

Alameda County Resource Conservation District
. . . Making Conservation Happen

RCD BOARD MEETING ANNOUNCEMENT AND AGENDA

Monday, June 20, 6:00 p.m.

District Office, 3585 Greenville Rd., Livermore, CA

Guests are encouraged to RSVP by 11 a.m. on Monday 20th, to (925) 371-0154 ext. 113. Materials provided to the Board will be available at the RCD office the morning of the 20th.

CALL TO ORDER and PRELIMINARY ITEMS

CALL TO ORDER AND FLAG SALUTE

ROLL CALL OF THE DIRECTORS

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

INTRODUCTION OF GUESTS AND STAFF

Staff: Kent Reeves, Marilyn Harvey, Amy Evans, Pete Van Hoorn, Alyson Aquino, NRCS, Jackie Charbonneau, NRCS

APPROVAL OF AGENDA

Motion	The Board adopts the Agenda.
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BUSINESS BEFORE THE BOARD

APPROVAL OF PRIOR MONTH'S BOARD MEETING MINUTES – *Written Minutes*

Staff Recommendation	The Board accepts the Minutes of the May 17 and June 7, 2011 Board Meetings.
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PUBLIC COMMENTS

CORRESPONDENCE

LEADERSHIP REPORTS

1. President Paul Banke
2. Executive Officer Kent Reeves
3. NRCS District Conservationist Alyson Aquino

STAFF PRESENTATION – Amy Evans, County Contract

CONSENT CALENDAR – Items for action without discussion unless requested for separate discussion by Director or member of the Public or staff

4. Consent Calendar Items

- a. Alameda County Outreach Contract #5013 (see project report)
 - i. Approval of tentative annual budgets for FY12 tasks for the County Contract #5013 (spreadsheet of tasks, \$ amounts, staffing, subcontracted work was reviewed with conservation committee on 6/7/11).
 - ii. Approval to negotiate a contract modification to extend County Contract #5013 from 12/31/11 to at least 12/31/12.
 - iii. Extend the date of the agreement with Betsy Diaz (subcontractor, Forum Coordinator, Alameda County Watershed Forum) for Task 7 of County Contract #5013 from 6/30/11 to 12/31/11.
 - iv. Agreement with Kathy Kramer for Garden Tour (Task 3).
 - v. Agreement with Paul Modrell, landscape designer (who worked for the RCD about 10 years ago doing Watershed Adventures) for developing a site plan, detailed planting plan for the Hands-On Conservation Adopted Spot along Cull Creek, and a conceptual plan for the park at Bay Trees Park in Castro Valley for \$7,000, in July. This work is included in the budget for Task 1, Hands-On Conservation program of County Contract #5013.
 - vi. Approval for hiring an additional Hands-On Conservation (part time, temp) assistant for Task 1, 6, and 10 of County contract #5013. This position would work occasional weekends in Fall 2011 and Spring 2012 to assist Amy and Cynthia.

Motion	The Board approves the recommendations and reports presented in the Consent Calendar and authorizes Executive Officer to execute agreements for items iii, iv, and v.
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REGULAR CALENDAR

- 5. Board of Director Vacancy – Appointment recommendation to the Board of Supervisors to appoint James Perry to vacant board position.

Motion	The Board adopts Resolution #2011-11 to recommend James Perry to the Board of Supervisors for appointment to the RCD Board.
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- 6. Board of Director Vacancy – Appointment recommendation to the Board of Supervisors to appoint Darrel Sweet to vacant board position.

