

AMADOR
RESOURCE CONSERVATION DISTRICT
Mailing Address: 12200-B Airport Road, Jackson CA 95642

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

REGULAR MEETING AGENDA

DATE: June 17, 2021 **TIME:** 3:00 PM **LOCATION:** 12200-B Airport Road, Jackson, CA 95642

Due to concerns about health & the need to maintain social distance, this meeting will allow for telephone attendance via conference call. If interested, please call (612)470-1917 & use PIN 294-465-236#. If you choose to attend via video conference, go to meet.google.com/hyh-zwww-ngn

ROLL CALL
AGENDA

Approval of agenda for this date; 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 #	Time Allotted	Topic
1	3:05 – 3:15	Approval of itemized warrants.
2	3:15 – 3:20	Approval of minutes of past meetings
3	3:20 – 3:40	NRCS Report
4	3:40 – 4:15	District Manager Report – Amanda Watson
5	4:15 – 4:30	Treasurer Report
6	4:30 – 4:45	Noxious Weed Discussion – consideration of working with Amador County Ag Dept. on noxious weed treatment. Possible action
6	4:35 – 4:40	Correspondence
7	4::40	Adjourn

AMADOR RESOURCE CONSERVATION DISTRICT

Minutes for Regular Meeting of 20 May 2021

Called to order at 3:02

Present were: Directors Cannon, Marz, Port, Taylor & Williams
District Manager Amanda Watson

Motion to approve the agenda by Director Marz. 2nd by Director Port. Motion passed

No oral communications

Motion to approve warrants made by Director Port, seconded by Director Taylor.
Motion passed.

Minutes for Special meeting (4/6/21) – motion to approve by Director Marz, 2nd by
Director Taylor. Motion passed.

NRCS report - was submitted by DC Parsons (attached). Notable items are 6 new RCPP projects by Vince Campa, 6 older projects being developed by Vince (all with Gordon's review and guidance), 5 project applications by Gordon. Gordon acting as lead planner and supervising Vince. Bobette is on leave. Batching due on June 30. Gordon and Vince must have projects ready for batching by June 23.

District Manager report - was submitted by Amanda Watson (attached). Notable items were the 3 Meadows project pre-work meeting scheduled for 5/26, Grazing Workshop to take place on 5/22, discussion to be had with Ellie Routt about some location modifications of the Monarch Garden. Discussion about expanding the RCD workforce by two positions (Office Manager & Education/Outreach Coordinator). We need to increase our capacity and Amanda is overloaded. Draft position descriptions were reviewed. Director Port asked if Amanda has talked to other RCDs about position descriptions. Answer is "yes". Other RCD input will be solicited. Discussion about warrant signing policy – Policy document attached. Motion to approve the policy was made by Director Williams, 2nd by Director Port. Motion passed. Discussion on possibility of joining the NACD. Tabled until June meeting.

Treasurer Report – no report this month. A budget must be developed for the June meeting.

Correspondence – none

Adjourned at 4:53 p.m.
(SQC)

June 2021- ARCD Board Meeting

Starting Warrant 21-050

Warrant Number	Amount	Pay to	Project	Notes
21-050	\$ 3,265.08	CARCD	ARCD	May AW Staff Time
21-051	\$ 983.71	CARCD	SAWQA	May AW Staff Time
21-052	\$ 190.00	Balancing the Books	ARCD	Bookkeeping -June Work
21-053	\$ 2,670.99	Timber Ridge Clearing	ARCD-Chipping	May 2021 Roadside Chipping
21-054	\$ 1,830.00	Molly Taylor	HSP	4/31/2021 - 5/31/2021

ARCD Income

Date	Amount	Check From	Project	Notes
5/24/2021	\$ 59.48	CARCD	PACE	PACE participation payment

NOTES

Amador RCD
District Manager Report
Prepared for: June 17th 2021 Board Meeting

Current Projects Updates:

Three Meadows, NFWF Grant: NFWF on advance, budget modification and extension all submitted. Extension and budget mod. Approved. Implementation has started.

Amador Rangeland Soil Health Research and Education Project, WesternSARE –Grazing/Productivity Workshop will be held on SARE site.

Community Chipping Program: Chipping has slowed down due to high heat. Requesting an extension.

Patagonia Carbon Farm Plan: Funds remaining, all work completed.

Healthy Soil Program Technical Assistance Funding- awaiting to hear about next round of funding. Would like to host a Vineyard focus event in Fall.

Monarch Habitat Garden: Director Taylor is working with Master Gardeners to establish a partnership for design and maintenance.

Mitchell Mine Fuel Break Maintenance/Demonstration: Agreement signed with CalFire, received an agreement amendment to add an additional \$100,000 to the budget, total budget of \$327,700. Awaiting fully executed agreement

NACD 2021: \$100,000 awarded to assist NRCS with Technical Assistance.

