

SAN MATEO COUNTY RESOURCE CONSERVATION DISTRICT

helping people protect, conserve and restore natural resources since 1939

Meeting of the Board of Directors

April 17, 2008

Location: Farm Bureau

6:00 pm- 9:00 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. Consent Agenda 4.1. February, 2008 Draft Financial Statements 4.2. March, 2008 Draft Financial Statements
5. Presentations 5.1 Rex Geitner – Clos de la Tech Vineyards – Request for Grading Exemption 5.2 San Mateo County Planning and Building Department - Watershed Protection Program Discussion and Questions
6. Action Items- The Board will hear public comments on each action item before a decision is made. Comments are limited to one minute per person. 6.1. <u>Board Approval for Grading Exemption at Clos de la Tech Vineyards.</u> Recommend Board approval for the Grading Exemption of Rex Geitner's proposal to install a permanent Stormwater and Sediment Control Basin as part of the EQIP and Agricultural Water Quality programs. This project is approved by NRCS and meets all of their standards and specifications.
7. Board President Report and Discussion 7.1. Apanolio Fish Passage Project 7.2. National Marine Sanctuary Award
8. Staff Report and Discussion 8.1. Identification and Remediation of Fecal Pollution in Pillar Point Harbor 8.2. Agricultural Water Quality Project 8.3. Watershed Discovery Workshop
9. Adjourn

SAN MATEO COUNTY RESOURCE
CONSERVATION DISTRICT
VOLUNTARY SIGN IN SHEET

Pls. print

DATE OF MEETING: APRIL 17, 2008

<u>NAME</u>	<u>EMAIL</u>
1. <u>GREG SMITH</u>	<u>GJSMITH@co.sanmateo.ca.us</u>
2. <u>Mary Rafferty</u>	<u>mkrc@aol.com</u>
3. <u>Julie Casagrande</u>	<u>jcagrande@co.sanmateo.ca.us</u>
4. <u>Steve Monowitz</u>	<u>smonowitz@co.sanmateo.ca.us</u>
5. <u>RICH ALLEN</u>	
6. <u>Rex Geitner</u>	<u>v1bcult@aol.com</u>
7. <u>Marshall Wilson</u>	<u>mwilson@co.sanmateo.ca.us</u>
8. <u>Mary McMullen</u>	<u>mmcmullen@co.sanmateo.ca.us</u>
9. <u>TOWA CAROLANN</u>	<u>carolann@sanmateoord.org</u>
10. <u>Jim Howard</u>	<u>james.howard@ca.usda.gov</u>
11. <u>Lisa Spideman</u>	<u>lspideman@coastal.ca.gov</u>
12. <u>Jim FERNANDES</u>	
13. <u>Roy Stone</u>	<u>RStone@hyatt.com</u>
14. _____	
15. _____	

Signing, registering, or completion of this document is voluntary, and all persons may attend the meeting regardless of whether a person signs, registers, or completes this document.

SAN MATEO COUNTY RESOURCE CONSERVATION DISTRICT
625 Miramontes Street, Suite 103
Half Moon Bay, CA 94019

Minutes
April 17, 2008
Regular Meeting of the Board of Directors

1. **CALL TO ORDER:** Mr. Allen called the meeting to order at 6:00p.m. A quorum was declared present.

2. **INTRODUCTION OF GUESTS and STAFF:**

Directors: Rich Allen, Jim Reynolds, Roxy Stone

Staff: RCD: Carolann Towe; NRCS: Jim Howard

Guests: Lisa Sniderman-California Coastal Commission, San Mateo County Staff:
Marshall Wilson, Mary Raftery, Rick Smith, Steve Monowitz, Julie Casagrande,
Marshall Wilson, Mary McMillian, Rex Geitner-Clos de la Tech Winery,

3. **PUBLIC COMMENT:**

- Upcoming Events
 - Used tire recycling event in Half Moon Bay – May 10th at Chamber of Commerce
 - E-Waste days at Reese Computers
 - Cunha Middle School – E-waste Day on May 31st
 - Critical Coastal Steering Committee – May 1st
 - Environmental Health has moved as of April 28 to 2000 Alameda de las Pulgas in San Mateo
 - Rich noted that he would like to change the order of the Action Item for Clos de la Tech and have it immediately follow the presentation of clos de la Tech in order for Rex to leave a little earlier.

4. **CONSENT AGENDA:**

4.1 **Draft Financial Statements February, 2008**

4.2 **Draft Financial Statements March, 2008**

ACTION: Roxy Stone MOVED to adopt the consent agenda. The motion was SECONDED by Jim Reynolds and CARRIED unanimously.

5. PRESENTATIONS

5.1 Rex Geitner – Clos de la Tech Vineyards – Request for Grading Exemption

- Rex Geitner gave a short presentation to support his request to install a permanent Stormwater and Sediment Control Basin as part of the EQIP and Agricultural Water Quality programs. This project is approved by NRCS and meets all of their standards and specifications.

5.2 San Mateo County Planning and Building Department – Watershed Protection Program Discussion and Questions

- Introduction of Planning and Building staff attending
- Definition of terms within a watershed
- Pollutants affecting watersheds within our environment
- Invasive species to our watersheds
- Regulatory implementations within the watersheds
- Protect quality of life and our recreational opportunities
- Reduce the number of beach postings
- New regulation/permit requirements for activities within watersheds will be initiated based on percentage of slope to the creeks.
- County will keep RCD apprised of next steps within the next two months Website

6. ACTION ITEMS:

6.1 Recommend Board approval for the Grading Exemption based on Rex Geitner's proposal to install a permanent Stormwater and Sediment Control Basin as part of the EQIP and Agricultural Water Quality programs.

ACTION: Jim Reynolds MOVED to approve the Grading Exemption at Clos de la Tech Vineyards. The motion was SECONDED by Roxy Stone and CARRIED unanimously.

