



# AMADOR RESOURCE CONSERVATION DISTRICT

## Board of Directors Meeting Agenda

**Tuesday, 12 November 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](https://meet.google.com/hyh-zwww-ngn)

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

**ARCD Directors:** Steve Cannon, 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	<b>Public Comment:</b> 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	<b>Consent Agenda*:</b> 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: September 2024 3. Financial Reports 4. SAWQA Report
3	<b>Approval of the Warrant Summary* - Dana Simpson</b>
4	<b>NRCS Report – Jennifer Wood</b>
5	<b>SAWQA Budget* - Dan Port</b>
6	<b>NACD Dues* - Dana Simpson</b>
7	<b>ACT Partnership Representative Alternate* - Steve Cannon</b>
8	<b>Education Committee Representative* - Kelsi Williams</b>
9	<b>Executive Director Report - Amanda Watson</b>
10	<b>Adjourn</b>
<b>Next ARCD Board of Directors Meeting: Second Tuesday of the Month December 10<sup>th</sup> 2024 4:15pm- 6pm</b>	

**\*ACTION ITEM**



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

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

## Minutes for Regular Meeting of 23 September 2024

Called to order on 23 September 2024 at 4:15 p.m. at 12200-B Airport Road, Jackson, CA

Present were: Directors Cannon, Port, & Gardner  
Executive Director Amanda Watson, Finance Manager Dana Simpson, Jennifer Wood, Jill Damsky, Lindsey Liebig, Serena Hangs

### **Public Comment:**

Serena Hangs commented that she has spoken to Anna Mariscal regarding the pollinator installation on her property and delaying the installation to next fall.

**Consent agenda:** Motion to approve Consent Agenda by Director Port, 2<sup>nd</sup> by Director Gardner. Roll call vote: Port – aye, Gardner – aye, Cannon – aye. Williams – Absent. Nays - none Motion passed

**Warrants Summary and approval of Warrant 24-090:** Motion to approve warrant made by Director Gardner, 2<sup>nd</sup> by Director Port. Roll call vote: Port – aye, Gardner – aye, Cannon – aye. Williams – absent. Nays - none Motion passed

**SAWQA Report:** Jill and Lindsey presented an update on the SAWQA program.

**NRCS Report:** Included in the Board Packet

**NRCS Request for Support and Service Center Designation:** Watson reviewed the letter and discussed the background and history of the Jackson Local Partnership Office.

Motion to approve the letter to request the NRCS Jackson Local Partnership Office classified as a Service Center with the change to sent to Johnnie Silinoff made by Director Williams, 2<sup>nd</sup> by Director Gardner. Roll call vote: Port – aye, Gardner – aye, Cannon – aye. Williams – aye. Nays - none Motion passed

**Personnel Policy Review and Approval:** Motion to approve the Employee Policy with the clarification that FTE is working 40 hours/week and that a temporary full-time employee is eligible for benefits was made by Director Gardner, 2<sup>nd</sup> by Director Port. Roll call vote: Port – aye, Gardner – aye, Cannon – aye. Williams – absent. Nays - none Motion passed

**Approval of CARCD Dues:** Motion to approve \$2,281 in dues to CARCD was made by Director Port, 2<sup>nd</sup> by Director Gardner. Roll call vote: Port – aye, Gardner – aye, Cannon – aye. Williams – absent. Nays - none Motion passed

**Approval to obtain Company Credit Card:** Motion to allow staff to research getting an ARCD business credit card was made by Director Gardner, 2<sup>nd</sup> by Director Port. Roll call vote: Port – aye, Gardner – aye, Cannon – aye. Williams – absent. Nays - none Motion passed

**Amador County/ARCD Greenwaste Event MOA:** Motion to approve MOA was made by Director Gardner, 2<sup>nd</sup> by Director Port. Roll call vote: Port – aye, Gardner – aye, Cannon – aye. Williams – absent. Nays - none Motion passed



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

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**Fire Plan Bid Review and Contract Award:** Motion to select Healthy Forest Alliance and execute a contract was made by Director Port, 2nd by Director Gardner. Roll call vote: Port – aye, Gardner – aye, Cannon – aye. Williams – absent. Nays - none Motion passed

**Executive Director Report:** (see board packet)

Gardner motioned to cancel the October 8<sup>th</sup> ARCD board meeting, 2nd by Director Port. Roll call vote: Port – aye, Gardner – aye, Cannon – aye. Williams – absent. Nays - none Motion passed

