

Minutes of the Calaveras Resource Conservation District (RCD)

Regular Board Meeting

July 20, 2023

423 Saint Charles St, San Andreas, CA

Call to Order: The meeting was called to order by J. Marsili - President @ 6:00 pm

Board Members & Staff Present: B. Dean; M. Dvorak; K. Lambert-V.P.; J. Marsili-President; Y. Tiscornia; M. Cole-IED & Admin; D. Simpson-Fiscal Director; K. Dillashaw, Project Manager

Board Members & Staff Absent: Ben Cook-Assoc. Director; L. Plautz-Project Manager

Others Present: Mary Boblet; Sarah Hodson; Gary Whitson; Matt Harrison

Public Comment: Mary Boblet requested an amendment to the May minutes. This will be placed on the August agenda.

Partner Comment:

1. M. Cole read Jesse Fowler (Ag Dept) report, and Jennifer Wood (NRCS) report.

Consent Agenda Items:

1. Approval of 6/15/23 Minutes. **B. Dean made the motion to approve the minutes, second by K. Lambert. On a 5-0-0 vote, minutes were approved.**
2. Approval of June 2023 Finance Reports – **B. Dean made the motion to approve the financial statements, second by K. Lambert. On a 5-0-0 vote, financials were approved.**

Old Business:

1. Update on Current CalFire Grants:
 - Forest Meadows to Wylderidge – notes are in Grant Report.
 - Update on Murphys to Forest Meadows – notes are in Grant Report.
 - Highway 108 – notes are in Grant Report.
 - Fricot City – notes are in Grant Report.
 - Pine Mountain Lake – should have been deleted from agenda as we no longer have this project.
 - Moke Hill – notes are in Grant Report.
2. Update on Current SNC Grants:
 - Pine Ridge – K. Dillashaw reported this project is half completed. It is going slow, but the contractor is doing very good work.
 - Bummerville/Blizzard Mine – notes are in Grant Report.
3. Update on Current CARCD Grants:
 - Climate Resilience Through Habitat Restoration – **J. Marsili made a motion to turn over the WCB project to Amador RCD. Second by B. Dean, motion passed on a 4/0/1 vote.**
4. Ad Hoc Committee - Sale of Building – J. Marsili reported no updates.

New Business:

1. Auditor's Financial Report – **B. Dean made the motion to approve the auditor's financial report with a couple of noted corrections, second by Y. Tiscornia. On a 5-0-0 vote, financials were approved.**
2. Approve 2023-2024 Budget – **B. Dean made a motion to approve the proposed budget. Second by K. Lambert. Motion passed 5/0/0 vote.**
3. Change signatories on bank accounts - **B. Dean made a motion to approve adding M. Cole and removing G. Long as signatories on the bank accounts. Second by K. Lambert. Motion passed 5/0/0 vote.**
4. Review and approve policies – J. Marsili thanked the committee for all of their work on these policies. After some discussion, it was decided to move this to the August agenda.
5. Lease renewal w/ Common Ground – **M. Dvorak made a motion to renew the current lease for one year and change it to fiscal year July 1, 2023 – June 30, 2023, and authorize the Executive Director to negotiate future lease agreements. Second by B. Dean. Motion passed 5/0/0 vote.**
6. Calaveras Community Foundation Grant – M. Dvorak reported he and M. Boblet viewed the potential site at Michaelson School for the water catchment system being proposed in the grant. After reviewing the grant application, **J. Marsili made a motion to approve submission of this application. Second by K. Lambert. Motion passed 5/0/0 vote.**
7. Meeting with BurnBot – This is an information only item. J. Marsili, B. Dean, M. Cole, and D. Simpson will meet with them on July 21st.
8. Application to Calaveras County Hardwood Advisory Committee – **B. Dean made a motion to have Gordon Long remain as the CCRCD representative. Second by M. Dvorak. Motion passed 5/0/0 vote.**
9. MOU with Central Sierra Partnership Against Weeds (CSPAW) – **B. Dean made a motion to have Interim Executive Director sign and submit the MOU. Second by K. Lambert. Motion passed 5/0/0 vote.**

Reports:

1. Board Member announcements – J. Marsili reminded everyone to complete their trainings.
K. Lambert reported on visiting the ponderosa pines he and Gordon planted. He found that 12 of the 60 trees planted are doing well.
M. Dvorak reported that the grand jury report has been released and has a lot of good fire reduction information.
2. Staff announcements – M. Cole read from her attached report and noted the CivicWell and CARCD conference opportunities.