7. BOARD PRESIDENT REPORT AND DISCUSSION

7.1 Appanolio Fish Passage Project

- The project has been seriously comprised; however, all of the parties involved have agreed to donate their time to repairing this project.
- Project is stalled due to lack of funding.
- There is pressure to get this project implemented.
- There is an estimate expense of 30K to 50K.
- Jim Howard is not sure if Swanson Hydrology is aware that the lower weir has blown out.
- Rich would like to meet with Jim Howard, and Mitch Swanson to determine next step, timing, cost, permits etc.

- Jim would like to get up to speed with Kellyx first before approaching Mitch.
- Jim advised that he was out at Appanolio with Kit Crump and Fish Net 4C's. They recommended that RCD bring in DFG since they were primary funder. Rich would rather wait to ask Kellyx about approaching DFG.
- Rich and Jim will talk to Kellyx on April 22nd to determine next step.
- Rich will call Gil Gossett to reassure him that things are proceeding.
- Ask Kellyx what Kit Crump's role in this project was, is and can be.

7.2 National Marine Sanctuary Award

- Rich went to Monterey where the national award ceremony is held.
- Carolann Towe was singled out as volunteer of the year for the entire sanctuary.
- RCD was awarded an organization of the year award for our work in the sanctuary.

8. STAFF REPORT AND DISCUSSION

8.1 Identification and Remediation of Fecal Pollution in Pillar Point Harbor

- QAPP and monitoring plans are approved.
- Deer Creek very similar to Appanolio
- Will proceed to Denniston next and then the marsh.
- Balance showed RCD where gages were put.
- Will do Fecal Indicator Bactria testing every two weeks at Capistrano beach.
- Will now work with UC Davis on how we will address the dry season for, microbial resource tracking. We have already missed the wet season due to state issues.
- We will try to amend grant to extend 6 months so we can do the resource tracking during the wet season.

8.2 Agricultural Water Quality Grant

- We have all of the 1600 permitting referred to in Rex's proposal.
- Implementation date for producers is October 15th. This could not be open ended due to the fact that monitoring was necessary after implementation.
- Notification letters went out middle of March.

8.3 Watershed Discovery Workshop

- First workshop will be April 23rd.
- Original 1st workshop was cancelled due to teacher.
- Carolann needs to replace that workshop due to grant specifications. She is talking to Jim Hancock of Pescadero Elementary.

- Rich's contact with the sheriff's department has given us a donation of buses for children from over the hill to use. This is a huge donation.
- Other organizations have donated items as well, Pearlman family Foundation/Nurserymen's Exchange, Pastorino's, USGS, Public Health Laboratory.
- Thru Ellen, the Field Trip Foundation has donated \$500 for one bus. This could alleviate the problem with the rescheduled school.
- What is important about this program is that it is entirely an RCD staff program. It is homegrown.
- Will look for funding for another program for same time next year.
- The Jewish Community Center in San Francisco is interested in a summer program
- Also Marin County has a group of kids whose parents have been incarcerated that are interested in the program
- This program is about creating a new generation of stewards

9. **ADJOURNMENT**

ACTION: The Regular Meeting of the Board of Directors was adjourned at 8:30 p.m.

5:23 PM
04/10/08
Accrual Basis

San Mateo County Resource Conservation District
Balance Sheet
As of February 29, 2008

	<u>Feb 29, 08</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking RCD8123985	77,517.22
1004 · Checking FC8121907	1,491.00
1008 · Checking CT8129517 (CalTrans)	<u>72,758.02</u>
Total Checking/Savings	151,766.24
Accounts Receivable	
1110 · Contracts Receivable	<u>397,611.16</u>
Total Accounts Receivable	397,611.16
Other Current Assets	
1499 · Undeposited Funds	<u>66.00</u>
Total Other Current Assets	66.00
Total Current Assets	549,443.40
Other Assets	
1620 · Prepaid Expenses (Liability Insurance)	737.08
1600 · Long-Term Receivables	1,447,217.33
1610 · Security Deposits	<u>1,300.00</u>
Total Other Assets	<u>1,449,254.41</u>
TOTAL ASSETS	<u>1,998,697.81</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>336,805.32</u>
Total Accounts Payable	336,805.32
Other Current Liabilities	
2100 · Payroll Taxes Payable	4,388.74
2105 · Employee Benefits Payable	488.99
2200 · Deferred Revenue	<u>1,528,025.41</u>
Total Other Current Liabilities	<u>1,532,903.14</u>
Total Current Liabilities	<u>1,869,708.46</u>
Total Liabilities	1,869,708.46
Equity	
3900 · Retained Earnings	67,056.65
Net Income	<u>61,932.70</u>
Total Equity	<u>128,989.35</u>
TOTAL LIABILITIES & EQUITY	<u>1,998,697.81</u>

5:23 PM
 04/10/08
 Accrual Basis

San Mateo County Resource Conservation District
Profit & Loss
 July 2007 through February 2008

	<u>Jul '07 - Feb 08</u>
Ordinary Income/Expense	
Income	
4000 · Fines and Mitigation Funds	285,598.13
4010 · Grants/Contracts	
4012 · State Awarded	685,934.49
4014 · Fed Awarded	123,999.06
Total 4010 · Grants/Contracts	<u>809,933.55</u>
4030 · Interest Income	3,295.02
4050 · Fees for Services	2,375.20
4300 · Property Tax Revenue	31,339.17
4900 · Misc. Income	264.00
5001 · Uncategorized Income	1,500.00
Total Income	<u>1,134,305.07</u>
Expense	
5010 · Benefits	
5011 · Health & Dental	13,693.49
5013 · Workers' Comp	1,466.40
Total 5010 · Benefits	<u>15,159.89</u>
5020 · Computer Service	800.00
5030 · Consultant	820,944.06
5070 · Salary and Wages	
5050 · Payroll Service Fees	430.63
5060 · Payroll Tax Expense	10,300.48
5070 · Salary and Wages - Other	128,957.36
Total 5070 · Salary and Wages	<u>139,688.47</u>
6005 · Communications	
6007 · Internet	189.84
6009 · Telephone	490.38
6005 · Communications - Other	48.22
Total 6005 · Communications	<u>728.44</u>
6022 · Discretionary	
5005 · Bank Fees	365.99
6035 · Interest - Line of Credit	63.01
6022 · Discretionary - Other	-195.37
Total 6022 · Discretionary	<u>233.63</u>
6030 · Insurance	
6032 · Liability	1,474.16
6030 · Insurance - Other	250.00
Total 6030 · Insurance	<u>1,724.16</u>
6045 · Legal Services	588.75
6055 · Membership, Dues & Subscription	986.00
6065 · Permitting	2,195.58
6070 · Postage and Delivery	26.46
6080 · Professional Development	300.00
6085 · Program Expense	81,996.26
6095 · Public Relations	371.52
6100 · Rent	6,300.00
6110 · Supplies	70.78
6180 · Travel	
6181 · Accommodations	258.37
Total 6180 · Travel	<u>258.37</u>
Total Expense	<u>1,072,372.37</u>
Net Ordinary Income	<u>61,932.70</u>
Net Income	<u><u>61,932.70</u></u>