Motion	The Board adopts Resolution #2011-12 to recommend Darrel Sweet to the Board of Supervisors for appointment to the RCD Board.
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7. Strategic Planning update

FINANCE COMMITTEE - Becky Dennis and Tim Koopmann

8. Financial Reports – See written report

9. Preliminary 2011-2012 Budget - Update

Committee Recommendation	The Board accepts the Finance Committee's meeting summary and financial reports.
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NEW BUSINESS

CONSERVATION COMMITTEE – Brenda Vieux and Tim Koopmann

10. Committee Report – See written report

Committee Recommendation	The Board accepts the Conservation Committee Summary and recommendations.
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11. Conservation Committee reviewed letter from EACCS Steering Committee

Committee Recommendation	The Board authorizes Executive Officer to sign letter in support of use of rangeland science for implementation.
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12. SFPUC Task 10 Watershed Center update

13. NRCS Cooperative Agreement #69-9104-1-334

Staff Recommendation	The Board approves Cooperative Agreement #69-9104-1-334 with the Natural Resources Conservation Service for \$775,000, subject to receipt of all land access permits and agreements, and authorizes the Executive Officer to execute the Cooperative Agreement.
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14. NRCS Land Rights Certification form for the Arroyo de la Laguna Stream Restoration Project at Verona Bridge, pending certification from County Counsel.

Staff Recommendation	The Board authorizes the Executive Officer to sign the NRCS Land Rights Certification form for the Arroyo de la Laguna Stream Restoration Project at Verona Bridge, pending certification from County Counsel.
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15. Arroyo de la Laguna Willow Riparian Scrub and Riparian Habitat Restoration Construction Contract

Staff Recommendation	The Board awards the contract for construction of the Arroyo de la Laguna Willow Riparian Scrub and Riparian Habitat Restoration project to the lowest responsive, responsible bidder, subject to receiving the Notice To Proceed from the San Francisco Public Utilities Commission, and authorizes the Executive Officer to execute the contract
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16. PLCS Update

CONSERVATION PARTNERSHIP TEAM REPORTS

17. Monthly Team Report – *Written Report*

BOARD MEMBER COMMENTS AND REPORTS

FUTURE AGENDA ITEM SUGGESTIONS

ANNOUNCEMENTS

Upcoming Meetings

Board and Committee Meetings

July 18	July Board Meeting
July 7	Conservation Committee 3 PM (Van Hoorn)
TBD	Special Projects Committee (Charbonneau)
July 7	Finance Committee (Harvey) 4 PM
TBD	Education and Outreach Committee (Evans)

ADJOURNMENT

Alameda County Resource Conservation District
... Making Conservation Happen

RCD BOARD MEETING MINUTES
Monday, June 20, 6:00 p.m.
District Office, 3585 Greenville Rd., Livermore, CA

CALL TO ORDER and PRELIMINARY ITEMS

CALL TO ORDER AND FLAG SALUTE

Conducted by President Banke at 6:10 p.m.

ROLL CALL OF THE DIRECTORS

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

INTRODUCTION OF GUESTS AND STAFF

Staff: Kent Reeves, Marilyn Harvey, Amy Evans, Pete Van Hoorn, Cynthia Butler, Alyson Aquino, NRCS, Jackie Charbonneau, NRCS

APPROVAL OF AGENDA

Motion: The Board adopts the Agenda by unanimous consent as moved by Dir. Vieux and seconded by Dir. Dennis.

BUSINESS BEFORE THE BOARD

APPROVAL OF PRIOR MONTH'S BOARD MEETING MINUTES

Motion: The Board accepts the Minutes of the May 17, 2011 Board Meeting, by unanimous consent, as moved by Dir. Dennis and seconded by Dir. Vieux.

Motion: The Board accepts the Minutes of the June 7, 2011 Board Meeting, by unanimous consent, as moved by Dir. Dennis and seconded by Dir. Vieux.

PUBLIC COMMENTS

None

CORRESPONDENCE

Miscellaneous announcements by partner organizations were circulated for review.

LEADERSHIP REPORTS

1. President Paul Banke

President Banke is pleased that progress is being made with Board of Directors appointments.

2. Executive Officer Kent Reeves

Kent recognized both RCD and Partnership staff for the coordination of the Arroyo de Laguna Verona Bridge project. He also thanked Pete and Morpheus for their work with the CTS workshop last week.

Strategic and Annual Plan out to staff for review with the Strategic Plan to the board next month. Dir. Banke thought that that the draft Strategic Plan would be covered now with the

final in July. Kent explained that the draft will be presented to the Board at next month's meeting. The Annual Plan will be presented to the Board in September.

