REGULAR BOARD MEETING AGENDA
JANUARY 28, 2014

9:00  1. Call to Order

9:05  2. Consent Calendar

9:10  3. Administrative Update
   a. Resolution 2014-190 authorizing North Valley Labor
      Compliance to provide services for Prop 84 projects
   b. Possible approval of Mike Celantano as 2013-14 Auditor
   c. Update on Willits bypass mitigation
   d. Update and progress on GP property clean-up – funding
      possibilities
   e. Discussion and possible action with regards to outreach for
      Marijuana BMP guide
   f. Discussion and possible action with regards to assisting County
      of Mendocino in water conservation activities relating to the
      drought
   g. Rare Plant Guide update
   h. Request from RVOEP to sponsor film festival
   i. Form 700s -

10:15 4. Partner Reports
   j. NRCS – Carol Mandel

10:30 6. Break

10:45 7. Public Comment
   Public Comment is limited to 3 minutes per person and no action
   will be taken. The public may speak regarding agenda items at the
   time the matter is taken up. Non-agenda items within the Board’s
   jurisdiction can be addressed under Public Comment

10:50 8. Long-Range Planning
   k. Discussion of long range goals / goal setting
   l. Continued discussion of Executive Director position
      requirements

11:45 9. Director Reports

12:00 9. Adjourn
REGULAR BOARD MEETING AGENDA
FEBRUARY 18, 2014

9:00  1. Call to Order

9:05  2. Consent Calendar

9:10  3. Administrative Update
   a. Approve agreement between City of Willits and MCRCD (tentative)
   b. Monthly update on Willits bypass mitigation
   c. Update on Potter Valley mitigation project (Deborah)
   d. Update on county drought committee progress and CASGEM
   e. Form 700s -

9:40  4. Public Comment
   Public Comment is limited to 3 minutes per person and no action
   will be taken. The public may speak regarding agenda items at the
   time the matter is taken up. Non-agenda items within the Board’s
   jurisdiction can be addressed under Public Comment

9:45  4. Partner Reports
   f. NRCS – Carol Mandel

10:00  6. Break

10:10  7. On-going Projects
   g. Rare Plants Manual
   h. GP Bark Dump site

10:30  8. Long-Range Planning
   i. Discussion
      a. “What does the RCD do?”
      b. Long range goals / goal setting
   j. Continued discussion of Executive Director position
      requirements (11:30)

11:45  9. Director Reports

12:00  9. Adjourn
REGULAR BOARD MEETING AGENDA
MARCH 18, 2014

9:00  1.  Call to Order

9:05  2.  Consent Calendar

9:10  3.  Administrative Update
   a.  Monthly update on Willits bypass mitigation
   b.  Update on county drought committee progress and CASGEM
   c.  Bill pay – request to close bill pay service and approve single
       signer on existing account
   d.  Final Call:  Form 700s -
   e.  Letter of Support for BoS appointment of Dave Koball to
       MCRCD Board
   f.  Pro-rated benefits for part-time employees

9:50  4.  Public Comment
   Public Comment is limited to 3 minutes per person and no action
   will be taken.  The public may speak regarding agenda items at the
   time the matter is taken up.  Non-agenda items within the Board’s
   jurisdiction can be addressed under Public Comment

9:55  4.  Partner and Staff Reports
   g.  NRCS – Carol Mandel
   h.  Staff

10:30  6.  Break

10:45  7.  On-going Projects
   i.  Rare Plants Manual
   j.  GP Bark Dump site

11:00  8.  Transition Planning
   k.  Continued discussion of Executive Director position
       requirements

11:45  9.  Director Reports

12:00  9.  Adjourn
REGULAR BOARD MEETING AGENDA
APRIL 15, 2014

9:00 1. Call to Order

9:05 2. Consent Calendar

9:10 3. Administrative Update
   a. Info item: BoS to consider Dave Koball’s application on 4/22
   b. Request for approval for MCRCD to be CEQA lead for Categorical Exemption LWD projects
   c. Caltrans update on MMP and GMP
   d. Request for approval of updated Personnel Policies
   e. Request approval for $100 sponsorship to Eel River Recovery Project for the Water Conservation Day