Adjournment of meeting. Meeting adjourned @ 7:43 pm.

Next meeting is scheduled for **Thursday, August 10, 2023 at 6:00 pm.**

Attest:

President, Julia Marsili _____

Date _____

Secretary, Mary Cole _____

Date _____

Minutes of the Calaveras Resource Conservation District (RCD)

Regular Board Meeting

May 11, 2023

423 Saint Charles St, San Andreas, CA

Call to Order: The meeting was called to order by J. Marsili -President @ 6:00 pm

Board Members & Staff Present: M. Dvorak; K. Hafley; K. Lambert-V.P.; J. Marsili-President; Ben Cook-Assoc. Director; G. Long-Executive Director; D. Simpson-Fiscal Director; M. Cole-Admin; K. Dillashaw, Project Manager; L. Plautz-Project Manager

Board Members & Staff Absent: Y. Tiscornia

Others Present: Bob Dean; B. Dubois

Public Comment: Bob Dean was introduced.

Mary Boblet spoke regarding CCRCD's Public Record Act Policy. ~~came to speak about her taking exception with our public request policy where we ask for the request to be in writing with additional information. She noted that she did receive her requested document.~~

Partner Comment: None.

Consent Agenda Items:

1. Approval of 4/13/23 Minutes. Board Action – **K. Lambert made the motion to approve with corrections, second by M. Dvorak. On a 3-0-1-1(abstain) vote, minutes were not approved.**
2. Approval of April 2023 Finance Reports – **K. Lambert made the motion to approve, second by K. Hafley. On a 4-0-1 vote, financials were approved.**

Old Business:

1. Update on Current CalFire Grants:
 - Forest Meadows to Wylderidge – L. Plautz reported that the small equipment was brought in to restart working, with the larger machines arriving Monday.
 - Update on Murphys to Forest Meadows –Tanner Logging completed the Woodland Unit. Krisman Enterprises will complete the last two units.
 - Highway 108 – RFP for the mastication work is being posted Monday. Contractor selection will come for approval at the next board meeting.
 - Fricot City – G. Long reported CEQA contractor, Ed Struffenegger, has started work.
 - Pine Mountain Lake – G. Long reported CEQA should be completed in the next couple of weeks.
 - Moke Hill – G. Long reported CEQA contractor, Ed Struffenegger, has started work.
2. Update on Current SNC Grants:
 - Pine Ridge – K. Dillashaw reported the contractor has started with hand-work while the ground is too wet. But will start with equipment soon..
 - Bummerville/Blizzard Mine – G, Long reported two contractors have started work, with the third to start next week.

3. Update on Current CCRCDD Grants:

- Climate Resilience Through Habitat Restoration – G. Long reported we received our Notice of Exemption #4 and filed it with the County.

4. Ad Hoc Committee - Bylaws – J. Marsili reported she will schedule a meeting with the committee.

5. Ad Hoc Committee - Sale of Building – J. Marsili reported a request for qualifications audit is out for review. She will schedule a meeting with the committee.

New Business:

1. Approve Krisman Enterprises to complete Units 1 & 2 of Murphys to Forest Meadows – Due to the lack of a decision to approve Tanner last month, they became unavailable to us, so a request to approve Krisman Enterprises was brought to the board. After questioning THIS decision by a board member, **K. Hafley made a motion to approve Krisman. Second by K. Lambert. Motion failed for a 3/0/1/1 (abstain) vote. A special meeting will be called to get this resolved so we can get the work completed before fire season.**
2. Letter of Commitment - **K. Hafley made a motion to approve the letter. Second by K. Lambert. Motion passed 4/0/1 vote.**
3. Board & Meeting Etiquette – J. Marsili requested that discussions during the meetings be more respectful. She recommends more communication between directors and staff, and encourages more board involvement.
4. Summer Schedule – M. Cole asked for the board’s vacation schedule to determine if any month would be short a full board attendance and should therefore be cancelled. With a couple of minor exceptions, all summer meetings should take place.

