



# Guadalupe-Coyote Resource Conservation District (GCRCD)

*An independent special district of the State of California*

## SUMMARY MINUTES

(Amended 04/07/22)

Regular Meeting of the Board of Directors

Monday, February 4, 2021 at 5:00 p.m.

Rick Lanman, M.D.  
*President*

Gary Jahns, Ph.D.  
*Vice-President*

Gail Bautista  
*Director*

Susan Hare  
*Director*

Paula Quintero  
*Director*

Roger Castillo  
*Associate Director*  
*Director Emeritus*

Larry Johmann  
*Associate Director*  
*Director Emeritus*

Bill Leikam  
*Associate Director*  
*Director Emeritus*

Mel Sarmento  
*Associate Director*

Kat Wilson  
*Associate Director*

Stephanie Moreno  
*Executive Director*  
*District Clerk*

Nathan Hale  
*Program Manager*

Julie Gantenbein  
*District Counsel*

Richard Roos-Collins  
*Special Counsel*

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*Due to the Shelter-in-Place Order issued by Governor Gavin Newsom and the Santa Clara County Health Officer in response to COVID-19, this meeting was held via Zoom teleconference only, as permitted by the Governor's Executive Order N-29-20, Section 3. Call-in information for the meeting was provided on the agenda.*

*Note: Though agenda items may be considered out of order to accommodate the schedules of guest speakers and/or members of the public in attendance for a specific item, the official minutes remain recorded in the same order as originally published in the official agenda. Number of votes are reflected in the following order: Aye-Nay-Abstention, with nays and abstentions called out by Director name.*

**1. Call to Order:** Meeting was called to order at 5:04 p.m. by Vice-President Jahns. Directors present for the meeting: President Lanman (joined at 5:33 p.m.), Vice-President Jahns, and Directors Bautista, Hare and Quintero. Staff present: District Counsel Gantenbein and Executive Director/District Clerk Moreno.

**2. President's Welcome:** President Lanman was unavoidably delayed arriving at the meeting, and was not present for this item.

**3. Approval of Agenda:** A motion was made and seconded before requests were made to move two items from the consent agenda to the regular agenda. The original motion was voted upon to take it off of the floor and then a new motion was made to incorporate the requests to move Items 5.3 (request from Director Bautista) and 5.4 (request from Domingo Candelas, Valley Water) to Section 9 (Administration) of the agenda.

*Motion: Approve the agenda as presented. (Hare/Bautista; 0-4-0; Lanman absent)*

*Motion: Approve the agenda as amended. (Bautista/Hare; 4-0-0; Lanman absent)*

**4. Public Comment:** Domingo Candelas, Valley Water, invited GCRCD to join and participate in the One Water Plan process, confirmed that CEO Callender has seen GCRCD's letter to LAFCO, and stated that CEO Callender has listened to the 12/14/20 board meeting recording and stands by his letter dated 1/5/21.

Executive Director Moreno announced the hiring of Nathan Hale to fill the limited-duration Natural Resource Conservation Program Manager position approved by the Board last year. The position was originally approved for an initial term through June 30, 2021, based on existing funding; additional funding has now been secured for the position.

5. **Consent Agenda:** Items 5.3 and 5.4 were moved to the regular agenda; no other action taken (remainder of items were subsequently approved on April 7, 2022).
6. **Presentation:** Game Warden Edgar Corona-Alvarez gave an overview of the California Department of Fish and Wildlife program that protects California’s resources from poaching and overuse, and answered questions from the Directors and other meeting attendees.
7. **Partner Reports:**
  - 7.1 *USDA-NRCS Report:* For the benefit of the new Directors, District Conservationist James Booth gave an overview of his agency and its mission, and described the benefits of the partnership between NRCS and GCRCO.
  - 7.2 *Other Partner Reports:* No reports.
8. **Programs and Projects**
  - 8.1 *Post-Disaster Technical Assistance:* Executive Director Moreno requested the scope of the District’s *Post-Fire Technical Assistance Program* be broadened to incorporate technical assistance for agricultural landowners and leaseholders impacted by other types of natural disasters. The Board had no objections to the change.
  - 8.2 *Anadromous Fish:* Associate Director Roger Castillo shared his observations regarding Coyote Creek and Guadalupe River anadromous fish migration and spawning, and discussed issues he is concerned may be impacting the health of the riparian corridor.
9. **Administration**
  - 9.1 *Policies:*
    - 9.1.1 *Environmental Justice Policy:* Executive Director Moreno explained her recommendation to create an ad hoc Environmental Justice Policy Board committee to solicit public input and develop a District policy.
      - Motion: Create an Environmental Justice Policy Board committee to consist initially of Directors Bautista and Quintero to solicit public input and to develop a District policy. (Hare/Jahns)*

