



SAN JOAQUIN RIVER CONSERVANCY

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The San Joaquin River Conservancy Governing Board
will hold a regular meeting on
February 21, 2024,
Call to order will begin at 10:00 a.m.

GOVERNING BOARD

Robert MaCaulay, Chairperson
Supervisor
Madera County Board of Supervisors

Kacey Auston, Vice-Chairperson
Director Fresno Metropolitan Flood Control District

Mike Karbassi,
Councilmember, City of Fresno

Steve Brandau, *Supervisor*
Fresno County Board of Supervisors

Anita Evans
Councilmember, City of Madera

Julie Vance, *Regional Manager*
Department of Fish and Wildlife

Kent Gresham, *Sector Superintendent*
Department of Parks and Recreation

Jennifer Norris, *Executive Director*
Wildlife Conservation Board

Andrea Scharffer, *Deputy Assistant Secretary*
Natural Resources Agency

Jennifer Lucchesi, *Executive Officer*
State Lands Commission

Matt Almy, *Program Budget Manager*
Department of Finance

Citizen Representatives
Bryn Forhan, *City of Fresno*

Daniel O'Connell, *Fresno County*

Jose Eduardo Chavez, *Madera County*

Vacant, Tribal

Vacant, Youth

Karen Buhr

Board Meeting Location:
Fresno Metropolitan Flood Control District
5469 E. Olive Ave., Fresno, CA 93727
And
California Natural Resources Agency
715 P. Street, Room: NRHQ 20-103 (Serpentine Room)
Sacramento, CA 95814

and via Teams

[Click here to join the meeting](#)

MEETING AGENDA

- A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- B. ROLL CALL**
- C. POTENTIAL CONFLICTS OF INTEREST**

Any Board member who has a potential conflict of interest may identify the item and recuse themselves from discussion and voting on the matter (FPPC §97105).

- D. PUBLIC COMMENT & BUSINESS FROM THE FLOOR**

Ten minutes of the meeting are reserved for members of the public who wish to address the Conservancy Board on items of interest that are not on the agenda and are within the subject matter jurisdiction of the Conservancy. Speakers shall be limited to three minutes. The Board is prohibited by law from taking any action on matters discussed that are not on the agenda; no adverse conclusions should be drawn if the Board does not respond to the public comment at this time.

E. CONSENT

All items listed below will be approved in one motion unless removed from the Consent for discussion:

- E-1 ACTION ITEM:** Authorize Executive Officer to enter into an Interagency Agreement with Sierra Resource Conservation District (SRCD) to provide operations and maintenance to Conservancy properties.
- E-2 ACTION ITEM:** Authorize the Executive Officer to enter into service contracts for Wildwood Native Park.
 - E-2a.** Maintenance Services.
 - E-2b.** Security Services.
- E-3 ACTION ITEM:** Authorize Executive Officer to enter into an Interagency Agreement with California Highway Patrol (CHP) to provide services on Conservancy properties.

F. REGULAR SESSION ITEMS

- F-1 ACTION ITEM:** Adopt Resolution 24-01 Expressing Appreciation for Carl Janzen, Director Madera Irrigation District, for service on the San Joaquin River Conservancy Board.
- F-2 ACTION ITEM:** Adopt the new San Joaquin River Conservancy logo and accept the brand guidelines.
- F-3 INFORMATION ITEM:** Provide an update on the status of the budget.
- F-4 INFORMATION ITEM:** 2023 Accomplishments of the Conservancy.
- F-5 INFORMATION ITEM:** Status and Progress Report on the San Joaquin River Parkway Public Access and Use Regulations Package.
- F-6 INFORMATION ITEM:** Status and Progress Report on River West Fresno, Eaton Trail Extension Project.
- F-7 INFORMATION ITEM:** Status and Progress on the Special Use Permits.

G. ADMINISTRATIVE AND COMMITTEE REPORTS

- G-1 Organizations' Reports:** If time allows, oral and or written updates from partners are encouraged; covering current or upcoming events and project updates or other items of relevance to the Conservancy.

G-2 Deputy Attorney General Report

G-3 Executive Officer Report

G-4 Board Members' Reports and Comments

H. CLOSED SESSION

Before convening in closed session, members of the public will be provided the opportunity to comment on Executive Session agenda items.

