

**Tuolumne County Resource Conservation District  
Board of Directors Meeting Agenda  
June 17, 2020 5:30pm**

**Teleconference Information**

Webcast: [meet.google.com/gwu-apor-pfm](https://meet.google.com/gwu-apor-pfm)

Dial in: +1 650-963-2050 PIN: 834 867 705#

**Notice:** *This meeting will be held in accordance with Executive Order N-29-20, issued by California Governor Gavin Newsom on March 17, 2020, the Ralph M. Brown Act (California Government Code Section 54950, et seq.), and the Federal Americans with Disabilities Act. Due to Executive Order N-33-20, the Board will hold this meeting telephonically using Google Meet. All members of the public may observe and participate in the meeting via teleconference or webcast.*

**Call to Order**

**Roll Call:** Stuart Crook, Stephen Dietrich, Kirk Ford, Missy Marino, Maiya Morrison, Jim Phelan, 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 March, April, and May Meeting Minutes.
2. Discussion and action related to DRAFT 2020-2021 TCRCO Budget.
3. Discussion and action related to DRAFT 2020-2021 TCRCO Annual Plan.
4. Discussion and action related to NRCS CARCD Memorandum of Agreement.
5. Discussion and action related to Department of Conservation Financial Assistance Program and Resolution No. 2020-02.
6. Discussion and action related to Collaboration in the Twain Harte Community Stormwater Enhancement Project and Resolution No. 2020-03.
7. Discussion and action related to TCRCO Grant Program Updates:
  - a. Landowner Stewardship Program
  - b. Water Conservation Program/Landowner Resiliency Program
  - c. RCPP Forestry Program
  - d. Pending Project Proposals

**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 TCRCO 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  
March 18, 2020 5:30pm  
TCRCD/NRCS Partnership Office: 81 N. Washington St. Suite B, Sonora, CA 95370**

**Teleconference**

*Meeting held in accordance with Executive Order N-29-20, no physical meeting location provided.*

**Call to Order:** 5:31pm

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

**Via Teleconference:** Missy Marino, Galen Weston, Bobette Parsons NRCS

**Public Comment:** None.

**Business**

1. Discussion and action related to February Meeting Minutes. Director Marino moves to approve the minutes, second by director Dietrich, motion passed unanimously. Roll called, 1 member absent.
2. Discussion and action related to NRCS CARCD Memorandum of Agreement. Agenda item presented to the board by B. Parsons. Discussion by the board regarding the requirements placed on the RCD by entering into the agreement. Motion by director Phelan to postpone action on MOA, second by director Crook, motion passed unanimously. Roll called, 1 member absent.
3. Discussion and action related to TCRCD Grant Program Updates. L. Mattos gave updates on each of the grants and three grant proposals that have been submitted. There are two grant opportunities through the Department of Conservation this Spring that the RCD could apply for funding through.
4. Discussion and action related to Financial Update. L. Mattos provided a brief update which included an estimate from SDRMA regarding liability insurance.

**District Manager Update:** L. Mattos gave an update on the COVID 19 situation as it relates to district operations and current grant projects. L. Mattos also provided an invitation for the RCD to collaborate in a Forest Gathering that is in the planning stages with the Tuolumne Band of Me-Wuk.

**NRCS Update:** Written report submitted by B. Parsons. Discussion of report and NRCS staffing at the Jackson office.

**Correspondence and Announcements:** None.

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

**Adjournment:** 6:35pm

**Tuolumne County Resource Conservation District  
Board of Directors Meeting MINUTES  
April 15, 2020 5:30pm**

**Teleconference**

*Meeting held in accordance with Executive Order N-29-20, no physical meeting location provided.*

**Call to Order** 5:45pm

**Roll Call:** Stephen Dietrich, Kirk Ford, Missy Marino, Jim Phelan.  
Bobette Parsons, NRCS and Lindsay Mattos, TCRCD, also in attendance.