After Board discussion, the motion was amended to read:

      - Motion: Create an ad hoc Environmental Justice Policy Board committee to consist initially of Directors Bautista and Quintero to solicit public input and to develop a District policy. (Hare/Jahns; 5-0-0)*

Associate Director Bill Leikam indicated he would like to participate in the committee and provide input into the framework of the policy. Executive Director Moreno indicated the Board could either add additional open positions now or they could ask Directors Bautista and Quintero to come back to the Board with a recommendation on committee composition. The Board agreed to have the two designated Directors come back with a recommendation on composition.
    - 9.1.2 *Environmentally Preferable Purchasing Policy:* Executive Director Moreno explained that the policy adoption is required as part of the CalRecycle grant. Director Bautista inquired as to whether the public was involved in the development of the non-discrimination clause in the draft policy, to which Ms Moreno replied she is hopeful that there will public input into that clause, as well the clauses contained in contracts and other documents, as a result of the

work the District began in June 2020. President Lanman recommended the addition of the words “vulnerable populations” in the language of the resolution and the policy.

*Motion: Approve the amended resolution to adopt the Environmentally Preferable Purchasing Policy, as amended. (Lanman/Quintero; 5-0-0)*

- 5.3 *ACRCD Agreement:* Director Bautista asked questions regarding the proposed agreement and expressed a preference to have the Board approve the draft agreement prior to entering into negotiations. Executive Director Moreno explained why that would extend the length of time necessary to execute the \$600/month or less agreement. The Board indicating a willingness to hold a special meeting, if necessary, to expedite execution of the agreement.

*Motion: Authorize the Executive Director to negotiate the final cost with the Alameda County Resource Conservation District and bring it back to the Board for final approval. (Jahns/Bautista; 5-0-0)*

- 5.4 *Leave of Absence Request:* Domingo Candelas, speaking on behalf of Valley Water, spoke in opposition to the hiring of Nathan Hale to fill the temporary, limited-duration position that was created by the Board of Directors in 2020 to provide technical assistance to agricultural producers and landowners, alleging that GCRCD was transitioning a Board member into an employee and that Valley Water wasn't certain that the position had been posted in order to allow the entire public to apply. He said he would email the Board and staff an article from the American Water Works Association regarding recommended hiring practices to ensure diversity.

Executive Director Moreno replied that GCRCD had not received any comments from Mr. Candelas or Valley Water when the proposed recruitment process was reviewed by the Board last year; that Mr. Hale has never been a Board member but rather a non-voting associate director; that the position had been posted and disseminated, the detailed aspects of which she then re-reviewed; and that the entire process had been well-vetted with the Board. She added that hiring Mr. Hale has already been extremely beneficial to the District and its constituents because his RCD knowledge and experience as a volunteer associate director had allowed him to fully participate in District program activities with a minimal amount of training. President Lanman also responded to Valley Water's allegations.

Director Bautista asked if there was a policy governing the transition from associate director to employee, and whether the transition created any conflict of interest or violation of law, to which Executive Director Moreno replied it is not a conflict of interest nor violation of law. Director Bautista then asked if it would be possible for Mr. Hale to resign from his associate director position rather than taking a leave of absence, and Ms. Moreno, with assent from Mr. Hale, indicated that was an option. Director Bautista offered to help with future recommendations on posting open positions.

