

Regular Meeting of the Board of Directors
March 22, 2016
6:30 pm – 8:30 pm
Location: RCD Office

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. February 18, 2016 Draft Regular Meeting Minutes 5.2. February 2016 Draft Financial Statements
6. Discussion Items 6.1. Presentation: “Results of 2015 First Flush Water Quality Monitoring” Brittani Bohlke, Conservation Project Coordinator 6.2. Executive Director Report (available online) 6.3. Directors’ Reports
7. Adjourn The next Regular Meeting of the Board of Directors will be April 21, 2016.

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.

**Minutes of the Regular Meeting of the Board of Directors
March 22, 2016
Location: RCD Office**

Directors present: TJ Gauthier, Kevin Watt, Barbara Kossy, Jim Reynolds,

Staff present: RCD – Kellyx Nelson, Shannon Mann, Brittani Bohlke, Ka’ena Meyer
NRCS- Jim Howard

Guests: Dave Olson. Keith Mangold, Kris Liang, Ed Larenas, Mary Larenas, Luke Estrella,
Fred Crowder

1 Call to Order

The meeting was called to order at 6:35pm.

2 Introduction of Guests and Staff

3 Public Comment

Nelson: Note that 700 forms are due April 1st for Directors.

Directors present noted that April 1st will be the 10th anniversary since Nelson began her work at the RCD. They thanked her for her service and set out refreshments to share with those present.

4 Approval of agenda

Barbara Kossy moved Jim Reynolds seconded, unanimous approval of the agenda..

5 Consent Agenda

There was no discussion of the consent agenda.

6 Discussion Items

6.1 Presentation: First Flush- Brittani Bohlke & Ka’ena Meyer [Attachment A]

6.2 Executive Director Report – Kellyx Nelson [Attachment B]

6.3 Directors’ Reports

Reynolds: The County held had workshop to discuss the new location of the firehouse on February 27th, wherein four sites were determined; the County yard, Bean Hollow Road, the current site, and at the high school. This meeting was well attended and engaged the community for input. The Mushroom Farm held an interesting and worthwhile quinoa growing workshop. The County Ag Commissioner held a Mountain Lion and Livestock Workshop with interesting information about mountain lion behavior. Pescadero has seen a great deal of flooding and the road has been impassable a lot of the time.

Kossy: Weed Management Area Committee held a meeting, wherein a main topic of discussion was the PG&E pipeline repairs and a restoration plan for disrupted serpentine grassland. PG&E's multi-hundred page document is available for comment, should the RCD wish to contribute a comment.

Nelson: The RCD provides non-regulatory technical assistance to landowners, and would typically provide comment or advocate for outcomes when relevant to the ability of the RCD to do its work. An appropriate comment might be to remind PG&E of the RCD's role and resources, and to encourage them to make use of the RCD.

Watt: TomKat Ranch is coordinating a zero-waste program, and is exploring this idea in its neighborhood and community. Watt is discovering that many surrounding farms and ranches don't know how to comply with waste regulations. Should the County begin to enforce its regulations, many farms would be surprised by the regulations that exist. Watt will share information with Nelson.

Glauthier: Met with Nelson and Moldovan about the RCD's Cost Allocation Plan to be proposed to the Board in March, staff billing rates, and the upcoming fiscal year's budget. A cost allocation plan delineates overhead costs for generating proposals. Glauthier will be absent from the board meeting in April but will rejoin in May.

7 **Adjourn**

Glauthier adjourned the meeting at 8:36 pm.

First Flush 2015: Midcoast Storm Drains

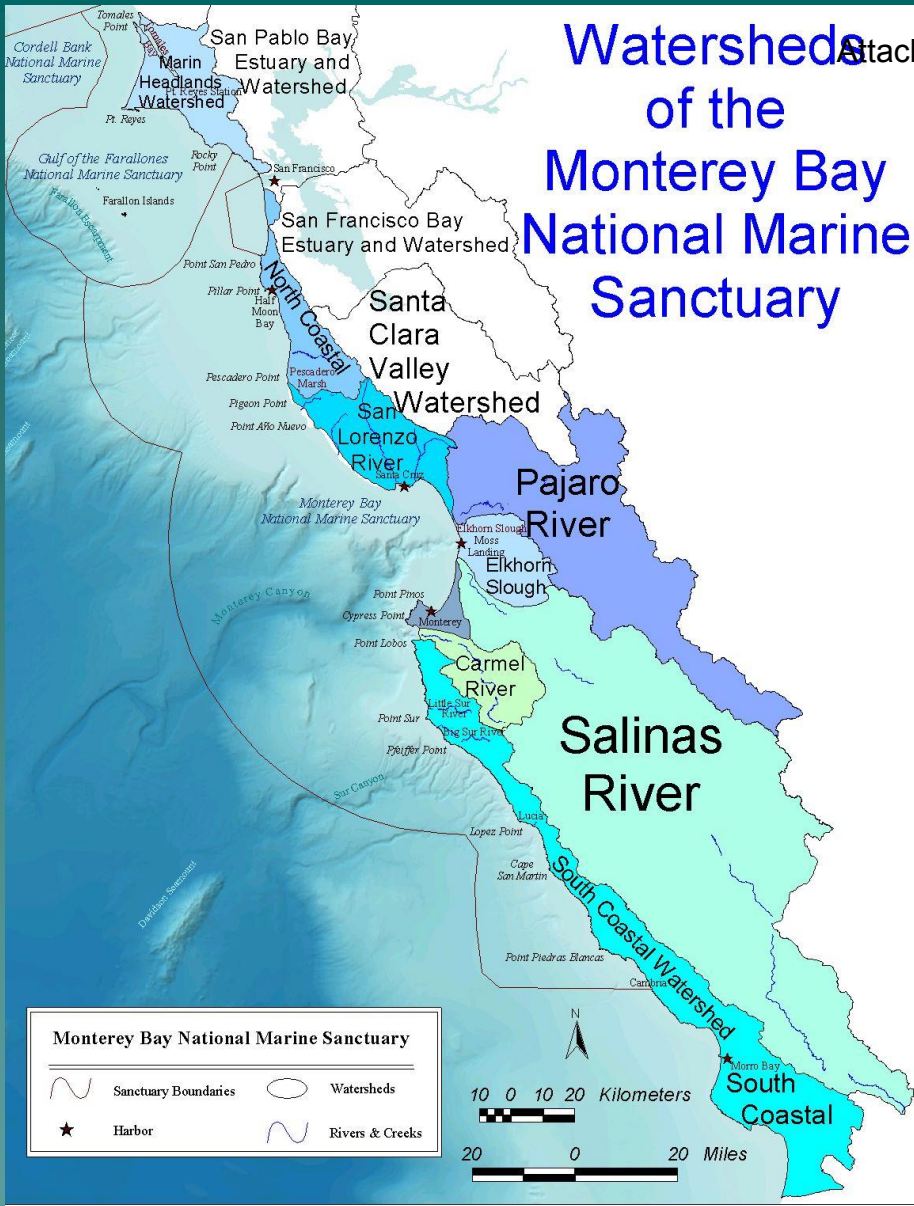


Presentation to:
RCD Board of Directors
March 22nd 2016

What is First Flush?

- First big rain of the season
- Freshwater runoff enters storm drains
- High pollution
- Sampled at outfall to ocean
- Nov 2nd: 0.64 in

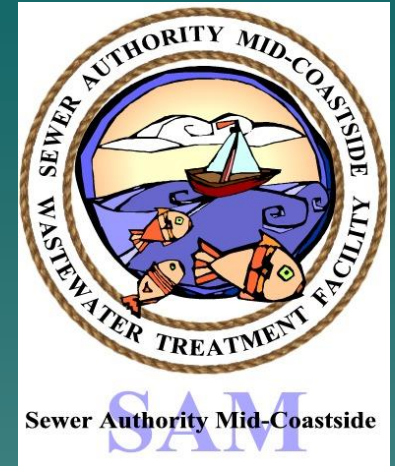




Attachment A

Watersheds of the Monterey Bay National Marine Sanctuary

Partners



SAN MATEO COUNTY HEALTH SYSTEM



San Mateo County Resource Conservation District

Objectives

- ◆ Better understand pollutant loads during the first significant rain of the season
- ◆ Identify what pollutants are of greatest concern and where
- ◆ Provide information to support water quality improvements
- ◆ Establish a continuous and consistent water quality dataset



2015 Sample Sites



2015 Sample Sites

202-MOSD-01: 7th Street
202-MOSD-02: Vallemar Street
202-MBSD-01: Weinke Way
202-MBSD-05: San Vicente Creek Mouth
202-MBSD-04: West Point
202-EGSD-04: Vassar Street
202-EGSD-03: Capistrano Steet
*202-PPSD-09: Deer Creek
202-EGSD-01: El Granada
202-EGSD-02: Surfers Beach
202-HMB-03: Frenchmans Creek
202-HMB-02: Pilarcitos Creek (Mouth)
202-HMB-01: Pilarcitos Creek (Main Street Bridge)
202-HMB-04: Arroyo Canada Verde Creek

* Did not sample due to tidal inundation.



What are we testing?

