

Russian River Watershed Council  
*"To Protect and Restore the Russian River Watershed"*

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March 2, 2005

To All Russian River Watershed Council Members and Interested Citizens:

Our next Russian River Watershed Council (RRWC) meeting will be held on Saturday, March 12, 2005 at the Veteran's Memorial Hall in Cloverdale, at 205 West First Street.

Our regular meeting will start promptly at 9AM with announcements from the agencies, work groups, and individuals. We will have updates on the Proposition 50 Integrated Coastal Watershed Management Plan proposal and a RRIIS report.

Mark your calendars! The Russian River Interactive Information System (RRIIS) Rollout Event is scheduled for Saturday, April 23<sup>rd</sup>, from 10:00am – 2:00pm at the Cooperage Room on the Sonoma State University Campus. Please plan on joining us for the unveiling of RRIIS and a chance to explore the plethora of information housed on RRIIS. Visit RRIIS at [www.russianwatershed.net](http://www.russianwatershed.net) for a closer look at the website.

We will have a presentation on restructuring the RRWC regular meetings in order to better utilize time during the full council meetings by allowing time for caucus and workgroups to meet and offer regular educational presentations on watershed related topics at rotating locations within the watershed.

Time will be given for caucuses and workgroups to meet and discuss business during the full council meeting.

In order to save funding, the RRWC is moving towards distributing this meeting packet as an electronic file format such as Adobe Acrobat PDF. If you are unable to receive e-mail and would like to continue receiving a mailed copy, we ask that you send a written request to Russian River Watershed Council, PO Box 3908, Santa Rosa, CA 95402 and please include your name and mailing address.

Please plan to attend our next RRWC meeting! Please contact the RRWC Watershed Coordinator at [steward@rrwc.net](mailto:steward@rrwc.net), if you have any questions.

Sincerely,

The Steering Committee  
Russian River Watershed Council  
[steward@rrwc.net](mailto:steward@rrwc.net)

**RRWC MEETING AGENDA**

Saturday, March 12th, 2005

8:30AM –1:00PM

**Veteran's Memorial Hall, 205 West First Street, Cloverdale**

*The mission of the Russian River Watershed Council is to protect, restore, and enhance the biological health of the Russian River and its watershed through a community-based process, which facilitates communication and collaboration among all interested parties.*

<b>8:30-9:00</b>	Refreshments and Sign-in	
<b>AGENDA</b>		
<b>9:00-9:05</b>	Approve Agenda for March 12, 2005	<b>ACTION ITEM</b>
<b>9:05-9:10</b>	Approve Minutes of January 22, 2005	<b>ACTION ITEM</b>
<b>9:10-9:20</b>	Agency Announcements	<i>DISCUSSION</i>
<b>9:20-9:30</b>	Work Group Announcements	<i>DISCUSSION</i>
<b>9:30-9:40</b>	Other Announcements	<i>DISCUSSION</i>
<b>9:40-9:55</b>	Prop 50 Proposal Update Michelle LeBeau	<i>DISCUSSION</i>
<b>9:55-10:10</b>	RRIIS Rollout Event Update Chuck Vaughn	<i>DISCUSSION</i>
<b>10:10-10:25</b>	<i>Break</i>	
<b>10:25-10:50</b>	Roles of Officers and Steering Committee Jody Hymes	<i>DISCUSSION</i>
<b>10:45-11:15</b>	New Officer Election – President	<b>ACTION ITEM</b>
<b>11:15-11:30</b>	<i>Break</i>	
<b>11:30-11:45</b>	RRWC Reorganization Zeno Swijtink	<i>DISCUSSION</i>
<b>11:45-12:15</b>	Breakout Meetings for caucuses Election of Steering Committee primary & alternative delegates	<b>ACTION ITEM</b>
<b>12:15-12:45</b>	Breakout Meetings for Workgroups	<i>DISCUSSION</i>
<b>12:45-1:00</b>	Next Steps & May Agenda items	<i>DISCUSSION</i>
<b>1:00</b>	Adjourn	

Agenda posted at: [www.russianriverwatershed.net](http://www.russianriverwatershed.net), [www.rrwc.net](http://www.rrwc.net)

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**Russian River Watershed Council**

January 22, 2005, Cloverdale Veterans Hall, Cloverdale, California

5.5 Draft Meeting Minutes

**Final Agenda**

Modification of agenda – 14 ayes, 0 nays, 0 abstentions. Chuck Vaughn requests to make Russian River Interactive Information System (RRIIS) report Discussion an Action item, to be part of Prop. 50 grant submittal. Colleen Fernald to prepare meeting minutes.

