



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

**MINUTES OF BOARD OF DIRECTORS MEETING**  
**January 13, 2004**

Board Chair, Tom Piper called the meeting of the Mendocino County RCD Board of Directors to order at 1:04 p.m.

**Directors Present:** Jerome Dix, George Bergner, Geri Hulse-Stephens. Craig Blencowe arrived at 1:08 p.m.

**Staff Present:** Janet Olave - Office Manager; Patty Madigan - Navarro Watershed Coordinator; Tim Walls - RR Watershed Coordinator

**Others Present:** Charles Crayne - Associate Director, Neil Fischer - Forester, Tom Schott - NRCS DC, Greg Norris and Mark Cocke of NRCS

**CONSENT CALENDAR**

The consent calendar was amended to Patty Madigan's payroll, SDRMA 3<sup>rd</sup> qtr premium, and Alta Associates final check. Consent Calendar passed unanimously.

**ADMINISTRATION**

Office Report – The financial report was read and accepted as written. On a motion by Director Bergner, seconded by Director Hulse-Stephens the board unanimously voted to waive the benefits waiting period for Patty Madigan. Kerry Williams and Jan Olave have not worked on the FFF MOU but will have a rough draft for the board at the next meeting. The planning session was discussed and subcommittees formed; George Bergner and Jerome Dix will sit on the financial subcommittee, and Geri Hulse-Stephens and Craig Blencowe will sit on the personnel subcommittee.

**WATERSHED & SPECIAL PROJECTS REPORTS**

- A. Patty Madigan updated the board on the activities in the Navarro. Since it is expected that the new SCC contracts will be delayed, Patty put together a work plan with alternative funding sources. She attended the Weed Management Area meeting in Fort Bragg. She is working with NRCS on two EQIP applications in the Navarro, and DFG will fund another \$10,000 for Arundo removal through an adaptive management grant.
- B. Tim Walls reports he is up again, down again, with CEQA for the Russian River Arundo Removal project. The Forsythe Creek Watershed Assessment team is up and running. He has scheduled 4 subwatershed meetings with landowners. He will be giving the board a presentation at next month's meeting on the Forsythe Creek project. He also will be going over next year's project proposals with Derek Acomb of DFG. The letter to the NCRWQCB was discussed and the board concurred with the strong sentiments against the RWQCB's citing of a landowner.

**ACTION ITEMS**

- A. Resolution #134 to enter into Contract #03-056-551-0 with the SWRCB was unanimously approved
- B. The board authorized Jan Olave to sign contract documents.
- C. The board named Jan Olave as Safety Officer
- D. The Anderson Creek Resolution #121 was amended to omit the Solid Waste Management Authority on a vote of 4 to 0. Director George Bergner recused himself.

## CURRENT AND NEW BUSINESS

- A. Marke Cocke and Greg Norris of NRCS gave a short presentation on the maps they are creating for use by landowners, agencies, and the general public in floodplain areas. "Floodplain Awareness Maps" will be available to landowners to determine road sites, building sites, etc. Completed NRCS models are available to the RCD, now. DWR is funding the project and hopes to have a website that allows users to download data sheets in a particular quadrant of a mapped area.
- B. Julie Rogers of the Mendocino Fire Safe Council informed the board of her Council's most recent activities, the interim board of directors, and advised them of the public meeting scheduled at the City Council's chambers on January 29<sup>th</sup>. She listed the projects for which they are applying for funding. The Fire Safe Council would like the RCD's support and participation in the future.
- C. The LAFCO response letter was discussed and the board requested the Executive Director to contact CSDA about any kind of recourse. As a non-revenue earning district the fees seem to be out of proportion.

## PUBLIC COMMENT

No public comment.

## PARTNER AND AGENCY REPORTS

Tom Schott discussed a new Conservation Security Program that will reward landowners who are proactive in conserving the natural resources on their property. The criteria are TBD as well as the impact on the NRCS staff. EQIP applications will be accepted until January 15; currently, they have received 20 that will require evaluation and development over the next few months. Pear growers are also interested in EQIP; the use of biological controls may have reduced chemical usage by 400,000 lbs. TSP agreements will be reviewed and discussed in the upcoming days. Tom also discussed the Garcia Watershed land acquisition of local forestland and the possible fee title purchase of another substantial parcel, also in the Garcia.

## DIRECTOR REPORTS

George Bergner updated the board on the RC&D Council activities. Tom Piper, Tom Schott, and George Bergner are still attempting to connect with Richard Shoemaker regarding BoS support and involvement in the RC&D Council. The Area Plan was approved by the Council and copies distributed to the board. George and two other RC&D council members make up their new personnel committee and George requested a copy of the RCD's personnel policies as a basis for developing their own.

Chuck Crayne stated he will continue to update the webpage, but he needs project info and data from staff.

As the meeting drew to a close, Tom Piper asked for "plus" and "delta" comments regarding the meeting. Jan commented that the meeting was adjourning at 6:00 instead of the scheduled 5:00, and discussion ensued regarding keeping to the agenda in future meetings.

Meeting adjourned at 6:00 p.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING**  
**February 10, 2004**

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

**Directors Present:** Vice Chair George Bergner, Directors: Craig Blencowe, Geri Hulse-Stephens. Jerome Dix arrived at 2:27

**Staff Present:** Janet Olave-Executive Director, Tim Walls- RR Watershed Coordinator, Patty Madigan-Navarro Watershed Coordinator, Trish Martinez-Office Assistant,

**Others Present** Teri Jo Barber, Christina Carpenter, Brian Merrill, Scott Gergis

**CONSENT CALENDAR**

Motion made by George to approve the consent calendar, seconded by Craig and passed with 4 ayes.

**ADMINISTRATION**

Office Report – Jan brought up the need for a district credit card, and the board recommended she investigate the various companies and rates and update the board with her recommendations. The Financial Subcommittee plans to meet prior to the next board meeting to discuss the future finances. The FFF MOU was passed out to be reviewed for discussion at the next meeting. Jan gave a draft of the audit to George and Jerome for review.

