

DRAFT Minutes of the Regular Meeting of the Board of Directors
May 20, 2021
3:00 pm – 6:00 pm
via Zoom teleconference

Directors present: Barbara Kossy, TJ Glauthier, Adrienne Etherton

Associate Directors present: John Keener, Kevin Watt

RCD staff present: Kellyx Nelson, Lau Hodges, Amy Kaeser, Joe Issel, Sheena Sidhu, David Cowman, Stephanie MacDonald, Jarrad Fisher

NRCS staff present: Jim Howard

Guests present: George O. Kolombatovich, Rudy Espinoza-Murray, Sarah Wright, Steve Stielstra, Robin Wilson

1. Call to Order

Kossy called the meeting to order at 4:03 p.m.

2. Approval of Agenda

- Item 6.8 was moved to the end of the agenda.
- Item 5.1 was removed from Consent to discuss with item 6.2.
- Etherton moved to approve the agenda as amended, Glauthier seconded. Motion passed unanimously.

3. Introductions of Guests and Staff

All in attendance introduced themselves.

4. Public Comment

There was no public comment.

5. Consent Agenda

- Glauthier moved to approve the consent agenda as amended, Etherton seconded. Motion passed unanimously.

6. Regular Agenda

6.1 Presentation by Joe Issel (San Mateo RCD Natural Resource Specialist) about Lower Pescadero Creek Corridor Management Plan. (See attached)

- Discussion included the rationale for a reach-length approach to riparian conservation planning; no one-size-fits all solutions, e.g. wood in creeks can protect banks or erode banks in different conditions or locations; the desire to find win-win solutions for habitat and the community; project funding; and timeline and next steps.
- Nelson recommended that property owners concerned about wood in the creek contact the RCD for site-specific technical assistance.

6.2 Board will consider contracting with Hanford ARC to construct the Butano Creek Channel Stabilization and Habitat Enhancement at the Cloverdale Bridge Project.

- Discussion included County Department of Public Works willingness to go beyond bridge repair to include more complex solution with conservation benefits; project timeline- project will be implemented this summer; and request to report to the Board upon completion of the project.
- **ACTION:** Glauthier moved to contract with Hanford ARC, Etherton seconded. Motion passed unanimously.

6.3 Board will consider contracting with Waterways Consulting Inc. for engineering oversight of the Butano Creek Stabilization and Habitat Enhancement at the Cloverdale Bridge Project.

- Nelson noted this was a sole source to meet the RCD's procurement policy; it was a contract to continue the work Waterways Consulting, Inc. had already performed.
- Issel explained the County of San Mateo had contracted with Waterways prior to RCD project management and they had been written into the grant for project implementation.
- **ACTION:** Etherton moved to contract with Waterways Consulting, Inc, Glauthier seconded. Motion passed unanimously.

6.4 Board will consider contracting with Mountain F. Enterprises Inc. for the Huddart and Wunderlich Forest Health and Fuel Reduction Projects.

- Discussion included the selection process; project goals to reduce impacts of sudden oak death and wildfire risk with a larger goal of forest health; how the wood chips would be utilized onsite to help with weeds suppression and erosion control; and project funding (CalFire Forest Health Program).
- **ACTION:** Glauthier moved to contract with Mountain F. Enterprises Inc, Etherton seconded. Motion passed unanimously.

6.5 Board will consider Resolution 2021-3: Authorizing Execution of the State Coastal Conservancy Grant Agreement for Fuel Breaks at Quarry Park for Community Fire Resiliency.

- Discussion included site conditions being at the Wildland Urban Interface; concerns of the community, particularly after the CZU Fire; the partnership with and priorities of County Parks; and plans for the debris (some left onsite, most removed).
- Sidhu explained this was early response funding and the Coastal Conservancy wanted to see work implemented right away; Nelson added the scope of the project was not everything the RCD wanted to do but it would allow us to get a foot in the door to do more work in the future.
- **ACTION:** Etherton moved to approve Resolution 2021-3, Glauthier seconded. Motion passed unanimously.

6.6 Board will consider Resolution 2021-4: Authorizing Applications to the California Climate Investment Forest Health Grant Program for Forest Health Treatments at Butano State Park and Post Fire Digital Imagery and LiDAR Data Collection.

- Sidhu explained this would build a map for fire recovery and future needs; it would span a three year period from permitting to implementation.
- **ACTION:** Glauthier moved to approve Resolution 2021-4, Etherton seconded. Motion passed unanimously.

5.1 Fiscal Year 2021 Draft Third Quarter Financial Statements

- Glauthier explained that the first nine months revenues were reduced by approximately half because of schedule delays due to COVID-19, however the RCD had continued to pay salaries and benefits. There may be a deficit at the end of the fiscal year, which would be acceptable because of the amount of cash the RCD has on hand.
- Kossy asked if there was a way to make the money the RCD had in it's checking account earn more; Keener noted interest rates are currently so low it is hard to make much. Nelson said there are some limits on how public agencies can earn and that staff would look into it.
- **ACTION:** Etherton moved to approve the Third Quarter Financial Statements, Glauthier seconded. Motion passed unanimously.

6.7 Board will discuss Fiscal Year 2022 Draft Financial Budget

- Nelson described the zero-based, or service-based, budget development process because the RCD is reliant on grant funding; staff involvement in developing project budgets, Hodges and Nelsons roles aggregating and developing the operations budget; Glauthier's involvement as Chair of the Finance Committee prior to presenting it to the Board.
- There was discussion about variances between what was budgeted and what is projected for FY'21 due to COVID-19 and the CZU Fires. Several projects had been deferred to Fiscal Year 2022 and there were new unexpected costs to assist with post-fire recovery.
- There was discussion about variances between what was budgeted for FY'21 and what is proposed for FY'22. Typically large variances are related to whether or not there would be a construction project with pass-through expenses for contractors. Some changes in the Operation Budget were due to increasing Diversity, Equity & Inclusion training, plans to expand office space, and increased communications needs.
- There was discussion about increased number of staff and increased salaries in the proposed Personnel Budget, and the desire to ensure competitive salary levels.

- There was discussion about the proposed \$250K allocation to the operating reserve, which would bring the total to \$600K. The target goal was for six months of reserves, which has been a moving target as staff expanded.

6.9 NRCS report (Howard)

- Terry Cosby is the new NRCS Chief. He had worked his way up through NRCS and came to the position with 40+ years of experience.
- The USDA has called for maximum 25% office occupancy rate due to COVID.
- Glauthier asked if wells were problematic, drought-wise, on the Coastside. Howard stated that they were problematic and expensive to maintain; he is constantly working to diversify agricultural producers' water supply. Another concern facing agricultural producers was the drought rendering them unable to harvest and therefore losing their laborers.
- Glauthier asked if the ponds the RCD built are working. Issel noted that the water efficiency work the RCD has done was making an impact now; Nelson stated that not all of the ponds were online yet but the ones online are helping.

