



RUSSIAN RIVER WATERSHED ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
July 28, 2011, 9:00 AM  
Windsor Town Council Chambers  
9291 Old Redwood Highway, Windsor, CA 95492

**A G E N D A**

**A. Call to Order and Introductions**

**B. Approval of the Agenda**

**C. Approval of Standing Items**

- Minutes: April 28, 2011 Board of Directors Meeting

**D. Guest Speaker Presentation - *Low Impact Development (LID) Technical Design Manual* - Heaven Hix, City of Santa Rosa**

**E. BOD Business**

- NCIRWMP Update
- RRWA Web Site
- Annual Creek Cleanup Sponsorships
- Creek Week 2011
- Stormwater Citizens Advisory Group
- Phase II Stormwater Update and Comment Letter
- Stormwater Training Schedule
- Safe Medicine Disposal Program
- 2010-2011 Work Plan Closing Balances
- Recent and Ongoing Advocacy Items
  - June 23 RWQCB meeting
  - July 1 meeting with EO and staff
  - Next meeting with RWQCB EO and staff – Sept 15, 2011
  - RRWA update to RWQCB – Sept 29, 2011
- Next Board Meetings:
  - September 22, 2011 – BOD/TWG joint meeting – Ukiah, 10:00am – 2:00 pm (lunch provided)
  - December 8, 2011 – Update from RWQCB Executive Officer; and SCWA presentation: Water Smart Development Guidebook
  - Set 2012 meeting schedule

**F. Working Group Activities**

- Next meeting, August 9, 2011

**G. Items of Interest**

**H. Public Comment**

**I. Adjourn**

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

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

**MINUTES**  
**RUSSIAN RIVER WATERSHED ASSOCIATION**

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

Date: Thursday, July 28, 2011  
Time: 9:00 a.m.  
Location: Windsor Town Council Chambers

**Directors and Alternates Present.**

<b>Jake Mackenzie, Chair</b>	<b>City of Rohnert Park</b>
<b>Robin Goble, Vice Chair</b>	<b>Town of Windsor</b>
<b>Richard Burt</b>	<b>Town of Windsor</b>
<b>Bob Cox</b>	<b>City of Cloverdale</b>
<b>Nina Regor</b>	<b>City of Cloverdale</b>
<b>Pam Stafford</b>	<b>City of Rohnert Park</b>
<b>Marsha VasDupre</b>	<b>City of Santa Rosa</b>
<b>Mark Landman</b>	<b>City of Cotati</b>
<b>Jenny Kidd</b>	<b>County of Sonoma</b>

Directors present represented six out of the nine RRWA member agencies, constituting a quorum.

**Additional Attendees.**

<b>Virginia Porter</b>	<b>RRWA Executive Director</b>
<b>Andy Rodgers</b>	<b>RRWA</b>
<b>Glen Wright</b>	<b>City of Santa Rosa</b>
<b>Jennifer Burke</b>	<b>City of Santa Rosa</b>
<b>Rita Miller</b>	<b>City of Santa Rosa</b>
<b>Heaven Hix</b>	<b>City of Santa Rosa</b>
<b>Craig Scott</b>	<b>Town of Windsor</b>
<b>Kent Gylfe</b>	<b>SCWA</b>
<b>Brenda Adelman</b>	<b>Russian River Watershed Protection Committee</b>
<b>Bob Anderson</b>	<b>United Wine Growers</b>

**Board Actions.**

- A. Call to Order and Introductions (Jake Mackenzie, Chair). Mr. Mackenzie called the meeting to order at 9:10 a.m. and everyone introduced themselves.
- B. Approval of the Agenda Mr. Mackenzie requested that the Board approve the agenda. The agenda was approved.
- C. Approval of Standing Items The minutes from the April 28, 2011 Board of Directors meeting were reviewed and approved as submitted. Chair Mackenzie abstained from the vote because he had not been in attendance.
- D. Guest Speaker Presentation – Low Impact Development (LID) Technical Design Manual – Heaven Hix (City of Santa Rosa) The Board was given a presentation from Heaven Hix (City of Santa Rosa) on the Low Impact Development (LID) Technical Design Manual. LID features are small scale, infiltration- based landscape features that aim to mimic the undeveloped site. The Manual includes standards and Best Management Practices to carry out the LID requirements in new construction. This is a requirement of the Phase I MS4 Permit in our region, which affects many of RRWA's

member agencies. The Manual is in draft, but is expected to be finalized October 1, 2011. The Board expressed an interest in being given ongoing updates on this topic, and further asked staff to plan for a Board field trip to see sites that have applied the LID principles.

