

Regular Meeting of the Board of Directors

Thursday December 18, 2025

4:00 – 6:00 pm

The hybrid meeting will be accessible via Zoom at: <https://us02web.zoom.us/j/89675733636>

A computer video camera is not required to participate. If you do not have a device with internet, or if your device does not have audio, you can call in by phone: (669) 900-6833 and enter Meeting ID 896 7573 3636 when prompted.

1. Call to Order		
2. Approval of Agenda		
3. Introduction of Guests and Staff		
4. Public Comment- The Board will hear comments on items that are not on the agenda. The Board cannot act on an item unless it is an emergency as defined under Government Code §54954.2.		
<div>5. Consent Agenda</div> <div><div>The Board of Directors approves:</div><div><div>5.1. August 21, 2025 Draft Regular Meeting Minutes</div><div>5.2. October 16, 2025 Draft Regular Meeting Minutes</div><div>5.3. Fiscal Year 2026 First Quarter Draft Financial Statements</div></div><div><div>The Board of Directors receives into record:</div><div><div>5.4. 2024 San Mateo County Agricultural Crop Report</div><div>5.5. October 7, 2025 County of San Mateo press release, “Agricultural Production Jumps 7.6 Percent in San Mateo County Thanks to Impressive Livestock Increase”</div><div>5.6. November 19, 2025 Coastside News article, “Pacifica volunteers go up the creek after city efforts fail to clean Linda Mar Beach”</div><div>5.7. Notification of Subaward to FireSafe San Mateo County for wildfire mitigation work on Sand Hill Road</div><div>5.8. Notice of Impending Development for the Coastal Santa Cruz Mountains, State Parks Forest Health Initiative (SMC-NOID-0007-25)</div></div></div></div> <tr><td><div>6. Regular Agenda</div><div><div>6.1. Board will consider Resolution 2025-4 Expressing Appreciation and Gratitude for Laura Silvestri.</div><div>6.2. Staff Showcase: Maaya Hensman, Field Ecologist, will share some photos from the field.</div><div>6.3. Board will consider approval of the purchase of the property located in Pescadero at 0 Pescadero Creek Road for a price not to exceed \$247,275.</div><div>6.4. USDA NRCS (Natural Resources Conservation Service) report</div><div>6.5. Directors’ connection and reports</div><div>6.6. Board will determine its vote on ballot items in the California Association of RCDs election, including officers, resolutions, and proposed amendments to bylaws.</div><div>6.7. Board will decide whether to change the date of its January 2026 meeting.</div></div></td></tr> <tr><td>7. Adjourn Meeting</td></tr>	<div>6. Regular Agenda</div> <div><div>6.1. Board will consider Resolution 2025-4 Expressing Appreciation and Gratitude for Laura Silvestri.</div><div>6.2. Staff Showcase: Maaya Hensman, Field Ecologist, will share some photos from the field.</div><div>6.3. Board will consider approval of the purchase of the property located in Pescadero at 0 Pescadero Creek Road for a price not to exceed \$247,275.</div><div>6.4. USDA NRCS (Natural Resources Conservation Service) report</div><div>6.5. Directors’ connection and reports</div><div>6.6. Board will determine its vote on ballot items in the California Association of RCDs election, including officers, resolutions, and proposed amendments to bylaws.</div><div>6.7. Board will decide whether to change the date of its January 2026 meeting.</div></div>	7. Adjourn Meeting
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7. Adjourn Meeting		

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.



Minutes of the Regular Meeting of the Board of Directors

Thursday, December 18, 2025

4:00 – 6:00 pm

Location: 80 Stone Pine Road, Suite 100, Half Moon Bay, CA 94019 and via Zoom

Directors: Barbara Kossy, Michelle Weil, Steve Stielstra, Troy Guy (On leave: Adrienne Etherton)

Associate Directors: Denise Phillips, John Wade, Zahra Kassam (virtual)

RCD staff: Kellyx Nelson, Lau Hodges, Joe Issel, Jarrad Fisher, Eliza Milio, Amy Kaeser (virtual), Maaya Hensman (virtual), Kati McHugh (virtual)

NRCS staff: Drew Mather

Guests: Laura Silvestri (Peninsula Open Space Trust (POST), Dan Olstein (POST), Koren Widdel (SMC Agriculture, Weights & Measures, virtual), Lindsay Dillon (POST, virtual)

1. Call to Order

Kossy called the meeting to order at 4:02 p.m.

2. Approval of Agenda

- **ACTION:** Weil motioned to approve agenda. Stielstra seconded. Motion passed unanimously.

3. Introduction of Guests and Staff

All in attendance introduced themselves.

4. Public Comment

There was no public comment. Kossy noted that Helen Wolter stepped down from her position as an associate director due to her new employment and expressed appreciation for Wolter's contributions.

5. Consent Agenda

ACTION: Stielstra moved to approve the consent agenda. Guy seconded. Motion passed unanimously.

6. Regular Agenda

6.1. Board will consider Resolution 2025-4 Expressing Appreciation and Gratitude for Laura Silvestri

- Nelson introduced the resolution. Several RCD staff reflected on their experiences working with Silvestri, highlighting her wisdom, energy, mentorship, and ability to navigate difficult situations through close-knit community ties, noting that many

projects would not have been implemented without her involvement, expressed appreciation for her no-nonsense approach and how she has pushed the RCD to be better, appreciating how deeply she knows the region, and described her as kind, thoughtful, highly effective, often working under the radar, and making collaboration feel easy and enjoyable while setting a high standard.

- Olstein spoke to Silvestri's instincts, mentorship, and leadership and expressed gratitude for the partnership with the RCD and the transformative impact of our collective work to protect agricultural and natural resources.
- Directors appreciated that much of the complex work behind successful inter-organizational collaboration is not always visible to board members and appears seamless, reflecting significant effort behind the scenes.

ACTION: Guy moved to approve Resolution 2025-4. Weil seconded. Motion passed unanimously.

6.2. Staff Showcase: Maaya Hensman, Field Ecologist, will share some photos from the field.

- Hensman works across all programs conducting monitoring, fieldwork, habitat assessments, and wetland delineations. She showed some recent photos from her work in the field conducting habitat assessments in redwood forests owned by State Parks for an upcoming fish passage project; monitoring a previously constructed pond; and monitoring a butterfly habitat restoration project on San Bruno Mountain.
- Discussion included appreciation of the perspectives and the absence of observed frogs at the pond.

6.3. Board will consider approval of the purchase of the property located in Pescadero at 0 Pescadero Creek Road for a price not to exceed \$247,275.

- Kossy opened the item and noted that the Board discussed the property in closed sessions at prior meetings.
- Issel presented Resolution 2025-05 authorizing purchase of the property referred to as 0 Pescadero Creek Road and provided background information:
- The RCD is in contract to purchase the property contingent on Board approval, which would be formalized upon adoption of the resolution.
- He summarized prior Board discussions regarding the conservation value of the property in its current form and the intent to transfer the property to State Parks for inclusion in Pescadero Marsh Natural Preserve, noting potential opportunities to improve community resilience to flooding along Pescadero Creek Road, increase ecological function, and potentially improve public access.
- Funding from the U.S. Fish and Wildlife Service supported evaluation of these locations.
- POST has been an invaluable partner and the Wilder Trust is funding costs related to acquisition, interim property management, potential improvements, and eventual transfer to State Parks.

- Results of a land boundary survey, Phase I environmental site assessment, and title review supported a recommendation to authorize purchase.
- Directors Guy and Kossy discussed their site visit, including how the property fits into the broader landscape, that the property seemed relatively uncomplicated, and described the habitat as diverse but relatively homogenous
- Discussion included an encroaching fence on the eastern boundary; interest in the site's agricultural history; ecological changes associated with fallow agricultural land adjacent to a creek; habitat condition; opportunities to address flooding and build on the RCD's Reconnection Project; funding for acquisition, interim management, restoration or designs, and transferring the property to State Parks; legal identification of the property (APN and street address); appreciation for partnerships involved; and appreciation for Issel and other staff.

ACTION: Weil moved to approve Resolution 2025-05 authorizing purchase of the property. Guy seconded. Motion passed unanimously.

6.4. USDA NRCS (Natural Resources Conservation Service) report

- Mather, Acting District Conservationist in Half Moon Bay, reported that he is no longer responsible for Solano County and the Vacaville Field Office, and is now responsible for two offices instead of three.
- Mather and Nelson met and will continue to meet monthly.
- NRCS has a new partner biologist, DeeDee Soto, who is willing to assist with pollinator projects.
- Pollinator projects can include cover crops with flowering species and other practices supporting pollinator insects, typically hedgerows and related habitat enhancements, and referenced monarch and milkweed-related work.
- The NRCS area biologist is Jackie Charbonneau, based out of Livermore.
- NRCS is just over a month out of the shutdown and is currently down approximately 50% of engineers statewide, creating capacity constraints.
- NRCS implemented a statewide engineer tracker, and that projects requiring engineering support are now routed through the tracker.
 - Nelson asked whether the tracker is a single statewide list rather than region-based. Mather confirmed the tracker is statewide, reported that approximately 30 engineers are assigned through the system, and stated that engineers are deployed based on data pulled from applications and contract software and may not be connected to specific regions or growers.
- Area engineer is Desi Ramirez, based in Salinas. Nelson reported that the RCD hired a former NRCS agricultural engineer, Dillon Beatty, who will serve as a liaison to help access NRCS resources given current staffing limitations.
- Upcoming application due dates for EQIP and CSP, and referenced the Agricultural Conservation Easement Program.

- He asked the Board and staff to identify potential landowners who may be interested in easements or conservation work through CSP and noted that CSP typically reflects a longer-term commitment than EQIP.
- Stielstra asked about Mather's role in easement applications. Mather stated that he does not directly manage easement evaluations and instead connects interested parties with State Office leads who carry the process forward, often coordinating with a land trust or other entity.
- Nelson asked whether NRCS holds the easement while funding acquisition. Mather confirmed that NRCS can fund easement acquisition and may hold an easement in some cases.
- Mather requested that staff and Board members contact him if growers seek assistance and noted that he and one additional staff member, Jennifer Nowark, are supporting the office.
- There was discussion about how conservation easements work, including acquisition, monitoring, valuation, and affirmative easements
- Mather recognized Milio and staff for hosting an irrigation workshop and noted appreciation for the irrigation technology demonstrations and the team's engagement with producers.
- He met with Issel and program managers and plans to meet monthly going forward.
- NRCS cooperative agreements are shifting to a competitive process and may include language regarding shared resources such as vehicles and technical assistance staff.
- Nelson explained that cooperative agreements have been an important tool to support development of NRCS Farm Bill-funded projects and emergent technical assistance work that is not typically supported through program contract dollars, and stated that increased competitiveness may make it more difficult to secure baseline funding for this type of work.

6.5. Directors' connection and reports

- Kossy raised the concept of a rotating Board President position on an annual basis to broaden engagement and shift perspectives on responsibility.
 - Directors discussed the responsibilities of the role, including chairing meetings and potentially assisting with board compliance tracking (e.g., ethics certificates), working with Nelson on agendas and emerging items, occasional representation of the RCD, and periodic signing needs (e.g., check batches) when Nelson is traveling.
 - Directors discussed potential methods for choosing a president.

ACTION: Nelson will agendaize for further discussion at the next meeting.

- Kossy is creating an acronym list to support directors, and asked what format would be easiest to access without creating staff workload. Discussion included where to host it as a living document and how to share it.
- Kossy reported on a recent trip to China, noting large work crews doing landscaping and litter removal, widespread electrification of cars and scooters with some internal-combustion restrictions, which she correlated with the quieter streets which had less odor and visible oil. She also observed market gardens that she compared to those in Bakersfield, with mandarins, sugar cane, bananas, nut trees, vegetables, and poultry grown in areas the

size of a parking lot. She noted observing that farmers tended to be older with younger people moving to cities; Kossy described that planning patterns were significantly different from here. She gave examples of “small towns” with populations of 2 million people, and multi-story residences directly adjacent to agricultural and fish-farming areas; she raised questions about how pesticide use and water quality are addressed.

- Phillips reported attending an Anza-Borrego State Park superbloom trip, which included paleontology, archaeology, and botany labs. She described a partnership between their local RCD and State Parks that helped develop a Native American Conservation Corps; Nelson noted the RCD’s partnership with the Amah Mutsun Tribal Band’s Native Stewards program at Quiroste Valley Native Stewards and an interagency agreement with State Parks used to build tribal stewardship capacity. Phillips reported seeing a “double-tusked elephant-type” fossil and later identified it as a gomphothere.
- Phillips distributed annual appeal materials and encouraged directors to donate to achieve and report 100% board participation. She encouraged directors to share appeal letters with community members who have not previously donated. Nelson encouraged directors to speak from personal motivation and noted the pitch is included in the letter.
 - Phillips suggested making donations in someone’s name in lieu of gifts. Phillips asked about the ability to donate in someone’s honor via the RCD’s donation platform, and staff indicated they would check whether this is available.
 - Nelson asked whether directors are receiving and opening the RCD newsletter, noted that some recipients had not opened the most recent issue, and encouraged directors to both read and share newsletters as an outreach tool.
- Stielstra reported participating in CARCD regional meetings and monitoring upcoming ballot measures; he reported the next regional meeting is planned for Spring 2026 in Santa Cruz and noted CARCD board election and bylaws activity, including that a prior vote did not proceed due to lack of quorum.
- Wade reported interest in restoration work associated with the Pescadero Marsh parcel acquisition, including later transfer to State Parks as well as potentially addressing flooding issues in the area.
- Kassam reported a hypericum removal effort on her land supported by the RCD, including four separate test plots with different treatment approaches; she reported goats were used to graze hypericum and appeared healthy. Nelson reported the hypericum control project was declined for a grant, and noted concerns about whether the project would be considered competitive for grant funding.
- Weil described family camping at Costanoa and progress on the RCD website redesign with a target launch in February. Kossy requested a presentation after launch. Nelson appreciated Weil’s substantive input informed by professional experience, which resulted in real improvements that will bring the RCD’s website into the modern age.
- Guy reported many recent hiking activities, including in Marin County and Bishop Pine forests along with Santa Lucias, Big Sur, and seeing the bristlecone firs. He expressed appreciation for recent rainfall and salamanders. He described attending a California Department of Fish & Wildlife (CDFW) meeting in Butano Canyon with Kaeser and local neighbors and interest in fisheries work, including the Little Butano Chute removal project. He reported that residents expressed interest in seeing the increasing number of steelhead trout along with the habitat work accomplished. He commended Kaeser and CDFW Fisheries Biologist Sean Cochran for both doing a great job presenting at the tour. He recalled that he and Cochran had previously met while doing seining and tagging fisheries surveys. Guy also

mentioned interest participating in spawning surveys. He described a King Tides community tour related to the North Marsh North Pond Restoration Project in Pescadero, and noted that the large presence of construction equipment on the dunes signaled work was going on, and that this provided a valuable opportunity to explain the expected flooding that will occur due to heavy rainfall.

- Nelson gauged interest in developing a steelhead and salmon festival in Pescadero. She noted that it would honor the town's namesake. She reported having discussed the idea previously with community members, local artists, and South Coast schools. She described early outreach to potential partners including State Parks, local organizations, and Ramaytush tribe. Nelson described potential welcoming ceremony, community art elements (e.g., fish-themed artwork, screens showing resident-submitted fish footage, and fly-tying demonstrations). She reported that Lynn Bowman had offered to host an initial meeting in her home. Stielstra reported knowing a muralist working at Pescadero High School who could support a salmon mural concept; Nelson reported Jonathan Cordero (Chair of the Ramaytush Tribe) is also a muralist and could support mural work.

6.6. Board will determine its vote on ballot items in the California Association of RCDs election, including officers, resolutions, and proposed amendments to bylaws.

ACTION: Weil moved to vote for Gomez, Braudrick, and Hurley; adopt the bylaws as rewritten by the CARCD bylaws committee, and vote on the resolutions consistent with the October board discussion and as recommended by the Executive Director (yes on resolutions 1 and 2, not on resolutions 3, 4 and 5). Guy seconded. Motion passed unanimously.

6.7. Board will decide whether to change the date of its January 2026 meeting.

The board agreed to reschedule the January 2026 board meeting to 4:00 PM on Tuesday, January 13, 2026.

7. Adjourn Meeting

- Meeting adjourned at 6:09 p.m.
- The next Regular Meeting of the Board of Directors will be Tuesday, January 13, 2026.

SAN MATEO RESOURCE CONSERVATION DISTRICT

FINANCIAL STATEMENTS

AS OF SEPTEMBER 30, 2025

SAN MATEO RESOURCE CONSERVATION DISTRICT

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San Mateo Resource Conservation District
Budget vs Actual
As of September 30, 2025

12.5.25

	FY 25-26 Budget	09.30.25 Working Actual	Remaining Budget	% of Budget
REVENUE				
<u>Program Revenue</u>				
Agricultural Ombudsman	155,097	51,090.54	104,006.46	33%
Agricultural Stewardship	1,204,412	403,187.68	801,224.32	33%
Conservation Technical Assistance	360,093	70,800.78	289,292.22	20%
Cutting Green Tape	-	-	-	0%
Erosion and Sediment Management	695,349	36,315.24	659,033.76	5%
Forest Health and Fire	3,594,615	921,588.37	2,673,026.63	26%
Habitat Enhancement	8,324,536	4,386,533.35	3,938,002.65	53%
Santa Cruz Mountains Stewardship Network	719,458	-	719,458.00	0%
Water Quality	630,192	250,374.16	379,817.84	40%
Water for Farms Fish & People	4,902,840	659,259.05	4,243,580.95	13%
Subtotal Program Revenue	20,586,592	6,779,149.17	13,807,442.83	33%
<u>Other Revenue</u>				
Donations	25,000	3,250.00	21,750	13%
Interest Income	70,000	64,159.49	5,841	92%
Misc. Income	-	2,925.00	(2,925)	0%
Property Tax	90,000	5,165.02	84,835	6%
Subtotal Other Revenue	185,000	75,499.51	109,500.49	41%
Total Revenue	20,771,592	6,854,648.68	13,916,943.32	33%
EXPENSES				
<u>Operating Expenses</u>				
Personnel (Salaries & Fringe)	3,959,424	874,326.44	3,085,097.56	22%
Other	447,000	104,896.98	342,103.02	23%
Subtotal Operating Expenses	4,406,424	979,223.42	3,427,200.58	22%
<u>Program Expenses</u>				
Agricultural Ombudsman	55,000	12,616.55	42,383.45	23%
Agricultural Stewardship	824,750	301,137.63	523,612.37	37%
Conservation Technical Assistance	64,465	5,220.66	59,244.34	8%
Cutting Green Tape	-	3,166.17	(3,166.17)	0%
Erosion and Sediment Management	650,000	36,315.24	613,684.76	6%
Fire and Forestry	2,617,222	594,894.16	2,022,327.84	23%
Habitat Enhancement	7,118,403	2,779,945.74	4,338,457.26	39%
Santa Cruz Mountains Stewardship Network	547,300	25,291.16	522,008.84	5%
Water Quality	291,325	128,710.62	162,614.38	44%
Water for Farms Fish & People	4,194,218	570,686.21	3,623,531.79	14%
Subtotal Program Expenses	16,362,683	4,457,984.14	11,904,699	27%
Total Expenses	20,769,107	5,437,207.56	15,331,899.44	26%
NET	2,485	1,417,441.12		
Operating Reserve Allocation	350,000	350,000		

THESE FINANCIAL STATEMENTS REFLECT WORKING ACTUALS, ARE NOT FINAL, HAVE NOT BEEN SUBJECTED TO AN AUDIT, REVIEW OR COMPILATION ENGAGEMENT, AND NO ASSURANCE IS PROVIDED ON THEM

Balance Sheet
As of September 30, 2025

	<u>Sep 30, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
1030 - Checking Account (5269)	1,520,640.09
1031 - Checking Account #2 (5012) (Butano Channel)	2,999.20
1032 - Operating Reserve (0202)	3,040.99
1033 - CA CLASS Working Funds Account	4,369,423.70
	[\$1.8 M is restricted to operating reserve]
Total Checking/Savings	5,896,103.98
Accounts Receivable	
1200 - Accounts Receivable	12,391,383.63
Total Accounts Receivable	12,391,383.63
Total Current Assets	18,287,487.61
Fixed Assets	
1500 - Ford Truck	46,136.73
Total Fixed Assets	46,136.73
Other Assets	
1610 - Prepaid Expenses	17,755.22
Total Other Assets	17,755.22
TOTAL ASSETS	18,351,379.56
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	1,676,980.12
Total Accounts Payable	1,676,980.12
Credit Cards	
2025 - Visa - Nelson - 2778	-5,154.43
2035 - Visa - Issel - 2917	-18,939.09
Total Credit Cards	-24,093.52
Other Current Liabilities	
2045 - Accrued Payroll	273,604.29
2060 - Accrued Time Off	156,896.73
2400 - Deferred Revenue	
2401 - NFWF - San Bruno Mtn Butterfly	344,395.76
2405 - NFWF - Bonde Weir	3,263.86
2406 - CARCD - Pesc. Water Monitoring	1,921.74
2408 - Cutting Green Tape	75,000.00
2410 - Santa Cruz Mountain Stewardship	496,171.22
2411 - SCMSN - Atlas Project	8,423.99
2412 - SCMSN-Spotlight Stewardship	3,698.19
2414 - SCMSN - Veg Gen	23,411.87
2416 - SCMSN - COVID	23.74
2417 - SCMSN - Science Symposium	12,000.00
2419 - Sempervirens - Gazos Watershed	32,557.13

Balance Sheet

As of September 30, 2025

2420 · MROSD - Driscoll Ranch	60.35
2421 · MROSD - Apple Orchard	14.97
2425 · Randtron Antenna	2,607.48
2426 · Water Resources Fund	1,560,377.90
2427 · Rose Foundation First Flush	27,000.00
2429 · PG&E - Apple Orchard	174,767.83
2430 · PG&E - Butano Mitigation Proj.	103,314.95
2431 · PG&E - Project Development	33,668.57
2432 · PG&E Foundation - Hedge Rows	3,014.54
2433 · PG&E - Tree Planting	42,897.51
2434 · PG&E - San Bruno Mountain	1,994.49
2435 · Cloverdale Ponds	75,132.38
2446 · SMC - Ag Plastics Recycling	789.13
2447 · STATE - North Marsh Pond	2,004,464.88
2448 · STATE - Portola/Peter's Creek	1,691,874.50
2449 · STATE - Evan's Creek Fish Pass.	694,245.84
2465 · NACD - Urban Farming TA	19,663.24
2466 · NACD - Conservation TA	50,064.52
2468 · SVCF - Water Farm, Fish, People	76,156.68
2470 · SVCF - Carbon Farm Planning	-61.34
2471 · SVCF - Mobile Laundry Grant	2,232.00
2473 · RLF - TMDL Pescadero Butano	3.76
2475 · SAM - First Flush	83,494.49
2477 · COP - First Flush	3,900.10
2478 · COP - San Pedro Creek FP	59.19
2479 · Acquisitions	70,000.00
2481 · Local Carbon Farming Fund Pilot	39,135.00
2488 · POST - Back 40 Grant Writing	5,000.00
2489 · PAR - Carbon Farm Planning	9,971.73
2491 · POST - Rangeland Compost	2,772.76
2492 · Ag Stewardship Food Hub	1,290.21
2493 · POST - Potrero Nuevo Pond	40,000.00
2495 · POST - Backfield	175,000.00
2497 · Climate & Agriculture	20,650.79
2498 · Barranca-Knolls/Cougar Ridge	4,094.30
2499 · Streamgages	
2499.1 · Pilarcitos Streamgage	13,696.92
2499.3 · San Gregorio&Butano Streamgage	129,845.06
Total 2499 · Streamgages	143,541.98
Total 2400 · Deferred Revenue	8,164,062.23
Total Other Current Liabilities	8,594,563.25
Total Current Liabilities	10,247,449.85
Long Term Liabilities	
2530 · Moore Foundation	5,000,000.00
Total Long Term Liabilities	5,000,000.00

Balance Sheet

As of September 30, 2025

Total Liabilities	15,247,449.85
Equity	
3500 - Net Assets	1,740,988.59
Net Income	1,362,941.12
Total Equity	<u>3,103,929.71</u>
TOTAL LIABILITIES & EQUITY	<u><u>18,351,379.56</u></u>

San Mateo Conservation District
Profit Loss
July 2025 through September 2025

12.5.25

	Jul - Sep 25
Ordinary Income/Expense	
Income	
4010 - Contracts	6,779,149.17
4020 - Donations	3,250.00
4040 - Interest	64,159.49
4055 - Property Tax	5,165.02
Total Income	6,851,723.68
Gross Profit	6,851,723.68
Expense	
5100 - Personnel	
5110 - Salary	823,108.66
5120 - Benefits	51,217.78
Total 5100 - Personnel	874,326.44
5200 - Operating Expense	
5205 - Bank Fees	2,276.00
5206 - RCD Vehicle	320.90
5210 - Communications	490.72
5215 - Dues-Membership-Subscriptions	11,594.00
5220 - Equipment	909.77
5225 - Information Technology	20,119.31
5230 - Insurance	190.00
5235 - Office Supplies	1,493.74
5240 - Rent	25,947.57
5245 - Accounting Services	27,541.75
5250 - Legal Services	291.50
5255 - Misc. Consulting Services	5,647.50
5260 - Development and Fundraising	3,182.11
5270 - Prof. Development & Meetings	4,892.11
Total 5200 - Operating Expense	104,896.98
5300 - Program Expenses	
5310 - Project Implementation	4,509,559.14
Total 5300 - Program Expenses	4,509,559.14
Total Expense	5,488,782.56
Net Ordinary Income	1,362,941.12
Net Income	1,362,941.12

San Mateo Conservation District
Profit Loss by Month
July 2025 through September 2025

12.5.25

	Jul 25	Aug 25	Sep 25	TOTAL
Ordinary Income/Expense				
Income				
4010 • Contracts	0.00	689,256.65	6,089,892.52	6,779,149.17
4020 • Donations	2,200.00	750.00	300.00	3,250.00
4040 • Interest	22,118.22	23,352.47	18,688.80	64,159.49
4055 • Property Tax	118.06	5,046.96	0.00	5,165.02
Total Income	24,436.28	718,406.08	6,108,881.32	6,851,723.68
Gross Profit	24,436.28	718,406.08	6,108,881.32	6,851,723.68
Expense				
5100 • Personnel				
5110 • Salary	272,335.54	272,039.38	278,733.74	823,108.66
5120 • Benefits	26,858.65	-2,094.83	26,453.96	51,217.78
Total 5100 • Personnel	299,194.19	269,944.55	305,187.70	874,326.44
5200 • Operating Expense				
5205 • Bank Fees	71.00	1,144.00	1,061.00	2,276.00
5206 • RCD Vehicle	110.51	95.30	115.09	320.90
5210 • Communications	235.96	127.40	127.36	490.72
5215 • Dues-Membership-Subscriptions	8,094.00	0.00	3,500.00	11,594.00
5220 • Equipment	110.00	689.77	110.00	909.77
5225 • Information Technology	4,552.73	7,230.57	8,336.01	20,119.31
5230 • Insurance	190.00	0.00	0.00	190.00
5235 • Office Supplies	264.47	1,183.14	46.13	1,493.74
5240 • Rent	25,604.94	342.63	0.00	25,947.57
5245 • Accounting Services	22,741.75	4,800.00	0.00	27,541.75
5250 • Legal Services	0.00	291.50	0.00	291.50
5255 • Misc. Consulting Services	1,195.00	0.00	4,452.50	5,647.50
5260 • Development and Fundraising	0.00	0.00	3,182.11	3,182.11
5270 • Prof. Development & Meetings	3,323.30	1,361.50	207.31	4,892.11
Total 5200 • Operating Expense	66,493.66	17,265.81	21,137.51	104,896.98
5300 • Program Expenses				
5310 • Project Implementation	1,557,977.01	1,027,548.70	1,924,033.43	4,509,559.14
Total 5300 • Program Expenses	1,557,977.01	1,027,548.70	1,924,033.43	4,509,559.14
Total Expense	1,923,664.86	1,314,759.06	2,250,358.64	5,488,782.56
Net Ordinary Income	-1,899,228.58	-596,352.98	3,858,522.68	1,362,941.12
Net Income	-1,899,228.58	-596,352.98	3,858,522.68	1,362,941.12

2024 SAN MATEO COUNTY AGRICULTURAL CROP REPORT



**California Department of
Food and Agriculture**
Karen Ross, Secretary

**San Mateo County Board of
Supervisors**

Jackie Speier, District 1
Noelia Corzo, District 2
Ray Mueller, District 3
Lisa Gauthier, District 4
David Canepa, District 5

Agricultural Commissioner/Sealer
Koren Widdel

**Deputy Agricultural Commissioner/
Deputy Sealers**

Jeremy Eide
Jeremy Wagner
Ione Yuen

Biologist/Standards Specialists

Erin Becker
Teddy Chung
Jonathan Fausto
Richard Garcia
Jenny Gossett
Joseph Hannen
Marithza Hernandez
Avneet Kakkar
Briana Maldonado
Mark Melendez
Kathleen Parks
Gregory Peters
Nancy Poss
Thais Spiropoulos
Justin Thieu
Jonathan Winslow
Michael Wong
Lawrence Yang
Jorge Zaragoza
Aldo Zuniga

Pest Detection Program Manager
Gerardo Ibarra Jr.

