



**Minutes of the Regular Meeting of the Board of Directors
October 18, 2012
Location: RCD Office**

Directors present: Neal Kramer, TJ Glauthier, Roxy Stone

Staff present: RCD – Kellyx Nelson, Renee Moldovan
NRCS – Jim Howard

Guests: Barbara Kossy

1 Call to Order

- Stone called the meeting to order at 6:30 pm.

2 Introduction of Guests and Staff

- Barbara Kossy was introduced to Directors. She is a former director of the RCD

3 Public Comment

- November meeting date conflicts with CARCD conference and regularly scheduled December meeting would be over holidays. RCD will cancel November meeting and hold the December meeting early- on December 13th.

4 Approval of Agenda

- Glauthier motioned to approve, Kramer seconded, and agenda was approved unanimously.

5 Consent Agenda

- Glauthier motioned to approve, Kramer seconded, and consent agenda approved unanimously.

6 Discussion Items

6.1 First Quarter Budget Review

- Staff and Board compared actual expenses and revenues to date to the fiscal year budget and discussed any discrepancies from targeted expenses and revenues. The total salary was missing a quarter. There were no other significant findings.

6.2 FY 2012 and FY 2011 Biennial Audit Update

- All materials were submitted to the auditors. We expect them to complete the audit by the end of this quarter, December 2012.
- Some of their recommendations may not be feasible for an organization our size, e.g. someone other than Renee making deposits.
- There was discussion about whether or not the full board would want to review the check register. It was determined that the Finance Committee Chair would review disbursement of checks.

6.3 Executive Director Report – Kellyx Nelson

- Nelson distributed the RCD's current project list and highlighted some projects.
- Cloverdale Pond Enhancement – Early construction has begun in the form of vegetation management to prepare the site for the bulk of construction next year. It will reduce overall costs and expand the window of time during which we can do construction next year.
- Ag Workshop- Nelson invited Board to Supervisor Horsley's workshop on keeping land in agriculture in San Mateo County on November 29th and reminded them to RSVP. The RCD has been working with Horsley and his staff for nearly a year on the workshop and Nelson will be facilitating a panel.
- Hedgerow Pollinator Conservation – we do not have bandwidth to do the project this year.
- Pillar Point Harbor – Staff (Karissa) gave a great presentation at Harbor District last night, attended by Glauthier. Data collection will be completed this calendar year, and the final report and recommendations out next spring.
- Livestock and Land Program – The RCD has held two more workshops since the last Board meeting with good participation and attendance. Did some video we would like to share at a later date. We have two construction projects pending, but may need NEPA, we are working with GGNRA.
- Pescadero Flood Project – We cut the watershed council from the project, anticipating reallocating that \$20K to the flood remediation designs. Reallocating those funds may be difficult in the bureaucracy of IRWMP. We can't wait for that to be resolved before sending out the RFP, so we will likely send out an RFP with two alternatives, including what would be done with an additional \$20K. Because of all the information that is coming in from TMDL development, the NMFS project, and elsewhere, we don't want to send an RFP to do work that repeats what others have done, so the 1st task would be to refine scope of work.
- Rural Roads – Recent work has focused mainly on roads in Pilarcitos and Frenchmen's watersheds. Staff (Irina) has been contacting landowners.
- San Gregorio Watershed Enhancement Program – Letters were sent out to advise landowners we would be walking the creek in search of opportunities for habitat enhancement for salmon. Five landowners contacted us in response: One called to say she was supportive; one gave us permission to walk the creek but felt we needed to have explicit permission rather than giving notice; one requested that we not walk the creek at his property; one requested that we not walk the creek at his property and felt we did not have the legal right to do so without explicit permission; and one called to give us explicit permission but wanted a liability waiver. Staff (Chelsea) is putting together information about the legality of walking creeks for internal guidance. Regardless of whether or not the RCD has legal right to walk the creek, we will provide notice to landowners and respect landowner concerns, not limited to avoiding properties where we are not welcome. We will also take care to provide adequate time for landowners to receive our letters and respond.
- Kellyx passed around an email from LAFCO, and advised who had been voted as California alternative.

7.1 Board selection of TJ Glauthier as delegate to California Association of Resource Conservation Districts (CARCD)

- **ACTION: Kramer nominated Glauthier, Stone seconded, and it passed unanimously. Glauthier will be delegate for CARCD.**

7.2 Consideration of CARCD resolution to pursue funding for RCDs related to climate change initiatives

- In the near future, there are no water bonds planned for California. RCDs are heavily dependent on these bonds. AB 32 provides funding for climate change projects, including many projects that are precisely what RCDs do. RCDs are already doing much of the work outlined in AB 32.
- Nelson and Glauthier wrote this resolution in the hopes that this would be passed at the CARCD conference.
- **ACTION: Glauthier moved to accept the resolution, Neal seconded, and it passed unanimously. This resolution will be taken to the CARCD conference.**

7.3 Consideration of Resolution 2012-1 for advance of property tax revenue funds from the San Mateo County Controller's Office

- Nelson gave background as to how we received advance of property tax revenue. She gave background of article in HMB Review to Board, where reporter misunderstood benefit that RCD brings to San Mateo County.
- Board of Supervisors wanted public process showing that the Board approved the advance.
- **ACTION: Kramer moved to accept Resolution 2012-1, Stone seconded. Resolution 2012-1 passed unanimously.**

7.4 Recommend Board approval of Memorandum of Understanding Between RCD and U.S. Fish and Wildlife Service Coastal Program

- Nelson explained that this is about expanding local partnership with the U.S. Fish and Wildlife Service (USFWS). John Klochak is the Coastal Program manager for this section of USFWS. This is not a part of the regulatory section.
- Howard advised that this resource brings more project opportunities oriented around species management.
- Klochak also offers further technical assistance on many of our projects
- Simultaneously, USFWS is approving as we discuss.
- Glauthier asked if Klochak would accompany RCD on the previous discussed creek walk. Kellyx said she would not do this because he is associated with a regulatory agency.
- **ACTION: Glauthier moved to approve and Neal seconded, and it passed unanimously.**

8 Adjourn

- Stone adjourned the meeting at 7:41 pm.