



## AGENDA

DATE: **Wednesday, October 9th, 2024**

PLACE: **Marin Farm Bureau Conference Room, 520 Mesa Road, Point Reyes Station, CA 94956**

**REMOTE OPTION:** Members of the public may participate remotely by Zoom:

<https://us02web.zoom.us/j/87864206727> or by phone: +16699009128,,87864206727# meeting ID: 878 6420 6727. Please contact Elise Suronen at (415) 663-1170 ext. 314, or [sarahs@marinrcd.org](mailto:sarahs@marinrcd.org) if you have concerns about accessibility.

***(Note that we may move agenda items in this meeting to meet time constraints of participants.)***

1. Regular meeting opens at **9:00 a.m.** Roll call, introduction of guests.

### **2. PRESENTATION 9:15-10:15 a.m.**

**Measure J** ~ *Lewis Bernier, Yes on Measure J*

**West Marin Housing Study** ~ *Cassandra Benjamin, CSBC Consulting (this item must be presented after 10am)*

### **ACTION ITEMS: 10:15 a.m. - 11:00 a.m.**

#### **3. DISTRICT:**

- A. Board approval of regular Meeting Minutes. ~ *Cora Richard, Bookkeeper*
- B. Board approval of the Financial Report. ~ *Marcus Meggett, Fiscal and Ops Manager*
- C. Board approval of Marin RCD Finance Committee members to be approved on an annual basis. ~ *Nancy Scolari, Executive Director*
- D. Board approval of FY 24-25 Annual Budget ~ *Marcus Meggett, Fiscal and Ops Manager*

#### **4. INFORMATIONAL: 10:45 a.m.**

Partner Updates: 5 min each

- USDA Natural Resources Conservation Service (NRCS)– Petaluma Field Office Staff
- Marin Agricultural Land Trust/SAP – MALT Stewardship Staff
- Point Blue & Students & Teachers Restoring a Watershed (STRAW)– Point Blue Staff

RCD Program Updates (See staff report for details):

- **Justice Equity Diversity Inclusion (JEDI):** Michelle Katuna will provide an update on recent site visits with the Tribe. The Graton Rancheria-MRCD/Point Blue Memorandum of Agreement is being reviewed by FIGR. The team held 1 site visit in September with FIGR to new projects and recently implemented projects at SoMar and TrueGrass. The next visit is to be determined. David Escobar was hired as a consultant on JEDI in Carbon Farming and continues to meet with staff, and will soon meet with the JEDI Committee to review our implementation process.

- **Media/Messaging/Outreach:** We started with a contact list of 393 in our listserv (consisting mainly urban streams folks with a few partners and ag producers); note this list was before we started the newsletter.

| Newsletter Date | Subscribers Sent | Open Rate | Clicks | New Subscribers | Unsubscribed |
|-----------------|------------------|-----------|--------|-----------------|--------------|
| March 2024      | 393              | 66%       | 9%     | 31              | 5            |
| June 2024       | 401              | 61%       | 6%     | ?               | 0            |
| Sept 2024       | 377              | 64%       | 9%     | -1              | 2            |

On Sept 23rd we mailed out a postcard to the ag community asking for subscribers. We have 3 new subscribers - a total of 380.

- **Biomass Project:** The Marin Biomass Project is revising its greenhouse gas analysis chapter and its economic analysis chapter, which are respectively the third and fourth chapter of the Biomass Utilization Study. Work is underway to develop findings and recommendations from the Study and to draft the fifth and final chapter of the Study.
- **Conserving Our Watersheds Program (COW):** Two phases of the COW program are in progress. COW MILC (phase VII) has been awarded a grant of \$1,000,000 from the State Water Board. The agreement has been finalized and is being circulated for execution. COW CCAF (phase VI) completed its original scope with seven management practices implemented. Before December 2024 close-out, staff will be doing small jobs to spend remaining construction funds, preparing the final report, and conducting post-implementation monitoring .
- **Permit Coordination Program (PCP):** Green Gulch Farms (GG) is moving through the design, CEQA and permitting process with Prunuske Chatham Inc. (PCI) guiding the way and keeping MRCD and the Federated Indians of Graton Rancheria (FIGR) in the loop. PCI has received a letter of support from FIGR and plans to provide the MRCD Board with an update, maybe November of 2024. SPAWN has been working on its road decommissioning project. As of April 2024, Black Mountain culvert project is in the PCP and might be constructed next year, Staff checked in with the project consultant, Pacific Watershed Associates, and they said that Black Mtn has not expressed interest in building it this year.
- **Urban Streams Program:** The USC worked part time due to another loss in the immediate family. USC attended the annual Coho Confab (conference) on the Smith River, reviewing projects to improve instream habitat for coho salmon. She also carried out site visits and assisted partners with limited capacity. USC met with various officials at the County to address any needs they have in the USC Prgm. Juvenile salmonid monitoring with Marin Water District has kept Sarah very busy during the month of September and will come to a close in early October.
- **Carbon Farming Program:** The CF team is currently developing and planning design and implementation projects in partnership with Students and Teachers Restoring a Watershed (STRAW). STRAW’s riparian restoration monitoring and maintenance season is complete. The team has begun the next round of Carbon Farm Plan meetings with producers this fall. The

team is working on timelines associated with USDA Climate Smart Commodities in partnership with Gold Ridge and Sonoma RCDs. Healthy Soils Projects have been awarded via the ZeroFoodPrint Block Grant to be implemented this fall. On Sept 24, MRCD and STRAW staff reconnected with land managers, Tribal staff and citizens to re-visit implemented collaborative riparian restoration design projects at SoMar and True Grass Farms. We look forward to having a Board Member out at the next collaborative site visit, likely to happen before the end of the year!

- **Walker Creek Watershed:** Sarah P. closed out this project with CDFW! Project team met with NOAA (National Marine Fisheries Service) to better understand why our proposal was denied funding. The project team will regroup in the near future to determine another funding source to apply for implementation funds.
- **Funding Opportunities:** Possible TBay grant to remove tires and new NACD grant for Soil Hub Director
- **Finance Committee:** The next FC meeting is scheduled for October 15th, 2024. At the last Finance Committee meeting the members discussed the budget, the office lease, FDIC coverage, COVID funding and hiring an HR consultant. At the next meeting the committee is meeting with the HR consultant to get an update and review a revised health insurance policy.
- **District:** Admin staff have been focused on hiring and directing a new HR consultant, investigating Health Insurance options, analyzing bank insurance liabilities, preparing for audit
- **Landowner Assistance Provided:**
  - Urban Streams: 2 site visits, 8 partners and/or landowners were assisted with information and 4 landowners and/or partners were educated.
  - COW: 2-3 landowners assisted
  - CE: 6 landowners assisted

#### 5. ANNOUNCEMENTS & CORRESPONDENCE

- Marin RCD is accepting applications for projects. [Apply here](#) at our website or call Sarah Skinker at (415) 780-2854.

#### 6. PUBLIC COMMENT

Public comment for any matter not listed on this agenda, provided that no Board action is to be taken. All statements that require a response will be referred to staff to be placed on the next agenda.

#### 7. MEETING ADJOURNED



## MINUTES

DATE: **Wednesday, September 11th, 2024**

PLACE: **Marin Farm Bureau Conference Room, 520 Mesa Road, Point Reyes Station, CA 94956**

**1. A regularly scheduled meeting was called to order by Sally Gale, President, at 9:05 a.m.**

Roll call of Directors: Sally Gale, Mike Moretti, Gerald Meral, and David Sherwood. Terry Sawyer absent

Associate Directors: Guido Frosini, George Clyde

Staff: Nancy Scolari, Cora Richard, Sarah Skinker, Marcus Meggett, Preston Duncan, and Gerhard Epke

Additional Attendees: Zach Mendes (MALT), Chad White (Marin Biomass), Jim Jensen (Audubon Canyon Ranch), Jessie Ditmar (STRAW), Libby Kennedy (STRAW), Paul Ingle (Resident), Richard Holland (Agro-Forestry & Marin Biomass), Scott Dunbar (MALT), Lily Verdone (MALT Executive Director), Joe Deviney (new Marin Ag Commissioner), Ben Stocking (Point Reyes Light Reporter), and David Lewis (UC Cooperative Extension in Marin Co). Several local landowners attended to hear the Marin Water Reservoir presentation and departed thereafter.

### PRESENTATION:

**2. Marin Water Reservoir Expansion:**

**Presented by Ranjiv Khush (President of Marin Water Board)**

Marin Municipal Water District (MMWD) serves 191,000 customers and they have recently started thinking ahead on how to expand their water storage in the event of another drought. Current water supply is good, reservoirs are at 85%.

The last time a water emergency was declared was in October 2021, right before CA had torrential rain which brought us out of the water emergency. Before the rain a new pipeline was approved and purchased to go across the San Rafael-Richmond Bridge, which ended up being put on hold.

MMWD considered many options for a long-term water supply increase. Currently short-term fixes have been implemented, such as raising the prices in an effort to sway people to use less water. MMWD Board is now leaning towards expansion of a reservoir (Kent or Soulajule) or creating a new reservoir (Upper Nicasio) to expand water supply.

Many ranchers are against the expansion of Soulajule Reservoir as this would result in land being taken from families. Carol Dolcini offered their perspective at their website: [savehicksvalley.org](http://savehicksvalley.org). MMWD is expected to decide to investigate one of the options in the next couple months.

### ACTION ITEMS

**3. DISTRICT**

A. Board approval of regular Meeting Minutes. ~ *Cora Richard, Bookkeeper*

MOTION: Sally; SECOND: Jerry; AYES: Jerry, David, Sally and Mike; NOES: None; ABSENT: Terry; to approve August 2024 Board minutes.

- B. Board approval of the Financial Report. ~*Marcus Meggett, Fiscal and Ops Manager*  
MOTION: Jerry; SECOND: David; AYES: Jerry, Mike, Sally, and David; NOES: None;  
ABSENT: Terry; to approve the Financial Report.
- C. Board review and approval of Marin RCD FY 24-25 Annual Budget. ~*Marcus Meggett, Fiscal and Ops Manager*  
After discussion motion was changed.  
MOTION: Jerry; SECOND: Mike; AYES: Jerry, Mike, Sally, and David; NOES: None;  
ABSENT: Terry; to change the FY 24-25 budget by adding in reserve expense accounts, then have the finance committee review and recommend approval to the board.
- D. Board approval of response to Marin County Civil Grand Jury Report. ~*Nancy Scolari, Executive Director*  
MOTION: Mike; SECOND: David; AYES: Jerry, Mike, Sally, and David; NOES: None;  
ABSENT: Terry; to approve the response to the Marin County Civil Grand Jury Report.
- E. Board Approval of response to the Draft California Association of Resource Conservation District Bylaws. ~*Nancy Scolari, Executive Director and Jerry Meral, MRCD Director*  
MOTION: Mike; SECOND: David; AYES: Jerry, Mike, Sally, and David; NOES: None;  
ABSENT: Terry; to approve the response to the Draft California Association of Resource Conservation District Bylaws.

#### 4. INFORMATIONAL:

Partner Updates:

- **USDA Natural Resources Conservation Service (NRCS)**– Petaluma Field Office Staff  
No staff present at this meeting. They passed on a short update through Nancy: With new pre-approvals they are up to 8.3 million across 103 pre-approved applications.
- **Marin Agricultural Land Trust/SAP** – MALT Stewardship Staff  
Scott Dunbar shared that MALT has 22 active projects right now between SAP and the small grants program. They are still accepting applications for the SAP program. Fall submission for the small grants program just wrapped up, with a hopeful date of announcing awardees October 4<sup>th</sup>. They have a couple of upcoming events such as 2 hikes- one in Tomales and one in Point Reyes. MALT is also spending time on the “No on Measure J” campaign.
- **Point Blue & Students & Teachers Restoring a Watershed (STRAW)**– Point Blue Staff  
Jessie Ditmore presented and shared that Isiah is back from his paternity leave. Over the next month they will be doing maintenance at 5 sites. STRAW is onboarding 8 new apprentices and 4 new technicians. Their new projects will start around late November.

