



## AGENDA

DATE: **Wednesday, July 09, 2025**

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:**

2. **DISTRICT: 9:15 a.m.**

- A. Board approval of regular Meeting Minutes. ~ *Cora Richard, Bookkeeper*
- B. Board approval of the Financial Report. ~ *Marcus Meggett, Fiscal and Ops Manager*

3. **FOREST AND FIRE HEALTH:**

- A. Board approval to execute \$75,000 contract with Audubon Canyon Ranch for capacity building, burn planning, and implementation of prescribed fire ~ *Preston Duncan, GIS and Monitoring Manager*

4. **INFORMATIONAL: 9:45 a.m.**

- **Green Gulch Farm:** Streamflow Enhancement Project design and CEQA update. Project summary and consideration of future Notice of Determination for concurrence with the Statewide Restoration General Order and Program Environmental Impact Report ~ *Gerhard Epke, Water Quality Program Manager, Carrie Lukacic, Env. Planner, Justin Bodell, Landscape Architect, Prunuske Chatham Inc., Sara Tashker, Green Gulch Farm*
- **North Coast Soil Hub** - *Emilie Winfield, North Coast Soil Hub Director*

Partner Updates: 5 min each

- USDA Natural Resources Conservation Service (NRCS)– Petaluma Field Office Staff
- Marin Agricultural Land Trust/SAP – MALT Stewardship Staff
- Point Blue & Students & Teachers Restoring a Watershed (STRAW)– Point Blue Staff
- Audubon Canyon Ranch - Jim Jensen, Tomales Bay Land Steward and Preserve Mgr

RCD Program Updates (See staff report for details):

- **Marin Water Expansion Alternatives** - *John Dolcini, MRCD Associate Director*
- **Federal Funding Freeze:** County of Sonoma is working on contract amendment with USDA to continue \$9M in federal funding.
- **Conserving Our Watersheds Program (COW):** COW MILC, the most recent Nonpoint Source Pollution Water Board grant, has begun. The agreement for \$1,000,000 is executed and

projects at dairies in the Stemple Creek watershed have been solicited and ranked by the Technical Advisory Group. Design work is beginning this summer. The grant also funds practices in Drakes Bay watershed of the National Seashore and those projects are expected to constitute manure pond decommissioning at those outgoing dairies. An application for COW GIRL phase IX was submitted to the Water Board in early January and is in review.

- **Justice Equity Diversity Inclusion (JEDI):** No update.
- **Media/Messaging/Outreach:** Physical newsletter was sent out (link to it is [posted on our website](#)) to all mailboxes in our District, except we accidentally missed Muir Beach and north Marin ranches with Petaluma addresses. We have corrected this for the 2nd physical newsletter that Jerry, Nancy and Elise are currently finalizing. Staff will co-create a draft Communications Plan and compile MRCD's accomplishment data in Aug 2025 with a goal to present this draft info come Sept 2025 to coincide with the Strategic Planning process so both plans can inform each other. The North Coast Soil Hub newsletter highlighted Healthy Soils Projects in the region: <https://conta.cc/4igHa4a>
- **Biomass Project:** The Marin Biomass Project is preparing a complete version of its Study by revising all technical reports submitted by consultants and incorporating them as chapters in an integrated Study. All deliverables under OPR Agreement No 21121 have now been completed, and all invoices have been submitted. The Marin Biomass Project is now operating under OPR (now LCI) Agreement No. SPPD23176. This second contract focuses on dissemination of Study findings and implementation of Study recommendations.
- **Permit Coordination Program (PCP):** The RCD's COW and Carbon Farming 2025 program projects will be put through the PCP in the coming months. Upcoming partner projects include Green Gulch Streamflow Enhancement Project (today's agenda) and vegetation management plans for ACR reserves. No update on Black Mountain culvert project.
- **Urban Streams Program:** Sarah Phillips is on leave until Dec 2025 with Gerhard and other RCD staff filling in through the end of the year. Activities include landowner consultations, Marin Project Coordination meetings (agency permits), and various partnerships with the County such as the Tomales Bay tire removal project with NOAA, a new Tomales Bay TAC/Working Group, dissolution of the Inverness Flood Control District Zone 10, and support in Stinson Beach Zone 5.
- **Carbon Farming Program:** Students and Teachers Restoring a Watershed's (STRAW) riparian restoration monitoring and maintenance season is beginning. The team finished 7 carbon farm plans in mid June.
- **Walker Creek Watershed:** No activity
- **Funding Opportunities:** Nancy/Preston completed submission of information to Sonoma RCD for a block grant to the National Fish and Wildlife Foundation to complete 3 carbon farm plans. Staff continues to meet with Emilie and other north coast RCDs to strategize around Prop 4 funding through SCC and WCB.
- **Finance Committee:** The next FC meeting is scheduled for July 21, 2025. The last Finance Committee meeting was canceled.
- **District:** Nancy has been communicating with County Elections regarding the filling of Sally's vacant seat. Admin staff have been focused on creating a new Employee Handbook. Marcus has been working on a new Indirect Cost Rate approval with a consultant. The Strategic Planning process is underway: Directors, staff and partners are being interviewed. Strategic Plan retreat is scheduled for Sept 2025. Admin staff are beginning to evaluate MRCD operations

platforms and assessing how to upgrade and consolidate platforms to improve information flow and documentation.

- **Landowner Assistance Provided:**

- Urban Streams: 4 individuals requested assistance and were consulted

- COW: Only 1 or 2 consultations besides program applicants this month

- CE: none reported

5. ANNOUNCEMENTS & CORRESPONDENCE

- A Marin RCD Vacancy Announcement will be distributed to fill Sally's seat.

6. PUBLIC COMMENT

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

7. MEETING ADJOURNED



## MINUTES

DATE: **Wednesday, June 11th, 2025**

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

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

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

Associate Directors: George Clyde, John Dulcini, Paul Ingle

Staff: Nancy Scolari, Marcus Meggett, Preston Duncan, Emilie Winfield, Elise Suronen, Gerhard Epke, Lee Farese, Sarah Skinker and Fiona O'Neill

Additional Attendees: Chad White (Marin Biomass Project), Jessie Ditmar (STRAW), Libby Kennedy (STRAW), Isaiah Thalmayer (STRAW), Scott Dunbar (MALT), Rick Holland (Agroforestry), Martha Davis (Nicasio resident), Sebastian Tsocanos (NRCS), Jim Jenson (Audubon Canyon Ranch), Johanna Rivera (MALT), Amy Stork (Amy Stork Consulting-Presenter), Lisa Lurie (Santa Cruz RCD-Presenter) and Eric Lombardo (Land Trust of Santa Cruz-Presenter)

**2. GUEST PRESENTATIONS**

**A. Marin RCD Strategic Plan Kick off- Amy Stork Consulting**

Marin RCD has hired a strategic planning consultant, and she is conducting interviews of board, staff and partners to figure out MRCD's vision for the future. Amy is based in Portland OR and focuses on working with environmental type groups along the West Coast. She shared with us her process of building a strategic plan, of which we are currently just beginning. In September Marin RCD board and staff will meet to have a strategic planning retreat. After the retreat Amy will draft our high-level strategic direction, which will then go through board approval to be implemented. She hopes to begin implementing this strategic direction in January 2026.

**B. Santa Cruz RCD and their Parcel Tax- Lisa Lurie, Santa Cruz RCD and Eric Lombardo, Land Trust of Santa Cruz**

Lisa and Eric shared with us Santa Cruz RCD's decade long journey of creating what ultimately became Measure Q, a water and wildfire protection ballot initiative which did pass in 2024. Santa Cruz RCD lacked enough funding for conservation and long-term stewardship for the service area. They did polling to gauge interest in funding for natural areas in 2023 and 2024. Water quality was deemed most important by the polling group. After many drafts they decided to do a flat parcel tax of \$87 per parcel. The money collected was broken up into: a grant program, funds to the four incorporated cities, water and fire resilience and public benefit projects.

See Measure Q slide deck and cheat sheet in Board Packet for summary of Measure Q and Measure A.

For more information visit [www.bit.ly/MeasureQCode](http://www.bit.ly/MeasureQCode)

## **ACTION ITEMS:**

### **3. DISTRICT:**

- A. Board approval of regular Meeting Minutes. ~ *Cora Richard, Bookkeeper*  
MOTION: Jerry; SECOND: Terry; AYES: Sally, Terry, Jerry, Mike & David; NOES: None; ABSENT: None; to approve April 2025 Board minutes.
- B. Board approval of the Financial Report. ~ *Marcus Meggett, Fiscal and Ops Manager, Nancy Scolari, Executive Director*  
MOTION: David; SECOND: Mike; AYES: Sally, Terry, Jerry, Mike & David; NOES: None; ABSENT: None; to approve the Financial Report.

### **4. INFORMATIONAL**

#### **COW Water Quality Program- *Gerhard Epke, Water Quality Program Manager***

Gerhard gave us an overview of the budget for Marin RCD's COW MILC grant and let us know that the majority of funds were going towards the Stemple Creek Watershed and Drake's Bay Watershed. They are slated to complete 4 or more practices, 2 (or more) in each watershed. They have 2 years left to complete this.

#### **2025 Restoration Projects- *Sarah Skinker, Carbon Farm Program Manager***

8 applications were considered, 4 were selected based on deliverables and available budget. Sarah gave us an overview of all 4 projects: Stubbs Vineyard, DeBernardi, Blue Marble and SoMar. All the projects that Sarah shared will be funded by the State Coastal Conservancy. STRAW will be leading the designing, implementation, maintenance and monitoring of these projects. They hope to be implementing in winter 2025.

#### Partner Updates:

- **Marin Agriculture-** Joe Deviney, Marin County Agricultural Commissioner  
Joe Deviney was not present.
- **USDA Natural Resources Conservation Service (NRCS)**– Petaluma Field Office Staff  
Sebastian said NRCS has 46 EQIP applications that have been preselected for funding. They have 6 preapproved RCPP applications, and 30 preapproved CSP applications. The total preapproved obligation for their office is about 5 million dollars.
- **Marin Agricultural Land Trust/SAP** – MALT Stewardship Staff  
Scott said that MALT will have completed about 20 projects for FY 24-25. They recently awarded 5 projects in their small grants program. They have an agricultural happy hour June 12<sup>th</sup> in Tomales. Johanna introduced herself as a new stewardship associate for MALT.
- **Point Blue & Students & Teachers Restoring a Watershed (STRAW)**– Point Blue Staff  
Jessie shared that STRAW has had very high valley oak success at their projects. They recently said goodbye to most of their summer interns but did promote two of them to be techs. They will get 15-20 new summer interns from a program at SRJC.
- **Audubon Canyon Ranch** – Jim shared that fire forward is continuing to connect with local landowners in Marin. There will be another Marin collaborative prescribed burn meeting in August and September.
- **Marin Water Expansion** – John Dulcini (Marin RCD Associate Director)  
John shared that the pipeline from Sonoma to Marin will be moving forward. It will cost \$168 million and be 13 miles long with a 3-foot diameter. The pipeline will pull Russian River water into Marin via the Nicasio Reservoir. MMWD just awarded the engineering design contract for this project. Next was the update on Nicasio spillway: they want to raise the spillway about 5.5

feet, and it would cost about \$15 million. There were some public meetings, and the most important concern brought up was flooding. Other concern was inundation of septic systems, impacts to property values, increase in homeowners insurance.