Reports:

1. Board Member announcements – K. Lambert would like to host a BBQ for the board and staff sometime this summer.
M. Dvorak has his water catchment system setup and has started watering his wildflower garden with it.
2. Staff announcements – G. Long noted to review his attached ED report.
— D. Simpson thanked J. Marsili and K. Lambert for turning in their required Ethics certificates.

Adjournment of meeting. Meeting adjourned @ 6:58 pm.

Next meeting is scheduled for **Thursday, June 8, 2023 at 6:00 pm.**

Attest:

President, Julia Marsili _____

Date _____

Acting Secretary, _____

Date _____

Calaveras County Resource Conservation District

Profit & Loss

July 2023

	Jul 23
Ordinary Income/Expense	
Income	
Investments	
Interest-Savings, Short-term CD	15.00
Total Investments	15.00
Program Income	
Indirect Costs	3,701.05
Program Revenue	37,010.46
Total Program Income	40,711.51
Rental Income	1,364.02
Total Income	42,090.53
Gross Profit	42,090.53
Expense	
Contract Services	
Contractor Services	35,411.25
Total Contract Services	35,411.25
Facilities and Equipment	
Facility Maintenance	900.00
Utilities	495.66
Total Facilities and Equipment	1,395.66
Insurance Expense	
Worker's Compensation Insurance	2,659.46
Total Insurance Expense	2,659.46
Operations	
Computer Software	649.49
Office Supplies	245.85
Total Operations	895.34
Other Types of Expenses	
Advertising Expenses	1.20
Total Other Types of Expenses	1.20
Payroll Expenses	9,373.18
Total Expense	49,736.09
Net Ordinary Income	-7,645.56
Net Income	-7,645.56

Calaveras County Resource Conservation District
Balance Sheet
As of July 31, 2023

	Jul 31, 23
ASSETS	
Current Assets	
Checking/Savings	
Checking	105,051.20
Savings 2420 - Forest Meadows	170,336.72
Savings 2421 - Wylderidge	98,160.84
Savings 2422 - SNC Pine Ridge	32,753.24
Savings 2423 - Hwy 108-Fricot	197,134.18
Savings 2485 - Bummerville	280,115.98
Total Checking/Savings	883,552.16
Accounts Receivable	
Accounts Receivable	5,344.63
Total Accounts Receivable	5,344.63
Total Current Assets	888,896.79
Fixed Assets	
Building Improvements	7,675.00
Buildings - Operating	219,210.49
Land - Operating	93,947.35
Total Fixed Assets	320,832.84
Other Assets	
Accum Depreciation	-28,010.23
Accumulated Depr - Bldg Improve	-1,183.23
Total Other Assets	-29,193.46
TOTAL ASSETS	1,180,536.17
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	2,627.49
Unearned or Deferred Revenue	791,682.36
Total Other Current Liabilities	794,309.85
Total Current Liabilities	794,309.85
Total Liabilities	794,309.85
Equity	
Net Investment in Capital Asset	307,020.92
Retained Earnings	51,439.71
Net Income	27,765.69
Total Equity	386,226.32
TOTAL LIABILITIES & EQUITY	1,180,536.17

11:30 AM

08/04/23

Calaveras County Resource Conservation District
Deposit Detail
 July 2023

Type	Num	Date	Name	Account	Amount
Deposit		07/10/2023		Checking	977.06
Payment	11586...	07/10/2023	UCCE	Undeposited Funds	-977.06
TOTAL					-977.06
Deposit		07/31/2023		Checking	2.24
				Interest-Savings, Sh...	-2.24
TOTAL					-2.24
Deposit		07/31/2023		Savings 2422 - SN...	0.84
				Interest-Savings, Sh...	-0.84
TOTAL					-0.84
Deposit		07/31/2023		Savings 2421 - Wyl...	2.52
				Interest-Savings, Sh...	-2.52
TOTAL					-2.52
Deposit		07/31/2023		Savings 2420 - For...	4.36
				Interest-Savings, Sh...	-4.36
TOTAL					-4.36
Deposit		07/31/2023		Savings 2423 - Hw...	5.04
				Interest-Savings, Sh...	-5.04
TOTAL					-5.04