RCD Program Updates (See staff report for details):

- **Media/Messaging/Outreach:** No activity.
- **Justice Equity Diversity Inclusion (JEDI):** The Graton Rancheria-MRCD/Point Blue Memorandum of Agreement is being reviewed by FIGR. The team is planning site visits with FIGR to new projects and recently implemented projects. David Escobar was hired as a consultant on JEDI in Carbon Farming and continues to meet with staff, and will soon meet with the JEDI Committee to review our implementation process.
- **Biomass Project:** The Marin Biomass Project is working to revise the greenhouse gas analysis of biomass utilization pathways and the economic analysis of biomass utilization pathways, which are respectively the third and fourth chapter of the Biomass Utilization Study. Work is now underway to bring forward findings and recommendations from the work and

develop the fifth and final chapter of the Study.

- **Conserving Our Watersheds Program (COW):** Two phases of the COW program are in progress. COW MILC (phase VII) has been awarded a grant of \$1,000,000 from the State Water Board. The agreement has been finalized and is being circulated for execution. COW CCAF (phase VI) completed its original scope with seven management practices implemented. Before December 2024 close-out, staff will be doing small jobs to spend remaining construction funds, preparing the final report and conducting post-implementation monitoring.
- **Permit Coordination Program (PCP):** Green Gulch Farms (GG) is moving through the design, CEQA and permitting process with Prunuske Chatham Inc. (PCI) guiding the way and keeping MRCD and the Federated Indians of Graton Rancheria (FIGR) in the loop. PCI has received a letter of support from FIGR and plans to provide the MRCD Board with an update in August of 2024. SPAWN has started its road decommissioning project. As of April 2024, Black Mountain culvert project is in the PCP and might be constructed next year, Staff checked in with the project consultant, Pacific Watershed Associates, and they said that Black Mtn has not expressed interest in building it this year. Elise checked in again July 1, 2024.
- **Urban Streams Program:** The month of August USC worked part time due to another loss in the immediate family. Work will continue part time until further notice. USC attended STRAW's Watershed Week for the first day then provided assistance to Marin Water District with relocation efforts. USC met with a landowner in San Geronimo to assess two fallen trees in the creek. Juvenile salmonid monitoring with Marin Water District has begun and will keep Sarah very busy for the coming six to seven (6-7) weeks.
- **Carbon Farming Program:** The CF team is currently developing and planning design and implementation projects in partnership with Students and Teachers Restoring a Watershed (STRAW). STRAW's riparian restoration monitoring and maintenance season is complete. The team is scheduling the next round of Carbon Farm Plan meetings with producers this fall. The team is working on timelines associated with USDA Climate Smart Commodities in partnership with Gold Ridge and Sonoma RCDs. Healthy Soils Projects have been awarded via the ZeroFoodPrint Block Grant to be implemented this fall.
- **Walker Creek Watershed:** Sarah closed out this project with CDFW! We are currently coordinating a meeting with the National Marine Fisheries Service to better understand why our proposal was denied funding. That will likely take place in mid-October.
- **Funding Opportunities:** \$60,000 in funding was awarded by the Kurland Foundation to support Orlena Yee, our Marin Carbon Project Coordinator!
- **Finance Committee:** The next FC meeting is scheduled for Sept 17th, 2024. The Finance Committee discussed the budget, the office lease, FDIC coverage, COVID funding and hiring an HR consultant.
- **District:** Admin staff have been focused on financial matters, setting up new project management software, personnel reviews and finalizing our newsletter.
- **Landowner Assistance Provided:**
  - Urban Streams: 1 site visit, 4 partners and/or landowners were assisted with information and 3 landowners and/or partners were educated.
  - COW: 2-3 landowners assisted
  - CF: 4 landowners assisted

## 6. ANNOUNCEMENTS & CORRESPONDENCE

- Marin RCD is accepting applications for projects. [Apply here](#) at our website or call Sarah Skinker at (415) 780-2854.

#### **7. PUBLIC COMMENT**

MRCD Director Jerry recently did a radio interview about Marin RCD. George Clyde thought it was very complimentary to the RCD.

#### **8. MEETING ADJOURNED at 12:05 p.m.**

**Marin Resource Conservation District**  
**Monthly Financial Summary**  
**as of 10/02/2024**

| <b>CASH IN BANK</b>          |           |                  |                     |
|------------------------------|-----------|------------------|---------------------|
|                              |           | <b>October</b>   | <b>September</b>    |
| <b>Wells Fargo*</b>          |           |                  |                     |
| Checking - Operating Account | \$        | 656,201          | \$ 673,413          |
| No-till Drill Account        | \$        | 13,454           | \$ 13,066           |
| <b>Total Wells Fargo</b>     | <b>\$</b> | <b>669,655</b>   | <b>\$ 686,479</b>   |
| <b>County of Marin*</b>      |           |                  |                     |
| Checking                     | \$        | 654,198          | \$ 492,057          |
| <b>Total Cash In Bank</b>    | <b>\$</b> | <b>1,323,853</b> | <b>\$ 1,178,536</b> |

| <b>OTHER WORKING CAPITAL DETAILS</b>                          |           |                |                   |
|---|-----------|----------------|-------------------|
| <b>Grants Receivable</b> - Open grant invoices - (see page 3) | \$        | 495,005        | \$ 637,453        |
| <b>Retention Receivable</b> - Due from Grantors               | \$        | 21,247         | \$ 22,366         |
| <b>Prepaid Grant Funds Received:</b>                          |           |                |                   |
| Measure A - less-costs/Adm fees                               | \$        | (1,067,375)    | \$ (1,090,401)    |
| Ombudsman Fund  | \$        | (19,793)       | \$ (26,458)       |
| <b>Current Bills To Pay (Page 4):</b>                         |           |                |                   |
| Administrative Expenses                                       | 3.37% \$  | (9,598)        | \$ (9,907)        |
| Grant Expenses  | 96.63% \$ | (275,075)      | \$ (39,422)       |
| <b>Net Working Capital</b>                                    | <b>\$</b> | <b>468,265</b> | <b>\$ 672,167</b> |

\* - Bank accounts are reported as of 10/2/2024. However, they are reconciled with the most recent statements through 8/31/2024. As a result, there will be adjustments but those adjustments are not expected to be significant.



## Marin Resource Conservation District Monthly Financial Summary

**Grants Receivable** - Money coming in. The RCD submits invoices to our grantors. Our work is paid on a reimbursable basis. The expected turnaround time for reimbursement varies but is usually 60-90 days.

**Retention Receivable** - Money coming in after grant is finalized. Some funders require a withholding of 10% of each invoice until the entire project is completed and approved. Once the funder is satisfied with the overall grant, the project is deemed complete and the remaining 10% is paid in full to the RCD.

**Prepaid Grant funds** - Received money upfront. This funding has been paid in advance of work being completed and is held in our accounts where, upon board approval, it is deducted from the balance.

**Current Bills To Pay** - Pay these bills now. These are bills where 1) the funder has provided payment, 2) the landowner/contractor cannot wait 60-90 days or 3) they support RCD operating expenses.

# MARIN RESOURCE CONSERVATION DISTRICT

## Open Invoices

10/2/2024

| Name                                     | Due Date   | Aging | Open Balance      |
|--|------------|-------|-------------------|
| CA OPR Biomass                           | 05/30/2024 | 125   | \$ 12,818         |
| CA OPR Biomass                           | 06/30/2024 | 94    | \$ 21,758         |
| CA OPR Biomass                           | 07/30/2024 | 64    | \$ 24,847         |
| CA OPR Biomass                           | 08/30/2024 | 33    | \$ 14,700         |
| CA OPR Biomass                           | 09/30/2024 | 2     | \$ 10,080         |
| CA SCC Carbon                            | 08/30/2024 | 33    | \$ 31,208         |
| CA SCC Carbon                            | 09/30/2024 | 2     | \$ 27,158         |
| CDFA - HSP Block Grant (ZFP)             | 07/31/2024 | 63    | \$ 4,763          |
| CDFA-2021 Healthy Soils                  | 07/30/2024 | 64    | \$ 9,267          |
| CDFA-CAPGP                               | 07/30/2024 | 64    | \$ 13,489         |
| Conserving Our Watershed - CCAF          | 05/30/2024 | 125   | \$ 10,367         |
| Conserving Our Watershed - CCAF          | 06/30/2024 | 94    | \$ 10,318         |
| Conserving Our Watershed - CCAF          | 07/30/2024 | 64    | \$ 6,407          |
| Conserving Our Watershed - CCAF          | 08/30/2024 | 33    | \$ 8,983          |
| Conserving Our Watershed - CCAF          | 09/30/2024 | 2     | \$ 7,725          |
| Marin County Carbon Farming              | 07/30/2024 | 64    | \$ 3,466          |
| Marin County Urban Streams               | 04/30/2024 | 155   | \$ 29,548         |
| Marin County Urban Streams               | 07/30/2024 | 64    | \$ 26,295         |
| North Coast Resource Conservation (UCOP) | 07/30/2024 | 64    | \$ 2,714          |
| SPAWN                                    | 07/31/2024 | 63    | \$ 549            |
| USDA Climate Smart Commodities (SMACCC)  | 07/30/2024 | 64    | \$ 181,654        |
| USDA GLCI (Grazing Lands)                | 07/30/2024 | 64    | \$ 5,410          |
| Wildlife Conservation Board 2022         | 01/30/2024 | 246   | \$ 9,958          |
| Wildlife Conservation Board 2022         | 04/30/2024 | 155   | \$ 6,290          |
| Wildlife Conservation Board 2022         | 07/30/2024 | 64    | \$ 7,630          |
| WSARE - Soil Hub                         | 07/30/2024 | 64    | \$ 7,602          |
| <b>Total</b>                             |            |       | <b>\$ 495,005</b> |

## MARIN RESOURCE CONSERVATION DISTRICT

### Bills to Pay

October 2024

| Name                                 | Date       | Memo                               | Aging | Open Balance      |
|--------------------------------------|------------|------------------------------------|-------|-------------------|
| <i>Administrative Expenses</i>       |            |                                    |       |                   |
| Destination HR Consulting Inc        | 08/31/2024 | Human Resources Consulting         | 5     | \$ 400            |
| Duncan, Preston                      | 9/30/2024  | Reimbursement                      | 2     | \$ 527            |
| Epke, Gerhard                        | 9/30/2024  | Reimbursement                      | 2     | \$ 990            |
| Farese, Lee                          | 9/30/2024  | Reimbursement                      | 2     | \$ 1,462          |
| Horizon Cable TV                     | 9/30/2024  | Internet                           | 2     | \$ 134            |
| Katuna, Michelle                     | 9/30/2024  | Reimbursement                      | 2     | \$ 131            |
| Meggett, Marcus                      | 9/30/2024  | Reimbursement                      | 2     | \$ 60             |
| Nelson, Erik                         | 9/30/2024  | IT Support                         | 2     | \$ 119            |
| O'Neill, Fiona                       | 9/30/2024  | Reimbursement                      | 2     | \$ 152            |
| Pt Reyes 4th Investors LLC           | 11/1/2024  | November Office Rent               | N/A   | \$ 1,529          |
| Richard, Cora                        | 9/30/2024  | Reimbursement                      | 2     | \$ 189            |
| SDRMA                                | 9/9/2024   | Worker's Compensation Audit        | 23    | \$ 775            |
| Scolari, Nancy                       | 9/30/2024  | Reimbursement                      | 2     | \$ 630            |
| Skinker, Sarah                       | 9/30/2024  | Reimbursement                      | 2     | \$ 2,049          |
| Smile Business Products              | 9/17/2024  | Copier                             | 15    | \$ 131            |
| US Bank Corporate                    | 9/22/2024  | Amazon-Office Supplies             | 10    | \$ 27             |
| US Bank Corporate                    | 9/22/2024  | Office Water                       | 10    | \$ 35             |
| US Bank Corporate                    | 9/22/2024  | Quickbooks Online fee              | 10    | \$ 99             |
| <b>Total Administrative Expenses</b> |            |                                    |       | <b>\$ 9,598</b>   |
| <i>Grant Expenses</i>                |            |                                    |       |                   |
| Lunny Grading & Paving               | 9/19/2024  | COW Dickson Ranch Manure Transport | 13    | \$ 24,000         |
| Phillips, Sarah                      | 9/30/2024  | Reimbursement                      | 2     | \$ 1,210          |
| Point Blue Conservation Science      | 2/28/2024  | SCC Carbon Restoration             | 217   | \$ 60,164         |
| Point Blue Conservation Science      | 3/30/2024  | SCC Carbon Restoration             | 186   | \$ 49,950         |
| Point Blue Conservation Science      | 4/30/2024  | SCC Carbon Restoration             | 155   | \$ 20,666         |
| Point Blue Conservation Science      | 5/30/2024  | SCC Carbon Restoration             | 125   | \$ 25,822         |
| Point Blue Conservation Science      | 6/30/2024  | SCC Carbon Restoration             | 94    | \$ 46,713         |
| Point Blue Conservation Science      | 8/31/2024  | SCC Carbon Restoration             | 32    | \$ 22,923         |
| Spatial Infomatics Group             | 9/30/2024  | Biomass Study Consultant           | 2     | \$ 1,431          |
| Straus Home Ranch, LLC               | 9/20/2024  | MALT/SAP Project                   | 12    | \$ 8,241          |
| US Bank Corporate                    | 9/22/2024  | Office Supplies - Flexispot        | 10    | \$ 456            |
| US Bank Corporate                    | 9/22/2024  | CalCan Conference Registration     | 10    | \$ 166            |
| US Bank Corporate                    | 9/22/2024  | CARDC Annual Conference            | 10    | \$ 495            |
| White, Chad                          | 9/30/2024  | OPR Biomass Project Management     | 2     | \$ 5,664          |
| Winfield, Emilie                     | 9/30/2024  | Reimbursement                      | 2     | \$ 989            |
| Yee, Orlena                          | 9/30/2024  | SMACCC Carbon Finance Contractor   | 2     | \$ 875            |
| Yee, Orlena                          | 9/30/2024  | Marin Carbon Project Coordinator   | 2     | \$ 5,311          |
| <b>Total Grant Expenses</b>          |            |                                    |       | <b>\$ 275,075</b> |
| <b>Total Bills to Pay</b>            |            |                                    |       | <b>\$ 284,673</b> |