5:24 PM
04/10/08
Accrual Basis

San Mateo County Resource Conservation District
Balance Sheet
As of March 31, 2008

	<u>Mar 31, 08</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking RCD8123985	18,172.57
1004 · Checking Restricted8121907	1,491.00
1008 · Checking CT8129517 (CalTrans)	72,850.74
Total Checking/Savings	<u>92,514.31</u>
Accounts Receivable	
1110 · Contracts Receivable	341,870.51
Total Accounts Receivable	<u>341,870.51</u>
Total Current Assets	434,384.82
Other Assets	
1620 · Prepaid Expenses (Liability Insurance)	552.81
1600 · Long-Term Receivables	1,447,217.33
1610 · Security Deposits	1,300.00
Total Other Assets	<u>1,449,070.14</u>
TOTAL ASSETS	<u><u>1,883,454.96</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	248,442.67
Total Accounts Payable	<u>248,442.67</u>
Other Current Liabilities	
2100 · Payroll Taxes Payable	3,829.45
2105 · Employee Benefits Payable	488.99
2200 · Deferred Revenue	1,528,025.41
Total Other Current Liabilities	<u>1,532,343.85</u>
Total Current Liabilities	<u>1,780,786.52</u>
Total Liabilities	1,780,786.52
Equity	
3900 · Retained Earnings	67,056.65
Net Income	35,611.79
Total Equity	<u>102,668.44</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,883,454.96</u></u>

5:23 PM
 04/10/08
 Accrual Basis

**San Mateo County Resource Conservation District
 Profit & Loss
 July 2007 through March 2008**

	<u>Jul '07 - Mar 08</u>
Ordinary Income/Expense	
Income	
4000 · Fines and Mitigation Funds	285,598.13
4010 · Grants/Contracts	
4012 · State Awarded	685,934.49
4014 · Fed Awarded	123,999.06
	<hr/>
Total 4010 · Grants/Contracts	809,933.55
4030 · Interest Income	3,396.44
4050 · Fees for Services	2,375.20
4300 · Property Tax Revenue	31,382.76
4900 · Misc. Income	264.00
5001 · Uncategorized Income	1,500.00
	<hr/>
Total Income	1,134,450.08
Expense	
5010 · Benefits	
5011 · Health & Dental	13,693.49
5013 · Workers' Comp	1,466.40
	<hr/>
Total 5010 · Benefits	15,159.89
5020 · Computer Service	800.00
5030 · Consultant	820,944.06
5070 · Salary and Wages	
5050 · Payroll Service Fees	430.63
5060 · Payroll Tax Expense	11,752.89
5070 · Salary and Wages - Other	145,984.03
	<hr/>
Total 5070 · Salary and Wages	158,167.55
6005 · Communications	
6007 · Internet	483.45
6009 · Telephone	490.38
6005 · Communications - Other	48.22
	<hr/>
Total 6005 · Communications	1,022.05
6022 · Discretionary	
5005 · Bank Fees	416.34
6035 · Interest - Line of Credit	63.01
6022 · Discretionary - Other	1,234.03
	<hr/>
Total 6022 · Discretionary	1,713.38
6030 · Insurance	
6032 · Liability	1,658.43
6030 · Insurance - Other	2,752.81
	<hr/>
Total 6030 · Insurance	4,411.24
6045 · Legal Services	588.75
6055 · Membership, Dues & Subscription	986.00
6065 · Permitting	2,195.58
6070 · Postage and Delivery	32.97
6080 · Professional Development	300.00
6085 · Program Expense	85,402.49
6095 · Public Relations	371.52
6100 · Rent	6,300.00
6110 · Supplies	70.78
6180 · Travel	
6181 · Accommodations	315.20
6180 · Travel - Other	56.83
	<hr/>
Total 6180 · Travel	372.03
	<hr/>
Total Expense	1,098,838.29
	<hr/>
Net Ordinary Income	35,611.79
	<hr/>
Net Income	35,611.79

5:08 PM

San Mateo County Resource Conservation District
Check Detail
February through March 2008

