



**MINUTES OF BOARD OF DIRECTORS MEETING
January 8, 2008**

Directors Present: Jerome Dix; Craig Blencowe; Geri Hulse-Stephens.

Directors Absent: Tyler Nelson.

Associate Directors Present: Tom Schultz.

Staff Present: Janet Olave; Patty Madigan; Nicole Porter.

NRCS Staff Present: Stephen Smith.

Other: Andrea Williams and Jeremy Ketchum at 10:05 am.

1. **Call to Order** – Jerome Dix called the meeting to order at 9:13 a.m.
2. **Consent Calendar** – Amend agenda to say “regular” instead of “special”. Approved as amended on a motion by Geri, seconded by Craig, 3 ayes 0 nays.
3. **Partner Reports** –NRCS – Steve Smith
 - A. Steve reported on 3 week period for WHIP applications. New range conservationist starting in January, will be shared with Lakeport. Lin Brooks, Assistant State Conservationist, is retiring. Steve moving the Locally Important Farmland Map Definitions forward to the Board of Supervisors for approval.
4. **Administration**
 - A. Approve to change board meeting date for February to accommodate County Counsel training – Discussed dates available and opted for Thursday, February 14th. Will be going over ethics, conflict of interest, and the Brown Act. Geri motioned to approve the change in meeting date, Craig seconded, 3 ayes 0 nays.
5. **Public Comment**

None.
6. **District Program Updates - Patty**
 - A. DWR Robinson Creek – Final report is almost completed. Urban Streams program suspended but Prop 84 might provide funds to reopen.
 - B. DFG Red Hill Gulch – Talked about project need; waiting for final report.
 - C. DFG Feliz Creek – Discussed problem with heavy equipment operator; have to go back and reinstall culverts. Discussed need for updating contractor policy.
 - D. Carbon Credits Workshop – January 17, 2008 Hampton Inn, Ukiah 9am to 3pm – over 50 signups, discussed logistics.
7. **Director Items**

Discussed how don't want to lose track of time during meetings; want to get to all agenda items.

Looking forward to having Tom Schultz officially sworn in as director.

RC&D – Awarded small grant to look at site-specific for biomass facility.

Jerome discussed duties of board: fiduciary, long range planning, policy. Discussed procedure for setting up agenda.
8. **Old Business**
 - A. Caltrans – Andrea Williams and Jeremy Ketchum discuss alternatives to Willits mitigation project implementation.

Discussed how construction permits hinge on HMMP and possibility of putting out

RFP for entire mitigation project. Want to get started earlier and start acquiring the properties as soon as possible. MSAR is without design; the HMMP has about 30% of design. Before construction, need to have completed HMMP and doesn't necessarily need to own but have pretty good idea of what properties looking at. Discussed possible scenarios on appraisers.

Caltrans management is very interested in an all-inclusive RFP which would include HMMP, design, permits, and right of way. Right of way needs to focus on construction due to staffing. If Caltrans put out RFP would have to be competitive bid.

MCRCD discussed plans for building capacity for project. Also discussed talking with CA Rangeland Trust on acquisition piece.

Some discussion on MCRCD owning versus holding easement. Caltrans mentioned PAR (Property Analysis Record) software developed by Center for Natural Lands Management to aid in setting up endowment. For acquisition. Caltrans can acquire in their name or in MCRCD name; MCRCD could transfer title and endowment to another entity in future.

Discussed MCRCD conducting solicited bid for acquisition or possibly taking on ourselves. Will have a special meeting later in week on Thursday to decide how want to proceed.

9. Adjourn – 12:15 pm

President, Board of Directors

Date Approved



**MINUTES OF SPECIAL BOARD OF DIRECTORS MEETING
JANUARY 10, 2008**

Directors Present: Jerome Dix, Craig Blencowe, Tyler Nelson, and Geri Hulse-Stephens at 11:45 am.

Directors Absent: None.

Associate Directors Present: Tom Schultz.

Staff Present: Janet Olave; Patty Madigan

NRCS Staff Present: Stephen Smith.

Others: Andrea Williams—Caltrans Project Mgr., Roger Sternberg—Independent Consultant, Phil Dow—Executive Director MCOG

1. **Call to Order** – Jerome Dix called the meeting to order at 11:38 a.m.
2. **Roll Call** – phone participants identified themselves as noted above
3. The Board discussed the known pro's and con's of assuming the responsibility for the real estate acquisitions/easements for the Caltrans Willits Bypass Mitigation project as requested by Caltrans, including potential harm to the RCD's reputation should acquisitions not go forward as expected. Andrea explained that the consultant on the project will make recommendations to Caltrans, but Caltrans is ultimately responsible for decisions. As an alternative, MCOG was asked if it was in the realm of their expertise to handle the real estate portion of the project, and Phil Dow responded that MCOG has no experience in that area. Board members also expressed concern about financial protection for the RCD, and Caltrans noted that safeguards can be built into the cooperative agreement to ensure the agreement can be amended. The board then voted to approve Caltran's request to include the responsibility for the acquisition of property and the development of conservation easements in the cooperative agreement between Caltrans and MCRCRD for the Willits Bypass Mitigation Project.

