

Alameda County Resource Conservation District
. . . Making Conservation Happen

RCD BOARD MEETING ANNOUNCEMENT AND AGENDA

Location:

District Office, 3585 Greenville Rd., Livermore, CA

Monday, April 20, 2009, at 6:30 p.m.

A light supper will be served at 6:00 pm. Guests are encouraged to RSVP by 11am on Monday if attending supper. (925) 371-0154 ext. 111

Materials provided to the Board will be available at the RCD office Monday morning.

CALL TO ORDER and PRELIMINARY ITEMS

CALL TO ORDER and FLAG SALUTE

ROLL CALL OF THE DIRECTORS

Paul Banke, President; Directors Becky Dennis, Tim Koopmann, Rod Tripp, Brenda Vieux

INTRODUCTION OF GUESTS & STAFF

Bob Nuzum, Terry Huff, Katie Bergmann, Karen Sweet, Marilyn Harvey, Andrea Weddle

APPROVAL OF AGENDA

PUBLIC COMMENTS

BUSINESS BEFORE THE BOARD

CONSENT CALENDAR – Items for action without discussion

1. Authorization to develop grants and contracts
 - a. Cooperative Conservation Partnership Initiative - NRCS grant targeting EQIP and WHIP funding to high priority concerns. It will provide match for SFPUC contract work.
 - b. Beginning Farmer and Rancher Development Program - USDA Cooperative Research, Education and Extension Service grant to fund workshops to beginning farmers and ranchers.
 - c. Augment funding in the existing County outreach contract with \$90,000 for San Lorenzo Watershed Stewardship and to clarify the task description – (as offered by County)

Staff Recommendation	The Board accepts the recommendations contained in the Consent Calendar.
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CLOSED SESSION –

Conference with Real Property Negotiators (Government Code Section 54956.8)
Real Property: Mitigation property including portions of APN's 099A-1830-001-10 and 099A-1830-002; 3064 Cross Road, Livermore
District Negotiator: Bob Nuzum
Other Negotiating Party: State of CA, Caltrans; David Yam, Sean Malloy, Ron Kiaaina
Negotiation: Cooperative Agreement Funding and Terms

RE-OPEN MEETING AND REPORT FROM CLOSED SESSION

REGULAR CALENDAR

CALTRANS PIGEON PASS PROJECTS - Rod Tripp

- 1. **Cross Road**
 - a. Status report
 - b. Approval of endowment
 - c. Other

	The Board approves and accepts the Sweet Ranch endowment.
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ARROYO DE LA LAGUNA - Katie Bergmann

- 2. Arroyo de la Laguna restoration and funding
 - a. *Staff presentation* - Congressional appropriation, NRCS Small Watershed Program requirements, and other information about the Arroyo and potential partners
 - b. The Conservation Committee recommends requesting NRCS services for the NRCS Small Watershed program in the Arroyo de la Laguna. *Letter.*

Committee Recommendation	The Board approves the Conservation Committee's recommendation to submit a request for NRCS services to apply the Small Watershed Program and appropriation to the Arroyo de la Laguna.
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PARTNERSHIP OPERATIONS (Goal)

- 3. **FINANCE COMMITTEE Report** - Brenda Vieux
 - a. March Financial Reports. *Written Reports*
 - i. The Committee recommends acceptance of the financial reports.
 - ii. The Committee recommends hiring R.J. Ricciardi as FY08 Auditor.

Committee Recommendation	The Board accepts the Finance Committee's recommendations to accept the financial reports and to hire R. J. Ricciardi, FY08 Auditor.
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- b. Other

- 4. **PRIOR MONTH'S BOARD MEETING MINUTES.** *Written Minutes*

Staff Recommendation	The Board accepts the Minutes of the prior month's Board meeting.
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- 5. **CORRESPONDENCE**

EDUCATION and OUTREACH (Goal) – *Written Reports*

- 6. Men in Agriculture calendar report. *See also CSDA magazine*
- 7. Education and Outreach Activities Report and Calendar. *Written Report*

CONSERVATION COMMITTEE REPORT, April 9, 2009 meeting. Brenda Vieux

- 8. Presentation of the Committee Report and materials and approval of recommendations. *Written Report*
 - a. Committee recommends approval of the grazing lease term extension for an additional 4 years which will be the term of the District agreement with Fish & Game.
 - b. Committee recommends adoption of the Mitigation Policy as amended.