## MARIN RESOURCE CONSERVATION DISTRICT

### FOR REFERENCE PURPOSES

September 2024

| Name                                 | Date       | Memo                            | Aging | Open Balance     |
|--------------------------------------|------------|---------------------------------|-------|------------------|
| <i>Administrative Expenses</i>       |            |                                 |       |                  |
| Duncan, Preston                      | 8/31/2024  | Reimbursement                   | 5     | \$ 494           |
| Gomez, Maya                          | 8/31/2024  | Reimbursement                   | 5     | \$ 77            |
| Epke, Gerhard                        | 8/31/2024  | Reimbursement                   | 5     | \$ 533           |
| Farese, Lee                          | 8/31/2024  | Reimbursement                   | 5     | \$ 85            |
| Horizon Cable TV                     | 8/31/2024  | Internet                        | 5     | \$ 134           |
| Meggett, Marcus                      | 8/31/2024  | Reimbursement                   | 5     | \$ 60            |
| O'Neill, Fiona                       | 8/31/2024  | Reimbursement                   | 5     | \$ 210           |
| Pt Reyes 4th Investors LLC           | 10/1/2024  | September Office Rent           | N/A   | \$ 1,763         |
| Richard, Cora                        | 8/31/2024  | Reimbursement                   | 5     | \$ 24            |
| Scolari, Nancy                       | 8/31/2024  | Reimbursement                   | 5     | \$ 1,329         |
| Skinker, Sarah                       | 8/31/2024  | Reimbursement                   | 5     | \$ 918           |
| Suronen, Elise                       | 8/31/2024  | Reimbursement                   | 5     | \$ 2,274         |
| Smile Business Products              | 7/17/2024  | Copier                          | 50    | \$ 131           |
| US Bank Corporate                    | 8/22/2024  | Monday.com                      | 14    | \$ 316           |
| US Bank Corporate                    | 8/22/2024  | RingCentral                     | 14    | \$ 311           |
| US Bank Corporate                    | 8/22/2024  | SpringAhead                     | 14    | \$ 330           |
| US Bank Corporate                    | 7/22/2024  | Microsoft                       | 45    | \$ 918           |
| <b>Total Administrative Expenses</b> |            |                                 |       | <b>\$ 9,907</b>  |
| <i>Grant Expenses</i>                |            |                                 |       |                  |
| Phillips, Sarah                      | 07/31/2024 | Reimbursement                   | 36    | \$ 1,146         |
| Point Blue Conservation Science      | 06/30/2024 | SCC Carbon Restoration          | 67    | \$ 24,159        |
| Spatial Infomatics Group             | 7/31/2024  | Biomass Study Consultant        | 36    | \$ 1,781         |
| US Bank Corporate                    | 8/22/2024  | Home Depot - Job Supplies       | 14    | \$ 330           |
| White, Chad                          | 7/31/2024  | OPR Biomass Project Management  | 36    | \$ 7,725         |
| Winfield, Emilie                     | 7/31/2024  | Reimbursement                   | 36    | \$ 866           |
| Yee, Orlena                          | 7/31/2024  | Marin Carbon Project Management | 36    | \$ 3,415         |
| <b>Total Grant Expenses</b>          |            |                                 |       | <b>\$ 39,422</b> |
| Total Bills to Pay                   |            |                                 |       | <b>\$ 49,329</b> |

## Marin RCD Grants

| Done | Grant  | Funding      | Status            | Lead           | Purpose  |
|------|--|--------------|-------------------|----------------|--|
|      | 1 SWRCB 319h Water Quality on the ranches-dairies  | \$ 800,000   | Awarded 2020      | Marin RCD      | Implement projects on the ranches in TBay and Stemple watersheds   |
| X    | 2 Campbell Drawdown Marin                          | \$ 10,000    | Declined          | Marin RCD      | Fund participation in Drawdown Marin   |
| X    | 3 CA Wildlife Cons Board Pacific Flyway            | \$ 400,000   | Declined          | CARCD          | Fund Corda restoration   |
| X    | 4 CDFW Walker Creek Estuary                        | \$ 350,000   | Awarded 04/2020   | Marin RCD      | Study Walker estuary for fisheries enhancement   |
| n/a  | 5 Halleck Creek Horse Stables                      | TBD          | directed to grant | Marin RCD      | Manure composting  |
| X    | 6 COM Keys Creek @ Highway 1 Road Project          | \$ 7,100     | Awarded 2020      | Marin RCD      | Work with STRAW and Colliss Ranch to stabilize landslide with willow stakes                              |
| X    | 7 CDFA Restore California - Stemple                | \$ 3,126     | Awarded 2020      | Marin RCD      | Work with stemple creek ranch to implement carbon project  |
| n/a  | 8 Devils Gulch Restoration                         | TBD          | On hold           | Marin RCD      | Work with CA State Parks on fisheries enhancement  |
| X    | 9 Cambria/Jackson Wines                            | \$ 25,000    | Awarded 02/2020   | Marin RCD      | MCP Coordination   |
| X    | 10 Carbon Farm Plan Implementation                 | \$ 500,000   | Declined          | MRCD/STRAW     | Implement wildlife projects in carbon farm plans   |
| X    | 11 GrizzlyCorps Member                             | \$ 20,000    | Awarded 10/2020   | Marin RCD      | College intern to help with outreach/education in the ag community                                       |
| X    | 12 CA Wildlife Cons Board Technical Assistance     | \$ 55,000    | Declined          | CARCD          | Technical assistance to producers for carbon farming   |
| X    | 13 CDFW Lower Lagunitas Assessment                 | \$ 26,000    | Declined          | SPAWN          | Work with lower Lagunitas landowners and TAC on salmon enhancement opps                                  |
| X    | 14 USDA Rancher to Rancher                         | \$ 25,000    | Declined          | CARCD          | Soil monitoring for 1 ranch, training for staff, 1 rancher to rancher workshop                           |
| X    | 15 NACD Regional Soil Health Hub Coordinator       | \$ 109,000   | Awarded 07/2020   | Marin RCD      | North Bay Soil Health Coordinator for RCDs. Coordinate programs and staffing                             |
|      | 16 DOC Riparian Restoration Corridor/Cons          | \$ 430,000   | Awarded 12/2020   | Marin RCD      | Stemple Creek Riparian Project at Rhigetti Ranch   |
| X    | 17 MWMA Pyrphytic Plants from Marshall - Inverness | TBD          | cancelled         | Marin RCD      | Remove broom, eucalyptus, jabada grass with 12 properties around the Bay.                                |
|      | 18 PRNS Tech Assist for Ranchers                   | \$ 69,847    | Awarded 03/2020   | Marin RCD      | Assistance to seashore ranchers for RDM sampling, conditional waivers, planning                          |
| X    | 19 Shovel Ready Projects                           | \$ 1,000,000 | cancelled         | NoCoRCDs       | Provide legislators with a list of shovel ready projects in prep for stimulus \$                         |
| X    | 20 COVID   | \$ 5,000     | Awarded 07-2020   | CARCD          | Provide grants to producers for covid protection   |
|      | 21 SWRCB 319H Water Quality in Lower Lagunitas     | \$ 30,000    | Awarded 05/2021   | SPAWN          | Assist with 2 road projects on ranches   |
| X    | 22 GrizzlyCorps Member                             | TBD          | Awarded 04/2021   | Marin RCD      | Intern to help with outreach, monitoring and DEI   |
|      | 23 CDFA Technical Assistance                       | \$ 60,000    | Awarded 08/2021   | Marin RCD      | Assist producers in applications to Healthy Soils Program  |
| X    | 24 NACD Regional Soil Health Hub Coordinator       | \$ 114,000   | Awarded 04/2021   | Marin RCD      | North Bay Soil Health Coordinator for RCDs. Coordinate programs and staffing                             |
|      | 25 COM Support for Carbon Farm Plans               | \$ 50,000    | Awarded 03/2021   | Marin RCD      | Development of 5 carbon farm plans plus match for grant #29  |
|      | 26 NFWF Monarch Habitat                            | TBD          | Awarded 11/2021   | Gold Ridge RCD | Support monarch habitat with landowners  |
|      | 27 SCC Prop68 Climate Grant                        | \$ 1,000,000 | Awarded 12/2021   | Marin RCD      | Farm plans, implementation, designs, ed workshops, no till drill and FIGR collaboration                  |
|      | 28 Beaver Dam Analogues                            | TBD          | On hold           | TBD            | Install Beaver Dam Structures at select locations in the Walker Cr watershed                             |
|      | 29 Lagunitas Restoration @ Coast Guard             | TBD          | On hold           | TBD            | Potential collaboration to enhance Lagunitas at the Coast Guard reach                                    |
|      | 30 MCF-Kurland Marin Carbon Project Coordinator    | \$ 50,000    | Awarded 05/2021   | Marin RCD      | coordinate and scale carbon farming in Marin county  |
|      | 31 MRCD Internship/Scholarship Fund                | \$ 3,000     | Awarded 07/2021   | Marin RCD      | support young disadvantaged interns wishing to learn on-the-job-skills                                   |
| X    | 32 Edwards Mother Earth Foundation                 | \$ 592,000   | Declined          | CARCD          | [Soil Hub] expand agroforestry component of carbon farm plans in the north coast region                  |
|      | 33 PRNS Tech Assist for Ranchers                   | \$ 48,285    | Awarded 09/2021   | Marin RCD      | Assistance to seashore ranchers for RDM sampling, conditional waivers, planning                          |
|      | 34 OPR Marin Biomass Project                       | \$ 500,000   | Awarded 06/2022   | Marin RCD      | Develop recommendations for biomass recovery and utilization processes, infrastructure, and investment   |
|      | 35 MALT Carbon Farming                             | \$ 90,000    | Awarded 03/2021   | Marin RCD      | 2 carbon farm plans and carbon farming implementation  |
|      | 36 COM Support for Carbon Farming                  | \$ 125,000   | Awarded 12/2021   | Marin RCD      | support project development  |
|      | 37 UC Western SARE Soils Training                  | \$ 78,167    | Awarded 03/2022   | Marin RCD      | [Soil Hub] Soil Health Assessment/Management Through California's North Coast Soil Hub                   |
|      | 38 WCB Monarch Pollinator Habitat                  | \$ 250,000   | Awarded 09/2022   | CARCD          | Install and monitor monarch/pollinator plants in riparian or hedgerow areas                              |
|      | 39 USDA Climate Smart Commodities                  | \$ 3,585,745 | Awarded 09/2022   | Sonoma County  | Plan, design, install, monitor GHG reduction and carbon sequestration projects                           |
|      | 40 NACD Regional Soil Health Hub Coordinator       | \$ 124,000   | Awarded 09/2022   | Marin RCD      | North Coast Soil Health Coordinator for RCDs. Coordinate programs and staffing                           |
| X    | 41 Planning Drought Resiliency                     | \$ 286,239   | Declined          | Marin RCD      | Work with UCCE-MALT on drought resiliency watershed planning for producers                               |
|      | 42 NRCS Grazing Lands                              | \$ 25,000    | Awarded 04/2023   | Gold Ridge RCD | [Soil Hub] Staff training on prescribed grazing/ grazing mgmt plans, workshops and education for produce |
|      | 43 CDFA Conservation Planning (CAPGP)              | \$ 182,000   | Awarded 02/2023   | Marin RCD      | Carbon farm plans, grazing management plans, soil health management plans                                |
|      | 44 SWRCB 319h Water Quality on the ranches-dairies | \$ 739,872   | Awarded 07/2023   | Marin RCD      | Implement projects on the ranches in PRNS and Stemple watersheds   |

