



Regular Meeting of the Board of Directors
December 17, 2009
Location: RCD Office
6:30 pm- 8:00 pm

1. Call to Order
2. Introduction of Guests and Staff
3. Public Comment- The Board will hear comments on items that are not on the agenda where the Board has jurisdiction. Comments are limited to three minutes per person. The Board cannot take action on an item unless it is an emergency as defined under Government code Sec. 54954.2.
4. Approval of Agenda
5. Consent Agenda 5.1. October 15, 2009 Draft Regular Meeting Minutes 5.2. November 2, 2009 Draft Special Meeting Minutes 5.3. October 2009 Draft Financial Statements 5.4. November 2009 Draft Financial Statements
6. Discussion Items 6.1. Proposition 1A Securitization Program Update 6.2. CARCD Conference Report 6.3. NRCS Staffing Update 6.4. Federal Stimulus Funding Update 6.5. Bear Gulch Road Association 6.6. Executive Director Year End Report for 2009
7. Adjourn

Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the San Mateo RCD office, located at the address above, for the purpose of making those public records available for inspection.

SAN MATEO COUNTY RESOURCE CONSERVATION DISTRICT
625 Miramontes, Suite 105
Half Moon Bay, CA 94019

Minutes
December 17, 2010
Meeting of the Board of Directors

1. CALL TO ORDER:

- TJ Glauthier called the meeting to order at 6:50 p.m. A quorum was declared present.

2. INTRODUCTION OF GUESTS AND STAFF:

- Directors: Jim Reynolds, TJ Glauthier, Neal Kramer
- Staff: RCD: Renee Moldovan, Kellyx Nelson, NRCS: Jim Howard
- Guests: Tim Frahm

3. PUBLIC COMMENT:

- Kellyx advised the Board about the Staff tour to the RCD projects. She also mentioned that Marti Johnson, a new staff member was very impressed with our RCD.

4. APPROVAL OF AGENDA:

5. CONSENT AGENDA:

- TJ Glauthier MOVED to approve agenda. The motion was CARRIED unanimously.

6. DISCUSSION ITEMS:

6.1 Prop 1A Program update:

- Renee advised that Prop 1A monies will be received in two increments in 2010.

6.2 CARCD Conference Report:

- Kellyx gave a brief overview of her activities at the conference.
- She spoke of an RCD in Sonoma by the name of Goldridge who is very similar to us.
- When state funding stopped, their approach was to move forward, keep staff, borrow from the county at an extremely low interest rate, and write a proposal for their watershed. This proposal included the entire watershed. It was a gamble, but one that paid off, when money started to move again they were ready to submit their proposal.
- Kellyx would like our RCD to take this approach in regards to the San Gregorio Watershed.
- Another discussion at the CARCD concerned the fact that our RCD will never be a large Farm Bill participant – unlike other RCD's, we simply do not have very many farms, so how do we communicate our value to the NRCS. What is special about our area and how do we get that message out.

- TJ suggested Ag Tourism, or Eco Tourism.

6.3 NRCS Staffing Update:

- Jim advised that Jim K has moved to Marina, California

6.4 Federal Stimulus Funding Update

- Kellyx gave an overview of the struggles and challenges we are facing with administering the stimulus funds.
- TJ is trying to set up an appointment to speak to the Deputy Chief of Staff to the Secretary of Agriculture, Carol Jett, to advise her of issues with stimulus funds

6.5 Bear Gulch Road Association:

- Fish and Game came to RCD because of complaints from one landowner about the erosion of the roads. This is the project that the RCD supervised in partnership with the NRCS.
- Visit proved that the RCD project was great, substantially improved.
- Fish and Game will do memo that says roads are better than before and that Roads Association should be thankful to the RCD.

6.6 Executive Director Report:

- Kellyx briefly went over all the RCD's current projects, but advised the board she would wait for the January meeting to give the year end update since not all of the Directors were present.

7. **ADJOURN:**

The meeting was adjourned at 8:00 p.m.

11:43 AM
12/09/09
Accrual Basis

San Mateo County Resource Conservation District
Balance Sheet
As of October 31, 2009

