



Officers & Directors:

Mike Landini, President, Mike Yalow, Vice President, Kandi Manhart, Secretary, Bruce Roundy, Treasurer
Donnan Arbuckle, Jim Giachino, Lorri Pride

Associate-Directors:

Anjanette Shadley Martin, Chet Vogt, Danielle Spring Groteguth, Greg Massa, Jerry Ehorn, Jill Egly, Josh Enos, Karalissa Cutler, Karissa Leonard,
Laura Powell, Pete Carley, Susan Steuben

Staff:

Kandi Manhart, District Manager, Claudia Street, Conservation Planner

Meeting Minutes

Date: Tuesday, January 20, 2009

Time: 8:15 a.m. to 12:30 p.m.

Location: Mendocino National Forest
US Forest Service
825 N. Humboldt Avenue
Willows, CA 95988

DIRECTORS PRESENT: Mike Yalow, Bruce Roundy, Donnan Arbuckle, Mike Landini, Lorri Pride, and Jim Giachino.

DIRECTORS ABSENT: None.

ASSOCIATE DIRECTORS PRESENT: None.

ASSOCIATE DIRECTORS ABSENT: Anjanette Shadley Martin, Pete Carley, Danielle Spring Groteguth, Greg Massa, Jill Egly, Josh Enos, Karalissa Cutler, Karissa Leonard, Laura Powell, Chet Vogt, and Susan Steuben.

OTHERS PRESENT: Bill Burrows, Sunflower Coordinated Resource Management Plan (CRMP)/Tehama County "Dirt Farmer"; Matt Hamman, USFWS; Tom McCubbins, Tehama County RCD/Tehama Glenn Fire Safe Council; Jennifer Masters, Colusa County RCD; Kathy Landini, Landowner; Mary Millsaps, Landowner; Linda Morris, Landowner; John Whitney, Landowner; Del S. Oliver, Landowner; Keith Carly, Landowner; Bob Maloney, Landowner; Matt Sisneros and Adam Wyman, CAL FIRE; Eduardo Olmedo, Matt Ellis and Steve Millert, USFS; Doug Ross, Sacramento Valley Mirror; Dennis Nay, Natural Resources Conservation Service; Kandi Manhart, District Manager; Claudia Street, Conservation Planner.

I. CALL TO ORDER & INTRODUCTIONS

The meeting was called to order by President Landini at 8:20 a.m. Introductions were made.

II. DISTRICT REPORTS

A. Directors and Associate Directors

Pride – She reported she met with Supervisor elect Steve Soeth, Manhart, Street and McCubbins the beginning of January to discuss the idea of pursuing funding to create a Community Wildfire Protection Plan; the meetings purpose was to gauge Soeth's interest in the idea. She concluded it is worth pursuing if landowners have an interest.

Arbuckle – He reported he attended the Lower Stony Creek TAC and LAC meetings; he also attended the WAC meetings and noted they elected Mike Vereschagin as their new President and they are seeking funding to hire staff and acquire office space and vehicles.

Giachino – None.

Yalow – He reported on the BBI project and noted there is a group of people who are seeking funding to host a Biomass Summit for the State of California; the theme would be renewable energy. He added he would like to see the RCD support the idea; however, no formal action can be taken today due to not being on the agenda. He suggested we put in on the agenda for February's meeting. Regarding the Central Sacramento Valley RC&D Council, they accepted another biomass project which would create forest fuels into diesel.

Roundy – He clarified he sits on the Central Sacramento Valley RC&D Council as the City of Orland's representative. He reported he attended the 4-H awards dinner and the RCD Finance Committee Meeting. In addition, he has been keeping abreast the water situation and has encouraged staff to look into providing outreach regarding conservation practices to save water; distribution of flyers in schools and water district bills were two of his ideas. He noted that Jim Nielsen is focused on water and storage.

President Landini – He reported he attended the California Rangeland Conservation Coalition Summit in Chico; the theme was grazing on public lands and the benefits. Also, he believes if the stars ever align, they are aligned to implement water storage facilities due to the drought making it the perfect time to build. He also attended the Colusa Basin Drainage District meeting and they are struggling too due to the state crisis; all of their projects are on hold too. However, they have been receiving attention from Congressman Wally Herger's office by a staff member attending their meetings on a regular basis. Rangelands are dry; toughest he has ever seen it.