**WATERSHED & SPECIAL PROJECTS REPORTS**

- A. Teri Jo Barber-Garcia Monitoring- Gave presentation on how the meters are working to show turbidity. Questions arose about additional funding for sampling (TMDL units); it was determined that we would seek out other sources to continue the monitoring project. Jerome motioned for the RCD to pay for the sampling, George second. After discussion to search for other funding sources, a vote was not taken. Patty spoke to DFG which may be a source of funding.
- B. Patty Madigan-Navarro Watershed-Reported she was going to present four grants to the Department of Fish and Game in the spring. She also stated that DFG had conducted the final inspection on the Lower Indian Creek; she had toured three vineyards for potential conservation projects; on the seventeenth of February Pat Higgins will be conducting a presentation on KRIS Navarro and discussion of future workshops has Ken Montgomery developing a workshop series on native plants.
- C. Tim Walls-Russian River Watershed-Received the Draft Agreement from Caltrans for mitigation on Feliz Creek. There are a few concerns that they are trying to iron out. Working on getting funding for URRRP (Upper Russian River) from SCC. Update on Jan, 28<sup>th</sup> workshop with Janet Moore. Tim gave one of many presentations on funding opportunities and how to get them. He also described the who, what and how's of the RCD. There is a lot of interest in the Feliz Creek Watershed for projects and planning.

**CURRENT AND NEW BUSINESS**

- A. Brian Merrill- (California State Parks, Eureka, Fort Humboldt,) gave a presentation on Sinkyone, requesting the RCD sponsor a grant to decommission remaining logging (haul and skid) roads. A small portion of Unit 3 is left to finish and Unit 4 will be the next project. He gave a calendar of steps that need to be taken in order to

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begin work on time. Proposed work to begin July, 2005. Motion was made by Craig to have Jan enter into negotiations with OHV to discuss administering a contract for State Parks. Seconded by Geri. Motion passed with all 5 members agreeing. Jan said she will have information by May as the grant proposal is due by June 4, 2004

- B. Christina Carpenter-Newsletter-Presented to the board the usefulness of a newsletter and an annual report. The target for our participation is mid-March, if we are going to participate, information should be in by March 1, 2004.
- D. Scott Gergis- Recapped the problem of culvert on Staley Creek/Reeves Canyon Rd. Determined culvert must be replaced and will be a priority item in the Forsythe Creek Assessment. Scott notes that landowner is being cooperative. Craig volunteered to write a letter to Diana Henry to thank the RWQCB for the immediate response to the RCD's initial letter and their willingness to have Scott attend our meeting to explain the situation.
- E. Patty and Jan met with Suzanne Norgard, Executive Director of the Mendocino Community Foundation, to discuss setting up a fund for fine money received. The board would like to have Susanne attend a meeting to discuss possibilities.

### **ACTION ITEMS**

- A. Resolutions 135 and 136 entering into contracts with the SCC in the Navarro were approved on a motion by Geri Hulse-Stephens, seconded by George Bergner, and passed with 5 ayes.

### **PUBLIC COMMENT**

No public comment.

### **PARTNER AND AGENCY REPORTS**

- A. Tom reported there were several workshops coming up; Salmonid Restoration Federation, Davis March 17-20; Redwood Symposium, Rohnert Park, March 15-17.
- B. He also reported that the return of Coho, pink salmon, Chinook and others are making an exceptional return to the Garcia River. The Noyo Watershed Alliance submitted a grant proposal to SCC to request funding for the development for Watershed restoration plan.
- C. Julia Grimm will be looking on the Mill Creek and Forsythe Creek for rock barriers on March 3, 2004. She will also be looking at EQIP and next year's budget.
- D. Report from EQIP is there will be no cuts and possible increase for Ag Dept.
- E. Tom suggested that we give some thought to community meetings for assessing natural resources concern and priorities to direct to the EQIP program.
- F. RCD and NRCS will be giving a presentation at the supervisors meeting in April or May. They hope to meet with all the supervisors and try to get them to take an active roll with projects.
- G. February 25<sup>th</sup>, Petaluma, there will be a Coordinator meeting regarding the RC&D Council

### **DIRECTOR REPORTS**

Tom Piper informed the board of his departure from Fetzer Winery. Said he will stay with the board as long as he can, unless relocation deems otherwise.

### **EXECUTIVE SESSION**

Meeting adjourned at 5:45 p.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING**  
**March 9, 2004**

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

**Directors Present:** Directors: Geri Hulse-Stephens, Jerome Dix, Craig Blencowe arrived at 1:9 and Vice Chair George Bergner, arrived at 1:15

**Staff Present:** Janet Olave - Executive Director; Tim Walls - RR Watershed Coordinator; Patty Madigan - Navarro Watershed Coordinator; Trish Martinez - Administrative Assistant

**Others Present:** Linda Curry, Evan Engber, John and Christine Gardiner, and Neal Fischer

**CONSENT CALENDAR**

Motion made by Geri to approve the consent calendar, seconded by Jerome and passed with 3 ayes, 0 nay.

**ADMINISTRATION**

Janet Olave reports:

- A. The RCD is expending more than it is bringing in
- B. CARCD memberships was discussed, Craig motioned to make payment as per dues 2% request, not to exceed \$2000.00. Seconded by Jerome, passed with 4 ayes, 0 nays.
- C. The letter written by Craig Blencowe to Kat Kuhlman re: Scott Gergis's visit last month to board meeting, was accepted and signed by Tom Piper
- D. Discussion of requiring the auditors to present their report to the board.
- E. Tom and Jan will be meeting with Kat Kuhlman March 16<sup>th</sup> regarding RWQCB's approach to landowner issues.
- F. The Blue Waterhole budget amendment was submitted to the RWQCB.
- G. A flyer on the bill AB 2690 was passed around and discussed.
- H. The new Navarro grant budget issues have not been resolved.
- I. The Anderson Creek clean-up project proposal was submitted to CIWMB.
- J. Jerome suggested that there be a discussion about the long term plan and updating the annual plan. It will be discussed at the next meeting.

