

AMADOR RESOURCE CONSERVATION DISTRICT
Board of Directors Meeting Agenda
Monday, 26 August 2024

Time: 4:15pm - 6:00pm **Location:** 12200-B Airport Rd, Jackson CA 95642

Virtual attendance via video conference or telephone is available:

Google Meet: meet.google.com/hyh-zwww-ngn

Telephone: (612) 470-1917 - PIN 294-465-236#

ARCD Directors: Steve Cannon, Emily Taylor, Dan Port, Dr. Kelsi Williams, Amber Gardner

Associate Director: Kent Reeves

Executive Director: Amanda Watson

Approval of agenda for this date, and any and all off-agenda items, must be approved by the Board of Directors Pursuant to Para 5495.2 of the government code. Oral communications by the public for items not appearing on the agenda consideration of “emergency or “subsequent need” items not appearing on the agenda cal. gov` t code 54954.2(b)(2).

Item #	Topic
1	Public Comment: The Board of Directors is limited by State law to providing a brief response, asking questions for clarification, or referring a matter to staff when responding to items not listed on the agenda.
2	Consent Agenda*: The following items are expected to be routine/non-controversial. Items will be acted upon by the Board at one time without discussion. Any Board member may request that any item be removed for later discussion. 1. Approval of Agenda 2. Approval of Past Meeting Minutes: June 2024 3. Financial Reports 4. SAWQA Report
3	Approval of the Warrant Summary* - Dana Simpson
4	Board Member Resignation – Amanda Watson
5	Consideration of Change in Regular Meeting Time* - Amanda Watson
6	NRCS Report – Jennifer Wood
7	NRCS Request for Support and Service Center Designation* - Amanda Watson
8	Review of FY24-25 SAWQA Budget*– Dana Simpson
9	Contract Approval Authorization to Executive Director for Natural Working Lands Hub Coordinator* - Amanda Watson
10	Executive Director Report - Amanda Watson <i>ARCD Organization Chart</i> <i>Staffing Projections</i> <i>Office Space</i>
11	Forestry Challenge Sponsorship*
12	Adjourn
Next ARCD Board of Directors Meeting: TBD	

***ACTION ITEM**



12200-B Airport Rd
Jackson, CA 95642
Email: ARCD@amadorcd.org
Web: www.amadorcd.org

Directors: Steve Cannon, Dan Port, Kelsi Williams, Emily Taylor, Amber Gardner Associate Director: Kent Reeves

Minutes for Regular Meeting of 22 July 2024

Called to order on 24 June 2024 at 4:18 p.m. at 12200-B Airport Road, Jackson, CA

Present were: Directors Cannon, Port, Williams & Gardner
Associate Director: Reeves
Executive Director Amanda Watson, Finance Manager Dana Simpson, Anna Mariscal, Jennifer Wood, Serena Hangs, Johnnie Silinoff

No oral communications

Consent agenda: Motion to approve Consent Agenda by Director Port, 2nd by Director Gardner. Roll call vote: Port – aye, Taylor – absent, Gardner – aye, Cannon – aye. Williams – aye. Nays - none Motion passed

Warrants Summary and approval of Warrant 24-070: Motion to approve warrant made by Director Williams, 2nd by Director Gardner. Roll call vote: Port – aye, Taylor – absent, Gardner – aye, Cannon – aye. Williams – aye. Nays - none Motion passed

ARCD FY2024-2025 Budget: The board requested that interest earned be broken down by grant. Motion to approve the ARCD FY2024-2025 Budget with the caveat that additional board approval is required for spending in the following budget categories: Vehicle/Maintenance, new employee/Resource Specialist, and new employee/Technical Assistance Provider by Director Williams, 2nd by Director Port. Roll call vote: Port – aye, Williams – aye, Taylor – absent, Gardner – aye, Cannon – aye. Nays - none Motion passed.

Pollinator Habitat Project Summary: Anna Mariscal presented on the Hangs on the Homestead Pollinator Project.

Wildlife Structures Assistance and Construction Contractor: Anna Mariscal reviewed the staff recommendation to contract with Amador Barn Owl Boxes to assist with site evaluation and wildlife structures construction as detailed in the submitted memo. Motion to select Amador Barn Owl Boxes made by Director Gardner, 2nd by Director Port. Roll call vote: Port – aye, Taylor – absent, Gardner – aye, Cannon – aye. Williams – aye. Nays - none Motion passed

Consideration of Change in Regular Meeting Time: The board decided to push this meeting to the next meeting and directed staff to research new dates/times.

Executive Director Report: Watson reported that the audit has been completed and physical copies can be made available upon request. Watson reviewed the government telemeeting requirements as submitted in the board packet.

Adjourned: Director Cannon adjourned the meeting

Respectfully submitted by Amanda Watson, Executive Director

DRAFT

2024/25 SAWQA Budget

EXPENSES	2023/24 Budget	2023/24 Actual	2024/25 Budget	
Sacramento Valley Water Quality Coalition				
52383 Monitoring and Reporting	\$ 165,676.00	\$ 154,216.81	\$ 154,217.00	
52383 State Fees	\$ 140,740.00	\$ 156,958.92	\$ 156,959.00	
52383 Last Year Carryover				
Subtotal	\$ 306,416.00	\$ 311,175.73	\$ 311,176.00	
Local Administration				
52250 Office Expense-Other Depts	\$ 21,403.00	\$ 27,320.95	\$ 27,321.00	Bookkeeping
52300 Project Administration	\$ 20,000.00	\$ 14,105.37	\$ 20,000.00	Amanda/Lindsey
52383 Technical Assistance	\$ 2,000.00	\$ -	\$ 2,000.00	SECP trainings
51500 Insurance	\$ 3,000.00	\$ 3,004.93	\$ 3,000.00	
52328 Audit	\$ 3,500.00	\$ 3,425.00	\$ 3,500.00	
52200 Office Expense	\$ 5,000.00	\$ 2,085.16	\$ 5,000.00	
52382 Recordkeeping	\$ 20,000.00	\$ 6,547.76	\$ 20,000.00	Jill
Subtotal	\$ 74,903.00	\$ 56,489.17	\$ 80,821.00	
Total	\$ 381,319.00	\$ 367,664.90	\$ 391,997.00	
REVENUES				
Member Fees	\$ 346,300.00	\$ 390,299.78	\$ 346,300.00	
Delinquent Fees				
Fee Refunds				
Interest	\$ 5,000.00	\$ 13,387.99	\$ 10,000.00	
Totals	\$ 351,300.00	\$ 403,687.77	\$ 356,300.00	
Balance This Year	\$ (30,019.00)	\$ 36,022.87	\$ (35,697.00)	
Carryover from last year	\$ 427,457.97	\$ 427,457.79	\$ 463,480.66	
Approximate End of Year Balance	\$ 397,438.97	\$ 463,480.66	\$ 427,783.66	

	Cost per Acre	Non-Delta Acres (irrigated)	Cost per Acre	Delta Acres (farmable)	Member Fees (includes Admin Fee)
2019/20	\$ 2.50	56,410	\$ 2.25	62,483	\$ 302,411.75
2020/21	\$ 2.50	54,000	\$ 2.25	50,000	\$ 268,300.00
2021/22	\$ 2.75	104,531	n/a	n/a	\$ 308,260.25
2022/23	\$ 3.25	54,000	\$ 3.00	50,000	\$ 346,300.00
2023/24	\$ 3.25	54,000	\$ 3.00	50,000	\$ 346,300.00