**Adjourned:** Director Cannon adjourned the meeting

## Amador Resource Conservation District

## Balance Sheet

As of October 31, 2024

11/07/24

Accrual Basis

	<u>Oct 31, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
101768 · Sac/Ama Water Quality Alliance	457,211.55
101769 · Amador RCD	<u>316,758.83</u>
Total Checking/Savings	773,970.38
Accounts Receivable	
11000 · Accounts Receivable	<u>727,183.16</u>
Total Accounts Receivable	727,183.16
Total Current Assets	<u>1,501,153.54</u>
<b>TOTAL ASSETS</b>	<b><u>1,501,153.54</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	<u>130,944.73</u>
Total Accounts Payable	130,944.73
Credit Cards	
001 · Amazon Chase	<u>2,730.46</u>
Total Credit Cards	2,730.46
Other Current Liabilities	
24500 · Accrued Time Off	10,357.03
25800 · Unearned or Deferred Revenue	<u>306,162.90</u>
Total Other Current Liabilities	316,519.93
Total Current Liabilities	<u>450,195.12</u>
Total Liabilities	450,195.12
Equity	
30000 · Opening Balance Equity	714,685.99
32000 · Retained Earnings	319,442.04
Net Income	<u>16,830.39</u>
Total Equity	<u>1,050,958.42</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,501,153.54</u></b>

## Amador Resource Conservation District Profit & Loss Budget vs. Actual July through October 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
45000 · Investments				
45030 · Interest-Savings, Short-term CD	3,510.11	2,500.00	1,010.11	140.4%
<b>Total 45000 · Investments</b>	<b>3,510.11</b>	<b>2,500.00</b>	<b>1,010.11</b>	<b>140.4%</b>
46400 · Other Types of Income				
46009 · Partnership Contracts	74,981.00	228,955.79	(153,974.79)	32.7%
46430 · Miscellaneous Revenue	500.00	2,800.00	(2,300.00)	17.9%
<b>Total 46400 · Other Types of Income</b>	<b>75,410.00</b>	<b>231,755.79</b>	<b>(156,345.79)</b>	<b>32.5%</b>
47890 · Program Income				
47891 · Grant Income	391,423.23	3,795,787.30	(3,404,364.07)	10.3%
47894 · Admin Fee (Indirect Cost)	44,982.55	441,485.64	(396,503.09)	10.2%
<b>Total 47890 · Program Income</b>	<b>436,405.78</b>	<b>4,237,272.94</b>	<b>(3,800,867.16)</b>	<b>10.3%</b>
<b>Total Income</b>	<b>515,325.89</b>	<b>4,471,528.73</b>	<b>(3,956,202.84)</b>	<b>11.5%</b>
<b>Gross Profit</b>	<b>515,325.89</b>	<b>4,471,528.73</b>	<b>(3,956,202.84)</b>	<b>11.5%</b>
<b>Expense</b>				
50100 · Payroll Expenses				
50100-1 · Payroll Expense	147,043.62	763,300.61	(616,256.99)	19.3%
50100-2 · Vacation Expense	10,640.59		10,640.59	100.0%
50310 · Payroll Tax Expense	12,289.73		12,289.73	100.0%
<b>Total 50100 · Payroll Expenses</b>	<b>169,973.94</b>	<b>763,300.61</b>	<b>(593,326.67)</b>	<b>22.3%</b>
51000 · Insurance				
50600 · Worker's Compensation Insurance	7,339.50	6,000.00	1,339.50	122.3%
51500 · Insurance - Liability, D and O	3,394.59	4,000.00	(605.41)	84.9%
<b>Total 51000 · Insurance</b>	<b>10,734.09</b>	<b>10,000.00</b>	<b>734.09</b>	<b>107.3%</b>
52000 · Memberships and Dues		3,000.00	(3,000.00)	
52200 · Office Expenses				
52200-1 · Office Equipment	1,544.72	15,000.00	(13,455.28)	10.3%
52200-2 · Postage, Mailing Service		300.00	(300.00)	
52200-3 · Printing and Copying		1,200.00	(1,200.00)	
52200-4 · Supplies	1,053.52	2,000.00	(946.48)	52.7%
52200-5 · Telephone, Telecommunications	406.77	1,500.00	(1,093.23)	27.1%
52200-6 · Advertising		1,500.00	(1,500.00)	
52200-7 · Software	889.56	3,000.00	(2,110.44)	29.7%
52200-8 · Website	1,008.00	1,000.00	8.00	100.8%
52200-9 · Tech Support	47.92	250.00	(202.08)	19.2%
<b>Total 52200 · Office Expenses</b>	<b>4,950.49</b>	<b>25,750.00</b>	<b>(20,799.51)</b>	<b>19.2%</b>
52300 · Professional Services				
52300-4 · Consulting		5,000.00	(5,000.00)	
52321 · Auditor's Services		5,000.00	(5,000.00)	
52383 · Bookkeeping	1,430.00	4,000.00	(2,570.00)	35.8%
52385 · HR Support	2,100.00	6,300.00	(4,200.00)	33.3%
<b>Total 52300 · Professional Services</b>	<b>3,530.00</b>	<b>20,300.00</b>	<b>(16,770.00)</b>	<b>17.4%</b>
52360 · Outreach				
52360-1 · Event Supplies and Rentals		1,200.00	(1,200.00)	
52360-2 · Swag		2,800.00	(2,800.00)	
<b>Total 52360 · Outreach</b>		<b>4,000.00</b>	<b>(4,000.00)</b>	
52364 · Staff/Board Development				
52364-1 · Training		7,000.00	(7,000.00)	
52364-2 · Team Building		800.00	(800.00)	
52364-3 · Business Events		2,000.00	(2,000.00)	
52364-4 · Convention and Meetings		2,000.00	(2,000.00)	
<b>Total 52364 · Staff/Board Development</b>		<b>11,800.00</b>	<b>(11,800.00)</b>	
52800 · Special Departmental Expenses				
52800-1 · Community Garden		800.00	(800.00)	
52800-3 · Fair Booth		600.00	(600.00)	
52822 · Education/Scholarships	3,000.00	5,000.00	(2,000.00)	60.0%
<b>Total 52800 · Special Departmental Expenses</b>	<b>3,550.00</b>	<b>6,400.00</b>	<b>(2,850.00)</b>	<b>55.5%</b>
52905 · Travel and Transportation				
52905-1 · Mileage	182.38	22,985.00	(22,802.62)	0.8%
52905-2 · Hotel/Per Diem/Meals		1,000.00	(1,000.00)	
<b>Total 52905 · Travel and Transportation</b>	<b>189.38</b>	<b>23,985.00</b>	<b>(23,795.62)</b>	<b>0.8%</b>
54138 · Contractor Services				
54138-1 · Groundwork Contractor	243,225.34	2,681,346.00	(2,438,120.66)	9.1%
54138-2 · Professional Service Contractor	45,313.96	247,570.00	(202,256.04)	18.3%
<b>Total 54138 · Contractor Services</b>	<b>288,539.30</b>	<b>2,928,916.00</b>	<b>(2,640,376.70)</b>	<b>9.9%</b>
65100 · Other Types of Expenses				
65160 · Grant Supplies/Costs	757.68	25,550.00	(24,792.32)	3.0%