**Approve Agenda of January 22, 2005 ACTION ITEM**

Agenda approval – 15 ayes, 0 nays, 0 abstentions; as amended by Chuck Vaughn.

**Approve Minutes of November 13, 2004 ACTION ITEM**

Minutes approval – 13 ayes, 1 nays, 0 abstentions. Including corrections to word spelling.

**Agency Announcements DISCUSSION**

Derek Acomb, California Department Fish and Game (DFG). Coho brood stock spawning since mid January in hatcheries. Survey of very small sighting of redds spawning areas in Dutch Bill Creek. Green Valley Creek first redds last week. Restoration Grants Program - Final recommendations for all 2004 PSN proposals have been submitted to the Director, and final decision is expected soon.

Karen Rippey, US Army Corps of Engineers (USACE). Asked of design status to remodel fish hall at Lake Sonoma Visitors Center. Derek not aware. Zeno Swijtink was not informed about meeting. RCD needs to notify. Dennis Murphy – Very little attendance at Scoping Meeting. Sent out 250 postcards. Sotonoyne RCD handles mailing list. Friends of Lake Sonoma were not notified. Past RRWC council meeting at site, devoted with providing initial improvement ideas to project consultants, yet follow up not evident. Could have been some confusion with loss of RRWC coordinator for 6 months.

**Workgroup and Public Announcements DISCUSSION**

Bob Clemens – Russian River Community Cleanups needs 4 weeks of lead time of Sonoma County with good relations focus on lower Cloverdale to Jenner section of river. Seen no postings of dates of Rebecca's Russian River Unlimited section north of Cloverdale.

Zeno Swijtink – Sonoma County Watershed Day at Salmon Creek. Encourage Council to participate, date to be determined, either May 14 or 21<sup>st</sup>. CHAH Work Group (Strategy Area III, Connections between Human Activity and Habitat) to start up again in February. Traditionally 3<sup>rd</sup> Monday. Some people want to move it to Thursday. Proposing within workgroup how to do meeting. Often brilliant speakers, though low participation, and brochures not done.

Jody Hymes – Concern low attendance at CHAH; maybe easier to reach venue next time. Zeno – Wants to change to bi-monthly CHAH meetings, to have public presentations in Ukiah/ Santa Rosa. Bimonthly council meetings could be plenary, plus working groups. Scott Barrow – Council meeting location for May 21<sup>st</sup> to be decided. Sonoma County provides catering. Meeting not on May 14<sup>th</sup>. Stepping down as Steering Committee member and RRWC Secretary.

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David Berman - While back \$40K from water agency (SCWA) for water project with Southern Sonoma County RCD (Resources Conservation District). Working to finalize proposal for creek signs, going to Board of Supervisors. Want sign location proposals for watershed divide. Contact Chris Taylor at RCD. Might turn into Adopt-a-Watershed. Part of grant is Russian River hazardous signs. Map project will be done by Watershed Day

**New Coordinator Introduction Draft Duty Statement (Scott) DISCUSSION**

Scott Barrow - Rusty Klassen, Jody Hymes, Bob Anderson, Jerome Dix, all participated in hiring committee. New RRWC Coordinator Michelle LeBeau from Montana, has experience in community outreach, and is recently engaged. This is a transition period to draft duty statement, provide chance to talk and ask questions. Council has 365 days, minus 22 to get to next level. We have proposal in to get additional coordinator funds. A hope is that the council can step up to take minutes.

**Community Foundation Report (Joan Kelley) DISCUSSION**

Joan Kelley – As RRWC Treasurer, and with other officers Rusty Klassen and Chuck Conner, along with Jody and Michelle, met with two board members for the Community Foundation of Sonoma County (CF), and CF officer Robert Judd. Met at CF, very honest, they had a list of questions. Why we wanted to be a project, rather than be a non-profit. Four caucuses and nature of council, didn't lend it self to pursuing non-profit. They wanted to know what kind of projects. Gave examples kind of things that go through CF.

**Replacements for Officer Positions – Secretary and Treasurer ACTION**

Scott Barrow – Explained need for 2 replacement officers for himself and Joan.  
Joan Kelley – Going to be involved for 2 months, until next council meeting. Today discussing Treasurer position, presenting fiscal reports as part of job.

Officer election – 19 ayes, 0 nays, 0 abstentions.

Jody Hymes to Treasurer. Zeno Swijntink to Secretary.

