



**Mendocino County Resource Conservation District
405 South Orchard Avenue, Ukiah, CA 95482
(707) 468-9223, ext. 3, (707) 468-5278 Fax**

**MINUTES OF BOARD OF DIRECTORS MEETING
January 9, 2001**

Chairman Bill Johnson called the meeting of the Mendocino County RCD Board of Directors to order at 1:15 p.m.
Directors Present : Bill Johnson-Chair, Craig Blencowe-Vice Chair, Chuck Crayne, Steve Smith
Others Present: Chamise Cubbison-District Office Manager, Tom Schott-NRCS, Teri Jo Barber-Garcia Project, Pat Higgins, John Trinterud, Rixanne Wehren, Evan Engber, and Lillian Kimmel

CONSENT CALENDAR

The consent calendar was approved upon a motion by Director Blencowe, seconded by Director Crayne, 4 ayes.

ADMINISTRATION

Chamise Cubbison gave a status report on the office.

ACTION ITEMS

- A. The Board approved a motion to submit the Prop 13 Large Woody Debris proposal subject the approval of Director Crayne, upon a motion by Director Smith, seconded by Director Blencowe, passed with 4 ayes.
- B. The Board approved a motion to submit the Prop 13 Restoration Evaluation Project proposal subject the approval of Director Crayne, upon a motion by Director Smith, seconded by Director Blencowe, passed with 4 ayes.

PUBLIC COMMENT

NRCS, Lin Brooks – gave an update on the NRCS budget for the next year and announced that several increases would be taking place in staffing for the North Coast. Brooks also mentioned that there are funding opportunities through the National Fire Plan that RCDs should look into through Fire Safe Proposals.

AGENCY/PARTNER REPORTS

NRCS, Tom Schott –gave an update on the EQIP funding. Schott announced that tentative local workgroup meetings have been scheduled for Jan 30 for the Eel River and Jan 29 for the Russian River. Schott has been asked to speak at the Eel Russian River Commission on February 16. He also mentioned that the Coyote Valley Tribe is submitting a proposal for funding for the Tribe to work on Watershed Assessment in their watershed.

PROJECT REPORTS

Garcia River Watershed:

Teri Jo Barber reported that she has completed the Instream Monitoring Report and that the Monitoring Data will likely be added to CDF's online data. Barber has sent the Draft Final Report to Lauren Clyde for the 319h Garcia Project.

The Board approved submission of a Prop 13 Blue Waterhole proposal subject to the approval of Director Crayne, upon a motion made by Director Crayne, seconded by Director Blencowe, and passed with 4 ayes.

CDF Road Video:

Teri Jo Barber reported that she has sent a draft script to Director Crayne and Danny Hagans for review.

Upper Eel:

John Trinterud the bookkeeper for the Upper Eel Watershed Forum reported that the Forum is looking for 2 new Board members to replace Neysa and him. There are funds remaining that will likely not be expended. The Forum would like help determining if there are ways that those funds can be used. John was directed to get Chamise Cubbison and Director Crayne a list of those items and any costs remaining through February 2001.

NEW BUSINESS AND CURRENT ISSUES

- A. Navarro River Watershed Coordinator/Russian River Watershed Coordinator Positions – All Directors will review and rank candidates. A panel consisting of Schott, Cubbison, and Directors Crayne and Johnson will interview the top 5 candidates and will expand the interviews if necessary. The panel will recommend final candidates for Board approval at the Feb 13 meeting.

DIRECTOR REPORTS

Director Smith reiterated the opportunity for funding through the Fire and Fuels program, which could be available for many different areas. Interested people should contact the local National Forest office in Willows, CA.

The Directors would like to recruit potential Associate Directors for increased participation and to potentially fill future Board Vacancies.

ADDITIONAL ITEMS

Executive Session was tabled until the March Board meeting when an Executive Session would normally occur.

Meeting Adjourned at 4:30 p.m.

MINUTES OF BOARD OF DIRECTORS MEETING
February 13, 2001

Chairman Bill Johnson called the meeting of the Mendocino County RCD Board of Directors to order at 1:15 p.m.

Directors Present: Bill Johnson-Chair, Craig Blencowe-Vice Chair, Chuck Crayne, Mike Boer, Associate Directors: Ann Maxwell and Gordon McBride

Others Present: Chamise Cubbison-District Office Manager, Tom Schott-NRCS, Ben Monmonier – Eel River Project, Patty Madigan – Navarro Projects, Neysa King – Upper Eel Watershed Forum, George Bergner, Claralynn Nunemaker.

CONSENT CALENDAR

The consent calendar was approved upon a motion by Director Crayne, seconded by Director Boer, 4 ayes.

ADMINISTRATION

Chamise Cubbison gave a status report on the office, handed out Statement of Economic Interest to Directors and reported that the District will be seeking bids for a 99/00 Audit.

ACTION ITEMS

- A. The Board approved a motion to enter into a Personal Services Agreement with Patty Madigan to carry out the SCC Navarro Project upon a motion by Director Crayne, seconded by Director Boer, passed with 4 ayes.
- B. The Board approved a motion to submit a Project proposal to CARCD for Natural Resource Project Review, upon a motion by Director Blencowe, seconded by Director Boer, passed with 4 ayes.

PUBLIC COMMENT

None.

AGENCY/PARTNER REPORTS

NRCS, Tom Schott – reported that Trout Unlimited sent copies of articles about MRC Projects in the Garcia and the funds expended under the 319h Garcia Budget.

Circuit Rider Productions – Karen Gaffney was unable to attend and sent a letter, but would like to come in March.

PROJECT REPORTS

Upper Eel:

Neysa King reported that they are wrapping up the project. She's been working on Budget adjustments with Downey. They should have the Final Report done by the end of the month. The Forum has obtained funding from additional sources to continue the position.

CDF Road Video:

Director Crayne reported that Teri Jo Barber will be meeting in the field with Danny Hagans and Doug Simmonds on February 16.

Eel River Planning:

Ben Monmonier reported that he has been meeting with landowners and timber owners and that the large timber owner in the watershed is willing to share data and information. The timber owner is interested in cooperating on projects and providing in-kind match as well. BLM has shown interest in working as a cooperator and coordinating on road projects. Monmonier is hoping to have a meeting in March with CA Dept of Fish & Game to discuss potential projects and grant funding opportunities. Monmonier anticipates that the MCRCD portion of the project should be completed on schedule.