04/17/08

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	1703	2/2/2008	Carolann Towe		1000 · Checking ...		-4,479.86
					5070 · Salary and ...	-5,805.00	5,805.00
					2100 · Payroll Tax...	1,325.14	-1,325.14
TOTAL						-4,479.86	4,479.86
Check	1704	2/2/2008	Ellen Gartside		1000 · Checking ...		-1,306.45
					5070 · Salary and ...	-1,650.00	1,650.00
					2100 · Payroll Tax...	343.55	-343.55
TOTAL						-1,306.45	1,306.45
Check	1705	2/2/2008	Renee Moldovan		1000 · Checking ...		-3,815.98
					5070 · Salary and ...	-4,608.00	4,608.00
					2100 · Payroll Tax...	792.02	-792.02
TOTAL						-3,815.98	3,815.98
Check	1706	2/2/2008	Kellyx Nelson		1000 · Checking ...		-4,961.49
					5070 · Salary and ...	-6,666.67	6,666.67
					2100 · Payroll Tax...	1,705.18	-1,705.18
TOTAL						-4,961.49	4,961.49
Bill Pmt -Check	1707	2/12/2008	Cazador Engineeri...		1000 · Checking ...		-87,797.00
Bill	Inv. 1...	1/2/2008	2-APNOL-SWRCB-...		5030 · Consultant	-26,415.08	57,728.55
			2-SEP-07		5030 · Consultant	-20,681.88	45,199.00
			2-APNOL-Caltrans-...		5030 · Consultant	-40,173.62	87,797.00
			2-APNOL-SWRCB-...		5030 · Consultant	-23.31	50.94
			2-APNOL-Caltrans-...		5030 · Consultant	-503.11	1,099.51
TOTAL						-87,797.00	191,875.00
Bill Pmt -Check	1708	2/12/2008	Swanson Hydrolo...		1000 · Checking ...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	1709	2/12/2008	Swanson Hydrolo...		1000 · Checking ...		-2,444.00
Bill	Inv. 2...	2/12/2008	2-APNOL-SWRCB-...		5030 · Consultant	-804.83	1,200.00
			2-SEP-07		5030 · Consultant	-1,639.17	2,444.00
TOTAL						-2,444.00	3,644.00
Bill Pmt -Check	1710	2/14/2008	At&t		1000 · Checking ...		-54.90
Bill		2/14/2008			6009 · Telephone	-54.90	54.90
TOTAL						-54.90	54.90
Bill Pmt -Check	1711	2/14/2008	California Choice ...		1000 · Checking ...		-2,502.81
Bill		2/14/2008			5011 · Health & De...	-2,013.82	2,013.82
					2105 · Employee B...	-488.99	488.99
TOTAL						-2,502.81	2,502.81

5:08 PM
04/17/08

San Mateo County Resource Conservation District
Check Detail
February through March 2008

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1712	2/14/2008	EDD		1000 · Checking ...		-646.69
Bill		2/14/2008			2100 · Payroll Taxe...	-646.69	646.69
TOTAL						-646.69	646.69
Bill Pmt -Check	1713	2/14/2008	Paychex		1000 · Checking ...		-129.98
Bill		2/14/2008			5050 · Payroll Servi...	-129.98	129.98
TOTAL						-129.98	129.98
Bill Pmt -Check	1714	2/14/2008	First National Bank		1000 · Checking ...		-4,941.08
Bill	941/...	2/14/2008			5060 · Payroll Tax ... 2100 · Payroll Taxe...	-1,394.30 -3,546.78	1,394.30 3,546.78
TOTAL						-4,941.08	4,941.08
Bill Pmt -Check	1715	2/22/2008	Professional Penn...		1000 · Checking ...		-1,400.00
Bill		2/22/2008			6100 · Rent	-1,400.00	1,400.00
TOTAL						-1,400.00	1,400.00
Bill Pmt -Check	1716	2/22/2008	Go Native Nursery...		1000 · Checking ...		-25,000.00
Bill	1824	10/4/2007	2-SEP-07		5030 · Consultant	-5,990.00	5,990.00
Bill	1825	10/4/2007	2-SEP-07		5030 · Consultant	-10,150.00	10,150.00
Bill	1846/...	11/20/2007	2-FCRK-DFG-05:O...		5030 · Consultant	-1,211.42	3,000.00
			2-SEP-07		5030 · Consultant	-1,227.99	3,041.00
			2-SEP-07		5030 · Consultant	-4,005.80	9,920.00
					5030 · Consultant	-2,414.79	5,980.00
TOTAL						-25,000.00	38,081.00
Bill Pmt -Check	1717	3/3/2008	C. Towe		1000 · Checking ...		-343.77
Bill	Janu...	2/29/2008	1-PPH-SWRCB-07		6085 · Program Ex...	-196.03	196.03
			2-AGWTR-SWRCB...		6085 · Program Ex...	-73.54	73.54
			2-San Vicente		6085 · Program Ex...	-58.20	58.20
			1-CCA-SFEI/SWR...		6085 · Program Ex...	-8.00	8.00
					6085 · Program Ex...	-8.00	8.00
TOTAL						-343.77	343.77
Bill Pmt -Check	1718	3/3/2008	C.G. Uhlenberg		1000 · Checking ...		-817.00
Bill		6/14/2006	To Be Allocated		5000 · Accounting ...	-817.00	1,017.00
TOTAL						-817.00	1,017.00
Bill Pmt -Check	1719	3/3/2008	County of San Mat...		1000 · CheckIng ...		-1,939.04
Bill	BLD. ...	3/3/2008	2-FCRK-DFG-05:O...		6085 · Program Ex...	-1,939.04	1,939.04
TOTAL						-1,939.04	1,939.04
Bill Pmt -Check	1720	3/3/2008	E Gartside		1000 · Checking ...		-53.35
Bill	Janu...	2/29/2008	1-PPH-SWRCB-07		6085 · Program Ex...	-53.35	53.35
TOTAL						-53.35	53.35

5:08 PM

04/17/08

San Mateo County Resource Conservatio. District
Check Detail
 February through March 2008