Kent discussed the status of PLCS. All agreements have expired and the RCD has received approved from County Counsel and the Alameda County to return the unused funds to the landowners.

Kent discussed Revenue Development and that he is in the process of discussing opportunities for the Alameda County RCD to perform work for Guadalupe and Coyote RCDs.

Kent asked if the Directors wanted reminders on upcoming training for Board Members. The Directors requested that we send out reminders and if possible give a 2 – 3 month advance notice of training. Kent reported that Rangeland is this week.

3. NRCS District Conservationist Alyson Aquino

Alyson reported that the District Conservationist position for Contra Costa has been posted and it should be about six more weeks until the position is filled. She will continue to cover both offices for now. Alyson covered the EQIP and Farm Bill workload. On Friday she will be meeting with SFEI regarding water sediment.

STAFF PRESENTATION – Amy Evans, County Contract

Amy introduced Cynthia Butler who has been with the RCD on a part-time basis for the past 4 years. Her main job was as a scheduler for the Watershed Adventures Program. With the changes in the County Contract last year her responsibilities changed; now Cynthia is responsible for Task 10, as the stormwater outreach coordinator. Amy reviewed all the individual tasks within the Alameda County Contract and explained what each of the current programs that the RCD has with Alameda County entails, and discussed that she is in the process of updating budget numbers for the FY 2011-2012.

CONSENT CALENDAR – Items for action without discussion unless requested for separate discussion by Director or member of the Public or staff

4. Consent Calendar Items

- a. Alameda County Outreach Contract #5013 (see project report)
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 - ii. Approval to negotiate a contract modification to extend County Contract #5013 from 12/31/11 to at least 12/31/12.
 - iii. Extend the date of the agreement with Betsy Diaz (subcontractor, Forum Coordinator, Alameda County Watershed Forum) for Task 7 of County Contract #5013 from 6/30/11 to 12/31/11.
 - iv. Agreement with Kathy Kramer for Garden Tour (Task 3).
 - v. Agreement with Paul Modrell, landscape designer (who worked for the RCD about 10 years ago doing Watershed Adventures) for developing a site plan, detailed planting plan for the Hands-On Conservation Adopted Spot along Cull

Creek, and a conceptual plan for the park at Bay Trees Park in Castro Valley for \$7,000, in July. This work is included in the budget for Task 1, Hands-On Conservation program of County Contract #5013.

- vi. Approval for hiring an additional Hands-On Conservation (part time, temp) assistant for Task 1, 6, and 10 of County contract #5013. This position would work occasional weekends in Fall 2011 and Spring 2012 to assist Amy and Cynthia.

Motion: The Board approves the recommendations and reports presented in the Consent Calendar, with the exception of item v. which is tabled pending further information, and authorizes Executive Officer to execute agreements for items iii and iv, as moved by Dir. Koopmann and seconded by Dir. Dennis.

REGULAR CALENDAR

5. Board of Director Vacancy – Appointment recommendation to the Board of Supervisors to appoint James Perry to vacant board position.

Motion: The Board adopts Resolution #2011-11 to recommend James Perry to the Board of Supervisors for appointment to the RCD Board, as moved by Dir. Dennis and seconded by Dir. Vieux.

6. Board of Director Vacancy – Appointment recommendation to the Board of Supervisors to appoint Darrel Sweet to vacant board position.

Motion: The Board adopts Resolution #2011-12 to recommend Darrel Sweet to the Board of Supervisors for appointment to the RCD Board, as moved by Dir. Dennis and seconded by Dir. Vieux.

7. Strategic Planning update
Previously discussed.

FINANCE COMMITTEE - Becky Dennis and Tim Koopmann

8. Financial Reports – See written report

Marilyn presented the financial statements including the Accounts Receivable, Cash Balance, Cash Flow, and Profit/Loss report.

9. Preliminary 2011-2012 Budget - Update

The preliminary budget, along with the assumptions, were reviewed. The budget includes all projects that have agreements in place. There are a couple of projects that in the process of being finalized and will be included in the budget. The final budget will go to the Finance Committee next month and to the July 2011 Board Meeting for approval.