Committee Recommendation	The Board accepts the Conservation Committee's April report and approves its recommendations.
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STEWARDSHIP & PRESERVATION OF PRIVATELY OWNED & MANAGED LANDS (Goal)

- 9. **PLCS (PARTNERSHIP FOR LAND CONSERVATION AND STEWARDSHIP)** - Rod Tripp
 - a. PLCS staff report. *March Advisory Board Minutes* (draft)
 - b. New Client Memorandum of Understanding. *MOU*

PLCS Board Recommendation	The Board approves execution of Memorandum of Understanding with Lynn and Kathleen Reed, Castro Valley.
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- c. Pro Forma for approval of future PLCS client MOUs

WATERSHED PLANNING & WATER QUALITY PROTECTION & ENHANCEMENT (Goal) – Terry Huff

- 10. Provide planning & leadership
 - a. San Francisco Public Utilities Commission watershed and mitigation projects status.
 - b. Execution of new Task Orders within the existing SFPUC Memorandum Of Understanding:
 - i. New Task Order: Spring 2009 Grassland Monitoring on SFPUC property for \$65,000;
 - ii. New Task Order: Development of curriculum to supplement the AgPark program at Sunol, \$65,000;
 - iii. New services agreement with Sustainable Agriculture Education (SAGE) to develop the AgPark curriculum, \$64,300. *Agreement*

Staff Recommendation	The Board approves execution of new Task Orders and new services agreement as presented that implement the SFPUC MOU.
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- c. Pro Forma for approval of future Task Orders and subcontracts that implement the SFPUC MOU

CONSERVATION PARTNERSHIP TEAM

- 11. **MONTHLY TEAM REPORT.** *Written Report*

12. LEADERSHIP REPORTS

- a. President, Paul Banke
 - i. Committee Appointments. *See report for list and description*
 - ii. Alameda County Special Districts Association dinner meeting comments
 - iii. Miscellaneous
- b. NRCS District Conservationist, Terry Huff
 - i. Miscellaneous
- c. Executive Officer, Karen Sweet
 - i. Ethics Training status report
 - ii. Bay Delta CARCD meeting & Delta tour, Stockton. Attendance RSVPs
 - ii. Miscellaneous.

13. BOARD MEMBER COMMENTS, REPORTS AND FUTURE AGENDA ITEM SUGGESTIONS

ANNOUNCEMENTS for Director Participation

- April 28** Bay Delta RCD area meeting
- May 18** Next Board Meeting, 6:30p.m.
- May 6 Personnel Committee, 7:30 a.m. at Sunol
- May 7 Conservation Committee, 3:00 p.m. at the RCD Office
- May 26 PLCS Advisory Board, 9:30 a.m. at the RCD Office
- _____ Education Committee – to be set by the Committee and Staff
- December 13-16 Grazing Lands Conservation Initiative National Conference, Reno

ADJOURNMENT Time:

Alameda County Resource Conservation District
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RCD BOARD MEETING MINUTES (Draft)

Location:

District Office, 3585 Greenville Rd., Livermore, CA

Monday, April 20, 2009, at 6:30 p.m.

A light supper will be served at 6:00 pm. Guests are encouraged to RSVP by 11am on Monday if attending supper. (925) 371-0154 ext. 111

Materials provided to the Board will be available at the RCD office Monday morning.

CALL TO ORDER and PRELIMINARY ITEMS

CALL TO ORDER and FLAG SALUTE. President Banke called the meeting to order at 6:35 p.m. and led the salute to the US Flag.