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1721	3/3/2008	Phillip Williams & ...		1000 · Checking ...		-30,388.02
Bill	Inv. 2	11/1/2007	1-IWMP-SFPUC/S...		5030 · Consultant	-30,388.02	30,388.02
TOTAL						-30,388.02	30,388.02
Check	1722	3/3/2008	Ellen Gartside		1000 · Checking ...		-1,120.25
					5070 · Salary and ...	-1,400.00	1,400.00
					2100 · Payroll Taxe...	279.75	-279.75
TOTAL						-1,120.25	1,120.25
Check	1723	3/3/2008	Renee Moldovan		1000 · Checking ...		-3,311.50
					5070 · Salary and ...	-4,160.00	4,160.00
					2100 · Payroll Taxe...	848.50	-848.50
TOTAL						-3,311.50	3,311.50
Check	1724	3/3/2008	Kellyx Nelson		1000 · Checking ...		-4,961.49
					5070 · Salary and ...	-6,666.67	6,666.67
					2100 · Payroll Taxe...	1,705.18	-1,705.18
TOTAL						-4,961.49	4,961.49
Check	1725	3/3/2008	Carolann Towe		1000 · Checking ...		-3,770.83
					5070 · Salary and ...	-4,800.00	4,800.00
					2100 · Payroll Taxe...	1,029.17	-1,029.17
TOTAL						-3,770.83	3,770.83
Bill Pmt -Check	1726	3/6/2008	Fall Creek Engine...		1000 · Checking ...		-1,019.86
Bill	1619-...	9/12/2007	2-APNOL-SWRCB-...		5030 · Consultant	-1,019.86	1,019.86
TOTAL						-1,019.86	1,019.86
Bill Pmt -Check	1727	3/6/2008	Go Native Nursery...		1000 · Checking ...		-13,113.60
Bill	1823	9/11/2007	2-FCRK-DFG-05:O...		5030 · Consultant	-1,633.08	16,600.00
			2-FCRK-CC-07		5030 · Consultant	-784.37	7,973.00
			2-FCRK-AMRV-07		5030 · Consultant	-2,459.46	25,000.00
			2-SEP-07		5030 · Consultant	-1,123.09	11,416.00
Bill	Poll T...	1/9/2008	2-FCRK-CC-07		5030 · Consultant	-7,113.60	7,113.60
TOTAL						-13,113.60	68,102.60
Bill Pmt -Check	1728	3/17/2008	California Choice ...		1000 · Checking ...		-2,502.81
Bill	April	3/17/2008			6030 · Insurance	-2,502.81	2,502.81
TOTAL						-2,502.81	2,502.81
Bill Pmt -Check	1729	3/17/2008	EDD		1000 · Checking ...		-703.08
Bill	Qtr. 1	3/17/2008			2100 · Payroll Taxe...	-703.08	703.08
TOTAL						-703.08	703.08

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04/17/08

San Mateo County Resource Conservation District
Check Detail
February through March 2008

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1730	3/17/2008	First National Bank		1000 · Checking ...		-5,171.22
Bill	941/ ...	3/17/2008			5060 · Payroll Tax ... 2100 · Payroll Taxe...	-1,452.41 -3,718.81	1,452.41 3,718.81
TOTAL						-5,171.22	5,171.22
Bill Pmt -Check	1731	3/20/2008	First National Ban...		1000 · Checking ...		-2,120.50
Bill		3/4/2008	1-IWMP-SFPUC/S... 1-IWMP-SFPUC/S...		6085 · Program Ex... 6085 · Program Ex... 5005 · Bank Fees 6181 · Accommoda... 6181 · Accommoda... 6085 · Program Ex... 6085 · Program Ex... 6085 · Program Ex... 6085 · Program Ex... 6085 · Program Ex... 6085 · Program Ex... 6022 · Discretionary 6085 · Program Ex... 6022 · Discretionary 6022 · Discretionary 6022 · Discretionary 6022 · Discretionary 6180 · Travel 6180 · Travel 6022 · Discretionary	-954.76 -121.60 -50.35 -38.83 -18.00 -35.23 -50.94 -63.18 -33.42 -16.84 -206.99 -138.22 -10.00 -20.60 -79.97 -9.95 -38.83 -18.00 -214.79	954.76 121.60 50.35 38.83 18.00 35.23 50.94 63.18 33.42 16.84 206.99 138.22 10.00 20.60 79.97 9.95 38.83 18.00 214.79
TOTAL						-2,120.50	2,120.50
Bill Pmt -Check	1732	3/20/2008	First National Ban...		1000 · Checking ...		-1,237.22
Bill		3/20/2008			6007 · Internet 6022 · Discretionary 6022 · Discretionary 6022 · Discretionary 6070 · Postage and... 6022 · Discretionary	-293.61 -21.25 -332.11 -47.79 -6.51 -535.95	293.61 21.25 332.11 47.79 6.51 535.95
TOTAL						-1,237.22	1,237.22
Check	1733	3/20/2008	County Clerk		1000 · Checking ...		-53.00
TOTAL			2-AGWTR-SWRCB...		6085 · Program Ex...	-53.00	53.00
TOTAL						-53.00	53.00
Bill Pmt -Check	1734	3/21/2008	Philip Williams & ...		1000 · Checking ...		-42,627.05
Bill	Inv. 0...	1/8/2008	1-IWMP-SFPUC/S...		5030 · Consultant	-42,627.05	42,627.05
TOTAL						-42,627.05	42,627.05

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04/10/08

Accrual Basis

San Mateo County Resource Conservation District
Profit & Loss
July 2007 through March 2008