## Marin RCD Grants

|    |   |              |                 |                  |   |
|----|---|--------------|-----------------|------------------|---|
| 45 | FHA Anadromous Organism Passage (AOP) grant     | TBD          | Due 2/6/23      | Mill Valley      | Support Mill Valley StreamKeepers & City of Mill Valley with proposal for barrier retrofit for fish passage |
| 46 | OPR Marin Biomass Project                       | \$ 250,000   | Awarded 05/2023 | Marin RCD        | Develop recommendations for biomass recovery and utilization processes, infrastructure, and investment      |
| 47 | UC SAREP CA Farm Demonstration Network          | \$ 53,730    | Awarded 07/2023 | UC SAREP (Conser | [Soil Hub] Development and monitoring of field trials, education and outreach on soil health and climate-   |
| 48 | DOC Capacity Building                           | \$ 681,445   | Declined        | Marin RCD        | [Soil Hub] Tools and technology for program and project management - Salesforce integration; outreach       |
| 49 | CDFA Healthy Soils Block Grant w/Zero Foodprint | \$ 22,500    | Awarded 09/2023 | Zero Foodprint   | [Soil Hub] CDFA Healthy Soils Program technical assistance and implementation - block grant pilot           |
| 50 | NOAA Fisheries                                  | \$ 8,000,000 | Declined        | Marin RCD        | habitat restoration and coastal resilience. Focus on salmon restoration.                                    |
| 51 | MCF-Kurland Marin Carbon Project Coordinator    | \$ 50,000    | Awarded 06/2023 | Marin RCD        | coordinate and scale carbon farming in Marin county   |
| 52 | NACD Regional Soil Health Hub Director          | \$ 73,950    | Awarded 01/2024 | Marin RCD        | [Soil Hub] North Coast Soil Health Coordinator for RCDs. Coordinate programs and staffing                   |
| 53 | OPR Enhancing Climate Resilience in North Bay   | \$ 127,000   | Declined        | Gold Ridge RCD   | Urban rebate program to construct rainwater catchment systems   |
| 54 | OPR Community Economic Resilience Fund          | TBD          | cancelled       | Marin RCD        | Feasibility study to build out biomass-related climate jobs (high road jobs)                                |
| 55 | MC Measure A FARE PRNS Weed Mgmt                | \$ 100,000   | Declined        | Marin RCD        | Comparative methods of removal of Scotch Broom on PRNS rangeland  |
| 56 | North Coast Wildfire Resilience Block Grant     | \$ 200,000   | Awarded 05/2024 | Humboldt RCD     | Equipment, fire prevention, training/workforce development, CEQA-NEPA permitting                            |
| 57 | NRCS Soil Hub Director                          | \$ 75,000    | Awarded 06/2024 | Marin RCD        | [Soil Hub] Continuation of North Coast Soil Hub Director position   |
| 58 | NACD Regional Soil Health Hub Director          | TBD          | In Progress     | Marin RCD        | [Soil Hub] North Coast Soil Health Coordinator for RCDs. Coordinate programs and staffing                   |

**ACTION: DISTRICT**

Board approval of Marin RCD Finance Committee members to be approved on an annual basis.

**URGENCY:**

No, there is no urgency with this item.

**BACKGROUND:**

The Finance Committee (FC) was established in 2016. Through the years the FC meetings have been infrequent and scheduled as needed. In the last couple years the district's budget has tripled, therefore requiring more oversight and management, and therefore monthly meetings. The FC consists of 3 board members (Gale, Sawyer, Sherwood), the Fiscal Manager, and Executive Director. Meetings are publicly noticed, and agendas are found on the [www.marinrcd.org](http://www.marinrcd.org) website. The FC is responsible for investigating and guiding budgetary tasks and submitting recommendations for Marin RCD Board for formal approval. Some of their duties are found below:

- **Budget Process:** Consult with the fiscal manager and executive director on the detailed design of the budget development cycle, to vet the proposed fiscal year budget, as well as any midyear updates or proposed changes to the budget, before presentation and recommendation to the Board of Directors. Recommend to the Board any amendment to the adopted budget.
- **Financial Review:** Ensure the financials are thoroughly examined on a quarterly basis; develop a functional understanding of revenue streams, expenditures, and overall fiscal conditions and issues in order to be engaged proactively in the budget preparation, development and planning process on an ongoing basis; monitor the District's performance relative to the budget; and ensure that appropriate Board actions are taken to address any material variances to the budget.
- **Policy Development:** Identify new and amended policy changes to ensure robust financials and budgeting processes are in place for the District. Provide recommended policy amendments and new policy proposals to the Board for approval.

**TODAY'S ACTIONS:**

Currently there is no formal appointment or approval schedule for FC members, therefore the FC is recommending the Marin RCD Board evaluate and authorize membership on an annual basis.

**Option 1:** Board approval to review and authorize Finance Committee members on an annual basis.

**Option 2:** Board approval to review and authorize Finance Committee members biennially, quadrennially or other?

**IMPACTS:** (Describe alliance with [RCD strategic plan](#) and grant goals)

N/A

**AVAILABLE BUDGET:**

N/A

**ACTION: DISTRICT/MINUTES/FINANCIALS:****3D. Board approval of Marin RCD FY 24-25 Annual Budget****Is this item Urgent?**

Yes, we do not currently have an approved budget for this Fiscal Year.

**Background:**

Each year the Marin RCD must approve a budget for the fiscal year. A draft is presented to the Finance Committee where edits and suggestions are made in preparation for the full board's approval. The budget is compiled by listing all grants and distributing costs between the categories of: Construction, Consulting, Personnel and Indirect Costs.

The overall budget related to grant revenues is strong. Staffing has increased and so has the budget. Several funding sources such as The SCC Carbon Farming, Measure A and USDA Climate Smart Commodities grants leave the District in a good financial position as far as providing services to land managers. The District currently has a total of approximately 25 grants: approx \$1.0M County, \$1.1M State, \$1.1M Federal and \$86k from foundations for a total income of approximately \$3.2M.

It is also worth noting that the District is using grant funding from several sources (such as CDFA) that provide technical assistance in carrying out projects where funding is NOT managed by the District. This results in more planning expense but less construction dollars to show for it. We are also taking on several responsibilities on bigger projects that require heavy planning (Walker Floodplain study, Biomass Study, North Coast Soil Hub, Marin Carbon Project).

**Additional Notes:**

1. MRCD has hired an HR Consultant to assist with updating policies and procedures. \$12,000 is in the budget under Consultants – Admin and is being paid for with COVID relief funds.
2. MRCD intends to hire a Strategic Planning Consultant to help finalize a current strategic plan and a Board/Staff Consultant to assist organizational communication. \$30,000 is in the budget under Consultants – Admin and is being paid for with COVID relief funds.

**Today's Action:**

The following action is recommended:

`3C. Approval of the Marin RCD FY 22-23 Annual Budget.



**MARIN RESOURCE CONSERVATION DISTRICT**  
Special District of the State of California

**2024-2025 Draft Budget**

|  | FY2022-2023                   |                                 | FY2023-2024                   |                                      | FY2024-2025                   |              | Difference                                 |            |
|--|-------------------------------|---------------------------------|-------------------------------|--------------------------------------|-------------------------------|--------------|--|------------|
| <b>Revenue:</b>                            | <b>Adopted Budget FY22-23</b> | <b>Actual FY22-23 (Audited)</b> | <b>Adopted Budget FY23-24</b> | <b>Projected FY23-24 (Unaudited)</b> | <b>Proposed Budget FY '25</b> | <b>% Rev</b> | <b>Projected FY '24 vs Proposed FY '25</b> | <b>Δ %</b> |
| <b>Description</b>                         |                               |                                 |                               |                                      |                               |              |  |            |
| State Aid                                  | \$1,071,263                   | \$1,179,358                     | \$1,182,778                   | \$1,079,500                          | \$1,070,375                   | 33%          | -\$9,125                                   | -1%        |
| Federal Aid                                | \$576,703                     | \$172,175                       | \$1,099,173                   | \$740,000                            | \$1,051,829                   | 32%          | \$311,829                                  | 42%        |
| Marin County & Special Districts Measure A | \$265,000                     | \$289,442                       | \$293,000                     | \$210,000                            | \$326,499                     | 10%          | \$116,499                                  | 55%        |
| Foundations & Other Grants                 | \$144,313                     | \$763,988                       | \$320,000                     | \$690,000                            | \$690,633                     | 21%          | \$633                                      | 0%         |
| Interest Income                            | \$192,519                     | \$104,017                       | \$188,469                     | \$155,000                            | \$86,165                      | 3%           | -\$68,835                                  | -44%       |
| Other Misc Refunds & Reimb                 | \$355                         | \$7,155                         | \$3,000                       | \$14,000                             | \$15,000                      | 0%           | \$1,000                                    | 7%         |
| General Income & Rents                     | \$200                         | \$1,121                         | \$1,000                       | \$500                                | \$500                         | 0%           | \$0  | 0%         |
| Return Funding                             | \$600                         | \$12                            | \$0                           | \$3,000                              | \$5,000                       | 0%           | \$2,000                                    | 67%        |
|  | \$100                         | \$254                           | \$100                         | \$0                                  | \$100                         | 0%           | \$100                                      | N/A        |
| <b>Total Revenue</b>                       | <b>\$2,251,053</b>            | <b>\$2,517,522</b>              | <b>\$3,087,520</b>            | <b>\$2,892,000</b>                   | <b>\$3,246,101</b>            | <b>100%</b>  | <b>\$354,101</b>                           | <b>12%</b> |

| <b>Project Costs &amp; Expenses:</b> | FY2022-2023                   |                                 | FY2023-2024                   |                                      | FY2024-2025                   |              | Difference                              |            |
|--------------------------------------|-------------------------------|---------------------------------|-------------------------------|--------------------------------------|-------------------------------|--------------|---|------------|
| <b>Project Costs</b>                 | <b>Adopted Budget FY22-23</b> | <b>Actual FY22-23 (Audited)</b> | <b>Adopted Budget FY22-23</b> | <b>Projected FY22-23 (Unaudited)</b> | <b>Proposed Budget FY '24</b> | <b>% Exp</b> | <b>Actual FY '23 vs Proposed FY '24</b> | <b>Δ %</b> |
| <b>Description</b>                   |                               |                                 |                               |                                      |                               |              |   |            |
| Construction - Field                 | \$571,745                     | \$272,696                       | \$1,026,800                   | \$650,000                            | \$718,899                     | 24%          | \$68,899                                | 11%        |
| Consultants - Field                  | \$696,364                     | \$412,727                       | \$815,457                     | \$680,000                            | \$918,693                     | 30%          | \$238,693                               | 35%        |
| Job/Project Supplies                 | \$-                           | \$3,073                         | \$5,000                       | \$4,200                              | \$5,000                       | 0%           | \$800                                   | 19%        |
| <b>Total Project Costs</b>           | <b>\$1,268,109</b>            | <b>\$688,496</b>                | <b>\$1,847,257</b>            | <b>\$1,334,200</b>                   | <b>\$1,642,592</b>            | <b>54%</b>   | <b>\$308,392</b>                        | <b>23%</b> |

| <b>Salary &amp; Benefit Expenses</b> | <b>Adopted Budget FY22-23</b> | <b>Actual FY22-23 (Audited)</b> | <b>Adopted Budget FY23-24</b> | <b>Projected FY23-24 (Unaudited)</b> | <b>Proposed Budget FY '24</b> | <b>% Exp</b> | <b>Actual FY '23 vs Proposed FY '24</b> | <b>Δ %</b> |
|--------------------------------------|-------------------------------|---------------------------------|-------------------------------|--------------------------------------|-------------------------------|--------------|---|------------|
| <b>Description</b>                   |                               |                                 |                               |                                      |                               |              |   |            |
| Staff Salaries & Wages*              | \$667,342                     | \$691,408                       | \$896,250                     | \$884,000                            | \$981,600                     | 32%          | \$97,600                                | 11%        |
| Social Security & Medicare           | \$50,709                      | \$52,929                        | \$68,600                      | \$67,626                             | \$75,090                      | 2%           | \$7,464                                 | 11%        |
| Health Insurance                     | \$41,400                      | \$43,493                        | \$68,250                      | \$51,000                             | \$80,000                      | 3%           | \$29,000                                | 57%        |
| Employer 401K Match                  | \$66,234                      | \$38,746                        | \$50,630                      | \$64,648                             | \$70,000                      | 2%           | \$5,352                                 | 8%         |
| Workers Compensation                 | \$2,339                       | \$853                           | \$3,058                       | \$3,500                              | \$4,500                       | 0%           | \$1,000                                 | 29%        |
| Unemployment Insurance               | \$840                         | \$1,323                         | \$1,710                       | \$1,500                              | \$2,500                       | 0%           | \$1,000                                 | 67%        |
| Paychex 401K Fees                    | \$2,200                       | \$1,908                         | \$2,200                       | \$3,332                              | \$3,000                       | 0%           | -\$332                                  | -10%       |
| <b>Total Salary &amp; Benefits</b>   | <b>\$831,064</b>              | <b>\$830,660</b>                | <b>\$1,090,698</b>            | <b>\$1,075,606</b>                   | <b>\$1,216,690</b>            | <b>40%</b>   | <b>\$141,084</b>                        | <b>13%</b> |