**WATERSHED & SPECIAL PROJECTS REPORTS**

- A. Patty Madigan-Navarro Watershed-Reported the grant award for the Mill Creek project is \$173,000. Patty and Tim will be working together to find funding for projects and resubmit others to DFG.
- B. Tim Walls-Russian River Watershed- Recapped the Forsythe Creek sub-watershed. Stated he would be meeting with Karen Gaffney to scout out more Arundo sites. A discussion with Karen Gaffney reported that if the Arundo was removed by hand there could possibly be a waiver on the 401 permits by the Regional Board, and the board would only be awarding 4 grants this year. The requirements are for the 319h (250,000-500,000 with nine elements.) Walls will be meeting with NOAA fisheries on March 19<sup>th</sup> to discuss projects and funding. DFG is working with SCC to see if they can fund some of the Upper Russian River proposals.

## CURRENT AND NEW BUSINESS

- A. Linda Curry presented the 2003 Annual Report of the Russian River Watershed Council and gave an overview of what is expected for 2004. She also explained the importance of [www.rriis.migcom.com/index.php](http://www.rriis.migcom.com/index.php) and informed us it is up sporadically for now but is due to be released for the public in the fall of 2004.
- B. A presentation was given jointly by Evan Engber, John and Christine Gardiner on the ShalStab mapping system for Forsythe sub-watershed. It is a prediction system for landslide occurrence. They will return in the fall to do a follow up on the Forsythe area for comparison.
- C. It was suggested by Craig that at our next board meeting we take a field trip to the Forsythe Watershed and see what improvements are being done. The idea was discussed and accepted.

## ACTION ITEMS

- A. Action Item C-Draft Audit. George motioned approval of the draft, Jerome second and action was passed with 5 ayes, 0 nays. George suggested the auditor attend a meeting to present the audit.
- B. Action Item B-FFF MOU Geri motioned we accept the MOU, George second, motion passed 5-0
- C. Action Item A- The request for RCD to cover a portion of cost for contact prints for aerials on Forsythe Creek was paid for by NRCS. No action taken

## PUBLIC COMMENT

No public comment.

## PARTNER AND AGENCY REPORTS

Tom Schott handed out flyers pertaining to the historical over-view of work done and monies spent on the Eel River projects, discussion followed. Between 1981 and present the RCD has spent \$1,000,000.00 on the projects and the NRCS, between 1997 and present spent \$700,000.00. Work is being done on extending the agreement between NRCS and RCD to supply technological and admin services for Farm Bill programs. Discussion was held on a proposal to provide incentive payments under EQIP for pear growers using integrated pest management in next year's program. Local work group discussion of this issue will be held this fall with Lake County RCDs and FSA. Schott reported the renewed interest within the NRCS leadership using a watershed approach in order to solve resource concerns. Chuck Bell, NRCS State Conservationist, supports and encourages the watershed approach to restoration.

## DIRECTOR REPORTS

George attended the North Coast RC&D Council meeting and reported that there is still no candidate for the position of RC&D Council Coordinator. Work continues on the hand book and ethics manual. A subcommittee is working on obtaining funding for outreach regarding Sudden Oak Death Syndrome and targeting underserved communities such as the Native Americans.

## EXECUTIVE SESSION

Meeting adjourned at 5:45 p.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING**  
**April 13, 2004**

Acting Board Chair, Craig Blencowe, called the meeting of the Mendocino County RCD Board of Directors to order at 1:12 p.m.

**Directors Present:** Directors: Geri Hulse-Stephens, Jerome Dix. Absent were Tom Piper and George Bergner.

**Staff Present:** Janet Olave - Executive Director; Tim Walls - RR Watershed Coordinator; Trish Martinez - Administrative Assistant

**Others Present:** Joe Scrivener, Steve Vanderhorst, and Teri Jo Barber.

**CONSENT CALENDAR**

Motion made by Geri to approve the consent calendar, seconded by Jerome and passed with 3 ayes, 0 nays.

**ADMINISTRATION**

Janet Olave reports:

- A. The RCD has not realized the year's projected revenue due to project dates being extended and contracts not being generated as expected. We may experience a shortfall next year if other revenue sources are delayed.
- B. Still working on dates for RCD/RC&D before the BoS. June 8<sup>th</sup> is the tentative date.
- C. Formal elections for the board are in June.
- D. The meeting Jan and Tom attended with RWQCB was informative. The RWQCB is asking for support for outreach programs along coastal watersheds.
- E. We will not be represented at the North Coast CARCD meeting on April 14<sup>th</sup> and 15<sup>th</sup>.
- F. There will be a public meeting at Richardson's Grove April 21<sup>st</sup> in regards to the Sinkyone Wilderness Road Rehab proposal. Jan and Tom will be attending. Estimated time of completion of project is April 30<sup>th</sup>, 2007.
- G. Per George Bergner, NRCS has reopened the RC&D Coordinator position and expect it to be filled within 2 months.

**WATERSHED & SPECIAL PROJECTS REPORTS**

- A. Tim Walls - Russian River Watershed - Recapped the Forsythe Creek sub-watershed work-in-progress. The directors met at Golden Rule Ranch, during the morning hours and viewed some survey work. Tim also reported that Greenfield Ranch is interested in a road implementation project and they will be contacting us for further information.

**CURRENT AND NEW BUSINESS**

- A. Board postponed the discussion of December's planning session due to a lack of a quorum and agreed to review the outline provided in their packets for May meeting.
- B. Board will discuss the update of the Annual Plan at May meeting.

## **ACTION ITEMS**

- A. Action Items A-D and F-G of the April 13, 2004 agenda were approved. Motioned by Geri and second by Jerome. Unanimous vote of all three members present.
- B. Action Item E of the April 13, 2004 agenda, the proposal concepts for FY 04-05 funding on eight (8) projects for the Russian River Watershed, was motioned for approval by Jerome and second by Geri. Unanimous vote of all three members present.

## **PUBLIC COMMENT**

No public comment.