**Public Comment** None.

**Business**

1. Discussion and action related to March Meeting Minutes. No action was taken, postponed.
2. Discussion and action related to COVID 19 and District Operations. L. Mattos provided an update on office closure, remote work, and information from CARCD and CSDA.
3. Discussion and action related to Financial Update. Report provided by L. Mattos including an update from DWR staff on reimbursements.
4. Discussion and action related to NRCS CARCD Memorandum of Agreement. Postponed.
5. Discussion and action related to CARCD/Dept of Conservation Town Halls. L. Mattos gave an overview of the proposal by CARCD and DOC including new requirements of RCDs.
6. Discussion and action related to TCRCD Grant Program Updates. L. Mattos gave an update on how the district is continuing grant projects with the 'Stay-at-Home' order.

**District Manager Update** Update by L. Mattos on the administration of the Round 2 grant contract and the Phoenix lake project.

**NRCS Update** Update provided by B. Parsons, would like to provide an update on Fischer Habitat at the next meeting.

**Correspondence and Announcements** None.

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

**Adjournment** 6:28 pm

**Tuolumne County Resource Conservation District  
Board of Directors Meeting MINUTES  
May 20, 2020 5:30pm**

**Teleconference**

*Meeting held in accordance with Executive Order N-29-20, no physical meeting location provided.*

**Call to Order:** 5:36pm

**Roll Call:** Kirk Ford, Missy Marino, Jim Phelan, Galen Weston  
Bobette Parsons, NRCS and Lindsay Mattos, TCRCD, also in attendance.

**Public Comment:** None.

**Business**

1. Discussion and action related to March and April Meeting Minutes. Postponed until June meeting, no quorum.
2. Discussion and action related to COVID 19 and District Operations. L. Mattos provided a short update as it relates to the office and grant program implementation.
3. Discussion and action related to DRAFT Budget and Financial Report. Postponed until June meeting, no quorum.
4. Discussion and action related to NRCS CARCD Memorandum of Agreement. Postponed until June meeting, no quorum.
5. Discussion and action related to LAFCO Special District Representation. Director K. Ford provide and update on the LAFCO representation process, next LAFCO meeting will be May 26th at 4pm.
6. Discussion and action related to TCRCD Grant Program Updates:
  - a. Landowner Stewardship Program
  - b. Water Conservation Program/Landowner Resiliency Program
  - c. RCPP Forestry Program
  - d. Pending Project Proposals

L. Mattos gave an update on each of the current grant projects, most grant activities have been impacted by COVID 19. An update was also provided on the grant applications that have been submitted for funding and proposed projects which are being developed. Discussion by the board on upcoming projects including collaboration with CARCD and Rancher to Rancher Network on a Conservation Innovation Grant.

**District Manager Update:** L. Mattos gave an update on the CALTRANS mitigation parcels and the upcoming fencing project for the Shell Rd. Property. Discussion by board members on fencing types.

**NRCS Update:** Bobette Parsons, NRCS District Conservationist provided an update to the board, included an update on EQIP and staffing at the Jackson LPO.

**Correspondence and Announcements**

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

**Adjournment:** 6:37pm

June 17, 2020

RESOLUTION NO. 2020-02

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TUOLUMNE COUNTY RESOURCE CONSERVATION DISTRICT (RCD) AUTHORIZING SUBMITTAL OF 2020 RCD FINANCIAL ASSISTANCE GRANT APPLICATION AND DELEGATING CERTAIN RELATED DUTIES TO THE BOARD CHAIR AND THE DISTRICT MANAGER**

**WHEREAS**, the California Department of Conservation (DOC) released the 2020 RCD Financial Assistance Program; and

**WHEREAS**, Tuolumne County RCD desires to apply to the RCD Assistance Program for financial assistance; and

**WHEREAS**, the Tuolumne County RCD is authorized by Public Resources Code section 9408 to enter into agreements with federal or state agencies to receive funds in furtherance of Tuolumne County RCD purposes; and

**WHEREAS**, the DOC requires that a resolution of the RCD Board of Directors be adopted authorizing submittal of a funding request on behalf of the RCD; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Tuolumne County Resource Conservation District as follows:

1. The Board of Directors hereby authorizes submittal of all necessary materials for an application to the California Department of Conservation for the 2020 RCD Financial Assistance Program; and
2. The Board of Director hereby certifies the the understanding of assurance and certification that is part of the Financial Assistance grant application; and
3. The Board of Director hereby authorizes the posting of appropriate notices; and
4. The Board of Directors hereby authorizes the Tuolumne County RCD Board Chair or District Managerto sign any resulting agreement, and any amendments thereto, on behalf of the Tuolumne County RCD; and
5. The Board of Directors hereby authorizes the Tuolumne County RCD Board Chair or District Manager to sign any documentation or submittals, and any amendments thereto, on behalf of the Tuolumne County RCD; and