**Amador Resource Conservation District  
Profit & Loss Budget vs. Actual  
July through October 2024**

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
65100 · Other Types of Expenses - Other		29,140.00	(29,140.00)	
<b>Total 65100 · Other Types of Expenses</b>	757.68	54,690.00	(53,932.32)	1.4%
<b>Total Expense</b>	490,824.95	3,852,141.61	(3,361,316.66)	12.7%
<b>Net Ordinary Income</b>	24,500.94	619,387.12	(594,886.18)	4.0%
<b>Other Income/Expense</b>				
Other Expense				
70000 · Additions to Reserves		150,000.00	(150,000.00)	
<b>Total Other Expense</b>		150,000.00	(150,000.00)	
<b>Net Other Income</b>		(150,000.00)	150,000.00	
<b>Net Income</b>	<b>24,500.94</b>	<b>469,387.12</b>	<b>(444,886.18)</b>	<b>5.2%</b>

**Amador Resource Conservation District**  
**SAWQA Profit & Loss**  
 July through October 2024

	Jul - Oct 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
45000 · Investments	
45030 · Interest-Savings, Short-term CD	4,675.43
<b>Total 45000 · Investments</b>	4,675.43
47890 · Program Income	
47895 · SAWQA Member Fees	2,465.30
<b>Total 47890 · Program Income</b>	2,465.30
<b>Total Income</b>	7,140.73
<b>Gross Profit</b>	7,140.73
<b>Expense</b>	
51000 · Insurance	
51500 · Insurance - Liability, D and O	3,089.89
<b>Total 51000 · Insurance</b>	3,089.89
52200 · Office Expenses	
52200-2 · Postage, Mailing Service	84.00
52200-7 · Software	2,399.00
<b>Total 52200 · Office Expenses</b>	2,483.00
52300 · Professional Services	
52300-5 · Record Keeping	7,147.70
<b>Total 52300 · Professional Services</b>	7,147.70
<b>Total Expense</b>	12,720.59
<b>Net Ordinary Income</b>	-5,579.86
<b>Net Income</b>	-5,579.86

