



Officers & Directors:

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

Associate-Directors:

Anjanette Shadley Martin, Chet Vogt, Danielle Spring Groteguth, Greg Massa, 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: Monday, October 20, 2008
Time: 8:00 a.m. to Noon
Location: Willows USDA Service Center
132 North Enright Avenue, Suite C
Willows, CA 95988

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

DIRECTORS ABSENT: None.

ASSOCIATE DIRECTORS PRESENT: Chet Vogt.

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

OTHERS PRESENT: Betsy Karle, University of California Cooperative Extension; Mardy Thomas, Glenn County Planning and Public Works Agency; Jamison Watts, Northern California Regional Land Trust; Doug Ross, Sacramento Valley Mirror; Rob Vlach, 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 8:02 a.m. Introductions were waived.

II. DISTRICT REPORTS

A. Directors and Associate Directors

Yalow – He reported the Sacramento Valley Resource Conservation & Development Council (RC&D) will be meeting regarding its financial situation. Yalow requested the RCD make a formal request for Larry Akin, Program Coordinator, NRCS to attend the

RCD's regular Board Meetings. Staff was directed to write a letter. Manhart noted that the RCD has not paid any sponsorship dues to the RC&D due to not being billed; Yalow confirmed the RC&D has not mailed any invoices for payment. Regarding the League of Cities, he reported the Governor attend their last meeting; one thing that was noted, 80 percent of cities with a population of 50,000 people or less will not be able to survive off property taxes alone.

Roundy – He report one of the County Board of Supervisors [Supervisor Mike Murray] encouraged the RCD to present at a regular Board Meeting thereby learning more of RCD services to the County. Roundy asked if there was a response from the letter sent to those in Orland affected by the fire in June; Street responded there was no response. He also added he is on a policy committee for the League of Cities; they are working on a resolution regarding a 211 line to take emergency calls. He is encouraging Glenn County to be on its own line, not co-mingled with the Butte County, since he would like to see Glenn County residents be taken care of by their local governments.

Vogt – He reported the California Rangeland Conservation Coalition (CRCC) will be holding its quarterly workshop in Davis Tuesday, October 21. He also wanted to inform the group about the proposed Berryessa Snow Mountain National Conservation Area; although it is still a work-in-progress, the group is addressing projected recreational area needs between Berryessa and Snow Mountain. The area is viewed as “undiscovered landscape”; however, an area in which needs better management of public lands and support for adjacent farmers and ranchers.

Giachino – He reported he attended the Lower Stony Creek LAC meeting October 7; he noted Arbuckle was a great asset at the meeting to demonstrate the Lower Stony Creek Watershed Restoration Plan's merits. He was assigned to a recent fire in southern California; as of date the fires were not as bad as last year. Two citizens lost their lives. He complimented the firefighter's expertise on suppressing the fire. And, finally he added that although the ground may have been burned five years ago, it could burn again very easily due to the type of vegetation.

Pride – She reported she will be attending the Great Valley Center's Sacramento Valley Area Forum in Chico on Thursday, October 23.

Arbuckle – He reported he attended the Lower Stony Creek LAC meeting October 7 and met with staff regarding the draft Lower Stony Creek Watershed Restoration Plan to provide his comments.

Ehorn – Nothing to report.

President Landini – He reported you may find Farm Bureau's positions on propositions at their web site. He participated in the Speak-Off Contest and noted his disappointment with lack of participation from Directors; although he expressed his understanding that he knows everyone is busy. Arbuckle added the event used to be held at the regular meeting. Manhart asked if students were able to leave class to participate; Arbuckle responded they never had a problem gaining participation.