## **PARTNER AND AGENCY REPORTS**

- A. NRCS report was postponed due to a lack of a quorum.

Meeting adjourned at 3:20 p.m. when Jerome Dix had to leave.





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**MINUTES OF BOARD OF DIRECTORS MEETING**  
**May 11, 2004**

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

**Directors Present:** Directors: Geri Hulse-Stephens, Jerome Dix, and Craig Blencowe

**Staff Present:** Janet Olave-Executive Director, Tim Walls- RR Watershed Coordinator, Patty Madigan-Navarro Watershed Coordinator, Trish Martinez-Administrative Assistant

**CONSENT CALENDAR**

Motion made by Craig to approve the consent calendar, seconded by Geri and passed with 4 ayes, 0 nays.

**ADMINISTRATION**

Janet Olave reports she received Tom Piper's written resignation on May 6, 2004.

- A. The RCD has not realized the year's projected revenue due to project dates being extended and contracts not being generated as expected. We may experience a shortfall next year if other revenue sources are delayed.
- B. Sinkyone Wilderness proposal will be submitted by the end of the month.
- C. Mendocino Land Trust, SCC, and the RCD are looking at projects in Ten Mile
- D. Ukiah will host North Coast CARCD meeting on September 23<sup>rd</sup>.
- E. RCD employees can work on all projects and avoid prevailing wage issues per Eric Rood of DIR
- F. There is possible funding through NRCS for Russian River projects
- G. On a motion by Craig, seconded by Geri, with 4 ayes, the board approved a payment to NACD of \$200.

**WATERSHED & SPECIAL PROJECTS REPORTS**

- A. Tim Walls-Russian River Watershed- updated the board on recent activities in the Russian River watershed; he is currently working on DFG proposals. He will be attending a meeting at CRP with the Wildlife Conservation Board regarding a proposal CRP is submitting. Forsythe Creek is progressing as planned.
- B. Patty Madigan-Navarro Watershed Coordinator - advised the board she is working on DFG proposals, for a total of \$500,000 as well as her final report. NWWG completed one planning session and will be continuing at next month's meeting.

**CURRENT AND NEW BUSINESS**

- A. Board postponed the discussion of December's planning session due to a lack of time.

**ACTION ITEMS**

- A. Letters of support for Board of Supervisors were approved and signed.
- B. Ten Mile Creek proposal was not submitted

## PUBLIC COMMENT

No public comment.

Geri Hulse-Stephens chaired the meeting after George Bergner left at 4:00 p.m.

## PARTNER AND AGENCY REPORTS

Tom Schott informed the board he is applying for a position in Southern California and will keep them informed as he receives news. He asked the board if they are interested in hosting a meeting for Farm Mapping and they agreed August is best prior to the regularly scheduled board meeting. Tom will make arrangements.

### \*\*\*\*\* NOTICES \*\*\*\*\*

In order to reduce costs, the RCD will begin sending this information electronically, effective July, 2004. For those who have e-mail, please contact me at [janet-olave@ca.nacdnet.org](mailto:janet-olave@ca.nacdnet.org) with your address so that I may add you to the mailing list. Thank you!

"Fundamentals of Erosion Control, Maintenance and Upgrading of Rural Roads" presented by Danny Hagans of Pacific Watershed Associates on Saturday, June 19<sup>th</sup> at Baechtel Creek Inn, Willits. Please contact the Institute for Sustainable Forestry (707) 923-7004 or [contact@isf.org](mailto:contact@isf.org) for registration and/or more information.



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**MINUTES OF BOARD OF DIRECTORS MEETING**  
**June 08, 2004**

Acting Board Chair, George Bergner, called the meeting of the Mendocino County RCD Board of Directors to order at 1:20 p.m.

**Directors Present:** Directors: Geri Hulse-Stephens, Jerome Dix, and Craig Blencowe

**Staff Present:** Janet Olave - Executive Director; Tim Walls - RR Watershed Coordinator; Patty Madigan - Navarro Watershed Coordinator, Cassandra Taaning - Administrative Assistant

**Others Present:** Carol Mandel - NRCS Soil Conservationist; Suzanne Norgard -The Community Foundation; Anne Maxwell - Associate Director

**CONSENT CALENDAR**

Motion made by Janet Olave to include Cassandra's monthly wages. Consent calendar was approved 4 ayes, 0 nays.

Geri Hulse-Stephens was nominated and elected as board chair and Jerome Dix as Vice Chairman: 4 ayes, 0 nays.

**GUEST SPEAKER**

Patty Madigan introduced guest speaker Suzanne Norgard from The Community Foundation of Mendocino County. Patty and Jan will work with Suzanne to develop ideas for an endowment fund.

The Community Foundation was formed in 1993 and added an office in Ukiah in 1999. CFMC's Mission is "to match donors' philanthropic interests with community needs and opportunities." Suzanne handed out the Community Foundation's 2002-2003 Annual Report as the current report is not yet available.

**ADMINISTRATION**

- A. Jan presented the 04-05 Budget and the monthly Financial Report. Jan met with the Financial Subcommittee the previous week and they approved the budget. George stated we need a road map for the budget. George will work with Jan to formulate a business plan to target goals
- B. The Board approved moving the operating funds from the County, motion was made to leave \$75,000 with the County and move the remainder to the Savings Bank.
- C. Jerome volunteered for check signing responsibilities every Friday.

**WATERSHED & SPECIAL PROJECTS REPORTS**

Patty Madigan reported on the Navarro Program and outreach for Robinson Creek. Anderson Valley High School will have a logo contest and the winner will be announced August 14<sup>th</sup>. In addition, there will be a "Robinson Creek Day." Patty mentioned a need to change the website to provide more of a service to groups and advertise events, rather than just a database. It needs to inform people with a community calendar for example, when to plant, etc. She discussed starting projects in mid-late July and how to sustain them long term. She will provide a list of projects. Also mentioned was the need for more quantitative information for the agencies.

**CURRENT AND NEW BUSINESS**

- A. Board postponed the discussion of December's planning session due to a lack of time.

