

**Supplemental Application**  
**North Santa Clara Resource Conservation District**  
*An independent special district of the State of California*

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888 N. 1st St, Ste 204, San Jose, CA 95112      www.rcdsantaclara.org

**Director Application and Certification of Qualifications**

Candidates who submit applications before October 7, 2024 are eligible for interview by NSCRCD for possible recommendation to the Board of Supervisors. For assistance with your application or to request reasonable accommodations to submit your application in an alternative format, please contact the NSCRCD office at 408-288-5888 or email Executive Director Stephanie Moreno at smoreno@gcrccd.org.

Name: Melanie Richardson

Mailing Address: [REDACTED]

Phone Number: [REDACTED]

Email: [REDACTED]

1. Statement of Interest:

Describe your interest in serving on the North Santa Clara RCD.

I have resided in Santa Clara County for about 35 years and have been involved in natural resources management through my employment and volunteer work throughout this time period.

I began my work at Santa Clara Valley Water District in 1990 where I was hired as an Associate Engineer in water supply management and retired as the Assistant Chief Executive Officer in early 2024. Through this work, I developed a deep appreciation and knowledge of the natural resources in this County.

I served for six years on the San Jose Parks and Recreation Commission including two years as Chair and have participated on regional and national boards related to natural resources management. These experiences have given me an appreciation of our local natural assets as well as refined my negotiation and management skills.

Since my retirement earlier this year, I have been interested in continuing to serve this community using the skills I have acquired.

2. Please share how you've demonstrated your interest in soil and water conservation.

I spent several years of my career overseeing Valley Water's water conservation programs and staff. I am a strong believer in water conservation strategies and have incorporated an outdoor native plant landscape in my personal residence.

I also led many water recycling efforts during my career and participated in the Northern California WaterReuse Association for several years. I've worked with most of the County's wastewater providers to forge relationships and agreements to advance recycled water projects and programs.

3. Describe other applicable skills that you believe would serve the District.

Throughout my career, I have developed strong management, collaboration and negotiation skills. At the end of my career, I was responsible for over 600 employees including hiring and termination responsibilities. I also spent a large portion of my time negotiating with regulatory agencies on large scale projects and programs.

I understand the importance of serving the entire community equitably as many low-income areas are at a disadvantage and require policies to assist in achieving outcomes that benefit all. I would ensure that all parts of the community have access to the benefits of natural resource conservation.

**Required Qualifications:**

The qualifications for a Director are set forth in California Public Resources Code (PRC) Section 9352 as follows:

- (a) Directors shall be registered voters in the state.
- (b) Except as provided in subdivision (d), directors shall (1) reside within the district and either own real property in the district or alternatively have served, pursuant to the district's rules, for two years or more as an associate director providing advisory or other assistance to the board of directors, or (2) be a designated agent of a resident landowner within the district.

Please initial the following indicating compliance with PRC 9352(a):

MR I am a registered voter in California.

Please initial at least one of the following indicating compliance with PRC 9352(b):

- MR I am a real property owner residing within District. [REDACTED]
- \_\_\_\_\_ I reside within the district and have been a NSCRCD Associate Director for two years or more providing advisory or other assistance to the Board of Directors. My residence is: \_\_\_\_\_
- \_\_\_\_\_ I am a designated agent of a resident landowner. (Attach letter from the resident landowner designating you as their agent; letter must include the qualifying property address.)

I hereby declare that I am an applicant and qualified candidate for the office of Director, and that I meet the qualifications set forth in Section 9352 of the Public Resources Code, as indicated above. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Print Name Melanie Richardson

Signed: Melanie Richardson Signature Date: 10-28-24

# County of Santa Clara

Office of the Clerk of the Board of Supervisors  
County Government Center, East Wing, 10<sup>th</sup> Floor  
70 West Hedding Street  
San Jose, California 95110-1770  
Office (408) 299-5001 FAX (408) 938-4525 TDD 993-8272



## County of Santa Clara Application to serve on a Special District

Please submit completed application via email to [Records.Unit@cob.sccgov.org](mailto:Records.Unit@cob.sccgov.org) or by mail to Clerk of the Board of Supervisors Office, East Wing, 10th floor, 70 West Hedding Street, San Jose, CA 95110.

Full Name: Richardson Melanie Anne  
(Last) (First) (Middle)

Circle one: Mr. Mrs.  Ms.

Address: [REDACTED]

City San Jose State CA. Zip Code 95120

Telephone: N/A Same [REDACTED]  
(Work) (Home) (Cell)

Fax: N/A Email: [REDACTED]

Are you a current resident of Santa Clara County?  Yes \_\_\_ No If yes, how long? 35 yrs.

In which Supervisorial district do you live? 5

Are you a county employee? \_\_\_ Yes  No If yes, in which department: \_\_\_\_\_

Are you currently an appointed member of a Santa Clara County Board/Commission/Committee/  
Special District?

\_\_\_ Yes  No If yes, which one(s) \_\_\_\_\_

How did you learn of this vacancy? Executive Director

Occupation: Retired

Education:

B.S. Chemical Engineering Montanz State University  
Registered Professional Engineer - CA.  
Executive MBA - U.C Berkeley

On which Special District would you like to serve?

North Santa Clara Resource Conservation District

Why do you want to become a member of a Special District?

I have spent <sup>35</sup> years in Santa Clara County working and volunteering for natural resources agencies and have grown to appreciate the natural environment and the outstanding amenities we enjoy.

I am an avid user of parks, trails and open spaces and wish to preserve them for future generations. Since retiring earlier this year, I would like to use my skill set to participate in preserving our natural resources and open space.