RCD Program Updates (See staff report for details):

- **Marin Water Expansion Alternatives:** John Dolcini, Associate Director. Scoping meeting will be held on Tuesday July 15, 2025 from 1:00 to 3:00 p.m. at <https://marinwater.zoom.us/j/83247604594>
- **Federal Funding Freeze:** Nancy Scolari, Executive Director  
RCD is working on modifying the existing USDA grant agreement to meet the new administration's Farmer First priorities.
- **Conserving Our Watersheds Program (COW):** COW MILC, the most recent Nonpoint Source Pollution Water Board grant, has begun. The agreement for \$1,000,000 is executed and projects at dairies in the Stemple Creek watershed have been solicited and ranked by the Technical Advisory Group. Design work will begin this summer. The grant also funds practices in Drakes Bay watershed of the National Seashore and those projects are expected to constitute manure pond decommissioning at those outgoing dairies. An application for COW GIRL phase IX was submitted to the Water Board in early January and is in review.
- **Justice Equity Diversity Inclusion (JEDI):** The carbon farm team plus Michelle Katuna and STRAW held a visit with the Federated Indians of Graton Rancheria at Toluma and Straus on May 9th to revisit riparian restoration sites where FIGR collaborated on designs. David Escobar is almost ready to share his review of our implementation process. Sarah will schedule a JEDI team meeting this summer.
- **Media/Messaging/Outreach:** New newsletter was sent out!
- **Biomass Project:** The Marin Biomass Project is preparing a complete version of its Study by revising all technical reports submitted by consultants and incorporating them as chapters in an integrated Study. All deliverables under OPR Agreement No 21121 have now been completed, and all invoices have been submitted. The Marin Biomass Project is now operating under OPR (now LCI) Agreement No. SPPD23176. This second contract focuses on dissemination of Study findings and implementation of Study recommendations.
- **Permit Coordination Program (PCP):** Green Gulch Streamflow Enhancement Project is moving through design towards CEQA. SPAWN has completed its road decommissioning project. As of April 2024, Black Mountain culvert project is in the PCP and might be constructed next year.
- **Urban Streams Program:** Urban Streams Program has been in busy bee mode stepping up in a lot of meetings and events as well as planning for sabbatical leave. Sarah/USC has been supporting smolt monitoring efforts on both Lagunitas Creek (with Marin Water) and Walker Creek (with CDFW). As well as carrying out a site visit while providing resources to landowners and partners in need, including aides to the Board of Supervisors. USC attended the Salmonid Restoration Federation (SRF) Conference as well as two field trainings relating to fuels reduction and fire ecology (Santa Cruz and East Bay Regional Parks). Sarah has notified CDA, BOS aides, and close partners about taking a temporary leave while making sure to handle as many loose ends as possible before departing. Sarah organized and will be leading and facilitating the Lagunitas TAC meeting before heading on break. Finally, Sarah is providing ongoing support and facilitation to the needs in Tomales Bay; tire removal project with NOAA and Marin County as well as the TAC/Working Group.

- **Carbon Farming Program:** Students and Teachers Restoring a Watershed's (STRAW) riparian restoration monitoring and maintenance season is beginning. The team is almost finished with the 7 carbon farm plans due to one of the funders in mid June.
- **Walker Creek Watershed:** Sarah P. closed out this project with CDFW. The project team will regroup in the near future to discuss SCC as a potential funding source to apply for implementation funds. Sarah reached out to the landowners involved in the restoration project designs to provide an update on our ongoing dedication to seeking implementation funds in addition to notifying them of her temporary leave for a few months.
- **Funding Opportunities:** Tomales Bay grant to remove tires (\$50k, \$40K goes to consultant). Staff continues to meet with Emilie and other north coast RCDs to strategize around Prop 4 funding through SCC and WCB.
- **Finance Committee:** The next FC meeting is scheduled for June 16, 2025. At the last Finance Committee meeting the members discussed the retirement plan vesting schedule, the timing of the budget for FY 2026, human resource policy and CARCD dues.
- **District:** Strategic planning was initiated, ED drafted Fee Schedule for staff, edited Draft Employee Handbook
- **Landowner Assistance Provided:**
  - Urban Streams (April + May): 1 site visit, 15 partners and/or landowners were assisted with information and 8 landowners and/or partners were educated.
  - COW: 3 or 4 ranchers have received consultations, aside from the outreach happening in Stemple Creek related to COW MILC solicitation
  - CF: 7

## 5. ANNOUNCEMENTS & CORRESPONDANCE

- [Mediterranean Oak Bearer hits Marin County](#)
- Nancy will be on vacation June 12-18.

## 6. PUBLIC COMMENT

None

## 7. MEETING ADJOURNED at 11:50 a.m.

Sally adjourned the meeting with an announcement. After nearly 30 years of being on the Marin RCD Board, she stated that she was resigning and she is proud of the work that has been done over the years. She suggested finding a replacement that has ties to the agricultural community, is a team player, values the environment and can be a bridge to the community we serve.

**Marin Resource Conservation District**  
**Monthly Financial Summary**  
as of 7/2/2025

<b>CASH</b>		
<b>Wells Fargo*</b>		
	<b>July</b>	<b>June</b>
Checking - Operating Account	\$ 329,499	\$ 277,494
No-till Drill Account	\$ 14,596	\$ 14,596
<b>Total Wells Fargo</b>	<b>\$ 344,095</b>	<b>\$ 292,090</b>
<b>County of Marin**</b>		
Checking	\$ 748,684	\$ 512,475
<b>Total Cash</b>	<b>\$ 1,092,779</b>	<b>\$ 804,565</b>

<b>OTHER WORKING CAPITAL DETAILS</b>		
<b>Grants Receivable</b> - Open grant invoices - (see page 3)	\$ 167,261	\$ 599,286
<b>Retention Receivable</b> - Due from Grantors	\$ 10,049	\$ 9,456
<b>Prepaid Grant Funds Received:</b>		
Measure A Funds	\$ (756,456)	\$ (941,876)
Ombudsman Fund	\$ (19,793)	\$ (19,793)
<b>Current Bills To Pay</b> (see page 4):		
Administrative Expenses	37.72% \$ (37,312)	\$ (10,497)
Grant Expenses, current to be paid	62.28% \$ (61,599)	\$ (76,957)
<b>Net Working Capital</b>	<b>\$ 394,930</b>	<b>\$ 364,185</b>

\* - Wells Fargo bank balances are reported as of 7/2/2025. They are reconciled with the most recent activity through 6/30/2025. There could be adjustments as transactions could be outstanding but they are not expected to be significant.

\*\* - The County account is reported as of 7/2/2025. However, it is reconciled with the most recent "preliminary" statement through 5/31/2025. There will be adjustments as current statements become available and they could be significant.

## **Marin Resource Conservation District Monthly Financial Summary**

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

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

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

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

**MARIN RESOURCE CONSERVATION DISTRICT**

**Open Invoices**

**7/2/2025**

<b>Grantor</b>	<b>1 - 30</b>	<b>31 - 60</b>	<b>61 - 90</b>	<b>91 and over</b>	<b>Total</b>
CA SCC Carbon	9,620		3,850		13,470
Carbon Cycle Institute				166	166
CDFA - HSP Block Grant (ZFP)	819				819
Marin County Carbon Farming	13,138	50,035			63,173
Marin County Urban Streams	33,889				33,889
MMWD	230			2,939	3,168
Straus Home Ranch LLC				226	226
USDA Climate Smart Commodities (SMACCC)	26,103				26,103
USDA Cooperative Grant 2024	14,319				14,319
USDA GLCI (Grazing Lands)				11,929	11,929
<b>TOTAL OPEN INVOICES</b>	<b>\$ 98,117</b>	<b>\$ 50,035</b>	<b>\$ 3,850</b>	<b>\$ 15,259</b>	<b>\$ 167,261</b>
Retainers	\$ -	\$ -	\$ -	\$ 10,049	10,049
<b>TOTAL DUE*</b>	<b>\$ 98,117</b>	<b>\$ 50,035</b>	<b>\$ 3,850</b>	<b>\$ 25,308</b>	<b>\$ 177,310</b>
	55%	28%	2%	14%	100%

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

<b>Total due 91 days and over</b>	<b>91 and over</b>
Carbon Cycle Institute	10/01/2024 166
Municipall Water District	12/31/2024 2,939
Straus Home Ranch LLC	1/1/2025 226
USDA GLCI (Grazing Lands)**	6/30/2024 5,410
USDA GLCI (Grazing Lands)**	9/30/2024 4,549
USDA GLCI (Grazing Lands)**	12/31/2024 1,969
<b>Sub-total</b>	<b>\$ 15,259</b>
Retainers	10,049
<b>TOTAL</b>	<b>\$ 25,308</b>

\* - No invoices from June 30, 2025 are included in the total as of the date of this report.

\*\* - Payment from the federal government is frozen.

## MARIN RESOURCE CONSERVATION DISTRICT

### Bills to Pay

July 2025

Name	Date	Memo	Aging	Open Balance
<i>Administrative Expenses</i>				
CARCD	6/30/2025	Lobbyist Contribution	2	\$ 300
Drew Consulting	6/30/2025	Indirect Cost Rate Proposal	2	\$ 4,000
Duncan, Preston	6/30/2025	Reimbursement	2	\$ 682
Epke, Gerhard	6/30/2025	Reimbursement	2	\$ 480
Farese, Lee	6/30/2025	Reimbursement	2	\$ 1,197
Horizon Cable TV	6/30/2025	Internet	2	\$ 134
Katuna, Michelle	6/30/2025	Reimbursement	2	\$ 36
Meggett, Marcus	6/30/2025	Reimbursement	2	\$ 60
O'Neill, Fiona	6/30/2025	Reimbursement	2	\$ 130
Pt Reyes 4th Investors LLC	8/1/2025	May Office Rent	N/A	\$ 2,373
Richard, Cora	6/30/2025	Reimbursement	2	\$ 24
Scolari, Nancy	6/30/2025	Reimbursement	2	\$ 904
Special District Risk Management	6/30/2025	Liability & WC insurance	2	\$ 22,596
Suronen, Elise	6/30/2025	Reimbursement	2	\$ 405
Smile Business Products	6/30/2025	Copier	2	\$ 150
US Bank Corporate	6/23/2025	GIS Conference - Duncan	9	\$ 263
US Bank Corporate	6/23/2025	We Mail For You - Newsletter	9	\$ 2,606
US Bank Corporate	6/23/2025	QuickBooks Online fee	9	\$ 99
US Bank Corporate	6/23/2025	RingCentral	9	\$ 310
US Bank Corporate	6/23/2025	SpringAhead	9	\$ 330
US Bank Corporate	6/23/2025	USPS - stamps	9	\$ 73
US Bank Corporate	6/23/2025	Zoom	9	\$ 160
<b>Total Administrative Expenses</b>				<b>\$ 37,312</b>
<i>Grant Expenses</i>				
Brewer, Kelsey	6/30/2025	Soil & Forage data processing, SHMP	2	\$ 3,050
Matrix Sciences	6/30/2025	Healthy Soils - Soil Analysis	2	\$ 213
Phillips, Sarah	6/30/2025	Reimbursement	2	\$ 706
Point Blue Conservation Science	6/30/2025	WCB Hedgerow Planting	2	\$ 41,398
Point Blue Conservation Science	6/30/2025	SCC Carbon Planting	2	\$ 13,198
Winfield, Emilie	6/30/2025	Reimbursement	2	\$ 642
Yee, Orlena	6/30/2025	Marin Carbon Project Management	2	\$ 2,392
<b>Total Grant Expenses</b>				<b>\$ 61,599</b>
<b>Total Bills to Pay</b>				<b>\$ 98,910</b>