**ACTION ITEMS**

- A. The Board approved the Proposed Budget
- B. Approved Patty's Resolution to post road signs in the Navarro Watershed
- C. A letter was presented from Butte-Lava Bed RCD regarding the proposed listing of Coho Salmon. Butte-Lava put MCRCD's name on their letterhead indicating we are involved. George objected to our name being put on the letter and requested we contact them in writing and request we be removed from the list

**PUBLIC COMMENT**

No public comment.

**PARTNER AND AGENCY REPORTS**

George updated the board on RC&D Council activities

**DIRECTOR REPORTS**

Jerome attended the Russian River Watershed Council meeting and suggested we investigate Prop.50 funds.

**\*\*\*\*\* NOTICES \*\*\*\*\***

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**MINUTES OF BOARD OF DIRECTORS MEETING**  
**August 10, 2004**

Board Chair, Geri Hulse-Stephen, called the meeting of the Mendocino County RCD Board of Directors to order at 1:15 p.m.

**Directors Present:** Directors: Geri Hulse-Stephens, Jerome Dix (arrived 1:40), George Bergner, Craig Blencowe and Anne Maxwell-Associate Director

**Staff Present:** Janet Olave - Executive Director, Tim Walls - RR Watershed Coordinator, Patty Madigan - Navarro Watershed Coordinator, Cassandra Taaning - Contract Administrator

**Others Present:** Kate Symonds - North Coast RC&D Coordinator, Carol Mandel - NRCS Soil Conservationist and Tom Schott - NRCS DC

**CONSENT CALENDAR**

Motion was made by Geri to approve the consent calendar. Prior to approval, Jan announced corrections to June's minutes which incorrectly stated Board Chair elections. After corrections, the Board approved the Consent Calendar, 4 ayes, 0 nays.

**CURRENT AND NEW BUSINESS**

- A. Kate Symonds, RC&D's North Coast Coordinator introduced herself, she has been with RC&D for one month. Kate is an experienced wildlife biologist and grant writer. She explained one of the biggest challenges for the RC&D is working on regional issues when there are four counties involved. The Board talked to Kate about a possible co-generation plant in Ukiah. A co-gen plant would generate power by burning vineyard and orchard trimmings. This project requires a feasibility study conducted by the RC&D. Kate Symonds suggested the MCRCD submit a Project Proposal Form which shows the project's benefits as region-wide by assisting other groups. In addition to a feasibility study, political support is crucial for supporting a co-gen plant.
- B. We will request time on the Board of Supervisor's agenda for October 12<sup>th</sup> or 19<sup>th</sup> for the RCD and RC&D presentation.
- C. The RCD will host the North Coast CARCD meeting on Sept. 30<sup>th</sup>. The Board talked about possible meeting locations and topics of discussion. Possible locations are the Sun House or Church of the Golden Rule. Topics are in question; whether to hold a tour or have a panel discussion.

**PUBLIC COMMENT**

No public comment.

**ADMINISTRATION**

- A. Financial Report – Jan reports this month's receivables, Navarro Projects, Bluewater Hole & Garcia.
- B. Check signing responsibilities – Jan requested authorization to hire a payroll service and automatic deposit for paychecks. Board agreed it is more efficient.

## ACTION ITEMS

- A. Resolution to enter into contract with DFG for Mill Creek Upslope Sediment Reduction Project – \$173,000 contract for six miles of road upgrades. Craig motioned and George seconded, 4 ayes, 0 nays.
- B. Resolution to enter into contract with Caltrans for Feliz Creek Upslope Project – \$54,000 of mitigation funds from Caltrans. The Mitigation funds will be used for riparian vegetation and salmonid resting habitat restoration along the creek from Mt. House Road to the confluence of Feliz Creek and the Russian River. Geri motioned and Jerome seconded, 4 ayes, 0 nays.
- C. Approval to submit proposal for the Navarro Estuary through NOAA fisheries – The District will propose funding of approx. \$80,000 from NOAA and match from the Coastal Conservatory to study habitat in the Navarro River Estuary. Study will include nutrient richness, sediment and fish populations. Conclusions will help validate the Navarro is a relatively healthy river. George motioned, Jerome seconded, 4 ayes, 0 nays.
- D. Emergency Item: California Watershed Council Letter – Group action plan to dictate funding for private restoration groups. Work groups excluded RCD's from funding. Should we send a letter to Mike Chrisman? If so, the letter should give examples of successful multi-agency partnerships, i.e. Circuit Rider Productions and MCRCD.

## WATERSHED AND SPECIAL PROJECTS REPORTS

- A. Patty Madigan reports Ridge to River starts work on the Robinson-Anderson Creek confluence the 2<sup>nd</sup> week in September. Aug 14<sup>th</sup> is the Robinson Creek kickoff and creek tour. She will have a booth at the Boonville Fair in September. Patty wants to conduct a legislative tour of the creek including the Mendocino Co. B.O.S. in mid-late October.
- B. Tim Walls reports he and Jan Olave had a conference call with the SCC to discuss funding the Upper Russian River Restoration Program. They asked us to submit a proposal in September. The project implements the Forsythe Watershed Assessment and an assessment of Feliz Creek. The Implementation includes nine workshops and two public meetings.
- C. The Forsythe Assessment is on track and the team completed surveys, wildlife habitat mapping and conducted oral history meetings with Coyote Tribal members.
- D. Jan Olave reports Linda Curry's leave of absence from the Russian River Watershed Council. The RRWC has asked for an amended budget adding admin support to the contract and will include Jan's time.
- E. Jan requested amending the Consent Calendar to include two bills in the RRWC contract; the liability insurance and Pacific Internet. George made the motion and Jerome seconded.

## PARTNER AND AGENCY REPORTS

- A. Tom Schott reports Carol Mandel be acting D.C. until the new D.C. is on board. The EQIP Contribution Agreement with Celeste Peltier is halfway finished and they will request an extension. All Contracts are signed and given to Farm Services.