**MARIN RESOURCE CONSERVATION DISTRICT**  
**Special District of the State of California**

**2024-2025 Draft Budget**

| Operating Expenses<br>Description         | FY2022-2023               |                                | FY2023-2024               |                                     | FY2024-2025               |             | Difference                             |             |
|---|---------------------------|--------------------------------|---------------------------|-------------------------------------|---------------------------|-------------|--|-------------|
|   | Adopted Budget<br>FY22-23 | Actual<br>FY22-23<br>(Audited) | Adopted Budget<br>FY23-24 | Projected<br>FY23-24<br>(Unaudited) | Proposed<br>Budget FY '24 | %<br>Exp    | Actual FY '23<br>vs Proposed<br>FY '24 | Δ %         |
| Rent                                      | \$16,296                  | \$17,760                       | \$18,000                  | \$18,300                            | \$20,130                  | 1%          | \$1,830                                | 10%         |
| Insurance                                 | \$13,521                  | \$13,521                       | \$15,475                  | \$17,530                            | \$19,000                  | 1%          | \$1,470                                | 8%          |
| Office Supplies & Materials               | \$9,000                   | \$15,235                       | \$13,000                  | \$12,500                            | \$13,000                  | 0%          | \$500                                  | 4%          |
| Mileage and Travel                        | \$7,000                   | \$12,019                       | \$12,000                  | \$13,000                            | \$15,000                  | 0%          | \$2,000                                | 15%         |
| Workshops & Conferences                   | \$12,000                  | \$2,197                        | \$12,000                  | \$7,500                             | \$9,000                   | 0%          | \$1,500                                | 20%         |
| Accounting & Audit                        | \$10,000                  | \$9,550                        | \$10,000                  | \$22,850                            | \$11,500                  | 0%          | -\$11,350                              | -50%        |
| Consultants - Admin                       | \$0                       | \$0                            | \$0                       | \$0                                 | \$12,000                  | 0%          | \$12,000                               | N/A         |
| HR Software & Tools                       | \$0                       | \$0                            | \$0                       | \$0                                 | \$34,230                  | 1%          | \$34,230                               | N/A         |
| Computers & Website                       | \$9,000                   | \$9,282                        | \$9,000                   | \$6,650                             | \$7,000                   | 0%          | \$350                                  | 5%          |
| Telephone                                 | \$5,000                   | \$5,156                        | \$5,500                   | \$5,500                             | \$6,000                   | 0%          | \$500                                  | 9%          |
| Payroll Svc Fee                           | \$5,000                   | \$4,473                        | \$5,000                   | \$3,900                             | \$4,400                   | 0%          | \$500                                  | 13%         |
| Legal, Permitting Fees                    | \$5,000                   | \$375                          | \$5,000                   | \$500                               | \$1,000                   | 0%          | \$500                                  | 100%        |
| Membership & Subscriptions                | \$3,500                   | \$3,356                        | \$4,500                   | \$2,700                             | \$3,000                   | 0%          | \$300                                  | 11%         |
| Copier Maintenance                        | \$1,500                   | \$1,407                        | \$1,500                   | \$1,430                             | \$1,450                   | <0.05%      | \$20                                   | 1%          |
| Postage and Delivery                      | \$1,000                   | \$641                          | \$1,000                   | \$600                               | \$1,000                   | <0.05%      | \$400                                  | 67%         |
| Election Costs                            | \$250                     | \$250                          | \$0                       | \$250                               | \$250                     | <0.05%      | \$0                                    | 0%          |
| Other General Expense                     | \$1,500                   | \$1,652                        | \$1,500                   | \$2,200                             | \$2,200                   | <0.05%      | \$0                                    | 0%          |
| Depreciation Expense                      | \$1,400                   | \$1,247                        | \$1,400                   | \$1,000                             | \$1,000                   | <0.05%      | \$0                                    | N/A         |
| Scholarships                              | \$5,500                   | \$5,500                        | \$3,000                   | \$3,000                             | \$3,000                   | 0%          | \$0                                    | 0%          |
| <b>Total Operating Expenses</b>           | <b>\$106,467</b>          | <b>\$103,621</b>               | <b>\$117,875</b>          | <b>\$119,410</b>                    | <b>\$164,160</b>          | <b>5%</b>   | <b>\$44,750</b>                        | <b>37%</b>  |
| <b>Total Project Costs &amp; Expenses</b> | <b>\$2,205,640</b>        | <b>\$1,622,777</b>             | <b>\$3,055,830</b>        | <b>\$2,529,216</b>                  | <b>\$3,023,442</b>        | <b>100%</b> | <b>\$494,226</b>                       | <b>20%</b>  |
| <b>Changes in Net Assets</b>              | <b>\$45,413</b>           | <b>\$894,745</b>               | <b>\$31,690</b>           | <b>\$362,784</b>                    | <b>\$222,659</b>          |             | <b>-\$140,125</b>                      | <b>-39%</b> |
| Reserve for Measure A (see note 10)       |                           |                                |                           |                                     | \$222,659                 | 7%          | \$222,659                              | N/A         |

**NET ASSET BALANCES**

|                                 |             |             |
|---------------------------------|-------------|-------------|
| <b>FY Beginning Net Assets:</b> | \$288,898   | \$1,183,643 |
| <b>FY Ending Net Assets:</b>    | \$1,183,643 | \$1,546,427 |

\*Staff Salaries includes an allocation of \$25,000 in expected cost in the event we must respond to Public Records Act (PRA) requests. This estimate is an average of our PRA expenses over the last 3 years.

**2024-2025 Draft Budget**

Things to note:

1. Project costs are 60% of the proposed FYE 2024 budget vs FYE 2023 actual 43%
2. Deferred revenue adjustments have been made and are estimated
3. Health insurance is based upon the reimbursement policy and anticipated FTEs
4. Revenue budget is based upon current grants and current year deliverables, no estimates or provisions for future grants have been made
5. On-going efforts are being made to diversify revenue sources continuing historical
6. 401k match expense is based upon prior deferred compensation rate
7. SS & Med are statutory employer expenses
8. One \$3,000 scholarship is planned. FYE 2023 included 2 scholarships
9. There is some uncertainty about state revenue but we do not expect it to be material
10. Measure A funding is based upon tax revenue. The amount budgeted is based upon the cash expected for the year. A reserve is shown to indicate those funds are dedicated.
11. Salaries are budgeted based upon 11 FTEs. Currently there are 9 FTEs

Abbreviations:

FYE = "Fiscal year end" (e.g. FYE 2024 means for the year ended June 30, 2024)

FTE = "Full-time equivalent" employee (e.g. a person who works 10 hrs/wk is a .25 FTE)

**MARIN RESOURCE CONSERVATION DISTRICT**  
**Special District of the State of California**

| <b>2024-2025 Draft Revenue Budget</b>        |            |            |                       |                       |                     |                     |                       |   |                     |
|--|------------|------------|-----------------------|-----------------------|---------------------|---------------------|-----------------------|---|---------------------|
|  | START DATE | END DATE   | TOTAL CONTRACT AMOUNT | TO BE SPENT FY24/25   | CONSTRUCTION FIELD  | CONSULTING FIELD    | PERSONNEL             | Grant Specific Costs (mileage, supplies, etc) | Indirect Costs      |
| <b>Marin County and Special Districts</b>    |            |            |                       |                       |                     |                     |                       |   |                     |
| Marin County                                 | 7/1/2024   | 6/30/2025  | \$125,000.00          | \$125,000.00          | \$0.00              | \$0.00              | \$0.00                | \$0.00  | \$125,000.00        |
| Marin County - Urban Streams                 | 7/1/2014   | 6/30/2026  | \$980,000.00          | \$106,050.00          | \$0.00              | \$0.00              | \$101,000.00          | \$0.00  | \$5,050.00          |
| Marin Water District- Fish Monitoring        | 9/7/2021   |            | \$0.00                | \$0.00                | \$0.00              | \$0.00              | \$0.00                | \$0.00  | \$0.00              |
| Marin County - Carbon Farming Measure A      | 8/23/2022  | 12/31/2024 | \$175,000.00          | \$95,449.45           | \$0.00              | \$0.00              | \$71,335.00           | \$4,000.00                                    | \$20,114.45         |
|  | 4/1/2023   | 4/1/2032   | \$1,068,005.00        | \$690,632.70          | \$341,000.00        | \$200,000.00        | \$116,100.00          | \$2,000.00                                    | \$31,532.70         |
| <b>Marin County Funding Total:</b>           |            |            |                       | <b>\$1,017,132.15</b> |                     |                     |                       |   |                     |
| <b>State Funding</b>                         |            |            |                       |                       |                     |                     |                       |   |                     |
| CA Wildlife Conservation Board 2022          | 2/14/2023  | 3/31/2027  | \$478,362.50          | \$151,912.68          | \$55,832.68         | \$50,000.00         | \$35,000.00           | \$3,400.00                                    | \$7,680.00          |
| CDFA Healthy Soils 2021                      | 10/1/2021  | 10/1/2024  | \$60,000.00           | \$26,600.00           | \$6,000.00          | \$5,000.00          | \$13,000.00           | \$500.00                                      | \$2,100.00          |
| CDFA-CAPGP                                   | 6/15/2023  | 6/14/2025  | \$159,600.00          | \$106,211.00          | \$0.00              | \$0.00              | \$81,625.00           | \$8,261.00                                    | \$16,325.00         |
| CA Dept. of Conservation                     | 7/1/2022   | 12/31/2024 | \$429,910.97          | \$94,879.85           | \$91,630.81         | \$0.00              | \$0.00                | \$0.00  | \$3,249.04          |
| CA SCC Carbon                                | 1/1/2022   | 12/31/2025 | \$1,000,000.00        | \$284,600.00          | \$100,000.00        | \$100,000.00        | \$60,000.00           | \$3,000.00                                    | \$21,600.00         |
| CA Office of Planning & Research Biomass     | 2/1/2022   | 3/31/2025  | \$750,000.00          | \$291,555.68          | \$0.00              | \$275,000.00        | \$13,796.40           | \$0.00  | \$2,759.28          |
| CA State Legislature-COVID Relief            | 1/22/2022  | 12/31/2026 | \$212,700.00          | \$51,750.00           | \$0.00              | \$0.00              | \$0.00                | \$46,230.00                                   | \$5,520.00          |
| UCOP Sustain Ag Research & Ed Program+A      | 8/1/2023   | 7/31/2025  | \$53,728.75           | \$50,942.83           | \$0.00              | \$1,200.00          | \$34,752.00           | \$10,468.75                                   | \$4,522.08          |
| CDFA HSP Block Grant                         | 12/1/2023  | 11/29/2027 | \$45,000.00           | \$11,922.70           | \$0.00              | \$0.00              | \$11,922.70           | \$0.00  | \$0.00              |
| <b>State Funds Total:</b>                    |            |            |                       | <b>\$1,070,374.74</b> |                     |                     |                       |   |                     |
| <b>Federal Funding</b>                       |            |            |                       |                       |                     |                     |                       |   |                     |
| SWRCB COW CCAF                               | 4/1/2021   | 12/31/2024 | \$800,000.00          | \$142,931.64          | \$74,435.67         | \$23,916.97         | \$23,179.00           | \$400.00                                      | \$21,000.00         |
| SWRCB COW MILC                               | 3/1/2024   | 8/30/2027  | \$739,872.00          | \$329,429.00          | \$0.00              | \$205,631.00        | \$28,525.00           | \$5,273.00                                    | \$90,000.00         |
| SPAWN Lower Lagunitas Roads                  | 12/15/2022 | 12/15/2025 | \$17,542.17           | \$2,630.40            | \$0.00              | \$0.00              | \$2,630.40            | \$0.00  | \$0.00              |
| NACD Regional Soil Health Hub Director       | 3/11/2020  | 3/10/2025  | \$420,307.00          | \$52,012.21           | \$0.00              | \$0.00              | \$46,274.71           | \$5,737.50                                    | \$0.00              |
| DIR Point Reyes National Seashore            | 3/15/2020  | 12/31/2024 | \$118,132.34          | \$18,200.80           | \$0.00              | \$0.00              | \$14,000.00           | \$369.00                                      | \$3,831.80          |
| USDA Climate Smart Commodities               | 10/1/2023  | 7/31/2028  | \$2,393,831.35        | \$453,899.00          | \$0.00              | \$57,195.00         | \$308,920.00          | \$21,000.00                                   | \$66,784.00         |
| USDA NRCS (Emilie)                           | 9/1/2024   | 8/31/2026  | \$74,979.00           | \$31,133.00           | \$0.00              | \$750.00            | \$19,938.00           | \$543.00                                      | \$9,902.00          |
| USDA-NRCS GLCI                               | 8/20/2023  | 6/30/2025  | \$27,139.87           | \$21,592.47           | \$0.00              | \$0.00              | \$14,982.90           | \$1,325.00                                    | \$5,284.57          |
| <b>Federal Funds Total:</b>                  |            |            |                       | <b>\$1,051,828.52</b> |                     |                     |                       |   |                     |
| <b>Foundations &amp; Other Grants</b>        |            |            |                       |                       |                     |                     |                       |   |                     |
| Audubon Canyon Ranch                         | 11/10/2022 | 12/31/2024 | \$5,987.21            | \$4,987.21            | \$0.00              | \$0.00              | \$4,987.21            | \$0.00  | \$0.00              |
| MALT SAP                                     | 7/1/2023   | 6/30/2025  | \$1,198,746.69        | \$52,800.00           | \$50,000.00         | \$0.00              | \$2,700.00            | \$100.00                                      | \$0.00              |
| Private Foundation                           | 4/1/2024   | 3/30/2025  | \$40,000.00           | \$28,378.00           | \$0.00              | \$0.00              | \$0.00                | \$0.00  | \$28,378.00         |
| <b>Foundations &amp; Other Grants Total:</b> |            |            |                       | <b>\$86,165.21</b>    |                     |                     |                       |   |                     |
| <b>Total Grant and Earned Income</b>         |            |            |                       | <b>\$3,225,500.61</b> | <b>\$718,899.16</b> | <b>\$918,692.97</b> | <b>\$1,004,668.32</b> | <b>\$112,607.25</b>                           | <b>\$470,632.91</b> |
|  |            |            |                       |                       | 22%                 | 28%                 | 31%                   | 16%   | 15%                 |