# MARIN RESOURCE CONSERVATION DISTRICT

**FOR REFERENCE PURPOSES**

June 2025

Name	Date	Memo	Open Balance
<i>Administrative Expenses</i>			
Destination HR Consulting Inc	5/31/2025	Human Resources Consulting	\$ 598
Duncan, Preston	5/31/2025	Reimbursement	\$ 631
Epke, Gerhard	5/31/2025	Reimbursement	\$ 480
Horizon Cable TV	5/31/2025	Internet	\$ 134
Katuna, Michelle	5/31/2025	Reimbursement	\$ 36
Meggett, Marcus	5/31/2025	Reimbursement	\$ 60
Olson Rencho LLP	5/31/2025	Parcel Tax Measure	\$ 2,747
O'Neill, Fiona	5/31/2025	Reimbursement	\$ 367
Pt Reyes 4th Investors LLC	7/1/2025	May Office Rent	\$ 2,373
Scolari, Nancy	5/31/2025	Reimbursement	\$ 655
US Bank Corporate	5/24/2025	QuickBooks Online fee	\$ 99
US Bank Corporate	5/24/2025	SpringAhead	\$ 330
<b>Total Administrative Expenses</b>			<b><u>\$ 10,497</u></b>
<i>Grant Expenses</i>			
Abundance Ag Engineering	5/31/2025	CAPGP	\$ 11,633
Cohen-Hicks Property	5/31/2025	Somar Lands Fencing	\$ 17,236
Phillips, Sarah	5/31/2025	Reimbursement	\$ 2,035
Point Blue Conservation Science	5/31/2025	WCB Hedgerow Planting	\$ 23,615
Point Blue Conservation Science	5/31/2025	SCC Carbon Planting	\$ 9,695
Westview Petaluma	5/31/2025	Container Rentals	\$ 2,000
Winfield, Emilie	5/31/2025	Reimbursement	\$ 861
Yee, Orlena	5/31/2025	Marin Carbon Project Management	\$ 6,682
<b>Total Grant Expenses</b>			<b><u>\$ 76,957</u></b>
<b>Total Bills to Pay</b>			<b><u>\$ 87,454</u></b>

**ACTION: FIRE AND FORESTRY**

- A. Board approval to execute \$75,000 contract with Audubon Canyon Ranch (ACR) for capacity building, burn planning, and implementation of prescribed fire ~ *Preston Duncan, GIS and Monitoring Manager*

**URGENCY:**

Somewhat urgent. We would like to begin working with ACR sooner, rather than later, on workshop planning in order to get staff and local partner staff trained on communicating and identifying appropriate applications of prescribed fire.

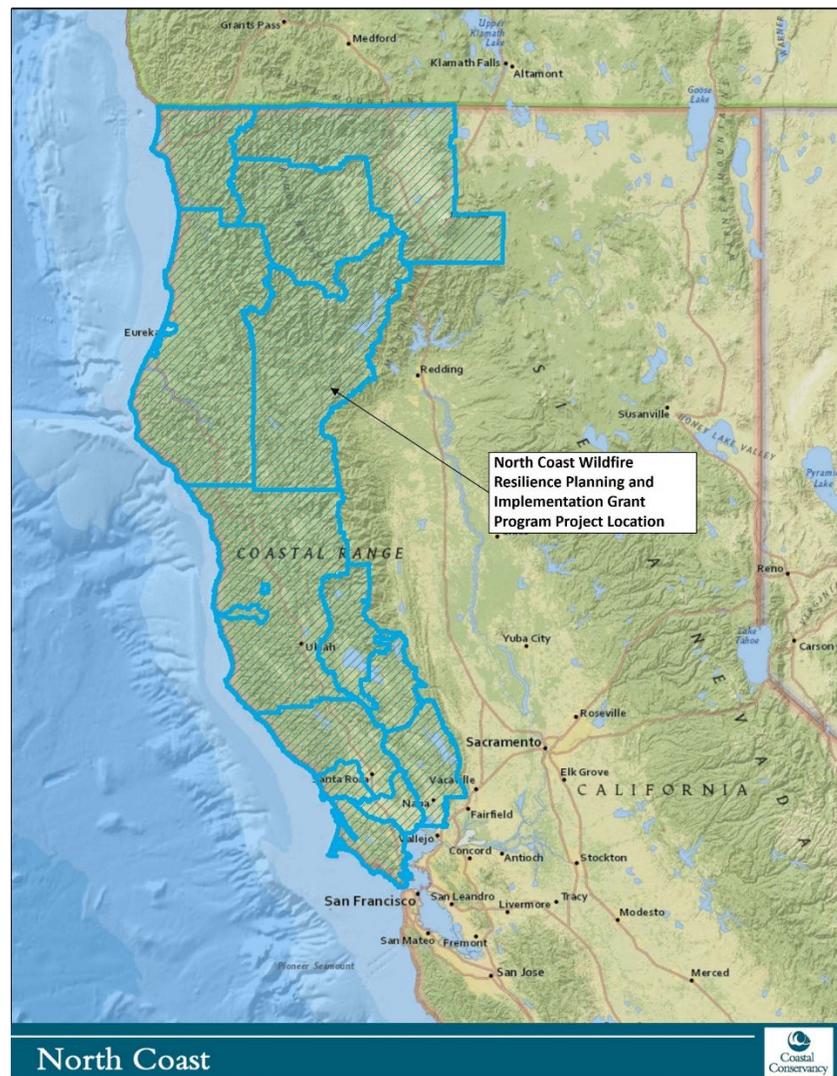
**BACKGROUND:**

Last spring, Humboldt RCD was awarded a \$6,000,000 block grant from the State Coastal Conservancy's Forest and Fire Resiliency Program, dispersed among 11 RCDs in the "North Coast Wildfire Resilience Planning and Implementation Grant Program" (See map 1 below). Marin RCD has been allocated \$250,000 from this Program to build capacity and contribute to the program goals of "planning, community outreach, permitting, environmental review, and implementation of projects that will increase wildfire resilience through improved management of natural lands and open space, increased collaboration among land managers, and capacity building in northern California coastal and coastal watershed counties."

This presents Marin RCD with an opportunity to explore new programming, partnerships, and strategies of land management to accomplish goals of increasing biodiversity, building community, educating, increasing internal capacity, and mitigating the impacts of wildfire in West Marin. Audubon Canyon Ranch's Fire Forward Program currently provides services for capacity building as well as prescribed burn planning and implementation and has an excellent local track-record in all of these departments. Thus, ACR is an ideal partner in exploring this work further and helping MRCD staff understand how to make good recommendations to our land managers in rural Marin County.

**CONTRACTED WORK PLAN**

1. Training and Capacity Building:
  - a. 1 classroom-based workshop for MRCD Staff and MRCD partners on planning prescribed burns
  - b. 1 field-based workshop for MRCD Staff and MRCD partners on prescribed burns
2. Planning and Implementation
  - a. Writing and technical review of 2-3 burn plans in MRCD district, including site visits and landowner meetings alongside MRCD staff.
  - b. Implementation of up to 3 Prescribed Burn operations for units or segments of units identified in Burn Plans.



Map 1: Boundaries of the North Coast Wildfire Resilience Planning and Implementation Program

#### PAST RCD ACTIONS:

- March 2019. The Marin RCD Board entered into a Memorandum of Understanding for the Joint Exercise of Powers to increase coordination and collaboration, to improve work quality and efficiency, expand program impacts, and better support regional dialogue and information exchange while respecting local autonomy in the North Coast RCD Region.
- December 2021. Marin RCD's Marin Biomass Study is awarded funding by the CA Dept of Office, Planning and Research to assess biomass flows and utilization opportunities in Marin County.
- February 2022. The North Coast RCDs finalize the North Coast Wildfire Resilience Planning and Implementation Grant Program which identifies 16 RCD action goals ranging from forest

stand improvement and prescribed fire implementation across land ownerships to the encouragement of biomass markets and support for local Fire Safe Councils.

- November 2022. Marin RCD enters into contract with Audubon Canyon Ranch to act as CEQA lead and begin staff training related to the California Vegetation Treatment Program and work with CalFire.
- March 2024. North Coast RCD members jointly submit a grant application to the CA State Coastal Conservancy's Wildfire Resilience Program, with Humboldt County RCD as the lead applicant to implement actions identified in the North Coast Wildfire Resilience Plan.
- April 2024. The CA State Coastal Conservancy awarded \$6,000,000 to the North Coast RCD Region under their Wildfire Resilience Program.
- February 2025. Marin RCD Board approved the North Coast RCDs MOU which lays out an agreed upon governance structure for the CA SCC Wildfire Resilience Program.
- March 2025. Marin RCD Board approved \$250,000 contract agreement with Humboldt RCD.

**TODAYS ACTION:** *\*Staff Recommendation*

**\*Option 1:** Board approval of ACR Contract to perform work associated with training MRCD staff and partners, writing burn plans, and implementing good fire within MRCD boundaries.

**Option 2:** Board members approve the dollar amount and work plan with edits or revision to contract language, including but not limited to the option of re-working the contract to MRCD template.

**IMPACT:**

Marin RCD has an opportunity to build new partnerships and programming to adapt to the impacts of climate change in the region in the form of mitigating the potential effects of devastating wildfires, building up biodiversity, mitigating invasive plants, and revitalizing rangelands and forest ecosystems within and adjacent to lands in active agricultural production. In addition to some impacts above, some studies show that prescribed fire can result in an increase in forage quality in rangeland ecosystems and also reduce woody species encroachment on grasslands (UC ANR).

Specific alliance with [RCD strategic plan](#) and grant goals:

GOAL 1: Active support of our district's agricultural economy, viability and cultural heritage

3. Improve and enhance natural resources on agricultural lands.
4. Support innovative technologies for the agricultural industry.

GOAL 3: Maintain and improve soil health and air quality

1. Support agricultural producers in conserving and improving soil health to support healthy productive farms and ranches.
2. Support private landowners and agricultural producers with the implementation of practices that reduce greenhouse gas emissions, sequester carbon and support resiliency to climate change.

GOAL 4: Conserve and enhance flora and fauna

1. Conserve coastal prairies, grasslands, croplands, wetlands, upland and riparian forests to enhance biodiversity and economic sustainability.
2. Implement projects that conserve and enhance habitats for threatened, endangered and local species of importance.
3. Support landowners in addressing non-native invasive weed infestations.

GOAL 5: Provide outreach and education

1. Continue to foster everlasting partnerships with landowners, agencies and organizations to accomplish enduring environmental improvements
5. Continue outreach and education on resource management issues as identified by landowners and resource agencies.

**AVAILABLE BUDGET:** Yes, budget is provided in the grant mentioned above for this purpose.

## **Audubon Canyon Ranch Contractor Agreement**

This Contractor Agreement (the "Agreement") is entered into by and between Audubon Canyon Ranch ("Contractor") and Marin RCD ("Hiring Party" and collectively, the "Parties") to provide contractor services for the **Rx Fire Capacity Building Project**. The date on which this Agreement is entered into is the date on which both Parties have executed this Agreement.

### **Recitals**

A. Audubon Canyon Ranch is a California nonprofit public benefit organization, which operates the Fire Forward program. Fire Forward trains people to steward land with prescribed fire and to restore ecosystem health. The Fire Forward program employs individuals trained and certified in many aspects of prescribed fire use, including California State Certified Prescribed-Fire Burn Bosses, NWCG Prescribed Fire Burn Boss Type 2 (RXB2), Firing Boss (FIRB), Fire Effects Monitor (FEMO), and Squad Boss (FFT1).

B. The Hiring Party desires to use prescribed fire on land under their ownership or control, and enters into this Agreement to engage Fire Forward employees.

Now, therefore, Contractor and Hiring Party hereby agree, for good and valuable consideration, as follows:

### **Agreement**

#### **1. Contractor's Services**

- 1.1 Contractor agrees to perform all of the services set forth in Exhibit A to this Agreement (the "Services") for the compensation and on the terms set forth in this Agreement. Exhibit A is incorporated into this Agreement by reference as written and as it may be amended in writing from time to time by the Parties.
- 1.2 Unless otherwise agreed to in writing, Contractor is responsible for obtaining any permits, approvals or licenses required to perform the Services.
- 1.3 Contractor agrees to perform the Services in a timely, professional and competent manner. In the event that Contractor determines that the Services cannot be provided safely or effectively due to circumstances outside the Contractor's control, Contractor shall so notify the Hiring Party. In such instance, the Parties may agree to modify the timing for delivery of the Services, or this Agreement shall terminate.