\$40 per member
520 payers
Admin Fee: \$20,800

Grant Progress Tracking 07/31/2024

ARCD	<u>Grant Period</u>	<u>Amount Awarded</u>	<u>Direct Cost</u>	<u>Indirect Cost</u>	<u>Remaining Advance</u>	<u>Expended to Date</u>	<u>Invoiced</u>	<u>Amount remaining</u>
Healthy Soils - Round 2 21-0540-000-SG	10/1/2021 - 10/1/2024	\$ 60,000.00	\$ 50,000.00	\$ 10,000.00		\$ 52,700.47	\$ 9,573.85	\$ 7,299.53
Jackson Creek Watershed 8GG20624	11/15/2021 - 3/31/2025	\$ 3,603,152.00	\$ 3,217,100.00	\$ 386,052.00	\$ 13,345.59	\$ 957,145.72		\$ 2,646,006.28
Chipping 2021 - Round 2 5GG20102	11/2021 - 3/15/2025	\$ 718,292.00	\$ 652,993.00	\$ 65,299.00		\$ 178,215.92	\$ 55,732.08	\$ 540,076.08
Mitchell Mine Fuel Break 2CA05282	6/10/2021 - 6/9/2025	\$ 327,700.00	\$ 297,910.00	\$ 29,790.00		\$ 211,077.87	\$ 51,557.77	\$ 116,622.13
2023 RCPP Round 2	11/1/2023 - 11/15/2025	\$ 262,857.00				\$ 43,634.86	\$ 41,548.46	\$ 219,222.14
NRCS Cooperative Agreement	8/2/2024 - 9/30/2026	\$ 41,910.00	\$ 38,100.00	\$ 3,810.00				\$ 41,910.00
Healthy Soils - Round 3 23-0672-000-SG	11/1/2023 - 10/31/2026	\$ 60,000.00	\$ 54,000.00	\$ 6,000.00		\$ 17,214.84	\$ 5,041.23	\$ 42,785.16
NACD 2022 - Round 5		\$ 100,000.00	\$ 100,000.00		\$ 8,067.89	\$ 91,932.11		\$ 8,067.89
NACD 2024 - Round 6		\$ 75,000.00	\$ 75,000.00		\$ 18,750.00			\$ 75,000.00
WCB Grant - Pollinators	2/14/2023 - 2/28/2027	\$ 251,000.00	\$ 251,000.00			\$ 8,660.95	\$ 5,628.05	\$ 242,339.05
WCB Grant - Wildlife Habitat	12/20/2023 - 2/28/2027	\$ 200,000.00				\$ 3,339.25	\$ 2,759.51	\$ 196,660.75
DOC Grant	2/22/2024 - 3/31/2027	\$ 1,618,366.64	\$ 1,407,275.34	\$ 211,091.30		\$ 9,037.33		\$ 1,609,329.31
Placer HSP Block Grant	12/8/23 - 10/31/27	\$ 92,814.00	\$ 69,610.50	\$ 23,203.50		\$ 12,702.77	\$ 2,190.06	\$ 80,111.23
Defensible Space	12/27/2023 - 03/15/2029	\$ 633,584.00						\$ 633,584.00
Misc Receivables								\$ -
AFSC Staff Time							\$ 80,409.65	
LCRCD Staff Time							\$ 3,293.40	
SAWQA Staff Time								
		\$ 8,044,675.64	\$ 6,212,988.84	\$ 735,245.80	\$ 40,163.48	\$ 1,585,662.09	\$ 257,734.06	\$ 6,459,013.55
					*Deferred Rev		*Accounts Rec	

SAWQA

	<u>Amount Billed</u>	<u>Amount Received</u>	<u>Amount Due</u>
2024 Member Fees			
2025 Member Fees			

Amador Resource Conservation District

Profit & Loss

July 2024

	<u>Jul 24</u>
Ordinary Income/Expense	
Income	
46400 · Other Types of Income	
46009 · Partnership Contracts	19,670.92
46430 · Miscellaneous Revenue	500.00
	<u> </u>
Total 46400 · Other Types of Income	20,170.92
47890 · Program Income	
47891 · Grant Income	55,995.45
47894 · Admin Fee (Indirect Cost)	5,858.59
	<u> </u>
Total 47890 · Program Income	61,854.04
Total Income	<u>82,024.96</u>
Gross Profit	82,024.96
Expense	
50100 · Payroll Expenses	
50100-1 · Payroll Expense	31,316.44
50100-2 · Vacation Expense	2,235.21
50310 · Payroll Tax Expense	2,773.71
50100 · Payroll Expenses - Other	2,329.79
	<u> </u>
Total 50100 · Payroll Expenses	38,655.15
51000 · Insurance	
50600 · Worker's Compensation Insurance	5,989.19
	<u> </u>
Total 51000 · Insurance	5,989.19
52200 · Office Expenses	
52200-1 · Office Equipment	100.00
52200-5 · Telephone, Telecommunications	309.70
52200-7 · Software	2,599.79
	<u> </u>
Total 52200 · Office Expenses	3,009.49
52300 · Professional Services	
52383 · Bookkeeping	376.00
52385 · HR Support	525.00
	<u> </u>
Total 52300 · Professional Services	901.00
54138 · Contractor Services	
54138-1 · Groundwork Contractor	30,079.70
	<u> </u>
Total 54138 · Contractor Services	30,079.70
Total Expense	<u>78,634.53</u>
Net Ordinary Income	<u>3,390.43</u>
Net Income	<u><u>3,390.43</u></u>

Amador Resource Conservation District

08/20/24

Balance Sheet

Accrual Basis

As of July 31, 2024

	<u>Jul 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
101768 · Sac/Ama Water Quality Alliance	461,081.66
101769 · Amador RCD	416,452.38
Total Checking/Savings	877,534.04
Accounts Receivable	
11000 · Accounts Receivable	257,734.05
Total Accounts Receivable	257,734.05
Total Current Assets	1,135,268.09
TOTAL ASSETS	<u>1,135,268.09</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	39,207.07
Total Accounts Payable	39,207.07
Credit Cards	
001 · Amazon Chase	1,911.80
Total Credit Cards	1,911.80
Other Current Liabilities	
24000 · Payroll Liabilities	6,142.07
24500 · Accrued Time Off	10,357.03
25800 · Unearned or Deferred Revenue	40,163.48
Total Other Current Liabilities	56,662.58
Total Current Liabilities	97,781.45
Total Liabilities	97,781.45
Equity	
30000 · Opening Balance Equity	714,685.99
32000 · Retained Earnings	319,410.22
Net Income	3,390.43
Total Equity	1,037,486.64
TOTAL LIABILITIES & EQUITY	<u>1,135,268.09</u>

Amador Resource Conservation District

SAWQA Profit & Loss

July 2024

	<u>Jul 24</u>
Ordinary Income/Expense	
Expense	
52200 · Office Expenses	
52200-7 · Software	2,399.00
Total 52200 · Office Expenses	<u>2,399.00</u>
Total Expense	<u>2,399.00</u>
Net Ordinary Income	<u>-2,399.00</u>
Net Income	<u><u>-2,399.00</u></u>

**USDA-NRCS Report by Jennifer Wood, District Conservationist, Jackson LPO
August 2024**

Program Deadlines

- All current FY24 application deadlines have passed. See end of document for contract reporting.
- Applications are accepted year-round. New deadlines begin in November or December.

Partnerships/Planning

Ongoing

- Attended the Forestry and Fire Forum presented by the Calaveras RCD that is organizing a Prescribed Burn Association. Attached is some information about NRCS financial assistance available for prescribed burn plans and implementation.
- The EQIP-RCPP Crisis to Opportunity fund pool plus TA funds provides funding for forested properties with a preference for properties with dead and dying trees within 100 ft of their residence. This program is coordinated through CARCD and the RCDs.
- CSP is a program designed for producers and land stewards that have already had EQIP or who are already meeting a threshold number of resource concerns – already meeting a certain level of stewardship. The application for EQIP and CSP is the same.
- Discussions about using USDA Joint Chiefs funding are still ongoing, but no one was able to submit a proposal for the FY 25 application period. The Joint Chiefs funds EQIP projects on private land to coordinate with work that is underway or ready for implementation on the federal side. In Amador County UMWRA was interested in coordinating near their Phase 1 areas along Tiger Creek or near Silver Lake or Kirkwood. One hurdle is staff capacity to outreach and coordinate landowners. The other hurdle is forestry staff capacity to process applications. This could be a good candidate for multi-landowner equip applications, if that can be figured out.
- NRCS has funds to assist Tribes, whether that is conventional agriculture or traditional stewardship methods for the production of food, medicine, fiber, tools, and cultural items. There is a Tribal fund pool specifically for Native American owners and operators. There are funds to hire qualified individuals designated by the tribes to write Indigenous Stewardship Method evaluation guides that assist with planning activities that incorporate traditional ecological knowledge on Tribal owned or operated land.
- The District Conservationist meets monthly with the ED's of all three ACT RCD's to stay coordinated with staffing and programs. There should be a prototype soon from the Tuolumne RCD Cooperative Agreement from NRCS to provide a coordinated platform for natural resources programs and resources. All 3 RCDs received 2024 Cooperative/Contribution agreements from NRCS. Tuolumne and Amador's Agreements are centered around developing the multi-landowner EQIP contract idea. Calaveras received a Contribution Agreement that will provide both NRCS and general Technical Assistance, as well as a part time Archaeologist that can help with cultural resources surveys for NRCS projects.