6.8 Executive Director's Report (Nelson)

- The RCD has been hosting webinars and outreach, including water quality and fire and fuel load reduction and likely soon on drought.
- Planning for sabbatical from 6/21/2021 – 8/6/2021 and maybe PTO after. In her absence might need help with check and contract signers, however, she'll be checking in once a week to answer time sensitive questions.
- The Indirect Cost Negotiation Agreement had been approved.
- Boundary alignment efforts are moving forward.
- County is noticing board vacancy. Eligible applicants must be 18 years old, a registered voter and demonstrate an interest in RCD's mission.
- Continued need to support staff and prevent stress and burnout due to workload, pace, and complexity of work.
- Introduced Stephanie MacDonald, the RCD's newest Conservation Project Manager. She will be assist with projects that focus on water resources, water conservation, and habitat restoration.
- Concerns have arisen regarding the State's Office of Emergency Services contractors who oversaw CZU Fire cleanup and the way roads had been ruined.
- FEMA did not consider the RCD eligible federal fund reimbursement for work down during the CZU Fire. This is something staff is exploring moving forward.
- The relationship between RCD and NRCS is changing. Funding agreements, transitioning to standard competitive grants process. Howard agreed that it was a disappointing trend as the NRCS was restructured and rate quality of local level partnership offices are going by the wayside. Nelson agreed and expressed hope the Board would engage with that issue and attempt to preserve the 80+ year relationship.

6.10 Directors' reports

- Etherton reported that the City of Brisbane passed a County of San Mateo Disposable Foodware Ordinance as well as a Climate Emergency Declaration.
- Glauthier reported that he had attended the San Mateo County Harbor District Commissioners Meeting and Noah Katz, RCD Water Quality Program Manager, gave a great presentation. The Harbor Commission passed a motion to contract with the RCD for \$170K for two years of work.
- Kossy reported that she had enjoyed attending RCD staff meetings and encouraged other directors to as well.
- Keener reported that he was working with Kaeser on a grant for San Pedro Creek and he looked forward to Kaeser's presentation on the preliminary plan.

7 Adjourn Meeting

- Kossy adjourned the meeting at 6:13 p.m.

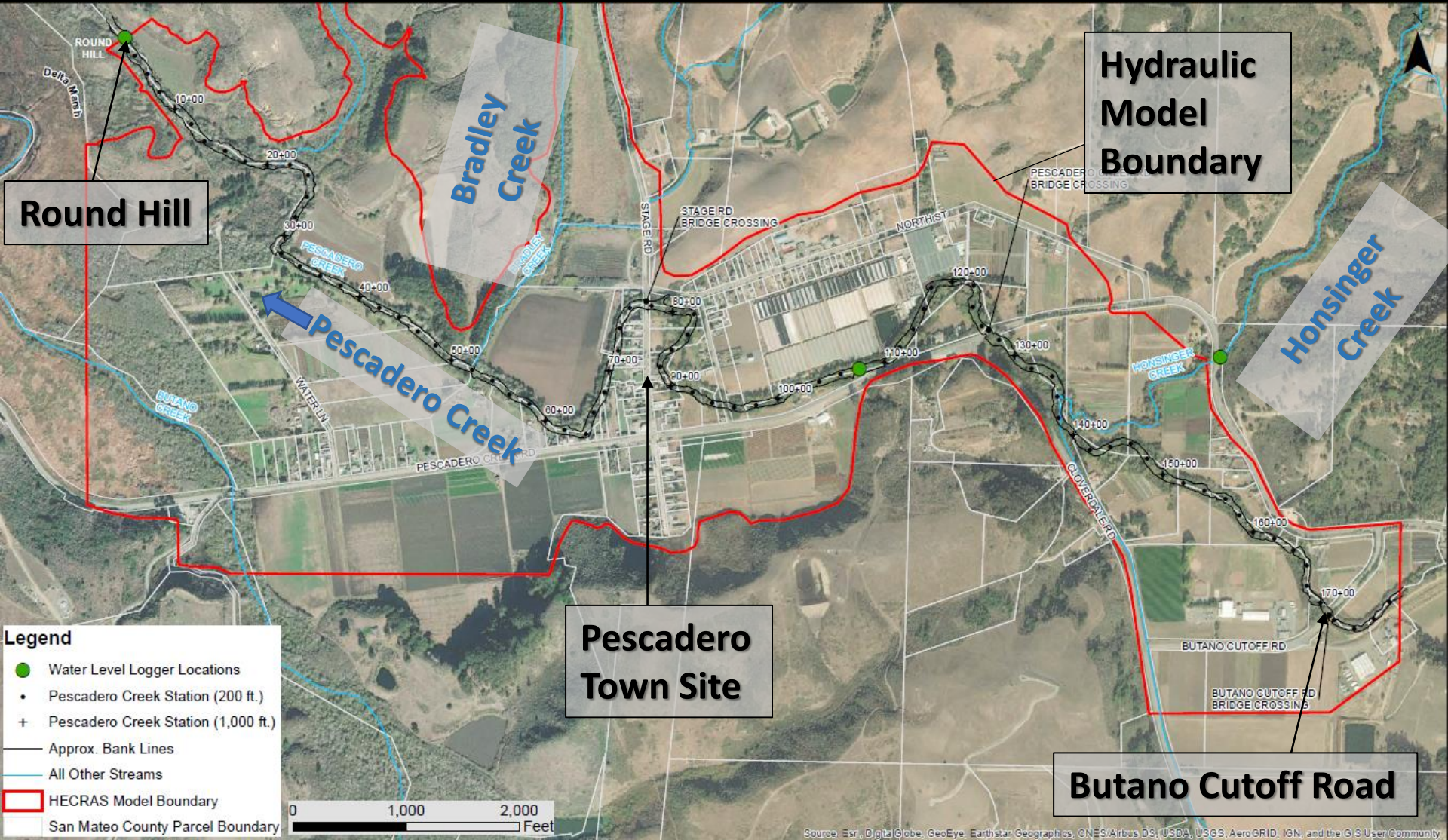
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Lower Pescadero Creek Corridor Management Plan Project Overview



May 20, 2021 – for San Mateo RCD Board of Directors

Project Area



Background and Scope

- Lower Pescadero Creek
- Coordinated management plan
- Multiple objectives
 1. Reduce flood hazards
 2. Reduce damage from bank erosion
 3. Improve in-channel habitat conditions