Vote by Roll Call:

Jerome Dix – aye

Craig Blencowe – aye

Tyler Nelson – aye

Geri Hulse-Stephens – recused herself due to potential conflict of interest

4. Meeting adjourned at 12:25 p.m.

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MINUTES OF BOARD OF DIRECTORS MEETING
February 14, 2008

Meeting canceled because quorum was not present.

President, Board of Directors

Date Approved



**MINUTES OF SPECIAL BOARD OF DIRECTORS MEETING
March 13, 2008**

Directors Present: Jerome Dix; Craig Blencowe; Geri Hulse-Stephens; Tyler Nelson; Tom Schultz.

Directors Absent: None.

Associate Directors Present: None.

Staff Present: Janet Olave; Patty Madigan; Nicole Porter.

NRCS Staff Present: Stephen Smith; Carol Mandel.

Other: None.

1. Call to Order – Jerome Dix called the meeting to order at 12:38 p.m.

2. Consent Calendar – Geri motioned to approve February's consent calendar, Tyler seconded, 5 ayes 0 nays. Tyler motioned to approve March's consent calendar, Craig seconded, 5 ayes 0 nays.

3. Administration–

A. Update on Caltrans Willits Bypass project –

Caltrans wants 2 contracts: 1st will contain easements and final HMMP and 2nd will be implementation & endowment. Discussed adversarial nature of recent meetings with Caltrans and need to change relationship to one of partnership. Discussed requesting a single contact when meeting with Caltrans. Staff clarified process of contracting and project.

Appoint ad hoc committee to work with County Counsel on contract negotiations – Tom and Jerome volunteered; Tyler motioned that Tom and Jerome be on committee, seconded by Craig, 5 ayes 0 nays.

Tyler expressed concerns regarding MCRCD to be owner/manager of easements; staff discussed possibility of a Trust holding easements and the need to have organization at the table when negotiating easement terms. MCRCD would like to conduct monitoring, but does not want to be in enforcement.

A formal request was made of NRCS for wetlands and technical assistance on the project.

Discussed wanting to see mitigation happen in Little Lake valley, keeping it local, in the context of larger long-term vision or restoration for valley.

MCRCD does not want to be perceived as extension of Caltrans; staff discussed public outreach anticipated.

Staff discussed outlay spent in terms of personnel time and moving forward in hiring support staff in anticipation of project, but Caltrans not wanting to reimburse until the coop agreement is signed; staff anticipates that could be months away. Board recommends sending Caltrans an invoice.

B. Consideration of utilizing deferred revenue to finance the publication of Rare Plants field guide. Discussed history of project and stalled at printing stage due to cost for specific size and type of paper. Discussed using up to \$10,000 and setting timeline to complete in 6 months. Jerome motion to proceed, Craig seconded, 5 ayes 0 nays.

C. Consideration of entering into discussion with Jackson State Demonstration Forest for JPA to conduct restoration projects – Tyler motioned to enter into discussion with Jackson Forest for JPA, Craig seconded, 5 ayes 0 nays.

D. Consideration of updating and copyrighting Roads Handbook with private funding – Staff discussed 2007 DFG proposals are all on the contingency list except the proposal to update the Handbook for Forest and Ranch Roads which was not

approved. DFG was under the misconception that MCRCD would copyright the book for the purpose of profit gained from sales instead of using sales to reprint book which is the current process. Board discussed and decided against copyrighting as members do not want to run into same scenario as Fish Friendly Farming.

E. Update on RCD financials through December, 2007 (six months) and current – Received journal entries from audit and should be finalized soon. Met with local accounting firm to discuss using services, anticipating Caltrans project.

F. Approval of submission of grants applications

a. Conservation planning

b. State Coastal Conservancy

i. Upper Rancheria Roads and Riparian

ii. Interpretive Trail

iii. Roads Handbook

iv. Navarro Education Projects

v. Coastal Invasives Management Project

Discussed what projects entail; board asked staff if there was enough staff time to work on new projects if all got approved when also considering Caltrans. Staff discussed using contractors for some of projects. Geri motion to approve all projects with amendment to include NF Navarro project, Tyler seconded, 5 ayes 0 nays.

4. Public Comment

None.

5. Director Items

A. Carbon Credits workshop update – Geri related that there was a lot of interest and dialogue that occurred during and after workshop. Got people up-to-date on current state of research and law. Interested in flowing up with another workshop in 1 year's time.