Staff

- There is still a GS-9/11 Rangeland Management Specialist vacancy assigned to our office. We are getting a new Soil Conservationist, but it will be a while before that person is up and running. Until then, we will still be addressing our rangeland applications very slowly.

Natural Resources Conservation Service
12200 B Airport Road
Jackson, CA 95642
Phone 209-714-8045

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Current Staff

- NRCS - District Conservationist Jennifer Wood, Engineer Bradley Soares, Forester Garrett McFall, and Program Support Specialist Leslie Marciel.
- RCD/NRCS Affiliates - ACRCO Forestry Technician Tamryn Zahradka and TCRCO Forester Frank Lewicki.
- Point Blue Conservation Science/NRCS Affiliate – Partner Biologist Sophia Leveque-Eichhorn. 50% time for NRCS planning and support for Amador, Calaveras, Tuolumne, and Mariposa Counties, She is also able to assist with Point Blue programs such as [Roots](#), the [Rangeland Monitoring Network](#), and the [Sierra Meadows Partnership Project](#).
- [ACES](#)/NRCS Resource Conservationist Kent Reeve his helping with rangeland and wildlife practice planning as well as environmental compliance for EQIP and CSP contracts.

Environmental Quality Incentives Program (EQIP), Conservation Stewardship Program (CSP) and Regional Conservation Partnership Program (RCPP)

- Administration of 61 active conservation contracts to treat 29,000 acres is ongoing, with 3.2 million dollars obligated, exclusive of unobligated 2024 contracts.

Summary of FY23 contracts by county

FY '23 Contracts	Amador	Calaveras	Tuolumne
Range	1 EQIP, 1 CSP	1 EQIP, 2 CSP	1 CSP
Forestry	1 EQIP, 1 CSP	1 EQIP	1EQIP
Disaster			1EQIP

Summary of FY24 applications/contracts by county

FY '24 Contracts	Amador	Calaveras	Tuolumne
Range	3 EQIP-IRA, 2 CSP	2 EQIP-IRA	4 EQIP IRA
Forestry	10 EQIP-IRA, 5 RCPP	5 EQIP-IRA, 3 RCPP	5 EQIP-IRA, 1 RCPP
Crop	1 CSP		

Totals for all 3 Counties for the last 5 Years -- 60% obligated as of 8/5/24

FY	Acres	Contracts	Funds Obligated
2019	1,559	3	\$245,981
2020	69	5	\$128,480
2021	13,056	13	\$725,074
2022	50	1	\$108,018
2023	7,318	11	\$463,392
2024	2,221	16	\$793,795
Grand Total	24272.5	49	\$2,464,739

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Question:

Does NRCS provide financial assistance for Prescribed Burning?g?

Answer:

Yes, NRCS provides financial assistance for two Practices - the Prescribed Burn Plan and the Prescribed Burn Practice.

1. The Prescribed Burn Plan category and number is DIA 160 and it must be written by an NRCS TSP certified for that practice. There is currently only one in the state. See below for TSP certification requirements and payment for different size burn plans - see screenshot below. See below for TSP certification requirements and payment for different size burn plans. Practice Standard available upon request.
2. The Prescribed Burn Conservation Practice number is 338. See below for payment schedule. Practice Standard available upon request.

NRCS Registry of Technical Service Providers

B = Business TSP | 1 = Individual TSP

Showing 1 results

Expand all

Print Results Page 1 of 1

View Resume

Page 1 of 1

Filter By Location

Reset Filters

State: California

County: Tuolumne

Filter By Practice

Practice Code

- 148 - (DIA) Pollinator Habitat Design
- 154 - (CAP) IPM Herbicide Resistant Weed Conservation
- 157 - (DIA) Nutrient Management Design and Implement
- 159 - (DIA) Feed Management Design
- 159 - (DIA) Grazing Management Design
- 160 - (DIA) Prescribed Burning Design

Practice Name

All

Access Control

Dye, Phillip

TSP 16-1669

Email Phone Location Practices

Contact Jennifer Wood, District Conservationist Jackson LPO for more information

Natural Resources Conservation Service

12200 B Airport Road
Jackson, CA 95642
Phone 209-714-8045

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Certification Requirements for TSP certified for DIA 160 – Must meet all Criteria for each Option type

Discipline	Practice Name	Practice Code	Option	Criterion Name	Criterion Description
ESD-Graz Land Sp	Prescribed Burning Design	160	Certification	Technical Training	Certify completion of the following NRCS Courses: 1) TSP Orientation and Conservation Planning (AgLearn Course NRCS-NEDC-000191); 2) Introduction to the Field Office Technical Guide (AgLearn Course NRCS-NEDC-000149); and 3) Any additional training required by state law for each state the TSP is requesting certification. Submit 3 implemented burn plans that were carried out according to implementation requirement that successfully met objectives and supporting documents for review and approval. Documentation must demonstrate knowledge and understanding of the appropriate Conservation Practice Standard and Specifications.
ESD-Graz Land Sp	Prescribed Burning Design	160	Certification	Sample of Work	Certification in at least one of the following: 1) National Wildfire Coordinating Group Certification for Prescribed Burning; 2) State Prescribed Burn Certification or Prescribed Burn Manager by the prescribed burning credentialing entity in State where applicable. Demonstrate at least 2 years experience in planning, design, installation/layout, inspection, checkout and certification of this practice.
ESD-Graz Land Sp	Prescribed Burning Design	160	Certification	Professional Certification	Certify completion of the following NRCS Courses: 1) TSP Orientation and Conservation Planning (AgLearn Course NRCS-NEDC-000191); 2) Introduction to the Field Office Technical Guide (AgLearn Course NRCS-NEDC-000149); and 3) Any additional training required by state law for each state the TSP is requesting certification, if applicable.
ESD-Graz Land Sp	Prescribed Burning Design	160	Education and Experience	Experience	Associate's or higher degree in Forestry, Agronomy, Soils, Animal or Plant Science, Natural Resources, or Rangeland Management.
ESD-Graz Land Sp	Prescribed Burning Design	160	Education and Experience	Technical Training	Submit 3 implemented burn plans that were carried out according to implementation requirements that successfully met objectives and supporting documents for review and approval. Documentation must demonstrate knowledge and understanding of the appropriate Conservation Practice Standard and Statement(s) of Work.
ESD-Graz Land Sp	Prescribed Burning Design	160	Education and Experience	Education	Certify completion of the following NRCS Courses: 1) TSP Orientation and Conservation Planning (AgLearn Course NRCS-NEDC-000191); 2) Introduction to the Field Office Technical Guide (AgLearn Course NRCS-NEDC-000149); and 3) Any additional training required by state law for each state the TSP is requesting certification, if applicable.
ESD-Graz Land Sp	Prescribed Burning Design	160	Education and Experience	Sample of Work	Submit 3 implemented burn plans that were carried out according to implementation requirements that successfully met objectives and supporting documents for review and approval. Documentation must demonstrate knowledge and understanding of the appropriate Conservation Practice Standard and Statement(s) of Work.
ESD-Graz Land Sp	Prescribed Burning Design	160	Experience	Technical Training	Certify completion of the following NRCS Courses: 1) TSP Orientation and Conservation Planning (AgLearn Course NRCS-NEDC-000191); 2) Introduction to the Field Office Technical Guide (AgLearn Course NRCS-NEDC-000149); and 3) Any additional training required by state law for each state the TSP is requesting certification, if applicable.
ESD-Graz Land Sp	Prescribed Burning Design	160	Experience	Sample of Work	Submit 3 implemented burn plans that were carried out according to implementation requirements that successfully met objectives and supporting documents for review and approval. Documentation must demonstrate knowledge and understanding of the appropriate Conservation Practice Standard and Statement(s) of Work.
ESD-Graz Land Sp	Prescribed Burning Design	160	Experience	Experience	Demonstrate at least 4 years experience in planning, design, installation/layout, inspection, checkout and certification of the Prescribed Burn (338) Conservation Practice Standard.

