



**Minutes**  
**Board Meeting of the**  
**GOLD RIDGE RESOURCE CONSERVATION DISTRICT**  
**PHONE: 707.823.5244 FAX: 707.823.5243**

**January 19, 2017, 3:30-5:30pm**

**Location:** Gold Ridge RCD Office, 2776 Sullivan Rd., Sebastopol, CA 95472  
*Call for directions*

**Time: 3:30-5:30pm**

Materials related to items on this agenda, included in the agenda packet or distributed to the Board after distribution of the agenda packet, are available for public inspection at the above address during normal business hours.

**I. CALL TO ORDER, DETERMINATION OF A QUORUM, INTRODUCTIONS**

*Meeting was called to order at 3:35 PM.*

**Directors present:** Mel Sanchiotti, Torrey Olson, Joe Dutton, Richard Hughes

**Directors absent:** Ann Cassidy

**Associate Directors present:** Guy Smith **Associate Directors absent:** Chris Choo

**Staff present:** Brittany Jensen, Jason Hoorn, John Green, Noelle Johnson, Mare O'Connell, Michele Harris

**Others present:** Noel Bouck

**II. OATH OF OFFICE**

*Richard Hughes took his oath of office.*

**III. ADDITIONS/CHANGES TO THE AGENDA (GOV. CODE 54954.2 (B))**

*Item 4-4 Project Updates (Coho Partnership Outreach) and 4-5 2016 Outreach Report were moved to the February Board meeting due to staff out on sick leave.*

**IV. PUBLIC COMMENT** Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)).

*There were no public comments made.*

**V. INFORMATIONAL ITEMS**

4-1 **Correspondence and Notices/Additional Agenda Items**—Brittany Jensen

4-2 **NRCS Report**

4-3 **Water Update**

4-4 **Project Updates:**

Green Valley Road Flooding

Hughes Dairy Water Conservation Project Video

**VI. CONSENT CALENDAR**

5-1 **December 15, 2016 Meeting Minutes and December Grant Status Report**

*Motion to approve Consent Calendar:*

**1<sup>st</sup>** Sanchiotti

**2<sup>nd</sup>** Olson

**Ayes:** Hughes, Olson, Dutton, Sanchiotti

**Nays:** None

**Abstentions:** None

**Absent:** Cassidy

**VII. ACTION ITEMS**

**6-1 Review and Approval of the FY 15/16 Annual Federal Single Audit -Bob Izabal**

*Motion to approve Federal Single Audit:*

**1<sup>st</sup>** Sanchietti                      **2<sup>nd</sup>** Hughes                      **Ayes:** Hughes, Olson, Dutton, Sanchietti  
**Nays:** None                      **Abstentions:** None                      **Absent:** Cassidy

**6-2 Approval of December 2016 Financial Report/Warrant Request**

*Motion to approve Financial Report/Warrant Request:*

**1<sup>st</sup>** Olson                      **2<sup>nd</sup>** Hughes                      **Ayes:** Hughes, Olson, Dutton, Sanchietti  
**Nays:** None                      **Abstentions:** None                      **Absent:** Cassidy

**6-3 Approval of Gold Ridge RCD 2016-17 Annual Work Plan**

*Motion to approve Annual Work Plan:*

**1<sup>st</sup>** Sanchietti                      **2<sup>nd</sup>** Olson                      **Ayes:** Hughes, Olson, Dutton, Sanchietti  
**Nays:** None                      **Abstentions:** None                      **Absent:** Cassidy

**6-4 Approval of the Updated Employee Handbook/Personnel Policy**

*Motion to approve Employee Handbook/Personnel Policy:*

**1<sup>st</sup>** Olson                      **2<sup>nd</sup>** Sanchietti                      **Ayes:** Hughes, Olson, Dutton, Sanchietti  
**Nays:** None                      **Abstentions:** None                      **Absent:** Cassidy

**6-5 Authorization of Executive Director to enter an Agreement with Stetson Engineers Inc. for services required through the California Department of Fish and Wildlife (DFW) grant agreement P1530403 and pending cost share sources to the Upper Green Valley Creek Fish Passage Improvement Project 2017 Construction Oversight for a contract amount of no more than \$82,857.00.**

The goal of this project is to address a significant instream fish passage barrier in upper Green Valley Creek and stabilize the grade through a 600-ft reach, thereby opening up an additional 4,810 feet of high quality rearing habitat for the creek’s critical coho salmon population and preserving the reach’s grade stability and floodplain connectivity. This will be accomplished by: upgrading a failing and undersized private road culvert with a 15-ft wide x 7.75-ft high multi-plate arch culvert with an open bottom; removing a concrete checkdam; constructing a step-pool roughened channel 160-feet in length; constructing two series of boulder weirs totaling 440-feet in length. Stetson Engineers, who designed the project, will provide construction oversight in the replacement of the failing culvert, and installation of a step-pool roughened channel and series of boulder weirs.

*Motion to authorize the Executive Director to enter into Grant Agreement P1530403:*

**1<sup>st</sup>** Olson                      **2<sup>nd</sup>** Sanchietti                      **Ayes:** Sanchietti, Cassidy, Olson, Dutton  
**Nays:** None                      **Abstentions:** None                      **Absent:** Hughes

**VIII. ADJOURNMENT AND AGENDA SETTING**

*Meeting adjourned at 5:15 PM.*

To request board packet information, please contact Brittany Jensen at (707) 823-5244.

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