

Project Reports

Amador Wildlife Structures:

- Phase 3 started April 2026
- Completed three pre-assessments
- Continuing outreach, site visits will begin June 2026

DOC/NWL:

DOC Hub:

- Continuing planning Perennial crop and forestry series
- Hosted Session 2 of Forest Health Series in Calaveras County at Campstool Ranch. ~21 attendees not including hosts. Discussion included long term management for wildfire and watershed resiliency.

DOC CCRCD:

- Working on creating template for site visits
- Starting 1:1 interviews with producers
- PBA Advisory Committee met 21 April at Murphys Fire Training room.
 - Minutes included in Board Packet
- Next Meeting 16 June 2026

NW Calaveras:

- Completed Units M1, M6, and M21
- Working in Units M2/M29
- Pre-bid tours conducted for handwork project and also for mechanical South project separately
- Contractor selection committee met and selected contractors to recommend for award to the board for both RFPs
- Contracts drafted

NRCS:

- Conducting surveys
- Reports have been underway

RFFCP

- Hosted Forest Health Session 2 at Campstool Ranch. Roundtable discussion included management practices on forested lands to improve forest health across working landscape.
- Staff is working on developing multiple grant proposals for currently open CAL FIRE Wildfire Prevention and SNC Wildfire and Forest Resiliency grant cycles.

San Andreas East FB:

- Arche and wildlife surveys are being conducted
- Fuels reduction RFP is being drafted
- Pre-bid tour was conducted
- Proposals were reviewed by Contractor Selection Committee and one was chosen to recommend to the board for award.
- Contracts drafted and to be approved by the board

PG&E Hunter Connectivity 2026

- Landowner ROE's are being secured
- Fuels reduction pre-bid tour has taken place
- Proposals were reviewed and a contractor was selected to recommend to the board for award
- Contracts drafted and to be approved by the board

Catalyst Sierra Jobs 1st

- S-290 class took place end of May
- S-112 and S-211 classes will take place 3rd and 4th weeks of June

Grant Tracking as of 04/30/26

	Grant Period	Amount Awarded	Direct Costs	Indirect Cost	Current Advance	*Remaining		*Invoiced	Amount Remaining
						Advance	Expended to Date		
Fricot City/108 Direct Award (CalFire)	5/9/2022 - 3/15/2026	\$ 999,109.10	\$ 908,281.00	\$ 90,828.10	\$ -	\$ -	\$ 913,253.27	\$ 155,356.77	\$ 85,855.83
Moke Hill (CalFire)	10/6/2022 - 3/15/2026	\$ 1,047,753.71	\$ 952,503.37	\$ 95,250.34	\$ -	\$ -	\$ 568,176.18	\$ 11,645.75	\$ 479,577.53
NW Calaveras (CalFire)	12/27/2023 - 3/15/2029	\$ 2,348,773.28	\$ 2,097,119.00	\$ 251,654.28	\$ -	\$ -	\$ 255,172.10	\$ 80,593.34	\$ 2,093,601.18
San Andreas Fuelbreak (CalFire)	12/1/2024 - 3/15/2030	\$ 653,408.00	\$ 583,400.00	\$ 70,008.00	\$ -	\$ -	\$ 22,463.47	\$ 15,008.39	\$ 630,944.53
Calaveras Unified School Dist (CalFire)	12/27/2023 - 3/15/2029	\$ 185,920.00	\$ 166,000.00	\$ 19,920.00	\$ -	\$ -		\$ 7,000.00	\$ 185,920.00
Bummerville/Blizzard Mine (SNC)	9/12/2022 - 1/1/2028	\$ 1,450,740.00	\$ 1,318,854.00	\$ 131,885.00	\$ 435,222.00	\$ 112,152.70	\$ 1,197,723.30	\$ -	\$ 253,016.70
RFFCP (SNC)	6/19/2024 - 5/31/2027	\$ 286,922.00	\$ 260,838.00	\$ 26,084.00	\$ -	\$ -	\$ 204,056.36	\$ 70,768.46	\$ 82,865.64
Forest & Woodland (BLM)	9/20/2024 - 8/31/2027	\$ 394,326.25	\$ 369,477.50	\$ 24,848.75	\$ -	\$ -	\$ 32,702.17	\$ 12,106.89	\$ 361,624.08
USDA/NRCS	9/30/2024 - 9/30/2027	\$ 149,934.31	\$ 136,787.10	\$ 13,147.21	\$ -	\$ -	\$ 76,157.88	\$ 37,090.12	\$ 73,776.43
Amador RCD Wildlife Structures	1/1/2024 - 1/1/2027	\$ 22,759.88	\$ 22,759.88	20% included	\$ -	\$ -	\$ 13,653.38	\$ 1,071.97	\$ 9,106.50
Amador RCD DOC/NWL Hub	1/1/2024 - 1/1/2027	\$ 156,942.28	\$ 142,674.80	\$ 14,267.48	\$ -	\$ -	\$ 82,712.67	\$ 21,318.92	\$ 74,229.61
Catalyst CA Jobs First Sierra Region	5/1/2025 - 9/30/2026	\$ 128,467.00	\$ 116,788.00	\$ 11,678.80	\$ -	\$ -	\$ 24,106.52	\$ 18,036.58	\$ 104,360.48
PG&E 2025 Wylidridge COMPLETED	5/1/2025 - 11/30/2025	\$ 92,960.00	\$ 83,664.00	\$ 9,296.00		\$ -			
PG&E 2026 Hunter	3/15/2026 - 11/30/2026	\$ 98,980.59	\$ 89,082.53	\$ 9,898.06	\$ -	\$ -	\$ 2,617.85	\$ 2,617.85	\$ 96,362.74
Other A/R: Rent, TCRCO, CARCO, ERC								\$ 150.00	\$ -
Total		\$ 8,016,996.40	\$ 7,248,229.18	\$ 768,766.02	\$ 435,222.00	\$ 112,152.70	\$ 3,392,795.15	\$ 432,765.04	\$ 4,531,241.25

* Deferred Rev

*Accts Rec

Grant Tracking as of 05/31/26

	Grant Period	Amount Awarded	Direct Costs	Indirect Cost	Current Advance	*Remaining		*Invoiced	Amount Remaining
						Advance	Expended to Date		
Fricot City/108 Direct Award (CalFire)	5/9/2022 - 3/15/2026	\$ 999,109.10	\$ 908,281.00	\$ 90,828.10	\$ -	\$ -	\$ 913,253.27	\$ 125,974.76	\$ 85,855.83
Moke Hill (CalFire)	10/6/2022 - 3/15/2026	\$ 1,047,753.71	\$ 952,503.37	\$ 95,250.34	\$ -	\$ -	\$ 568,176.18	\$ -	\$ 479,577.53
NW Calaveras (CalFire)	12/27/2023 - 3/15/2029	\$ 2,348,773.28	\$ 2,097,119.00	\$ 251,654.28	\$ -	\$ -	\$ 262,529.73	\$ 87,950.98	\$ 2,086,243.55
San Andreas Fuelbreak (CalFire)	12/1/2024 - 3/15/2030	\$ 653,408.00	\$ 583,400.00	\$ 70,008.00	\$ -	\$ -	\$ 66,951.01	\$ 59,495.93	\$ 586,456.99
Calaveras Unified School Dist (CalFire)	12/27/2023 - 3/15/2029	\$ 185,920.00	\$ 166,000.00	\$ 19,920.00	\$ -	\$ -		\$ 7,000.00	\$ 185,920.00
Bummerville/Blizzard Mine (SNC)	9/12/2022 - 1/1/2028	\$ 1,450,740.00	\$ 1,318,854.00	\$ 131,885.00	\$ 435,222.00	\$ 112,103.43	\$ 1,197,739.72	\$ -	\$ 253,000.28
RFFCP (SNC)	6/19/2024 - 5/31/2027	\$ 286,922.00	\$ 260,838.00	\$ 26,084.00	\$ -	\$ -	\$ 214,498.90	\$ 81,210.98	\$ 72,423.10
Forest & Woodland (BLM)	9/20/2024 - 8/31/2027	\$ 394,326.25	\$ 369,477.50	\$ 24,848.75	\$ -	\$ -	\$ 34,425.84	\$ 1,545.96	\$ 359,900.41
USDA/NRCS	9/30/2024 - 9/30/2027	\$ 149,934.31	\$ 136,787.10	\$ 13,147.21	\$ -	\$ -	\$ 79,957.50	\$ 40,889.39	\$ 69,976.81
Amador RCD Wildlife Structures	1/1/2024 - 1/1/2027	\$ 22,759.88	\$ 22,759.88	20% included	\$ -	\$ -	\$ 15,552.41	\$ 2,971.00	\$ 7,207.47
Amador RCD DOC/NWL Hub	1/1/2024 - 1/1/2027	\$ 156,942.28	\$ 142,674.80	\$ 14,267.48	\$ -	\$ -	\$ 88,865.08	\$ 24,752.57	\$ 68,077.20
Catalyst CA Jobs First Sierra Region	5/1/2025 - 9/30/2026	\$ 128,467.00	\$ 116,788.00	\$ 11,678.80	\$ -	\$ -	\$ 27,599.52	\$ 18,403.66	\$ 100,867.48
PG&E 2025 Wylidridge COMPLETED	5/1/2025 - 11/30/2025	\$ 92,960.00	\$ 83,664.00	\$ 9,296.00		\$ -			
PG&E 2026 Hunter	3/15/2026 - 11/30/2026	\$ 98,980.59	\$ 89,082.53	\$ 9,898.06	\$ -	\$ -	\$ 4,562.99	\$ 4,562.99	\$ 94,417.60
Other A/R: Rent, TCRCO, CARCO, ERC								\$ 1,024.00	\$ -
Total		\$ 8,016,996.40	\$ 7,248,229.18	\$ 768,766.02	\$ 435,222.00	\$ 112,103.43	\$ 3,474,112.15	\$ 455,782.22	\$ 4,449,924.25

* Deferred Rev

*Accts Rec

Calaveras County Watershed Committee

Monthly Report

May 2026

Tasks/Goals Completed

- Officially Launched Watershed Watch of Calaveras to public
- 2 official sign-ups for volunteers on Watershed Watch of Calaveras

Tasks/Goals to be completed next month

- Create monitoring “database” for monthly and quarterly
- Recruit at least 4 more volunteers from fair sign up
- Host training for all volunteers
- Host first quarterly monitoring event

Outreach completed

- CCRCDD attended the Calaveras Fair and promoted the Watershed Watch of Calaveras to recruit volunteers
 - Sign up sheet where people could sign up to get more information on CCRCDD programs they were interest in.
 - 10 people interested in Watershed Programs, specifically Watershed Watch
- Two people signed up the be volunteers prior to fair via social media outreach.
- Sent follow up email after the fair to people who wanted more info about Watershed Watch

Monitoring completed

- Monthly monitoring completed by Erin at White Pines locations
- No quarterly monitoring this week

Funding Updates

- No funding updates



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

PO Box 1041 ♦ 423 E. St Charles St. ♦ San Andreas, CA 95249

info@CalaverasRCD.org

PRESCRIBED BURN ADVISORY COMMITTEE REGULAR MEETING MINUTES

Tuesday 21 April 2026, 11:00 AM

LOCATION

Murphys Fire Dept. Training Room: 58 Jones St, Murphys, CA 95247

This is an in person meeting only

In compliance with the Americans with Disabilities Act (ADA), if you need assistance to participate in the meeting, please contact the District Secretary at 743-8799 at least 48 hours prior to the start of the meeting.

CALL TO ORDER: 11:05 a.m.

- **Roll Call:** Committee Members present: Claire Rappaport, Dennis Burns, Adam Lewis. Staff: Trina Walley, Walter Tryon (coordinator).
- **Unable to Attend:** Bob Mergl, Bob Dean (Committee Chair), Bill Fullerton (Foothills Fire Safe Council), Wendy Harrison (alternate), Baljit Singh (OES Representative).

PUBLIC COMMENT:

The Board of Directors is limited by State law to providing a brief response, asking questions for clarification, or referring a matter to staff when responding to items not listed on the agenda.

BUSINESS:

1. Approval of 10 February 2026 Minutes – Tryon – **Action** – Minutes approved
2. Logo creation for PBAC – Tryon – **Action** - Committee agreed to look into/designing a logo for outreach materials.
3. Liability waivers (online version?) – Tryon – **Action** - (Direction) Committee is content with creation of Liability waivers. Discussion of online version but committee prefers hard copy.
4. Landowner Role and Expectations sheet – Tryon - **Action** - (Direction) Committee is content with creation of LRE sheet. Plan is to have a basic class (educational) that landowners are required to attend in order for a burn to occur on their property.
5. Prescribed Fire Plan Sheet – Tryon – **Action** - (Direction) Committee is content with creation of PFPS. Covers all necessary requirements for Cal Fire LE-7 burn permit.
6. Update on Volunteer List with Qualifications for Individuals – Tryon – Information - Committee recommends using summer outreach period to encourage sign ups for PBAC volunteer list. Committee recommends creating a Volunteer Expectations sheet for volunteers.
 - Committee also recommended having a medical sheet listing nearby closest medical facilities for burns/trauma, etc.
 - Committee discussed chain of command for Rx burns.
7. Burn Locations – All Committee - Information

- Adam Lewis – Adam – Update on Lewis burn – Tryon/Lewis - Information – Lewis/Tryon gave update on the pile Rx located on Lewis' property. Burn went well, helped with understanding roles/expectations of PBAC with Rx.
 - Applegate – Claire
 - Rock Creek Water District – Trina
 - Tryon Ranch - Walter - Possible burn in early fall. Would require LE-7 burn permit and smoke management plan.
8. Update on possible May/June burn locations – All Committee - Information
9. Committee Mission and Vision
- Technical Assistance for Prescribed Burns
 - Assist with Vegetation Management Plans
 - Maintenance of Fuel Breaks
 - Defensible Space Education & Assistance
 - Walter Tryon/Kaylee Tanner certified for Defensible Space Assessments
10. Next Meeting: June 16th at 11:00am ? Or break for summer?

ADJOURNMENT: 12:15

Minutes of the Calaveras Resource Conservation District (RCD)

Regular Board Meeting

April 9, 2026

423 Saint Charles St, San Andreas, CA

Call to Order: The meeting was called to order by – J. Osbourn @ 6:00 pm.