B. Biomass project update – Craig updated board on meeting with Ft. Bragg City Council; the current need is to demonstrate feasibility to developer. Craig would like to hire Bill Carlson, independent consultant to complete project. Discussed previous commitment to use \$10,000 of county funding towards biomass project. Put on agenda for next meeting. Would also like a letter sent to extend federal tax credit for biomass that keeps project financially viable.

C. Conflict of interest update – Geri met with County Council who determined that her relationship to project is so remote that shouldn't be a conflict. County Council will provide MCRCD with a written opinion of this finding.

D. Noyo Watershed Alliance update – Tom provided background on alliance and their association with Salmon Restoration Association.

Other – NRCS – Western soil surveys have arrived and providing MCRCD with some. NRCS is in lease negotiations in building and MCRCD using some desk space in building.

6. Adjourn – 3:30 p.m.

Chairperson, Board of Directors

Date Approved



MINUTES OF BOARD OF DIRECTORS MEETING
April 8, 2008

Directors Present: Jerome Dix; Geri Hulse-Stephens; Tom Schultz; Craig Blencowe at 9:20am.

Directors Absent: Tyler Nelson.

Associate Directors Present: None.

Staff Present: Janet Olave; Patty Madigan; Nicole Porter; Ursula Butler.

NRCS Staff Present: Steve Smith; Mindy Nicolletti; Jim Spear.

Other: Roger Sternberg.

1. **Call to Order** – Jerome Dix called the meeting to order at 9:13 a.m.
2. **Consent Calendar** – Geri motioned to approve the consent calendar, Tom seconded, 3 ayes 0 nays.
3. **NRCS Report**
 - A. Introductions of NRCS personnel – Steve discussed looking back on and evaluating Tomki project, leading to outreach tool to landowners.
 - a. Jim Spear – NRCS Assistant State Conservationist – Addressed Caltrans project fitting into long-range plan, and related example of community forest he was involved with and the vision of that project.
 - b. Mindy Nicollette – NRCS Range Conservationist – Shares position with Lake County. She is from Klamath area and practiced looking at projects from watershed approach; she is interested in holistic ranch planning and discussed use of Grassland Reserve Program.
4. **Program Update**
 - A. Caltrans Willits Bypass Project
 - a. Status of Coop Agreement – Staff related that MCRCD might be asked to hire URS to do HMMP; would need to find out how would affect Geri's conflict of interest status if that happens.
 - b. Interim Funding through MCOG – Received \$65,000 from MCOG to be reimbursed once Caltrans provides funding. No fees or penalties to be imposed.
 - c. Caltrans and Agencies mtg (3/27 – 3/28) – Resource agencies want to see mitigation confined to Little Lake Valley, and would be willing to negotiate the creation v. preservation acres associated. Lands that were potentially available for conservation easements may no longer be since initial outreach did not include advising landowners that the land use could change. Discussed need to have contiguous parcels with connectivity for greatest benefit.

Discussed MCRCD's role not to influence landowners, but to fully inform them of their options. Discussed holding landowner meeting to discuss project once MCRCD role is fully defined.

Presentation on “Fee Acquisition vs. Conservation Easements” – Roger – Went through handouts; discussed pros and cons of acquisition (which Caltrans prefers) to easement, to what landowner wants. Control over land if held in fee, better approach in general. Easement disadvantage is time, reserving of rights complicates negotiations, and agencies need to review since mitigation. Due diligence for purchased property a big concern, ensure hazardous waste evaluation is done.

Easements downside is landowner values often change generationally, although this is suited to RCD education. Board asked about transferring easements; Roger has been in touch with Center for Natural Lands Management which is a possibility. If MCRCD has intent to convey easements, other party should be at the negotiating table. Board asked about ability of landowners to get lot line adjustments; is question for mitigation acquisition.

Discussed legal defense; many small land trust in beginning stage of pooling together for insurance.

No action this meeting, but soon once know what actual parcels look like. Each property has to be evaluated to see what involved; build the organizational capacity to manage into cooperative agreement with Caltrans.

5. Break

6. Public Comment

7. Action Items

- A. Board approved setting aside up to \$10,000 to assist with consultant fees on coastal biomass project – Craig motioned, Tom seconded, passed with 4 ayes.
- B. Tyler and Tom volunteered to sit on ad-hoc committee to review updated policies as needed
- C. Tom Schott was mentioned as possible representative to RC&D Council – no other action taken

8. Director Items

- A. Update on biomass project working group – Craig -
- B. Geri was approached by the Rural Voices for Conservation Coalition to lend the MCRCD name as a supporter. Staff volunteered to do research on the organization and provide info at next meeting.

9. Adjourn



MINUTES OF BOARD OF DIRECTORS MEETING
May 13, 2008

Directors Present: Geri Hulse-Stephens; Craig Blencowe; Jerome Dix at 10:09 am.

Directors Absent: Tyler Nelson; Tom Schultz.

Associate Directors Present: None.

