

RUSSIAN RIVER WATERSHED ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS

March 25, 2004, 9:00 AM
Windsor Council Chambers
9291 Old Redwood Highway, Windsor, CA 95492

A G E N D A

- 1. Call to Order and Introductions (*Kelley*)**
- 2. Approval of the Agenda (*Kelley*)**
- 3. Approval of the Minutes (*Kelley*)**
January 15, 2004 Board of Directors Meeting
- 4. Old Business**
Final Draft Changes to RRWA MOU (*Murray*)
- 5. New Business**
 - A. Current (2003-2004) Budget Update (*Horsley*)
 - B. Approval of 2004 – 2005 Work Plan (*Anderson*)
 1. Executive Director Services (*Richardson*)
 2. General Benefit (*Anderson*)
 3. Special Benefit (*Pawson*)

Recommendation: Approve 2004-2005 Work Plan
- 6. Working Group Reports**
 - A. Public Outreach and Funding (*Emmett*)
 - B. Integrated Resources Planning: North Coast IRWMP (*Renton*)
 - C. Water Quality and Regulations (*Staff*)
- 7. Items of Interest**
- 8. Public Comment**
- 9. Adjourn**

**MINUTES
RUSSIAN RIVER WATERSHED ASSOCIATION**

Minutes for the meeting of the Russian River Watershed Association (RRWA) Board of Directors.

Date: Thursday, March 25, 2004
Time: 9:00 a.m.
Location: Council Chambers
Town of Windsor
9291 Old Redwood Highway
Windsor, CA

Directors Present. Directors present included:

Paul Kelley	County of Sonoma and Sonoma County Water Agency
Jake Mackenzie	City of Rohnert Park
Jane Bender	City of Santa Rosa
Deborah Fudge	Town of Windsor
Matt Mullan, Alt.	Town of Windsor
Leah Gold	City of Healdsburg
George Hicks, Alt.	City of Healdsburg
Candace Horsley, Alt.	City of Ukiah
Jennifer Murray, Alt.	City of Cloverdale

Directors present represented a quorum of 8 of the 10 RRWA participants.

Board Actions

1. Call to order. Paul Kelley, Chair, called the meeting to order at 9:00 a.m.
2. Approval of the agenda. The agenda was approved.
3. Approval of the Minutes. The minutes of January 15, 2004 were approved.
4. Old Business.

Final Draft Changes to the RRWA MOU. Jennifer Murray, City of Cloverdale, and Eric Danly, Legal Counsel for the Cities of Cloverdale, Healdsburg, and the Town of Windsor, provided the Board with a final draft of the RRWA MOU. Mr. Danly noted that all member agencies have been contacted and consensus has been reached on the draft, which includes indemnity language for the City of Ukiah as the administering agency. The Board approved the final amendments unanimously and will send approved actions taken by each respective member agency to the City of Ukiah.

5. New Business.

A. Current (2003-2004) Budget Update. Candace Horsley, City of Ukiah, distributed the fiscal year 2003-2004 RRWA working budget and a copy of the invoice summary for Raines, Melton & Carella, Inc. (RMC, Inc.) Ms. Horsley indicated that the largest task this year has been the development of a Work Plan and Budget for the upcoming fiscal year. The total balance will be enough to carry RMC, Inc. through the end of June with the reallocation of dollars from the grant program. The Board requested an agenda item to discuss a policy determination regarding any future balance forwards. The Board also asked that notification of RRWA invoicing be sent right away, with actual invoicing to occur in July.

B. Approval of 2004-05 Work Plan. Copies of the Work Plan and Budget were distributed to the Board. Tim Anderson, Sonoma County Water Agency, and Dave Richardson provided background on the technical working group meetings and reviewed the cost allocation of Executive Director services, General Benefit Projects and Specific Benefit Projects. The Board was provided the scope for Executive Director's services and discussed in-kind services provided by RRWA members. Staff reviewed with the Board the following proposed General and Special Benefit Projects:

Minutes - Continued

General Benefit

- Outreach Strategy Development
- Integrated Regional Water Management Plan Development
- Regulatory & Resource Liaison

Special Benefit

- Joint NPDES Storm Water Compliance Program

The Board asked staff to revise Version 2 of the Work Plan and Budget to reflect the City of Santa Rosa and the County of Sonoma's contributions to the SUSMP Guidance Development as an In-Kind Contribution. The Board also asked staff to add a legal consultant line item to the budget that although will not have dollars attached to it this year, will be included in the Work Plan and Budget for the future.

The Board moved and adopted the amended Version 2 Work Plan and Budget unanimously and expressed appreciation to staff and members of the technical working groups for their efforts. Staff will distribute revised copies of the final Work Plan and Budget to the Board via email.

6. Working Group Reports.

A. *Public Outreach and Funding.* Mr. Anderson noted that staff was unavailable and asked the Board to table this update until the next Board meeting. Mr. Anderson did note that the outline for the Outreach Strategy is reflected in the 2004-2005 Work Plan. The Board asked for this item to come back in April.

B. *Integrated Regional Water Management Plan (IRWMP) for the North Coast Region.* Lisa Renton, SCWA, provided the update. Staff attended and distributed information from a Prop 50 scoping meeting to gather public input on the scope, procedures and content of the guidelines and evaluation criteria for the Integrated Regional Water Management Grant program. Additionally, Ms. Renton noted that she will re-distribute an updated copy of the Memorandum of Mutual Understanding for the North Coast IRWMP and a sample Board packet to RRWA Board members next week. Staff asked that the Board review the material, provide any necessary revisions to Lisa Renton, and then take the item before their Boards or Councils for signature and endorsement.

C. *Water Quality and Regulations.* Staff noted that the update was provided in the Work Plan.

7. Items of Interest. Mr. Richardson drew attention to a conference to be held on June 9 in the Alumni Center at the University of California, Davis to discuss "Protecting California's Rivers: Confluence of Science, Policy and Law". Mr. Richardson also invited the Board to attend the upcoming North Bay Watershed Association annual water conference on Friday, April 2nd at Viansa Winery in Sonoma.

8. Public Comment. Brenda Adelman, Russian River Watershed Protection Committee, expressed concern that the RRWA Technical Working Group meetings are not open for the public to attend and participate. Ms. Adelman also expressed concern that there are no recorded minutes for these meetings and asked that letters from RRWA that may be distributed to legislators be available to the public. Jake Mackenzie noted that the public outreach strategy, including advocacy letters, would come before the Board for discussion next month and asked that the Board discuss the noticing of working groups at that time.

9. Adjourn. Mr. Kelley adjourned the meeting at 10:55 a.m.

SUBJECT TO APPROVAL

Submitted by: Lisa Renton

NEXT MEETING INFORMATION

Date: Thursday, April 22, 2004
Time: 9:00 a.m.
Location: Council Chambers
Town of Windsor
9291 Old Redwood Highway
Windsor, CA

Minutes - Continued

FUTURE MEETINGS

May 27, 2004
June 24, 2004
July 22, 2004