Pest Detection Specialists

Curtiss Coffman
Jesus Garcia
Jean Paul Lorrain
Steve McDonagh
Alejandro Nunez
Trino Oseguera
Irving Tinajero
Salvador Zambrano

Administrative Services Manager
Kelly Mayer

Administrative Assistant
Mei Wong

Payroll Personnel Coordinator
Maria Luna



It is my pleasure to present the 2024 Annual Crop Report for San Mateo County pursuant to Section 2279 of the California Food and Agricultural Code. The total estimated gross value of San Mateo County's agricultural production in 2024 was \$106,488,000, marking a 7.6% increase from 2023. It is important to note this gross value does not represent net profit or loss, as it does not account for inputs such as labor, packaging, transportation, and other production costs.

Overall, all commodity groups experienced increased production value, apart from Forest Products and Livestock and Apiary Products. Livestock showed the largest value gain due to a rise in the total number of cattle, pigs, and poultry sold. While the value of agricultural production is up, the number of acres in production in San Mateo County has decreased over time. When comparing the total acres in production for 2024 to 2014, excluding pasture and rangeland, acreage has decreased by 20%.

Significantly, this year's growing season faced no major issues, a welcome relief for our agricultural community. The upward trend in rainfall, which increased by 25% compared to the 20-year average, provided much-needed hydration to the fields and contributed positively to a stable growing season.

This report is further enriched by the artistic contributions of our local youth. The cover and various sections feature the art from San Mateo County's middle and high school students. This year's cover art, titled "Moo-ve Over!" was created by Soleil Louie, an exceptional artist whose work beautifully captures the diverse agricultural landscape of the coast with a delightful sense of humor.

I extend my gratitude to all contributors for making this report a reality, specifically Michael Wong, along with our growers and ranchers whose diligence and cooperation were invaluable. Their combined efforts ensure the accurate representation of our county's agricultural contributions.

Sincerely,

Koren J. Widdel
Agricultural Commissioner
Sealer of Weights and Measures



County of San Mateo Department of Agriculture/Weights & Measures

P.O. Box 999 • 728 Heller Street, Redwood City, CA 94064

tel: (650) 363-4700 • fax: (650) 367-0130

email: smateoag@smcgov.org • web: www.smcgov.org/agwm

1st Place: Soleil Louie
2nd Place: Krisha Gupta
3rd Place: Sathini Senthilkumar

COVER ART CONTEST

The San Mateo County Department of Agriculture/Weights & Measures hosted its second annual cover art contest to highlight some of the top agricultural commodities produced within the county. The purpose of this contest was to develop a greater appreciation of agriculture through the creation of creative pieces by student artists. Prize money for the top three entrants was donated by the San Mateo County Farm Bureau through the As Fresh As It Gets program (learn more about this program on page 17). The top three entrants' artwork submissions are featured on this page, and additional artwork is also featured throughout this report as honorable mentions due to the impressive quality of the contest entries.

Honorable Mentions

Claire Xie, Crystal Springs Uplands Middle School - Page 5
Poema Bowen, San Mateo High School - Page 6
Ava Satterwhite, Sequoia High School - Page 8
Ness Zelony, San Mateo High School - Page 9
Angela Wu, Borel Middle School - Page 16
Yehui Li, Westmoor High School - Page 17
Emily Cisco, Hillview Middle School - Back Cover

1st Place: \$500



Artist: Soleil Louie
Title: Moo-ve Over!

Grade: 10
Medium: acrylic

Soleil is a sophomore at Mercy High School. She enjoys playing golf and has an interest in art, science, and math. She hopes to become a doctor, dentist, or engineer.

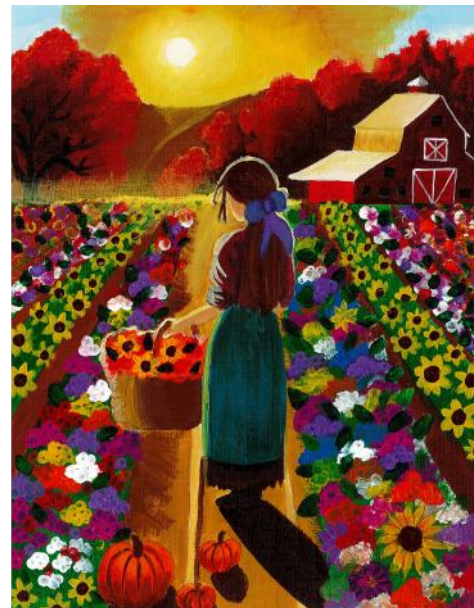
2nd Place: \$300



Artist: Krisha Gupta
Title: A Farmer's Fresh Harvest
Grade: 9
Medium: colored pencils

Krisha is a freshman at San Mateo High School. During her spare time, she enjoys reading, drawing, and crocheting.

3rd Place: \$200



Artist: Sathini Senthilkumar
Title: The Paradise of Agriculture

Grade: 11
Medium: acrylic

Sathini is a junior at Aragon High School. She likes to play the piano and badminton. In the future, she wants to pursue a career in computer science and graphic design.

OVERVIEW

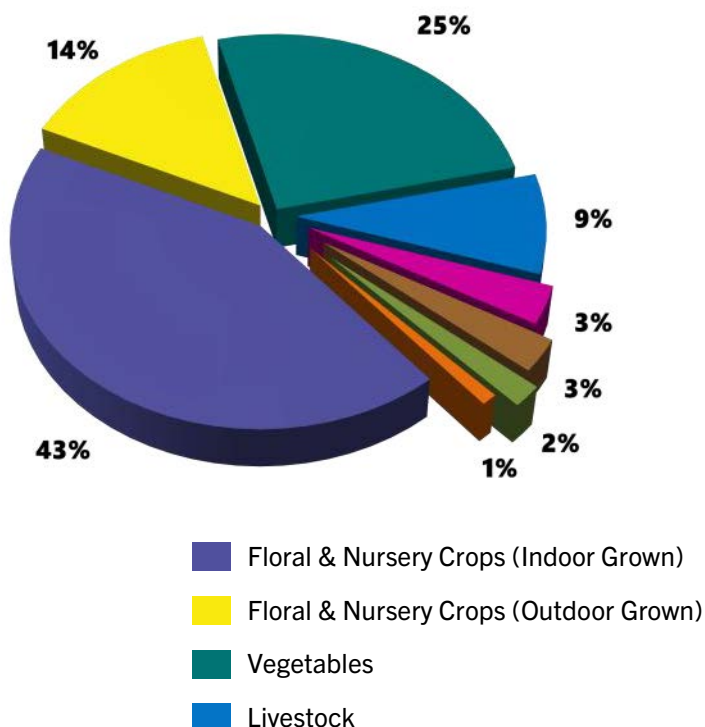
2024 Production Total: \$106,488,000

2023 Production Total: \$98,969,000

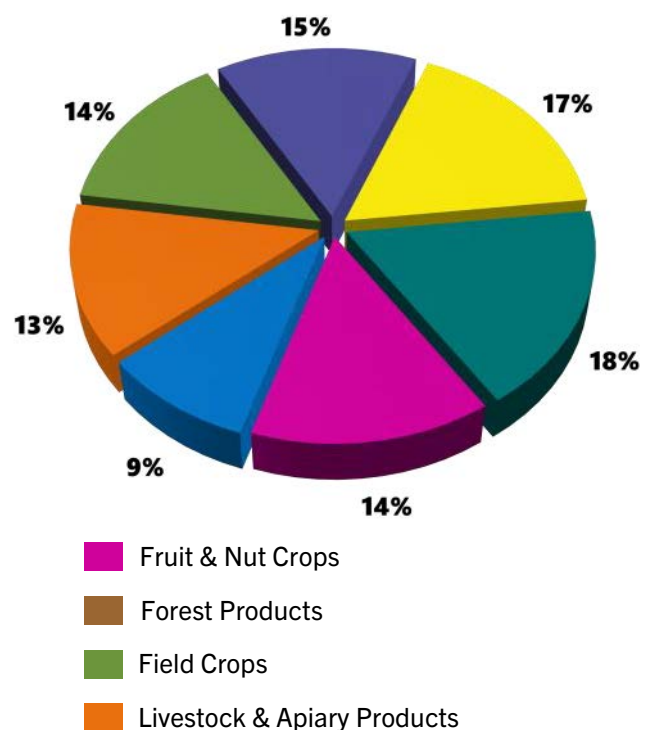
GROSS PRODUCTION VALUE

Commodity Group	2024	2023
Floral and Nursery Crops	\$60,772,000	\$55,291,000
Vegetables	\$27,020,000	\$26,808,000
Livestock	\$9,089,000	\$6,583,000
Fruit and Nut Crops	\$3,510,000	\$3,353,000
Forest Products	\$3,061,000	\$3,759,000
Field Crops	\$1,993,000	\$1,818,000
Livestock Products and Apiary	\$1,043,000	\$1,357,000
PRODUCTION TOTAL	\$106,488,000	\$98,969,000

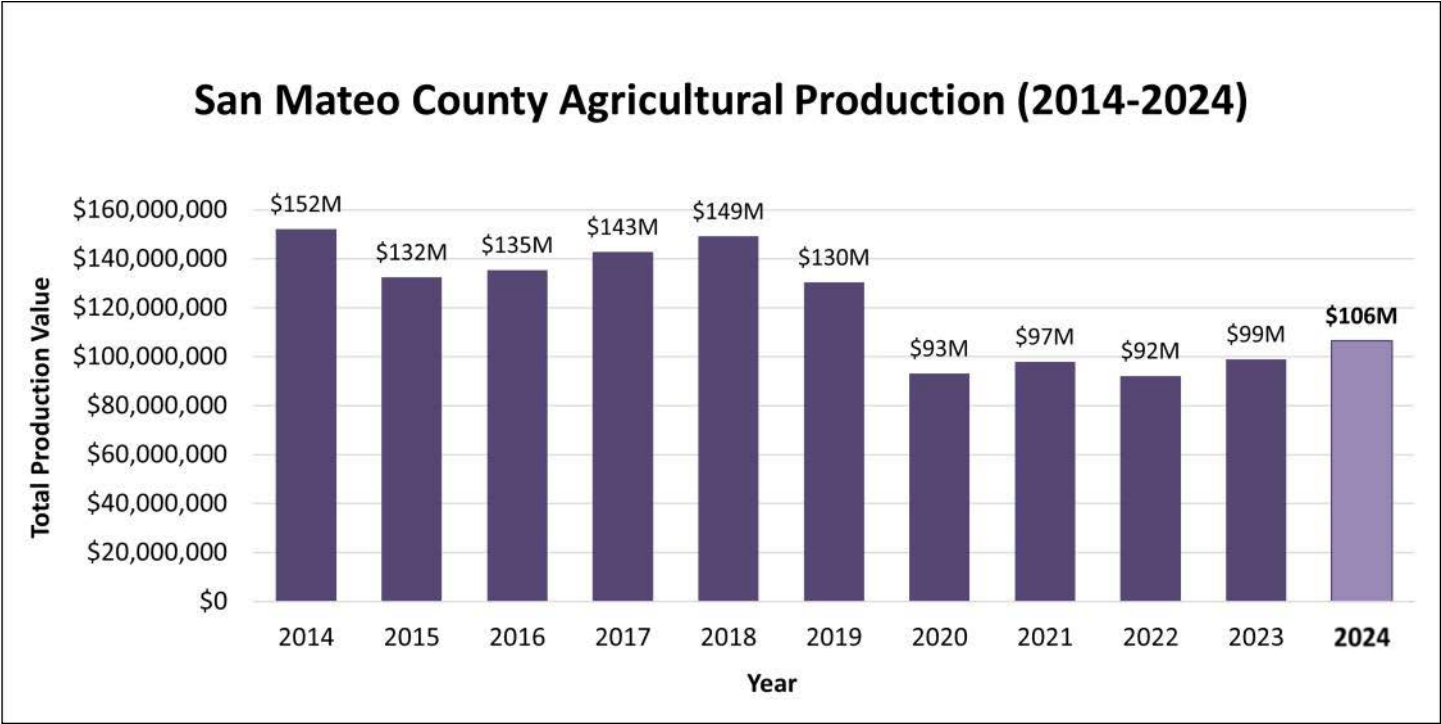
AGRICULTURAL PRODUCTION VALUES



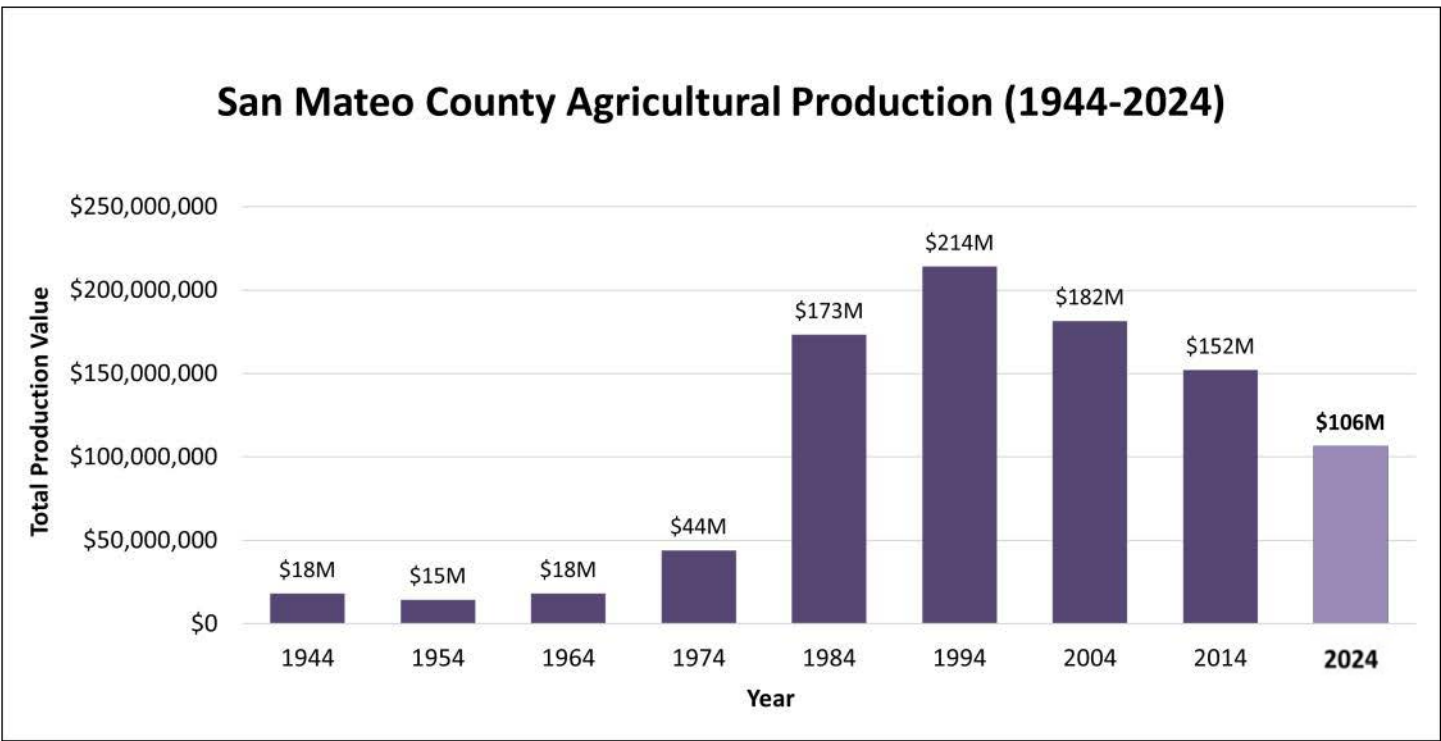
PRODUCERS PER COMMODITY GROUP



10 YEAR PRODUCTION VALUES



HISTORICAL PRODUCTION VALUES



FLORAL/NURSERY CROPS

2024 Production Total: \$106,488,000
 Floral/Nursery Crops (Indoor) Total: \$45,872,000

INDOOR GROWN

Crop	Year	Square Feet	Total Value
Flowering and Foliage Potted Plants ¹	2024	1,892,000	\$38,016,000
	2023	1,926,000	\$32,171,000
Cut Flowers ²	2024	345,000	\$447,000
	2023	745,000	\$1,544,000
Bedding Plants, Cuttings, Other ³	2024	401,000	\$7,409,000
	2023	592,000	\$7,442,000
INDOOR GROWN FLORAL AND NURSERY CROP TOTAL	2024	2,638,000	\$45,872,000
	2023	3,263,000	\$41,157,000

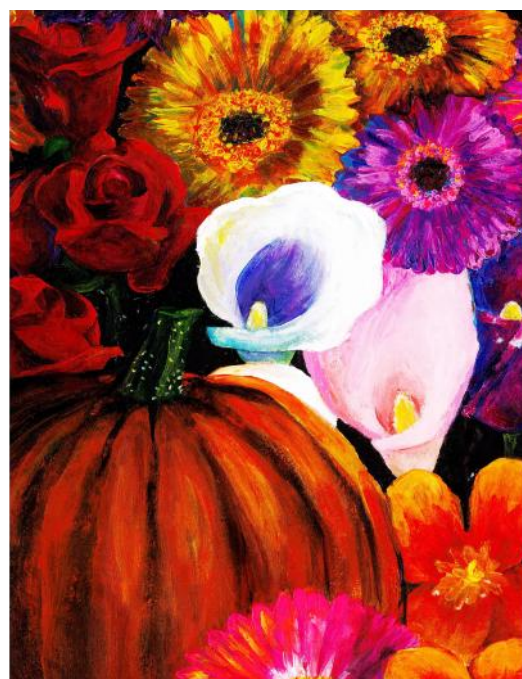
¹Includes begonias, lilies, orchids, poinsettias, succulents, etc.

²Includes alstroemerias, freesias, hemp, lilies, ranunculus, etc.

³Includes herbs, seeds, succulents, vegetables, etc.

Indoor grown floral/nursery crops increase in total production value

Indoor grown floral and nursery crop production value increased by about 11% despite a reduction in square footage by 19%. This overall reduction in area is attributable to the large decrease of indoor cut flower production in 2024 within San Mateo County. Producers of cut flowers in greenhouse settings have become increasingly rare in the county as imported flowers have gained a competitive edge since the 1990s due to the Andean Trade Preference Act that authorized cut flowers to be imported duty-free. This has resulted in a notable shift in greenhouse usage to other types of agricultural and horticultural production.



Claire Xie

OUTDOOR GROWN

Crop	Year	Acres	Total Value
Ornamental Nursery Stock ¹	2024	71	\$11,043,000
	2023	80	\$10,925,000
Christmas Trees (cut)	2024	147	\$365,000
	2023	143	\$454,000
Cut Flowers ²	2024	184	\$3,492,000
	2023	180	\$2,755,000
OUTDOOR GROWN FLORAL AND NURSERY CROP TOTAL	2024	402	\$14,900,000
	2023	403	\$14,134,000

¹Includes herbaceous perennials, shrubs, and trees.
²Includes dahlias, hydrangeas, ranunculus, sunflowers, etc.

Outdoor grown floral/nursery crop production value remains steady

Despite some category fluctuations in acreage and production value, outdoor grown floral and nursery crop area and value remained relatively constant in 2024. A decrease in acreage from ornamental nursery stock was counteracted by increases in acreage from Christmas trees and cut flowers. Similarly, a decrease in Christmas tree production value was counteracted by increases in ornamental nursery stock and cut flower value. Producers of outdoor grown floral and nursery crops continue to make their mark in the county even with increased market competition.



Poema Bowen

VEGETABLES

2024 Production Total: \$106,488,000

Vegetable Crops Total: \$27,020,000

VEGETABLE CROPS

Crop	Year	Acres	PRODUCTION		Unit	VALUE	
			Per Acre	Total		Per Unit	Total
Artichokes	2024	28	2.30	64	Ton	\$3,058	\$196,000
	2023	30	2.14	64	Ton	\$2,805	\$180,000
Beans, Fava	2024	90	1.87	168	Ton	\$2,161	\$363,000
	2023	94	3.04	286	Ton	\$2,011	\$575,000
Beans, Snap	2024	26	2.29	60	Ton	\$2,602	\$156,000
	2023	26	2.74	71	Ton	\$2,172	\$154,000
Brussels Sprouts	2024	413	11.59	4,787	Ton	\$1,718	\$8,224,000
	2023	419	10.53	4,412	Ton	\$1,817	\$8,017,000
Leeks	2024	52	12.85	668	Ton	\$1,612	\$1,077,000
	2023	38	13.74	522	Ton	\$1,363	\$711,000
Peas	2024	112	2.15	241	Ton	\$2,596	\$626,000
	2023	114	2.15	245	Ton	\$2,505	\$614,000
Pumpkins	2024	170	5.37	913	Ton	\$1,548	\$1,413,000
	2023	173	5.03	870	Ton	\$1,497	\$1,302,000
Miscellaneous ¹	2024	291					\$14,965,000
	2023	326					\$15,255,000
VEGETABLE CROP TOTAL	2024	1,182					\$27,020,000
	2023	1,220					\$26,808,000

¹Includes field and indoor grown herbs, kale, lettuce, mushrooms, peppers, squash, tomatoes, etc.

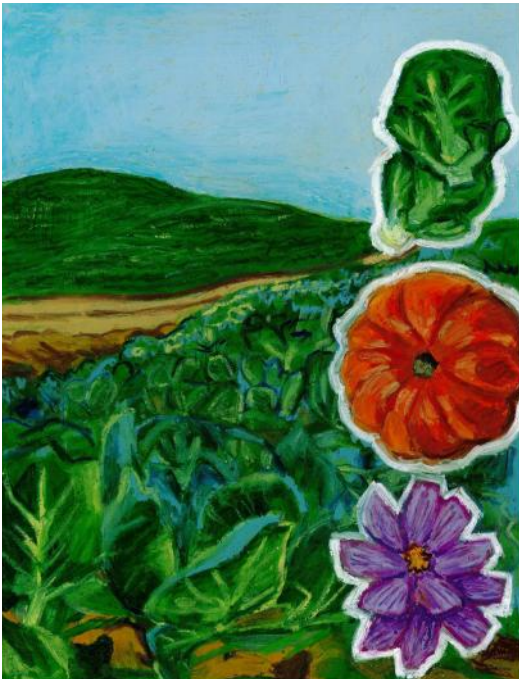
FRUIT AND NUT CROPS

Crop	Year	Acres	Total Value
Wine Grapes, Red Varietals	2024	133	\$2,058,000
	2023	135	\$2,035,000
Wine Grapes, White Varietals	2024	36	\$411,000
	2023	40	\$467,000
Miscellaneous ¹	2024	117	\$1,041,000
	2023	115	\$851,000
FRUIT AND NUT CROP TOTAL	2024	286	\$3,510,000
	2023	290	\$3,353,000

¹Includes apples, berries, chestnuts, stone fruits, etc.

Total production value increases for vegetable and fruit/nut crops

Vegetable crop production value increased by 1% in 2024. Increases in production value were seen across all vegetable categories except for fava beans and miscellaneous vegetables. Brussels sprouts, pumpkins, and leeks continue to be the top three vegetable commodities produced in San Mateo County. Similarly, fruit and nut crop production value increased by 5% in 2024 with a notable increase in miscellaneous fruit and nut crop value by 22%. A slight drop in acreage for white varietal wine grapes led to its lower total production value. Red varietal wine grape acreage and total value did not show major changes.



Ava Satterwhite

LIVESTOCK/APIARY

2024 Production Total: \$106,488,000

Livestock Total: \$9,089,000

Livestock Products and Apiary Total: \$1,043,000

Large value increase seen in livestock

Livestock production value increased by 38% in San Mateo County in 2024. This was due to significant increases in the market value of livestock and an increase of total number of livestock head processed and/or sold. In contrast, there was a 40% decrease in the production value of livestock products. Livestock products include beeswax, cheese, eggs, and wool. Within field crop production, dry beans showed a large increase in acreage, production, and production value. Forest products production value decreased by 19%.



Ness Zelony

LIVESTOCK

Commodity	Year	Number Head Sold	Total Value
Cattle and Calves	2024	1,541	\$4,363,000
	2023	1,429	\$3,012,000
Other ¹	2024	125,609	\$4,726,000
	2023	106,810	\$3,571,000
LIVESTOCK TOTAL	2024	127,150	\$9,089,000
	2023	108,239	\$6,583,000

¹Includes goats, lambs, pigs, poultry, etc.