## MARIN RESOURCE CONSERVATION DISTRICT

### Special District of the State of California

#### Grantors/Contract Holders and Projects Included in Revenue Budget

| <b>Marin County and Special Districts</b> | <b>Grantor/Contract Holder</b>                   | <b>Program</b>   |
|---|--|--|
| Marin County                              | Marin County                                     | County Supervisors RCD Operating and Maintenance                                   |
| Marin County - Urban Streams              | Marin County                                     | Professional Services Agreement for Stream Conservation Ordinance                  |
| Marin Water District - Fish Monitoring    | Marin Municipal Water District                   | Professional Services Agreement for Fisheries Monitoring and Stream Assessment     |
| Marin County - Carbon Farming             | Marin County                                     | Carbon Farm Plans and Designs  |
| Measure A                                 | Marin County                                     | County sales tax to provide matching grants for climate-smart agriculture projects |
| <b>State Funding</b>                      | <b>Grantor/Contract Holder</b>                   | <b>Program</b>   |
| CA Wildlife Conservation Board 2022       | CA Wildlife Conservation Board                   | Enhancing Wildlife Habitat   |
| CDFA Healthy Soils 2021                   | CA Department of Food and Agriculture            | Climate Smart Agriculture Technical Assistance                                     |
| CDFA-CAPGP                                | CA Department of Food and Agriculture            | Conservation Ag Planning Grants Program  |
| CA Dept. of Conservation                  | CA Department of Conservation                    | Working Lands and Riparian Corridors   |
| CA SCC Carbon                             | CA State Coastal Conservancy                     | Carbon Farming for Ag and Watershed Resilience                                     |
| CA Office of Planning & Research Biomass  | CA Office of Planning & Research                 | Marin Biomass Project  |
| CA State Legislature-COVID Relief         | State of California                              | Independent Special District COVID Relief (general fund)                           |
| UCOP Sustain Ag Research & Ed Program     | University of California Office of the President | Sustainable Ag Research & Ed Program (SAREP)                                       |
| CDFA HSP Block Grant/Zerofoodprint        | CA Department of Food & Agriculture              | The Healthy Soils Program Block Grant Pilot  |
| <b>Federal Funding</b>                    | <b>Grantor/Contract Holder</b>                   | <b>Program</b>   |
| SWRCB COW CCAF                            | State Water Resources Control Board              | Conserving Our Watershed - Collaborative Conservation Actions by Farmers           |
| SWRCB COW MILC                            | State Water Resources Control Board              | Conserving Our Watersheds - Management & Implementation Leadership                 |
| SPAWN Lower Lagunitas Roads               | Turtle Island Restoration Network                | Professional Services Agreement for CEQA assistance for Lagunitas Rd projects      |
| NACD Regional Soil Health Hub Director    | National Association of Conservation Districts   | Regional Soil Health Hub Director  |
| DIR Point Reyes National Seashore         | US Department of Interior                        | Professional Services Agreement to provide assistance to PRNS ranches              |
| USDA Climate Smart Commodities            | US Department of Agriculture                     | Carbon Farming Program   |
| USDA NRCS (Emilie)                        | National Resources Conservation Service          | Regional Soil Health Director  |
| USDA-NRCS GLCI                            | National Resources Conservation Service          | Grazing Lands Conservation Initiative  |
| <b>Foundations &amp; Other Grants</b>     | <b>Grantor/Contract Holder</b>                   | <b>Program</b>   |
| Audubon Canyon Ranch                      | Audubon Canyon Ranch                             | Professional Services Agreement for Staff Training, Compliance & Permit Review     |
| MALT SAP                                  | Marin Agricultural Land Trust                    | Stewardship Assistance Program   |
| Private Foundation G 2024                 | Gamble Foundation                                | Special Projects   |

# Marin RCD Staff Report

## September 1-30, 2024

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### *District*

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- **ED Report**
  - Submitted Civil Grand Jury Report
  - Submitted Conflict of Interest Biennial Notice to County
  - Completed COVID relief funding research to include HR services
  - Hired HR consultant to complete high priority HR tasks.
  - Met with Health Insurance brokers and HR consultants to explore plan options
  - Signed onto new note taking software - Fireflies AI.
  - Organized/facilitated weekly staff finance meetings and check-ins with staff.
  - Attended meetings: NOAA Walker Grant, Grazing Waiver, Soil Hub, Sonoma-Marín Climate Smart Commodities
  
- **New Grants:** *(See [grant status spreadsheet](#) for a full list of out-standing grants)*
  - **A “Funding Opportunities for Working Lands” spreadsheet:** informs local producers about cost-share and grant programs they can apply to for conservation projects. For most programs on the list, you do not need to have a Carbon Farm Plan to apply or qualify. Spreadsheet will be updated semi-annually. [Find at this link](#) or on the Carbon Farming page at marinrcd.org.
  - New NACD grant will be submitted for Soil Hub Director position.
  
- **District Operations & Financials:** *(FC: David Sherwood, Sally Gale, Terry Sawyer, Marcus Meggett, Nancy Scolari)*
  - The next meeting is scheduled for Tuesday, October 15th
  - The audit fieldwork will begin on October 21st with a target to be completed by December.
  - We are finalizing an indirect cost proposal for an updated “Negotiated Indirect Cost Rate Agreement” (NICRA)
  - Adjustments for COVID money received in 2022 in preparation for the audit.
  - Wells Fargo sent a collateral agreement which will bring us into compliance with the law regarding securing government deposits.
  - Paid leave calculations and accruals were verified and communicated to each employee.

- Spoke with the auditor for Humboldt RCD regarding how they accounted for COVID funding. The result was inconclusive but leaned toward no being tied to a December 31, 2024 deadline to spend the money.
- **Staff Development**
  - We are re-evaluating health insurance options with an HR consultant.
  - RCD staff is slowly creating a Marin RCD Staff Operations Manual.
  - A complete list of staff training and take-aways can be [found at this link](#).
- **Diversity Equity, Inclusion and Justice**
  - CARCD is addressing DEI on a state-wide level following some staff conflicts within districts. See [BIPOC letter to CARCD Board here](#), and the [CARCD Board reply letter here](#). CARCD has formed a JEDI Committee, based on a collaboratively developed charter. [Link to draft charter can be found here](#).
  - The Carbon Farming team has hired David Escobar as a JEDI consultant, funded by the SCC grant. David continues to meet with MRCD staff and will soon meet with the JEDI committee to discuss our implementation process.
  - Marin RCD worked with FIGR on 4 design plans for which implementation is complete. The team is planning follow up visits with the Tribe for Fall 2024: 2 designs were re-visited with FIGR on 9/24, and 2 more are being planned.
  - MRCD Carbon Farm Team and Michelle Katuna developed a scope of work with FIGR that outlines a workflow between the two parties and other partners such as STRAW. The draft was approved at the August 2023 board meeting. The final draft is currently going through the FIGR legal team channels for approval.
  - MRCD JEDI Committee has met twice and will continue to hold meetings regarding various JEDI topics as it relates to the Carbon Farming Program.
  - Nancy and Elise drafted a DEI analysis associated with RCD programs which David Escobar is currently reviewing.
  - Maya translated some key Marin RCD website pages into Spanish.
  - Through the North Coast Soil Hub, RCDs are collaborating on Spanish language education and outreach on soil health and climate-friendly ag and creating a regional outreach plan for small and underserved producers.

**[See below for Marin RCD Studies, Programs & Project updates:](#)**

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### *Walker Creek Study (Sarah Phillips, PM)*

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- **Lower Walker Creek Estuary Study (100% complete):** Closed on March 31, 2024. This grant from CA Dept of Fish & Wildlife (CDFW) was to study the Walker Creek estuary and evaluate opportunities for fisheries enhancement.
  - Project team met with NOAA staff on 9/17 to receive feedback on why we were not funded. The grant cycle was VERY competitive with projects that were massive in scale and overall impact.
  - The team will reconvene to determine best steps forward and other sources of funding to secure for carrying out implementation.

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### *Biomass Project (Chad White, PM)*

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The Marin Biomass Project was developed to explore sustainable uses of biomass feedstocks being generated in Marin County, an urbanized coastal region in California comprising towns and cities, mixed woodland, agricultural lands, and preserved open space. The Project was developed in response to increasing flows of biomass materials generated by wildfire prevention activities and by landfill diversion efforts in the County overseen, respectively, by the Marin Wildfire Prevention Authority (MWPA) and by Zero Waste Marin (ZWM). Materials range from woody biomass generated by woodland thinning and landscape trimmings to source-separated and mixed organic streams generated by the collection of metropolitan wood debris, food scraps, yard materials, and agricultural biomass.