B. District Manager

Manhart reported off her written report; she highlighted the Colusa Basin Watershed Assessment and PowerPoint presentation to the public will be available at the RCD office. Also, she will begin submitting quarterly reports for the DOC Watershed Coordinator Grant Program by the end of October; however, she will not be invoicing that grant until the DWR grant is complete, as the projects go hand-in-hand. She noted the web site is now working again; she asked Directors to review their photos, names, and titles for accuracy. There were no changes requested. The Colusa Glenn Subwatershed Program's next meeting is November 13 at 9 AM in Colusa at the Farm

Bureau's Conference Room; the next annual billing will be mailed the first part of November. She distributed MEMOS for all Directors regarding their required AB 1234 CA Local Agency Ethics and AB 1825 Sexual Harassment for Supervisors training requirements. She asked for input on how to help them meet these requirements; she offered inviting Mark Marshall, Safety Officer of Golden State Risk Management Authority to come teach the AB 1825 training at the November meeting [AB 1234 can not be personally taught by him, but can be taken online]. Directors declined and determined they will take care of these trainings on their own and provide Manhart with a certificate. Manhart offered her assistance and noted the MEMO included directions to performing both trainings through Target Safety online. Giachino asked Manhart about revisiting the creation of a Fire Management Plan (i.e. Glenn-Tehama Unit Fire Management Plan 2005) per a question Manhart had posed to him; Manhart reported she discussed the idea with President Landini and will be working with him. She needs to perform additional research of the funding source and determine if there is any interest from the County Supervisor elect. Landini asked for Vogt's input; Vogt responded the idea/need must come from the private landowners, however due to the recent fire storm activities maybe it is an option to put on the table. Vogt stressed the importance that it must be driven by the private landowners. Additional discussions occurred and a question was raised on what the CDF numbers posted on private gates meant.

C. Conservation Planner

Street reported off her written report; she distributed a handout on "Researchers find wasp can strike down giant reed". She noted there must be internal permitting performed before the naturally occurring wasp can be transported from southern California. Discussion occurred on the wasp. Arbuckle encouraged staff to pursue more information; the Directors concurred.

III. MINUTES

A. Approve meeting minutes for September 15, 2008

President Landini entertained a motion. *Yalow moved to approve the meeting minutes for September 15, 2008 as presented. Pride seconded. Approved unanimously.*

IV. SPECIAL REQUEST FROM GLENN COUNTY TRANSPORTATION COMMISSION

By Mardy Thomas, Senior Planner, Planning & Public Works Agency

A. Authorization to submit letter of support for continuing the blueprint planning process

President Landini asked Manhart to summarize. Manhart reported that Thomas contacted her; he wanted to ask the Board of Directors for a letter of support, same as requested in January 2008 for the blueprint planning process. Manhart encouraged Thomas to provide his presentation. Thomas noted that Dan Obermeyer knows the project more intimately than he; however, he will do his best. Thomas began by summarizing this is an opportunity to utilize Cal Trans funding to start planning for transportation needs in the future, and is on a regional basis. He gave an example of an existing blueprint plan in the Sacramento area. He noted the requirements under AB 32 and SB 375. The Transportation Commission is currently working on an online survey and hard copy survey. Pride encouraged many hard copy surveys be printed. The Commission also plans to utilize the High School students in the planning process as they will be the residents utilizing the transportation in the future. Yalow added he supports the Commission and its efforts to pre-plan. President Landini expressed his concern that the General Plan has not been completed, and he would rather see that completed first. He also asked if there is staff available to complete the blueprint

planning process. Thomas responded there is, and if not the County must contract the project out to meet its grant agreement requirements. Arbuckle expressed his frustration with the General Planning process and how it just stopped. *Yalow moved to authorize submission of a support letter for the Glenn County Transportation Commission to continue their efforts of the blueprint planning process. Roundy seconded. Approved unanimously.*

V. PARTNER REPORTS

Thomas – He reported the Board of Supervisors voted to not allocate any additional funds to complete the General Plan, as the funds were coming from the General Fund. The Planning and Public Works Agency is working off a “preferred alternative map” when zoning requests are submitted. However, they continue to work on draft sections of the General Plan to work towards the EIR process. President Landini thank Thomas for attending the meeting and requested Manhart encourage Supervisor Keith Hansen attend our meeting in November to provide a General Plan update, as Arbuckle believed there was no preferred map finalized to be used.

Karle – She reported there will be two dairy workshops at the Farm Bureau’s conference room on Monday, October 27; one from 9 AM to Noon and the other from 1 PM to 4 PM. The workshops will discuss implementing projects to meet requirements of the General Order. The other topic of discussion is groundwater and its possible inclusion in the General Order. The next deadline for dairies is in December.

