SUMMARY MINUTES
Regular Meeting
Monday, May 11, 2015
6:00 p.m.

Call to Order: President Castillo called the meeting to order at 6:05 p.m.


Staff Present: Stephanie Moreno, Executive Director/District Clerk

1. Approval of the Agenda:

Motion: Approve the agenda as presented. (Leikam/Moore); 5-0-0

2. Approval of Minutes

Motion: Approve the minutes of February 9, 2015, as presented. (Lanman/Leikam; 3-0-2; Moore and Lariz abstained)

Motion: Approve the minutes of April 13, 2015, as presented. (Lanman/Leikam; 5-0-0)

3. Public Matters Not on the Agenda

Jack Ellwanger, Pelican Network, introduced himself to the Board of Directors, and gave some background on the efforts of his organization in issues relating to natural and cultural history. He is interested in helping with the District’s visioning process.

4. Agency Reports

a. Natural Resources Conservation Service (NRCS): District Conservationist Athena Pratt was unable to attend the meeting, but submitted a written report via email, which was distributed to the Board.

b. Santa Clara Valley Water District (SCVWD): Ryan Heacock, Senior Environmental Planner, gave a report on the recent Adaptive Management Team meeting. ED Moreno asked if GCRCD could get a copy of the timeline slide Frank Maitski presented at the March FAHCE workshop; Mr. Heacock said he would send it to GCRCD. Mr. Heacock gave an update on a recent workshop on the California EcoAtlas (ecoatlas.org) that both he and Director Leikam attended. After discussion, it was agreed Mr. Heacock would see if he could set up a 20 minute presentation for the Board at the next meeting, beginning at 5:30 p.m.

5. Projects and Programs

a. Approval of request to make minor modifications to funding agreement with Veggielution Community Farm (VCF) for irrigation system planning and installation: ED Moreno gave
background on this request, and recommended approval. Cayce Hill, Interim Director for VCF, reviewed the specifics with the Directors, and suggested a workshop component could be added to the project by videotaping the installation of the irrigation equipment in the orchard.

**Motion:** Authorize the Executive Director to amend the proposed scope of services to allow amended budget, substitution of materials, and addition of the video.  
*(Lanman/Lariz; 5-0-0)*

b. Update on status of funding agreement with Santa Clara County Open Space Authority (SCCOSA) for the Coyote Valley Open Space Preserve Hedgerow Project: ED Moreno explained that SCCOSA has had to suspend the planting of the hedgerow at the preserve due to the drought, but that the portion of the project for which GCRCD has committed funding was completed (hedgerow design and consulting services). The Board discussed various items, including concern regarding expending GCRCD funds for a project that might not get built, whether the terms of the agreement have been fully met, whether a hedgerow could be planted that would not need irrigation, and articulating their intent to not jeopardize the working relationship the District has developed with SCCOSA. After discussion, the Board directed ED Moreno to contact Assistant General Manager Matt Freeman to determine what the impact would be if GCRCD reserves payment until the hedgerow is completed.

c. Consideration of change in scope of services for funding agreement with Sustainable Agricultural Education (SAGE) for demonstration farm development at Sobrato High School: ED Moreno gave background on the farm project, and expressed concern about expending District funds for disking and ground work when this project needs additional planning activities, a water supply and significant operational funding before it can be implemented. She has recommended to SAGE that they consider transferring GCRCD’s potential allocation to go towards business plan development, which may be used to help secure additional funding. The Board reviewed the amended budget and request from SAGE, and indicated some concern with the proposed staffing reimbursements. They asked ED Moreno to contact the School District’s Superintendent to determine the project’s status and support; to inquire if Veggielution Community Farm has resources they can leverage to help with the project; and to negotiate and bring back the proposed terms of the agreement to the Board for additional review.

d. Authorization for Executive Director to sign cooperative agreement with Natural Resources Conservation Service (NRCS) to provide assistance with outreach to ranchers: After discussion of the proposed scope of work and terms of in-kind support, the Board took the following action:

**Motion:** Authorize the Executive Director to sign the cooperative agreement with NRCS.  
*(Lariz/Moore; 5-0-0)*

e. Update and discussion regarding constituent request for assistance in preserving riparian corridor on portions of Misery Creek: ED Moreno gave the Board an update on the request, including her conversations with the resident and with the developer of the project.

f. Report from President Castillo on the Clean Water Team – Citizen Monitoring program workshop he attended, and consideration of request to purchase supplies for volunteer use: President Castillo gave a report on the workshop he attended, and asked the Board if they would be interested in purchasing water testing kits for volunteer use. The Directors suggested volunteers may be able to get free kits through an existing program at the City of San Jose or through the World Water Day program.
6. **Administrative**

a. **Set date for annual strategic planning session:** After discussing Board availability for a strategic planning session, it was agreed that ED Moreno would meet initially with President Castillo and Director Lariz to prepare recommendations for the full Board.

b. **Set date for public hearing on the proposed FY 2015-16 budget:** ED Moreno requested formal action to set the public hearing, which must be publicly noticed in a newspaper of local record.

   *Motion: Set the date for the public hearing for the FY 2015-16 for the June 8, 2015 meeting. (Lariz/Moore; 5-0-0)*

c. **Budget and expenditure report; approve payment of expenditures in excess of $1,000.00:** The Board received copies of the budget and expenditures for the District, and confirmed that ED Moreno is authorized to sign checks for payments in excess of her executive authority when the payment is for an expenditure or agreement already approved by the Board.

d. **Approval of GCRCD Financial Policy:** ED Moreno reviewed the draft financial policy with the Board, and gave background on how it relates to the Tier 1 guidelines developed by the CARCD.

   *Motion: Approve the GCRCD Financial Policy as presented. (Lanman/Moore; 5-0-0)*

e. **Approval of GCRCD Bidding Policy:** ED Moreno reviewed the draft bidding policy with the Board. After discussion, they agreed to add language to the section setting forth policy for bids between $15,000 and $50,000, clarifying the District has the authority to choose the bid best suited to District goals.

   *Motion: Approve the GCRCD Bidding Policy, as amended. (Lariz/Leikam; 5-0-0)*

f. **Approval of resolution authorizing sale of District’s surplus personal property:** ED Moreno requested approval of the resolution, which will allow her to dispose of low- and no-value personal property no longer of use to the District.

   *Motion: Approve the Resolution of the Board of Directors of the Guadalupe-Coyote Resource Conservation District Authorizing the Executive Director to Dispose of Surplus Personal Property (Lanman/Lariz; 5-0-0)*

g. **Report from May 2015 Adaptive Management Team meeting:** This item was covered earlier under the SCVWD report.

7. **Director, Associate Director and Executive Director Reports**

Director Lariz updated the Board on his Stevens Creek Coalition meeting with SCVWD regarding the fish ladder at Evelyn Avenue, and discussed the proposed Rose Foundation survey work.

President Castillo reported he exhibited his River Lab at the Children’s Discovery Museum during Question Quest Week.

Director Leikam reported that he and Greg Kerekes are at Google on Thursdays educating the workers at the rookery on the egrets that have returned to nest.
ED Moreno reported this month’s updates and activities, in addition to those discussed earlier in the meeting, including attendance at the Bay-Delta CARCD regional meeting; update on the CARCD region transfer request; attendance at a Central Coast Rangeland Coalition workshop titled *Protecting Critters on Both Sides of the Fence*, sponsored by Elkhorn Slough; facilitation/television interview at the Coyote Howl event; providing capacity assistance to the South Bay Clean Creeks Coalition; meeting with Santa Clara County Supervisor Cortese’s office regarding reappointments and potential collaborations; update on the pond/amphibian grant project collaboration with County Parks; outreach to other RCDs regarding potential shared staff resources; update on the proposed Nancy Bernardi memorial at the Children’s Discovery Museum; communication with Valley Verde regarding a potential collaboration; discussions regarding Coyote Valley wildlife corridor; contact with LAFCO regarding the potential clean creeks collaboration with SCVWD, participation in FAHCE discussions; and completion of the state-mandated Workplace Injury and Illness Prevention Program plan.

8. Meeting was adjourned until 5:30 p.m. on June 8, 2015.