LIVESTOCK PRODUCTS AND APIARY

Commodity	Year	Production	Per Unit	VALUE Total
Honey	2024	42,000 lbs	\$11.51	\$483,000
	2023	40,000 lbs	\$10.46	\$418,000
Other ¹	2024			\$560,000
	2023			\$939,000
LIVESTOCK PRODUCTS AND APIARY TOTAL	2024			\$1,043,000
	2023			\$1,357,000

¹Includes beeswax, cheese, eggs, wool, etc.

FIELD CROPS

Commodity	Year	PRODUCTION			Unit	VALUE	
		Acres	Per Acre	Total		Per Unit	Total
Beans, Dry ¹	2024	180	0.77	139	Ton	\$6,574	\$914,000
	2023	140	0.61	85	Ton	\$7,692	\$654,000
Grain ²	2024	61	0.50	31	Ton	\$411	\$13,000
	2023	66	0.60	40	Ton	\$384	\$15,000
Oat & Rye Hay	2024	577	2.00	1,154	Ton	\$207	\$239,000
	2023	579	2.37	1,372	Ton	\$211	\$289,000
Volunteer Hay	2024	167	1.45	242	Ton	\$113	\$27,000
	2023	165	1.39	229	Ton	\$112	\$26,000
Irrigated Pasture	2024	382				\$206	\$79,000
	2023	351				\$204	\$72,000
Other Pasture	2024	24,860				\$29	\$721,000
	2023	26,286				\$29	\$762,000
FIELD CROP TOTAL	2024	26,227					\$1,993,000
	2023	27,587					\$1,818,000

¹Includes cranberry, gigante, romano, scarlet runner, etc.

²Includes barley, oats, quinoa, rye, and wheat.

FOREST PRODUCTS

Year	Board Feet	Total Value
2024	4,418,000	\$3,061,000
2023	7,077,000	\$3,759,000

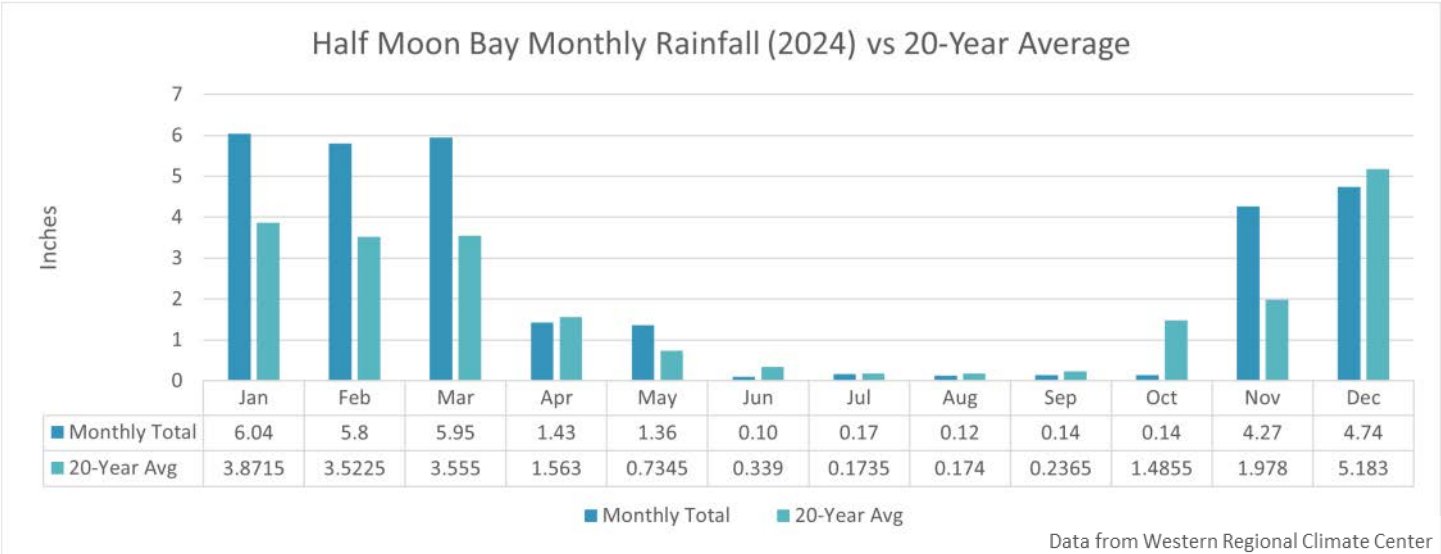
FISH CATCH

COMMERCIAL FISH CATCH

Species	Year	Pounds	Value	Species	Year	Pounds	Value
Crab, Dungeness	2024	2,300,064	\$7,995,168	Rockfish, all	2024	214,161	\$182,523
	2023	1,141,801	\$3,770,037		2023	212,596	\$305,618
Crab, Rock	2024	18,856	\$65,271	Sablefish	2024	93,930	\$248,304
	2023	45,457	\$133,300		2023	81,464	\$224,018
Flounder, all	2024	4,062	\$3,366	Salmon, Chinook	2024	0*	\$0*
	2023	4,808	\$4,656		2023	0*	\$0*
Halibut, California	2024	111,778	\$576,525	Sole, all	2024	171,402	\$169,724
	2023	97,424	\$484,915		2023	235,580	\$213,693
Lingcod	2024	1,535	\$1,594	Tuna, Albacore	2024	31,576	\$78,651
	2023	6,293	\$23,258		2023	3,417	\$22,177
Miscellaneous	2024	79,911	\$195,312				
	2023	66,515	\$122,458				
FISH CATCH GRAND TOTAL		2024	3,027,275 lbs		\$9,516,438		
		2023	1,895,355 lbs		\$5,304,130		

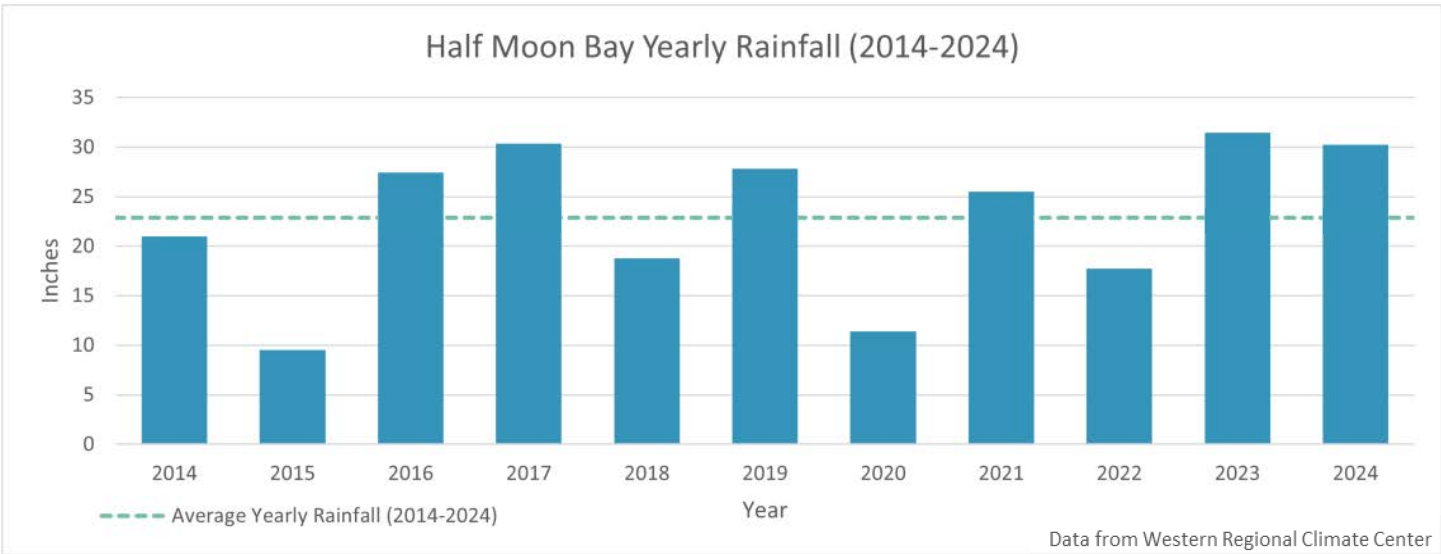
*The CA Department of Fish and Wildlife canceled commercial salmon fishing in 2023 and 2024 due to past drought conditions impacting salmon populations. Source: CA Department of Fish and Wildlife Poundage Value of Landings, Princeton-Half Moon Bay. Informational only—value is not included in annual report.

MONTHLY RAINFALL



The total inches of rainfall in 2024 were up 25% compared to the previous 20-year average in Half Moon Bay. In particular, the months of January through March had up to 40% more inches of rainfall.

YEARLY RAINFALL



There were no major storms or other adverse rainfall conditions within San Mateo County in 2024, resulting in more stable and predictable conditions for agricultural production.

SUSTAINABLE AGRICULTURE REPORT

SUSTAINABLE AGRICULTURE REPORT

Sustainable agriculture utilizes farming practices that conserve resources and plant health while ensuring the economic vitality of farms. Activities carried out through programs such as Pest Detection, Pest Exclusion, and Weed Management provide safeguards to maintain livestock and crop health. Early pest detection and proactive management of invasive pests using integrated pest management (IPM) strategies help protect California’s agricultural industry and reduces environmental stressors.

PEST DETECTION

Pest Detection staff place and monitor insect traps in San Mateo County to find pests before infestations can take hold and cause major damage. Examples of these traps include: yellow panel traps, Jackson traps, spongy moth delta traps, and Japanese beetle traps. In 2024, 4,793 traps were placed in host plants and serviced 51,668 times by pest detection staff. No insect pests of interest were detected in San Mateo County during this time.

Asian Citrus Psyllid	European Corn Borer
European Grape Vine Moth	European Pine Shoot Moth
Fruit Fly species of <i>Bactrocera</i> , <i>Dacus</i> , <i>Ceratitis</i> , and <i>Anastrepha</i>	Glassy-Winged Sharpshooter
Japanese Beetle	Spongy Moth

PEST EXCLUSION



Pest Exclusion inspections of imported agricultural shipments prevent the introduction and establishment of damaging pests. Exotic pests are regularly intercepted by staff biologists at parcel facilities, San Francisco International Airport, nurseries, and other entry points during daily inspections. Origin certification of shipments are also verified for compliance with plant quarantines, regulations, and entry requirements. When an infested or noncompliant shipment is found, it may be destroyed, reconditioned and released, or returned to the shipper.

SUSTAINABLE AGRICULTURE REPORT

PEST EXCLUSION INSPECTIONS

Type of Shipment	Inspected	Rejected	Pests Intercepted
Parcel Carriers	30,044	163	15
Truck	489	3	5
Air	3,037	39	66
Sea Containers	7	0	0
Household Goods (Spongy Moth and Spotted Lanternfly)	6	0	0
Nursery Stock (Glassy-Winged Sharpshooter)	2,534	0	0

In 2024, department biologists intercepted many A-rated and Q-rated insects, weed pests, and plant diseases as confirmed by the California Department of Food and Agriculture (CDFA) Plant Pest Diagnostics Center. A-rated pests and diseases are deemed to have serious economic and environmental impacts if established within the State. Q-rated pests are also suspected to cause harm to agriculture or the environment, though their biology is less fully understood. To prevent these pests from spreading within the agricultural industry and environment, both A-rated and Q-rated pest finds result in regulatory actions of shipment rejection, containment, or destruction.

A-Rated Pests (Number of times intercepted)	
<i>Anastrepha suspensa</i> Caribbean Fruit Fly (3)	<i>Ochetellus glaber</i> Ant (3)
<i>Aonidiella orientalis</i> Oriental Scale (1)	<i>Pheidole megacephala</i> Big-Headed Ant (5)
<i>Ceroplastes rusci</i> Fig Wax Scale (1)	<i>Planococcus minor</i> Pacific Mealybug (3)
<i>Dysmicoccus grassii</i> Mealybug (2)	<i>Pseudaulacaspis cockerelli</i> Magnolia White Scale (1)
<i>Dysmicoccus neobrevipes</i> Gray Pineapple Mealybug (2)	<i>Solenopsis geminata</i> Tropical Fire Ant (1)
<i>Maconellicoccus hirsutus</i> Pink Hibiscus Mealybug (1)	

Q-Rated Pests (Number of times intercepted)	
<i>Blattodea</i> Cockroaches (2)	<i>Hymenoptera</i> Ants & Wasps (10)
<i>Coleoptera</i> Beetles (1)	<i>Lepidoptera</i> Moths & Butterflies (6)
<i>Gastropoda</i> Slugs & Snails (4)	<i>Unknown</i> Egg Masses and Nymphs (6)
<i>Hemiptera</i> True Bugs (32)	Weeds (2)



Big-Headed Ant



Pink Hibiscus Mealybug

SUSTAINABLE AGRICULTURE REPORT

WEED MANAGEMENT

In 2024, the department focused on weed management of pokeweed, fertile capeweed, skeletonweed, jubata grass, and purple loosestrife. Four species of pokeweed (*Phytolacca spp.*) have been found in the county, but *Phytolacca heterotepala* has been found more frequently and in proximity to agricultural lands. Pokeweeds are invasive with widespread dispersal and may cause severe dermatitis. The department surveyed and mapped noxious weeds using Calflora for tracking progress. Weed management projects were also supported. Weed management efforts are discussed at department-led bimonthly meetings with the San Mateo County Weed Management Area group, which serves as a networking forum for local weed managers to share ideas and learn from successes and losses in control efforts.



Fertile Capeweed



Jubata Grass



Mexican Pokeweed



Skeletonweed

INDUSTRIAL HEMP AND COMMERCIAL CANNABIS



Two hemp registrations were active in 2024, with a total registered square footage of 620,000 for cultivation and storage. Department biologists performed 3 site visits over the year and took samples to ensure hemp plants were within the allowed THC tolerance of $\leq 0.3\%$ prior to harvest.

Cannabis licenses issued in San Mateo County include: six for small mixed-light, four for medium mixed-light, and three for nursery. Total registered area for commercial cannabis was 262,000 sq ft in 2024.

INTEGRATED PEST MANAGEMENT

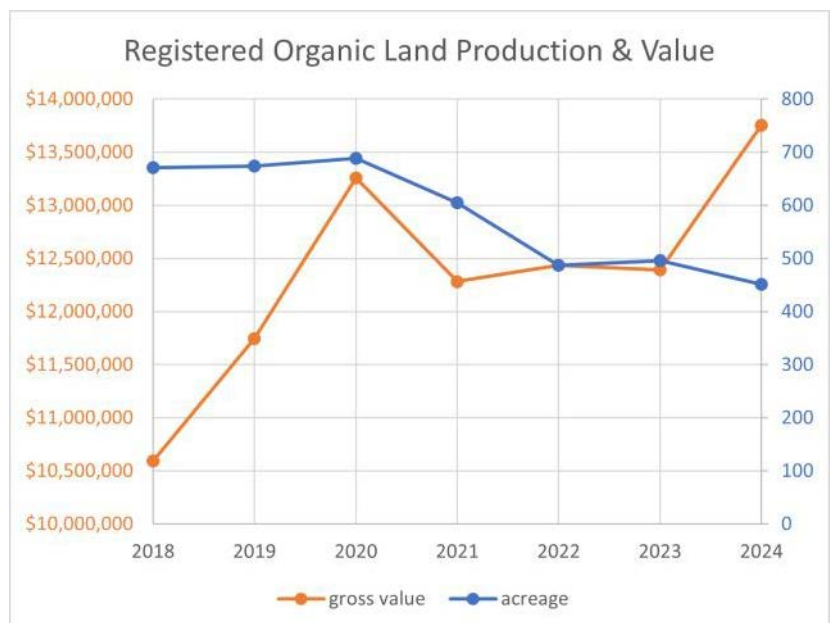
Integrated Pest Management (IPM) is a systematic approach to managing destructive pests and keeping them below economic thresholds. IPM begins with identification and monitoring of target pests and uses interactive control strategies including: natural enemies, biological controls, sanitation, less toxic pesticides, traps, and pheromones to disrupt reproduction. Applying certain IPM practices not only controls pests, but also benefits biodiversity in both the soil and surrounding environment. Crop and grazing rotations, cover crops, and mulching are just a few techniques implemented by agricultural producers that help capture and sequester carbon dioxide. This helps to create healthier soils to support production as well as combat weather impacts of climate change such as extreme fluctuations in soil moisture. San Mateo County growers have received funding for various IPM projects related to techniques such as these in past years.



Angela Wu

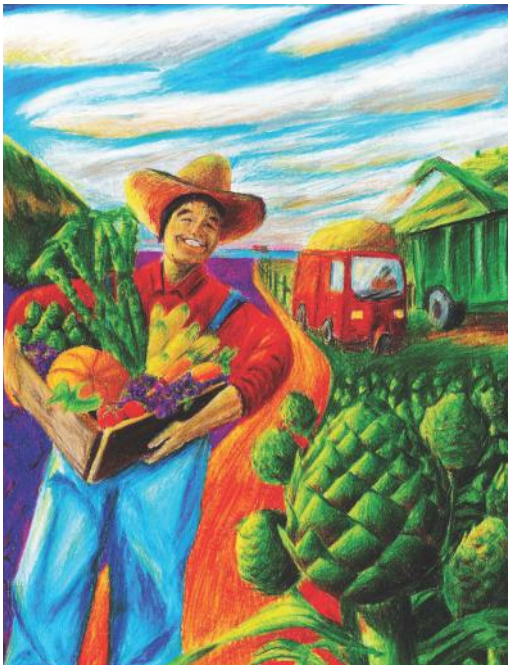
ORGANIC FARMING

Organic farming utilizes approved methods of cultural, biological, and mechanical control to produce a variety of agricultural products without the usage of synthetic substances. San Mateo County agricultural land registered with the California Department of Food and Agriculture (CDFA) as organic production was an estimated 451 acres (excluding rangeland) in 2024, totaling an estimated gross production value of \$13,755,000 from 20 registered organic producers. Despite a 45 acre decrease in organic production area in 2024, gross organic production value increased by 11%.



SUSTAINABLE AGRICULTURE REPORT

DIRECT MARKETING



Yehui Li

Direct sales from producers to consumers provide greater profits for farmers, reduce packaging and transportation, promote the local agricultural economy, and increase access to the freshest produce, flowers, and meat. These avenues include: Certified Farmers' Markets (CFMs), Community Supported Agriculture (CSA), Farm Stands, and U-pick. In 2024 a total of 44 Certified producer's certificates were issued in San Mateo County for producers to sell their agricultural products at CFMs. There were also 23 active CFMs that were inspected 64 times throughout the year to ensure compliance with direct marketing laws and regulations.

To find up-to-date locations of Certified Farmers' Markets in San Mateo County, please visit:

<https://www.smcgov.org/agwm/find-certified-farmers-market>

AS FRESH AS IT GETS

For locals, the knowledge that “local produce” does not just come from California, but also comes directly grown from San Mateo County, can be a strong motivating factor for deciding what to purchase. Keep an eye out for the “As Fresh as it Gets” (AFAIG) logo when visiting local farmers' markets, restaurants, hotels, and farm stands. That logo indicates that the produce or products sold in those establishments are San Mateo County grown. The AFAIG Program connects residents and visitors to San Mateo County's farmers, and fishermen, and the restaurants and hotels that serve fresh and local products. The program's goals are to increase awareness about San Mateo County's delicious and nutritious fresh products and where to get them, to promote the county as a world-class destination for culinary tourism, and to support the farmers, fishermen, vintners, and brewers who make it all possible.



For more information on the AFAIG Program, please visit:

<https://www.thesanfranciscopeninsula.com/fresh-as-it-gets/>

WEIGHTS AND MEASURES

The other half of the Department’s namesake, Weights and Measures, is responsible for the preservation, maintenance, and enforcement of measurement standards (weight, volume, time, distance) necessary for value comparison by consumers and essential for fair competition within industry. This is accomplished by comparing the performance of weighing and measuring devices against certified standards, inspecting prepackaged products to verify label statements, and verifying petroleum products meet the product label standards.



Devices	Inspected	Passed	Failed	Compliance
Gas Station Pumps	4,402	4,327	75	98%
Water, Gas, Electric Submeters	4,625	4,302	323	93%
Small Capacity Scales	1,571	1,544	27	98%
Propane Dispensers	31	31	0	100%

Weights and Measures officials conduct inspections at businesses within San Mateo County that use commercial weighing and measuring devices such as gas station pumps, water, gas, and electric submeters, scales, and propane dispensers. When these commercial weighing and measuring devices comply with all the state laws and regulations, each device is sealed by applying an official San Mateo County seal (see above).

Price Verification	Total
Locations Inspected for Price Accuracy	628
Locations Inspected with Overcharges	18%
Packages Scanned	21,323
Package Overcharges	1%

**ATTENTION CONSUMERS
ATENCIÓN CONSUMIDOR**

You are entitled to the lowest advertised or posted price offered by this store. For information or complaints, you may contact the San Mateo County Sealer of Weights and Measures. **(650) 599-SCAN**

Tiene derecho al precio más bajo ofrecido por esta tienda. Para obtener información o quejas, puede comunicarse con el Departamento de Pesas y Medidas del Condado de San Mateo. **(650) 599-7483**

Koren J. Widdel, Sealer
smcgov.org/agwm | (650) 363-4700

Each business that uses commercial point-of-sale systems to charge consumers for commodities is also required to be registered and inspected for pricing accuracy. Each of these businesses are required to post a notice (see above) to consumers at each point-of-sale checkout register stating consumers are entitled to the lowest advertised price by the store.

COUNTY OF SAN MATEO
DEPARTMENT of
AGRICULTURE/WEIGHTS & MEASURES
728 Heller Street • P.O. Box 999
Redwood City, California 94064-0999



Emily Cisco

County Executive's Office

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County Executive's Office

Agricultural Production Jumps 7.6 Percent in San Mateo County Thanks to Impressive Livestock Increase

Annual Crop Report highlights the local economy, community

October 7, 2025

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Redwood City — From coastal flower farms and vegetable fields to farm operations, San Mateo County saw agricultural production flourish in 2024, powered by a significant increase in livestock value.

The 2024 San Mateo County Agricultural Crop Report presented to the Board of Supervisors today offers a window into the County's continued investment in programs that strengthen the local community and highlight one of the county's most important industries.

In 2024, agricultural production reached \$106,488,000 in estimated gross value — a 7.6 percent increase over 2023 when gross production value was \$98,969,000. It is the highest value for the county since 2019, when it hit \$130 million before tumbling in 2020.

Koren Widdel, agricultural commissioner/sealer of weights and measures, called the increase a strong indicator of resilience and adaptability in the local industry. Most categories saw increases but one in particular powered the year over year surge.

"The livestock category is the standout of the 2024 crop report, boasting a 38 percent increase over last year," Widdel said. "This growth is driven by both higher market prices and a greater number of head sold."

Widdel pointed to several programs that help support the local agricultural community and contributed to its production growth:

- **As Fresh as It Gets (AFAIG):** A promotional program for locally produced agricultural products. The program is a joint venture between the



The 2024 Agricultural Crop Report showcases student artwork by tenth grader Soleil Louie.

program for locally produced agricultural products. The program is a joint venture between the County of San Mateo, Farm Bureau and [The San Francisco Peninsula](#), connecting San Mateo County producers directly with consumers and restaurants.

- Low-cost Certified Producer Certificates to verify produce is grown in San Mateo County allowing sales at Certified Farmers' Markets (CFM) across California, opening up markets for emerging farmers.
- The Farm Labor Housing Loan Program: Administered through the Department of Housing, it enables farmers and agricultural landowners to improve housing and expand housing opportunities for the County's very low-income farm workers.

"Agriculture remains an essential part of San Mateo County's economy, heritage and identity," said Supervisor Ray Mueller who represents District Three, home to most of the county's agriculture. "These programs demonstrate the County's ongoing commitment to local agriculture and the people who make it thrive. The Crop Report also reminds us that local agriculture is about more than production — it's about people and community."

Specific production values by category are:

- Floral and nursery crops: \$60.77 million
- Vegetables: \$27.02 million
- Livestock: \$9.09 million
- Fruit and nut crops: \$3.51 million
- Forest productions: \$1.993 million
- Livestock products and apiary: \$1.043 million

Weather also played an important role in the year's results. The report highlights a 25 percent increase in rainfall compared with the 20-year average providing much-needed hydration and contributing to improved growing conditions across the county's diverse landscape.

The year's report also pays tribute to creativity, featuring the winning student artwork by tenth grader Soleil Louie on its cover. Her piece "Moo-ve Over!" shows an appreciation of coastal agriculture with a touch of whimsy. Other top winners' art is also featured throughout the report.

The 2024 San Mateo County Agricultural Crop Report and Board memo are available [here](#).

Media Contact

Michelle Durand

Chief Communications Officer

mdurand@smcgov.org

COUNTY OF SAN MATEO



500 County Center, Redwood City, CA 94063 | (650) 363-4000

https://www.coastsidenews.com/community/pacifica-volunteers-go-up-the-creek-after-city-efforts-fail-to-clean-linda-mar-beach/article_7f9ecd14-a995-4cda-9057-d816ad09fdeb.html

Pacifica volunteers go up the creek after city efforts fail to clean Linda Mar Beach

For years, San Pedro Creek has carried dangerous bacteria into the surf. A small group of locals is trying to uncover why.

By Kathryn Wheeler
Nov 19, 2025



John Keener tests creek waters on Linda Mar Beach

Kathryn Wheeler/Coastside News

Each year, like clockwork, Pacifica's Linda Mar Beach receives a flunking grade.

Every May, the Surfrider Foundation's annual Clean Water Report ranks the beach, which is popular with both first-time surfers and sun-weathered beachgoers, among the top ten most polluted beaches in the country.

San Pedro Creek, where it feeds into the ocean at the southern end of the beach, is to thank for its high levels of bacteria. The bacteria, some of which indicates harmful pathogens from fecal matter carried downstream, puts those swimming or surfing nearby at risk of contracting potentially serious illnesses.

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John Keener tests pH levels at the creek behind a resident's property

By Kathryn Wheeler

But for many visitors and residents, the poor reputation of the beach doesn't raise concerns. Surfers continue to gather each day near the mouth of the river to ride the waves at one of the most popular destinations to surf in the Bay Area. At the beach, dogs run through the gentle waters of the creek's outlet, and kids splash in its shallow pools.

As the city makes little progress addressing the creek's pollution, a small group of local environmentalists and surfers are embarking on their own journey to amass data far beyond the scope of the studies the city has conducted. They believe that with extensive data that shows clear patterns and sources of the pollution, the city will be compelled to take action to address the problem.

Their work has also shed light on the city's priorities, and raised questions about the city's use of funds to address an issue that after a decade, and hundreds of thousands of dollars spent, has yet to be resolved.

In July of 2024, the Linda Mar Water Quality Coalition, a volunteer group led by John Keener focused on cleaning up the beach, began collecting thousands of samples to provide the data they believe the city won't be able to ignore, and which they hope will lead to action.