DOC Permitting:

Sustainable Conservation the partner for the Permitting Project is hiring a fulltime Navarro Watershed Position to work with the District to complete this project. The Project has reached a point that will require more input from the Districts Navarro Coordinator and it has been determined that the most logical progression for the project is to have Monmonier phase over to Madigan for cost, project completion efficiency.

NEW BUSINESS AND CURRENT ISSUES

- A. Russian River Watershed Coordinator Position – A panel consisting of Schott, Cubbison, and Directors Crayne and Johnson interviewed several candidates and have a final candidate for the position. The position has not been formally offered at this time because no contract has been signed with the Department of Conservation. A motion made by Director Boer, seconded by Director Crayne was passed to authorize the Interview Committee to offer the position to the candidate determined by the committee should the contract from the DOC be received prior to the next meeting, 4 ayes.
- B. McBride Rare Plants Manual – Associate Director McBride has completed a revision of the manual and is working on obtaining additional photos. CA Dept of Fish & Game has expressed interest in obtaining the manual. Director Crayne and Associate Director McBride will be a subcommittee to research costs to publish and distribute the manual.

DIRECTOR REPORTS

The Board passed a motion made by Director Crayne, seconded by Director Blencowe and passed with 4 ayes to recommend George Bergner to the Mendocino County Board of Supervisors as the candidate to fill the vacancy left by Stephen Smith who has chosen not to renew his term.

Associate Director Maxwell reported that she is still working on her Land Trust Project.

Claralynn Nunemaker expressed interest in becoming an Associate Director.

ADDITIONAL ITEMS

Meeting Adjourned at 5:15 p.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING
March 13, 2001**

Chairman Bill Johnson called the meeting of the Mendocino County RCD Board of Directors to order at 1:05 p.m.

Directors Present: Bill Johnson-Chair, Chuck Crayne, Mike Boer, Associate Directors: Ann Maxwell

Others Present: Chamise Cubbison-District Office Manager, Tom Schott-NRCS, Ben Monmonier – Eel River Project, Carol Mandel – NRCS, Patty Madigan – Navarro Projects, Neysa King – Upper Eel Watershed Forum, George Bergner, Robb Rumpel, and Tom Ashurst.

CONSENT CALENDAR

The consent calendar was approved upon a motion by Director Crayne, seconded by Director Boer, 3 ayes.

ADMINISTRATION

Chamise Cubbison gave a status report on the office, reported that Soil Survey CDs could be reproduced and sold by the RCD. A motion made by Director Boer to reproduce the CDs with an initial order of 500 sets, and sell the CDs for \$25.00/set was seconded by Director Crayne and passed with 3 ayes. The Board passed a motion made by Director Boer, seconded by Director Crayne, to give Gold Ridge RCD the old furniture in the office provided they come and get it, 3 ayes

ACTION ITEMS

- A. DWR Proposal was postponed, no action taken.
- B. 1) The Board passed a motion made by Director Crayne, seconded by Director Boer, to enter into an agreement with the Department of Conservation for the Upper Russian River Watershed Coordinator Position, 3 ayes. 2) The Board passed a motion made by Director Boer, seconded by Director Crayne, to authorize District Office Manager, Chamise Cubbison, to sign all invoices and correspondence relating to the DOC Russian River agreement, 3 ayes.
- C. The Board passed a motion made by Director Boer, seconded by Director Crayne, to enter into an agreement with the CARCD for the Upper Russian River Watershed Coordinator cash match from NRCS after the agreement has been reviewed by Director Crayne and Cubbison, 3 ayes.

PUBLIC COMMENT

None.

AGENCY/PARTNER REPORTS

NRCS, Carol Mandel – reported about a Giant Reed removal project that Circuit Rider is conducting. Mandel is developing an outreach letter to send to Russian River landowners. The Board passed a motion made by Director Boer, seconded by Director Crayne to send a letter from the RCD signed by Chairman Johnson supporting voluntary cooperative Giant Reed Removal efforts, 3 ayes. Tom Schott – reported that State Conservationist, Jeff Vonk is leaving NRCS for another job, that NRCS staff are going through new conservation planning training. The Ukiah Field Office is hoping to receive the Conservation ToolKit to help respond to customer needs including GIS Conservation Planning. Schott also reported that there is a large 26k acre ranch near Laytonville that was never mapped for Soil Survey and that it may be a good idea to begin looking into mapping it in the future. Schott announced the North Coast Area Meeting will be in Crescent City in May, and that there will be a Mendocino County Planning Commission Board of Supervisors meeting on March 15 to review the 5C and 4C Resource Activities.

PROJECT REPORTS

Upper Eel:

Neysa King reported that they are wrapping up the project. The Forum has scheduled interviews with Coordinator candidates for the following Wednesday. King reports that there is positive progress in moving the Forum forward.

CDF Road Video:

Director Crayne reported that there is nothing new to report at this time and that the videographer is currently reviewing the script.

Eel River Planning:

Ben Monmonier reported that he has received information from BLM regarding their Jack of Hearts property. Data collection for the roads in Jack of Hearts is almost finished. Monmonier will be meeting with the Campbell group next week to explore restoration work opportunities. He has been working with Rock Creek landowners and will be meeting with them next week as well. He has been working on the Implementation framework for the final report. He has some Dutch Charlie landowners that may be willing to work together on obtaining grant funds but there are still many details to work out.

Navarro:

Patty Madigan reported that she has reviewed several demonstration projects in the Plan. She has spoken with many people and will be working on developing a series of workshops.

DOC Permitting:

Ben Monmonier has handed over the project files to Patty Madigan. Madigan met with Tom Schott, Bob Neal, and Sustainable Conservation's new project Coordinator to work on a Practices Tour for Agency people.

NEW BUSINESS AND CURRENT ISSUES

- A. Russian River Watershed Coordinator Position – A panel consisting of Schott, Cubbison, and Directors Crayne and Johnson determined that due to the problems encountered in filling the position, an interim temporary hire will be made to begin the project, and that the position will be listed again on the internet and the panel will reconvene to interview a second round of candidates.
- B. Russian River Watershed Council Coordinator Fund Management – the Board discussed a request from the RRWC that the RCD consider acting as Fiscal Agent for the RRWC Coordinator funds coming from DFG for the next year. The Board is willing to discuss the matter further, but at this time is not willing to make any commitment.