Board Members & Staff Present: B. Dean; S. Hodson; K. Lambert; J. Osbourn-V.P; Trevor Wittke; T. Walley, Executive Director; C. Shaw-Fiscal Manager; Kaylee Dillashaw-Program Coordinator

Board Members & Staff Absent: J. Marsili-President; M. Cole-Admin; D. Liechty, Project Manager; Erin Livernois, Resource Tech; S. Theofanopoulos-Archaeologist; Walter Tryon, Resource Tech

Public Comment: None.

Reports:

3. Cal Fire – Tuolumne Calaveras Unit – No Report
4. Calaveras County Ag Commissioner – Jesse Fowler – Announced Kids Fishing Day on May 2nd, Cattle Weight Truck is available again depending on weather, Successful Ag Day and potential for collaboration to administer the CSPAW funding for weed management work.
5. Natural Resources Conservation Service – No Report.
6. Executive Director Report – Walley –
7. Reports:
 - a. Projects – Report attached – highlighted start of NW Calaveras units
 - b. Grants – Report attached
 - c. Watershed Committee – Minutes attached
 - d. Prescribed Burn Advisory Committee – Report attached – highlighted first burn
8. Staff Reports – Two town halls being held March 25-San Andreas & March 26-NW Calaveras.

Consent Agenda Items:

- 9/10. **Motion to approve the minutes and financials as submitted by T. Wittke and second by S. Hodson. Passed on a 4/0/2(absent) vote.**

Old Business:

11. None.

New Business:

12. Approve CCRCO Policy & Procedure Manual
 - a. Updated Table of Contents – Walley – **Action**

- b. Financial Policies Sections 4.1 through 4.8 – Walley – **Action**
- c. Personnel Policies Sections 3.6 through 3.9 – Shaw – **Action**

Motion to approve Updated Table of Contents, Financial Policies Section 4.1 through 4.8, and Personnel Policies Section 3.6 through 3.9 as submitted by S. Hodson and second by T. Wittke. Passed on a 4/0/2(absent) vote.

- 13. Create Selection Committees for Hunter by 2026 PG&E, NW Calaveras and San Andreas – Walley – **No Action Taken. Board President will appoint as scheduled dates are available.**
- 14. Approve Contract with Healthy Forest Alliance for Trainings – Walley – **Action**
Motion to approve contract with Healthy Forest Alliance as submitted by T. Wittke and second by S. Hodson. Passed on a 4/0/2(absent) vote.
- 15. Approve Fundraising Packet for Firewise Calaveras 2026 – Walley – **Action**
Motion to approve the Firewise Calaveras 2026 Fundraising Packet as submitted by K. Lambert and second by S. Hodson. Passed on a 4/0/2(absent) vote.

ANNOUNCEMENTS:

- 1. Board Announcements – None.
- 2. Staff Announcements –

Adjournment of meeting – Adjourned at 7:35 pm.

Next meeting is scheduled for Thursday, May 7, 2026 at 6:00 pm.

Attest:

President, John Osbourn, VP _____

Date _____

Secretary, Mary Cole _____

Date _____

Calaveras County Resource Conservation District
Profit & Loss
July 2025 through February 2026

	Mar Revised Budget	Actuals 25 - APRIL 26	JULY	% Used as of Apr 2026
Ordinary Income/Expense				
Income				
Direct Public Support				
Individ, Business Contributions	12,405.17		13,027.08	105%
Total Direct Public Support	12,405.17		13,027.08	
Indirect Public Support				
Affiliated Org. Contributions			95,741.62	
Indirect Public Support - Other			53,663.21	
Total Indirect Public Support			149,404.83	
Investments				
Interest-Savings, Short-term CD			53.00	
Total Investments			53.00	
Program Income				
Indirect Costs	\$ 164,533.67		99,202.75	
Partnership Contracts	\$ -		7,000.00	
Program Revenue	\$ 1,466,700.06		826,958.47	
Total Program Income	\$ 1,631,233.73		933,161.22	57%
Archaeologist Surveys	\$ 25,000.00			
Rental Income	\$ 10,000.00		10,780.73	
Total Income	\$ 1,678,638.90		1,106,426.86	66%
Gross Profit			1,106,426.86	
Expense				
Contract Services				
Contractor Services	\$ 1,015,802.90		592,991.29	
Total Contract Services	\$ 1,015,802.90		592,991.29	58%
Facilities and Equipment				
Facility Maintenance	\$ 15,200.00		10,729.66	71%
Property Taxes	330.00		330.00	100%
Utilities	\$ 10,070.00		6,268.79	92%
Telephone, Telecommunications			2,960.63	incl util
Total Facilities and Equipment	\$ 25,600.00		20,289.08	79%
Insurance Expense				
Insurance - Liability, D and O	\$ 5,146.00		5,146.53	100%
Property Insurer	\$ 1,000.00		1,000.00	100%
Worker's Compensation Insurance	\$ 4,314.00		4,429.91	103%
Total Insurance Expense	\$ 10,460.00		10,576.44	101%
Operations				
Computer Software	11,699.95		7,133.30	61%
Grant Supplies & Field Supplies	\$ 1,518.00		1,777.71	117%
Office Supplies	\$ 2,633.79		1,246.80	47%
Office Equipment	\$ 900.00		0.00	0%
Outreach	\$ 7,229.05		10,419.24	144%
Firewise Festival	\$ 12,405.17			0%
Payroll Processing	\$ 1,700.00		2,100.00	124%
Postage, Mailing Service	\$ 687.00		86.90	13%
Website	\$ 360.00		833.34	231%
Total Operations	\$ 39,132.96		23,597.29	60%
Other Types of Expenses				
Advertising Expenses	\$ -		256.90	
Bank Service Fee	\$ -		3.91	
Dues, Fees & Memberships	2,270.77		2,270.77	
Staff Training/Development	\$ 1,035.00		1,035.00	100%
Total Other Types of Expenses	\$ 3,305.77	\$	3,566.58	108%
Payroll Expenses				
Health Insurance			7,897.52	
Payroll Expenses - Other	\$ 551,634.29		364,814.01	
Total Payroll Expenses	\$ 551,634.29		372,711.53	68%
Professional Fees				
Auditor	\$ 10,000.00		5,875.00	
Total Professional Fees	\$ 10,000.00		5,875.00	59%
Travel and Meetings				
Conference, Convention, Meeting	\$ 500.00		101.88	20%

Calaveras County Resource Conservation District
Profit & Loss
July 2025 through February 2026

	Mar Revised Budget	Actuals 25 - APRIL 26	JULY	% Used as of Apr 2026
Travel				
Mileage Reimbursement	\$ 11,235.54		4,853.52	
Total Travel	\$ 11,735.54		4,853.52	
Total Travel and Meetings	\$ 11,735.54		4,955.40	42%
Miscellaneous	\$ -			
Total Expense	\$ 1,667,671.46		1,034,562.61	62%
Reserves	\$ 6,002.44			
Total Expenses & Reserves	\$ 1,673,673.90			
Net Ordinary Income			71,864.25	
Net Income			<u>71,864.25</u>	

Calaveras County Resource Conservation District

Balance Sheet

05/20/26

As of April 30, 2026

Accrual Basis

	Apr 30, 26
ASSETS	
Current Assets	
Checking/Savings	
Checking	37,108.30
Savings 2420 - Firewise Fest	6,761.05
Savings 2421 - Hunter PG&E 2026	504.31
Savings 2422-NW Calaveras	511.31
Savings 2423 - Open	500.57
Savings 2485 - Bummerville	113,986.49
Savings 2514 - Open	500.63
Total Checking/Savings	159,872.66
Accounts Receivable	
Accounts Receivable	431,254.26
Total Accounts Receivable	431,254.26
Other Current Assets	
Undeposited Funds	68.65
Total Other Current Assets	68.65
Total Current Assets	591,195.57
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	882,834.95
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	181,702.68
Total Accounts Payable	181,702.68
Other Current Liabilities	
Direct Deposit Liabilities	-399.99
Payroll Liabilities	
Simple IRA Contribution EE	2,408.87
Payroll Liabilities - Other	10,933.08
Total Payroll Liabilities	13,341.95
Unearned or Deferred Revenue	112,119.85
Total Other Current Liabilities	125,061.81
Total Current Liabilities	306,764.49
Total Liabilities	306,764.49

Calaveras County Resource Conservation District

Balance Sheet

As of April 30, 2026

	<u>Apr 30, 26</u>
Equity	
Net Investment in Capital Asset	307,020.92
Retained Earnings	197,185.29
Net Income	71,864.25
	<hr/>
Total Equity	576,070.46
	<hr/>
TOTAL LIABILITIES & EQUITY	882,834.95
	<hr/> <hr/>

Calaveras County Resource Conservation District
Check Detail
April 2026

Type	Num	Date	Name	Account	Paid Amount
Liability Ch...		04/09/202	QuickBooks Payroll Service	Checking	
			QuickBooks Payroll Service	Direct Deposi...	-14,065.24
TOTAL					-14,065.24
Liability Ch...		04/23/202	QuickBooks Payroll Service	Checking	
			QuickBooks Payroll Service	Direct Deposi...	-11,535.72
TOTAL					-11,535.72
Check	Dbit	04/28/202	Mailchimp	Checking	
				Outreach	-20.00
TOTAL					-20.00
Check	Debit	04/01/202	GotPrint	Checking	
			Cal Fire:Northwest Cala 5GA22228	Outreach	-301.17
TOTAL					-301.17
Check	Debit	04/01/202	CSU Chico	Checking	
			Sierra Nevada Conservancy:RFF...	Staff Develop...	-500.00
TOTAL					-500.00
Check	Debit	04/01/202	Domain.com	Checking	
				Website	-23.34
TOTAL					-23.34
Check	Debit	04/03/202	Comcast	Checking	
				Telephone, T...	-167.93
TOTAL					-167.93
Check	Debit	04/05/202	Comcast	Checking	
				Telephone, T...	-126.18
TOTAL					-126.18
Check	Debit	04/06/202	Microsoft	Checking	
				Computer So...	-84.00
TOTAL					-84.00
Check	Debit	04/08/202	Streamline	Checking	
				Computer So...	-50.00
TOTAL					-50.00

Calaveras County Resource Conservation District
Check Detail
April 2026

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
Check	Debit	04/10/202	Frog's Tooth Vineyards	Checking	
			Sierra Nevada Conservancy:RFF...	Outreach	-65.17
TOTAL					-65.17
Check	Debit	04/11/202	Adobe	Checking	
				Computer So...	-29.99
TOTAL					-29.99
Check	Debit	04/13/202	Adobe	Checking	
				Computer So...	-19.99
TOTAL					-19.99
Check	Debit	04/14/202	Microsoft	Checking	
				Computer So...	-118.17
TOTAL					-118.17
Check	Debit	04/20/202	California Choice	Checking	
				Health Insura...	-1,088.13
TOTAL					-1,088.13
Check	Debit	04/20/202	4imprint USA	Checking	
				Outreach	-689.25
TOTAL					-689.25
Check	Debit	04/20/202	Dropbox	Checking	
				Computer So...	-11.99
TOTAL					-11.99
Check	Debit	04/22/202	Strike	Checking	
				Outreach	-1,285.83
TOTAL					-1,285.83
Check	Debit	04/23/202	OnLine Labels	Checking	
				Outreach	-30.93
TOTAL					-30.93
Check	Debit	04/27/202	CA-NV Chapter SWCS	Checking	
			Sierra Nevada Conservancy:RFF...	Staff Develop...	-200.00
TOTAL					-200.00

Calaveras County Resource Conservation District Check Detail April 2026

Type	Num	Date	Name	Account	Paid Amount
Check	Debit	04/27/202	Intuit Quickbooks	Checking	
				Payroll Proce...	-56.00
TOTAL					-56.00
Check	Debit	04/28/202	ParcelQuest	Checking	
				Computer So...	-199.95
TOTAL					-199.95
Liability Ch...	E-pay	04/13/202	EDD	Checking	
				Payroll Liabili...	-1,426.37
TOTAL					-1,426.37
Liability Ch...	E-pay	04/13/202	United States Treasury	Checking	
				Payroll Liabili...	-4,335.00
				Payroll Liabili...	-2,310.59
				Payroll Liabili...	-2,310.59
				Payroll Liabili...	-540.39
				Payroll Liabili...	-540.39
TOTAL					-10,036.96
Liability Ch...	E-pay	04/22/202	EDD	Checking	
				Payroll Liabili...	-54.38
				Payroll Liabili...	-1,576.90
TOTAL					-1,631.28
Liability Ch...	E-pay	04/22/202	United States Treasury	Checking	
				Payroll Liabili...	-252.00
TOTAL					-252.00
Check	1011	04/08/202	San Andreas Sanitary District	Checking	
				Utilities	-110.89
TOTAL					-110.89
Check	1012	04/08/202	PG&E- V	Checking	
				Utilities	-55.07
TOTAL					-55.07
Check	1013	04/08/202	Calaveras Public Utility District...	Checking	
				Utilities	-83.53
TOTAL					-83.53

Calaveras County Resource Conservation District
Check Detail
April 2026

Type	Num	Date	Name	Account	Paid Amount
Check	1014	04/08/202	Walter Tryon	Checking	
			Federal Grants:USDA/NRCS 1335	Mileage Reim...	-62.71
			Cal Fire:Northwest Cala 5GA22228	Mileage Reim...	-81.71
TOTAL					-144.42
Check	1015	04/09/202	Nicole Berg	Checking	
				Facility Maint...	-150.00
TOTAL					-150.00
Bill Pmt -C...	1016	04/13/202	Amador RCD	Checking	
Bill	Inv ...	01/31/202	Catalyst	Contractor S...	-190.54
TOTAL					-190.54
Check	1017	04/13/202	Fun Fine Artist	Checking	
			Sierra Nevada Conservancy:RFF...	Fundraising F...	-275.00
TOTAL					-275.00
Check	1018	04/13/202	Gateway Press	Checking	
				Printing and ...	-60.27
TOTAL					-60.27
Bill Pmt -C...	1019	04/15/202	Summitt Forests, Inc	Checking	
Bill	Inv ...	03/11/202	Cal Fire:Moke Hill 5GG21172	Contractor S...	-30,649.78
TOTAL					-30,649.78
Check	1020	04/22/202	Calaveras Power Agency (CPA)	Checking	
				Utilities	-284.80
TOTAL					-284.80
Check	1021	04/22/202	California State Parks	Checking	
				Outreach	-25.00
TOTAL					-25.00
Check	1022	04/29/202	Kaylee R Tanner-Dillashaw	Checking	
			Sierra Nevada Conservancy:RFF...	Mileage Reim...	-132.53
			PG&E:PG&E 2026 Hunter	Mileage Reim...	-41.47
TOTAL					-174.00