Pollutant	Potential Sources	Effects
Fecal Indicator Bacteria (E. Coli, Enterococcus)	Feces of warm blooded animals	Indicator for human pathogens
Nutrients (Nitrate, Orthophosphate)	Fertilizers, pesticides detergents, human waste	Eutrophication/harmful algal blooms-ecosystem and recreation impacts
Metals (Copper, Zinc, Lead)	Brake pads, tires, streets, industrial waste, roofs, gutters, downspouts	Impacts to aquatic organisms and human health
Total Suspended Solids	Construction sites, erosion, agricultural runoff	Sedimentation, respiratory effects in organisms



Physical Tests



- Transparency-daylight hours only
- pH
- Electrical conductivity
- Water temperature
- Observations: trash, odor, bubbles, scum, oil



Train and Mobilize Volunteers

Attachment A



San Mateo County Resource Conservation District

Data Analysis

- ◆ Dry Run vs. First Flush
- ◆ 13 SMC sites in 2015
- ◆ 9 were historic sites (2008-2015)
 - Analyzed over time
 - Note no data for 2013
- ◆ Qualitative Location Comparison
- ◆ Water Quality Objectives (WQOs)



First Flush Precipitation History

Dates	Actual Rainfall
Nov 1, 2008	0.42 in
Oct 13, 2009	2.86 in
Oct 17, 2010	0.52 in
Oct 5, 2011	0.88 in
Oct 22, 2012	0.71 in
Oct 31, 2014	0.14 in
Nov 2, 2015	0.64 in



Dry Run vs First Flush

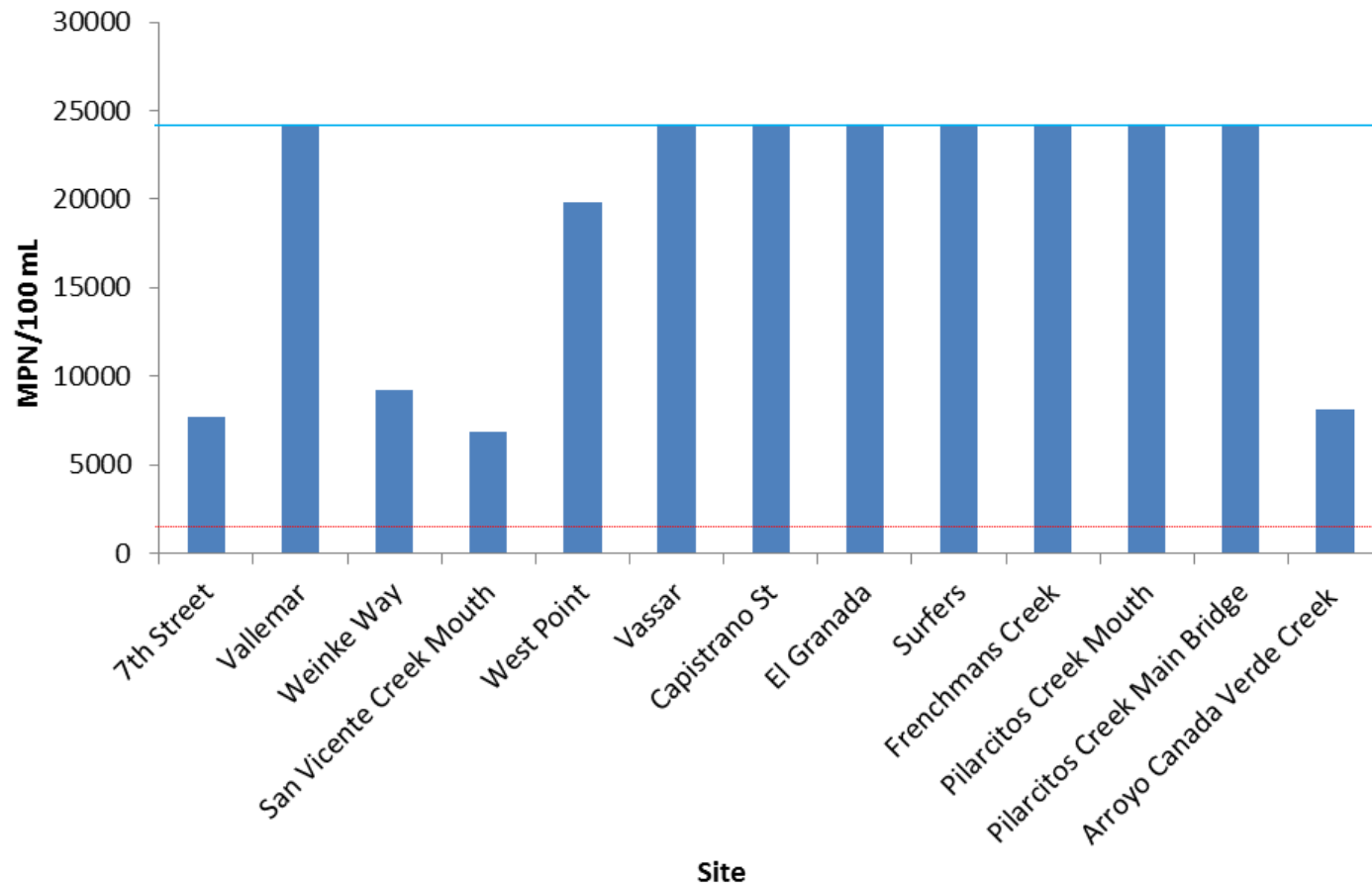
San Vicente Creek Mouth

Parameter	Dry Run	First Flush	Water Quality Objective
<i>E. Coli</i> (MPN/100 mL)	1595	6867	<235 MPN/100 mL
Enterococcus (MPN/100 mL)	149	12033	<104 MPN/100 mL
NO ₃ -N (mg/L)	0.1	0.5	< 2.25 mg/L
O-PO ₄ -P (mg/L)	ND	ND	<0.12 mg/L
Copper (µg/L)	ND	5	<30 µg/L
Lead (µg/L)	ND	ND	<30 µg/L
Zinc (µg/L)	ND	11	< 200 µg/L
TSS (mg/L)	ND	473	<500 mg/L