DIRECTOR REPORTS

Associate Director Maxwell reported that she is doing a lot work creating her nature preserve. She is currently focusing on trails. It was also reported that Steelhead have been sighted in Anderson Creek and at Coyote Dam.

Meeting Adjourned at 4:00 p.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING
April 10, 2001**

Vice Chairperson Craig Blencowe called the meeting of the Mendocino County RCD Board of Directors to order at 1:05 p.m.

Directors Present: Craig Blencowe-Vice Chair, Chuck Crayne, Mike Boer, Associate Directors: Ann Maxwell

Others Present: Chamise Cubbison-District Office Manager, Tom Schott-NRCS, Ben Monmonier – Eel River Project, Patty Madigan – Navarro Projects, George Bergner, Park Steiner, Erica Fielder, Stephen Levesque, Kris Mokma, Thembie Borrás, and Karen Gaffney.

CONSENT CALENDAR

The consent calendar was approved upon a motion by Director Crayne, seconded by Director Boer, 3 ayes.

ADMINISTRATION

Chamise Cubbison gave a status report on the office.

ACTION ITEMS

- A. A Resolution to enter into a funding agreement with CA. Dept of Fish & Game (DFG) for the Mendocino Coast Watershed Festival was passed upon a motion made by Director Crayne, seconded by Director Boer, 3 Ayes.
- B. George Bergner's appointment to the Mendocino County Resource Conservation District was confirmed with a motion made by Director Crayne, seconded by Director Boer and passed with 3 Ayes.
- C. A Resolution to enter into funding agreement #P0030436 with CA. Dept of Fish & Game (DFG) for a Mill Creek Watershed Bates Property Road Upgrade was passed upon a motion made by Director Crayne, seconded by Director Boer, 3 Ayes.
- D. A Resolution to enter into funding agreement #P0030435 with CA. Dept of Fish & Game (DFG) for the Forsythe Creek Riparian Tree Planting was passed upon a motion made by Director Crayne, seconded by Director Boer, 3 Ayes.

PUBLIC COMMENT

None.

AGENCY/PARTNER REPORTS

NRCS, Tom Schott reported that EQIP turn out has been low so far, however, participation by local tribes has increased. The Ukiah FO has been working with NRCS to get a large format color printer for the Ukiah Office. Otis Skaggs and Ray Mostin will be visiting the Ukiah office on Wednesday, April 11 to learn about the District's current activities. The Mendocino County Board of Supervisors has selected a Grading Committee. Friends of the Garcia has extended an invitation to participate on a technical advisory committee for the Garcia River.

Circuit Rider Productions, Karen Gaffney gave a slide presentation about Giant Reed removal efforts in the Russian River and asked for the District's support in future projects.

PROJECT REPORTS

Eel River Planning:

Ben Monmonier reported that he is working on a meeting with landowners to summarize what has happened over the last year and where things can go from this point. Monmonier is working on a DFG proposal for Road Improvements. He should have the 205J final report done in about two months.

Navarro Projects:

Patty Madigan reported that she has met with the Anderson Valley Land Trust about what partnership opportunities there may be in the future. Madigan will be attending the Saturday Farmers' Markets in Boonville to conduct outreach in that community. She has seven potential projects at various stages. She is working with Director Crayne on some Navarro content for the District's website. There was also discussion about the need for future Roads workshops in the Mendocino County area, perhaps in the coastal area. At a Permit Coordination meeting on May 9th in Santa Rosa, Tom, Patty, and Whitney Kneuppel (Sustainable Conservation) will introduce the effort to the permitting agencies.

NEW BUSINESS AND CURRENT ISSUES

- A. Russian River Watershed Coordinator Position – A panel consisting of Schott, Cubbison, and Director Crayne have interviewed more candidates. The Board passed a motion made by Director Crayne, seconded by Director Boer, 3 Ayes to extend an offer to the panel's current top choice candidate.
- B. DFG Funding Proposals for RCD consideration, due May 18:
The Board heard brief proposals for the following:
 - 1. Eel River Road Implementation with BLM
 - 2. West Fork Russian River Coordination
 - 3. Ten Mile FISH Watershed Implementation Plan
 - 4. Feliz Creek Solar Living Center Streambank Project
 - 5. MCRCD Upper Russian Coordination
 - 6. Navarro Road Project 1
 - 7. Navarro Road Project 2
 - 8. Navarro Native Plants
- C. Open House – Ideas and times were discussed for a summer open house. No decisions made.
- D. 99/00 Audit Bids – The Board reviewed the audit proposal from Randolph Scott and Company and passed a motion made by Director Crayne, seconded by Director Boer, 3 Ayes to accept the bid.
- E. Soil Survey CD reproduction – The Board passed a motion made by Director Boer, seconded by Director Crayne to use the funds remaining in the Video Sales fund and Road Guide funds to purchase the first 500 Soil Survey CD sets, 3 Ayes.

DIRECTOR REPORTS

None.

Meeting Adjourned at 5:15 p.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING
May 8, 2001**

Board Chair, Bill Johnson, called the meeting of the Mendocino County RCD Board of Directors to order at 1:10 p.m.

Directors Present: Bill Johnson-Chair, Craig Blencowe-Vice Chair, Chuck Crayne, Mike Boer arrived 1:35, Associate Directors: Ann Maxwell

Others Present: Chamise Cubbison-District Office Manager, Tom Schott-NRCS, Carol Mandel-NRCS, Patty Madigan – Navarro Projects, George Bergner, Bob Coey, Erica Fielder, Jennifer Harris, and Linda Curry.

CONSENT CALENDAR

The consent calendar was approved upon a motion by Director Crayne, seconded by Director Blencowe, 3 ayes.

ADMINISTRATION

Chamise Cubbison gave a status report on the office.