Calaveras County Resource Conservation District
Check Detail
April 2026

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
Check	1023	04/30/202	Good Fire Training Network	Checking	
			Catalyst	Contractor S...	-1,650.00
TOTAL					-1,650.00

Calaveras County Resource Conservation District
Deposit Detail
April 2026

Type	Num	Date	Name	Account	Amount
Deposit		04/08/202		Checking	1,051.23
Payment	206...	04/08/202	UCCE	Undeposited ...	-1,051.23
TOTAL					-1,051.23
Deposit		04/08/202		Checking	400.00
Payment	1060	04/08/202	Rocksteady Adventures	Undeposited ...	-400.00
TOTAL					-400.00
Deposit		04/13/202		Checking	1,302.38
Payment	041...	04/13/202	Catalyst	Undeposited ...	-1,302.38
TOTAL					-1,302.38
Deposit		04/13/202		Checking	231.48
			Square	Individ, Busin...	-231.48
TOTAL					-231.48
Deposit		04/15/202		Checking	33,714.76
Payment	62-...	04/15/202	Cal Fire:Moke Hill 5GG21...	Undeposited ...	-33,714.76
TOTAL					-33,714.76
Deposit		04/15/202		Checking	1,864.62
Payment	114...	04/15/202	Amador RCD - Customer:...	Undeposited ...	-1,864.62
TOTAL					-1,864.62
Deposit		04/15/202		Checking	23,705.67
Payment	114...	04/15/202	Amador RCD - Customer:...	Undeposited ...	-23,705.67
TOTAL					-23,705.67
Deposit		04/24/202		Savings 242...	62.55
			Walter Tryon	Individ, Busin...	-62.55
TOTAL					-62.55
Deposit		04/27/202		Checking	1,057.45
Payment	260...	04/27/202	UCCE	Undeposited ...	-1,057.45
TOTAL					-1,057.45
Deposit		04/30/202		Savings 242...	115.74
			Square	Individ, Busin...	-115.74
TOTAL					-115.74

**Calaveras County Resource Conservation District
Deposit Detail
April 2026**

Type	Num	Date	Name	Account	Amount
Deposit		04/30/202		Savings 242...	0.17
				Interest-Savi...	-0.17
TOTAL					-0.17
Deposit		04/30/202		Savings 242...	0.01
				Interest-Savi...	-0.01
TOTAL					-0.01
Deposit		04/30/202		Savings 242...	0.01
				Interest-Savi...	-0.01
TOTAL					-0.01
Deposit		04/30/202		Savings 242...	0.01
				Interest-Savi...	-0.01
TOTAL					-0.01
Deposit		04/30/202		Savings 248...	2.81
				Interest-Savi...	-2.81
TOTAL					-2.81
Deposit		04/30/202		Savings 251...	0.01
				Interest-Savi...	-0.01
TOTAL					-0.01
Deposit		04/30/202		Checking	1.04
				Interest-Savi...	-1.04
TOTAL					-1.04

CCRC Building Income/Expense Report

	2018	2019	2020	2021	2022	2023	Jan 24 - June 25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	Fiscal YTD 2025-26	Total All Dates	
Income:																				
CPUD	\$348.60																			\$1,769.10
Common Ground	\$3,600.00	\$4,737.50	\$5,100.00	\$6,625.00	\$6,600.00	\$6,600.00	\$3,300.00													\$36,562.50
UCCE	\$1,261.34	\$3,724.18	\$3,540.50	\$3,581.92	\$6,931.42	\$8,349.09	\$16,851.71	\$730.61	\$753.55	\$871.72	\$881.30	\$878.36	\$820.10	\$877.68	\$847.07	\$1,051.23	\$1,057.45	\$8,769.07	\$53,009.22	
Multiple Use Managers							\$1,100.00			\$1,200.00									\$1,200.00	\$2,300.00
Motherlode Bonsai Club	\$0.00	\$0.00	\$240.00	\$375.00	\$75.00	\$300.00	\$150.00													\$1,140.00
Total Income	\$5,209.94	\$8,461.68	\$8,880.50	\$10,581.92	\$13,606.42	\$15,249.09	\$21,401.71	\$730.61	\$753.55	\$2,071.72	\$881.30	\$878.36	\$820.10	\$877.68	\$847.07	\$1,051.23	\$1,057.45	\$9,969.07	\$94,780.82	
Expenses:																				
CPUD	\$672.06	\$709.63	\$988.51	\$927.41	\$901.58	\$957.03	\$1,011.86	\$77.84	\$82.67	\$83.52	\$82.59	\$83.03	\$83.03	\$81.97	\$83.54	\$82.78	\$83.53	\$824.50	\$7,169.96	
San Andreas Sanitary	\$1,009.61	\$1,280.41	\$1,391.33	\$1,192.97	\$1,206.83	\$1,251.47	\$1,364.01	\$105.35	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$1,103.36	\$10,082.58
CPPA	\$1,353.60	\$2,009.80	\$1,618.80	\$1,743.60	\$2,218.48	\$3,532.32	\$2,082.18	\$138.40	\$320.80	\$335.20	\$306.40	\$155.20	\$155.20	\$198.40	\$198.40	\$335.20	\$284.80	\$2,428.00	\$17,031.58	
PG&E	\$422.44	\$1,400.71	\$1,057.48	\$1,221.74	\$1,512.10	\$1,802.76	\$1,427.63	\$15.63	\$16.67	\$15.11	\$15.64	\$83.16	\$83.16	\$634.10	\$394.64	\$267.49	\$55.07	\$1,580.67	\$10,470.40	
Insurance				\$684.26	\$848.70	\$997.13	\$0.00	\$1,000.00											\$1,000.00	\$3,530.09
Sewer Repairs	\$8,500.00	\$0.00	\$0.00	\$0.00	\$230.00	\$0.00	\$0.00												\$0.00	\$8,730.00
A/C Repairs	\$142.16	\$0.00	\$2,039.02	\$145.19	\$1,088.99	\$2,439.70	\$0.00						\$575.00			\$6,697.29			\$7,272.29	\$13,127.35
Water Heater Repairs							\$1,150.00												\$0.00	\$1,150.00
General Maintenance	\$27.57	\$406.89	\$295.47	\$272.68	\$1,151.75	\$4,458.28	\$4,068.85	\$345.00	\$275.00	\$175.00	\$236.62	\$175.00	\$375.00	\$760.00	\$785.00	\$380.75	\$150.00	\$3,657.37	\$14,338.86	
Total Expenses	\$12,127.44	\$5,807.44	\$7,390.61	\$6,187.85	\$9,158.43	\$15,438.69	\$11,104.53	\$1,682.22	\$806.03	\$719.72	\$752.14	\$1,182.28	\$807.28	\$1,785.36	\$1,572.47	\$7,874.40	\$684.29	\$17,866.19	\$85,630.82	
Profit/Loss	(\$6,917.50)	\$2,654.24	\$1,489.89	\$4,394.07	\$4,447.99	(\$189.60)	\$10,297.18	(\$951.61)	(\$52.48)	\$1,352.00	\$129.16	(\$303.92)	\$12.82	(\$907.68)	(\$725.40)	(\$6,823.17)	\$373.16	(\$7,897.12)	\$9,150.00	

Calaveras County Resource Conservation District
Profit & Loss
July 2025 through February 2026

	Mar Revised Budget	Actuals 25 - MAY 26	JULY	% Used as of May 2026
Ordinary Income/Expense				
Income				
Direct Public Support				
Individ, Business Contributions	12,405.17		13,027.08	105%
Total Direct Public Support	12,405.17		13,027.08	
Indirect Public Support				
Affiliated Org. Contributions			95,741.62	
Indirect Public Support - Other			53,663.21	
Total Indirect Public Support			149,404.83	
Investments				
Interest-Savings, Short-term CD			56.99	
Total Investments			56.99	
Program Income				
Indirect Costs	\$ 164,533.67		106,966.01	
Partnership Contracts	\$ -		7,000.00	
Program Revenue	\$ 1,466,700.06		1,046,871.44	
Total Program Income	\$ 1,631,233.73		1,160,837.45	71%
Archaeologist Surveys	\$ 25,000.00			
Rental Income	\$ 10,000.00		11,654.73	
Total Income	\$ 1,678,638.90		1,185,576.25	71%
Gross Profit			1,185,576.25	
Expense				
Contract Services				
Contractor Services	\$ 1,015,802.90		651,393.34	
Total Contract Services	\$ 1,015,802.90		651,393.34	64%
Facilities and Equipment				
Facility Maintenance	\$ 15,200.00		12,585.66	83%
Property Taxes	330.00		330.00	100%
Utilities	\$ 10,070.00		6,776.18	100%
Telephone, Telecommunications			3,254.65	incl util
Total Facilities and Equipment	\$ 25,600.00		22,946.49	90%
Insurance Expense				
Insurance - Liability, D and O	\$ 5,146.00		5,146.53	100%
Property Insurer	\$ 1,000.00		1,000.00	100%
Worker's Compensation Insurance	\$ 4,314.00		4,429.91	103%
Total Insurance Expense	\$ 10,460.00		10,576.44	101%
Operations				
Computer Software	11,699.95		9,346.39	80%
Grant Supplies & Field Supplies	\$ 1,518.00		1,777.71	117%
Office Supplies	\$ 2,633.79		1,398.27	53%
Office Equipment	\$ 900.00		0.00	0%
Outreach	\$ 7,229.05		10,518.18	145%
Firewise Festival	\$ 12,405.17			0%
Payroll Processing	\$ 1,700.00		2,100.00	124%
Postage, Mailing Service	\$ 687.00		86.90	13%
Website	\$ 360.00		883.34	245%
Total Operations	\$ 39,132.96		26,110.79	67%
Other Types of Expenses				
Advertising Expenses	\$ -		256.90	
Bank Service Fee	\$ -		3.91	
Dues, Fees & Memberships	2,270.77		2,270.77	
Staff Training/Development	\$ 1,035.00		1,985.00	192%
Total Other Types of Expenses	\$ 3,305.77	\$	4,516.58	137%
Payroll Expenses				
Health Insurance			8,714.41	
Payroll Expenses - Other	\$ 551,634.29		400,416.65	
Total Payroll Expenses	\$ 551,634.29		409,131.06	74%
Professional Fees				
Auditor	\$ 10,000.00		5,875.00	
Total Professional Fees	\$ 10,000.00		5,875.00	59%
Travel and Meetings				
Conference, Convention, Meeting	\$ 500.00		101.88	20%

Calaveras County Resource Conservation District
Profit & Loss
July 2025 through February 2026

	Mar Revised Budget	Actuals 25 - MAY 26	JULY	% Used as of May 2026
Travel				
Mileage Reimbursement	\$ 11,235.54		5,643.67	
Total Travel	\$ 11,735.54		5,643.67	
Total Travel and Meetings	\$ 11,735.54		5,745.55	49%
Miscellaneous	\$ -			
Total Expense	\$ 1,667,671.46		1,136,295.25	68%
Reserves	\$ 6,002.44			
Total Expenses & Reserves	\$ 1,673,673.90			
Net Ordinary Income			49,281.00	
Net Income			<u>49,281.00</u>	

Calaveras County Resource Conservation District
Balance Sheet
As of May 31, 2026

06/15/26

Accrual Basis

	May 31, 26
ASSETS	
Current Assets	
Checking/Savings	
Checking	39,296.62
Savings 2420 - Firewise Fest	5,071.17
Savings 2421 - Hunter PG&E 2026	504.33
Savings 2422-NW Calaveras	511.33
Savings 2423 - Open	500.58
Savings 2485 - Bummerville	113,989.39
Savings 2514 - Open	500.65
Total Checking/Savings	160,374.07
Accounts Receivable	
Accounts Receivable	455,936.85
Total Accounts Receivable	455,936.85
Other Current Assets	
Undeposited Funds	68.65
Total Other Current Assets	68.65
Total Current Assets	616,379.57
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	908,018.95
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	231,047.20
Total Accounts Payable	231,047.20
Other Current Liabilities	
Direct Deposit Liabilities	-399.99
Payroll Liabilities	
Simple IRA Contribution EE	2,067.64
Payroll Liabilities - Other	9,713.46
Total Payroll Liabilities	11,781.10
Unearned or Deferred Revenue	112,103.43
Total Other Current Liabilities	123,484.54
Total Current Liabilities	354,531.74
Total Liabilities	354,531.74

Calaveras County Resource Conservation District

Balance Sheet

As of May 31, 2026

	<u>May 31, 26</u>
Equity	
Net Investment in Capital Asset	307,020.92
Retained Earnings	197,185.29
Net Income	49,281.00
	<hr/>
Total Equity	553,487.21
	<hr/>
TOTAL LIABILITIES & EQUITY	908,018.95
	<hr/> <hr/>

Calaveras County Resource Conservation District Check Detail May 2026

Type	Num	Date	Name	Account	Paid Amount
Liability Ch...		05/07/202	QuickBooks Payroll Service	Checking	
			QuickBooks Payroll Service	Direct Deposi...	-12,360.21
TOTAL					-12,360.21
Liability Ch...		05/21/202	QuickBooks Payroll Service	Checking	
			QuickBooks Payroll Service	Direct Deposi...	-11,077.61
TOTAL					-11,077.61
Liability Ch...	ACH	05/04/202	CAPITAL GROUP	Checking	
				Simple IRA C...	-2,408.87
TOTAL					-2,408.87
Check	Debit	05/04/202	Staples	Checking	
				Office Supplies	-36.79
TOTAL					-36.79
Check	Debit	05/05/202	Intuit Quickbooks	Checking	
				Computer So...	-1,609.00
TOTAL					-1,609.00
Check	Debit	05/05/202	Intuit Quickbooks	Checking	
				Computer So...	-84.00
TOTAL					-84.00
Check	Debit	05/05/202	Comcast	Checking	
				Telephone, T...	-167.88
TOTAL					-167.88
Check	Debit	05/05/202	NetSol	Checking	
				Office Supplies	-23.98
TOTAL					-23.98
Check	Debit	05/05/202	Microsoft	Checking	
				Computer So...	-84.00
TOTAL					-84.00
Check	Debit	05/06/202	Microsoft	Checking	
				Computer So...	-118.17
TOTAL					-118.17

