

Alameda County Resource Conservation District
... Making Conservation Happen

RCD BOARD MEETING ANNOUNCEMENT AND AGENDA

Monday, November 16, 2009, 6:30 p.m. District Office, 3585 Greenville Rd., Livermore, CA

A light supper will be served at 6:00 pm. Guests are encouraged to RSVP by 11a.m. on Monday if attending supper, to (925) 371-0154 ext. 122. 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 AND STAFF

Staff: Amy Evans, Terry Huff, Marilyn Harvey, Leslie Koenig and Pete Van Hoorn

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 September and October 2009 Board Meetings.
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PUBLIC COMMENTS

CORRESPONDENCE

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

1. Authorization to develop grants and contracts
 - a. EPA Environmental Education grant, potentially for workshops and Hands On Conservation

Motion	The Board accepts the recommendations and reports presented in the Consent Calendar.
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REGULAR CALENDAR

FINANCE COMMITTEE - Brenda Vieux and Becky Dennis

2. Financial Reports – see *Committee Report*

Committee Recommendation	The Board accepts the Finance Committee's meeting summary and financial reports.
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CONSERVATION COMMITTEE – Paul Banke, Brenda Vieux, and Mark Swisher

- 3. Committee Report – *see Committee Report*

Committee Recommendation	The Board accepts the Conservation Committee’s October meeting summary and approves its recommendations.
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- 4. Fiscal Sponsorship of Alameda County Watershed Forum – *see Project Report*

Motion	The Board approves the Agreement between the District and the Alameda County Watershed Forum, to serve as the Forum’s fiscal sponsor, and approves the use of the Forum Coordinator Agreement to hire a Forum Coordinator, pending approval by County Counsel.
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- 5. SFPUC Easements subcontracting – *see Project Report*

Motion	The Board approves the Agreement between the District and Gaztman Consulting Services for \$20,250.00, for support of the SFPUC Easement process.
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PARTNERSHIP FOR LAND CONSERVATION AND STEWARDSHIP

- 6. Project Report and PLCS Board Meeting Minutes – *see Project Report*

Committee Recommendation	The Board approves the October PLCS Advisory Board project report and recommendations.
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CONSERVATION PARTNERSHIP TEAM REPORTS

- 7. Monthly Team Report – *Written Report*
- 8. Leadership Reports
 - a. President, Paul Banke
 - b. Interim Executive Officer, Amy Evans
 - c. NRCS District Conservationist, Terry Huff

UPCOMING CONFERENCES

- 9. California Association of Resource Conservation Districts Conference, Squaw Valley

Motion	The Board approves the travel and registration of Director(s) _____ for the CARCD Conference in Squaw Valley on November 19-21, 2009.
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- 10. Grazing Lands Conservation Initiative National Conference, Sparks Nevada

Motion	The Board approves the travel and registration of Director(s) _____ for the Grazing Lands Conservation Initiative National Conference in Sparks, Nevada on December 13-16, 2009.
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BOARD MEMBER COMMENTS, REPORTS AND FUTURE AGENDA ITEM SUGGESTIONS

ANNOUNCEMENTS

Board and Committee Meetings

December 21	Next Board Meeting
November 18	Special Projects Committee
December 17	Finance Committee (Harvey)
TBD	Conservation Committee, 3:00 p.m. (Anima)
TBD	Education and Outreach Committee (Evans)

Other Meetings

November 19-21	CARCD Conference, Squaw Valley
December 13-16	Grazing Lands Conservation Initiative National Conference, Reno

CLOSED SESSION

Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9(a))
Sweet v. Alameda County Resource Conservation District, Department of Industrial Relations Case No. 07-67982 99 KF

Public Employment Appointment (Government Code Section 54957(b)(1)) (Title: Executive Officer)

RE-OPEN MEETING AND REPORT FROM CLOSED SESSION

ADJOURNMENT

Alameda County Resource Conservation District
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RCD BOARD MEETING MINUTES

Monday, November 16, 2009, 6:30 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 6:30 p.m.

ROLL CALL OF THE DIRECTORS

Directors present: President Paul Banke, Tim Koopmann, Rod Tripp, Brenda Vieux.

INTRODUCTION OF GUESTS AND STAFF

Staff: Amy Evans, Terry Huff, Marilyn Harvey, Leslie Koenig and Pete Van Hoorn

APPROVAL OF AGENDA

***Motion:** The Board of Directors adopts the Agenda, with amendment to move the closed session to 8 p.m. and the PLCS report to after the closed session, by unanimous consent, as moved by Dir. Tripp and seconded by Dir. Vieux.*

BUSINESS BEFORE THE BOARD

APPROVAL OF PRIOR MONTH'S BOARD MEETING MINUTES

***Motion:** The Board of Directors approves the minutes of the September meeting, by unanimous consent, as moved by Dir. Tripp and seconded by Dir. Koopmann.*

***Motion:** The Board of Directors approves the minutes of the October meeting, by unanimous consent, as moved by Dir. Vieux and seconded by Dir. Koopmann.*

PUBLIC COMMENTS None.