11:30 AM

08/04/23

Calaveras County Resource Conservation District
Check Detail
July 2023

Type	Num	Date	Name	Account	Paid Amount
Liability Check		07/07/2023	QuickBooks Payroll Service	Checking	
			QuickBooks Payroll Service	Direct Deposit Liabil...	-4,305.54
TOTAL					-4,305.54
Liability Check		07/24/2023	QuickBooks Payroll Service	Checking	
			QuickBooks Payroll Service	Direct Deposit Liabil...	-2,440.15
TOTAL					-2,440.15
Check	Debit	07/03/2023	Facebook	Checking	
				Advertising Expenses	-1.20
TOTAL					-1.20
Check	Debit	07/07/2023	Microsoft	Checking	
				Computer Software	-89.50
TOTAL					-89.50
Check	Debit	07/13/2023	Adobe	Checking	
				Computer Software	-29.99
TOTAL					-29.99
Check	Debit	07/14/2023	Staples	Checking	
				Office Supplies	-245.85
TOTAL					-245.85
Check	Debit	07/25/2023	Intuit Quickbooks	Checking	
				Computer Software	-500.00
				Computer Software	-30.00
TOTAL					-530.00
Check	Debit	07/25/2023	Air Serve	Checking	
				Facility Maintenance	-450.00
TOTAL					-450.00
Liability Check	E-pay	07/10/2023	EDD	Checking	
				Payroll Liabilities	-518.09
TOTAL					-518.09

11:30 AM

08/04/23

Calaveras County Resource Conservation District

Check Detail

July 2023

Type	Num	Date	Name	Account	Paid Amount
Liability Check	E-pay	07/10/2023	United States Treasury	Checking	
				Payroll Liabilities	-1,055.00
				Payroll Liabilities	-717.97
				Payroll Liabilities	-717.97
				Payroll Liabilities	-167.91
				Payroll Liabilities	-167.91
TOTAL					-2,826.76
Liability Check	E-pay	07/20/2023	EDD	Checking	
				Payroll Liabilities	-13.53
				Payroll Liabilities	-487.12
TOTAL					-500.65
Check	585	07/10/2023	Don O'Brien	Checking	
				Facility Maintenance	-450.00
TOTAL					-450.00
Bill Pmt -Check	586	07/10/2023	Calaveras Public Power Agency (CPPA)	Checking	
Bill		07/10/2023		Utilities	-300.00
TOTAL					-300.00
Bill Pmt -Check	587	07/10/2023	Calaveras Public Utility District (CPUD)	Checking	
Bill		07/10/2023		Utilities	-77.36
TOTAL					-77.36
Bill Pmt -Check	588	07/10/2023	Eddy Struffenegger	Checking	
Bill		06/30/2023	Cal Fire:Moke Hill 5GG21172	Contractor Services	-7,646.48
Bill		06/30/2023	Cal Fire:Hwy 108 Fricot City	Contractor Services	-1,542.58
TOTAL					-9,189.06
Bill Pmt -Check	589	07/10/2023	Markit Forest Management LLC	Checking	
Bill		06/28/2023	Sierra Nevada Conservancy:Bummerville	Contractor Services	-95,502.80
TOTAL					-95,502.80
Bill Pmt -Check	590	07/10/2023	PG&E- V	Checking	
Bill		07/10/2023		Utilities	-12.79
TOTAL					-12.79
Bill Pmt -Check	591	07/10/2023	San Andreas Sanitary District	Checking	
Bill		07/10/2023		Utilities	-105.51
TOTAL					-105.51

11:30 AM

08/04/23

Calaveras County Resource Conservation District
Check Detail
July 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	592	07/10/2023	Special District Risk Mgmt Authority	Checking	
Bill		07/10/2023		Worker's Compensa...	-2,659.46
TOTAL					-2,659.46

