



**Board Meeting Agenda**  
**January 19, 2023 - 3:30PM-5:30PM**

**MEETING LOCATION:** Gold Ridge Resource Conservation District, 2776 Sullivan Road, Sebastopol, CA 95472  
*Board meeting will be held in person and remotely*

**REMOTE ACCESS:** Members of the staff and public can participate remotely by using the following options:

**Zoom:** <https://us02web.zoom.us/j/81326946028?pwd=VERncTBxaWdkaFpkTUZKL3RRROW81UT09>

**Phone:** [\(669\) 900-6833](tel:6699006833). Meeting ID: [813 2694 6028](#). Passcode: [111](#).

**District Directors:** Joe Dutton, President; Mel Sanchietti, Director; Guy Smith, Director; Lorri Duckworth, Director; Elias Zegarra, Director

**Associate Directors:** Chris Choo, Temra Costa

1. **Call to order, Determination of a Quorum, Introductions**
2. **Additions/Changes to the Agenda** (Gov. Code 54954.2 (B))
3. **Public Comment:** Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)).
4. **Informational Items**
  - a. **Gold Ridge RCD Updates & Notices**
  - b. **Report out on Ad Hoc Financial Sustainability Committee Meeting** (*Mare O'Connell*)
  - c. **Carbon Farm Program Update** (*William Hart*)
  - d. **CalTrans Mitigation Project Contracting Update** (*John Green*)
5. **Consent Calendar**
  - a. **December 2022 Special Meeting Minutes, January 2023 Grant Status Report** (*Brittany Jensen*)
6. **Action Items**
  - a. **Approval of Financial Report, and Warrant Request for FY 22/23 through November 2022** (*Mare O'Connell*)
  - b. **Approval of Executive Director to enter into a contract with Fire Safe Sonoma for the CAL FIRE Fire Prevention Grant Program "West Sonoma County Collaborative: Community Capacity Building Phase 1" (#212) for project management services for \$245,520** (*Adriana Stagnaro*)
  - c. **Approve Resolution 2023-01 authorizing the Executive Director to enter into an agreement with the California Department of Fish and Wildlife for implementation of the Mt. Gilead Water Conservation and Streamflow Improvement Project (#215) for \$868,715** (*John Green*)
7. **Future Agenda Items**
8. **Adjournment**

*This agenda has been prepared and posted at least 72 hours prior to the regular meeting of the Board of Directors in accordance with the Ralph M. Brown Act. Materials related to items on this agenda, included in the agenda packet or distributed to the Board after distribution of the agenda packet, are available for public inspection at the above address during normal business hours as well as our website. To request board packet information, please contact Brittany Jensen at (707) 823-5244 or [Brittany@goldridgercd.org](mailto:Brittany@goldridgercd.org).*

**Special Accommodations:** *In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact Noelle Johnson at (707) 834-8880. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangement can be made to provide accessibility at the meeting.*

**District Staff:**

Brittany Jensen, Executive Director	Mare O'Connell, Financial Manager
Joe Pozzi, District Manager	Jason Wells, Forester
Noelle Johnson, Deputy Director	Sophia Tsue, Education & Outreach Coordinator
John Green, Lead Scientist & Program Manager	Tess Polizzotti, GrizzlyCorps Fellow
Sierra Cantor, Ecologist	Angel Arcuri, ClimateCorps Fellow
William Hart, Project Manager	Will Spangler, Conservation Project Manager
Adriana Stagnaro, Outreach & Project Manager	Tom Hammond, Shared Engineer
Michele Harris, District Administrator	

**Schedule of Upcoming Gold Ridge RCD Board Meetings:**

Every Third Thursday of the month, unless marked\*

The following meetings will be held in person (unless noted) and with an option to join virtually over Zoom video conferencing. For information about how to join a Zoom meeting, see: <https://support.zoom.us/hc/en-us/articles/201362193-How-Do-I-Join-A-Meeting->

- February 16, 3:30-5:30pm
- March 16, 3:30-5:30pm
- April 20, 3:30-5:30pm



**Special Board Meeting Minutes**  
**December 15, 2022 - 12:30PM-1:00PM**

**MEETING LOCATION:** Valley Ford Schoolhouse, 14355 School Street, Valley Ford, CA 94972  
*Board meeting will be held in person*

**District Directors:** Joe Dutton, President; Mel Sanchietti, Director; Guy Smith, Director; Lorri Duckworth, Director; Elias Zegarra, Director

**Associate Directors:** Chris Choo, Temra Costa

**1. Call to order, Determination of a Quorum, Introductions**

*Meeting was called to order at 12:35*

*Directors present: Joe Dutton, Mel Sanchietti, Guy Smith, Elias Zegarra, Lorri Duckworth*

*Directors absent: None*

*Associate directors present: Temra Costa, Chris Choo*

*Associate Directors absent: None*

*Staff present: Brittany Jensen, Will Spangler, Joe Pozzi, John Green*

*Other attendees: Mike Griffin*

**2. Additions/Changes to the Agenda (Gov. Code 54954.2 (B))**

*None*

**3. Public Comment:** Public may comment on agenda items when they are discussed. Speakers are asked to limit comments to three minutes (Gov. Code 54954.3(a)).

*None*

**4. Informational Items**

**a. Gold Ridge RCD Updates & Notices**

*None*

**b. Report out on Ad Hoc Financial Sustainability Committee Meeting (Mare O'Connell)**

*No meeting was held. Nothing to report.*

**5. Consent Calendar**

**a. November 2022 Meeting Minutes, December 2022 Grant Status Report (Brittany Jensen)**

*Motion to approve Item 5: 1<sup>st</sup> Sanchietti, 2<sup>nd</sup> Smith. Ayes: Sanchietti, Dutton, Smith, Zegarra, Duckworth  
Nays: None. Abstentions: None*

**6. Action Items**

**a. Approval of Financial Report, and Warrant Request for FY 22/23 through October 2022 (Mare O'Connell)**

*Motion to approve Item 6A: 1<sup>st</sup> Sanchietti, 2<sup>nd</sup> Zegarra. Ayes: Sanchietti, Dutton, Smith, Zegarra, Duckworth  
Nays: None. Abstentions: None*

**7. Future Agenda Items**

**8. Adjournment and Board Tour Meeting was adjourned at 12:55pm**

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- February 16, 3:30-5:30pm
- March 16, 3:30-5:30pm

**November 17, 2022 Gold Ridge Resource Conservation District - Grant Status Report FY 22/23**

	Current Grants in Progress FY 20/21	Grant #	RCD Lead Staff	Grant Amount	Billings to Date	Amount Left to Bill	Completion Date
108	SCWA RR Cooperative 1617-156C	SCWA	Noelle Johnson	\$ 100,000.00	\$ 82,002.18	\$ 17,997.83	6/30/2023
	This 2-year cooperative agreement provides cost share for outreach, RR fisheries proposal development, water quality monitoring, and GSA participation. Staff met to discuss winter monitoring priorities and resources, strategy to keep PIT tag antennas operational						
117	Caltrans Gleason Beach Mitigation Project	Caltrans	John Green	\$ 276,727.50	\$ 273,327.56	\$ 3,399.94	12/31/2021
	Design for mitigation projects is largely complete, but we continue to work on planning tasks. We are also working with Caltrans and the landowners on details of the proposed conservation easement and management plan, and developing a scope of work and budget for project implementation and ten years of maintenance and monitoring.						
127	Blanchard Ranch Erosion Control Project	SCWA	John Green	\$ 92,400.00	\$ 91,667.20	\$ 732.80	6/30/2022
	All project work is complete. We will be maintaining riparian plantings and monitoring plant survival for three years.						
136	Tannery Creek Large Wood Recruitment 2018	DFW P1830401	Noelle Johnson	\$ 211,035.00	\$ 191,231.31	\$ 19,803.69	3/31/2023
	Project installation complete. Effectiveness monitoring will continue through spring 2023. GRRCD staff and board member collaborated with SCWC members to conduct annual wet-dry mapping on Tannery and Fay Creeks.						
138	GSA - West Yost		Brittany Jensen	\$ 99,511.00	\$ 68,941.18	\$ 30,569.82	7/30/2022
	GRRCD staff will provide administrative assistance to Andy Rodgers of West Yost, who is serving as SR Plain GSA Administrator.						
149	Healthy Soils Demonstration Project - Gabriel Farm	CDFA	Adriana Stagnaro	\$ 249,508.21	\$ 199,039.08	\$ 50,469.13	3/31/2023
	Annual Report was submitted to CDFA. SFSU continues to perform their monitoring and data collection efforts. We presented a poster at the CalCan Summit on November 14th.						
153	CASGEM 2019-2023	SCWA TW 13.14-039	Will Spangler	\$ 31,999.50	\$ 15,954.14	\$ 16,045.36	6/30/2023
	Fall monitoring was conducted in October, with additional sites being added in data gap areas						
154	DPR - Freezeout/Willow Planning	DPR C2033025	John Green	\$ 17,460.00	\$ 14,321.32	\$ 3,138.68	6/15/2023
	Trail planning in Freezeout is nearly complete, and we are starting on planning for a new trail in the upper Willow Creek watershed. Our contract is nearly expended and we will develop another contract with State Parks this winter.						
156	Sweetwater Nursery Off-Channel Habitat Design	DFW #Q1930402	Nierra Cantor	\$ 218,595.90	\$ 214,818.91	\$ 3,776.99	3/31/2023
	Design work is in progress; PCI's 90% design plans, Technical Specifications, and revised Basis of Design report were submitted to CDFW. CDFW staff provided comments and PCI will be integrating those changes into the 100% plan set and project cost estimate. GRRCD removed the sonde from the dry pond. A proposal for implementation funding was submitted to NOAA.						
157	CDFA Tech Assistance - HSP and AMMP	CDFA #19-0883-000-SO	William Hart	\$ 98,921.02	\$ 49,961.91	\$ 48,959.11	3/31/2023
	The Healthy Soils Program is currently closed for applications. Healthy Soils has a budget of \$35 million in the upcoming cycle. CDFA is going to offer a block grants of \$2-5 million per applicant with a grant term of 4 years. If the RCD were to apply, we would then determine on-farm projects to support. There is a cap of 15% for administrative costs and 5% of the total award can be used for Technical Assistance. Per On-farm project cap is \$200,000. Need to include an outreach plan, develop projects through TA, and submit project level data to CDFA for clearance.						
160	Etabias Creek Riparian Restoration Project	State Coastal Conservancy Prop 1	William Hart	\$ 200,000.00	\$ 191,621.73	\$ 8,378.27	3/31/2023
	The STRAW crew continues to conduct monitoring and maintenance visits. The project funding ends in March 2023.						
161	Atascadero Sediment Removal 65% Design	DFW #Q2096007	Sierra Cantor	\$ 551,220.34	\$ 350,367.88	\$ 200,852.46	3/15/2024
	Assessment work is in progress by Baseline Consulting, California Sea Grant, Stillwater Sciences, O'Connor Environmental, Streamline Engineering and GRRCD. GRRCD and CSG pulled continuous water quality and PIT tag antennas from Atascadero Creek due to dry channel conditions. GRRCD will be taking over operation of CSG's PIT tag antennas to track coho movement; SS staff conducted wetland extent mapping; OEI bored test holes to measure distance to groundwater. A proposal to bring designs to 100% was submitted to NOAA.						
162	Rainwater Rebate and Streamflow Enhancement Pilot	DWR	Noelle Johnson	\$ 420,324.00	\$ 143,073.30	\$ 277,250.70	3/31/2025
	The Qualified Water Efficient Landscaper (QWEL) trainings in English and Spanish are being planned for February. We are doing outreach in targeted areas, and are developing strategies to make large systems for affordable. Aside from funds specific to certain areas, our county-wide rebate funds have been almost completely earmarked, so we're working to pull in more funds to continue the program.						
164	Mt. Gilead Streamflow Enhancement Design	WCB Streamflow (through NCR&DC)	John Green	\$ 314,491.00	\$ 203,953.33	\$ 110,537.67	12/31/2023
	PCI is nearly finished with design for a large-scale (400,000 gallons) rainwater catchment project. We have been awarded full implementation funding from the Department of Fish and Wildlife.						
165	Alliance Redwoods Implementation	WCB Streamflow (through NCR&DC)	John Green	\$ 1,500,610.60	\$ 588,601.48	\$ 912,009.12	12/31/2023
	Phase 1 of the project is nearly complete, with work remaining only on athletic field upgrades. We have requested additional funding from both grantors to accommodate cost escalation, and Phase 2 is scheduled for 2023.						
166	SCAPOS Education/Outings 2020-23	Subcontract with SRCD	Adriana Stagnaro	\$ 78,387.00	\$ 33,879.18	\$ 44,507.82	6/30/2023
	Subcontract to SRCD for public outings through the TEAM, FARMS, and Ag Heritage programs. Planning underway for Fall 2022 TEAM trips to Open Field Farm in Petaluma.						
172	Anonymous Foundation Project Tracker		Brittany Jensen	\$ 50,000.00	\$ 45,601.26	\$ 4,398.74	
	Project moving along, improvements and engagement beginning						
173	CalFire NBFP		Adriana Stagnaro	\$ 44,100.00	\$ 7,332.00	\$ 36,768.00	3/31/2024
	Contracted for 2 projects in GRRCD						