	<u>Oct 31, 09</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking RCD 8123985	24,685.76
1004 · Checking Restricted 8121907	10,622.65
1008 · Checking SEP 8129517 (SEP and CalTrans)	20,488.81
Total Checking/Savings	<u>55,797.22</u>
Accounts Receivable	
1110 · Contracts Receivable	62,545.02
Total Accounts Receivable	<u>62,545.02</u>
Other Current Assets	
1499 · Undeposited Funds	1,950.00
Total Other Current Assets	<u>1,950.00</u>
Total Current Assets	120,292.24
Other Assets	
1600 · Long-Term Receivables	1,014,332.19
1610 · Security Deposits	1,300.00
1620 · Prepaid Expenses (Liability Insurance)	1,167.10
Total Other Assets	<u>1,016,799.29</u>
TOTAL ASSETS	<u>1,137,091.53</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	51,186.60
Total Accounts Payable	<u>51,186.60</u>
Other Current Liabilities	
2100 · Payroll Taxes Payable	-130.16
2200 · Deferred Revenue	1,052,419.35
Total Other Current Liabilities	<u>1,052,289.19</u>
Total Current Liabilities	<u>1,103,475.79</u>
Total Liabilities	1,103,475.79
Equity	
3900 · Retained Earnings	-106,564.05
3910 · Restricted Retained Earnings (Unearned revenue)	165,683.35
Net Income	-25,503.56
Total Equity	<u>33,615.74</u>
TOTAL LIABILITIES & EQUITY	<u>1,137,091.53</u>

11:43 AM

12/09/09

Accrual Basis

San Mateo County Resource Conservation District
Profit & Loss
July through October 2009

	<u>Jul - Oct 09</u>
Ordinary Income/Expense	
Income	
4010 · Contracts/Grants	79,065.08
4030 · Interest Income	166.12
4200 · Property Tax Revenue	1,793.10
Total Income	<u>81,024.30</u>
Expense	
5000 · Personnel	
5010 · Salary	56,552.88
5030 · Salary Tax Expense	4,495.92
5020 · Salary Service Fees	135.70
5040 · Benefits	5,853.34
Total 5000 · Personnel	<u>67,037.84</u>
6000 · Accounting Services	2,933.70
6020 · Bank Fees	205.09
6060 · Computer Service	430.00
6070 · Communications	
6080 · Telephone	28.24
Total 6070 · Communications	<u>28.24</u>
6200 · Discretionary	48.45
6400 · Insurance-Liability	583.56
6750 · Professional Development	1,688.18
7200 · Program Consultant	11,097.50
7500 · Program Expense	22,475.30
Total Expense	<u>106,527.86</u>
Net Ordinary Income	<u>-25,503.56</u>
Net Income	<u><u>-25,503.56</u></u>

San Mateo County Resource Conservation District
Balance Sheet
 As of November 30, 2009

	<u>Nov 30, 09</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking RCD 8123985	6,042.49
1004 · Checking Restricted 8121907	20,222.65
1008 · Checking SEP 8129517 (SEP and CalTrans)	<u>20,488.81</u>
Total Checking/Savings	46,753.95
Accounts Receivable	
1110 · Contracts Receivable	<u>56,246.70</u>
Total Accounts Receivable	<u>56,246.70</u>
Total Current Assets	103,000.65
Other Assets	
1600 · Long-Term Receivables	1,012,329.65
1610 · Security Deposits	1,300.00
1620 · Prepaid Expenses (Liability Insurance)	<u>1,167.10</u>
Total Other Assets	<u>1,014,796.75</u>
TOTAL ASSETS	<u><u>1,117,797.40</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>50,130.79</u>
Total Accounts Payable	50,130.79
Other Current Liabilities	
2100 · Payroll Taxes Payable	-130.16
2200 · Deferred Revenue	<u>1,050,416.81</u>
Total Other Current Liabilities	<u>1,050,286.65</u>
Total Current Liabilities	<u>1,100,417.44</u>
Total Liabilities	1,100,417.44
Equity	
3900 · Retained Earnings	-106,564.05
3910 · Restricted Retained Earnings (Unearned revenue)	165,883.35
Net Income	<u>-41,739.34</u>
Total Equity	<u>17,379.96</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,117,797.40</u></u>

11:40 AM
12/09/09
Accrual Basis

San Mateo County Resource Conservation District
Profit & Loss
July through November 2009

	<u>Jul - Nov 09</u>
Ordinary Income/Expense	
Income	
4010 · Contracts/Grants	79,065.08
4030 · Interest Income	166.12
4200 · Property Tax Revenue	6,440.54
Total Income	<u>85,671.74</u>
Expense	
5000 · Personnel	
5010 · Salary	73,272.65
5030 · Salary Tax Expense	5,774.98
5020 · Salary Service Fees	286.73
5040 · Benefits	5,872.19
Total 5000 · Personnel	<u>85,206.55</u>
6000 · Accounting Services	2,933.70
6020 · Bank Fees	259.18
6060 · Computer Service	430.00
6070 · Communications	
6080 · Telephone	313.10
Total 6070 · Communications	<u>313.10</u>
6200 · Discretionary	174.51
6400 · Insurance-Liability	583.56
6500 · Membership, Dues & Subscription	56.00
6550 · Mileage	155.15
6750 · Professional Development	1,967.18
7200 · Program Consultant	11,097.50
7500 · Program Expense	24,234.65
Total Expense	<u>127,411.08</u>
Net Ordinary Income	<u>-41,739.34</u>
Net Income	<u><u>-41,739.34</u></u>