	2017	2018	2019	2020	2021	2022	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	YTD 2023	Total All Dates
Income:															
CPUD	\$1,420.50	\$348.60													\$1,769.10
Common Ground	\$0.00	\$3,600.00	\$4,737.50	\$5,100.00	\$6,625.00	\$6,600.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$3,850.00	\$30,512.50
UCCE	\$0.00	\$1,261.34	\$3,724.18	\$3,540.50	\$3,581.92	\$6,931.42	\$939.22	\$950.84	\$1,025.14	\$1,059.97	\$977.07	\$835.17	\$814.02	\$6,601.43	\$25,640.78
Motherlode Bonsai Club	\$0.00	\$0.00	\$0.00	\$240.00	\$375.00	\$75.00								\$0.00	\$690.00
Total Income	\$1,420.50	\$5,209.94	\$8,461.68	\$8,880.50	\$10,581.92	\$13,606.42	\$1,489.22	\$1,500.84	\$1,575.14	\$1,609.97	\$1,527.07	\$1,385.17	\$1,364.02	\$10,451.43	\$58,612.38
Expenses:															
CPUD	\$177.38	\$672.06	\$709.63	\$988.51	\$927.41	\$901.58	\$77.36	\$77.36	\$77.36	\$77.36	\$77.36	\$77.36	\$77.36	\$541.52	\$4,918.09
San Andreas Sanitary	\$282.59	\$1,009.61	\$1,280.41	\$1,391.33	\$1,192.97	\$1,206.83	\$105.51	\$105.51	\$105.51	\$105.51	\$105.51	\$105.51	\$105.51	\$738.57	\$7,102.31
CPPA	\$44.80	\$1,353.60	\$2,009.80	\$1,618.80	\$1,743.60	\$2,218.48	\$168.32	\$260.00	\$260.00	\$260.00	\$220.00	\$228.00	\$300.00	\$1,696.32	\$10,685.40
PGE	\$44.87	\$422.44	\$1,400.71	\$1,057.48	\$1,221.74	\$1,512.10	\$292.86	\$307.33	\$357.08	\$238.65	\$75.95	\$37.73	\$12.79	\$1,322.39	\$6,981.73
Insurance					\$684.26	\$848.70								\$0.00	\$1,532.96
Sewer Repairs	\$0.00	\$8,500.00	\$0.00	\$0.00	\$0.00	\$230.00							\$1,589.70	\$1,589.70	\$10,319.70
A/C Repairs	\$0.00	\$142.16	\$0.00	\$2,039.02	\$145.19	\$1,088.99								\$0.00	\$3,415.36
General Maintenance	\$0.00	\$27.57	\$406.89	\$295.47	\$272.68	\$1,151.75	\$24.74				\$530.00		\$450.00	\$1,004.74	\$3,159.10
Total Expenses	\$549.64	\$12,127.44	\$5,807.44	\$7,390.61	\$6,187.85	\$9,158.43	\$668.79	\$750.20	\$799.95	\$681.52	\$1,008.82	\$448.60	\$2,535.36	\$6,893.24	\$48,114.65
Profit/Loss	\$870.86	(\$6,917.50)	\$2,654.24	\$1,489.89	\$4,394.07	\$4,447.99	\$820.43	\$750.64	\$775.19	\$928.45	\$518.25	\$936.57	(\$1,171.34)	\$3,558.19	\$10,497.73

Grant Tracking as of 07/31/2023

	<u>Grant Period</u>	<u>Amount Awarded</u>	<u>Direct Costs</u>	<u>Indirect Cost</u>	<u>Current Advance</u>	<u>Remaining Advance</u>	<u>Expended to Date</u>	<u>Invoiced</u>	<u>Amount Remaining</u>
Murphys Forest Meadows (CalFire)	5/26/2020 - 3/15/2024	\$ 2,161,776.00	\$ 1,965,251.00	\$ 196,525.00	\$ 540,256.75	\$ 170,255.78	\$ 1,389,836.19		\$ 771,939.81
Wylderidge (CalFire)	11/23/2021 - 3/15/2025	\$ 440,608.30	\$ 400,553.30	\$ 40,055.00	\$ 110,022.00	\$ 98,123.71	\$ 11,898.28		\$ 428,710.02
Pine Ridge (SNC)	4/15/2022 - 1/1/2027	\$ 405,605.00	\$ 352,700.00	\$ 52,905.00	\$ 121,681.50	\$ 32,719.23	\$ 88,962.28		\$ 316,642.72
Fricot City/108 Direct Award (CalFire)	5/9/2022 - 3/15/2026	\$ 999,109.10	\$ 908,281.00	\$ 90,828.10		\$ 197,118.26	\$ 18,481.74		\$ 980,627.36
Moke Hill (CalFire)	10/6/2022 - 3/15/2026	\$ 1,047,753.71	\$ 952,503.37	\$ 95,250.34		\$ 54,130.51	\$ 34,880.12		\$ 1,012,873.60
Bummerville/Blizzard Mine (SNC)	9/12/2022 - 1/1/2028	\$ 1,450,740.00	\$ 1,318,854.00	\$ 131,885.00	\$ 435,222.00	\$ 239,334.87	\$ 195,887.13		\$ 1,254,852.87
CARCD - WCB Wildlife Structures		\$ 200,000.00							\$ 200,000.00
Other A/R: Rent, TCRCD, CARCD								\$ 5,344.63	
Total		\$ 6,705,592.11	\$ 5,898,142.67	\$ 607,448.44	\$ 1,207,182.25	\$ 791,682.36	\$ 1,739,945.74	\$ 5,344.63	\$ 4,965,646.38
						* Deferred Rev		*Accounts Rec	