ROLL CALL OF THE DIRECTORS and INTRODUCTION OF GUESTS and STAFF

Directors in attendance: Paul Banke, President; Directors Becky Dennis, Tim Koopmann, Rod Tripp, Brenda Vieux

Staff participants: Bob Nuzum (Consultant); Terry Huff and Katie Bergmann (NRCS); Karen Sweet and Marilyn Harvey, (RCD)

PRESIDENT'S OPENING REMARKS. Director Banke presented several meeting objectives for his term.

- The agenda format will be revised to better reflect the work of the committees and their reports and recommendations, which he hopes will shorten the meeting time and place more responsibility and interest in the committees.
- He is requesting a staff presentation at each meeting to enhance project visibility and team development with the staff and its work.
- He is requesting each Director host a regular, offsite staff meeting to which all Directors are invited that will further foster team development and perhaps discussion of projects. He will host the first two, and Director Vieux the third.

APPROVAL OF AGENDA

Motion	Without objection the Board approved the revised the Agenda to move the minutes approval item as moved by Dir. Vieux and seconded by Dir. Dennis.
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PRIOR MONTH'S BOARD MEETING MINUTES. *Written Minutes*

Motion	Following review, Dir. Koopmann moved that the Board approve the March Minutes of the Board of Directors. Dir. Vieux seconded the motion and, without objection the March Minutes were approved.
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PUBLIC COMMENTS – There were no public comments.

BUSINESS BEFORE THE BOARD

CONSENT CALENDAR – Items for action without discussion

1. Authorization to develop grants and contracts
 - a. Cooperative Conservation Partnership Initiative - NRCS grant targeting EQIP and WHIP funding to high priority concerns. It will provide match for SFPUC contract work.
 - b. Beginning Farmer and Rancher Development Program - USDA Cooperative Research, Education and Extension Service grant to fund workshops to beginning farmers and ranchers.

- c. Augment funding in the existing County outreach contract with \$90,000 for San Lorenzo Watershed Stewardship and to clarify the task description – (as offered by County)

Staff Recommendation	The Board accepts the recommendations contained in the Consent Calendar as moved by Dir. Tripp and seconded by Dir. Dennis. (4-0-1) Dir. Koopmann abstained due to potential conflict of interest with a potential funding source.
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CLOSED SESSION –

Conference with Real Property Negotiators (Government Code Section 54956.8)
 Real Property: Mitigation property including portions of APN's 099A-1830-001-10 and 099A-1830-002; 3064 Cross Road, Livermore
 District Negotiator: Bob Nuzum
 Other Negotiating Party: State of CA, Caltrans; David Yam, Sean Malloy, Ron Kiaaina
 Negotiation: Cooperative Agreement Funding and Terms

RE-OPEN MEETING AND REPORT FROM CLOSED SESSION

President Banke reported there is nothing for formal report. There was discussion regarding the Caltrans project and personnel matters.

REGULAR CALENDAR

1. CALTRANS PIGEON PASS PROJECT, Cross Road - Rod Tripp

- a. Bob Nuzum presented a status report.
- b. Dir. Tripp noted that the RCD is not in a position to act on the endowment. The RCD is waiting for a response from Caltrans on related information.

ARROYO DE LA LAGUNA - Katie Bergmann, NRCS Engineer and Project Lead

- 2. Arroyo de la Laguna restoration and funding. *Fact Sheet*
 - a. Katie described various aspects of the potential project, including the Congressional appropriation, the NRCS Small Watershed Program requirements and timeline, and other information about the Arroyo and potential partners for the \$1.377 appropriation. Further, she noted several related projects funded by other local agencies that, together would provide an opportunity to plan and implement a larger portion of the whole stream reach rather than implementing separate restoration projects. The discussion related to these opportunities, multiple year projects, strategies, and role of the RCD. Clearly, the public and the local agencies want to restore a significant portion of the stream reach. The Board has much interest in providing leadership for this major restoration program.
 - b. The Conservation Committee recommends requesting NRCS services for the NRCS Small Watershed program in the Arroyo de la Laguna. *Letter.*

Committee Recommendation	The Board approves the Conservation Committee's recommendation to submit a request for NRCS services to apply the Small Watershed Program and appropriation to the Arroyo de la Laguna. The motion, made by Dir. Vieux and seconded by Dir. Dennis was passed unanimously with the exception of Dir. Koopmann's abstention due to the potential conflict of interest.
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PARTNERSHIP OPERATIONS (Goal)

- 3. **FINANCE COMMITTEE Report** - Brenda Vieux
 Dir. Vieux thanked Marilyn Harvey, Accountant for managing during a difficult month. Marilyn reviewed the March Financial Reports. *Written Reports*

- i. The Committee recommends acceptance of the financial reports.