H-1 Government Code Section 11126(a)

Consideration and Potential Action on Appointment of an Executive Officer
Title: Executive Officer

I. NOTICE OF ADVISORY AND BOARD COMMITTEE MEETINGS, OTHER PUBLIC MEETINGS RELATED TO CONSERVANCY MATTERS

The next TAG meeting is scheduled for March 6, 2024. Time and Location to be determined.

J. NEXT BOARD MEETING DATE

The next Board meeting is scheduled for 10:00 a.m. Wednesday, April 3, 2024. Location to be determined.

K. ADJOURN

Board meeting notices, agendas, staff reports, and approved minutes are posted on the Conservancy's website, www.sjrc.ca.gov. For further information or if you need reasonable accommodation due to a disability, please contact Ashley Bybee at Ashley.Bybee@sjrc.ca.gov.

February 21, 2024

Item: E-1

TO: San Joaquin River Conservancy Governing Board

FROM: Karen Buhr, Interim Executive Officer *KB*

SUBJECT: **INFORMATION ITEM: Interagency Agreement with Sierra Resource Conservation District(SRCD) to provide operations and maintenance to Conservancy properties.**

SUMMARY:

The Conservancy is relocating its office to the Lanes property. It is necessary to do some basic renovations to the Lanes property to make it hospitable for staff and guests and to make it ADA accessible. Renovations include working HVAC, retrofitting a laundry room into an accessible bathroom, and upgrading an electrical panel. Basic services are also necessary such as internet and water service. The Sierra RCD is currently housed at the property and has the capacity to assist with the oversight of the renovation and providing basic services. Because the Conservancy is able to enter into an interagency agreement with the RCD, contracting is relatively easy and quick. The intent of this contract is for the Sierra RCD to provide contracting, oversight and basic services at the Lanes property. We are asking the board to authorize \$80,000 in an interagency agreement with the RCD for basic remodeling.

February 21, 2024

Item: E-2

TO: San Joaquin River Conservancy Governing Board

FROM: Karen Buhr, Interim Executive Officer *KB*

SUBJECT: **ACTION ITEM: Authorize the Executive Officer to enter into service contracts for Wildwood Native Park.
E-2a Maintenance Services.
E-2b Security Services.**

STAFF RECOMMENDATION:

It is recommended that the Board authorize the Executive Officer to enter into service contracts for Maintenance and Janitorial Services, and Security Services at the Conservancy's Wildwood Native Park.

SUMMARY:

Since 2010, the Conservancy has contracted out park maintenance and security services for Wildwood Native Park. The recent allocation of \$15 million for operations and maintenance funding received from the State's General Fund has allowed the Conservancy to increase operations at Wildwood Native Park from three days to seven days a week.

On January 12, 2024, the Conservancy released two Invitation for Bids (IFB) for Wildwood Native Park for Park Maintenance Services and Security Services. The park maintenance services include opening the park, cleaning restrooms, picking up litter and trash, and removing graffiti. The security services include clearing out all visitors, securing and locking restrooms, and locking the entrance gate. The IFBs were posted on the California State Contracts Register (CSCR) and were mailed and emailed to possible candidates. Bids were due on Wednesday, January 31, 2024, at 4:00 pm.

The Conservancy received two bids for Park Maintenance services. The Conservancy will enter into a contract with the lowest and responsible bidder. This contract will not exceed \$70,000.

The Conservancy received six bids for Security Services. The Conservancy will enter into a contract that will not exceed \$115,000.

These services contracts will be for approximately two and a half years.

Ashley Dydee

ASHLEY DYDEE
Staff Services Analyst

February 21, 2024

Item: E-3

TO: San Joaquin River Conservancy Governing Board

FROM: Karen Buhr, Interim Executive Officer *KB*

SUBJECT: **INFORMATION ITEM: Interagency Agreement with California Highway Patrol to provide services on Conservancy properties.**

SUMMARY:

It is important to bring security and safety to the properties. CHP is the entity that is authorized to provide law enforcement services to State owned properties. Other Conservancies have ongoing contracts with the CHP for this exact purpose. Based on an agreement between the CHP and the Tahoe Conservancy, the Conservancy has drafted an interagency agreement that would provide daily patrols to the various properties at different times and in different locations as well as to be able to respond to emergency situations should any occur. The initial contract is \$100,000 and will last for 2 years.