The purpose of the Project is to support nimble and sustainable development of new biomass utilization infrastructure and economic opportunities in Marin County. The goal is to ensure that biomass utilization pathways support wildfire prevention and landfill diversion, while also reducing greenhouse gas (GHG) emissions.

The Project is designed to foster cooperation among stakeholders in biomass utilization, particularly the public authorities who oversee and the private organizations that manage biomass management infrastructure and processes. A forum called the “Marin Biomass Collaborative” was created to support rapid implementation of recommendations developed through the Study.



The Marin Biomass Project is one of five pilot projects selected in 2021 by the Governor's Office of Planning and Research (OPR). It has been awarded \$900,000 in grant funding to identify solutions that overcome barriers to biomass feedstock utilization. Funding under this grant has been awarded through an RFP to consulting contracts.

**Activity in the last month:**

- **GHG Analysis.** Substantive feedback and requests for revision have been given to our consultants on the greenhouse gas analysis of wildfire prevention and alternative utilization pathways. A revised chapter is forthcoming.
- **Economic Analysis.** Substantive feedback and requests for revision have been given to our consultants on the greenhouse gas analysis of wildfire prevention and alternative utilization pathways. A revised chapter is forthcoming.
- **Findings and Recommendations.** We are actively working to develop findings and recommendations from the Study and draft its fifth and final chapter.

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*Conserving Our Watersheds Program  
Gerhard Epke PM*

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- **COW funded by Measure A (100% complete):**
  - 2023- 2024 Measure A Work Plan was submitted to County July 1st, 2023
  - Measure A matching funds have been allocated to two COW CCAF projects
  - \$200k of Measure A funds have been committed to our next COW grant COW MILC to implement MPs on CAFs.
- **COW (UDRS) Phase V funded by 319(h) Water Board (99% complete)**
  - Final Report and invoices submitted to Water Board 1/31/2022 for completed projects. The project is almost done - the various components need to be hooked up, and the contractor that was going to do it is no longer available. Bivalve Dairy is pending inspection - delayed due to drought and pandemic. John Taylor manages sub-grant from AAMP now that the bulk of matching funds have been spent. UCCE staff are assisting John with wrapping up this project.
- **COW (CCAF) Phase VI funded by 319(h) Water Board (90% complete)**
  - MRCD BOD approved 7 projects for: design phase 12/2021; PCP list/CEQA Compliance 6/2022 and 4/2023; construction phase 6/2023.
  - MRCD Board approved the funding of seven TAC-prioritized projects through this program.
  - NRCS EQIP matching funds awarded for 2 projects

- Management practices implemented at 7 sites: 3 dairies, 3 ranches, one equestrian facility
  - Grant objectives and match have been met.
  - Staff is working on spending the remaining funds by supplementing previous construction and working on monitoring and project completion reports by Dec 31, 2024
- **COW (MILC) Phase VII funded by 319(h) Water Board (0% complete)**
    - Contract has been finalized and being circulated for execution
    - MRCD's scope of work includes Management Practices in both impaired and unimpaired waterbodies was submitted in 2022 and awarded in 2023. Specifically two MPs are to contribute toward the attainment of the Stemple Creek-Estero de San Antonio Hydrologic Area Sediment & Nutrients TMDL and two MP to enhance the high water quality of Drakes Bay Watershed.

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*Marin Permit Coordination Program  
(Gerhard Epke PM, Elise Suronen assisting)*

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The Marin RCD created an easier and faster way for landowners and ranchers to apply for permits for restoration projects. The Marin Permit Coordination Program (PCP) is designed to help ranchers plan, permit, fund, and implement practices that will minimize impacts to wildlife and water quality. Marin RCD has operated the program for the past 13-years with considerable success; it has incentivized restoration projects throughout west Marin. The program provides streamlined environmental review for 44 conservation practices that meet certain criteria including size limitations. On an annual basis, the RCD submits projects into the program for CEQA review, and then applies and pays for permits to assist landowners wanting to construct conservation projects.

- The term of this ten-year program ends in 2027. Start fundraising plan in mid 2025.
  - The 2024 project list was presented at the August board meeting and constitutes hedgerow planting projects for which a categorical exemption has been filed.
- **Salmon Protection and Watershed Network (SPAWN) Sediment Reduction Projects**
    - MRCD was contracted by SPAWN to act as CEQA Lead on 2 projects funded by the water board and managed by SPAWN. Both projects are on federal land managed by the Golden Gate National Recreation Area and involve road decommissioning or repair. All permitting has been conducted by SPAWN and was excluded from the MRCD scope of work.
    - Contract was reviewed and approved by County Counsel and MRCD BOD.

- Projects designed and approved by PRNS review committee - presented to MRCD BOD
  - CEQA completed in 2023
  - Construction began in August, has been proceeding smoothly and is expected to last until mid-October
- **Audubon Canyon Ranch (ACR) CA Vegetation Treatment Program Plan**
    - MRCD was contracted by ACR to act as CEQA Lead on a field management plan funded by the CALFIRE and managed by ACR. MRCD scope of work is limited to CEQA document drafting, review and submission.
    - ACR has started their Project Specific Analysis Draft 1 and are in touch with MRCD staff as they develop a plan for Coastal Commission permits.
    - Contract extended to 12/31/24
- **Green Gulch Streamflow Enhancement Project**
    - MRCD was contracted by Green Gulch to act as CEQA Lead on a streamflow enhancement project funded by the Wildlife Conservation Board and managed by Green Gulch and Prunuske Chatham Inc (PCI). Project involves a Section 1707 Water Rights change, pond installation, pond enhancement and pond decommissioning/restoration. All permitting will be conducted by PCI.
    - MRCD conducted a site visit with FIGR.
    - Designs at 75% - 90% designs, construction cost estimates, and draft specifications - end of February/early March 2024
    - Met with Cutting the Green Tape (2).
    - Suronen, on behalf of MRCD, sent a formal request to consult with FIGR on the project in 08/2023. A CEQA consultation meeting was held with FIGR, PCI and Green Gulch Farms, and FIGR gave their support along with next steps for coordinating with them as PCI moves forward with the permitting of the project.
    - PCI is developing the draft Statutory Exemption for Restoration Projects (SERP) then they will send draft SERP for MRCD and CDFW Cutting the Green Tape staff review, then present SERP Findings to MRCD Board for approval to submit for CDFW concurrence
    - PCI plans attend MRCD Board meeting and provide update, possibly November 2024
    - Hunt for implementation dollars – now and at completion of the 90% designs and cost estimate
    - Designs have changed due to seismic concerns a/o April 2024.

- **MALT Stewardship Assistance Program (SAP-100% complete):** The MRCD interacts with the SAP program funding in two ways which is through interagency projects or through conflict of interest projects.
  - 4 MALT SAP project has been completed and documented (Little Wing Farm, Moreda Dairy, Blake's Landing, Straus Home Ranch)
  
- **2021 CDFA Healthy Soils Incentive Program (90% complete)**

A Contract with CDFA to provide technical assistance to producers was awarded in 2021/22. CDFA funding round for implementing climate smart agricultural practices. STRAW is written into grants to provide technical assistance for planting-specific practices.

  - Marin RCD/STRAW are coordinating with UCCE, and MALT to provide technical assistance to all awarded producers in County.
  - For information on future rounds, visit [the Program webpage here](#).
  - Marin RCD can provide post-award soil sampling, and implementation assistance to awarded Marin producers.
  - Locally-specific resources, related to Climate Smart Agriculture design and implementation will continue to be compiled [on Marin RCD's Design and Implementation webpage here](#). Soils sampling resources can be found on our [CDFA HSP assistance webpage here](#).
  
- **Restore CA by Zero Footprint (ZFP):** ZFP's Restore CA program will generate funds from restaurants charging diners with a 1% donation to support regenerative agriculture. Local producers can apply for the grant on their own, but must designate a local RCD as their technical assistance provider. Please contact Marin RCD well in advance of the application deadline to discuss our technical assistance budget. Past applications have been ranked by the "total carbon removal per dollar" which is calculated as the requested grant amount divided by the total metric tons of modeled CO<sub>2</sub>e (calculated using COMET Planner). Priority also given to historically underserved applicants. Currently, Marin RCD staff are coordinating with other North Coast RCDs to discuss improvements to grant process with ZFP.
  - Marin RCD provided TA on 1 additional ZFP application
  - Marin RCD participated in submitting a CDFA Healthy Soils block grant, alongside 8 additional RCDs, with ZFP serving as the administrative grantee. 6 projects at 4

ranches were submitted and have been approved by CDFA for implementation this fall.

- Zero Footprint, now also runs a Compost Connector program. [More information can be found here.](#)
- **Marin Carbon Project (ongoing):** The MCP now has a new Strategic Plan and Charter to guide overall coordination of carbon farming activities in the county and beyond.
  - MCP is working on the following topics:
    - Carbon farm plan accessibility
    - Carbon farming practice implementation
    - Monitoring and verification
  - MCP has created a Compost Working Group to ID barriers to composting.
  - Orlena is also working on Climate Financing
  - The new Marin County Crop Report was completed to include a description of climate smart ag arranged by Orlena
- **State Coastal Conservancy – SCC (30% complete):** This grant funds the Carbon Farming (CF) technical support team for the RCD while building county-wide capacity to accelerate adoption of the Marin County CF Program. The RCD and eight partners will expand Marin County’s existing CF Program by: implementing 15-20 shovel-ready CF practices on 6–8 ranches, designing 15–20 more CF practices (planning for future implementation), and writing 6 new CF plans (CFPs) on newly participating farms (planning).
  - Carbon Farm Planning and Design update(s)
    - The team completed baseline forage and soil sampling for current carbon farm plans and is awaiting lab results to interpret with producers.
    - A new round of solicitations will be announced in fall 2024 for a variety of projects.
  - Tribal collaboration Buffy McQuillen and Matthew Johnson attended October’s board meeting for an open discussion about the collaboration. The CF Team met with STRAW and FIGR representatives in late June to discuss upcoming opportunities for collaboration. On Sept 24, MRCD and STRAW staff reconnected with land owners and managers, and Tribal staff and citizens to re-visit implemented collaborative riparian restoration design projects at SoMar and True Grass Farms, and to receive input on new designs. Tribal staff expressed interest in another site visit to Straus Home and Toluma in the near future, and to continuing collaboration. We received news Matthew Johnson will be returning to his position with the cultural resources department in January, and will likely resume being our Tribal staff contact. We look forward to having a

Board Member out at the next collaborative site visit, likely to happen before the end of the year!

- Guido Frosini, MRCD Associate Director wrote of the 9/24 site visit on his land:
  - “I thought and told Sarah this already that it was a great success and proves that patience, listening, perseverance and openness to a slow process have been crucial to this outcome.  
This was shown in our circle at the end of our walk of the land by everyone, sharing their hopes and takeaways in a very genuine, comfortable and inspiring way.  
That was one of the goals here, to build trust, where everyone feels welcomed, at home, and be able to express their opinion in safety, knowing that it will land on open ears and inspired hearts.”
- Other partners - STRAW contract completed, UCCE contract completed.
- 4 of 6 WCB design recipients were implemented last fall/winter: TrueGrass, Straus, Toluma, Cohen. Planting has begun. Mahrt is not moving forward with implementation due to the current avian flu conditions. Torliatt has chosen not to move forward with implementation in this grant, but rather implemented herself last winter.
- **WCB 2022 (15% complete):** MRCD staff will collaborate with PB STRAW to implement 3-5 hedgerow/windbreak projects (also covers STRAW maintenance), work with Walker Creek Ranch to construct an ADA accessible pollinator and planting garden, and complete 1 Carbon Farm plan.
  - Carbon farm plan in development
  - Hedgerow/windbreak designs complete. MRCD Board heard design and plant palette updates in August. STRAW is preparing for implementation this fall.
  - Initial meetings around Walker Creek project, educational resources are underway
    - Sarah met with Patrick and potential designers, developing contracts. WCR did not receive the FARE grant from Marin County so they’re regrouping on funding a staff member for the nursery.
    - STRAW nursery team met with WCR nursery designer onsite in September to discuss infrastructure considerations.
    - Educational resources will be developed in coordination with Emilie and regional RCDs (North Coast Soil Hub)
- **USDA Climate Smart Commodities – SMACCC (15% complete)**