Every Monday morning, Keener grabs a handful of test tubes, syringes, and his boots, and hops into his Subaru to pick up other locals. On a foggy morning in early September, Hillary Timm, a former chemist and stay at home mom, joined Keener in his weekly visit to collect water samples at four spots along San Pedro Creek.

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Sun burned through the fog as the two trekked through forest to reach the creek in the backyard of a resident who gives volunteers access to his property for weekly sampling. At another location, Timm extended a long pole with a test tube attached over the edge of a bridge, sampling water 20

feet below. From the sandy bank of the creek, the water was clear enough to see minnows swimming by as Keener bent down to fill a tube of what looked to be crystal clear liquid.

The apparently clear liquid, Keener said, holds far more than the naked eye can see.

San Pedro Creek is part of the broader San Pedro Watershed. The watershed's spider web of streams drain from the surrounding ridges of the city in every direction, eventually merging into a 2.5 mile stretch of creek that winds through the developed Linda Mar neighborhood.



John Keener walks a wooded path to the creek

By Kathryn Wheeler



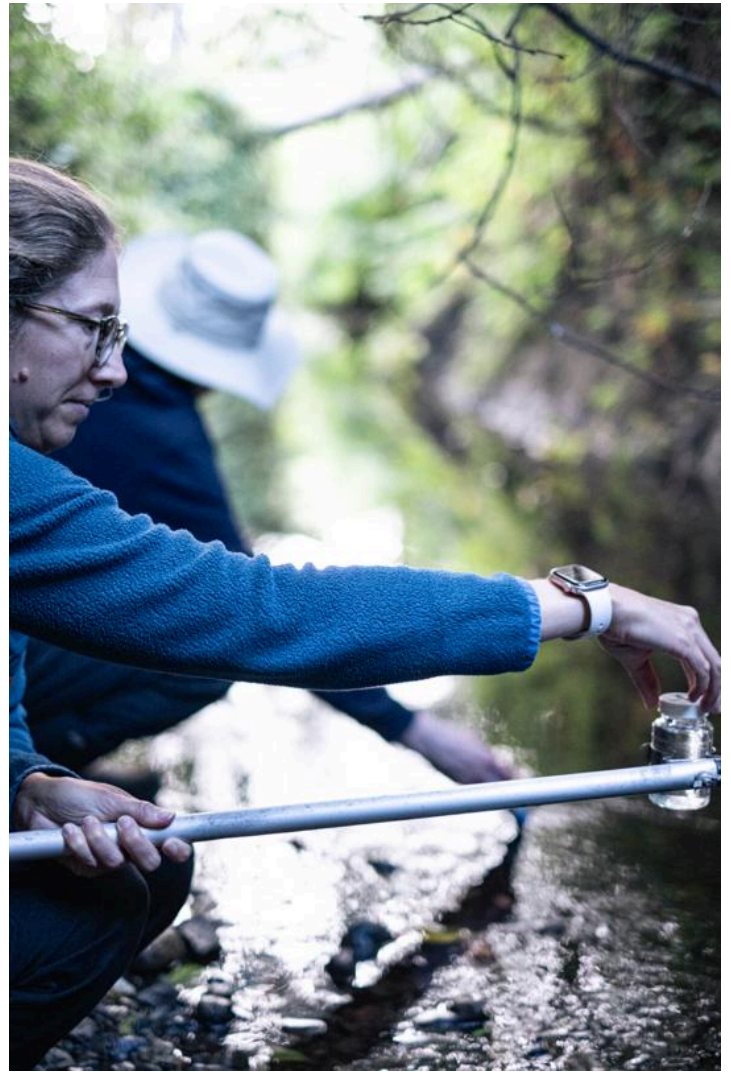
The San Pedro Creek watershed

Courtesy San Pedro Creek Watershed Coalition

As it reaches urban development, the creek picks up bacteria and pollutants, and lots of them. During the dry season, that bacteria is often two or three times what is deemed safe for humans. When winter hits and the rain comes in droves, bacteria reaches levels 10 to 20 times the recommended limit for public safety.

Understanding why the creek is a hotbed of pollutants has been nagging Keener for decades. He originally became especially interested in what was killing the creek's once abundant Northern California steelhead trout population. Keener holds a doctorate in microbiology, and examining the root causes of biological issues "is within my professional purview," he said.

In 1998, a group of citizens formed the San Pedro Creek Watershed Coalition and invited representatives from the city of Pacifica, San Mateo County Parks, the North Coast County Water District, the Regional Water Quality Control Board, the Environmental Protection Agency, local scientists from nearby universities, and residents of the area to lead an "extensive multi-disciplinary investigation" of San Pedro Creek, according to the SPCWC website.



Hillary Timm collects a water sample

Kathryn Wheeler/Coastside News

The team set out to study the trout and coho salmon that populated the river as recently as 1950, as well as the erosion of the creek's banks, flooding that seemed to be increasing as the area became more developed, and the harmful bacteria that the creek became known for.

Despite the long-term efforts of multiple coalitions, in collaboration with organizations like Surfrider and Salted Roots, the creek is as polluted as ever.

In the early 2010s, San Pedro Creek was first identified as having high enough bacteria levels to harm those in direct contact with creek waters. Linda Mar Beach made the state's list of impaired waters due to the presence of animal and human fecal bacteria that can cause gastrointestinal

illness and skin, ear and eye infections.



San Pedro Creek winds through vegetation within the Linda Mar neighborhood

Kathryn Wheeler/Coastside News

In order to comply with local water quality standards, the San Francisco Bay Regional Water Quality Control Board required the city to form a plan to monitor and lower the high bacteria levels. The city's plan was approved by the water board in 2013. Part of that plan involved setting a total maximum daily load for bacteria levels, which the city must aim to meet through mitigation efforts and close monitoring.

Since 25% of the drainage basin of the creek is under the county's jurisdiction, it was also on the hook for paying for the creek's monitoring services. In 2016, the city and county approved an interagency agreement to share costs for the San Mateo Resource Conservation District to monitor the water. The RCD is a 85-year-old non-regulatory public agency that provides often confidential technical, financial, and educational assistance to local landowners, agencies, and communities to conserve land and environmental resources within the county.

Since the agreement with the RCD was signed, the city and county have collectively spent more than \$650,000 for monitoring services through the RCD. The latest contribution came this past August, when the city approved nearly \$176,000 to continue the monitoring program through 2028. That money comes from the city's stormwater program funding supported in part by an annual parcel-based stormwater fee, and from wastewater funds, which includes a sewer service charge that appears as a line item on annual property tax bills.

Pacifica must meet appropriate bacteria levels for San Pedro Creek by August 2028, according to directives from the water board. The city was required to do the same at Linda Mar Beach by August of 2021 but did not meet its goal. It must continue monitoring services until it does.

Even with nearly 10 years of data, the RCD, according to its most recent city council presentation, said it is still seeking the answers to key questions. Specifically, the RCD intends to find out what areas of the Linda Mar neighborhood are contributing the most to pollution, what those pollutants are, and what multi-year trends show.

The agency anticipates getting those answers by analyzing E.coli and bacteria levels throughout the year using data from San Mateo County Public Health, which tests two areas along the creek and beach weekly and posts that data publicly. According to the RCD budget, sampling fees cost roughly \$20,000 per year, and the work of two water quality analysts for the project cost the city and county, through the interagency agreement, nearly \$100,000.

Over nearly a decade of genetic testing, the RCD said it has determined that the main sources of bacteria in the water—deemed within the city’s control—are likely coming from the sanitary sewer system, horse facilities, stormwater runoff, and the flow of wastewater during the dry season. But the patterns of when bacteria are higher versus lower, and the exact areas those bacteria are coming from, have not been enough to steer direct action. In an August resolution to greenlight more testing, a letter from RCD stated that “to date, the exact source or sources related to the sanitary sewer system have not been identified.”

Despite efforts that include public engagement at local events such as Fog Fest and Eco Fest, direct mailers, print advertisements, local television advertisements, sewer lateral grants and various social media posts, the RCD wrote that “Unfortunately, these efforts have not significantly reduced the bacteria in San Pedro Creek and Pacifica State Beach.”

Kellyx Nelson, the executive director of RCD, did not respond to multiple requests for an interview by the time of this article’s publication.

Volunteers at the Linda Mar Water Quality Coalition believe this kind of monitoring can be done much more effectively.



After Keener and Timm finished collecting samples, they drove the clinking glass tubes to Mitchell Milligan's home nearby. Milligan takes the samples to Surfrider's makeshift laboratory in Princeton, where he processes them for bacteria. If fecal matter is present, the sample will glow yellow under a blue light; Milligan, a volunteer with Surfrider, records the glowing samples to add to data. It costs the team \$10 to \$20 for each sample.

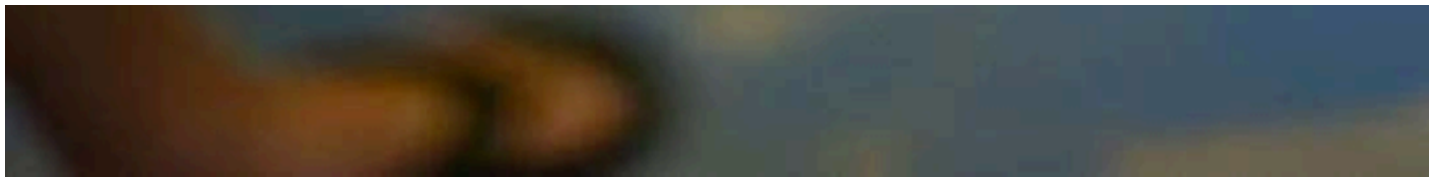
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So far, the group has discovered similar findings to the RCD: animal and human feces are major contributors to the creek's pollution. When heavy rains hit, the creek becomes a catch-all for runoff, including dog poop, horse manure, wild animal feces, and sewage from leaky sewers. Similar to the RCD, the group wants to go further, understanding exactly how the time of year contributes to pollutants, and narrowing down pollutants based on type and location.

The group is also using a form of test called PCR that Keener hopes will provide clearer answers to the sources of pollution. A PCR test can distinguish what kind of animal (including humans) are causing pollution within the sample. That level of specificity isn't possible through regular bacterial testing in the local lab.





A test sheet shows signs of creek bacteria in yellow

Kathryn Wheeler/Coastside News

Small grants help provide funding for the volunteer sampling. Lately that grant money has been funneled to a lab in San Diego, where volunteers are sending samples to undergo PCR testing at a cost of more than \$800 per test.

Milligan, an engineer and vice chair of Surfrider's San Mateo County chapter, believes that comprehensive data, on a scale far beyond what has ever been collected, speaks for itself. Compelling data, Milligan said, will allow the group to say, "Hey, city, what are we doing? We haven't touched the pump houses or any of this infrastructure since the 80s. It's time, and we have years of data to back that."

Even if the RCD and volunteer groups can pinpoint the sources of pollution, addressing the issue will come down to whether the city is financially able, and willing to invest in its infrastructure.

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Pacifica has a torrid history with its most vital infrastructure. In 2008, the city's neglect of its critical infrastructure came to a head when heavy rains led to more than 100,000 gallons of raw sewage spewed from sewer pipes and manholes. During that same period, blockages in the sewer system caused 6.9 million gallons of partially treated sewage to discharge into local waters.

Following those events, the San Francisco branch of the California Regional Water Quality Control Board gave Pacifica a "cease and desist order" demanding that the city stop violating state and federal water-quality laws and take immediate corrective actions to remediate the failing sewage system.

The water board cited multiple system overflows between 2004 and 2009, chronic blockages, tree roots invading sewer pipes, and deteriorating pipes. The board attributed this to failures in adequately monitoring and correcting the system over years, which the board claimed could've

prevented catastrophic events. The water board sued the city for \$2.3 million, although that number was whittled down to \$1.7 million in negotiations. The city was forced to completely overhaul its system as a result.



County signs warn of high bacteria levels

Kathryn Wheeler/Coastside News

Louis Sun, the city's deputy director of wastewater, said the city fulfilled its obligation to that cease and desist order. He added that it has "completed all these projects that we promised we were going to do." To manage sewage during heavy rain events, the city was required to build an equalization basin at a cost of more than \$19 million. Completed in 2020, the basin temporarily holds excess sewage and storm-infiltrated wastewater during heavy rain events.

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Aging sewer laterals, a home's connection to the municipal sewer system, have also been the basis of concern in the Linda Mar neighborhood. Sun said that in an inspection three years ago of 3,000 homes, only 33 had problems with their sewer laterals. Sun believes that the wastewater present in the creek is not coming from faulty sewer system, but rather surface water that is polluted with waste from owners of recreational vehicles that are illegally dumping in the streets, and other contaminated surface water.

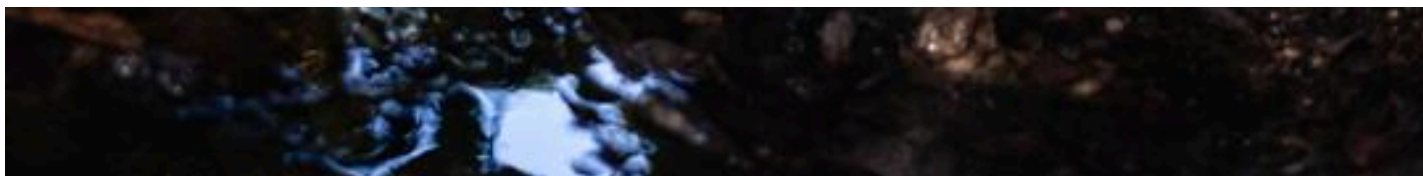
Even after the equalization basin was built, however, storms have still caused major sewage leakages. A large storm in 2021 caused 44,000 gallons of storm water and sewer wastewater mixture to spew from a manhole on Peralta Road. Another 2.93 million gallons of storm water and sewer wastewater mixture made its way to the ocean at Linda Mar Beach. According to a memo from City Manager Kevin Woodhouse, the leaking sewage was curbed dramatically thanks to the equalization basin, but the incident was reported to the water board.

Leaky sewer laterals are a homeowners responsibility, and are often only discovered to be problematic if routinely inspected. Many of the sewer laterals in the Linda Mar neighborhood are far beyond the age at which they should be replaced. The city only inspects laterals when a property changes ownership.

City incentives, introduced as part of the city's agreement with the water board, attempt to encourage more homeowners to replace their sewer laterals in areas where many date back to when the neighborhoods were built. Called the "Lateral Grant Program," the incentive provides a \$2,000 payment to anyone who replaces their sewer lateral. The cost of replacement, though, can exceed \$50,000. In lower Linda Mar, where construction has been underway, the city has offered residents the opportunity to have their sewer lateral replaced at roughly a third of the typical cost of doing it independently. In the 10 years since the incentives were introduced, just 29% of the sewer laterals in the Linda Mar neighborhood have been replaced.

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Minnows swim by Keener as he tests pH levels in the creek

Kathryn Wheeler/Coastside News

Both the RCD and the local water board have stated that sewer laterals are a likely source of pollution. Amending leaky laterals would “likely reduce bacteria inputs to San Pedro Creek and Pacifica State Beach,” the water board stated in communication with the city in the late 2010s.

Sun said the issue comes down to “awareness and getting people to understand the importance of your lateral and that it does need to be looked at.”

As the city and its residents juggle priorities, from increasing costs of living, and even more dire infrastructure elsewhere, incentives seem to have little effect thus far.

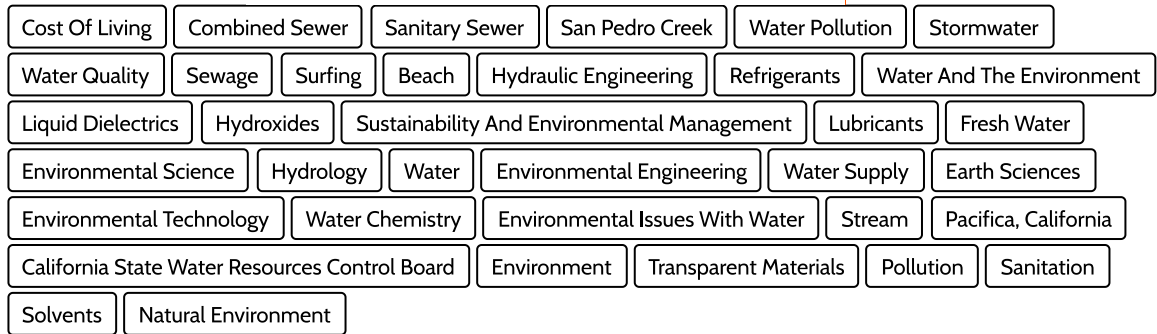
Councilmember Christine Boles said the pollution at San Pedro Creek is complicated. “Everybody’s looking for a smoking gun,” she said, but “it’s a combination of things.” In working with the RCD, “the city feels like they’re doing what they can,” Boles said.

As Keener and his small team return to the creek weekly, they believe that in three years they have the data to pinpoint exactly the source of pollution. Whether or not that data will mean anything, comes down to how many problems a city has, said Milligan, and who’s putting the most focus on what. “I think if we have a better way of drawing attention, I don’t think it would be hard for people to vote for it,” Milligan said.

But Milligan said it remains a matter of what’s best for a homeowner versus what’s best for the coast and where the city puts its focus when addressing pernicious problems. Without achieving a balance, nothing will change. The creek, after all, will always remain a reflection of what surrounds it.

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Tags



Kathryn Wheeler

Staff Writer

Kathryn has reported for newspapers on both coasts, including The Red Hook Daily Catch, The Seattle Times, The Salish Current, and The Journal of the San Juan Islands. She has worked as a staff writer, freelancer, and photographer. She graduated from Wesleyan University, majoring in "Science in Society". She has also been a teacher and communications director.

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Memorandum

Date: December 18, 2025
To: Board of Directors
From: Kellyx Nelson
Subject: Notification of Subaward to FireSafe San Mateo County for wildfire mitigation work on Sand Hill Road

Per the RCD's Procurement and Subaward Policy (adopted May 18, 2023), it is required to notify the Board of Directors of any signed subaward agreement exceeding \$60,000. This memorandum is to notify the board of directors that the RCD has issued a subaward to FireSafe San Mateo County (FSSMC) in an amount not to exceed \$300,000 to implement fuel reduction and hazardous tree removal along a portion of Sand Hill Road in Woodside.

FSSMC is a 501(c)(3) organization that was formed as the nation's first Fire Safe Council to support communities in wildfire preparedness and resiliency. Members include fire agencies and land stewards, including the RCD. The planned work is a component of the San Mateo County Critical Evacuation Corridors Wildfire Resilience, an overall effort funded by the State Coastal Conservancy in a grant to the RCD.

The subaward is to FSSMC to hire and oversee contractors and manage project-level operations to remove hazardous eucalyptus within the County right-of-way on a stretch of Sand Hill Road. The site has been identified as a priority by Woodside Fire Protection District and FSSMC because it is an essential evacuation and emergency access corridor for the communities of Woodside, Portola Valley, Skylonda, and La Honda. The subawarded work will reduce risks from the risk of wildfire ignition, treefall, and roadway obstruction.

Our Procurement and Subaward Policy authorizes issuance of a subaward without competitive procurement when the subrecipient is a public agency or qualified nonprofit responsible for carrying out a portion of a grant-funded program for public benefit. FSSMC meets the criteria for this subaward because they:

- Exercise programmatic decision-making for project delivery;
- Apply discretionary judgment in coordinating contractors and ensuring environmental and safety compliance;

- Contribute substantively to the conduct of the project as outlined in the Conservancy-approved Work Program; and
- Use funding to carry out activities aligned with its mission to support wildfire prevention and public safety in San Mateo County.

Appendix: Relevant Section of Procurement and Subaward Policy

6. Subaward. The District may fund a program or project or enter into a contract without a competitive selection process through a subaward of financial assistance to an eligible organization. Subawards are defined in the Federal Procurement Requirements (Federal Code of Regulations 200.317-200.327). Contracts or transactions between the District and government agencies, institutions of higher education, and non-profit organizations are often considered subawards regardless of whether the instrument is referred to as a contract. Where the subaward involves the pass-through of awarded funding, all applicable terms and conditions that are part of the primary award must be included in the subaward document.

Some characteristics that support the classification of an entity as a subrecipient rather than a contractor include when the entity:

- has responsibility for programmatic decision-making;
- requires considerable discretionary judgment in the performance of the work;
- contributes to the conduct of the project as described in the statement of work for the prime award;
- uses the funding to carry out a program for the entity's public purpose as specified in their mission statement or authorizing statute;
- would be considered as a co-author of publications resulting from the work performed under the award.

In determining whether the District classifies an entity as a subrecipient or a contractor, the substance of the relationship is more important than the form of the agreement. All of the characteristics listed above may not be present in all cases, and the District must use judgment in classifying each agreement as a subaward or a procurement contract. The Executive Director shall notify the Board of Directors of signed subaward agreements exceeding \$60,000.

Subawards are distinct from the purchasing of goods and services that constitutes a procurement relationship. Therefore, subawards do not function as exceptions to procurement requirements.

Memorandum

Date: December 11, 2025
To: California Coastal Commission and Interested Parties
From: Kellyx Nelson, Executive Director, San Mateo Resource Conservation District
Timothy Federal, Senior Program Manager, San Mateo Resource Conservation District
Subject: **Notice of Impending Development for the Coastal Santa Cruz Mountains, State Parks Forest Health Initiative (SMC-NOID-0007-25)**

Pursuant to Public Resource Code Section 30606 and California Coastal Commission Regulations Section 13358 and Section 13359, this letter is presented to provide Notice of Impending Development (NOID) for the Coastal Santa Cruz Mountains: State Parks Forest Health Initiative project in San Mateo and Santa Cruz Counties. Such notice must be submitted to the Commission before a public agency proposing a public works project pursuant to a certified Public Works Plan (PWP) may commence the project.

Project Description

In the Fall of 2020, the CZU Lightning Complex fires (CZU Fire) burned 86,509 acres throughout Santa Cruz and San Mateo counties. This wildfire exhibited extreme fire behavior, fueled by dense vegetation and decades of accumulated forest debris. The fire burned through nearly the entirety of Big Basin Redwoods State Parks (BBRSP), portions of Año Nuevo State Parks (ANSP) and Butano State Parks (BSP), and much of the surrounding landscape. Its impact was catastrophic, affecting ecosystems, destroying homes and infrastructure, and tragically claiming one life. Prior to 2020, decades of fire suppression and recent droughts had led to heavy surface fuel buildup, creating conditions for a high-severity fire. These factors contributed to rapid fire spread, prolonged smoke impacts, and extensive damage to critical habitats and human communities.

Today, the aftermath of the CZU Fire presents ongoing challenges. Areas that burned at lower intensities now contain dense dead and dying understory vegetation, while higher-intensity burned areas hold large numbers of fire-killed trees. Without proactive management, these degraded conditions could accelerate shifts in vegetation types and further threaten forest health.

California State Parks and its partners are committed to protecting both natural resources and neighboring communities, and in order to do so must actively manage forested lands that remain vulnerable even after the 2020 fires. By reintroducing appropriate disturbances, such as removal of dead and dying trees, mastication of ladder fuels, prescribed fire and other vegetation management, this project aims to build more diverse, resilient forests and reduce the threat of catastrophic wildfire.

In 2023, CA State Parks, in collaboration with Save the Redwoods League, San Mateo RCD (SMRCD), and RCD of Santa Cruz County (RCDSCC), developed a Forest Management Strategy (FMS) to guide long-term forest restoration efforts throughout BBRSP, ANSP, and BSP. Subsequently, CEQA was completed for treatments proposed in the FMS by completing a Project-Specific Analysis (PSA) and Addendum to the California Vegetation Treatment Program (CalVTP), a statewide Programmatic Environmental Impact Report (PEIR) analyzing vegetation management

methods and their impacts. Included in the PSA for this project are the Coastal Vegetation Treatment Standards (CVTS) for Coastal Act compliance. This proposed project, the Coastal Santa Cruz Mountains: State Parks Forest Health Initiative, consists of vegetation treatments on up to approximately 11,995 acres of land managed by the Santa Cruz District of CA State Parks (CSP), Save the Redwoods League (STRL), and the Sempervirens Fund (SVF).

The mission of the California Department of Parks and Recreation is “To provide for the health, inspiration and education of the people of California by helping to preserve the state’s extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high-quality outdoor recreation.” This project will accomplish that by implementing ecologically restorative treatments using methods including manual and mechanical vegetation management, prescribed burning, and targeted herbicide application. Treatments will restore ecological processes by reintroducing periodic, low-intensity disturbance to prevent the overgrowth of understory vegetation and ladder fuels and promoting a mosaic of vegetation types, reducing the density and continuity of dead, dying, and overly dense vegetation, and improving habitat for rare, threatened, and endangered plant and animal species. The result will be forested areas that are healthier, more diverse, more resilient to threats such as wildfire, drought, pathogens, and pests, and able to store more carbon for longer periods of time to help combat climate change.

Treatments may occur on up to 11,994.7 acres, of which 8,876 acres lie within the Coastal Zone in Santa Cruz County, and 2,569.6 acres lie within the Coastal Zone of San Mateo County. There are 550.1 acres analyzed in the PSA outside the Coastal Zone. Within San Mateo County, (SMC) prescribed broadcast burning is proposed for approximately 395.1 acres, and prescribed pile burning is proposed to be allowed across approximately 2,569.6 acres of the project area. Pile burning is used as a means of biomass disposal following manual thinning of vegetation and prescribed broadcast burning will occur seasonally as weather windows and resources become available, with the hopes of reintroducing low intensity fire in areas where it can safely occur. Mechanical treatments are proposed for approximately 627.4 acres in SMC and will occur primarily on flat to moderate slopes less than 40% and no greater than 50%. Machinery may be used to remove dense stands of understory vegetation and ladder fuels to maintain a healthy overstory and prepare an area for a prescribed burn. Manual treatments are proposed for up to 2,569.6 acres in SMC. These treatments use hand tools and hand-operated power tools, are generally not limited by slopes and can be implemented in locations otherwise not accessible for mechanical treatment. Like mechanical treatments, manual treatments will remove dense stands of understory vegetation and ladder fuels to maintain a healthy component of existing vegetation. Mechanical and Manual methods may be used in preparation for prescribed burning by reducing ladder fuels, and to create control lines around proposed burn blots to allow for safe use of beneficial fire. Herbicide would be used to prevent the spread and regrowth of invasive species within the treatment areas and is expected to occur on less than 2 acres total in the SMC project area. All treatments will be implemented as described in the PSA, except that treatment in chaparral or coastal sage scrub through this NOID may only occur if one of the following applies: (a) ecological restoration treatments consisting of removal of flammable, non-native vegetation; or (b) treatments where the stand of chaparral or coastal sage scrub has a state rarity rank of S4 (apparently secure) or S5 (demonstrably secure) according to CDFW (<https://wildlife.ca.gov/Data/VegCAMP/Natural-Communities#listsExternal Link>), and has generated following a fire within the last 15 years in an area previously characterized by woodland or forest before the fire, as evidenced by satellite imagery and as defined in accordance with the Key to Main Vegetation Categories in the CNPS *Manual of California Vegetation*. CSP will provide annual updates on the project website

(<https://reimaginingbigbasin.org/forest-stewardship/>) of treatments implemented in the past year including the treatment type, acres treated, a map of where treatment has occurred, and will highlight upcoming treatments.