B. District Manager

Manhart reported off her written report; she highlighted a potential partnership between the RCD, Colusa County RCD and Colusa Basin Drainage District for a "Groundwater Watershed Coordinator" through a potential grant funding source. She will keep the Board abreast of current information. Also, she received a stop work notice from Department of Conservation on December 19, 2008; she has yet to here anything official from the Department of Water Resources. In addition, the Colusa Glenn Subwatershed Program held their Annual Meeting in December and their next regular meeting will be February 26, 2009; Arbuckle questioned the increase of Northern California Water Association fees and expressed his frustration with the increase. Manhart added she will take his comments to the meeting in February and send him the agenda when it is released.

C. Conservation Planner

Street reported off her written report.

III. MINUTES

A. Approve meeting minutes for November 17, 2008

President Landini entertained a motion. Pride noted on page two that Annette Scheuer should be Annette Chavez and that she attended the Central Sacramento Valley Forum and reported on a SACHOG update. *Yalow moved to approve the meeting minutes for November 17, 2008 with noted changes. Pride seconded. Approved unanimously.*

IV. ANNUAL PLAN REVIEW & OPERATIONAL AGREEMENT WITH NRCS REVIEW

A. Annual Plan Review, Quarter 2

President Landini asked Manhart to report. Manhart reported this is the second quarterly review per the Annual Plan itself. She went through the additions she had made. Street noted the Lower Stony Creek TAC and LAC meet January 8 not January 7. Pride reported she had talked to Dan Roach about performing a local facilitation to update the RCD's Long Range Plan; however, he said he was unavailable. Discussion occurred. Yalow suggested performing the update in-house to decrease costs. Pride will work with Manhart and Street to distribute the Long Range Plan to partners for written comment; she will act as the lead Director in completing the task and will bring those comments back to the full Board in March.

At 8:55 a.m. President Landini adjourned meeting to watch history in the making. President Obama was sworn-in and he gave his inaugural address. At 9:35 a.m. President Landini called the meeting back to order.

B. Operational Agreement with NRCS Review, Annual

President Landini asked Manhart to report. Manhart reported per the Annual Plan it states the agreement shall be reviewed in January. She, President Landini, and Rob Vlach met to discuss agreement modifications; the only modification they made was to delete elementary school children and replace with youth. Both agencies will attach updated Annual Plans. President Landini asked the Board for input; there was a consensus with the update being appropriate. President Landini reiterated the importance of this partnership and ability to work together in the same office location; he encourage the Board to re-read the Authorities, Statutes, Laws in the agreement again as it spells out exactly why the partnership exists. Yalow encouraged including the Central Sacramento Valley RC&D Council in the same office location to strengthen the relationship and work of each partner.

V. FINANCES

A. Finance Committee Report

1. State of California Budget Crisis Update

Roundy referred Manhart to discuss their Finance Committee meeting and to provide the financial report. Manhart distributed an updated Balance Sheet as of December 31, 2008; she explained that she met numerous times with Jim Bond, Bond Tax & Financial Services to discuss various improvements of the reports so was not able to provide this final copy in the meeting packets. Manhart read an email she received regarding the recent State of California, PMBI meeting and stated the state is in a crisis and it affects our state grants (DOC and DWR). However, the California Association of Resource Conservation Districts is taking action by writing a letter to the DWR to encourage payment of previously submitted invoices (prior to the bond

freeze). Further discussion of the impacts will be discussed in Closed Session due to being a personnel issue.

B. Approved monthly financial reports and expense claims list

Manhart presented the financial reports and cash disbursements journal (attached). *Yalow moved to approve the Cash Disbursements Journal dated January 20, 2009 and the Petty Cash Monthly Reconciliation dated January 15, 2009 as presented. It was noted to not sign Graham Matthews check until funds are received from DWR grant. Roundy seconded. Approved unanimously.*

VI. DIRECTOR VACANCY

A. Discussion on filling vacancy

President Landini noted there is one Director Vacancy; he encouraged the Directors to think about potential candidates. He encouraged the public to come forth if they have an interest in becoming more involved. The question was raised if the Board utilized district boundaries; currently the answer is no, but is something to look into. Manhart will place the topic on the February's meeting agenda.

