Tyler Nelson; Craig Blencowe
@ 9:11

Directors Absent: None

Associate Directors Present: None

Associate Directors Absent: Geri Hulse-Stephens

Staff Present: Jan Olave; Patty Madigan; Joe Scriven; Ursula Butler; Linda MacElwee; Shelley Janek

NRCS Staff Present: Carol Mandel

Other: Joann Dunn of DFG, Caltran staff; members of the public

1. **Call to Order** – 9:06 am.
2. **Calendar** - An updated bills list was presented to the board members with new & updated bills highlighted. Larry motioned to approve the updated concent calendar, Tyler seconded the motion. 3 ayes, 0 nays.
3. **Administration**
 - a. **Project Update** – Mill Creek bridge project caused traffic to be diverted through a private road for twenty-four days. The road was assessed prior to the diversion and found to have 5-6 wash board sites and after the traffic diversion there were 9-10 low to moderate wash board sites. Two bids were submitted for the work with one being close to three times the amount of the other. The RCD upgraded the road in 2011. The RCD has contracted with Tory Lawrence to complete the work when weather permits. One landowner would like to be put on the agenda to speak about this road repair with the board.
 - b. **Online bill pay secondary account** – due to the RCD checking account being two signature required, online bill pay is not allowed. Jan asked the board to open a single signature account for online bill pay only. Larry motions to approve opening a secondary account, Tyler seconded. Peter, Craig, Larry voted in favor, Tyler voted against.
 - c. **Approve SRF sponsorship for \$1,000** – This item is in the budget. The sponsorship in this amount gives the RCD two free attendees for their conference. Tyler motioned to approve the sponsorship in the amount of \$1,000, Larry seconded. 4 ayes 0 nays.
 - d. **Approve Resolutions 184 and 185 for Caltrans EEMP proposals** – The proposals are due Jan 4th. They are standard resolutions. Larry motions to approve resolutions 184 and 185, Tyler seconded. 4 ayes 0 nays.
 - e. **Updated Caltrans letter of intent for review and possible approval** – This is the third letter of intent for the board. This was a request of the Regional Water Board. Craig motions to approve the Caltrans letter of intent, Tyler seconded. 4 ayes 0 nays.
 - f. **Request to make Rare Plant guide available electronically** – Jerome suggested making the guide available electronically for those who carry smart phones and

tablets. Craig stated that the guide is currently being updated. Tyler will look into selling the guide on Amazon and Apple I-Tunes.

- g. Update on meeting w/ DFG regarding Conservation Easements** - Caltrans currently owns the Willits mitigation property and has an obligation to have easements put into place. There is an issue with a state agency holding the conservation easement for another state agency. Four potential resolutions are being considered. The RCD could temporarily hold the easements. Transfer procedures, legal responsibilities and liabilities will be evaluated. DFG does not recommend deed restrictions.
- h. Employee Christmas gift from the board** – Peter recommended giving the staff a day off with pay. Craig motioned to approve the paid day off to staff, Larry seconded. 4 ayes 0 nays.

- 4. Adjourn** – Craig motioned to adjourn the meeting at 10:11 pm, Larry seconded. 4 ayes 0 nays.

Peter Braudrick
Board Chair