* Red indicates exceedance of water quality objectives



E. coli 2015

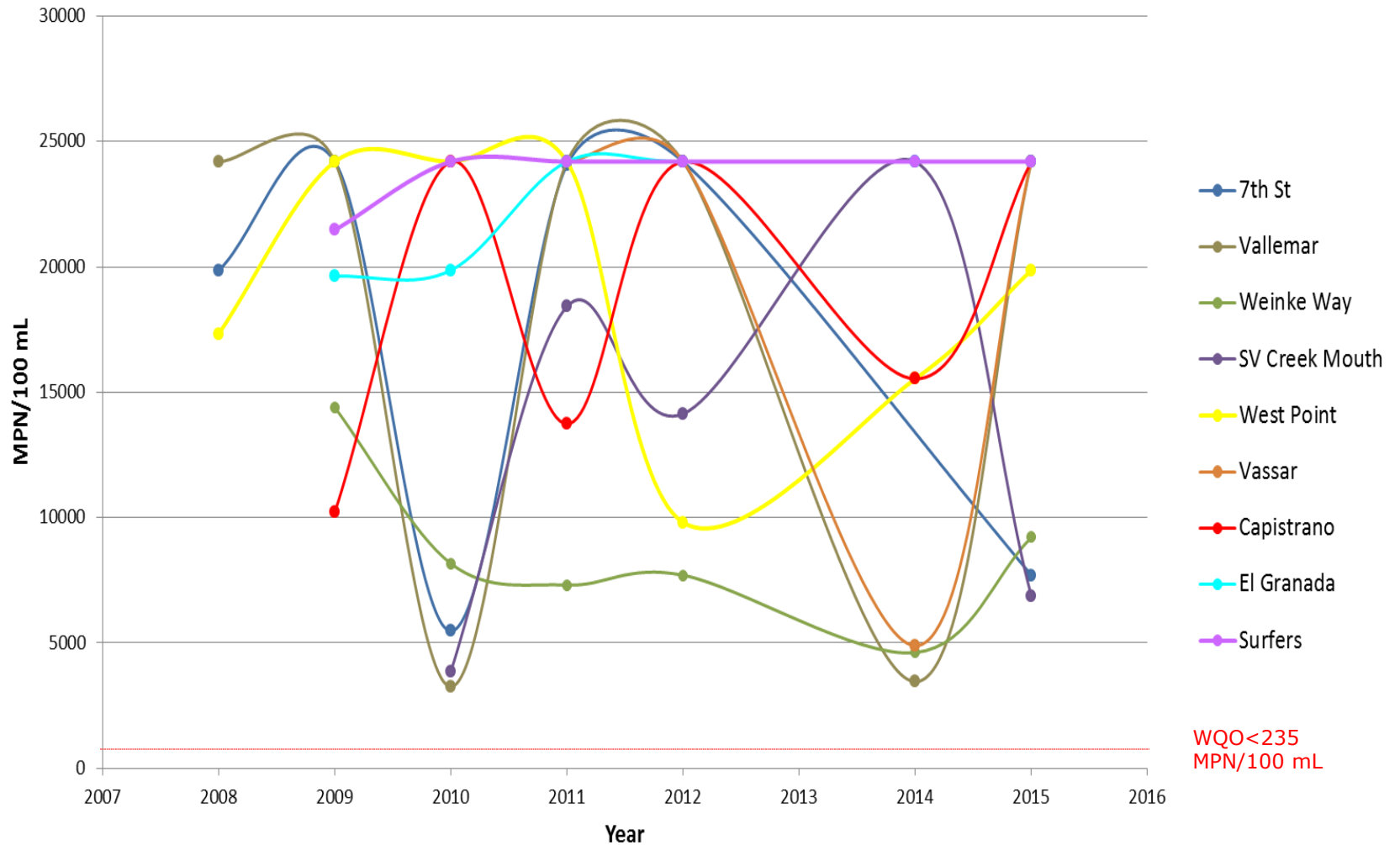


Detection
Limit: 24,196
MPN/100 mL

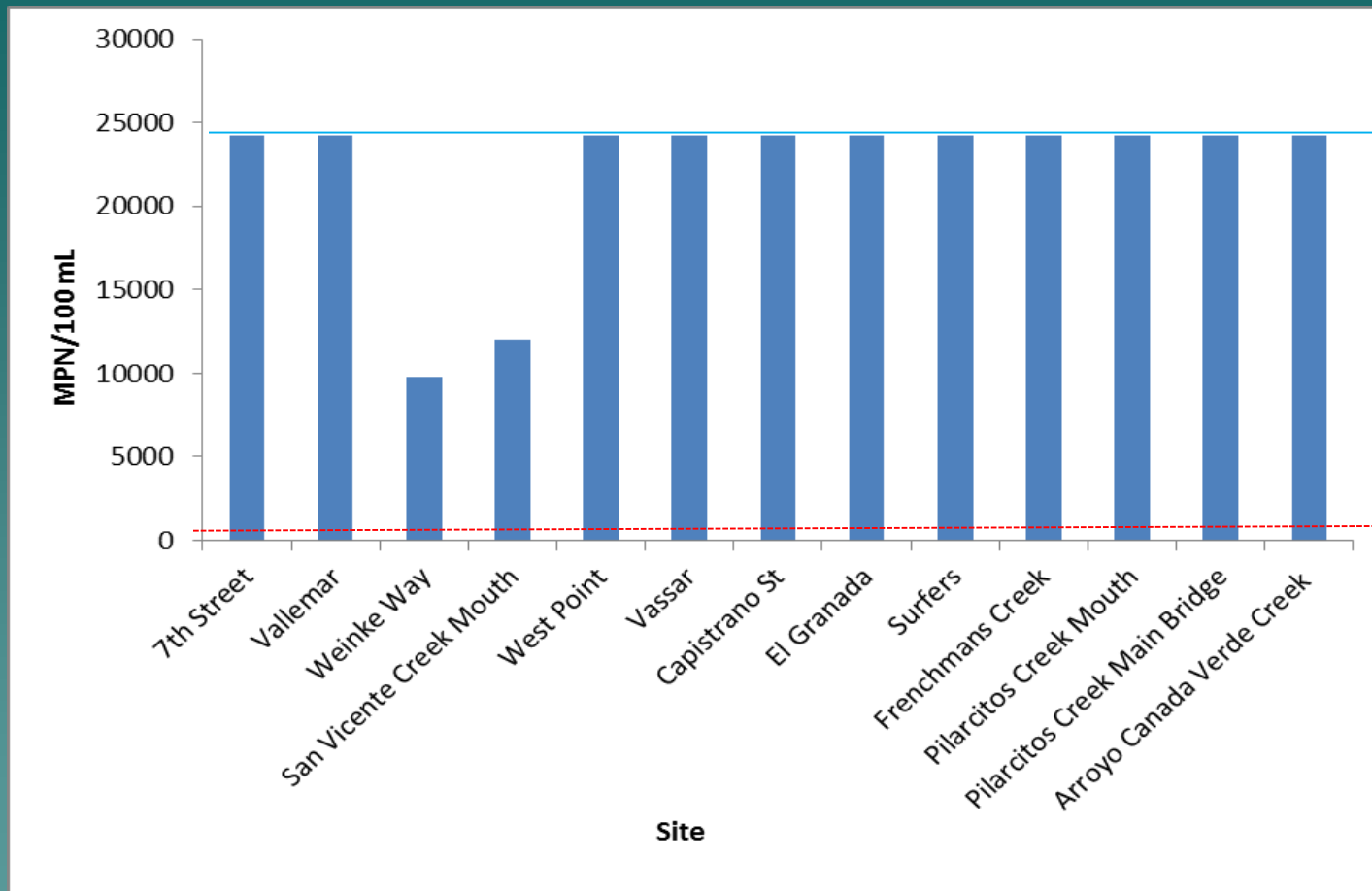
WQO < 235
MPN/100 mL



Attachment A ***E. Coli*: San Mateo County 2008-2015**



Enterococcus 2015

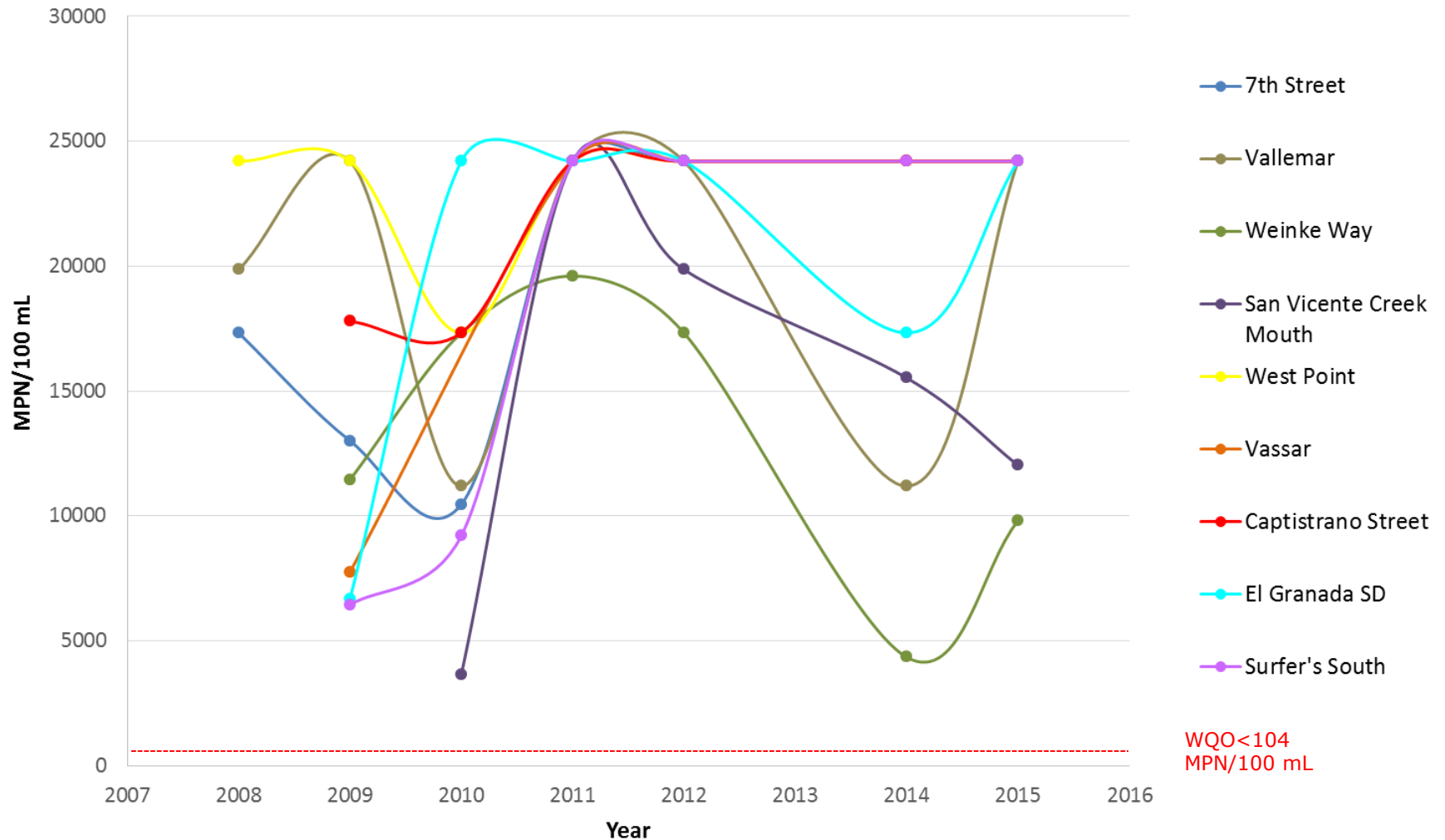


Detection