VII. LOWER STONY CREEK PROJECT UPDATES

A. Lower Stony Creek Watershed Restoration Plan (Plan)

Street reported the TAC and LAC met January 8 to review and provide final comments to the Plan; main comments received were to exclude all fish habitat language. She added the Grant Manager, Margie Graham cautioned the RCD in doing so because she would like the Plan to maintain its credibility; there is a chance some agencies would frown upon the removal. However, Street noted the Plan consistently states all requirements will be met and required environmental documents obtained. The will be available February 27. Arbuckle expressed his disappointment with TAC members and said that if the agency is on the TAC, they should have attended and attend all meetings. He believed the LAC meeting went well and thanked staff for their hard work.

B. Riparian Restoration Project on the Smith/Baker Ranch

Street reported she is working to schedule another meeting between the RCD, Fish and Wildlife Service and landowners. Project implementation is still in progress due to the complexity of the project and small budget, not to mention drought we are incurring. The lack of water makes any restoration project hard to survive.

C. CALFED Proposal to implement Plan in the Sawyer-Arbuckle/Baker Project Area

Street reported the next step in the grant application process is the interview in Sacramento on January 27; President Landini, Manhart, Street, Graham Matthews and Kara Baker will be participating in the interview. According to the Grant Managers CALFED is preceding forward with the process although the state is in a crisis; they want to be prepared to obligate funding when provided the go ahead.

VIII. PARTNER REPORTS

Hamman – FWS reported that duck season is coming to an end. They are seeking interested farmers who are interested in implementing restoration and enhancement projects as they have funding available. Contact FWS.

Nay – NRCS reported their audit was completed and they did well. There are 70 + applications for the Environmental Quality Incentives Program (EQIP); they will be screening them and are waiting for the funding. Nay reported due to a change in their leadership with the newly elected President Obama, NRCS will see changes in their NRCS administration as well.

McCubbins – Tehama County RCD reported they are in a crisis too, due to the state crisis and lack of receiving grant funds to continue their projects.

Sisneros – CAL FIRE reported they were there to support watershed and fire planning for western Glenn County.

Masters – Colusa County RCD reported they were there to hear Burrows presentation and supports the idea of planning for potential catastrophic fires.

Olmedo – US Forest Service reported the economic stimulus package will increase opportunities to contract out work such as deferred facility, road, and trail maintenance, hazardous fuel reduction, and wood to fiber projects. They are not certain how much would come to the Mendocino National Forest. It will also depend on Congress passing such legislation. The next Glenn Colusa RAC meeting is February 23 from 1:00 p.m. to 4:30 p.m.; project applications are due April 8. Manhart will receive further information. In addition, there is interest by a professor from Sacramento State University to utilize biomass on the Mendocino National Forest using a pyrolysis machine creating biofuels in the process; Alder Springs is a location of interest for such a proposal. Ellis, Fuels Battalion Chief, provided an update on their prescribed burnings; their target is 2,400 acres, they have finished 1,100 acres and 90% of those acres are in Glenn County.

IX. SPECIAL PRESENTATION

By Bill Burrows, Tehama County Rancher and Coordinator of the Sunflower Coordinated Resource Management Plan (CRMP)

Mr. Burrows will be presenting his perspectives on fire issues such as his thoughts on potential risk, steps he has taken to reduce risk, and the importance of pre-planning before catastrophic fires hit. The presentation will also focus on fire safety for ranchers, homeowners, and wildfire managers with emphasis on enhancing working landscapes.