Environmental Documents

The SMRCD's San Mateo County Forest Health and Fire Resilience Public Works Plan, and the RCDSCC's Santa Cruz County Forest Health and Fire Resilience Public Works Plan (PWP), have both been certified by the Commission. The PWPs require adherence to the Coastal Vegetation Treatment Standards within each PWP and additional information about project design within the Santa Cruz and San Mateo County Coastal Zones. The PWPs also provide a streamlined mechanism for Coastal Act compliance in combination with the CEQA compliance process facilitated by the CalVTP Program Environmental Impact Report.

The CalVTP PEIR was certified by the California Board of Forestry and Fire Protection in 2019. It evaluates the potential environmental effects of implementing qualifying vegetation treatments to reduce the risk of wildfire throughout the State Responsibility Area (SRA) in California. It was designed for use by many state and local agencies and special districts to accelerate vegetation treatment project approvals by finding them to be within the scope of the PEIR through the preparation of a Project Specific Analysis (PSA). The PSA must demonstrate that the proposed activities and their impacts are included in the CalVTP PEIR, and Standard Project Requirements and (SPRs) and mitigation measures from the CalVTP PEIR will be integrated into the project to avoid and minimize impacts. The CalVTP PEIR provides a streamlined mechanism for CEQA compliance for vegetation treatment projects.

A PSA was prepared that evaluates this project as a later activity covered by the CalVTP PEIR as required pursuant to CEQA and includes information that demonstrates consistency with the CVTS as required pursuant to the Coastal Act and PWP. Direct response to the CVTS for the project can be found in Attachment E of the PSA.

Consistent with CEQA Section 21166 and CEQA Guidelines Sections 15162, 15163, 15164, and 15168, an Addendum to an EIR is appropriate when the previously certified EIR has been prepared and changes or revisions to the project are proposed, or the circumstances surrounding the project have changed. This is valid as long as these changes or revisions would not result in any new or substantially more severe significant environmental impacts than were covered in the PEIR. This PSA proposes the inclusion of areas outside of the CalVTP treatable landscape, which constitutes a proposed change or revision to the project, compared to the originally certified PEIR. Each impact analysis in the PSA/Addendum includes additional specific justification for inclusion of areas outside of the treatable landscape, which supports an Addendum to the CalVTP PEIR. The impact analysis within the PSA/Addendum evaluates whether including an addition of geographic area, would result in significant impacts that would be substantially more severe than those covered in the CalVTP PEIR, or would result in any new impacts that were not analyzed in the PEIR. For this project, analyses have indicated that the inclusion of areas outside of the originally determined treatable landscape will not result in any new or more severe impacts than those analyzed in the CalVTP PEIR.

This NOID, as well as all supporting environmental documents, including the PSA and the CVTS are available for public review at the Coastal Commission office located at 455 Market Street, Suite 300, San Francisco, California 94105, beginning December 11, 2025, and continuing through the Commission's hearing for this matter at its meeting February 4-6, 2026. At least 10 days prior to the Coastal Commission's February 4-6 meeting, the documents will also be available for review and

download online on the California Coastal Commission's Agenda webpage, found under Meetings, Monthly agenda: <https://www.coastal.ca.gov/>. Additionally, the QR code below links to a webpage with links to all of the relevant documents and websites discussed in this NOID.

Consistency with PWP

The final San Mateo County Forest Health and Fire Resilience PWP was approved by the RCD's Board of Directors on June 17, 2021 ([Notice of Forest Health and Fuel Reduction Public Works Plan | San Mateo RCD](#)). The PWP was certified by the California Coastal Commission on July 8, 2021. The project will be carried out pursuant to the PWPs as documented in the PSA/Addendum and CVTS.

Approval Process

For the purposes of CEQA, CA State Parks is the project proponent and acting as the lead agency for the preparation of the PSA/Addendum. The San Mateo Resource Conservation District and the California Coastal Commission (CCC) are all responsible for reviewing the PSA and response to the CVTS and the CCC is solely responsible for determining whether the proposed project is consistent with the PWP. Coastal Commission review of a proposed project is deemed complete on the date of a Commission determination that the project is consistent with the PWP. The PWP clearly articulates the process for all entities to review, determine consistency, and approve the project. SMRCD's role solely pertains to the project areas within San Mateo County. Submittal of this NOID constitutes SMRCD's approval of the project to be included in SMRCD's PWP.

The RCD staff contact for this project is:

Timothy Federal, Senior Program Manager
San Mateo Resource Conservation District
timothy@sanmateoRCD.org
650-712-7765 x.125

Consistent with the requirements of the PWP, the RCDs notified the Commission in advance of its intent to submit a NOID for the project. After receiving the NOID, the Commission has five working days to deem the NOID complete and filed or request additional information. The Commission is also responsible for reviewing the PSA and response to the CVTS and determining whether the project is consistent with the PWP. Commission review of a proposed project is deemed complete on the date that the project is determined to be consistent with the PWP. The proposed Commission hearing to approve the PSA/Addendum and act on the NOID will occur:

FEBRUARY 4 - 6, 2026

Oceano Hotel & Spa
280 Capistrano Rd.
Half Moon Bay, CA 94019

The specific date that this item will be considered by the Commission can be found by viewing the Coastal Commission's Agenda webpage, found under Meetings, Monthly agenda: <https://www.coastal.ca.gov/>. The Coastal Commission staff contact for this project is:

Claire Villegas, Coastal Planner
California Coastal Commission
455 Market Street, Suite 300
San Francisco, CA 94105
Claire.Villegas@coastal.ca.gov



Figure 1: Scan QR Code for list of links relevant to this notice

RESOLUTION 2025-4
EXPRESSING APPRECIATION AND GRATITUDE FOR
LAURA SILVESTRI

Whereas, the San Mateo Resource Conservation District (RCD) is a special district organized under Division 9 of the California Public Resources Code with an original petition granted on July 1, 1939;

Whereas, the RCD is a local hub for conservation, helping the people of San Mateo County build a more thriving natural environment for all;

Whereas, Laura Silvestri has been an exceptional partner to the RCD in her role at Peninsula Open Space Trust and beyond, helping identify, advance, and complete numerous initiatives, projects, and efforts to steward and restore natural and working lands in San Mateo County;

Whereas, Laura helps the RCD center our work on community priorities, which is integral to our mandate of community-based conservation, and her expertise and knowledge have played a valuable role in the RCD helping coastal San Mateo County be environmentally, economically, and socially sustainable—preventing species extinction, ensuring reliable water, reducing the risks of natural disasters, and building resilience to climate change;

Whereas, she brings a steady, calming presence with a clear, get-it-done approach that keeps the focus on making real progress, and consistently goes above and beyond to get work to happen on the ground;

Whereas, her sharp aptitude, effective communication, and dedication to supporting farmers and the land helps her be an effective advocate for the land and the people who live and work on it;

Whereas, she makes new RCD staff feel welcomed into a larger community;

Whereas, RCD staff describe her as a respectable force worthy of recognition whose steady, calming presence, dedication and care have made a real difference for our team, our partners, and the landscapes we’re working to protect;

NOW THEREFORE BE IT RESOLVED that the San Mateo Resource Conservation District hereby expresses appreciation and gratitude to Laura Silvestri for her profound and enduring contributions to the community and agricultural and natural resources of coastal San Mateo County.

ADOPTED at a regular meeting of the Board of Directors on December 18, 2025.

Barbara Kossy, President

Date



Field Days

Maaya Hensman



Peters Creek

Site walk to assess creek
channel for BRE



Peters Creek Log Jam

This log jam will be removed/
disassembled during the Evans/
Peters Creek Project in 2027/ 2028.



Butano Pond

Bull Frog control efforts- NO
FROGS found (any ideas?)

Owl & Buckeye Canyon

Monitoring for a
restoration project we
completed in 2024 on
San Bruno Mountain





Memorandum

Date: December 18, 2025
To: Board of Directors
From: Kellyx Nelson
Re: Recommendation to Purchase 0 Pescadero Creek Road Property

RCD Staff recommends board approve Resolution of the purchase of APN 086-111-130, the property located at 0 Pescadero Creek Road in Pescadero, for a price not to exceed \$247,275. The intention is to purchase the property, assess its potential for improvements for habitat and flood mitigation, make the recommended improvements, and transfer the property to State Parks for ownership in perpetuity.

Project Snapshot

Size: 2.1 acres

Location: About a mile east of the Pacific Ocean and three quarters of a mile west of the Pescadero town center along Pescadero Creek Road.

Purchase Price: \$247,275

Background

0 Pescadero Road is located at a critical location to continue many years of work addressing legacy land-use impacts of the Pescadero-Butano Watershed that have resulted in disconnected floodplains, habitat loss, poor water quality, and flooding of critical infrastructure.

The property is bordered by Butano Creek to the West, State Parks to the north, private property to the east, and Pescadero Creek Road to the south. It abuts the east side of Butano Creek. The other side is Pescadero Marsh State Natural Preserve, owned by the California Department of Parks and Recreation (State Parks). Downstream, the creek continues through the marsh and lagoon system of the Preserve.

Between 2016 and present times, the RCD undertook numerous restoration projects throughout the Butano Creek watershed and the Pescadero-Butano Marsh. These projects helped improve habitat for critically endangered species like coho salmon and improve community resilience to flooding. While efforts like the 2019 Butano Creek Channel Reconnection and Resilience Project and upstream sediment reduction and storage projects have significantly reduced the frequency and duration of flooding at this site, Pescadero Creek Road continues to experience regular flooding. Improvements to hydrology at 0 Pescadero Creek Road may further reduce flooding.

Transaction Description

The RCD was awarded funding from Wilder Trust for the purchase of this property and subsequent management before transferring to State Parks. On October 17th, the owner agreed to sell the property to us for \$274,475. Due diligence has included a preliminary title report review, Phase I Environmental Site Assessment, and boundary survey. We must have board approval to purchase the property and all due diligence completed by July 15.

The listing price for the Property was \$299,000 and the property was on the market for 262 days at the time we sent an offer. We obtained an appraisal of 0 Pescadero Creek Road valuing the property at \$235,000. After board consultation, the RCD submitted an offer on September 27th for \$235,000. The owner countered at \$265,000, a 12.7% increase. On October 3rd, we increased our offer by 5% over our original offer. This was appropriate for the property's unique values for conservation and community resilience, and little to no risk of conferring private benefit, private inurement, or gift of public funds.

- Contiguity to State Park. The RCD is purchasing the property with the intent of transferring it to California State Parks as a contiguous parcel to the Pescadero Marsh State Natural Preserve. State Parks provided a letter of support (Exhibit A) to the RCD for the intent to purchase and transfer the property to State Parks. In the letter State Parks expressed that this property is a priority addition and that this land purchase is a rare opportunity to support the conservation values of the Preserve with minimal additional management complexity or costs.
- Ecological function. Between 2016 and 2025, the RCD and partners completed four large-scale restoration projects in Lower Butano Creek and the Pescadero-Butano Marsh to improve habitat for multiple species at risk of extinction and for overall ecological function. This property contains intact habitat in a key location that was a consideration in overall restoration of the creek and marsh. The acquisition of the property will help protect that ecological value as well as make it possible to advance additional restoration work to enhance ecosystem function, such as a partially connected oxbow, backwater alcove, or other feature that would improve hydrology and create its own unique ecological benefit.
- Community resilience. This property is located at a critical section of Butano Creek crossed by Pescadero Creek Road. This site experiences chronic flooding, impairing access to Highway 1, the main and sometimes only way into and out of town. The 2019 Butano Creek Channel Reconnection and Resilience Project adjacent to this property significantly reduced the frequency, extent, and duration of the flooding. Additional work at this site may further reduce flooding and/or help protect existing investments in flood mitigation. At minimum, keeping this property in its current undeveloped state in the floodplain is part of an overall solution.

The seller sent a second counteroffer on October 6th, accepting our offer of \$247,245, but requiring us to pay our own brokerage fees of \$7417.71. We had already anticipated and budgeted for paying our own brokerage fees, so we accepted these terms and entered into contract on October 17th.

Following is a summary of findings from the due diligence period:

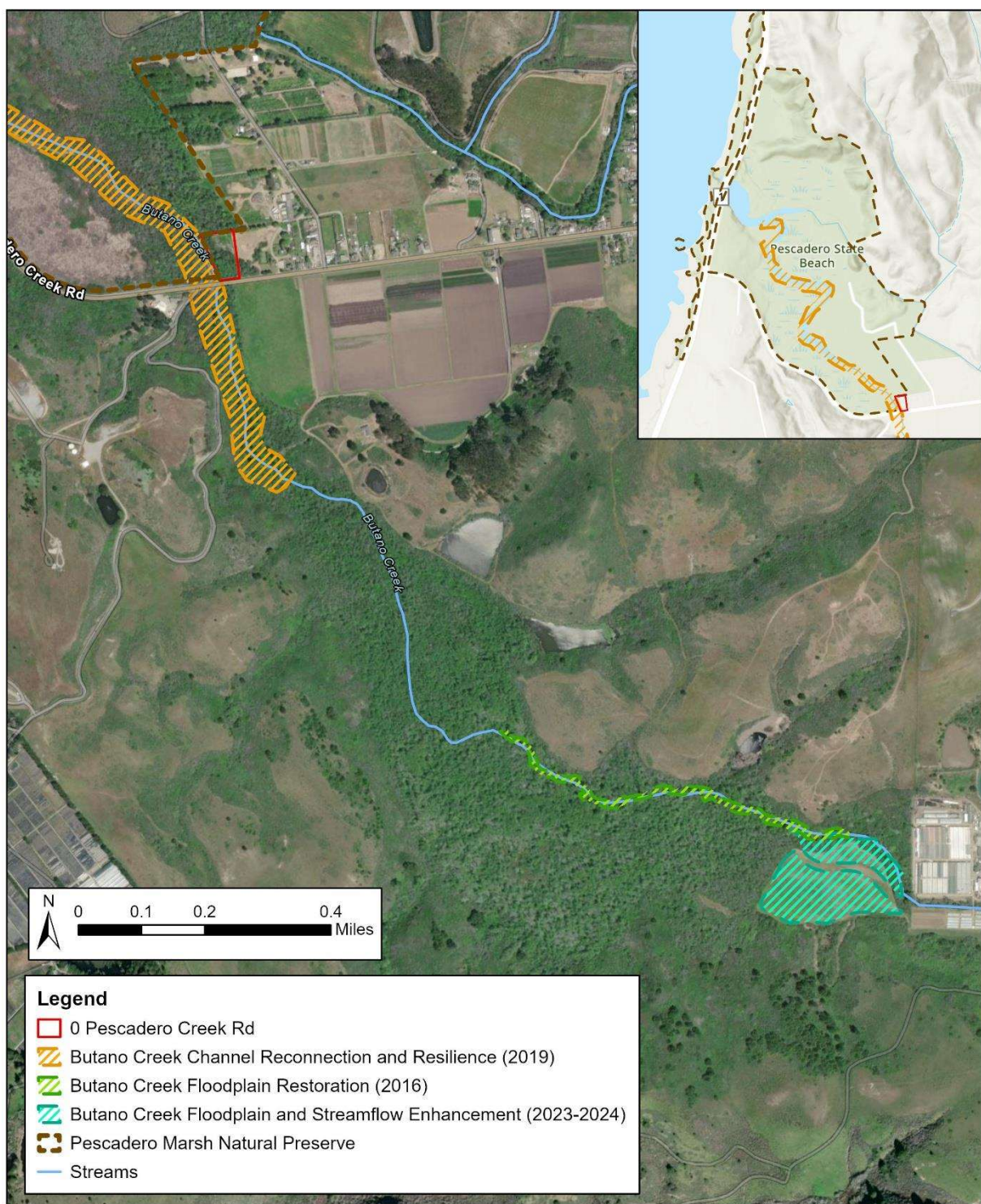
- Title report. The preliminary title report has been reviewed by counsel, and a pro forma title policy has been requested. Per our attorney, the title exceptions are standard and acceptable.
- Record of Survey Map. We contracted with a surveyor, who monumented the corners on-site and submitted a Record of Survey Map to the County Surveyor.
- Phase 1 Environmental Site Assessment. We contracted with an environmental consulting company to conduct a Phase 1 Environmental Site Assessment Report. No significant environmental concerns were identified as part of the Phase I, other than the potential for pesticides in soil from past agricultural use, which State Parks is aware of. No Phase 2 Environmental Site Assessment was recommended as necessary.

Interim and Long-Term Ownership

The RCD received \$400,000 from Wilder Trust for property purchase, restoration and management before transferring to State Parks. After sunk expenses and property purchase, over \$100,000 will remain for future costs associated with ownership, restoration planning, management and transfer to State Parks. We estimate that we will own and manage the property for three to five years before State Parks can take ownership. During this time, with the available funds, we would identify restoration opportunities and develop them to conceptual designs. We will likely seek grant funding and complete improvements before transferring the property to State Parks.

Attachments

1. Map of location
2. Draft Board Resolution
3. Appraisal
4. State Parks letter of support
5. Land survey
6. Phase I Environmental Report



**0 Pescadero Creek Road Acquisition
RCD Projects on Lower Butano Creek**

Made by: AINÉ JAVIER
On 01/07/2025

SAN MATEO RESROUCE CONSERVATION DISTRICT
BOARD OF DIRECTORS
RESOLUTION AUTHORIZING THE PURCHASE OF THE
0 PESCADERO CREEK ROAD PROPERTY, SAN MATEO COUNTY

I, the undersigned, hereby certify that I am the Chairperson of the Board of Directors (the “Board”) of the SAN MATEO RESOURCE CONSERVATION DISTRICT (“RCD”) and that at a duly called meeting of the Board, held on December 18, 2025, at the offices of RCD, 80 Stone Pine Rd, Half Moon Bay, California, the following resolution was approved and adopted.

Having duly considered the Board memorandum prepared by POSTRCD staff discussing and analyzing the prospective purchase of the approximately 2.1-acre “0 Pescadero Creek Road” property, as more fully described below, and setting forth the material terms and conditions of the purchase (the “Board memorandum”), and having fully considered the issues and materials set forth in the Board memorandum during the December 18, 2025 Board meeting, the Board hereby resolves as follows:

RESOLVED, that the purchase of the real property of approximately 2.1-acres, located about a mile east of the Pacific Ocean and three quarters of a mile west of the Pescadero town center Pescadero Creek Road (San Mateo Assessor’s Parcel Number: 086-111-130). including all rights, title, and interest therein and any improvements thereon for a purchase price not to Two Hundred Forty Seven Thousand Two Hundred Forty-Seven Dollars (\$247,275) is hereby approved and authorized on the material terms and conditions set forth in the Board memorandum; and

It is FURTHER RESOLVED, that the EXECUTIVE DIRECTOR of the RCD or her designee(s) be and hereby is authorized to take such actions, enter into such agreements and execute such documents as may be necessary for the RCD to acquire the 0 Pescadero Creek Road property under the aforementioned terms.

The undersigned declares, under penalty of perjury, that the matters set forth in the foregoing resolution are true and correct of their own information, belief and knowledge.

Executed by the RCD Board President on December 8, 2025, in Half Moon Bay, California.

Barbara Kossy
Board President, Board of Directors

RESOLUTION 2025-05

AUTHORIZING THE PURCHASE OF THE
0 PESCADERO CREEK ROAD PROPERTY, SAN MATEO COUNTY

I, the undersigned, hereby certify that I am the President of the Board of Directors (the “Board”) of the SAN MATEO RESOURCE CONSERVATION DISTRICT (“RCD”) and that at a duly called meeting of the Board, held on December 18, 2025, at the offices of RCD, 80 Stone Pine Rd, Half Moon Bay, California, the following resolution was approved and adopted.

Having duly considered the Board memorandum prepared by RCD staff discussing and analyzing the prospective purchase of the approximately 2.1-acre “0 Pescadero Creek Road” property, as more fully described below, and setting forth the material terms and conditions of the purchase, and having fully considered the issues and materials set forth during the December 18, 2025 Board meeting, the Board hereby resolves as follows:

RESOLVED, that the purchase of the real property of approximately 2.1-acres, located about a mile east of the Pacific Ocean and three quarters of a mile west of the Pescadero town center Pescadero Creek Road (Assessor’s Parcel Number 086-111-130), including all rights, title, and interest therein and any improvements thereon for a purchase price not to Two Hundred Forty Seven Thousand Two Hundred Forty-Seven Dollars (\$247,275) is hereby approved and authorized on the material terms and conditions set forth in the Board memorandum; and

It is FURTHER RESOLVED, that the EXECUTIVE DIRECTOR of the RCD or her designee(s) be and hereby is authorized to take such actions, enter into such agreements and execute such documents as may be necessary for the RCD to acquire the 0 Pescadero Creek Road property under the aforementioned terms.

The undersigned declares, under penalty of perjury, that the matters set forth in the foregoing resolution are true and correct of their own information, belief and knowledge.

Executed by the RCD Board President on December 18, 2025, in Half Moon Bay, California.

Barbara Kossy
Board President, Board of Directors



Outlook

CARCD Communication: CARCD Ballot and Election Materials - Ballots Due March 2, 2026

From District Managers list <DISTRICT-MANAGERS@LISTSERV.CARCD.ORG>

on behalf of

elections@carcd.org <elections@CARCD.ORG>

Date Fri 12/12/2025 11:12 AM

To DISTRICT-MANAGERS@LISTSERV.CARCD.ORG <DISTRICT-MANAGERS@LISTSERV.CARCD.ORG>

This message is being sent to RCD District Managers/Executive Directors and RCD Directors.

We did not have a quorum of delegates from member RCDs at our Annual Membership Meeting in November. As a result, no vote could take place for officers, bylaws, or resolutions. Therefore, we are conducting the vote by email.

MAKE YOUR VOTE COUNT! Whereas votes at the annual meeting would have been cast by delegates, decisions must now be made by a **vote of the board of directors of member RCDs and submitted to CARCD as certified ballots** [using this Google form](#).

Please see important information about the process below:

Ballots are to be submitted via the [Google form](#) and are due by 5:00pm, March 2nd.

A PDF of the form is attached. Please review the form before your board meets to ensure that your district's vote will count.

RCD Members Eligible to Vote:

Only RCDs who are members in good standing are eligible to vote. Per the current bylaws, RCDs whose memberships lapse and subsequently pay dues owed are to be reinstated through an action of CARCD's board. The next board meeting is January 20th, and the agenda will include a vote to reinstate members who were dropped from the voting roles because their dues were not current.

To be reinstated on time to vote on the current ballot, RCDs must submit their overdue dues payments by **January 13th, 2026** (one week before the board meeting) so the pertinent information can be provided to the board prior to the meeting.

Officer Elections:

The slate of candidates is below. Candidates for President and Vice President were invited to submit candidate statements by December 8th. Statements are attached for all candidates who provided them.

President

Rick Gomez (Inland Empire RCD)

Molly Watkins (San Joaquin RCD)

Vice President

Peter Braudrick (Mendocino RCD)

John James (El Dorado RCD)

Secretary-Treasurer

Matthew Hurley (Sierra & Tranquility RCDs)

Bylaws:

Vote to approve or not approve the proposed amended bylaws.

Please note:

- Bylaws Committee members Laurie Tippin and Karen Sweet will hold **90-minute Office Hours on January 7 at 3:00pm and January 9 at 9:00 am via Zoom**. The Zoom link is <https://us02web.zoom.us/j/4086914636?omn=86131589159>
- Since there will be no opportunities at this time to further amend the recommended amended bylaws, the CARCD Bylaws Committee and Board of Directors recognize that this version may not be perfect but reminds members that future amendments may be made. Further, the Policy Committee is developing complementary Policies.

Resolutions:

Vote to approve or not approve each resolution. (Abstain option is also available.)

Inspectors of Elections (to be appointed by the board in the January board meeting) will count the votes, and the results will be announced as early in March as possible.

Attachments (Links for DM Listserv because of file size)

- 1) [Master PDF containing the following:](#)
 - a. Printout of the Ballot form for review (Page 1)
 - b. Candidate Statements for Presidential and Vice-Presidential candidates that were submitted (Page 8)
 - c. Proposed Amended Bylaws (Page 10)
 - d. Policy Committee's Summary Table of Resolutions and Committee Recommendations (Page 30)
 - e. Resolutions as submitted by Antelope Valley (Now Canyons to Desert) RCD (Page 33)
- 2) [Separate PDF with cover letter and Resolutions from North Santa Clara et al RCDs](#) (File was protected and could not be combined with the Master PDF.)

We have allowed nearly 80 days from the time of this message to ensure that all eligible RCDs are able to agendize the vote in an upcoming board meeting and to take the action needed to execute and submit your vote.

Make your RCD's voice be heard and please vote!

CARCD Elections



To unsubscribe from the DISTRICT-MANAGERS list, click the following link:
<http://listserv.carcd.org/scripts/wa-CARCD.exe?SUBED1=DISTRICT-MANAGERS&A=1>

CARCD BALLOT

* Indicates required question

1. Email *

California Association of Resource Conservation Districts Ballot for the Election of Officers for the Board of Directors, for the Adoption of Resolutions, and for Approval of the Amended Bylaws

The election ends on March 2, 2026, at 5:00 p.m.

MAKE YOUR VOTE COUNT! Per the Bylaws, your District's Board of Directors MUST take official action to approve this ballot and your RCD's Secretary must certify that your responses Board Actions.

Voting District Information

2. Name of Voting District *

3. Name of District Secretary

*

(By entering their name below, the District Secretary certifies that the responses represent board-approved Actions.)

4. The responses were approved by the RCD Board of Directors on the following date. *

Example: January 7, 2019

Election of Officers for Board of Directors

5. President — Choose One *

Mark only one oval.

- ☐ Rick Gomez, Inland Empire RCD
☐ Molly Watkins, San Joaquin County RCD

6. Vice President — Choose One *

Mark only one oval.

- ☐ Peter Braudrick, Mendocino County RCD
☐ John James, El Dorado County RCD

7. Secretary–Treasurer — Choose One *

Mark only one oval.

- ☐ Matt Hurley, Sierra RCD and Tranquillity RCD

Approval of Proposed Amended Bylaws

8. Does your RCD approve adoption of the Proposed Amended Bylaws transmitted on October 28, 2025? *

Mark only one oval.

- ☐ Yes
☐ No

Approval of Resolutions

9. Resolution #1: *
Moving Regions (Antelope Valley RCD Res. # 20250805)

Topic	Resolution #	Submitting RCD	Request	Rational	Policy Committee Recommendation
Moving Regions	20250805	Antelope Valley RCD	Request to move from SoCal Inland Region to the High Desert Region	"more common conservation issues with other RCDs in the High Desert Region, such as climate, plant materials, wildlife and soils." "over the last several years has worked with other RCDs in the High Desert Region on conservation projects"	APPROVE

Mark only one oval.