Colleen Fernald to "Secretary in training" as support, and possible fill in when Zeno is gone starting in August.

**Proposition 50 Proposal (Dennis O'Brien) ACTION ITEM**

Dennis O'Brien – Driving force behind this is consideration in what role this RRWC plays within scheme of Prop 50, Chapter 8. Talking intent, integrated strategies, funding is engine driving all this. Two funding cycles of \$160 million and \$220 million was 2 years, now being stretched out. Lisa Renton from Sonoma County Water Agency (SCWA) is here.

Chuck Vaughn agrees to follow up with Karen Gaffney, Dennis O'Brien, and Karen Rippey to see what the options are for the RRWC putting together a proposal for the Prop 50 funding with Michelle's help. This includes exploring options of submitting the entire Adaptive Watershed Management Plan Scope of Work or in part as an independent entity or with a collaborative sponsor such as the SCWA.

Project preferences were originally to reduce pollution, everything exact quote from state guidelines. Another priority is state priorities to reduce conflict, address environmental justice, et cetera. More issues that are addressed give better chance for funding. Identified

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in Memorandum of Mutual Understanding (MOMU) section 4.2 are contributing entities such as business and environmental groups. Basins important as that's where aquifers are.

Proposition 50 approval - 19 ayes, 1 nays, 0 abstentions

- a) Sign MOU.
- b) Submit the Scope of work as a draft plan.
- c) Try to be participant in oversight committee.
- d) Allow Steering Committee to act in emergencies as needed.
- e) An action committee was formed.

**RRIS Report (Chuck Vaughn) DISCUSSION ACTION ITEM**

Chuck Vaughn – Wants to submit for Prop 50 funding through North Coast IRWMP.net website, ongoing Russian River Interactive Information System (RRIS) site management project, for ongoing site management. Contract team put together contract scope of work. Chuck will do 8-10 hours effort to get scope revised and uploaded. Will cut down proposed contract to 3 years, \$100K per year. Don't know what entity. Don't want anyone else involved with writing proposal.

RRIS Prop 50 approval - 19 ayes, 0 nays, 0 abstentions

- a) RRIS maintenance for 3 years.

Chuck Vaughn – RRIS contract is over, planning a public showing, a RRIS event.

Zeno Swijtink – On a Saturday, 10-2 p.m. later in April, at Sonoma State University's Cooperage building. Ideas are to rent bigger room with 4 monitors, need high speed bandwidth, explore each aspect of RRIS. Other room presentation would be catered affair by SCWA. Rue is helping to get speakers. Karen Rippey – April 23 or April 30.

**Next Steps & March Agenda items DISCUSSION**

Potential Agenda Items for March council meeting: Prop 50, RRIS update, Community Foundation of Sonoma County, Coordinator finalized duties, New Officer's goals.

Rue Furch – If desirable, have Planning Departments, Mendocino and Sonoma counties, come talk to us about new changes with county General Plan update, with setbacks to waterways, water qualities, etc.

Joan Kelley – Mendocino County Supervisor Richard Shoemaker replaced on RRWC by Supervisor David Colfax. Will see Colfax first week of February.

Rue – If you know good candidates from Planning Department...

Scott Barrow – March meeting Prop 50. Brian Hines – KRIS, IFR.

Bob Clemens – No County reps in a year have been invited to Council meeting, how about March, or May meeting?

Adjourned.

Preliminary meeting notes drafted by Scott Barrow, Colleen Fernald, Eric Sunswheat.

**Proposition 50 Integrated Coastal Watershed Management Plan  
Proposal Summary**

Draft Russian River Watershed Management Plan

**Administrative Information**

**Organization Name:** Mendocino Resource Conservation District

**Applicant Authority:** Public Agency

**Contact:** Janet Olave, District Manager

**Mailing Address:** 405 South Orchard Avenue, Ukiah, CA 95482

**County:** Mendocino County

**Email:** Janet.Olave@ca.nacdn.net

**Phone:** (707) 468-9223 **Fax:** (707) 468-5278

**Project Manager:** Michelle LeBeau, Russian River Watershed Council Coordinator

**Project Information**

**Name:** Draft Russian River Watershed Management Plan

**Cost:** \$276,100

**Type:** Integrated Coastal Watershed Management Plan

**Scope of Work:** Section 2 Task A – D of the WMP Scope of Work Document

**Start Date:** January 1, 2006 **End Date:** December 31, 2007

**Location:** The Russian River encompasses 1, 500 square miles within Sonoma and Mendocino Counties and empties into the Pacific Ocean near Jenner. Latitude 38► 27'30" Longitude 123► 07'30"