E. Board of Directors Business.

- NCIRWMP Update – Mr. Mackenzie provided the update. The Policy Review Panel and Technical Peer Review Committee met July 21 in Weaverville. An annual meeting schedule was approved as follows – January, Ukiah; April, Yreka; July, Weaverville; October, Eureka. The NCIRWMP is applying for Sustainable Communities Grant funding, Round 2 of Proposition 84. Solicitation is expected in the summer of 2012.
- Mr. Mackenzie asked for space on the September joint Board/Technical Working Group agenda to discuss the Copeland Creek Project.
- RRWA Web Site – Andy Rodgers (RRWA staff) provided the update. The Working Group is providing regular input into the update. Our Work Plan identifies 3-4 RRWA-specific data layers on the interactive map. The Working Group will make a recommendation to the Board regarding the priority layers, and the Board will be asked to decide at their September 22 or December 8 meeting. The Board concurred with this plan.
- Annual Creek Cleanup Sponsorships – RRWA is making the following financial contributions to local cleanup campaigns:
  - Russian River Watershed Cleanup - September 24 - \$1,500
  - Coast Cleanup - September 17 - \$500
  - Mendocino County Cleanup Efforts - Friends of Gibson Creek - \$200
- Creek Week 2011 – Virginia Porter provided the update. This year Creek Week is September 17-24. RRWA will adopt a proclamation at the September meeting, and member agencies will adopt proclamations on or before Creek Week. The September Environmental Column will be dedicated to this topic and will feature member agency events and cleanup campaign details.
- Stormwater Citizens Advisory Group – Andy Rodgers provided the update. This project is driven by the Phase I stormwater permit and is compatible with the Phase II permit. This is a single meeting in the fall of 2011, with the theme of “How to Improve Our Outreach.” The invitee list is being developed by member agencies.
- Phase II Stormwater Update and Comment Letter – Virginia Porter provided the update. The Phase II MS4 Draft Permit has been the topic of ongoing review, and RRWA will send a comment letter to the State Water Resources Control Board by the close of the comment period, which has been extended by 30 days to September 8 at noon. RRWA Board was asked to approve a draft letter framework, with final approval in the authority of the Chair and Vice-Chair. The Board unanimously approved the letter and the Chair and Vice-Chair authority. RRWA staff will work with the Phase II team in developing the final comments, which will take into account the Town of Windsor’s review of the Draft Permit compared to their current Phase II permit, Santa Rosa’s review of the Draft Permit compared to the regional Phase I permit, and the California Stormwater Quality Association (CASQA) review and comments on the entire Draft Permit. Brenda Adelman (RRWPC) requested an opportunity to review the draft letter, and the Board supported the request if time allows.
- Stormwater Training Schedule – Since our last meeting, there have been the following stormwater training events sponsored by RRWA:
  - June 21, SWRCB regional meeting regarding draft Phase II permit
  - June 22, CPESC exam review/June 28, CPESC exam (QSP/QSD prerequisite)The following events are scheduled in the next few months:
  - QSP/QSD – Qualified SWPPP [Storm Water Pollution Prevention Plan] Developer (QSD) and Qualified SWPPP Practitioner (QSP) training in Ukiah August 9-11, with QSP training August 9, 10 and QSD training August 9-11. There is also QSP/QSD testing in Ukiah on August 12.
  - CESSWI (a QSP prerequisite) - Certified Erosion, Sediment, and Storm Water Inspector training in Santa Rosa August 15, with certification testing on August 16
- Safe Medicine Disposal – Andy Rodgers provided the update. The best news is that Kaiser is joining the program and Santa Rosa will be providing service. . Santa Rosa and SCWA have

begun using a “drop box” at a few locations with great success. The Safe Meds team is evaluating options for the outreach campaign for this year’s Work Plan.

- 2010-2011 Work Plan Closing Balances – Virginia Porter provided the Update. The summary of balances is as follows:
  - Executive Director Services – 100.9%
  - General Benefit Projects – 99%
  - Special Benefit Projects – 82.3%
    - LID Training refunded
    - Salt and Nutrient Management Plan Support refunded
    - Citizen’s Advisory Group partially refunded (planning last year, implementation this year)
  - Each member agency received a detailed report and all members received a credit to their new Work Plan fees.
  - Ms. Porter updated the Board that the Chair and Vice-Chair had approved increasing the annual fees for Administrative Services to the City of Ukiah in the 2011-2012 Work Plan from \$1,500 to 1,800.
  - Mr. Mackenzie expressed his and the Board’s appreciation to the City of Ukiah for their role as RRWA Administrative Agency. The Board agreed and expressed their thanks.
- Recent and on-going advocacy item
  - June 23 RWQCB meeting
  - July 1 meeting with RWQCB EO and staff
  - Next meeting with RWQCB EO and staff – September 15, 2011
  - RRWA Update to RWQCB – September 28, 2011
- Next Board Meetings
  - September 22 will be a joint TWG/BOD meeting in Ukiah, with a tour of the Potter Valley Project to follow. Details will be sent.
  - December 8 meeting in Windsor will include an update from Catherine Kuhlman, EO of the RWQCB, a presentation by SCWA on the Smart Development Guidebook, and selection of web site map layers.
  - Proposed 2012 Board schedule:
    - January – individual meetings to discuss Work Plan
    - February 23 – Work Plan approval
    - May 10 – Video Contest
    - July 26
    - September 27
    - December 6

F. Working Group Activities

- Upcoming meetings: August 9, September 22 (with BOD), October 11, November 8 (Work Planning), December 13 (Work Planning)

G. Items of Interest. Brenda Adelman mentioned that the final EIR for the SCWA Estuary Project is out and that it will be considered for certification at the August 16 meeting of the SCWA Board.

H. Public Comment. Public comment was taken during the course of the meeting.

I. Adjourn. The meeting adjourned at 10:30 a.m.

NEXT MEETING INFORMATION

Date: Thursday, September 22, 2011  
Time: 10:00 a.m.  
Location: City of Ukiah Council Chambers

FUTURE MEETINGS

2011 Board of Directors Meeting Calendar  
● Dec. 8 – Windsor (regular meeting time)