Limit: 24,196
MPN/100 mL

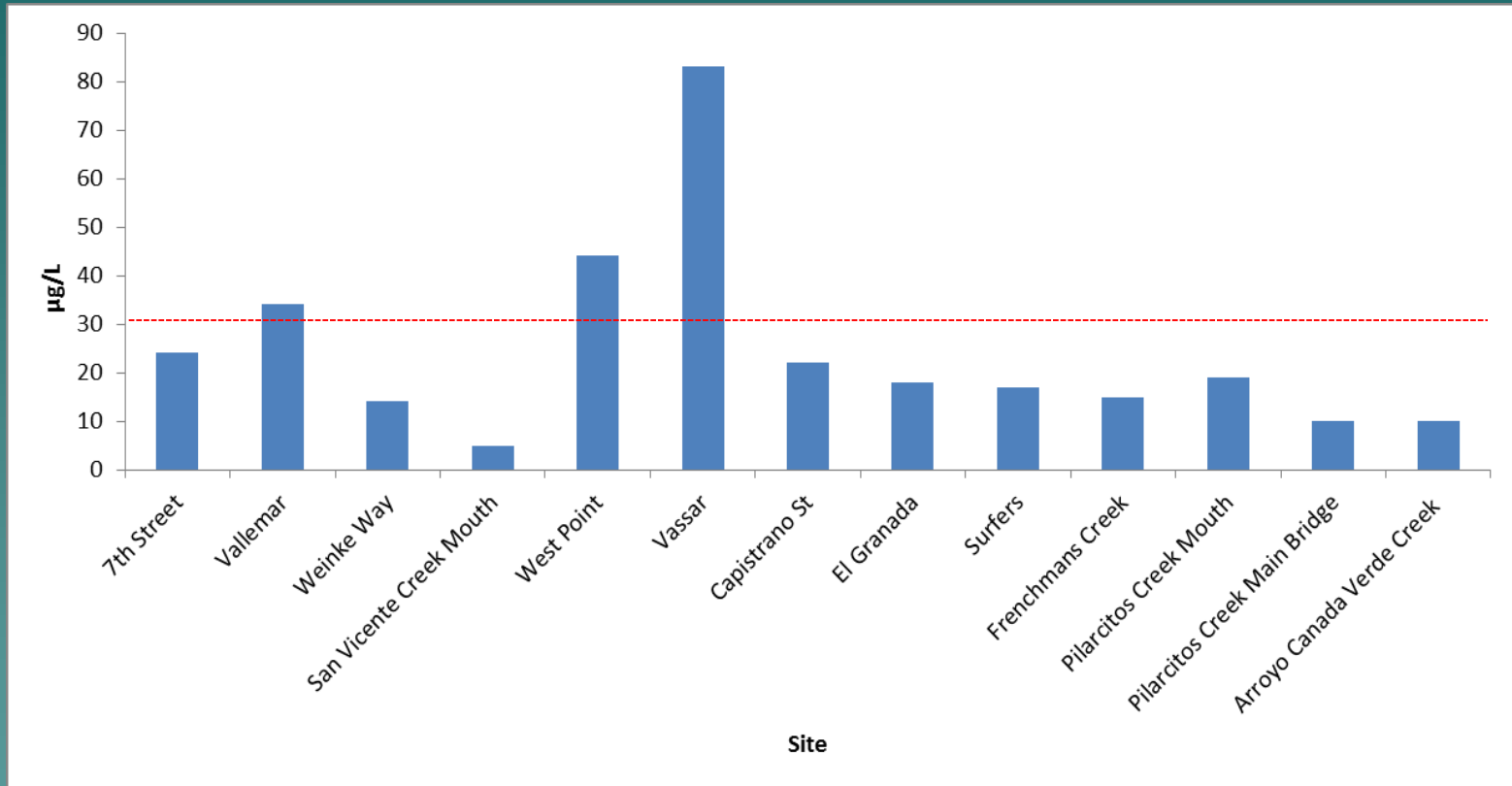
WQO < 104
MPN/100 mL



Attachment A
Enterococcus: San Mateo County 2008-2015



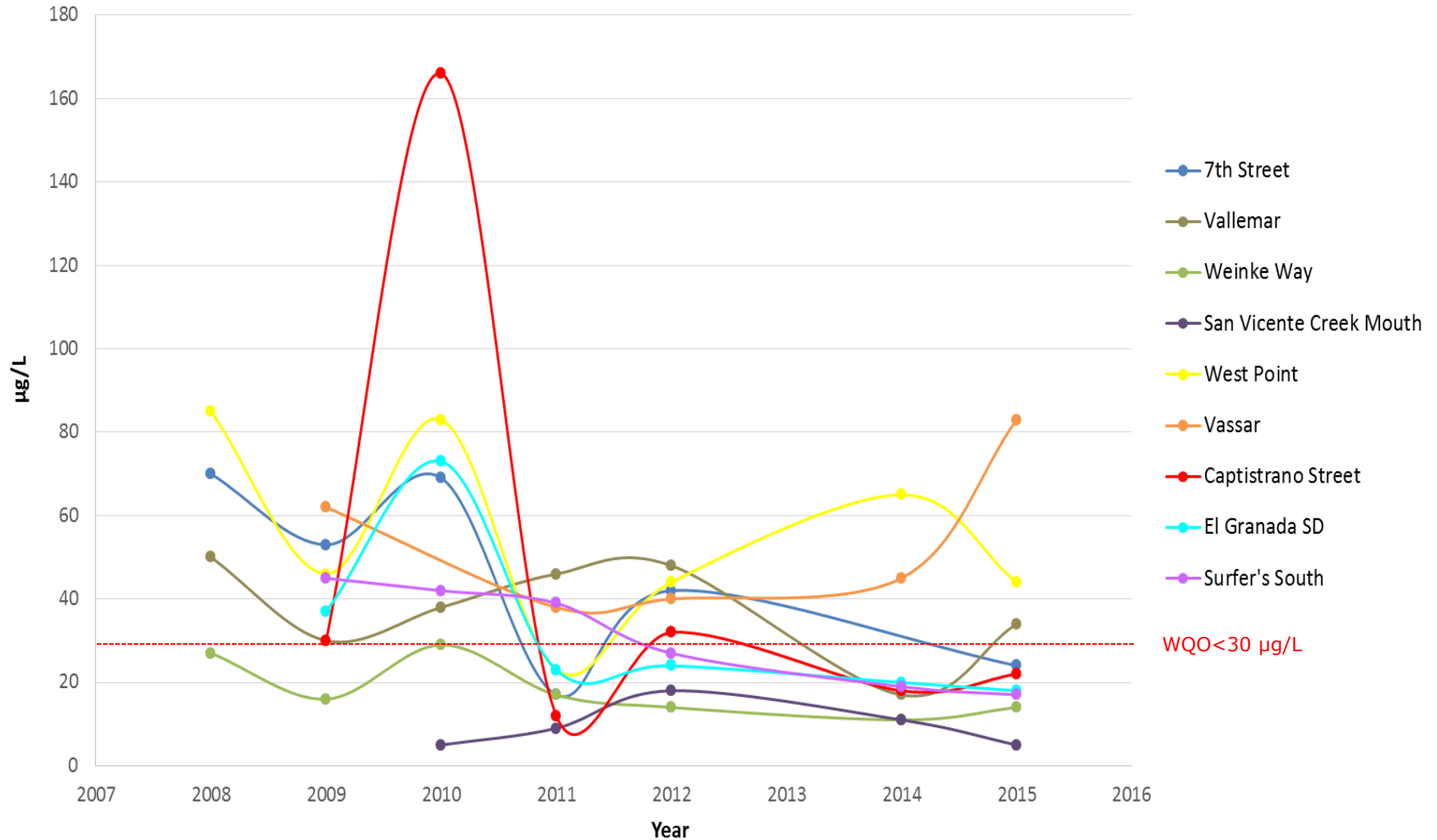
Copper (Cu) 2015



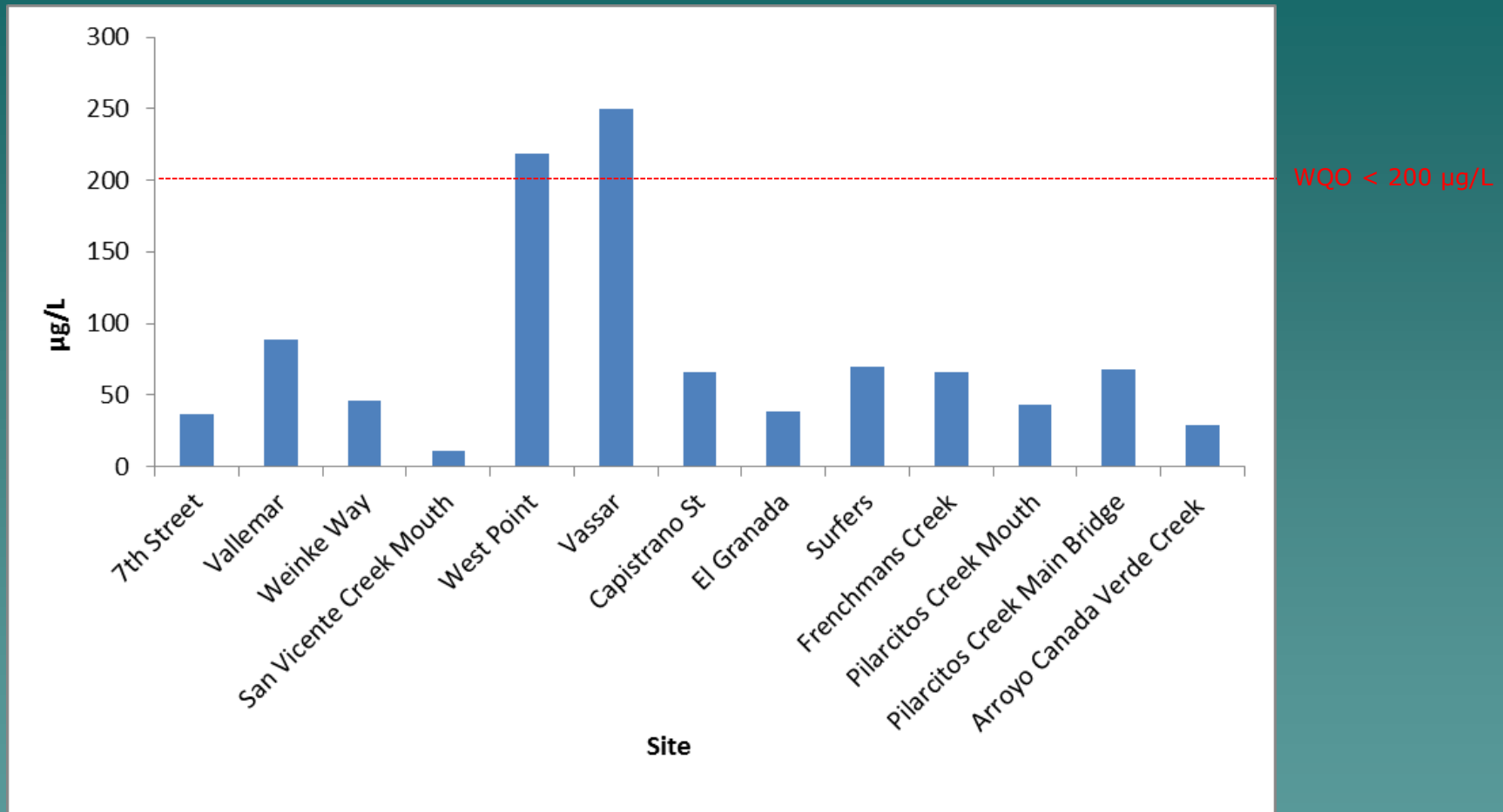
WQO < 30
µg/L



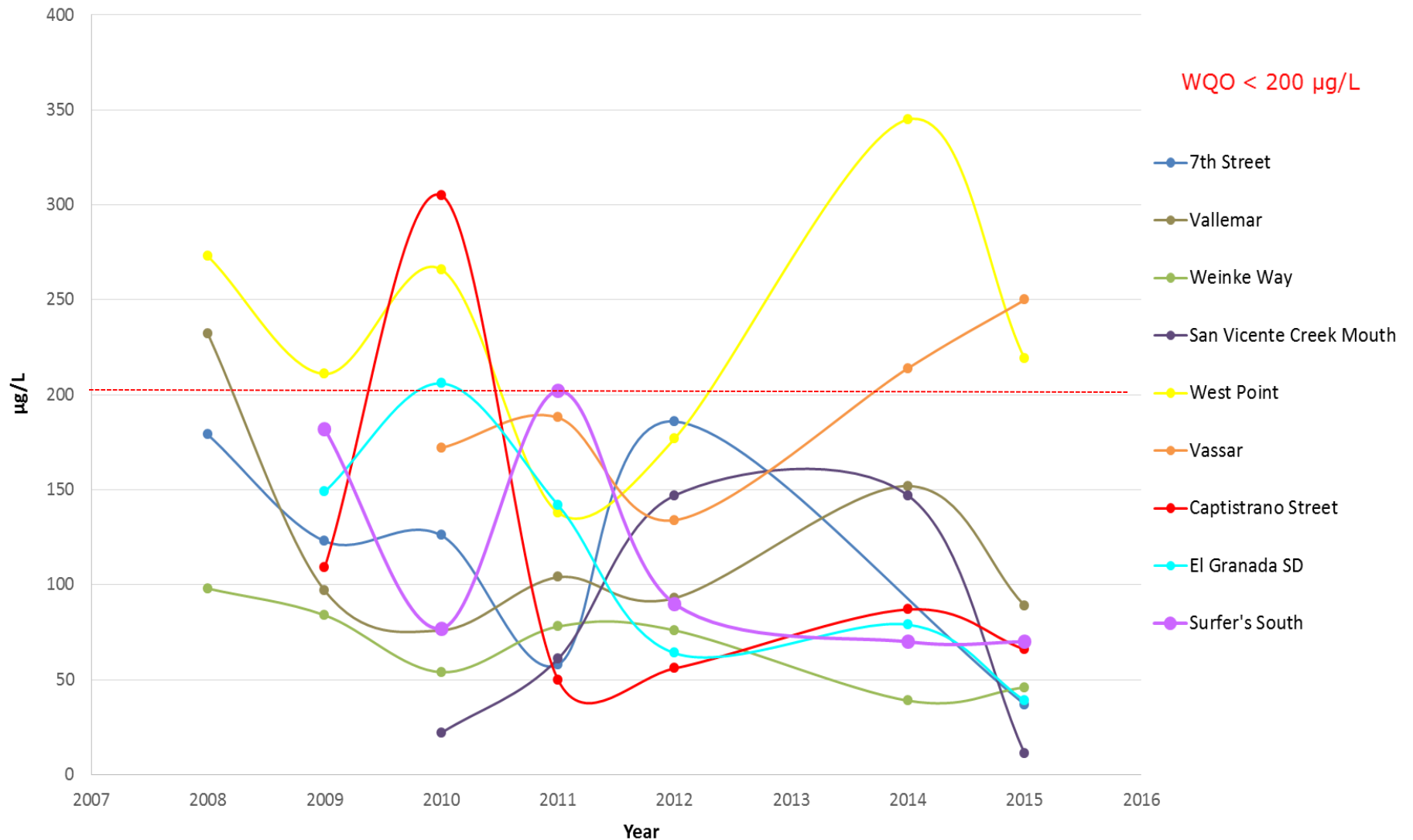
Attachment A Copper: San Mateo County 2008-2015



