



## AGENDA

DATE: **Wednesday, July 8, 2026**

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

### **ACTION ITEMS: 9:15 - 10 a.m.**

#### **2. DISTRICT/ADMIN: (15 min)**

- A. Board approval of regular Meeting Minutes. ~ *Cora Richard, Bookkeeper*
- B. Board approval of the Financial Report. ~ *Cora Richard, Bookkeeper*
- C. Approval of the Marin RCD Records Retention Policy ~ *Nancy Scolari, Marin RCD Executive Director*

#### **3. PROGRAMS: (45 min)**

- A. Approve the 2026-2030 Nature Conservancy-Marine Resource Conservation District Cooperative and Task Agreements for work in the Point Reyes National Seashore. ~ *Nancy Scolari, Marin RCD Executive Director*

#### **4. INFORMATIONAL ITEMS: (9:45-11 a.m.)**

- **Marin RCD Strategic Implementation Plan** ~ *Elise Suronen, Marin RCD Ops and Impacts Director (20 min)*
- **Walker Creek Fish Counts** ~ *Mary Olswang, CA Dept of Fish and Wildlife (20 min)*

Partner Updates: 3 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
- All Hands Ecology/ACR - Jim Jensen, Tomales Bay Land Steward and Preserve Mgr
- Marin Farm Bureau - Farm Bureau Representative
- Marin County Weights and Measures - Joe Deviney, Ag Commissioner
- Point Reyes National Seashore / The Nature Conservancy

RCD Program Updates (See staff report for details):

- **Richard L Plant Scholarship Fund** - *George Clyde, Marin RCD Associate Director*
- **Water Expansion:** *John Dolcini, Marin RCD Associate Director*

- **Federal Funding:** The new Agricultural Marketing for Producers (AMP) program is now open for applications.
- **Justice Equity Diversity Inclusion (JEDI):** FIGR is reviewing a new Tribal Consultation document for MRCD staff and will report back with feedback. The JEDI Committee met this spring to discuss an RCD DEI statement and will continue the discussion this summer.
- **Media/Messaging/Outreach:** We are working on our next newsletter.
- **Biomass Project:** The Marin Biomass Project is conducting outreach and pursuing implementation of recommendations in *The Marin Biomass Study*.
- **Permit Coordination Program (PCP):** Ongoing review of Vegetation Treatment Plan for All Hands Ecology's Preserves: Martin Griffin, Cypress Grove and Tom's Point. Exploring options for updating PCP analysis.
- **Urban Streams Program:** During the month of June, Phillips has been focused on the final preparation and release of the Request for Proposals (RFP) for NOAA's Tomales Bay Tires Assessment/Study. Phillips partnered with WSP and Marin Water to offer a restoration day for volunteers at a former Landowner Assistance Program project site. Phillips invited SPAWN to support restoration on a private property in Forest Knolls. She held another well-attended Lagunitas TAC meeting at Marin Water's headquarters as Vice Chair. Finally, she attended a plethora of various meetings and toured Corte Madera Creek project site, as well as assisted numerous partners and landowners with their requests.
- **Conserving Our Watersheds Program (COW):** COW MILC is the most recent Nonpoint Source Pollution Water Board grant. Of the six projects at dairies selected in the Stemple Creek watershed, three are in the design and permitting phase and three are entering implementation. In the National Seashore, design is ~75% for manure pond decommissioning at historic A, B and C ranches. NEPA is underway. Targeting bid process and a tour next month.
- **Carbon Farming Program:** We received over 30 applications for the federal AMP grant on our new website application portal. The team will review and rank applications this month.
- **Walker Creek Watershed:** Significant numbers of salmonids were counted at the outmigration smolt trap by CA Dept Fish & Wildlife (late March-early June).
- **Funding Opportunities:** RCD staff are working on several grants: Wildlife Conservation Board creek projects, CalFire Forest Health, CDFA Healthy Soils, NFWF Carbon Farm Plans, DOC Sustainable Ag Lands GHG monitoring, SCC Climate Resilience, Rural Climate Partnerships
- **Finance Committee:** The next FC meeting is scheduled for July 20.
- **District:** ED is exploring new staff positions to handle workload.
- **Landowner Assistance Provided:**
  - Urban Streams: 15 individuals requested assistance and were consulted, 80 individuals were educated in the USC Program, and 0 site visits were conducted.
  - Conserving Our Watersheds: 2 or 3 consultations
  - Carbon Farming: 35

## 5. 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.

## 6. MEETING ADJOURNED



## MINUTES

DATE: **Wednesday, June 10th, 2026**

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

**1. A regularly scheduled meeting was called to order by Terry Sawyer, President, at 9 a.m.**

Roll call of Directors: Terry Sawyer, Gerald Meral, David Sherwood, Melissa Williams and Mike Moretti

Associate Directors: George Clyde, Paul Ingle, Guido Frosini, John Dolcini

Staff: Nancy Scolari, Cora Richard, Sarah Phillips, Preston Duncan, Gerhard Epke, Lee Farese, Sarah Skinker, Fiona O'Neill, Elise Suronen, Emilie Winfield

Additional Attendees: Isaiah Thalmayer (STRAW), Jessie Ditmar (STRAW), Libby Kennedy (STRAW), Trevor Jensen & Giselle (STRAW), Scott Dunbar & Lauren Faccinto (MALT), Martha Davis (Nicasio Land Owners Association), Greg Richardson (The Nature Conservancy), Regina Pozzi (Marin Farm Bureau), Sally Pozzi (Resident/Marin Farm Bureau), Rick Holland (Agroforestry Network) and Scott Jennings (All Hands Ecology)

### ACTION ITEMS:

**2. DISTRICT:**

A. Board approval of regular Meeting Minutes. ~ *Cora Richard, RCD Board & Operations Manager*

MOTION: Melissa; SECOND: Jerry; AYES: Terry, Mike, Jerry, David & Melissa; NOES: None; ABSENT: none; to approve May 2026 Board Minutes.

B. Board approval of the Financial Report. ~ *Cora Richard, RCD Board & Operations Manager*

MOTION: Mike; SECOND: Jerry; AYES: Terry, Jerry, David, Melissa & Mike; NOES: None; ABSENT: None; to approve the Financial Report.

C. Re-appoint members of the Marin RCD Finance Committee ~ *Nancy Scolari, Executive Director*

MOTION: Mike; SECOND: Jerry; AYES: Terry, Jerry, David, Mike & Melissa; NOES: None; ABSENT: None; to keep the Marin RCD President, Treasurer & ED appointed to the Finance Committee and add Cora Richard, Ops Manager

D. Adopt the Marin RCD Capitalization and Capital Asset Management Policy, effective in FY25 forward. ~ *Nancy Scolari, Executive Director*

MOTION: Jerry; SECOND: David; AYES: Terry, Jerry, David, Mike & Melissa; NOES: None; ABSENT: None; to approve the Marin RCD Capitalization and Capital Asset Management Policy.

E. Discussion to increase the number of elected Director seats from five to seven, effective upon completion of the required approval process per CA Pub Res Code § 9301 and establishing an implementation timeline established by the Board ~ *Nancy Scolari, Executive Director*

MOTION: Melissa; SECOND: David; AYES: Terry, Jerry, David, Mike & Melissa; NOES: None; ABSENT: None; to revisit this in a year, no action presently.

- F. Approve Resolution #2026-02 of the Marin RCD proposing an election be held in its jurisdiction; requesting the Board of Supervisors to consolidate with any other election conducted on said date, and requesting election services by the Marin County Elections Department. ~ *Nancy Scolari, Executive Director*

MOTION: Jerry; SECOND: David; AYES: Terry, Jerry, David, Mike & Melissa; NOES: None; ABSENT: None; to approve Resolution #2026-02.

### 3. PROGRAMS:

- A. Approve Resolution #2026-01 authorizing the Marin RCD entering into a funding agreement with the CA Wildlife Conservation Board and authorizing and designating representatives for the Riparian Habitat Corridor Project. ~ *Sarah Skinker, Carbon Farming Program Manager*

MOTION: Melissa; SECOND: David; AYES: Terry, Jerry, David & Melissa; NOES: None; ABSENT: Mike; to approve resolution #2026-01 authorizing the Marin RCD entering into an agreement with WCB and authorizing designated representatives.

### 4. INFORMATIONAL:

- **West Marin Compost Project** ~ *Nancy Scolari, Executive Director*

No update at the moment.

- **Advancing Markets for Producers Program** ~ *Sarah Skinker, Carbon Farming Program Manager*

This is the reimagined climate smart commodities grant from a few years ago. Applications will be open through June 30<sup>th</sup>. Review and selection will happen in July, and producer contracting with the County of Sonoma will take place in August.

- **North Coast Regional RCD Convening** ~ *Emilie Winfield, North Coast Soil Hub Director*

In early May the North Coast RCD's had a gathering, located in Anderson Valley, CA. There was about 55 people, from 11 RCD's. Emilie shared some photos of the great time everyone had!

Partner Updates:

- **The Nature Conservancy**- Greg Richardson, The Nature Conservancy

TNC is doing a lot of stewardship planning right now. They are working very closely with the park service. They are also getting closer to signing a cooperative agreement with MRCD. Continuing to work on incorporating grazing.

- **Marin Agricultural Commissioner**- Joe Deviney, Marin County Ag Commissioner

No staff present.

- **USDA Natural Resources Conservation Service (NRCS)**— Petaluma Field Office Staff

No staff present.

- **Marin Agricultural Land Trust/SAP** – MALT Stewardship Staff

Scott shared that MALT just closed their 99<sup>th</sup> easement! MALT has kicked off monitoring season, they are one third of the way through monitoring. Their stewardship program opens up July 1. They are currently closing out this year's stewardship assistance program. Fall event season will start in September.

- **Point Blue & Students & Teachers Restoring a Watershed (STRAW)**— Point Blue Staff

Currently in maintenance season. They will be hiring a conservation educator soon.

- **All Hands Ecology (formerly Audubon Canyon Ranch)** – Jim Jensen

Jim was not present at this meeting, but Scott Jennings joined us. He came to our meeting to learn a little more about what the RCD does. He did say that at their Cypress Grove preserve they are continuing with their disturbance study and they just wrapped up this years veg monitoring.

- **Marin Farm Bureau** – Regina Pozzi

There will not be a June board meeting due to the Farm Bureau's presence at Western Weekend. Still ongoing is comments for the LAMP-septic update. Please save the date for the Farm Bureau's VIP lunch- August 31, 2026!

RCD Program Updates (See staff report for details):

- **Richard L Plant Scholarship Fund** – *George Clyde, Marin RCD Associate Director*

Postponing until next month because they have not awarded the candidates their funding yet.

- **Nicasio Water Expansion**: John Dolcini, Marin RCD Associate Director

The ARC pipeline is still the main priority to bring the Russian River water to Nicasio Reservoir. The projected cost has increased from 168 million to 214 million, and this is because they will be needing a second pump station. For Soulajule to Nicasio, they are planning to shelve the pipeline extension project, and the new plan is to upgrade pump stations. At Kent Lake there is no update.

- **Justice Equity Diversity Inclusion (JEDI)**: FIGR is interested in providing feedback on MRCD's Strategic Direction, with an extended feedback window. Feedback will be brought to the board. The JEDI Committee met this spring to discuss an RCD DEI statement and will continue the discussion this summer.

- **Media/Messaging/Outreach**: Fiona and Sarah sent out mailers to all ag zoned parcels informing people about the current round of funding for AMP as two other potential funding opportunities

- **Biomass Project**: The Marin Biomass Project is conducting outreach and pursuing implementation of recommendations in The Marin Biomass Study.

- **Permit Coordination Program (PCP)**: Ongoing review of Vegetation Treatment Plan for All Hands Ecology's Cypress Grove and Tom's Point. Exploring options for updating PCP analysis.

- **Urban Streams Program**: Phillips has been providing support to Marin Water's smolt monitoring on Lagunitas. Phillips attended a series of meetings; Marin Prescribed Fire Cooperative, RCD's Strategic Implementation Plan retreat, NOAA re: Tomales Bay Tires (contract executed between County and MRCD), Valley Water biologist re: their process to assess fallen trees, and MCL's series of presentations of fires and fuels. Phillips attended the May 5th BOS meeting to address questions relating to the transfer of Zone 10 Flood Control funds to MRCD where the BOS approved the transfer. Preparation work is underway to collaborate on a volunteer restoration day in San Geronimo on Saturday, June 6th. Finally, Phillips reached out to 12 streamside landowners in SGV to notify them of SPAWN's offering of free native plants and planting services from their nursery for the watershed.

- **Conserving Our Watersheds Program (COW)**: COW MILC is the most recent Nonpoint Source Pollution Water Board grant. Of the six projects at dairies selected in the Stemple Creek watershed, three are in the design and permitting phase and three are entering implementation. In the National Seashore, design is ~75% for manure pond decommissioning at historic A, B and C ranches. NEPA is underway. Targeting bid process

and a tour next month.

●**Carbon Farming Program:** Fiona has revamped the online application portal in preparation for the federal AMP grant which will fund fencing, cover cropping, seeding and compost.

●**Walker Creek Watershed:** No report

●**Funding Opportunities:** RCD staff are working on several grant proposals as identified on the Grants spreadsheet.

●**Finance Committee:** The next FC meeting is scheduled for June 15th.

●**District:** Admin staff have been focused on FY25 financial audit.

● **Landowner Assistance Provided:**

Urban Streams: 28 individuals requested assistance and were consulted, 3 individuals were educated in the USC Program, and 1 site visits were conducted.

Conserving Our Watersheds: 2 or 3 consultations

Carbon Farming: 6

## **5. ANNOUNCEMENTS & CORRESPONDANCE**

- None

## **6. PUBLIC COMMENT**

Rick Holland shared that screwworm has been a huge problem on his 100-acre demonstration farm in Costa Rica. They are having to check their animals daily.

## **7. MEETING ADJOURNED at 11:15 a.m.**

**Marin Resource Conservation District**  
**Monthly Financial Summary**  
**as of 7/01/2026**

| <b>CASH</b>                                                    |                   |           |                  |
|----------------------------------------------------------------|-------------------|-----------|------------------|
| <b>Wells Fargo Balances as of 6/30/26</b>                      |                   |           |                  |
|                                                                | <b>June</b>       |           | <b>May</b>       |
| Checking - Operating Account                                   | \$ 474,779        | \$        | 518,643          |
| <i>Bills &amp; Payroll Paid, through 7/01/26</i>               | \$ -              | \$        | (100)            |
| <i>MRCDC Remainder of 2025 401k Match</i>                      | \$ -              | \$        | (16,002)         |
| <i>Payments Received, through 7/01/26</i>                      | \$ -              |           |                  |
| No-till Drill Account                                          | \$ 14,986         | \$        | 14,985           |
| <b>Total Wells Fargo</b>                                       | <b>\$ 489,765</b> | <b>\$</b> | <b>517,526</b>   |
| <b>County of Marin Preliminary Trial Balance as of 5/31/26</b> |                   |           |                  |
|                                                                | <b>May</b>        |           | <b>April</b>     |
| Checking                                                       | \$ 378,931        | \$        | 412,840          |
| <i>Bills Paid, through 7/01/26</i>                             | \$ (79,194)       | \$        | (52,386)         |
| <i>Payments received, through 7/01/26</i>                      | \$ 143,248        | \$        | 143,248          |
| <b>Total County</b>                                            | <b>\$ 442,984</b> | <b>\$</b> | <b>503,702</b>   |
| <b>Total Cash</b>                                              | <b>\$ 932,749</b> | <b>\$</b> | <b>1,021,228</b> |

| <b>OTHER WORKING CAPITAL DETAILS</b>                                     |                   |           |                |
|--------------------------------------------------------------------------|-------------------|-----------|----------------|
| <b>Grants Receivable</b> - Open grant invoices - (see page 3)            | \$ 368,565        | \$        | 357,732        |
| <b>Retention Receivable</b> - Due from Grantors                          | \$ 20,483         | \$        | 20,483         |
| <b>Prepaid Grant Funds Received:</b>                                     |                   |           |                |
| Measure A - 6/30/25 Bal., + funds rec'd this FY, - this FY exp           | \$ (983,460)      | \$        | (1,013,188)    |
| Overbrook Foundation (Marin Carbon Project)                              | \$ (2,216)        | \$        | (6,019)        |
| Ombudsman Fund                                                           | \$ (19,793)       | \$        | (19,793)       |
| <b>Unpaid Bills</b> - Pending to be Paid                                 | \$ -              | \$        | (34,040)       |
| <b>Retention Payable</b> to Vendors                                      | \$ -              | \$        | -              |
| <b>PTO Liability</b> as of 6/30/26 (if all staff cashed out PTO at once) | \$ (68,655)       | \$        | (70,246)       |
| <b>Current Bills To Pay</b> (see page 4):                                |                   |           |                |
| Administrative Expenses <b>39.74%</b>                                    | \$ (31,924)       | \$        | (10,923)       |
| Grant Expenses, current to be paid <b>9.31%</b>                          | \$ (7,477)        | \$        | (17,898)       |
| Grant Expenses, to be paid when funded <b>50.95%</b>                     | \$ (40,935)       | \$        | (40,935)       |
| <b>Net Working Capital</b>                                               | <b>\$ 167,337</b> | <b>\$</b> | <b>186,401</b> |

\* - Wells Fargo bank balances are now current! There are sub-categories added for any liabilities which have not debited yet

\*\* - The County account is reported using the most recently received trial balance. That is the most recent report we have received. They usually lag by about a month.