	Current Grants in Progress FY 20/21	Grant #	RCD Lead Staff	Grant Amount	Billings to Date	Amount Left to Bill	Completion Date
174	Forest Working Group 2021 Grants	Various grants	Adriana Stagnaro	\$ 23,094.17	\$ 24,443.42	\$ (1,349.25)	NA
	Funds the coordinator position to the Sonoma County Forest Working Group. Brings additional resources, education, coordination, communication to area forest managers and stakeholders.						
179	Zero Foodprint	various contracts	William Hart	\$ 8,100.00	\$ 10,740.66	\$ (2,640.66)	Mar-22
	Projects have been completed. Budget deficit is being covered by CARCD.						
185	Green Valley Rural Water Conservation - Phase II	Wildlife Conservation Board (through NCRC&DC)	Will Spangler	\$ 870,121.00	\$ 675,731.99	\$ 194,389.01	2/28/2024
	Construction of four rural residential rainwater catchment systems is underway, with completion scheduled for late December.						
186	Salmon Creek School Rainwater Catchment Project	Wildlife Conservation Board (through NCRC&DC)	John Green	\$ 2,064,577.00	\$ 1,505,477.77	\$ 559,099.23	4/30/2024
	Construction of a 500,000-gallon rainwater catchment system is ongoing, with completion targeted for this winter. We requested and received additional funding from WCB to cover cost escalation and a major change order.						
187	GV/DB Flow Enhancement Model Updates	Wildlife Conservation Board (through CRWI)	Sierra Cantor	\$ 15,650.00	\$ -	\$ 15,650.00	4/30/2025
	We are awaiting a subcontract from CRWI.						
188	Atascadero Master Plan	Wildlife Conservation Board (through CRWI)	Sierra Cantor	\$ 95,947.00	\$ 48,362.50	\$ 47,584.50	3/1/2025
	To complete two additional designs along Atascadero/Lower Green Valley creeks, and analyze cumulative effects of those and three other projects in development in comprehensive CEQA document. GRRCD, OEI, Streamline have conducted preliminary water quality, streamflow, and topographic survey field work, respectively; working on monitoring plan						
189	Alliance Implementation cost share	DFW FRGP	John Green	\$ 514,889.00	\$ 267,568.57	\$ 247,320.43	4/30/2024
	Cost share for #165.						
190	Iron Horse Fish Screen Implementation	DFW FRGP	John Green	\$ 267,295.00	\$ 155,781.89	\$ 111,513.11	3/31/2023
	Permitting is in process, construction scheduled for summer of 2023. The project budget is no longer sufficient because of cost escalation, so we will be going back to DFW for additional funding.						
192	LandSmart Community Grazing	SCAPOS	William Hart	\$ 184,600.00	\$ 189,657.20	\$ (5,057.20)	12/31/2022
	All projects have been completed. Final report will be submitted in January 2023.						
196	Conservation Partners Program V	NFWF #72172	Noelle Johnson	\$ 150,000.00	\$ 28,457.62	\$ 121,542.38	7/31/2024
	TA and design funding for streamflow and habitat enhancement projects on EQIP-eligible properties in the lower Russian River and Salmon Creek. We've identified several potential design sites through the rainwater catchment rebate applications submitted through #162.						
197	NFWF 73962 IH Cost Share		John Green	\$ 34,906.86	\$ 19,671.25	\$ 15,235.61	7/29/2023
	Cost share for #190 to provide additional funds for permitting complications.						
198	SCAPOS DOC Riparian	TBD	Brittany Jensen	\$ 50,000.00	\$ 7,234.20	\$ 42,765.80	3/31/2023
	GRRCD will assist SCAPOS to develop a riparian easement program, providing technical assistance and outreach to landowners. GRRCD staff began interviewing landowners and attending site visits to potential properties. A time extension has been granted through March 2023.						
199	North Bay Monarch Working Group	NFWF Monarch Program #72785	Noelle Johnson	\$ 174,999.38	\$ 38,518.92	\$ 136,480.46	3/31/2024
	We continue to work with numerous partners to install habitat patches at school and community gardens throughout the S-county project area. We're implementing plantings with Laguna Foundation, STRAW, SPAWN, and Marin Audubon, and the College of Marin. We have also worked with landowners renting the no till drill who are interested in seeding wildflowers and/or milkweed, and are planning to work with LeBallisters to source seeds more locally appropriate species.						
201	Atascadero Outreach and WC Planning	DFW Cutting Green Tape	Noelle Johnson	\$ 85,568.00	\$ -	\$ 85,568.00	3/15/2025
	Funding for outreach, technical assistance, and design to promote the rainwater catchment rebate program (#162) among riparian water users in the Redwood, Jonive, and Sexton Creek subwatersheds. This grant as written covers only TA and design, and doesn't include rebate funding. As we are no longer able to guarantee rebate funding for participants through the county-wide program, we are holding off on outreach until we can either amend the budget to include it or pull in more funds.						
202	Greene Off-Channel Habitat Design Project	DFW Cutting Green Tape (through NCRC&DC)	Sierra Cantor	\$ 72,208.00	\$ 1,373.00	\$ 70,835.00	3/15/2025
	Design for an off-channel habitat project connecting the Sweetwater Nursery design to the off-channel habitat being implemented at Iron Horse vineyards. Held project kick off meeting with design team (NCRCD, PCI, CDFW), scheduled initial field work (survey, installation of PT). This was submitted through NCRC&DC as our fiscal sponsor, with design subcontracts in process.						
203	Mt. Gilead Water Conservation Project Implementation	DFW Cutting Green Tape	John Green	\$ 1,406,465.00	\$ -	\$ 1,406,465.00	
	Partial funding to implement designs developed through #164. We are awaiting our grant agreement and have applied for cost share funding.						
204	NCRP Rainwater Catchment Rebate Pilot Program	County Climate Resilience Fund	Noelle Johnson	\$ 161,548.00	\$ 38,516.46	\$ 123,031.54	11/30/2024
	Flexible cost share towards #162 to support and expand the rainwater catchment rebate program throughout the county.						
205	RCPA Compost	County Climate Resilience Fund	William Hart	\$ 81,750.00	\$ 3,469.50	\$ 78,280.50	12/31/2023
	Multi-partner effort to expand compost application on both agricultural and community sites. Outreach for the program will occur in January / February of 2023. We have developed ranking criteria and we have a draft application form.						

	Current Grants in Progress FY 20/21	Grant #	RCD Lead Staff	Grant Amount	Billings to Date	Amount Left to Bill	Completion Date
206	After the Fire- RCPP Forest Grassland	USDA NRCS Regional Conservation Partnership Program (RCPP)	Brittany Jensen	\$ 34,402.00	\$ -	\$ 34,402.00	5/31/2023
	This is a multi year, multi-county grant from USDA NRCS administered by After the Fire for RCDs in Gold Ridge, Sonoma, Napa, Lake, Solano, Yolo and Colusa counties. This is a program to help land participants plan, sign up and implement forest health practices funded by NRCS. Gold Ridge RCD will use these funds to hire a GrizzlyCorps staff to help with technical assistance, education and outreach. William will supervise the Fellow who will start in September. New funds that may fluctuate will be added each year.						
207	LandSmart Community Grazing II	SCAPOS	William Hart	\$ 355,513.00	\$ 36,947.50	\$ 318,565.50	12/31/2023
	We received 19 applications for the second phase of the program, with seven applicants from the GR District. We ranked each project and we are in the process of evaluating the top ranked projects for funding. We also received three additional contract grazers to add to our list.						
208	Salmon Creek Rural Water Conservation Project - Phase II	DFW Voluntary Drought Initiative	Noelle Johnson	\$ 250,000.00		\$ 250,000.00	8/31/2025
	Provides funding for design, materials rebates, and direct tank purchases for residential rainwater catchment systems to offset stream diversions in the Salmon Creek Watershed. We have begun outreach and design work.						
209	Community Foundation			\$ 10,000.00	\$ 3,302.58	\$ 6,697.42	
	Provided as a housing stipend for our Americorps Fellow						
210	Anonymous Foundation 2022-2023	Anonymous foundation	Noelle Johnson	\$ 50,000.00	\$ 26,497.15	\$ 23,502.85	6/30/2023
	General support for RCD programs						
211	Conservation Outreach Cooperative Agreement	NRCS Equity Program (through CARCD)	Noelle Johnson	\$ 22,483.00	\$ 4,483.56	\$ 17,999.44	3/21/2024
	Funding to continue working to expand programming into underserved areas, and to revamp our participation in the Food Systems Alliance and other regional collaborations. We collaborated with the School Garden Network and Conservation Works to provide a teacher training on November 10th. We are currently using this as gap funding to begin work on the Farm To School project as we await the Cdfa subcontract.						
212	West County Defensible Space Capacity Building	FP-LNU-0299 Subcontract with Fire Safe Sonoma	Adriana Stagnaro	\$ 245,520.00		\$ 245,520.00	
	Funds defensible space work in the Occidental, Camp Meeker, Monte Rio, Forestville communities: Provides incentive dollars for defensible space labor, establishes a west county chipper program in partnership with local fire departments, and educates through workshops and field tours.						
213	North Bay Forest Improvement Program Phase II	After the Fire USA Subcontract	Adriana Stagnaro	\$ 91,045.00		\$ 91,045.00	1/24/2022 to 3/31/2026
	Continues North Bay Forest Improvement Program under a new contract with After the Fire USA (formerly Rebuild North Bay Foundation).						
214	RLF 22-23	Resources Legacy Fund	Noelle Johnson	\$ 40,000.00	\$ 1,322.50	\$ 38,677.50	11/30/2023
	General support for RCD programs that benefit water quality within the Russian River Watershed.						
215	Mt. Gilead Water Conservation Project cost share	DFW FRGP	John Green	\$ 868,715.00			
216	Lower Green Valley Off-Channel Habitat- Iron Horse	DFW FRGP	Sierra Cantor	\$ 1,886,554.00			
	<b>TOTAL IN PROCESS</b>			<b>\$14,671,241.48</b>	<b>\$5,853,253.19</b>	<b>\$6,062,719.29</b>	
	<b>Submitted Proposals</b>	<b>Funder/Program</b>		<b>Total Amount</b>	<b>Amount Proposed for GRRCD</b>	<b>amount anticipated</b>	<b>Status</b>
	Innovative Conservation: Vital Streams and Forests	NRCS RCPP AFA	Noelle Johnson	\$ 2,000,000.00	\$ 100,000.00	\$ 100,000.00	Agreement in negotiation
	LandSmart Grazing Program for Community Resilience	State Coastal Conservancy 2021 Wildfire Resiliency Program	William Hart	\$ 548,777.00	\$ 548,777.00		submitting revised proposal
	Climate Resilience through Habitat Restoration	WCB (through CARCD)	Noelle Johnson	\$ 19,000,000.00	\$ 500,000.00	\$ 500,000.00	submitted 02/24/2022
	Sonoma Marin Ag and County Climate Coalition	USDA Climate Smart Commodities	Brittany Jensen / William Hart	\$ 17,175,391.36	\$ 3,000,000.00	\$ 2,298,426.20	selected for partial funding
	Organic Valley Carbon Insetting Program	USDA Climate Smart Commodities	Brittany Jensen / William Hart		\$ 181,970.00	\$ 181,970.00	selected for funding
	Mt. Gilead Water Conservation Project cost share	DFW Voluntary Drought Initiative	John Green	\$ 861,793.00	\$ 861,793.00		submitted 05/10/2022
	Sonoma County Farm-to-School Capacity Building Project	Cdfa CA Farm to School Incubator Grant Program	Noelle Johnson	\$ 500,000.00	\$ 91,748.00	\$ 85,000.00	selected for funding
	So RR Watershed Cons and Forest Wildfire Resilience Project	NFWF CA Forests: Headwater Resilience 2022	Adriana Stagnaro	\$ 450,000.00	\$ 190,318.47		selected for funding
	Lower Russian River Coho Habitat Restoration Project	NOAA Transformation Habitat/Coastal Resilience	Noelle Johnson	\$ 8,452,311.13	\$ 8,452,311.13		submitted 09/07/2022
	Conservation Ag Planning	Cdfa Conservation Agriculture Planning	William Hart	\$ 225,000.00	\$ 225,000.00		submitted 10/19/2022
	<b>TOTAL PROPOSED</b>			<b>\$ 49,213,272.49</b>	<b>\$ 14,151,917.60</b>	<b>\$ 3,165,396.20</b>	
	<b>Recently Completed Projects</b>	<b>Grant #</b>		<b>Amount</b>			<b>Completed</b>



## Action Item 6-A

TO: BOARD OF DIRECTORS  
FROM: Mare O'Connell  
SUBJECT: Financial Summary Report for November 2022  
DATE: January 19, 2023

### Financial Summary for November 2022

This report covers the first five months of the fiscal year 2022-23. Because so many of our grants are billed quarterly, we estimate anticipated income and related costs for the interim months like November.