Outline of Presentation

Hydraulics and Flooding

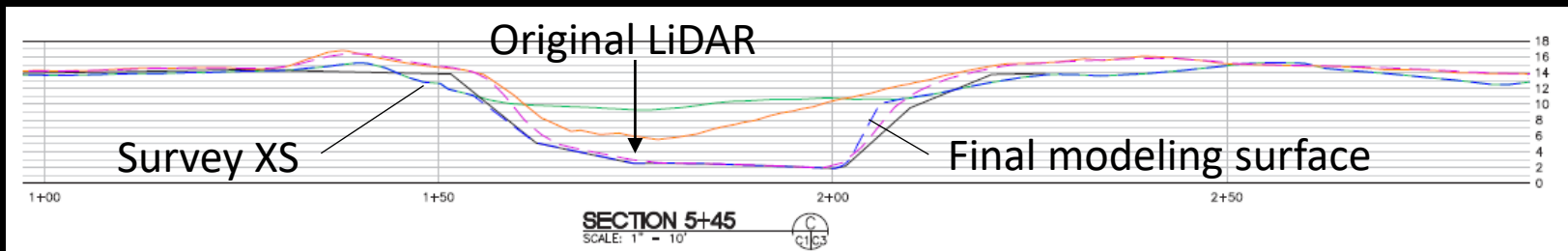
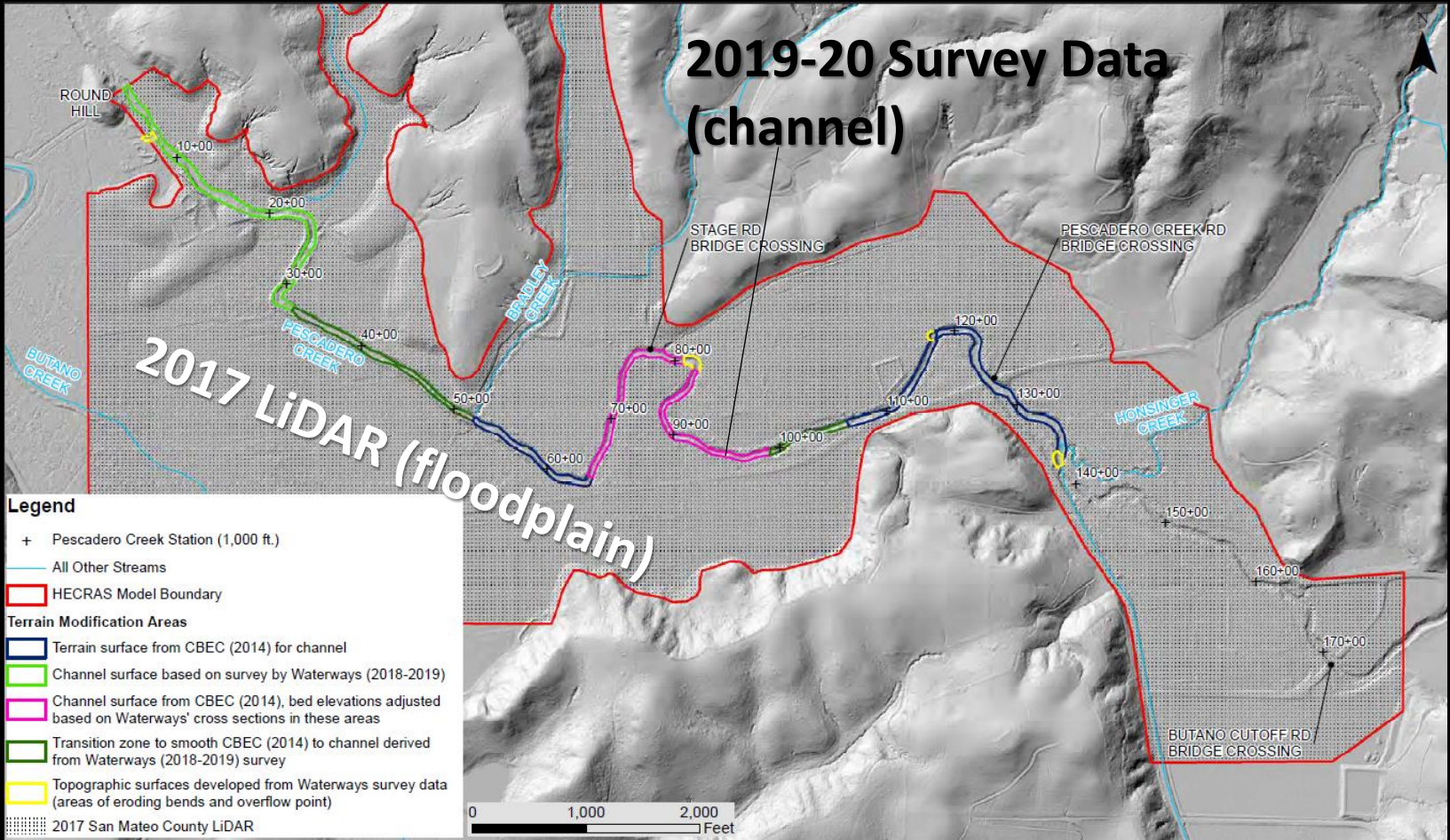
Causes Bank Erosion

Wood in the stream

Management Strategies

Hydraulics and Flooding

Surveying and Mapping

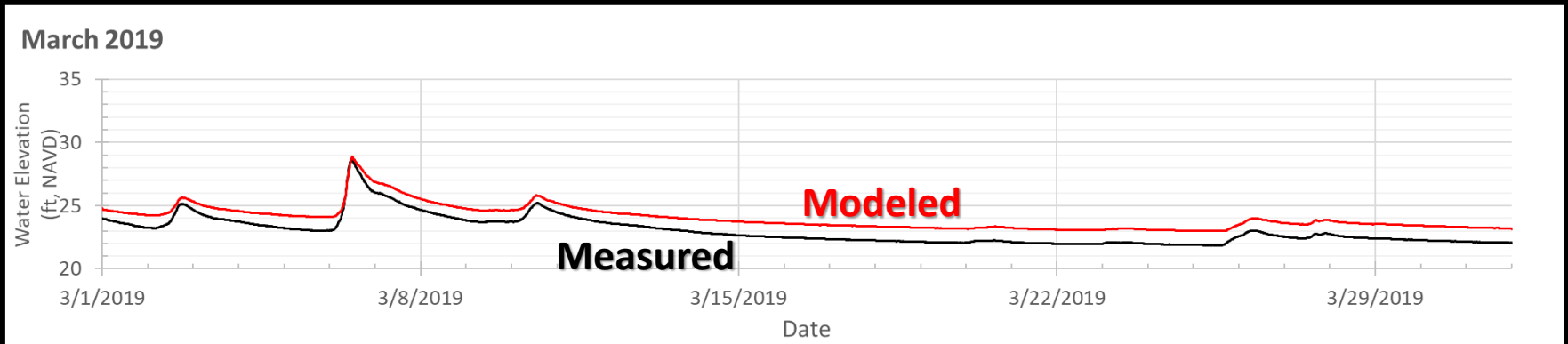
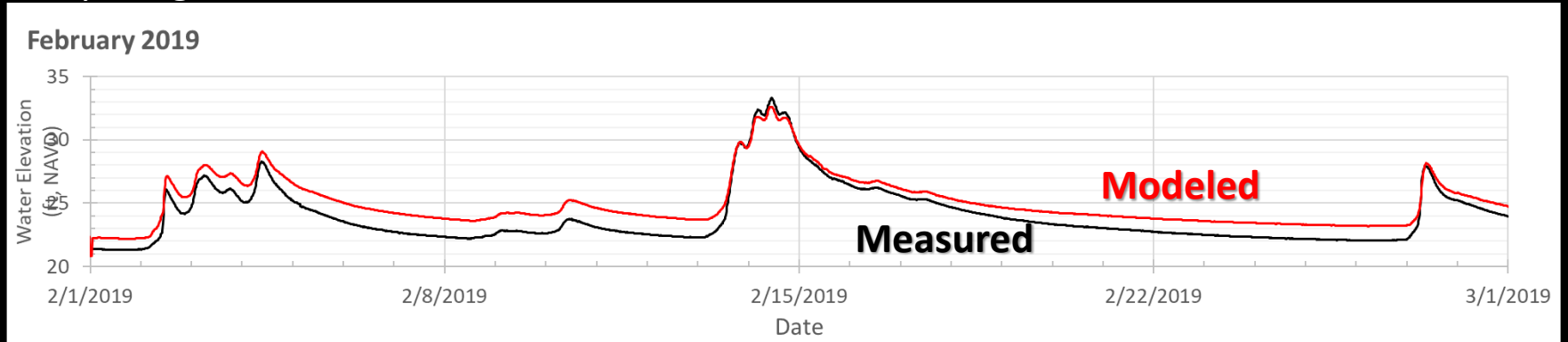