ACTION ITEMS

- A. A motion was passed to sign MCRCD/Mendocino Redwood Company Access Agreement provided that the existing MCRCD insurance provides the coverage described in the agreement. Made by Director Crayne, seconded by Director Boer, and passed with 4 ayes.
- B. A motion was passed to request a one-year extension from the Department of Conservation for the Permit Streamlining Project. Made by Director Boer, seconded by Director Blencowe, and passed with 4 ayes.
- C. A motion was passed to submit a letter of support for the Redwood Valley Outdoor Education Project funding proposal to prepare the site for potable classroom, etc. Motion made by Director Blencowe, seconded by Director Boer, and passed with 4 ayes.
- D. DFG Funding Proposals
 1. Eel River Proposal was removed from consideration.
 2. Director Blencowe made a motion to submit the proposal for Ten Mile FISH Watershed Implementation Planning Project, seconded by Director Crayne, and passed with 4 ayes. Director Blencowe assigned to project as Board Contact.
 3. Director Boer made a motion to submit the proposal for Feliz Creek Solar Living Center Streambank Project, seconded by Director Crayne, and passed with 4 ayes. Chair Johnson assigned to project as Board Contact.
 4. Director Boer made a motion to submit the proposal for MCRCD Upper Russian River Coordination, seconded by Director Crayne, and passed with 4 ayes. Director Boer assigned to project as Board Contact.
 5. Director Crayne made a motion to submit the proposal for Navarro Road Project-Hungary Hollow Road Phase 2 Project, seconded by Director Boer, and passed with 4 ayes. Incoming Director Bergner assigned to project as Board Contact.
 6. Director Crayne made a motion to submit the proposal for Navarro Road Project-Bradford Ranch Project, seconded by Director Boer, and passed with 3 ayes (Director Blencowe left the room for discussion and voting on this agenda item). Incoming Director Bergner assigned to project as Board Contact.
 7. Navarro Native Plants –removed from consideration

8. Director Crayne made a motion to submit the proposal for Russian River Watershed Council Organizational Support with the understanding that future negotiations with the RRWC are necessary in order for the MCRCD to enter into an agreement with DFG for this project should the proposal be funded, seconded by Director Boer, and passed with 4 ayes.

PUBLIC COMMENT

Bob Coey from Dept. of Fish & Game reported that his position with DFG has changed and he is now supervising Basin Planning for the Central Coast Region. He has been working on a Draft Restoration Plan, which will be out soon.

AGENCY/PARTNER REPORTS

NRCS, Tom Schott reported that EQIP turn out has improved at the last minute. He also reported that there will be a North Coast Assessment Town Meeting in Fort Bragg soon.

PROJECT REPORTS

Navarro Projects:

Patty Madigan gave a brief status report of activities since her written report. She has been working with Director Crayne to develop more website content relating to the Navarro. She also reported that the Native Plants DFG Proposal will be submitted through Anderson Valley School. She will continue to work with the school, but the proposal will not need to go through the RCD.

NEW BUSINESS AND CURRENT ISSUES

- A. Russian River Watershed Coordinator Position – The interview panel has selected a final candidate who will begin work at the RCD in mid May. Temporary staff and RCD Office Manger have been working on several tasks to ensure that the RCD does not fall too far behind on project goals.
- B. MRC request regarding Schooner Gulch culvert removal: Schott reported that he has spoken with MRC since the RCD received the request for assistance and that it appears that the problem is being resolved by local organizations.
- C. Day in the Capitol information was distributed. No Directors or staff scheduled to attend.
- D. Proposition 13 Proposals Status Report: It was reported that it is likely that the Proposition 13, Bewley Road Project Proposal will be funded at the full budget amount.

DIRECTOR REPORTS

Associate Director Maxwell reported that she has been working with Karen Gaffney regarding some new contacts relating to Arrundo removal and disposal.

Director Blencowe reported that the price of redwood lumber is ½ of what it was last year and that supply is backing up at the mills.

Director Boer reported that there has been substantial frost damage this year in grapes.

Meeting Adjourned at 5:07 p.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING
June 12, 2001**

Board Chair, Bill Johnson, called the meeting of the Mendocino County RCD Board of Directors to order at 1:25 p.m.

Directors Present: Bill Johnson-Chair, Craig Blencowe-Vice Chair, Chuck Crayne

Others Present: Chamise Cubbison-District Office Manager, Tom Schott-NRCS, RCD Project Managers: Patty Madigan (Navarro), Tim Walls (Upper Russian), and Ben Monmonier (Eel), Rixanne Wheren, Joe Scriven, and Claralynn Nunemaker.

CONSENT CALENDAR

The consent calendar was approved, with one change to the amount billed to the DOC for Direct Office Manager salary, upon a motion by Director Crayne, seconded by Director Blencowe, 3 ayes.

ADMINISTRATION

Chamise Cubbison gave a status report on the office.

ACTION ITEMS

- A. Campbell Group Access Agreement for Ten Mile Project was continued until July 10 meeting.
- B. A motion was passed to approve the new Navarro Invoicing Procedure with the contractor and the RCD sharing the discount proportionately. The motion was made by Director Crayne and seconded by Director Blencowe, passed with 3 ayes.
- C. A motion was passed to submit the paperwork for employee health insurance upon Director Crayne's authorization. The motion was made by Director Crayne, seconded by Director Blencowe, and passed with 3 ayes.
- D. A resolution was passed to enter into Agreement P0030492 McNab Ranch Road Erosion Assessment Project with the CA Dept of Fish and Game, upon a motion made by Director Crayne, seconded by Director Blencowe and passed with 3 ayes.
- E. A motion was made, to send the Russian River GIS Technical Advisory Committee a letter authorizing Rixanne Wheren and Tim Walls to participate in the project on behalf of the RCD, by Director Blencowe, seconded by Director Crayne, and passed by 3 ayes.

PUBLIC COMMENT

Claralynn Nunemaker reported that she will be taking over the administrative coordination of the CARCD Forestry and Fuels committee from Sherm Finch at the August meeting, and looks forward to working with the RCDs.

Information was conveyed that CA Dept of Fish and Game will be meeting at the end of the month with representatives of the 3 Russian River RCDs to discuss a recent crackdown on Summer Dams in the Russian River and its tributaries.

AGENCY/PARTNER REPORTS

NRCS, Tom Schott reported that EQIP turn out has improved at the last minute. He also reported that NRCS will have an engineering "intern" working with John Bennett for a few weeks this summer. NRCS should be able to have the EQIP list available at the RCD Board Meeting.