In the **Statement of Net Assets** GRRCD's **accounts receivable** is \$1,169,217 plus a **retention receivable** (grant funds withheld pending closure) of \$307,590. for a total of \$1,476,807 from grant activity. The unexpended portion of our advance payments to date totals \$594,795 and appears as deferred revenue (a liability) on the balance sheet. Deferred revenue represents all advance payments from various grant sources less expenditures to date.

Our county bank balance is in the positive at \$1,768,122. The high bank balance this month reflects receipt of funds for the Salmon Creek School Project (#186). We have a payable to Harmony Union School district in the amount of \$1,492,176 that, when paid, will reduce that high balance. Our payroll account at Exchange Bank has a positive balance of \$49,753, and a small account at the same bank is holding \$473.

We also have \$10,189 in prepaid insurances for the current year.

The **accounts payable** balance is \$2,356,993 for the current month. The payable to Harmony Union School District for \$1,492,176 and referenced above is largely responsible. Other liabilities include a credit card payable of \$6,612, deferred revenue as noted above, paid time off liability (compensated absences) updated as of June 30,2022, as well as funds owing Cal Pers retirement, payroll taxes and our voluntary 457 retirement if unpaid at month's end.

Our **equity** this month is a positive \$455,997 with capital assets of \$22,819, fund balance of \$454,753 and net income for the year to date in the negative at -21,574.

**The Statement of Operations** for the year to date through November reports \$2,871,179 in total revenue and \$2,892,754 in expenses (including principal payments on the truck) for a net loss of \$21,574. It is noted that one pay period in November did not pay out until December, increasing the net loss for the month by \$25,410 to \$46,984 year to date.

### Definitions:

- *Statement of Net Assets* (the balance sheet) lists all our assets, both cash and noncash:
- *Assets* include our cash in bank, funds expected from our grant activity but not yet received ("accounts receivable" and "retention receivable"), prepaid expenses, and the value of our physical assets.
- *Liabilities* are made up of money we owe to vendors, cash advances from grantors, credit card and payroll liabilities.
- *Equity* is the difference between our assets and liabilities or net worth as an organization.
- *Net Income* is the difference between assets and liabilities in this Fiscal Year
- *Statement of Operations* shows income and expenses for the current period.



## GOLD RIDGE RESOURCE CONSERVATION DISTRICT

## Statement of Net Assets

01/11/23

As of November 30, 2022

Accrual Basis

	Nov 30, 22	Nov 30, 21	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
Checking/Savings	1,819,445.15	84,075.14	1,735,370.01	2,064.1%
Accounts Receivable	1,169,217.18	517,812.04	651,405.14	125.8%
Other Current Assets	442,033.87	167,533.20	274,500.67	163.9%
<b>Total Current Assets</b>	<b>3,430,696.20</b>	<b>769,420.38</b>	<b>2,661,275.82</b>	<b>345.9%</b>
Fixed Assets	24,906.54	36,119.00	-11,212.46	-31.0%
<b>TOTAL ASSETS</b>	<b><u>3,455,602.74</u></b>	<b><u>805,539.38</u></b>	<b><u>2,650,063.36</u></b>	<b><u>329.0%</u></b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	2,356,993.43	259,307.62	2,097,685.81	809.0%
Credit Cards	6,612.46	3,058.12	3,554.34	116.2%
Other Current Liabilities	635,999.16	421,530.54	214,468.62	50.9%
<b>Total Current Liabilities</b>	<b>2,999,605.05</b>	<b>683,896.28</b>	<b>2,315,708.77</b>	<b>338.6%</b>
<b>Total Liabilities</b>	<b>2,999,605.05</b>	<b>683,896.28</b>	<b>2,315,708.77</b>	<b>338.6%</b>
<b>Equity</b>				
321 · Net Assets in Capital Assets	22,819.00	22,819.00	0.00	0.0%
3900 · Fund Balance/Net Assets	454,752.98	95,621.57	359,131.41	375.6%
Net Income	-21,574.29	3,202.53	-24,776.82	-773.7%
<b>Total Equity</b>	<b>455,997.69</b>	<b>121,643.10</b>	<b>334,354.59</b>	<b>274.9%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>3,455,602.74</u></b>	<b><u>805,539.38</u></b>	<b><u>2,650,063.36</u></b>	<b><u>329.0%</u></b>

## GOLD RIDGE RESOURCE CONSERVATION DISTRICT

## Monthly Statement of Net Assets

01/11/23

As of November 30, 2022

Accrual Basis

	<u>Jul 31, 22</u>	<u>Aug 31, 22</u>	<u>Sep 30, 22</u>	<u>Oct 31, 22</u>	<u>Nov 30, 22</u>
<b>ASSETS</b>					
<b>Current Assets</b>					
<b>Checking/Savings</b>	451,665.89	549,673.82	336,089.73	458,747.41	1,819,445.15
<b>Accounts Receivable</b>	778,984.75	2,429,906.93	2,844,547.16	2,626,439.28	1,169,217.18
<b>Other Current Assets</b>	222,379.28	253,161.21	272,182.38	442,033.87	442,033.87
<b>Total Current Assets</b>	1,453,029.92	3,232,741.96	3,452,819.27	3,527,220.56	3,430,696.20
<b>Fixed Assets</b>	24,906.54	24,906.54	24,906.54	24,906.54	24,906.54
<b>TOTAL ASSETS</b>	<b><u>1,477,936.46</u></b>	<b><u>3,257,648.50</u></b>	<b><u>3,477,725.81</u></b>	<b><u>3,552,127.10</u></b>	<b><u>3,455,602.74</u></b>
<b>LIABILITIES &amp; EQUITY</b>					
<b>Liabilities</b>					
<b>Current Liabilities</b>					
<b>Accounts Payable</b>	493,994.74	2,247,629.38	2,449,762.31	2,366,909.69	2,356,993.43
<b>Credit Cards</b>	2,719.14	2,276.06	11,656.55	11,087.66	6,612.46
<b>Other Current Liabilities</b>	510,174.16	551,977.09	525,052.35	652,723.62	635,999.16
<b>Total Current Liabilities</b>	1,006,888.04	2,801,882.53	2,986,471.21	3,030,720.97	2,999,605.05
<b>Total Liabilities</b>	1,006,888.04	2,801,882.53	2,986,471.21	3,030,720.97	2,999,605.05
<b>Equity</b>					
<b>321 · Net Assets in Capital Assets</b>	22,819.00	22,819.00	22,819.00	22,819.00	22,819.00
<b>3900 · Fund Balance/Net Assets</b>	454,752.98	454,752.98	454,752.98	454,752.98	454,752.98
<b>Net Income</b>	-6,523.56	-21,806.01	13,682.62	43,834.15	-21,574.29
<b>Total Equity</b>	471,048.42	455,765.97	491,254.60	521,406.13	455,997.69
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,477,936.46</u></b>	<b><u>3,257,648.50</u></b>	<b><u>3,477,725.81</u></b>	<b><u>3,552,127.10</u></b>	<b><u>3,455,602.74</u></b>

# GOLD RIDGE RESOURCE CONSERVATION DISTRICT

## Statement of Operations, Actual vs Budget

01/11/23

Accrual Basis

	Jul - Nov 22	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Income from Property Taxes</b>			
<b>1000 · Property Taxes - CY - 40002</b>	208.96	34,000.00	0.6%
<b>Income from Property Taxes - Other</b>	0.00	0.00	0.0%
<b>Total Income from Property Taxes</b>	208.96	34,000.00	0.6%
<b>Program Revenue</b>			
<b>Program Income Detail</b>			
<b>Foundation</b>	28,735.17	70,850.00	40.6%
<b>2590 · Soil Conservation Rev. - 42610</b>	0.00	4,125,086.00	0.0%
<b>Local Grant Income</b>	92,830.94		
<b>Fee for Service</b>	12,308.99		
<b>Federal Grant Income</b>	325,816.91		
<b>State Grant Income</b>	2,273,795.08		
<b>Total Program Income Detail</b>	2,733,487.09	4,195,936.00	65.1%
<b>Program Revenue - Other</b>	133,436.24		
<b>Total Program Revenue</b>	2,866,923.33	4,195,936.00	68.3%
<b>Other Income</b>			
<b>4040 · Miscellaneous Revenue - 46040</b>	700.00	0.00	100.0%
<b>4102 · Donations - 46029</b>	3,346.80	6,000.00	55.8%
<b>Total Other Income</b>	4,046.80	6,000.00	67.4%
<b>Total Income</b>	2,871,179.09	4,235,936.00	67.8%
<b>Gross Profit</b>	2,871,179.09	4,235,936.00	67.8%
<b>Expense</b>			
<b>Salaries and benefits</b>			
<b>6561 · COVID-19 Expenses</b>	0.00		
<b>5910 · Wages - 50701</b>	221,881.94	628,297.00	35.3%
<b>5922 · Payroll Taxes - FICA - 50753</b>	16,525.02	57,186.00	28.9%
<b>5923 · Cal PERS Retirement - 50755</b>	28,127.70	66,393.00	42.4%
<b>5930 · Health Insurance - 50801</b>	21,272.07	56,386.00	37.7%
<b>5935 · Payroll Taxes/Unemploy - 50806</b>	66.85	2,628.00	2.5%
<b>5940 · Workers Compensation - 50808</b>	80.36	2,980.00	2.7%
<b>6560 · Payroll Expenses</b>	178.50	500.00	35.7%
<b>Total Salaries and benefits</b>	288,132.44	814,370.00	35.4%
<b>Direct Costs</b>			
<b>6539 · Rebates to Property Owners</b>	55,131.34		
<b>6505 · Valley Ford Schoolhouse</b>	1,557.34		
<b>6510 · Other Direct Services</b>	660.00	115,010.00	0.6%
<b>6509 · Direct Travel, Tran &amp; Mileage</b>	971.06		
<b>6507 · Direct Equipment Maint - 51061</b>	0.00	0.00	0.0%
<b>6508 · Direct Materials &amp; Supp - 52071</b>	12,199.97	113,876.00	10.7%
<b>6540 · Subcontractors - 51249</b>	2,466,392.00	2,907,595.00	84.8%
<b>6589 · Permits - 51244</b>	19,625.79	32,950.00	59.6%
<b>Total Direct Costs</b>	2,556,537.50	3,169,431.00	80.7%

**GOLD RIDGE RESOURCE CONSERVATION DISTRICT**  
**Statement of Operations, Actual vs Budget**

01/11/23

Accrual Basis

	<u>Jul - Nov 22</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Overhead</b>			
6041 · Maintenance Equipment - 51061	0.00	3,500.00	0.0%
6042 · Insurance - (Vehicle) - 51042	0.00	2,000.00	0.0%
6462 · Miscellaneous Expense	0.00	1,200.00	0.0%
<b>Interest Expense</b>			
7919 · Interest Expense - Credit Card	165.67		
7920 · Interest on LT Debt - 53103	(671.15)	2,500.00	(26.8)%
<b>Total Interest Expense</b>	(505.48)	2,500.00	(20.2)%
6040 · Communications/WebSite - 51021	1,996.15	5,000.00	39.9%
6045 · Telephone - 51022	1,668.54	4,500.00	37.1%
6085 · Janitorial Services - 51032	1,430.00	4,000.00	35.8%
6103 · Liability Insurance - 51041	0.00	11,500.00	0.0%
6280 · Dues and Memberships - 52091	4,032.47	8,700.00	46.4%
6400 · Office Supplies - 52111	691.08	3,000.00	23.0%
6410 · Postage - 52114	148.83	500.00	29.8%
6430 · Printing Services - 51241	1,177.77	4,500.00	26.2%
6461 · Other Supplies - 52101	1,032.38	2,500.00	41.3%
6500 · Information Tech Svc - 51209	2,281.25	5,500.00	41.5%
6521 · County Services - 51916	1,025.85	7,800.00	13.2%
6538 · Training/Conference Exp - 51601	1,946.52	15,000.00	13.0%
6587 · LAFCO Charges - 52091	932.00	0.00	100.0%
6630 · Legal & Audit/ Accting- 51206	10,500.00	15,000.00	70.0%
6840 · Rent - 51421	12,500.00	35,000.00	35.7%
6890 · Computer Hardware/Softwar 52142	644.85	7,500.00	8.6%
7300 · Transportation/Travel - 51602	1,325.24	10,500.00	12.6%
7330 · Sanitation - 51031	292.95	500.00	58.6%
7360 · Gas, Electric and Water - 52193	940.29	2,500.00	37.6%
8561 · Office Equipment - 54000	0.00	23,200.00	0.0%
9000 · Appropriation for Contingencies	0.00	70,000.00	0.0%
<b>Total Overhead</b>	44,060.69	245,900.00	17.9%
<b>Total Expense</b>	2,888,730.63	4,229,701.00	68.3%
<b>Net Ordinary Income</b>	(17,551.54)	6,235.00	(281.5)%
<b>Other Income/Expense</b>			
<b>Other Income</b>			
4111 · Line of Credit - 47111	0.00	600,000.00	0.0%
<b>Total Other Income</b>	0.00	600,000.00	0.0%
<b>Other Expense</b>			
53101 · Principle Payments LT Debt	4,022.75	600,000.00	0.7%
<b>Total Other Expense</b>	4,022.75	600,000.00	0.7%
<b>Net Other Income</b>	(4,022.75)	0.00	100.0%
<b>Net Income</b>	<b>(21,574.29)</b>	<b>6,235.00</b>	<b>(346.0)%</b>