	<u>Jul '07 - Mar 08</u>
Ordinary Income/Expense	
Income	
4000 · Fines and Mitigation Funds	285,598.13
4010 · Grants/Contracts	
4012 · State Awarded	685,934.49
4014 · Fed Awarded	123,999.06
Total 4010 · Grants/Contracts	<u>809,933.55</u>
4030 · Interest Income	3,396.44
4050 · Fees for Services	2,375.20
4300 · Property Tax Revenue	31,382.76
4900 · Misc. Income	264.00
5001 · Uncategorized Income	1,500.00
Total Income	<u>1,134,450.08</u>
Expense	
5010 · Benefits	
5011 · Health & Dental	13,693.49
5013 · Workers' Comp	1,466.40
Total 5010 · Benefits	<u>15,159.89</u>
5020 · Computer Service	800.00
5030 · Consultant	820,944.06
5070 · Salary and Wages	
5050 · Payroll Service Fees	430.63
5060 · Payroll Tax Expense	11,752.89
5070 · Salary and Wages - Other	145,984.03
Total 5070 · Salary and Wages	<u>158,167.55</u>
6005 · Communications	
6007 · Internet	483.45
6009 · Telephone	490.38
6005 · Communications - Other	48.22
Total 6005 · Communications	<u>1,022.05</u>
6022 · Discretionary	
5005 · Bank Fees	416.34
6036 · Interest - Line of Credit	63.01
6022 · Discretionary - Other	1,234.03
Total 6022 · Discretionary	<u>1,713.38</u>
6030 · Insurance	
6032 · Liability	1,658.43
6030 · Insurance - Other	2,752.81
Total 6030 · Insurance	<u>4,411.24</u>
6045 · Legal Services	588.75
6055 · Membership, Dues & Subscription	986.00
6065 · Permitting	2,195.58
6070 · Postage and Delivery	32.97
6080 · Professional Development	300.00
6085 · Program Expense	85,402.49
6095 · Public Relations	371.52
6100 · Rent	6,300.00
6110 · Supplies	70.78
6180 · Travel	
6181 · Accommodations	315.20
6180 · Travel - Other	56.83
Total 6180 · Travel	<u>372.03</u>
Total Expense	<u>1,098,838.29</u>
Net Ordinary Income	<u>35,611.79</u>
Net Income	<u><u>35,611.79</u></u>

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Accrual Basis

San Mateo County Resource Conservation District
Balance Sheet
As of March 31, 2008

	<u>Mar 31, 08</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking RCD8123986	18,172.57
1004 · Checking Restricted8121907	1,491.00
1008 · Checking CT8129517 (CalTrans)	72,850.74
Total Checking/Savings	<u>92,514.31</u>
Accounts Receivable	
1110 · Contracts Receivable	341,870.51
Total Accounts Receivable	<u>341,870.51</u>
Total Current Assets	434,384.82
Other Assets	
1620 · Prepaid Expenses (Liability Insurance)	552.81
1600 · Long-Term Receivables	1,447,217.33
1610 · Security Deposits	1,300.00
Total Other Assets	<u>1,449,070.14</u>
TOTAL ASSETS	<u><u>1,883,454.96</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	248,442.67
Total Accounts Payable	<u>248,442.67</u>
Other Current Liabilities	
2100 · Payroll Taxes Payable	3,829.45
2105 · Employee Benefits Payable	488.99
2200 · Deferred Revenue	1,528,025.41
Total Other Current Liabilities	<u>1,532,343.85</u>
Total Current Liabilities	<u>1,780,786.52</u>
Total Liabilities	1,780,786.52
Equity	
3900 · Retained Earnings	67,056.65
Net Income	35,611.79
Total Equity	<u>102,668.44</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,883,454.96</u></u>

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04/10/08

Accrual Basis

San Mateo County Resource Conservation District
Profit & Loss
July 2007 through March 2008

	<u>Jul '07 - Mar 08</u>
Ordinary Income/Expense	
Income	
4000 · Fines and Mitigation Funds	285,598.13
4010 · Grants/Contracts	
4012 · State Awarded	685,934.49
4014 · Fed Awarded	123,999.06
Total 4010 · Grants/Contracts	<u>809,933.55</u>
4030 · Interest Income	3,396.44
4050 · Fees for Services	2,375.20
4300 · Property Tax Revenue	31,382.76
4900 · Misc. Income	264.00
5001 · Uncategorized Income	1,500.00
Total Income	<u>1,134,450.08</u>
Expense	
5010 · Benefits	
5011 · Health & Dental	13,693.49
5013 · Workers' Comp	1,466.40
Total 5010 · Benefits	<u>15,159.89</u>
5020 · Computer Service	800.00
5030 · Consultant	820,944.06
5070 · Salary and Wages	
5050 · Payroll Service Fees	430.63
5060 · Payroll Tax Expense	11,752.89
5070 · Salary and Wages - Other	145,984.03
Total 5070 · Salary and Wages	<u>158,167.55</u>
6005 · Communications	
6007 · Internet	483.45
6009 · Telephone	490.38
6005 · Communications - Other	48.22
Total 6005 · Communications	<u>1,022.05</u>
6022 · Discretionary	
5005 · Bank Fees	416.34
6035 · Interest - Line of Credit	63.01
6022 · Discretionary - Other	1,234.03
Total 6022 · Discretionary	<u>1,713.38</u>
6030 · Insurance	
6032 · Liability	1,658.43
6030 · Insurance - Other	2,752.81
Total 6030 · Insurance	<u>4,411.24</u>
6045 · Legal Services	588.75
6055 · Membership, Dues & Subscription	986.00
6065 · Permitting	2,195.58
6070 · Postage and Delivery	32.97
6080 · Professional Development	300.00
6085 · Program Expense	85,402.49
6095 · Public Relations	371.52
6100 · Rent	6,300.00
6110 · Supplies	70.78
6180 · Travel	
6181 · Accommodations	315.20
6180 · Travel - Other	56.83
Total 6180 · Travel	<u>372.03</u>
Total Expense	<u>1,098,838.29</u>
Net Ordinary Income	<u>35,611.79</u>
Net Income	<u>35,611.79</u>

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San Mateo County Resource Conservation District
Check Detail
February through March 2008