PROJECT REPORTS

Navarro Projects:

Patty Madigan gave a brief status report of activities since her written report. She submitted two SB271 grant proposals in mid May. She will begin getting ready for the Prop 13 proposal development and possibly resubmitting one of the previously submitted proposals to improve the chances of it receiving funding. She is also looking at revising the Work Plan for the SCC project. She will be hosting a Public Meeting in July for Anderson Valley residents. She has Rixanne Wheren working on some Navarro maps that will be more usable for online and other purposes.

Eel River:

Ben Monmonier reported that he worked with E Center to submit a SB271 proposal for Road Improvements in the Eel River watershed. He has completed the Implementation Framework and is going to begin the draft final report and hold one more Public Meeting to go over what the process has been and how landowners can work with other groups to carryout some of the recommendations, as well as what regulations they might encounter in that process. Humboldt County RCD has expressed interest in continuing collaborative efforts and would like to know what MCRCDs interest is for the future.

Russian River:

The new Coordinator, Tim Walls was introduced to the group. He reported that he has been getting familiar with the watershed and the agencies working in it. He is reviewing current models for watershed assessment and beginning outreach into the Forsythe Creek watershed.

NEW BUSINESS AND CURRENT ISSUES

- A. Coho Salmon Recovery Program was postponed until the next RCD meeting
- B. The RCD will host an Open House on August 7, 2001 to unveil the West Mendo Soil Survey and to introduce the new Coordinators to the public.
- C. Cubbison reported that LAFCO recommends sending out an interest letter to those landowners that are not currently included within the District Boundaries before looking into boundary changes any further.
- D. Cubbison discussed ideas about possible future workshops and events. No particular idea was decided upon in any way.
- E. The RCD Fall staff and contractor BBQ will take place and additional plans will be conveyed at a later time.
- F. Director Elections will take place at the July 10 Meeting
- G. Cubbison reported that recent legislation that has taken effect will result in the RCD paying a portion of the local LAFCO dues. AT this time the estimated amount the RCD would have to pay is less than \$300.
- H. The RCD's interest in participating on the Russian River Watershed Council Board of Directors is such that there is no formal position at this time and that the Board will continue to consider it under advisement.

DIRECTOR REPORTS

RCD Contractor Teri Jo Barber recently gave birth to a baby girl. The RCD Board sends its congratulations.

EXECUTIVE SESSION

There were no items for discussion at the time of the meeting.

Meeting Adjourned at 5:30 p.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING
July 10, 2001**

Board Vice-Chair, Craig Blencowe, called the meeting of the Mendocino County RCD Board of Directors to order at 1:10 p.m.

Directors Present: Craig Blencowe-Vice Chair, Chuck Crayne, George Bergner, Mike Boer, and Associate Director Ann Maxwell.

Others Present: Chamise Cubbison-District Office Manager, Louise Owens-NRCS, RCD Project Managers: Patty Madigan (Navarro), Tim Walls (Upper Russian), and Tom Piper.

CONSENT CALENDAR

The consent calendar was approved, contingent upon an additional quote for culvert s to determine that the amount payable to the current supplier is reasonable, upon a motion by Director Crayne, seconded by Director Boer, 4 ayes.

ADMINISTRATION

Chamise Cubbison gave a status report on the office, and reported that the prior year's audit has been completed and distributed DRAFT audit reports.

ACTION ITEMS

A. Campbell Group Access Agreement for Ten Mile Project was continued until August 14 meeting.

PUBLIC COMMENT

None

AGENCY/PARTNER REPORTS

NRCS, Louise Owens, Acting District Conservationist reported that NRCS is working towards EQIP rankings.

PROJECT REPORTS

Navarro Projects:

Patty Madigan gave a brief status report of activities since her written report. She reported on a Public Meeting and booth at the Mendocino County Fair in Boonville as well as plans for a workshop in October. Madigan reported that California Coastal Conservancy has expressed interest in funding smaller projects through a larger contract with the RCD. A motion was made by Director Crayne, seconded by Director Boer to authorize Director Blencowe to negotiate with the California Coastal Conservancy to determine how the funding can be secured, passed with 4 Ayes.

Russian River:

Tim Walls reported that he is getting ready for a landowner meeting in Forsythe Creek on July 24.

NEW BUSINESS AND CURRENT ISSUES

- A. Coho Salmon Recovery Program presentation was given by Bryan Freele and Derek Acomb, both of California Department of Fish and Game on the agency's plans for a captive brood program to try to reintroduce genetically identical or as close as possible Coho to streams that once carried and had native Coho.
- B. Cubbison reported on plans for the August 7, Open House and Western Mendocino Soil Survey release.
- C. Plans for a Fall Potluck were brainstormed. The group will research possibilities for a location and date.
- D. Cubbison presented information about the California Department of Conservation's Conservation Easements programs. No action taken.
- E. Tim Walls reported on recent RRWC meetings.
- F. Cubbison presented a Draft Budget for 2001-2002 to be considered at the August 14 meeting for approval.
- G. Director Elections: RCD received letter of resignation from Bill Johnson. The Board passed a motion made by Director Crayne, seconded by Director Boer to announce the vacancy and recommend to the Board of Supervisors Tom Piper to fill the vacancy, passed with 4 Ayes. Director Boer nominated Director Blencowe for Chair and Director Crayne for Vice Chair, seconded by Director Bergner, passed with 4 Ayes.

DIRECTOR REPORTS

All Directors extended tanks to Bill Johnson for his 12 years of service as a Director.

Director Bergner recommends that the RCD Coordinators have more contact with Mendocino County Public Works and Department of Transportation personnel.

Director Boer reported that the Buckeye Trees are dropping their leaves and that there is color in the zinfandel grapes, which indicates an early Fall.

Meeting Adjourned at 4:45 p.m.



**Mendocino County Resource Conservation District
405 South Orchard Avenue, Ukiah, CA 95482
(707) 468-9223, ext. 3, (707) 468-5278 Fax**

**MINUTES OF BOARD OF DIRECTORS MEETING
August 14, 2001**

Board Chair, Craig Blencowe, called the meeting of the Mendocino County RCD Board of Directors to order at 1:30 p.m.

Directors Present: Craig Blencowe-Chair, Chuck Crayne, Tom Piper, and Associate Director Ann Maxwell.