**Summary:** The Draft Russian River Watershed Management Plan (Draft WMP) is a critical component of a larger scope of work to develop an effective Watershed Management Plan for the Russian River Watershed. The larger project is being managed by Army Corps of Engineers and includes the following components: 1) Baseline Watershed Assessment, 2) Draft WMP, 3) Implementation Plan, 4) Monitoring Plan, and 5) Compilation of Plan Components. The baseline watershed assessment component has been started and is being managed by the Army Corps of Engineers in 2005/2006. The Draft WMP will build off of the baseline watershed assessment to identify where watershed restoration and protection opportunities exist and evaluate appropriate management measures. The Russian River Watershed Council (RRWC) will work in close collaboration with the Army Corps of Engineers, to ensure that the development of the Draft WMP component fits seamlessly with the overall Plan.

The Final Russian River Watershed Management Plan will be a tool to prevent further degradation and develop a healthy and sustainable watershed. The WMP will evaluate water quality, water quantity and the physical, hydrologic, and biological health and functions of the watershed. The WMP will provide measurable goals and recommendations to implement improvements and continue watershed assessment for the next 50 years.

## Mark Your Calendars!

Please join us in celebrating the release of the Russian River  
Interactive Information System!

**Saturday, April 23, 2005**

10:00am – 2:00pm • Sonoma State University Cooperage Room

### Featured Speakers:

Congresswoman Lynn Woosley  
Karen Gaffney, Circuit Rider Productions, Inc.  
And others

### RRIIS Rollout Event Includes:

- Interactive RRIIS Tour
- Communication Tools
- Education & Research Resources
- Restoration & Planning Information

*The Russian River Interactive Information System (RRIIS) website is an educational tool and interactive communication forum for the public, scientists, agencies, and the Russian River Watershed Council (RRWC) and local watershed groups. It is continuously updated with contributions from those who are working to protect, restore, and enhance the health of the Russian River Watershed.*

For more information contact Michelle LeBeau, RRWC Coordinator at [steward@rrwc.net](mailto:steward@rrwc.net) or (707) 972-7776.

## Duties of RRWC Officers and Steering Committee Members

Prepared by Jody Hymes, 2/19/05

### Responsibilities of a Steering Committee Chair

1. Serve as chief voluntary officer of the RRWC.
2. Work in partnership with the Coordinator to make sure that Steering Committee decisions are carried out.
3. Assist the Coordinator in preparing the agenda for Steering Committee meetings.
4. Facilitate or delegate facilitation of Steering Committee meetings.
5. Call special Steering Committee meetings if necessary.

### Responsibilities of the Steering Committee Vice Chair

1. Understand the responsibilities of the Chair and be able to perform these duties in the Chair's absence.

### Responsibilities of the Steering Committee Secretary

1. Oversee the taking of minutes for Steering Committee by the Coordinator or her/his delegate.
2. Ensure that the Coordinator maintains the organizational records and archives of the RRWC safely and accurately.
3. Provide notice of meetings of the Steering Committee and/or of any other committee when such notice is required.

### Responsibilities of the Steering Committee Treasurer

1. Serve as financial officer of the RRWC,
2. Assist the Coordinator and Steering Committee to ensure financial oversight for the RRWC.
3. Working with the Coordinator, ensure that appropriate financial reports are made available to the Steering Committee and to the RRWC on a timely basis.

### Responsibilities of All Steering Committee Members

1. Attend all Steering Committee meetings.
2. Make decisions for the RRWC, as necessary, between regularly scheduled meetings of the full Council.
3. Ensure financial oversight for the RRWC and adherence to legal standards and ethical norms.
4. Provide support, guidance, and oversight to the Coordinator to further the goals of the RRWC.
5. Assist the Coordinator in monitoring the effectiveness of RRWC programs and activities, and ensuring their consistency with the RRWC mission and goals.
6. Act as one of the spokespeople for the RRWC to enhance the organization's public standing. Be able to articulate clearly the RRWC mission, accomplishments, and goals to the public, and garner support for the RRWC from the community.
7. Assist the Coordinator in securing adequate resources for the RRWC to fulfill its mission.
8. Assist the Coordinator to provide leadership in effective organizational planning, and in implementation and monitoring of planning goals.
9. Review RRWC goals once a year evaluate the Coordinator's priorities to ensure they are in line with the best interest of the RRWC.