- ☐ APPROVE
- ☐ DO NOT APPROVE
- ☐ ABSTAIN

10. Resolution #2: *
Sustainable Funding for RCDs (Tehama County RCD + co-sponsors RCDTC #25-14)

Topic	Resolution #	Submitting RCD	Request	Rational	Policy Committee Recommendation
Sustainable Funding	RCDTC #25-14	Tehama County RCD Co-sponsored by: -San Mateo - Santa Cruz - Napa County - Gold Ridge -Trinity -Humboldt -Sonoma -Mendocino	Sustainable funding for RCDs	The CARCD should "prioritize, as a primary objective, advocating for sustainable funding, including full cost recovery from state and federal granting agencies that would permit RCDs to run smoothly, efficiently, and to the purposes for which RCDs"	APPROVE

Mark only one oval.

- ☐ APPROVE
- ☐ DO NOT APPROVE
- ☐ ABSTAIN

Following resolutions submitted by the following RCDs: North Santa Clara RCD; Riverside-Corona RCD; San Jacinto Basin RCD; Loma Prieta RCD.

11. Resolution #3: *
Reaffirm Duty to Comply with Bylaws (Res. # 2025-(1))

Resolution #	Request	Rational	Policy Committee Recommendation
2025-(1)	Direct the CARCD Board of Directors to Reaffirm Their Duty to Comply with the Duly Adopted and Effective Bylaws	"The CARCD Membership does hereby direct the CARCD Board of Directors to reaffirm their duty to comply with the duly adopted and effective bylaws at all times and immediately take action to do so."	DO NOT APPROVE AT THIS TIME; REFER TO POLICY COMMITTEE

Mark only one oval.

- ☐ APPROVE
☐ DO NOT APPROVE
☐ ABSTAIN

12. Resolution #4: *
Transparency and Minimum Standards for Conducting CARCD Business (Res. # 2025-(2))

Resolution #	Request	Rational	Policy Committee Recommendation
2025-(2)	Establish Minimum Standards for Conducting Association Business to Ensure Transparency and Accountability in Operation;	"any RCD, regardless of membership, will be allowed to attend and provide comments at any meeting of the Association, including but not limited to meetings of the Board, Executive Committee, standing committees, special committees, and general membership."	DO NOT APPROVE AT THIS TIME; REFER TO POLICY COMMITTEE

Mark only one oval.

- ☐ APPROVE
☐ DO NOT APPROVE
☐ ABSTAIN

13. Resolution #5: *
Reconvene Policy Committee (Res. # 2025-(3))

Resolution #	Request	Rational	Policy Committee Recommendation
2025-(3)	Direct the CARCD Board of Directors to Reconvene the Policy Committee in Accordance with the Bylaws	"CARCD Membership does hereby direct the CARCD Board of Directors to adhere to the Adopted Bylaws with regards to appointing members to the Policy Committee"	DO NOT APPROVE (Policy Committee has been reconvened. There is no need for this resolution.)

Mark only one oval.

- ☐ APPROVE
☐ DO NOT APPROVE
☐ ABSTAIN

14. Resolution #5: *
Establish and Convene a Standing Finance Committee (Res. # 2025-(4))

Resolution #	Request	Rational	Policy Committee Recommendation
2025-(4)	Direct the CARCD Board of Directors to Establish and Convene a Standing Finance Committee	"direct to CARCD Board of Directors to take the following actions: a. Direct the CARCD Policy Committee to determine whether a Standing Finance Committee currently exists; and, if so, to initiate the process for soliciting and appointing Resource Conservation District representatives from throughout the state to serve on the committee; and to develop policies and procedures governing all CARCD financial matters; or b. If no Standing Finance Committee exists, follow the procedures set forth in the Bylaws to establish such a committee and appoint member district representatives with demonstrated interest, knowledge, and expertise in nonprofit financial management."	DO NOT APPROVE (Finance Committee has been reconvened. There is no need for this resolution.)

Mark only one oval.

- ☐ APPROVE
☐ DO NOT APPROVE
☐ ABSTAIN

15. Resolution #6: *
Reconsider Board Action on Dues Structure for FY 25–26 (Res. # 2025-(5))

Resolution #	Request	Rational	Policy Committee Recommendation
2025-(5)	Direct the CARCD Board of Directors to Rescind and Reconsider Board Action to Change the Dues Structure for FY 25-26	"CARCD Membership does hereby direct to CARCD Board of Directors to take the following actions: a. Immediately refer the issue of membership dues and the dues process to the Policy Committee for review and recommendation; and b. Require the Policy Committee to solicit and consider feedback from all RCDs—regardless of membership status—on the dues structure and process"	DO NOT APPROVE (We recommend that all RCDs, including those proposing this resolution, make recommendations to the Finance Committee, and subsequently to the Board of Directors. The resolution seems premature.)

Mark only one oval.

- ☐ APPROVE
☐ DO NOT APPROVE
☐ ABSTAIN

16. Resolution #7: ★
Establish New Election Procedures (Res.# 2025-(6))

Resolution #	Request	Rational	Policy Committee Recommendation
2025-(6)	Establish New Election Procedures	"CARCD Policy Committee is charged with developing draft election procedures and submitting them to member districts for review, followed by a final recommendation to the CARCD Board of Directors." See Submitted Resolution for further detail.	DO NOT APPROVE AT THIS TIME; REFER TO POLICY COMMITTEE (We recommend that this resolution be postponed until the membership votes on the new bylaws. At that time, if the districts submitting this resolution feel that further changes to election procedures are needed, their recommendation that the policy committee consider their proposals seems appropriate.)

Mark only one oval.

- ☐ APPROVE
- ☐ DO NOT APPROVE
- ☐ ABSTAIN

17. Resolution #8: ★
Adopt IRS-Recommended Policies for Charitable Organizations 2025-(7))

Resolution #	Request	Rational	Policy Committee Recommendation
2025-(7)	Adopt Policies Recommended by the IRS for Charitable Organizations	"CARCD Board of Directors be directed to adopt a conflict of interest policy, a whistleblower policy, and a records retention policy, as recommended by the IRS, prior to filing the 2026 Form 990."	APPROVE

Mark only one oval.

- ☐ APPROVE
- ☐ DO NOT APPROVE
- ☐ ABSTAIN

18. Resolution #9: *
Ensure Diverse Representation on Committees (Res. #2025-(8))

Resolution #	Request	Rational	Policy Committee Recommendation
2025-(8)	Direct the CARCD Board of Directors to Ensure Diverse Representation on CARCD Committees	"CARCD Membership hereby directs the Board President and the Board of Directors to appoint no more than one voting representative from the same RCD to any committee, regardless of whether the committee is standing, ad hoc, special, or otherwise constituted."	DO NOT APPROVE (It is hard enough already to get people to serve on the various standing and special committees of CARCD. This would just make it harder.)

Mark only one oval.

- ☐ APPROVE
- ☐ DO NOT APPROVE
- ☐ ABSTAIN

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Rick Gomez
Candidate for President of California Association of Resource Conservations Districts
December 2025

It has been my honor to serve as President of CARCD's board of directors for the last two years. During this time, we initiated numerous efforts to modernize and improve CARCD for the benefit of all member RCDs and all Californians. I'm very proud of what CARCD has accomplished under my presidency as well as how we are navigating a period of rapid change and uncertainty. I hope to continue this momentum, complete the high priority work that is underway, and provide continuity in these unpredictable times. For these reasons I ask for your vote for a second term as President.

My career and educational background offer me a unique perspective and skill set to understand and support the community led conservation that RCDs provide as local government agencies: I have a master's degree in public administration, a second master's degree in regenerative studies with a focus on climate change, and over 30 years of experience with local government in city planning and management and community development with specific experience in governmental contracts, intergovernmental relations, urban development, and the federal/state legislative processes. My passion for community service includes volunteering as a docent at the Ontario Museum of History and Art, serving as the President of the Rancho Cucamonga Rotary Club, and a deep involvement with my local RCD, the California Association of RCDs, and the National Association of RCDs.

Inland Empire RCD

I have been a dedicated member of the IERCD Board since 2015 and serve as President. I improved our organizational health by setting a strong, ethical board/ staff culture-- ensuring that the board understands and fulfills their role, helping refine board-staff connections and clarifying roles, working with staff to complete a staffing and salary analysis and restructure, and strategic planning to make sure we remain operational and efficient as new funding and programs come online.

Under my leadership as President, we increased our collaboration and partnerships for regional conservation and wildfire resilience, established direct support to agricultural producers, improved IERCD's capacity and relevance, and substantially increased the benefits to those we serve. In addition to helping set this course with staff, I have worked to set direction with our Board, encouraging everyone to identify and advance meaningful actions to address climate change and conservation on a significant scale. This included prioritizing participation in regional working groups like the SoCal Soil and Water Hub as well as entering innovative collaborations with water districts, cities, counties, and colleges focused on watershed health as a driver of the work we are all doing

With my encouragement, IERCD took advantage of much larger grants than we had historically. We secured a series of regionally scaled grants benefitting stakeholders in

forest management and fire resilience and two rounds of grants to agricultural producers that provide direct payments to operations impacted by climate related weather events. These efforts have enabled our RCD to engage more meaningfully with agricultural producers, scale our efforts to more ambitious levels, and bring in greater funding that directly benefits individual producers to help keep our region farming. Furthermore, these grants have increased IERCD's capacity, helping build our District while increasing benefit to those we serve.

In addition to my role as President, I participate on multiple committees: Administrative and Personnel; Budget and Finance; Diversity, Equity, Inclusion; Lands and Mitigation; and Public Education and Outreach. Staff appreciates that I take my volunteer responsibilities seriously. I do not miss meetings or calls, I read all materials, and I am always prepared.

California Association of RCDs

I have served on the Board of CARCD since 2022, as President for the last two years. As Board President, I've been committed to ensuring our organization continues to honor its 80+ years of tradition while positioning us for the future. With my board colleagues and members of committees that I have established, we've worked to ensure compliance with existing bylaws while developing new bylaws that reflect current needs and opportunities and how member RCDs' vision for CARCD has evolved. I ensured that we retained legal counsel to ensure that compliance with the laws and our bylaws, revived standing committees that had not functioned for years, and created a Financial Oversight Committee to ensure that the board is well informed to make the best decisions. When federal funding was frozen in early 2025, I formed and took part in ad hoc committees of board members to leverage their skills and expertise to support the Executive Director in navigating the crisis.

As Board President I must ensure that CARCD represents the shared values of the RCD network. This means we work hard to give RCDs the tools they need to get conservation work done on the ground - supporting forest health and wildfire resilience, saving water, supporting soil health, restoring wildlife habitat, and doing this for the benefit of all Californians.

National Association of Conservation Districts

I serve as the California state representative to NACD and am the newly elected Chair of the Pacific Region of NACD, after serving as Vice-Chair. As Chair, I help retain NACD's focus on the needs of the districts in this region, chair the Pacific Region gathering, serve as the liaison between NACD and CARCD, make sure NACD funding and programs are known to California's RCDs, lead bimonthly meetings of the Pacific Region district board members and leadership staffers, play a leadership role in developing and implementing the Pacific Region strategic plan which focuses heavily on climate-related coastal erosion and saltwater intrusion, and serve on the Outreach Committee.

MOLLY WATKINS FOR CARCD PRESIDENT

It's time for new leadership.

Dear CARCD Members,

As we stand at a pivotal moment for our organization, the need for **new leadership** has never been more apparent. It is time to embrace a future marked by **transparency, fiscal responsibility**, and a strong foundation in **agriculture**.

Why Vote for Molly Watkins?

- **Proven Leadership:** With a lifetime of experience in the agricultural sector and 23 years as an RCD director, I understand the challenges and opportunities we face. My practical expertise equips me to lead CARCD towards innovative solutions that benefit all members and the people they serve.
- **Commitment to Transparency:** I advocate for open communication and decision-making. Under my leadership, all actions and finances will be clear, ensuring that every member feels informed and empowered.
- **Fiscal Responsibility:** I am dedicated to responsible budgeting and resource allocation. Together, we can ensure that our funds are used efficiently and effectively to enhance our programs and services.

My Vision

- **Engage Members:** Create opportunities for all voices to be heard through regular feedback sessions and community meetings.
- **Strengthen Relationships:** Foster partnerships with local agricultural organizations, universities, and government agencies to enhance our impact and resources.
- **Focus on Sustainability:** Promote sustainable practices and technologies ensuring the future of agriculture in our communities.
- **Protect Division 9:** Guard and uphold our Division 9 authorities for RCDs to fulfill our directive.

Join Me!

I invite you to join me on this journey towards a more transparent, responsible, and effective CARCD. Together, we can cultivate lasting change that reflects our commitment to the future of agriculture, soil and water conservation and the communities we serve across California.

Let's make our voices heard.

VOTE FOR MOLLY WATKINS AS YOUR NEXT CARCD PRESIDENT!

Peter Braudrick
Candidate for Vice President of CARCD
December 2025

I am running for the position of Vice President of the CARCD board because I have a lifelong passion for conservation and believe that RCDs are incredibly important to improving and restoring the wild and working landscapes of California. My management and conservation experiences are integral to my effectiveness.

I was fortunate to grow up on the beautiful Monterey Peninsula and majored in environmental planning at a public university in California. I enjoyed a 33-year career with California State Parks in a variety of different positions in **twelve different urban and rural counties across the state**. Those years gave me tremendous insight and knowledge regarding conservation and natural resource management, taught me to be a good manager and collaborator, and gave me a **broad perspective on the diversity of California's natural and working lands** that helps me serve all RCDs today.

In 2007 I was appointed by the Director of the California Department of Forestry to serve on the newly formed advisory committee for the Jackson State Demonstration Forest, the largest of CAL FIRE's fourteen demonstration forests. Over 48,000 acres in size, Jackson is a living laboratory to test and study forest management techniques. We had 13 members, ranging from environmentalists to loggers. Because of my **respectful, empathy-based, collaborative approach**, I was seen as the person who brought the group together resulting in a **consensus-based management plan** that marked a pivot to the current era of sustainable management of the forest that also met community economic needs. Today, Jackson continues to demonstrate practices that balance economical timber production with the protection of public trust resources, with more forest growth each year than is harvested.

Soon after, I saw an ad in the newspaper to join the board of the Mendocino RCD. I went to their public meeting and was enthralled. I could not believe such an amazing organization was such a well-kept secret. I wanted to be part of it, bringing my perspectives and management experience to help them be even more effective. I joined as an Associate Director and became a voting director in 2010. We rotate the Chairmanship annually.

During my tenure, Mendocino RCD grew from 5 to 16 staff, and the budget grew from about \$200,000 to \$6-7 million annually. During this time, the board oversaw staffing transitions and new systems to accompany our growth. I played a **key role in developing financial stability, including cash flow and reserves**, as the organization took on larger projects, grants, and staffing. I also helped facilitate our partnership with Caltrans to acquire a 2,200-acre mitigation property that our RCD will own, along with a \$19M endowment for ongoing management in perpetuity.

Because of my enthusiasm, commitment, and collaborative nature, I was asked to serve as the RCD representative on the board of the North Coast Resource Conservation and Development Council (RC&D), which I have now served for 14 years. This RC&D is a 4-county non-profit serving 5 RCDs. In 2011, RC&Ds across the nation lost their federal funding, NRCS staffing, office space and

overhead. While **most RC&Ds folded, we came through with a firm financial footing** and now have 12 employees. Our success was largely due to the commitment and resourcefulness of the board, ultimately helping me support CARCD in weathering the uncertainties of today.

These experiences led me to join the CARCD Board, where I currently serve on the Executive Committee. I have worked with others to make headway into **modernizing CARCD's structures and systems to fit today's needs of RCDs**. This included updating our bylaws, bringing district managers onto the Board, and incorporating diversity and equity. I was one of two directors who, along with the Executive Director, met regularly with the Director of the Department of Conservation to educate them about RCDs and **better position RCDs statewide for strategic relationships** with this essential agency partner. In 2019 I was presented the President's Award, in which the President of CARCD recognized my contributions as a director.

I believe it is important that CARCD is a transparent organization that entertains the variety of ideas, opinions and viewpoints encompassed by 90 plus RCDs. To this end, I have been a leader in making difficult personnel decisions and have brought my **career-long collaborative and respectful approach to the management of our meetings**. Everyone needs to be heard, and my track record shows that I embody this value. My goal as a board member is to have an inclusive organization that abides by the bylaws to support RCDs in their essential role creating healthy communities across California.

I am also privileged to serve on the board of the Cancer Resource Centers of Mendocino County for ten years and have been the board chair for eight years of this highly successful organization that provides services through Lake and Mendocino Counties to cancer patients.

As proud as I am of our recent accomplishments to upgrade and update CARCD's systems and policies, we are only partway there. **We are on the cusp of so much more, and I have more to give**. I therefore humbly ask for your vote to serve you as Vice President.

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CALIFORNIA ASSOCIATION OF RESOURCE CONSERVATION DISTRICTS BYLAWS

ARTICLE I. GENERAL PROVISIONS

Section 1. Name – The name of this corporation is the California Association of Resource Conservation Districts (CARCD).

Section 2. Organization – The Association is organized under and complies with the Nonprofit Public Benefit Corporation Law of the State of California for charitable purposes.

Section 3. Purposes – Without limitation, the purposes of the Association are primarily to promote and support the work of Resource Conservation Districts in California. Additionally, the Association may engage in any activities that are reasonably related to or in furtherance of its charitable purposes or in any other charitable activities.

Section 4. Regions – For the purpose of electing members of the Board of Directors of the Association (other than the President, Vice President, Secretary-Treasurer) and for such other purposes as may properly be delegated by the Board of Directors, the Resource Conservation Districts (RCD) shall be divided into ten representative geographic Regions as listed below. The Board of Directors may move an RCD to a new Region on the request of the RCD and with the concurrence of both the losing and gaining Region.

- (a) Bay Delta Region.
- (b) Central Coast Region.
- (c) Central Sierra Region.
- (d) High Desert Region.
- (e) Modoc Plateau Region.
- (f) North Coast Region.
- (g) Sacramento Valley Region.
- (h) San Joaquin Valley Region.
- (i) SoCal Inland Region.
- (j) Southern California Region.

Section 5. Fiscal Year – The fiscal business year of the Association shall commence on the first day of July of each calendar year and shall terminate on the thirtieth day of June of the following calendar year.

Section 6. Construction of Bylaws – These Bylaws shall be construed and applied in accordance with applicable laws and regulations of the State of California, including the Nonprofit Public Benefit Corporation Law. In the event of any conflict between a provision of these Bylaws and State law, State law shall prevail.

Section 7. Amendment of Bylaws – These Bylaws may be amended through resolutions (Article VIII) by a majority (greater than 50%) vote of a quorum of Member Districts. Proposed amendments shall be submitted in accordance with policies existing at that time. Bylaws shall be reviewed periodically but no less than every five years.

ARTICLE II. DEFINITIONS

Section 1. As used in these Bylaws:

- (a) “Association” means the California Association of Resource Conservation Districts.
- (b) “Board of Directors” or “Board” means the Board of Directors of the Association.
- (c) “Delegate” means a District director selected by a Member District to represent the Member District at Association meetings.
- (d) “Director” means a member of the Board of Directors.
- (e) “District” means a Resource Conservation District of the State of California.
- (f) “District director” means a director of a Member District.
- (g) “Member District” means a District whose dues are paid to and are current with the Association.
- (h) “Region” means a geographic division specified in Article 1, Section 4 and also means the group of RCDs comprising that geographic Region.
- (i) “Regional Chair” means the Chair of a Region elected by the Member Districts of that Region.
- (j) “Regional Vice-Chair” means the Vice Chair of a Region elected by the Member Districts of that Region.
- (k) “Regional Delegate” means a District director or a district manager/executive director from a Member District selected by a Member District to represent the Member District at any Regional meeting of the Association.
- (l) “Regional Representative” means a District director from a Member District elected by Member Districts of that Region to represent the Region on the Association’s Board of Directors.

(m) “Resolution” means a document on Association policy or intent (1) proposed for adoption by the Member Districts of the Association, by one or more Member Districts, or by a governance or a standing committee of the Association or (2) adopted by the Member Districts of the Association or (3) adopted by the Board of Directors under their purposes and powers.

ARTICLE III. MEMBERSHIP/VOTING

Section 1. Eligibility for Membership – Every District shall be eligible for membership in the Association.

Section 2. Dues – A District shall become a Member District of the Association and shall renew its membership by payment of annual Association dues, which shall be established and assessed by the Board of Directors. The Board of Directors has the discretion to allow one or more Districts to be a Member District of the Association while paying less than the approved annual rate provided each District follows requirements established in policy to request such status.

Section 3. Selection of Delegates – Each Member District shall select a District director as its Delegate (and may select one or more District directors as alternate Delegates) to represent the District in any meeting of the Member Districts of the Association. Delegates and alternates shall be selected by vote of the District’s directors and shall serve until removed by a vote of the District’s directors taken at a public meeting.

Section 4. Voting – Eligible Member Districts, for purposes of establishment of quorum and a Delegate’s right to vote, shall only be Member Districts in good standing at least seven (7) business days prior to the vote. Only Delegates (or alternate Delegates acting in the absence of a regular delegate) shall be entitled to vote at meetings of Member Districts..

Each Member District shall have one vote, which shall be exercised by a Delegate representing the District at any Association meeting. For the conduct of business at any meeting of the Member Districts, a majority (greater than 50%) of the Member Districts represented by at least one District director shall constitute a quorum, as determined by the President of the Association. Once a quorum is established, all actions of the Member Districts, including the election of Directors and officers, shall be taken upon a majority vote (greater than 50%) of the Delegates present and voting.

All votes shall be taken by a roll call of the Delegates. No voting by proxy or cumulative voting shall be permitted at meetings of the Member Districts or at Regional meetings.

Tie votes at any Association meeting shall be declared by the CARCD President, or Regional Chair in the case of a Regional vote, after confirming the accuracy of the votes by performing a recount to ensure a tie vote occurred. Breaking a confirmed tie vote shall occur by taking one more vote and, if the tie is not broken, then by a coin toss.

Section 5. Association Meetings –

(a) Regular Annual Meeting. A regular annual meeting of the Member Districts shall be held at the annual conference the exact date and location of which shall be determined by the

Board of Directors. If the Board determines that it is not practical or possible to have the annual meeting of the Member Districts at the conference, the President shall call a special meeting as described in this section.

Notice of the annual meeting shall be given pursuant to this section not less than 60 days prior to that meeting by electronic mail or, if no email address is available, by first class mail, Priority Mail, or other trackable mail service to each Member District at the last known address of each Member District. Notice of the annual meeting shall specify any action that the Board of Directors, at the time the notice is given, intends to present for action by the Member Districts, but any proper matter may be presented at the meeting for action of the Member Districts. The notice of the annual meeting of the Member Districts at which election of officers is contemplated shall include the Nominating Committee's list of nominees for the offices of President, Vice President, and Secretary/Treasurer of the Association.

- (b) Special Meeting. In accordance with Section 5510 of the Corporations Code of the State of California, special meetings of the Member Districts may be called by the Board of Directors, by the President, or upon petition of five percent or more of the Member Districts, supported by evidence of formal action of the petitioning Member Districts' individual boards of directors, timely submitted to the President. Such a petition shall specify the general nature of the business to be transacted at the special meeting. Upon receipt of such a petition, the President or the Board of Directors shall call a special meeting of the Member Districts for the transaction of that business not less than 35 days nor more than 90 days after receipt of the petition. The President or Board of Directors shall provide not less than 10 nor more than 90-days notice of the place, date, and time of each meeting of the Member Districts by electronic mail or, if no email address is available, by first class mail or Priority Mail or other trackable mail service, to each Member District at the last known address of each Member District. The notice shall state the general nature of the business to be transacted and include the petition.
- (c) The President of the Association, the Vice President in the absence of the President, or the Secretary-Treasurer in the absence of both the President and Vice-President shall preside at all meetings of the Member Districts.
- (d) Except as otherwise provided in these Bylaws or the Nonprofit Public Benefit Corporation Law of the State of California, the proceedings shall be conducted in accordance with applicable provisions of Robert's Rules of Order.

Section 6. Electronic/Mail Voting – Any action which may be taken by the Member Districts at any regular, special, or Regional meeting, including the election of Directors or officers, may also be taken without a meeting if the Association or Region, respectively, distributes a written ballot electronically or by first class mail to each Member District as described in Section 5. The ballot shall set forth the proposed action, provide a suitable means by which each Member District may indicate its vote through the Delegate, and provide a reasonable time for the consideration by Member districts and return of the ballot to the Association or Region, as the case may be.

The electronic or mail balloting shall be valid only if the number of votes cast meets the applicable quorum required to be present at a meeting. Mail balloting shall be conducted in all respects in accordance with Section 5513 of the Corporations Code.

Section 7. Powers and Duties – Member Districts acting at a meeting or by mail voting, in accordance with these Bylaws, shall have the following powers and duties:

- (a) The Member Districts shall elect a President, Vice President, and Secretary-Treasurer on odd numbered years or as required by a vacancy as described in Article VI Section 3.
- (b) The Member Districts may adopt resolutions within the scope of the purposes and powers of the Association for implementation by the Board of Directors.
- (c) The Member Districts may request reports from the Board of Directors.

ARTICLE IV. REGIONS

Section 1. Regional Chairs and Vice Chairs –

- (a) The Member Districts of each Region shall biennially, at the Region’s regular meeting, elect a Regional Chair and Regional Vice Chair, who shall take office immediately following their election and serve until the next biennial election. Any District director, district manager, or executive director of a Member District shall be eligible to serve as Regional Chair or Regional Vice Chair. Regional Chairs and Vice Chairs may be re-elected to succeed themselves.

The Bay Delta, North Coast, Sacramento Valley, SoCal Inland and Southern California Regions shall hold their elections during even years. The Central Coast, Central Sierra, High Desert, Modoc Plateau and San Joaquin Valley Regions shall hold their elections during odd numbered years.

- (b) Any vacancy in the offices of Regional Chair or Regional Vice Chair, including removal from office as provided in the Nonprofit Public Benefit Corporation Law, shall be filled, for the remainder of the unexpired term, by a special election of the Member Districts of the Region.
- (c) Duties of Regional Chairs and Vice Chairs - Each Regional Chair will ensure the scheduling of all Regional meetings. Each Vice-Chair will exercise all the functions of the Regional Chair in absence or disabling of the Regional Chair.

Section 2. Regional Representative - The Member Districts of each Region shall biennially, at the Region’s regular meeting, and as set forth in Section 1 of this Article, elect a Regional Representative to serve on the Association’s Board of Directors and who shall take office immediately following their election. Only District directors of Member Districts shall be eligible to serve as Regional Representatives. The term is two years. Vacancies shall be filled for the remainder of the unexpired term by a special election of the Member Districts of the Region. Representatives may be re-elected to succeed themselves. The Regional Representative has responsibility for providing guidance and assistance to the Regional Chairs

in developing and effectuating plans and programs for improving the effectiveness of Member Districts within the Region.