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

PO Box 1041 • 423 E. St Charles St. • San Andreas, CA 95249
info@CalaverasRCD.org

August 10, 2023 CCRCD Board Meeting

CALFIRE GRANT UPDATES:

1. Forest Meadows/Wylderidge: RPF Bray has completed her inspection and is now waiting on CAL FIRE/TCU for final acreage of the Northwest unit and the Southern unit (previously GPSd); LCLC can then submit their invoice for payment. LCLC will return after the 2023 fire season to complete the project (NE unit).
2. Murphys to Forest Meadows Fuels Reduction project: Krisman will return mid-Sept if it's not 100 degrees, or as soon thereafter to finish up the remaining ~ 200 acres.
3. Highway 108 North Fuels Reduction Project: This is scheduled to start right after fire season.
4. Fricot City Road Fuels Reduction Project: We just received the bio report. Jason and Ed will finish the field work, which is mainly some unanswered questions, in the next several days. Cultural issues have all been addressed and flagged. Prescriptions and mapping will be done shortly thereafter. Then the report writing should all be done before the end of August.
5. Mokelumne Hill Fuels Reduction Project: Ed is working on the prescriptions. Mapping is coming along, and should be done in another week or so, as soon as we get all field issues answered. Bio report is in-hand. Cultural issues are all addressed and flagged. I submitted all the bio reports, cultural data, etc. to Dr. Richard Harris, who will be doing the writing of the CEQA documents (Notice of Exemption and the ERRF form). He indicated he should have this done easily in August.
6. We received award letters for our latest CalFire Fire Prevention Grant applications.

SNC Grants Update:

1. SNC Pine Ridge Project is active, Kaylee Dillashaw is project manager and will give her report.
2. SNC Bummerville/Blizzard Mine Project: Per Pat McGreevy - California Forest has completed treatment on 13.49 acres in the Jurs Road Unit. This work passed inspection for quality control by Jan Bray on 8/1/2023. I have certified the acreage by GPS and have attached the unit map. Please pay the attached invoice from California Forest in the amount of \$35,411.25 (13.49 ac x \$2,625.00/ac).

New Business Item #3 - Murphys to Forest Meadows

Contract Background:

Unit 1. Forest View – 263 acres total

RJW worked **71.55** acres less final chipping - Fully certified and paid.

Krisman finished the chipping on this 71.55 acres. Has not invoiced. (\$7,500 value)

Krisman was awarded up to **191.45** acres to complete the unit.

RJW started work on 20.5 of these acres, did not complete the acres to prescription but was certified by CalFire. RJW has not invoiced or been paid for these acres. (\$23,575 total value bid)

Unit 2. Forest Meadows West – 143 acres total

RJW worked **87** acres - Fully certified and paid.

Krisman was awarded up to the remaining **56** acres to complete this unit. But is expected to do only 17.7 acres.

Issues at Hand:

Issue 1 – RJW did *most* of the work on 71.55 acres except for the final chipping of logs but was paid in full for this work. We then hired Krisman to chip so it would be done to prescription since RJW would not return to do it.

We need to reimburse Krisman for this work in some manner to be determined.

Issue 2 – RJW also started work on 20.5 acres for which CalFire certified, however they were not completed to our prescription. It is apparently enough for CAL FIRE's needs. RJW never invoiced for these acres.

We need to decide if we let Krisman complete these 20.5 acres to our prescription and be paid accordingly or remove them from his scope of work since the acres have already been certified as "enough" by CAL FIRE.