Calaveras County Resource Conservation District
Check Detail
 May 2026

Type	Num	Date	Name	Account	Paid Amount
Check	Debit	05/08/202	Streamline	Checking	
				Website	-50.00
TOTAL					-50.00
Check	Debit	05/08/202	Comcast	Checking	
				Telephone, T...	-126.14
TOTAL					-126.14
Check	Debit	05/11/202	Adobe	Checking	
				Computer So...	-29.99
TOTAL					-29.99
Check	Debit	05/12/202	Amazon	Checking	
				Office Supplies	-56.06
TOTAL					-56.06
Check	Debit	05/13/202	Amazon	Checking	
				Office Supplies	-34.64
TOTAL					-34.64
Check	Debit	05/15/202	Arizona State University	Checking	
				Staff Develop...	-950.00
TOTAL					-950.00
Check	Debit	05/18/202	Adobe	Checking	
				Computer So...	-19.99
TOTAL					-19.99
Check	Debit	05/20/202	California Choice	Checking	
				Health Insura...	-1,088.13
TOTAL					-1,088.13
Check	Debit	05/20/202	Dropbox	Checking	
				Computer So...	-11.99
TOTAL					-11.99
Check	Debit	05/26/202	Intuit Quickbooks	Checking	
				Computer So...	-56.00
TOTAL					-56.00

Calaveras County Resource Conservation District Check Detail May 2026

Type	Num	Date	Name	Account	Paid Amount
Check	Debit	05/28/202	ParcelQuest	Checking	
				Computer So...	-199.95
TOTAL					-199.95
Check	Debit	05/29/202	Mailchimp	Checking	
				Outreach	-26.50
TOTAL					-26.50
Liability Ch...	E-pay	05/13/202	EDD	Checking	
				Payroll Liabili...	-1,291.74
TOTAL					-1,291.74
Liability Ch...	E-pay	05/13/202	United States Treasury	Checking	
				Payroll Liabili...	-4,203.00
				Payroll Liabili...	-2,249.36
				Payroll Liabili...	-2,249.36
				Payroll Liabili...	-526.05
				Payroll Liabili...	-526.05
TOTAL					-9,753.82
Check	1024	05/06/202	Erin Livernois	Checking	
			PG&E:PG&E 2026 Hunter	Mileage Reim...	-133.40
			Cal Fire:San Andreas E FB 5GG...	Mileage Reim...	-16.82
TOTAL					-150.22
Check	1025	05/06/202	Walter Tryon	Checking	
			Catalyst	Mileage Reim...	-189.23
			Cal Fire:Northwest Cala 5GA22228	Mileage Reim...	-290.03
TOTAL					-479.26
Check	1026	05/06/202	Kaylee R Tanner-Dillashaw	Checking	
			Catalyst	Mileage Reim...	-36.25
			PG&E:PG&E 2026 Hunter	Mileage Reim...	-19.29
TOTAL					-55.54
Check	1027	05/06/202	PG&E- V	Checking	
				Utilities	-56.78
TOTAL					-56.78
Check	1028	05/06/202	Calaveras Public Utility District...	Checking	
				Utilities	-83.72
TOTAL					-83.72

Calaveras County Resource Conservation District Check Detail May 2026

Type	Num	Date	Name	Account	Paid Amount
Check	1029	05/06/202	San Andreas Sanitary District	Checking	
				Utilities	-110.89
TOTAL					-110.89
Bill Pmt -C...	1030	05/06/202	Amador RCD	Checking	
Bill	Inv ...	02/28/202	Catalyst	Contractor S...	-189.08
TOTAL					-189.08
Check	1031	05/06/202	Nicole Berg	Checking	
				Facility Maint...	-150.00
TOTAL					-150.00
Check	1032	05/18/202	Calaveras Power Agency (CPA)	Checking	
				Utilities	-256.00
TOTAL					-256.00
Bill Pmt -C...	1033	05/18/202	Eddy Struffenegger	Checking	
Bill	Inv ...	11/30/202	Cal Fire:Hwy 108 Fricot 5GA21203	Contractor S...	-1,917.50
Bill	FC2...	12/31/202	Cal Fire:Hwy 108 Fricot 5GA21203	Contractor S...	-340.00
TOTAL					-2,257.50
Bill Pmt -C...	1035	05/18/202	Amador RCD	Checking	
Bill	Inv ...	03/03/202	Federal Grants:BLM/Forest & Wo...	Contractor S...	-2,871.59
Bill	213...	05/06/202	Federal Grants:BLM/Forest & Wo...	Contractor S...	-2,170.36
TOTAL					-5,041.95
Check	1036	05/18/202	Erin Livernois	Checking	
			Federal Grants:BLM/Forest & Wo...	Mileage Reim...	-105.13
				Outreach	-28.20
			Sierra Nevada Conservancy:RFF...	Outreach	-44.24
TOTAL					-177.57
Bill Pmt -C...	1037	05/27/202	Eddy Struffenegger	Checking	
Bill	FC2...	06/30/202	Cal Fire:Hwy 108 Fricot 5GA21203	Contractor S...	-3,275.00
TOTAL					-3,275.00

Calaveras County Resource Conservation District
Deposit Detail
 May 2026

Type	Num	Date	Name	Account	Amount
Deposit		05/06/202		Checking	1,310.89
Payment	Inv 11	05/01/202	Catalyst	Undeposited ...	-1,310.89
TOTAL					-1,310.89
Deposit		05/18/202		Checking	11,587.46
Payment	62-...	05/18/202	Cal Fire:Hwy 108 Fricot 5...	Undeposited ...	-11,587.46
TOTAL					-11,587.46
Deposit		05/18/202		Checking	11,646.61
Payment	62-...	05/18/202	Cal Fire:Moke Hill 5GG21...	Undeposited ...	-11,646.61
TOTAL					-11,646.61
Deposit		05/18/202		Checking	12,106.89
Payment	AS...	05/18/202	Federal Grants:BLM/Fore...	Undeposited ...	-12,106.89
TOTAL					-12,106.89
Deposit		05/27/202		Checking	17,794.54
Payment	62-...	05/27/202	Cal Fire:Hwy 108 Fricot 5...	Undeposited ...	-17,794.54
TOTAL					-17,794.54
Deposit		05/31/202		Savings 248...	2.90
				Interest-Savi...	-2.90
TOTAL					-2.90
Deposit		05/31/202		Savings 242...	0.01
				Interest-Savi...	-0.01
TOTAL					-0.01
Deposit		05/31/202		Savings 242...	0.02
				Interest-Savi...	-0.02
TOTAL					-0.02
Deposit		05/31/202		Savings 242...	0.02
				Interest-Savi...	-0.02
TOTAL					-0.02
Deposit		05/31/202		Savings 242...	0.15
				Interest-Savi...	-0.15
TOTAL					-0.15

Calaveras County Resource Conservation District
Deposit Detail
May 2026

Type	Num	Date	Name	Account	Amount
Deposit		05/31/202		Savings 251...	0.02
				Interest-Savi...	-0.02
TOTAL					-0.02
Deposit		05/31/202		Checking	0.87
				Interest-Savi...	-0.87
TOTAL					-0.87

CCRCD Building Income/Expense Report

	2018	2019	2020	2021	2022	Jan 24 - June 25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Fiscal YTD 2025-26	Total All Dates		
Income:																					
CPUD	\$348.60																			\$1,769.10	
Common Ground	\$3,600.00	\$4,737.50	\$5,100.00	\$6,625.00	\$6,600.00	\$3,300.00														\$36,562.50	
UCCE	\$1,261.34	\$3,724.18	\$3,540.50	\$3,581.92	\$6,931.42	\$16,851.71	\$730.61	\$753.55	\$871.72	\$881.30	\$878.36	\$820.10	\$877.68	\$847.07	\$1,051.23	\$1,057.45	\$874.00		\$9,643.07	\$53,883.22	
Multiple Use Managers						\$1,100.00			\$1,200.00											\$1,200.00	\$2,300.00
Motherlode Bonsai Club	\$0.00	\$0.00	\$240.00	\$375.00	\$75.00	\$150.00															\$1,140.00
Total Income	\$5,209.94	\$8,461.68	\$8,880.50	\$10,581.92	\$13,606.42	\$21,401.71	\$730.61	\$753.55	\$2,071.72	\$881.30	\$878.36	\$820.10	\$877.68	\$847.07	\$1,051.23	\$1,057.45	\$874.00		\$10,843.07	\$95,654.82	
Expenses:																					
CPUD	\$672.06	\$709.63	\$988.51	\$927.41	\$901.58	\$1,011.86	\$77.84	\$82.67	\$83.52	\$82.59	\$83.03	\$83.03	\$81.97	\$83.54	\$82.78	\$83.53	\$83.72		\$908.22	\$7,253.68	
San Andreas Sanitary	\$1,009.61	\$1,280.41	\$1,391.33	\$1,192.97	\$1,206.83	\$1,364.01	\$105.35	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$110.89	\$1,214.25	\$10,193.47
CPPA	\$1,353.60	\$2,009.80	\$1,618.80	\$1,743.60	\$2,218.48	\$2,082.18	\$138.40	\$320.80	\$335.20	\$306.40	\$155.20	\$155.20	\$198.40	\$198.40	\$335.20	\$284.80	\$256.00		\$2,684.00	\$17,287.58	
PG&E	\$422.44	\$1,400.71	\$1,057.48	\$1,221.74	\$1,512.10	\$1,427.63	\$15.63	\$16.67	\$15.11	\$15.64	\$83.16	\$83.16	\$634.10	\$394.64	\$267.49	\$55.07	\$56.78		\$1,637.45	\$10,527.18	
Insurance				\$684.26	\$848.70	\$0.00	\$1,000.00													\$1,000.00	\$3,530.09
Sewer Repairs	\$8,500.00	\$0.00	\$0.00	\$0.00	\$230.00	\$0.00														\$0.00	\$8,730.00
A/C Repairs	\$142.16	\$0.00	\$2,039.02	\$145.19	\$1,088.99	\$0.00					\$575.00				\$6,697.29				\$7,272.29	\$13,127.35	
Water Heater Repairs						\$1,150.00														\$0.00	\$1,150.00
General Maintenance	\$27.57	\$406.89	\$295.47	\$272.68	\$1,151.75	\$4,068.85	\$345.00	\$275.00	\$175.00	\$236.62	\$175.00	\$375.00	\$760.00	\$785.00	\$380.75	\$150.00	\$150.00		\$3,807.37	\$14,488.86	
Total Expenses	\$12,127.44	\$5,807.44	\$7,390.61	\$6,187.85	\$9,158.43	\$11,104.53	\$1,682.22	\$806.03	\$719.72	\$752.14	\$1,182.28	\$807.28	\$1,785.36	\$1,572.47	\$7,874.40	\$684.29	\$657.39		\$18,523.58	\$86,288.21	
Profit/Loss	(\$6,917.50)	\$2,654.24	\$1,489.89	\$4,394.07	\$4,447.99	\$10,297.18	(\$951.61)	(\$52.48)	\$1,352.00	\$129.16	(\$303.92)	\$12.82	(\$907.68)	(\$725.40)	(\$6,823.17)	\$373.16	\$216.61		(\$7,680.51)	\$9,366.61	