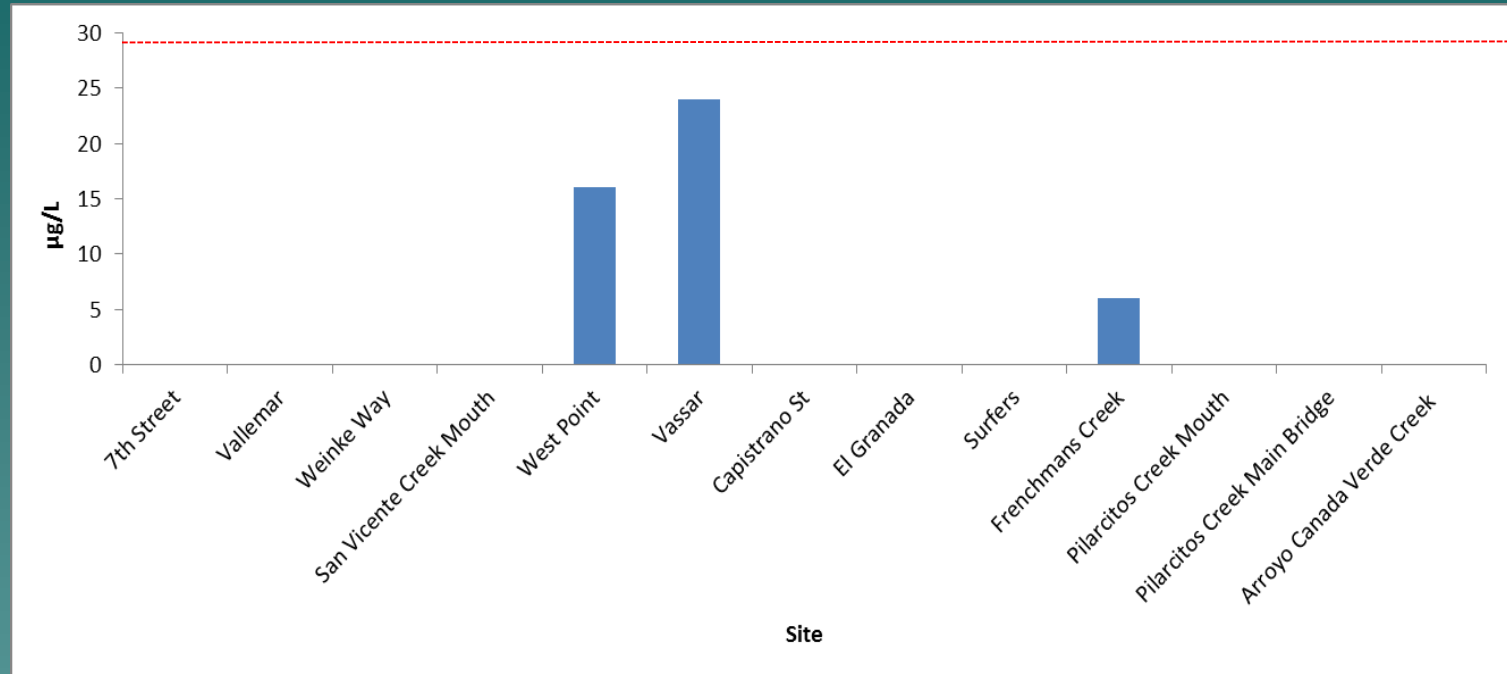
Zinc (Zn) 2015



Zinc: San Mateo County 2008 - 2015

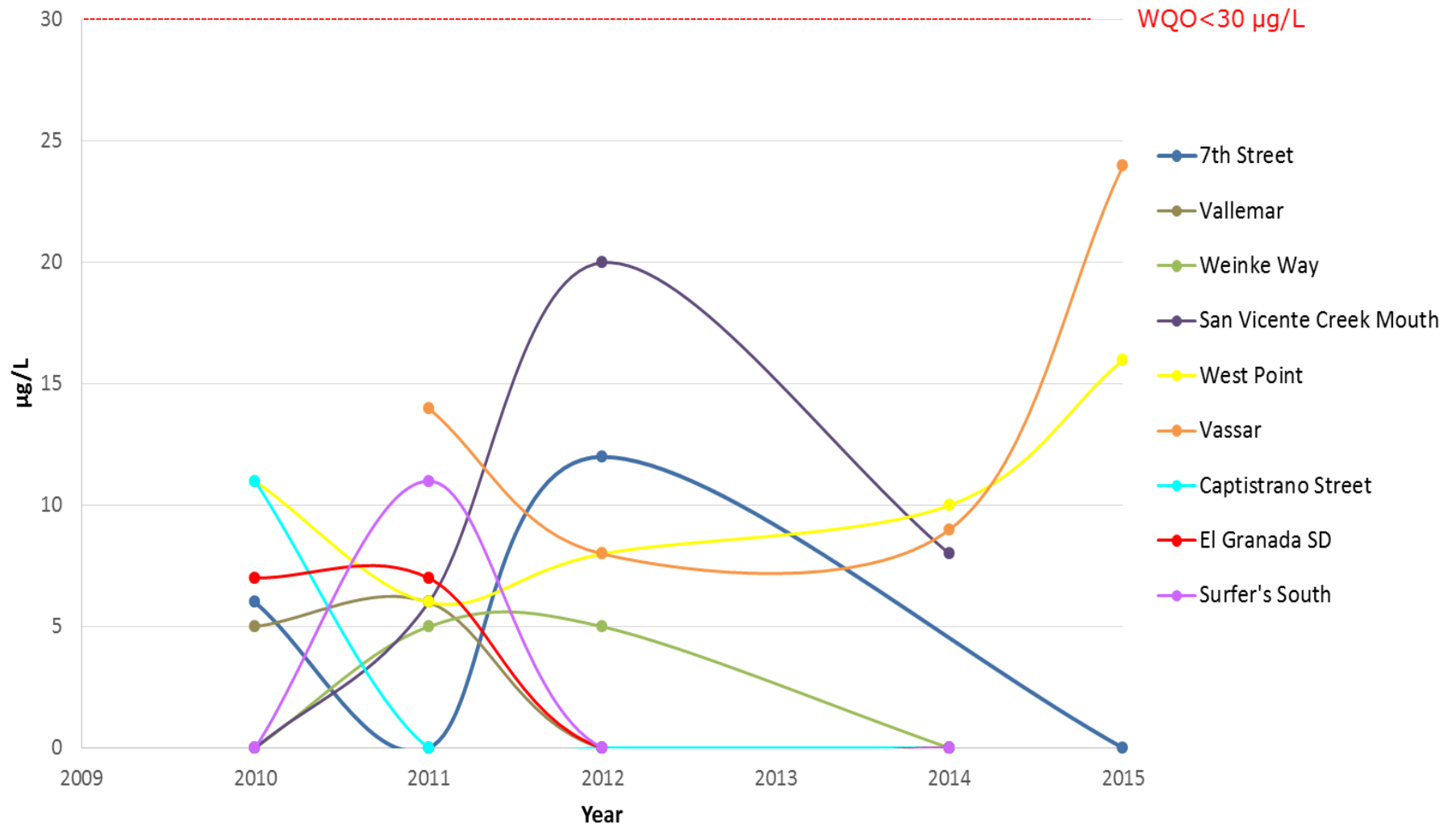


Lead (Pb) 2015

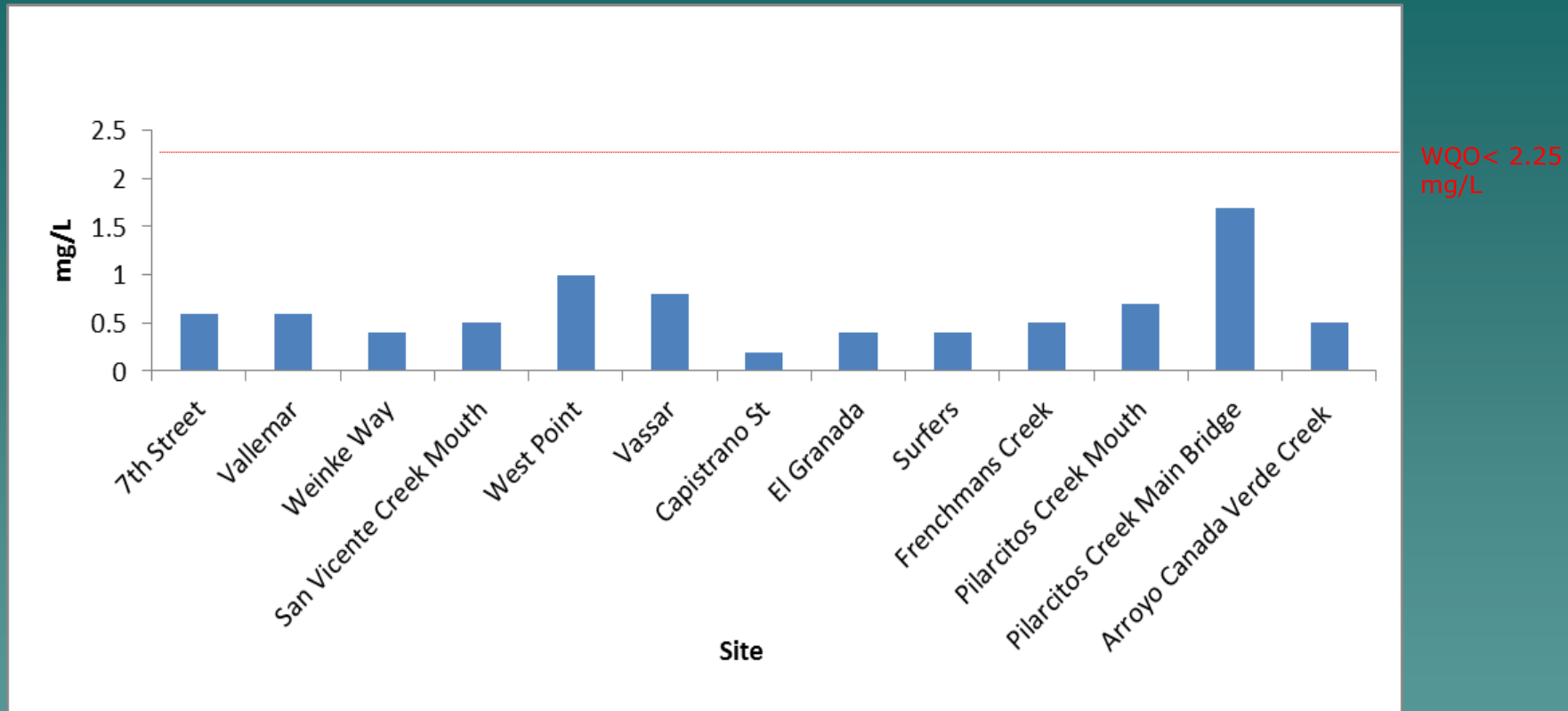


WQO < 30
µg/L