**GOLD RIDGE RESOURCE CONSERVATION DISTRICT**  
**Summary Balance Sheet**  
As of November 30, 2022

	<b>November 30, 2019</b>	<b>November 30, 2020</b>	<b>November 30, 2021</b>	<b>November 30, 2022</b>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>	-242,724.39	-43,805.31	84,075.14	1,819,445.15
<b>Accounts Receivable</b>	915,563.16	367,622.82	517,812.04	1,169,217.18
<b>Other Current Assets</b>	239,134.54	181,461.02	167,533.20	442,033.87
<b>Total Current Assets</b>	911,973.31	505,278.53	769,420.38	3,430,696.20
<b>Fixed Assets</b>	20,550.00	18,281.00	36,119.00	24,906.54
<b>TOTAL ASSETS</b>	<b>932,523.31</b>	<b>523,559.53</b>	<b>805,539.38</b>	<b>3,455,602.74</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>	570,932.71	87,699.70	259,307.62	2,356,993.43
<b>Credit Cards</b>	2,474.28	857.29	3,058.12	6,612.46
<b>Other Current Liabilities</b>	182,259.27	264,598.45	421,530.54	635,999.16
<b>Total Current Liabilities</b>	755,666.26	353,155.44	683,896.28	2,999,605.05
<b>Total Liabilities</b>	755,666.26	353,155.44	683,896.28	2,999,605.05
<b>Equity</b>	176,857.05	170,404.09	121,643.10	455,997.69
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>932,523.31</b>	<b>523,559.53</b>	<b>805,539.38</b>	<b>3,455,602.74</b>

**GOLD RIDGE RESOURCE CONSERVATION DISTRICT**

01/11/23

**A/P Aging Summary**

As of January 11, 2023

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
American Tank - 1792	0.00	24,416.29	0.00	0.00	106,540.40	130,956.69
Angelina Arcuri - 30366	0.00	60.00	0.00	0.00	0.00	60.00
Barry Sovel - 30588	0.00	0.00	0.00	5,000.00	0.00	5,000.00
Bay Area Community/Climate Corps - 2348	0.00	0.00	0.00	14,000.00	0.00	14,000.00
Brelje & Race Consulting - 40	0.00	2,185.00	1,130.50	0.00	1,228.75	4,544.25
Christopher Barron - 29707	0.00	15,119.38	0.00	0.00	0.00	15,119.38
Colleen Mahoney - 30591	0.00	0.00	540.00	0.00	0.00	540.00
Contractor Compliance - 7946	0.00	202.50	405.00	0.00	0.00	607.50
Daily Acts - 5328	0.00	13,956.00	4,930.00	0.00	13,821.25	32,707.25
Drew Consulting, Inc. - 30498	0.00	3,764.75	0.00	0.00	0.00	3,764.75
Dutton Bros Farming - 7384	0.00	2,775.00	0.00	0.00	0.00	2,775.00
Environmental Science Associates - 5572	0.00	1,900.00	950.00	0.00	0.00	2,850.00
Guerrero Fencing, Inc. - 22001	0.00	0.00	0.00	0.00	1,600.00	1,600.00
Harmony Union School Distr- 30599	0.00	0.00	0.00	0.00	149,217.56	149,217.56
Humboldt State University - 15826-2	0.00	0.00	0.00	0.00	5,081.00	5,081.00
Infosend, Inc. - 3925	0.00	0.00	1,100.88	0.00	0.00	1,100.88
Joseph Bowser - 30625	0.00	130.00	0.00	0.00	0.00	130.00
LeBallister's Inc.	0.00	0.00	3,225.06	0.00	0.00	3,225.06
M3 Integrated Services, Inc. - 8230	0.00	29,200.00	0.00	97,700.00	141,900.00	268,800.00
Napa County RCD	0.00	0.00	1,107.61	0.00	2,248.40	3,356.01
NCRM, Inc. - 28671	0.00	0.00	0.00	0.00	12,020.68	12,020.68
NJG Corporation - 30286	0.00	0.00	0.00	0.00	74,396.96	74,396.96
North Bay Portables - 11120-2	0.00	0.00	0.00	0.00	-36.53	-36.53
Paul Mann - 30374	0.00	0.00	0.00	0.00	8,454.75	8,454.75
Piazza Construction - 1267	0.00	27,889.41	0.00	0.00	27,912.61	55,802.02
Prunuske Chatham, Inc.-3697-1	0.00	22,373.75	4,687.50	0.00	0.00	27,061.25
RGH Consultants - 5541	0.00	0.00	1,692.50	1,412.50	3,360.00	6,465.00
San Francisco State University - 5284	0.00	0.00	4,299.51	0.00	0.00	4,299.51
Sherwood Design Engineers, LTD - 29970	0.00	0.00	9,058.75	0.00	4,167.50	13,226.25
Sonoma County Water Agency - 1718-45	0.00	2,352.60	0.00	0.00	767.13	3,119.73
Sonoma RCD - 5852-2	0.00	0.00	4,855.05	2,553.92	11,420.33	18,829.30
Stetson Engineers, Inc - 7947	0.00	0.00	1,822.25	0.00	0.00	1,822.25
Swaim Biological Incorporated - 30310	0.00	0.00	7,701.00	3,846.25	1,715.38	13,262.63
Tess Polizzotti - 30368	0.00	60.00	0.00	0.00	0.00	60.00
The Regent of the University CA - 5582-03	0.00	0.00	0.00	0.00	18,722.59	18,722.59
Trinity County RCD - 18662	0.00	100.00	0.00	0.00	0.00	100.00
<b>TOTAL</b>	<b>0.00</b>	<b>146,484.68</b>	<b>47,505.61</b>	<b>124,512.67</b>	<b>584,538.76</b>	<b>903,041.72</b>

**GOLD RIDGE RESOURCE CONSERVATION DISTRICT**

01/11/23

**A/P Aging Summary****As of November 30, 2022**

	<b>Current</b>	<b>1 - 30</b>	<b>31 - 60</b>	<b>61 - 90</b>	<b>&gt; 90</b>	<b>TOTAL</b>
American Tank - 1792	0.00	0.00	0.00	0.00	106,540.40	106,540.40
Angelina Arcuri - 30366	60.00	0.00	0.00	0.00	0.00	60.00
Barry Sovel - 30588	0.00	5,000.00	0.00	0.00	0.00	5,000.00
Bay Area Community/Climate Corps - 2348	0.00	14,000.00	0.00	0.00	0.00	14,000.00
Bowser, Tisa Ocean - 7378	0.00	130.00	0.00	0.00	0.00	130.00
Brelje & Race Consulting - 40	1,130.50	0.00	0.00	2,351.25	12,407.75	15,889.50
City of Santa Rosa - 2961	0.00	0.00	0.00	96.25	0.00	96.25
Colleen Mahoney - 30591	540.00	0.00	0.00	0.00	0.00	540.00
Conservation Corps - 3853	0.00	0.00	0.00	0.00	7,671.01	7,671.01
Contractor Compliance - 7946	405.00	0.00	0.00	0.00	0.00	405.00
Daily Acts - 5328	0.00	6,130.02	0.00	13,821.25	9,610.00	29,561.27
Environmental Science Associates - 5572	0.00	950.00	0.00	0.00	0.00	950.00
Guerrero Fencing, Inc. - 22001	0.00	0.00	0.00	0.00	1,600.00	1,600.00
Harmony Union School Distr- 30599	0.00	0.00	0.00	0.00	1,492,175.57	1,492,175.57
Hart, William - 7377	61.13	0.00	0.00	0.00	0.00	61.13
Humboldt State University - 15826-2	0.00	0.00	0.00	5,083.00	-2.00	5,081.00
Infosend, Inc. - 3925	1,100.88	0.00	0.00	0.00	0.00	1,100.88
Johnson, Noelle - 7388	245.68	0.00	0.00	0.00	0.00	245.68
LeBallister's Inc.	0.00	3,225.06	0.00	0.00	0.00	3,225.06
M3 Integrated Services, Inc. - 8230	0.00	97,700.00	0.00	141,900.00	0.00	239,600.00
Mighty Arrow Ranch - 30497	7,966.00	0.00	0.00	0.00	0.00	7,966.00
Napa County RCD	0.00	1,107.61	0.00	0.00	2,248.40	3,356.01
NCRM, Inc. - 28671	0.00	0.00	0.00	12,020.68	0.00	12,020.68
Nigro & Nigro - 24460	0.00	5,500.00	0.00	0.00	0.00	5,500.00
NJG Corporation - 30286	0.00	0.00	0.00	74,396.96	0.00	74,396.96
North Bay Portables - 11120-2	0.00	0.00	0.00	0.00	-36.53	-36.53
O'Connor Environmental, Inc - 5621	0.00	0.00	0.00	16,747.50	0.00	16,747.50
Paul Mann - 30374	0.00	0.00	0.00	21,146.57	0.00	21,146.57
Piazza Construction - 1267	0.00	0.00	0.00	0.00	91,478.64	91,478.64
Point Blue Conservation Science - 4857	0.00	0.00	0.00	3,382.94	0.00	3,382.94
Prunuske Chatham, Inc.-3697-1	4,687.50	0.00	0.00	37,886.50	0.00	42,574.00
RGH Consultants - 5541	1,692.50	1,412.50	0.00	3,360.00	0.00	6,465.00
Ron Blair Signs - 6704	0.00	59.68	0.00	0.00	0.00	59.68
San Francisco State University - 5284	4,299.51	0.00	0.00	0.00	0.00	4,299.51
School Garden Network Foundation - 290...	0.00	0.00	1,795.00	0.00	0.00	1,795.00
Sherwood Design Engineers, LTD - 29970	3,216.25	5,842.50	0.00	3,802.50	7,420.00	20,281.25
Sonoma County Water Agency - 1718-45	0.00	0.00	0.00	767.13	3,058.10	3,825.23
Sonoma RCD - 5852-2	7,099.05	2,553.92	0.00	7,271.79	17,954.94	34,879.70
Spangler William - 29675	76.27	0.00	0.00	0.00	0.00	76.27
Stetson Engineers, Inc - 7947	1,822.25	0.00	0.00	0.00	0.00	1,822.25
Stillwater Sciences - 5733	0.00	0.00	0.00	5,164.37	0.00	5,164.37
Streamline Engineering - 7389	0.00	0.00	0.00	4,620.00	0.00	4,620.00
Swaim Biological Incorporated - 30310	7,701.00	3,846.25	0.00	1,715.38	0.00	13,262.63
Tess Polizzotti - 30368	625.00	0.00	0.00	0.00	0.00	625.00
The Regent of the University CA - 5582-03	0.00	0.00	0.00	23,091.79	0.00	23,091.79
Trout Unlimited - 22065	0.00	0.00	0.00	0.00	34,260.23	34,260.23
<b>TOTAL</b>	<b>42,728.52</b>	<b>147,457.54</b>	<b>1,795.00</b>	<b>378,625.86</b>	<b>1786386.51</b>	<b>2356993.43</b>