- 10. Director/Associate Director/Staff Updates:** Directors, Associate Directors and the Executive Director gave updates on topics and activities relevant to GCRCD. During this time, Director Hare also gave a presentation regarding UCCE Master Gardeners of Santa Clara County (report attached at the end of the minutes) and recommended having a presentation regarding Robert's Rules of Order.
- 11. Meeting Adjourned at 7:18 p.m. to March 4, 2021 at 5:00 p.m.**

## Consent Agenda

*Note: Items 5.3 and 5.4 were moved to the regular agenda. The remainder of the consent agenda was inadvertently skipped, and was subsequently approved by the Board of Directors at their April 7, 2022 meeting.*

- 5.1 Approve minutes for the December 14, 2020 Regular Meeting (see note).
- 5.2 Accept financial reports for December 2021 ( see note).
- ~~5.3 Authorize the Executive Director to execute an agreement with the Alameda County Resource Conservation District to provide financial services. (moved to regular agenda)~~
- ~~5.4 Approve temporary leave of absence for Nathan Hale from his duties as Associate Director. (moved to regular agenda)~~

### Information Only (see note)

- 5.5 Peninsula-South Bay Watershed Forum & Watershed Management Initiative - Land Use Subgroup Workshop Agenda; *"Connecting the Dots": Future Planning and Action in Peninsula and South Bay Watersheds*; dated January 25, 2021.
- 5.6 NMFS' Comments Pertaining to the Design of the Coyote Percolation Pond Inflatable Dam for Santa Clara Valley Water District's FERC Order Compliance Project (FERC Project No. 5737-000, 5737-007); dated January 27, 2021.
- 5.7 California Special Districts Association (CSDA); CSDA Board of Directors Call for Nominations – Seat A; dated January 28, 2021.

Guadalupe-Coyote RCD Board Meeting  
2/4/2021  
Director's Report Regarding UCCE Master Gardeners of Santa Clara County  
Susan Hare, Director

My intention is to raise awareness of the UCCE Master Gardeners of Santa Clara County with members of the board and staff. As volunteer with the UCCE Master Gardeners of Santa Clara County, I believe that familiarity with its mission and resources may be beneficial to the RCD.

The Master Gardener Program of Santa Clara County is a volunteer organization sponsored by the University of California Cooperative Extension. Its mission is to **extend research-based knowledge and information on home horticulture, pest management, and sustainable landscape practices to county residents.**

In preparation for their duties, Master Gardener volunteers must complete a 16-week, 60+ hour training program in home horticulture. To remain certified, each year they must complete 12 hours of continuing education and volunteer for a minimum of 25 hours.

The Master Gardener program in Santa Clara County is one of the most robust in the state. There are over 300 master gardeners actively involved in science-based education to home gardeners.

This education includes sustainable landscape practices, soil health and water conservation.

Master Gardeners support eight demonstration gardens throughout the county showcasing best practices for home gardeners, including fruit trees, edible gardens, low water, composting, healthy soil, and California native landscapes. One such demonstration garden is the 4-acre parcel at Martial Cottle Park. It includes numerous planting beds, test beds, a native garden, pollinator garden, compost demonstration area, two greenhouses, a shade house, a teaching pavilion, and education center.

They also operate a phone and email help desk; hold classes; participate in community events; support school gardens; and disseminate educational information through social media, a monthly newsletter, public blog, radio, and YouTube.

Of particular interest to the RCD may be the Master Gardener Speakers bureau. Master Gardeners are trained educators, as is essential to their mission, and all Master Gardener talks are based on sound science, including information and research provided by University of California Division of Agricultural and Natural Resources. Any organization may request a speaker on topics including sustainable landscaping, water conservation, healthy soil, and composting. Additionally, Master Gardeners are open to collaboration that is in keeping with their mission.

The primary purpose of California's RCDs under Section 9001 (a) of the PRC is to secure "the adoption of conservation practices, including but not limited to, farm, range, open space, urban development, wildlife, recreation, watershed, water quality and woodlands."

It is my hope that better knowledge of UCCE Master Gardeners of Santa Clara County will encourage the RCD to view Master Gardeners as a useful resource and partner to reach home gardeners in urban areas with science-based education on conservation issues.

More information can be found on their website: <http://mgsantaclara.ucanr.edu/>