The Rangeland Inventory project in Round Valley is complete. Richard King, NRCS' Range Specialist will continue working with Tribal Natural Resources Dept. for management recommendations. Estimated completion is December 31, 04.

## DIRECTOR REPORTS

- A. Update on RC&D's monthly council meeting – George reports discussion of developing community based projects such as a cogen plant, ag tourism, bird trails. They will hold a Sudden Oak Death seminar in either Covelo or Ukiah. Rachel Elkins from the UC Coop Extension attended the meeting and discussed the plight of Pear growers and the importance for IPM EQIP funds.

## EXECUTIVE SESSION

Board authorized Executive Director to negotiate the terms of Tim Walls' departure.



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**MINUTES OF BOARD OF DIRECTORS MEETING**  
**September 14, 2004**

Board Chair, Geri Hulse-Stephen, called the meeting of the Mendocino County RCD Board of Directors to order at 1:35 p.m.

**Directors Present:** Directors: Geri Hulse-Stephens, Jerome Dix, and Craig Blencowe

**Staff Present:** Janet Olave - Executive Director, Patty Madigan - Navarro Watershed Coordinator, Cassandra Taaning - Contracts Administrator

**Others Present:** Carol Mandel - NRCS Soil Conservationist, Chuck Vaughn and Joan Kelly from the Russian River Watershed Council and Tyler Nelson

**CONSENT CALENDAR**

The consent calendar was approved with an addition to the agenda: Approve the NOAA proposal.

**CURRENT AND NEW BUSINESS**

- A. The RCD submitted a proposal for \$1,200,000.00 to the Coastal Conservancy for the Forsythe and Feliz Creek Implementation
- B. The Russian River Watershed Council is looking for a new coordinator. Linda Curry resigned as of September 20<sup>th</sup>. The RRWC hiring committee is reviewing job descriptions for the position.

**PUBLIC COMMENT**

Tyler Nelson, a landowner from the Russian River watershed, attended the meeting to familiarize himself with the RCD. He is considering joining the Board of Directors.

**ADMINISTRATION**

- A. Jan reported on August receivables: Navarro, Robinson Creek, RRWC, Garcia and Bradford Ranch
- B. The RCD will continue to receive funding from the County of Mendocino
- C. Julia at the Coastal Conservancy signed off on outstanding invoices, we should receive payment soon

**ACTION ITEMS**

- A. The Board approved submitting a proposal to NOAA fisheries for third phase funding of the Garcia Monitoring Project

**WATERSHED AND SPECIAL PROJECTS REPORTS**

- A. The RCD and NRCS are meeting with Bonterra's land manager and the CCC to discuss implementation of the McNab Creek - Fish and Wildlife Service project
- B. There has been some communication between Bioengineering Assoc. and Jan Dirksen about completing the GIS portion for the Forsythe Creek Assessment

- C. If it is beneficial to the Coyote Valley Tribal Council, Jan requested to the Board that we cancel the CVTC contract so they can hire a coordinator of their choice
- D. The Board approved canceling Coyote Valley Tribal Council Contract on Forsythe Creek Assessment
- E. Patty Madigan reports: Coordinated Permitting projects are doing well. Patty is conducting a watershed restoration workshop on Sept 24 in Boonville. Other projects: completed two culvert retrofitting projects; Indian Creek and Floodgate Creek. She is working on two Arundo projects and highlighting them at the Boonville Fair. NWWG is helping with the watershed workshop, tours and public engagement.
- F. Patty re-worked the NOAA grant proposal, excluding the Navarro Estuary project. It includes a riparian vegetation project by turning a former sheep ranch back to its natural riparian state and improving the ranch roads.

### **PARTNER AND AGENCY REPORTS**

- A. Carol Mandel – is helping with WHIP (wildlife habitat improvement program) projects. Lower Feliz Creek. Landowners will receive WHIP funding. Also through WHIP, Carol is working with the McNab Ranch Road Association for ranch road improvements, Fish and Game might match funds.
- B. The EQIP program administration will move from the Farm Services Agency to NRCS on October 1st

### **DIRECTOR REPORTS**

- A. Craig Blencowe attended the RC&D meeting where he talked about the possibility of a cogeneration plant in Mendocino County. His discussion was well received as he used a successful cogen plant in Burney, CA as a good example. Kate Symonds will investigate funding to conduct a feasibility study.

### **PLANNING SESSION**

- A. Geri initiated a planning session where the board talked about: setting, updating and enforcing policies; maintaining relationships with the County of Mendocino and enhancing the RCD's public image





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**MINUTES OF BOARD OF DIRECTORS MEETING**  
**October 12, 2004**

Board Chair, Geri Hulse-Stephen, called the meeting of the Mendocino County RCD Board of Directors to order at 10:15 a.m.

**Directors Present:** Directors: Geri Hulse-Stephens, Jerome Dix, Craig Blencowe & George Bergner

**Staff Present:** Janet Olave - Executive Director, Patty Madigan - Navarro Watershed Coordinator, Cassandra Taaning - Contracts Administrator

**Others Present:** Carol Mandel - NRCS Soil Conservationist

**CONSENT CALENDAR**

George motioned to approve the consent calendar, Jerome seconded.

**ADMINISTRATION**

- A. Jan Olave - the County of Mendocino continued our annual funding and deposited \$32,960 in the RCD checking account.
- B. Jan requested to add Cassandra to RCD's health insurance plan. Cass is working full-time now and is taking on additional responsibilities.
- C. The RCD is having their annual accounting audit Nov 22 & 23<sup>rd</sup>.