1.4 Contractor may, at Contractor's own expense, use its employees and, as long as Contractor has procured Hiring Party's prior written consent, may use other subcontractors to perform the Services under this Agreement.

## 2. **Compensation**

2.1 Hiring Party agrees to pay Contractor for its Services as set forth in Exhibit A.

2.2 Contractor shall invoice Hiring Party for all Services under this Agreement. Hiring Party shall pay Contractor invoices within 60 days of receipt of an acceptable invoice approved by a duly authorized representative of Hiring Party.

2.3 Contractor shall be responsible for all expenses incurred in association with the performance of the Services under this Agreement. Expenses include, but are not limited to, all costs pertaining to the performance of the Services and all safety requirements, insurance, licenses, assessments, inspections, and taxes applicable to the Services.

## 3. **Term**

3.1 This Agreement will become effective on the date it has been signed by the Parties (the "Effective Date") and shall remain in effect until **6/30/2028** ("Termination Date"), the date the Agreement is terminated pursuant to Paragraph 6, or the date on which the Services required are satisfactorily completed, whichever occurs first. This Agreement may be extended by modification or amendment only upon the written agreement of both parties.

## 4. **Insurance**

4.1 Contractor shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the Services hereunder and the results of that work by the Contractor, its employees, or subcontractors.

4.2 Contractor shall provide the Hiring Party with certificates of insurance demonstrating the following coverages and endorsements, including for any permitted subcontractors:

4.2.1 Commercial Liability Insurance with a \$5,000,000 limit per accident, and \$6,000,000 policy aggregate limit.

4.2.2 Automobile Liability Insurance with a combined single limit of \$5,000,000.

4.2.3 Workers Compensation and Employers Liability of \$1,000,000 per accident.

## 5. **Contractor's Representations**

5.1 The Contractor represents and warrants that:

5.1.1 They and their employees, agents, and representatives have the qualifications, experience, and ability to perform the Services in a professional manner, without the advice, control, or supervision of Hiring Party.

5.1.2 They and their employees, agents, and representatives will follow all applicable local, state, federal, and tribal laws.

5.1.3 They and their employees, agents, and representatives will act in a safe and responsible manner at all times.

5.1.4 They will prepare and approve a written prescription for the Services that includes adequate risk mitigation measures.

5.1.5 They will ensure that the Services are conducted in compliance with the written prescription.

5.1.6 If Services include use of prescribed fire, they will apply to and obtain coverage from the California Prescribed Fire Claims Fund Pilot program for the Services unless otherwise agreed to in writing by the Hiring Party.

## 6. **Hiring Party's Representations**

6.1 The Hiring Party represents and warrants that:

6.1.1 They have complete authority to allow Contractor to access and perform the Services on the lands covered by this Agreement.

6.1.2 The purpose of the planned prescribed burns is for wildland fire hazard reduction, ecological maintenance and restoration, cultural burning, silviculture, or agriculture.

6.1.3 They and their employees, agents, and representatives will follow all applicable local, state, federal, and tribal laws.

6.1.4 They and their employees, agents, and representatives will act in a safe and responsible manner at all times.

## 7. **Indemnification**

- 7.1 Contractor agrees to indemnify, defend, and hold harmless the Hiring Party and its employees, agents, representatives, and successors, heirs, and assigns of same for any and all claims or liabilities for any and all losses, costs, damages, expenses (including attorneys' fees), personal injuries or deaths resulting in any manner from a breach of this Agreement, except that resulting from the gross negligence or willful misconduct of the Hiring Party.
- 7.2 Hiring Party agrees to indemnify, defend, and hold harmless Contractor and its employees, agents, representatives, and successors, heirs, and assigns of same for any and all claims or liabilities for any and all losses, costs, damages, expenses (including attorneys' fees), personal injuries or deaths resulting the gross negligence or willful misconduct of the Hiring Party related to this Agreement.
- 7.3 The duty of the Parties to indemnify and hold harmless as provided in above includes the duty to defend as set forth in Civil Code section 2778 with counsel acceptable to the indemnified Party. Each Party waives any and all rights to any type of express or implied indemnity or right of contribution from the other Parties resulting from, growing out of, or in any way connected with or incident to the Activity, except to the extent expressly provided herein.
- 7.4 The Parties' obligation to indemnify as set forth in this Paragraph 7 shall survive termination of the Agreement.

## **8. Termination**

- 8.1 Either party may terminate this Agreement at any time by giving 14 days' written notice to the other party in accordance with the notice provisions set forth below. Should this occur, payment for Services satisfactorily completed and delivered will be adjusted accordingly.
- 8.2 If the Hiring Party terminates this Agreement prior to the completion of the project, Hiring Party shall be responsible for any reasonable and non-cancelable obligations incurred by the Contractor in the performance of this Agreement prior to the date of the notice to terminate, but only up to the un-disbursed balance of funding authorized in this Agreement. If the Contractor terminates this Agreement prior to completion of the project, Contractor will be responsible for any reasonable and non-cancelable obligations incurred by Hiring Party in the performance of this Agreement prior to the notice of termination.
- 8.3 In the event that either party defaults in the performance of its obligations under this Agreement or materially breaches any of its provisions, the non-breaching party may terminate this Agreement immediately upon providing

written notification to the breaching party. Termination shall be effective on upon notice as provided in Paragraph 11.

## **9. Independent Parties**

- 9.1 Contractor enters into this Agreement as, and shall continue to be, an independent contractor and not an agent or employee of Hiring Party. Unless otherwise expressly provided by law, no joint venture or principal-agent relationships shall be deemed to exist for any project performed pursuant to this Agreement. The conduct and control of the Services will lie solely within the purview of the Contractor and Contractor shall control the means, methods and manner of its performance under this Contract. Neither the Hiring Party nor Contractor shall have any right, power, nor authority to create any obligation, expressed or implied on behalf of the other.
- 9.2 Neither Contractor nor any employee of Contractor (which for purposes of this Paragraph shall be included in the term "Contractor") shall be entitled to any benefits accorded to Hiring Party's employees, including without limitation workers' compensation, disability insurance, retirement plans, or vacation or sick pay.
- 9.3 Contractor shall be responsible for providing, at Contractor's expense and in Contractor's name, disability, workers' compensation, or other insurance as well as licenses and permits usual or necessary for performing Services. Contractor shall pay, when and as due, any and all taxes incurred as a result of Contractor's compensation, including estimated taxes and payroll taxes, and shall provide Hiring Party with proof of payment on demand.
- 9.4 Contractor and Hiring Party shall provide each any information reasonably necessary to determine their obligations under this Agreement, to fulfill the purposes of the Services, or to maintain accurate records.

## **10. Work Product and Trademarks**

- 10.1 The Hiring Party may use, share, or disseminate any materials produced by Contractor in whatever form arising from its performance under the Contract ("Work Product"). However, to the extent the Hiring Party modifies the Work Product, it shall not attribute said modified Work Product to the Contractor in any way.
- 10.2 The Hiring Party acknowledges that Audubon Canyon Ranch and Fire Forward are trademarked, and shall not use such names or affiliated logos without the express written permission of Contractor.

## **11. Notices**

11.1 Any notice under this Agreement must be in writing and shall be effective: (a) if by hand delivery, upon delivery; (b) if by email, upon acknowledgment of receipt of email; (c) if by overnight mail, the next business day; or (d) if by mail, three (3) business days after deposit in the United States mail, postage prepaid, certified or registered. Any notice shall be addressed to Hiring Party or to Contractor at the corresponding address below. The Parties shall be obligated to notify the other Party in writing of any change in address. Notice of change of address shall be effective only when done in accordance with this Paragraph.

Contractor's Address:      Audubon Canyon Ranch  
   PO Box 577  
   Stinson Beach, CA 94970

Email: \_\_\_\_\_

Hiring Party's Address: \_\_\_\_\_

\_\_\_\_\_  
Email: \_\_\_\_\_

**12. Additional Terms**

12.1 This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of California. If any paragraph, sentence, clause, or phrase in this Agreement shall become illegal, null, or void for any reason, or shall be held by a court of competent jurisdiction to be illegal null, void, or against public policy, the remaining paragraphs, sentences, clauses, or phrases herein shall not be affected thereby and the balance of the Agreement shall remain fully enforceable.

12.2 The terms of this Agreement are intended by the Parties to be the final expression of their agreement with respect to the subject matter of this Agreement and may not be contradicted by evidence of any prior or contemporaneous agreement, except as expressly set forth in this Agreement. The Parties further intend that this Agreement, including exhibits thereto, shall constitute the complete and exclusive statement of its terms and that no extrinsic evidence whatsoever may be introduced in any judicial, administrative, or other legal proceeding involving this Agreement.

12.3 This Agreement may be modified or amended only upon the written agreement of both parties. Any change to one part of this Agreement will not affect the validity of the remainder of the Agreement.

12.4 By signing, the Parties certify that the individuals listed below as their representatives are authorized to act in their respective areas for matters related to this Agreement.

12.5 The waiver by either Party of any breach or violation of any provision of this Agreement by the other Party shall not be deemed to be a waiver of any subsequent breach or violation of the same or any other provision of this Agreement.

**The Parties have duly executed this Agreement as of the last date below:**

**Contractor**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: Tom Gardali \_\_\_\_\_

Title: Chief Executive Officer \_\_\_\_\_

Organization: Audubon Canyon Ranch \_\_\_\_\_

**Hiring Party**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title (if applicable): \_\_\_\_\_

Organization (if applicable): \_\_\_\_\_

## **Exhibit A**

### **Services to be Performed by Contractor (“Services”)**

#### Project Description:

1. Contractor shall provide training and consulting services to increase prescribed burn planning and implementation capacity in Marin County via the following tasks:
  - a. Workshop a: Facilitate one, day-long classroom-based “Planning a Prescribed Burn Workshop” for Marin RCD staff and additional staff and landowners as identified by Marin RCD. Workshop will cover the full life cycle of planning a prescribed burn including site visits, assessing viability of a potential burn unit, permitting and compliance processes, developing a burn plan, communications and outreach.
  - b. Workshop b: One field-based “Site Visit Workshop” for Marin RCD staff and additional staff and landowners as identified by Marin RCD. Elements of this workshop include but are not limited to assessing containment line, determining objectives, landowner FAQ’s, assessing preparation needs, and assessing feasibility of implementation (water resources on site, vehicle access to unit, etc.)
  - c. Prescribed Burn Planning: Burn Plan Development: Contractor will write and perform technical review on 2 - 3 Burn Plans for mutually agreed upon potential prescribed burn sites identified by Marin RCD and/or ACR. This will include up to 4 site visits needed for burn plan development, landowner meetings, and unit assessment.
2. Contractor may plan and implement up to 3 Prescribed Burn operations for units or segments of units identified in Burn Plans. This will include conducting necessary site visits for planning, permitting, and preparation and to ensure burn units are ready in advance of burn implementation. Contractor is not obligated to implement any Prescribed Burn operations under this contract if conditions do not allow, but all parties are invested in and will make every effort to do so where conditions do allow within the timeframe of this contract and within the “not to exceed” amount identified in Exhibit B.

Project Location(s): Field and classroom-based work to be performed at locations and properties identified by Marin RCD in Marin County.

Hiring Party Responsibilities: See Exhibit D

## Fees for all Material, Labor, Equipment and/or Subcontractor Costs

This contract does not exceed \$75,000 unless amended with the agreement of both parties.