CCRCO 2026-27 PROPOSED 06_15_26

	Approved 2025-2026 Budget	Proposed 2026-2027 Annual Revenue	Building	Indirect
Rental Income	\$ 10,000.00	\$ 15,707.48	\$ 15,707.48	
NW Calaveras (CF 5GA22228)	\$ 392,000.00	\$ 1,824,757.72	\$ -	\$ 195,509.76
San Andreas East (CF 5GG23221)	\$ 57,168.43	\$ 574,657.27	\$ -	\$ 61,570.42
Hwy 108/Fricot City (CF 5GA21203)	\$ 242,076.76	\$ -	\$ -	
Moke Hill (CF 5GG2112)	\$ 225,500.00	\$ -	\$ -	
Bummerville (SNC 1369)	\$ 158,254.56	\$ 253,016.71	\$ -	\$ 23,001.52
RFFCP (SNC 1715)	\$ 167,790.24	\$ 84,230.78	\$ -	\$ 7,657.34
BLM Forest & Woodlands (L24AC00507)	\$ 53,900.00	\$ 204,367.50	\$ -	\$ 8,931.33
USDA/NRCS (FED 1335)	\$ 67,581.23	\$ 44,810.68	\$ -	\$ 5,658.68
Natural Working Lands (DOC ARCD 3023-5000)	\$ 92,919.53	\$ 74,987.17	\$ -	\$ 6,817.02
Wildlife Structures (Amador RCD)	\$ 15,399.12	\$ 17,147.52	\$ -	\$ 2,857.92
Catalyst -Sierra Jobs First	\$ 55,000.00	\$ 59,522.82	\$ -	\$ 5,411.17
CUSD (CF5GG22159)	\$ 2,905.98	\$ 3,500.00	\$ -	\$ 700.00
TCRCD Outreach	\$ 3,670.04	\$ 10,692.26	\$ -	\$ 1,064.86
RCPP	\$ 3,658.16	\$ 9,504.00	\$ -	\$ 855.18
PG&E 2026: Hunter	0	\$ 91,872.56	\$ -	\$ 8,344.83
PG&E 2026: Wylderidge	93,409.69	\$ -	\$ -	\$ -
Archaeology Surveys	\$ 25,000.00	\$ -	\$ -	\$ -
Pending Grants Applied		\$ 59,994.00	\$ -	\$ 2,366.55
Firewise 2026-27	\$ 12,405.17	\$ 15,000.00	\$ -	\$ -
Total Revenue	\$ 1,678,638.90	\$ 3,343,768.46	\$ 15,707.48	\$ 330,746.57
Direct Grant & Operating Costs:		Proposed Annual Expenses		
Executive Director/Liaison (1 FTE)	\$ 132,348.79	\$ 106,140.00		\$ 16,507.65
Fiscal/Operations Manager (.5 FTE)	\$ 57,118.30	\$ 48,139.00		\$ 13,310.53
Administrator/Liaison (.5 FTE)	\$ 37,505.70	\$ 31,008.00		\$ 20,356.00
Project Coordinator (.75 FTE)	\$ 44,618.68	\$ 62,910.00		\$ 7,425.00
Project Manager (.25 FTE)	\$ 50,733.70	\$ 32,400.00		\$ 5,400.00
Archaeologist (.5 FTE)	\$ 74,950.86	\$ 54,450.00		\$ 2,040.61
Watershed Coordinator (1FTE)	\$ 78,651.46	\$ 62,349.20		\$ 1,700.00
Resource Tech (1 FTE)	\$ 75,706.80	\$ 51,121.00		\$ 3,910.97
Employee Benefits	included above	\$ 102,932.27		\$ 23,986.26
Retirement	included above	\$ 15,202.72		\$ 4,008.88
Health Ins/Stipends	included above	\$ 25,874.10		\$ 5,843.02
Worker's Comp Insurance	4,314.00	\$ 9,628.39		\$ 1,969.45
Payroll Processing Fees	\$ 1,700.00	\$ 2,552.00		\$ 2,552.00
D&O Insurance	\$ 5,146.00	\$ 7,692.00		\$ 7,692.00
Property Insurance	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00	
Professional Fees (Audit, Legal, Engineer)	\$ 10,000.00	\$ 15,000.00		\$ 15,000.00
Property Taxes (Solid Waste Fee)	\$ 330.00	\$ 330.00	\$ 330.00	
Building Maint, Repairs & Supplies	\$ 15,200.00	\$ 11,675.00	\$ 11,675.00	
Capital Building Improvements	0	\$ 18,000.00	\$ 18,000.00	
Utilities	\$ 10,070.00	\$ 2,193.20	\$ 2,193.20	
Telephone & Telecommunications	included above	\$ 3,800.00		\$ 3,800.00
Website	\$ 360.00	\$ 977.28		\$ 977.28
Software	\$ 11,699.95	\$ 11,470.03		\$ 9,823.28
Office Equipment	\$ 900.00	\$ 3,000.00		\$ 3,000.00
Postage		\$ 305.17		\$ 100.00
Office Supplies	\$ 2,633.79	\$ 3,320.00		\$ 1,200.00
Printing & Copying	included above	\$ 780.00		\$ 780.00
Field Supplies	\$ 1,518.00	\$ 4,430.00		\$ 200.00
Dues, Fees, and Memberships	\$ 2,270.77	\$ 2,771.00		\$ 2,771.00
Outreach: Hospitality for Events	\$ 7,229.05	\$ 1,000.00		\$ 1,000.00
Outreach: Signage and Printing		\$ 7,748.15		
Outreach: Advertising/Public Announcements		\$ 254.00		
Outreach: Promo Items		\$ 634.21		
Outreach: Supplies and Postage	\$ 687.00	\$ 1,900.00		
Outreach: Venue/Booth Fees		\$ 1,444.31		
Firewise 2026-27	\$ 12,405.17	\$ 15,000.00		
Meetings and Conferences	\$ 500.00	\$ 1,000.00		\$ 1,000.00
Staff Development & Training	\$ 6,000.00	\$ 3,400.00		
Travel: Mileage	\$ 11,235.54	\$ 13,856.45		\$ 2,000.00
Travel: Lodging		\$ 500.00		\$ 500.00
Travel: Per Diem/Parking		\$ 500.00		\$ 500.00
Contractor Services	\$ 1,015,802.90	\$ 2,451,179.07		
Operations Reserves	\$ 6,002.44	\$ 120,000.00		\$ 120,000.00
Asset Management Reserves		\$ 33,701.90		\$ 33,701.90
Total Expenses	\$ 1,678,638.90	\$ 3,343,768.46	\$ 33,398.20	\$ 313,055.84
Projected Gain/Loss	\$ 0.00	\$ 0.00	\$ (17,690.73)	\$ 17,690.73

FY 2026-2027 Budget Summary

- The updated format places last year's approved budget alongside the proposed FY 2026/27 budget and the Building Budget. The Indirect column is provided for reference only since total revenue for each grant or program is shown under Proposed Annual Revenue.
- Budget Assumptions – The budget assumptions are based on expending this year's budget and then the anticipated expenses for FY26/27. An adjustment can be made at mid-year based on actuals and project implementation.
- Budget line items have been updated to better reflect the account names listed in QB and make it easier to compare line items in project budgets.
- Budget Categories:
 - o Building – the only budget that has a negative balance. This clearly shows the amount CCRCDC pays for workspace. The negative amount will be paid out of indirect revenue.
 - o Indirect – the only budget that has a net profit so that it clearly shows that CCRCDC can pay building expenses.
 - o Within indirect, two new items have been added per the last financial policy updates approved by the board to create an Asset Management Reserve and an Operations Reserve.
 - Operations Reserve is currently budgeted at \$120,000, which provides \$80,000 to cover two months of operations including payroll, as well as \$40,000 as emergency funds to cover project/operations needs. Funds will only be moved to Operations Reserve if the fiscal year closes with a net profit and the cash flow is available to support moving funds to a reserve bank account.
 - Asset Management Reserve is the remaining funds over the \$120,000 Operations Reserve. Funds will only be moved to Asset Management Reserve if the fiscal year closes with a net profit AND the Operation Reserves have been met.
- Appendices are included for reference for all project budgets, payroll costs and staffing hours. Individual snapshots for each grant show what has been spent through May of the current year and allows for June expenses as FY25/26 comes to a close. Each grant appendix breaks out each budget year of the grant, what has been spent to date and the FY26/27 budget based on past expenditures and what deliverables can be accomplished in the new fiscal year.
- The appendices listed below highlight detailed expense reports with breakdown of year's planned budget. These individual expense/budget reports replace the multi-columned spreadsheet presented in prior years.
 - o NW Calaveras – Requires Budget Amendment with grant agency
 - o San Andreas – Requires Budget Amendment with grant agency

- SNC Bummerville – Requires Budget Amendment with grant agency to add Happy Valley to the project area.
 - RFFCP – Requires Budget Amendment with grant agency
 - BLM – Requires Budget Amendment with grant agency
 - NRCS – Requires Budget Amendment with grant agency
 - DOC – Last year to spend down funds
 - Wildlife Structures – reflects pending update to partnership agreement to allocate additional funds to assist with Gold Country Wildlife & Habitat Fair
 - Catalyst – Last year to spend down funds
 - PG&E Hunter – Last year to spend funds
 - Pending Grants Applied – reflects pending grant applications and approval
 - Other – All the small partnership agreements with Amador RCD, Tuolumne RCD and CUSD to assist with project implementation which all end by June 2027.
- Expense Classifications and Line-Item Changes will allow for better tracking of where funds are being expended.
- Payroll Costs were calculated using the payroll calculator and staff hours
 - Payroll calculator approved by the board updated for current year
 - Budgeted staffing hours that support the payroll costs through grants
 - Employee Benefits, health, retirement, and workers compensation have been split out of the payroll lump sum for each position
 - Added Capital Building Improvements to fund building improvements as funds are available (ie, FY26/27 planning for HVAC replacement unit)
 - Telephone/Telecommunications has been split out of Utilities
 - Website has been split out of Software
 - Printing and Copying has been split out of Office Supplies
 - Creation of Field Supplies expense that matches with grant supplies line item
 - Created additional Outreach line items which allow for better definition of expenses and tracking costs
 - Travel has been expanded to include lodging and per diem expenses as needed.
 - Firewise is presented as revenue in, expenses out based on what was collected as revenue in the prior year

Northwest Calaveras 5GA22228

Dec 23 2022 - March 30 2029

Summary

	<u>Rev Budget</u>	<u>Year 3 FY25/26</u>	<u>Year 4 FY26/27</u>	<u>HRS 26/27</u>	<u>Total Spent</u>	<u>Remaining Balance</u>
Salaries and Wages						
Project Manager (DL) (KTD)	\$ 45,000.00	\$ 8,055.00	\$ 27,000.00	600.00	\$ 15,615.00	\$ 29,385.00
Archeologist (ST)	\$ 13,500.00	\$ 450.00	\$ 9,720.00	216.00	\$ 10,350.00	\$ 3,150.00
Community Liaison (MC)	\$ 14,000.00	\$ 1,392.00	\$ 1,200.00	35.29	\$ 6,828.00	\$ 7,172.00
Proj Director fka Community Liaison (TW)	\$ 11,000.00	\$ 4,070.00	\$ 3,217.39	55.47	\$ 12,705.00	\$ (1,705.00)
Fiscal Manager (CS)	\$ 18,000.00	\$ 2,652.61	\$ 7,000.00	152.17	\$ 7,080.96	\$ 10,919.04
Resource Technician (WT)	\$ 18,000.00	\$ 6,585.50	\$ 8,827.00	315.25	\$ 14,735.00	\$ 3,265.00
Sub Total	\$ 119,500.00	\$ 23,205.11	\$ 56,964.39	1374.19	\$ 67,313.96	\$ 52,186.04
					\$ 67,313.96	
Employee Benefits						
Project Manager (DL) (KTD)	\$ 10,710.00	\$ 1,768.52	\$ 7,404.99		\$ 3,947.21	\$ 6,762.79
Archeologist (ST)	\$ 3,213.00	\$ 98.80	\$ 664.76		\$ 2,587.76	\$ 625.24
Community Liaison (MC)	\$ 3,608.00	\$ 366.28	\$ 1,964.16		\$ 1,735.44	\$ 1,872.56
Proj Director fka Comm L & PM (TW)	\$ 2,820.00	\$ 956.08	\$ (135.94)		\$ 3,188.50	\$ (368.50)
Resource Technician (WT)	\$ 3,978.00	\$ 1,529.72	\$ 1,940.08		\$ 3,280.10	\$ 697.90
Fiscal Manager (CS)	\$ 4,352.00	\$ 562.62	\$ 2,930.08		\$ 1,609.98	\$ 2,742.02
Sub Total	\$ 28,681.00	\$ 5,282.02	\$ 14,768.12		\$ 15,990.00	\$ 12,332.01
					\$ 15,990.00	
Contractual						
Mechanical/Hand Mastication	\$ 1,692,000.00	\$ 275,000.00	\$ 1,417,000.00		\$ 80,530.50	\$ 1,611,469.50
CEQA Compliance	\$ 246,400.00	\$ 13,131.25	\$ 134,943.75		\$ 130,592.25	\$ 146,607.75
Sub Total	\$ 1,938,400.00	\$ 288,131.25	\$ 1,551,943.75		\$ 211,122.75	\$ 1,758,077.25
					\$ 215,351.25	
Mileage						
	\$ 2,626.40	\$ 221.69	\$ 1,622.18		\$ 2,233.59	\$ 392.81
	\$ 2,626.40	\$ 221.69	\$ 1,622.18		\$ 2,233.59	\$ 392.81
Supplies						
Project Signs	\$ 1,200.00	\$ -	\$ 1,200.00		\$ 300.00	\$ 900.00
Field Supplies - flagging & staking	\$ 400.00	\$ -	\$ 400.00		\$ 11.01	\$ 388.99
Outreach Printed Materials	\$ 331.60	\$ -	\$ 331.60		\$ -	\$ 331.60
Outreach Supplies	\$ 900.00	\$ -	\$ 900.00		\$ -	\$ 900.00
Postage	\$ 780.00	\$ 217.83	\$ 88.17		\$ 691.83	\$ 88.17
	\$ 3,611.60	\$ 217.83	\$ 2,919.77		\$ 1,002.84	\$ 2,520.59
					\$ 4,473.09	
Other Costs						
Public Notice Announcements	\$ 320.00	\$ -	\$ 254.00		\$ 66.00	\$ 254.00
Parcel Quest Subscription	\$ 3,000.00	\$ -	\$ 0.75		\$ 2,999.25	\$ 0.75
Avenza Subscription	\$ 800.00	\$ -	\$ 800.00		\$ 200.00	\$ 600.00
Outreach Hall Rental	\$ 180.00	\$ 205.00	\$ (25.00)		\$ 205.00	\$ (25.00)
	\$ 4,300.00	\$ 205.00	\$ 1,029.75		\$ 3,470.25	\$ 829.75
					\$ 3,470.25	
Direct Costs	\$ 2,097,119.00	\$ 317,262.90	\$ 1,629,247.96		\$ 305,361.90	\$ 1,789,357.10
Indirect Costs (12%)	\$ 251,654.28	\$ 38,071.55	\$ 195,509.76		\$ 36,643.43	\$ 214,722.85
Total	\$ 2,348,773.28	\$ 355,334.45	\$ 1,824,757.72		\$ 342,005.32	\$ 2,004,079.96