February 21, 2024

Item: F-1

TO: San Joaquin River Conservancy Governing Board

FROM: Karen Buhr, Interim Executive Officer *KB*

SUBJECT: **ACTION ITEM: Adopt Resolution 24-01 Expressing Appreciation for Carl Janzen, Director Madera Irrigation District, for service on the San Joaquin River Conservancy Board.**

RECOMMENDATION:

It is recommended the Board adopt: Resolution of Appreciation 24-01 for Madera Irrigation District Director, Carl Janzen to commend and thank him for his service to the San Joaquin River Conservancy and dedication to the development and implementation of the San Joaquin River Parkway.

SUMMARY:

Mr. Carl Janzen was elected to the Madera Irrigation Districts, Board of Directors in 1998. Mr. Janzen has served on the Conservancy Board for fifteen years during his term as a Director at the Madera Irrigation District. Mr. Janzen has been a valuable member of the Conservancy Board. During his term on the Conservancy, he has actively engaged in board decisions, ensuring that alternatives are explored, and recommendations are well-founded. While Mr. Janzen has been an effective advocate for the County of Madera, he has been one of the strongest advocates for the Conservancy in its efforts to create a regional parkway that is fully accessible to the public.

DISCUSSION:

During their term with the Conservancy, these officials have helped to guide the Conservancy's work on several capital improvement projects and many property management issues. Items that were authorized by the Board during his service included work on:

- The acquisition of properties for habitat conservation and enhancement, public access, recreation, and environmental education.
- Certification of the San Joaquin River Parkway Master Plan Update EIR
- Certification of the River West Fresno, Eaton Trail Extension EIR
- Completion of the Sycamore Island Gravel Pit 46e Project
- Completion of the Improvements to the Lost Lake Campground
- Completion of the San Joaquin Fish Hatchery Visitor Improvement Project
- Grant to the Department of Water Resources for the Sycamore Island Fishing Pond Enhancement Project
- Grant to the City of Fresno for the River West Fresno, Eaton Trail Extension Project
- Grant to the San Joaquin River Parkway and Conservation Trust to acquire the Sumner Peck Winery
- Grant to the Department of Water Resources for the Milburn Pond Planning, Design and CEQA

The Conservancy appreciates the dedication that Mr. Janzen has demonstrated toward development of the Parkway and quality of life for the community. Their guidance and voices have been instrumental in establishing and furthering the Conservancy's goals, objectives, and priorities.

Rebecca Raus _____

Rebecca Raus
Staff Services Manager I

February 21, 2024,

Item: F-2

TO: San Joaquin River Conservancy Governing Board

FROM: Karen Buhr, Interim Executive Officer *KB*

SUBJECT: **ACTION ITEM: Adopt the new San Joaquin River Conservancy logo and accept the brand guidelines.**

STAFF RECOMMENDATION:

It is recommended the Board adopt the new San Joaquin River Conservancy logo and accept the brand guidelines from Jeffery Scott Agency.

SUMMARY:

On May 3, 2023, the Board approved to enter into a contract with Jeffery Scott Agency to develop a San Joaquin River Conservancy Brand and Graphics Standards Manual. The contract with Jeffery Scott Agency included the following:

- Strategic discovery and planning including literature review, competitive analysis, and our target audiences.
- Developing a creative branded foundation including a messaging platform and visual brand identity.
- Asset development and outreach material development including all the key messaging and visual brand assets.

Jeffery Scott Agency has provided the following deliverables:

- A written summary explaining the findings and selected targets.
- An electronic guide of the newly established visual brand identity and logo to be used across all platforms such as websites, signage, and marketing materials.
- Branding materials will include PowerPoint template, business card and stationery package.

The final logo and brand guidelines will be presented at the board meeting.

Rebecca Raus

REBECCA RAUS
Staff Services Manager I

February 21, 2024

Item: F-4

TO: San Joaquin River Conservancy Governing Board

FROM: Karen Buhr, Interim Executive Officer *KB*

SUBJECT: **INFORMATION ITEM: 2023 San Joaquin River Conservancy Accomplishments**

STAFF RECOMMENDATION:

This report is provided for informational purposes. No action of the Board is recommended.