<b>ARCD</b>	<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>
Jackson Creek Watershed 8GG20624	11/15/2021 - 3/31/2025	\$ 3,603,152.00	\$ 3,217,100.00	\$ 386,052.00	\$ 286,867.74	\$ 1,179,181.78	\$ 483,023.47	\$ 2,423,970.22
Chipping 2021 - Round 2 5GG20102	11/2021 - 3/15/2025	\$ 718,292.00	\$ 652,993.00	\$ 65,299.00		\$ 278,664.70	\$ 43,467.51	\$ 439,627.30
Mitchell Mine Fuel Break 2CA05282	6/10/2021 - 6/9/2025	\$ 327,700.00	\$ 297,910.00	\$ 29,790.00		\$ 200,851.24	\$ 52,329.75	\$ 126,848.76
Healthy Soils - Round 2 21-0540-000-SG	10/1/2021 - 6/30/2025 extended	\$ 60,000.00	\$ 50,000.00	\$ 10,000.00		\$ 4,092.24	\$ -	\$ 55,907.76
2023 RCPP Round 2	11/1/2023 - 11/15/2025	\$ 262,857.00				\$ 65,749.88	\$ 31,701.95	\$ 197,107.12
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		\$ 23,339.78	\$ -	\$ 36,660.22
NACD 2022 - Round 5		\$ 100,000.00	\$ 100,000.00		\$ 545.15	\$ 99,454.85		\$ 545.15
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			\$ 10,574.99	\$ 4,299.02	\$ 240,425.01
WCB Grant - Wildlife Habitat	12/20/2023 - 2/28/2027	\$ 200,000.00				\$ 17,985.80	\$ 12,541.41	\$ 182,014.20
DOC Grant	2/22/2024 - 3/31/2027	\$ 1,618,366.64	\$ 1,407,275.34	\$ 211,091.30		\$ 15,709.61	\$ 15,709.61	\$ 1,602,657.03
Placer HSP Block Grant	12/8/23 - 10/31/27	\$ 92,814.00	\$ 69,610.50	\$ 23,203.50		\$ 15,898.12	\$ 2,876.77	\$ 76,915.88
Defensible Space 5GG22102	12/27/2023 - 03/15/2029	\$ 633,584.00						\$ 633,584.00
Misc Receivables								\$ -
AFSC Staff Time							\$ 77,940.22	
LCRCD Staff Time							\$ 3,293.40	
SAWQA Staff Time								
		<b>\$ 8,044,675.64</b>	<b>\$ 6,212,988.84</b>	<b>\$ 735,245.80</b>	<b>\$ 306,162.89</b>	<b>\$ 1,911,502.99</b>	<b>\$ 727,183.11</b>	<b>\$ 6,133,172.65</b>

\*Deferred Rev

\*Accounts Rec

**SAWQA**

	<u>Amount Billed</u>	<u>Amount Received</u>	<u>Amount Due</u>
2024 Member Fees	\$2,465.30		
2025 Member Fees			



### Oct/Nov 2024 - ARCD Board Meeting

Starting Warrant 24-095

Warrant Number	Amount	Pay to	Project	Notes	Approved by	Status
24-095	\$3,089.89	Alliant	SAWQA	2024 - 2025 Liability Policy Renewal	DS	delivered 9/24/24
24-096	\$3,394.59	Alliant	ARCD Admin	2025 - 2025 Liability Policy Renewal	DS	delivered 9/24/24
24-097	\$1,350.31	SDRMA	ARCD Admin	2023-24 WC Reconciliation	DS	delivered 9/24/24
24-098	\$84.00	USPS	SAWQA	Annual PO Box renewal	DS	delivered 10/8/24
24-099	\$23,162.38	Timber Ridge Clearing	Chipping	Inv 335 Sep 2024	DS	delivered 10/8/24
24-100	\$477.69	ACES	Chipping	Inv 788699 Kirkwood	DS	delivered 10/8/24
24-101	\$348.00	Balancing the Books	Admin	Inv 13174 Sep 2024	DS	delivered 10/8/24
24-102	\$212.24	Amazon Capital Services	Admin	Inv 1QWH-K64N-3YTJ, 1RCV-P4XY-DL3H	DS	delivered 10/8/24
24-103	\$1,489.20	Jill Damskey	SAWQA	July/Aug 2024	DS	delivered 10/8/24
24-104	\$65,000.00	Star Creek Land Stewards Inc	JC	Inv 1378 130 acres grazing	AW	delivered 10/10/24
24-105	\$268.54	Amazon Capital Services	ARCD Admin	Inv #1RYD-GGRF-JVRQ Office Supplies	DS	delivered 10/15/24
24-106	\$169.78	Anna Mariscal	various	Mileage Reimb 3Q2024	DS	delivered 10/24/24
24-107	\$1,419.30	Amador Barn Owl Box Co	WCB - WS	Inv ARCD Site 1	DS	delivered 10/24/24
24-108	\$43,894.66	Mason Bruce & Girard	JC	Inv 35356 April 1, 2023 - Mar 31, 2024	AW	delivered 11/7/24
24-109	\$506.75	Balancing the Books	Admin	Inv 13203 Oct 2024	DS	delivered 11/7/24
24-110	\$74,050.00	Star Creek Land Stewards Inc	JC	Inv 1395 148.10 acres	AW	delivered 11/7/24
24-111	\$104.40	Ledger Dispatch	Admin	Inv 43542 Meeting change announcement	DS	delivered 11/7/24
24-112	\$2,281.90	CARCD	Admin	24/25 Membership Dues	Board	delivered 11/7/24
24-113	\$1,423.98	ACES	Chipping	Inv 788657/ 788656 Oct 2024	DS	delivered 11/7/24
24-114	\$1,724.17	Amanda Watson	Admin	AW Sept CC Charges		

### ARCD Income

Date	Amount	Check From	Project	Notes	Status
10/10/24	\$36,290.12	CalFire	Chipping 2		deposited
10/10/24	\$29,612.61	CARCD	RCPP		deposited
10/10/24	\$5,041.23	CDFR	HSP 2023		deposited
10/10/24	\$9,573.85	CDFR	HSP 2021		deposited
10/10/24	\$1,027.12	CARCD	WCB WS		deposited
10/10/24	\$3,243.09	CARCD	WCB P		deposited
10/22/24	\$76,423.18	CalFire	Chipping 2		deposited

**USDA-NRCS Report Jackson Local Partnership Office**  
**Jennifer Wood, District Conservationist**  
**October 2024**

Program Deadlines

- All current FY24 application deadlines have passed. No official dates have been issued.
- See end of document for 2025 contract reporting.
- Applications are accepted year-round. New deadlines for FY25 begin in November.