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	1703	2/2/2008	Carolann Towe		1000 · Checking ...		-4,479.86
					5070 · Salary and ...	-5,805.00	5,805.00
					2100 · Payroll Tax...	1,325.14	-1,325.14
TOTAL						-4,479.86	4,479.86
Check	1704	2/2/2008	Ellen Gartside		1000 · Checking ...		-1,306.45
					5070 · Salary and ...	-1,650.00	1,650.00
					2100 · Payroll Tax...	343.55	-343.55
TOTAL						-1,306.45	1,306.45
Check	1705	2/2/2008	Renee Moldovan		1000 · Checking ...		-3,815.98
					5070 · Salary and ...	-4,608.00	4,608.00
					2100 · Payroll Tax...	792.02	-792.02
TOTAL						-3,815.98	3,815.98
Check	1706	2/2/2008	Kellyx Nelson		1000 · Checking ...		-4,961.49
					5070 · Salary and ...	-6,666.67	6,666.67
					2100 · Payroll Tax...	1,705.18	-1,705.18
TOTAL						-4,961.49	4,961.49
Bill Pmt -Check	1707	2/12/2008	Cazador Engineeri...		1000 · Checking ...		-87,797.00
Bill	Inv. 1...	1/2/2008	2-APNOL-SWRCB-...	5030 · Consultant		-26,415.08	57,728.55
			2-SEP-07	5030 · Consultant		-20,681.88	45,199.00
			2-APNOL-Caltrans-...	5030 · Consultant		-40,173.62	87,797.00
			2-APNOL-SWRCB-...	5030 · Consultant		-23.31	50.94
			2-APNOL-Caltrans-...	5030 · Consultant		-503.11	1,099.51
TOTAL						-87,797.00	191,875.00
Bill Pmt -Check	1708	2/12/2008	Swanson Hydrolo...		1000 · Checking ...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	1709	2/12/2008	Swanson Hydrolo...		1000 · Checking ...		-2,444.00
Bill	Inv. 2...	2/12/2008	2-APNOL-SWRCB-...	5030 · Consultant		-804.83	1,200.00
			2-SEP-07	5030 · Consultant		-1,639.17	2,444.00
TOTAL						-2,444.00	3,644.00
Bill Pmt -Check	1710	2/14/2008	At&t		1000 · Checking ...		-54.90
Bill		2/14/2008			6009 · Telephone	-54.90	54.90
TOTAL						-54.90	54.90
Bill Pmt -Check	1711	2/14/2008	California Choice ...		1000 · Checking ...		-2,502.81
Bill		2/14/2008			5011 · Health & De...	-2,013.82	2,013.82
					2105 · Employee B...	-488.99	488.99
TOTAL						-2,502.81	2,502.81

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San Mateo County Resource Conservation District
Check Detail
February through March 2008

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1712	2/14/2008	EDD		1000 · Checking ...		-646.69
Bill		2/14/2008			2100 · Payroll Taxe...	-646.69	646.69
TOTAL						-646.69	646.69
Bill Pmt -Check	1713	2/14/2008	Paychex		1000 · Checking ...		-129.98
Bill		2/14/2008			5050 · Payroll Servi...	-129.98	129.98
TOTAL						-129.98	129.98
Bill Pmt -Check	1714	2/14/2008	First National Bank		1000 · Checking ...		-4,941.08
Bill	941/...	2/14/2008			5060 · Payroll Tax ...	-1,394.30	1,394.30
					2100 · Payroll Taxe...	-3,546.78	3,546.78
TOTAL						-4,941.08	4,941.08
Bill Pmt -Check	1715	2/22/2008	Professional Penn...		1000 · Checking ...		-1,400.00
Bill		2/22/2008			6100 · Rent	-1,400.00	1,400.00
TOTAL						-1,400.00	1,400.00
Bill Pmt -Check	1716	2/22/2008	Go Native Nursery...		1000 · Checking ...		-25,000.00
Bill	1824	10/4/2007	2-SEP-07		5030 · Consultant	-5,990.00	5,990.00
Bill	1825	10/4/2007	2-SEP-07		5030 · Consultant	-10,150.00	10,150.00
Bill	1846/...	11/20/2007	2-FCRK-DFG-05:O...		5030 · Consultant	-1,211.42	3,000.00
			2-SEP-07		5030 · Consultant	-1,227.99	3,041.00
			2-SEP-07		5030 · Consultant	-4,005.80	9,920.00
					5030 · Consultant	-2,414.79	5,980.00
TOTAL						-25,000.00	38,081.00
Bill Pmt -Check	1717	3/3/2008	C. Towe		1000 · Checking ...		-343.77
Bill	Janu...	2/29/2008	1-PPH-SWRCB-07		6085 · Program Ex...	-196.03	196.03
			2-AGWTR-SWRCB...		6085 · Program Ex...	-73.54	73.54
			2-San Vicente		6085 · Program Ex...	-58.20	58.20
			1-CCA-SFEI/SWR...		6085 · Program Ex...	-8.00	8.00
					6085 · Program Ex...	-8.00	8.00
TOTAL						-343.77	343.77
Bill Pmt -Check	1718	3/3/2008	C.G. Uhlenberg		1000 · Checking ...		-817.00
Bill		6/14/2006	To Be Allocated		5000 · Accounting ...	-817.00	1,017.00
TOTAL						-817.00	1,017.00
Bill Pmt -Check	1719	3/3/2008	County of San Mat...		1000 · Checking ...		-1,939.04
Bill	BLD. ...	3/3/2008	2-FCRK-DFG-05:O...		6085 · Program Ex...	-1,939.04	1,939.04
TOTAL						-1,939.04	1,939.04
Bill Pmt -Check	1720	3/3/2008	E Gartside		1000 · Checking ...		-53.35
Bill	Janu...	2/29/2008	1-PPH-SWRCB-07		6085 · Program Ex...	-53.35	53.35
TOTAL						-53.35	53.35