Others Present: Chamise Cubbison-District Office Manager, Tom Schott-NRCS, RCD Project Managers: Patty Madigan (Navarro), Tim Walls (Upper Russian), and Joe Scriven

CONSENT CALENDAR

The consent calendar was approved; with a reduction in Admin Fees on DFG Nash Mill project to \$2973.02, upon a motion by Director Crayne, seconded by Director Piper, 3 ayes.

ADMINISTRATION

Chamise Cubbison gave a status report on the office and the recent Open House. West Mendo Soil Survey CDs are now available at the RCD office.

ACTION ITEMS

- A. Campbell Group Access Agreement was approved with the condition that a letter from the RCD to Campbell Group be attached regarding the extent of RCD liability, upon a motion made by Director Crayne, seconded by Director Piper, 3 ayes.
- B. The RCD Operating Budget for 2001-2002 was approved upon a motion made by Director Crayne, seconded by Director Piper, 3 ayes.
- C. Resolution No. 116 to enter into Agreement P0030460 with California Department of Fish and Game for the Mendocino Natural Resources GIS Project was approved upon a motion made by Director Crayne, seconded by Director Piper, 3 ayes.
- D. Sponsorship of the CDF Fire Crew for Upper Eel Watershed Forum Riparian Fencing Project on Mill Creek was approved, contingent upon Tom Schott and Director Crayne reviewing and approving the application and project, upon a motion made by Director Crayne, seconded by Director Piper, 3 ayes.

PUBLIC COMMENT

Joe Scriven from Mendocino Fisheries Program reported on their recent project activities. Scriven also delivered a funding request from Rebecca Kress of Russian River Unlimited for the 2001 River Clean Up effort.

AGENCY/PARTNER REPORTS

NRCS, Tom Schott, District Conservationist reported on EQIP contracts and sign ups in the various basins.

PROJECT REPORTS

Navarro Projects:

Patty Madigan gave a brief status report of activities since her written report. She reported on the recent Agency Farm Tour with Sustainable Conservation for the Regulatory Permitting project. She is also working on a series of workshops to be held in the fall.

Russian River:

Tim Walls reported on the recent landowner meeting in Forsythe Creek as well as the upcoming series of Fish Friendly Farming classes tentatively planned for Oct/Nov '01.

NEW BUSINESS AND CURRENT ISSUES

- A. Russian River Watershed Council and Funding: Karen Rippey, US Army Corp of Engineers, addressed the Board with regard to a possible future request for the RCD Board to consider acting as Fiscal Agent for the Russian River Watershed Council when the current agreement with Mendocino County runs out.
- B. The RCD Board discussed accepting a donation from Campbell Group.
- C. Annual Report Team for 00-01: Cubbison will assemble a team for the written content of the expanded annual report for the last two years.
- D. The Fall Potluck has been cancelled and may be replaced with a holiday social.
- E. (&F). The Board discussed a request made by Pat Higgins of the Institute for Fisheries Resources for information about past projects and photos the RCD may have in its files. The board directed Cubbison to send Higgins a letter requesting more specific information and laying out the fees and procedure for processing the request.

DIRECTOR REPORTS

Director Piper gave a brief status on the upcoming Grape harvest.

Associate Director Maxwell reported that she has had great success with raising oaks from acorns.

Director Crayne suggested that the Office Manager should perhaps be a Notary.

Meeting Adjourned at 5:30 p.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING
September 11, 2001**

Board Chair, Craig Blencowe, called the meeting of the Mendocino County RCD Board of Directors to order at 1:15 p.m.

Directors Present: Craig Blencowe-Chair, Chuck Crayne, Mike Boer

Others Present: Chamise Cubbison-District Office Manager, Tom Schott-NRCS, RCD Project Managers: Patty Madigan (Navarro), Tim Walls (Upper Russian), and Rixanne Wehren, Pat Higgins, and Joe Scriven

CONSENT CALENDAR

The consent calendar was approved upon a motion by Director Crayne, seconded by Director Boer, and passed with 3 ayes.

ADMINISTRATION

Chamise Cubbison gave a brief status report on the office.

ACTION ITEMS

- A. A disbursement of \$500 was approved for Russian River Unlimited for the 2001 River Clean Up, upon a motion made by Director Boer, seconded by Director Crayne, and passed with 3 Ayes.
- B. A motion was made by Director Crayne, seconded by Director Boer, and passed with 3 Ayes to authorize RCD Office Manager to collaborate with Sotoyome RCD on a Funding Proposal for Creek Stewardship in the Russian River.
- C. A motion was made by Director Crayne, seconded by Director Boer, and passed with 3 Ayes to authorize RCD Office Manager to collaborate with Sotoyome RCD on a Funding Proposal for Fish Friendly Farming in Mendocino and Sonoma Counties.
- D. A motion was made by Director Crayne, seconded by Director Boer and passed with 3Ayes to authorize the submitting of a proposal for additional funding for the Holmes Ranch Road to Dept. of Fish and Game in order to complete the current project.

PUBLIC COMMENT

None.

AGENCY/PARTNER REPORTS

NRCS, Tom Schott, District Conservationist reported on Technical Assistance being provided to the CAHTO Tribe regarding groundwater issues in regards to an old landfill. He also reported on the progress made towards sponsorship of the CDF crew for the Upper Eel Forum fencing project, as well as the Stage 1 Alert that USDA-NRCS has issued to field offices regarding Hoof and Mouth Disease Precautions to be taken.

PROJECT REPORTS

Navarro Projects:

Patty Madigan gave a brief status report of activities since her written report. She reported on the Booth for the Mendocino County Fair. She will continue to work with the California State Coastal Conservancy to secure funding for various small projects that relate to the Navarro Watershed. She is also working on a series of workshops to be held in the fall, including a Road Workshop to be held October 20.

Russian River:

Tim Walls reported on a recent CARCD Technical Advisory Committee meeting that he and Tom Schott recently attended. He reported that a potential road assessment project was submitted to the Russian River Watershed Council for consideration of support. Walls has organized a team of Technical people to review a stretch of Streambank on Forsythe Creek. A series of Fish Friendly Farming Workshops will take place in Ukiah beginning in November 2001 through February 2002.

NEW BUSINESS AND CURRENT ISSUES

A. Pay Higgins of the Institute for Fisheries Resources reported on their work on the North Coast Watershed Assessment as well as the KRIS projects recently completed. Pat and the Board also discussed Pat's recent request for information from the RCD.