*All rates below are offset (subsidized) by funding from landowners, organizations, and agencies, who share the costs of prescribed fire and vegetation management activities on their lands, and by donations and grants from generous individuals, businesses, foundations, and local community groups.*

	Rate	Hrs/Units	Est cost
<b>Workshop: Planning a Prescribed Burn</b>			
Staff time	95	24	2,280.00
Travel	0.7	40	28.00
			-
Indirect	0.15		346.20
<b>Subtotal</b>			<b>2,654.20</b>
<b>Workshop: Site Visits</b>			
Staff time	95	27	2,565.00
Travel	0.7	45	31.50
Indirect	0.15		389.48
<b>Subtotal</b>			<b>2,985.98</b>
<b>Prescribed Burn Planning, Burn Plan Development, 2-3 Burn Plans</b>			
Staff time, Burn Plan Writing & Tec	95	75	7,125.00
Staff time, Site visits (4)	95	54	5,130.00
Site visit travel	0.7	180	126.00
Permits and compliance			
Indirect	0.15		788.40
<b>Subtotal</b>			<b>6,044.40</b>
<b>Prescribed Burn Implementation (0-3)</b>			
Implementation	15000	0-3	45,000.00
Less burn plan cost	-2375	3	(7,125.00)
Indirect	0.15		5,681.25
<b>Subtotal</b>			<b>43,556.25</b>
<b>Estimate with full implementation</b>			<b>63,454.00</b>
<b>NOT TO EXCEED</b>			<b>75,000.00</b>

## **Exhibit D: Roles and Responsibilities**

For workshops, hiring party will be responsible for outreach to attendees and filling the classes, providing classroom and field locations, and communication with participants. There may be required reading before workshops. Workshops will be implemented for a minimum of 8 attendees.

Hiring Party will support or lead identification of prospective burn locations, lead initial communications with landowners, and facilitate understanding of landowners' responsibilities (see Landowner Guide, Exhibit E).

Marin RCD and landowners on any implemented prescribed burns will abide by the Release of Liability Agreement terms and conditions (Exhibit F)

# EXHIBIT E



## Prescribed Burning And You

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A guide for landowners and  
land managers





# Prescribed burning and you

## A guide for landowners and land managers

Sasha Berleman

### Is prescribed burning right for your property?

Ecosystems in Northern California have adapted over millennia to thrive with the regular interval of fire. As a land manager or landowner, you play an important role in this system.

Indigenous people used — and continue to use — fire for ecological and cultural benefit. However, the early 1900s ushered in an era of fire suppression and removal of indigenous stewardship practices that fundamentally altered the health of our forests and grasslands.

Today, recognition is growing that regular intervals of applied fire is crucial to improving the health of our landscapes and the safety of our communities.

With abundant overgrowth in many ecosystems across Northern California and extended wildfire seasons due to climate change, a growing number of landowners and land managers are choosing prescribed fire as an effective treatment that can offer a multitude of ecological and risk-reduction benefits.

Reintroducing a fire regime on your land can require significant preparation, collaboration, and commitment.

**This guide outlines what you need to know and do** if you are interested in bringing good fire back to your land. It may help you to better assess your readiness in planning, preparing, and supporting a prescribed fire.

### Fire Forward<sup>®</sup> — a prescribed fire program of Audubon Canyon Ranch

[Fire Forward](#) is a prescribed fire and capacity-building program of Audubon Canyon Ranch, a 501(c)(3) nonprofit organization. Since 2017, Fire Forward has trained hundreds of people to plan and implement prescribed fire and treated thousands of acres with regionally tailored fuels reduction and stewardship practices.

We provide expertise, advice, and on-site support to help you achieve your stewardship objectives. If pre-

scribed fire is a good fit, we will connect you to the training, tools, prescribed fire managers, skilled volunteers, and practitioners to make it happen.

Fire Forward is made possible by funding from landowners, organizations, and agencies, who share the costs of prescribed fire and vegetation management activities. It is also underwritten by donations and grants from generous individuals, businesses, foundations, and local community groups.



## Preparation, permitting, resource allocation, and liability

### What Fire Forward® Provides:

- Expertise and qualifications for leadership and management of prescribed burn operations, including qualified burn boss (CARX or RXB2), firing boss, and/or other qualified leadership.
- Liaison with local and state agencies
- Site visit and assessment report
- Burn operations maps and media maps
- List of preparatory work required
- Permit application support
- Burn Plan and other document preparation, fire behavior modeling, and risk management planning, all in support of meeting due diligence standards in the state
- Coordination of trained volunteers and practitioners for prescribed burning
- Gear to outfit participants in appropriate personal protective equipment and equipment to support operations, such as Type 6 engine, UTV with slip-on tank, portable tanks, pumps, hose, etc.
- Pre- and post-burn support and monitoring
- Press release and public outreach plan development and implementation
- Sharing of liability and signing of Good Fire Alliance release of liability agreement

### What You Provide:

- Willingness to collaborate with Fire Forward and local agencies
- Completion of all preparatory work including but not limited to creation or improvement of control lines, installation of shaded fuel breaks, limbing up trees around unit perimeter, and cutting access through fences, as required by Fire Forward and regulatory partners. (See Additional Resources on page 4 for technical assistance and funding sources for unit prep.)
- Support Fire Forward in contacting neighbors and share press release to NextDoor and other local forums
- Permit application involvement
- Participation in or presence on the prescribed burn
- “Mop-up” support (patrolling/monitoring the site and addressing concerns after the burn for three days to two weeks, or until the fire is out)
- Food for all practitioners and volunteers during the burn, a restroom facility, and sometimes a camping option
- Support identifying an appropriate water source for burn operations and an appropriate briefing/staging area
- Sharing of liability and signing of Good Fire Alliance release of liability agreement

# 10 steps to bringing Good Fire back to your land

**Step 1:** Assess goals and readiness for contributing needed financial or labor resources

**Step 2:** Share information about your site and project with Fire Forward (may be online survey, phone call, etc.)

**Step 3:** If your project is determined to be a good fit, participate in a site visit

**Step 4:** If site is deemed suitable for prescribed burn, complete all preparatory work outlined by Fire Forward

**Step 5:** Final site visit(s) and walk through with Fire Forward and other agencies, discussion of timeline

**Step 6:** Communication with neighbors

**Step 7:** Burn plan to ignition:

a. Landowner/manager provides key information to Fire Forward for incorporation in the burn plan

b. Fire Forward and the Landowner/manager partner to ensure that proper permits are in place and an estimated timeframe will be set for burn window

c. Humidity, wind, and vegetation conditions must be right for the prescribed burn. If the land is too wet, ignition will not happen. The Landowner/manager will be the eyes on the ground and will work

with Fire Forward to assess if the timing is right — this is largely accomplished through sending of guided videos of fuels on landscape to Fire Forward team.

**Step 8:** Ignition — Landowner/manager is present and provides meals to crew, restroom facility, and identifies staging area for briefing and resources to park. Camping option may also be needed for some burns, especially in forest and woodland ecosystems that can required multiple days of patrol.

**Step 9:** Mop-up — Monitoring/patrol of site happens for as long as Fire Forward deems it necessary, typically until the fire is “out.” This can last one day in grass ecosystems up to about three weeks in heavier fuels such as redwood forests and previously logged forest areas. Landowner/manager complies with patrol standards and extinguishes heats that pose any potential threat to containment or political support post-burn until site is deemed complete by Fire Forward. Landowner/manager stays in communication with Fire Forward about conditions on site and can reach out at any hour with questions or concerns.

**Step 10:** Monitor and adapt your ongoing stewardship goals.





## Audubon Canyon Ranch

**FIRE FORWARD®**

PO Box 577, Stinson Beach, CA 94970

1326 Ross Street, Suite B, Petaluma

fireforward.org • 415-868-9244

fireforward@egret.org

## Additional resources

To inquire about hiring the Fire Forward crew for unit prep, or for links to the resources below, contact [paul.sokoloski@egret.org](mailto:paul.sokoloski@egret.org).

### [Technical assistance & funding sources for landowners](#)

(e.g. funding to hire the Fire Forward crew or others for unit preparation, control lines, pile burning, etc.)

### [Local businesses engaged in land stewardship/management](#)

### [Good Fire Alliance Release of Liability Agreement](#)

(sample, for reference only)

### [CA Strategic Plan for Expanding the Use of Beneficial Fire](#)

Fire Forward, the prescribed fire program of Audubon Canyon Ranch, brings together private landowners, public agencies, and conservation partners around a shared purpose of stewarding ecosystems and reducing the impact of wildfire. We do this by training and supporting growing numbers of community members to be self-sufficient in prescribed burning on their own and neighboring lands.

To support this work, visit [egret.org](http://egret.org)

This guide was initiated by and developed in collaboration with [Green Valley Farm + Mill](#) and [Regenerative Forest Solutions](#).

Printed by Clone Print, July 2024

# EXHIBIT F

## Good Fire Alliance Agreement for Assumption of Risk, Indemnification & Release of Liability (Revised September 2023)

Location Address: \_\_\_\_\_  
Landowner: \_\_\_\_\_  
Burn Boss (if any): \_\_\_\_\_  
Burn Boss Organization (if any): \_\_\_\_\_  
Activity: \_\_\_\_\_  
Date of Activity: \_\_\_\_\_

### Recitals

A. The Landowner intends to hold an Activity (described above) that is promoted and coordinated by the Good Fire Alliance, a Sonoma County-based consortium for organizations, landowners, and individuals interested in using prescribed burning and other vegetation management strategies to restore ecologically resilient and firesafe communities.

B. If listed above, the Landowner has decided to engage a Burn Boss to direct the Activity. If no Burn Boss is listed, references to “Burn Boss” throughout this agreement shall be considered null and void. If no Burn Boss Organization is listed, further references to Burn Boss shall mean only the Burn Boss as an individual. If both Burn Boss and Burn Boss Organization are listed, they shall be referred to collectively as “Burn Boss.”

C. In this Activity, the Parties have organized as follows:

#### **MUST CHECK ONE:**

Audubon Canyon Ranch, a California nonprofit public benefit corporation (“ACR”), is leading the Activity and providing an employee as the Burn Boss. In this instance, ACR shall be referred to as the “Indemnifying Party.”

ACR is leading the Activity and using a volunteer as the Burn Boss. In this instance, ACR shall be referred to as the “Indemnifying Party.”

The Activity is being led by a Burn Boss that has agreed to indemnify all other parties. In this instance, the Burn Boss listed above shall be referred to as the “Indemnifying Party.”

The Activity is being led by another individual, organization, or entity \_\_\_\_\_, which has agreed to indemnify all other parties. In this instance, the individual, organization, or entity listed in the preceding sentence shall be referred to as the “Indemnifying Party.”

D. Individuals affiliated with the Good Fire Alliance intend to participate in the Activity (“Participants”).

E. Other individuals intend to observe the Activity with no participation (“Non-Participant Observers”).

F. This Agreement for Assumption of Risk, Indemnification & Release of Liability (“Agreement”) is intended to establish requirements for the Activity and assign responsibility and liability among the Landowner, Burn Boss, Participant(s), Non-Participant Observer(s), Indemnifying Party, and the Good Fire Alliance.

Now, therefore, Landowner, Burn Boss, undersigned Participants, undersigned Non-Participant Observers, and any Indemnifying Party (each, individually, a “Party” and collectively “Parties”) hereby agree, for good and valuable consideration, as follows:

### **Agreement**

#### **1. Assumption of Risk and Waiver of Claims for ALL PARTIES.**

1.1 Each Party to the Agreement agrees to assume the risk to itself and its officers, directors, members, employees, volunteers, agents, representatives, and any successors, heirs, and assigns of same for any and all of its own claims, losses, costs, damages, expenses (including attorneys’ fees), personal injuries or deaths resulting in any manner from the Activity.

