



RUSSIAN RIVER WATERSHED ASSOCIATION
TECHNICAL WORKING GROUP MEETING
December 6, 2011, 8:30 AM – 10:00 AM
Windsor Corporation Yard – Building 100
8400 Windsor Road, Windsor, CA 95492

A G E N D A

1. Greetings and Introductions

2. RRWA Project Updates

- Outreach Strategies
 - Environmental Column
 - 1) January – Lauren McPhaul – “flushable rags”
 - 2) February – Cristina Goulart – cigarette butts
 - 3) March – Rick Seanor – automobile maintenance
 - 4) April – Lauren McPhaul – eliminating pesticides/fertilizers
- North Coast IRWMP Update – next PRP meeting January 19, 2012 in Ukiah
- LID Training
 - Training for member agency staff only at the City of Santa Rosa Utilities Field Operations Training Center, 35 Stony Point Rd.
 - Wednesday, December 7, 9 am to 11 am
 - Wednesday, December 14, 9 am to 11 am
 - Training for other interested parties: **SELECT DATE** – January – April 2012
- Creek Sign Installation – update from members
- CAG Update – save the date and schedule subcommittee meeting

3. Forum and Advocacy

- Update on November 29, 2011 lunch meeting with RWQCB staff
- Discussion of potential future advocacy items

4. Work Plan 2012-2013

- Review draft budget and finalize for Board review December 8 – **primary task**
 - Review Executive Director Services
 - Review General Benefit Services
 - Review Special Benefit Services
- Member Agency meetings before February 10, 2012 – Virginia meeting with each agency

5. Future Meetings and Agenda Items

- Working Group – January 10 (cancel?); February 14
- Board of Directors – December 8 – update from RWQCB Executive Officer, Selection of Map Layers, and Work Planning 2012-2013 Kick-Off ; February 23 – 2012-2013 Work Plan approval
- January 26 CAG workshop

6. Items of Interest

7. Public Comment

8. Adjourn

The Russian River Watershed Association complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request.

Please contact Virginia Porter at (707) 833-2553 with any questions.

RUSSIAN RIVER WATERSHED ASSOCIATION
TECHNICAL WORKING GROUP SESSION
Dec. 6, 2011, 8:30 AM – 10:00 AM
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8400 Windsor Road, Windsor, CA 95492

Meeting Summary (prepared by Virginia Porter and Andy Rodgers, RRWA Staff)

1. GREETINGS AND INTRODUCTIONS (8:40)

Attendees:

Virginia Porter - RRWA	Ben Kageyama – City of Ukiah
Andy Rodgers – RRWA	Lauren McPhaul – City of Ukiah
Patrick Givone – Town of Windsor	Eydie Tacata – City of Rohnert Park
Teresa Gudiño – City of Santa Rosa	Kevin Booker – SCWA
Jennifer Burke – City of Santa Rosa	Ann Torrez – SCWA
Forest Frasier – City of Santa Rosa	Reg Cullen – Sonoma County PRMD
Heaven Moore – City of Santa Rosa	Lisa Steinman – Sonoma County WMA
Corbin Johnson – Sonoma County Parks	Brenda Adelman – RRWPC

2. RRWA PROJECTS UPDATE

- **Outreach Strategies**
 - Environmental Column –
 - The current list of upcoming columns was reviewed:
 - January – Lauren McPhaul – “flushable rags”
 - February – Cristina Goulart – cigarette butts
 - March – Rick Seanor – automobile maintenance
 - April – Lauren McPhaul – eliminating pesticides/fertilizers
 - With discussion, the group agreed to move the pesticide column from April to May, and move auto maintenance from March to a later date.
 - Draft of the January column on flushable rags is due around December 20.
- **North Coast IRWMP Update**
 - Next meeting January 19, 2012, in Ukiah
 - RRWA will present on Phase II stormwater permit.
 - Reg Cullen (So Co PRMD) suggested mentioning in presentation that RRWA represents urban and rural areas; Brenda Adelman (RRWPC) supported Reg Cullen’s comment.
- **LID Training**
 - Member Agency training – Dec. 7 & 14; 9:00-11:00 am, 35 Stony Pt. Rd., Santa Rosa
 - Workshop is full, but could accommodate a few more participants, if needed.
 - Heaven Moore (Hix) (City of Santa Rosa) said the first session is to bring people up to speed and the second session will present details about tools, responsibilities, agreements, etc.
 - RRWA will email participants to share contact information for carpooling.
 - LID training for professionals
 - Selection of date: workshop must take place by April 1, 2012.
 - Goal: a late Wednesday in March.
 - Facility to be determined.
 - Workshop possibly scheduled in a 4-hour block, with a break; may include field visit.