Burrows provided his presentation via PowerPoint and video. Some of his highlights were:

- In 1977, 72,000 acres burned his and around his ranch in Tehama County
- His goal is a 300 foot fuel break on the east slope of the Coast Range from the Oregon border to the Mexico boarder
- There are currently 57 miles of fuel break in the Tehama County area; they are now traveling north and would like to start traveling south
- They utilize a ball and chain to build fuel breaks
 - o Fuel breaks are 100 feet to 600 feet wide
 - o Approximate cost is \$230.00 per acre or \$7,000 to \$12,000 per mile
 - o Best performed when soil is moist to pluck roots from soil (50%) vs. dry soil (20%)
 - o Steeper the slope = a wider swath
 - o Controls brush up to 30 feet tall; large Manzanita is much more difficult
 - o Ball weighs 6 to 7 tons with water
 - o Chain weighs 6 tons
 - o Tractor must weigh 30 to 35 tons
- They utilize “planned” herbivores to manage and maintain fuel breaks, a.k.a Goats
 - o Approximate cost is \$18.65 per acre or \$1,300 to \$1,800 per mile
 - o Utilizing 1,500 head between November 2008 and May 2009
 - Estimated number of goats to maintain his goal fuel break is 250 million herbivores

- Currently, contracted with grazers to provide free feed – win, win situation
- Benefits include: increase in deer herd, water quality, air quality, mineralization of biomass, supply natural meat to a high demand consumer market
- Threats include: bears, mountain lions, coyotes killing animals
- He believes simple things are not stable and complex things are stable
- He has shifted his thinking from project implementation to landscaping
- Largest challenge in creating fuel breaks is maintenance
- He is spokesperson for The Wilderness Society, although he doesn't agree with most of their goals and objects, he agrees with their thought that understory burning in the Mendocino National Forest is key

Burrows also announced his next Stewardship Day which will be May 1; he welcomed everyone to attend. The theme this year is "Brush to Product"; there will be a goat grazing demonstration, viewing of the ball and chain and much more.

X. RCD PARTICIPATION IN COMMUNITY WILDFIRE PROTECTION PLANNING

A. Discussion, is there a need in western Glenn County?

President Landini encouraged input. Millsaps expressed her concern that if fuel breaks were to be created it would increase trespassing, littering and erosion due to the dirt bikes, 4-wheeling, etc. If there is an open area for them to go, they find it. There was consensus this would be a problem; some alternatives may be security gates or gate traps. Burrows reported it is an ongoing problem, but believes the threat of fire is also an ongoing problem too. She also reported that Glenn County does not have the population like Tehama County. Discussion on permitting occurred. Burrows noted McCubbins writes excellent CEQA documents and it takes approximately four years to finalize the NEPA environmental documents. Discussion on cost of projects occurred. Burrows added they encourage their landowners to provide 1) in-kind labor, 2) equipment or 3) cash to implement projects that will protect their private property. Street explained the Community Wildfire Protection Plan (CWPP); it is a plan that identifies community concerns, threats, and potential projects to mitigate potential fire damage. Elk Creek is listed as a federally threatened and regulated area. Project examples include fuel breaks, water tanks, mapping roads and fire routes, wildlife enhancement, etc. Essentially, the CWPP determines what can be done to protect the community and the people, and it only includes those who want to participate. The CWPP is not regulatory and it does not force projects on private landowners, businesses, and so forth. Pride asked present landowners if they would like the RCD to pursue funding sources to perform outreach and development of a CWPP; she confirmed the RCD works for the landowners and the RCD will pursue it if there is a need, and not pursue it if there is no need. Carly suggested including the topic on the next Rangeland Association's Meeting; however, he recommended the RCD pursue the funding opportunities. Oliver stated in this economy projects are not feasible; however, the economy could change and projects to control the threat of fire would be great, if affordable.

B. Authorization to submit grant application to the CARCD Cooperative Forest and Fire Technical Assistance and Outreach Grant Program

President Landini entertained a motion. *Pride moved to approve authorization to submit a grant application to the CARCD Cooperative Forest and Fire Technical Assistance and Outreach Grant Program. Giachino seconded. Approved unanimously.*

C. Authorization to submit grant application to develop a Community Wildfire Protection Plan

President Landini entertained a motion. *Yalow moved to approve authorization to submit a grant application to develop a Community Wildfire Protection Plan. Roundy seconded. Approved unanimously.*

XI. CLOSED SESSION per Ralph M. Brown Act, Section 54957 / REPORT FROM CLOSED SESSION

A. Conservation Planner 6-Month Evaluation

Closed Session occurred. Manhart reported Claudia Street, Conservation Planner received her 6-Month Evaluation; Manhart reported the results to the Board.