1.2 On behalf of itself, and its officers, directors, members, employees, volunteers, agents, representatives, and any successors, heirs, and assigns of same, each Party further releases and waives all claims and liabilities against every other Party and the Good Fire Alliance, and their officers, directors, members, employees, volunteers, agents, representatives, and any successors, heirs, and assigns of same, for any and all of its own losses, costs, damages, expenses (including attorneys’ fees), personal injuries, or deaths arising out of, during, or related to the Activity, except to the extent caused by the gross negligence or willful misconduct of another Party.

1.3 The release and waiver in this Section 1 is effective regardless of whether the claim of liability is asserted in negligence, strict liability, or other theory of recovery.

#### **2. Landowner.** The Landowner intends to undertake the above Activity with assistance of the Burn Boss and Participant(s). In consideration for this assistance, the Landowner states and agrees as follows:

2.1 That the purpose of the burn is for wildland fire hazard reduction, ecological maintenance and restoration, cultural burning, silviculture, or agriculture.

2.2 To follow all applicable local, state, federal, and tribal laws.

- 2.3 To obtain all applicable permits, licenses, and authorizations necessary for the Activity.
  - 2.4 To act in a safe and responsible manner at all times.
  - 2.5 That the Burn Boss, Indemnifying Party, Participant(s), and Non-Participant Observer(s) have permission to access the property listed above to conduct the Activity.
  - 2.6 To assume the risk and liability for any and all claims or liabilities for any and all losses, costs, damages, expenses (including attorneys' fees), personal injuries or deaths to all other people or entities except the Landowner, Burn Boss, Indemnifying Party, Participant, Non-Participant Observer, and the Good Fire Alliance (such other people or entities referred to herein as "Third Parties") resulting in any manner from any act or omission of the Landowner and its officers, directors, members, employees, volunteers, agents, and representatives during or related to the Activity.
  - 2.7 To indemnify, defend, and hold harmless the other Parties and their officers, directors, members, employees, volunteers, agents, representatives, and any successors, heirs, and assigns of same for any and all claims or liabilities for any and all losses, costs, damages, expenses (including attorneys' fees), personal injuries or deaths to Third Parties resulting in any manner from any act or omission of the Landowner and its officers, directors, members, employees, volunteers, agents, and representatives during or related to the Activity.
3. **Burn Boss.** The Burn Boss intends to undertake the above Activity with assistance of the Landowner and Participant(s). In consideration for this assistance and for permission access to the property, the Burn Boss states and agrees as follows:
- 3.1 To follow all applicable local, state, federal, and tribal laws.
  - 3.2 To act in a safe and responsible manner at all times.
  - 3.3 To prepare and approve a written prescription for the Activity that includes adequate risk mitigation measures.
  - 3.4 To ensure that the Activity is conducted in compliance with the written prescription.
  - 3.5 Unless otherwise agreed to in writing by the Landowner and Indemnifying Party, to apply to and obtain coverage from the California Prescribed Fire Claims Fund Pilot program.

4. **Indemnifying Party.** The Indemnifying Party intends to be involved with the Activity as identified above. The Indemnifying Party agrees as follows:
  - 4.1 To assume the risk and liability for any and all claims or liabilities for any and all losses, costs, damages, expenses (including attorneys' fees), personal injuries or deaths to Third Parties resulting in any manner from any act or omission during or related to the Activity, except as provided in Section 2.6 or resulting from the gross negligence or willful misconduct of another Party.
  - 4.2 To indemnify, defend, and hold harmless the other Parties and their officers, directors, members, employees, volunteers, agents, representatives, and successors, heirs, and assigns of same for any and all claims or liabilities for any and all losses, costs, damages, expenses (including attorneys' fees), and personal injuries or deaths to Third Parties resulting in any manner from any act or omission during or related to the Activity, except as provided in Section 2.7 or resulting from the gross negligence or willful misconduct of another Party.
5. **Participant.** The undersigned Participant(s) have received permission from the Landowner to participate in the above Activity. In consideration of this permission, each undersigned Participant states and agrees:
  - 5.1 To follow all applicable local, state, federal, and tribal laws.
  - 5.2 To act in a safe and responsible manner at all times and to follow any written burn plan and the instructions of the Landowner, Burn Boss and any other supervisory personnel.
  - 5.3 I have been instructed in and understand the proper use of the equipment that I am to use. I understand that my participation in the Activity may involve sustained, strenuous, physical activity. I am in good health and I am aware of no physical problem or condition which will limit or interfere with my ability to participate in the Activity in either predicted or emergency conditions or with unexpected hazards. I understand that medical attention may not be readily available.
  - 5.4 I will not participate in the Activity unless and until (a) I am familiar with and understand its objectives, strategies, and tactics and (b) I understand my role in the Activity, including the actions I am to take in the event of emergency conditions or unexpected hazards.
  - 5.5 I am aware that even when carried out in the context of a planned operation, the management of wildland fire is a dangerous activity. I agree that I am participating in these wildland fire operations at my own risk and acknowledge that the Landowner and Burn Boss has made no warranty or representation, express or implied, regarding the safety of conducting

wildland fire operations. I am comfortable with the level of training, experience, and protective equipment required by the Landowner.

6. **Non-Participant Observer.** The undersigned Non-Participant Observer(s) have received permission from the Landowner to access the property during the above Activity. In consideration of this permission, each undersigned Non-Participant Observer states and agrees:

6.1 To follow all applicable local, state, federal, and tribal laws.

6.2 To act in a safe and responsible manner at all times and to follow the instructions of the Landowner, Burn Boss, and any other supervisory personnel.

6.3 I am aware that even when carried out in the context of a planned operation, the management of wildland fire is a dangerous activity. I agree that I am observing these wildland fire operations at my own risk and acknowledge that the Landowner and Burn Boss have made no warranty or representation, express or implied, regarding the safety of conducting wildland fire operations.

7. **Additional Terms.**

7.1 The duty of the Landowner, Burn Boss, and Indemnifying Party to indemnify and hold harmless as provided in above includes the duty to defend as set forth in Civil Code section 2778 with counsel acceptable to the indemnified Party. Each Party waives any and all rights to any type of express or implied indemnity or right of contribution from the other Parties resulting from, growing out of, or in any way connected with or incident to the Activity, except to the extent expressly provided herein.

7.2 This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of California.

7.3 Unless otherwise expressly provided by law, no joint venture or principal-agent relationships shall be deemed to exist in any Activity.

7.4 If any paragraph, section, sentence, clause, or phrase in this Agreement shall become illegal, null, or void for any reason, or shall be held by a court of competent jurisdiction to be illegal null, void, or against public policy, the remaining paragraphs, sections, sentences, clauses, or phrases herein shall not be affected thereby and the balance of the Agreement shall remain fully enforceable.

7.5 By signing, the Parties certify that the individuals listed below as their representatives are authorized to act in their respective areas for matters related to this Agreement.

7.6 By signing, each individual Party acknowledges that they are 18 years of age or older, have thoroughly read and understand this Agreement and that the statements they have made herein are all true and may be relied upon by each other Party.

**Landowner**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title (if applicable): \_\_\_\_\_

Organization (if applicable): \_\_\_\_\_

**Burn Boss**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title (if applicable): \_\_\_\_\_

Organization (if applicable): \_\_\_\_\_

**Indemnifying Party**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title (if applicable): \_\_\_\_\_

Organization (if applicable): \_\_\_\_\_

**Participant**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Emergency Contact: The following individual has been notified that I am participating in the Activity. In case of an emergency, please notify:

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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**Participant**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Emergency Contact: The following individual has been notified that I am participating in the Activity. In case of an emergency, please notify:

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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**Participant**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Emergency Contact: The following individual has been notified that I am participating in the Activity. In case of an emergency, please notify:

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Non-Participant Observer**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Emergency Contact: The following individual has been notified that I am participating in the Activity. In case of an emergency, please notify:

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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**Non-Participant Observer**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Emergency Contact: The following individual has been notified that I am participating in the Activity. In case of an emergency, please notify:

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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**Non-Participant Observer**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Emergency Contact: The following individual has been notified that I am participating in the Activity. In case of an emergency, please notify:

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

## Completion of Prescribed Fire Activities

On \_\_\_\_\_, Audubon Canyon Ranch engaged in prescribed fire activities on property owned by the undersigned Landowner.

Audubon Canyon Ranch and Landowner mutually agree that on \_\_\_\_\_ at \_\_\_\_\_ a.m./p.m., the prescribed fire burn unit perimeter is secure and Audubon Canyon Ranch may demobilize fire line resources. After this time, Landowner assumes full responsibility for continued mop up and patrol and taking any necessary steps to address flareups, smoke, or other hazards that may remain or emerge on the property. Such tasks include:

- Patrolling the burn unit at least once at night, once in the morning, and once during the hottest part of the day until no heat is found posing any threat whatsoever to containment or producing significant visible smoke. After this point, patrols should continue during the hottest part of each day until the unit is deemed fully “out”. Typically this may be estimated by three sequential days of no heats or smoke observed on site during the hottest time of the day. Additional patrols may be needed even after such a period is observed if the weather shows a delayed significant drying/warming period.
- During patrol, landowner should:
  - ensure no “hot spots” exist within or outside the unit
    - sites needing particular attention may include but are not limited to stump holes, bases of trees, heat in tree cavities or in tree canopies, or any transition areas between burned and unburned fuels
  - ensure no smoke is coming from outside the unit or from within the unit near the containment line (landowner may discuss further with Burn Boss to assess what a reasonable distance from the line would be for the unit)
  - ensure no threats to containment are present
- Additional patrols should occur when:
  - notable increase in temperature or wind
  - visible smoke is observed coming from the unit
- If landowner is unsure as to whether a concern is a threat or needs to be addressed, landowner may contact the Burn Boss at any time, day or night, for a second opinion. Videos shared to Burn Boss of concern in question can be helpful in this assessment. If in doubt, it is recommended that landowner addresses the concern.
  - Landowner and Burn Boss will negotiate any water equipment support needs that must be left on site to support landowner post-burn patrols and continued mop-up.
  - Use a water source combined with scraping or stirring to extinguish any heat of concern or threats to containment discovered during patrols
  - If water is used to extinguish heat, this site should be patrolled until no heat is found for at least 2 patrols in a row
  - If landowner is unable to eliminate threat to containment, landowner should request additional resources, either through Burn Boss or, if necessary, through a call to the local fire department. If the threat is an emergency and constitutes an existing escape or threat to life or safety, landowner should call 911.

Landowner agrees to assume the risk and liability for any and all claims or liabilities for any and all losses, costs, damages, expenses (including attorneys' fees), personal injuries or deaths to third parties resulting in any manner from any act or omission during or related to the prescribed fire that occur after the date and time above, except those resulting from the gross negligence or willful misconduct of Audubon Canyon Ranch. Landowner agrees to indemnify, defend, and hold harmless Audubon Canyon Ranch and its officers, directors, members, employees, volunteers, agents, representatives, and successors, heirs, and assigns of same for any and all claims or liabilities for any and all losses, costs, damages, expenses (including attorneys' fees), and personal injuries or deaths to third parties resulting in any manner from any act or omission during or related to the prescribed fire that occur after the date and time above, except those resulting from the gross negligence or willful misconduct of Audubon Canyon Ranch.