Staff Present: Janet Olave; Nicole Porter; Ursula Butler.

NRCS Staff Present: Steve Smith.

Other: None.

1. **Call to Order** – Jerome Dix called the meeting to order at 10:10 a.m.
2. **Consent Calendar** – Geri motioned to approve the consent calendar, Craig seconded, 3 ayes 0 nays.
3. **Partner Reports**
 - A. NRCS – Steve – Discussed community forestry, see board report. Discussed coordinated permitting, how ESA Section 7 nexus no longer valid, but perhaps Section 10 will be; staff discussed how this affects MCRCD's ability to use coordinated permitting and all of the money spent to get program up and running.
4. **Administration**
 - A. Complete Savings Bank Check Signer Documents – To get Tom Schultz on; will mail.
 - B. Comment on Annual Report – Table until next month.
 - C. Appoint subcommittee to Review Draft Budget for 2008-09 – Jerome volunteered to be on; Jan discussed differences between last year's. Agendize approval for next month.
 - D. Appoint subcommittee for personnel evaluations – Craig and Geri volunteered to be on. Agendize closed session for personnel evaluations for next board meeting.
 - E. Discussion and Possible Approval of Guiding Principles – Craig motion to approve, Geri seconded, 3 ayes 0 nays.
 - F. Discussion and Possible Approval of Changing Board Meeting Day – Discussed different days; Craig motion to change meeting day to second Wednesday, Geri seconded, 3 ayes 0 nays.
 - G. Nominations for 2008-09 Board Chair – Discussed having Tyler Nelson as Chairperson and Tom Schultz as Vice Chair. Agendize for vote next month.
 - H. Discussion and Possible Approval of Support for RVCC – Discussed projects that they have been involved with and white papers that have issued. Geri motion to support their endeavors on a case-by-case basis, Craig seconded, 3 ayes 0 nays.

5. Break

6. Public Comment

7. Old Business

A. Caltrans Update – Created guiding principles for land conservation for use in Caltrans’ Habitat Conservation Program. Staff and West Coast Watershed met with Caltrans and resource agencies regarding parcels to purchase. Met with Caltrans regarding specific language in cooperative agreement, and continue to make improvements and changes.

8. Director Items

A. Other Items – Jerome – RRWC hosting a discussion “Klamath River Watershed: Lessons for the Future in the Russian River Watershed”.

9. Adjourn – 11: 50 am



MINUTES OF BOARD OF DIRECTORS MEETING
June 11, 2008

Directors Present: Geri Hulse-Stephens; Tyler Nelson; Tom Schultz; Jerome Dix at 9:10 am.

Directors Absent: Craig Blencowe

Associate Directors Present: None.

Staff Present: Janet Olave; Nicole Porter; Ursula Butler.

NRCS Staff Present: Steve Smith.

Other: Tom Schott.

1. **Call to Order** – Geri Hulse-Stephens called the meeting to order at 9:04 a.m.
2. **Consent Calendar** – Tyler motioned to approve the consent calendar, Tom seconded, 3 ayes 0 nays.
3. **Partner Reports**
 - A. NRCS – Steve – New Farm Bill – Major difference is WHIP funding, which was available to non-ag landowners, but now only ag is eligible. Also different cost-share with EQIP. Sustainable Mendocino having workshop July 11th & 12th with a water storage focus. Carol is working on new nexus for coordinated permitting.
4. **Administration**
 - A. Comment on Annual Report – Good presentation; it is easier to tell people who we are and what we do. Tyler suggests printing in Farm Bureau. Discussed funding analysis, and funding cut in Forsythe Creek Project funding due to SWRCB staff recommendation that money go to Southern California even though North Coast proposal ranked first.
 - B. Update on 2006-07 Audit – Audit is done, received copies. Asked auditors to make some corrections, and then our regular end of year entries. Broke even last FY.
 - C. Approve 2008-09 Budget – Jan provided up-to-date actuals. Tom suggested looking at how 07-08 budget compared to budget, then looking at how propose to change or stay the same in 08-09 budget. Discussed impacts of additional staff, travel, health insurance, county funding, project hour billables. Discussed having budget reflect more of forecasted expenses instead of ‘might haves’. Tom made a motions that approve budget with changes discussed, Tyler seconded, 4 ayes 0 nays.
 - D. Approve amount of NACD dues – Usually don’t pay more than \$200; don’t receive much service. Tyler move that pay \$200 for NACD dues, Tom seconded, 4 ayes 0 nays.
 - E. Election of 2008-09 Board Chair – Tyler and Tom nominated last meeting. Geri move to elect Tyler as Chairperson and Tom as Vice Chairperson, Tom seconded, 4 ayes 0 nays.
5. **Public Comment** – None.
6. **Break**

7. Old Business

A. Caltrans Update and possible vote on coop agreement –

Met with URS staff who are working on surveys on potential mitigation properties and surrounding parcels. Once the cooperative agreement is in place, Jan anticipates continuing to work with URS.