B. Personnel matters related to State of California Budget Crisis and Impact to State Grants of RCD

Closed Session occurred. Manhart reported she was given direction to further research staff hours, create a list of priority projects and further research obtaining a Line of Credit. A Special Meeting will be scheduled the week of January 26.

XII. ADJOURNMENT

President Landini moved to adjourn the meeting at 12:55 p.m.

Approved on February 17, 2009 by the Glenn County Resource Conservation District Board.

Attested by,

ML

Mike Landini, President

KM

Kandi Manhart, Secretary

Items Attached:

Balance Sheet

Cash Disbursements Journal

Petty Cash Reconciliation

**Glenn County Resource Conservation Dist
Balance Sheet
December 31, 2008**

ASSETS

| | | |
|-------------------------------------|-----------|--------------------------|
| Current Assets | | |
| Checking-Umpqua 4525 | \$ | 41,501.84 |
| Savings-Umpqua 1724 | | 300.25 |
| Accounts Receivable | | 68,270.85 |
| Prepaid Expense - Asso Dues | | <u>2,143.40</u> |
| Total Current Assets | | 112,216.34 |
| Property and Equipment | | |
| Equipment - Office | | <u>5,662.17</u> |
| Total Property and Equipment | | 5,662.17 |
| Other Assets | | |
| | | <u>0.00</u> |
| Total Other Assets | | 0.00 |
| Total Assets | \$ | <u>117,878.51</u> |

LIABILITIES AND CAPITAL

| | | |
|---------------------------------------------|-----------|--------------------------|
| Current Liabilities | | |
| Accounts Payable | \$ | 17,776.29 |
| Federal Payroll Taxes Payable | | 2,004.28 |
| State Payroll Taxes Payable | | 291.42 |
| Customer Deposit | | <u>6,000.00</u> |
| Total Current Liabilities | | 26,071.99 |
| Long-Term Liabilities | | |
| | | <u>0.00</u> |
| Total Long-Term Liabilities | | 0.00 |
| Total Liabilities | | 26,071.99 |
| Fund Balance | | |
| Fund Bal - General | | 56,594.15 |
| Fund Bal - Dept Water Res | | 22,698.16 |
| Fund Bal - Fee for Service | | 13,773.14 |
| Net Income | | <u>(1,258.93)</u> |
| Total Fund Balance | | 91,806.52 |
| Total Liabilities & Fund Balance | \$ | <u>117,878.51</u> |

1/20/2009 at 7:25 AM

Unaudited - For Management Purposes Only

GLENN COUNTY RESOURCE CONSERVATION DISTRICT
 Cash Disbursement Detail Report
 Check Listing for FY 2008-2009
 Umpqua Checking Account 4525
 DATE: January 20, 2009