**Audubon Canyon Ranch**

Signature: \_\_\_\_\_

Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Landowner**

Signature: \_\_\_\_\_

Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

# Marin RCD Staff Report

## July, 2025

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### *District*

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- **ED Report**
  - District
    - Conflict of Interest Policy requires one final edit
    - Investigate steps for seat vacancy with County elections and discuss position with candidate
    - Received Public Service Award from Env Action Committee of Marin!
  - Personnel
    - Check ins with staff
  - Contracts - Reviewed/Authorize/Signed contracts under \$50,000:
    - UCANR No-Cost Contract Extension
    - Dimensions 4 Engineering \$50,000
  - Finance
    - Led weekly Staff Finance Meetings
    - Completed two grant proposals (NFWF \$85k, USDA \$2M)
    - Discussed FARE and Pine Gulch Pond Repair
  - Newsletter/Website - Worked with Jerry and format editor on newsletter content.
  - Meetings/Conferences: North Coast RCD, RCD Finance, RCD Staff Finance, NICRA check-in with consultant
- **New Grants:** *(See [grant status spreadsheet](#) for a full list of out-standing grants)*
  - **A “Funding Opportunities for Working Lands” spreadsheet:** informs local producers about cost-share and grant programs they can apply to for conservation projects. For most programs on the list, you do not need to have a Carbon Farm Plan to apply or qualify. Spreadsheet will be updated semi-annually. [Find at this link](#) or on the Carbon Farming page at [marinrcd.org](http://marinrcd.org).

- **District Operations & Financials:** *(FC: David Sherwood, Sally Gale, Terry Sawyer, Marcus Meggett, Nancy Scolari)*
  - It is mandated by the federal government that we get a “Single Audit” for the first time. We are looking at our options to comply with this standard.
  - For the fiscal year ending June 30, 2025 we are projecting a surplus. Revenue is less than projected and so are expenses. More details will be available as we wrap up the fiscal year.
  - The creation of FY25-26 Draft Budget has been completed and is slated to be reviewed by the Finance Committee in June 2025 and presented to the MRCD Board in July 2025.
  - A projection of Marin RCD’s ability to fund staff into the future based on currently secured grants was created by Elise, and has informed our strategy with open proposals.
  - Elise has drafted a Marin RCD Operations Tracking sheet to document metrics from Program/Project Delivery, Funding, Internal Operations & Workforce, Community Engagement and Ecological Impact. For the purpose of creating a dashboard that will help us gauge how we are doing as an organization. Elise has also created an Operations Platform List to document the current platforms that Marin RCD uses to conduct business, so that we can evaluate if these programs are meeting our needs or not, and we can evaluate them against our platforms we are exploring.
  
- **Staff Development**
  - We are re-evaluating health insurance options with an HR consultant.
  - A complete list of staff training and take-aways can be [found at this link](#).
  - A new MRCD Employee Handbook is being prepared with HR consultant, Nancy, Elise and Marcus.
  
- **Diversity Equity, Inclusion and Justice**
  - The Carbon Farming team has hired David Escobar as a JEDI consultant, funded by the SCC grant. David continues to meet with MRCD staff and board, and will soon meet with the JEDI committee to discuss our implementation process in the coming months.
  - MRCD Carbon Farm Team and Michelle Katuna developed a scope of work with FIGR that outlines a workflow between the two parties and other partners such as STRAW. The draft was approved at the August 2023 board meeting. The final draft is currently going through the FIGR legal team channels for approval.
  - Nancy and Elise drafted a DEI analysis associated with RCD programs which David Escobar is currently reviewing.

- Through the North Coast Soil Hub, RCDs are collaborating on Spanish language education and outreach on soil health and climate-friendly ag and creating a regional outreach plan for small and underserved producers.
- Carbon Farming Staff visited Sembrando Vida, a brand new 1-acre Latinx crop farm incubator program located on Blue Marble Acres, to provide technical support. The goal of the program is to provide low-cost, culturally appropriate fresh food to the farmworker community in West Marin.
- **Media/ Messaging/Outreach**
  - Newsletter - the second physical newsletter is being drafted. The first physical newsletter was sent (link to it is [posted on our website](#)) to all mailboxes in our District, except we accidentally missed Muir Beach and north Marin ranches with Petaluma addresses. We have corrected this for the 2nd physical newsletter. Jerry, Sally, Nancy and Elise met to discuss the strategy for the newsletter since Marin RCD does not yet have a Communications Plan.
  - Marin RCD has a grant to focus on Marin RCD's messaging and outreach, so staff can spend dedicated time and focus on this effort.
  - Elise started drafting the bones of a Communication Plan for the Marin RCD. Staff (directors, program managers and technical staff) will co-create this plan in Aug 2025. The plan will provide us with our core messaging along with where, when and how we share that info (website, newsletter, etc.). The goal is to compile information and start drafting the Communications Plan during the Strategic Planning process, so both processes can inform each other. The goal is to share draft info with the Board in Sept 2025.
  - Also in Aug 2025, Elise will lead staff through a process of compiling information so that we can communicate our impacts, and preferably do so in new and engaging ways... metrics are great for funders, but are they for the public and farmers? We probably want to be telling stories and sharing case studies for those audiences. The goal is to share draft info with the Board in Sept 2025.

**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.

- Sarah reached out to the landowners involved in the restoration project designs to provide an update on our ongoing dedication to seeking implementation funds in addition to notifying them of her temporary leave for a few months.
- Phillips connected with the Bay Area grant manager at SCC to gauge interest in funding the lower Walker projects. The interest is there.
- Phillips reached out to contact the US Fish & Wildlife Service to inquire about funding.

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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). 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:**

- **Study Production. Biomass Project:** The Marin Biomass Project is preparing a complete version of its Study by revising all technical reports submitted by consultants and incorporating them as chapters in an integrated Study.
- **Contract Status.** All deliverables under OPR Agreement No 21121 have now been completed, and all invoices have been submitted. The Marin Biomass Project is now operating under OPR (now LCI) Agreement No. SPPD23176. This second contract focuses on dissemination of Study findings and implementation of Study recommendations.

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*Conserving Our Watersheds Program  
Gerhard Epke PM*

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- **COW (MILC) Phase VII funded by 319(h) Water Board (15 % complete)**
  - Water Board agreement executed and project initiated in January 2025
  - MRCD's scope includes Management Practices at dairies that support the attainment of the Stemple Creek-Estero de San Antonio watershed Sediment & Nutrients TMDL and towards enhancing the high water quality of Drakes Bay Watershed.
  - In December project solicitation postcards were sent to all the known dairies in the Stemple Creek watershed. Responses turned into six applications. In March the grant's Technical Advisory Group was assembled and began by reviewing project selection and ranking criteria developed in previous COW cycles, conducting site visits to all applicants, and ranking applications.
  - Five dairy projects in Stemple Creek have moved into design phase.
  - In Point Reyes National Seashore, staff conducted site visits to the three departing dairies within Drakes Bay watershed. Despite the termination of the dairy operations, some beneficial project opportunities remain viable and beneficial to downstream waters, particularly decommissioning manure ponds.
  - Professional services agreements are being developed for engineering, biology and cultural resources consultants, and the initiation of design is expected this month.

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*Marin Permit Coordination Program  
Gerhard Epke PM*

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The Marin Permit Coordination Program (PCP) refers primarily to an Initial Study- Mitigated Negative Declaration used by Marin RCD to conduct CEQA approval of projects. 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 term of this ten-year program ends in 2027 and staff are currently fundraising for a renewal. 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.

- The 2025 PCP project list is expected to include COW MILC and carbon farming practices but has not yet been compiled.
  
- **Audubon Canyon Ranch (ACR) CA Vegetation Treatment Program Plan**
  - MRCD was contracted by ACR to act as CEQA Lead on a field management plan funded by the CALFIRE and managed by ACR. MRCD scope of work is limited to CEQA document drafting, review and submission.
  - ACR has started their Project Specific Analysis Draft 1 and are in touch with MRCD staff as they develop a plan for Coastal Commission permits.
  - A recent emergency proclamation from the governor suspending CEQA and Coastal Act for critical fuels reduction projects may impact RCD's scope.
  
- **Green Gulch Streamflow Enhancement Project**
  - MRCD was contracted by Green Gulch to act as CEQA Lead on a streamflow enhancement project funded by the Wildlife Conservation Board and managed by Green Gulch and Prunuske Chatham Inc (PCI). The project restores instream flows in a coho stream by constructing additional storage and reallocating riparian to appropriative water rights. It involves a Section 1707 Water Rights change, pond installation, pond enhancement and pond decommissioning/restoration. All permitting will be conducted by PCI.
  - This board meeting will include a presentation by PCI staff on the current project design and potential use of the Water Board's Statewide Restoration General Order to comply with CEQA.

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*Carbon Farming Program (Sarah Skinker, Lee Farese, Preston Duncan, Fiona O'Neill)*

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- **MALT Stewardship Assistance Program (SAP-100% complete):** The MRCD interacts with the SAP program funding in two ways which is through interagency projects or through

conflict of interest projects. 4 projects have been completed and the partnership is currently on an indefinite pause.

- **Restore CA by Zero Foodprint (ZFP):** ZFP's Restore CA program will generate funds from restaurants charging diners with a 1% donation to support regenerative agriculture. Local producers can apply for the grant on their own, but must designate a local RCD as their technical assistance provider. Please contact Marin RCD well in advance of the application deadline to discuss our technical assistance budget. Past applications have been ranked by the "total carbon removal per dollar" which is calculated as the requested grant amount divided by the total metric tons of modeled CO<sub>2</sub>e (calculated using COMET Planner). Priority also given to historically underserved applicants. Currently, Marin RCD staff are coordinating with other North Coast RCDs to discuss improvements to grant process with ZFP.
  - Zero Foodprint now also runs a Compost Connector program. [More information can be found here.](#)
  
- **Marin Carbon Project (ongoing):** The MCP, managed by Orlena Yee (MCP Coordinator) now has a new Strategic Plan and Charter to guide overall coordination of carbon farming activities in the county and beyond.
  - MCP has created a Compost Working Group to ID barriers to composting. She is also identifying funding sources to support compost systems.
  - Orlena is working on Climate Financing with Marin Climate Action Network
  - Working on a proposal to work with county partners to collect, calculate and submit GHG metrics to the county to meet goals of Climate Action Plan.
  
- **State Coastal Conservancy – SCC (85% 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)
    - 7 Carbon Farm Plans have been completed! Final drafts have been submitted to and approved by CDFA, and the Carbon Farm team will now work to tailor custom versions for each landowner.

- 12 applications were submitted for design with STRAW. Rankings were approved by SCC and Marin County in early June and will be presented to the board as an informational item due to the conflict of interest policy.
  - Tribal collaboration Buffy McQuillen and Matthew Johnson attended October 2023s board meeting for an open discussion about the collaboration. The CF Team met with STRAW and FIGR representatives in late June 2024 to discuss upcoming opportunities for collaboration. On May 9th, 2025 MRCD and STRAW staff reconnected with land owners and managers, and Tribal staff and citizens to re-visit implemented collaborative riparian restoration design projects at Toluma and Straus, and to receive input on new designs. Tribal staff expressed interest in another site visit to Straus Home and Toluma in the near future, and to continuing collaboration.
  - 4 of 6 WCB design recipients were implemented last fall/winter: TrueGrass, Straus, Toluma, Cohen. Planting has begun. Mahrt is not moving forward with implementation due to the current avian flu conditions. Torliatt has chosen not to move forward with implementation in this grant, but rather implemented herself last winter. Maintenance and monitoring continues at the implemented sites.
- **WCB 2022 (30% complete):** MRCD staff will collaborate with PB STRAW to implement and maintain 3-5 hedgerow/windbreak projects, work with Walker Creek Ranch to construct an ADA accessible pollinator and planting garden, and complete 1 Carbon Farm plan.
  - Carbon farm plan almost completed?
  - Hedgerow/windbreak implementation complete. MRCD Board heard design and plant palette updates in August 2024. STRAW continues on through implementation season on all projects.
  - Sarah continues to meet with Walker Creek Nursery team, including WCR naturalists and contract designers.
    - WCR is going to reapply for the FARE grant this summer for a naturalist that would staff the new space.
    - STRAW nursery team met with WCR nursery designer onsite in September 2024 to discuss infrastructure considerations, and again in March to review design drafts.
    - Educational resources will be developed in coordination with Emilie and regional RCDs (North Coast Soil Hub)

- **USDA Climate Smart Commodities – SMACCC (15% complete):** *We are currently not billing this grant due to the federal funding freeze. Work has paused until we receive more clarity from USDA on how to move forward.*
  - Carbon finance work is not moving forward due to changes in program guidelines.
  - EW, SS, LF and PD are part of Implementation and MMRV project teams. EW is serving as lead for the MMRV team. Teams will be restructured if the Advancing Markets for Producers award is authorized.
  - Pasture-based projects (planting, stream restoration, compost application etc.) application window has closed as of January 31st, and we received 12 new applications containing over 30 practices. These applications are paused.
  - EW is serving on the SMACCC Crop Support Organization Working Group for small and underserved producers. This work is currently paused.
  