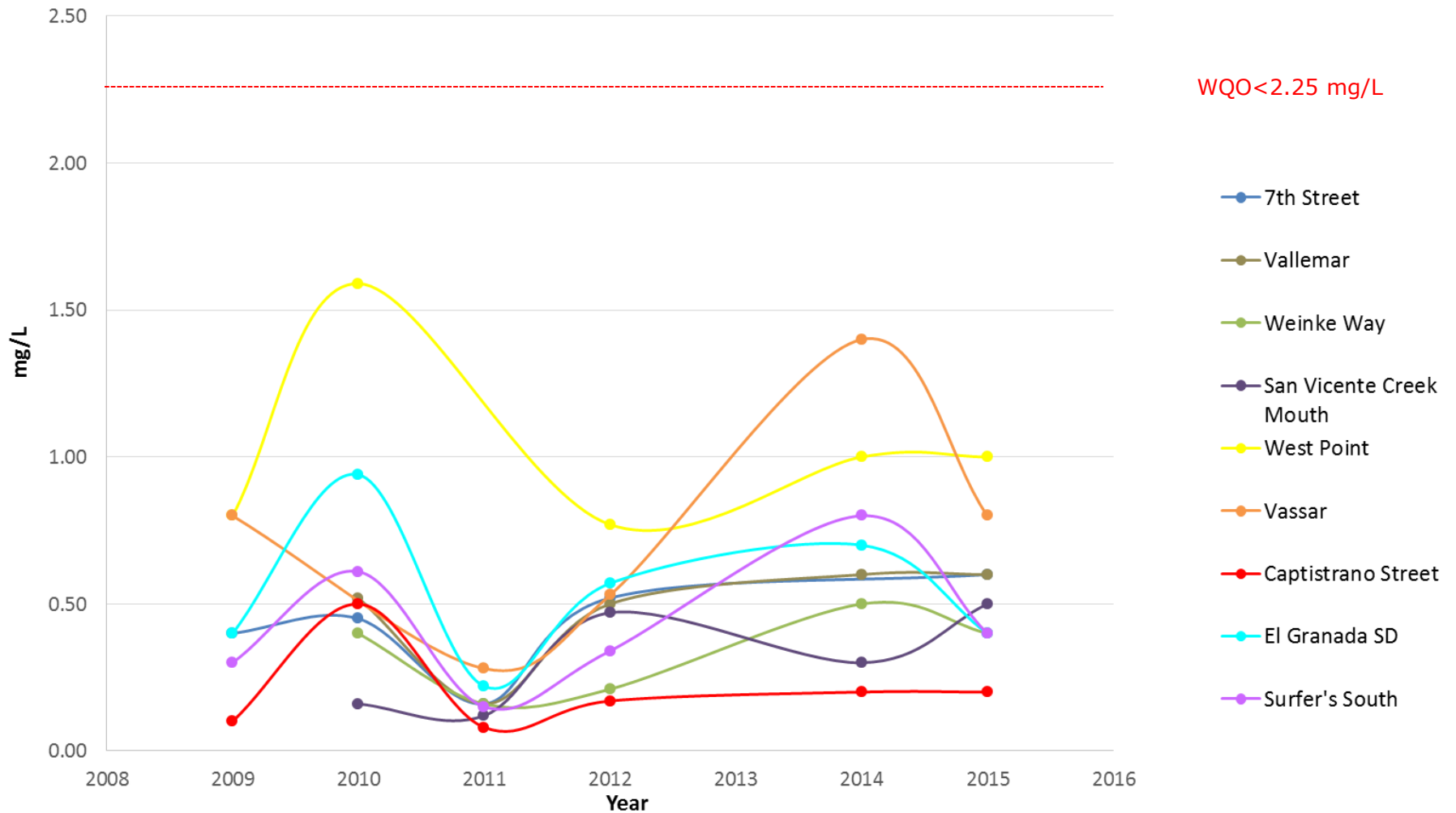


Lead: San Mateo County 2010-2015

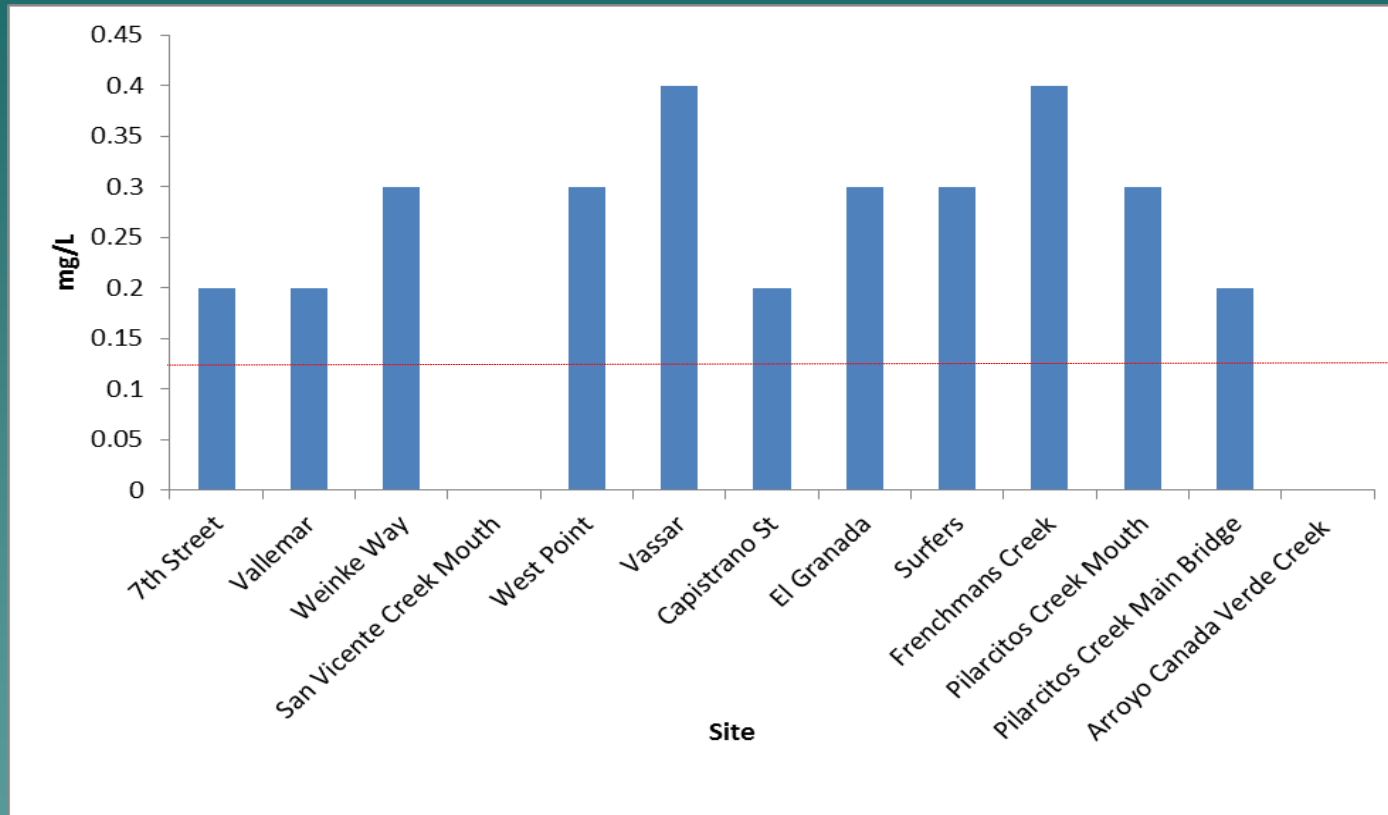
Nitrate (NO₃-N) 2015



Attachment A NO3-N: San Mateo County 2009-2015



