

**Meeting Date: July 27, 2016**  
**Page 1**



1450 Halyard Drive, Suite 6  
West Sacramento, CA 95691  
www.deltaconservancy.ca.gov

**MEETING SUMMARY AND ACTION ITEMS**  
**Board Meeting – June 27, 2016**  
**1450 Halyard Dr., Suite 6, West Sacramento**

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**CALL TO ORDER**

Meeting called to order at 9:03 am by Chair Jim Provenza.

**ROLL CALL**

Roll call was taken and a quorum was established.

**Board Members Present:** Jim Provenza, Don Thomas, Katherine Miller, Skip Thomson, Todd Ferrara, Dolly Sandoval, Mike Eaton, Dan Taylor  
**Ex Officio Members Present:** None  
**Liaison Advisors Present:** Steve Chappell, Martha Ozonoff, Erik Vink, Michelle Banonis

**PUBLIC COMMENT**

No public comment.

**DISCUSSION AND ACTIONS TAKEN**

**1. Agenda Item 5 – Consent Calendar (*Action Item*)**

**MOTION:** The Board unanimously approved the summary of the May 25, 2016 Board meeting. No other issues were included in the consent calendar.

**2. Agenda Item 6 – Executive Officer's Report**

The Executive Officer presented updates on the Proposition 1 Grant Program and the Arundo Control and Restoration Project. An expenditure report will be provided at the next Board meeting on July 27, 2016. The Executive Officer also presented the meeting matrix and an overview of correspondence received.

**3. Agenda Item 7 – Program and Policy Subcommittee Update**

The Executive Officer provided an overview of the June 15, 2016 Program and Policy Subcommittee (PPS) meeting. The Board Chair invited Board Members to attend the upcoming PPS meeting scheduled for August 17, 2016 from 2:00 p.m. to 4:00 p.m. at the Conservancy office.

The Board discussed the current status of hiring a new Deputy Executive Officer. Interviews were held for the first round of candidates the week of June 20<sup>th</sup>, and second interviews will be held with the top 3 applicants over the next few weeks. It is anticipated that an offer will be made for the position in early July.

**Meeting Date: July 27, 2016**

**Page 2**

**4. Agenda Item 8 – Request for Approval of the Proposition 1 Grant Program Proposal for Habitat Enhancement for Swainson’s Hawk at Elliot Ranch (*Action Item*)**

The Executive Officer presented the staff recommendation for the Proposition 1 Grant Program Habitat Enhancement for Swainson’s Hawk at Elliot Ranch proposal. Staff recommends that the Board determine that the project is categorically exempt from CEQA, and approve \$378,308 in funding conditional upon the extension of the monitoring plan to 15 years, verification of water rights, and receipt of a landowner contract. Chair Provenza stated that Yolo County had sent a letter of support for the project but it was outside the submission period and he would like the Board to take the letter under consideration.

Dan Kaiser, with the Environmental Defense Fund, gave a presentation on the project. He has spoken with Mark Wilson with Wilson Vineyards and addressed his concerns. The Environmental Defense Fund has also reached out to Doug Dixon, another nearby landowner to the project, but was not able to reach him. There is also a letter of intent from the landowner to extend the monitoring plan from 10 years to 15 years, which will be included with the final contract. The applicant has done an early consultation with the Delta Stewardship Council regarding the project’s covered action status. The Delta Stewardship Council has advised the applicant that the project is not a covered action.

**MOTION:** *Board Member Sandoval moved, seconded by Board Member Taylor, to determine that the project is categorically exempt from CEQA, and to approve \$378,308 in funding conditional upon the extension of the monitoring plan to 15 years, verification of water rights, and receipt of a landowner contract.*

*A roll call vote was taken with all Board Members present voting to approve the motion.*

**5. Agenda Item 9 – Request for Approval to Post Public Draft of the Revised Proposition 1 Grant Program Grant Guidelines (*Action Item*)**

The Executive Officer presented the public draft of the revised Proposition 1 Grant Program grant guidelines. The public draft will be released for comment on July 1, 2016 for 30 days, with a public workshop during that period, and the final grant guidelines will be presented for the Board’s consideration at the August 24, 2016 Board meeting. The next solicitation cycle will be opened on September 1, 2016.

The grant guidelines were edited based on input from staff, applicants, the professional reviewers, and Board Members. The following major changes were made to the draft guidelines and discussed by the Board:

- Combining the grant guidelines and grant application into a single document
- Streamline Concept Proposal criteria by adding a pass/fail component for Proposition 1 applicability and decreasing the number of evaluation criteria
- Lowering the scoring threshold to 75 points for both concept and full proposals

**Meeting Date: July 27, 2016**  
**Page 3**

- Slight adjustments to scoring criteria to reduce redundancies and differentiate between planning and implementation projects
- Integrate land acquisition guidance into the guidelines
- Clarify monitoring/performance measures
- Increase and define indirect cost rate at 20%, and specify “up to” rather than “may not exceed”
- Adjust maximum available for Category 1 grants to \$200,000, Category 2 grants to \$3 million. Total available funding for the solicitation period will be at least \$9 million for Category 2 grants, and at least \$1 million for Category 1 planning grants.