San Andreas East Fuel Break

Grant No 5GG23221 thru March 15 2030

Summary								
	<u>Budget</u>	<u>8/6/25 Revised Budget</u>	<u>Year 1 FY 24/25</u>	<u>Year 2 FY25/26</u>	<u>Year 3 FY26/27</u>	<u>Hours FY26/27</u>	<u>Total Spent</u>	<u>Remaining Balance</u>
Salaries and Wages								
Resource Tech (EL)	\$ -	\$ 13,500.00	\$ -	\$ 3,041.50	\$ 11,900.00	350.00	\$ 3,041.50	\$ 10,458.50
Arch Tech (ST)	\$ -	\$ 9,000.00	\$ -	\$ 1,620.00	\$ 2,700.00	60.00	\$ 1,620.00	\$ 7,380.00
Project Director (TW)	\$ -	\$ 9,900.00	\$ -	\$ 1,595.00	\$ 8,120.00	140.00	\$ 1,595.00	\$ 8,305.00
Project Manager (KD)	\$ 45,000.00	\$ 31,500.00	\$ 2,691.75	\$ 4,614.30	\$ 22,500.00	500.00	\$ 7,306.05	\$ 24,193.95
Fiscal Manager (CS)	\$ 9,000.00	\$ 9,000.00	\$ 1,081.92	\$ 1,200.20	\$ 4,700.00	100.00	\$ 2,282.12	\$ 6,717.88
Community Liaison (MC)	\$ -	\$ 6,300.00	\$ -	\$ 80.00	\$ 2,720.00	80.00	\$ 80.00	\$ 6,220.00
Sub Total	\$ 54,000.00	\$ 79,200.00	\$ 3,773.67	\$ 12,151.00	\$ 52,640.00	1230.00	\$ 15,924.67	\$ 63,275.33
Employee Benefits								
Resource Tech (EL)	\$ -	\$ 2,983.50	\$ -	\$ 307.31	\$ 2,317.00		\$ 613.33	\$ 2,370.17
Arch Tech (ST)	\$ -	\$ 2,142.00	\$ -	\$ 237.12	\$ 744.00		\$ 355.68	\$ 1,786.32
Project Director (TW)	\$ -	\$ 2,538.00	\$ -	\$ 267.14	\$ 1,905.40		\$ 344.66	\$ 2,193.34
Project Manager (KD)	\$ 12,000.00	\$ 7,497.00	\$ 678.36	\$ 734.67	\$ 6,200.00		\$ 1,656.87	\$ 5,840.13
Fiscal Manager (CS)	\$ 2,400.00	\$ 2,176.00	\$ 255.03	\$ 253.66	\$ 1,017.00		\$ 523.74	\$ 1,652.26
Community Liaison (MC)	\$ -	\$ 1,623.60	\$ -	\$ 21.05	\$ 662.40		\$ 21.05	\$ 1,602.55
Sub Total	\$ 14,400.00	\$ 18,960.10	\$ 933.39	\$ 1,820.95	\$ 12,845.80		\$ 3,515.33	\$ 15,444.77
Contractual								
Mechanical Mastication	\$ 375,000.00	\$ 375,000.00	\$ -	\$ -	\$ 375,000.00		\$ -	\$ 375,000.00
RPF (CEQA)	\$ 50,000.00	\$ 37,000.00	\$ -	\$ 27,000.00	\$ 10,000.00		\$ 26,425.25	\$ 10,574.75
Archaeologist	\$ -	\$ 10,000.00	\$ -	\$ 9,998.94	\$ -		\$ 9,998.94	\$ 1.06
Surveyor	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
GIS Map Specialist	\$ 4,500.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
Tribal Hand Crew	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00		\$ -	\$ 40,000.00
Cultural Monitor	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00		\$ -	\$ 20,000.00
Sub Total	\$ 514,500.00	\$ 482,000.00	\$ -	\$ 36,998.94	\$ 445,000.00		\$ 36,424.19	\$ 445,575.81
Travel - Mileage								
	\$ -	\$ 700.00	\$ -	\$ -	\$ 700.00		\$ 16.82	\$ 683.18
Supplies								
Outreach - Supplies	\$ -	\$ 300.00	\$ -	\$ -	\$ 300.00		\$ -	\$ 300.00
Outreach - Printed Materials	\$ -	\$ 284.05	\$ -	\$ -	\$ 284.05		\$ -	\$ 284.05
Postage	\$ -	\$ 156.00	\$ -	\$ 39.00	\$ 117.00		\$ 39.00	\$ 117.00
Project Signs	\$ 500.00	\$ 200.00	\$ -	\$ -	\$ 200.00		\$ -	\$ 200.00
Field Supplies & Flagging Stak	\$ -	\$ 200.00	\$ -	\$ -	\$ 200.00		\$ -	\$ 200.00
Avenza Subscription	\$ -	\$ 800.00	\$ -	\$ -	\$ 800.00		\$ -	\$ 800.00
Parcel Quest Subscription	\$ -	\$ 599.85	\$ -	\$ 599.85	\$ -		\$ 599.85	\$ -
Sub Total	\$ 500.00	\$ 2,539.90	\$ -	\$ 638.85	\$ 1,901.05		\$ 638.85	\$ 1,901.05
Direct Costs	\$ 583,400.00	\$ 583,400.00	\$ 4,707.06	\$ 51,609.74	\$ 513,086.85		\$ 56,519.86	\$ 526,880.14
Indirect Costs (12%)	\$ 70,008.00	\$ 70,008.00	\$ 564.85	\$ 6,193.17	\$ 61,570.42		\$ 6,782.38	\$ 63,225.62
Total	\$ 653,408.00	\$ 653,408.00	\$ 5,271.91	\$ 57,802.91	\$ 574,657.27		\$ 63,302.24	\$ 590,105.76

SNC Bummerville 1369
AKA HAPPY VALLEY

Summary						
<u>Salaries and Wages</u>	<u>Budget</u>	<u>Rev Budget April 2025</u>	<u>Budget FY 2026-27</u>	<u>Hours FY26/27</u>	<u>Total Spent</u>	<u>Remaining Balance</u>
Project Management	\$ 46,835.00	\$ 99,785.00	\$ 24,669.30	410.00	\$ 90,989.76	\$ 24,866.90
G Long/T Walley			\$ 9,570.00	120.00	\$ 16,553.68	\$ 9,570.00
D Simpson/C Shaw			\$ 2,550.80	40.00	\$ 6,754.95	\$ 2,550.80
M Cole					\$ 721.94	
D Liechty					\$ 29,080.04	
K Dillashaw			\$ 5,740.00	100.00	\$ 265.93	\$ 5,740.00
S Theofanoplus					\$ 5,987.43	
W Tryon					\$ 6,473.34	
E Livernois			\$ 6,808.50	150.00	\$ 300.99	\$ 6,808.50
P McGreevy					\$ 24,851.46	

Contractual

Field Support (Jan)	\$ 72,020.00	\$ 100,395.00	\$ 8,783.44		\$ 50,350.00	\$ 8,586.32
Field Support (Bird Survey)					\$ 15,684.37	
Field Support (Claire)					\$ 3,757.50	
RPF (Frank TCRCO)					\$ 5,945.15	
Contractor (Cal Forestry & Bordges)	\$ 1,199,000.00	\$ 1,117,675.00	\$ 195,562.45		\$ 922,112.55	\$ 195,562.45
Subtotal	\$ 1,271,020.00	\$ 1,218,070.00	\$ 204,345.89		\$ 997,849.57	\$ 204,148.77

Supplies

Signage	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00		\$ -	\$ 1,000.00
Subtotal	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00		\$ -	\$ 1,000.00

Subtotal	\$ 1,318,855.00		\$ 230,015.19		\$ 1,088,839.33	\$ 230,015.67
Indirect Costs (10%)	\$ 131,885.00	\$ 131,885.00	\$ 23,001.52		\$ 108,883.96	\$ 23,001.04
Total	\$ 1,450,740.00	\$ 1,450,740.00	\$ 253,016.71		\$ 1,197,723.29	\$ 253,016.71

RFFCP SNC Grant 1715-RFFCP
6/18/2024 - 5/31/2027

Summary							
	Budget	Year 1 FY 24/25	Year 2 FY25/26	Year 3 FY26/27	Hours FY 26/27	Total Spent	Remaining Balance
Salaries and Wages							
Project Mgr/Resource Con Tech (EL)	\$ 16,905.00	\$ 5,904.10	\$ 17,411.94	\$ 6,354.60	140.00	\$ 26,464.44	\$ (9,559.44)
Project Coordinator(KD)	\$ 87,488.00	\$ 17,696.13	\$ 22,041.97	\$ 14,350.00	250.00	\$ 42,094.67	\$ 45,393.33
Archaeologist (ST)	incl above			\$2,870.00	50.00		
Admin Assist (MC)	\$ 7,600.00	\$ 1,046.91	\$1,644.22	\$ 8,233.75	175.00	\$ 12,732.99	\$ (5,132.99)
Executive Director (TW)	\$ 94,500.00	\$ 36,161.79	\$ 59,755.60	\$ 20,735.00	260.00	\$ 87,203.71	\$ 7,296.29
Fiscal Manager (CS)	\$ 24,422.00	\$ 2,051.93	\$369.60	\$ 7,971.25	125.00	\$ 8,768.71	\$ 15,653.29
Sub Total	\$ 230,915.00	\$ 62,860.86	\$ 101,223.33	\$ 60,514.60	1000.00	\$ 177,264.52	\$ 53,650.48
Employee Benefits							
Project Mgr/Resource Con Tech (EL)	See Above			\$1,594.60			
Project Coordinator (KD)				\$3,100.00			
Archaeologist (ST)				\$620.00			
Admin Assist (MC)				\$2,283.75			
Executive Director (TW)				\$5,655.00			
Fiscal Manager (CS)				\$2,096.25			
Sub Total	\$ -			\$15,349.60		\$ -	\$ -
Contractual							
RPF	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00		\$ -	\$ 6,000.00
Tribal	\$ 3,600.00	\$ -	\$ -	\$ 3,600.00		\$ -	\$ 3,600.00
Sub Total	\$ 9,600.00	\$ -	\$ -	\$ 9,600.00		\$ -	\$ 9,600.00
Mileage	\$ 700.00	\$ 392.50	\$ 434.29	\$ 839.32		\$ 959.32	\$ (259.32)
	\$ 700.00	\$ 392.50	\$ 434.29	\$ 839.32		\$ 959.32	\$ (259.32)
Supplies							
Software	\$ 3,068.00	\$ 2,599.90	\$ 468.10	\$ 46.00		\$ 3,068.00	\$ -
Outreach Costs	\$ 4,875.00	\$ -	\$ 1,540.79	\$ 3,073.52		\$ 1,585.03	\$ 3,289.97
	\$ 7,943.00	\$ 2,599.90	\$ 2,008.89	\$ 3,119.52		\$ 4,653.03	\$ 3,289.97
Other Costs							
Trainings	\$ 11,680.00	\$ 578.00	\$ 335.00	\$ 2,500.00		\$ 1,413.00	\$ 10,267.00
Direct Costs	\$ 260,838.00	\$ 66,431.26	\$ 104,001.51	\$ 76,573.44		\$ 184,264.75	\$ 76,573.25
Indirect Costs (10%)	\$ 26,084.00	\$ 6,643.13	\$ 10,400.15	\$ 7,657.34		\$ 18,426.47	\$ 7,657.53
Total	\$ 286,922.00	\$ 73,074.39	\$ 114,401.66	\$ 84,230.78		\$ 202,691.22	\$ 84,230.78

Summary								
	MATCHING FUNDS	Budget	Year 1 FY24/25	Year 2 FY25/26	Year 3 FY26/27	Hours FY26/27	Total Spent	Remaining Balance
Salaries and Wages								
Executive Director (TW)	\$ 14,300.00	\$ 33,000.00	\$ 2,667.50	\$ 5,225.00	\$17,400.00	300.00	\$ 7,892.50	\$ 25,107.50
Fiscal Manager (CS)	\$ -	\$ 17,550.00	\$ 734.28	\$ 476.68	\$3,525.00	75.00	\$ 1,210.96	\$ 8,446.54
Program Manager (KD)	\$ 29,880.00	\$ 67,500.00	\$ 877.50	\$ -	\$ 13,500.00	300.00	\$ 877.50	\$ 65,411.54
Arch Tech (ST)					\$ 18,000.00	400.00		
Resource Tech (EL)	\$ 14,720.00	\$ 11,700.00	\$ 4,065.00	\$ 5,287.50	\$ 15,300.00	450.00	\$ 9,352.50	\$ 1,136.54
Sub Total	\$ 58,900.00	\$ 129,750.00	\$ 8,344.28	\$ 10,989.18	\$ 67,725.00	1525.00	\$ 19,333.46	\$ 100,102.12
Employee Benefits								
Executive Director (TW)	\$ 5,005.00	\$ 11,550.00	\$ 933.63	\$ 1,828.75	\$ 6,525.00		\$ 2,762.38	\$ 8,787.62
Fiscal Manager (CS)	\$ -	\$ 6,142.50	\$ 176.03	\$ 114.28	\$ 1,257.75		\$ 290.31	\$ 3,089.81
Program Manager (KD)	\$ 8,964.00	\$ 20,250.00	\$ 223.47	\$ -	\$ 3,720.00		\$ 223.47	\$ 19,736.22
Arch Tech (ST)					\$ 4,960.00			
Resource Tech (EL)	\$ 4,416.00	\$ 3,510.00	\$ 1,046.06	\$ 1,360.65	\$ 5,125.50		\$ 2,406.71	\$ 812.98
Sub Total	\$ 18,385.00	\$ 41,452.50	\$ 2,379.19	\$ 3,303.68	\$ 21,588.25		\$ 5,682.87	\$ 32,426.64
Travel - Mileage								
Eastern Burn Area Site Visits (200 Miles)	\$ -	\$ 268.00	\$ -	\$ -	\$ 268.00			\$ 268.00
Western Burn Area Site Visits (150 Miles)	\$ -	\$ 201.00	\$ -	\$ -	\$ 201.00			\$ 201.00
Stakeholder & Partner Meetings (150 Miles)	\$ -	\$ 201.00	\$ -	\$ 105.13	\$ 95.87			\$ 201.00
	\$ -	\$ 670.00	\$ -	\$ 105.13	\$ 564.87		\$ -	\$ 670.00
Supplies								
General Office Supplies (Total Line)	\$ 360.00	\$ 360.00	\$ 80.00	\$ 280.00	\$ -		\$ 320.00	\$ 40.00
Contractors								
Amador RCD		\$ 54,600.00	\$ -	\$ 5,041.95	\$ 49,558.05			\$ 54,600.00
Eddy Struffenegger, RPF #2200		\$ 10,000.00	\$ -	\$ -	\$ -			\$ 10,000.00
Surveyor (TBD)		\$ 36,000.00	\$ -	\$ 10,000.00	\$ 56,000.00		\$ -	\$ 36,000.00
Forester (TBD)		\$ 10,000.00	\$ -	\$ -	\$ -			\$ 10,000.00
GIS Tech (TBD)	\$ 9,000.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
	\$ 9,000.00	\$ 110,600.00	\$ -	\$ 15,041.95	\$ 105,558.05		\$ -	\$ 110,600.00
Direct Costs / Total Match Costs	\$ 86,645.00	\$ 282,832.50	\$ 10,803.47	\$ 29,719.94	\$ 195,436.17		\$ 25,336.33	\$ 257,496.17
Indirect Costs (10%) on BLM amts only/Sal & Bens	\$ 7,728.50	\$ 17,120.25	\$ 1,072.35	\$ 1,429.29	\$ 8,931.33		\$ 2,501.63	\$ 14,618.62
Total	\$ 94,373.50	\$ 299,952.75	\$ 11,875.82	\$ 31,149.22	\$ 204,367.50		\$ 27,837.96	\$ 272,114.79

