

**SPECIAL MEETING OF THE  
FLORIN RESOURCE CONSERVATION DISTRICT  
BOARD OF DIRECTORS**

**Agenda**

**Saturday, April 15, 2017**

**8:00 AM**

**9257 Elk Grove Blvd.  
Elk Grove, CA 95624**

**CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE**

Public Comment – Please complete a Request to Speak Form if you wish to address the Board. Members of the audience may comment on matters that are not included on the agenda. Each person will be allowed three (3) minutes, or less if a large number of requests are received on a particular subject. No action may be taken on a matter raised under "Public Comment" until the matter has been specifically included on an agenda as an action item. Items listed on the agenda will be opened for public comment as they are considered by the Board of Directors.

**1. California Department of Conservation 2017 Resource Conservation District Financial Assistance Program** (Sarah Jones, Program Manager)

Associate Director Comment

Public Comment

**Recommended Action: Adopt Resolution No. 04.15.17.01 to authorize and direct the General Manager to submit a funding request and enter into an inter-agency agreement with the Department of Conservation to obtain funding from the 2017 Resource Conservation District Financial Assistance Program**

**2. Florin Resource Conservation District Board of Directors and Elk Grove Water District Staff Retreat** (Mike Zeglarski, HRT Associates)

Associate Director Comment

Public Comment

Adjourn to Regular Meeting on Wednesday, April 19, 2017 at 6:30 PM.

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TO: Chairman and Directors of the Florin Resource Conservation District

FROM: Sarah Jones, Program Manager

SUBJECT: **CALIFORNIA DEPARTMENT OF CONSERVATION 2017 RESOURCE CONSERVATION DISTRICT FINANCIAL ASSISTANCE PROGRAM**

### **RECOMMENDATION**

It is recommended that the Florin Resource Conservation District Board of Directors adopt Resolution 04.15.17.01 to authorize and direct the General Manager to submit a funding request and enter into an inter-agency agreement with the Department of Conservation to obtain funding from the 2017 Resource Conservation District Financial Assistance Program.

### **Summary**

The California Department of Conservation (DOC) is implementing a Resource Conservation District (RCD) Financial Assistance Program to promote capacity building of RCD's throughout the State. Staff developed program options for the FRCD Board to consider and the Board directed staff to develop a Community Conservation Education Program (CCE Program) as a way to build capacity.

The RCD Financial Assistance Program Funding Request for \$53,315 was actually already submitted for the CCE Program. A resolution is now required to accompany that submittal and staff requests that the Board approve the attached resolution to meet that requirement. A work plan and budget were also previously submitted as a part of the Funding Request, although both may be subject to change based on funding allocations assigned by the DOC.

### **DISCUSSION**

#### **Background**

In the 2016-17 State Budget, the Department of Conservation was provided \$2.5 million through the Division of Land Resource Protection to assist with RCD capacity building efforts through the RCD Financial Assistance Program.

Of the total amount of \$2.5 million, \$2.1 million will be split evenly between all Tier 1 RCD's that submit an approved work plan and budget. Based on the Tier 1 requirements, it appears that the FRCD will qualify and thus be eligible for funding between \$30 and \$70k.

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At the Board's request, district staff developed program options for the FRCD Board to consider for a funding request through the RCD Financial Assistance Program. The development of a CCE Program was chosen as a way to build capacity for the FRCD.

The DOC released the California RCD Financial Assistance Program Funding Request instructions on February 28, 2017 and the requests were due on March 28, 2017. The Tier 1 accreditation documents will be reviewed by the DOC concurrently to determine eligibility.

In addition, the DOC initially indicated that there would be no match requirement, however now a 25% match is required to comply with the Public Resources Code. Forty percent of the match requirement, which is 10% of the total, must be a "cash" match and this represents the amount that the FRCD will spend on the CCE Program. The remaining portion of the match can be met with in-kind contributions from volunteers.