Documenting High Water Levels



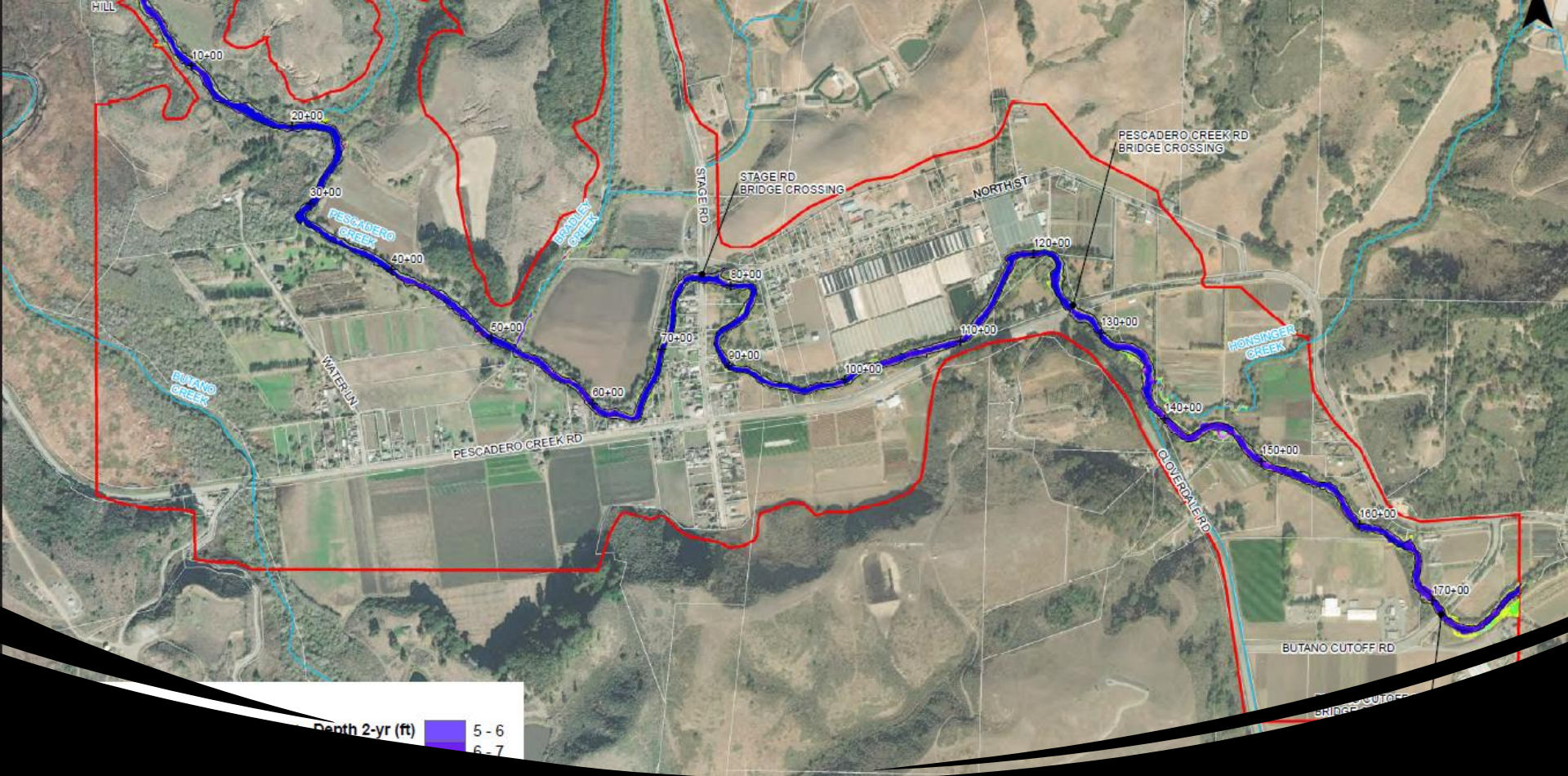
What We Found

Comparing modeled and measured water levels near town site



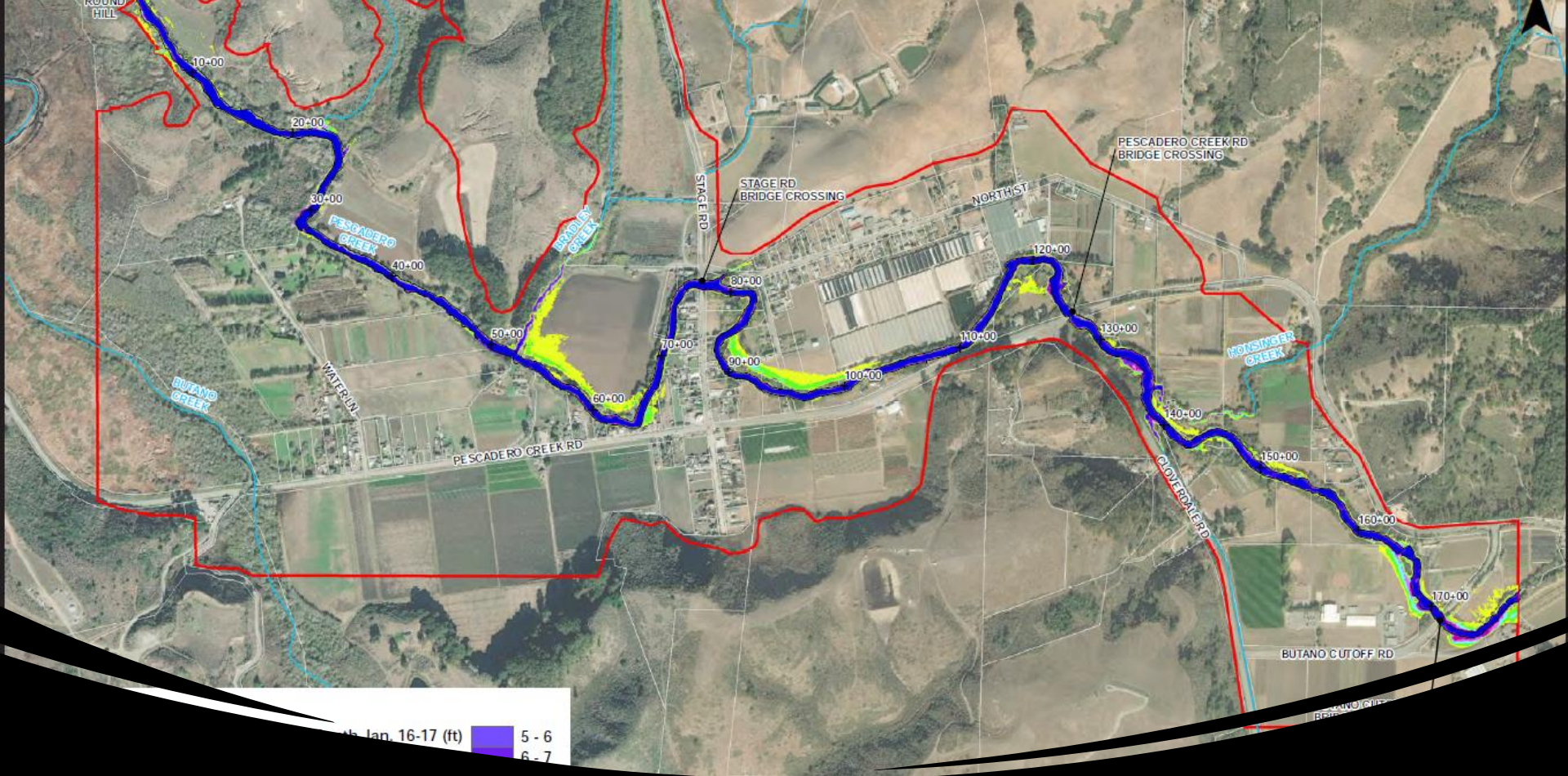
Take Aways:

- Model is generally within ~0.5 foot at high flows
- Model is more reliable at high flows than low flows
- Calibrated model does not include large wood jams



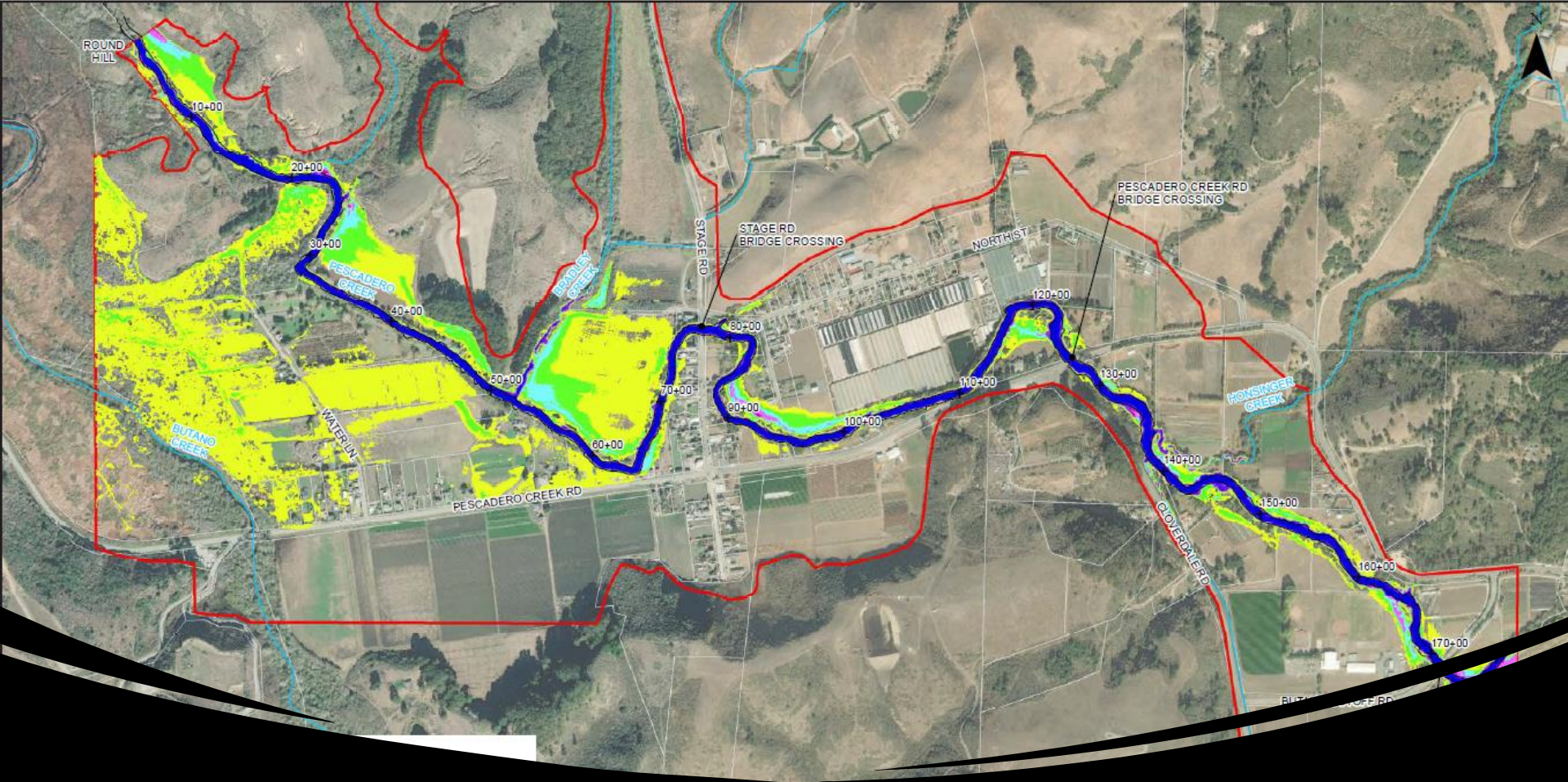
Model Results – 2-year peak flow

- 2,175 cfs



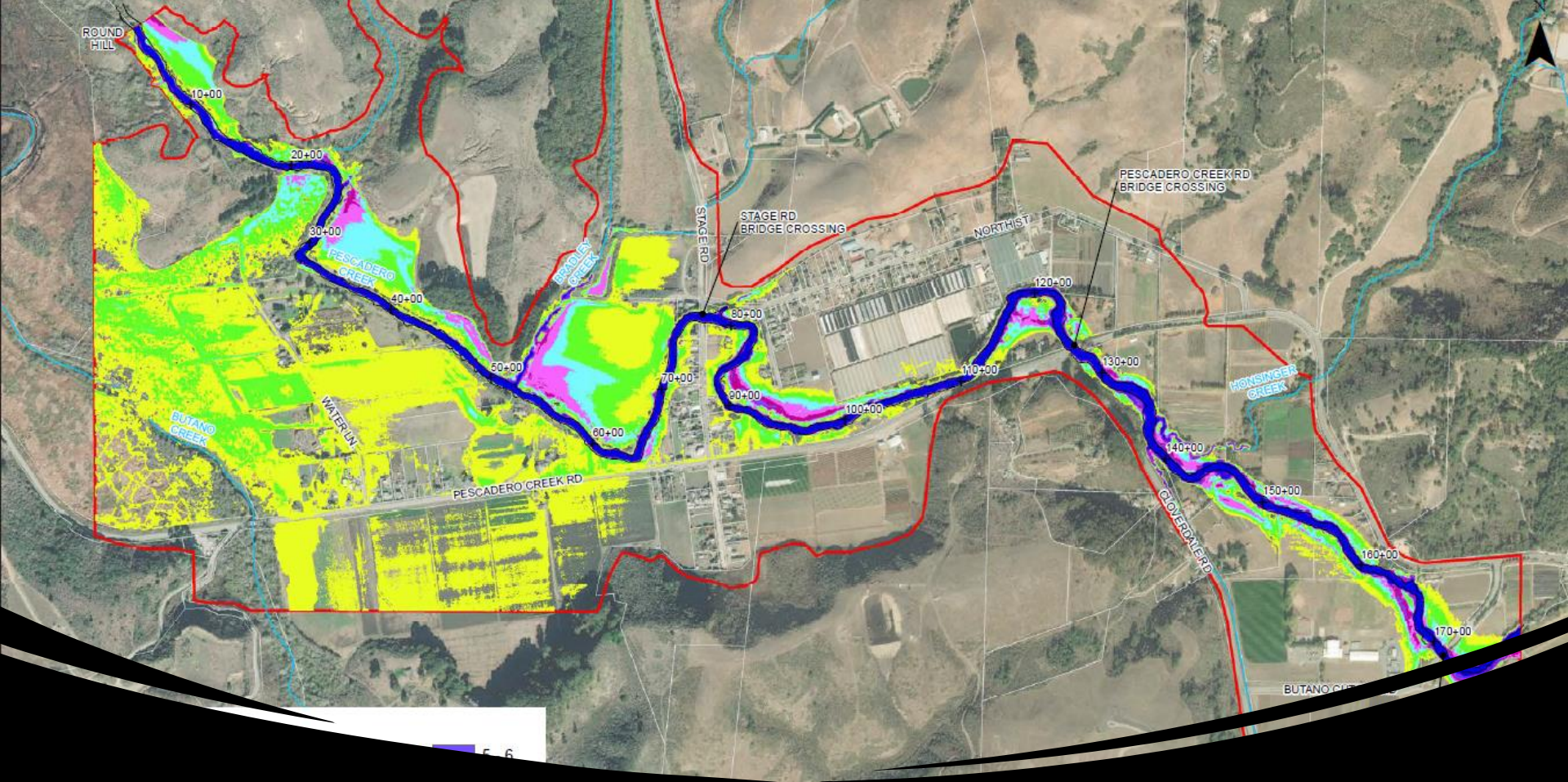
Model Results – Calibration Event (Jan. 16, 2019)