Summary							
	Budget	Year 1 FY24/25	Year 2 FY 25/26	Year 3 FY26/27	Hours FY26/27	Total Spent	Remaining Balance
Salaries and Wages							
Archaeologist (ST)	\$ 63,000.00	\$ 8,392.50	\$ 38,458.75	\$ 18,000.00	400.00	\$ 42,851.25	\$ 20,148.75
Resource Conservation Tech (WT)	\$ 15,600.00	\$ 400.00	\$ 3,270.00	\$ 5,600.00	200.00	\$ 2,670.00	\$ 4,817.50
Director (TW)	\$ 9,000.00	\$ 2,172.50	\$ 7,940.00	\$ 2,900.00	50.00	\$ 8,112.50	\$ (416.63)
Operations Manager (CS)	\$ 6,750.00	\$ 711.42	\$ 692.71	\$ 2,350.00	50.00	\$ 1,304.13	\$ 5,445.87
Sub Total	\$ 94,350.00	\$ 11,676.42	\$ 50,361.46	\$ 28,850.00	700.00	\$ 54,937.88	\$ 29,995.49
Employee Benefits							
Archaeologist (ST)	\$ 24,962.00	\$ 1,875.65	\$ 8,289.94	\$ 4,960.00		\$ 9,165.59	\$ 15,796.41
Resource Conservation Tech (WT)	\$ 6,203.60	\$ 126.78	\$ 879.40	\$ 2,136.00		\$ 806.18	\$ 5,397.42
Director (TW)	\$ 3,339.00	\$ 755.72	\$ 3,032.44	\$ 1,087.50		\$ 2,988.16	\$ 350.84
Operations Manager (CS)	\$ 2,617.50	\$ 183.12	\$ 222.40	\$ 838.50		\$ 335.52	\$ 2,281.98
Sub Total	\$ 37,122.10	\$ 2,941.27	\$ 12,424.18	\$ 9,022.00		\$ 13,295.45	\$ 23,826.65
Travel							
	\$ 3,015.00	\$ 87.43	\$ 428.50	\$ 2,499.07		\$ 315.93	\$ 2,699.07
	\$ 3,015.00					\$ 315.93	\$ 2,699.07
Supplies							
General Office Supplies	\$ 700.00	\$ 120.00	\$ 200.00	\$ 380.00		\$ 320.00	\$ 380.00
Computer Software (cnddb MAP LAYER)	\$ 700.00	\$ -	\$ 700.00	\$ -		\$ 700.00	\$ -
Misc Supplies for field assessments, workshops	\$ 900.00	\$ -	\$ -	\$ 900.00		\$ -	\$ 900.00
	\$ 2,300.00	\$ 120.00	\$ 900.00	\$ 1,280.00		\$ 320.00	\$ 380.00
Direct Costs							
	\$ 136,787.10	\$ 14,737.69	\$ 63,685.64	\$ 39,152.00		\$ 68,869.26	\$ 67,917.84
Indirect Costs (9.61%)							
	\$ 13,147.21	\$ 1,433.69	\$ 6,054.84	\$ 5,658.68		\$ 7,488.53	\$ 5,658.68
Total	\$ 149,934.31	\$ 16,171.38	\$ 69,740.48	\$ 44,810.68		\$ 76,357.79	\$ 73,576.52

Natural & Working Lands Hub

7/1/2024-3/28/2027

Summary							
	Budget	Year 1 FY24/25	Year 2 FY25/26	Year 3 FY26/27	Hours FY26/27	Total Spent	Remaining Balance
Salaries and Wages							
Task 1 Grant Administration: TW, CS	\$ 4,125.00	\$ 480.13	\$ 771.48	\$ 3,188.50	50.00	\$ 1,759.15	\$ 2,365.85
Task 2 Build capacity, proj implement: TW	\$ 10,275.00	\$ 1,376.76	\$ 4,646.88	\$ 1,435.50	18.00	\$ 8,826.52	\$ 1,448.48
Task 2 Build capacity, proj implement: EL	\$ 5,532.80	\$ 710.04	\$ 5,909.40			\$ 8,062.14	\$ (2,529.34)
Task 3 Regional res & needs assess: TW	\$ 8,625.00	\$ 3,015.76	\$ 12,649.84	\$ 1,355.75	17.00	\$ 15,665.60	\$ (7,040.60)
Task 3 Regional res & needs assess: WT	\$ 5,532.80	\$ 209.37	\$ -	\$ 2,320.80	60.00	\$ 209.37	\$ 5,323.43
Task 4 Tech assis, incr nature sol: TW	\$ 6,000.00	\$ 2,244.82	\$ 1,441.34	\$ 7,975.00	100.00	\$ 3,686.16	\$ 2,313.84
Task 4 Tech assis, incr nature sol: EL	\$ 6,000.00	\$ 2,032.36	\$ 439.24	\$ 9,012.00	200.00	\$ 2,471.60	\$ 3,528.40
Task 4 Tech assis, incr nature sol: WT	\$ 71,926.40	\$ 6,640.10	\$ 32,398.60	\$ 31,717.60	820.00	\$ 39,473.34	\$ 32,453.06
Task 5 Identify climate strategy: TW	\$ 25,125.00	\$ 327.80	\$ -	\$ 11,165.00	140.00	\$ 327.80	\$ 24,797.20
Task 5 Identify climate strategy: WT	\$ 5,532.80	\$ -	\$ -			\$ -	\$ 5,532.80
Sub Total	\$ 148,674.80	\$ 17,037.14	\$ 58,256.78	\$ 68,170.15	1405.00	\$ 80,481.68	\$ 68,193.12
Employee Benefits							
Task 1 Grant Administration: CS	See Above			\$ 685.50			
Task 3 Monitoring, Maint, Rep: TW	Inclu bens			\$ 4,334.00			
Task 4 Tech Assist, Planning & Design: WT				\$ 7,233.60			
Task 6 Outreach & Ed: EL				\$ 1,444.00			
Sub Total	\$ -			\$ 13,697.10		\$ -	\$ -
Contractual							
Sub Total	\$ -					\$ -	\$ -
Mileage	\$ -					\$ 222.74	\$ (222.74)
	\$ -					\$ 222.74	\$ (222.74)
Supplies							
Software						\$ -	\$ -
Outreach Costs						\$ -	\$ -
	\$ -					\$ -	\$ -
Other Costs							
Trainings						\$ 108.59	\$ (108.59)
Direct Costs	\$ 148,674.80	\$ 17,037.14	\$ 58,256.78	\$ 68,170.15		\$ 80,786.41	\$ 67,888.39
Indirect Costs (10%)	\$ 14,867.48	\$ 1,703.71	\$ 5,825.68	\$ 6,817.02		\$ 8,078.64	\$ 6,788.84
Total	\$ 163,542.28	\$ 18,740.85	\$ 64,082.46	\$ 74,987.17		\$ 88,865.05	\$ 74,677.23

WCB Wildlife Structures

Summary									
Salaries and Wages	Budget	Nov 18 2025		Year 1 FY24/25	Year 2 FY25/26	Year 3 FY26/27	Hours	Total Spent	Remaining
		Rev Budget					FY26/27		Balance
Task 1 Grant Administration: TW	\$ 1,102.66	\$ 1,475.71	\$ 78.76	\$ -	\$ -	\$ -		\$ 78.76	\$ (22.05)
Task 1 Grant Administration: CS			\$ 769.79	\$ 972.94	\$ 420.00	\$ 6.59		\$ 1,419.00	incl above
Task 2 Installation, Distribution - WT		\$ 1,358.74	\$ -	\$ 187.17	\$ 1,080.00	\$ 27.92		\$ 143.71	\$ 1,215.03
Task 3 Monitoring, Maint, Rep: WT	\$ 1,980.96	\$ 1,593.35	\$ 323.02	\$ 82.12	\$ 1,500.00	\$ 38.78		\$ 405.14	\$ 1,188.21
Task 4 Tech Assist, Planning & Design: TW			\$ 157.52	\$ -	\$ 797.50	\$ 10.00		\$ 157.52	incl below
Task 4 Tech Assist, Planning & Design: EL	\$ 16,590.54	\$ 13,673.84	\$ (0.00)	\$ 470.61	\$ 1,307.07	\$ 28.80		\$ 470.61	\$ 5,608.33
Task 4 Tech Assist, Planning & Design: WT			\$ 3,126.08	\$ 5,606.66	\$ 3,870.00	\$ 100.05		\$ 7,437.38	incl above
Task 6 Outreach & Ed: TW	\$ 2,485.72	\$ 3,732.08	\$ 551.33	\$ -	\$ 870.00	\$ 15.00		\$ 2,161.68	\$ (39.95)
Task 6 Outreach & Ed: WT					\$ 386.80	\$ 10.00			
Task 6 Outreach & Ed: EL			\$ 1,220.28	\$ 1,319.49	\$ 3,858.23	\$ 85.00		\$ 1,610.35	incl above
Sub Total	\$ 22,159.88	\$ 21,833.72	\$ 6,226.78	\$ 8,638.99	\$ 14,089.60	\$ 322.14		\$ 13,884.15	\$ 7,949.57
Employee Benefits									
Task 1 Grant Administration: CS		See Above							
Task 3 Monitoring, Maint, Rep: WT		Inclu bens & IC							
Task 4 Tech Assist, Planning & Design: EL									
Task 6 Outreach & Ed: TW									
Sub Total	\$ -				\$ 3,515.90			\$ -	\$ -
Contractual									
Sub Total	\$ -							\$ -	\$ -
Mileage	\$ 200.00	\$ 472.23	\$ 39.20	\$ 214.48	\$ 200.00			\$ 214.48	\$ (14.48)
	\$ 200.00	\$ 472.23	\$ 39.20	\$ 214.48	\$ 200.00			\$ 214.48	\$ (14.48)
Supplies									
Software								\$ -	\$ -
Outreach Costs		\$ 53.93						\$ 53.93	\$ (53.93)
	\$ -	\$ 53.93						\$ -	\$ -
Other Costs									
Trainings								\$ -	\$ -
Direct Costs	\$ 22,359.88	\$ 22,359.88	\$ 6,265.98	\$ 8,853.47	\$ 14,289.60			\$ 15,173.38	\$ 7,186.50
Indirect Costs (20%)	\$ -	\$ -			\$ 2,857.92			\$ -	\$ -
Total	\$ 22,359.88	\$ 22,359.88			\$ 17,147.52			\$ 15,173.38	\$ 7,186.50

"Other" Grants Re-Cap

	ED	FM	AA	Tech TA	WS Coord	Mileage	DIRECT	INDIRECT	TOTAL
CUSD (CF5GG22159)	2100.00	700.00	0.00	0.00	0.00	0.00	2800.00	700.00	3500.00
TCRCD Outreach	3987.50	1249.60	0.00	3287.80	1102.50	0.00	9627.40	1064.86	10692.26
RCPP - ARCD	3828.00	1499.52	2296.00	928.32	0.00	96.98	8648.82	855.18	9504.00
	<u>9915.50</u>	<u>3449.12</u>	<u>2296.00</u>	<u>4216.12</u>	<u>1102.50</u>	<u>96.98</u>	<u>21076.22</u>	2620.04	23696.26
Wages	7511.74	2612.97	1739.39	3194.03	835.23		15893.36		
Fringe	2403.76	836.15	556.61	1022.09	267.27		5085.88		
Mileage						96.98	96.98		
							<u>21076.22</u>	2620.04	23696.26
Archaeologist									

Catalyst - Sierra Jobs First Grant CCRC2025-1

04/01/2025 - 09/30/2026

Summary						
	Budget	Year 1 FY25/26	Year 2 FY26/27	Hours FY26/27	Total Spent	Remaining Balance
Salaries and Wages						
Resource Tech (WT & EL)		\$ 398.00	\$ -		\$ 398.00	
Arch Tech (ST)/Prof Coord (KD)		\$ 487.80	\$ 360.00	8.00	\$ 487.80	
Admin Assist (MC)		\$ 32.03	\$ -		\$ 32.03	
Executive Director (TW)		\$ 4,207.50	\$ 2,320.00	40.00	\$ 4,207.50	
Fiscal Manager (CS)		\$ 2,201.47	\$ 705.00	15.33	\$ 2,201.47	
Sub Total	\$ 14,300.00	\$ 7,326.80	\$ 3,385.00	63.33	\$ 7,326.80	\$ 6,973.20
					\$ 7,326.80	
Employee Benefits						
Resource Tech (WT & EL)		\$ 115.25	\$ -		\$ 115.25	
Arch Tech (ST)/Prof Coord (KD)		\$ 158.92	\$ 99.20		\$ 158.92	
Admin Assist (MC)		\$ 12.14	\$ -		\$ 12.14	
Executive Director (TW)		\$ 1,438.68	\$ 870.00		\$ 1,438.68	
Fiscal Manager (CS)		\$ 736.00	\$ 251.55		\$ 736.00	
Sub Total	\$ 5,337.00	\$ 2,460.99	\$ 1,220.75		\$ 2,460.99	\$ 2,876.01
					\$ 2,460.99	
Contractual						
Sub-contractual - RCD partners 250 hrs ea	\$ 31,151.00	\$ 9,814.11	\$ 21,336.89		\$ 814.11	\$ 30,336.89
Tribal Miwok training, wages, benefits	\$ 60,000.00	\$ 37,605.51	\$ 22,394.49		\$ 12,755.51	\$ 47,244.49
Sub Total	\$ 91,151.00	\$ 47,419.62	\$ 43,731.38		\$ 13,569.62	\$ 77,581.38
					\$ 13,569.62	
Mileage 3200 mi 30 trips 3 RCD's	\$ 2,160.00	\$ 225.48	\$ 1,934.52			\$ 1,934.52
311 mi used as of 5/5/26 by staff	\$ 2,160.00	\$ 225.48	\$ 1,934.52		\$ 225.48	\$ 1,934.52
					\$ -	
Supplies						
Office for 3 RCD's \$40/mo or \$480 annual	\$ 1,440.00		\$ 1,440.00		\$ -	\$ 1,440.00
Outreach Costs - Printing 12K cc @ .20 ea	\$ 2,400.00		\$ 2,400.00		\$ -	\$ 2,400.00
	\$ 3,840.00		\$ 3,840.00		\$ -	\$ 3,840.00
					\$ -	
Direct Costs	\$ 116,788.00	\$ 57,432.89	\$ 54,111.65		\$ 23,582.89	\$ 93,205.11
Indirect Costs (10%)	\$ 11,678.80	\$ 5,743.29	\$ 5,411.17		\$ 2,339.31	\$ 9,339.49
Total Not to Exceed	\$ 128,466.80	\$ 63,176.18	\$ 59,522.82		\$ 25,922.20	\$ 102,544.60