Partnerships/Planning

Ongoing

- The Amador, Calaveras, and Tuolumne Resource Conservation Districts are requesting from CA NRCS that the Jackson NRCS Office be converted from a Local Partnership Office to a Field Office. This would enable contribution of funds to the office space for NRCS staff. Amador County and the Amador County RCD are currently hosting the Jackson staff free of charge. As ACRCO grows, they will be unable to continue to host NRCS staff without direct compensation.
- 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 to produce 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. NRCS had a booth at the Chaw'Se Big Time gathering at the Indian Grinding Rock SP, hosted by the Lone Band of Miwok Indians.
- The District Conservationist meets monthly with the ED's of all three ACT RCD's to stay coordinated with staffing and programs. The Tuolumne RCD will soon have a prototype of a

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

An Equal Opportunity Provider and Employer

web application that provides a coordinated platform for natural resources programs and resources, funded with an NRCS Cooperative Agreement. 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 an Archaeologist that can help with cultural resources surveys for NRCS projects.

Staff

- There is still a vacant Rangeland Management Specialist assigned to our office. We have a new Soil Conservationist but it will be a while before she is up and running. There is a request for additional RMS assistance until that vacancy is filled and we will continue to address our current backlog with all available resources. However new rangeland customers are unlikely to receive assistance in FY '25.

Current Staff

- NRCS - District Conservationist Jennifer Wood, Engineer Bradley Soares, Forester Garrett McFall, Soil Conservationist Marisol Sandoval, 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 (RCP)

- Administration of 78 active conservation contracts to treat 40,792 acres is ongoing, with about 5 million dollars obligated.

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

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

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Summary of FY24 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, 2 CSP
Crop	1 CSP		
NAQI (Engines)	2 EQIP		

Total Obligated for all 3 Counties for the last 5 Years

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	16,305	45	\$3,132,264
<b>Total</b>	<b>24,272</b>	<b>78</b>	<b>\$4,803,209</b>

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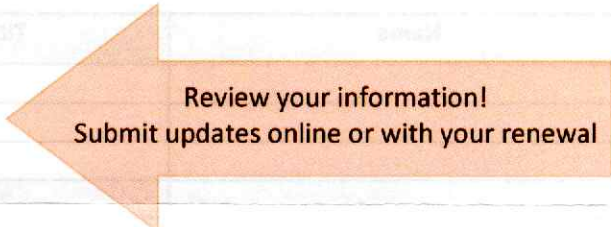


### CONSERVATION INVESTMENT

Customer #: 41934

Investment Date: October 7, 2024

Amador County Resource Conservation District  
12200-B Airport Rd  
Jackson, CA 95642-2330



Phone: 209 - 223-1846

Email: [Amanda@AmadorRCD.org](mailto:Amanda@AmadorRCD.org)

URL: <http://amadorrccd.org/>

Facebook: [https://www.facebook.com/pg/AmadorRCD/about/?ref=page\\_internal](https://www.facebook.com/pg/AmadorRCD/about/?ref=page_internal)

Twitter:

Other:

**PLEASE UPDATE YOUR MEMBERSHIP NOW!**

*This is the first invoice for NACD's 2025 fiscal year which runs October 1, 2024 to September 30, 2025. We hope you continue to show your support for your National Association with a Gold-Level membership contribution of \$775. Complete the application form and send with payment to NACD headquarters.*

Mark Masters  
NACD Secretary/Treasurer

#### Conservation Investment FY25 (check one)

Review NACD's member benefits for each contribution level online at [www.nacdnet.org](http://www.nacdnet.org)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Platinum</b> (\$3,001 +)	<b>Diamond</b> (\$1,776 - \$3,000)	<b>Gold</b> (\$775 - \$1,775)	<b>Silver</b> (\$501 - \$774)	<b>Bronze</b> (\$101 - \$500)	<b>Contributor</b> (\$1 - \$100)

Amount Paid: \_\_\_\_\_  Installment \_\_\_\_\_ of \_\_\_\_\_  Final Payment

#### Payment Methods

To Pay Online (with credit card, ACH or PayPal), visit:  
<https://nacdnnet.app.neoncrm.com/forms/fy25-membership>



To Pay by Check, mail check and form to:

Check Number: \_\_\_\_\_

NACD  
509 Capitol Court NE  
Washington, DC 20002  
Fax: 202-547-6450

Email: [membership@nacdnnet.org](mailto:membership@nacdnnet.org)

Amador RCD  
Executive Director Report  
Prepared for: November 12<sup>th</sup> 2024 Board Meeting

**Next Board Meeting December 10<sup>th</sup>, AW will not be available for this meeting**

**Current Projects Updates:**

SWAG Order: ARCD Board has \$100 each to order from the ARCD Squad Locker, please send orders to Dana.