CORRESPONDENCE

Information on the upcoming GLCI conference and notification of the re-opening of the EIR public comment period for the Calaveras Dam retrofit project

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

1. Authorization to develop grants and contracts
 - a. EPA Environmental Education grant, potentially for workshops and Hands On Conservation

***Motion:** The Board of Directors accepts the recommendations and reports presented in the Consent Calendar, by unanimous consent, as moved by Dir. Koopmann and seconded by Dir. Vieux.*

REGULAR CALENDAR

FINANCE COMMITTEE - Brenda Vieux and Becky Dennis

2. Financial Reports

Dir. Vieux briefly discussed the new reports and formats that the Committee is working on. Marilyn then led the room through the month's financial reports. The Board discussed potential strategies to collect payment from CalTrans. One of the directors will follow up with our counsel. The directors also discussed the need for a 6-month budget review and amendment, and to be more conservative in how we address potential funds that have not been secured. One potential source of funds is the upcoming Arroyo restoration projects, but there are many details still to be determined for both the federal and local funds. Marilyn then discussed how the Accounts Receivable and Payable are expected to affect our position. Dir. Banke asked her to "age" the A/R to give us a more realistic estimate of our position. We then discussed the percent overhead versus billable for staff and the office as a whole for July thru October. We need to do an analysis of what overhead % we need to charge to projects in order to cover our costs in administering projects.

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

CONSERVATION COMMITTEE – Paul Banke, Brenda Vieux, and Mark Swisher

3. Committee Report

Dir. Vieux gave a review of the Committee meeting, which focused on the Alameda County Watershed Forum and included a very informative presentation by Forum contractor Michelle LeBeau.

Motion: *The Board of Directors accepts the Conservation Committee's meeting summary and recommendations, by unanimous consent, as moved by Dir. Vieux and seconded by Dir. Tripp.*

4. Fiscal Sponsorship of Alameda County Watershed Forum

The Board agreed with the Committee's support for our potential fiscal sponsorship of the Forum. We are still refining the Agreement with our counsel, and the Board wants to withhold final approval until counsel has fully reviewed and commented on the Agreement and is comfortable with the amount of District risk and control.

Motion postponed.

5. SFPUC Easements subcontracting

Dir. Banke briefly discussed the experience and skills that consultant Mike Gatzman can bring to our project to help develop conservation easements in the Upper Alameda Creek watershed. He played a similar role in the South Livermore Plan project. The directors and project manager Leslie Koenig discussed the roles he can play, and the need to use his time sparingly and strategically.

Motion: *The Board of Directors approves the Agreement between the District and Gatzman Consulting Services for \$20,250.00, for support of the SFPUC Easement process, as moved by Dir. Tripp and seconded by Dir. Vieux, with Dir. Koopmann abstaining.*

CLOSED SESSION

Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9(a))
Sweet v. Alameda County Resource Conservation District, Department of Industrial Relations Case No. 07-67982 99 KF

Public Employment Appointment (Government Code Section 54957(b)(1)) (Title: Executive Officer)

RE-OPEN MEETING AND REPORT FROM CLOSED SESSION

The Board directs staff to put the search for Executive Officer on hold until January, at which time we will expand our search efforts. Until a replacement is hired, the Board asks Leslie Koenig to serve as Interim Executive Officer. The Board praised Amy Evans for her excellent work and dedication in her four months as Interim Executive Officer.

PARTNERSHIP FOR LAND CONSERVATION AND STEWARDSHIP

6. Project Report and PLCS Board Meeting Minutes

Dir. Banke discussed the need to work for existing landowner clients, in spite of PLCS' reduced funding. One potential way to do this would be to seek County support to help fund a staff position that was 50% PLCS, and 50% funded by other RCD projects. We should seek to get MOUs with other landowners that are receiving easement-related help such as habitat surveys, but who have not yet enrolled in PLCS. We also need to re-evaluate the PLCS fee schedule. The Board discussed other potential funding sources such as general (non-mitigation) conservation easements. The SFPUC contract is not appropriate because that project is primarily in Santa Clara County. The Board directed Leslie to set up a joint RCD-PLCS board meeting to discuss strategy.

Motion: *The Board of Directors approves the October PLCS Advisory Board project report, by unanimous consent, as moved by Dir. Koopmann and seconded by Dir. Vieux.*

CONSERVATION PARTNERSHIP TEAM REPORTS

7. Monthly Team Report – *Written Report*

8. Leadership Reports

- a. President Paul Banke thanked everyone for their efforts to recruit Troy Kuphal as Executive Officer.
- b. Interim Executive Officer Amy Evans gave a brief overview of the first four months as Interim and said that we have entered a new phase where we are analyzing our workload and budget, and that Leslie will be great at overseeing this effort. We are still looking at this interim period as a team effort. Marilyn needs data entry help so that she can devote more time to this analysis. Paul asked what is needed to get this done.
- c. NRCS District Conservationist Terry Huff discussed our reimbursable agreement with NRCS. Unfortunately the second engineer we were promised has not yet materialized, but it looks promising. This is crucial because many of our new contracts have a heavy engineering workload.

UPCOMING CONFERENCES

9. California Association of Resource Conservation Districts Conference, Squaw Valley

No motion.

10. Grazing Lands Conservation Initiative National Conference, Sparks Nevada

Motion: *The Board approves the travel and registration of Directors Banke and Koopmann for the Grazing Lands Conservation Initiative National Conference in Sparks, Nevada on December 13-16, 2009, by unanimous consent, as moved by Dir. Vieux and seconded by Dir. Tripp.*

BOARD MEMBER COMMENTS, REPORTS AND FUTURE AGENDA ITEM SUGGESTIONS None.

ANNOUNCEMENTS

Board and Committee Meetings

December 17 **Next Board Meeting and District Holiday Lunch**

TBD Finance Committee (Harvey)

TBD Conservation Committee (Anima)

TBD, January Education and Outreach Committee (Evans)

Other Meetings

November 19-21 CARCD Conference, Squaw Valley

December 13-16 Grazing Lands Conservation Initiative National Conference, Reno

ADJOURNMENT at 9:45 p.m.