The potential for MCRCDD holding property in excess of mitigation not possible, as all excess acreage must be sold; otherwise it would be considered a gift of funds.

Discussed the cooperative agreement, how specific dates need to be renegotiated to meet our requirements as well as notice requirements and the subject of hiring personnel. Keep our focus on project through additional articles to agreement.

Discussed the potential for litigation, how Caltrans is prepared for that eventuality, and the subject of our board's liability.

Geri and Patty are going to be attending a wetlands mitigation workshop in Seattle.

8. Director Items

A. Items - Tyler -- Expressed concern for project enhancements that affect neighbor's ongoing business. He suggests staff develop a Good Neighbor policy regarding invasive species, and/or safe harbor agreements to reduce landowner liability in the event endangered species flourish due to our work on these properties. Neighbor will be entitled to continue doing business. Baseline assessments important in establishing this, and has likely already been done by Caltrans; should check.

Geri – Discussed concern for the impact of invasive species during the actual construction of Willits Bypass, especially during transportation of equipment.

Tom – Discussed MRC's bid re: Pacific Lumber's property in bankruptcy and the favorable response from the State as well as the community. MRC is awaiting the court's decision.

9. Closed Session

A. Personnel evaluations

10. Report on Closed Session

A. Report on closed session – Staff evaluations were discussed and approved. Executive Director will be evaluated individually by the Board members, and forms returned to Executive Director for compilation and discussion during July meeting.

11. Adjourn – 12:30

Signature Board Chair

Date



**MINUTES OF BOARD OF DIRECTORS SPECIAL MEETING
June 30, 2008**

Directors Present: Geri Hulse-Stephens; Jerome Dix; Tyler Nelson via conference call.

Directors Absent: Craig Blencowe; Tom Schultz.

Associate Directors Present: None.

Staff Present: Janet Olave

NRCS Staff Present: None

Other: None.

1. **Call to Order** – Jerome Dix called the meeting to order at 8:45 a.m.
2. **Consent Calendar** – Geri motioned to approve the consent calendar, Tyler seconded, 3 ayes 0 nays.
3. **Administration**
 - a. Subcommittee to summarize cooperative agreement and make recommendations to board. Board consideration and approval of entering into agreement with Caltrans - As a member of the subcommittee to review the agreement with Caltrans, Board Chairman Jerome Dix provided a summary of its contents to the Board and recommended approval of the document. Director Geri Hulse-Stephens motioned to approve Resolution 2008-158 and Director Tyler Nelson seconded. Discussion ensued regarding MCRCD's ability to communicate with the community on its role in this project based on the document as written. It was noted that an information sheet will be developed jointly by MCRCD and Caltrans. The Chair called for a vote, and the approval to sign the cooperative agreement was passed with 3 ayes, 2 absent, 0 nays.
 - b. Resolution to approve CEQA document for the 2003 Navarro Watershed Coordinated Permitting Program - Resolution to approve the CEQA document for Coordinated Permitting in the Navarro was passed on a motion by Director Hulse-Stephen, seconded by Director Tyler Nelson, with 3 ayes, 2 absent, 0 nays.
4. **Public Comment** – No public participation
5. **Adjourn** – 10:00 a.m.

Signature Board Chair

Date



MINUTES OF BOARD OF DIRECTORS MEETING
July 9, 2008

Directors Present: Geri Hulse-Stephens; Tom Schultz; Tyler Nelson at 10:28am.

Directors Absent: Craig Blencowe; Jerome Dix.

Associate Directors Present: None.

Staff Present: Janet Olave; Patty Madigan; Nicole Porter; Ursula Butler;
Linda MacElwee.

NRCS Staff Present: Steve Smith

Other: None.

1. **Call to Order** – Tyler Nelson called the meeting to order at 10:30 a.m.
2. **Consent Calendar** – Geri motioned to approve the consent calendar, Tom seconded, 3 ayes 0 nays.
3. **Partner Reports**
 - A. NRCS – Information on federal assistance for fire victims - Steve Smith discussed his findings on funding sources for fire rehabilitation such as Emergency Watershed Program (EWP), Endangered Species, and special EQIP funds. Feels that EQIP would be the best option.
4. **Administration**
 - A. Approve 2006-07 audit - Geri motioned to approve the 2006-07 audit. Tom 2nd, 3 ayes 0 nays.
 - B. Review changes to 2008-09 budget - Budget changes were reviewed with Tom commenting that budget figure should be accurate between reports. Tom motioned to approve as ammended. Geri 2nd, 3 ayes 0 nays.
 - C. Review Conflict of Interest Code - Conflict of interest code reviewed. No changes required since changes were adopted the previous year. Tom motioned to approve without change. Geri 2nd, 3 ayes 0 nays.
5. **Public Comment** – None
6. **Break**
7. **New Business**
 - A. Connecting to Creeks – Presentation on education program in Anderson Valley - Linda discussed her work with the Connecting to Creeks project. A slideshow was presented along with classroom materials. Discussed students findings and a student's independent project. Discussed the possibility of brining the project to other schools in Mendocino Co.