Community Chipping Program: The county Recycling/Green Waste event is scheduled for November 1-7<sup>th</sup>. This program is funded by the chipping grant but is completely organized and run by Amador County. A grant amendment was submitted to Calfire to request current funds for the chipping grant to purchase equipment for AFPD and the county to continue ingress/egress vegetation maintenance and chipping. Also to allow funds to be spent to begin the development of the Defensible Space Assistance program and Amador County CWPP.

Healthy Soil Program Technical Assistance Funding- 12 producers were funded in our service area from the Central Sierra HSP, 8 in Amador, 1 in Alpine, 2 in Tuloumne, and 1 in Calaveras. Anna led a conversation with the ACT leads to develop a plan for future workshops and program branding.

Forest Health Assistance Program (FHAP): Tamryn has started working with 5 new clients and working on contacting people who have been on the interest list but haven't yet moved forward with a contract. There is some confusion about the upcoming deadlines for the RCPP program. Hopefully, we will hear a firm RCPP deadline that is later in November.

Jackson Creek Forest Health Project: Staff contacted landowners eligible for fire plans directly with an application form, deadline is November 15<sup>th</sup>. We have received 8 applications so far. Krisman Enterprise is currently working to conduct mastication treatment within the project footprint. Grazing treatment has been completed, and a total of 315 acres were treated.

WCB Wildlife Habitat Installation: Site visits for structure and site selection are being conducted. We currently have the following awardees American Kestrel: 0, Barn Owl: 7, Bat: 22, Raptor Perch: 2, Western Bluebird: 5, Wood Duck: 0. Staff developed a landowner agreement and is working on getting all agreements signed. Staff will continue to conduct site visits. Boxes are expected to be completed and distributed at events in January.

WCB Pollinator Project: Staff met with the Buena Vista Tribe representatives to discuss a possible project. Implementation of pollinator habitat will happen in the fall of 2025.

Natural and Working Lands Hub: CARCD contract for the Coordinator position is finalized. Staff is working on a work plan and transition plan for this position. An announcement to fill the now vacant TA provider position will be advertised in November. This position is fully funded under current grants for the next 2.5 years. The roll out for this project will start in January 2025.

Office Space: -Waiting on a response from NRCS regarding the Field Office request. BOS approved the addition of verbiage to the MOU that will require a year notice if the county requests the ARCD to leave the office space.

**ACT Partnership**: The ACT board reps. approved the ACT Agreement updates. Executive staff continues to meet monthly and board reps will meet quarterly. The ARCD needs to assign an alternate ACT board rep.

**Upcoming Funding/Projects:**

**Researching:**

CalFire's Forest Health Research Program: Staff is working with UCCE to develop potential projects for this application regarding biomass or fuel break maintenance strategies. Concept Proposals are due November 15<sup>th</sup>

CalFire's Forest Health Program: Staff is working on developing proposal items for this grant, full proposals are due January 15<sup>th</sup>.

**In-Process:**

Sierra Business Council Catalyst Grant Opportunity, due December 15<sup>th</sup>. ACT Partnership Farmer/Rancher Training & Equipment Lending Network, project description attached.

**Applied/Awaiting:**

Local Govt. Cyber Security Grant, CalOES: grant submitted for \$126k for 2 years to improve cyber security of the district and training.

NACD Climate Smart Commodities Planning Grant: Anna and I had a check-in with NACD staff and we are working on edits to the grant application as requested by NACD.

# **FREE** **RECYCLING** **COMMUNITY EVENT**

**FRIDAY NOVEMBER 1<sup>ST</sup> - 7<sup>TH</sup> | 9AM TO 2PM**

**PIONEER** PIONEER PARK LOWER BASEBALL FIELD  
25100 BUCKHORN RIDGE RD, PIONEER

**RIVER PINES** RIVER PINES PUD LOT  
15045 SHENANDOAH RD., RIVER PINES

**IONE** HOWARD PARK  
600 S. CHURCH STREET, IONE

**FIRST COME FIRST SERVED**  
**to all Amador County Residents UNTIL BINS ARE FULL**  
 AMADOR COUNTY & COMMUNITY PARTNERS WILL BRING YARD  
 BINS TO COLLECT THE FOLLOWING:

- Yard Trimmings & Green Waste  
(pine needles, leaves, branches, bushes, manzanita, etc.)
- Tree trunks- must not be longer than 2 ft. tall and 2 ft. in diameter  
(no branches attached & must be separated from other materials).  
This will be strictly enforced.
- No bags- greens must be removed from bags before disposal into containers.
- Metal, car batteries, appliances (except items with freon or chemicals).

