



**Meeting of the Board of Directors**  
**June 18, 2009**  
**Location: RCD Office**  
**6:30 pm- 8:30 pm**

<b>1. Call to Order</b>
<b>2. Introduction of Guests and Staff</b>
<b>3. Public Comment-</b> 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.
<b>4. Approval of Agenda</b>
<b>5. Consent Agenda</b> 5.1. May, 2009 Draft Financial Statements 5.2. April 16, 2009 Draft Meeting Minutes
<b>6. Discussion Items</b> 6.1. <i>Gardening for Birds</i> presentation by Jim Howard, NRCS. 6.2. Current funding situation and FY 09-10 budget 6.3. Executive Director report 6.3.1. Community Wildfire Protection Plan 6.3.2. Coral Reef Fuels Management Demonstration Project 6.3.3. Midcoast Groundwater Study 6.3.4. Range Camp 6.3.5. Pescadero Total Maximum Daily Loads (TMDL) Outreach
<b>7. Action Items</b> 7.1. <u>Resolution 2009-2 authorizing entering into a financial assistance agreement with State Water Resources Control Board.</u> Recommend Board approval of Resolution 2009-2, authorizing Executive Director to enter into contract with SWRCB for federal stimulus funds to complete the Agricultural Water Quality Project that was previously funded under Proposition 50. 7.2. <u>Determine next meeting date.</u>
<b>8. Adjourn</b>

*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**  
**VOLUNTARY SIGN IN SHEET**

DATE OF MEETING: 6/18/09

	<u>NAME</u>	<u>EMAIL</u>
1.	V. H. REYNOLDS	
2.	Roy Stone, RCS Mesta	
3.	RICH ALLEN, DIRECTOR	
4.	Ron Sturgeon	
5.	Tim Frahm	
6.	Jim Howard	
7.		
8.		
9.		
10.		
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13.		
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

June 18, 2009

Regular Meeting of the Board of Directors

1. **CALL TO ORDER:**

- Rich Allen called the meeting to order at 6:45p.m. A quorum was declared present.

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

- Directors: Rich Allen, Roxy Stone, Jim Reynolds
- Staff: RCD: Kellyx Nelson, Renee Moldovan, Ellen Gartside; NRCS: Jim Howard
- Guests: Ron Sturgeon, Tim Frahm

3. **PUBLIC COMMENT:**

- There was no public comment.

4. **APPROVAL of AGENDA:**

5. **CONSENT AGENDA:**

Discussion:

- Item 5.1, May financial statements, was removed from the Consent Agenda.

5.2 April 16, 2009 Draft Meeting Minutes

**ACTION:**

Jim Reynolds MOVED to approve the Consent Agenda with changes. The motion was SECONDED by Roxy Stone and CARRIED unanimously.

6. **DISCUSSION ITEMS**

6.1 *Gardening for Birds* presentation was postponed to August meeting.

6.2 Current funding situation and FY 09-10 budget:

- Staff anticipates it will be necessary to use the Line of Credit for salaries through August and is expecting \$35K of unrestricted funds to come in by July.
- There remains too much uncertainty to propose a budget yet. Kellyx thinks there should be enough certainty by August to propose a budget for the Board to review
- Kellyx has had some conversations with the county to determine how the county could support the RCD in unrestricted funding.

- Rich Gordon asked County Manager's office look into what models there are for County support of RCDs.

### 6.3 Executive Director Report

#### 6.3.1 Community Wildfire Protection Plan

- Public meeting was well attended (about 60-70 people). There was much community interest.
- A TAC is being developed.
- Kellyx shared the blog website address.

#### 6.3.2 Coral Reef Fuels Management Demonstration Project

- The properties are owned by Cabrillo Unified School District and POST. CalFire crews are thinning out the eucalyptus bordering the development of Princeton by the Sea.
- Cal Fire crews can be called off to attend fires at any time.
- School district did not have funding to provide herbicide at this time and may result in higher costs later to re-cut trees to apply herbicide.

#### 6.3.3 Midcoast Groundwater Study

- Kellyx inquired about a concern that a 2004 decision by the Coastal Commission eliminated priority rights for agricultural access to groundwater and has found that not to be the case. The 2004 decision eliminated the Coastal Development Permit exemption for new ag wells.
- Kellyx received a letter from the Montara Water and Sanitary District that will be included in the August Board packet.

#### 6.3.4 Range Camp

- Fish and Wildlife provided two full scholarships.
- Farm Bureau has provided one full scholarship
- Students will participate in the Watershed Discovery Workshop

#### 6.3.5 Pescadero TMDL

- SWRCB has obligated funds for developing the TMDLs and has asked the RCD to assist with outreach to make the science transparent and ensure community input.
- RCD will hire Melissa Ferguson to help assist with this project.
- There will be a workshop late summer or early fall.

## 6. ACTION ITEMS

- 6.1 Resolution 2009-2 authorizing Executive Director to enter into contract with SWRCB for federal stimulus funds to complete the Agricultural Water Quality Project that was previously funded under Proposition 50.

#### Discussion:

- Stimulus funds come with more red tape, including signage, project access, and prevailing wage law considerations.
- There is a risk not to have started construction prior to October 2009. The RCD could end up having to return funding with interest.
- Largely the same selection criteria will prevail for the producers for stimulus funding as was for the initial grant funding.