**Present Situation**

A board resolution is a requirement of the Request for Funding. Because the FRCD March board meeting was cancelled, the DOC will accept the resolution after the March 28 deadline. Once a resolution is passed it will be immediately submitted to the DOC to avoid any delays in review and processing.

According to the DOC, 45 Request for Funding applications have been submitted. If all of these requests qualify, then each RCD will receive approximately \$47,000. The DOC expects to have the final funding agreements in place by April 26, 2017.

**STRATEGIC PLAN CONFORMITY**

Participation in regional conservation is in conformity with the District's conservation and cooperative program goals of the 2012-2017 Strategic Plan.

**FINANCIAL SUMMARY**

The total proposed budget for the CCE Program is \$71,138. This includes the total Funding Request to DOC of \$53,315 and a FRCD match total of \$17,824, including in-kind and cash match funds. Again, these amounts are subject to change based on final budget numbers assigned by the DOC. The funding expires February 28, 2019 and all funds granted by the DOC must be used by that time.

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Relative to the FRCD match total of \$17,824, the FRCD will fund approximately \$8,774 for the Program Manager's salary and benefits to work on the CCE Program. This amount will meet the 10% cash match requirement previously discussed. We will also be required to provide approximately \$9,950 in "in-kind" services and this is based on approximately 328 volunteer hours, including 220 hours volunteered by the Board Members of the FRCD.

The Funding Request also includes reimbursement of an administrative fee of \$6,950 or 9% of the total budget. This administrative fee potentially covers other accounting costs and miscellaneous overhead costs.

Although minor, the impact will decrease FRCD's funds in the amount of approximately \$8,774. The 9% administrative fee of \$6,950 may help off-set that amount, however the final off-set amount will likely be somewhat lower.

Respectfully submitted,



SARAH JONES  
PROGRAM MANAGER

SJ/MJM

Attachment

**RESOLUTION NO. 04.15.17.01**

**A RESOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS AUTHORIZING THE GENERAL MANAGER TO SUBMIT A FUNDING REQUEST AND ENTER INTO AN INTER-AGENCY AGREEMENT WITH THE DEPARTMENT OF CONSERVATION TO OBTAIN FUNDING FROM THE 2017 RESOURCE CONSERVATION DISTRICT FINANCIAL ASSISTANCE PROGRAM**

**WHEREAS**, the Florin Resource Conservation District was formed pursuant to California Public Resources Code Section 9001.

**WHEREAS**, The California Department of Conservation is implementing a Resource Conservation District Financial Assistance Program to promote capacity building of Resource Conservation Districts throughout the State.

**WHEREAS**, the Resource Conservation District Financial Assistance Program allows qualifying Resource Conservation Districts to execute an interagency agreement and obtain financial assistance from the Department of Conservation.

**WHEREAS**, the Florin Resources Conservation District appears to meet all of the required qualifications and has the potential to obtain financial assistance from the Department of Conservation.

**WHEREAS**, the Florin Resource Conservation District Board of Directors has the authority to execute an interagency agreement with the California Department of Conservation.

**WHEREAS**, the Department of Conservation requires the Florin Resource Conservation District Board of Directors to adopt a resolution in order to submit a 2017 Resource Conservation District Financial Assistance Program Funding Request.

**WHEREAS**, the Florin Resource Conservation District Board of Directors may grant the authority to the General Manager to prepare the necessary data, conduct investigations, submit a Funding Request, and enter into an interagency agreement with the California Department of Conservation to obtain 2017 Resource Conservation District Financial Assistance Program funding.

**NOW, THEREFORE, BE IT RESOLVED** that the Florin Resource Conservation Board of Directors hereby authorizes and directs the General Manager to submit a Funding Request, and enter into an interagency agreement with the California Department of Conservation to obtain 2017 Resource Conservation District Financial Assistance Program funding.

**ADOPTED** this 15<sup>th</sup> day of April 2017.

AYES:

NOES:

ABSTAIN:

ABSENT:

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Tom Nelson, Chairperson

ATTEST:

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Stefani Phillips, Board Secretary