9:30 4. Public Comment
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9:35 4. Partner Reports
   a. NRCS – Jim Spear, Assistant State Conservationist for Field Operations (30 min)

10:15 6. Break

10:30 7. On-going Projects
   b. Rare Plants Manual
   c. GP Bark Dump site

10:45 8. Long-Range Planning
   d. Discussion
      a. “What does the RCD do?”
      b. Long range goals / goal setting – Staff results

11:45 9. Director Reports

12:00 9. Adjourn
REGULAR BOARD MEETING AGENDA
MAY 20, 2014

9:00  1. Call to Order

9:05  2. Consent Calendar

9:10  3. Administration
   a. Requesting Board Approval of Willits bypass mitigation MMP, GMP, and PAR
   b. Discussion and possible MCRCD approval of recommended updates to CSDA Bylaws
   c. Update on ED recruitment

9:30  4. Public Comment
   Public Comment is limited to 3 minutes per person and no action will be taken. The public may speak regarding agenda items at the time the matter is taken up. Non-agenda items within the Board’s jurisdiction can be addressed under Public Comment

10:00 5. Staff and Partner Reports
   a. NRCS – Carol Mandel
   b. MCRCD Staff

10:30 6. Break

10:40 7. On-Going Project
   a. Rare Plant Manual
   b. GP Bark Dump site

11:40 8. Informational Item
   a. LAFCO 2014-15 Budget Information

11:45 9. Directors Reports

12:00 10. Adjourn
REGULAR BOARD MEETING AGENDA
JUNE 17, 2014

9:00 1. Call to Order

9:05 2. Consent Calendar

9:10 3. Administrative Update
   a. Update on new Executive Director (Craig)
   b. Outstanding items to consider re: ED transition
   c. Budget Discussion
   d. Update on MMP, PAR progress
   e. Resolutions to enter into contracts with CDFW on:
      • P1330413
      • P1330414
   f. Nominations/elections for 2014-15 Board Chair and Vice Chair

9:55 4. Public Comment
   Public Comment is limited to 3 minutes per person and no action will be taken. The public may speak regarding agenda items at the time the matter is taken up. Non-agenda items within the Board’s jurisdiction can be addressed under Public Comment

10:00 4. Staff and Partner Reports
   a. NRCS – (TBD)
   b. MCRCD Staff

10:30 6. Break

10:45 7. On-going Projects
   c. Rare Plants Manual
   d. GP Bark Dump site

11:45 9. Director Reports

12:00 9. Adjourn
SPECIAL BOARD MEETING AGENDA
JUNE 10, 2014

USDA – NRCS Office
1252 Airport Park Blvd., B-1
Ukiah, CA 95482

***** CLOSED SESSION *****

9:00 – 1:00 The Mendocino County Resource Conservation District Board of Directors is meeting in closed session to interview and evaluate candidates for the position of Executive Director.

12:55 Report on Closed Session

1:00 Adjourn
REGULAR BOARD MEETING AGENDA
JULY 15, 2014

9:00  1. Call to Order
9:05  2. Consent Calendar
9:10  3. Administration
   a. Review and potential approval of MOU between RCDs for LandSmart
   b. Resolution to enter into agreement with SWRCB for Collaborative Planning grant
   c. Motion to approve health benefits to new ED effective 8/1/2014
   d. Approval to change signers on bank accounts
   e. Review Conflict of Interest Statement for updating
   f. Discussion and potential approval to hire interim grazing manager
   g. Updated Biographies
   h. Motion to approve new ED as signing authority for DOC grant
   i. Approval to enter into Agreement # E03119-0 with CA Natural Resources Agency which requires contractors to be paid prior to reimbursement
   j. PAR Review

10:45  4. Public Comment
   Public Comment is limited to 3 minutes per person and no action will be taken. The public may speak regarding agenda items at the time the matter is taken up. Non-agenda items within the Board’s jurisdiction can be addressed under Public Comment

10:50  5. Break
11:00  6. Staff and Partner Reports
   a. NRCS – (TBD)
   b. MCRCD Staff

11:35  7. On-going Projects
   c. Rare Plants Manual
   d. GP Bark Dump site

11:40  9. Director Reports
12:00  10. Adjourn
REGULAR BOARD MEETING AGENDA
AUGUST 19, 2014