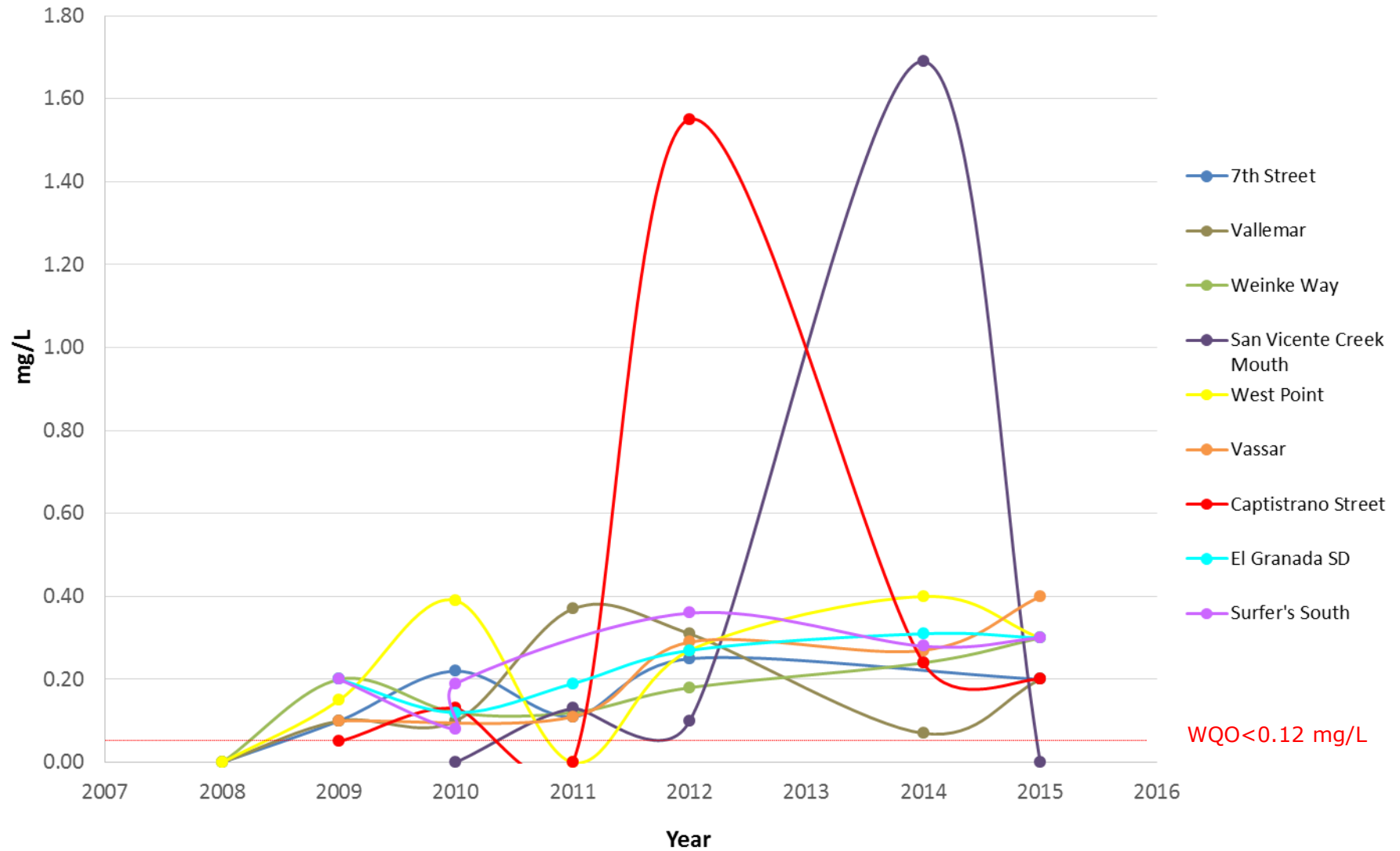
Orthophosphate (O-PO₄) 2015



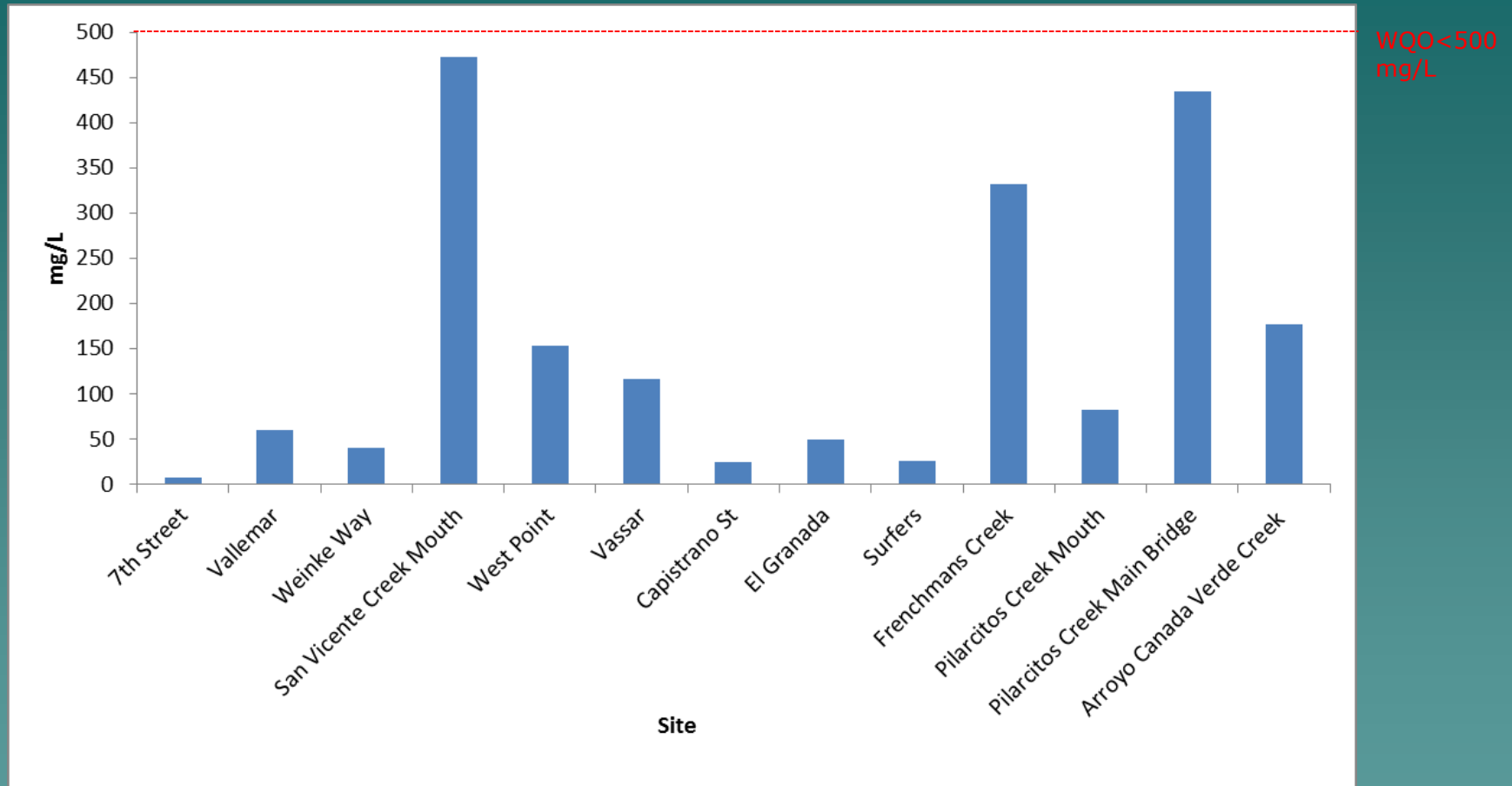
WQO < 0.12 mg/L



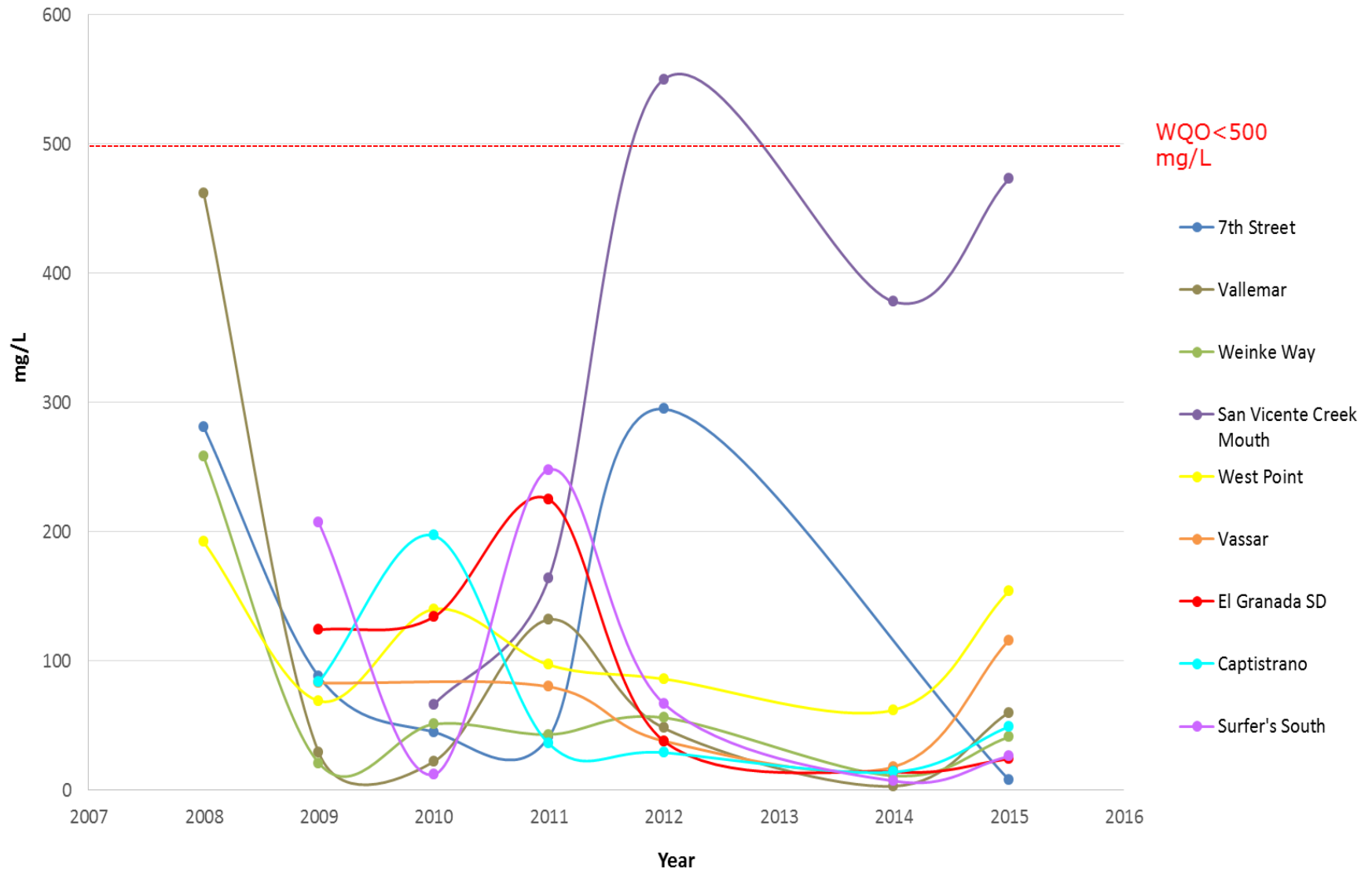
Attachment A O-PO4-P: San Mateo County 2008-2015