## 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 5-10% 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 5-10% 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**  
**7/1/2026**

| <b>Grantor</b>               | <b>1 - 30</b>  | <b>31 - 60</b> | <b>61 - 90</b> | <b>91 and over</b> | <b>Total</b>   |
|------------------------------|----------------|----------------|----------------|--------------------|----------------|
| Audubon Canyon Ranch         | 3,803          |                | 2,800          |                    | 6,603          |
| CA OPR Biomass 2025 Contract | 149,998        |                |                |                    | 149,998        |
| Carbon Cycle Institute       | 0              |                |                |                    | 0              |
| CA SCC Carbon                | 20,652         |                | 23,508         |                    | 44,160         |
| CDFA - HSP Block Grant (ZFP) | 1,360          | 4,151          |                |                    | 5,511          |
| Marin County Urban Streams   | 35,675         |                | 27,566         |                    | 63,241         |
| MMWD                         | 14,589         |                |                |                    | 14,589         |
| Napa RCD (for Soil Hub)      | 13,000         |                |                |                    | 13,000         |
| PRNS Conservation            |                |                |                | 26,689             | 26,689         |
| SCC Wildfire                 | 25,872         |                |                | 7,656              | 33,528         |
| USDA Cooperative Grant 2024  | 11,094         |                |                |                    | 11,094         |
| USDA GLCI (Grazing Lands)    |                |                |                | 153                | 153            |
| <b>TOTAL OPEN INVOICES</b>   | <b>276,042</b> | <b>4,151</b>   | <b>51,074</b>  | <b>34,498</b>      | <b>368,565</b> |
| Retainers                    | 4,474          |                | 1,623          | 14,386             | 20,483         |
| <b>TOTAL DUE</b>             | <b>280,517</b> | <b>4,151</b>   | <b>52,697</b>  | <b>48,884</b>      | <b>389,049</b> |
|                              | 72%            | 1%             | 14%            | 13%                | 100%           |

Note: Aging is based upon the date payments are expected.

| <b>Total due 91 days and over</b>                 | <b>91 and over</b> |
|---------------------------------------------------|--------------------|
| PRNS Conservation                                 | 9/30/2025 26689    |
| SCC Wildfire                                      | 9/30/2025 7,656    |
| USDA GLCI (Grazing Lands)* (partial balance open) | 9/30/2024 153      |
| <b>Sub-total</b>                                  | <b>\$ 34,498</b>   |
| Retainers                                         | 14,386             |
| <b>TOTAL</b>                                      | <b>\$ 48,884</b>   |

\* - Payment from the federal government

Note: A number of grants are only invoiced quarterly. The actual amount of the total receivables is not reflected here as we do not use estimates. This reflects only invoices that have been submitted to grantors.

# MARIN RESOURCE CONSERVATION DISTRICT

## Bills to Pay

Jul-26

| Name                                          | Date      | Memo                                      | Aging | Open Balance     |
|-----------------------------------------------|-----------|-------------------------------------------|-------|------------------|
| <b>Administrative Expenses</b>                |           |                                           |       |                  |
| CARCD                                         | 7/1/2026  | Annual Dues for FY26/27                   | 0     | \$ 7,500         |
| Horizon Cable TV                              | 6/1/2026  | Internet                                  | 30    | \$ 134           |
| Pt Reyes 4th Investors, LLC                   | 7/1/2026  | July Office Rent, Suite 202               | 0     | \$ 1,436         |
| Pt Reyes 4th Investors, LLC                   | 7/1/2026  | July Office Rent, Suite 203               | 0     | \$ 1,008         |
| SDRMA                                         | 6/15/2026 | FY26/27 Property/Liability Insurance      | 16    | \$ 14,397        |
| SDRMA                                         | 6/15/2026 | FY26/27 Workers Comp Insurance            | 16    | \$ 6,156         |
| Smile Business Products                       | 6/19/2026 | Copier                                    | 12    | \$ 173           |
| US Bank Corporate                             | 5/24/2026 | Fireflies AI- note taking service         | 38    | \$ 63            |
| US Bank Corporate                             | 5/25/2026 | RingCentral- Staff phone numbers          | 37    | \$ 353           |
| US Bank Corporate                             | 6/21/2026 | Canva                                     | 10    | \$ 18            |
| US Bank Corporate                             | 6/10/2026 | Peet's- board meeting coffee              | 21    | \$ 22            |
| US Bank Corporate                             | 5/28/2026 | Primo Water- Office Water                 | 34    | \$ 30            |
| US Bank Corporate                             | 5/29/2026 | CA Farm Bureau- 2026 Dues                 | 33    | \$ 250           |
| US Bank Corporate                             | 6/1/2026  | SpringAhead- subscription to retain data  | 30    | \$ 34            |
| US Bank Corporate                             | 6/2/2026  | Zoom- annual billing                      | 29    | \$ 170           |
| US Bank Corporate                             | 6/4/2026  | Amazon- Bday surprise for GE              | 27    | \$ 26            |
| US Bank Corporate                             | 6/9/2026  | Quickbooks- bookkeeping subscription      | 22    | \$ 115           |
| US Bank Corporate                             | 6/18/2026 | Microsoft                                 | 13    | \$ 40            |
| <b>Total Administrative Expenses</b>          |           |                                           |       | <b>\$ 31,924</b> |
| <b>Grant Expenses</b>                         |           |                                           |       |                  |
| All Hands Ecology                             | 6/30/2026 | Fire Forward fee-for-service              | 1     | \$ 1,423         |
| Dimensions Four Engineering                   | 6/23/2026 | COW MILC Engineering                      | 8     | \$ 470           |
| Katuna, Michelle                              | 6/15/2026 | Tribal Liason Consulting: SCC Carbon      | 16    | \$ 2,438         |
|                                               |           | Andronico's- refreshments for meeting COW |       |                  |
| US Bank Corporate                             | 6/3/2026  | MILC                                      | 28    | \$ 16            |
| US Bank Corporate                             | 6/4/2026  | FedEx, printing plan sets- COW MILC       | 27    | \$ 89            |
| Yee, Orlena                                   | 7/1/2026  | MCP Project Manager                       | 0     | \$ 3,042         |
| <b>Total Grant Expenses</b>                   |           |                                           |       | <b>\$ 7,477</b>  |
| <b>Total Bills to Pay</b>                     |           |                                           |       | <b>\$ 39,401</b> |
| <b>Grant Expenses, to be paid when funded</b> |           |                                           |       |                  |
| CDW LLC (Chad White)                          | 3/27/2026 |                                           | 96    | \$ 40,935        |

## Marin RCD Grants

| Done        | Grant                                               | Funding      | Status                 | Lead                         | Purpose                                                                                                     |
|-------------|-----------------------------------------------------|--------------|------------------------|------------------------------|-------------------------------------------------------------------------------------------------------------|
| X           | 6 SWRCB 319H Water Quality in Lower Lagunitas       | \$ 30,000    | Awarded 05/2021        | SPAWN                        | Assist with 2 road projects on ranches                                                                      |
| X           | 7 GrizzlyCorps Member                               | TBD          | Awarded 04/2021        | Marin RCD                    | Intern to help with outreach, monitoring and DEI                                                            |
| X           | 8 CDFA Technical Assistance                         | \$ 60,000    | Awarded 08/2021        | Marin RCD                    | Assist producers in applications to Healthy Soils Program                                                   |
| X           | 9 NACD TA2021 Regional Soil Health Hub Coordinator  | \$ 114,000   | Awarded 04/2021        | Marin RCD                    | North Bay Soil Health Coordinator for RCDs. Coordinate programs and staffing                                |
| X           | 10 COM Support for Carbon Farm Plans                | \$ 50,000    | Awarded 03/2021        | Marin RCD                    | Development of 5 carbon farm plans plus match for grant #29                                                 |
| X           | 11 NFWF Monarch Habitat                             | TBD          | Awarded 11/2021        | Gold Ridge RCD               | Support monarch habitat with landowners                                                                     |
| X           | 12 SCC Prop68 Climate Grant                         | \$ 1,000,000 | Awarded 12/2021        | Marin RCD                    | Farm plans, implementation, designs, ed workshops, no till drill and FIGR collaboration                     |
| X           | 13 Beaver Dam Analogues                             | TBD          | On hold                | TBD                          | Install Beaver Dam Structures at select locations in the Walker Cr watershed                                |
|             | 14 Lagunitas Restoration @ Coast Guard              | TBD          | On hold                | TBD                          | Potential collaboration to enhance Lagunitas at the Coast Guard reach                                       |
| X           | 15 MCF-Kurland Marin Carbon Project Coordinator     | \$ 50,000    | Awarded 05/2021        | Marin RCD                    | coordinate and scale carbon farming in Marin county                                                         |
| X           | 16 MRCD Internship/Scholarship Fund                 | \$ 3,000     | Awarded 07/2021        | Marin RCD                    | support young dissadvantaged interns wishing to learn on-the job-skills                                     |
| X           | 17 Edwards Mother Earth Foundation                  | \$ 592,000   | Declined               | CARCD                        | [Soil Hub] expand agroforestry component of carbon farm plans in the north coast region                     |
| X           | 18 PRNS Tech Assist for Ranchers                    | \$ 48,285    | Awarded 09/2021        | Marin RCD                    | Assistance to seashore ranchers for RDM sampling, conditional waivers, planning                             |
| X           | 19 OPR Marin Biomass Project                        | \$ 500,000   | Awarded 06/2022        | Marin RCD                    | Develop recommendations for biomass recovery and utilization processes, infrastructure, and investment      |
| X           | 20 MALT Carbon Farming                              | \$ 90,000    | Awarded 03/2021        | Marin RCD                    | 2 carbon farm plans and carbon farming implementation                                                       |
| X           | 21 COM Support for Carbon Farming                   | \$ 125,000   | Awarded 12/2021        | Marin RCD                    | support project development                                                                                 |
| X           | 22 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                      |
| X           | 23 WCB Monarch Pollinator Habitat                   | \$ 250,000   | Awarded 09/2022        | CARCD                        | Install and monitor monarch/pollinator plants in riparian or hedgerow areas                                 |
| X           | 24 USDA Climate Smart Commodities                   | \$ 3,585,745 | Frozen/Resubmitted     | Sonoma County                | Plan, design, install, monitor GHG reduction and carbon sequestration projects                              |
| X           | 25 NACD TA2022 Regional Soil Health Hub Coordinator | \$ 124,000   | Awarded 09/2022        | Marin RCD                    | North Coast Soil Health Coordinator for RCDs. Coordinate programs and staffing                              |
| X           | 26 Planning Drought Resiliency                      | \$ 286,239   | Declined               | Marin RCD                    | Work with UCCE-MALT on drought resiliency watershed planning for producers                                  |
|             |                                                     |              |                        |                              | [Soil Hub] Staff training on prescribed grazing/ grazing mgmt plans, workshops and education for producers  |
| FY26/27 Rev | 27 NRCS Grazing Lands                               | \$ 25,000    | Awarded 04/2023        | Gold Ridge RCD               |                                                                                                             |
| X           | 28 CDFA Conservation Planning (CAPGP)               | \$ 182,000   | Awarded 02/2023        | Marin RCD                    | Carbon farm plans, grazing management plans, soil health management plans                                   |
| FY26/27 Rev | 29 COW MILC 319h Water Quality on the ranches-dairi | \$ 999,597   | Awarded 07/2023        | Marin RCD                    | Implement projects on the ranches in PRNS and Stemple watersheds                                            |
|             |                                                     |              |                        |                              | Support Mill Valley StreamKeepers & City of Mill Valley with proposal for barrier retrofit for fish passage |
| X           | 30 FHA Anadromous Organism Passage (AOP) grant      | TBD          | still going as of 2025 | Mill Valley                  | on Mill Creek.                                                                                              |
| X           | 31 OPR Marin Biomass Project                        | \$ 250,000   | Awarded 05/2023        | Marin RCD                    | Develop recommendations for biomass recovery and utilization processes, infrastructure, and investment      |
|             |                                                     |              |                        |                              | [Soil Hub] Development and monitoring of field trials, education and outreach on soil health and            |
| X           | 32 UC SAREP CA Farm Demonstration Network           | \$ 53,730    | Awarded 07/2023        | UC SAREP (Conservation Works | climate-friendly ag                                                                                         |
|             |                                                     |              |                        |                              | [Soil Hub] Tools and technology for program and project management - Salesforce integration;                |
| X           | 33 DOC Capacity Building                            | \$ 681,445   | Declined               | Marin RCD                    | outreach to public                                                                                          |
| FY26/27 Rev | 34 CDFA Healthy Soils Block Grant w/Zero Foodprint  | \$ 45,000    | Awarded 09/2023        | Zero Foodprint               | [Soil Hub] CDFA Healthy Soils Program technical assistance and implementation - block grant pilot           |
| X           | 35 NOAA Fisheries                                   | \$ 8,000,000 | Declined               | Marin RCD                    | habitat restoration and coastal resilience. Focus on salmon restoration.                                    |
| X           | 36 MCF-Kurland Marin Carbon Project Coordinator     | \$ 50,000    | Awarded 06/2023        | Marin RCD                    | coordinate and scale carbon farming in Marin county                                                         |
| X           | 37 NACD TA2023 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                   |
| X           | 38 OPR Enhancing Climate Resilience in North Bay    | \$ 127,000   | Declined               | Gold Ridge RCD               | Urban rebate program to construct rainwater catchment systems                                               |
| X           | 39 OPR Community Economic Resilience Fund           | N/A          | Cancelled              | Marin RCD                    | Feasibility study to build out biomass-related climate jobs (high road jobs)                                |
| X           | 40 MC Measure A FARE PRNS Weed Mgmt                 | \$ 100,000   | Declined               | Marin RCD                    | Comparative methods of removal of Scotch Broom on PRNS rangeland                                            |
| FY26/27 Rev | 41 North Coast Wildfire Resilience Block Grant      | \$ 250,000   | Awarded 05/2024        | Humboldt RCD                 | Equipment, fire prevention, training/workforce development, CEQA-NEPA permitting                            |
| X           | 42 NRCS Soil Hub Director                           | \$ 75,000    | Awarded 06/2024        | Marin RCD                    | [Soil Hub] Continuation of North Coast Soil Hub Director position                                           |
| FY26/27 Rev | 43 NACD TA2024 Regional Soil Health Hub Director    | \$ 181,540   | Awarded 12/2024        | Marin RCD                    | [Soil Hub] Director to coordinate programs and staffing. Also funds time for carbon farming team.           |
| FY26/27 Rev | 44 COM Tomales Bay Tire Removal                     | \$ 49,900    | Awarded 5/2026         | Marin RCD                    | Assessment on the removal of 100's of old tires in Tomales Bay                                              |
| FY26/27 Rev | 45 COM Zone 10-Inverness Flood Control              | \$ 30,000    | In Progress            | Marin RCD                    | Address flood issues in Zone 10. Was approved at BOS meeting May 5th.                                       |
| X           | 46 SWRCB COWGIRL                                    | \$ 724,000   | Declined               | Marin RCD                    | Continuation of COW water quality program                                                                   |
| X           | 47 Carbon Cycle Institute                           | \$ 24,440    | Awarded 03/2025        | Marin RCD                    | [Soil Hub] director involvement in Bay Area Regional Climate Planning and statewide hubs coordination       |