**We will not be accepting trash, tires or refrigerator-freezers at this event. Only the items listed above.**

<p><b>What is Yard Waste? A quick guide!</b></p>  <p>SHRUBBERY LEAVES BRANCHES/STICKS GRASS WEEDS</p>	<p><b>What is NOT Yard Waste?</b></p> <p>PLASTIC BAGS PLANT POTS ROCKS FOOD WASTE GARDENING GLOVES</p>
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**SPONSORED BY:**  
 Amador County Code Enforcement, Amador Resource Conservation District,  
 Cal Fire, ACRA & Amador County Air District



**810 COURT STREET JACKSON, CA 95642**  
**(209) 223-6565**



Partial funding for this program is provided through the support of the Amador Resource Conservation District and the California Department of Forestry and Fire Protection's Fire Prevention Program as part of the California Climate Investments Program



Project Title: Farmer/Rancher Training & Equipment Lending Network

Project Description:

The Amador, Calaveras, and Tuolumne RCDs will develop an agricultural training program to engage the variety of agricultural operators in the region. The program will address education gaps and barriers to the implementation of climate smart practices and provide opportunities to participate in value added certifications and marketing for local products. Training will target both beginning farmers and existing farmers. Topics will include business planning, succession planning, technical resource/practice implementation, value added certifications, marketing, and meeting regulations. The goal of this program will be to encourage and assist new and beginning farmers and provide opportunities to existing farmers/ranchers to increase agricultural variability in the region. The program will also develop farmer and rancher cohort/mentoring opportunities. The second component of the program will be an equipment lending network. A known barrier to implementation of climate smart practices is access to equipment. This program will provide access through the development of a farmer to farmer equipment lending network as well as an equipment rental program through the RCDs. Access to equipment will also provide beginning farmers an opportunity for increased production without upfront investment in high dollar equipment.

Region:

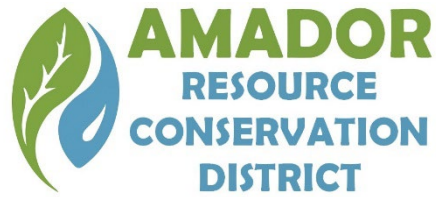
Training: Central Sierra Region

Equipment Lending Network: Central Sierra Region

Equipment Lending Program: Amador, Calaveras, Tuolumne

Disinvested Communities/Project Beneficiaries: Small, beginning, and existing Farmers and Ranchers throughout the region. Agricultural vitality and the vitality of a local food system benefits local communities through the availability of fresh local products.

Project Status: Planning Stages



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

### Vacancy Announcement

#### HEALTHY SOILS NATURAL RESOURCE TECHNICIAN or SPECIALIST/PROJECT COORDINATOR

The Amador Resource Conservation District (ARCD) is currently accepting applications for the position of Healthy Soils Natural Resource Technician/Project Coordinator to provide natural resource technical assistance to agricultural landowners.

The ARCD is a local district of government that aids private landowners to address natural resource concerns. The ARCD works closely with the Natural Resource Conservation Service (NRCS). The ARCD is organized under the California Public Resources Code, Division 9, a Special District of the State, and is led by a five-member, volunteer Board of Directors appointed by the Amador County Board of Supervisors. The RCD is a dynamic not-for-profit entity, with staff who implements the Board of Director's Annual Plan and Long-Range Plan to address resource concerns and opportunities within the County.

This team member will work with ARCD Executive Director to assist landowners in providing general soil health, carbon farm planning, and best management practices education to farmers and ranchers through educational events and workshops. This team member will work with ARCD and NRCS staff to identify and prioritize producers to provide one-on-one assistance to develop a proposal for the Healthy Soils Program incentives grants and the Environmental Quality Incentive Program (EQIP). The team member will then provide technical assistance for implementation and reporting for producers that are awarded funding through the Healthy Soils Program incentives grant and/or EQIP.

Another project will include assisting landowners in developing pollinator/wildlife habitat. The ARCD has funding from the Wildlife Conservation Board to install pollinator/wildlife habitat on agricultural lands. This team member will work closely in selecting landowners to participate, develop habitat management strategies, and assist landowners with installation.

The Amador Resource Conservation District (ARCD) is seeking applications from an individual for an at-will employee to provide technical assistance to landowners and project coordination. The position could be full or part-time depending on the candidate's interest. The position is a non-exempt at-will position, the position is expected to be funded for at least two years but is contingent upon available funding. This team member will work with staff to apply for grants to continue to fund this position.

Partial telecommuting is available. Work will require site visits to farming/ranching operations in Amador County, CA. The Amador RCD Office is located at 12200 B Airport Road, Jackson CA.

#### General Description:

The purpose of the work, which typically consists of professional and administrative assignments, is to advise and motivate individuals and organized groups of landowners to address resource concerns on other agricultural land. Amador RCD is looking for someone experienced in agriculture to develop conservation plans

and support regenerative agriculture projects with on-the-ground knowledge of conservation management practices, implementation of those practices and reporting to track progress. This position must be able to build trust, communicate with farmers and ranchers successfully, assess the landscapes, offer a suite of conservation management practices and creative ideas, ultimately, leading the efforts of building a farm/ranch plan with maps, charts, and written form with those interested. This must be performed with confidence and to support the direction of where the farmer/rancher would like to see their operation with soil health, Green House Gas (GHG) reduction, carbon sequestration, pollinator/wildlife habitat development, and more in mind. This position will also actively promote, facilitate applications, agreements/invoicing/reporting, implementation and ensure successful final reporting of local, state, or other cost-share funding opportunities for farmers/ranches.