Watts – He reported they continue to outreach via their grant; they received three new directors, however one resigned; and, he distributed their recent newsletter stating their new activities.

Vlach – He reported off his written report. He noted the Rapid Watershed Assessment (RWA) in the Upper Stony Creek area will be focused on the management of local elk herds, improved habitat for deer and fire and fuels management per public responses. He also added the next application deadline for programs is October 31; they have currently received approx. 32 applications. Yalow noted the RC&D completed a biomass study in 2002 that may be of asset to the RWA.

VI. ANNUAL PLAN

A. Quarterly Review

President Landini entertained discussion on the Annual Plan’s quarterly review. Street noted on page one, Gavel should be Gravel and Manhart expressed these are examples of mining behind Black Butte Dam, not the only thing to focus on; she will include an i.e. in front of Gravel. Pride suggested that promotion of regional water quality planning could potentially tie into the regional blueprint planning process as discussed earlier. Yalow agreed with deletion of “by County” under Prepare documentation for audits when required and suggested adding abide policy. Manhart noted that Karalissa Cutler no longer attends school in Orland; therefore, she will revisit existing and potential Associate-Directors for an agenda item next month.

B. Fee for Service Opportunities

Manhart reported she and Street researched the idea of renting equipment to those who may need it. They found that Colusa County RCD rents a no till drill; however, they do not manage the movement from farm to farm, the farmers manage it, and they only profit approx. \$500.00 after an annual maintenance is performed. Arbuckle suggested focusing on larger fee services as staff does not need additional workload. Giachino suggested the idea of managing Stony Gorge Reservoir would not be profitable either; there would not be enough camp sites to be profitable per a feasibility

study performed by California State University, Chico students years ago. Giachino discussed a publication of his on the reservoir [he is very knowledgeable about Stony Gorge]. Manhart also noted that at the last Lower Stony Creek LAC meeting it was noted that Black Butte Dam is being managed for recreation now, not a flood control dam as intended; this angers the landowners due to erosion issues they have incurred. In summary, turning the Stony Gorge Reservoir into a fee based recreation area would not be appropriate for the RCD to endure.

VII. EVENTS & COMMITTEES

A. EVENTS

a. Sacramento Valley Region of RCDs Fall Meeting Participation-November 4

Manhart reported on the meeting and distributed notes taken from the spring meeting. She asked for interested participants. Discussion occurred. Arbuckle, Pride, Yalow, Roundy, and Street will be attending along with Manhart. Manhart noted the Speak-Off Contest winner, Jose Mendoza, and his teacher, Anna Cannon, Orland FFA Advisor will also be attending.

b. December Meeting and Christmas Dinner – December 15

President Landini encouraged discussion for the December events. Discussion occurred. Manhart will place an action item on the November Board Meeting Agenda to cancel December's regular Board Meeting. A Christmas dinner will be held at Roundy's home for RCD Directors, Staff and Partners; logistics will be determined by November's Board Meeting.

c. Day in the District – Draft Invitation List

Manhart presented the draft invitation list per recommendation at September's Board Meeting. Additions will include City Council Members and Superintendents of the schools. It was also noted that "or appointees" should be included on the invitations. President Landini suggested Directors make phone calls to invitees to encourage participation as the event nears.

B. Education/Outreach Committee

a. Tour of Pedrozo Dairy and Cheese Co. – November 6

Roundy referred Manhart to report. She reported she met with Mandy Johnston to discuss the possibility of holding a tour for FFA students in Glenn County; Johnston confirmed Pedrozo Dairy and Cheese Co. is able to accommodate the event. Manhart said there is high demand for participation; Hamilton High will be bringing 25 students, and so far Orland would like to bring 50 students. Manhart noted she will be working out the final logistics as the time nears and will keep the committee informed; she requested Directors assist in donated, locally grown items for the brown-bag-lunch-to-go.