## Marin RCD Grants

|             |                                                                       |     |           |                    |                           |                                                                                                                                                                                                 |
|-------------|-----------------------------------------------------------------------|-----|-----------|--------------------|---------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| X           | 48 WRA Mitigation                                                     | \$  | 250,000   | Declined           | Marin RCD                 | Possible funding source for Chileno Creek Restoration Project                                                                                                                                   |
| X           | 49 Private Foundation                                                 | \$  | 50,000    | Declined           | Marin RCD                 | [Soil Hub] Fill the federal funding gap for Soil Hub Director position                                                                                                                          |
| FY26/27 Rev | 50 USDA Advancing Markets for Producers                               | \$  | 2,000,000 | Awarded 01/2026    | Marin RCD                 | Implementation of soil health practices                                                                                                                                                         |
| X           | 51 NFWF Conservation Partners- Western Grazing Land                   | \$  | 85,000    | Declined           | Sonoma RCD                | [Soil Hub] 3 carbon farm plans for rangeland operations                                                                                                                                         |
| X           | 52 Renewable Natural Resources Foundation                             | \$  | 200,000   | Declined           | UC Berkeley               | Compost applications for a circular carbon and nutrient economy on rangelands                                                                                                                   |
|             | 53 Caltrans Mitigation Funds                                          | \$  | 670,928   | ON HOLD - PROBABLY | Marin RCD                 | Fresh Run Farm Pond 1A Leak Repair                                                                                                                                                              |
| FY26/27 Rev | 54 NACD TA2025 North Coast Soil Hub                                   | \$  | 206,985   | Submitted 01/2026  | Marin RCD                 | [Soil Hub] North Coast Soil Health Director Coordinate programs, staffing, and TA.                                                                                                              |
| X           | 55 Community Projects Earmark - Huffman's Office                      | \$  | 300,000   | Declined           | Sonoma RCD                | [North Coast RCDs] Technical assistance to ag and forest landowners; North Coast Soil Hub coordination                                                                                          |
|             | 56 CDFA Health Soils Block Grant (subawardee)                         | \$  | 460,000   | Submitted 05/2026  | Humboldt RCD              | [Soil Hub] Regional Healthy Soils Block Grant for project implementation                                                                                                                        |
|             | 57 Cal Fire Forest Health Grant (Prop 4)                              | \$  | 303,349   | Submitted 06/2026  | Parks Conservancy/One Tam | Invited to Apply after pre-app submitted May 2026, application submitted.                                                                                                                       |
| FY26/27 Rev | 58 Mighty Arrow Family Foundation                                     | \$  | 75,000    | Awarded 04/2026    | Marin RCD                 | [Soil Hub] General operating support for North Coast Soil Hub regional collaborative                                                                                                            |
| FY26/27 Rev | 59 G Foundation                                                       | \$  | 50,000    | Submitted 04/2026  | Marin RCD                 | From Vision to Action: Implementing the Comms Plan and Operationalizing the Strategic Plan                                                                                                      |
|             | 60 SCC Climate Resilience                                             | TBD |           | In Progress        | Sonoma RCD                | [Soil Hub] Climate Resilience projects in key watersheds in the North Coast                                                                                                                     |
|             |                                                                       |     |           |                    |                           | Considering writing our own proposal, called "MAP IT" bring experts together to review work to date and determine/recommend future restoration sites. Put in for drone mapping support as well? |
|             | 61 SCC Prop4                                                          | TBD |           | Exploration        | Marin RCD                 | Implementation: wet crossings at JJ's, Walker Creek ranch projects                                                                                                                              |
|             | 62 DOI PRNS Cooperative Agreement                                     | \$  | 41,000    | Submitted 05/2026  | Marin RCD                 | Implementation and rangeland- water quality monitoring in the Seashore                                                                                                                          |
|             | 63 TNC PRNS Cooperative Agreement                                     | TBD |           | Exploration        | Marin RCD                 | Advisor to Seashore planning process                                                                                                                                                            |
| FY26/27 Rev | 64 COM Community Grants & Investment Program- TB                      | \$  | 9,500     | Awarded fall 2025  | Marin RCD                 | Tomales Bay Stewardship Network                                                                                                                                                                 |
|             |                                                                       |     |           |                    |                           | Funding and financing innovation for climate-smart ag, including monitoring and reporting protocol and pilot project                                                                            |
|             | 65 DOC SALC Planning                                                  |     |           | In Progress        | Marin County              | DEPENDENT ON SPAWN RELEASING their project to Marin RCD with PCI as lead designer- Planning & Design                                                                                            |
|             |                                                                       |     |           |                    |                           | 3 cfps but could open this up to bird monitoring? TBD if Sonoma RCD will lead resubmittal                                                                                                       |
|             | 66 Prop 4 Middle Lagunitas LWD with PCI                               | TBD |           | Exploration        | Marin RCD                 | [MCP] - Cultivating Collaborative Agricultural Climate Action in Marin                                                                                                                          |
|             | 67 NFWF-SRCD Conservation Partners- Western Grazing Lands RESUBMITTAL |     |           |                    |                           | [MCP] - Project Coordin.                                                                                                                                                                        |
| FY26/27 Rev | 68 COM FARE                                                           | \$  | 20,000    | Awarded 04/2026    | Marin RCD                 | Carbon Riparian Projects                                                                                                                                                                        |
| FY26/27 Rev | 69 Kurland                                                            | \$  | 60,000    | Awarded 12/2025    | Marin RCD                 | Lower reach of Lagunitas - assessment needed to help direct future projects                                                                                                                     |
|             | 70 WCB Prop 4                                                         | \$  | 600,000   | In Progress        | Marin RCD                 | [Soil Hub] General operating support for North Coast Soil Hub regional collaborative                                                                                                            |
|             | 71 TBD                                                                | TBD |           | Exploration        | Marin RCD                 | Compost applications for a circular carbon and nutrient economy on rangelands                                                                                                                   |
|             | 72 Rural Climate Partnership                                          | \$  | 100,000   | Submitted 06/2026  | Marin RCD                 |                                                                                                                                                                                                 |
|             | 73 USDA Conservation Innovation Grant                                 | TBD |           | Exploration        | UC Berkeley               |                                                                                                                                                                                                 |

# Records Retention Schedule

*Marin Resource Conservation District*

## Purpose

This policy ensures that Marin RCD records are properly maintained, protected, and disposed of at the right time. It applies to all records created or received in the course of District operations, regardless of format — including paper documents, email, electronic files, PDFs, audio/video files, and any other media.

## Administration

District staff are responsible for implementing and following this schedule. The Executive Director oversees administration of the policy.

## Litigation Hold

If the District receives a subpoena, document request, or becomes aware of an investigation, audit, or potential litigation, all record disposal must stop immediately. The employee who becomes aware of this must notify the Executive Director, who will promptly inform all staff and consult with legal counsel before any disposal resumes.

## Public Records Act Requests

Any pending California Public Records Act request must be retained until the request is granted or two years have passed since written denial was provided.

## General Rules

The following rules apply to all records (pursuant to Government Code §§ 60200–60203):

- Duplicate records may be destroyed at any time without Board authorization.
- Original records more than two years old (not required by state or federal law) may be destroyed without copying, except for records designated as permanent.
- No records may be destroyed if there is a continuing need — such as pending litigation, active projects, or a legal requirement to retain them.
- Records not legally required to be kept may be destroyed if they have first been accurately digitized and stored in an accessible, retrievable system.

### A. Board Meeting Minutes

Minutes are retained indefinitely in original form. They may be destroyed once digitized, with Executive Director authorization. Audio or video recordings of Board meetings are kept for 30 days, then destroyed.

## B. Accounting and Finance

Accounting records older than ten years may be destroyed if:

- There is no continuing need for them (e.g., no ongoing transactions, litigation, or contractual requirements), and
- An audit report covering that period exists, prepared under Government Code § 26909.
- The records tied to a specific event fully conclude. Source documents may be destroyed ten years after the end of the fiscal period they relate to.

The following may be destroyed at any time without Board authorization:

- Duplicate records (originals are subject to the rules above)
- Rough drafts, notes, and working papers (except audit workpapers)
- Temporary control cards, indexes, or transitory files

| Record Type                                                           | Minimum Retention Period |
|-----------------------------------------------------------------------|--------------------------|
| General Ledgers                                                       | 10 years                 |
| Deposits (held by County)                                             | 10 years                 |
| Batches                                                               | 10 years                 |
| Vendor Forms (held by County)                                         | Permanent                |
| Audits                                                                | Permanent                |
| Invoices to customers                                                 | 10 years                 |
| Invoices from vendors (held by County)                                | 10 years                 |
| Cancelled warrants/checks (held by County)                            | 10 years                 |
| Fixed Asset Reports / Depreciation Schedules                          | 10 years                 |
| Journals                                                              | 10 years                 |
| Long-term debt records – bonds, warrants, loans (after final payment) | 10 years                 |
| Banking Records                                                       | 10 years                 |
| Terms and Conditions from Agreements                                  | 10 years                 |

## C. Contracts, Grants, and Agreements

Construction records (bids, correspondence, change orders, etc.) are generally kept for no more than seven years. If a project involves a guarantee or grant commitment, records must be kept for the life of that commitment plus seven years.

| Record Type                                                 | Minimum Retention Period                 |
|-------------------------------------------------------------|------------------------------------------|
| Contracts and related correspondence (including amendments) | 7 years after expiration or termination  |
| Unsuccessful proposals/bids (RFP responses)                 | 3 years                                  |
| Awarded grant proposals/bids                                | 7 years after completion or grant period |
| Grant agreements and modifications/change orders            | 7 years after completion or grant period |
| Grantee invoices and matching funds documentation           | 7 years after end of grant period        |
| Work product produced with grant funds                      | 7 years after completion or grant period |
| As-built plans                                              | For as long as the project exists        |

#### D. Timekeeping and Payroll Records

All payroll and personnel records are retained indefinitely. Originals may be destroyed after seven years if the records have been digitized and meet the conditions for destruction.

| Record Type                                                      | Minimum Retention Period |
|------------------------------------------------------------------|--------------------------|
| Employee Applications and Termination Records                    | Permanent                |
| Job Descriptions / Classification Specifications                 | Permanent                |
| Employee Timesheets                                              | 7 years                  |
| Earnings Records and Performance Evaluations                     | Permanent                |
| W-4 Forms                                                        | Permanent                |
| W-2 Forms                                                        | Permanent                |
| Garnishments and Assignments                                     | Permanent                |
| Employee Deduction Authorizations                                | Permanent                |
| Payroll Tax Reports                                              | Permanent                |
| Employee Insurance Records                                       | Permanent                |
| Retirement Records                                               | Permanent                |
| Medical Histories, Accident/Injury Reports, Claims, Workers Comp | Permanent                |
| Employee Records Relating to Legal Issues                        | Permanent                |

| Record Type                                         | Minimum Retention Period |
|-----------------------------------------------------|--------------------------|
| Positive Controlled Substance Test Results          | Permanent                |
| Alcohol and Controlled Substance Collection Records | Permanent                |
| Applications and Resumes from Non-Hired Applicants  | 4 years                  |

## E. Insurance Records

| Record Type                                               | Minimum Retention Period |
|-----------------------------------------------------------|--------------------------|
| Health Insurance Policies (including expired)             | 7 years                  |
| Workers' Compensation Insurance Policies                  | 7 years                  |
| Liability Insurance Policies                              | 7 years                  |
| Certificates of Insurance Issued to District              | 4 years                  |
| Insurance Records Relating to Accident Reports and Claims | Permanent                |

## F. Legal Files

| Record Type                                | Minimum Retention Period      |
|--------------------------------------------|-------------------------------|
| Legal Memoranda and Opinions               | 7 years after close of matter |
| Court Orders                               | Permanent                     |
| Pending Claims, Litigation, or Settlements | 7 years after close of matter |

## G. Correspondence and Internal Memos

Substantive correspondence (e.g., a letter related to a specific contract) should be kept for the same period as the document it supports. Working files and informal correspondence tied to a project should travel with that project file and follow its retention period.

General correspondence with no prescribed retention period should be discarded regularly. A good practice is for all staff to review and purge general correspondence every six months.

| Record Type                                             | Minimum Retention Period |
|---------------------------------------------------------|--------------------------|
| General Correspondence                                  | No minimum               |
| Routine letters and form letters requiring no follow-up | No minimum               |

| Record Type                                                           | Minimum Retention Period |
|-----------------------------------------------------------------------|--------------------------|
| Letters requesting action with no further value after action is taken | No minimum               |

## H. Electronic Documents

This section covers text messages, voicemail, social media posts, and email sent or received in conducting District business.

### Text messages, voicemail, and social media posts

These are treated as ephemeral — they are not preserved in the ordinary course of business and do not constitute public records under Government Code § 7920.530(a). Staff and Directors are not required to retain them. District business that requires a record should be conducted through other channels.

### Email

All email regarding District business must be sent from or copied to a District email account. Such emails are preserved for two years and are subject to public inspection on the same terms as other District records.

Under Government Code § 54957.5, any document communicated to a majority of Directors — even through personal email accounts — on a matter of District business is a public record. Directors should forward such messages to District staff or a designated District email address so they are preserved centrally, relieving Directors of individual preservation duties.

This policy applies only to communications regarding District business subject to the Public Records Act. It does not apply to personal communications or to Directors acting in other public or private roles.

| Record Type                                                                                      | Minimum Retention Period                                                                                 |
|--------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| Transitory email (miscellaneous, short-lived, or draft messages not tied to any official action) | No minimum — 1 year maximum                                                                              |
| Email related to a grant, project, or issue requiring substantive action                         | 2 years                                                                                                  |
| Electronic documents (Office files, PDFs, etc.)                                                  | Retention follows subject matter; substantive files should be stored with the relevant project or record |

## I. Board Documents

| Record Type                                   | Minimum Retention Period     |
|-----------------------------------------------|------------------------------|
| Director Applications                         | 4 years after leaving office |
| Appointment in Lieu of Election Documents     | 12 years                     |
| Agendas and Minutes (hard copy or electronic) | Permanent                    |

| Record Type                               | Minimum Retention Period |
|-------------------------------------------|--------------------------|
| Audio and/or Video Recordings of Meetings | 30 days                  |
| Resolutions                               | Permanent                |

## J. District Records

| Record Type                                                           | Minimum Retention Period |
|-----------------------------------------------------------------------|--------------------------|
| District Formation, Change of Organization, or Reorganization Records | Permanent                |
| Ordinances                                                            | Permanent                |
| Annual Reports                                                        | Permanent                |
| Licenses and Permits                                                  | Permanent                |
| Sales and Use Tax Records                                             | 7 years                  |
| Consultant Reports (not connected to grants)                          | 2 years                  |
| Materials of Historical Value (photos, maps, publications)            | Permanent                |
| Policy and Procedures Manual                                          | Permanent                |

## K. Property and Lease Records

Property records (titles, deeds, etc.) must be kept for as long as the District owns the property.

| Record Type        | Minimum Retention Period   |
|--------------------|----------------------------|
| Office Space Lease | Lease expiration + 4 years |

## L. Fair Political Practices Commission (FPPC) Records

| Record Type                                           | Minimum Retention Period |
|-------------------------------------------------------|--------------------------|
| Form 700 Files                                        | 7 years                  |
| Ethics and Conflict of Interest Training Certificates | 7 years                  |

M. Volunteer Records

| Record Type             | Minimum Retention Period |
|-------------------------|--------------------------|
| Volunteer Records       | 5 years                  |
| Liability Release Forms | 5 years                  |

## **ACTION: PROGRAMS**

3A. Approve the 2026-2030 Nature Conservancy-Marin Resource Conservation District Cooperative and Task Agreements for work in the Point Reyes National Seashore. ~ Nancy Scolari, Marin RCD Executive Director

## **URGENCY:**

We should approve this now since the Grazing Request for Proposals must be released soon and it will require RCD review before it is released.

## **BACKGROUND**

### **Marin RCD's Authority and Work in GGNRA/PRNS**

The Marin RCD is governed by Division 9 of the California Public Resources Code which authorizes work on federal lands:

- § 9408(a): Empowers directors to cooperate and enter into contracts or agreements with the United States.
- § 9408(c): Explicitly authorizes RCDs to cooperate with federal, state, and local agencies.
- § 9151: Authorizes RCDs to implement programs, projects, and practices on public and private lands to manage resources.

Golden Gate National Recreation Area/Point Reyes National Seashore (GGNRA/PRNS) are federal lands contained within Marin RCD's boundaries.

Over the years, Marin RCD has been involved in work with our federal GGNRA/PRNS partners and the ranches bound by lease agreements. The Marin RCD has a history of designing, permitting, constructing and monitoring projects with grant funding on rangelands in the district, including lands within GGNRA/PRNS. We currently have staff skilled in plant ecology, water quality and hydrology, biology, soil science, project management (specifically with WCB funding) and CEQA/permitting. As a state agency, Marin RCD has the ability to provide CEQA coverage, if necessary. Finally, the district has an established relationship with the Federated Indians of Graton Rancheria which has entered into a government-to-government partnership with GGNRA/PRNS.