**PUBLIC COMMENT**

No public present

**CURRENT AND NEW BUSINESS**

- A. The CARCD State Conference is November 17-20 in San Luis Obispo. Geri, Patty and George are attending.
- B. The RCD is on the agenda for the Nov 2<sup>nd</sup> County Board of Supervisors meeting. Patty Madigan has a Power Point presentation and will speak for approximately ten minutes. Patty will give a brief description of MCRCD's past, present and future projects.
- C. Enter into agreement with BLM for contract services – The BLM is interested in contract services with the RCD to administer a \$300,000 grant for restoration work. The Board has questions about the contract specifics and requested to have Jonna Hildenbrand from BLM speak at a future Board meeting.
- D. Review the 2000-2005 Long Range Plan, Grant Submission Policy and Guidelines – The Board discussed updating the Long Term Plan. Some ideas that were mentioned: Make outreach a priority. How can the RCD have a higher profile? Is there a proper place to add the RCD's relationship with the RC&D? A Long Range Plan workshop is tentatively scheduled for January at George's in Boonville. The Board will re-visit RCD's current Mission statement and watershed goals. Jerome mentioned we should get a copy of the M.O.U. agreement with the NRCS.

## WATERSHED AND SPECIAL PROJECTS REPORTS

- A. Patty Madigan – It is the last day for the Yorkville area Arundo eradication. This project took longer than expected because there were eight Arundo sites.
- B. The Apple Fair went well, 20 brochures were taken with follow up calls. The restoration workshop was successful with twelve participants. Patty has three projects in the Navarro watershed to highlight in a future legislative tour: Elk Horn Road; Robinson Creek and Anderson Creek.
- C. Jan Olave - The USFWS McNab creek streambank restoration project starts October 18th. The CCC is in Robinson Creek today and the State Director is touring there Thursday.
- D. Jan met with Bob Coey from Fish and Game to discuss the RRWC contract extension and budget revision. Also attending were Carol Mandel, Fred Euphrat and Chuck Vaughn. Bob requested a 'report card' of the RRWC's accomplishments. In addition, he stressed the importance for the Council to expand their funding opportunities with other agencies.

## PARTNER AND AGENCY REPORTS

- A. Carol Mandel – We are looking forward to having Steve Smith start work in the Ukiah offices on November 1<sup>st</sup>. Steve, an NRCS District Conservationist, is filling the position Tom Schott vacated. Another new employee, Nicole Porter recently joined NRCS. She is a program assistant helping with the EQIP migration from Farm Services to NRCS.

## DIRECTOR REPORTS

- A. George Bergner – At the RC&D monthly meeting they discussed places for Kate Symond's office, probably off Fulton Road in Santa Rosa. NRCS will cover rent as well as Kate's salary. Anne Benemin approved Mendocino County's membership in RC&D's Council. The guest speaker was Dane Downing who talked about the possibility of small scale cogeneration plants in our area. Some would be portable electric generating plants that burn forest and agricultural slash. The main challenge for generating electricity is having a constant source of fuel.
- B. Craig Blencowe – Craig handed out two magazine articles about cogeneration plants. The University of Idaho uses a cogen plant to generate enough energy to heat the entire campus without air pollution.
- C. Geri Hulse-Stephens – Reported on the CARCD Fall meeting that MCRCD hosted at Ridgewood Ranch. It was very enlightening hearing about other RCD's projects and challenges. For example, Trinity decommissioning old logging roads, Humboldt's dairy waste and the Juniper invasion challenge for Butte-Lava Beds RCD. Educational components of the meeting included the State Convention Speak Off and the Envirothon which encourages high school students to form teams and conduct environmental project demonstrations.

## ACTION ITEMS

- A. The Board agreed to change next month's meeting time to 9:00 a.m.



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**MINUTES OF BOARD OF DIRECTORS MEETING**  
**November 9, 2004**

Board Chair, Geri Hulse-Stephen, called the meeting of the Mendocino County RCD Board of Directors to order at 9:15 a.m.

**Directors Present:** Directors: Geri Hulse-Stephens, Jerome Dix, Craig Blencowe & George Bergner

**Staff Present:** Janet Olave - Executive Director, Patty Madigan - Navarro Watershed Coordinator, Cassandra Taaning - Contracts Administrator

**Others Present:** Steve Smith - NRCS District Conservationist; Tyler Nelson, Landowner; Jonna Hildenbrand- BLM

**CONSENT CALENDAR**

The Consent Calendar was approved.

**ADMINISTRATION**

- A. Jan Olave – Presented the monthly financial report
- B. Update on CARCD State Conference Nov 17-20 – Geri and Patty are attending the conference
- C. Cassandra reported on the Special District secretary training she attended in Fremont on Oct. 26 & 27

**PUBLIC COMMENT**

No public present

**CURRENT AND NEW BUSINESS**

- A. Jonna Hildenbrand from BLM came to speak about proposed cooperative agreements between BLM and MCRCD. The primary focus of the proposed agreements is: Stornetta (former dairy land) in Point Arena and Cow Mountain. These projects could mutually benefit both parties: BLM would be able to do on the ground projects and MCRCD would gain administrative revenue. BLM is currently looking for a project coordinator/grant writer to help get projects started.
- B. Prop 50 meeting at MWA – Steve Smith, Patty and Jan attended the meeting to see where we qualify for Prop 50 funds. The MCRCD has two projects to submit for these funds: Feliz Creek and Forsythe Creek Implementation projects. The Mendocino County Board of Supervisors are going to sign a MOU for Prop 50. They want a project submitted by December 1<sup>st</sup>. Prop 50 has 164 million to fund for water quality projects for years 2005-2007. The program was spearheaded by Sonoma County Water Agency.

**WATERSHED AND SPECIAL PROJECTS REPORTS**

- A. Patty Madigan – Patty toured seven State Coastal Conservancy projects with Julia McIver of SCC. They had lunch with Ken Montgomery of the Mendo Natives Nursery and discussed future projects and the necessity of being more in the public spotlight. In addition, they talked about the possibility of SCC funding an office that focuses on the Navarro watershed.

Patty has received phone calls about future projects including the Boonville Cemetery District's creek restoration as well roads projects in the Garcia and Gualala area.

Patty is interested in learning more about water runoff issues in areas that have gone from rural to residential and possibly host land owner workshops on water and runoff in the future.

- B. Jan Olave - Jan has been trying to communicate with Jeff of the Coyote Valley Tribe for Forsythe project. She hasn't talked to him directly but Paula Golightly and Evan Engber did talk to Jeff. They discussed the MCRCD not doing the oral history component so the Tribe can hire someone of their choice.