**GOLD RIDGE RESOURCE CONSERVATION DISTRICT**  
**A/R Aging Summary**  
As of January 11, 2023

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
<b>001 - ADMINISTRATION</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>002 - No-Till Drill Rental</b>	0.00	200.00	0.00	0.00	0.00	200.00
<b>004 - Project Tracker/Sitka</b>	0.00	2,850.00	0.00	0.00	10,524.61	13,374.61
<b>108 - SCWA TW 16/17-156</b>	0.00	11,876.38	0.00	0.00	0.00	11,876.38
<b>117 - Cal Trans Gleason Beach</b>	0.00	0.00	32,185.40	0.00	0.00	32,185.40
<b>149 - CDFA - Gabriel Farm Demo Project</b>	0.00	0.00	0.00	0.00	37,643.69	37,643.69
<b>156 - Sweetwater Nursery Off-Chanel Habit</b>	0.00	21,301.60	0.00	0.00	0.00	21,301.60
<b>157 - CDFA Tech Assistance 2019</b>	0.00	6,397.38	0.00	0.00	-545.33	5,852.05
<b>160 - SCC Ebabias Creek Restoration Plant</b>	0.00	0.00	-0.01	0.00	0.00	-0.01
<b>162 - NCIRWMP VII Rainwater Rebate</b>	0.00	0.00	0.00	0.00	63,996.45	63,996.45
<b>164 - WCB Mt Gilead Design</b>	0.00	9,198.79	0.00	0.00	-0.05	9,198.74
<b>165 - WCB Alliance Implementation</b>	0.00	32,834.17	-629.06	0.00	0.00	32,205.11
<b>166 - SCAPOSD Outings 2020-23 subcontract</b>	0.00	0.00	0.00	0.00	620.25	620.25
<b>174 - Forest Working Group 20-21</b>	0.00	0.00	0.00	0.00	1,349.25	1,349.25
<b>179 - Zero Foodprint</b>	0.00	0.00	0.00	0.00	1,782.00	1,782.00
<b>185 - WCB Green Valley Water Conservation</b>	0.00	0.00	0.00	107,364.90	0.00	107,364.90
<b>188 - WCB Atascadero Master Plan</b>	0.00	4,208.58	0.00	0.00	25,567.20	29,775.78
<b>190 - DFW Iron Horse Fish Screen</b>	0.00	0.00	4,376.73	0.00	0.00	4,376.73
<b>205 - RCPA compost</b>	0.00	2,367.00	0.00	0.00	0.00	2,367.00
<b>FFS - Bohemia Pond</b>	0.00	0.00	0.00	0.00	1,524.38	1,524.38
<b>FFS - TCRCD</b>	0.00	0.00	0.00	0.00	542.50	542.50
<b>FFS - SCRPP Torr</b>	0.00	0.00	0.00	0.00	272.50	272.50
<b>Z - 096 - NRCS SCAPOSD RCPP</b>	0.00	0.00	248.57	0.00	53,338.03	53,586.60
<b>Z - 128 - NRCS CIG Napa</b>	0.00	0.00	0.00	0.00	497.46	497.46
<b>Z - 183 - SRCD NFWF Monarch TA</b>	0.00	0.00	622.32	0.00	0.00	622.32
<b>Z - 195 - FSS RCD Grizzly MOU</b>	0.00	0.00	0.00	0.00	60.00	60.00
<b>TOTAL</b>	<b>0.00</b>	<b>91,233.90</b>	<b>36,803.95</b>	<b>107,364.90</b>	<b>197,172.94</b>	<b>432,575.69</b>



**GOLD RIDGE RESOURCE CONSERVATION DISTRICT**  
**A/R Aging Summary**  
**As of November 30, 2022**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
<b>001 - ADMINISTRATION</b>	167,110.84	0.00	0.00	0.00	0.00	167,110.84
<b>004 - Project Tracker/Sitka</b>	0.00	0.00	0.00	10,524.61	0.00	10,524.61
<b>117 - Cal Trans Gleason Beach</b>	32,185.40	0.00	0.00	0.00	31,619.04	63,804.44
<b>149 - CDFA - Gabriel Farm Demo Project</b>	0.00	0.00	0.00	17,294.24	20,675.62	37,969.86
<b>156 - Sweetwater Nursery Off-Chanel Habit</b>	0.00	0.00	0.00	40,954.04	0.00	40,954.04
<b>157 - CDFA Tech Assistance 2019</b>	0.00	0.00	0.00	0.00	-545.33	-545.33
<b>160 - SCC Ebabias Creek Restoration Plant</b>	0.00	0.00	0.00	7,374.64	0.00	7,374.64
<b>161 - DFW Atascadero Sediment 65% Des...</b>	0.00	0.00	0.00	39,431.15	0.00	39,431.15
<b>162 - NCIRWMP VII Rainwater Rebate</b>	0.00	0.00	0.00	63,996.45	48,963.85	112,960.30
<b>164 - WCB Mt Gilead Design</b>	0.00	0.00	0.00	18,205.43	-0.05	18,205.38
<b>165 - WCB Alliance Implementation</b>	0.00	-629.06	0.00	0.00	0.00	-629.06
<b>166 - SCAPOSD Outings 2020-23 subcontr...</b>	0.00	0.00	0.00	620.25	0.00	620.25
<b>173 - CalFire NBFIP</b>	0.00	0.00	0.00	1,633.00	0.00	1,633.00
<b>174 - Forest Working Group 20-21</b>	0.00	0.00	0.00	0.00	1,349.25	1,349.25
<b>179 - Zero Foodprint</b>	0.00	0.00	0.00	216.00	1,566.00	1,782.00
<b>185 - WCB Green Valley Water Conservati...</b>	0.00	107,364.90	0.00	149,491.79	173,386.13	430,242.82
<b>188 - WCB Atascadero Master Plan</b>	0.00	0.00	0.00	25,567.20	0.00	25,567.20
<b>190 - DFW Iron Horse Fish Screen</b>	4,376.73	0.00	0.00	131,803.16	0.00	136,179.89
<b>197 - NFWF 73962 IH cost share</b>	0.00	0.00	0.00	2,063.04	0.00	2,063.04
<b>205 - RCPA compost</b>	0.00	0.00	0.00	0.00	1,170.00	1,170.00
<b>FFS - Bohemia Pond</b>	0.00	0.00	0.00	1,524.38	0.00	1,524.38
<b>FFS - TCRCD</b>	0.00	0.00	0.00	0.00	542.50	542.50
<b>FFS - WSARE Professional Development</b>	0.00	0.00	200.00	0.00	0.00	200.00
<b>FFS - SCRIP Torr</b>	0.00	0.00	0.00	0.00	272.50	272.50
<b>Z - 096 - NRCS SCAPOSD RCPP</b>	248.57	0.00	0.00	53,338.03	0.00	53,586.60
<b>Z - 125 - CDFA Healthy Soils Demo Project</b>	0.00	0.00	0.00	0.00	43.10	43.10
<b>Z - 128 - NRCS CIG Napa</b>	0.00	0.00	0.00	0.00	497.46	497.46
<b>Z - 175 - LOB Monarch Plant Sale</b>	0.00	0.00	0.00	0.00	1,600.00	1,600.00
<b>Z - 178 - NACD Urban Ag Monarchs</b>	0.00	0.00	0.00	0.00	12,500.00	12,500.00
<b>Z - 183 - SRCD NFWF Monarch TA</b>	622.32	0.00	0.00	0.00	0.00	622.32
<b>Z - 195 - FSS RCD Grizzly MOU</b>	0.00	0.00	0.00	0.00	60.00	60.00
<b>TOTAL</b>	<b>204,543.86</b>	<b>106,735.84</b>	<b>200.00</b>	<b>564,037.41</b>	<b>293,700.07</b>	<b>1169217.18</b>



### **Action Item 6-B**

**TO:** BOARD OF DIRECTORS  
**FROM:** Adriana Stagnaro  
**SUBJECT:** Approval of Executive Director to enter into a contract with Fire Safe Sonoma for the CAL FIRE Fire Prevention Grant Program “West Sonoma County Collaborative: Community Capacity Building Phase 1” (#212) for project management services for a contract total of \$245,520  
**DATE:** January 19, 2023

#### **Summary**

The “West Sonoma County Collaborative: Community Capacity Building Phase 1” Project is a collaboration of Fire Safe Sonoma, Safer West County, local fire departments, and Gold Ridge RCD, utilizing a \$1.1M CAL FIRE grant from the Fire Prevention Grants Program. The project will support fire prevention activities in Occidental, Camp Meeker, Monte Rio and Forestville. Residents in these four communities will be eligible for incentives payments for improved defensible space around their homes and structures, chipping services to process vegetative debris resulting from fire prevention activities, and public education focused on defensible space.

#### **Background**

The Fire Safe Sonoma, Safer West County, local fire departments, and Gold Ridge RCD twice partnered to submit a multi-part proposal to the California Department of Forestry and Fire Protection (CAL FIRE) Fire Prevention Grants Program: once in 2021 and again in 2022. In 2022, the Fire Safe Sonoma was awarded a three-year \$1,108,211.00 grant from CAL FIRE to grow West Sonoma County’s capacity to improve its community’s wildfire defensible space around homes and essential structures. The project will support fire prevention activities in Occidental, Camp Meeker, Monte Rio and Forestville.

This project builds the capacity of the community to manage wildfire risk (even beyond the life of the grant) in five ways:

1. Educate residents and property owners on defensible space guidelines,
2. Provide 400 low-income households with \$1,000 stipends to finance defensible space creation,
3. Purchase and lease four chippers to four fire districts in west county which will assist residents in processing vegetative debris resulting from defensible space projects,
4. Provide opportunities for local contractors trained in wildfire defensible space creation
5. Strengthen relationships between residents, local fire departments, local fire safe councils, and Fire Safe Sonoma

Gold Ridge RCD will provide project management services to Fire Safe Sonoma. It will not be responsible for purchasing equipment or processing payment to partners, contractors or participants of the programs. This project is the first phase of a multi-pronged effort to enhance defensible space in west county. The grant expires in March 2026.

**Fiscal Information**

The agreement includes funds for GRRCD staff time and mileage for a total not to exceed \$245,520.

**Staff Recommendation**

Authorize the Executive Director to enter into a contract with Fire Safe Sonoma for the CAL FIRE Fire Prevention Grant Program “West Sonoma County Collaborative: Community Capacity Building Phase 1” (#212) for project management services for a contract total of \$245,520.

**List of Attachments**

1. Contract between GRRCD and FSS for the “West Sonoma County Collaborative: Community Capacity Building Phase 1” Project
2. Appendices A and B, Scope of Work and Budget
3. Appendix C, the signed agreement between CALFIRE and Fire Safe Sonoma is not attached due to size but is available upon request.

# CONTRACT

between

Fire Safe Sonoma

and

Gold Ridge Resource Conservation District

For

WEST SONOMA COUNTY COLLABORATIVE:

DEFENSIBLE SPACE COMMUNITY CAPACITY BUILDING PHASE 1

This Contract (hereinafter the Contract) is between the Fire Safe Sonoma (FSS) and the Gold Ridge Resource Conservation District (GRRCD) for services as part of FSS's engagement by the California Department of Forestry and Fire Protection (CALFIRE) to administer the West Sonoma County Collaborative: Defensible Space Community Capacity Building Phase 1 Project (Project) under the Cal Fire California Climate Investments Wildfire Prevention Grant Program, Grant Agreement Number 21-FP-LNU-0299.

## TERMS AND CONDITIONS

1. Effective date and duration: This contract shall become effective as of December 6, 2022, and shall be in effect until March 15, 2026, or such time as may be extended by permissible delays as approved by CALFIRE.
2. Termination: Either party shall have the right to terminate this contract for any reason upon 30-day written notice to the other party. In the event of such termination, the Gold Ridge Resource Conservation District (GRRCD) shall be entitled to payment for all work performed on the Project prior to such termination.
3. List of Attachments: The following attachments are incorporated herein:
  - Appendix A: Project Management Services Scope of Work
  - Appendix B: Project Management Services Budget
  - Appendix C: West Sonoma County Collaborative: Defensible Space Community Capacity Building Phase 1, Grant Agreement Number 21-FP-LNU-0299.
4. GRRCD Responsibilities:
  - A. GRRCD will provide services to the FSS as described in Appendix A: Project Management Services Scope of Work.
  - B. Work will be performed as described and conditioned in Appendix C: West Sonoma County Collaborative: Defensible Space Community Capacity Building Phase 1, Grant Agreement Number 21-FP-LNU-0299.
  - C. GRRCD will supply all labor, manpower, and equipment needed to complete work as directed in this contract.

5. Total Costs of this Agreement: Not to exceed Two Hundred Forty-Five Thousand, Five Hundred Twenty dollars (\$245,520) without written authorization from FSS. A FSS representative will review the project progress and all deliverables due during the work period before the release of monies.
6. Invoices:
  - A. GRRCD will invoice the FSS quarterly by 15<sup>th</sup> Day of the month following the end of the quarter for reimbursement when qualifying expenditures are initially incurred by GRRCD.
  - B. GRRCD will provide the FSS with their work report describing work conducted along with copies of purchase orders, invoices and original receipts of any materials or supplies, and outside services with the invoices. Time reports will include a time sheet showing date of service, who performed the service, and number of hours. Invoices should reference the West Sonoma County Collaborative: Defensible Space Community Capacity Building Phase 1.
  - C. Invoices must be itemized using the categories and in accordance with the budget in Appendix B: Project Management Services Budget.
  - D. All professional services will be billed at the rates shown on the budget included in Appendix B.
7. FSS Responsibilities:
  - A. FSS will perform grant administration and subcontract management of GRRCD.
  - B. FSS will oversee grant management.
  - C. FSS will review contracts for subcontractors.
  - D. FSS will submit final invoices.
  - E. FSS will process payments to subcontractors, partners, and participants of the grant-funded programs.
  - F. FSS will be responsible for coordinating work flow with SWC.
8. Payments: FSS will send payment to GRRCD for all work completed under agreement, within 30 days of reimbursement from CALFIRE to the following:  
Gold Ridge Resource Conservation District  
2776 Sullivan Road  
Sebastopol, CA 95472
9. Status of GRRCD: All services shall be performed as an independent contractor.