### **Marin RCD and The Nature Conservancy**

In August 2025, TNC secured a \$2.7 million grant from the CA Wildlife Conservation Board to plan for fencing, water infrastructure, targeted grazing, restoration, research and monitoring in addition to CA Environmental Protection Act (CEQA) compliance.

In February 2026, TNC submitted a request to the Marin RCD entitled, "Exploring a Partnership for Community Engagement and Land Stewardship at PRNS" (See Exhibit A) asking the Marin RCD to consider engaging as a partner in the planning effort supported through grant funding. TNC expressed a

need for assistance with six different tasks (**See Exhibit A**) and partners were invited to consider four different roles:

- Lead – Oversee key workstream(s)
- Support / Assist – Complete discrete tasks within larger workstream(s)
- Review / Advise – Offer feedback on materials, sit on committees, serve as advisor
- Approve – Generally reserved for NPS and FIGR

In turn, the Marin RCD Board created an Ad Hoc Committee to determine the RCD's role. Members included:

- Melissa Poncia Williams, Director
- Jerry Meral, Director
- John Dolcini, Associate Director
- Paul Ingel, Associate Director
- Guido Frosini, Associate Director

After weighing all potential roles, the Ad Hoc Committee recommended participating in the role of Advisor/Reviewer which would be bound by a Cooperative Agreement, as suggested by TNC, and inviting TNC to monthly board meetings to provide the public with updates. The RCD Board approved the Ad Hoc Committee recommendation to work with TNC on a cooperative agreement.

The cooperative agreement and task agreement before the Board today were reviewed by RCD staff, TNC, and Marin County Counsel. One final review is underway with TNC's legal team. As long as there are no substantive edits, staff recommends approving these agreements.

## **TODAY'S ACTIONS:**

### **ITEM 3A**

**Option 1:** Approve the 2026-2030 Nature Conservancy-Marín Resource Conservation District Cooperative and Task Agreements for work in the Point Reyes National Seashore.

**Option 2:** Approve additional tasks for consideration

**Option 3:** Do not approve an agreement at this time

**STRATEGIC PLAN:** (Alliance with [RCD strategic plan](#) and grant goals)

Approval of this initiative is consistent with following strategic goals:

GOAL 2: ENHANCE WATERSHEDS AND PROTECT NATURAL RESOURCES

GOAL 3. SUPPORT INNOVATION AND DEEPEN PARTNERSHIPS

GOAL 4. CONNECT PEOPLE WITH NATURE AND WITH THE RCD

- 4.1 Collect data and information on the benefits of natural resource conservation on agricultural and other lands in West Marin.

## **FUNDING & FINANCIAL CONTROL:**

Tasks will be supported with grant funding.

**Exhibit A**  
**The Nature Conservancy/PRNS Cooperative and Task Agreements**

## **DRAFT COOPERATIVE AGREEMENT**

### **The Nature Conservancy – Marin Resource Conservation District**

This Cooperative Agreement (the “Agreement”) is dated as of [month] [day], 2026, and is entered into by and between THE NATURE CONSERVANCY, a District of Columbia non-profit corporation (“TNC”), and Marin Resource Conservation District, a Special District of the State of California (“MRCD”), each of which is sometimes referred to in this Agreement as a “Party,” and collectively as the “Parties.”

#### **RECITALS**

A. Point Reyes National Seashore (PRNS) includes over 71,000 acres of coastal prairies, shrublands, tidal marsh and forest habitat. It is a biodiversity hotspot, home to over 100 threatened, rare, and endangered species, and serves as refuge for nearly 50% of all birds found in North America. The coastal grasslands of PRNS in particular are hotspots for native plant biodiversity and rare species.

In January 2025, a voluntary settlement was finalized where 12 dairy and beef operations operating at PRNS agreed to wind down operations and move off nearly 17,000 acres of lands on the PRNS. As part of the settlement, TNC and NPS entered into a Cooperative Agreement for TNC to implement a targeted grazing program and restoration on these lands. Additionally, NPS issued a lease option to TNC that may be exercised to cover the next 20 years with 2 additional 10-year options. The National Park Service (NPS) and TNC are collaborating under the Cooperative Agreement to work together and with local partners – including the NPS’s co-management partner the Federated Indians of Graton Rancheria - to steward this 17,000 acre area, focused on restoring and conserving the ecological, cultural and recreational values of this unique coastal ecosystem.

TNC is working to develop effective targeted grazing, restoration, and research/monitoring programs. As part of this effort, because of the spatial and temporal variability in landscape conditions, optimizing stewardship through adaptive management will require significant investment of time and resources to adequately plan for, implement, track and adjust targeted grazing and restoration plans, over time.

B. TNC intends to better serve local conservation priorities and broad community interests over the short- and long-term by collaborating with and elevating partners’ skills and experience in the region. MRCD, as well as other parties with whom TNC and MRCD may collaborate share an interest in:

- limiting the spread and impacts of invasive plants;
- maintaining and enhancing native habitat (emphasis on coastal prairie and riparian/wetland areas);
- stymying shrub encroachment and associated fire risk;
- protecting water quality;

- increasing habitat availability and connectivity for wide-ranging wildlife species, particularly elk; and
- Supporting public visitation experiences via enhanced public and Tribal access, as well as educational and recreational opportunities.

C. The Parties recognize the unique contributions which each of them can provide to collectively advance stewardship activities towards their shared interests, that could include but are not limited to:

1. Planning and installing infrastructure improvements that enable implementation of a targeted grazing program for ecological outcomes, with consideration of wildlife and public visitation experience;
2. Constructively engaging the ranching community and working effectively with one or more contract grazers on adaptively implementing the aforementioned targeted grazing program;
3. Evaluation, prioritization and development of restoration opportunities; and
4. Evaluating monitoring plans, gathering and analyzing data.

Defined roles, deliverables, budgets and other terms will be defined in associated task agreements (see #1 below).

D. The Parties are entering into this Agreement in order to memorialize their understanding as to their efforts to collaboratively undertake the foregoing activities when and where deemed suitable and consistent with their respective missions, responsibilities, capacity, and interests (i.e., Section C above; collectively, the “Project”) It is intended and anticipated that planning and implementation efforts undertaken under associated Task Agreements will result in tangible outcomes (e.g. infrastructure), management recommendations (e.g. monitoring), and conservation benefits (e.g. restoration, monitoring) that will be documented and synthesized into reports for land stewardship, education, donors and public communications.

NOW, THEREFORE, in consideration of the foregoing recitals, the respective promises of the Parties contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

### **1. Task Agreements**

This Cooperative Agreement is designed to set the overall stage for the Project, and address in general the cooperative activities of the Parties in furthering the Project. The Parties intend that nothing in this Agreement shall obligate either of the Parties to expend or provide funds or staffing, or to take any other actions, beyond any which may be explicitly called for in this Agreement, and that any additional funding, staffing, or other obligations of a Party in furtherance of the goals of this Agreement may be created only pursuant to a separate written task agreement which is entered into by the Parties which addresses the specific tasks to be carried out by those Parties (in each case, a “Task Agreement”). **Without an amendment signed by both parties, the total payments under all Task Agreements shall not exceed \$250,000.**

## **2. Term**

This Agreement shall be effective once signed by both Parties and, unless sooner terminated as provided below or extended by a subsequent modification to this

Agreement entered into by the Parties, shall expire on December 31, 2030. Either Party may elect to terminate all (but not less than all) of its rights and obligations under this Agreement, including any and all Task Agreements to which it is a Party, at any time, with or without cause, upon not less than 30 days written notice which is given to the other Party in the manner called for in this Agreement, with the following effects:

(a) Upon any termination, the Parties shall have no further rights or obligations under this Agreement or any terminated Task Agreements, except for those which have already accrued or been incurred prior to such termination (pro-rated equitably, where that is an issue).

(b) Upon any termination, any Party which was to incur costs or undertake financial obligations pursuant to this Agreement or any Task Agreement, and be reimbursed therefore by the other Party, shall continue to be entitled to such reimbursement with respect to any obligations already incurred or accrued as of the time of the termination, provided that the expenses were made and/or obligations were undertaken (as applicable) reasonably in carrying out that Party's duties under this Agreement or and/or the applicable Task Agreement.

## **3. Intellectual Property**

With respect to intellectual property matters which may arise under this Agreement or any of the Task Agreements, the Parties agree as follows:

(a) No Party shall use the name or logo of the other Party, whether in connection with any press release or other communication related to this Agreement or otherwise, except to the extent (if any) that such authority has been granted explicitly in writing by the Party whose name or logo is being used. Notwithstanding the foregoing, each Party may make factual statements acknowledging the other Party's financial or in-kind contribution to the Project, provided that such acknowledgment does not use the other Party's logo or imply the other Party's endorsement of any product, service, or viewpoint.

(b) Any and all reports, writings, studies, photographs (including all negatives), drawings, calculations, designs, diagrams, maps, surveys, database records, and/or other written, graphic, pictorial, digital, or scientific works, documents, or other items produced, created, or developed by a given Party in relation to the Project (collectively in each case, that Party's "Work Product"), and the supporting materials, data, and/or information gathered, used, or developed by such Party in producing its Work Product (collectively, to the extent that they are not previously owned by someone other than such Party, that Party's "Supporting Materials") shall remain the property of that Party, but: (i) each Party shall provide to each other Party a complete copy of its Work Product;

and (ii) each Party hereby grants to each other party an irrevocable, non-exclusive, royalty-free, perpetual license to use, publish, republish, print, reprint, reproduce or otherwise disseminate or distribute all or any portion of the Work Product and/or the Supporting Materials which are owned by the granting Party, and/or analyses thereof or extracts therefrom, and/or the data contained therein, in either case to, in, or via any report, map, pamphlet, brochure, book, magazine, film, video, software, web site, or other form of print, audio, visual, multimedia, computer, digital, or other media or form of production or dissemination (whether or not owned wholly or partially by the disseminating party), whether alone or in conjunction with other material, and whether or not in conjunction with co-authors or conservation partners, provided that it is done for non-commercial purposes. The foregoing provisions shall, however, be subject to any agreement(s) between the Parties as to cooperation in the co-authoring of articles concerning such matters.

#### **4. Funding.**

TNC may from time to time provide funding for the Project to MRCD, in the amount(s) specified in a given Task Agreement (in each case, "Award Funds"), which shall be provided on the following terms and conditions and such other terms and conditions specifically contained in a given Task Agreement:

(a) If the Award Funds are provided in whole or in part using funds which were made available to TNC for conservation purposes by a public or private agency or entity (in each case, the "Funder"), pursuant to a separate agreement between TNC and the Funder (in each case, the "Prime Award"), a copy of the Prime Award shall be given to and reviewed by MRCD, and the use of the Award Funds and the activities of MRCD under the relevant Task Agreement shall be subject to any applicable conditions of the Prime Award, which shall be incorporated into the Task Agreement as provisions between TNC and MRCD, wherever that is logical with respect to: (i) the use of, or the accounting for, the Award Funds; and/or (ii) any specific requirements which are set out in the Prime Award which are stated as being applicable to or required of any recipient of any of the Award Funds. In addition, without placing any limitation on the foregoing provisions, the Funder shall in each case be entitled to the same rights as are provided to TNC under this Agreement and the Task Agreement with respect to the receipt of reports concerning the Award Funds, inspection of the site of their use (where applicable), and the inspection, copying, and audit of records concerning the use of the Award Funds, and the Funder shall also have the right, from time to time, to make reference to MRCD and the use of the Award Funds in its financial and other reports, in press releases, and in other printed or otherwise disseminated materials or information concerning the activities carried out with the Award Funds, subject to MRCD's prior written approval which shall not be unreasonably withheld.

(b) The Award Funds shall be used only for the specific project(s) for which they are being provided pursuant to the terms of the applicable Task Agreement, and only in compliance with all applicable terms of this Agreement and such Task

Agreement. MRCD represents, warrants, and agrees to and with TNC as follows concerning MRCD and the use of the Award Funds, on the understanding that TNC is and will be relying materially on the truth of the following representations and warranties, and the compliance by MRCD with the following agreements, in providing the Award Funds:

- (i) MRCD shall maintain books, records, documents and other evidence pertaining to the costs and expenses incurred using the Award Funds, to the extent and in such detail as will properly reflect all costs and expenses which are funded or for which reimbursement is claimed under this Agreement, and in full compliance with all applicable regulations of the IRS.
- (ii) TNC and the applicable Funder shall have the right at all reasonable times, upon reasonable prior written notice, for a period of three (3) years after the end of the term of this Agreement, to inspect, audit, copy, and retain for their records copies of such books and records, in order to verify the compliance of MRCD with the terms of this Agreement, and MRCD shall be responsible for reimbursing TNC for any such expenditure which such audit reveals to have been made improperly.

(c) MRCD shall not use any of the Award Funds:

- (i) to participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office, to cause any private benefit to occur without realizing charitable benefit in return, or to take any other action inconsistent with Section 501(c)(3) of the Code;
- (ii) to attempt to influence legislation within the meaning of Section 501(c)(3) of the Code or otherwise to support lobbying; or
- (iii) to violate any United States law or other law applicable to the jurisdiction in which the Project is located, including (but not limited to) the United States Foreign Corrupt Practices Act or applicable anti-bribery laws or regulations, as well as any applicable anti-terrorism laws or regulations.

(d) MRCD shall return to TNC any portion of the Award Funds not expended in accordance with the requirements of this Agreement and the applicable Task Agreement, at the end of the term of this Agreement or at any earlier time at which TNC determines that MRCD has not performed in accordance with this Agreement (including, but not limited to, any budget which is part of this Agreement).

## **5. Miscellaneous Provisions.**

The following provisions shall apply to the rights and obligations of the Parties under this Agreement and each Task Agreement (as applicable):

- (a) Agreement. The terms of this Agreement are intended by the Parties as a final expression of their agreement with respect to the subject matter hereof and may not be contradicted by evidence of any prior or contemporaneous agreement. The Parties further intend that this Agreement constitute the complete and exclusive statement of its terms, and that no extrinsic evidence of any kind which contradicts the

terms of this Agreement may be introduced in any proceedings (judicial or otherwise) involving this Agreement, except for evidence of a subsequent written amendment to this Agreement. This Agreement may not be modified, amended or otherwise changed in any manner, except by a written amendment executed by both of the parties hereto, or their successors in interest. This Agreement may be executed in multiple counterparts, and each executed counterpart of this Agreement shall be deemed an original for all purposes. The Parties agree that the activities in furtherance of this Agreement shall be carried out in compliance with all applicable laws, statutes, rules, and regulations.

(b) Confidentiality. During the course of the performance of this Agreement, the Parties may have access to materials, data, strategies, systems, or other information relating to the other Party and its programs which is intended for internal use only. Any such information shall not be used, published, or divulged to any individual or corporation, in any manner or for whatever purpose, except through the Party's previous written permission, which may be withheld by the respective Party at its sole discretion. Notwithstanding the foregoing, a Party may disclose confidential information to the extent required by applicable law, regulation, court order, subpoena, or other legal process, including the California Public Records Act (Cal. Government Code section 7920.000 et seq.).

(c) Assignment. Neither Party may assign or transfer its rights and obligations under this Agreement without the prior written consent of the other Party.

(d) Compliance With Laws. The Parties will observe all applicable laws and regulations during the execution of the work implemented under the provisions of this Agreement. MRCD represents that it is not registered under the U.S. Foreign Agent Registration Act. The Parties agree that the activities contemplated by this Agreement are undertaken at the discretion of each Party, and TNC is not, nor acts as, the agent, representative, employee, or servant, or in any other capacity at the order, request, or under the direction or control of MRCD.

(e) Interpretation. In this Agreement, personal pronouns shall be construed as though of the gender and number required by the context, the singular including the plural, the plural including the singular, and each gender including other genders, all as may be required by the context. Wherever in this Agreement the term "and/or" is used, it shall mean: "one or the other, both, any one or more, or all" of the things, events, persons or parties in connection with which the term is used. Any and all recitals at the beginning of this Agreement are accurate and shall constitute an integral part of this Agreement, and this Agreement shall be construed in light of those recitals. Any and all exhibits, schedules, and addenda attached to and referred to in this Agreement are hereby incorporated into this Agreement as fully as if set out in their entirety herein. The headings of the various paragraphs of this Agreement are intended solely for reference purposes and are not intended for any purpose whatsoever to modify, explain, or place

any construction on any of the provisions of this Agreement. The Parties acknowledge that each Party and its counsel have reviewed, revised (where it was deemed appropriate), and approved this Agreement, and that no rule of construction that ambiguities are to be resolved against the drafting party shall be employed in the interpretation of this Agreement. This Agreement shall be governed by, construed in accordance with, and interpreted under federal law and/or the internal laws of the State of California shall be applicable, as appropriate in a given case.