Section 3. Selection of Regional Delegates – Each Member District shall select a District director or district manager/executive director as its Regional Delegate (and may select another District director or district manager/executive director as an alternate Regional Delegate) to represent the Member District in any Regional meeting of the Association. Regional Delegates and alternates shall be selected by a vote of the Member District and shall serve for a term of one year, unless removed sooner by a vote of the District’s directors taken at a public meeting. A Delegate’s right to vote shall only be a Member District in good standing at least seven (7) business days prior to the meeting or vote.

Section 4. Vacancies and Succession - Each person elected, including a person selected to fill a vacancy, shall hold office until the expiration of the term for which elected and/or until a successor has been elected and qualified.

Section 5. Meetings and Voting – Each Region shall annually have at least one regular meeting, which shall be presided over by the Regional Chair or, in the absence of the Regional Chair, the Regional Vice Chair. Regional meetings shall be called by the Regional Chair or by the Association’s Board of Directors, who shall provide not less than 30 calendar days’ notice of the place, date, and time of each Region meeting by electronic mail. In the event that email is not available for each Member District, first class mail, Priority Mail or other trackable mail service may be used.

A quorum for the transaction of business at a Regional meeting shall be a majority (greater than 50%) of the Member Districts, represented by a District director or district manager/executive director in that Region as determined by the Regional Chair. Once a quorum is established, all actions of the Member Districts shall be taken upon a majority vote of the Delegates present and voting. Except as otherwise provided in these Bylaws or the Nonprofit Public Benefit Corporation Law of the State of California, the proceedings shall be conducted in accordance with applicable provisions of Robert’s Rules of Order.

The following actions require the approval of a majority of all Regional Delegates: (1) election of Regional Chair and Vice Chair, and (2) election of Regional Representative.

Only Regional Delegates (or alternate Regional Delegates acting in the absence of a regular Regional Delegate) shall be entitled to vote at Regional meetings.

Section 6. Electronic/Mail Voting – Electronic or mail voting by Regions shall be permitted in accordance with Section 6 of Article III of these Bylaws.

ARTICLE V. BOARD OF DIRECTORS

Section 1. Membership – The Board shall consist of the Regional Representatives from each of the Regions, the President, the Vice President, the Secretary-Treasurer, Immediate Past President, and NACD Board member (if this position is not filled by a Board member representing another Board position), up to three members who are either district managers or executive directors of Member Districts, and may include up to three appointed members who are not affiliated with any RCD.

Only one individual from any Member District may be on the Board of Directors. However, Officers are not subject to this provision. A Regional Representative may not simultaneously serve as President, Vice President, Secretary-Treasurer or Immediate Past President. Upon election of the Regional Representative to such an office, the office of Regional Representative shall become vacant until such time as the Region elects a new Regional Representative.

The President or, in the President's absence, the Vice President or Secretary-Treasurer shall preside at meetings of the Board.

Section 2. NACD Board Member - The National Association of Conservation Districts (NACD) is the 501(c)(3) nonprofit national organization that supports and advances conservation led by local conservation districts. Each state RCD association has a seat on NACD's board of directors.

The Board President shall be the NACD Board member unless delegated otherwise. Nothing in these bylaws precludes an officer or another Board member from serving as the NACD Board member; however, if this individual is also the NACD Board member, this Board member shall have only one vote. The NACD Board member will report on the activities of the NACD to the Board and to Member Districts and will assure that the Association's policies and resource needs are reflected in the national agenda. The NACD Board member shall serve a two-year term and can serve no more than two consecutive full terms.

Section 3. District Manager or Executive Director Members - The three district managers or executive directors shall be nominated and elected by their peers representing Member Districts for a two year term at the annual meeting. The President shall recommend and the Board of Directors shall appoint a special committee (Article VII, Section 4) consisting of district managers/executive directors to conduct the election. The elected district managers/executive directors shall have, to the extent possible, one representative from the following three areas of the state (Northern, Central or Southern), as defined by the Board of Directors, though more than one candidate for a region may appear on the ballot.

Section 4. Appointed Members - Appointed members may be recommended by any member of the Board of Directors to provide expertise or a valuable network and shall be approved by the Board for two-year terms from the time of approval.

Section 5. Compensation – The Directors shall serve without compensation, but shall be entitled to reasonable reimbursement for travel and other expenses incurred in connection with their official duties. The Board shall establish procedures for authorization of these expenses. The Board may delegate this function to the President under procedures established by the Board.

Section 6. Powers and Duties – The Board of Directors shall have the following powers and duties:

- (a) The Board shall manage the affairs of the Association consistent with the powers and purposes of the Association, the provisions of these Bylaws, and policies established by resolution of the Member Districts.

- (b) The Board shall employ an Executive Director, who shall be the chief executive officer of the organization and an at-will employee of the Association.
- (c) The Board shall define and establish policies and procedures of the Association, which shall not be inconsistent with policies established by resolution of the Member Districts.
- (d) The Board may create and adopt resolutions as necessary.
- (e) The Board shall review and approve an annual budget for the Association, fix the rate of compensation of the Association executive director, authorize the payment of necessary expenses of the Association, arrange for an annual audit of the Association's financial affairs by a qualified accountant or accounting firm, enter into contracts on behalf of the Association, and provide each Member District with a copy of an annual financial report.
- (f) The Board shall appoint members to committees established pursuant to Article VII. and other provisions of these Bylaws, shall establish the purposes and approve the charter of each standing committee, and shall oversee the work of all committees.
- (g) The Board shall inform the Member Districts of the Association's affairs and activities. The meeting notices and agendas for the Board meetings shall be posted on the Association website in advance of meetings. Additionally, the minutes of all meetings of the Board shall be posted on the Association website.
- (h) The Board may fill any and all vacancies in the office of President, Vice President, or Secretary-Treasurer, as stated in Article VI. Section 2.
- (i) The Board may delegate the performance of functions and duties to the President or other appropriate officers or employees of the Association; provided that the activities of the Association shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board. Nothing in this subsection authorizes the Board to delegate authority to enter into contracts on behalf of the Association unless the Board or the Executive Committee has previously approved the substance of the contract (including any financial obligations).

Section 7. Meetings – The Board shall meet during the annual conference and shall annually hold at least five additional regular meetings at such times and places as the Board shall determine. The President may call special meetings of the Board and shall call a special meeting if requested in writing by the Vice President, Secretary-Treasurer, or any two Directors. Additionally, the President shall call a special meeting pursuant to the provisions specified for the Board of Directors to review any action of the Executive Committee. Special meetings shall require at least two days notice by first class mail, Priority Mail, personal delivery, or electronic means to each Director.

(a) Quorum. A majority (greater than 50%) of the Board shall constitute a quorum at all meetings. A majority of the Directors present at a meeting at which there is a quorum shall be required for all actions of the Board, except that approval of a majority of all Directors of the Board shall be required for actions with respect to self-dealing transactions under Section 5233 of the Corporations Code and approval of contracts with corporations having mutual

directors under Section 5234 of the corporations Code. Approval of a majority vote of a quorum of Directors who are not parties to a proceeding for which a corporate agent seeks indemnification shall be required in order to authorize that indemnification pursuant to Section 5235 of the Corporations Code.

A meeting of the Board at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of Directors if any action taken is approved by at least a majority of the required quorum for that meeting, except where the approval of a greater number of Directors is required by these Bylaws.

(b) Electronic meeting. Members of the Board may participate in a meeting through use of any electronic means, so long as all members can actively participate and vote in the meeting. Directors participating by any electronic means shall be deemed to be present at the meeting of the Board and to constitute a quorum.

(c) Board Action Without a Meeting. Any action required or permitted to be taken by the Board of Directors may be taken by electronic means without a meeting if all members of the Board consent in writing to allow the vote on the action. The written consent or consents shall be filed in the book of minutes of the Board's proceedings.

(d) Meeting Notices. All provisions of this section respecting notice, meetings, and actions of the Board shall apply to committees of the Association, including the Executive Committee. However, the committee chair shall be responsible for providing notice, and shall have the same authority and duties with respect to meetings of the committee as to those of the President with respect to meetings of the Board.

(e) Member Districts shall be allowed to join Board meetings electronically, excluding closed sessions and except when electronic equipment is not available to the Board.

(f) Except as otherwise provided in these Bylaws or the Nonprofit Public Benefit Corporation Law of the State of California, the proceedings shall be conducted in accordance with applicable provisions of Robert's Rules of Order.

(g) The Association executive director or delegated staff person shall function as staff to the Board.

Section 8. Executive Committee – There shall be an Executive Committee of the Board consisting of the President, Vice President, Secretary-Treasurer, Immediate Past President, NACD Board Member, and two of the Regional Representatives elected by the Regional Representatives. The Association executive director shall function as staff to the Executive Committee. Except as herein provided, the Executive Committee shall act primarily as an advisory body to the Board of Directors and in providing direction to Association staff. The Executive Committee shall meet upon the call of the President, who shall serve as Chair of the Executive Committee. Notice of meetings of the Executive Committee shall be provided to members thereof in the same manner as specified in Section 7 of this Article for notice of special meetings of the Board. Meetings shall be open to Member Districts except when the President determines that a closed meeting is necessary and except when electronic equipment is not available.

Any four members of the Executive Committee shall constitute a quorum for the conduct of business. The minutes of all meetings of the Executive Committee shall be filed in the Board's Book of Minutes.

All actions of the Executive Committee shall be reported to the full Board within two business days. Any two members of the Board of Directors may, within two days of receiving the minutes of an Executive Committee meeting, call for a special meeting of the Board of Directors. The President shall call a special meeting of the Board of Directors to be held within two days of the request to consider disaffirming the action of the Executive Committee. The Board may disaffirm any prior action of the Executive Committee, except valid and binding contracts entered into by the Executive Committee (or the President acting at the direction of the Executive Committee) in accordance with the policies and procedures adopted by the Board.

Except as provided herein, the Executive Committee shall have the same authority as the Board to act when the Board of Directors is unable to meet and the President calls for an emergency special meeting of the Executive Committee.

The Board of Directors may alter the authority of the Executive Committee through action of the Board.

ARTICLE VI. OFFICERS

Section 1. Officers – The officers of the Association shall be President, Vice President, Secretary-Treasurer, and Immediate Past President. The officers, excepting the Immediate Past President, shall be elected by the Member Districts during an annual Member District meeting held at the odd numbered years at the Association's annual conference from among nominations submitted as provided in Section 2 of this Article.

Only District directors of Member Districts shall be eligible to serve as officers of the Association. The officers of the Association shall serve a term of two years and may succeed themselves. However, an individual can serve no more than two consecutive full terms in a single officer position.

Except as authorized by resolution of the Member Districts, officers shall serve without compensation, but shall be entitled to reimbursement for expenses as provided for members of the Board of Directors.

Section 2. Vacancies and Succession - Each officer elected, including a person selected to fill a vacancy, shall hold office until the expiration of the term for which elected and/or until a successor has been elected and qualified. The Board may fill any and all vacancies in the office of President, Vice President, or Secretary-Treasurer for the remainder of the unexpired term if such vacancy occurs after June 1 in the year in which elections for the office is to occur. The Member Districts may, by election, select a successor to fill such a vacancy that occurs prior to the time after which the Board of Directors has authority to fill the vacancy.

If a meeting of the Member Districts does not occur at the annual conference, the officers from the prior two years shall continue to serve until elections are held at a special meeting of the Member Districts or by written ballot through electronic or mail voting.

Section 3. Nominations – The Nominating Committee shall initiate and lead the nominating process for the election of Association officers. Further responsibilities of the Nominating Committee are described in Article VII. Section 2(e).

The Board shall schedule a meeting of the Member Districts on one of the first two days of the annual conference for the purpose of nominating officers. Both the Chair of the Nominating Committee and Delegates of Member Districts shall at that time place names into nomination. Immediately upon completion of nominations, each nominee shall be given an opportunity to address the Member Districts concerning the nominee's qualifications and the reasons for the nominee's candidacy. Nominations shall occur as specified in Section 4 of this Article when election of officers occurs without a meeting.

Elections for officers shall not be held on the same day as nominations during the annual conference. This provision shall not apply to election of officers at a special meeting of the Member Districts, whether held in person, by electronic means, or without a meeting.

Section 4. Elections at the Annual Meeting– Officers shall be elected by majority (greater than 50%) vote of the Member Districts present and voting at the annual meeting of the Member Districts or a special meeting of the Member Districts. If no candidate receives a majority vote, the two candidates with the highest number of votes shall participate in a runoff election.

The President shall determine what Member Districts are represented at the annual meeting or special meeting at which elections of officers are to occur and whether a quorum exists.

The Nominating Committee shall appoint a subcommittee to serve as an Elections Oversight Committee. The Elections Oversight Committee shall lead and oversee the election process for the election of Association officers and any voting by the Regions that occurs by written ballot. Further responsibilities of the Elections Oversight Committee are described in Article VII. Section 2(e).

Section 5. Elections Without an Annual Meeting - If the annual meeting of the Member Districts at which election of officers was scheduled does not occur for any reason, the President shall call a special meeting of the Member Districts to take place within 60 days of the scheduled annual meeting to both allow nominations and to vote on nominees. Such meeting may be held in person or by video or teleconference, as determined by the Board. If a quorum is not present at this special meeting, the President shall call for nominations and elections by written ballot through electronic or mail ballot as described in Article IV. Section 6.

Member Districts shall be given no less than 30 days notice that nominations are open for officers before the Nominating Committee reviews the nominations. A District director from a Member District may nominate themselves or be nominated for an officer position.

Member Districts shall be provided a written ballot and all related material for which to make their choice for officers. Member Districts shall be provided at least 30 days to return the ballot if no in-person or video/teleconference occurs.

The winners of the election shall be declared at the time voting is concluded and certified in writing by the Elections Oversight Subcommittee within 10 days of the election. Any Member District may request to see the individual ballots after certification.

Section 6. President – The President shall serve as Chair of the Board of Directors and of the Executive Committee and shall preside at the annual conference and other meetings of the Member Districts. Within the authority delegated by the Board, the President shall have general supervision of the business affairs of the Association. The President shall execute all contracts, deeds, bonds, and other instruments in writing as authorized by the Board unless the Board delegates some or all of the authority to the Association executive director.

Section 7. Vice President – The Vice President shall exercise all the functions of the President in absence or disability of the President. In the absence of the President, the Vice President may execute all contracts, deeds, bonds, and other instruments in writing as authorized by the Board. The Vice President shall temporarily assume the office of the President upon the vacancy of that office until the vacancy is filled as described in Section 2 of this Article.

Section 8. Secretary-Treasurer – The Secretary-Treasurer is the chief financial officer of the Association. The Secretary-Treasurer shall provide guidance to, and define procedures for, the staff to ensure the collection of dues and other funds payable or owed to the Association. The Secretary-Treasurer shall serve as Chair of the Finance Committee. In the event of a vacancy of this office, the Board shall temporarily fill the vacancy until the vacancy is filled as described in Section 2 of this Article.

The Secretary-Treasurer shall perform duties included in the office of the chief financial officer of a Nonprofit Public Benefit Corporation under the laws of the State of California if a chief financial officer has not been hired by the Board to perform such duties.

Section 7. Immediate Past President -- The Immediate Past President shall and shall serve on the Association Board to assist the elected officers.

Section 10. Bond – As directed by the Board, the President, Secretary-Treasurer, and the employees of the Association whose duties include the handling of Association funds shall be bonded.

ARTICLE VII. COMMITTEES

Section 1. General – All actions of any committee of the Association shall be governed by and taken in accordance with the provisions of these Bylaws. All committees shall serve at the pleasure of the Board and all members shall be appointed by the Board unless otherwise specified. The following types of committees may be established by the Board of Directors as provided in Article V, Section 6(f). Except for the Executive Committee, no committees may exercise the authority of the Board.

Meetings and Reports - All committees shall meet as necessary, but no less than annually, to fulfill their responsibilities. Refer to Article V, Section 7 for notice, meeting, and action requirements of committees. Minutes of each governance and standing committee meeting shall be kept and made available to Member Districts. All committees shall present a report to the Board, as requested, and shall report either verbally or in a written report to the Member Districts at the annual meeting.

Section 2. Governance Committees – As permanent committees of the Association, the governance committees serve as the main resource on governance of the Board and Association, support Board effectiveness, and assist the Board in executing their responsibilities. Directors of the Board shall serve their committee term regardless of their Board term ending. There shall be the following governance committees, which do not require a charter:

- (a) **Executive Committee** – whose authority, membership and duties are specified in Article V, Section 5.
- (b) **Legislative Committee** - which is responsible for prioritizing and managing all legislative issues that may affect RCDs and the Association. Members of the committee may include up to 15 members of which at least three (3) shall be District directors and the remaining members may be District directors or District staff. Members are not required to be from Member Districts. Members serve 3-year terms, with the initial members serving staggered terms as determined by the Board and may be reappointed for consecutive terms. The President shall appoint the committee chair and vice chair of which one of these positions shall be filled with a District director from a Member District. The Association's legislative consultant should participate in committee meetings as a non-voting member.
- (c) **Policy Committee** - which is responsible for prioritizing and managing all Association internal operational policy issues that may affect RCDs and the Association, including but not limited to reviewing and making recommendations on proposed resolutions or protests at the annual meeting as authorized in Article VIII. Members of the committee may include up to one person from each standing committee, an Association Board member, an Executive Committee member, and five (5) at-large RCD members for a total of no more than 14 members. Members serve 3-year terms, with the initial members serving staggered terms as determined by the Board and may be reappointed for consecutive terms. The President shall appoint the committee chair and vice chair, of which one of these positions shall be filled with a District director from a Member District.
- (d) **Finance Committee** – whose duties are to oversee the fiscal affairs of the Association. The Secretary-Treasurer of the Board of Directors shall serve as committee chair. The committee shall consist of up to five (5) members, including the Secretary-Treasurer, a second Association Board member, and any other individual from a Member District. The Association executive director or their delegate shall serve as a non-voting member of the committee. Members serve 3-year terms, with the initial members serving staggered terms as determined by the Board and may be reappointed for consecutive terms. Members may be reappointed for consecutive terms.
- (e) **Nominating Committee/Elections Oversight Subcommittee** –

1. The Nominating Committee shall consist of the ten Regional Representatives serving on the Board of Directors. A quorum of the committee shall consist of five members or a majority (greater than 50%) of filled positions, whichever is less. Committee members' terms shall coincide with their term as Regional Representative. The Committee shall select its Chair and Vice Chair and shall appoint a subcommittee of no less than two members to serve as an Elections Oversight Subcommittee.

The Nominating Committee shall notify the Member Districts that it is seeking nominees for all officer positions and shall request a candidate statement for each potential nominee. The Nominating Committee may independently solicit nominees. The Nominating Committee shall review the potential nominees, including any incumbent officers who seek reelection, to determine which are eligible to be nominated. The Nominating Committee shall nominate one or more nominees for each officer position. The completed list of officer nominees shall be forwarded to the Elections Oversight Subcommittee.

2. The Elections Oversight Subcommittee shall prepare, distribute and receive all ballots, shall hear and determine all challenges and questions in any way arising in connection with the right to vote, count and tabulate all votes, and shall do such acts as may be proper to conduct the election with fairness to all Member Districts.

The winners of the election shall be declared and certified in writing by the Elections Oversight Subcommittee.

Members of the subcommittee shall not be candidates for officer positions, nor may they be from the Region when overseeing vote by written ballot elections for that Region.

Section 3. Standing Committees – Standing committees are long-term committees of the Association which may be established that specialize in the consideration of particular subject areas that are in alignment with Division 9 of the Public Resources Code of California and RCD core functions, and to make recommendations for consideration by the Board.

- (a) Addition or Removal of Standing Committees. As stated in Article V, Section 6(f), the Board has the authority to establish committees to assist in the conduct of the business of the Association. The Board may dissolve a standing committee that it created.

Member Districts may propose the establishment or dissolution of standing committees by submitting a written request to the Board. The Board shall consider the proposal and either create the standing committee or submit it as a resolution for consideration at the next duly called meeting of the Member Districts.

- (b) Membership and operation. Each standing committee shall be open to participation by all interested parties and Board participation is welcomed and encouraged. However, official committee members shall be appointed and, to the extent possible, be composed of a member from each Region, up to three RCD members-at-large, representatives with technical subject matter expertise and any workable number of government agency partners. RCD representatives from non-Member Districts may be appointed as committee

members to any standing committee. Directors of the Board shall serve their committee term regardless of their Board term ending.

- (c) The Board shall select a chair and vice chair from the committee members, of which one of these positions shall be filled from a Member District.
- (d) The standing committees' purpose and operation shall be documented in a committee charter, which shall be approved by the Board of Directors and, subsequently, reviewed annually by the Board.
- (e) All appointed committee members shall be eligible to serve as voting members of standing committees, unless restrictions placed on a member's participation prohibit their eligibility as voting members.
- (f) Standing committee members shall serve three-year terms, with the initial members serving staggered terms as determined by the Board and may be reappointed for consecutive terms.

Section 4. Special Committees – Special committees are established for up to a one-year period, and can be extended if approved by the Board, to perform a particular study, investigation, or task for the Board or President. Official committee members shall be appointed by the Board. The special committees shall serve at the discretion of the Board or the President and shall report their activities, from time to time to the Board. A charter is not required for the committee.

ARTICLE VIII. RESOLUTIONS

Section 1. Scope of Resolutions – Any Member District, Board of Directors, Region, or governance or standing committee may propose a resolution for adoption by the Member Districts at the annual meeting. Resolutions shall declare policies, and/or call for actions in connection with policies that are within the scope of the purposes, powers, and mission of the Association and Member Districts under Division 9 of the Public Resources Code of the State of California, the Nonprofit Public Benefit Corporation Law of the State of California, and the Articles of Incorporation and Bylaws of the Association.

Section 2. Regular Resolutions – Any Member District, Board of Directors, or Region proposing a regular resolution shall submit it to the Policy Committee in accordance with policies existing at that time. The Policy Committee shall assign the resolution and send copies thereof to the chair of the appropriate standing or governance committee, and to each Member District in accordance with policies existing at that time. The chair of the committee receiving a proposed resolution shall review the resolution as soon as possible after receipt and may discuss any suggestions for changes in the form or content of the resolution with the President of the Member District that submitted the resolution (or other contact person specified on the submitted resolution). Any changes in the submitted resolution, however, shall be made by amendments adopted at the annual meeting.

The Board may adopt procedures under which committees or their chairs will assist Member Districts, upon request, in drafting resolutions.

Any governance or standing committee may propose a resolution within the purview of its duties assigned by the Board by submitting it to the chair of the Policy Committee in accordance with policies existing at that time. The chair of the Policy Committee shall assign the resolution and send copies thereof to the chair and members of the appropriate committee and to each Member District in accordance with policies existing at that time.

Nothing in this section precludes the Policy Committee, in the chair's sound discretion, from referring a proposed resolution to more than one committee.

Section 3. Committee Review – A committee to which a proposed resolution has been assigned shall review the resolution and shall adopt a recommendation that the resolution be passed, that the resolution be passed with specific amendments approved by the committee, or that the resolution be defeated. The recommendations of a committee shall be presented to the Member Districts at the annual meeting by the committee chair. In the event a resolution is considered by more than one committee, the chair of each committee shall present their committee's recommendations to the Member Districts.

Section 4. Emergency Resolutions – A Member District, Board of Directors, Region, or governance or standing committee may present a resolution for adoption which is not submitted within the time prescribed by Section 2 of this Article of the Bylaws, if the Executive Committee determines that the resolution is of such urgent importance that the usual time for committee and District review should be waived. Waivers permitting consideration of emergency resolutions shall not be routinely granted, so as to preserve adequate time for consideration by Member Districts and committees.

Section 5. Protests – Any Member District that believes that a proposed resolution would, if adopted, exceed the scope of the Association's purposes, powers, or mission may protest by raising a point of order. A Member District must notify the President at least 10 days prior to the annual meeting that it intends to raise such a point of order on a proposed resolution that was submitted to the Association. The notification shall include the rationale for its position. The President shall refer the matter to the Policy Committee for an advisory opinion. After conferring with the Member Districts proposing and protesting the resolution, the chair of the Policy Committee shall notify the President and those Member Districts of the Committee's findings. The chair of the Policy Committee shall prepare a brief written memorandum summarizing the reasons for the committee's recommendation. The Policy Committee's recommendation shall not be binding on the President or Member Districts.

POLICY COMMITTEE SUMMARY TABLE OF RESOLUTIONS WITH RECOMMENDATIONS

The summary table below was transmitted by the Policy Committee on October 10, 2025. Please note that this table differs in two ways from the original:

- 1) The Resolution from Inland Empire RCD on Moving Regions that was originally included in the Summary Table has been removed from the ballot per the written request of the Inland Empire RCD.
- 2) The “TABLE” recommendations Resolutions 2025-(1) and 2025-(2) were added due to lack of quorum at the Annual Meeting. See explanations in the table on the following page.

Resolution # on Ballot Form	Topic	RCD Resolution #	Submitting RCD	Request	Rational
#1	Moving Regions	20250805	Antelope Valley RCD	Request to move from SoCal Inland Region to the High Desert Region	“more common conservation issues with other RCDs in the High Desert Region, such as climate, plant materials, wildlife and soils,” “over the last several years has worked with other RCDs in the High Desert Region on conservation projects”
#2	Sustainable Funding	RCDTC #25-14	Tehama County RCD Co-sponsored by: -San Mateo - Santa Cruz - Napa County - Gold Ridge -Trinity -Humboldt -Sonoma -Mendocino	Sustainable funding for RCDs	The CARCD should “prioritize, <i>as a primary objective</i> , advocating for sustainable funding, including full cost recovery from state and federal granting agencies that would permit RCDs to run smoothly, efficiently, and to the purposes for which RCDs”

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Following resolutions submitted by the following RCDs: North Santa Clara RCD; Riverside-Corona RCD; San Jacinto Basin RCD; Loma Prieta RCD.				
Note: the first five (5) resolutions were also presented at the 2024 Annual CARCD Membership meeting but were tabled and were resubmitted for consideration at the 2025 Annual CARCD Membership meeting.				
Resolution # on Ballot Form	RCD Resolution #	Request	Rational	Policy Committee Recommendation
#3	2025-(1)	<i>Direct the CARCD Board of Directors to Reaffirm Their Duty to Comply with the Duly Adopted and Effective Bylaws</i>	“the CARCD Membership does hereby direct the CARCD Board of Directors to reaffirm their duty to comply with the duly adopted and effective bylaws at all times and immediately take action to do so.”	DO NOT APPROVE AT THIS TIME; REFER TO POLICY COMMITTEE
#4	2025-(2)	<i>Establish Minimum Standards for Conducting Association Business to Ensure Transparency and Accountability in Operation;</i>	“any RCD, regardless of membership, will be allowed to attend and provide comments at any meeting of the Association, including but not limited to meetings of the Board, Executive Committee, standing committees, special committees, and general membership.”	DO NOT APPROVE AT THIS TIME; REFER TO POLICY COMMITTEE
#5	2025-(3)	<i>Direct the CARCD Board of Directors to Reconvene the Policy Committee in Accordance with the Bylaws</i>	“CARCD Membership does hereby direct the CARCD Board of Directors to adhere to the Adopted Bylaws with regards to appointing members to the Policy Committee”	DO NOT APPROVE (Policy Committee has been reconvened. There is no need for this resolution.)
#6	2025-(4)	<i>Direct the CARCD Board of Directors to Establish and Convene a Standing Finance Committee</i>	“direct to CARCD Board of Directors to take the following actions: a. Direct the CARCD Policy Committee to determine whether a Standing Finance Committee currently exists; and, if so, to initiate the process for soliciting and appointing Resource Conservation District representatives from throughout the state to serve on the committee and to develop policies and procedures governing all CARCD financial matters; or b. If no Standing Finance Committee exists, follow the procedures set forth in the Bylaws to establish such a committee and appoint member district representatives with demonstrated interest, knowledge, and expertise in nonprofit financial management.”	DO NOT APPROVE (Finance Committee has been reconvened. There is no need for this resolution.)