10. Contracts: Auditors of the State of California have the right to examine the records of GRRCD relative to the goods, services, equipment, materials, supplies or other assistance provided to the FSS for the Project.
11. Indemnification: To the fullest extent permitted by law, GRRCD shall indemnify and hold harmless and defend the FSS, its directors, employees, or volunteers, and each of them from and against:
  - A. Any and all actions, proceedings, damages, costs, expenses, penalties or liabilities, in law or equity, of every kind or nature whatsoever, arising out of, resulting from, or on account of the violation of any governmental law or regulation related to the Project, compliance with which is the responsibility of GRRCD;
  - B. Any and all losses, expenses, damages (including damages to the work itself), reasonable attorneys' fees, and other costs, including the costs of defense which may incur with respect to the negligent failure, or negligent refusal of GRRCD to perform all its obligations under the contract;
  - C. FSS agrees to indemnify GRRCD from any claims, damages, losses and costs, including, but not limited to, reasonable attorney's fees and litigation costs, to the proportionate extent caused by the breach of contract, negligence, or willful misconduct of FSS.
12. Commercial General Liability and Automobile Liability Insurance: GRRCD shall provide proof of insurance maintaining coverage at least as broad as the following for both commercial general liability and automobile liability insurance:
  - A. Insurance Services Offices Office Commercial Liability coverage (Occurrence Form CG 0001)
  - B. Insurance Service Offices Form Number CA 0001 covering Automobile Liability, Symbol 1 (any auto)
  - C. General Liability: One million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used either the general aggregate limit shall apply (with the ISO CG 2503, or ISO CG 2504, or insurer's equivalent endorsement provided to the FSS) or the general aggregate limit shall be twice the required occurrence limit;
  - D. Automobile Liability. One million dollars (\$1,000,000) for bodily injury and property damage for each accident limit;
  - E. Such liability insurance shall indemnify the FSS against loss from liability imposed by law upon, or assumed under contract by, GRRCD for damages on account of such bodily injuries (including death), property damage, personal injury, and completed operations and product liability;
  - F. The general liability policy shall cover bodily injury and property damage liability, owned and non-owned equipment, blanket contractual liability, and completed operations liability;

- G. The automobile liability policy shall cover all owned, non-owned, and hired vehicles;
- H. GRRCD shall provide proof of insurance to the FSS upon the signing of this contract and/or prior to beginning any work.
13. Workers Compensation and Employer's Liability Insurance: GRRCD shall provide proof of insurance verifying that it is insured (or be qualified self-insured) under the applicable laws relating to workers' compensation insurance, all of their employees working on or about the construction site, in accordance with the "Workers' Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any Acts amendatory thereof.
14. Attorney Fees, Applicable Law and Forum: In the event either party brings an action or proceeding for damages arising out of the other's performance under this contract or to establish the right or remedy of either party, the prevailing party shall be entitled to recover reasonable attorney fees and costs as part of such action or proceeding. This contract shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Contract or the breach thereof shall be brought and tried in the forum nearest to the City of Santa Rosa, in the County of Sonoma.
15. Nondiscrimination: GRRCD shall comply with all applicable federal, state, and local laws, rules and regulations in regard to non-discrimination. GRRCD agrees not to unlawfully discriminate, harass or to allow harassment against any employee or applicant for employment because of sex, race, religious creed, color, ancestry, age, marital status, physical disability, mental disability, medical condition, national origin and denial of family care leave.
16. Consent: Wherever in this Contract the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.
17. Merger: This writing is intended both as a final expression of the Contract between the parties hereto with respect to included terms and as a complete and exclusive statement of the terms of the Contract, pursuant to Code of Civil Procedure 1956. No modification of this Contract shall be effective unless and until modification is evidenced in writing and signed by both parties.
18. Assignment and Delegation: Neither party hereto shall assign, sublet, or transfer interest in or duty under this Contract without the written consent of the other, and no assignment shall be in force or effect whatsoever unless and until the other party shall so have consented.
19. California Department of Forestry and Fire Protection Grant Agreement: The funds for this contract will be obtained through an agreement between the FSS and the California Department of Forestry and Fire Protection. All provisions of Grant Agreement 21-FP-LNU-0299 are hereby incorporated into this Contract.

The above contract as outlined is hereby agreed upon:

For FIRE SAFE SONOMA

\_\_\_\_\_  
Roberta McIntyre, President

Date: \_\_\_\_\_

For GOLD RIDGE RESOURCE CONSERVATION DISTRICT

\_\_\_\_\_  
Brittany Jensen, Executive Director

Date: \_\_\_\_\_



# **APPENDIX-A**

## **SCOPE OF WORK**

*Provided by*

**Gold Ridge Resource Conservation District**

*for*

**Project Management Services to the**

**West Sonoma County Collaborative**

**Community Capacity Building Project Phase I**

*Funded by grants from*

**California Department of Forestry and Fire Protection**

January 3, 2023

**Gold Ridge Resource Conservation District**

**2776 Sullivan Rd**

**Sebastopol, CA 95472**



**SCOPE OF WORK**

Project Management Services to the  
West Sonoma County Collaborative Community Capacity Building Project Phase I

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Gold Ridge Resource Conservation District  
Project Management Services to the  
West Sonoma County Collaborative Community  
Capacity Building Project Phase I  
SCOPE OF WORK

1. CONTACT INFORMATION

Gold Ridge Resource Conservation District  
2776 Sullivan Road  
Sebastopol, CA 95472  
Phone: (707) 823-5244  
[www.goldridgercd.org](http://www.goldridgercd.org)

2. COMPANY OVERVIEW

The Gold Ridge Resource Conservation District (RCD) was established in 1941 as one of the original Resource Conservation Districts, the first in Sonoma County and the 7th in California. The RCD is a special district created under Division 9 of the California Public Resources Code and is a local subdivision of the state. RCDs work with landowners on a voluntary, cooperative basis, and are non-regulatory, making us a trusted resource for our community. The RCD is governed by a local, independent board of directors. The 134,000-acre district hosts a multitude of natural and agricultural resources, including rangeland, woodland, streams, diverse wildlife habitats, vineyards, dairies, orchards, cropland, and scenic coastal areas.

The Gold Ridge RCD provides a diversity of services to public agencies, public and private landowners, and land managers within our district. We work cooperatively to develop, plan, design and implement a variety of resource-focused activities, including conservation planning, permitting, scientific investigation and monitoring, wildlife habitat restoration and enhancement, climate change adaptation and resiliency, water conservation and instream flow enhancement, sediment reduction, forest management, and watershed assessments.

Our diverse staff currently manages over 45 grants totaling over \$12.6 million in local, state, and federal funds. Last fiscal year's budget was just over \$2.7 million, with 48% of our funding coming from state grants, 23% from federal grants, and 8% from local contracts, among other sources.

The Gold Ridge RCD is composed of eight (8) program staff, a District Administrator, a consulting Finance Manager, an at-large District Manager, and two AmeriCorps fellows, with several additional shared professional staff with the neighboring RCDs.

### 3. PRINCIPALS

#### A. Brittany Jensen, Executive Director

Education: B.A. (2006) Environmental Studies and Planning. Sonoma State University. Brittany Heck Jensen, Executive Director has worked at the Gold Ridge Resource Conservation District since 2005. Brittany has more than ten years of experience assisting private and public landowners implement conservation projects, maintaining positive working relationships, fundraising, performing outreach, managing staff, and engaging with the agricultural and environmental community in Sonoma County. Brittany has been instrumental in receiving millions of dollars in grant funding and provides leadership for RCD programs. Her strengths include creating and maintaining relationships with diverse constituents, program development, and project management. She also works as a farmhand on her husband's 6th generation sheep ranch, as well as runs a small 10-acre farm at her home in Tomales, CA.

#### B. The Gold Ridge RCD Board of Directors

The Gold Ridge RCD is a public entity governed by a local board of five land managers and natural resource experts appointed by the Sonoma County Board of Supervisors.

Current Board members include:

Joe Dutton, Director, Occupation: Farmer

Mel Sanchietti, Director, Occupation: Farmer

Guy Smith, Director, Occupation: Forestry Professional

Lorri Duckworth, Director, Occupation: Farmer

Elias Zegarra, Director, Occupation: Farm Advisor

Temra Costa, Associate Director, Occupation: Foundation Professional and Land-manager

Chris Choo, Associate Director, Occupation: Land Use Planner

#### 4. PERSONNEL QUALIFICATIONS

##### A. Adriana Stagnaro, Outreach & Project Manager

Education: M.S. (expected 2023) Environmental Sciences and Management. California Polytechnic State University, San Luis Obispo. B.A. (2013) Environmental Studies. Gonzaga University. Adriana Stagnaro, Outreach and Project Manager at the Gold Ridge RCD since 2018, develops and manages voluntary conservation and habitat enhancement projects on private land, including wildlife habitat enhancement, forest management planning, wildfire protection planning, and public education. She is instrumental in developing the Gold Ridge RCD's forestry and wildfire protection programming, a keen grant writer, passionate about partnership building, and growing community resiliency to climate change. She is currently earning a Master of Science degree with a focus on fire management in forest systems and is working towards the California Registered Professional Forester license. She has received training in Home Ignition Zone Assessments with the National Fire Protection Association (NFPA) and provided educational assessments to local landowners. She is a trained prescribed fire practitioner and has received Firefighter II certification through Audubon Canyon Ranch's Fire Forward Program. Her previous work experience includes a Climate Corps Fellowship at the Sonoma County Regional Climate Protection Authority. Her resume is attached.

Adriana will serve as the Project Manager for the West Sonoma County Collaborative Community Capacity Building Project Phase I, providing: subcontract management to Fire Safe Sonoma, project reporting, management planning, records maintenance, assistance in selection of subcontractors, management of incentive program operations, participation in the West Sonoma County Collaborative, full compliance with the law, updates to the Board of Fire Safe Sonoma, preparation of all required performance reports, and assistance with audit requirements.

##### B. Noelle Johnson, Deputy Director

Education: M.S. (2001) International Agricultural Development. University of California-Davis. B.S. (1995) Nutritional Sciences. University of Wisconsin-Madison. Noelle Johnson, Conservation Planner at the Gold Ridge RCD since 2008, and Deputy Director since 2022, oversees the RCD's larger multi-project grants, and spearheads grant writing and program development for the RCD. Noelle has experience designing and managing incentive programs to support the adoption of conservation practices in the private sector, complex habitat restoration projects involving several agency partners and private stakeholders, and numerous public engagement projects. Noelle began her career overseas, managing projects for resource conservation, food security, and research in various countries in Africa and Southeast Asia before returning to northern California

in 2005 as restoration projects manager at Circuit Rider Productions, Inc. Noelle will provide program support to the Project Manager.

### C. Jason Wells

Education: B.S. (2012) Forestry. Humboldt State University. Registered Professional Forester (CA) license #3014. Archaeological Surveys, CALFIRE certification. Jason is a California Registered Professional Forester (RPF), whose focus at the RCD is to provide technical and planning assistance to landowners, managing a forestry program capable of addressing vegetation and fuels management concerns throughout the county, as well as addressing post-fire recovery efforts. Jason's work supports the missions of the Sonoma and Gold Ridge RCDs. Born and raised in Petaluma, he graduated from Humboldt State University with a B.S. in Forestry with an emphasis in Forest Conservation; he then worked for six years in private industry throughout Humboldt and Mendocino Counties. His experience includes writing CEQA-equivalent Timber Harvest Plan documents, integrating knowledge of forest operations with environmental impact mitigations, silviculture (applied forest ecology), forest health and protection, economics of forest management, and road design and layout. Jason has also been certified by the California Department of Forestry and Fire Protection (CALFIRE) to conduct archaeological surveys for plans in which CALFIRE is lead agency. Jason will provide program support to the Project Manager.

## 5. PROPOSED WORK PLAN AND PROPOSED SCHEDULE

The Gold Ridge RCD is familiar with the history, development and scope of work for the West Sonoma County Collaborative Community Capacity Building Project Phase I Project. We are also a close collaborator of Fire Safe Sonoma and Safer West County. We assure that the delivered work will meet the expectations of the project proponents, will include all the necessary elements, will meet the requirements of the contract with CAL FIRE, and will comply with all applicable standards, laws and regulations.