(f) Notices. All notices and demands of any kind which either Party may be required or may desire to serve on the other Party in connection with this Agreement or any Task Agreement shall be in writing, and shall either be served personally, by courier, or by US mail or a reputable courier service, in the latter case with postage or other charges thereon fully prepaid, in each case addressed to the Party so to be served at the address indicated below. Service of any notice or demand sent by regular mail shall be deemed given only when actually received. Service of any notice or demand delivered in person or by courier shall be deemed to occur on the day of actual delivery or the first day of attempted delivery (as reflected in the receipt of delivery or attempted delivery). Either Party may from time to time, by notice in writing served upon the other Party as aforesaid, designate one (1) substitute mailing address to which or to whom all such notices or demands are thereafter to be addressed.

If to TNC:

The Nature Conservancy  
Attn: Greg Richardson  
830 S Street  
Sacramento, CA 95811  
Phone: 916-449-2850  
(for courier deliveries)

If to MRCD:

MRCD  
Attn: Nancy Scolari

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(g) Responsibility for Employees, Agents, Invitees, and Activities. Except to the extent (if any) otherwise explicitly stated in this Agreement or in an applicable Task Agreement, each Party shall utilize its own resources in carrying out its obligations under this Agreement and/or any applicable Task Agreement, and shall retain all responsibility for its own activities, and those of its employees, agents, and invitees, which shall include (but not necessarily be limited to) full responsibility for: (1) any and all payments due to such employees or agents, whether denominated as salaries, stipends, contract payments, or otherwise; (2) any and all applicable health care coverage, worker's

compensation insurance, other insurance, and other benefits for such employees or agents; (3) any and all travel, expense, or other reimbursements due to such employees or agents; (4) any and all claims by or with respect to such employees, or their actions, whether related to damage or injury to persons or property, or otherwise; and (5) ensuring compliance with all applicable federal, State, and local statutes, laws, ordinances, rules, regulations, court orders, and other governmental requirements, including (but not limited to) the obtaining and maintaining in force of any and all required permits and or licenses.

(h) No Legal Partnership or Agency Relationship. Any reference to the Parties in this Agreement or in any Task Agreement as "partners", or the use of any similar term(s) in this Agreement or in any Task Agreement to refer to the Parties, is intended solely to indicate the desire of the Parties to cooperate in the specific manner set out in this Agreement or such Task Agreement (as applicable). No legal partnership, joint venture, or agency is intended to be, nor shall it be, established by this Agreement or any Task Agreement, and no Party to this Agreement or any Task Agreement is authorized or empowered to act as an agent or any other kind of representative of the other Party to this Agreement or any Task Agreement, or to transact business or incur obligations in the name of the other Party or for the account of the other Party, and no Party to this Agreement or any Task Agreement shall be in any manner or to any extent bound by or responsible for any acts, representations, or conduct of the other Party to this Agreement or any Task Agreement, except to the extent (if any) explicitly set out in this Agreement or in such Task Agreement.

(i) No Third Party Beneficiaries. Except to the extent (if any) otherwise explicitly stated in this Agreement, no person or entity not a Party to this Agreement shall have any rights under this Agreement or any Task Agreement, whether as an alleged third-party beneficiary or otherwise.

(j) No Commitments Beyond Agreement. The Parties acknowledge that not all aspects of the Project may be covered by the provisions of this Agreement and/or any current Task Agreements, and that they may wish to amend this Agreement in the future to cover such additional activities or may do so in one or more Task Agreements. In witness whereof, the parties have executed this Agreement as of the date first above written

(k) Indemnification. To the fullest extent permitted by law, each Party (the "Indemnifying Party") shall indemnify, defend, and hold harmless the other Party and its respective directors, officers, elected or appointed officials, employees, agents, volunteers, and representatives (collectively, the "Indemnified Party") from and against any and all claims, demands, actions, causes of action, damages, liabilities, losses, judgments, costs, and expenses, including reasonable attorneys' fees and costs, arising out of or relating to the negligent acts or omissions, recklessness, or willful misconduct of the Indemnifying Party or its officers, employees, agents, contractors, or representatives in connection with the performance of this Agreement, except to the

extent such claims, damages, or liabilities are caused by the negligence, recklessness, or willful misconduct of the Indemnified Party.

The obligations set forth in this Section are intended to be mutual and reciprocal. Nothing in this Agreement shall be construed as requiring either Party to indemnify the other for the other Party's sole negligence, recklessness, or willful misconduct. In the event a claim arises from the concurrent negligence or fault of both Parties, each Party's indemnification obligations shall be proportionate to its respective degree of fault, as determined by agreement of the Parties or by a court of competent jurisdiction.

The obligations under this Section shall survive the expiration or termination of this Agreement.

(l) Jurisdiction and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflict of laws principles. Any legal action, proceeding, or other dispute arising out of or relating to this Agreement shall be brought exclusively in the state or federal courts having jurisdiction over Marin County, California, and each Party irrevocably submits to the jurisdiction of such courts and waives any objection based on improper venue or forum non conveniens.

**DRAFT First Task Agreement**  
**Under TNC-MRCD Cooperative Agreement 2026-2030 (Contract-06032026-19082)**

This Task Agreement is effective on the date of signature and is entered into by and between **The Nature Conservancy**, a District of Columbia non-profit corporation (“**TNC**”), and **Marin Resource Conservation District**, a Special District of the State of California (“**MRCD**”), each of which is sometimes referred to in this Task Agreement as a “**Party**”, with respect to the following matters:

**RECITALS**

A. The Parties have previously entered into that certain Cooperative Agreement, **dated as of June 2026** (the “**Cooperative Agreement**”), with respect to a recognition of the unique contributions each entity can provide to joint efforts to advance the ecological management and restoration of portions of the Point Reyes National Seashore subject to a 2025 Settlement that established a new General Management Plan for PRNS, which project is more particularly described in the Cooperative Agreement (the “**Project**”).

B. In the Cooperative Agreement, the Parties indicated that they would be entering into one or more further agreements, each referred to as a “Task Agreement”, which would set out the specifics of certain aspects of their cooperation under the Cooperative Agreement, and this Task Agreement is the first of those further agreements. This Task Agreement outlines a collaboration consistent with the intent of the Cooperative Agreement.

**TERMS**

1. **Cooperative Agreement**. This Task Agreement is being entered into by the Parties in furtherance of, and subject to all applicable terms of, the Cooperative Agreement, and each capitalized term used in this Task Agreement shall, except to the extent (if any) otherwise defined herein, have the meaning ascribed to such term in the Cooperative Agreement.

2. **Term**. This Task Agreement **shall be effective once signed by both of the Parties** and, unless sooner terminated as provided below or extended by a subsequent modification to this Task Agreement which is entered into by the Parties, shall **terminate on June 30, 2028**. This Task Agreement may be terminated prior to the end of such time period only in the manner and with the effects which are set out in the Cooperative Agreement.

3. **Intellectual Property**. All intellectual property matters which may arise under this Task Agreement shall be governed by the applicable provisions of the Cooperative Agreement, but that shall be without prejudice to any of their rights to make later use of any of the Work Product or Supporting Materials (as described in the Cooperative Agreement) produced under this Task Agreement.

4. **Responsibilities of the Parties.** During the term of this Task Agreement, the Parties agree that each of them shall be responsible for carrying out the activities which are set out below for such Party:

(a) MRCD shall provide technical review of critical stewardship planning documents and grazing RFP design and selection criteria as indicated below in **Exhibit A** for Point Reyes National Seashore.

(b) TNC shall do the following, pursuant to this Task Agreement, as indicated below:

(2) TNC will provide funding to MRCD for the Project, as indicated in more detail below in this Task Agreement, **Exhibit A**.

(2) TNC will provide: grazing plan materials including maps and project narrative, as well as relevant parameters defined by the General Management Plan Amendment for Point Reyes National Seashore.

5. **Payment.** TNC will compensate Contractor for the Services by paying a “**Contract Fee**” as follows:

- a. **Contract Fee Amount** (inclusive of all taxes; exclusive of reimbursable expenses): US \$12,500.00, not to exceed, in accordance with Exhibit A
- b. **Hourly Billing; Not-to-Exceed Amounts.** Contractor shall invoice TNC for actual hours worked by Contractor’s staff and board members, at their fully loaded hourly rates, which is subject to change each year and is represented at current levels by the table below:

| <b>Classification</b>          | <b>Fully Loaded Hourly Rate</b> |
|--------------------------------|---------------------------------|
| Executive Director             | US \$137.02                     |
| Board & Operations Manager     | US \$82.14                      |
| Operations and Impact Director | US \$115.84                     |
| Urban Streams Program Manager  | US \$101.97                     |
| Water Quality Program Manager  | US \$97.52                      |
| Carbon Farm Program Manager    | US \$92.47                      |
| GIS and Monitoring Manager     | US \$91.01                      |
| Rangeland Ecologist            | US \$85.70                      |
| Soil Conservationist           | US \$63.24                      |
| North Coast Soil Hub Director  | US \$95.20                      |

i. Sub-Task 1.1 (Strategy Meetings): not to exceed US \$5,000.00.

iii. Sub-Task 1.2 (Grazing RFP): not to exceed US \$5,000.00.

Invoices must itemize hours by staff/board member, classification, Sub-Task, and date.

- c. **Reimbursable Expenses:** Contractor agrees to furnish (or reimburse TNC for) all tools, supplies, and materials to accomplish this Contract, and shall incur all expenses associated with performance, except as this paragraph expressly provides. TNC may reimburse the Contractor for specific eligible expenses as follows:
- x None. TNC will not reimburse the Contractor for any expenses.
- ☐ TNC will reimburse the Contractor for the following eligible expenses up to a maximum amount of US \$0 (inclusive of all taxes): none. [TNC shall not reimburse ordinary business expenses such as laptops, paper, ink, cell phone, internet, advertising, insurance, or overhead costs]
- d. **Invoices and Payments.** Requests for payment of the Contract Fee must be submitted to TNC in the form of an invoice itemizing the Services performed or delivered during the invoice period. Invoices will be subject to review and approval by TNC, and TNC may deny payment of requests received more than sixty (60) days after the final deadline for the completion of Services. TNC will make all payments either (i) by check, subject to TNC's receipt from Contractor of a properly completed IRS Form W-9, or (ii) via Vendor ACH, subject to Contractor's completion of TNC's Vendor ACH Enrollment Form. Expenses authorized for reimbursement by TNC must be: (i) substantiated by adequate documentation (such as receipts), unless waived in writing by TNC; (ii) reasonable in amount; (iii) related to and in furtherance of the Contract purposes; and (iv) submitted with Contractor's invoices for payment. In the event of early termination of the Contract and upon receipt of any termination notice, with or without cause, Contractor shall not incur any further expenses, without express written consent by TNC. TNC shall not pay any expenses to third parties on behalf of the Contractor.
- e. **Stop Work Notice.** If TNC receives a disbursement suspension, stop work notice, directive or other similar communications from an entity providing funding for this Contract, TNC may notify Contractor to stop all or part of the Services ("**Stop Work Notice**"). Contractor shall follow the directions in the Stop Work Notice and shall not engage in the Services or incur expenses under the Contract until receipt of written notice from TNC to resume. TNC shall reimburse the Contractor for all reasonable expenses or non-cancelable commitments incurred as of the date of the Stop Work Notice, not to exceed the total amount committed under this Contract.
- b. **Reimbursable Expenses:** Contractor agrees to furnish (or reimburse TNC for) all tools, supplies, and materials to accomplish this Contract, and shall incur all expenses associated with performance, except as this paragraph expressly provides. TNC may reimburse the Contractor for specific eligible expenses as follows:
- X None. TNC will not reimburse the Contractor for any expenses.
- c. **Invoices and Payments.** Requests for payment of the Contract Fee must be submitted to TNC in the form of an invoice itemizing the Services performed or delivered during the invoice period. Invoices will be subject to review and approval by TNC, and TNC may deny payment of requests received more than sixty (60) days after the final deadline for the

completion of Services. TNC will make all payments either (i) by check, subject to TNC's receipt from Contractor of a properly completed IRS Form W-9, or (ii) via Vendor ACH, subject to Contractor's completion of TNC's Vendor ACH Enrollment Form. Expenses authorized for reimbursement by TNC must be: (i) substantiated by adequate documentation (such as receipts), unless waived in writing by TNC; (ii) reasonable in amount; (iii) related to and in furtherance of the Contract purposes; and (iv) submitted with Contractor's invoices for payment. In the event of early termination of the Contract and upon receipt of any termination notice, with or without cause, Contractor shall not incur any further expenses, without express written consent by TNC. TNC shall not pay any expenses to third parties on behalf of the Contractor.

- d. **Stop Work Notice.** If TNC receives a disbursement suspension, stop work notice, directive or other similar communications from an entity providing funding for this Contract, TNC may notify Contractor to stop all or part of the Services ("**Stop Work Notice**"). Contractor shall follow the directions in the Stop Work Notice and shall not engage in the Services or incur expenses under the Contract until receipt of written notice from TNC to resume. TNC shall reimburse the Contractor for all reasonable expenses or non-cancelable commitments incurred as of the date of the Stop Work Notice, not to exceed the total amount committed under this Contract.

6. **Taxes.** Contractor is responsible for filing and paying its own taxes and for complying with the requirements of any applicable tax laws. TNC will not withhold or pay on behalf of Contractor or any of Contractor's employees any U.S. Federal, state, or local income tax, payroll tax, or any excise, sales, or use tax of any kind. TNC will report to the IRS on Form 1099 all fees paid to Contractor, as and to the extent required by Applicable Laws.

7. **Liability; Indemnification.** Contractor agrees that it is entering into this Contract and performing the Services entirely at Contractor's own risk. Contractor, on behalf of Contractor and Contractor's employees, subcontractors, and agents, agrees to indemnify, defend, and hold harmless TNC and its directors, officers, employees, agents, and assigns (collectively, the "**Indemnified Parties**") from and against any and all liabilities, demands, damages, claims, losses, costs, settlements, judgments, fines, penalties, or expenses, including reasonable attorneys' fees and costs (collectively, "**Claims**") that directly or indirectly arise out of, relate to, or result in any way from the performance of this Contract (including but not limited to reclassification as an employee as describe above), whether or not the Claims have merit, involve third parties, or are caused or alleged to be caused by Contractor or any of the Indemnified Parties; provided, however, that Contractor will not be responsible for Claims arising from the sole negligence, gross negligence, or willful misconduct of any of the Indemnified Parties.

8. **Confidential Information.** In performing the Services, Contractor might have access to information, whether verbal, in writing, in electronic format, or in any other tangible form, disclosed by TNC, directly or indirectly, to Contractor that is (a) identified as confidential, or (b) disclosed in a manner in which TNC reasonably communicates, or that Contractor should reasonably have understood, should be treated as confidential, whether or not designated as "confidential" (collectively, "**Confidential Information**"). Confidential Information includes,

without limitation, data sets, personal data (including donor data), marketing plans, research, products, technologies, software source code, software object code, data collection functionalities, trade secrets, pre-publication patent applications, research and development, know-how, and other information relating to TNC and its operations, programs, or systems. Contractor may not publish or divulge any Confidential Information without TNC's prior consent and agrees to use Confidential Information solely in furtherance of the Services. Contractor must use appropriate security procedures to safeguard Confidential Information. Contractor acknowledges and agrees that in the event Contractor receives any personal identifying information (*i.e.*, information that identifies or can be used to identify an individual or that relates to an identified individual), Contractor (i) will be subject to a TNC IT Security review prior to such transfer or exchange and (ii) Contractor will comply with all Applicable Laws relating to the protection of personal identifying information. In addition, Contractor must comply with all additional requirements relating to protection of data as set forth in this Contract and/or as specified in any exhibits to this Contract. Notwithstanding any provision of this Agreement to the contrary, the Contractor may disclose Confidential Information to the extent required by applicable law, regulation, court order, subpoena, or other legal process, including the California Public Records Act (Government Code section 7920.000 et seq.). To the extent permitted by law, Contractor shall promptly notify TNC upon receipt of any request or demand for disclosure of Confidential Information and, where reasonably practicable, prior to any disclosure, to afford TNC a reasonable opportunity to seek a protective order or other appropriate legal remedy. MRCD shall reasonably cooperate, at TNC's expense, in TNC's efforts to prevent or limit such disclosure. If TNC fails to obtain a protective order or other appropriate relief, or does not timely seek such relief before the deadline for disclosure, MRCD may disclose the requested Confidential Information to the extent required by applicable law. Nothing in this Section shall require either Party to violate applicable law or withhold records that are required to be disclosed.

