



# Guadalupe-Coyote Resource Conservation District (GCRCD)

*An independent special district of the State of California*

## SUMMARY MINUTES

Regular Meeting of the Board of Directors  
Thursday, August 11, 2020  
5:00 p.m.

Rick Lanman, M.D.  
*President*

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

Tess Byler  
*Director*

Bill Leikam  
*Director*

John Vidovich  
*Director*

Roger Castillo  
*Director Emeritus*

Larry Johmann  
*Associate Director*  
*Director Emeritus*

Nathan Hale  
*Associate Director*

Stephanie Moreno  
*Executive Director*  
*District Clerk*

Richard Roos-Collins  
*District Counsel*

Julie Gantenbein  
*District Counsel*

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### NOTICE PERTAINING TO TELECONFERENCING AND PUBLIC ACCESS TO THE MEETING

*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 by President Rick Lanman. Directors present: President Rick Lanman, Vice-President Gary Jahns, and Bill Leikam. Director Tess Byler joined at 5:58 p.m. Director John Vidovich joined at 5:13 p.m. and lost his connection at 5:32 p.m. Staff present: Stephanie Moreno, Executive Director/District Clerk.

#### **2. Approval of Agenda**

*Motion: Approve the agenda as presented. (Byler/Leikam; 4-0-0)*

#### **3. Public Comment**

None

#### **4. Consent Agenda**

*Motion: Approve the consent agenda as presented. (Jahns/Leikam; 4-0-0, Byler Absent)*

#### **5. Partner Reports**

5.1 *USDA-NRCS Reports:* None

5.2 *Valley Water Report:* Domingo Candelas, Local Government Affairs, reported that Valley Water would like GCRCD's to put their request for discussion regarding collaborative projects in writing. President Lanman responded that his letter discussing that has just been submitted to Chair Hsueh.

5.3 *Other Partner Reports:* Katja Irvin, Loma Prieta Chapter of the Sierra Club, responded to Board questions.

## 6. Programs and Projects

6.1 *Economic Recovery Investments in Food and Agriculture:* The Executive Director requested the Board consider sending letters of support to elected State representatives regarding the Healthy Soils Program (to provide grants to farmers and ranchers to build better soils) and the Housing for the Harvest program (to provide housing for farmworkers isolating during the pandemic).

*Motion: Authorize letters of support be sent to elected State representatives regarding the Healthy Soils Program and the Housing for Harvest Program. (Lanman/Jahns; 3-1-0; Vidovich, Nay; Byler Absent)*

6.2 *Climate Action Working Lands Project:* Executive Director Moreno gave an update on the technical assistance and agricultural producer outreach being provided by GCRCD to the County of Santa Clara for the California Department of Conservation grant (a joint project of Santa Clara and San Mateo Counties).

6.3 *aDNA Anadromous Fish Research Project:* President Lanman gave an update on the aDNA research project of Mission San Jose archeological remains of anadromous fish (a joint effort by GCRCD, Santa Clara University and the University of Oklahoma).

## 7. Administration

7.1 *District Policies:*

7.1.1 *Public Records Act:* Executive Director Moreno presented proposed amendments to the policy.

*Motion: Approve the Public Records Act Policy as presented and place a resolution on the consent agenda for the next meeting confirming adoption of the amended policy. (Jahns/Leikam; 3-0-0; Vidovich and Byler Absent)*

7.1.2 *Vehicle Use:* Executive Director Moreno presented proposed amendments to the policy.

*Motion: Approve the Vehicle Use Policy as presented and place a resolution on the consent agenda for the next meeting confirming adoption of the amended policy. (Jahns/Leikam; 3-0-0; Vidovich and Byler Absent)*

7.1.3 *Associate Directors:* Executive Director Moreno presented proposed amendments to the policy.

*Motion: Approve the Associate Director Policy as presented and place a resolution on the consent agenda for the next meeting confirming adoption of the amended policy. (Jahns/Leikam; 3-0-0; Vidovich and Byler Absent)*

7.1.4 *Records Management:* Executive Director Moreno presented the new policy. The Directors also had a copy of the San Francisquito Creek Joint Powers Authority policy sent to them by Director Byler. Since the District has records dating back to the 1940's, the Executive Director Moreno explained the need for a comprehensive list to ensure authority to destroy records and the requirement to have the authorities listed.

*Motion: Approve the Records Retention Policy as presented (with the understanding that the format can be re-evaluated in future versions if it becomes inefficient for the Executive Director to manage) and place a resolution on the consent agenda for the next meeting confirming adoption of the policy. (Byler/Gary; 4-0-0; Vidovich Absent)*

7.2 *Records Management*: The Board discussed whether or not to enter into a records management agreement with Corodata Records Management, Inc. for records storage and destruction. (Continued from July 15, 2020 Board meeting). The Board agreed to revisit the need for an agreement in six months; Director Jahns volunteered to help with the records review.

8. **Director/Associate Director/Staff Updates**: Directors, Associate Directors and the Executive Director gave individual updates on topics and activities relevant to GCRC.

9. **Adjourn Meeting**

### Consent Agenda

4.1 Approve minutes for the January 10, 2020 Special Board Meeting.

4.2 Approve minutes for the January 31, 2020 Special Board Meeting.

4.3 Approve minutes for the February 6, 2020 Regular Board Meeting.

4.4 Accept financial reports for July 2020.

#### Information Only:

4.5 County of Santa Clara; *Biennial Review of Conflict of Interest Code – Guadalupe-Coyote Resource Conservation District*; July 5, 2020.

4.6 Valley Water; *Valley Water Demand Model Development*; July 8, 2020.

4.7 Cal Fire Tree Mortality Task Force; *Revised High Hazard Zones*, July 9, 2020.

4.8 Valley Water; *Response to GCRC Acknowledging GCRC's Withdrawal*; July 20, 2020.

4.9 Valley Water; *Guadalupe River WY 2019 Final Mitigation and Monitoring Report*; July 24, 2020.

4.10 Thousand Oaks Neighborhood Association; *Guadalupe Creek Concerns/Thousand Oaks Neighborhood/Update*; July 27, 2020.

4.11 California Special Districts Association (CSDA); *Message from Your CSDA Public Affairs Field Coordinator*; July 29, 2020.

4.12 City of San Jose; *Notice Of Availability (NOA) of a Draft Supplemental Environmental Impact Report (SEIR) for the Almaden Office Project and Public Comment Period*; July 31, 2020.

4.13 Urban Wildlife Research Project; *Gray Fox Report for July 2020*; August 1, 2020.

4.14 California High-Speed Rail Authority; *News Release: California High-Speed Rail Extends Public Comment Period and Changes Public Hearing Format for the San Francisco to San Jose Project Section*; August 3, 2020.

4.15 Santa Clara Valley Open Space Authority; *North Coyote Valley Community Planning Process Kicks Off*; August 3, 2020.

4.16 California Department of Food and Agriculture; *News Release: CDFA's Environmental Farming Act Science Advisory Panel Seeks Public Comments on Organic Systems Plan Option*; August 3, 2020.

4.17 California Rangeland Trust; *Evaluating Ecosystem Services: Values and Return on Investment of Conservation Easements held by the California Rangeland Trust*; August 4, 2020.

4.18 California Wetland Monitoring Workgroup; *Quarterly Report, Level 2 - Rapid Assessments Committee*; August 7, 2020.