2024 Payment Rates – Practice 338 Prescribed Burning and Practice DIA 160 Prescribed Burning Design

160	EQUIP	Prescribed Burning Design	HU-Prescribed Burning Plan (DIA) greater than 1,000 acres	No	\$4,567.71
160	EQUIP	Prescribed Burning Design	HU-Prescribed Burning Plan (DIA) greater than 101 acres and less than 250 acres	No	\$1,903.21
160	EQUIP	Prescribed Burning Design	HU-Prescribed Burning Plan (DIA) greater than 21 acres and less than 100 acres	No	\$1,522.57
160	EQUIP	Prescribed Burning Design	HU-Prescribed Burning Plan - DIA greater than 251 acres and less than 500 acres	No	\$2,283.85
160	EQUIP	Prescribed Burning Design	HU-Prescribed Burning Plan DIA less than or equal to 20 acres	No	\$1,141.93
160	EQUIP	Prescribed Burning Design	HU-Prescribed Burning Plan-DIA greater than 501 acres and less than 1,000 acres	No	\$3,045.14
160	EQUIP	Prescribed Burning Design	Prescribed Burning Plan (DIA) greater than 1,000 acres	No	\$3,806.42
160	EQUIP	Prescribed Burning Design	Prescribed Burning Plan (DIA) greater than 101 acres and less than 250 acres	No	\$1,586.01
160	EQUIP	Prescribed Burning Design	Prescribed Burning Plan (DIA) greater than 21 acres and less than 100 acres	No	\$1,268.81
160	EQUIP	Prescribed Burning Design	Prescribed Burning Plan -DIA greater than 251 acres and less than 500 acres	No	\$1,903.21
160	EQUIP	Prescribed Burning Design	Prescribed Burning Plan DIA less than or equal to 20 acres	No	\$951.61
160	EQUIP	Prescribed Burning Design	Prescribed Burning Plan-DIA greater than 501 acres and less than 1,000 acres	No	\$2,537.61

693	338	EQUIP	Prescribed Burning	HU-Level Terrain, Tall Herbaceous Fuel, < 640 ac.	Ac	\$66.40	PR	100
694	338	EQUIP	Prescribed Burning	HU-Level Terrain, Volatile fuels < 4 ft tall, <640 ac	Ac	\$13.64	PR	100
695	338	EQUIP	Prescribed Burning	HU-Level Terrain, Volatile fuels < 4 ft tall, >640 ac	Ac	\$7.70	PR	100
696	338	EQUIP	Prescribed Burning	HU-Site Preparation	Ac	\$61.91	PR	100
697	338	EQUIP	Prescribed Burning	HU-Steep Terrain, Volatile Fuels <4 ft tall	Ac	\$12.69	PR	100
698	338	EQUIP	Prescribed Burning	HU-Steep Terrain, Volatile fuels >4 ft tall, <10% Canopy Cover	Ac	\$84.92	PR	100
699	338	EQUIP	Prescribed Burning	HU-Steep Terrain, Volatile fuels >4 ft tall, >10% Canopy Cover	Ac	\$169.00	PR	100
700	338	EQUIP	Prescribed Burning	HU-Timber Litter and Slash Fuel Types, Moderate Complexity	Ac	\$428.50	PR	100
701	338	EQUIP	Prescribed Burning	HU-Understory Burn	Ac	\$14.74	PR	100
702	338	EQUIP	Prescribed Burning	HU-Woodland with Grass-Shrub, Low Complexity	Ac	\$224.93	PR	100
703	338	EQUIP	Prescribed Burning	Level Terrain, Tall Herbaceous Fuel, < 640 ac.	Ac	\$55.33	PR	100
704	338	EQUIP	Prescribed Burning	Level Terrain, Volatile fuels < 4 ft tall, <640 ac	Ac	\$11.36	PR	100
705	338	EQUIP	Prescribed Burning	Level Terrain, Volatile fuels < 4 ft tall, >640 ac	Ac	\$6.41	PR	100
706	338	EQUIP	Prescribed Burning	Site Preparation	Ac	\$51.59	PR	100
707	338	EQUIP	Prescribed Burning	Steep Terrain, Volatile Fuels <4 ft tall	Ac	\$10.58	PR	100
708	338	EQUIP	Prescribed Burning	Steep Terrain, Volatile fuels >4 ft tall, <10% Canopy Cover	Ac	\$70.76	PR	100
709	338	EQUIP	Prescribed Burning	Steep Terrain, Volatile fuels >4 ft tall, >10% Canopy Cover	Ac	\$140.83	PR	100
710	338	EQUIP	Prescribed Burning	Timber Litter and Slash Fuel Types, Moderate Complexity	Ac	\$357.08	PR	100
711	338	EQUIP	Prescribed Burning	Understory Burn	Ac	\$12.29	PR	100
712	338	EQUIP	Prescribed Burning	Woodland with Grass-Shrub, Low Complexity	Ac	\$187.44	PR	100



Amador Resource Conservation District
12200-B Airport Rd
Jackson, CA 95642
Email: Amanda@amadorrcd.org
Web: www.amadorrcd.org

Directors: Steve Cannon, Carole Marz, Dan Port, Emily Taylor, Kelsi Williams

Mr. Carlos Suarez, State Conservationist
USDA Natural Resource Conservation Service
430 G St #4164 Davis, CA 95616
Via email:

26 August 2024

Dear Mr. Suarez,

I'm writing to make you aware of a critical issue that faces the Amador RCD and the NRCS Jackson Local Partnership Office (LPO). The Amador RCD needs assistance from the NRCS to continue to provide office space to the NRCS staff. For over 20 years the Amador RCD and Amador County have provided office space to the Jackson LPO, with no charge to the NRCS. The Amador RCD office space is currently at capacity, with growing staff we are reaching the point that we are unable to support the current Jackson LPO staff. Housing NRCS staff is restricting the growth of the Amador RCD and putting a strain on our relationship with our County. I've been made aware that NRCS cannot provide financial support for LPO office space. The ARCD requests that the Jackson LPO be reclassified to a Service Center or Field Office to allow NRCS to financially contribute to support local NRCS staff.

The ARCD is committed to a strong partnership with the NRCS, which is evident in the ARCD's long-term and continued support of providing office space for the Jackson LPO. Another example of our commitment to the mission of the NRCS is our assignment of two RCD employees to help the NRCS deliver EQIP and RCPP services to the landowners seeking assistance in forest management. This contribution equates to a dollar value of approximately XXX for the NRCS mission.

The Amador RCD is very happy with the NRCS Local Partnership Office (LPO) in Jackson and the staff that have stepped up to serve the constituents of the Amador RCD. D.C. Jennifer Wood is a dedicated and energetic representative of your agency, and we feel lucky to have her and her staff. Given the dedicated staff, increasing workload, and general change in the landscape of offerings and natural resource focus from the NRCS the ARCD believes there is a strong argument for transitioning the LPO to a Field Office/Service Center.

The Jackson LPO serves three counties, Amador, Calaveras, and Tuolumne. Each of these counties has highly functioning RCDs that work to support the mission of the NRCS. When the decision to change the Jackson Field Office to a Local Partnership Office was made only the Amador RCD was established. In 2005 the Tuolumne RCD and in 2017 the Calaveras RCD were formed. With the formation of these two RCDs, there is a need for NRCS to reevaluate how they can serve the communities in all three of these counties. Another change that should precipitate the reevaluation of the office's status is the focus on forestry land types in NRCS services. In the years since the decision to create an LPO, there has been a growing effort to provide support to forest landowners in addition to the more traditional agricultural operations. Amador, Calaveras, and Tuolumne RCDs have large amounts of private property landowners and this increase in support dictates the need to reevaluate the support and functionality of the Jackson NRCS office.



Amador Resource Conservation District
12200-B Airport Rd
Jackson, CA 95642
Email: Amanda@amadorrccd.org
Web: www.amadorrccd.org

Directors: Steve Cannon, Carole Marz, Dan Port, Emily Taylor, Kelsi Williams

The Amador RCD is working to build capacity and address the needs of our community, and we ask that the state NRCS join us in growing to meet our communities' evolving needs in the face of a changing climate. As our local staff grows, we need to be honest with how our partnership evolves. We need to be sure we are addressing the practical needs of our organizations. The Amador RCD is a grant-funded organization and the pressures of serving our constituents may soon result in our not being able to provide space for the NRCS Jackson LPO. Our support of the NRCS mission is evident in over 20 years of support in providing office space to NRCS staff, we hope that in the future NRCS can provide practical support in paying for the office space of its staff.