EXECUTIVE SESSION- CLOSED

No action was taken.

Meeting Adjourned at 5:30 p.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING
October 9, 2001**

Board Vice-Chair, Charles Crayne, called the meeting of the Mendocino County RCD Board of Directors to order at 1:07 p.m.

Directors Present: Craig Blencowe-Chair arrived at 1:15, Chuck Crayne-Vice-Chair, Mike Boer, George Bergner, Tom Piper

Others Present: Chamise Cubbison-District Office Manager, Tom Schott-NRCS, RCD Project Managers: Patty Madigan (Navarro), Tim Walls (Upper Russian), John Heal and Linda Curry

CONSENT CALENDAR

The consent calendar was approved upon a motion by Director Boer, seconded by Director Piper, and passed with 4 ayes.

ADMINISTRATION

Chamise Cubbison gave a brief status report on the office, reporting that the County Auditor's office has recently advise the RCD that it must institute a new financial system that uses only one fund.

ACTION ITEMS

- A. A motion was made by Director Crayne to request that NRCS act as Federal Fiscal Agent for US Army Corp Funding for Russian River Watershed Council to be administered locally by MCRCD with the stipulation that 1) the scope of work be amended to include coordination with MCRCD and list more specifically the tasks of the RRWC Coordinator and 2) that this action is not to be interpreted as automatic support for the previously submitted CA DF&G proposal, seconded by Director Boer and approved with 5 ayes.

PUBLIC COMMENT

John Heal, the new Coordinator for the Upper Eel Watershed Forum introduced himself and discussed the UEWF's current focus.

AGENCY/PARTNER REPORTS

NRCS, Tom Schott, District Conservationist presented the USDA-NRCS Summary Report on Activities for the agencies last fiscal year which indicates that most of the activities related to EQIP and Conservation Reserve programs. Schott also reported on current Farm Bill progress.

PROJECT REPORTS

Navarro Projects:

Patty Madigan gave a brief status report of activities since her written report. She reported that the Boonville Fair was a good opportunity for public relations. Madigan reported that a proposal to California State Coastal Conservancy for funding for various individual projects for the Navarro would be presented to the Conservancy on October 25. Madigan has also been working closely with Doug Albin of CA DF&G on Navarro projects. Madigan has put together a series of workshops in the coming months on Roads, Native Plants and developing projects. There will be a landowner meeting at the end of October.

Russian River:

Tim Walls reported on the recent site visit with the Department of Conservation for the current funding of his position to look at progress and visit project sites. Walls reported that there will be a Tree Planting Work Day in the Forsythe Creek Watershed to show proper tree planting techniques, native trees, and appropriate placement of trees. Walls is also working on the DOC quarterly report and getting ready for Fish Friendly Farming session.

NEW BUSINESS AND CURRENT ISSUES

- A. Patty Madigan reported that Julia McIver of the California State Coastal Conservancy will be presenting a proposal to the Conservancy Board for funding for several small projects in the Navarro Watershed. Projects will include sediment reduction, monitoring, education, etc. The Conservancy Board will meet on October 25. Director Bergner volunteered to attend the meeting if it was to be in Northern California.
- B. The Board discussed ideas for a Holiday Social. Staff will try to organize something following the next meeting.
- C. Staff reported that there are several upcoming meetings: North Coast Area RCDs Oct 25, Ukiah, CARCD Annual Conference Nov 15-18, Ventura, NACD Annual Meeting Feb 2-3, Reno, Sotoyome District Awareness Day Oct 16, Santa Rosa.

EXECUTIVE SESSION – REMAINED OPEN

Directors and Staff discussed the need for 5 Year Cash Flow Projections. The Budget Committee consisting of Directors Crayne and Boer along with Cubbison will work on projections and report on progress at the next Board meeting. The Budget Committee will also prepare a Revised Payment Procedure for discussion at the next meeting in order to help streamline the payment process.

Meeting Adjourned at 5:00 p.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING
November 13, 2001**

Board Chair, Craig Blencowe, called the meeting of the Mendocino County RCD Board of Directors to order at 1:05 p.m.

Directors Present: Craig Blencowe-Chair, Chuck Crayne-Vice-Chair, Mike Boer arrived at 1:35, George Bergner arrived at 1:27, and Tom Piper. Associate Director-Ann Maxwell

Others Present: Chamise Cubbison-District Office Manager, Tom Schott-NRCS, RCD Project Managers: Patty Madigan (Navarro), and Tim Walls (Upper Russian)

CONSENT CALENDAR

The consent calendar was approved upon a motion by Director Crayne, seconded by Director Piper, and passed with 3 ayes.

ADMINISTRATION

Chamise Cubbison gave a brief status report on the office activities over the past month.

ACTION ITEMS

- A. A motion was made by Director Crayne to authorize Director to Boer to enter into an Agreement on behalf of the MCRCD with NRCS for US Army Corp Funding for Russian River Watershed Council through MCRCD, seconded by Director Bergner and passed with 5 ayes.
- B. A motion was made by Director Crayne to authorize Director Boer to enter into Standard Personal Services Agreement on behalf of the MCRCD with Linda Curry for Coordination of Russian River Watershed Council as per Agreement with NRCS mentioned above, seconded by Director Bergner and passed with 5 ayes.
- C. A motion was made by Director Piper to authorize Director Crayne to approve of entering into a Cooperative Agreement on behalf of the MCRCD with California Association of Resource Conservation Districts to perform Restoration Evaluation project as proposed by RCD, seconded by Director Boer, passed with 5 ayes.
- D. A motion was made by Director Piper to authorize Director Crayne to enter in to Standard Personal Services Agreements on behalf of the MCRCD as necessary to carryout CARCD Restoration Evaluation Project, seconded by Director Boer, passed with 5 ayes.
- E. A motion was made by Director Boer to authorize Director Bergner to enter into Agreement on behalf of the MCRCD with California State Coastal Conservancy for various individual projects in the Navarro Watershed, seconded by Director Piper, passed with 5 ayes.
- F. A motion was made by Director Boer to authorize Director Bergner to enter into Standard Agreements on behalf of the MCRCD to carryout a variety of individual projects recently approved for funding by the California State Coastal Conservancy as mentioned above, seconded by Director Piper, passed with 5 ayes.
- G. A motion was made by Director Crayne to approve the Amendment to extend deadline of Personal Services Agreement with Rixanne Wehren for Mendocino Natural Resources GIS Project, seconded by Director Bergner, passed with 5 ayes.
- H. A motion was made by Director Crayne to approve the Funds Disbursement Approval Policy effective November 14, 2001, seconded by Director Boer, passed with 5 ayes

- I. A motion was made by Director Boer to designate Board Chair Blencowe as the MCRCD voting Delegate to CARCD Annual Meeting and Conference, seconded by Director Crayne, passed with 5 ayes.