9:00  1. Call to Order

9:05  2. Consent Calendar

9:10  3. Administration
   a. Review Conflict of Interest Policy for potential update
   b. Review and approve Annual Report
   c. Update on status of budget
   d. Brown Act (Jerome)

10:00 4. New Business
   a. Caltrans Update
   b. Biomass Presentation (Loren Rex)

11:15 5. Public Comment
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11:00 6. Break

11:15 7. Staff and Partner Reports
   a. NRCS – (TBD)
   b. MCRCD Staff

11:45 8. On-going Projects
   c. Rare Plants Manual
   d. GP Bark Dump site

11:50 9. Director Reports

12:00 10. Adjourn
AGENDA
Meeting of the
MENDOCINO COUNTY RESOURCE CONSERVATION DISTRICT
PHONE: 707.462.3664   FAX: 707.462.5549
Tuesday, September 16, 2014

Location: Mendocino County RCD Office: 410 Jones, Suite C-3, Ukiah, CA
Call for directions

Time:  9am - 12 pm

Materials related to items on this agenda, included in the agenda packet or distributed to the Board after distribution of the agenda packet, are available for public inspection at the above address during normal business hours.

<table>
<thead>
<tr>
<th></th>
<th>CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS</th>
</tr>
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<tbody>
<tr>
<td>II.</td>
<td>ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))</td>
</tr>
<tr>
<td>III.</td>
<td>PUBLIC COMMENT Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)).</td>
</tr>
<tr>
<td>IV.</td>
<td>CONSENT CALENDAR</td>
</tr>
<tr>
<td></td>
<td>4-1  August 19, 2014 Minutes</td>
</tr>
<tr>
<td>V.</td>
<td>ACTION ITEMS</td>
</tr>
<tr>
<td></td>
<td>5-1  Board approval of Minutes</td>
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<td></td>
<td>5-2  Board approval of Financial Report/Warrant Request</td>
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<tr>
<td></td>
<td>5-3  Board approval to nominate Paul Zellman as a MCRCD Associate Director. Paul is currently the President of the Board of the Russian River Flood Control District. He regularly attends MCRCD board meetings, knows a lot about water issues, and has experience serving on a RCD board.</td>
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<td></td>
<td>5-4  Board selection of Governance Committee members and discussion of roles and responsibilities. Due to changes in board membership over the last year, it is incumbent upon the board to appoint/re-appoint governance committee members.</td>
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<tr>
<td>ACTION ITEMS (continued)</td>
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<td>5-5 <strong>Board approval of Resolution #194-2014 to adopt the revised North Coast Integrated Watershed Management Plan.</strong> The Department of Water Resources (DWR) is requiring all Prop 84 Round 2 projects to adopt the revised plan as a condition of their award.</td>
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<tr>
<td>5-6 <strong>Board approval of contractor and amount for Financial Advisory Services and Authorization for Executive Director to enter into an Agreement with selected contractor for approved amount.</strong> The RCD is in need of financial advisory services to assist in annual budget projections and contract management, and preparation of financial audits. Staff would like to enter into contract with Colleen McNutt for a period of two months. Maximum compensation is $4,800.00 and the Agreement expires on November 1, 2014.</td>
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<tr>
<td>5-7 <strong>Board approval of a Memorandum of Understanding (MOU) between MCRCD and the County of Mendocino (MCDoT) for implementation of the Forsythe Creek Sediment Reduction Project on Reeves Canyon Road at Site #12.</strong> The purpose of the MOU is to: a) ensure clear communication between agencies, affected landowners, and participating firms; b) facilitate timely responses of appropriate forms, agreements, and permits to support scheduled timelines of participating firms; and c) coordination and assistance between MCRCD and MCDoT as deemed necessary towards successful project completion.</td>
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<th>VI. INFORMATIONAL ITEMS</th>
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<tr>
<td>6-1 <strong>Correspondence and Notices/Additional Agenda Items</strong> – Patricia Hickey</td>
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<td>6-2 <strong>NRCS Report</strong> – Carol Mandel</td>
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<tr>
<td>6-3 <strong>Brown Act Updates</strong> - Patricia</td>
</tr>
<tr>
<td>6-3 <strong>Grant Status/Staff Reports</strong></td>
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<td>6-4 <strong>Update on the Willits Bypass Mitigation Lands</strong> – Patricia Hickey</td>
</tr>
<tr>
<td>6-5 <strong>Update on the GP Bark Dump Property</strong> – Craig Blencowe</td>
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<td>6-6 <strong>Board/staff Retreat</strong> – Patricia Hickey</td>
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</table>
### VII  ADJOURNMENT AND AGENDA SETTING