VIII. LOWER STONY CREEK WATERSHED PROJECT

A. Landowner Advisory Committee Meeting Results

Street presented the minutes and requested any changes to be presented to her as soon as possible. She highlighted the LAC requested to see another draft version before sending to final print. The new time line discussed and agreed upon with the Grant Manager is as follows:

- October 31, 2008: LAC to submit all comments to the second, draft Plan
- December 1, 2008: RCD to have prepared third, draft Plan for review by LAC and TAC
- January ____, 2009: LAC Meeting to review and submit final comments to the third, draft Plan

- January ____, 2009: TAC Meeting to review and submit final comments to the third, draft Plan
- February 27, 2009: Final Plan available for distribution (paper/CD/on website)

B. Update on current grant for the Watershed Restoration Plan

a. Graham Matthews & Associates Agreement (potential ACTION item)

Manhart reported there is no action needed; she has met with the Grant Manager twice to discuss preparation in finalizing the grant. She noted she just wanted the Board to be aware of the budget numbers while preparing a potential action item for next meeting; she did not want to present anything preliminary and would like to work with the Lower Stony Creek Committee now that she and Street, both, have met with the Grant Manager. Arbuckle expressed his concern on the amount of money left to spend; Manhart duly noted his concerns and confirmed she has been working to plan project expenditures. A project idea to perform is baseline monitoring to gather data on specific sites; Street will contact the Grant Manager.

Street added in preparation of this grant closing, and applying for implementation funds, she has found that it is desirable for funders to see a community support effort (i.e. MOU, coalition group, watershed group, etc.). She asked Directors their opinion. Arbuckle was concerned the RCD acts as that already. Manhart confirmed the funder's desires and needs of funding agencies, they really want to see a maintenance plan and community support for the projects; the formalization would include community members/organizations not currently, or formally, in support of Lower Stony Creek project. She gave an example, local fire departments, Street added road departments.

IX. WEED MANAGEMENT AREA MOU

A. Authorization to sign new Memorandum of Understanding

President Landini referred to Manhart. Manhart explained there was a communication error and the RCD has submitted a current Signature Page for the current MOU; therefore, the RCD has already signed the new MOU. President Landini suggested no action be taken.

X. FINANCES

A. Finance Committee Report

Roundy referred Manhart to discuss their Finance Committee meeting and to provide the financial report. Manhart distributed an updated Balance Sheet as of September 30, 2008, Cash Disbursements Journal for the period from October 1 to October 20, 2008 (with a copy of check #1038 AT&T in the amount of \$64.35), Petty Cash Monthly Reconciliation, and draft Income Statement Compared with Budget; she noted they were received on Friday. She began by noting the RCD was removed from the County's budget; therefore, they will not be receiving the approx. \$6,000.00 from the County. The top priority of business is determining a time schedule on when items are provided to Bond Tax & Financial Services and when reports are provided to the RCD; she noted this is an area that needs attention to provide accurate reports in a timely manner. The Finance Committee will also be working with Jim Bond to finalize the Income Compared to Budget report templates.

B. Approved monthly financial reports and expense claims list

Manhart presented the financial reports and cash disbursements journal (attached). *Yalow moved to approve the Balance Sheet as of September 30, 2008, Cash*

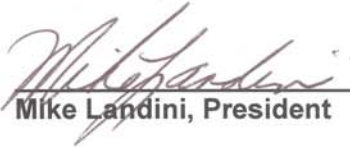
Disbursements Journal for the period from October 1 to October 20, 2008 and the Petty Cash Monthly Reconciliation dated October 1, 2008 as presented. Roundy seconded. Approved unanimously.

XII. ADJOURNMENT

President Landini moved to adjourn the meeting at 11:48 a.m.

Approved on November 17, 2008 by the Glenn County Resource Conservation District Board.