The Outreach & Project Manager, Adriana Stagnaro, will serve as the Project Manager for the West Sonoma County Collaborative Community Capacity Building Project Phase I, providing: subcontract management to Fire Safe Sonoma, project reporting, management planning, records maintenance, assistance in selection of Communications Consultant subcontractor, management of incentive program operations, participation in the West Sonoma County Collaborative, full compliance with the law, updates to the Board of Fire Safe Sonoma, preparation of all required performance reports, and assistance with audit requirements.

The work plan below is based on the plan provided in the funding proposal to CAL FIRE.

### Time Frame

December 6, 2022 to March 15, 2026 (40 months)

### Year 1: December 6, 2022 - June 30, 2023

#### A. General Project Management

- Contract with Fire Safe Sonoma
- Set up shared administration system with Fire Safe Sonoma
  - Report templates
  - Program records
  - Review record keeping, reporting requirements in CAL FIRE contract for compliance
- Establish roles and responsibilities between Fire Safe Sonoma, Safer West County and Gold Ridge RCD
- Participate in meetings
  - Schedule and participate in West Sonoma County Collaborative: Community Capacity Building Project Phase 1 Project progress meetings
  - Attend Fire Safe Sonoma Board meetings, as appropriate
  - Attend Safer West County meetings, as appropriate
- Assist FSS in soliciting and selecting a subcontractor for Communications Consultant services
- Quarterly invoicing and reporting to Fire Safe Sonoma
- Complete annual reporting activities

#### B. Defensible Space Incentive Program

- Develop detailed project scope of work and timeline with Fire Safe Sonoma and Safer West County for the incentive program
  - Interview entities with experience in running incentives programs, and landowners with experience participating in them
  - Draft scope of work with project partners (local fire departments, County Fire Prevention Division, Cal Fire local unit, education partners, etc.).
- Initial program development
  - Develop the front-of-house elements such as the landowner intake form, website interface, and public communications
  - Develop the complex back-of-house processes for receiving, evaluating and responding to landowner applications, managing landowner documents (including photos, W-9s and income statements), and the



accounting system to pay each landowner and provide them with tax documentation.

- Beta test the intake process and reiteratively improve the system
- Permitting: File NOE with County of Sonoma if necessary for home defensible space work
- Launch the program
  - Coordinate operations and public communications with FSS, SWC, Communications Consultant and others to implement services
  - Goal to serve 130 (one third of all) households with incentives
- Evaluate the initial pilot period
  - Solicit feedback from participating landowners
  - Solicit feedback from project partners
  - Plan improvements
  - Conduct budget analysis and necessary revisions

#### C. Free Roadside Community Chipper Program

- Develop detailed project scope of work, timeline and budget with Fire Safe Sonoma and Safer West County for the chipper program
  - Interview entities with experience running community chipper programs
  - Draft scopes of work with project partners (local fire departments, County Fire Prevention Division, Cal Fire local unit, education partners, etc.).
- Support FSS in initial program development
  - Draft contracts for participating fire departments
  - Develop the time keeping and reporting system for fire departments
  - Develop the front-of-house elements such as the landowner intake form, website interface, and public communications
  - Develop the back-of-house processes for receiving, evaluating and responding to landowner applications
  - Beta test the intake process and reiteratively improve the system
- Launch the program
  - Coordinate with FSS, SWC, Communications Consultant and fire departments to implement services
  - Goal to complete 30 chipper projects
- Evaluate the initial pilot period
  - Solicit feedback from participating landowners
  - Solicit feedback from fire departments
  - Plan improvements
  - Conduct budget analysis and necessary revisions

#### D. Education Program

- Develop detailed project scopes of work and timelines with Fire Safe Sonoma and Safer West County for the education and outreach program
  - Interview entities with experience in these programs
  - Draft scopes of work with project partners (local fire departments, County Fire Prevention Division, Cal Fire local unit, education partners, etc.).
- Support FSS in initial program development
- Launch the program
  - Coordinate with FSS, SWC, site hosts, fire departments, Communications Consultant and education partners to implement services
- Goal is to conduct two meetings, four outreach/workshop events, and two postcard mailers regarding the programs
- Evaluate the initial pilot period
  - Solicit feedback from participating landowners
  - Solicit feedback from education partners and site hosts
  - Plan improvements
  - Conduct budget analysis and necessary revisions

#### Year 2: July 1, 2023 - June 30, 2024

- Continue improving each program
- Continue outreach and public engagement in the programs
- Goals:
  - Serve 130 (one third of all) households with defensible space incentives
  - Conduct two meetings, four outreach/workshop events, and two postcard mailers regarding the programs.
  - Complete 30 chipper projects
- Continue monthly reporting and invoicing to Fire Safe Sonoma
- Complete annual reporting activities and assess the continuing needs for the community.

#### Years 3 & 4: July 1, 2024 - March 15, 2026

- Continue improving each program
- Continue outreach and public engagement in the programs
- Goals:
  - Serve 130 (one third of all) households with defensible space incentives
  - Conduct two meetings, four outreach/workshop events, and two postcard mailers regarding the programs.
  - Complete 30 chipper projects
- Continue monthly reporting and invoicing to Fire Safe Sonoma

- Complete annual reporting activities and assess the continuing needs for the community.
- Complete final report and any other needed communications with the funder

## APPENDIX A: RELEVANT EXPERIENCE

### RELEVANT EXPERIENCE

The Gold Ridge RCD has been working steadfastly to increase Sonoma County communities' resilience to the growing threat of wildfire. We have applied our technical training in natural resource management with our deep experience in public programming, partnership building, outreach and education to serve landowners and communities in creative ways to adapt to change. The projects outlined in West Sonoma County Collaborative Community Capacity Building Project Phase I are familiar project types. We bring to this project experience in designing and managing incentives programs, vegetation management, heavy equipment rental and operation, public education campaigns and workshop training. Below are examples of our relevant work.

#### Vegetation Management and Forest Health Services

The Gold Ridge RCD's Registered Professional Forester (RPF) uses LandSmart for Forests to develop forest management plans that meet the requirements of a California Cooperative Forest Management Plan. The RCD RPF is also qualified to conduct site visits to assess forest conditions that include road infrastructure, slope, forest biodiversity, and forest hydrology. The RCD RPF is also qualified to review and analyze existing Timber Harvest Plans (THP) and Non-Industrial Timber Management Plans (NTMP). The RCD RPF is qualified to determine and develop conservation easement provisions for forest properties, review existing management plans for properties, including THPs and NTMPs, for integration with conservation easements. The RPF is also qualified to develop Timber Appraisal Reports that account for conservation easements on sites.

#### LandSmart Forest Management Planning

LandSmart Forest Management Plans are designed to assist the landowner in identifying goals and objectives to actively manage their forested property to create a healthy, resilient forest. The purpose of this plan is to identify opportunities and related practices, currently in use or recommended for implementation, that meet and further the landowner's goals for the property. This template is intended to be a guide for the landowner and their technical specialist (RPF, RCD Staff, TSP, etc.) to utilize in the collaborative process of inventorying the property, including features such as vegetation types, watercourses, and road system, documenting conservation practices that are currently used, and helping the landowner to identify all opportunities to manage a healthy, resilient forest. The resulting plan is intended to be a working document to inform and record the landowner's decisions and progress.

Plans are compatible with NRCS (National Resources Conservation Service), CAL FIRE and other funding sources for implementation. This program is made possible through a partnership with NRCS aimed at conserving forestland in Sonoma County through the incentive program EQIP (Environmental Quality Incentives Program), which incentivizes conservation projects with partial payments on conservation practices, such as forest stand improvements and hazardous vegetation removal.

#### Camp Meeker Community Wildfire Protection Plan (CWPP)

Conservation Works contracted with Gold Ridge RCD to provide project management services for the Camp Meeker Community Wildfire Protection Plan (CWPP) in 2018. The \$75,000 project was funded by CAL FIRE's Fire Prevention grant program. Gold Ridge RCD served as the project manager, handling all aspects of the project's operations including grant reporting, subcontracting, community education and coordination, plan development, and public communications and outreach. The plan meets the federal CWPP requirements and uses a template developed by Permit Sonoma. Plan includes a community description, wildfire risk assessment, list of community priority projects, community maps, and educational guides. Plan was approved December 2021. Along with the plan, the Gold Ridge RCD played an instrumental role in supporting the development of the Camp Meeker fire safe council, Fire Safe Camp Meeker, attending almost all meetings of the council during the project's life, managing its website, and producing its e-newsletters, which alerting the community to public CWPP planning meetings as well as emergency response information during the 2020 August fires.

Read the plan: [www.firesafecampmeeker.org](http://www.firesafecampmeeker.org)

#### North Bay Forest Improvement Program

North Bay Forest Improvement Program provides incentives for pre-fire and post-fire forest stand improvements in mainly disadvantaged communities in the north bay area. The program is structured similarly to EQIP and CFIP and is operated by north bay area RCDs and the nonprofit After the Fire USA. The program is funded by a \$1.5 million CAL FIRE Wildfire Resilience and Forestry Assistance grant. In its pilot phase, the Gold Ridge RCD developed the incentive program with its project partners, determining eligible practices, payment rates, eligible participants, intake process, external communications and advertising, and internal operations. The pilot was a success, and the program has received \$3.5 million in continued funding through CAL FIRE.

Learn more: <https://afterthefireusa.org/our-programs/before-the-fire/nbfip-intro/>

#### LandSmart Grazing for Community Resilience Program

The Ag and Open Space District contracted with Gold Ridge RCD to provide project management services for the LandSmart Grazing for Community Resilience Program in

2021 and again in 2022. The program is funded through the County of Sonoma's Vegetation Management Program. The LandSmart Grazing program is designed to support interested neighbors or community groups to utilize grazing as a way of reducing fuel load and making their communities safer in the face of wildfires. The program connects contract grazers to landowners with the help of the UC Cooperative Extension's Match.Graze program. The cost-share program reimburses landowners up to 85% of contract grazing fees, or up to \$20,000 per applicant. In 2021, the pilot program implemented six multi-property project, grazing over 90 acres. The pilot was a success, and the program has received continued funding through the County's Vegetation Management Program.

Learn more: <http://goldridgercd.org/htm/LandSmartGrazing.htm>

#### Rainwater Catchment Rebate Program

The Sonoma County Rainwater Catchment Rebate and Streamflow Enhancement Pilot Program, which provides technical assistance and rebate funding to promote household-level water storage for drought resilience, is funded through grants from the Department of Water Resources, County of Sonoma Climate Resilience Fund, and Department of Fish and Wildlife, totaling \$917,440. Launched in May 2022, the program will provide over \$150,000 in rebate funding for an estimated 50-80 participants, facilitating construction of at least 250,000 gallons of water storage.

#### No-Till Seed Drill Rental Program

The Gold Ridge RCD owns a compact rangeland No-Till Drill which is available for rent at low cost to landowners. The RCD rents the drill to encourage conservation tillage, contributes substantially to better soil health as compared to the practice of conventional plowing. The drill is most appropriate for rangeland and pasture settings, as well as cover crop seeding for veggie farms. Each year, the drill is typically used by 15 to 20 landowners. Landowners receive training in the care, use and management of the drill before it is rented to them and are required to prove they have the appropriate site, towing vehicle and tractor. The RCD contracts out maintenance services for the upkeep of the drill.

#### Public Education

The Gold Ridge RCD has partnered with local agencies and organizations to provide the community with quality environmental education. The RCD has worked independently and in collaboration to develop and execute educational programming on topics such as natural resource conservation, the water cycle and water resources, farmland protection, agricultural traditions, food production, wildlife habitat, and more. The agency performs public education in the form of public tours, school field trips, hikes, presentations, workshops and publications.

### Environmental Impact Assessments and Permitting Services

Gold Ridge RCD staff provide permitting and environmental compliance for planning and project implementation, including compliance with the California Environmental Quality Act (CEQA), the National Environmental Policy Act (NEPA), stormwater permitting and compliance on construction and industrial facilities, Sonoma County environmental regulations, U.S. Army Corp of Engineers, and the State Water Resources Control Board, the National Oceanic and Atmospheric Administration (NOAA), California Department of Fish and Wildlife (CDFW), the State Water Resources Control Board, the North Coast and San Francisco Bay Regional Water Quality Control Boards, and the U.S. Department of Fish and Wildlife (USFWS).

#### 1. CEQA/NEPA compliance:

As a Special District, the Gold Ridge RCD serves as Lead Agency for CEQA/NEPA compliance and has led the development and submittal of compliance documents including Mitigated Negative Declarations, Negative Declarations, and Notices of Exemption for a variety of implementation projects.

#### 2. Permitting:

The Gold Ridge RCD's permitting experience includes writing and filing permit applications and obtaining permits from local, state, and federal agencies for natural resource related projects. These include: County grading permits, County roiling permits, California Department of Fish and Wildlife (DFW) 1602 Lake and Streambed Alteration Agreements, Section 401 Water Quality Certification, and Clean Water Act Section 404 permits.