- **CDFA Conservation Agriculture Planning Grant Program – CAPGP (100% complete)**
  - This grant funded 7 Carbon Farm Plans (CPA 199), 7 Grazing Management Designs (DIA 159), and 7 Soil Health Management Plans (CPA 116).
  - This grant began on 7/1/23. All plans are complete, and were submitted to CDFA on 6/14/25. CDFA approved all plans, and is processing our final invoice.
  - Tom Hammond at Abundance Ag Engineering and Scott Dunbar at MALT supported DIA development, while Kelsey Brewer supported Fiona to develop Soil Health Management Plan templates.
  - Marin RCD staff are meeting regularly with North Coast RCD planners to develop templates together and share resources/tools around planning.
  
- **No-Till Drill**
  - Rentals of the No-Till Drill are paused until Fall 2025. We are grateful that it is housed at Mike Moretti’s place.
  - The drill was rented for a total of 7 days in the fall of 2024. We are adjusting our outreach strategy in 2025 to contact more producers.
  - In an attempt to get more users, we reduced the cost in 2024 from \$250/day to \$200/day, a rate consistent with other local RCDs.
  
- **Technical Capacity Building and Training**
  - Fiona is participating in the Chico State Center for Regenerative Ag and Resilient Systems Technical Assistance Provider certification program through the end of August 2025. 🎓

- **National Association of Conservation Districts (5th year is 25% complete) and NRCS Cooperative Agreement (34% complete) - North Coast Regional Soil Hub**

The Soil Hub created a revised Strategic Plan for 2025-2029. Shasta Valley RCD has joined the North Coast Soil Hub.

Outreach/communications/events:

- Coordinating outreach and education deliverables for the region through WCB Implementation Grant, NRCS Grazing Lands Conservation Initiative grant, UC SAREP CA Farm Demonstration Network grant, and Partnerships for Climate-Smart Commodities.
- Working on education and outreach for the Soil Hub. Currently developing a series of case studies for carbon farming practices. The goal is to have a series of stories showcasing regional implementation activities for the purpose of informing other farmers and ranchers and being a source of inspiration and empowerment. Hedgerow case study is underway with a Mendocino grower.
- Working with Hub members to assemble information on soil testing labs, soil sampling protocols, sources of compost and compost spreaders, native plants, equipment, etc. to share on the Hub website.
- Writing an article on NRCS CSP program for North Coast farmers and ranchers.
- Attended Sonoma Vineyard Technical Group workshop at Shone Farm in June.
- Attended CA Sustainable Winegrowers Alliance Climate Action workshop in Napa in June.
- Presented on regional collaboration and soil health to the Lake County RCD Board of Directors.
- Collaborating with statewide partners to produce a video on the CA Farm Demonstration Network and the importance of technical assistance in supporting farmers.

Technical Assistance

- There are funds in the new NACD contract for activities associated with the NRCS EQIP program - EW and members of the carbon farming team will be utilizing the hours.
  - EW is working with the Petaluma NRCS office to assist with soil health testing and hedgerow projects for EQIP. EW assisted one landowner with a hedgerow project.

#### Partnerships and working groups:

- Facilitating a North Coast carbon farm planning peer learning group with regional RCDs to build technical capacity for CF planning and soil health management planning.
- 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.
- Attended CA Farm Demonstration Network Meetings.
- Serving on the Bay Area Regional Climate Action Plan: NWL Technical Stakeholder Group; working to develop Natural and Working Lands climate action measures and coordinating input from RCDs.
- Participated in meetings for a Department of Conservation SALC proposal for the bay area counties to support climate action on working lands.
- Serving on the Conservation Innovation and Practice Adoption working group for the statewide C2P2 (CA Conservation Planning Partnership).

#### Technical capacity building and training:

- Partnering with NRCS Petaluma to organize a training for RCD planners on the Conservation Stewardship Program (CSP).

#### Hub Governance:

- Attending monthly North Coast Durable Collaboration meetings.
- Next Hub governance meeting is July 2025.

#### Regional Opportunities Assessment:

- Proposed language in the Bay Area Regional Climate Action Plan to support needs assessment activities for scaling climate-beneficial ag in the region.
- Starting to analyze implementation data from public sources to determine rates of adoption and outstanding opportunities.

#### Funding opportunities:

1. North Coast RCDs are exploring ag-focused regional grant proposals in 2025 to access Prop 4 Climate Bond dollars and other funds. Emilie is coordinating North Coast proposals to SCC, WCB, CDFA, and NFWF. In June EW hosted 7 regional meetings for grant proposal planning and development.

- a. NFWF Conservation Partners program will support increased TA on grazing lands in the region; proposal is due mid July.
- b. In conversation about a regional proposal to SCC; differing timelines may result in RCDs submitting separate proposals to the agency.
- c. In conversation about a regional proposal to WCB for hedgerow implementation on working lands. TBD whether it is more beneficial to submit a regional proposal or individual proposals.
- d. Planning to submit a regional proposal to the CDFA Healthy Soils Block Grant Program; the solicitation is expected to be available in late 2025 or early 2026 based on communication with CDFA.

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*Urban Streams Program (Gerhard Epke temp PM for Sarah Phillips)*

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- Several requests for assistance have come through the USP since Sarah's departure pertaining to subjects as varied as algae blooms, creek care, upland conservation planning, and the Stream Conservation Area.
- Staff are coordinating with County and federal staff about the Tomales Bay tire removal project: the RFP for an assessment will be released in August.
- Dissolution of the Flood Control District Zone 10 covering Inverness is expected to result in an agreement for the transfer of remaining Zone 10 funds to the RCD.
- Flood District staff have also requested RCD help consulting with creekside residents along Easkoot Creek in Stinson Beach, Zone 5.

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*Stemple Creek Project (Preston Duncan)*

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**Department of Conservation Riparian Restoration at Lazy R Ranch (100% complete):** Marin RCD, in collaboration with Point Blue Conservation Science's Students and Teachers Restoring a Watershed (STRAW) program, received funding from the Department of Conservation to restore approximately 4,260 linear feet of degraded riparian area along Stemple Creek at the Lazy R Ranch (Righetti). STRAW is a key subcontractor and will be responsible for implementation, plant establishment, and monitoring.

- Third year of monitoring and maintenance has begun.

- Grant is closed but is funded for a 3rd year of monitoring by Measure A

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*Pine Gulch Project (Gerhard Epke, Sarah Phillips)*

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- All ponds are working except for: Pond 1A is leaking at Peter Martinelli's farm and Pond 2 is leaking at New Land Fund.
- Peter Martinelli has hired Stetson Engineering and identified installation of a buried impervious liner as the preferred solution to abate the leaks. He has met with regulators and is looking for implementation funds to match his own contribution and complete the repair.
  - MALT and MRCD staff are helping Peter locate potential grants to offset construction costs.
  - Sarah P. brought USFWS out to view site conditions 3/24/25 to inquire about funding for the project.

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

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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 Audubon Canyon Ranch's (ACR) Fire Forward Program.
  - Contract and MOU has been signed between participating RCDs.
  - Capacity Building:
    - Lee, Preston, and Sarah P. all have up-to-date Firefighter Type II certifications, allowing them to participate in burns across the region.
    - Staff attended "Learn and Burn" days at Pepperwood Preserve this spring to increase knowledge. Lee and Preston participated in two Sonoma County grassland burns coordinated by the Good Fire Alliance in June
  - Staff has been meeting with ACR to develop a work plan and a path forward to getting more fire implemented in the region. The Carbon Farming team will work to integrate this topic into plans, and have been seeing interest from producers for weed management, shrub encroachment, forest resilience. They will be trying to schedule some site visits with ACR in the coming months to discuss feasibility.

- **PRNS Monitoring:**
  - Monitoring remaining:
    - Vegetation monitoring has concluded for the 2025 spring
    - Summer Water Quality monitoring beginning Early July
    - RDM August/Sept.
- **Project Tracker:**
  - Fiona has been updating Project Tracker entries 🛩️
- **Wildlife Monitoring:**
  - Marin County Breeding Bird Atlas has completed its monitoring window for this edition 🦉
  - Preston has continued to attend Marin Monarch Working Group meetings when possible
- **GIS:**
  - Preston has begun working with regional RCDs in a GIS working group to hopefully get more coordination and consistency across district lines.
  - Preston has been updating GIS data across programs (COW, CF, SAP) to reflect what projects and practices are occurring and have occurred on the ground. He hopes to be able to accurately quantify RCD project footprints across programs.
  - As development of CFP updates continues, Preston is developing automated calculations from COMET emission reduction coefficients, in order to increase ease of reporting and writing/updating CFPs into the future.
  - CFP team is meeting regularly for GIS Training sessions, with other Staff to join soon.
  - MRCD has 2 iPads for data collection with an app called Field Maps, which connects directly back to our GIS remotely. MRCD staff can update spreadsheets, maps, and photos in the field, and all of those data connect back to our Google Drive or ArcGIS Online.
  - Preston has been meeting with MALT to identify areas where we can get standardized and consistent data structures to more easily share data across organizations.
  - Preston is building out more system updates to increase our efficiencies on the user end- Fiona is assisting with standardizing our data and narrowing down our data fields to be more useful
- **Carbon Quantification/reporting:**
  - Preston networking and getting assessment of regional interest to develop standardized protocols for County Climate Action Plan reporting.

Nancy Scolari

- Marin Carbon Project Steering Committee, Implementation Working Group
- MRCD Finance Committee
- North Coast RCD Durable Collaboration
- Sonoma-Marín Climate Smart Commodities / Advancing Markets for Producers
- North Coast RCD Soil Hub Executive Committee

Marcus Meggett

- MRCD Finance Committee (Facilitator)

Sarah Phillips

- Tomales Bay Technical Advisory Group
- Marin Prescribed Fire Collaborative
- Lagunitas Technical Advisory Committee (Chair)
  - Large Woody Debris Subcommittee
  - Membership Subcommittee (Chair)
  - Aquatic Toxicology Subcommittee
  - Marin Water's TUCP (Temporary Urgency Change Petition) Subcommittee
  - Marin Water Stewardship Plan Subcommittee
  - Prop 68 Lagunitas Watershed Enhancement Study Subcommittee
- Sonoma-Marín Weed Management Area Meetings
  - WMA Steering Committee
- 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)

Sarah Skinker

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

Gerhard Epke

- Regional Water Quality Control Board Grazing Waiver Technical Advisory Committee
- Tomales Bay Foundation Advisory Committee
- Sonoma Farm Bureau Animal Resource Committee
- Marin Prescribed Fire Collaborative

- Lagunitas Technical Advisory Committee (Alternate MRCD Rep to SP)
- Marin County Project Coordination Meeting
- A-Team

Preston Duncan

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