Sincerely,

Steve Q. Cannon
Director, ARCD

CC'd via email: Jennifer Wood (Jennifer.Wood@usda.gov) and Johnnie Siliznoff (johnnie.siliznoff@usda.gov)

Services Agreement

This Agreement for Services ("Agreement") is between the California Association of Resource Conservation Districts (CARCD), a California non-profit public benefit corporation, and the Tuolumne County Resource Conservation District (TCRCD), on behalf of the Central Sierra Natural and Working Lands Hub (Hub).

The intent of this Agreement is to increase capacity available to the Hub to accelerate regional planning and coordination, representation in the policy arena, on-the-ground implementation work, and fund development among Hub members, while providing maximum flexibility for the Hub in carrying out the scope of work set forth in this Agreement.

1. **Term of Agreement**

This Agreement shall be in effect and binding for both parties for **33** months beginning October 1, 2023. The funds allocated under this Agreement are for the sole purposes of hiring and maintaining a Regional Coordinator for the Hub to successfully execute the Scope of Work contained in paragraph 2 below.

2. **Scope of Work:** The purpose of this Agreement is described in **Attachment A- Statement of Work**. The specific tasks to be carried out by the REGIONAL COORDINATOR with support from the Hub are described in **Attachment A**. Except as otherwise specified in **Attachment A**, TCRCD will have responsibility for employee payroll, taxes, insurance, and management oversight for the Regional Coordinator. TCRCD will ensure all expenses associated with IT, equipment, and travel are covered for the Regional Coordinator.

(a) **Reporting:** TCRCD, working with their Hub leadership, will submit quarterly progress reports and a mid-year report on this project to CARCD. TCRCD will also be responsible for submitting reporting documentation to CARCD as needed to meet grant requirements. Reporting templates and submission instructions will be provided by CARCD once the Agreement is signed.

3. **Method and Time of Payment:** So long as conditions of Paragraph 4 are met, CARCD will disburse \$120,000 to TCRCD annually for three years. TCRCD will use the funds to hire and support a Regional Coordinator on behalf of the Hub to execute the scope of work contained in Attachment A. Payments for the first year will be made in four installments of \$30,000. The first payment shall be made after this agreement is executed and once CARCD has received an invoice from TCRCD. TCRCD will send three additional invoices each month after the first invoice. For years two and three (2024 and 2025), TCRCD will submit two invoices for \$60,000 (50%) per year, once on October 1st and once again within 14 days of mid-year reporting.

4. **Conditions of Payments:** CARCD is relying on a three-year grant from the Patterson Foundation to fund this agreement. Payments from the Patterson grant occur

annually in January 2023, 2024, and 2025. The first payment has been received and enables CARCD to make payments under this agreement through August 2024. CARCD payments past August 2024 are conditioned on receipt of sufficient grant funds from the Patterson Foundation in 2024 and 2025.

5. **Status of TCRCD:** Nothing in this Agreement is intended or should be construed to create a partnership, joint venture, or employee-employer relationship between CARCD and TCRCD. TCRCD will take no position with respect to or on any tax return or application for benefits, or in any proceeding directly or indirectly involving CARCD. TCRCD is not the agent of CARCD and is not authorized and must not represent to any third party that TCRCD is authorized to make any commitment or otherwise act on behalf of CARCD.

Without limiting the generality of the foregoing:

(a) **Benefits and Contributions.** The employees or agents of TCRCD are not entitled to or eligible for any benefits that CARCD may make available to its employees, such as group insurance or retirement benefits. CARCD will not withhold or make payments for social security, make unemployment insurance or disability insurance contributions, or obtain workers' compensation insurance on behalf of TCRCD. If, notwithstanding the foregoing, an employee or agent of the TCRCD is reclassified as an employee of CARCD by the United States Internal Revenue Service, the U.S. Department of Labor or any other federal or state agency as a result of any administrative or judicial proceeding, TCRCD agrees that the employees or agents of TCRCD will not, as a result of such reclassification, be entitled to or eligible for, on either a prospective or retrospective basis, any employee benefits under any plans or programs established or maintained by CARCD.

(b) **Taxes.** TCRCD is solely responsible for filing all tax returns and submitting all payments as required by any federal, state, or local tax authority arising from the payment of fees to TCRCD under this Agreement and agrees to do so in a timely manner. If applicable, CARCD will report the fees paid to the TCRCD under this Agreement by filing Form 1099-MISC with the Internal Revenue Service as required by law.

(c) **Compliance with Law.** TCRCD will comply with all applicable federal, state and local laws, including laws requiring the payment of taxes, such as income and employment taxes, and social security, disability and other contributions.

(d) **Records of Compliance.** If requested, the RCD will provide appropriate records to demonstrate compliance with the terms and conditions set forth in this Agreement.

6. **Indemnification:** Each party shall indemnify and hold the other party, its employees, agents and representatives free and harmless from and against all claims, losses, liability and expense (including reasonable attorneys' fees) arising from the indemnifying party's breach of this Agreement or from such indemnifying party's carrying

out its obligations under this Agreement, except to the extent that such claim, loss, liability or expense is determined to have been caused by the sole negligence or willful misconduct of the party seeking to be indemnified.

7. **Limitation of Liability:** IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR ANY CONSEQUENTIAL, INDIRECT, EXEMPLARY OR PUNITIVE, SPECIAL OR INCIDENTAL DAMAGES ARISING FROM OR RELATED TO THIS AGREEMENT.

8. **Notices:** Any notice required or permitted by this Agreement shall be in writing and shall be deemed given when personally delivered or when deposited in any United States mail with first class postage paid addressed to the other party at the address set forth after that party's name on the signature page of this Agreement. Either party may change its address for receipt of notices by giving notice of such change to the other party.

9. **Intellectual Property:** Title and full ownership rights of intellectual property developed under this Agreement shall at all times remain with CCI, CARCD, and Hub RCDs, unless otherwise agreed to in writing. Guidance and rules on development and use of shared intellectual property will be developed and agreed upon by all parties.

10. **Entire Agreement: Amendments:** This Agreement is the final, complete and the exclusive agreement of the parties as to the subject matter hereof and supersedes and merges all prior or contemporaneous communications or understandings between the parties. No amendment of this Agreement, including Attachment A, will be effective unless in writing and signed by the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the last signature date set forth below.

California Association of Resource Conservation Districts



Nancy Wahl-Scheurich

3/21/2024

Date

Tuolumne County Resource Conservation District

Lindsay Mattos

Date

Attachment A

SCOPE OF WORK (SOW) Southern California Soil Hub October 2023-July 2026

Background:

Concurrence Forms must be signed and submitted by each participating RCD of the Hub prior to Agreement execution.

Regional Coordination of Capacity Building, Planning and Implementation. Regional Coordinators will form the backbone of capacity building, planning and implementation efforts in each region. Regional Coordinators will organize regional needs assessments and develop and help execute regional implementation plans (see below), including coordinating farmer-to-farmer demonstration networks, educational events, outreach and communications efforts, fund development, on-farm planning and implementation, and Hub representation in policy development at the local/regional and state levels.

Regional Needs Assessments. Foundational to the Hubs' approach for scaling up carbon farming will be completion of comprehensive regional needs assessments. Needs assessments will document existing programs, resources, and staffing capacity, and identify gaps in technical knowledge and expertise, resources and/or services. *Landscape-scale carbon farming analyses and extensive producer engagement activities will be conducted for each hub region* to quantify carbon sequestration opportunities, with detailed information on associated conservation practice types, potential adoption rates, and implementation costs to shape local, regional and state markets, planning, and program and policy development. Extensive outreach to producer groups and industry leaders, along with local and regional food systems organizers, local government, resource agencies and other stakeholders will be conducted to identify current and emerging needs, innovations, and climate initiatives that can be leveraged to support carbon farm planning and implementation. *Regional technical advisory committees* will be established to ensure broad-based representation and integration of existing efforts in the development of 5-year regional plans.

Hub Regional Implementation (Business) Plans. Identifying and integrating all available opportunities to scale transformations in our food and agricultural systems from the ground up will require a tremendous amount of planning and coordination. To ensure collective actions to scale carbon farming are targeted, effective, and deploy resources in an equitable and cost-effective manner, *5-year regional implementation plans* will be developed setting out comprehensive strategies to fill gaps in resource allocation,

technical assistance, and expertise and to prioritize and guide investments in agricultural climate solutions at the farm, regional, and state scale.