Committee Recommendation	The Board unanimously accepts the Finance Committee's reports, as moved by Dir. Koopmann and seconded by Dir. Tripp.
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- ii. The Committee recommends hiring R.J. Ricciardi as FY08 Auditor. Dir. Vieux noted that she received two bids from qualified auditors in the range of \$12,000. The Ricciardi quote is for \$8000. While the firm has conducted five audits for the RCD and the RCD policy is to change auditors after five years, the Committee recommends containing cost another year by re-hiring Ricciardi. The Board directed the Committee to seek three-year contract bids from several firms rather than re-hiring Ricciardi. Cost should be minimized with a three-year contract.

b. Other

- i. Office Lease. The Board directed staff to begin gathering comparable lease rates and negotiating with our landlord, with the expectation that the rate will be less than it is now.
- ii. Staff development. Karen and Marilyn noted that they have oriented NRCS and RCD staff members about our accounting system, our reports and our budgeting process. Each project leader will be contributing to the draft budget. Karen appreciated the staff members' interest in learning this technical material and fulfilling their budget responsibilities.

4. CORRESPONDENCE. There was no correspondence.

EDUCATION and OUTREACH (Goal) – Written Reports

- 6. Men in Agriculture calendar report and *CSDA magazine* article. Karen summarized the materials and benefits of the calendar project.
- 7. Education and Outreach Activities Report and Calendar. *Written Report.* Katie noted that staff continues to invite Directors to these activities.

CONSERVATION COMMITTEE REPORT, April 9, 2009 meeting. Brenda Vieux

- 8. Presentation of the Committee Report and materials and approval of recommendations. *Written Report* Dir. Vieux reviewed the report and requested approval of its recommendations.
 - a. Committee recommends approval of the grazing lease term extension for an additional 4 years which will be the term of the District agreement with Fish & Game. Dir. Tripp noted that the lease is designed to keep administrative costs low for this small, 160 ac parcel and that the rent is a fixed amount.

Committee Recommendation	The Board unanimously accepts the Conservation Committee's April report and approves the recommendation to extend the grazing lease for a total of five years as moved by Dir. Koopmann and seconded by Dir. Dennis.
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- b. Committee recommends adoption of the Mitigation Policy as amended. Following discussion, the policy was referred back to the Committee.

STEWARDSHIP & PRESERVATION OF PRIVATELY OWNED & MANAGED LANDS (Goal)

- 9. **PLCS (PARTNERSHIP FOR LAND CONSERVATION AND STEWARDSHIP) - Rod Tripp**
 - a. PLCS staff report. *March Advisory Board Minutes* (draft). Dir. Tripp asked Karen to make review highlights of the report and activities since. She noted that experience is showing that the fee structure needs to be improved. She has submitted materials to the County to begin the process to recruit and appoint a new director to fill David Kent's vacancy and to extend the RCD's administrative agreement for the program. Dir. Tripp noted that there is

little administrative funding available, and Karen is applying for grants and a new client contract with SFPUC.

b. New Client Memorandum of Understanding. *MOU*

PLCS Board Recommendation	The Board unanimously approves execution of Memorandum of Understanding with Lynn and Kathleen Reed, Castro Valley, as moved by Dir. Koopmann and seconded by Dir. Vieux.
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c. Pro Forma for approval of future PLCS client MOUs. This item is continued.