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	Resolution #	Request	Rational	Policy Committee Recommendation
#7	2025-(5)	<i>Direct the CARCD Board of Directors to Rescind and Reconsider Board Action to Change the Dues Structure for FY 25-26</i>	“CARCD Membership does hereby direct to CARCD Board of Directors to take the following actions: a. Immediately refer the issue of membership dues and the dues process to the Policy Committee for review and recommendation; and b. Require the Policy Committee to solicit and consider feedback from all RCDs—regardless of membership status—on the dues structure and process”	DO NOT APPROVE (We recommend that all RCDs, including those proposing this resolution, make recommendations to the Finance Committee, and subsequently to the Board of Directors. The resolution seems premature.)
#8	2025-(6)	<i>Establish New Election Procedures</i>	“CARCD Policy Committee is charged with developing draft election procedures and submitting them to member districts for review, followed by a final recommendation to the CARCD Board of Directors.” See Submitted Resolution for further detail.	DO NOT APPROVE AT THIS TIME; REFER TO POLICY COMMITTEE (We recommend that this resolution be postponed until the membership votes on the new bylaws. At that time, if the districts submitting this resolution feel that further changes to election procedures are needed, their recommendation that the policy committee consider their proposals seems appropriate.)
#9	2025-(7)	<i>Adopt Policies Recommended by the IRS for Charitable Organizations</i>	“CARCD Board of Directors be directed to adopt a conflict of interest policy, a whistleblower policy, and a records retention policy, as recommended by the IRS, prior to filing the 2026 Form 990.”	APPROVE
#10	2025-(8)	<i>Direct the CARCD Board of Directors to Ensure Diverse Representation on CARCD Committees</i>	“CARCD Membership hereby directs the Board President and the Board of Directors to appoint no more than one voting representative from the same RCD to any committee, regardless of whether the committee is standing, ad hoc, special, or otherwise constituted.”	DO NOT APPROVE (It is hard enough already to get people to serve on the various standing and special committees of CARCD. This would just make it harder.)



**Antelope Valley Resource
Conservation District**

**RESOURCE
CONSERVATION**

Neal Weisenberger, President
Dan Munz, Vice President
Jeffery Rankin, Treasurer
Keith Deagon, Director
Vacant, Director
Executive Director, Kathleen Burr

To promote conservation and restoration of natural resources for our area by providing plant materials, educational programs, and expertise in conservation

**Board of Directors
Antelope Valley Resource Conservation District
State of California
Resolution #20250805**

Resolution Adopted August 5, 2025

A resolution requesting the California Association of Resource Conservation Districts (CARCD) bylaws be changed to move Antelope Valley Resource Conservation District from the SOCAL Inland Region to the High Desert Region of California Association of Resource Conservation Districts (CARCD).

WHEREAS, the Antelope Valley Resource Conservation District would like to become more involved with the California Association of Resource Conservation Districts (CARCD), and

WHEREAS, the Antelope Valley Resource Conservation District has more common conservation issues with other RCDs in the High Desert Region, such as climate, plant materials, wildlife and soils, and

WHEREAS, the Antelope Valley Resource Conservation District over the last several years has worked with other RCDs in the High Desert Region on conservation projects.

WHEREAS, the Antelope Valley Resource Conservation District has enjoyed being part of the SOCAL Inland Region, and other RCDs in this region have assisted the Antelope Valley Resource Conservation District in policy and procedural issues. The Antelope Valley Resource Conservation District is geographically better situated with other RCDs in the High Desert Region, making it easier to attend regional meetings and any other activities, and

NOW THEREFORE BE IT RESOLVED AND DECLARED by the Board of Directors of the Antelope Valley Resource Conservation District are requesting the California Association of Resource Conservation Districts (CARCD) bylaws be changed to move Antelope Valley Resource Conservation District from the SOCAL Inland Region to the High Desert Region of California Association of Resource Conservation Districts (CARCD).

MOTION TO ADOPT

YEAS: Deagon, Rankin, Murry, Weisenberger


NAYS: ☒

ABSTAINED: ☒

ABSENT: ☒

VACANT:

Adopted: August 5, 2025



Neal Weisenberger, President of AVRCD Board

Attest:



Kathleen Burr, Executive Director of AVRCD



North Santa Clara
Resource
Conservation
District



SAN JOAQUIN COUNTY
RESOURCE
CONSERVATION
DISTRICT



SAN JACINTO BASIN
RESOURCE CONSERVATION DISTRICT

Jerry Meral, CARCD Policy Committee Co-Chair
Colleen Hatfield, CARCD Policy Committee Co-Chair
1017 L St, #556
Sacramento, CA 95814

Delivered via email

August 28, 2025

Dear Co-Chairs Meral and Hatfield:

North Santa Clara Resource Conservation District (RCD), Riverside-Corona RCD, San Jacinto Basin RCD, and San Joaquin County RCD have each approved a resolution authorizing submission of the attached proposed resolutions to the California Association of Resource Conservation Districts (CARCD) Policy Committee for consideration at the 2025 Annual General Membership Meeting or as Emergency Resolutions.

On August 28, 2024, Riverside-Corona, San Jacinto Basin, San Joaquin County, and Loma Prieta RCDs submitted five (5) resolutions to Board President Rick Gomez for consideration by CARCD members at their 2024 annual general membership meeting. Because the CARCD Policy Committee was inactive at the time, the proposed resolutions were submitted directly to Board President Rick Gomez and Financial and Administrative Director Mary Scheid.

The resolutions were included on the agenda for the 2024 general membership meeting. However, during discussion of the first resolution, CARCD Board Member and Parliamentarian Nancy Sappington moved to table all five resolutions. The procedure used to table the resolutions did not comply with *Robert's Rules of Order*, as required by the Bylaws. As a result, we have no assurance that the resolutions will be taken from the table at the next annual business meeting, currently scheduled for November 2025.

We are therefore re-submitting our proposed resolutions, specifically, the original five (5) resolutions, updated to reflect developments over the past year plus three (3) new resolutions, as follows:

1. A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to **Direct the CARCD Board of Directors to Reaffirm Their Duty to Comply with the Duly Adopted and Effective Bylaws**; and
2. A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to **Establish Minimum Standards for Conducting Association Business to Ensure Transparency and Accountability in Operation**; and
3. A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to **Direct the CARCD Board of Directors to Reconvene the Policy Committee in Accordance with the Bylaws**; and
4. A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to **Direct the CARCD Board of Directors to Establish and Convene a Standing Finance Committee**; and
5. A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to **Direct the CARCD Board of Directors to Rescind and Reconsider Board Action to Change**

- the Dues Structure for FY 25-26; and*
6. *A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to **Establish New Election Procedures**; and*
 7. *A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to **Adopt Policies Recommended by the IRS for Charitable Organizations**; and*
 8. *A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to **Direct the CARCD Board of Directors to Ensure Diverse Representation on CARCD Committees**.*

We understand the CARCD Board is developing proposed amendments to the Bylaws adopted in 2018. We have only recently received the specific proposed Bylaws amendments and therefore have not yet had an opportunity to fully review them or assess the scope and specific language of the changes that may be presented for member consideration at the annual meeting. We further understand that additional information regarding the amendments may be provided after the deadline for submitting proposed resolutions but before the annual meeting. Given this timing, we request an opportunity to meet with you in the next month to discuss whether changes to the form or content of our resolutions may be appropriate based on the Bylaws amendments, as provided in Article X, Section 2 of the Bylaws.

We would appreciate confirmation of receipt of this submittal and look forward to discussing how any suggested changes, and/or adoption of these resolutions may coordinate with the parallel Bylaws amendment process. The respective Board Presidents of each submitting RCD will serve as the contacts for such discussions.

Respectfully,



Frank Maitski, President
North Santa Clara Resource Conservation District



Carl Pongs, President
Riverside-Corona Resource Conservation District



Michele Tracy, President
San Jacinto Basin Resource Conservation District



Richard Rodriguez, President
San Joaquin County Resource Conservation District

Resolution 2025- (1)

A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to Direct the CARCD Board of Directors to Reaffirm Their Duty to Comply with the Duly Adopted and Effective Bylaws

WHEREAS, the California Association of Resource Conservation Districts (CARCD) is organized under the Nonprofit Public Benefit Corporation Law of the State of California, as set forth in the California Corporations Code; and

WHEREAS, the CARCD Board is required to manage the affairs of CARCD consistent with the powers and purposes of CARCD, the provisions of the Bylaws, and policies established by resolution of the general membership; and

WHEREAS, the CARCD Board is required to keep the Member Districts currently informed of CARCD's affairs and activities; and

WHEREAS, it has been determined that the CARCD Officers and Board of Directors have not been operating in compliance with the CARCD bylaws adopted by its Member Districts and currently effective for a period greater than one year.

NOW, THEREFORE, BE IT RESOLVED, that the CARCD Membership does hereby direct the CARCD Board of Directors to reaffirm their duty to comply with the duly adopted and effective bylaws at all times and immediately take action to do so.

Resolution 2025- (2)

A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to Establish Minimum Standards for Conducting Association Business to Ensure Transparency and Accountability in Operations

WHEREAS, the California Association of Resource Conservation Districts (Association or CARCD) bylaws (Article I, Section 3, "Purposes") state that "the Association has the purposes for which it is authorized under Division 9 of the Public Resources Code of the State of California. The bylaws further state the CARCD is "an instrumentality of member districts in carrying out the natural resources and soil and water policies of the State of California, insofar as those functions have been delegated to the districts by statute; and

WHEREAS, the CARCD President has indicated that CARCD is not legally required to comply with the Brown Act's open meeting requirements because it is a statewide private corporation, not authorized by statute and not exercising delegated authority from its member districts;

WHEREAS, regardless of any legal mandate under the Brown Act, CARCD purports to represent all RCDs, which are local agencies subject to the Brown Act, and there is therefore an expectation that all RCDs should have opportunities to be informed of and provide feedback on issues affecting their districts and the constituencies they represent, including, but not limited to, legislation and funding opportunities, regardless of an RCD's membership in CARCD;

WHEREAS, CARCD's member districts expect to be informed of the CARCD's operations and initiatives so they can provide the essential feedback needed to guide the Association's actions and priorities consistent with the districts' powers and responsibilities;

NOW, THEREFORE, BE IT RESOLVED, that the CARCD Membership does hereby direct the CARCD Board of Directors to publish and notice all meetings, minutes, and records of the association.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that any RCD, regardless of membership, will be allowed to attend and provide comments at any meeting of the Association, including but not limited to meetings of the Board, Executive Committee, standing committees, special committees, and general membership.

RESOLUTION 2025- (3)

**A Resolution for the Members of the California Association of Resource
Conservation Districts (CARCD) to Direct the CARCD Board of Directors to
Reconvene the Policy Committee in Accordance with the Bylaws**

WHEREAS, the California Association of Resource Conservation Districts (CARCD) is organized under the Nonprofit Public Benefit Corporation Law of the State of California, as set forth in the California Corporations Code; and

WHEREAS, The CARCD Board is required to manage the affairs of the CARCD consistent with the powers and purposes of the CARCD, the provisions of the Bylaws, and policies established by resolution of the general membership; and

WHEREAS, The CARCD Board is required to keep the Member Districts currently informed of the CARCD's affairs and activities; and

WHEREAS, The Article VIII, Section I of the Bylaws (effective 2018) states, "[t]here shall also be a Policy Committee, which is responsible for prioritizing and managing all legislative and CARCD policy issues that may affect RCDs, including but not limited to reviewing and making recommendations on proposed resolutions or protests at the annual meeting"; and

WHEREAS, the Bylaws also prescribe the membership of that committee; and

WHEREAS, CARCD only recently convened the Policy Committee to perform the duties and responsibilities set forth in the Bylaws.

WHEREAS, the membership of the Policy Committee as currently convened is not in compliance with the Bylaws.

NOW, THEREFORE, BE IT RESOLVED, that the CARCD Membership does hereby direct the CARCD Board of Directors to adhere to the Adopted Bylaws with regards to appointing members to the Policy Committee.

Resolution 2024- (4)

A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to Direct the CARCD Board of Directors to Establish and Convene a Standing Finance Committee

WHEREAS, The California Association of Resource Conservation Districts (CARCD) is organized under the Nonprofit Public Benefit Corporation Law of the State of California, as set forth in the California Corporations Code; and

WHEREAS, The CARCD Board is required to manage the affairs of the CARCD consistent with the powers and purposes of the CARCD, the provisions of the Bylaws, and policies established by resolution of the general membership; and

WHEREAS, The CARCD Board is required to keep the Member Districts currently informed of the CARCD's affairs and activities; and

WHEREAS, The Bylaws establish five (5) Standing Committees: Nominating, Policy, Forestry, Land and Soil, and Water; and

WHEREAS, Per the Bylaws the CARCD Board may establish other standing committees and define their functions; and

WHEREAS, there is a fiduciary duty and need for a Standing Finance Committee for the purposes of:

- Developing and Managing an Operating Budget;
 - Establishing Financial Goals and Objectives;
 - Presenting Financial Goals to Board of Directors;
 - Establishing and Managing Funding Strategies;
 - Complying with Federal, State, and Local Reporting Requirements

NOW, THEREFORE, BE IT RESOLVED, that the CARCD Membership does hereby direct to CARCD Board of Directors to take the following actions:

- a. Direct the CARCD Policy Committee to determine whether a Standing Finance Committee currently exists; and, if so, to initiate the process for soliciting and appointing Resource Conservation District representatives from throughout the state to serve on the committee and to develop policies and procedures governing all CARCD financial matters; or
- b. If no Standing Finance Committee exists, follow the procedures set forth in the Bylaws to establish such a committee and appoint member district representatives with demonstrated interest, knowledge, and expertise in nonprofit financial management.

Resolution 2025- (5)

**A Resolution for the Members of the California Association of Resource
Conservation Districts (CARCD) to Direct the CARCD Board of Directors to
Rescind and Reconsider Board Action to Change the Dues Structure for FY 25-26**

WHEREAS, The California Association of Resource Conservation Districts (CARCD) is organized under the Nonprofit Public Benefit Corporation Law of the State of California, as set forth in the California Corporations Code; and

WHEREAS, the CARCD Board is required to manage the affairs of the CARCD consistent with the powers and purposes of the CARCD, the provisions of the Bylaws, and policies established by resolution of the general membership; and

WHEREAS, the CARCD Board is required to keep the Member Districts currently informed of CARCD's affairs and activities; and

WHEREAS, on July 3, 2024, CARCD Accounting issued notice to the membership of changes to the dues structure and process for FY 25-26;

WHEREAS, said action was taken without appropriate notice to and opportunity for discussion by the RCD members; and

WHEREAS, the new dues structure may be a financial burden upon a number of existing RCD members.

NOW, THEREFORE, BE IT RESOLVED, that the CARCD Membership does hereby direct to CARCD Board of Directors to take the following actions:

- a. Immediately refer the issue of membership dues and the dues process to the Policy Committee for review and recommendation; and
- b. Require the Policy Committee to solicit and consider feedback from all RCDs—regardless of membership status—on the dues structure and process before submitting its recommendation to the CARCD Board of Directors for review and approval.

Resolution 2025- (6)

A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to Establish New Election Procedures

WHEREAS, the California Association of Resource Conservation Districts (CARCD) is organized under the Nonprofit Public Benefit Corporation Law of the State of California, as set forth in the California Corporations Code; and

WHEREAS, The CARCD Board is required to manage the affairs of the CARCD consistent with the powers and purposes of the CARCD, the provisions of the Bylaws, and policies established by resolution of the general membership; and

WHEREAS, the President, Vice President, Secretary-Treasurer and RCD Director positions for the CARCD Board are filled by elections among member RCDs; and

WHEREAS, the District Manager/Executive Director (DM) positions for the CARCD Board are filled by elections among the DMs for the member RCDs in three (3) regions; and

WHEREAS, the ex-officio member positions for the CARCD Board are filled by appointment by the CARCD Board of Directors; and

WHEREAS, the Chair, Vice Chair, Secretary, and/or Treasurer positions for the CARCD Regions are filled by elections among member RCDs of those regions; and

WHEREAS, the CARCD Bylaws have inconsistent, incomplete, and/or missing elections procedures for these positions.

WHEREAS, the CARCD Bylaws call for elections for Board Officers to be conducted in person at the annual business meeting.

THEREFORE, BE IT RESOLVED, that the CARCD Membership does hereby direct the CARCD Board of Directors to

- 1) Establish comprehensive election procedures for electing and/or appointing Board officers, Directors, District Managers, and ex officio members, including procedures for resolving tied elections;
- 2) Establish regional election procedures, as outlined in Attachment A, for electing officers of CARCD's regions, including procedures for resolving tied elections;
- 3) Provide a transparent and inclusive notice and nomination process for all elected and appointed positions on the Board, regional bodies, and committees;
- 4) Provide a method for candidates to submit written statements in support of their candidacy for all elections;
- 5) Allow for the online submittal of ballots using a secure online voting tool, such as "Simply Voting" used by the California Special Districts Association.

BE IT FURTHER RESOLVED, that the CARCD Policy Committee is charged with developing draft election procedures and submitting them to member districts for review, followed by a final recommendation to the CARCD Board of Directors.

BE IT FURTHER RESOLVED, that the final election procedures shall be submitted to the membership for approval no later than June 30, 2026.

ATTACHMENT A
Proposed Regional Election Procedures

Unless otherwise noted, these procedures could be implemented now because they are interpreting discretion left under the Bylaws and do not directly conflict with express requirements of the Bylaws.

1. The election for Regional Chair and Vice Chair will be held during even numbered years, regardless of whether incumbent Regional Chair or Vice Chair have served a full two (2)- year term.
2. The election will not be administered by any person who is a candidate in the election or who is a director or employee of the same member-RCD as a candidate.
3. The region will select a member-RCD delegate from a different region to administer the election procedures.
 - a. At least [twenty (20) days] prior to the day of election, the Regional Chair will issue a ten (10)-day notice for a special meeting of the region. The purpose of the special meeting will be to select the election administrator and an alternate. [Selection could be from pool previously established by the Board or from specific recommendations by SoCal member-RCDs]. Once the selection is made, the Regional Chair will provide the election administrator and alternate with at least seven (7)-days' notice that they have been selected to serve. The alternate will serve if the primary election administrator is unable or unavailable to serve.
4. Once the governing board of a member-RCD has designated its delegate and alternate pursuant to Bylaws Article IV, Section 4, that delegate and alternate shall serve in *all* CARCD membership and regional votes, including elections, for a given year, unless sooner removed by the governing board of the member-RCD they represent.
5. Only duly appointed delegates from member-RCDs will be entitled to vote in an election.
6. In the event of a tie vote for any elected office, the meeting will be continued for a period not to exceed seven (7) days and then reconvened to resume voting for the tied position(s). If no candidate receives a majority vote in that reconvened meeting, then the meeting will be continued for a second period not to exceed seven (7) days. This cycle will be repeated until one of the candidates receives a majority of votes.
 - a. [Subject to amendment of the Bylaws] If the tie is not resolved following [XX] rounds of voting, then the election administrator (or the alternate in event the election administrator is not available) shall cast the tiebreaking vote before the meeting is adjourned.
7. If requested by a given region, the Board will appoint election inspector(s) to oversee that region's elections in the same manner described for CARCD officer elections under Bylaws Art. VII, Section 3, except that the election inspectors will not be an officer of the Board or a director or employee of a member-RCD within the region holding the election.

Resolution 2025- (7)

A Resolution for the Members of the California Association of Resource Conservation Districts (CARCD) to Adopt Policies Recommended by the IRS for Charitable Organizations

WHEREAS, The California Association of Resource Conservation Districts (CARCD) is organized under the Nonprofit Public Benefit Corporation Law of the State of California, as set forth in the California Corporations Code; and

WHEREAS, the CARCD Board is required to manage the affairs of the corporation in accordance with the California Corporations Code and the United States Internal Revenue Code, and in a manner consistent with its powers and purposes, the provisions of the Bylaws, and policies established by resolution of the general membership; and

WHEREAS, the Internal Revenue Service (IRS) recommends that charitable organizations adopt a conflict of interest policy, a whistleblower policy, and a records retention policy; and

WHEREAS, CARCD has consistently indicated on its annually required Form 990s that it has not adopted these policies.

THEREFORE BE IT RESOLVED, that the CARCD Board of Directors be directed to adopt a conflict of interest policy, a whistleblower policy, and a records retention policy, as recommended by the IRS, prior to filing the 2026 Form 990.

RESOLUTION 2025- (8)

**A Resolution for the Members of the California Association of Resource
Conservation Districts (CARCD) to Direct the CARCD Board of Directors to Ensure
Diverse Representation on CARCD Committees**

WHEREAS, the California Association of Resource Conservation Districts (CARCD) is organized under the Nonprofit Public Benefit Corporation Law of the State of California, as set forth in the California Corporations Code; and

WHEREAS, the CARCD Board of Directors, Executive Committee and various committees have multiple officers and/or representatives elected or appointed from the same RCDs; and

WHEREAS, to encourage diversity in representation of ALL RCDs, it would be beneficial to require the Board President and Board of Directors to consider greater representation in appointments of voting members.

NOW, THEREFORE, BE IT RESOLVED, that the CARCD Membership hereby directs the Board President and the Board of Directors to appoint no more than one voting representative from the same RCD to any committee, regardless of whether the committee is standing, ad hoc, special, or otherwise constituted.

BE IT FURTHER Resolved, that the CARCD Membership does hereby directs the Board President and the Board of Directors to develop a process allowing RCD voting members to designate one or more alternates to act in their absence, except for RCD voting members serving on the Executive and Policy Committees.

**RESOLUTION OF THE
RESOURCE CONSERVATION DISTRICT OF TEHAMA COUNTY
ADVOCATING FOR SUSTAINABLE FUNDING AND FULL COST RECOVERY FOR CALIFORNIA RCDs**

RESOLUTION #25-14

WHEREAS, the California Association of Resource Conservation Districts (CARCD) is a nonprofit, member-driven organization dedicated to advancing the needs of Resource Conservation Districts (RCDs) in California;

WHEREAS, RCDs, as independent special districts organized under Division Nine of the Public Resources Code, receive no statewide appropriation or other general funding from the State of California;

WHEREAS, while some RCDs may receive limited funding from property tax revenues, tax-increment funds, or occasional base funding from their home counties, most RCDs in California receive no consistent form of funding and rely primarily on indirect rates provided by state or federal grants, or, occasionally, contracts with local/state agencies or private parties;

WHEREAS, RCDs often depend on sufficient indirect rates from government grants to provide the majority of their operational funding, and these rates should be applied equitably across all funding sources to minimize risk and allow RCDs to evaluate grant opportunities based on their merits;

WHEREAS, RCDs, as public agencies, must undertake legally required activities not applicable to nonprofits or private organizations, including compliance with laws governing ethics and transparency, maintaining accessible websites, using public accounting methodologies consistent with GAAP standards, operating public offices, maintaining elected or appointed boards of directors, conducting outreach to residents, purchasing insurance, consulting with financial and legal professionals, ensuring staff compliance with mandated training and HR requirements, and participating in regional and statewide forums;

WHEREAS, RCDs are uniquely positioned as government bodies to provide non-regulatory conservation leadership, guidance, and assistance to landowners and land stewards due to their accountability to the public, transparent financial operations, and long history of success in conservation of soil, agriculture, water resources, forestry, and land stewardship;

WHEREAS, RCDs are leaders in identifying needs and advancing solutions for improved government efficiency, such as reducing permitting costs and complexities ("cutting green tape"), and in advocating for streamlined administrative processes with state partners;

WHEREAS, RCDs often compete for funding not only with other government agencies, but also with nonprofits that are not subject to the same government overhead requirements (e.g., audits, Brown Act compliance, and other public accountability standards), thereby placing RCDs at a disadvantage when funding agencies prioritize organizations with lower indirect cost structures;

WHEREAS, traditional indirect rate calculations are inconsistent across funding agencies, often excluding essential functions that RCDs must perform, even though the California Department of General Services implements a cost allocation program for all state agencies to recover full costs;

WHEREAS, inconsistent indirect cost rates create inequities across grant programs, whereby grants that allow higher indirect rates (or follow federal guidelines) are disadvantaged relative to others, resulting in certain state funders effectively subsidizing other programs;

WHEREAS, without sufficient indirect funding, RCDs face significant risks to their ability to function, maintain essential services, and, in some cases, even exist, leaving many RCDs facing year-to-year uncertainty about survival;

WHEREAS, indirect rates are provided in a variety of ways across grants and agreements, and it is recognized that no single methodology fits the wide range of RCD sizes and circumstances;

NOW, THEREFORE, BE IT RESOLVED, that the California Association of Resource Conservation Districts (CARCD), as the membership organization formed to support RCDs statewide, should prioritize as a primary objective the advocacy for sustainable funding, including full cost recovery from state and federal granting agencies, in order to ensure that RCDs can operate smoothly, efficiently, and effectively in advancing the conservation of California's wild and working lands.

CERTIFICATION

I hereby certify that the above is a true and correct copy of Resolution #25-14, adopted on the motion of T. Kimler-Richards, seconded by V. Williams and duly passed at a regular public meeting held by the Board of Directors at 9:15 a.m. on September 2, 2025, at the Resource Conservation District of Tehama County Office, 206 Walnut Street, Red Bluff, California.

Roll Call was as follows:

AYES: T. Hamelberg, T. Kimler-Richards, L. Jennings, V. Williams

NOES: None

ABSTAIN: None

ABSENT: M. Vasey, T. Stroing

Submitted by,



Tricia Parker- Hamelberg

Board President

This Resolution was co-sponsored by the following RCDs:

- **San Mateo**
- **Santa Cruz**
- **Napa County**
- **Gold Ridge**
- **Trinity**
- **Humboldt**
- **Sonoma**
- **Mendocino**