State Policy/Programs and Policy Maker Education. CCI, CARCD, and The Climate Center will launch a coordinated statewide strategy, in partnership with the Hubs, to educate elected officials and key state agencies on the climate mitigation and resilience work underway in their districts through our local and regional conservation partnerships, and the level and scope of state investments needed to scale carbon farming/regenerative agriculture as a critical element of the state's climate change mitigation strategy. The partners will collectively participate in shaping the Natural and Working Lands (NWL) Scoping Plan and State's Climate Smart Land Strategy (2023-2024), including establishing an ambitious 2030 (and 2038 and 2045) climate target for working lands (including agriculture) and shaping the key strategies, priority actions, and investments to reach this target, being lead by the California Natural Resources Agency (CNRA). The landscape-scale assessments of carbon sequestration opportunity conducted by the Hubs, coupled with extensive producer stakeholder engagement and implementation planning, will serve as a critical foundation and roadmap for the NWL Scoping Plan process.

The Hubs, working in partnership with CCI and CARCD, will also organize RCDs and their agricultural constituencies in outreaching to and educating state and federal agencies on the importance of building local and regional planning capacity through our existing agricultural conservation partnerships (e.g., RCDs, Cooperative Extension, and USDA-NRCS District Offices). CCI and CARCD will develop customized outreach materials and assist in sponsoring agricultural field tours for and arranging office visits with elected officials covering all 38 counties. The Hubs, CCI, and CARCD will attend all of the CA Department of Food and Agriculture (CDFA) Office of Environmental Farming and Innovation quarterly meetings and provide stakeholder feedback on CDFA Climate-Smart Agricultural Programs, focused on how their investments can support scaling carbon farming/regenerative agriculture at the local level. The partners will meet with key staff at CNRA on the valuable work and capacity needs of RCDs and their partners across the state.

Private and Public Fund Development Strategy. CCI, CARCD, and the Hubs will work to secure public sector climate investments to continue building local and regional capacity, including funding for non-RCD regional conservation partners, and for scaling on-farm carbon farm planning and implementation. Regional planning grant proposals will be submitted to the Department of Conservation's Sustainable Agricultural Lands Conservation Grant Program; the new Climate-Smart Land Management Grant Program; the Strategic Growth Council's Regional Climate Collaborative Grant Program; and, the Governor's Office of Planning and Research's new Integrated Climate Adaptation and Resiliency Grant Program. New USDA Natural Resources Conservation Service funding programs for Regional Conservation Partnerships will also be leveraged. State funding support for carbon farm planning and implementation will be secured through CDFA's Climate-Smart Agriculture grant programs and its new Conservation Agriculture Planning

Grant Program through regional, multi-RCD block grant applications. We will continue to secure implementation funding through various state agencies, including the Wildlife Conservation Board, Department of Water Resources, CDFA's Healthy Soils Program, and CalRecycle. We also expect to secure support from new and refined state programs that will be developed as part of the NWL Scoping Plan process (see **State Policy** above).

Purpose:

The Regional Coordinator will help establish a Regional Carbon Farming/Soil Hub with Hub RCDs that includes deep engagement with local and regional agricultural conservation partners, agricultural producers and associations, and other stakeholders. Assess regional carbon sequestration potential on agricultural lands and increase the technical and financial capacity of Hub RCDs and partners to scale agricultural climate solutions in California.

Objectives:

Organize a regional needs assessment and develop and execute a regional implementation plan based on carbon sequestration potential; oversee and coordinate farmer-to-farmer demonstration networks, educational events, outreach and communications efforts, fund development, on-farm planning and implementation, and Hub representation in policy development at the local/regional and state levels; and work with CCI and CARCD to launch a coordinated statewide, legislative strategy, including organizing tours for elected officials.

Phase I:

1. Develop a framework and strategic work plan for establishing and sustaining a Regional Hub. Components of this framework will include the following:
 - Develop strong partnerships with other agricultural conservation organizations; local, state, and federal government; agricultural associations and producer groups; and other stakeholders.
 - Identify and to the extent possible quantify opportunities to enhance carbon capture in terrestrial plant biomass and soil organic matter on working landscapes within the region, including a list of potential practices, acreage and environmental co-benefits (ecosystem services).
 - Recognize and describe possible limiting factors and foreseeable challenges relating to economics, cultural beliefs, regulations, outreach, education and access to technical and financial assistance.
 - Specify additional technical expertise and financial needs of Hub RCDs.
 - Brainstorm future funding avenues for Phase II and long-term sustainability of biological carbon sequestration projects including connecting with local and regional GHG reduction efforts.

2. Increase the technical and financial capacity of RCDs to scale agricultural climate solutions, including:

- Submit regional grant proposals to build RCD technical capacity.
- Work with CARCD and CCI to execute on a statewide legislative outreach strategy and provide input on state and federal conservation program development.

CCI and CARCD MATCH

CCI and CARCD staff will provide on-going training, education, support to the Regional Coordinator; assist with regional needs assessment, landscape-scale carbon sequestration assessments, and 5-yr implementation plan development; statewide coordination of Regional Carbon Farming Hub Network; and legislative outreach strategy.

BUDGET

Regional Carbon Farming Hub Regional Coordinator (salary/benefits/other expenses.)	\$120,000.00
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Amador RCD
Executive Director Report
Prepared for: August 26th, 2024 Board Meeting

Current Projects Updates:

Community Chipping Program: Working to advertise the Chipping Program as well as work on alternatives to spend down the grant funds prior to the end of the grant term. Megan has identified a partnership with the county for a County-wide green waste disposal event. The event will be held in November and facilitated by the county in partnership with the ARCD. ARCD submit a grant amendment in September this will be requesting funding for the county to purchase equipment for the county to do Ingress/Egress vegetation treatment and expanding treatment to help with defensible space clearing.

Healthy Soil Program Technical Assistance Funding- Anna assisted with the technical review of applications to the Central Sierra HSP. The awards should be announced within the next month and contracts with Placer will be sent to clients. Anna is planning workshops in Amador, Calaveras, and Tuolumne County. Anna has hosted 2 workshops, a Range Seeding Workshop (Amador) held on June 5th and a Vineyard Event (Calaveras) on June 26th. A third workshop on water conversation and restoration will be held in Tuolumne on Sept 6th (see flier).

Forest Health Assistance Program (FHAP): Tamryn working with 9 clients on all of the paperwork to get them under contract. In September Tamryn will start doing initial site visits again to get new clients for the next round of RCPP funding.

Jackson Creek Forest Health Project: A grant amendment submitted by staff was approved, this adjusted the acreage of treatment types, and approved the creation of 15 fire plans for private property owners in the Jackson Creek project footprint. ARCD will be going out to bid for a contractor to create fire plans in September. ARCD will conduct an application process based on need and suitability of treatment this application process will facilitate the selection of property owners to receive these plans.



Grazing has started on the Jackson Creek footprint. Gordon and Tamryn are both available to provide assistance with landowner coordination as needed.

WCB Pollinator Habitat Installation: Anna facilitated a training with staff for initial site assessments for wildlife structures. The contract with Amador Barn Box has been developed and is under review by the contractor.

WCB Pollinator Project: Planning has continued on the Hangs on the Homestead Pollinator Project. Next week ARCD staff will be developing a formal plan for the Monarch Habitat/Milkweed Distribution project. This project will involve community education and the distribution of plant material to increase monarch population.

Outreach Planning: Megan is working on the upcoming newsletter, that will feature Amber, the chipping program, and a summary of fair.

Natural and Working Lands Hub Coordinator: In early 2023 the ARCD received funding for a staff position to be a coordinator for the region for three years (~\$100k annually). The ARCD has difficulty filling this position and the contract was turned over to Tuolumne RCD, who had a staff member willing to serve in this role. After conversations with Tuolumne RCD and the funder, the group has decided the coordinator position would be best hosted under the Amador RCD. With the Dept. of Conservation grant rolling out in the next few months, this would help streamline workflow and coordination.

Office Space: Currently, all AFSC Staff are working out of the ARCD/NRCS office and there is limited office space. AW has requested additional office space. This request has been partially granted, by moving around some county equipment to better utilize the space, no additional office space was granted. AW attended the County Administration Committee (see meeting packet) on 8/19; the county expressed support for these organizations but cannot grant additional space

and advised these organizations to look for alternative office locations, as the County needs to prioritize space for county departments.

Amanda and Jennifer have been discussing how to garner NRCS funds to support additional space, see the attached letter regarding Jackson Local Partnership Office status v. Field Office/Service Center.