(a) **AI Data Restrictions.** Contractor shall not use, and shall not permit any third party to use, any TNC Confidential Information or TNC data as or in training data to train, validate, update, improve, or modify any of Contractor's or a third party's AI technology or as or in prompts for any AI technology for itself or for the benefit of any other person or entity, except (i) as expressly and specifically provided in this Contract, and (ii) exclusively for the benefit of TNC.

9. **WCB Grant Flow-Down Provisions.** This Task Agreement is funded in whole under the grant agreement between TNC and the California Wildlife Conservation Board (WCB Agreement No. WC-2559KM, the "WCB Grant Agreement"). TNC is required to include the following provisions of the WCB Grant Agreement in this Task Agreement. For purposes of this Section 9 only, "Grantor" means WCB, "Grantee" means TNC, "Project" refers to activities by TNC under its WCB Grant Agreement, "Property" means the portion of Point Reyes National Seashore that was in agricultural production until recently, and "Subrecipient" and "third party" mean Contractor.

**38. Subcontracts.** Except for those agreements between Grantee and Landowner related to the Property, all agreements between Grantee and any third party (hereinafter "Subcontract") related to the Project for over \$10,000 must be in writing and contain language that establishes the right of the auditors of the State of California to examine the records of the third party relative to the goods, services, equipment, materials, supplies, or other assistance provided to Grantee for the Project. They must also include the provisions required in section 47f. [\[listed below\]](#). All such records shall be retained for 3 years from the date of completion of the work covered by the Subcontract. Grantee shall provide a complete copy of each Subcontract over \$10,000 to Grantor within 60 days of its execution.

Nothing contained in this Agreement or otherwise shall create any contractual relation between Grantor and any Subrecipient, and no contract or subcontract shall relieve Grantee of its responsibilities and obligations hereunder. Grantee agrees to be as fully responsible to Grantor for the acts and omissions of its Subrecipients and of persons directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by Grantee. Grantee's obligation to pay its Subrecipients is an independent obligation from Grantor's obligation to make payments to Grantee. As a result, Grantor shall have no obligation to pay or to enforce the payment of any monies to any Subrecipient.

Section 38 further requires inclusion of the provisions of section 47f, which in turn refers to "this section," i.e., Section 47 of the WCB Grant Agreement, set out below in full and verbatim:

**47. Termination or Suspension of Agreement.**

**a. Termination before Project Commencement.** Before the Project commences (i.e. costs incurred and payments disbursed), any Party can terminate this Agreement for any reason by providing the other Parties with 30 days written notice.

**b. Termination by Mutual Consent.** During the Project Term and the Long-term Management Period, this Agreement can be terminated at any time by mutual written consent of Grantor and Grantee. Upon mutual termination, Grantor and Grantee will work cooperatively to resolve any outstanding financial obligations and bring the work specified in this Agreement to closure.

**c. Termination for Cause.** During the Project Term and any Long-term Management Period, if Grantor determines Grantee has made a material misrepresentation, violated this Agreement, failed to fulfill its obligations under this Agreement, is in Default or otherwise determines there is cause to do so, including Grantor's determination that funds are unavailable as described in section 11, Grantor can terminate this Agreement by providing Grantee with a written notice of termination specifying the date of termination (Notice of Termination).

**d. Grantee's duties upon Termination.** In the event of termination by mutual consent, on the date mutually agreed upon, or on the date specified in the Notice of Termination, Grantee shall stop work under this Agreement and take all reasonable measures to prevent further costs under this Agreement. Grantee shall immediately

*provide Grantor with an accounting of all funds received under this Agreement and return any Grant Funds, including but not limited to Advance Payments, received under this Agreement which have not been previously expended to provide the services outlined within this Agreement. At its discretion, Grantor may reimburse to Grantee any eligible, reasonable, and non-cancelable obligations and costs incurred by Grantee in the performance of this Agreement prior to termination, but only up to the undisbursed balance of funding authorized in this Agreement. Except when Grantor issued a Notice of Termination because funds were unavailable pursuant to section 11, in the event of a Notice of Termination, Grantee shall be liable for prompt repayment of all amounts disbursed under this Agreement, including Advance Payments, plus accrued interest and any further costs related to the Project. (Interest shall be calculated at the rate(s) earned by the State's Pooled Money Investment Account from the date of disbursement to the date of repayment, compounded monthly.) Grantor may, at its sole discretion, consider extenuating circumstances, including whether Grantee's failure to fulfill its obligations was due to no fault of Grantee, and may waive Grantee's obligation to repay, in whole or in part. This paragraph shall not be deemed to limit any other remedies Grantor may have for Grantee's failure to complete the Project in accordance with the terms of this Agreement.*

**e. Suspension/Stop work orders.** *Grantor may suspend this Agreement at any time upon reasonable written notice to Grantee. Any notice suspending work under this Agreement shall remain in effect until Grantor authorizes work to resume by giving further written notice to Grantee. In the event of a suspension, Grantee shall immediately stop work under this Agreement and take all reasonable measures to prevent further costs to Grantor under this Agreement. At its discretion, Grantor may reimburse to Grantee any eligible, reasonable and non-cancelable obligations and costs incurred by Grantee in the performance of this Agreement prior to suspension, but only up to the undisbursed balance of funding authorized in this Agreement.*

**f. Notice to Subrecipient of Termination and Suspension.** *Grantee shall include in any written agreement with any Subrecipient retained for work under this Agreement a provision that entitles Grantee to suspend or terminate the agreement with the Subrecipient with written notice and on the same terms and conditions specified in this section.*

For purposes of this Task Agreement, Contractor (MRCD) is the "Subrecipient" referenced in Section 47f, and TNC's right to suspend or terminate this Task Agreement is exercised on the same terms and conditions set out in Section 47 above.

In witness whereof, the parties have executed this Agreement as of the date first above written.

|                                                                                                                                                                                    |                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>The Nature Conservancy,</b><br>a District of Columbia non-profit corporation<br><br>By: _____<br>(signature)<br><br>Print<br>Name: _____<br><br>Title: _____<br><br>Date: _____ | <b>Marin Resource Conservation District,</b><br>a Special District of the State of California<br><br>By: _____<br>(signature)<br><br>Print<br>Name: _____<br><br>Title: _____<br><br>Date: _____ |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Attachments:**

Exhibit A: Scope of Work

**Exhibit A  
Scope of Work**

**Background:** The RCD has a 65-year history of managing natural resources on agricultural lands within its District boundaries which include the Point Reyes National Seashore. RCD's planning experience in west Marin ranges from the development of watershed enhancement plans to individual carbon farm plans. The RCD also brings deep expertise in implementing plans that improve water quality, support threatened and endangered species, restore habitat and soils, and address climate resilience—all while sustaining productive agricultural land uses. These improvements are made in a collaborative process involving board members, board associates, staff and the public.

TNC would like to collaborate with the RCD based on its long history, place-based knowledge and community connections. This agreement involves the completion of tasks, to be undertaken by RCD senior staff with experience in community engagement, and/or additional staff, board members or associates with specific expertise in grazing and restoration planning and implementation.

**Task 1: Technical advisor to enhance stewardship planning and implementation.**

**Purpose:** To provide review and technical feedback on plans for targeted grazing, associated infrastructure and monitoring, as well as restoration activities.

**Approach:** Review key documents: e.g. grazing plan, infrastructure design, and restoration objectives and designs. Analyze the plans and ground truth them against MRCD's local experience with and knowledge of best practices and practice standards, natural resource priorities, permitting requirements, and capacity of service providers and contractors serving the West Marin region.

**Sub-Task 1.1 Strategy meetings** with TNC staff to align on goals, objectives, list of materials to review, and expectations (e.g. communication cadence and product deliverables).

Timeline: July 2026 – June 2028 (end date of WCB planning grant)

Budget: \$5,000

**Sub-Task 1.2: Grazing RFP.** Review draft Request For Proposals(RFP) and offer input on selection criteria. Develop summary document with recommendations and meet with TNC team to advise on key aspects of grazing contract RFP elements.

The MRCD will not participate in developing the selection criteria, solicitation and awarding any contracts.

Deliverable: Summary document of recommendations

Timeline: July – September 2026

Budget: \$5,000

**TOTAL BUDGET: not to exceed \$10,000**

Strategic Implementation Plan FY26-27

| Goal                                                                                              | Strategies                                                                                                                                                                                                                                                                                                                            | Year 1 ('26-'27) Activites                                                                                                                                                                     | Yr1 | Yr2+ | Metric                                          |
|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|-------------------------------------------------|
| Goal 1: SUPPORT RURAL AND AGRICULTURAL LAND MANAGERS IN CONSERVATION AND LONG-TERM SUSTAINABILITY | 1.1 Provide technical assistance, financial assistance, and permit coordination to support agricultural producers and other rural land managers in addressing conservation priorities for West Marin (including soil health, water quality, water resilience, erosion control, biodiversity, and habitat protection and enhancement.) | Conserving Our Watersheds program                                                                                                                                                              | x   |      | conservation practices implemented              |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | PCP program CEQA                                                                                                                                                                               | x   |      | projects sheparded through environmental review |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Other CEQA lead agency roles (CalVTP)                                                                                                                                                          | x   |      | projects sheparded through environmental review |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | 4-5 Riparian Restoration projects implemented with STRAW                                                                                                                                       | x   | X    |                                                 |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | TA for producers in AMP grant (practice amounts TBD)                                                                                                                                           | x   | X    | \$ spent, # producers                           |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Establishment and monitoring for ongoing STRAW projects (5 hedgerows, 8 riparian restoration)                                                                                                  | x   |      | # projects                                      |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Complete Emergency Assistance <b>Policy</b>                                                                                                                                                    | x   |      | 1 policy                                        |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | CDFA Healthy Soils Program Monitoring (Westview, SoMar)                                                                                                                                        | x   |      |                                                 |
|                                                                                                   | 1.2 In partnership with Marin County, support and assist streamside residents in stream restoration activities with education, resources, permitting assistance, and trainings.                                                                                                                                                       | Development of educational resources indiviually or in partnership.                                                                                                                            | x   |      | 3/year                                          |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Create & offer techincal trainings and/or presentations individually or in partnership.                                                                                                        | x   |      | 1-2/year                                        |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Provide regulatory and permitting assistance to landowners and project applicants (via MPC) conducting restoration activities.                                                                 | x   |      |                                                 |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Provide education to landowners, partners, and stakeholders through communications that don't require site visits.                                                                             | x   |      | 50/yr                                           |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Develop and refine periodically a list of mitigation projects per watershed in Marin County to support County staff, consultants, and landowenrs in need of off-site mitigation project ideas. | x   |      | 1/year then update 1/year                       |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Conduct one-on-one site visits with streamside landowners                                                                                                                                      | x   |      | 30/year                                         |
|                                                                                                   | 1.3 Work with county partners and the North Coast Soil Hub to collaboratively monitor soil health and advances in soil science, provide technical training, and secure financial opportunities for regional implementation.                                                                                                           | Create coordinated county GHG monitoring protocol for CAP with partners                                                                                                                        | x   |      |                                                 |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Share CFP prescribed practices and implementation tracking with Soil Hub regional staff to support regional data collection and evaluation.                                                    |     | x    |                                                 |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Secure funding for North Coast Soil Hub regional staff position.                                                                                                                               |     | x    |                                                 |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Explore approaches for tracking biomass, carbon, and nutrient flows that support soil health and carbon farming objectives.                                                                    | x   | x    | Recommendations documented.                     |
|                                                                                                   | 1.4 Proactively reach out to new landowners and land stewards after property transitions within our District to encourage understanding of stewardship needs for West Marin and how the Marin RCD can support their stewardship goals.                                                                                                | Develop a packet of general stream/watershed stewardship resources to share with new landowners, including staff contact information                                                           |     | x    |                                                 |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Connect new landowners with the associated watershed group for the area, if one exists.                                                                                                        | x   |      |                                                 |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Determine how we know land has changed ownership in ag properties.                                                                                                                             |     | X    | N/A                                             |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Send welcome letters to new district residents to inform them of the services offered by the Marin RCD (per Comms Plan).                                                                       |     | X    | # of letters sent                               |
|                                                                                                   |                                                                                                                                                                                                                                                                                                                                       | Plan and conduct 1 2-day workshop for local and regional TA staff to increase capacity for assessing site feasibility for burning and forestry work                                            |     | x    | # Attendees from # Counties/organizations       |

GOAL 2: ENHANCE WATERSHEDS AND PROTECT NATURAL RESOURCES

| Goal                                                     | Strategies                                                                                                                                                                                      | Year 1 ('26-'27) Activites                                                                                           | Yr1 | Yr2+   | Metric                                                                    |
|----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|-----|--------|---------------------------------------------------------------------------|
|                                                          |                                                                                                                                                                                                 |                                                                                                                      |     |        |                                                                           |
| GOAL 2: ENHANCE WATERSHEDS AND PROTECT NATURAL RESOURCES | 2.1 Implement conservation practices that enhance watersheds and protect natural resources.                                                                                                     | Conserving Our Watersheds program                                                                                    |     |        | conservation practices implemented                                        |
|                                                          |                                                                                                                                                                                                 | Implement soil bioengineering at <i>a technical training</i> to reduce erosion using plants/natural techniques.      | x   |        | 1/year                                                                    |
|                                                          |                                                                                                                                                                                                 | Support producers to implement AMP practices                                                                         | x   |        | # of conservation practices implemented                                   |
|                                                          | 2.2 Implement stream habitat enhancement projects.                                                                                                                                              | With secured funding, implement salmonid habitat enhancement project(s) in Lagunitas and/or Walker Creek watersheds. |     | x      | Dependent on funding & projects identified & secured.                     |
|                                                          |                                                                                                                                                                                                 | Implement 4-5 riparian restoration projects and supporting practices focused on habitat with STRAW                   | x   |        | # of projects                                                             |
|                                                          | 2.3 Implement fire and forestry projects that promote biodiversity and resilience of rangelands, coastal prairies, and oak woodlands.                                                           | Identify and plan 3 burn units for implementation.                                                                   | x   |        | Acres planned/implemented                                                 |
|                                                          |                                                                                                                                                                                                 | Conduct needs and feasibility assessment on West Marin private lands for Forestry and Fire work                      | x   | x      | # feasibile acres, # landowners                                           |
|                                                          |                                                                                                                                                                                                 | Partner with Marin Wildfire Prevention Authority to identify and implement non-burning options for biomass economy.  |     | x      | MOU or grant proposal Marin Wildlife Authority                            |
|                                                          |                                                                                                                                                                                                 | Host Good Fire Alliance Prescribed Burn Association events in Marin County and recuite 20 new members                | x   | x      | # attendees, # sign ups                                                   |
|                                                          | 2.4 Expand funding for long-term maintenance of habitat creation and restoration projects.                                                                                                      | See 2.7: Design an Evaluation Program                                                                                |     | x, Yr3 |                                                                           |
|                                                          |                                                                                                                                                                                                 | Create a percentage that goes to each grant contract for T.A. maintenance                                            |     | x      | a % determined to be billed to each grant for TA maintenance              |
|                                                          | 2.5 Support public and nonprofit organizations in monitoring water quality and understanding its impacts.                                                                                       | Attend and support Tomales Bay Foundation meetings                                                                   | x   | x      | partners collabed with                                                    |
|                                                          |                                                                                                                                                                                                 | Collect data from other organizations and summarize results for Board/staff                                          |     |        | 1 water quality summary                                                   |
|                                                          | 2.6 Explore the Marin RCD’s role in supporting healthy marine ecosystems.                                                                                                                       | Complete Tomales Bay Tires Removal Assessment                                                                        | x   |        | 1 assessment                                                              |
|                                                          |                                                                                                                                                                                                 | Explore potential uses of crushed oyster shells in terrestrial and marine environments                               |     | x      | Assistance with FARE proposal?                                            |
|                                                          |                                                                                                                                                                                                 | Explore the potential of developing Blue Carbon projects                                                             | x   |        | # grants to study potential                                               |
|                                                          | 2.7 Develop a consistent monitoring and evaluation program to measure the impact of Marin RCD’s restoration, planning, and technical assistance initiatives and adapt our approaches as needed. | Design an Evaluation Program                                                                                         | x   | x      | 1 evaluation program                                                      |
|                                                          |                                                                                                                                                                                                 | Summarize old and new Measure A data                                                                                 | x   |        |                                                                           |
|                                                          |                                                                                                                                                                                                 | Create Measure A map                                                                                                 | x   |        |                                                                           |
|                                                          |                                                                                                                                                                                                 | Decide on simple Measure A metrics                                                                                   | x   |        |                                                                           |
|                                                          |                                                                                                                                                                                                 | Create dashboard for tracking application-related metrics                                                            |     | x      | # of rural land managers applications (through portal and direct request) |
|                                                          |                                                                                                                                                                                                 | Track matching contribution and investments in projects                                                              | x   | x      | Dollars                                                                   |

