

**Tuolumne County Resource Conservation District  
Board of Directors Meeting Agenda  
April 19th, 2017 - 5:30pm  
TCRCD/NRCS Partnership Office: 77 N. Washington St. Sonora, CA 95370**

*Our mission is to identify and meet the natural resource conservation needs of all the people of Tuolumne County and its future generations by providing leadership through educational, technical and financial support for valuable, voluntary services and programs that promote conservation and sustainable agriculture, while maintaining our county's rural heritage.*

**Call to Order**

**Roll Call:** Stuart Crook, Stephen Dietrich, Kirk Ford, Missy Marino, Maiya Morrison, Jim Phelan, Jennifer Sorensen, Galen Weston

**Public Comment**

*(5 minutes per item maximum) We would like to welcome the members of the public who have taken the time to bring their concerns to this meeting. Any member of the public may address the Board relating to any matter within the Board's jurisdiction. This need not be related to any item on the agenda; however, the Board cannot act on an item unless it was noticed on the agenda.*

**Business**

1. Discussion and action related to Approval of Minutes for January, February and Special April 2017 Board Meetings.
2. Discussion and action related to Report on CARCD Regional Meeting and SCRMC Meeting.
3. Discussion and action related to April 2017 Financial Report.
4. Discussion and action related to TCRCD Grant Program Updates:
  - a. Landowner Stewardship Program
  - b. Water Conservation Program
5. Discussion and action related to T-S IRWMA Administration.
6. Discussion and action related to Reviewing and Accepting Bids for NRCS Forestry Contract.
7. Discussion and action related to Revision of Conservation Program Technician Position.

**District Manager Update**

**NRCS Update**

**Correspondence and Announcements**

**Other Matters at the Discretion of the Chair**

**Adjournment**

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact District Manager Lindsay Mattos at (209) 984-0500. Notification 48 hours prior to the meeting will enable the TCRCD to make reasonable arrangements to ensure accessibility to this meeting (28CFR35.102-35.104 ADA Title II).*

**Tuolumne County Resource Conservation District  
Board of Directors Meeting Minutes  
January 18th, 2017 - 5:30pm  
TCRCD/NRCS Partnership Office: 77 N. Washington St. Sonora, CA 95370**

*Our mission is to identify and meet the natural resource conservation needs of all the people of Tuolumne County and its future generations by providing leadership through educational, technical and financial support for valuable, voluntary services and programs that promote conservation and sustainable agriculture, while maintaining our county's rural heritage.*

**Call to Order:** 5:33pm

**Roll Call:** Stuart Crook, Stephen Dietrich, Kirk Ford, Missy Marino, Maiya Morrison, Jim Phelan, Jennifer Sorensen, Galen Weston

**Public Comment:** None.

**Business**

1. Presentation on Augmented Reality Sandbox by Watershed Conservation Technician. Carolyn Lanza, Watershed Conservation Technician, gave an overview of how the sandbox functions and the lesson plans that can be utilized by the district in education at different grade levels.
2. Discussion and action related to Approval of Minutes for December 2016 SPECIAL Board Meeting. Motion by director Phelan, second by director, motion passes.
3. Discussion and action related to Capacity Building Workshop Assessment. Discussion by the board, District Manager to create grant report template for March board meeting.
4. Discussion and action related to January 2017 Financial Report. Discussion by board on changes to the financial report format. Agreement on new program report that shows deliverables that have been accomplished.
5. Discussion and action related to Election of Officer for Board of Directors. Discussion by board on finding interested applicants for board director positions. District Manager to contact County Board Clerk on appointments and reappointment. Motion by director Phelan to accept the current slate of officers for the new year, second by director Weston, motion passed unanimously.
6. Discussion related to Updating District Policies. Presented by director Fors, discussion by the board resulting in the formation of a Policy Review Committee. Directors Dietrich, Weston, and Ford will be a part of the committee.
7. Discussion and action related to NRCS Forestry Cooperative Agreement. Presented by director Ford, overview of issues with NRCS staffing.
8. Discussion and action related to TCRCD Grant Program Updates:
  - a. Landowner Stewardship Program: No additional report.
  - b. Water Conservation Program: Report on rebate programs by District Manager.
9. Discussion and action related to T-S IRWMA Administration. Update on workshop by director Ford and District Manager.