- 3,228 cfs



Model Results – 5-year peak flow

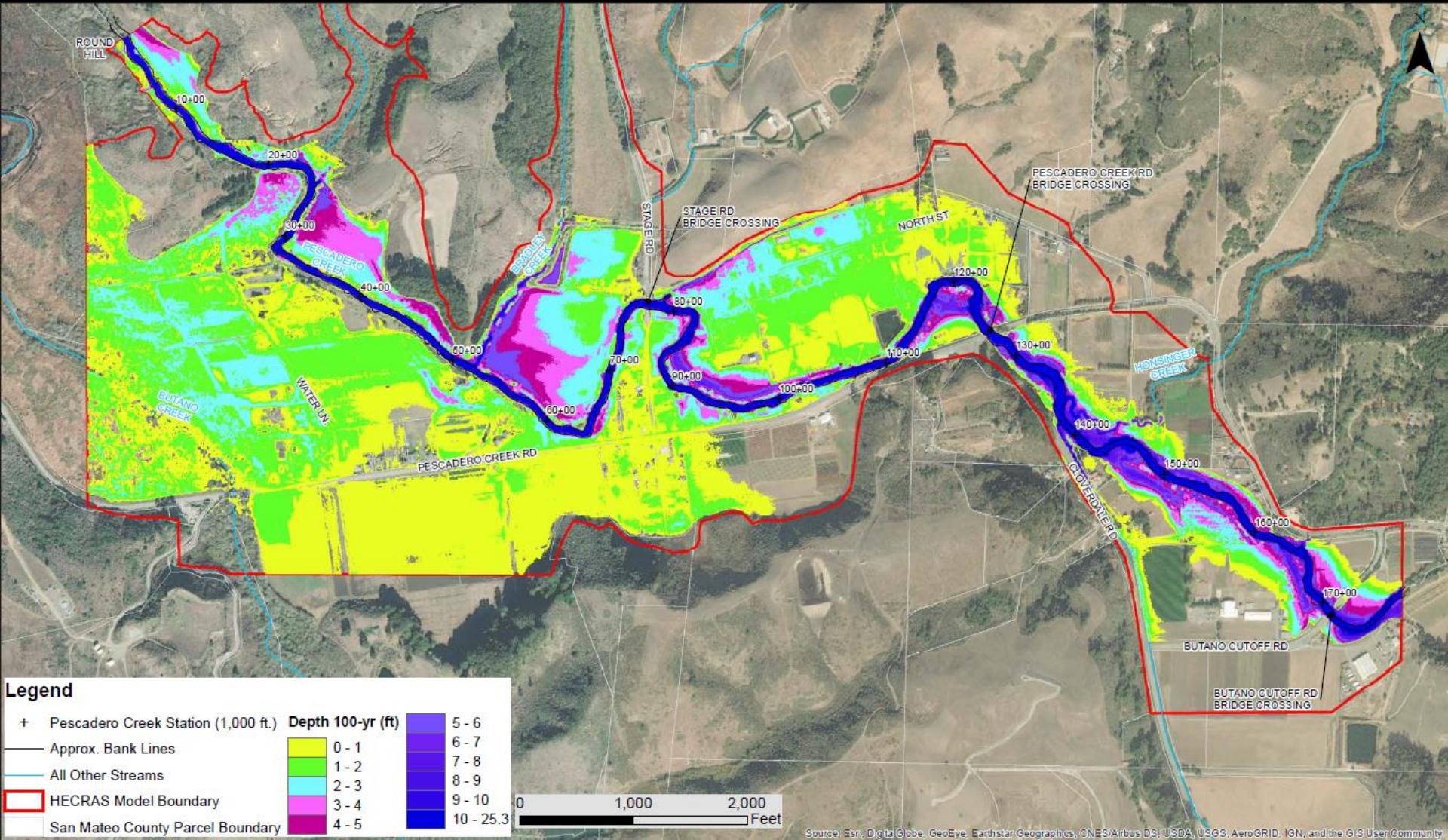
- 4,820 cfs



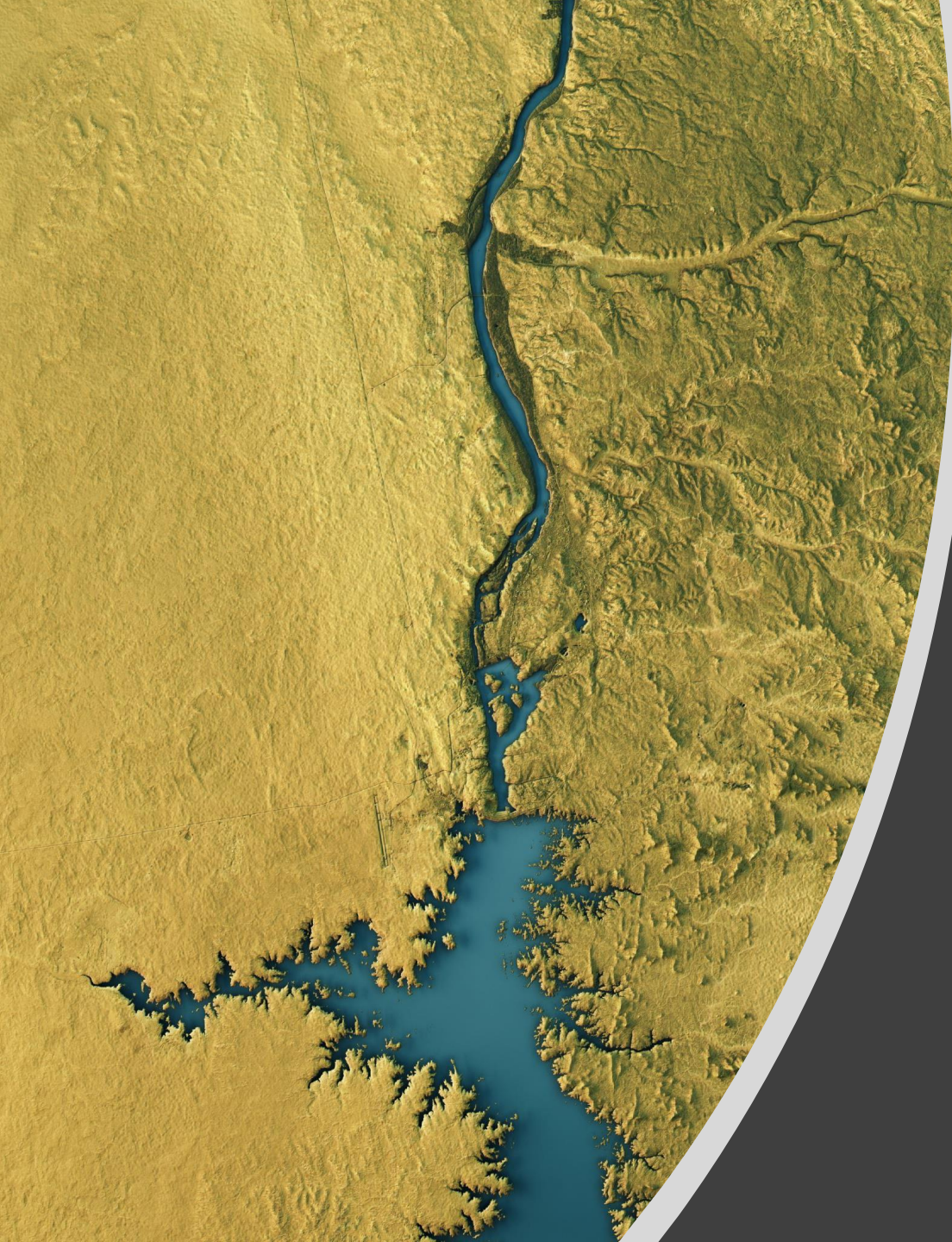
Model Results – 10-year peak flow

- 6,900 cfs

Model Results – 100 peak flow

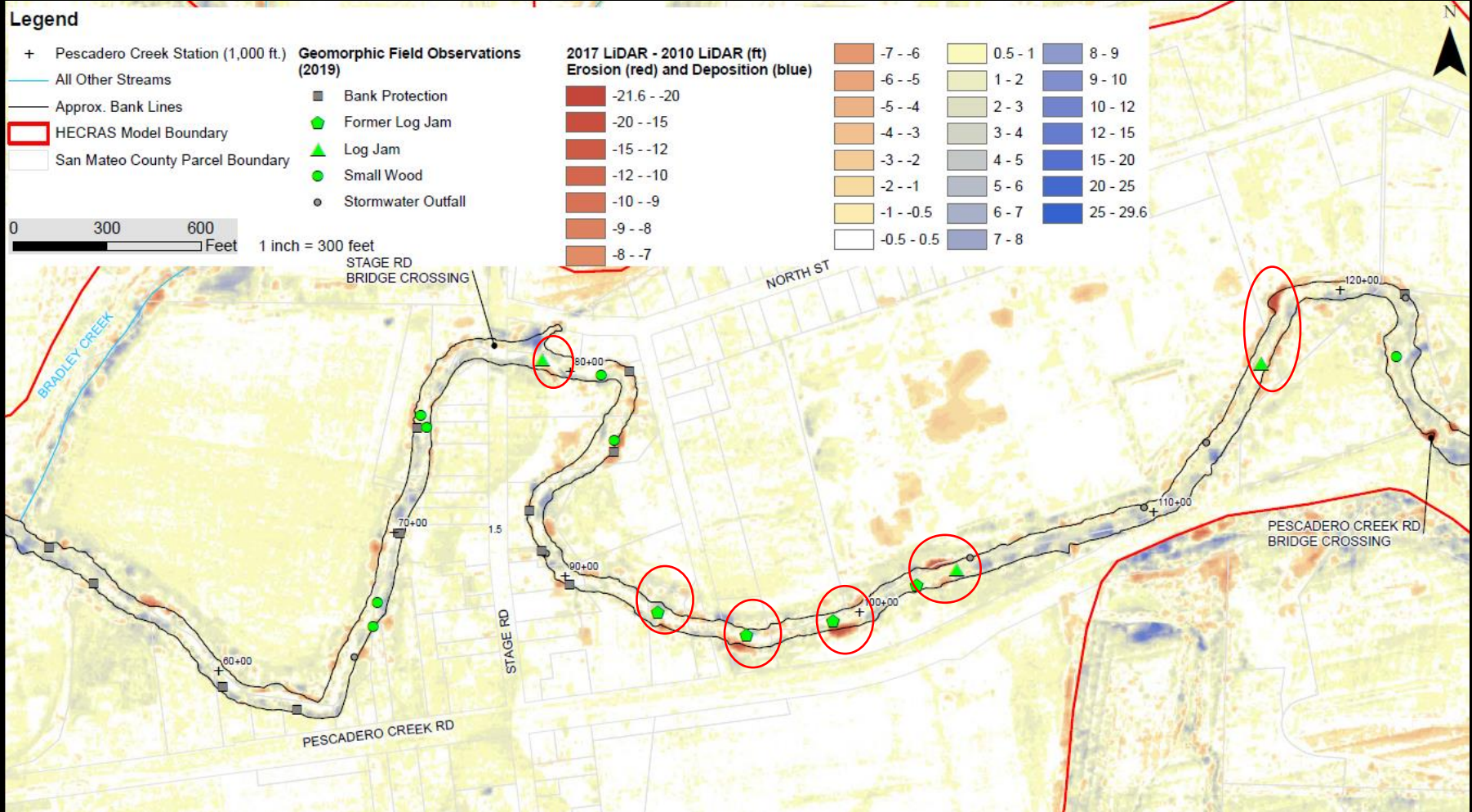


13,900 cfs



Geomorphology

Log Jams, Erosion, and Habitat



Take aways:

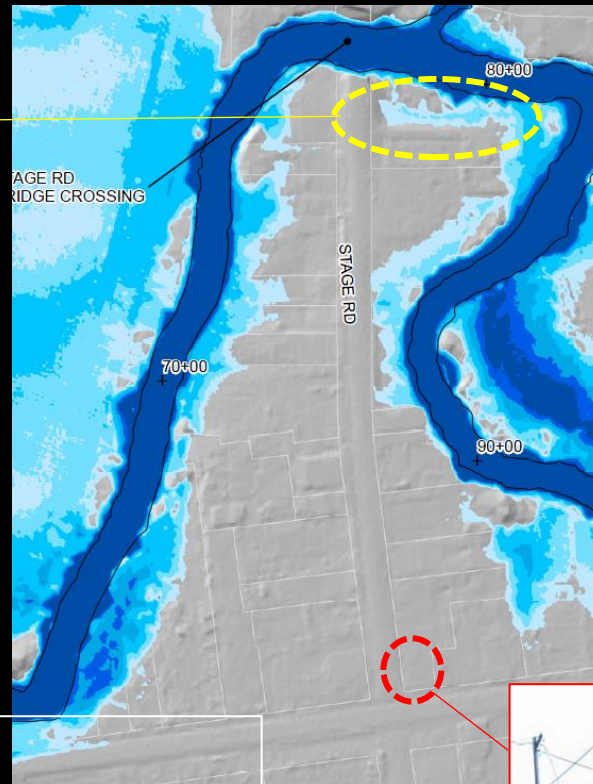
- Bank erosion does not correlate well with areas of high shear stress
- There is a very strong correlation between log jams and bank erosion
- Log jams improve habitat locally but also contribute to flooding and bank erosion

Effect of Log Jams on Town Flooding

No Log Jams in Model

With Simulated Log Jams

February 2017 Flood (5,670 cfs)