Please list your qualifications for the Special District on which you would like to serve:

I worked for Santa Clara Valley Water District for almost 34 years beginning as an Associate Engineer in 1990 and retiring as the Assistant CEO in 2024. During my tenure, I spent 10 years as the Deputy and Chief Operating Officer of Watersheds which gave me expansive knowledge of the County's 5 watersheds. I also spent 6 years on San Jose Parks and Recreation Commission including 2 as Chair. I have participated in numerous other Boards and Committees at regional and national levels all which have given me a broad understanding of the importance of our natural environment.

Are there any special interests or activities that you wish to bring to the attention of the Board of Supervisors?

In addition to my engineering and natural resources experience, I have spent much of my career coaching and mentoring others to become leaders. I have 30 years experience in management, coaching and complex negotiations as I oversaw over 600 employees and managed many large scale complex projects and programs.

Do you have any obligations that might affect your attendance at scheduled meetings? If yes, please explain:

No

This space is provided for any additional information you may wish to provide about yourself or the position being sought:

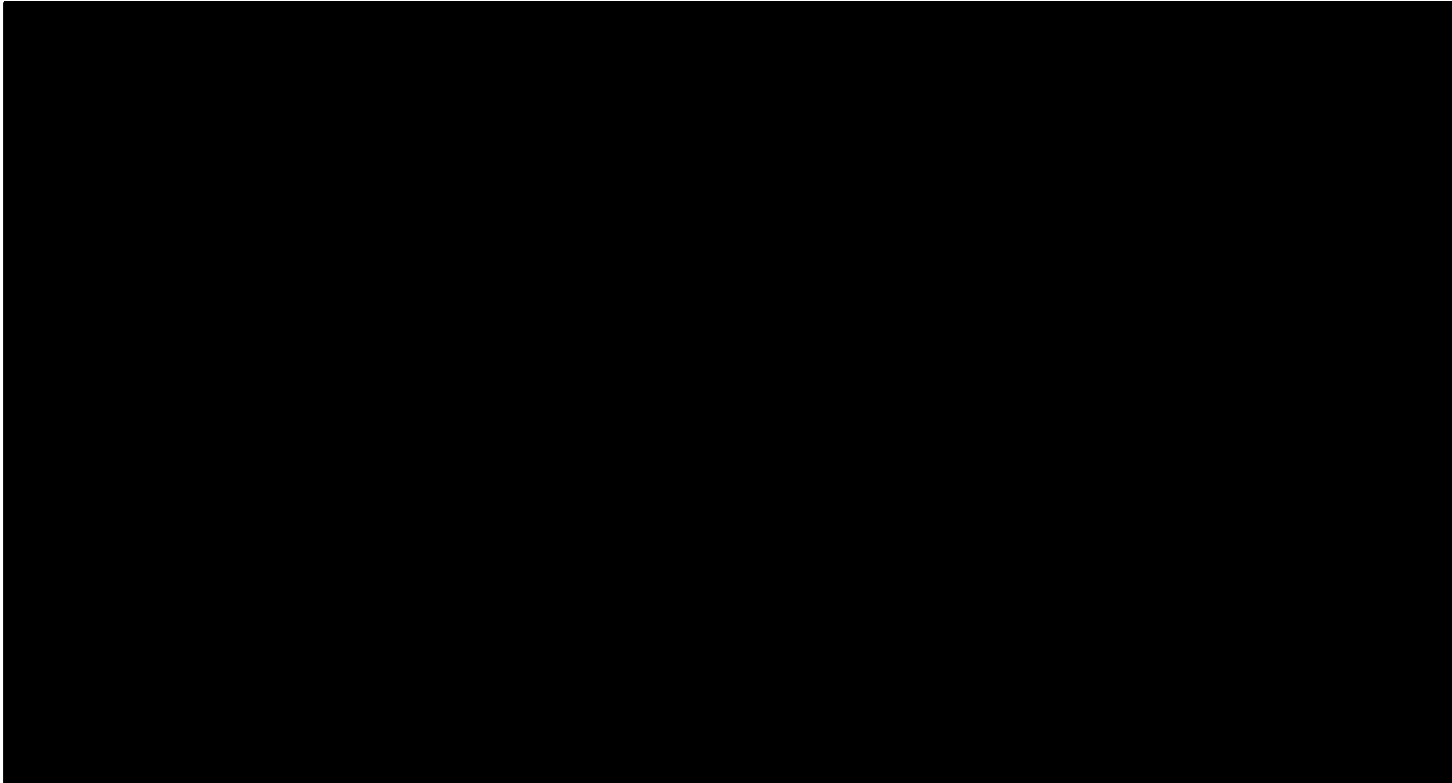
I am highly trained in complex multi party negotiations and have used those skills to reach agreements with diverse stakeholders, regulatory agencies and others on high level projects.

Also through my work at Valley Water as well as the Parks Commission, I have become a supporter of social and racial equity. Disadvantaged communities have had less access to open space and the natural environment through past policy decisions. I want to ensure that we provide for all communities to have equal access to the natural environment in the future.

I have sufficient time to devote to this responsibility and will attend the required meetings if I am appointed.

Date: 11-7-24

**Please list three references:**



We appreciate your interest in the County of Santa Clara. Your application will be forwarded the Board of Supervisors for consideration. Please make a copy of your application for your files before you submit it. Please submit completed application via email to [Records.Unit@cob.sccgov.org](mailto:Records.Unit@cob.sccgov.org) or mail to:

**County of Santa Clara  
Clerk of the Board of Supervisors  
East Wing, 10th floor  
Attn: Records Unit  
70 West Hedding Street  
San Jose, CA 95110**

If you have any questions, please contact the Records Unit at (408) 299-5001 or [Records.Unit@cob.sccgov.org](mailto:Records.Unit@cob.sccgov.org)

**Application expires 2 years from date received by the Clerk's Office.**