- **Creek Sign Installation**
 - TWG members were urged to bring pictures to the group as signs get installed.
 - Windsor about 55 percent complete.
- **Citizens Advisory Group Update**
 - Rescheduled to January 26, with same goals and format as original date.

3. **FORUM AND ADVOCACY**

- **November 29, 2011 lunch meeting with RWQCB staff**
 - Mona Dougherty (NCRWACB) has been promoted to head up the stormwater section, and, for the time being, her position remains vacant with a State hiring freeze.
 - Heaven Moore suggested that each agency contact Catherine Kuhlman (NCRWACB Executive Officer) and Luis Rivera (Assistant Executive Officer) to voice concern that Mona's position be filled.
 - The next lunch meeting is scheduled for February 15, 2012.

4. **WORK PLAN 2012-2013**

- **Review draft budget and finalize for Board Review December 8** – Virginia Porter (RRWA ED) asked the group to give the Work Plan a thorough review so we can recommend to the Board Dec. 8. Since the past meeting, the following changes have been made in response to the Work Group requests:
 - Shifted hours to ECON where it works, and within ECON, to lower hourly rate positions where that can work.
 - Assumed RMC will not be in the Work Plan in the same capacity, though we hope to keep an open line of communication with Dave, Phoebe and Christy (as we have this year).
 - Andy Rodgers has lowered his hourly rate significantly and Virginia Porter reduced mark-up.
 - Inserted a Specialist position with ECON to diversify our resources.
 - Working Group assumes 8 meetings only and will begin to meet for two-hours instead of 1.5 hours, and to record only an action items list rather than meeting notes. The agenda and notes will now be uploaded to website every month. Brenda Adleman requested that notes be taken when a special speaker comes. Virginia Porter said the BOD notes won't change.
 - Phase I copermittees' bottom line is high, due to the Stormwater Awareness Survey - which more might want to join if we do this project.
 - Phase II agencies have an increase due to the "place holder" hours to respond to the new permit.
 - Russian River-Friendly Landscape Guidelines project is developed to carry out an event and/or landscape rating.
 - NCIRWMP has added hours, due to the pending Prop 84 funding and potential for our project.
- **Work Sheet review prompted the following comments**
 - Heaven Moore asked about getting another bid to possibly get a lower price for the Stormwater Survey; group expressed support for obtaining a competitive bid. Virginia Porter said she would work with Heaven to compare contracts.
 - Virginia Porter and Jennifer Burke will be meeting with the Bay Friendly Coalition tomorrow to explore costs and options for the Russian River-Friendly Landscape Guidelines projects next year.
 - Heaven Moore suggested reducing stormwater training and combining the two sub-items. Patrick Givone suggested that RRWA could perhaps play the role of notifying and

leave most of the work to the trainer. Virginia Porter estimated \$7,500 may reduce to approximately \$5,200.

5. FUTURE MEETINGS AND AGENDA ITEMS

- **Working Group – January meeting cancelled; next meeting February 14, 2012.**
 - The group concurred on skipping the January meeting, plus one more meeting this Work Plan year.
- **Board of Directors – December 8 – update from RRWQCB Executive Officer, selection of map layers, and Work Planning 2012-2013 kick-off. February 23 – 2012-2013 Work Plan approval.**
- **January 26 CAG workshop**

6. ITEMS OF INTEREST

- Heaven Moore asked if we can track hits on the website. Andy Rodgers will check to see what tracking metric will be available.
- Discussion on value of quarterly RRWQCB meetings.

7. PUBLIC COMMENT – Public comment was taken during the meeting

8. ADJOURN – 10:35