**District Manager Update:** District Manager gave a short report.

**NRCS Update:** None.

**Correspondence and Announcements:** None.

**Other Matters at the Discretion of the Chair:** None.

**Closed Session: Government Code 54954.5(e) Closed Session: District Manager Mid-Year Review.** No action by board.

**Adjournment:** 8:05pm

**Tuolumne County Resource Conservation District  
Board of Directors Meeting Minutes  
February 15th, 2017 - 5:30pm  
TCRCD/NRCS Partnership Office: 77 N. Washington St. Sonora, CA 95370**

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**Call to Order** 5:47pm

**Roll Call:** Kirk Ford, Missy Marino, Jim Phelan, Galen Weston

**Public Comment:** None.

**Business**

1. Discussion and action related to Approval of Minutes for January 2017 Board Meeting. No action taken.
2. Discussion and action related to February 2017 Financial Report. Discussion by the board regarding district liabilities and reimbursements from grant funding agencies. District Manager to follow up with granting agencies on estimated reimbursement and vendor or contract numbers associated with State Controller. No action.
3. Discussion and action related to Updating District Policies. Discussion by the board regarding draft policy updates, suggested corrections from board members. Board reviewed list of documents and policies the RCD needs as provided by CARCD and will schedule Training on Sexual Harassment Prevention for March.
4. Discussion and action related to TCRCD Grant Program Updates. No additional updates.
5. Discussion and action related to T-S IRWMA Administration. No additional updates.

**District Manager Update.** Brief update which included upcoming district events.

**NRCS Update.** None.

**Correspondence and Announcements:** None.

**Other Matters at the Discretion of the Chair:** None.

**Adjournment** 7:25pm

**Tuolumne County Resource Conservation District  
SPECIAL Board of Directors Meeting Minutes  
April 7th, 2017 - 4pm  
TCRCD/NRCS Partnership Office: 77 N. Washington St. Sonora, CA 95370**

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**Call to Order:** 4:15pm

**Roll Call:** Stuart Crook, Stephen Dietrich, Kirk Ford, Missy Marino, Jim Phelan

**Public Comment:** None.

**Business**

1. Discussion and action related to Resolution No. 2017-01 AUTHORIZING SUBMITTAL OF A FUNDING REQUEST TO CALIFORNIA DEPARTMENT OF CONSERVATION'S RCD ASSISTANCE PROGRAM. Director Ford provided an overview of the grant application, no discussion by the board. Motion by director Phelan to approve Resolution No. 2017-01, second by director Dietrich, motion passes unanimously.
2. Discussion and action related to Resolution No. 2017-02 MODIFY THE DISTRICT'S LONG RANGE AND ANNUAL PLANS. Director Ford discussed the areas that need to be updated, discussion by board members on scheduling. Motion by director Marino to approve Resolution No. 2017-02, second by director Phelan, motion passes unanimously.

**District Manager Update:** District Manager Lindsay Mattos provided a brief update which included the Sonora Home and Garden Show and the upcoming film festival on May 6th.

**Correspondence and Announcements:** None.

**Other Matters at the Discretion of the Chair:** None.

**Adjournment:** 4:45pm

## **Tuolumne County Resource Conservation District: Program Update**

Submitted by: George Croft, Program Technician  
April 4th 2017

Since the February Board of Directors meeting, the district has continued to make progress implementing the several rebate programs designed in previous months, as well as, drafted additional programs designed to both promote water savings as well as maximize match generation.

Rebate program updates are as follows.

- The rainwater catchment rebate continues to receive inquiries from homeowners that have either seen flyers posted in various hardware stores, or heard of the program through friends. One application has been completed by a family in Calaveras County who spent over \$3,000 installing a 6,410 gallon rainwater catchment system. The District has also received several phone calls from homeowners who received informational flyers at the Home and Garden Show, who either have or are planning to install rainwater catchment systems.
- Twain Harte CSD and TUD have both fully approved the toilet and showerhead rebate, and officially launched the program on the 11th of this month. Several visitors to the Home and Garden show also expressed interest in that program.
- The Pre-rinse Sprayer satisfaction test was completed by Sonora Taqueria, resulting in the approval of sprayer model # B-0108C from T&S Brass Co. which they have retained and for which have submitted their agreement to use the sprayer for two years, crediting the program with 14,000 gallons saved. An additional 11 sprayers have been requested by local restaurants, with responses from an additional 4 restaurants expected within one week. Including the current sprayer in use, and the eleven that have been requested, the program is expected to be credited with 168,000 gallons saved upon sprayer delivery.