8. Director Items

A. Director Reports - Tom discussed outreaching to landowners affected by the recent fires. NRCS could assist in creating a mailing list. Discussed sending a survey to gather data on possible restorations.

There was discussion to bring to the Board of Supervisors the issues of the fires' effects and the need for more funding to deal with this new sediment source.

9. Closed Session

A. Executive Directors personnel evaluation

B. Consideration and approval of staff merit increases

10. Report on Closed Session

A. Executive Director evaluation was postponed; board members prefer to have all directors present if possible.

B. Board approved requested increases with changes. Tom Schultz motioned for additional salary increase for Executive Director; seconded by Geri. Passed with 3 ayes, 0 nays.

11. Adjourn – 12:10 p.m.

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MINUTES OF BOARD OF DIRECTORS MEETING
August 13, 2008

No meeting held.

No quorum.

Tyler Nelson
Chair, Board of Directors

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**MINUTES OF BOARD OF DIRECTORS MEETING
September 10, 2008**

No meeting held.

No quorum.

**Tyler Nelson
Chair, Board of Directors**



MINUTES OF BOARD OF DIRECTORS MEETING
September 25, 2008

Directors Present: Jerome Dix; Geri Hulse-Stephens; Craig Blencowe; Tyler Nelson

Directors Absent: None

Associate Directors Present: None.

Staff Present: Patty Madigan; Ursula Butler.

NRCS Staff Present: Steve Smith

Other: None

1. **Call to Order** – Tyler Nelson called the meeting to order at 3:10 p.m.
2. **Consent Calendar** – Craig motioned to approve the August 13th, September 10th and September 25th consent calendars, Geri seconded, 4 ayes 0 nays.
3. **Administration**
 - A. Approve resolution 2009-159 to enter into DFG agreement on Kenny/Mud creeks. Geri made a motion to approve resolution, Jerome seconded, 4 ayes 0 nays.
 - B. Approve adding vision coverage to benefits package. A review of available plans with SDRMA Option 3 Plan B selected. Steve discussed the possibility of board members being allowed to participate in the MCRCDD health care benefits. Jerome requested staff to review board participation in health care benefits. Geri made a motion to approve adding SDRMA Option 3 Plan B vision coverage to benefit package, Jerome seconded, 4 ayes 0 nays.
 - C. Approve allowing large contract invoices to be submitted to funding agencies prior to board meeting during the construction season. Discussed the hardship of out of pocket expenses the subcontractors and MCRCDD endure during construction period. Geri motioned to approve allowing large contract invoices to be submitted to funding agencies prior to board meeting during construction season, Jerome seconded, 4 ayes 0 nays.
 - D. Approve engaging Randolph Scott & Co. for annual audit. Jerome suggested changing auditors on a regular basis as done in other businesses. Tyler requested staff submit a list of 2-3 appropriate auditors for the following year. Geri motioned to approve engaging Randolph Scott & Co. for the annual audit, Jerome seconded, 4 ayes 0 nays.
 - E. Approve submitting list of proposals. A review of the project descriptions and locations took place. Geri motioned to approve submitting the list of proposals, Craig seconded, 4 ayes 0 nays.
 - F. Approve developing Little Lake Valley Visioning Committee. Geri discussed developing a vision for mitigation and conservation that covers the valley as a whole. Tyler requested to keep this on the agenda for the October meeting. No vote was taken.

4. Public Comment – None.

5. Adjourn – 4:30 pm.



MINUTES OF BOARD OF DIRECTORS MEETING
October 14, 2008

Directors Present: Geri Hulse-Stephens; Craig Blencowe; Tyler Nelson; Jerome Dix @ 3:13pm