### **PARTNER AND AGENCY REPORTS**

- A. Steve Smith – Talked about the EQIP working group. It sets priorities for the EQIP program and identifies local screening and ranking criteria for projects. The RCD Directors make up the majority of the workgroup. Steve explained that he takes direction from the Conservation District and MCRCD's long range plan directly affects the NRCS plan.

### **DIRECTOR REPORTS**

- A. Patty, Craig, Steve, and Kate Symonds (RC&D) did a presentation to the Board of Supervisors on Nov. 2<sup>nd</sup>. They spoke before the Board and Patty gave a Power Point presentation on the MCRCD. Craig talked about the possibility of a cogeneration plant and Kate Symonds talked about the RC&D. It all went very well and was positively received by the Supervisors. The Supervisors actually made a motion and voted to support the RC&D and will send a representative to the next RC&D Meeting.
- B. Craig Blencowe – Reported on the RC&D meeting and more discussion of a cogeneration plant. Rather than jumping into a feasibility study they decided to invite more experts to come speak about it. They need to learn more about the subject before conducting a study.

### **ACTION ITEMS**

- A. Craig motioned to sign up for Prop 50 funds, Geri seconded with unanimous agreement
- B. Craig motioned to apply for a business credit card from the Savings bank of Mendocino Co with a \$2500 monthly limit. George seconded with unanimous agreement.
- C. George motioned to amend the Savings Bank check signing responsibilities. Previously Jan and a Director signed all checks. The change is Jan and Cass signing checks under \$5,000 and Jan and a Director Sign checks over \$5,000. Craig seconded motion with unanimous agreement.
- D. George motioned to permanently change the monthly Board meeting to 9:00 a.m. Craig seconded motion with unanimous agreement.



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**MINUTES OF BOARD OF DIRECTORS MEETING**  
**December 14, 2004**

Board Chair, Geri Hulse-Stephen, called the meeting of the Mendocino County RCD Board of Directors to order at 9:15 a.m.

**Directors Present:** Directors: Geri Hulse-Stephens, Jerome Dix, Craig Blencowe & George Bergner

**Staff Present:** Janet Olave - Executive Director; Patty Madigan - Navarro Watershed Coordinator; Cassandra Taaning - Contracts Administrator

**Others Present:** Steve Smith - NRCS District Conservationist; Karen Gaffney - Circuit Rider Productions; Teri Jo Barber - Ridge to River

**CONSENT CALENDAR**

Craig motioned to approve the Consent Calendar, Geri seconded with unanimous approval.

**ADMINISTRATION**

- A. Jan Olave reported on the recent audit for fiscal year 2003-04 and presented the Budget to Actual spreadsheet. The Audit went very smoothly this year.
- B. Sinkyone Wilderness project update – The RCD was awarded \$500,000 from the OHV Commission to decommission abandoned roads in the Sinkyone. The award was reduced from the original \$900,000 due to the Commission's error. A letter was sent to OHV requesting a second project review, and letters were sent to Senator Chesbro's and Congressman Thompson's offices requesting support. It was suggested the RCD also write a letter to the Mendocino County Board of Supervisors to explain the situation and request their support as well.
- C. Jan presented a letter from Contractor Jack Monschke regarding restoration road work. The Board asked Jan to respond to Jack expressing the board's appreciation for his professionalism and quality work.
- D. Russian River Watershed Council New Coordinator Position – The RRWC hiring committee interviewed several qualified candidates and contacted two for second interviews. They should have a new Coordinator on board by the first of the year.
- E. MCRCD Website – Geri requested to have the website rebuilt with a more modern, user-friendly program. This will allow the RCD to maintain the website in-house, making changes easier and timelier.

**PUBLIC COMMENT**

No public comment.

**CURRENT AND NEW BUSINESS**

- A. BLM Agreement – BLM provided a copy of their Lake County agreement as an example of BLM's contracting for conservation projects. The Board briefly reviewed the document and asked Jan to work with BLM on a cooperative agreement for MCRCD.
- B. Biomass Topic - The RC&D (Resource Conservation & Development) Council will meet in Sacramento with agency folks and consultants on Jan 27 to discuss biomass. Kate Symonds, RC&D Coordinator, recently

spoke with Harwood lumber company about the possibility of generating energy from wood waste. The Board agreed that before developing a proposal, they first need input from the public.

### **WATERSHED AND SPECIAL PROJECTS REPORTS**

- A. Karen Gaffney from Circuit Rider Productions described funding opportunities and application process for the North Coast Integrated Regional Water Management Plan through Prop 50. Approximately \$160m is available in the first round of funding for water management projects. \$148m is allocated for implementation and \$12 m for planning projects. 40 % of funds are allocated to Northern California (Santa Barbara North) Department of Water Resources and State Water Quality Control Board determines funding. CRP has developed a website with application information for people on the North Coast which includes interactive maps. Entities can upload their project proposals to this site for CRP to review and submit.
- B. Teri Jo updated the Board on the Garcia Monitoring project with Power Point presentation which included graphs of turbidity monitoring, gravel quality and pictures of streams.

### **PARTNER AND AGENCY REPORTS**

- A. Steve Smith is working on a proposed office layout remodel. He anticipates 2-3 additional employees and currently there is no place to put them. The EQIP application cut off date is Dec 15, 2004; so far there are approximately 20 applicants.

### **DIRECTOR REPORTS**

- A. Geri would like to hire a facilitator for the January 18<sup>th</sup> Long Range Plan meeting. A facilitator would help keep the meeting on task. Jan, Geri, and Patty will have a conference call with the facilitator prior to the meeting

### **ACTION ITEMS**

- A. Craig motioned to sign the Memorandum of Mutual Understanding for IRWMP (Integrated Regional Water Management Plan) George seconded with unanimous approval.
- B. George motioned to have Jan hire a website designer; the RCD staff will maintain the website. Jerome seconded with unanimous approval.