| Check Number | Check Date | Account Number | Name | Gross Amount | Variance Amount | Net Amount | Invoice Number | Description |
|--------------|------------|----------------|-------------------------------|--------------|-----------------|--------------|----------------|------------------------------------------------------------------------------------------|
| TBA | TBA | 72610A | Bond Tax & Financial Services | \$ 445.00 | 0 \$ | 445.00 | 13772 | Payroll, Payroll Reports, Accounting |
| TBA | TBA | 72670S | Graham Matthews & Associates | \$ 7,833.00 | \$ 783.30 | 7,049.70 | 2009-008 | WRP, Tasks 2 and 3 (Nov-Dec) WILL HOLD PAYMEI |
| TBA | TBA | 72670S | Graham Matthews & Associates | \$ 1,500.00 | \$ 150.00 | 1,350.00 | 2008-142 | WRP, Tasks 1 (Aug-Oct) WILL HOLD PAYMENT |
| TBA | TBA | MULTIPLE | Kandi Manhart | \$ 199.35 | 0 \$ | 199.35 | | CGSP mileage \$114.66, Other mileage \$66.69, CARC Annual Meeting - dinner 11/19 \$18.00 |
| TBA | TBA | MULTIPLE | Office Depot | \$ 497.49 | 0 \$ | 497.49 | MULTIPLE | Office Supplies and Newsletter Printing |
| TBA | TBA | MULTIPLE | Postmaster | \$ 321.89 | 0 \$ | 321.89 | None | Bulk Mailing Permit #132 Annual Fee, Newsletter Mail |
| TBA | TBA | MULTIPLE | Claudia Street | \$ 111.60 | 0 \$ | 111.60 | | Mileage \$93.60, CARCD Annual Meeting - dinner 11/1 \$18.00 |
| TBA | TBA | 71010A | Ray Morgan Company | \$ 76.96 | 0 \$ | 76.96 | CNIN459495 | Additional Color Copies per Maintenance Agreement |
| TBA | TBA | 75210A | AT&T | \$ 66.29 | 0 \$ | 66.29 | | Telephone and Internet |
| TBA | TBA | MULTIPLE | Petty Cash - Kandi Manhart | \$ 148.09 | 0 \$ | 148.09 | MULTIPLE | See reconciliation |
| | | | | \$ 10,266.37 | | \$ 10,266.37 | | |
| | | | | \$ 8,399.70 | | \$ 8,399.70 | | WILL HOLD PAYMENT UNTIL GRANT FUNDS ARE RECEIVED |
| | | | | \$ 1,866.67 | | \$ 1,866.67 | | TOTAL Payables |

PAID expenses per policy, needs approval:
 1070 11/18/2008 75210A AT&T \$ 64.35
 1074 12/8/2008 MULTIPLE Ray Morgan Co. \$ 204.92 Monthly maintenance, additional black copies
 1075 12/8/2008 MULTIPLE Kandi Manhart \$ 609.39 CARCD Annual Meeting Lodging
 1076 12/8/2008 72610A Bond Tax & Financial Services \$ 420.00
 1079 12/16/2008 75210A AT&T \$ 64.35
 1080 12/16/2008 68010A Ray Morgan Co. \$ 143.44 Monthly maintenance

\$ 1,506.45

Glenn County RCD - Petty Cash Monthly Reconciliation

January 15, 2009

Reconciliation performed by Kandi Manhart

Cash on Hand

| | | <u>Coin</u> | | |
|----|--------|-------------|------|---------|
| \$ | 0.01 x | | 11 = | \$ 0.11 |
| \$ | 0.05 x | | 3 = | \$ 0.15 |
| \$ | 0.10 x | | 14 = | \$ 1.40 |
| \$ | 0.25 x | | 9 = | \$ 2.25 |
| | | | | \$ 3.91 |

| | | <u>Currency</u> | | |
|----|---------|-----------------|-----|----------|
| \$ | 1.00 x | | 8 = | \$ 8.00 |
| \$ | 5.00 x | | 4 = | \$ 20.00 |
| \$ | 10.00 x | | 0 = | \$ - |
| \$ | 20.00 x | | 1 = | \$ 20.00 |
| | | | | \$ 48.00 |

Total Cash in Hand \$ 51.91

Expenses

| <u>Account ID</u> | <u>Receipts</u> | |
|-------------------|-----------------|-------------------------------------------|
| 72570S | Postmaster | \$ 2.00 |
| 72570S | Postmaster | \$ 2.85 |
| 72570S | Postmaster | \$ 4.80 |
| 68710A | Sani Food | \$ 23.00 TAC/LAC Meetings 1/8/09 |
| 74010A | Wal Mart | \$ 4.16 File Folders |
| 72570S | Postmaster | \$ 2.19 |
| 74010A | Wal Mart | \$ 16.04 Frame for Pedrozo (tour) |
| 72570S | Postmaster | \$ 3.85 |
| 76570S | Sac Airport | \$ 31.00 Parking for CARCD Annual Meeting |
| 72570S | Postmaster | \$ 16.20 |
| 72510A | Postmaster | \$ 42.00 |
| | | \$ 148.09 |

Total Expenses \$ 148.09

| | |
|-------------------------|------------------|
| Total Petty Cash | \$ 200.00 |
|-------------------------|------------------|