Upcoming Funding/Projects:

Multi-Landowner EQIP Assistance Project NRCS Cooperative Agreement: Awarded \$42k to develop the MEQIP process and work with a group of Amador County residents to pilot this project.

Amador/Calaveras Stewardship Agreement: Awarded. Funding was awarded to Calaveras RCD will assist in planning forest health projects.

NACD Climate Smart Commodities Planning Grant: awaiting funding announcement

Jackson Creek Oak Restoration funding: CARCD is the lead on the project and requested information to include in their application as a potential block grant awardee.

Healthy Soils: Restoring Water on Working Lands - Sept. 6th

FARMERS AND RANCHERS,
Join the Tuolumne County Resource Conservation District and conservation partners to learn about soil and water conservation on working lands in the Sierra Nevada foothills and mountains.

Water Conservation Topics:

- Understanding the Basics of Water Management
- Mastering Water Management in Annual and Perennial Crop Systems: Techniques for Effective Irrigation Scheduling
- Managing Soils for Water Conservation
- Riparian Habitat Restoration: Planning and Considerations
- Technical and Financial Assistance

Special Tour with Tuolumne Band of Me-Wuk Indians of the Turnback Creek & Tuolumne Log Pond Rehabilitation Project

Learn how the tribe is protecting community water access, wildfire resiliency, cultural heritage, and watershed/ecosystem health through riparian restoration.

September 6th, 2024

9:30AM - 2:00PM

18411 Bay Ave, Tuolumne, CA 95379

**Please bring a lunch
Water & coffee will be available**

*** Presentations will take place indoors and outdoors, please dress accordingly.**



Register Here



UNIVERSITY OF CALIFORNIA
Agriculture and Natural Resources

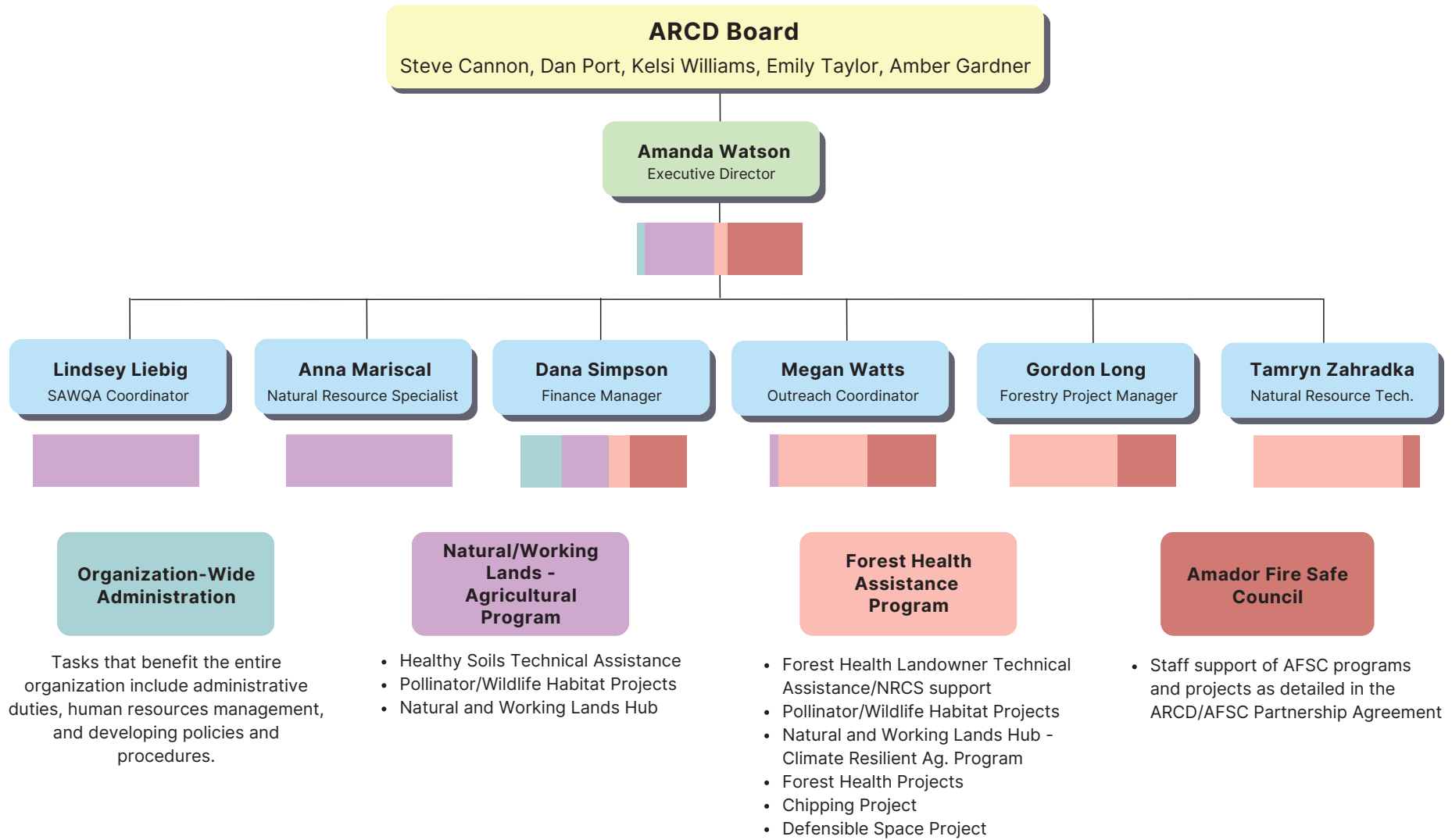


Funding for this event provided by California Department of Food & Agriculture as part of the CDFA Climate Smart Agriculture Programs.

ORGANIZATIONAL CHART

August 2024

**AMADOR RESOURCE
CONSERVATION DISTRICT**



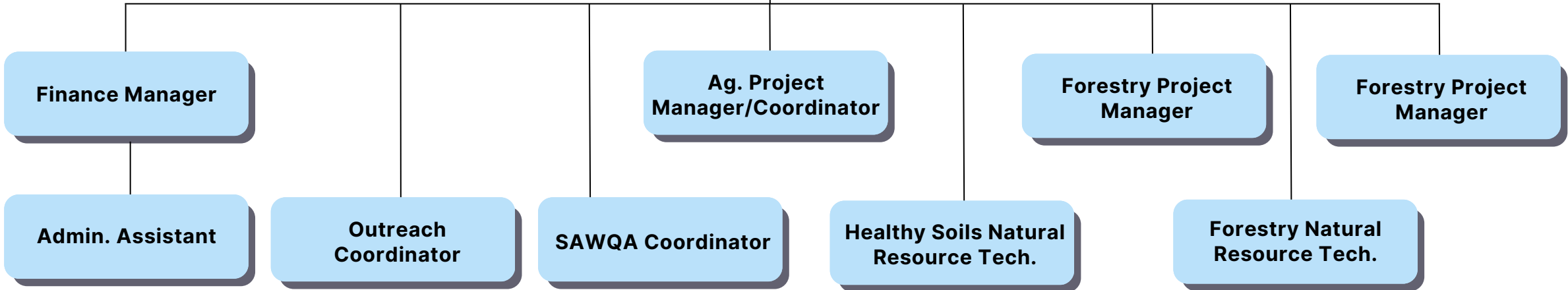
**FUTURE STAFF PLANNING
ORGANIZATIONAL CHART**

DRAFT - August 2024

**AMADOR RESOURCE
CONSERVATION DISTRICT**

ARCD Board

Executive Director





Amador Resource Conservation District
12200 B Airport Road, Jackson CA 95642

7/22/2024

Jon Hopkins

Director of General Services, Amador County

12200- B Airport Road Jackson, CA 95642

Via email: jhopkins@amadorgov.org

RE: Office Space Request

Dear Mr. Hopkins

The Amador RCD is writing this letter to respectfully request additional office space in the General Service Building to support the organizations' growth and the capacity to support landowners in Amador County. The Amador Resource Conservation District (RCD) is a local special district of the government, governed under Division 9 of the Public Resources Code. The Amador RCD works in close partnership with the Natural Resource Conservation Service (NRCS) and the Amador Fire Safe Council. These three organizations provide a variety of services to the residents of Amador County. Over the past 8 years, these organizations have worked to secure over \$16.5 million of grant funding with the majority of this going directly to the implementation of fuels reduction, fire prevention, and best management practices for resource conservation on agriculture and forested lands in the county.