| Goal                                               | Strategies                                                                                                                                                                                                                                                                                                                                                               | Year 1 ('26-'27) Activites                                                                                                                                                                                                                                                                                                                    | Yr1 | Yr2+ | Metric                                                            |
|----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|-------------------------------------------------------------------|
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                               |     |      |                                                                   |
| GOAL 3. SUPPORT INNOVATION AND DEEPEN PARTNERSHIPS | 3.1 Participate in collaborative efforts that enhance grant writing, program development and delivery, applied research, and innovative initiatives, like the Marin Carbon Project, Marin Biomass Project, and the North Coast Soil Hub.                                                                                                                                 | Participate in regional grant writing efforts with the North Coast Soil Hub partners - submit proposals for regional climate resilience projects in key watersheds with the Soil Hub, explore participation in the CDFA Healthy Soils Program with regional partners, and explore potential funding sources for regional reporting protocols. | x   |      | # proposals                                                       |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Collaborative with regional partners to develop funding streams for biomass hubs, regional biomass infrastructure development, and growth of regenerative bioeconomy. (Goal: 1 proposal)                                                                                                                                                      | x   |      | # proposals                                                       |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Work with Marin Carbon Project on grant proposals                                                                                                                                                                                                                                                                                             | x   | x    | 2 proposals                                                       |
|                                                    | 3.2 Enhance Tribal consultation and continue to cultivate relationships with designated staff and representatives of the Federated Indians of Graton Rancheria (the Tribe) to support shared goals in environmental, cultural, and conservation efforts. Coordinate voluntary relationship-building between interested private landowners, land stewards, and the Tribe. | Co-create a Marin RCD Tribal Consultation and Engagement Policy and process in partnership with the Federated Indians of Graton Rancheria (FIGR)                                                                                                                                                                                              | x   | x    | Complete policy within 2 years                                    |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Coordinate and host site visits between MRCD private landowners, partners, and staff and citizens of FIGR                                                                                                                                                                                                                                     | x   | x    | 2-10 site visits in next 2 years                                  |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Co-host cross-cultural educational and relationship-building events with FIGR staff and MRCD leadership, staff, land stewards, and partners (as FIGR staff capacity and interest allows)                                                                                                                                                      | x   | x    | 1-3 educational or relationship-building events in next 2 years   |
|                                                    | 3.3 Partner with local government, the Tribe and nonprofit partners to support high-impact conservation projects on working lands and other public, private, and Tribal lands (non-ag land).                                                                                                                                                                             | Host A Team meetings                                                                                                                                                                                                                                                                                                                          | x   | x    | Partnerships maintained/deepened                                  |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Facilitate the Tomales Bay Stewardship Network                                                                                                                                                                                                                                                                                                | x   |      | # meetings                                                        |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Continue conversations around MRCD's participation in PRNS implementation projects bound by The Nature Conservancy Plans                                                                                                                                                                                                                      | x   |      | 1 cooperative agreement                                           |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Internally explore working on forest land outside of the District                                                                                                                                                                                                                                                                             | x   |      | A story                                                           |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Internally keep thinking about working on non-ag (public and residential) land with consideration of staff capacity and funding.                                                                                                                                                                                                              |     | x    | # grants                                                          |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Explore expanded partnership opportunities with FIGR (as FIGR staff capacity and interest allows)                                                                                                                                                                                                                                             | x   | X    | A story                                                           |
|                                                    | 3.4 Build staff capacity, organizational infrastructure, inter-agency relationships (i.e. Marin Wildfire Prevention Authority) and landowner trust to support the advancement of beneficial fire as a management tool in Marin County.                                                                                                                                   | Increase collaboration in Fire and Forestry alongside All Hands Ecology, Federated Indians of Graton Rancheria, Marin County Fire, the Good Fire Alliance, MWPA, and One Tam collaborators                                                                                                                                                    | x   | x    | 3 Proposals, # site visits, # regional collaborative meetings     |
|                                                    | 3.5 Work with partners to explore innovative uses of biomass materials and implement recommendations of the Marin Biomass Study.                                                                                                                                                                                                                                         | Convene pathway roundtables to identify actions, commitments, and partnerships needed to advance priority biomass utilization pathways.                                                                                                                                                                                                       | x   |      | Action plans developed for priority biomass utilization pathways. |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Decide if MRCD will be a partner to the West Marin Compost facility                                                                                                                                                                                                                                                                           | x   |      | 1 agreement (or a decision on MRCD participation completed)       |
|                                                    | 3.6 Convene producers and community leaders for education opportunities, peer-to-peer learning and mentorship, and exploration of innovative incentive-based ecological solutions in a changing climate. [focus on innovation]                                                                                                                                           | Share presentation at Marin RCD Board meetings about innovative and resilience on website and newsletter                                                                                                                                                                                                                                      | x   | x    | # of innovative presentation shared                               |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Host annual <i>Digging into the Science of Stewardship</i> tour                                                                                                                                                                                                                                                                               | x   |      | 1 tour                                                            |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Host other tours: STRAW (SS), PRNS ponds (GE), fire (PD) and invite at least one Marin County BOS                                                                                                                                                                                                                                             | x   |      | 1 tour                                                            |
|                                                    |                                                                                                                                                                                                                                                                                                                                                                          | Convene a convo on RCD office hours                                                                                                                                                                                                                                                                                                           |     | X    | 1 convo held, a next step                                         |
|                                                    | 3.7 Support and amplify the efforts of partners working on economic and social initiatives including local food supply, food security, and agricultural worker housing solutions.                                                                                                                                                                                        | Support Marin County/Agricultural Commissioner in USDA Transition funding for ranches locating outside the Seashore and in Marin County                                                                                                                                                                                                       | x   | x    | # farms                                                           |

| Goal                                                | Strategies                                                                                                                                                                                                  | Year 1 ('26-'27) Activites                                                                                                                                                      | Yr1 | Yr2+ | Metric                                                    |
|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|-----------------------------------------------------------|
| GOAL 4. CONNECT PEOPLE WITH NATURE AND WITH THE RCD | 4.1 Collect data and information on the benefits of natural resource conservation on agricultural and other lands in West Marin.                                                                            | Create a Maintenance and Monitoring Plan for the MRCD                                                                                                                           | x   |      | Monitoring Plan                                           |
|                                                     |                                                                                                                                                                                                             | Work with partners to explore feasible and innovative monitoring schemes with an eye toward research, outreach, and information sharing                                         | x   | x    | # Grant applications                                      |
|                                                     | 4.2 Develop and implement a strategic communication plan to help people throughout Marin County understand conservation issues and solutions unique to West Marin, and the value and role of the Marin RCD. | Implement the Communications Plan.                                                                                                                                              | x   | x    | Annual Communications Plan completed.                     |
|                                                     |                                                                                                                                                                                                             | Implement the Measure A Outreach Plan.                                                                                                                                          | x   | x    | Annual Measure A Outreach Plan completed.                 |
|                                                     | 4.3 Meet regularly with our public agency, nonprofit, and Tribal partners to ensure organizational efforts are aligned to create maximum benefit for conservation and community needs.                      | Coordinate and host monthly meetings with FIGR and relevant project partners (e.g. STRAW); maintain project consultation form for early, often, and ongoing Tribal consultation | x   | x    | 8-12 meetings per year                                    |
|                                                     |                                                                                                                                                                                                             | Facilitate biomass governance roundtables with MWPA, Zero Waste Marin, MCE, and other key partners to assess governance needs, roles, and coordination mechanisms.              | x   |      | Governance options and recommended next steps documented. |
|                                                     |                                                                                                                                                                                                             | Marin Carbon Project Meeting                                                                                                                                                    | x   | x    | # initiatives per year                                    |
|                                                     |                                                                                                                                                                                                             | North Coast Durable Collaborations                                                                                                                                              | x   | x    | # initiatives per year                                    |
|                                                     | 4.4 Educate elected officials and other community leaders about the benefits and impacts of public policy on natural resources, Tribal and community partnerships, and the role of the Marin RCD.           | Create informational slide deck about RCD                                                                                                                                       | x   |      | 1 slide deck                                              |
|                                                     |                                                                                                                                                                                                             | Present to community groups, agencies, partners                                                                                                                                 | x   | x    | 12 presentations                                          |
|                                                     |                                                                                                                                                                                                             | Attend Day in the Capitol with North Coast RCDs                                                                                                                                 | x   |      | # public officials visited                                |

| Goal                                             | Strategies                                                                                                                                                                                                                        | Year 1 ('26-'27) Activites                                                                                                                                                                                             | Yr1 | Yr2+ | Metric                                                             |
|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|--------------------------------------------------------------------|
|                                                  |                                                                                                                                                                                                                                   |                                                                                                                                                                                                                        |     |      |                                                                    |
| GOAL 5: BUILD AND SUSTAIN A HEALTHY ORGANIZATION | 5.1 Continue to refine project selection criteria to reflect our commitments to natural resource conservation alongside agricultural and community resilience.                                                                    | Convene Technical Advisory Groups to review and refine selection criteria                                                                                                                                              | x   | x    | # TAGs                                                             |
|                                                  | 5.2 Work with existing and new partners to support renewal of Measure A funding for projects on agricultural lands and refinement of funding allocations to increase support for the Marin RCD’s work.                            | Collect and summarize financials requests from farmers, summarize Climate Action Plan implementation costs to justify financial need                                                                                   | x   | x    | Dollars                                                            |
|                                                  |                                                                                                                                                                                                                                   | Build relationships with writers, graphic designers and photographers to help Marin RCD share how it uses Measure A funds                                                                                              | x   | x    | # of stories told                                                  |
|                                                  |                                                                                                                                                                                                                                   | Meet with County Parks & Open Space, Marin Ag Land Trust, County Executive                                                                                                                                             | x   | x    | Agreement of funding allocations for next Measure                  |
|                                                  | 5.3 Develop and expand funding partnerships with public agencies, nonprofit organizations, and Tribal partners whose needs align with Marin RCD’s capacity for environmental enhancement, mitigation, or other shared objectives. | Meet with Marin Wilfire Protection Authority and explore implementation opportunities with Measure C                                                                                                                   | x   |      | Dollars                                                            |
|                                                  |                                                                                                                                                                                                                                   | Explore expanded partnership and collaborative funding opportunities with FIGR (as FIGR staff capacity and interest allows)                                                                                            | x   | x    | # of collaborative grant proposals                                 |
|                                                  |                                                                                                                                                                                                                                   | Explore RCD role with The Nature Conservancy for implementation of projects in the Seashore                                                                                                                            | x   | x    | Dollars                                                            |
|                                                  |                                                                                                                                                                                                                                   | Explore MOU with Zero Waste Marin and Marin Wildfire Protection Authority to advance biomass flow management in Marin and beyond                                                                                       | x   | x    | 0-2 agreements                                                     |
|                                                  | 5.4 Explore the potential for additional revenue from fee-for-service work, private donations, and new landowners with the means to support the District                                                                          | Revise Fee for Service <b>Policy</b>                                                                                                                                                                                   | x   |      | 1 policy                                                           |
|                                                  |                                                                                                                                                                                                                                   | Host a meeting with Orlena to discuss the following idea: certify and capture carbon benefits -- sharing a portion with producers and retaining a % of funds at RCD.                                                   |     | x    | 1 meeting                                                          |
|                                                  | 5.5 Invest in staff capacity and operational systems to enhance the Marin RCD’s efficiency and impact.                                                                                                                            | Implement internal operating systems that reduce organizational dependency on individual staff and increase organizational efficiency.                                                                                 | x   | x    | Priority operational systems implemented.                          |
|                                                  |                                                                                                                                                                                                                                   | Operationalize this Strategic Implementation Plan                                                                                                                                                                      | x   |      | Systems in place                                                   |
|                                                  |                                                                                                                                                                                                                                   | Evaluate organizational capacity needs and staffing structures that support long-term effectiveness.                                                                                                                   | x   | x    | Staff hired to accomodate needs                                    |
|                                                  |                                                                                                                                                                                                                                   | Approve Cost Share <b>Policy</b>                                                                                                                                                                                       | x   |      | 1 policy                                                           |
|                                                  |                                                                                                                                                                                                                                   | Approve Records Retention <b>Policy</b>                                                                                                                                                                                | x   |      | 1 policy                                                           |
|                                                  | 5.6 Enhance the capacity of the Board of Directors to support the Marin RCD in its governance and community relations roles.                                                                                                      | Revisit # of seats on Board of Directors                                                                                                                                                                               | x   | x    | Decision                                                           |
|                                                  |                                                                                                                                                                                                                                   | Update and revise Procurement Policy (and accompanying SOPs) and roles of board and staff in approvals: addressing vehicle, equipment, professional services, conservation implementation and emergency implementation | x   |      | 1 Procurement Policy packet                                        |
|                                                  |                                                                                                                                                                                                                                   | Coordinate and support staff involved in annual tour for new and returning directors of Marin RCD projects                                                                                                             | x   | x    | 1 tour                                                             |
|                                                  | 5.7 Revisit Marin RCD’s District boundaries per recommendation of Marin Local Agency Formation Commission.                                                                                                                        | Bring to RCD meeting for decision and respond to Local Agency Formation Commission                                                                                                                                     | x   |      | Decision                                                           |
|                                                  | 5.8 Continue to enhance and sharpen practices that support a healthy organizational culture and excellent collaboration between all members of the Marin RCD staff and Board of Directors.                                        | Foster cross-team collaboration and organizational alignment through regular coordination and reflection practices.                                                                                                    | x   | x    | Annual reflection completed and collaboration practices maintained |
|                                                  |                                                                                                                                                                                                                                   | Strengthen staff and Board understanding of organizational priorities, progress, and capacity.                                                                                                                         | x   | x    | Implement new SIP Staff Report                                     |
|                                                  |                                                                                                                                                                                                                                   | Pilot a new Staff Board Report for a year                                                                                                                                                                              | x   |      | Next Step                                                          |

# Marin RCD Staff Report

## June 1-30, 2026

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### *District*

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- **ED Report**

- District
  - Drafted new Admin Operations Job Description and consults with staff and HR on support needed for a new position
  - Reviewed new draft FIGR Consultation Policy
  - Edited Marin RCD FY26-27 Fee Schedule
  - Edited Tomales Bay Tire Study RFP
  - Completed Department of Interior Final Invoice and SAM registration
  - Investigated Blue Carbon
  - Edited Marin RCD Strategic Implementation Plan
- Contracts - Reviewed/Authorized/Signed. (New contracts above \$50k must go before the Board)
  - Met with county counsel re West Marin Compost lease agreement
  - Met with The Nature Conservancy on Task Agreement and consulted with county counsel for review of agreement
  - Signed 5-year \$1.5 M County-RCD Professional Services Contract for Urban Streams and RCD Operating costs
- Meetings/Conferences: RCD Staff and Finance Committee, Sonoma County/RCDs re Advancing Markets for Producers grant, Strategic Implementation Plan Mtg, Tire Study meeting

- **Board & Operations Manager Report:**

- No report

- **Program Operations**

- No report

- **Policies**

- Elise is working on updating our Construction Procurement Policy
- Staff have drafted an Emergency Project policy. The board commented on this policy last month and staff need to incorporate their comments into the document. Elise is

tasked with creating Standard Operating Procedures for Emergency Projects before we can bring this policy back to the Board.

- Sarah P and Elise have drafted a Purchasing Policy
- Michelle drafted Tribal Consultation Policy and has submitted it to FIGR for review
- Dena drafted a Workplace Violence Policy for our review
- Nancy completed Records Retention Policy

- **Staff Development**

- A complete list of staff training and take-aways can be [found at this link](#).
- The Compensation Analysis is being reviewed by the Finance Committee.
- Working with HR consultant in creating new RCD Admin Operations role
- Developed Offboarding checklist and offboarded with Range Ecologist
- Staff are completing Workplace Violence Training

- **Diversity Equity, Inclusion and Justice**

- MRCD JEDI Committee met in May to discuss the internal Tribal Engagement Policy and the possibility of creating an organizational DEI statement. Future meetings will be scheduled to continue the conversation.
- Sarah, Preston and Michelle continue to meet monthly with Matthew Johnson, Cultural Programs Manager with the Federated Indians of Graton Rancheria, to discuss new and ongoing collaboration opportunities and draft a policy document related to Tribal engagement.