Total Suspended Solids 2015



Total Suspended Solids at San Mateo County 2008 - 2015



SMC Results Summary

◆ 2015 summary (13 sites):

Bacteria: 100% exceedance

O-PO4: 85% exceedance

Cu: 23% exceedance (West Point, Vassar, Vallemar)

Zn: 15% exceedance (West Point, Vassar)

Pb, NO3-N, TSS: 0% exceedance

◆ 2008-2015 summary (9 historic sites)

Bacteria: 100% exceedance

O-PO4: 67% exceedance. El Granada every year

Cu: 47 % exceedance. Vassar every year

Zn: 16% exceedance. West Point exceeded most often

TSS: 2% exceedance

Pb, NO3-N: 0% exceedance



Historic Location Summary

- ◆ Metals & Nutrients: Lower nitrate and metals but similar O-PO₄ to Monterey and Santa Cruz County
- ◆ Bacteria: SMC likely similar to Monterey County and Santa Cruz County?
 - Different detection limits



Next Steps

- ◆ **Implement Best Management Practices**
 - Vegetated swales, permeable surface, education/outreach
- ◆ **Continue program**
 - 7 years in San Mateo vs 16 years in Santa Cruz and Monterey Counties
 - Make comparisons over time
- ◆ **Multi-year funding for cost-effectiveness**



Thank you!

Questions?

Brittani Bohlke

Kaena Meyer

San Mateo County Resource
Conservation District

Brittani@sanmateorcd.org

650.712.7765 x104



Executive Director Report March 2016

Select Program and Project Updates

Fitzgerald Pollution Reduction Project

The final project report is available on the RCD website at <http://www.sanmateorcd.org/fpr-report/>. It summarizes efforts to reduce pollution entering the James V. Fitzgerald Marine Reserve by educating and recruiting Montara and Moss Beach residents to implement best management practices in the watershed. It provides information about the work that was completed, lessons learned, and potential follow-up activities. The project was completed in partnership with the landowners and San Mateo County and funded by the State Water Resources Control Board.

Select Funding Updates

Alpine Creek Fish Passage Project

The RCD submitted an application to the Fisheries Restoration Grant Program of the CA Department of Fish and Wildlife for \$1,018,721 to remove the barrier to fish migration posed by the Pescadero Creek Road crossing on Alpine Creek (a tributary to San Gregorio Creek). If funded, the project will provide fish unimpeded access to 3 miles of habitat upstream, repair the stream channel, and improve the hydrology downstream of the road crossing. Funding for planning and design was provided by the Coastal Conservancy through the Integrated Watershed Restoration Program (IWRP).

Slender False Brome Eradication at Wunderlich County Park

The RCD submitted a grant proposal in partnership with County Parks to work collaboratively with them, the Weed Management Area, and the Open Space District on a two-year program to eradicate Slender False Brome at Wunderlich County Park in Woodside and beyond. The request for \$45,100 was submitted to the California Department of Food and Agriculture for a US Forest Service State and Private Forestry Weed Control grant.

Administration and Operations

New director

We welcome Kevin Watt as the newest member of the RCD Board of Directors. He and his wife own and operate Early Bird Ranch, a small, family-run farm in Pescadero that uses integrated sustainable production models that emulate natural systems to raise chicken, pork, rabbit, and eggs and reduce the need for off-farm inputs. In addition to farming, Watt is the Integrated Land & Livestock Manager at TomKat Ranch Educational Foundation in Pescadero and serves on the “NextGen” committee at

Attachment B

Peninsula Open Space Trust. He received his Master's Degree in International Affairs from the UC San Diego School of Global Policy and Strategy.

Finances

Staff and the Finance Committee (Director Glauthier) are working on the FY '17 budget. A draft proposed budget will be brought to the full board as a discussion item during the May 2016 meeting and as an action item for the June 2016 meeting.

Staff and Glauthier have also been working on a revised Cost Allocation Plan (CAP) for the RCD, which will serve as the basis for billing rates and other strategies to recover overhead and otherwise earn revenue to pay for the true costs of delivering RCD programs. The CAP will be brought to the Board as an action item during the May 2016 meeting.

Taking a look at the financial statements for February 2016, one can see that the RCD has been a growing organization. Based on total assets, the RCD has grown from a \$300,000 organization in 2003 to a \$1.5 million organization today. During that time period, the RCD did \$9.6 million dollars of work.

Upcoming Events

- *March 31*- RCD will receive the 2016 Sustainability Award from Sustainable San Mateo County at the College of San Mateo. Tickets are available at <http://www.sustainablesanmateo.org/home/awards/>.
- *April 1*- TomKat Ranch and the RCD are co-hosting a workshop entitled "Ranching for Profit" at TomKat Ranch. The workshop will be led by Dave Pratt of Ranch Management Consultants, Inc. He is a leader in the field of business planning for profitable ranching.
- *April 12*- Staff will present to the San Mateo County Board of Supervisors about the RCD. Directors and other interested individuals are encouraged to attend.
- *April 26 (possible date)*- The State Science Panel will present the results of their work to better understand the Pescadero marsh and lagoon. The RCD is helping to coordinate the meeting. Location, exact date, and time are to be determined.
- *April 27*- The Spring Meeting of the Central Coast Region of RCDs will be held in Morro Bay. Directors are encouraged to participate. Please let me know if you would like to attend.
- *May 5*- RCD will host California Department of Fish and Wildlife at a location to be determined regarding the impacts of the drought on Coho salmon in Pescadero, voluntary water conservation and potential Department enforcement actions.
- *No date yet*- RCD staff and San Mateo County Farm Bureau are coordinating and will co-host a workshop for farmers on new water reporting requirements for irrigated lands.

5:30 PM

03/17/16

Accrual Basis

San Mateo County Resource Conservation District
Profit & Loss
July 2015 through February 2016

Jul '15 - Feb 16

Ordinary Income/Expense	
Income	
4010 · Contracts/Grants	1,583,006.48
4015 · Fines and Mitigation Funds	4,432.25
4020 · Individual Contributions	9,919.00
4030 · Interest Income	299.47
4100 · Misc. Income	1,621.00
4200 · Property Tax Revenue	51,156.82
4300 · Service Fees	2,450.00
Total Income	1,652,885.02
Gross Profit	1,652,885.02
Expense	
5000 · Personnel	
5010 · Salary	350,524.39
5030 · Salary Tax Expense	33,943.31
5040 · Benefits	17,355.23
Total 5000 · Personnel	401,822.93
6000 · Accounting Services	
6020 · Bank Fees	3,370.56
6070 · Communications	837.03
6075 · Internet	671.54
6080 · Telephone	1,403.08
6070 · Communications - Other	30.93
Total 6070 · Communications	2,105.55
6085 · Computer Service	4,645.99
6090 · Consultant	7,425.35
6200 · Discretionary	3,929.53
6300 · Equipment & Furniture	4,992.76
6400 · Insurance-Liability	2,333.59
6500 · Membership, Dues & Subscription	1,347.00
6550 · Mileage	738.70
6555 · Personnel Service Fees	2,867.17
6650 · Postage and Delivery	58.32
6700 · Printing and Copying	573.99
6750 · Professional Development	2,473.79
6775 · Project Software	1,792.98
6800 · Public Relations	72.66
6850 · Rent	13,200.00
6900 · Supplies	458.58

5:30 PM

03/17/16

Accrual Basis

San Mateo County Resource Conservation District

Profit & Loss

July 2015 through February 2016

	Jul '15 - Feb 16
6950 · Travel/Accommodations	1,606.79
7500 · Program Expense	1,294,637.61
Total Expense	1,751,290.88
Net Ordinary Income	-98,405.86
Net Income	<u>-98,405.86</u>

5:27 PM

03/17/16

Accrual Basis

San Mateo County Resource Conservation District
Balance Sheet
As of February 29, 2016

	Feb 29, 16
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking RCD 8123985	223,896.81
1004 · Restricted 8121907	73,438.61
1008 · 8129517	242,548.53
1010 · Money Market 8144886	85,225.43
Total Checking/Savings	625,109.38
Accounts Receivable	
1110 · Contracts Receivable	663,984.24
Total Accounts Receivable	663,984.24
Total Current Assets	1,289,093.62
Other Assets	
1600 · Long-Term Receivables	451,556.80
1610 · Security Deposits	1,300.00
1620 · Prepaid Expenses (Liability Insurance)	2,449.55
Total Other Assets	455,306.35
TOTAL ASSETS	<u>1,744,399.97</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	501,668.59
Total Accounts Payable	501,668.59
Other Current Liabilities	
2165 · Recoverable Grants Payable (Two year loan from SVC)	200,000.00
2100 · Payroll Taxes Payable	-277.94
2150 · Compensated absences payable (Sick/Vaca Carryover)	26,389.86
2200 · Deferred Revenue	472,037.93
2250 · Potential Revenue	450,228.30
Total Other Current Liabilities	1,148,378.15
Total Current Liabilities	1,650,046.74
Total Liabilities	1,650,046.74

5:27 PM

03/17/16

Accrual Basis

San Mateo County Resource Conservation District
Balance Sheet
As of February 29, 2016

	Feb 29, 16
Equity	
3900 · Retained Earnings	192,759.09
Net Income	-98,405.86
Total Equity	94,353.23
TOTAL LIABILITIES & EQUITY	<u>1,744,399.97</u>