**Required Qualifications:**

- Experience in agriculture.
- Ability to develop grant applications and/or conservation plans.
- Ability to meet with private landowners to educate them about healthy soils best management practices and the healthy soils incentives program. Ability to assist in the preparing of applications, the implementation of practices, and grant reporting.
- Knowledge of pollinator/wildlife habitat development/rehabilitation best management.
- Ability to lift up to 40 pounds and walk on uneven terrain for an extended period of time.
- Valid CA State driver's license and proof of insurance.
- Ability to pass security clearance; including reference check, background investigation, and/or criminal history inquiry.

**Desired Qualifications:**

- Bachelor's degree in Natural Resources, Soils, Agriculture, Environmental Science, or equivalent education and experience.
- The ideal candidate would have a technical certification/professional license, though not required.
- Experience conducting resource inventories and analyzing the data for development of conservation plans and grant applications.
- Knowledge and experience working with computers. Ability to type and use Microsoft Office programs, including Word, Excel, Access and Publisher, and GIS software programs.
- Professional knowledge of a wide range of soil and water conservation principles, methods, and techniques sufficient to skillfully assess, analyze and evaluate environmental concerns.
- Knowledge and experience using standard office equipment, including copier, fax, phone system, and special equipment.
- Strong verbal and written communication skills.
- Strong customer service skills, including experience working with private landowners.
- Strong organizational and collaborative skills
- Experience and knowledge of natural resources and agriculture in the California Foothills and/or Amador County.
- Understanding of agriculture and irrigated lands and understanding of soil health principles and best management practices.
- Strong ability to interpret and follow rules and regulations.

## Duties:

### Technical Assistance Roles/Responsibilities

1. Implement project deliverables for the Amador RCD; in particular, tasks in grant agreements received from CDFA Healthy Soils Program.
2. Meet with private landowners to educate them about NRCS programs, HSP Incentives, and other funding sources as available, the planning process and the details of conservation contracting under the EQIP and HSP.
3. Assisting landowners in developing pollinator/wildlife habitat. The ARCD has funding from the Wildlife Conservation Board to install pollinator/wildlife habitat on agricultural lands.
4. Work with ARCD staff to develop a process to select landowners to participate, develop habitat management strategies, and assist landowners with installation.
5. Document existing conservation conditions on private forestland, cropland, pastureland, and rangeland as well as landowner goals and objectives.
6. Develop resource inventories, analyze data, and develop alternatives related to conservation conditions. Provide qualitative evaluations of those conditions from which landowners can make resource treatment decisions for their forest or other agricultural lands.
7. Provide technical assistance and related maps, utilizing NRCS software programs and ArcGIS. Draft conservation contracts including cost share rates for appropriate practices to treat resource concerns primarily on forestland where dead tree removal is needed to reduce wildfire hazard.
8. Develop practice implementation requirements for practices included in conservation contracts and provide verbal as well as field instructed guidance to ensure landowner understanding of requirements prior to starting work.
9. Conduct inspections of completed work under conservation contract for payment.
10. Conduct biological or cultural resource surveys as needed prior to Client starting work with surveys including those for migratory bird nesting.
11. Perform other duties as assigned.
12. Assist in developing information and educational products for the public and landowners.
13. Assist with the RCD's outreach and educational activities, including production of materials (newsletters, pamphlets, surveys, etc.) and special events (workshops, etc.) to promote program.

**COMPENSATION:** \$25.80/hour- \$39.52/hour based on demonstrated experience and the ability to work independently. Benefits include 2 weeks of paid vacation and 2 weeks of sick leave. ARCD offers a CalPERS 457b Retirement Plan with an employer match of up to 7.4% for full-time employees. The ARCD is in the process of developing healthcare benefits that are not currently offered.

**Technician Designation:** \$25.80-\$32.92: This is designed to be an entry-level to mid-level position (1-4 years of related experience). The ARCD would provide specialized training for the related programs and assist the team member with developing project coordination/management skills.

**Specialist Designation:** \$30.96-\$39.52 This is designed to be a team member with 3+ years of technical assistance and project coordination experience. This position would need limited supervision and be well-versed in the programs described in this vacancy announcement.

### Proposal Application and Submission:

*Copies of this vacancy announcement are available on the Amador Resource Conservation District website at: [www.AmadorRCD.org](http://www.AmadorRCD.org)*

Application Packet should include: Cover letter, resume, and list of at least three work references

Position is open until filled; position may be filled anytime during the application period. Electronic copies of the proposal package addressing all criteria **must be received at the latest by November 29<sup>th</sup>, 2024**, delivered to the following email address: **Amanda@AmadorRCD.org**

If you have further questions about this consultation opportunity, please contact Amanda Watson at (209) 217-1090 or Amanda@AmadorRCD.org