The staff for these three organizations share a space, generously provided by Amador County, in the Amador County General Services Building, 12200 B Airport Road. The current 990 square feet provided houses a combined 10 FTE staff, in addition, we are hoping to hire an additional 4 staff between the organizations in the next 6-9 months. Much of the work provided by these organizations is technical assistance that helps land managers develop projects and apply for funding. The amount of funding land managers have access to is a direct function of the number of technical assistance positions housed in the county.

The Amador RCD request includes:

- The addition of 'Amador Fire Safe Council' to the signage on the office door as well as the signage on the front of the GSA Building. Amador RCD will pay for the design, printing, and installation of this signage.
- Re-evaluation of the building's attic access to a different area of the building. Currently, access is within ARCD's provided office space. The access is consistently open with a ladder set up. Because of this access point's position, this space is not useable as a desk space.
- Increasing the office space provided to Amador RCD and partners to include the remaining 200 square feet in the currently occupied space.

The Amador RCD greatly appreciates the years of support from Amador County. Thank you for your time and consideration of this request. Feel free to contact Amador RCD Executive Director with any questions, Amanda Watson can be reached by phone (209) 217-1090 or by email Amanda@AmadorRCD.org.

Sincerely,

A handwritten signature in cursive script that reads "Amanda Watson".

Amanda Watson

Amador Resource Conservation District

Executive Director

THRID AMENDMENT TO MEMORANDUM OF UNDERSTANDING

THIS THIRD AMENDMENT TO SERVICES AGREEMENT (this "Third Amendment") is made as of _____, 2024 by and between COUNTY OF AMADOR, a political subdivision of the State of California ("County") and Amador Resource Conservation District, a resource conservation district formed pursuant to the California Public Resources Code ("ARCD").

RECITALS

WHEREAS, the County and ARCD executed an MOU (the "Original Memorandum of Understanding") dated as of October 2, 2007, whereby RCD is a district formed pursuant to Section 9151 *et seq.* of the California Public Resources Code, for the purpose of giving technical assistance to individual landowners in planning and installing conservation practices, and initiating community-wide conservation programs. In performing these functions, ARCD partners with different agencies, including the Natural Resource Conservation Service ("NRCS") of the U.S. Department of Agriculture; and

WHEREAS, the County and ARCD executed a First Amendment dated December 5, 2017 for additional space; and

WHEREAS, the County and ARCD executed a Second Amendment dated June 11, 2019 for additional space; and

WHEREAS, the County and ARCD desire to modify the Original MOU and First Amendment and Second Amendment as set forth in this Third Amendment. The Original MOU and First Amendment and Second Amendment, as amended by this Third Amendment, shall be referred to as the "MOU."

NOW, THEREFORE, the parties agree as follows:

1. "The third paragraph of the Recitals states; "C. County is willing to allow ARCD to occupy a portion (the "Premises") of the Building adjoining the portion occupied by the Facilities Division of GSA, upon the terms and conditions set forth in this MOU. The approximate location of the Premises is set forth on Attachment A, attached and incorporated by this reference." and Attachment A of MOU shall be modified as follows:

2. The Second Amendment states; "Attachment A to the Original Agreement and the Frist Amendment is hereby deleted, and the document attached as Attachment A to this Second Amendment is substituted in its place":

3. Attachment A to the Original Agreement and Frist Amendment and the Second Amendment is hereby deleted, and the document attached as Attachment A to this Third Amendment is substituted in its place:

4. Except as set forth in this Third Amendment, the Agreement and First Amendment and Second Amendment shall remain unmodified and in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Third Amendment as of the date first set forth above.

COUNTY OF AMADOR

AMADOR RESOURCE CONSERVATION DISTRICT

BY: _____
Brain Oneto
Chairman, Board of Supervisors

By: _____
Steve Cannon
Title: President

APPROVED AS TO FORM:
OFFICE OF THE COUNTY COUNSEL
COUNTY OF AMADOR

ATTEST:
JENNIFER BURNS, CLERK OF THE
BOARD OF SUPERVISORS

BY: _____
Gregory Gillott

BY: _____

GENERAL SERVICES ADMINISTRATION

MAIL: 12200-B Airport Road, Jackson, CA 95642

LOCATION: 12200-B Airport Road, Martell, CA

PHONE: (209) 223-6744 FAX: (209) 223-0749 E-MAIL: jhopkins@amadorgov.org



SUMMARY MEMORANDUM

TO: Administrative Committee

FROM: Jon Hopkins, GSA Director *Hop*

DATE: August 19, 2024

SUBJECT: Amador Resource Conservation District (RCD) Additional Space Request

Background: From 2001 to 2004, the County provided office space to NRCS at 42-A Summit Street. In 2004, NRCS rented space at the Quail Hollow complex in Jackson but lost their funding due to federal budget cuts. Following the recommendation of the Ag Commissioner, the County entered into a Memorandum of Understanding (MOU) with Amador Resource Conservation District (RCD) to provide office space at the GSA Building (approximately 500 square feet) to house both its office and the NRCS office. On December 5, 2017, the Board granted an additional 250 square feet for a total of 750 square feet. On May 14, 2019, the Board considered another request from RCD to add space to accommodate additional staffing and approved the increase from 750 square feet to 1005 square feet. The current request from RCD is for another 200 square feet, which is not available without relocating County functions (refer to the request from Amanda Watson dated 7/22/2024).

On August 19, 2024, RCD and staff met with the Administrative Committee and informed the Committee RCD and Staff had shifted some equipment around to accommodate some of RCD's request. The space used for printing and copying by UCCE/AG/RCD and GSA will be shared, however, there is no more available space for expanding UCCE or NRCS/RCD.

Subject or Key Issue: Approve the Amendment for additional space.

Analysis: While housing multiple agencies in one facility can be beneficial, the building is currently exceeding its original purpose and experiencing increased use, leading to the accelerated deterioration of materials and equipment. Additionally, there are several direct and indirect conflicts between the agencies, including issues related to noise, shared counters and conference rooms, parking, energy use, and in some cases, disrupting County staff's production of work or requiring staff's assistance. As these programs expand and bring more people into the building, the County continues to lose the available resources needed for its intended purpose.

One of the most significant issues is parking constraints. Daily staff and the public must park across Airport Road in a gravel area, which does not comply with ADA standards. During the winter months, staff and the public must navigate a ditch to cross the street, posing a significant challenge. Creative solutions, such as placing a pallet across the ditch, have been observed. Furthermore, increased staffing levels for UCCE and NRCS/RCD have more than doubled, triggering a code analysis for fire and life safety compliance as well as an ADA analysis due to the significant change in occupant load. This would likely necessitate improvements to restrooms and front doors, with limited space to add additional fixtures; hence it is possible that this simply cannot be achieved at this site.

The building was originally designed for one ADA-accessible parking stall. Current usage requires a minimum of two stalls, and there is no safe path of travel for those parking across the street. Conference

rooms are also frequently unavailable to the County because UCCE or RCD has scheduled in advance classes and trainings.

While the GSA/AG building was compliant when it was built and occupied in 2000, the increased staffing levels have changed this, putting the County at risk.

While these programs serve a valuable purpose, and recognizing that only the Board of Supervisors can determine the public purpose and benefits of cooperative agreements, I question the policy direction that continues to place the County at risk or allocates County space to non-county departments.

Cooperative agreements with organizations sharing space and/or resources usually start out having marginal impacts on the County but eventually non-county organizations grow slowly and, over time leads to separation because the burden of providing space and/or resources overwhelms the other entity that has separate and distinctly different responsibilities.

GSA and RCD have come up with a plan to rearrange the copier and plotter area to accommodate a portion of RCD's request, but the property is currently too small to continue to add more FTEs.

Alternatives: 1) Continue to provide only the 1005 square feet currently used by NRCS/ARCD, or 2) Require NRCS/ARCD to relocate to another property.

Fiscal or Staffing Impacts: County staff frequently respond to individuals seeking out services unrelated to county functions and this would increase with signage at the front door.

4/5ths vote: N/A

Recommendation(s): Approve the 3rd Amendment with RCD to rearrange copiers and some file cabinets to allow four (4) RCD file cabinets and one (1) copier into the existing copier and plotter area shown on Attachment A.

c: Chuck Iley, CAO
file