WATERSHED PLANNING & WATER QUALITY PROTECTION & ENHANCEMENT (Goal) – Terry Huff

10. Provide planning & leadership – SFPUC Project

- a. San Francisco Public Utilities Commission watershed and mitigation projects status. Karen noted that there are several new task orders to implement this project. Terry provided a status report, noting that two task orders came in after the Conservation Committee met. For a list of current Task Orders in various stages of approval, see the Conservation Committee report.
- b. Execution of new Task Orders within the existing SFPUC Memorandum Of Understanding:
 - i. New Task Order: Spring 2009 Grassland Monitoring on SFPUC property for \$65,000;
 - ii. New Task Order: Development of curriculum to supplement the AgPark program at Sunol, \$65,000;

Staff Recommendation	The Board approves execution of new Task Orders, as moved by Dir. Dennis and seconded by Dir. Vieux, with Dir. Koopmann abstaining.
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- iii. New services agreement with Sustainable Agriculture Education (SAGE) to develop the AgPark curriculum contained in the new Task Order, \$64,300. *Agreement*

Staff Recommendation	The Board approves execution of the services agreement with Sustainable Agriculture Education to develop AgPark curriculum as contained in the new Task Order as moved by Dir. Dennis and seconded by Dir. Vieux, with Dir. Koopmann abstaining.
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c. Pro Forma for approval of future Task Orders and subcontracts that implement the SFPUC. MOU. This item is continued.

CONSERVATION PARTNERSHIP TEAM

11. MONTHLY TEAM REPORT. *Written Report*

12. LEADERSHIP REPORTS

- a. President, Paul Banke
 - i. Committee Appointments. *See report for list and description.* President Banke reviewed his preferences to provide each committee with an alternate Director, to encourage participation by Associate Directors and other members of the community, and for the committees to have a more substantive role that advises the Board and brings prepared recommendations. Without a decision, he and the Board discussed how to best utilize or revise the structure to better assist with the larger, more complex projects such as the Arroyo de la Laguna and SFPUC. Dir. Tripp asked Dir. Dennis to seek appointment in his place to PLCS, and Pres. Banke will attend the meetings. Dir. Koopmann volunteered to fill the SF RC& D vacancy. Pres. Banke additionally expressed his concern that the committee structure will more carefully address the balance of conservation work for public and private landowners.
 - ii. Alameda County Special Districts Association dinner meeting comments were made by Pres. Banke, who attended with Kathy Banke, Rod Tripp and Karen Sweet.

- b. NRCS District Conservationist, Terry Huff
 - i. Miscellaneous. Terry thanked staff for submitting a \$600,000 grant that would provide EQIP match for the SFPUC project, as well as for developing two other grants. Wednesday will be Jackie Charbonneau's last day before maternity leave. There is potential for Alyson Aquino, District Conservationist for Contra Costa County to be detailed here during Jackie's absence, which is supported by the Assistant State Conservationist.
- c. Executive Officer, Karen Sweet
 - i. Ethics Training status report. Karen reminded Directors to complete the required training and to notify her.
 - ii. Bay Delta CARCD meeting & Delta tour, Stockton. RSVP is requested.

13. BOARD MEMBER COMMENTS, REPORTS AND FUTURE AGENDA ITEM SUGGESTIONS

- a. Dir. Dennis described her day-long experience participating in a rangeland biological survey where she learned a lot and saw and photographed many interesting things. She encourages other Directors to spend time in the field with staff.
- b. Future agenda items:
 - i. Meeting and contract approval protocols, i.e. PLCS agreements, SFPUC task orders and subcontracts
 - ii. Review of committee structure to meet business needs

ANNOUNCEMENTS for Director Participation

April 28	Bay Delta RCD area meeting
May 18	Next Board Meeting, 6:30p.m.
May 6	Personnel Committee, 7:30 a.m. at Sunol
May 7	Conservation Committee, 3:00 p.m. at the RCD Office
May 26	PLCS Advisory Board, 9:30 a.m. at the RCD Office
_____	Education Committee – to be set by the Committee and Staff
December 13-16	Grazing Lands Conservation Initiative National Conference, Reno

ADJOURNMENT With no further business, President Banke adjourned the meeting at 10:10 p.m.

Approval Verification: _____ April 25, 2009
 Karen Sweet, Executive Officer