Funding Opportunities:

- Home Hardening Education Grant: Mariposa is submitted a grant application for a joint grant between ACT Partnership and Mariposa.
- Community Chipping Grant: CCI/CalFire Fire Prevention Grant submitted for a three-year program, requested a total of \$718,000. Another opportunity available through a CAFSC grant (\$200,000), would fund 1 year. Project will build off of the current project, will focus on roadside chipping, strategically placed green waste bins, and education.
- Grazing for Fuels Prevention and Forest Health: Grant submitted to Forest Health Project to treat 1000 acres in the Jackson Creek Watershed. 3 consecutive years of grazing and with initial treatment of mastication, and pile/burn, grant also includes an inventory of the area, landowner/neighbor outreach, as well as prescriptions from foresters and UCCE livestock/range advisor. See project map, attached. 3.6 million requested over 3-year agreement.
- Carbon Hub Funding: on hold
- US Fish and Wildlife Partners Program: \$25,000 grant for installing habitat on private land. Follow-up and site visit needed.
- Sierra Nevada Conservancy: Potential funding for the planning state of the Jackson Creek Project.
- HSP TA: awaiting to hear on funding announcements.

SAWQA:

Outreach Summary submitted, still working on reporting. Jill is working on sending out a last warning postcard to delinquent members.

ARCD Charge Rate Estimate
DRAFT 6/14/2021

Employee Costs			
Job Title	<i>District Manager</i>	<i>Resource Specialist II</i>	<i>Resource Specialist I</i>
Name	<i>Amanda Watson</i>	<i>Gordon Long</i>	<i>V.Campa</i>
Hourly Rate	\$ 35.00	\$ 34.00	\$ 30.00
Salary	\$ 72,800.00	\$ 70,720.00	\$ 62,400.00
FICA	\$ 4,513.60	\$ 4,384.64	\$ 3,868.80
Unemployment Tax	\$ 287.00	\$ 287.00	\$ 287.00
Overtime	\$ -	\$ -	\$ -
Medicare	\$ -	\$ -	\$ -
Retirement -PERS Exempt	\$ -	\$ -	\$ -
Health Care Contribution (PERS EXEMPT)	\$ -	\$ -	\$ -
Cell Phone Allowance	\$ 138.00	\$ 138.00	\$ 138.00
Workers Comp Insurance	\$ 888.25	\$ 1,725.00	\$ 1,725.00
Total Salary/Benefits	\$78,626.85	\$77,254.64	\$68,418.80

Productive Hours Calculation			
Total Hours in Work Year	2080	2080	2080
Vacation	120	80	80
Sick	96	96	96
Personal Leave	0	0	0
Holiday	88	88	88
Non-Billable District Administration	<u>832</u>	<u>416</u>	<u>416</u>
Actual Billable Hours/yr	944	1400	1400

Employee Cost/Billable Hrs = Charge Rate	\$83.29	\$55.18	\$48.87
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ARCD Overhead Budget 2021	
Item	Cost
Insurance	\$ 2,490.00
Audit	\$ 5,000.00
Website	\$ 200.00
Software	\$ 870.00
Memberships	\$ 4,390.00
Office Expense	\$ 2,500.00
GoogleSuites	\$ 900.00
GoogleVoice	\$ 200.00
Total	\$ 16,550.00

FY2021-2022 Grant Budget Summary

	Grant Total	AWatson	VCampa	GLong	MTaylor
SARE	\$ 23,607.00	\$ 1,200.00			
RCPP	\$ 156,000.00	\$ 23,000.00		\$ 96,306.00	
NACD	\$ 100,000.00	\$ 7,000.00	\$ 90,000.00		
Healthy Soils Program (2 years)	\$ 59,996.28	\$ 3,558.66			\$ 15,000.00
Healthy Soils Program (3 years)* ROUND 2	\$ 59,996.28	\$ 3,558.66			\$ 35,000.00
3 Meadows Implem.- NFWF (over 2 years)	\$ 404,411.00	\$ 8,000.00		\$ 8,000.00	
CFP- Patagonia (funds remaining)	\$ 14,500.00	\$ 727.00			\$ 4,375.00
Chipping Grant - CAFSC (over 2 years)	\$ 190,340.00	\$ 30,000.00			
Category Total	\$ 1,008,850.56	\$ 77,044.32	\$ 90,000.00	\$ 104,306.00	\$ 54,375.00

* Awaiting to hear if funded

TCRCD/CCRCD Payment	Professional Services	Indirect	Grant Supplies	Implementation Contractor
	\$ 4,781.00	\$ 1,711.00	\$ 17,915.00	
\$ 16,200.00		\$ 8,709.27		
			\$ 3,000.00	
	\$ 5,000.00	\$ 9,400.00		
	\$ 5,000.00	\$ 9,400.00		
		\$ 29,956.00		\$ 353,255.00
	\$ 9,000.00			
		\$ 5,940.00	\$ 3,000.00	\$ 150,000.00
\$ 16,200.00	\$ 23,781.00	\$ 65,116.27	\$ 23,915.00	\$ 503,255.00