- **Strategic Direction**

- Elise wrote a grant proposal to secure funding for a consultant who would support the operationalization of the SIP in [Monday.com](#) to streamline reporting to the Board, ED and O&ID.

- **Communications (Media/ Messaging/Outreach)**

- **Newsletter:** (*Jerry Meral, Nancy Scolari and Elise Suronen*) Summer 2026 Newsletter is underway - going to include a OPT OUT option for residents to delete themselves from the mailing and opt into our digital newsletter.
- **Website:** Elise plans to finalize a video to publish on our website to communicate Marin RCD's impact over the past 65 years.

- **Grant List:** (See [grant status spreadsheet](#) for a full list of out-standing grants)

## 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.
    - Nothing new to report. Still considering the benefit of dividing the project sites for individual funding to make the proposals more competitive.
    - Significant salmonid outmigration count by CA Dept Fish & Wildlife at trap on Brazil Ranch.
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### *Biomass Project (Chad White, PM)*

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The Marin Biomass Project was developed in response to increasing biomass flow 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). It was also developed in response to the Marin Resource Conservation District (MRCD)'s work to advance carbon farming and advance climate-smart practices as a member of the Marin Carbon Project. MWPA's work generates biomass flows. ZWM's work guides diversion of biomass flows from landfill and Marin's compost procurement responsibilities. MRCD's staff work with agricultural producers in west Marin whose operations are potential sites of compost application to land. The project looks for synergy across the work of these organizations and the capacity to create a shared platform for sustainable utilization, rather than waste, of a range of biomass types: woody biomass from forests and woodlands, source-separated organics, and mixed construction and demolition materials, food scraps, yard trimmings, and agricultural biomass. 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 also in a cohort of five pilot

projects selected in 2021 by the Governor's Office of Planning and Research (OPR), now Land Use and Climate Investment (LCI). It has been awarded \$900,000 in grant funding to identify solutions that overcome barriers to biomass feedstock utilization. Technical analysis and project management funded under this grant have been awarded through RFPs for consulting contracts.

**Activity in the last month:**

- No report

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*Conserving Our Watersheds Program*  
*Gerhard Epke PM*

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- **COW (MILC) Phase VIII funded by 319(h) Water Board (40 % complete)**
  - Water Board agreement executed and initiated in January 2025, ends fall 2027.
  - MRCD's scope includes practices at dairies that support the Stemple Creek-Estero de San Antonio sediment & nutrients TMDL, and towards enhancing the high water quality of Drakes Bay watershed, South of the Point Reyes peninsula.
  - In December 2025 project solicitation postcards were sent to all the known dairies in the Stemple Creek watershed. Responses turned into six applications.
  - A Technical Advisory Group revised ranking criteria, conducted site visits, affirmed qualifying criteria and ranked applications.
  - All six Stemple Creek applications were approved and moved into design phase.
  - In Point Reyes National Seashore, RCD and the Park Service have worked together to design simple and cost-effective treatments to decommission the manure ponds at the three departing dairies within Drakes Bay watershed.
  - CEQA was completed in November following a public comment period, with inclusion of the nine sites into the RCD's PCP program.
  - One Stemple site was completed this year 🙌 and is being monitored, three are ready for implementation, two are still in the design phase. One site involves a culvert replacement and received permits from CDFW, USACE and is waiting for final approval from the Water Board.
  - In the seashore, preliminary design and biological studies are complete. NEPA and cultural resources consultation are ongoing. Landowner agreements and board approval of the winning construction bid will be needed.

The Marin Permit Coordination Program (PCP) often refers to an Initial Study- Mitigated Negative Declaration used by Marin RCD to move projects through CEQA programmatically. The PCP prescribes environmental protections for a suite of NRCS conservation practices, thereby streamlining the design and approval process for landowners and ranchers pursuing restoration projects. The last addendum was 2018 and staff are currently exploring possibilities for updating the analysis. Other aspects of this program include being contracted as a CEQA lead agency for other restoration projects and assisting landowners with permits for public trust agencies.

- **All Hands Ecology preserves Vegetation Treatment Plans**

MRCD was contracted by All Hands Ecology (AHE, formerly Audubon Canyon Ranch) to act as CEQA lead on a vegetation management plan tiered off of the California Board of Forestry's Vegetation Treatment Plan (CalVTP) Environmental Impact Report. MRCD scope of work involves CEQA document review and submission for the preserves at Martin Griffin, Cypress Grove and Tom's Point, as well as some permit coordination with the Coastal Commission.

MRCD staff have reviewed and provided comments on the two Project Specific Analyses, one for Martin Griffin and one for both Cypress Grove and Tom's Point.

Staff have met on-site and reviewed the plans with AHE staff and representatives of the Federated Indians of Graton Rancheria on two occasions. Staff have also consulted on Coastal Permits with the County and Coastal Commission, and have a permitting strategy outlined. The expectation is that an informational presentation and subsequent CEQA determination action item will come before the MRCD board in the next few months.

- **COW MILC Agency Consultation and Permits**

One COW MILC project in Stemple Creek needs agency permits because of work in the creek. A 1600 Lake and Streambed Alteration permit was applied for from the CA Department of Fish and Wildlife. A Nationwide 3a maintenance permit was awarded from the US Army Corps, and a 401 Water Quality Certification NOI was submitted to the North Coast Water Board.

- **Marin Carbon Project (ongoing):** The MCP is managed by Orlena Yee (MCP Coordinator) to guide overall coordination of carbon farming activities in the county and beyond.
  - Orlena is organizing a biomass and compost workshop
- **State Coastal Conservancy – SCC (95% 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 Carbon Farm team has updated our Carbon Farm Planning approach. This included finalizing a simplified template more closely aligning with NRCS requirements
    - STRAW is finished with designs and implementation has been completed for 4 projects that met the design deliverables for this grant. STRAW is currently in the establishment and monitoring stage of these projects.
- **WCB 2022 (60% complete):** MRCD staff will collaborate with PB STRAW to implement and maintain 3-5 hedgerow/windbreak projects, work with Walker Creek Ranch to construct a native garden, and complete 1 Carbon Farm plan.
  - Carbon farm plan is complete, hedgerows are implemented and in the establishment/monitoring phase.
  - Walker Creek Ranch garden design has been completed and the team is working on a new iteration of the plan to be constructed and planted this fall 2026. Sarah continues to meet with the team at WCR to support this project.
- **USDA Advancing Markets for Producers – (15% complete):**
  - The implementation committee (Sarah S plus Kat Deaner from GRRCD and Anya from SRCD) have finalized the rebate structure and selection criteria.
  - ~350 Postcards were sent to agriculturally-zoned parcels in Marin >20 acres soliciting for project applications

- We received over 30 project applications in the month of June. In July, the team will review and rank applications to move forward for fall implementation.
- **Soil Hub/Regional**
  - No report
- **No-Till Drill**
  - We will open the drill rental season in August of 2026. We are grateful that it is housed at Mike Moretti's place.
  - The drill has been under-utilized in recent years. We will continue to rent the drill at the same daily rate (\$200/day) for the 2026 season, with plans to revisit big-picture questions about the rental program in 2027 if low usage continues.
- **Technical Capacity Building and Training**
  - Staff attended a workshop for producers who are new enrollees in the Water Board's Grazing Waiver program. The workshop focuses on how to create a Ranch Water Quality Plan and conduct annual self-reporting.
  - Staff attended several virtual and in person workshops focused on virtual fencing case studies and companies to better understand the benefits, costs and considerations for ranchers.

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*North Coast Soil Hub & Carbon Farming Network (Emilie Winfield)*

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- **National Association of Conservation Districts (5th year is ~90% complete; 3-month extension in progress) and NRCS Cooperative Agreement (73% complete; possible extension pending) - North Coast Regional Soil Hub**

Out of town for two weeks in June, so shorter staff report this month.

Outreach/communications/events:

- Attended workshop in Napa on Climate Resilience in Vineyards.
- Attended webinar on dry farming trials in vineyards.

Technical Assistance

- EW working on NRCS contracts with the Petaluma Office for nutrient management.

- Held a meeting to evaluate the North Coast Soil Hub Grazing Lands Conservation Initiative Grant (NRCS), which aimed to increase capacity for climate-smart technical assistance on grazing lands in the region.
- Developed resources on soil health testing for the NRCS Regenerative Agriculture Pilot Program.

#### Partnerships and working groups:

- Facilitating a North Coast carbon farm planning peer learning group with regional RCDs to build technical capacity and refine processes for CF planning and soil health management planning. One meeting in June.
- Facilitating an RCD Ag Program Leadership Peer Group for program managers to share resources related to program design and orientation, needs assessment, program evaluation, resource and team management, SOPs, etc. One meeting in June.
- Participating in statewide ag and climate hubs cohort group with other regional coordinators and CARCD. Attending biweekly meetings.
- Participating in statewide policy workgroup for RCD Ag & Climate program advancement that is developing a program proposal for an agriculture version of Department of Conservation's Regional Forest and Fire Capacity Building Program. Met with state agencies in January - CDFA, CNRA, and DOC - to share the concept with them and gain a sense of whether it aligns with their challenges and goals. No new updates.
- Serving on the Conservation Innovation and Practice Adoption working group for the statewide C2P2 (CA Conservation Planning Partnership). No meetings in June.
- Attended CA Land Stewardship Network (CLSN) monthly meetings.

#### Technical capacity building and training:

- North Coast RCDs have identified their training priorities for 2026 for technical and administrative needs.
  - Exploring a virtual training on nutrient management with a focus on phosphorus for regional conservation planners
- Developing a report on opportunities for greater alignment between RCD conservation planning and NRCS implementation funding programs.

#### Hub Governance:

- One executive committee meeting held in June.

#### Regional Needs/Opportunities Assessment:

- Participated in meetings for a SALC project to develop a climate-smart agriculture blueprint for the Bay Area.

#### Funding opportunities:

1. North Coast RCDs are exploring several ag-focused regional grant proposals to access state, federal, and private funds.
  - a. Partnered with Orlena on a DOC Sustainable Ag Lands Conservation pre-application for Marin County funding and financing innovations for carbon farming. EW's role would be partnering with Preston to develop a regional protocol for Measurement, Monitoring, Reporting, and Verification. *Pending*
  - b. Developing regional proposal to SCC; planning to submit pre-application Summer 2026.
  - c. Exploring regional proposal to NRCS Conservation Innovation Grant Program.

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### *Urban Streams Program*

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- The Urban Streams Program contract is moving forward and is on the Board of Supervisors meeting agenda to approve on July 14th. The Scope of Work has changed significantly.
- Held a restoration day with an AmeriCorps member in San Geronimo at one of the former Landowner Assistance Program sites to manually remove invasive plants, plant more native plants, and carry out swale maintenance. 25 in attendance, total.
- Held a second restoration day on private property in Forest Knolls with a couple of SPAWN staff to remove non-native invasive plants and help reduce right bank erosion alongside a large wood jam.
- Finalized the Request for Proposals for the Tomales Bay Tires removal assessment/study then released to various firms. Proposals are due on July 20th.
- Held a Tomales Bay Stewardship Network to discuss a deeper facilitated process to set structure for the group to move forward.
- Attended a series of meetings; Gallinas Watershed Council, Lagunitas TAC (vice chaired), and a meeting with supervisor Rodoni and NOAA re: Tomales Bay tires.
- Attended a special-invite community gathering in San Geronimo Valley.
- Met with Prunuske Chatham Inc. to discuss a project on middle Lagunitas on NPS

property.

- Attended Marin Project Coordination (regulatory) meeting and provided follow up support to landowners seeking permits.
- Continued support to Mill Valley StreamKeepers with a bridge replacement project for fish passage. Seeking other pots of funding since WCB declined their pre-proposal.
- Continuing to provide support to Gallinas Watershed Council in redefining its role based on limited capacity. Will need to step aside starting in July, with contract renewal that no longer includes watershed group support.
- Working with landowners in unincorporated east Marin seeking funding for fuel reduction, stewardship, and habitat conservation on ~30 acres adjacent to County Parks land. Connected them with MC Parks, MC Fire, and NRCS (Forested Lands EQIP). Provided a Letter of Support for funding.

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#### *Pine Gulch Project (Elise Suronen)*

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- Fresh Run Farm decided to pivot away from a synthetic pond liner. Presently, no movement on this project has been made since Feb 2026 as the farm has not responded to Marin RCD's emails.

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#### *Fire and Forestry (Preston Duncan, Lee Farese, Gerhard Epke, Sarah Phillips)*

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- **State Coastal Conservancy – SCC Fire and Forest Resiliency:** This Block grant, hosted by Humboldt RCD, funds capacity building for MRCD staff, outreach and education, and implementation in partnership with the Fire Forward Program at All Hands Ecology (AHE), formerly Audubon Canyon Ranch.
  - No report
- MRCD is exploring more avenues for funding to support vegetation management work across the District. With the potential for Prop 4 funding in partnership with All Hands Ecology and One TAM.

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

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- **PRNS Monitoring:**

- New grant application submitted for more monitoring under a cooperative agreement with PRNS
- **Project Tracker:**
  - No new updates
- **Wildlife Monitoring:**
  - Preston is working on figuring out contracting with an NRCS CSP recipient to provide bird monitoring services on 3 parcels within their operation
- **GIS:**
  - Preston is working on GIS data re-structure to better fit into planning templates in development, as well as organize data points based on Core Org Metrics.
  - CFP team is meeting as-needed for GIS workshopping.
- **Conservation plan (CFP) Monitoring, support, and reporting:**
  - Preston and Fiona set to work with MCP to begin development of standardized protocols for County Climate Action Plan reporting.
  - Preston and team are reaching out to partners and producers with CFPs to update implementation progress and reconnect in some cases
  - Several CFPs do not have tables with Carbon Quantifications currently- Fiona and Preston are working on gathering data for updates and record keeping system
  - Preston, MCP and Dana Armanino from Marin County are going to begin work to update Carbon reporting avenues to update the Climate Action Plan Ag chapter. Due May

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*Staff serving on committees or attending regular meetings*

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Nancy Scolari

- Marin Carbon Project Steering Committee
- MRCD Finance Committee
- North Coast RCD Durable Collaboration
- Sonoma-Marín Advancing Markets for Producers Executive Committee
- North Coast RCD Soil Hub Executive Committee

Cora Richard

- MRCD Finance Committee (Facilitator)
- MRCD Staff Finance Meetings (Facilitator)

Sarah Phillips

- Tomales Bay Stewardship Network
- Marin Prescribed Fire Collaborative
- Lagunitas Technical Advisory Committee (Vice 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
- SPAWN's project site off Castro St. Subcommittee
- Sonoma-Marín Weed Management Area Meetings
- Marin County Project Coordination Program (permitting)
- Gallinas Watershed Council (Advisor)
- Technical Advisory Group San Geronimo Commons Restoration (former golf course)
- MKAT (Marin Knotweed Action Team)- *currently inactive*

Sarah Skinker

- A-Team
- North Coast Soil Hub
- North Coast Soil Hub Ag Program Leadership Peer Group
- Marin Carbon Project (MCP) Implementation Working Group
- MRCD JEDI Committee
- AMP Implementation Team & Steering Committee

Gerhard Epke

- A-Team
- Regional Water Quality Control Board Grazing Waiver Technical Advisory Committee
- Tomales Bay Foundation Advisory Committee
- Tomales Bay Stewardship Network
- Marin Prescribed Fire Collaborative
- Marin County Project Coordination Meeting (Alternate MRCD Rep to SP)
- Marin Biomass Collaborative

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 Collaborative
- OneTam Forest Health Collaborative
- North Coast Durable Collaborative (North Coast RCD Forestry program staff)
- Good Fire Alliance (North Bay's Prescribed Burning Association) Steering Committee

Emilie Winfield

- North Coast Soil Hub (Coordinator)

- CARCD Ag Technical Assistance Task Force
- California Farm Demonstration Network
- RCD Statewide Ag & Climate Hubs Coordinators Cohort
- RCD Ag & Climate Hubs Partnership Policy Workgroup
- Bay Area Regional Climate Action Plan: NWL Technical Stakeholder Group
- C2P2 Conservation Innovation and Practice Adoption Working Group

Chad White (special consultant)

- Marin Biomass Steering Committee/Collaborative (Project Manager)

Orlena Yee (special consultant)

- Marin Carbon Project (Coordinator)

Lee Farese

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

Fiona O'Neill

- A-Team
- North Coast Soil Hub
- California Farm Demonstration Working Group
- Sonoma-Marín Weed Management Area Meetings