Motion: The Board accepts the Finance Committee's meeting summary and financial reports, by unanimous consent, as moved by Dir. Koopmann and seconded by Dir. Vieux.

NEW BUSINESS

CONSERVATION COMMITTEE – Brenda Vieux and Tim Koopmann

10. Committee Report – See written report

Kent gave an update on the Arroyo de Laguna Notice of Determination and we now have the access approval from landowners. Kent discussed the Solar Power Policy for rural areas proposed by Alameda County. Kent covered the EACCS update and covered the two letters contained in the board materials where the rangeland issues were addressed.

Motion: The Board accepts the Conservation Committee Summary, by unanimous consent, as moved by Dir. Vieux and seconded by Dir. Koopmann.

11. Conservation Committee reviewed letter from EACCS Steering Committee

Motion: The Board authorizes Executive Officer to sign letter in support of use of rangeland science for implementation, by unanimous consent, as moved by Dir. Dennis and seconded by Dir. Vieux.

12. SFPUC Task 10 Watershed Center update

Pete gave an update on Task 10 and the Acorn Group is working on the project.

13. NRCS Cooperative Agreement #69-9104-1-334

Motion: The Board approves Cooperative Agreement #69-9104-1-334 with the Natural Resources Conservation Service for \$775,000, subject to receipt of all land access permits and agreements, and authorizes the Executive Officer to execute the Cooperative Agreement, by unanimous consent, as moved by Dir. Dennis and seconded by Dir. Vieux.

14. NRCS Land Rights Certification form for the Arroyo de la Laguna Stream Restoration Project at Verona Bridge, pending certification from County Counsel.

Motion: The Board authorizes the Executive Officer to sign the NRCS Land Rights Certification form for the Arroyo de la Laguna Stream Restoration Project at Verona Bridge, pending certification from County Counsel, by unanimous consent, as moved by Dir. Dennis and seconded by Dir. Vieux, Dir. Koopmann abstains.

15. Arroyo de la Laguna Willow Riparian Scrub and Riparian Habitat Restoration Construction Contract

Pete reported that the bids were opened today and 4 M Contracting out of Winters was selected. They have good letters of recommendation. There were a total of 10 companies that attended the site visit and 4 submitted bids. President Banke inquired if there was any interest from local contractors. Pete reported that there wasn't. President Banke inquired on how change orders were handled. Pete explained that it would be handled between the Contractor and Engineer. President Banke asked if the Engineer should interview the bidder prior to awarding the contract. Pete reported that isn't

allowed in public contracting. Public Code is set-up for low bidder. Jackie indicated that there were a lot of good questions that were asked prior to the close of the bids.

Motion: The Board approves amending the verbiage in the original motion to include the name of the contractor rather than using responsible bidder, and the \$ amount, as moved by Dir. Dennis and seconded by Dir. Vieux, Dir. Koopmann, abstains.

Motion: The Board awards the contract for construction of the Arroyo de la Laguna Willow Riparian Scrub and Riparian Habitat Restoration project to the lowest responsive, 4 M Contracting for the amount of \$453,044, subject to receiving the Notice To Proceed from the San Francisco Public Utilities Commission, and authorizes the Executive Officer to execute the contract by unanimous consent, as moved by Dir. Dennis and seconded by Dir. Vieux, Dir. Koopmann abstains.

- 16. PLCS Update
Previously covered.

CONSERVATION PARTNERSHIP TEAM REPORTS

- 17. Monthly Team Report – *Written Report*
Jackie gave an update on the Voluntary Local Program. She has been working with the Department of Fish and Game and writing a CEQA document.

BOARD MEMBER COMMENTS AND REPORTS

There was discussion on bringing the Associate Directors along and having more participation from them. The plan would be that an Associate Director could transition in to becoming a director.

FUTURE AGENDA ITEM SUGGESTIONS

ANNOUNCEMENTS

Upcoming Meetings

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July 7	Conservation Committee 3 PM (Van Hoorn)
TBD	Special Projects Committee (Charbonneau)
July 7	Finance Committee (Harvey) 4 PM
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ADJOURNMENT 7:50 p.m.