Additional programs that have been designed but have not yet been implemented are as follows.

- District Water Savings Program Rebate:  
Rebate on the material cost of rebate and giveaway programs financed by other districts.
- District Promotional Advertising Rebate:  
Rebate of costs incurred by districts advertising for past and current rebate/ giveaway programs.

The district has also begun production of a series of short films. In collaboration with CCWD, filming of one leak detection video has already been completed and is in the editing stages of production.

The district attended the 2017 Home and Garden show, during which almost 50 flyers for the rainfall catchment system rebate were handed out on request. The rainfall simulator and Mobile WATER Learning Lab were also on display generating educational and informational discussions between district staff and dozens of patrons.

April 14, 2017

To: Board of Directors  
Tuolumne County Resource Conservation District

From: Carolyn Lanza  
AmeriCorps Watershed Technician

Re: April 19, 2017 Staff Report

TCRCD and TRT staff presented the Augmented Reality Sandbox and EnvrioScape to 4-H Everything But Animals Day, Chinese Camp Elementary, Curtis Creek Elementary, Calaveras Farm Day, Tenaya Elementary School, Columbia Science Night, STEM Expo Night and the Calaveras County Native Plant Sale. Over 1,000 students and adults were taught about the importance of healthy watersheds. TRT has set up more school presentations in the upcoming month.

Stream Team had another monitoring day on April 1st. Eighteen sites are being monitored for dissolved oxygen, conductivity, turbidity, temperature, and pH. Ten students from Columbia College split into four groups to monitor all eighteen sites.

**Events:**

Stream Team Monitoring, May 6th, at TCRCD office

Wild and Scenic Film Festival, May 6th at Indigeny Orchard



**CALIFORNIA REFORESTATION, INC.**

22230-A So. Colorado River Drive • Sonora, California 95370

(209) 586-2115

April 14, 2017

Tuolumne County Resource Conservation District  
PO Box 4394  
Sonora, CA 95370

Dear Sir,

California Reforestation would like to submit a proposal for the Contract Registered Professional Forester position. Our company has 3 RPF's:

Leon J Manich #1970, +30 years' experience

William Dorrell #2311, +35 years' experience in the Central Sierra

Christopher J Conrad #1796, +42 years' experience in the central Sierra.

Our company specializes in servicing private timberland owners in the Central Sierra. We have implemented many NRCS projects recently reforesting land damaged by the Butte and Rim Fires. We have also prepared multiple management plans for timber owners. Currently we have contracts supplying RPF services to Mariposa County NRCS and NRCS at the State level.

Our rates to perform this work would be:

RPF	\$65.00 per hour
Forestry Technician working as RPF Designee	\$45.00 per hour

If you have any questions please contact me.

Sincerely,

Leon J Manich  
President  
RPF 1970

### Conservation Program Technician

Under supervision, assists in the administration and implementation of TCRCDC programs including:

- Regional Water Conservation Program
- Small Parcel Storm Water Pollution Prevention and Land Stewardship Program

#### Comparison of Position Tasks:

*(Ranked by Priority)*

Part Time Position Tasks	Full Time Position Tasks
Mobile W.A.T.E.R Learning Lab Exhibition: Conduct outreach at at least seven scheduled local events including county fairs and farm tours.	Rebate Program Management: Manage Regional rebate programs and work with partner agencies on program implementation.
Water Conservation Installations: Assist with the installation and site assessment for water conservation measures including rain tanks, grey water systems, rain gardens and storm water catchment systems.	Mobile W.A.T.E.R Learning Lab Exhibition: Conduct outreach at Regional events including county fairs, farm tours, and local businesses. Task includes preparing trailer for events.
Watershed Education: Working with local schools and landowners to provide educational presentations, materials, and curriculum, including teacher seminars.	Water Conservation Installations: Coordinate the installation and site assessment for water conservation measures, including rain tanks, grey water systems, rain gardens and storm water catchment systems.
*Other duties as assigned.	Program Reporting: Work with District Manager to draft program reports and collect data from partner agencies.
	Watershed Education: Providing assistance with watershed education program in cooperation with Tuolumne River Trust.
	*Other duties as assigned.

Current Position:

*Part time, temporary grant funded position, minimum 20 hours per week.*

Draft Revised Position:

*Full time, grant funded position.*