Attested by,



Mike Landini, President



Kandi Manhart, Secretary

Items Attached:

Balance Sheet
Cash Disbursements Journal
Petty Cash Reconciliation

Glenn County Resource Conservation District
Balance Sheet
September 30, 2008

ASSETS

Current Assets		
Checking-Umpqua 4525	\$	36,207.04
Savings-Umpqua 1724		300.14
Accounts Receivable		42,055.10
Prepaid Expense - Asso Dues		<u>2,999.98</u>
 Total Current Assets		 81,562.26
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>\$ 87,224.43</u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	11,579.64
Federal Payroll Taxes Payable		2,004.28
State Payroll Taxes Payable		293.18
Customer Deposit		<u>6,000.00</u>
 Total Current Liabilities		 19,877.10
Long-Term Liabilities		
		<u>0.00</u>
 Total Long-Term Liabilities		 0.00
 Total Liabilities		 19,877.10
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>(25,718.12)</u>
 Total Fund Balance		 <u>67,347.33</u>
 Total Liabilities & Fund Balance		 <u>\$ 87,224.43</u>

10/17/2008 at 9:46 AM

Unaudited - For Management Purposes Only

**Glenn County Resource Conservation Dist
Cash Disbursements Journal
For the Period From Oct 1, 2008 to Oct 20, 2008**

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
10/14/08	1041	23400 10200	Sept 08 - payroll tax Umpqua Bank-IRS	1,892.28	1,892.28
10/14/08	1042	23600 10200	Sept 08 - payroll tax EDD	293.18	293.18
10/16/08	1043	20000 10200	Invoice: 13673 Bond Tax & Financial	470.00	470.00 <i>km</i>
10/16/08	1044	20000 10200	Invoice: Sept 2008 - reg CARCD	906.00	906.00 <i>km</i>
10/16/08	1045v	10200	Graham Mathews & Associates		
10/16/08	1046	20000 20000 10200	Invoice: Sept Petty Cash Invoice: Sept 08 - statement Kandi Manhart	198.70 318.00	516.70 <i>km</i>
10/16/08	1047	20000 10200	Invoice: 70175 National Association Conservation Dist	43.28	43.28 <i>km</i>
10/16/08	1048	20000 10200	Invoice: Sept 08 statement Office Depot	261.20	261.20 <i>km</i>
10/16/08	1049	20000 10200	Invoice: Oct/Nov invoice Ray Morgan Company	143.44	143.44 <i>km</i>
10/16/08	1050	20000 10200	Invoice: Sept 08 statement Claudia Street	275.42	275.42 <i>km</i>
10/20/08	1055	20000 10200	Invoice: 934-8036-0875 AT&T	64.35	64.35 <i>km</i>
	Total			4,865.85	4,865.85

Add: 9/18/08 ck 1038

*Invoice
934-80360875 64.35
AT&T*

(Previously Paid Per Policy No. 3041)

*20000 - Payable
10200 - Checking Account*

GLENN COUNTY RESOURCE CONSERVATION DISTRICT

AR 60

Check Number: 1038
Check Date: Sep 18, 2008

Item to be Paid - Description
Monthly Service 9/28/08 10/7/08

Check Amount: \$64.35
Discount Taken: Amount Paid
64.35

GLENN COUNTY RESOURCE
CONSERVATION DISTRICT
132 N. ENRIGHT AVE, STE B
WILLOWS, CA 95988
(530) 934-4801

UMPQUA BANK
90-4181-1211

DATE
Sep 18, 2008

AMOUNT

\$ 64.35

Sixty-Four and 35/100 Dollars

PAY
TO THE
ORDER
OF

AT&T
Payment Center
Sacramento, CA 95887-0001

Walter Gandy
Rene Gandy

Glenn County RCD - Petty Cash Monthly Reconciliation

October 1, 2008

Reconciliation performed by Kandi Manhart

Cash on Hand

		<u>Coin</u>		
\$	0.01 x		15 =	\$ 0.15
\$	0.05 x		1 =	\$ 0.05
\$	0.10 x		6 =	\$ 0.60
\$	0.25 x		2 =	\$ 0.50
				\$ 1.30

Currency

\$	1.00 x		0 =	\$ -
\$	5.00 x		0 =	\$ -
\$	10.00 x		0 =	\$ -
\$	20.00 x		0 =	\$ -
				\$ -

Total Cash in Hand \$ 1.30

Expenses

<u>Account ID</u>	<u>Receipts</u>	
72510A	Postmaster	\$ 45.70
76510A	City of Sacramento	\$ 3.00
66013A	Speak-Off Contest	\$ 150.00
		\$ 198.70

Total Expenses \$ 198.70

Total Petty Cash	\$ 200.00
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