To request board packet information, please contact Ursula Butler at (707) 462-3664 ext 105.

Public Notice: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the RCD at (707) 462-3664. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

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<td>Upper Russian River Clean-up</td>
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<tr>
<td>Coastal Clean-up Day</td>
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<tr>
<td>RCD Board Meeting</td>
</tr>
<tr>
<td>CARCD Annual Conference</td>
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</table>
AGENDA
Meeting of the
MENDOCINO COUNTY RESOURCE CONSERVATION DISTRICT
PHONE: 707.462.3664   FAX: 707.462.5549
Tuesday, October 14, 2014

Location: Mendocino County RCD Office: 410 Jones, Suite C-3, Ukiah, CA
Call for directions

Time: 9am - 12 pm

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| IV.  | CONSENT CALENDAR  
4-1 September 16, 2014 Minutes |
| V.   | ACTION ITEMS |
|      | 5-1 Board approval of Financial Report/Warrant Request |
|      | 5-2 Board nomination of Board Treasurer. The MCRCD board will discuss and nominate a board Treasurer to provide oversight on the development and management of the annual operating budget.  |
|      | 5-3 Board approval of Goranson & Associates’ proposal to prepare MCRCD’s Annual Audit and a Single OMBA133 Audit. Goranson & Associates prepares annual audits for the Gold Ridge RCD. They are highly recommended.  |
|      | 5-4 Board approval to extend Colleen McNutt’s contract for Financial Advisory Services and Authorization for Executive Director to enter into an Agreement with selected contractor for approved amount. Staff recommends that the contract be extended for an additional two months so that Ms. McNutt can continue to assist the RCD in preparing for the annual audit and the federal OMB A133 audit. Maximum compensation is $4,800.00 and the Agreement expires on January 1, 2015. |
**ACTION ITEMS – CONTINUED**

5-5 Discussion and possible approval of NACD contribution. In recent years MCRCD has contributed $100.00.

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**VI. INFORMATIONAL ITEMS**

- 6-1 Correspondence and Notices/Additional Agenda Items – Patricia Hickey
- 6-2 NRCS Report – Allison Rohe
- 6-3 Brown Act Updates – Patricia Hickey
- 6-3 Grant Status/Staff Reports
- 6-4 Update on the Willits Bypass Mitigation Lands – Patricia Hickey
- 6-5 Update on the GP Bark Dump Property – Craig Blencowe
- 6-6 Board/staff Retreat – Patricia Hickey

**VII. ADJOURNMENT AND AGENDA SETTING**

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<tr>
<td>CARCD Annual Conference</td>
<td>November 12-14, Ventura, CA</td>
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**AGENDA**  
Meeting of the  
MENDOCINO COUNTY RESOURCE CONSERVATION DISTRICT  
PHONE: 707.462.3664  FAX: 707.462.5549  
Tuesday, November 18, 2014

**Location:** Mendocino County RCD Office: 410 Jones, Suite C-3, Ukiah, CA  
*Call for directions*

**Time:** 9am - 12 pm

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| I. | CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS |
| II. | ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B)) |
| III. | PUBLIC COMMENT  
Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)). |
| IV. | CONSENT CALENDAR  
4-1 October 14, 2014 Minutes |
| V. | ACTION ITEMS |