Directors Absent: None

Associate Directors Present: Ann Maxwell

Staff Present: Janet Olave; Nicole Porter; Ursula Butler

NRCS Staff Present: Steve Smith

Other: Larry Desmond

1. **Call to Order** – Tyler Nelson called the meeting to order at 3:03 p.m.
2. **Consent Calendar** – Craig motioned to approve the September's consent calendar, Geri seconded, 3 ayes 0 nays.
3. **Administration**
 - A. Consideration and possible approval of moving meeting time to Tuesdays and holding afternoon meetings during agricultural harvest (June – October). Discussion focused on attempt to keep meetings length to two hours. Craig expressed the need for flexibility with length of meeting. Tyler agreed that meeting would be longer if needed. The next meeting was scheduled for November 11, 2008 from 9am – 12 noon. Geri motioned to move meetings to Tuesdays, and for the months of June – October set time to 3-5pm, 4 ayes 0 nays.
 - B. Develop Little Lake Valley Visioning Committee - Discussed the desire to develop a committee that will be concerned with the valley as a whole. Jan moved the discussion to SCC compilation of records from DFG and others. Outlet creek is a priority area.
 - Geri will head the Ad Hoc committee and start with a small group of some RCD, NRCS and Karen Gaffney.
 - Craig suggested bringing in the SCC from the start and go beyond Caltran's mitigation.
 - Larry Desmond was introduced. He discussed his background. Larry felt that the community is unaware of the importance of Little Lake Valley but felt that they would be supportive.
 - C. Update and discussion of search for new director. Tyler reported that Tom Schultz has a possible new director to be contacted.
 - D. Consideration and possible approval of policies 1000, 1010, 1020, 1030, 1040, 1050, 1060 and 4035. Tyler would like to review policies with Jerome. Tyler will be replacing Tom Schultz on the policy committee. No vote was taken.
4. **Public Comment**

None

5. Project Updates

- A. Navarro 319(h) and Prop 50 Implementation Projects – Yorkville, Hallomas, Wodetski and Beaver properties are completed for the 319(h). Burger, Lawson and Johnson projects are moving along for the Prop 50. A project tour is planned for the next board meeting.
- B. Caltrans –
 - a. Discussion of land acquisition on Willits bypass project – Caltrans is having a difficult time meeting mitigation requirements on the evaluated parcels. The first six chapters of the HMMP are being reworked causing delays. Discussed the passing of the easements to another party.
 - b. Update on Caltrans and Wildlands, Inc. meeting – Wildlands approached the RCD with possibly becoming their easement holder for the mitigation bank being created in Willits. Wildlands would like to meet with the board in the near future. Jan will include them on December agenda.
 - c. Update on the Russian River tour – all sites, with the exception of a bridge in Forsythe, were approved by DFG and Caltrans as mitigation projects.
- C. Update on SCC Coastal Streamflow Stewardship Project presentation – the RCD was asked to assist in finding a group of landowners that would be interested in working with this project. The board discussed water rights and are interested in more information on this project.

6. Director Items

- A. Biomass project update – Craig discussed the need to sell the heat as well as the electricity generated by the plant. There must also be a saw mill along with the biomass plant. They are expecting the project to be around 35 million. PG&E have also expressed interest.
- B. Other updates – Tyler expressed need for safe harbor agreements to protect neighbors from an adverse effect of conservation implementation.

7. Partner Reports

– Steve discussed the local work group list of priorities. They are: sediment reduction, riparian habitat, water quantity for species, and landscape recovery. The Farm Bill is very big on partnerships. Steve discussed the ranking system and Geri questioned the screening criteria regarding conservation planning except for those with fire damage. Steve reported the fire prevention workshop went well.

8. Adjourn – 5:13pm

Tyler Nelson, Board Chair



CORRECTED
MINUTES OF BOARD OF DIRECTORS MEETING
November 11, 2008

Directors Present: Geri Hulse-Stephens; Craig Blencowe; Tyler Nelson

Directors Absent: Jerome Dix

Associate Directors Present: None.

Staff Present: Janet Olave; Patty Madigan; Nicole Porter; Linda MacElwee;
Ursula Butler

NRCS Staff Present: None

Other: Larry Desmond; Granville Pool

1. **Call to Order** – Tyler Nelson called the meeting to order at 12:00 p.m.
2. **Consent Calendar** – Craig motioned to approve the October’s consent calendar, Geri seconded, 3 ayes 0 nays.
3. **Administration**
 - A. Consideration and possible approval for support of CARCD Resolutions 2008-001c – 2008-008c. Initial approval of the resolutions were given. Jan informed the board that only a member of the board could vote on the resolutions. Craig motioned to give Geri the ability to vote her mind on behalf of the MCRCD for the CARCD resolutions. Geri seconded, 3 ayes 0 nays.
 - B. Consideration and approval of Resolution 2008-160 Ancillary Coverages through SDRMA. This item was approved at the October 2008 meeting but SDRMA requires a resolution. Geri motioned to approve resolution 2008-160, Craig seconded, 3 ayes 0 nays.
 - C. Consideration and approval of MOU with SDRMA for Ancillary Coverages. Geri motioned to approve, Craig seconded, 3 ayes 0 nays.
 - D. Consideration and approval of Resolution 2008-161 DWR Urban Streams grant submission, delegation of authority, and environmental compliance if grant is offered. Geri motioned to approve resolution 2008-161, Craig seconded, 3 ayes 0 nays.
 - E. Discussion, consideration, and approval of offering RCD services to County for mitigation restoration implementation projects – Jan discussed her desire to not get involved in fine money mitigation and also expressed concern that the RCD not be viewed as the “mitigation district”. Granville feels the county needs the RCD’s services because mitigation work can often be an after thought. The RCD should sit in on a Mendocino County Water Agency meeting.
4. **Public Comment**

Larry Desmond stated that he enjoyed the tour. He felt it would be a good idea to do a tour before work commences and follow with a tour when work is complete.