PUBLIC COMMENT

None.

AGENCY/PARTNER REPORTS

USDA-NRCS District Conservationist, Tom Schott reported on the staff workload levels as a result of one of the Soil Conservationists being out on Family Leave and that impact on the office. Schott reported on the Grading Committee's consideration of using the Erosion Hazard Rating system from the USDA Soil Survey. He also reported on the presentation he made at the recent Non Point Source Conference in Sacramento.

PROJECT REPORTS

Navarro Projects:

Patty Madigan gave a brief status report of activities since her written report. She reported that she has been working with DFG Biologist Doug Albin and landowners on emergency projects that might be eligible for immediate funding. She has also been working on EQIP projects with USDA-NRCS and developing Roads Workshop Training program with Tim Walls. She is hoping that the Navarro Scope of Work and priorities can be updated and made more applicable to current issues and landowner needs.

Russian River:

Tim Walls reported on the recent tree-planting day in Forsythe Creek, the upcoming McNab Ranch Road Association Roads and Creek Stewardship meeting, as well as Fish Friendly Farming enrollments and trainings planned.

NEW BUSINESS AND CURRENT ISSUES

- A. Organizational Planning-RCD Office Manager Cubbison asked that the Boar consider revisiting the Long and Short Range plans of the RCD to determine if objectives can be made more focused and useful in directing the day to day activities of the RCD. Director Boer requested that 90minutes be set aside at the next meeting for Organizational Planning. The Board discussed the current staffing needs and determined that a part-time assistant is needed in the office to work with the Office Manager. A motion was made by Director Boer to authorize the Office Manager to hire a part-time assistant for up to \$1000/mo with a temporary status up to one year, seconded by Director Crayne, and passed with 5 ayes.
- B. Project Selection Process- RCD Office Manager Cubbison requested that the Board review the project selection guidelines from the past at the next meeting and as a part of the Organizational Planning agenda topic.

EXECUTIVE SESSION – REMAINED OPEN

A motion was made by Director Bergner to authorize a salary increase for the Office Manager effective December 1, 2001, seconded by Director Crayne, and passed with 5 ayes.
The discussion on the Title Change for the Office Manager was discussed and continued to a future meeting.

Meeting Adjourned at 5:20 p.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING
December 11, 2001**

Board Chair, Craig Blencowe, called the meeting of the Mendocino County RCD Board of Directors to order at 1:07 p.m.

Directors Present: Craig Blencowe-Chair, Chuck Crayne-Vice-Chair, Mike Boer, George Bergner, and Tom Piper.

Others Present: Chamise Cubbison-District Office Manager, Tom Schott-NRCS, RCD Project Managers: Patty Madigan (Navarro), and Tim Walls (Upper Russian), and Evan Engber

EXECUTIVE SESSION

The Board accepted the resignation of the Office Manager effective April 30, 2002. No other action was taken during closed session.

CONSENT CALENDAR

The consent calendar was approved upon a motion by Director Boer, seconded by Director Crayne, and passed with 5 ayes.

ADMINISTRATION

Chamise Cubbison gave a brief status report on the office activities over the past month and the upcoming Audit for FY 00/01. Cubbison also reported that the Annual NACD Conference and Meeting would take place in early Feb. 2002 and the Board needed to appoint a Director to attend. Director Bergner was appointed to represent the Board at the NACD Meeting by a motion made by Director Crayne, seconded by Director Boer and passed with 5 ayes.

ACTION ITEMS

- A. A motion was made by Director Crayne to approve and sign the Audit Engagement Letter from Randolph Scott and Co., seconded by Director Boer, and passed with 5 ayes.

PUBLIC COMMENT

None.

AGENCY/PARTNER REPORTS

USDA-NRCS District Conservationist, Tom Schott reported that he was recently invited to attend an Albion River group meeting and was pleased to see many different parties willing and interested in discussing watershed issues. He also met with a sub-committee of the County Grading Ordinance Committee to discuss the Erosion Hazard Rating System contained in the USDA Soil Surveys for Mendocino County. EQIP funding information

should be available soon. Due to limited staffing over the holidays, the NRCS/RCD office will be available by appointment only. A sign and message to that effect will be developed to notify customers. Regular office hours will resume on Monday, January 7, 2002.

PROJECT REPORTS

Navarro Projects:

Patty Madigan gave a brief status report of activities since her written report. She reported that tentative approval of emergency funding for Holmes Ranch Road Phase II implementation work was approved. She has been working with Mendocino Fisheries Program Director, Joe Scriven to develop additional projects. She is also working with NRCS Agricultural Engineer, John Bennett, on a large exclusionary fencing project along 1 ½ miles of class I stream. She has facilitated the sign up of 3 new EQIP customers and is working with Tembie Borrás on an Operators Workshop for Roads in the Navarro.

Russian River:

Tim Walls reported that he has been working on the Expanded Quarterly Report for the Department of Conservation to the Legislature as well as continued progress on all aspects of his projects including Fish Friendly Farming, Forsythe Creek Watershed Advisory Group, and proposal development with Sotoyome RCD for upcoming funding deadlines.

NEW BUSINESS AND CURRENT ISSUES

- A. Organizational Planning-Director Boer presented his view of RCD Goals and Director Crayne presented his view of the ideal organizational chart. Additional time to discuss Organizational Planning will be placed on the agenda for the January meeting. The Board discussed the current staffing needs and appointed Director Crayne and Director Piper as a Personnel Sub-Committee to move forward on developing position descriptions and listing the openings upon a motion made by Director Boer, seconded by Director Bergner, and passed with 5 ayes. The Sub-Committee was directed to report progress at the next meeting
- B. Project Selection Process- This agenda item was continued to a future meeting as a part of ongoing Organizational Planning.

Meeting Adjourned at 5:20 p.m.