There was general discussion amongst the Board regarding the draft Proposition 1 Grant Guidelines. Chair Provenza requested that staff add agriculture sustainability to the list of Category 2 activities. The Board thanked staff for their hard work on the guidelines.

**MOTION:** *Board Member Sandoval moved, seconded by Board Member Ferrara, to approve the current 2016-2017 draft Grant Guidelines for posting for public review.*

*A roll call vote was taken with all Board Members present voting to approve the motion.*

**6. Agenda Item 10 – Request for Approval to Initiate Regional Planning in the Cache Slough Region**  
*(Action Item)*

Chair Provenza recognized Solano County, Yolo County, the San Francisco Estuary Institute Aquatic Science Center, FlowWest LLC, the Solano County Water Agency, and staff, for their collaboration on the Cache Slough Regional Planning Scope of Work. He reiterated that the intent of the effort is to conduct collaborative planning to identify restoration opportunities while also focusing on agricultural sustainability.

The Executive Officer presented the scope of work for the regional planning effort. The scope of work is for Phase I, which will include collection and integration of relevant information and a series of 4 to 5 facilitated workshops to develop an initial understanding of opportunity areas. Phase 1 is expected to be completed within 6 months of executing the agreements specified in the scope of work. The final task in Phase 1 is for the planning partners to collectively determine next steps and develop a Phase 2 scope of work for consideration by the Board at a future meeting.

The Board discussed the scope of work, the project schedule, the funding for both phases of the planning effort, and the potential next steps and approval process for phase 2.

**MOTION:** *Board Member Miller moved, seconded by Board Member Eaton, to authorize the Executive Officer to enter into agreements in the amount of up to \$518,000 for Phase I of the Cache Slough Region Restoration Strategy.*

**Meeting Date: July 27, 2016**

**Page 4**

*A roll call vote was taken with all Board Members present voting to approve the motion.*

**7. Agenda Item 11 – Request for Approval to Enter into an Agreement for Strategic Planning Consulting Services (*Action Item*)**

The Executive Officer presented an overview of the process and scope of work for updating the Delta Conservancy's current Strategic Plan. Staff is in the process of hiring a consultant to support the update process, which will include Board and public input. The total project cost will not exceed \$100,000.

**MOTION:** *Board Member Thomson moved, seconded by Board Member Taylor, to authorize the Executive Officer to enter into an agreement, in the amount of up to \$100,000, for consulting services to support the update of the Delta Conservancy's Strategic Plan.*

*A roll call vote was taken with all Board Members present voting to approve the motion.*

**8. Agenda Item 12 – California Water Fix Update**

Agenda Item 12 was postponed to the next scheduled Board meeting on July 27, 2016.

**9. Agenda Item 13 – Future Board Meeting Schedule and Format**

The Executive Officer presented staff recommendations for the future Board Meeting schedule and format. The recommendations include:

- Extending the regular Board meeting time to 1 p.m.;
- Holding the 4<sup>th</sup> Wednesday of every month for a potential extra Board Meeting;
- Holding 1-2 evening meetings per year within the Delta;
- Holding an annual "Conservancy Board Retreat", noticed and open to the public, to review mandates, the strategic plan, and evaluate overall Conservancy performance.

The Board discussed the proposed changes and was receptive. The changes will continue to be discussed among the Chair, Vice Chair, and staff for upcoming meetings. The Board requested that the current schedule of Board meetings, and proposed dates for potential extra Board meetings, to be sent out to the Board.

**10. Agenda Item 14 – Potential Agenda Items for July 27, 2016**

The Board would like to discuss the status of the Proposition 1 Grant Program approved proposals. Board elections will also be held at the next Board meeting.

**11. Agenda Item 15 – Public Comments**

Erik Vink, Executive Director of the Delta Protection Commission, gave an update on the Commission's activities. Currently, the Commission is in the process of updating its Land Use and Resource Management Plan which will be adopted by the end of the year. The Commission is also working on a feasibility study on the assessment of fees for Delta levee maintenance. The Board was invited to participate in the process for the feasibility study in the future.

**Meeting Date: July 27, 2016**

**Page 5**

**12. Agenda Item 16 - Board Closed Session for Executive Officer's Annual Performance Review and other personnel matters pursuant to Government Code Section 11126(a)**

**BOARD DIRECTIVES TO STAFF**

- 1) The Board requested that the current schedule of Board meetings, and proposed dates for potential extra Board meetings, to be sent out to the Board. **(Agenda Item 13)**

**MEETING ADJOURNED by Chair Provenza at 10:36 a.m.**

**EXECUTIVE CLOSED SESSION ADJOURNED at 10:58 a.m.**

**BOARD MEETING CLOSED at 10:58 a.m.**

*Respectfully submitted on June 29, 2016*

Sacramento-San Joaquin Delta Conservancy

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**Contact Person:**

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