- Emilie is representing MRCD on the Regional Carbon Finance Working Group. This group is evaluating current Carbon Farming finance mechanisms and producing policy recommendations for improving the efficiency and efficacy of funding streams.
  - EW, SS and PD are part of Implementation and MMRV project teams. EW is facilitating cross-team communication. Lee Farese is attending meetings.
  - The Implementation Team has established Technical Advisory Committees for a Marin/Sonoma joint range/dairy TAC and joint Crop/Specialty Crop TAC.
  - Sarah is leading the Dairy/Range TAC across 3 RCDs and held the first meeting to review criteria in August.
  - Emilie and Lee attended the Sonoma County Board of Supervisors Meeting in September. Emilie and RCD EDs from Sonoma County made comments in support of local and regional partnerships that are supporting climate-smart agriculture across Marin and Sonoma counties.
  - Emilie and Nancy are participating in the steering committee for the Partnerships for Climate-Smart Commodities grant.
- **CDFA Conservation Agriculture Planning Grant Program – CAPGP (20% complete)**
    - This grant will fund 7 Carbon Farming Plans (CFPs), 7 grazing management plans, and 7 soil health management plans currently underway
    - This grant began on 7/1/23 and the MRCD Carbon Farm Team is in the process of writing all conservation plans.
    - Marin RCD staff are meeting regularly with North Coast RCD planners to develop templates together and share resources/tools around planning.
- **No-Till Drill**
    - Rentals of the No-Till Drill began this month, and we are accepting requests for the remainder of the fall. We are grateful that it is housed at Mike Moretti's place.
    - In an attempt to get more users, we reduced the cost from \$250/day to \$200/day which will be equivalent to the cost that Gold Ridge RCD charges.
- **Technical Capacity Building and Training**
    - Fiona is participating in the Chico State Center for Regenerative Ag and Resilient Systems Technical Assistance Provider certification program through the end of August 2025.
    - Lee, Fiona, and Emilie attended a regenerative ranching workshop at TomKat Ranch in Pescadero in September.

- **National Associated of Conservation Districts (NACD) North Coast Regional Soil Hub (52% complete for 4th year):**

Emilie is continuing to meet regularly with Soil Hub RCDs to identify needs and discuss challenges and opportunities for soil health and carbon farming work. The Soil Hub is revising their current 5-year strategic plan. Emilie is supporting 3 regional RCDs with onboarding support for new agriculture program staff.

Outreach/communications/events:

- Coordinating outreach and education deliverables for the region through WCB Implementation Grant, NRCS Grazing Lands Conservation Initiative grant, UC SAREP CA Farm Demonstration Network grant, and Climate-Smart Commodities.
- Working on education and outreach for the Soil Hub. Currently developing a series of implementation stories for carbon farming practices. The goal is to have a series of stories showcasing regional implementation activities for the purpose of informing other farmers and ranchers and being a source of inspiration and empowerment.
- Working with Hub members to assemble information on soil testing labs, soil sampling protocols, sources of compost and compost spreaders, native plants, equipment, etc. to share on the Hub website.
- Working with Marin, Sonoma, and Gold Ridge RCDs to plan an event with Rancher to Rancher in 2024.
- Partnered with Randi Black and UC Organic Ag Institute to host a soil testing workshop for organic dairy producers in the North Bay on September 12, 2024 in Petaluma - the workshop was a success!

Regional partnerships and working groups:

- Facilitating a North Coast carbon farm planning peer learning group with regional RCDs to build technical capacity for CF planning.
- Facilitating a Soil Health Management Planning committee with North Coast RCD planners.
- Serving on Humboldt RCD Carbon Farm and Soil Health Management Plan Technical Advisory Committee
- Participating in statewide ag and climate hubs cohort group with other regional coordinators and CARCD. Attended 1 meeting in September.



Technical capacity building and training:

- Hosted a technical talk for regional TA providers on forest and oak woodland mycorrhizae.

Hub Governance:

- EW hosted a Soil Hub Executive Committee meeting in September to discuss strategic plan revision and collaborative fund development.

Funding opportunities:

1. The Soil Hub RCDs are exploring a collaborative application to a NRCS Conservation Innovation Grant later this year (funding announcement has not been released yet).
  - a. Emilie is coordinating wine grape grower listening sessions, re-engaging the science advisory panel, and holding planning meetings for North Coast RCDs to develop a regional proposal.
2. Submitting an application to the NACD TA and Outreach Program for a 5th year of funding for Emilie's position. Proposals due in October 2024.

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*Urban Streams Program (Sarah Phillips, PM)*

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Due to yet another death in the immediate family, Sarah is working part time until further notice.

- Phillips provided assistance on the following during the month of September:
  - Site visit: met with a landowner in Chileno Valley, with Gerhard, then followed up with resources to assist the landowner with creek bank erosion and incision.
  - Site visit: met with a concerned landowner on Miller Creek, worried about fish getting stranded in a pool. USC assessed water quality and habitat conditions and communicated with resource agencies on current conditions.
- Attended a multi-day conference on the Smith River, SRF's Coho Confab, to learn and review various projects to improve habitat conditions for salmonids.
- Attended the Marin Prescribed Burn coalition's meeting.
- Working with the new Ag Commissioner on an invasive plant that is potentially in Walker Creek.
- Met with CDA to further define USC's role with the Stream Conservation Area Ordinance and to not be involved with after-the-fact developments.
- Assisted a landowner in Kentfield with a better planting palette for his creek bank project and gave advice around deer herbivory deterrents.
- Met with Sup Rodoni's aide, Morgan, about tire removal project in Tomales Bay.

- Ongoing meetings and tasks associated with chairing the Lagunitas TAC and revising protocols around membership with a subcommittee.
- Provided assistance to landowner and tree trimmer in SGV with instructions for clearing debris but leaving tree trunks in place within creek channel.
- Juvenile salmonid monitoring with Marin Water District has been 3-4 days a week in September and this life stage monitoring will be coming to an end in early October. Spawner surveys will pick up in November.

### **SCC LOAP Project (100% complete)**

- Final monitoring took place on May 2nd, all documents have been submitted and approved; the final monitoring report and the Notice of Completion (NOC)/Notice of Termination (NOT) to SF RWQCB. All agencies have accepted the completion and closed out the project, stating its success. 🙌

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### *Stemple Creek Project (Preston Duncan)*

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**Department of Conservation Riparian Restoration at Lazy R Ranch (90% complete):** Marin RCD, in collaboration with Point Blue Conservation Science's Students and Teachers Restoring a Watershed (STRAW) program, received funding from the Department of Conservation to restore approximately 4,260 linear feet of degraded riparian area along Stemple Creek at the Lazy R Ranch (Righetti). STRAW is a key subcontractor and will be responsible for implementation, plant establishment, and monitoring.

- Implementation phase and the first year of monitoring and maintenance is complete. Second year of monitoring and maintenance is underway. Plants are looking fantastic!
- 4 invoices have been paid.
- Contract Amendment #3 has been approved by DOC, which updated Preston's billing rate and added Fiona to the list of personnel, as she will be handling Project Tracker tasks.
- Contract Amendment #1 with STRAW has also been approved.
- We are now in the maintenance and monitoring phase of this grant, and will be invoicing 1x per year.

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### *Pine Gulch Project (Gerhard Epke)*

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- All ponds are working except for: Pond 1A is leaking at Peter Martinelli's farm and Pond 2 is leaking at New Land Fund.
- Peter Martinelli is working with MALT and Stetson Engineering and has identified installation of an impervious liner as the preferred solution to abate the leaks. Therefore he is planning to move ahead with permits and construction.
  - "The bentonite application we did to the pond bottom in 2018 worked well, however once the water goes above that bottom area (about 1-2 ft.) it quickly seeps out." - Peter M.

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### *Monitoring and Project Tracking (Preston Duncan)*

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- **PRNS Monitoring:**
  - Fiona and Preston are beginning the RDM monitoring season with PRNS. This year includes soil monitoring to try to inform a UC Berkeley study to improve Ecological Site Descriptions for this region
- **Project Tracker:**
  - Fiona has been updating Project Tracker entries 🗺️
- **Wildlife Monitoring:**
  - Marin County Breeding Bird Atlas has completed it's monitoring window for this edition 🦉
  - Preston has continued to attend Marin Monarch Working Group meetings when possible
- **GIS:**
  - Preston has been updating GIS data across programs (COW, CF, SAP) to reflect what projects and practices are occurring and have occurred on the ground. He hopes to be able to accurately quantify RCD project footprints across programs.
  - GIS is being updated to reflect the narrative portions of 3 outstanding Carbon Farm Plans. All maps are being developed and created for these CFPs in order to get them in producers' hands. *On hold*
  - As development of CFP updates continues, Preston is developing automated calculations from COMET emission reduction coefficients, in order to increase ease of reporting and writing/updating CFPs into the future.
  - CFP team is meeting regularly for GIS Training sessions, with other Staff to join soon. Fiona and Lee have been onboarded

- MRCD now has 2 iPads for data collection with an app called Field Maps, which connects directly back to our GIS remotely. MRCD staff can update spreadsheets, maps, and photos in the field, and all of those data connect back to our Google Drive or ArcGIS Online.
- Preston has been meeting with MALT to identify areas where we can get standardized and consistent data structures to more easily share data across organizations.
- Preston is building out more system updates to increase our efficiencies on the user end
- **CFP Monitoring:**
  - At the time of the board meeting, all 7 CFP sites will have been monitored for soil and forage: forage samples have been acquired, but we are still waiting on soil samples.
- **COW Monitoring:**
  - Preston and Gerhard are closing out COW CCAF monitoring.

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*Staff serving on committees or attending regular meetings*

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Nancy Scolari

- Marin Carbon Project Steering Committee, Implementation Working Group
- Ag Lands Emergency Response Team (Host)
- MRCD Finance Committee
- North Coast RCD Durable Collaboration
- Sonoma-Marine Climate Smart Commodities

Marcus Meggett

- MRCD Finance Committee (Facilitator)

Sarah Phillips

- Marin Prescribed Burn Cooperative
- Lagunitas Technical Advisory Committee (Chair)
  - Large Woody Debris Subcommittee
  - Membership Subcommittee (Chair)
  - Aquatic Toxicology Subcommittee
  - Marin Water's TUCP (Temporary Urgency Change Petition) Subcommittee
  - Marin Water Stewardship Plan Subcommittee
  - Prop 68 Lagunitas Watershed Enhancement Study Subcommittee
- Sonoma-Marine Weed Management Area Meetings
- Marin County Permit Coordination Program
- Gallinas Watershed Council (Advisor)

- Technical Advisory Group San Geronimo Commons Restoration (former golf course)
- Tomales Bay Foundation Advisory Committee
- MKAT (Marin Knotweed Action Team)

Sarah Skinker

- A-Team
- North Coast Soil Hub
- Marin Carbon Project (MCP) Implementation Working Group
- SMACCC Implementation and TAC Working Groups
- California Farm Demonstration Network

Gerhard Epke

- Regional Water Quality Control Board Grazing Waiver Technical Advisory Committee
- Tomales Bay Foundation Advisory Committee
- Petaluma TMDL Technical Advisory Committee
- Sonoma Farm Bureau Animal Resource Committee
- Marin Prescribed Fire Cooperative
- Lagunitas Technical Advisory Committee (Alternate MRCD Rep to SP)
- County Marin Project Coordination Meeting (Backup to SP)
- A-Team

Preston Duncan

- A-Team
- Lagunitas Technical Advisory Committee (Alternate MRCD Rep for Sarah P)
- North Coast Soil Hub
- Marin Monarch Working Group
- Marin Prescribed Fire Cooperative

Emilie Winfield

- North Coast Soil Hub (Coordinator)
- Soil Hub WSARE Workshop Planning Committee (PI, Coordinator)
- CARCD Ag Technical Assistance Task Force
- CARCD Justice, Equity, Diversity & Inclusion Committee
- Regional Carbon Finance Core Working Group
- Western Cover Crops Council CA State Cover Crops Selection Tool Committee
- California Farm Demonstration Network

Chad White (special consultant)

- Marin Biomass Steering Committee/Collaborative (Project Manager)

Orlena Yee (special consultant)

- Marin Carbon Project (Coordinator)

Elise Suronen

- Regen Score (Stakeholder Board)

Lee Farese

- Sonoma-Marín Weed Management Area Meetings
- A-Team
- North Coast Soil Hub
- Marin Carbon Project (MCP) Implementation Working Group