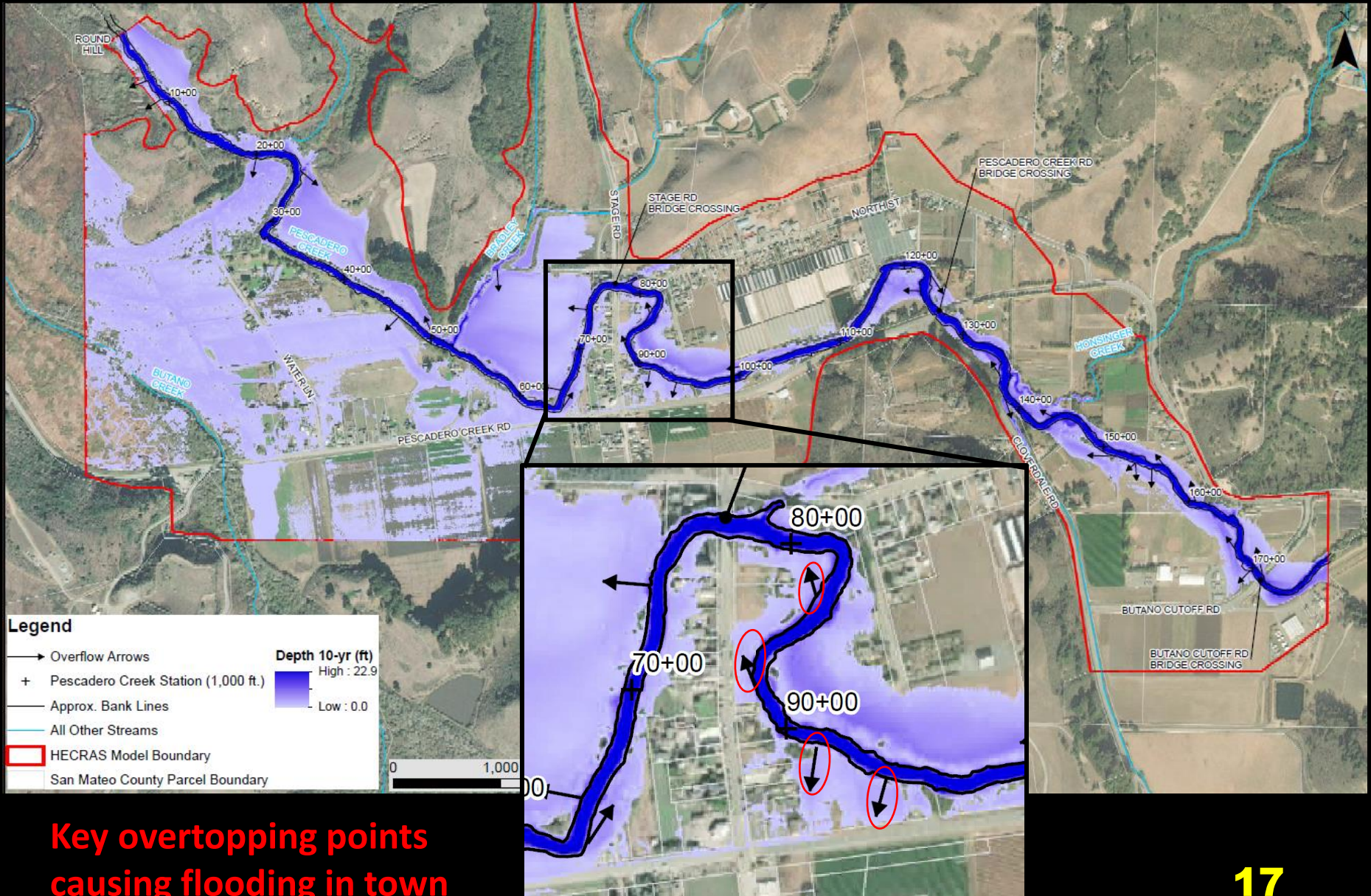


Take aways:

- Model cannot accurately reflect observed flooding in town unless log jams are accounted for
- For the same size flood, log jams can significantly increase extent and severity of flooding in town site



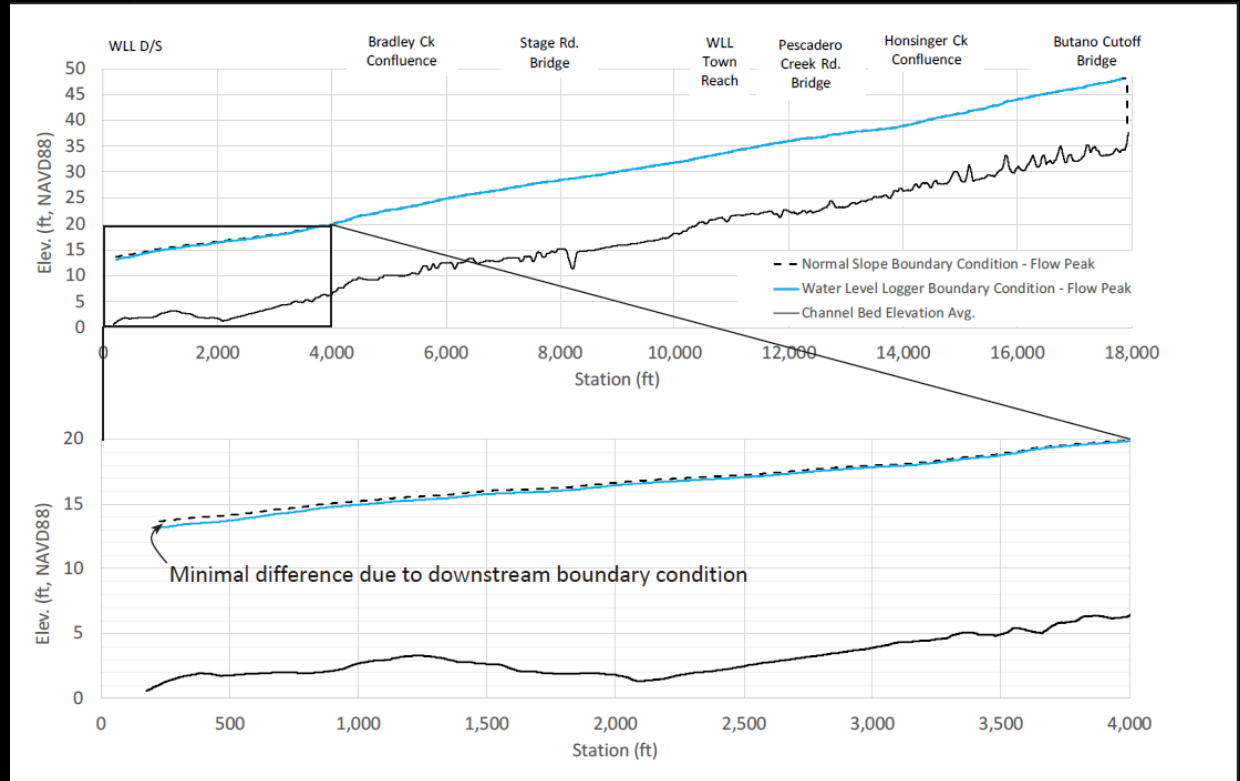
Key Overtopping Locations



Key overtopping points causing flooding in town

Effect of Tides

- Take aways:
- Tidal impact on flooding in Pescadero town is negligible
- Effects of sea level rise on floods not likely to be felt at the town site











Key Take Aways

Flooding

- Focus on reducing flooding in moderately large flood events (5 to 10-year recurrence interval). It's unrealistic to expect to have impact in extreme events.
- Wood jams are a significant factor contributing to flooding in moderate events in town reach.
- Increasing floodplain storage may help reduce flood impacts in moderate events.

Bank erosion

- Wood is complicated: removing wood has accelerated erosion from unprotected banks and log jams have accelerated erosion.
- Bank erosion in some areas is a hazard. In others, it can be beneficial.

Habitat

- Channel incision and wood removal has harmed habitat.
- Adding wood in areas where it does not pose a hazard would improve habitat.
- Increasing floodplain connectivity in some places could benefit habitat and reduce flooding.

Enhancement Reaches

- Different objectives in different subreaches

How to contact
me for follow up
questions:

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