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**San Mateo County Resource Conservation District
Check Detail
February through March 2008**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1721	3/3/2008	Phillip Williams & ...		1000 · Checking ...		-30,388.02
Bill	Inv. 2	11/1/2007	1-IWMP-SFPUC/S...		5030 · Consultant	-30,388.02	30,388.02
TOTAL						-30,388.02	30,388.02
Check	1722	3/3/2008	Ellen Gartside		1000 · Checking ...		-1,120.25
					5070 · Salary and ...	-1,400.00	1,400.00
					2100 · Payroll Tax...	279.75	-279.75
TOTAL						-1,120.25	1,120.25
Check	1723	3/3/2008	Renee Moldovan		1000 · Checking ...		-3,311.50
					5070 · Salary and ...	-4,160.00	4,160.00
					2100 · Payroll Tax...	848.50	-848.50
TOTAL						-3,311.50	3,311.50
Check	1724	3/3/2008	Kellyx Nelson		1000 · Checking ...		-4,961.49
					5070 · Salary and ...	-6,666.67	6,666.67
					2100 · Payroll Tax...	1,705.18	-1,705.18
TOTAL						-4,961.49	4,961.49
Check	1725	3/3/2008	Carolann Towe		1000 · Checking ...		-3,770.83
					5070 · Salary and ...	-4,800.00	4,800.00
					2100 · Payroll Tax...	1,029.17	-1,029.17
TOTAL						-3,770.83	3,770.83
Bill Pmt -Check	1726	3/6/2008	Fall Creek Engine...		1000 · Checking ...		-1,019.86
Bill	1619-...	9/12/2007	2-APNOL-SWRCB-...		5030 · Consultant	-1,019.86	1,019.86
TOTAL						-1,019.86	1,019.86
Bill Pmt -Check	1727	3/6/2008	Go Native Nursery...		1000 · Checking ...		-13,113.60
Bill	1823	9/11/2007	2-FCRK-DFG-05:O...		5030 · Consultant	-1,633.08	16,600.00
			2-FCRK-CC-07		5030 · Consultant	-784.37	7,973.00
			2-FCRK-AMRV-07		5030 · Consultant	-2,459.46	25,000.00
			2-SEP-07		5030 · Consultant	-1,123.09	11,416.00
Bill	Poli T...	1/9/2008	2-FCRK-CC-07		5030 · Consultant	-7,113.60	7,113.60
TOTAL						-13,113.60	68,102.60
Bill Pmt -Check	1728	3/17/2008	California Choice ...		1000 · Checking ...		-2,502.81
Bill	April	3/17/2008			6030 · Insurance	-2,502.81	2,502.81
TOTAL						-2,502.81	2,502.81
Bill Pmt -Check	1729	3/17/2008	EDD		1000 · Checking ...		-703.08
Bill	Qtr. 1	3/17/2008			2100 · Payroll Tax...	-703.08	703.08
TOTAL						-703.08	703.08

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04/17/08

San Mateo County Resource Conservation District
Check Detail
 February through March 2008

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1730	3/17/2008	First National Bank		1000 · Checking ...		-5,171.22
Bill	941/ ...	3/17/2008			5060 · Payroll Tax ... 2100 · Payroll Tax...	-1,452.41 -3,718.81	1,452.41 3,718.81
TOTAL						-5,171.22	5,171.22
Bill Pmt -Check	1731	3/20/2008	First National Ban...		1000 · Checking ...		-2,120.50
Bill		3/4/2008	1-IWMP-SFPUC/S... 1-IWMP-SFPUC/S...		6085 · Program Ex... 6085 · Program Ex... 5005 · Bank Fees 6181 · Accommoda... 6181 · Accommoda... 6085 · Program Ex... 6085 · Program Ex... 6085 · Program Ex... 6085 · Program Ex... 6085 · Program Ex... 6022 · Discretionary 6085 · Program Ex... 6022 · Discretionary 6022 · Discretionary 6022 · Discretionary 6022 · Discretionary 6022 · Discretionary 6180 · Travel 6180 · Travel 6022 · Discretionary	-954.76 -121.60 -50.35 -38.83 -18.00 -35.23 -50.94 -63.18 -33.42 -16.84 -206.99 -138.22 -10.00 -20.60 -79.97 -9.95 -38.83 -18.00 -214.79	954.76 121.60 50.35 38.83 18.00 35.23 50.94 63.18 33.42 16.84 206.99 138.22 10.00 20.60 79.97 9.95 38.83 18.00 214.79
TOTAL						-2,120.50	2,120.50
Bill Pmt -Check	1732	3/20/2008	First National Ban...		1000 · Checking ...		-1,237.22
Bill		3/20/2008			6007 · Internet 6022 · Discretionary 6022 · Discretionary 6022 · Discretionary 6070 · Postage and... 6022 · Discretionary	-293.61 -21.25 -332.11 -47.79 -6.51 -535.95	293.61 21.25 332.11 47.79 6.51 535.95
TOTAL						-1,237.22	1,237.22
Check	1733	3/20/2008	County Clerk		1000 · Checking ...		-53.00
TOTAL			2-AGWTR-SWRCB...		6085 · Program Ex...	-53.00	53.00
						-53.00	53.00
Bill Pmt -Check	1734	3/21/2008	Philip Williams & ...		1000 · Checking ...		-42,627.05
Bill	Inv. 0...	1/8/2008	1-IWMP-SFPUC/S...		5030 · Consultant	-42,627.05	42,627.05
TOTAL						-42,627.05	42,627.05



Natural Resources Conservation Service
625 Miramontes Street, Suite 103
Half Moon Bay, CA 94019
Phone (650) 726-4660
Fax (650) 726-0494

April 7, 2008

Rich Allen, Board President
San Mateo County Resource Conservation District
625 Miramontes Street, Suite 103
Half Moon Bay, CA 94019

RE: NRCS approval of Clos de la Tech's request for Grading Exemption

Dear Rich,

I have reviewed Rex Geitner's proposal to install a permanent Stormwater and Sediment Control Basin at Clos de la Tech's Domain Louis Louise vineyards. I have also visited the site on several occasions with Mr. Geitner, Jim Kjelgaard (NRCS), Kellyx Nelson (RCD), Carolann Towe (RCD), and Ellen Gartside (RCD).

Mr. Geitner has worked with the NRCS on all phases of his Stormwater and Sediment Control Basin Project as well as other conservation projects. He has demonstrated his commitment to thorough planning, conscientious implementation, adherence to NRCS standards and specifications, and diligent project monitoring and maintenance. His efforts have resulted in considerable improvement to the local ecosystem and prevention of soil erosion and sedimentation.

I give my full approval for the proposed project and recommend RCD Board approval for a Grading Exemption.

A handwritten signature in cursive script, appearing to read "Jim Howard".

Jim Howard
District Conservationist
Natural Resources Conservation Service

cc Rex Geitner