5. Director Items

- C. Visioning Committee Update – Geri reports that there is a Willits watershed group meeting on Thursday November 13, 2008. Jan, Patty, and Geri will attend.
- D. Illegal Water Diversions – Geri – The presentation sponsored by the Willits Environmental Center addressed illegal diversions for marijuana growth. The Sheriff Dept reports each plant uses an estimated one gallon of water per day. The growers are using rat poison and living on the land year round without plumbing resulting in waste washing into the creeks. Federal funds have allowed an increase in investigative teams by the Mendocino County Sheriff's Department.

6. Adjourn - 12:40 pm

Tyler Nelson
Chair, Board of Directors



CORRECTED
MINUTES OF BOARD OF DIRECTORS MEETING
December 9, 2008

Directors Present: Geri Hulse-Stephens; Jerome Dix; Tyler Nelson; Craig Blencowe at 9:10am

Directors Absent: None

Associate Directors Present: None.

Staff Present: Janet Olave; Patty Madigan; Nicole Porter; Ursula Butler

NRCS Staff Present: Steve Smith at 9:30am

Other: Larry Desmond; Granville Pool; Randy Jacobsoon; Peter Broderick; Kim Erickson; Tom Cannon; John Ford

1. **Call to Order** – Tyler Nelson called the meeting to order at 9:05 a.m.
2. **Consent Calendar** – Jerome motioned to approve the November's consent calendar, Geri seconded, 4 ayes 0 nays.
3. **Administration**
 - A. Approval of holiday gifts was decided without staff present with the outcome of December 26 and January 2 as paid holidays.
 - B. Request extension of Coordinated Permitting in Navarro watershed from DFG. The RCD would like to receive an extension of the program while work to expand it is ongoing. The expansion included additional procedures and incidental take county wide. The Redding office of DFG has been responsive.
 - C. Discussion and approval of planning session in January. The RCD needs to review the five year plan and create a focus list. Geri suggested having the meeting offsite. Also was suggested that someone be brought in to discuss conservation easements. Kellyx Nelson was recommended by Jan. Tyler would like to have the easement discussion prior to the planning session. The planning session was scheduled for February 3rd 2009.
 - C. Consideration and approval to spend staff time on Safe Harbor Agreements. Sustainable Conservation will be contacted to discuss their experience with safe harbor. The Scott River Watershed Association is currently working to create an agreement and may be a resource. Section 7 or 10 of the Endangered Species Act includes a safe harbor agreement.
4. **Public Comment**

John Ford stated that their were many studies done already for the Outlet Creek. Patty responded that all of the studies need to be reviewed and a plan developed to be used to attain funding.
5. **Program/Project Report**
 - A. Navarro River Watershed update – Patty is developing more road projects in the Navarro. Craig would like to see the sites again after the winter season. We are working to bring Caltran's mitigation funds to

- Anderson Valley. The RCD is developing a project on Forsythe Creek.
- B. Outlet Creek Watershed Group – DFG presented their assessment. The assessment was limited. The RCD is trying to find funding for a watershed plan. The Coastal Conservancy said no to plan funding but yes to a study.
 - C. Forsythe Creek Project – Jan expects a contract in January from the County of Humboldt for the project.
 - D. State Water Resource Control Board 319(h) invited us to submit a full proposal
 - E. Caltrans – Currently in holding pattern due to the HMMP was unexceptionable.

6. Special Presentation

- A. Wildlands, Inc. on mitigation banking in Willits
Willits is the first to try salmon conservation. Wildlands, Inc. has 25,000 acres in CA. Mitigation is no net loss wetlands creation. Conservation is preservation of species. Banks are established in perpetuity. Some of the land is actively farmed. Credits from the bank are released in stages depending on creation or preservation and endowment funding. DFG is involved with the choice of the banks easement holders. Banking provides a large amount of land with a larger impact on the environment instead of many smaller mitigation sites.

7. Director Items

- A. CARCD – Geri recommends that the directors attend the conference. She reports that the information is very good. Caltrans is currently approaching RCDs.
- B. Biomass – Craig would like the RCD to co-sponsor public meetings. The Recreation Dist may possibly sell 20 acres for the use of the project. Bill Carlson’s consultation has been very helpful.
- C. Carbon Credit Workshop – Geri inquired about doing a follow up . Craig reported that the CCAR has totally revamped the protocols and a follow up at this time would be premature.

8. Partner Reports

Steve discussed the audit process. Each state has it’s own forest program. Mendocino county has double the funds than the previous year.

9. Adjourn – 12:02 pm

Tyler Nelson
Board Chair