One possible solution to this is to send RJW a certified letter giving him 30 days to submit any open invoices. If he does not submit an invoice, we can allow Krisman to complete these acres and bill for them. If he does submit an invoice, then we can remove them from Krisman's scope of work.

Issue 3—Should we allow Krisman to raise his per acre rate in order to cover his chipping costs, since we can't re-pay for the chipping that was already invoiced/paid?

Items of Note in RJW's Contract:

15. Failure to Perform:

- a. In order to ensure faithful performance of this agreement and to reimburse CCRCD for any loss or damages suffered by reason of RJW Enterprises, Inc.'s failure to perform in full or in part, CCRCD shall have the right to withhold monies due RJW Enterprises, Inc., a sum or sums sufficient to cover, in the judgment of CCRCD, such loss, damage or failure. In the event that CCRCD does withhold said sum or sums, CCRCD shall, in writing, notify RJW Enterprises, Inc. stating specifically the terms in which RJW Enterprises, Inc. is deficient so that RJW Enterprises, Inc. may, if possible, cure the deficiencies and obtain a release of the withheld sums. If, within ten (10) days after written notice, RJW Enterprises, Inc. has not cured the deficiencies, then CCRCD is expressly given the right by RJW Enterprises, Inc. to take possession of project documents, data, reports, maps, and information and to remedy the problem by hiring other resources to complete the project. RJW Enterprises, Inc. expressly agrees to provide all project materials to CCRCD and to abide by CCRCD's decision. RJW Enterprises, Inc. also agrees to accept payment for such work as has been completed to CCRCD's satisfaction and to reimburse CCRCD for any additional cost in excess of the contract price hereunder incurred by CCRCD in completing the work.
 - b. In the event RJW Enterprises, Inc. shall fail to comply with each and every term and condition of this Agreement to be kept and performed by it, and in the event such default shall not be remedied within ten (10) days after written notice thereof by CCRCD to RJW Enterprises, Inc., then and in such event, CCRCD shall have the right to terminate this agreement and it thereafter shall be of no further force or effect. The remedy provided in this section shall be provided for in addition to any and all other remedies by law or this Agreement.
 - c. CCRCD shall compensate RJW Enterprises, Inc. for CAL FIRE Grant 5GG19147 work assigned that is satisfactorily completed using the rates defined in "**Exhibit B, Payment Schedule**". RJW Enterprises, Inc. agrees and understands that all or a portion of assigned work payments may be withheld from payment for reasons detailed in item #15 "Failure to Perform".
- 10.** RJW Enterprises, Inc. understands and acknowledges that CCRCD may suffer damages as a result of RJW Enterprises, Inc.'s tardiness in performance of its services under this Agreement. RJW Enterprises, Inc., therefore, agrees to give CCRCD or its designated representative as much notice as practical of any foreseeable delay in the completion of RJW Enterprises, Inc.'s services. RJW Enterprises, Inc. further agrees to indemnify CCRCD for any damages suffered by CCRCD because of RJW Enterprises, Inc.'s failure to perform its services in accordance with said work schedule when delays result from RJW Enterprises, Inc.'s negligence.

Executive Director Report – August 10, 2023

By Mary Cole, Interim Executive Director

1. Grants:
 - a. Sent contract to AERI for the Hwy 108 project.
 - b. Worked on Murphys to Forest Meadows issues.
 - c. Spoke with a homeowner in the Moke Hill project.
 - d. Wrote quarterly reports for Hwy 108, Moke Hill, and Fricot City grants.
2. Reached out to County OES Director, Mike Massone.
3. Submitted Calaveras Community Grant application.
4. Submitted CSPAW MOU letter.
5. Met with BurnBot (along with Bob Dean, Julia and Dana) to discuss what our roll might be.
6. Building Maintenance:
 - a. Had the monthly building clean up.
 - i. More bush trimming.
 - ii. Repaired fencing in front.
 - iii. Had locks placed on spigots.
 - iv. Had wasp entrances blocked.
 - v. Placed trash can in front. County will replace bag weekly.
 - vi. Placed 'No Loitering' and 'No Trespassing' signs.
 - vii. Will install signs "Parking Only for UCCE, Common Ground & CCRCD".
 - b. Had the top floor HVAC fixed. No present need to replace the furnace.
7. Correspondence:
 - a. Letter from Marcie Powers re: Save Calaveras Big Trees