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Board of Directors of the Tuolumne County Resource Conservation District at a meeting of the Board held on the 17<sup>th</sup> day of June 2020. Motion by \_\_\_\_\_ and second by \_\_\_\_\_. Motion passed by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

Signed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

June 17, 2020

RESOLUTION NO. 2020-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TUOLUMNE COUNTY RESOURCE CONSERVATION DISTRICT (RCD) AUTHORIZING COLLABORATION IN THE SUBMITTAL OF THE TWAIN HARTE COMMUNITY STORMWATER ENHANCEMENT PROJECT AND DELEGATING CERTAIN RELATED DUTIES TO THE BOARD CHAIR AND THE DISTRICT MANAGER**

**WHEREAS**, the Twain Harte Community Services District (THCSD) is submitting an application to the State Water Resources Control Board for funding for the Twain Harte Community Stormwater Enhancement Project; and

**WHEREAS**, the Tuolumne County RCD has partnered with the THCSD to develop a project proposal for the Twain Harte Community Stormwater Enhancement Project (Project); and

**WHEREAS**, the proposed Project will consists of a series of improvements across the community to enhance water quality, decrease creek scouring, reduce sedimentation in Twain Harte Lake, improve water supply self-reliance, and educate the community to encourage similar improvements on private properties across the community; and

**WHEREAS**, the Tuolumne County RCD is authorized by Public Resources Code section 9408 to enter into agreements with federal or state agencies to receive funds in furtherance of Tuolumne County RCD purposes; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Tuolumne County Resource Conservation District as follows:

1. The Board of Directors hereby authorizes submittal of all necessary materials for application to the State Water Resources Control Board for the Twain Harte Community Stormwater Enhancement Project; and
2. The Board of Director hereby authorizes the posting of appropriate notices; and
3. The Board of Directors hereby authorizes the Tuolumne County RCD Board Chair or District Managerto sign any resulting agreement, and any amendments thereto, on behalf of the Tuolumne County RCD; and
4. The Board of Directors hereby authorizes the Tuolumne County RCD Board Chair or District Manager to sign any documentation or submittals, and any amendments thereto, on behalf of the Tuolumne County RCD; and

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Board of Directors of the Tuolumne County Resource Conservation District at a meeting of the Board held on the 17<sup>th</sup> day of June 2020. Motion by \_\_\_\_\_ and second by \_\_\_\_\_. Motion passed by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

Signed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

**Proposed - TCRCO 2019-2020 Budget**

	<b>Account #'s:</b>	<b>Annual Revenue:</b>
IRWM Administration & Drought Grant Admin	472237	\$ 42,500.00
IRWM Small Landowner	454490	\$ 58,157.73
IRWM Round 2 Grant Administration	454495	\$ 3,496.96
IRWM Water Conservation Program	454465	\$ 1,222,894.10
NRCS Forestry Cooperative Agreement	454450	\$ 1,838.39
RCPP Forestry Partnership	-	\$ 12,012.92
<b>Total Revenue:</b>		<b>\$ 1,340,900.10</b>

**Annual Expenses:**

Staff	511110, etc.	\$ 58,907.10
Contract Services	526191	\$ 15,810.00
Rent & Garbage	527310	\$ 10,800.00
Utilities - Electricity, Propane, Phone, Internet	529210	\$ 1,500.00
Office Supplies, Postage & Copies	525110	\$ 500.00
Insurance - Liability, Workers Comp, Vehicle	521643	\$ 4,050.00
Computer Software	529910	\$ 900.00
Audit/County Charges	526110	\$ 500.00
Stream Team Supplies	526120	\$ 1,000.00
Program Expenses	526843/526763	\$ 1,235,233.00
Communication & Membership	521310	\$ 3,200.00
Travel, Mileage & Vehicle	529120	\$ 2,500.00
Interest	528227/598420	\$ 6,000.00
<b>Total Expenses:</b>		<b>\$ 1,340,900.10</b>