| 5-1 | **Board approval of Executive Director’s Staff Compensation Recommendations** |
| 5-2 | **Board approval of FY 2014/2015 Annual Budget.** The MCRCD board will discuss and approved the annual budget. |
| 5-3 | **Board approval of Financial Statements and Warrant Requests** |
| 5-4 | **Board approval of Goranson & Associates’ proposal to prepare MCRCD’s Annual Audit and two Single OMBA133 Audits.** Goranson & Associates’ proposal is a 3 year contract. Management recommends that the already board-approved proposal be extended to include the 3 year contract term. This will help to ensure continuity and consistency in meeting federal and state audit compliance. |
| 5-5 | **Board approval of MCRCD Financial Policies.** The purpose of these new policies is to describe all financial policies and procedures currently in use at Mendocino County Resource Conservation District and to ensure the following: (1) that the financial statements conform to generally accepted accounting principles, (2) that assets are safeguarded, (3) that guidelines of grantors and donors are complied with, and (4) that finances are managed with accuracy, efficiency, and transparency. |
### VI. INFORMATIONAL ITEMS

6-1 Correspondence and Notices/Additional Agenda Items – Patricia Hickey  
6-2 NRCS Report – Carol Mandel  
6-3 Grant Status/Staff Reports  
6-4 Update on the Willits Bypass Mitigation Lands – Patricia Hickey  
6-5 Update on the GP Bark Dump Property – Craig Blencowe  
6-6 CARCD Annual Conference – Conference Attendees

### VII CLOSED SESSION
The Board will discuss the new Executive Director’s performance appraisal during her 90 day probationary period.

### VIII BOARD WILL RECONVENE OPEN SESSION FOR ANY COMMENT

### IV ADJOURNMENT AND AGENDA SETTING
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<th>DECEMBER 9, 2014</th>
<th>Soil Health Forum at Hopland REC, 9am</th>
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AGENDA
Meeting of the
MENDOCINO COUNTY RESOURCE CONSERVATION DISTRICT
PHONE: 707.462.3664   FAX: 707.462.5549
Tuesday, December 16, 2014

Location: Mendocino County RCD Office: 410 Jones, Suite C-3, Ukiah, CA
Call for directions

Time: 9am - 12 pm

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<td>CONSENT CALENDAR 4-1 November 18, 2014 Minutes 4-2 Report on closed session from November 18, 2014 meeting</td>
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5-1 Board approval of FY 2014/2015 Annual Budget. The MCRCD board will discuss and approve the annual budget.

5-2 Board approval of Financial Statements and Warrant Requests

5-3 Board approval of Goranson & Associates’ Single OMB A133 Audits FY 2012/2013. Sue Goranson & Associates’ conducted a single OMB A133 audit, FY 2012/2013 for MCRCD. After a careful review of our financial records, Colleen McNutt discovered that we had failed to file a federal audit in FY 2012/2013. MCRCD received a grant through the State Water Board without realizing the funding came from USEPA. We will receive a finding for the late submittal.

5-4 Board approval to extend our current Interim Coop Agreement with Caltrans. Our current contract expires on December 31, 2014. The new Interim Coop Agreement is presently being negotiated and will require both legal review and board approval. We would like to extend the current contract through January at a minimum.
5-5 Board approval to hire the law firm of Best Best & Krieger to review and provide legal counsel on the new Interim Coop Agreement and the Willits By-Pass Long Term Funding Agreement between NFWF, Caltrans and MCRCD. We have hired this firm on a number of occasions to assist us in contract negotiations with Caltrans.

5-6 Board approval of MCRCD co-sponsoring Salmonid Restoration Federation Conference. The 2014 SRF conference will be held in Santa Rosa, and all staff will be attending. Being a co-sponsor for $1,000 provides excellent publicity, two conference tickets, and two banquet tickets.

5-7 Discussion and possible action regarding staff holiday gift.

5-8 Board approval of Executive Director’s recommendation to approve the pay increase for Ursula Butler to reflect her promotion to Business Manager

VI. INFORMATIONAL ITEMS

6-1 Correspondence and Notices/Additional Agenda Items – Patricia Hickey
6-2 NRCS Report – Carol Mandel
6-3 Grant Status/Staff Reports
6-4 Update on the Willits Bypass Mitigation Lands – Patricia Hickey
6-5 Update on the GP Bark Dump Property – Craig Blencowe

VII ADJOURNMENT AND AGENDA SETTING

VIII FIELD TRIP TO THE NAVARRO WATERSHED

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