## APPENDIX B: REFERENCES

### REFERENCES

#### Conservation Works

Conservation Works (formerly North Coast Resource Conservation and Development Council) contracted with Gold Ridge RCD to provide project management services for the Camp Meeker Community Wildfire Protection Plan (CWPP) in 2018. See project description above.

Contact:

Oona Heacock, Executive Director

[oonah@conservationworksnc.org](mailto:oonah@conservationworksnc.org)

Conservation Works

P.O. Box 6417

Santa Rosa, CA 95406 | 707.978.4149

[www.conservationworksnc.org](http://www.conservationworksnc.org)

#### Sonoma Ag and Open Space

The Ag and Open Space District contracted with Gold Ridge RCD to provide project management services for the LandSmart Grazing for Community Resilience Program in 2021 and again in 2022. See program description above.

Contact:

Kim Batchelder, Vegetation Management Coordinator

[kim.batchelder@sonoma-county.org](mailto:kim.batchelder@sonoma-county.org)

Sonoma County Ag + Open Space

747 Mendocino Ave, Suite 100

Santa Rosa, CA 95401 | 707.565.7355

[www.sonomaopenspace.org](http://www.sonomaopenspace.org)

#### After the Fire USA

After the Fire USA (formerly Rebuild North Bay) contracted with Gold Ridge RCD to provide project management and professional services for the North Bay Forest Improvement Program. See program description above.

Contact:

Jennifer Gray Thompson, MPA CEO

[jennifer@afterthefireusa.org](mailto:jennifer@afterthefireusa.org)

After the Fire USA



595 5th St. West  
Sonoma, CA 95476 | 707.938.7217  
[www.afterthefireusa.org](http://www.afterthefireusa.org)

County of Humboldt

The County of Humboldt contracted with Gold Ridge RCD to provide project management services for the Sonoma County Rainwater Catchment Rebate and Streamflow Enhancement Pilot Program. See program description above.

Contact:

Denise Monday  
[dmonday@co.humboldt.ca.us](mailto:dmonday@co.humboldt.ca.us)  
Senior Environmental Analyst  
Humboldt County Dept. of Public Works  
Environmental Services  
825 5th Street  
Eureka, CA 95501 | 707.267-9540  
[www.humboldt.gov](http://www.humboldt.gov)

# APPENDIX-B

**Project Management Services Budget**

**Project Name** West Sonoma County Collaborative: Defensible Space Community Capacity Building Phase 1  
**Contract period** December 6, 2022 to March 15, 2026  
**Prepared for** Fire Safe Sonoma  
**Contractor Name** Gold Ridge Resource Conservation District

Program	Personnel	Quantity	Units	Cost/Unit	Total	Explanation
Administration	Project Manager	56	Hours	\$ 135.00	\$ 7,560.00	Periodic Invoicing and reporting
Administration	District Administrator	56	Hours	\$ 126.00	\$ 7,056.00	Periodic Invoicing and reporting
Administration	Deputy Director	28	Hours	\$ 147.00	\$ 4,116.00	Project support
Administration	Financial Manager	28	Hours	\$ 140.00	\$ 3,920.00	Project support
Administration	Executive Director	56	Hours	\$ 163.00	\$ 9,128.00	Project support
Defensible Space Incentive Program	Project Manager	1008	Hours	\$ 135.00	\$ 136,080.00	2 hours per home + 26 days to establish and run incentive program with project team
Chipper Program	Project Manager	240	Hours	\$ 135.00	\$ 32,400.00	60 hours per chipper to coordinate with Fire Departments
Education & Outreach	Project Manager	224	Hours	\$ 135.00	\$ 30,240.00	Coordinate with contracted outreach manager (position not included in this contract)
Education & Outreach	AmeriCorps Fellow	170	Hours	\$ 83.00	\$ 14,110.00	Support contracted outreach manager (position not included in this contract)
<b>Personnel Subtotal</b>					<b>\$ 244,610.00</b>	

Program	Operating Expenses	Quantity	Units	Cost/Unit	Total	Explanation
All	Mileage	1200	Miles	\$ 0.63	\$ 750.00	12-mile round trips between GRRCD Office and Occidental for 100 meetings or site visits
<b>Total Budget</b>					<b>\$ 245,360.00</b>	
Maximum					245,520.00	



### **Action Item 6-C**

TO: BOARD OF DIRECTORS  
FROM: John Green  
SUBJECT: Approve Resolution 2023-01 authorizing the Executive Director to enter into an agreement with the California Department of Fish and Wildlife for implementation of the Mt. Gilead Water Conservation and Streamflow Improvement Project for \$868,715  
DATE: January 13, 2023

#### **Summary**

Approval of Resolution 2023-01 authorizing the Executive Director to enter into a grant agreement with the California Department of Fish and Wildlife (CDFW) for implementation of the Mt. Gilead Water Conservation and Streamflow Improvement Project for \$868,715.

#### **Background**

For several years, GRRCD has been working with Mt. Gilead Bible Camp (located in upper Green Valley Creek) to develop a project to reduce the volume of water drawn from a series of shallow alluvial wells adjacent to the creek, which are the camp's primary water source. In coordination with Mt. Gilead, a project design has been completed by Prunuske Chatham, Inc., (PCI) which incorporates two strategies for accomplishing this goal, both addressing the use of non-potable water for playing field irrigation. The first is implementation of a series of water conservation measures intended to substantially reduce the camp's demand for irrigation water. These measures include shrinking the irrigated area, replacement of the existing irrigation system with a more efficient system, aerating and composting the soil to improve rooting depth and water holding capacity, and installation of drought-tolerant turf. The second strategy is to develop a new source – storage rainwater – to provide a portion of the remaining irrigation water demand. A rainwater catchment system with a collection and storage capacity of 400,000 gallons of water will be constructed, and will include two 200,000-gallon tanks, the roofs of which will drain into storage. Because of the lack of large buildings at Mt. Gilead and the dispersed locations of existing buildings, the rainwater system will include construction of a pavilion structure over the camp's existing basketball court. This structure will act as a rainwater catchment surface and allow use of the camp to use the court area during winter rains.

#### **Discussion**

The total project cost (including permitting, construction, engineering oversight, monitoring and administrative costs) is estimated at \$2.26 million, with construction accounting for \$1.9 million of the total. Engineering oversight is estimated at \$132,000, and GRRCD's amount for contracting, oversight and other administrative tasks is just over \$86,000. To the extent

possible this budget takes into account the substantial ongoing construction cost escalation that has occurred over the past two years.

With the North Coast Resource Conservation and Development Council as a fiscal sponsor, in 2021 GRRCD applied to the CDFW Cutting Green Tape/North Coast Coho Recovery Program for implementation funding and received a grant for \$1.4 million. In early 2022 we submitted a proposal to CDFW's Fisheries Restoration Grants Program for the remainder, which was awarded in December 2022.

**Fiscal Information**

The CDFW grant agreement is expected to total \$868,715, or approximately 38% of the total cost. Of this amount, \$779,283 is earmarked for construction and engineering oversight. A total of \$33,037 will go to GRRCD costs, with the remainder supporting permitting activities. The grant of \$1.4 million from the Cutting Green Tape program will provide the balance of the funds (62%) to implement the project.

**Staff Recommendation**

Approve Resolution 2023-01 authorizing the Executive Director to enter into an agreement with the California Department of Fish and Wildlife for the Mt. Gilead Water Conservation and Streamflow Improvement Project for up to \$868,715.

**List of Attachments**

1. DFW award letter
2. Project budget
3. Resolution 2023-01

## PROJECT BUDGET: Mt. Gilead Water Conservation and Streamflow Improvement Project

<b>GRRCD staff</b>					
Staff Title	FRGP hours	Hourly Pay (\$)	FRGP Amount	CGT Amount	Total Project Cost
Executive Director (Jensen)	10	\$ 64.85	\$ 649	\$ 3,556	\$ 4,205
Deputy Director (Johnson)		\$ 52.15	\$ -	\$ 791	\$ 791
Program Manager/Lead Scientist (Green)	260	\$ 49.07	\$ 12,758	\$ 33,900	\$ 46,658
Project Manager (Spangler)	220	\$ 41.84	\$ 9,205	\$ 11,536	\$ 20,741
Ecologist (Cantor)	24	\$ 42.88	\$ 1,029	\$ -	\$ 1,029
District Administrator (Harris)	40	\$ 37.73	\$ 1,509	\$ 3,196	\$ 4,705
<b>GRRCD staff subtotal</b>			<b>\$ 25,150</b>	<b>\$ 52,979</b>	<b>\$ 78,129</b>
Staff Benefits	(%)				
Executive Director (Jensen)		27.00%	\$ 175	\$ -	\$ 175
Deputy Director (Johnson)		29.00%	\$ -	\$ -	\$ -
Program Manager/Lead Scientist (Green)		34.00%	\$ 4,338	\$ -	\$ 4,338
Project Manager (Spangler)		28.00%	\$ 2,577	\$ -	\$ 2,577
Ecologist (Cantor)		32.00%	\$ 329	\$ -	\$ 329
District Administrator (Harris)		31.00%	\$ 468	\$ -	\$ 468
<b>Staff benefit subtotal</b>			<b>\$ 7,887</b>	<b>\$ -</b>	<b>\$ 7,887</b>
<b>Total GRRCD staff</b>			<b>\$ 33,037</b>	<b>\$ 52,979</b>	<b>\$ 86,016</b>
<b>OPERATING EXPENSES</b>					
Subcontractor(s)	FRGP hours or units	Hourly Rate or Unit Cost (\$)	FRGP Amount	CGT Amount	Total Project Cost
Construction contractor TBD	1	\$ 516,365.00	\$ 516,365	\$ 673,896	\$ 1,190,261
Pavilion provider TBD	1	\$ 218,363.00	\$ 218,363	\$ -	\$ 218,363
Water tank provider TBD		\$ -	\$ -	\$ 524,695	\$ 524,695
Labor compliance consultant		\$ -	\$ -	\$ 4,000	\$ 4,000
Prunuske Chatham Inc. (oversight)	1	\$ 44,555.00	\$ 44,555	\$ 87,445	\$ 132,000
Trout Unlimited (streamflow monitoring)		\$ -	\$ -	\$ 30,647	\$ 30,647
Cultural resources surveys TBD	20	\$ 140.00	\$ 2,800	\$ -	\$ 2,800
Pacific Watershed Associates (paleontology)	1	\$ 1,430.00	\$ 1,430	\$ -	\$ 1,430
<b>Subcontractor subtotal</b>			<b>\$ 783,513</b>	<b>\$ 1,320,683</b>	<b>\$ 2,104,196</b>
Operating Expenses: Other	FRGP units	Unit Cost (\$)	FRGP Amount	CGT Amount	Total Project Cost
Sonoma County building permit fees	3	\$ 2,000.00	\$ 6,000	\$ 15,000	\$ 21,000
Mileage (Miles)	50	\$ 0.59	\$ 29	\$ 391	\$ 420
<b>Total Operating Expenses</b>			<b>\$ 789,542</b>	<b>\$ 1,336,074</b>	<b>\$ 2,125,616</b>
<b>PERSONNEL SERVICES AND OPERATING EXPENSES SUBTOTAL</b>			<b>\$ 822,579</b>	<b>\$ 1,389,053</b>	<b>\$ 2,211,632</b>
<b>Administrative Overhead</b>	<b>39.00%</b>		\$ 46,136	\$ -	\$ 46,136
<b>GRAND TOTAL</b>			<b>\$ 868,715</b>	<b>\$ 1,389,053</b>	<b>\$ 2,257,768</b>

**RESOLUTION NO. 2023-01**  
**January 19, 2023**  
**BOARD OF DIRECTORS**  
**Gold Ridge Resource Conservation District**

This document is a resolution authorizing the Gold Ridge Resource Conservation District to enter into an agreement with the California Department of Fish and Wildlife and designating a representative to sign the agreement, and any amendments thereto for the **Mt. Gilead Water Conservation and Streamflow Improvement Project** for \$868,715.

Whereas, the Board authorizes the Gold Ridge Resource Conservation District to enter into an Agreement with the California Department of Fish and Wildlife; and

Whereas, the Board authorizes the Executive Director or designee, to sign the Agreement, and any amendments thereto; and

Now, therefore, be it resolved, that the Gold Ridge Resource Conservation District Board of Directors hereby adopts Resolution 2023-01 on January 19, 2023.

**CERTIFICATION**

I hereby certify that the foregoing Resolution 2023-01 was duly and regularly adopted by the Board of Directors of the Gold Ridge Resource Conservation District at the meeting thereof held on the 19<sup>th</sup> of January, 2023 motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ following roll call vote:

Ayes:

Noes:

Abstained:

Absent:

Attest:

\_\_\_\_\_  
Board Secretary