SUMMARY:

- Properties
 - The Conservancy made great progress on identifying the needs of the properties, addressing high priority issues, opening a property (Sycamore Island) with 2 more set to be opened soon and worked with DGS on Circle V and Lanes. Also navigated through challenging state process, partnerships and property issues to make the properties safer, address the Natural Resource Issues and got them all one step closer to opening.
 - Secured the properties
 - Implemented day to day maintenance, replacing locks and other general duties
 - Assessed each property
 - Sycamore Island opened 7 days a week
 - Created a plan for opening
 - Wildwood
 - Ball Ranch- signed an agreement with the Trust which should be in place any day now
 - Camp Pashayan (began looking into a property transfer between DFW and the Conservancy)
 - Funding for River West- worked to move this project forward along with stakeholders
 - Released and processed a request for bid for Wildwood (hopefully approved by the board today)
 - Identified and navigated DGS requirements to get multiple projects on the right track including Circle V, Camp Pashayan, River West, Lanes- submitted proposals with DGS for Circle V, Lanes and River West
 - Fire- worked with CCCs, Fresno Fire, CALFIRE, and the Sierra RCD to enter into contracts for multi-year fire reduction and assessment
 - Fire- utilized CCCs, CALFIRE. Big Sandy Rancheria and the local fire dept to manage fuel load hazards
 - Created an interagency agreement with the RCD to identify high priority restoration needs and carry out restoration projects on a least 2 properties
 - Developed master spreadsheet of properties, project plans and funding sources

- Created spreadsheet for staff of each property including property features, needs and management challenges
- Established pollinator garden, conducted an inspection, completed termite treatments, and maintenance of the Lanes property.
- Worked with unhoused outreach programs to address unhoused issues throughout the properties and provide opportunities to people living on Conservancy properties
- The Trust completed Conservancy funded restoration work at Jenco
- Funding
 - Assessed the current maintenance and repair needs of the properties, synthesized the information and created budget sheets and provided several spending plans for the board to choose from. Expended \$19 million which accounted for all of the expiring funds at the Conservancy and all funds except proposition 1 funds. Secured \$2.8 m in Forest and Fire and Nature Based Solutions hours before a stop work order.
 - Assessed the budget and needs of the Conservancy
 - Created cost assessments and feasibility of high priority projects
 - Presented the board with succinct decision points to encumber the funds to the highest use of the Conservancy
 - Budgeted and started the process on \$19 million- all of the remaining funds except Proposition 1
 - Forest and Fire- \$1.5 m- created an implementation plan and began contracting
 - Nature Based Solutions \$1.3 m - created an implementation plan and began contracting
 - Operations and Maintenance \$15.5 m- after board approved a spending plan created multiple ways to encumber the funds including asking for an extension. Will have encumbered by the end of the fiscal year.
 - General operating budget- Identified plans for to open Wildwood and renovate Lanes. Currently in the process of encumbering.
- Regulations
 - Created a draft regulation package, submitted for approval and are working through the process
- Operations
 - Provided structure, stability and capacity to the Conservancy by creating a set of policies, performing a staffing analysis, hiring 3 staff and preparing for an office location change during a challenging leadership change.
 - Completed a staffing analysis
 - Hiring
 - Executive Officer
 - Parks Maintenance worker
 - Staff Services Analyst
 - Policies
 - Completed a complete set of internal policies for the Conservancy based on the policies of other Conservancies
 - Created Property access policy in coordination with the board

- Created a policy for minimum standards to open a property
 - Office Space- Identified options and established a plan to renovate Lanes
 - IT and Accessibility
 - Worked with CNRA to contract for IT and accessibility services
 - Branding- New Conservancy branding created
 - Secured a work truck, leased from DGS
 - Completed planning grant process for Camp Pashayan, Circle V and River West
- Partnerships- Worked through existing partnerships to maintain Conservancy momentum and the integrity of properties while navigating the challenging leadership transition.
 - Coordinated with over 25 partners on various initiatives
 - Worked with Tribal partners to hold a listening session on Circle V and identify a relevant entity to create a tribal access plan for all Conservancy properties. In progress of finalizing a plan to carry the work forward
 - Worked with Fresno Fire to provide training opportunities and fire management activities
 - Worked with CHP to create an agreement for property security
 - Verified all access agreements
 - Partnered with Madera County to install road signs to Sycamore Island
 - Partnered with the Trust to maintain and manage Sycamore Island
 - Coordinated with CDFW to increase fishing opportunities at Sycamore Island
 - Coordinated with Fresno Parks on management and maintenance of Jensen River Ranch
 - Worked with NFWF on a potential restoration project for Ledger Island
 - Coordinated with DWR Flood MAR on prioritizing water recharge opportunities
 - Worked with Fresno State and the RCD on biochar
 - Coordinated with Big Sandy Rancheria on log removal and fire abatement