**ACTION:** Roxy Stone MOVED to adopt Resolution 2009-2 Jim Reynolds SECONDED the motion and it was unanimously CARRIED.

**6.2** Determine next meeting date

Discussion:

- Due to vacations in the month of July the July Board meeting was cancelled.
- The next San Mateo County Resource Conservation District Board of Director's meeting will be August 21, 2009.

**7. ADJOURNMENT**

**ACTION:**

- The Regular Meeting of the Board of Directors was adjourned at 8:00 p.m.

1:32 PM

09/08/09

Accrual Basis

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

	<u>May 31, 09</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1000 · Checking RCD 8123985	10,494.70
1004 · Checking Restricted 8121907	10,586.92
1008 · Checking SEP 8129517 (SEP and CalTrans)	37,341.30
Total Checking/Savings	<u>58,422.92</u>
Accounts Receivable	
1110 · Contracts Receivable	383,777.05
Total Accounts Receivable	<u>383,777.05</u>
Total Current Assets	442,199.97
Other Assets	
1600 · Long-Term Receivables	831,624.11
1610 · Security Deposits	1,300.00
1620 · Prepaid Expenses (Liability Insurance)	183.00
Total Other Assets	<u>833,107.11</u>
<b>TOTAL ASSETS</b>	<b><u>1,275,307.08</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	338,185.35
Total Accounts Payable	<u>338,185.35</u>
Other Current Liabilities	
2100 · Payroll Taxes Payable	103.88
2200 · Deferred Revenue	869,711.27
Total Other Current Liabilities	<u>869,815.15</u>
Total Current Liabilities	<u>1,208,000.50</u>
Total Liabilities	1,208,000.50
Equity	
3900 · Retained Earnings	-94,988.87
3910 · Restricted Retained Earnings (Unearned revenue)	173,331.30
Net Income	-11,035.85
Total Equity	<u>67,306.58</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,275,307.08</u></b>

1:32 PM  
09/08/09  
Accrual Basis

**San Mateo County Resource Conservation District**  
**Profit & Loss**  
July 2008 through May 2009

	<u>Jul '08 - May 09</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4010 · Contracts/Grants	605,703.80
4015 · Fines and Mitigation Funds	36,506.00
4030 · Interest Income	569.00
4100 · Misc. Income	320.00
4200 · Property Tax Revenue	50,523.40
<b>Total Income</b>	<u>693,622.20</u>
<b>Expense</b>	
5000 · Personnel	
5010 · Salary	147,136.08
5030 · Salary Tax Expense	13,094.42
5020 · Salary Service Fees	792.75
5040 · Benefits	14,142.37
<b>Total 5000 · Personnel</b>	<u>175,165.62</u>
6020 · Bank Fees	902.29
6040 · Blue Circle	266.68
6060 · Computer Service	120.00
6070 · Communications	
6075 · Internet	729.14
6080 · Telephone	255.05
<b>Total 6070 · Communications</b>	<u>984.19</u>
6200 · Discretionary	849.56
6300 · Equipment & Furniture	43.29
6400 · Insurance-Liability	2,012.78
6450 · Legal Services	91.50
6500 · Membership, Dues & Subscription	65.00
6550 · Mileage	216.24
6650 · Postage and Delivery	31.10
6750 · Professional Development	1,057.43
6800 · Public Relations	239.72
6850 · Rent	9,000.00
6900 · Supplies	562.64
6950 · Travel/Accomodations	451.91
7200 · Program Consultant	68,130.74
7500 · Program Expense	444,467.36
<b>Total Expense</b>	<u>704,658.05</u>
<b>Net Ordinary Income</b>	<u>-11,035.85</u>
<b>Net Income</b>	<u><u>-11,035.85</u></u>



**RESOLUTION NO. 2009-2**

**A RESOLUTION AUTHORIZING ENTERING INTO A FINANCIAL ASSISTANCE AGREEMENT WITH THE STATE WATER RESOURCES CONTROL BOARD AND DESIGNATING A REPRESENTATIVE TO SIGN THE FINANCIAL ASSISTANCE AGREEMENT, AND ANY AMENDMENTS THERETO**

Whereas the San Mateo County Resource Conservation District is a Special District organized under Division 9 of the California Public Resources Code with an original petition granted on July 1, 1939; and

Whereas the San Mateo County Resource Conservation District is defined in Section 3501 of the Government Code as a public agency; and

Whereas the San Mateo County Resource Conservation District is authorized to enter into a financial assistance agreement with the State of California and the State Water Resources Control Board; and

Whereas the State Water Resources Control Board requires a resolution from the governing body authorizing its designee to sign a financial assistance agreement, and any amendments thereto;

**NOW THEREFORE BE IT RESOLVED** that the San Mateo County Resource Conservation District Board of Directors hereby authorizes its Executive Director to sign the financial assistance agreement and any amendments thereto. The San Mateo County Resource Conservation District agrees and further does authorize the aforementioned representative or her designee to certify that the San Mateo County Resource Conservation District has and will comply with all applicable federal and state statutory and regulatory requirements related to any financial assistance funds received.

**ADOPTED** at a regular meeting of the Board of Directors of the San Mateo County Resource Conservation District on June 18, 2009.

Rich Allen, President

6/18/09

Date