PG&E 2026 HUNTER CONNECTIVITY PROJECT

3/01/2026 - 12/31/2026

<u>Not To Exceed - \$98980.60</u>	<u>Summary</u>				
	<u>Budget</u>	<u>FY26/27 Budget</u>	<u>Total Spent</u>	<u>Remaining Balance</u>	<u>Hours FY26/27</u>
Salaries and Wages					
Executive Director (TW)	\$ 1,902.75	\$797.50	\$ 680.76	\$ 1,221.99	23.00
Project Coordinator (KD)	\$ 6,120.00	\$ 4,305.00	\$ 2,049.02	\$ 6,070.98	120.00
Resource Tech (WT & EL)	\$ 4,710.20	\$ 3,631.20	\$ 3,361.50	\$ 3,348.70	130.00
Fiscal Manager (CS)	\$ 1,834.20	\$ 956.55	\$ 204.09	\$ 1,630.12	20.00
Admin Asst (MC)		\$ 376.40	\$ 424.41	\$ (48.01)	10.00
Sub Total	\$ 14,567.15	\$10,066.65	\$ 6,295.36	\$ 12,223.78	303.00
Employee Benefits					
	See Above - Included				
Contractual					
Contractor	\$ 74,000.00	\$ 73,000.00	\$ -	\$ 73,000.00	
RPF Ed S					
Sub Total	\$ 74,000.00	\$ 73,000.00	\$ -	\$ 73,000.00	
			\$ -		
Supplies & Mileage					
Mileage	\$ 600.00	\$ 461.08	\$ 138.92	\$ 461.08	
General Supplies	\$ 815.20		\$ -	\$ -	
	\$ 1,415.20	\$ 461.08	\$ 138.92	\$ 461.08	
Direct Costs	\$ 89,982.35	\$ 83,527.73	\$ 6,434.28	\$ 83,548.07	
Indirect Costs (10%)	\$ 8,998.24	\$ 8,344.83	\$ 685.87	\$ 8,312.37	
Total Not to Exceed	\$ 98,980.59	\$ 91,872.56	\$ 7,120.15	\$ 91,860.43	

APPROVED 01-08-26 TO USE FOR GRANTS

CCRC Staffing Projection and Rates 2026-27 FY

	Trina			Catherine			Mary	
Employee Costs								
Job Title	<i>Executive Director</i>			<i>Fiscal Manager</i>			<i>Admin Asst</i>	
Name	1.0 FTE	Cost of Benefit per Hour	BUDGET	.5 FTE	Cost of Benefit per Hour	BUDGET	.5 FTE	
Hourly Rate @ Maximum Rate	\$ 58.00			\$ 47.00			\$ 34.00	
Wages	\$ 120,582.00		\$ 105,734.00	\$ 54,966.50		\$ 48,950.50	\$ 35,360.00	
FICA	\$ 7,476.08	\$ 4.24		\$ 3,510.16	\$ 4.73		\$ 2,258.09	
Medicare	\$ 1,748.44	\$ 0.99		\$ 820.92	\$ 1.11		\$ 528.10	
FUTA Tax	\$ 420.00	\$ 0.24		\$ 420.00	\$ 0.57		\$ 420.00	
EDD Tax	\$ 210.00	\$ 0.12		\$ 210.00	\$ 0.28		\$ 210.00	
Retirement	\$ 3,617.46	\$ 2.05		\$ 1,649.00	\$ 2.22		\$ 1,060.80	
Health Care Contribution	\$ 9,043.65	\$ 5.13		\$ 2,400.00	\$ 3.24		\$ 2,400.00	
Workers Comp Insurance	\$ 2,291.06	\$ 1.30		\$ 1,044.36	\$ 1.41		\$ 671.84	
Productive Hours Calculation	1763	\$ 14.07		741.5	\$ 13.56		712	
Total Hours in Work Year	2079			1169.5			1040	
Vacation	80	\$ 2.63	\$ 4,640.00	40	\$ 2.54	\$ 1,880.00	40	
Sick	80	\$ 2.63	\$ 4,640.00	40	\$ 2.54	\$ 1,880.00	40	
Training		\$ -			\$ -			
Holiday	96	\$ 3.16	\$ 5,568.00	48	\$ 3.04	\$ 2,256.00	48	
PTO Benefits		\$ 8.42			\$ 8.11			
Total Benefits	\$39,654.69			\$16,070.44			\$11,900.83	
Actual Billable Hours/yr	1763			741.5			712	
Employee Benefits			\$ 24,702.52			\$ 10,977.09		
	\$ 102,943.68							
Retirement			\$ 3,617.46			\$ 1,649.00		
	\$ 15,157.97							
Health Care Contribution			\$ 9,043.65			\$ 2,400.00		
	\$ 25,843.65							

Erin				Kaylee				Dan	
		<i>Project/Program Coordinator</i>			<i>Project/Program Manager</i>			<i>Project/Program Manager</i>	
<i>Cost of Benefit per Hour</i>	<i>BUDGET</i>	<i>1.0 FTE</i>	<i>Cost of Benefit per Hour</i>	<i>BUDGET</i>	<i>.67 FTE</i>	<i>Cost of Benefit per Hour</i>	<i>BUDGET</i>	<i>.5 FTE</i>	<i>Cost of Benefit per Hour</i>
		\$ 34.00			\$ 45.00			\$ 45.00	
	\$ 31,008.00	\$ 71,053.20		\$ 62,349.20	\$ 66,645.00		\$ 60,885.00	\$ 38,160.00	
\$ 3.17		\$ 4,537.46	\$ 2.56		\$ 4,255.95	\$ 3.29		\$ 2,436.90	\$ 3.69
\$ 0.74		\$ 1,061.18	\$ 0.60		\$ 995.34	\$ 0.77		\$ 569.92	\$ 0.86
\$ 0.59		\$ 420.00	\$ 0.24		\$ 420.00	\$ 0.32		\$ 420.00	\$ 0.64
\$ 0.29		\$ 210.00	\$ 0.12		\$ 210.00	\$ 0.16		\$ 210.00	\$ 0.32
\$ 1.49		\$ 2,131.60	\$ 1.20		\$ 1,999.35	\$ 1.55		\$ 1,144.80	\$ 1.73
\$ 3.37		\$ 2,400.00	\$ 1.35		\$ 2,400.00	\$ 1.86		\$ 2,400.00	\$ 3.64
\$ 0.94		\$ 1,350.01	\$ 0.76		\$ 1,266.26	\$ 0.98		\$ 725.04	\$ 1.10
\$ 10.60		1773.8	\$ 6.83		1293	\$ 8.93		660	\$ 11.98
		2089.8			1481			848	
\$ 1.91	\$ 1,360.00	80	\$ 1.53	\$ 2,720.00	40	\$ 1.39	\$ 1,800.00	40	\$ 2.73
\$ 1.91	\$ 1,360.00	80	\$ 1.53	\$ 2,720.00	40	\$ 1.39	\$ 1,800.00	40	\$ 2.73
\$ -			\$ -			\$ -			\$ -
\$ 2.29	\$ 1,632.00	96	\$ 1.84	\$ 3,264.00	48	\$ 1.67	\$ 2,160.00	48	\$ 3.27
\$ 6.11			\$ 4.91			\$ 4.45			\$ 8.73
		\$20,814.24			\$17,306.90			\$13,666.66	
		1773.8			1293			660	

\$ 7,768.19	\$ 14,932.64	\$ 11,641.29
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\$ 1,060.80	\$ 2,131.60	\$ 1,999.35
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\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
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Sarah			Walter				
	<i>Project/Program Manager</i>			<i>Project/Program Technician</i>			
<i>BUDGET</i>	<i>.5 FTE</i>	<i>Cost of Benefit per Hour</i>	<i>BUDGET</i>	<i>1.0 FTE</i>	<i>Cost of Benefit per Hour</i>	<i>BUDGET</i>	<i>Cost of Benefit per Hour</i>
	\$ 45.00			\$ 28.00			
\$ 32,400.00	\$ 60,210.00		\$ 54,450.00	\$ 58,289.00		\$ 51,121.00	
	\$ 3,845.01	\$ 3.34		\$ 3,722.34	\$ 2.11		\$ 1.31
	\$ 899.24	\$ 0.78		\$ 870.55	\$ 0.49		\$ 0.31
	\$ 420.00	\$ 0.37		\$ 420.00	\$ 0.24		\$ 0.46
	\$ 210.00	\$ 0.18		\$ 210.00	\$ 0.12		\$ 0.23
	\$ 1,806.30	\$ 1.57		\$ 1,748.67	\$ 0.99		\$ 0.62
	\$ 2,400.00	\$ 2.09		\$ 2,400.00	\$ 1.36		\$ 2.63
	\$ 1,143.99	\$ 0.99		\$ 1,107.49	\$ 0.63		\$ 0.39
	1150	\$ 9.33		1790	\$ 5.94		\$ 5.95
	1338			2081.75			
\$ 1,800.00	40	\$ 1.57	\$ 1,800.00	80	\$ 1.27	\$ 2,240.00	\$ 0.79
\$ 1,800.00	40	\$ 1.57	\$ 1,800.00	80	\$ 1.27	\$ 2,240.00	\$ 0.79
		\$ -			\$ -		\$ -
\$ 2,160.00	48	\$ 1.88	\$ 2,160.00	96	\$ 1.52	\$ 2,688.00	\$ 0.95
		\$ 5.01			\$ 4.06		\$ 2.53
	\$16,484.54			\$17,647.04			
	1150			1764			
\$ 9,396.82			\$ 11,134.25		\$ 12,390.88		
\$ 1,144.80			\$ 1,806.30		\$ 1,748.67		
\$ 2,400.00			\$ 2,400.00		\$ 2,400.00		

Staffing Positions with Potential Hours for Fiscal Year 2026-27

	Trina	Catherine	Mary	Kaylee	Dan	Sarah	Walter	Erin
	ED	Fiscal Manager	Admin Asst	Project Coord	Project Mgr	Arch Tech	Tech - TA	WS Coord
CCRCD Admin	280	300	600	120	120	60	60	50
San Andreas FB (CF)	140	100	80	500		60		350
NW Calaveras (CF)	60	150	35		600	200	400	
Hunter Reservoir (PGE)	10	15	8	75				80
Happy Valley (SNC)	120	40		100				150
CUSD (CF)	26	11						
NRCS Contribution (NRCS)	50	50				400	200	
Butte Fire Stewardship (BLM)	300	75		300		400		450
RFFCP (SNC)	260	125	175	250		50		140
Working Lands Grant (DOC)	275	50					880	200
Catalyst - Sierra Jobs First	40	15		8				
TCRCD Outreach Co-op Agreement	63	20					85	
RCP/HP	48	24				40	24	
ARCD Wildlife Structures	25	6.5					176.75	113.8
Pending Grants Applied	126	60	15					300
PTO	256	128	128	128	128	128	256	256
Total Hours	2079	1169.5	1026	1481	848	1338	2081.75	2089.8
	Full Time	20 hrs/week	10 hrs/week	28 hrs/week	22 hrs/week	24 hrs/week	Full Time	Full Time

Pending Grants

NACD Rangeland								
HSP								
SWEEP								
CF Forest Health								
CF Wildfire Prevention								
Total Hours	0	0	0	0	0	0	0	0

2.16 Resignations Policy #
2.17 Records Retention and Public Records Requests Policy #



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT
PO Box 1041 S San Andreas, CA 95249
info@CalaverasRCD.org

Calaveras County Resource Conservation District

Personnel Policy Manual

SECTION 3. Personnel Manual

The Board of Directors shall be responsible for hiring, managing, and compensating the Executive Director as well as approving positions to be filled and staffing structure. Policy and Procedures will be reviewed and approved by the board on an annual basis to ensure California Labor Code is met. The Board of Directors may be guided by the advice of the Personnel Committee if there are grievances or other matters requiring additional review.

The Executive Director shall be responsible for hiring employees and all such other matters of personnel administration. The Executive Director will administer and implement Policy and Procedures approved by the Board of Directors. Fiscal Manager will serve as administration on all policies that are part of payroll, on-boarding and documentation.

3.1 Purpose of Personnel Policies

The effective provision of quality services requires positive relationships and goodwill between the Board of Directors and the staff. The Personnel Policies define elements of these relationships in the belief that clear exposition of rights and responsibilities will facilitate a positive work environment and effective implementation of organization goals.

3.2 RCD Governance

The RCD is an independent special district governed by a voluntary Board of Directors with roles and responsibilities defined in Division 9 of the California Public Resources Code. Per request of the RCD, directors are appointed by the County Board of Supervisors. As an independent body that is not under the jurisdiction of the County, the RCD could choose to hold public elections. The Board is responsible for setting direction and policy, establishing structure, providing support, ensuring accountability and acting as community liaisons. The Board of Directors are also responsible for hiring, managing and compensating the Executive Director in order to implement board policy and procedures.

3.2.1 Policy Statement

It is the policy of CCRCDD to provide equal employment opportunities to all people without regard to race, religion, color, national origin, ancestry, physical or mental disability, medical condition, marital status, age, sex, or any other classification protected by law, and to promote this policy through a program of affirmative personnel action.

3.2.2 General Responsibilities

The Board of Directors functions as the final administrative authority which represents the CCRCDD's interests, conviction, leadership, and functions as the policy making body for the CCRCDD. The Board of Directors has the sole authority and responsibility to amend the Personnel Policies. Incumbent in that responsibility is the requirement that the staff be notified of proposed changes and given the opportunity for

input prior to the adoption of any amendments. No amendments will be effective prior to the date of enactment by the Board of Directors. The Board of Directors hires staff who are responsible for completing tasks assigned by the Board.

3.2.3 Personnel Committee

The Board President may appoint an Ad Hoc Personnel Committee. The duties of the Ad Hoc Personnel Committee shall be:

- Review the statement of Personnel Policies as change of conditions affecting programs and new questions of policy may require.
- Recommend to the Board of Directors such changes in the Personnel Policies considered necessary to the development of a program in keeping with CCRCDC purposes and objectives.
- Review and Recommend changes to staff positions and job descriptions.
- Function as a grievance review committee.
- Review qualifications of applicants for Executive Director.

3.2.4 Revisions to Personnel Policies

The Board President or Board of Directors may request revisions to the Personnel Policies. If the Personnel Committee endorses the proposed revisions, the following procedures shall apply:

- The CCRCDC Board Members shall receive a copy of the proposed revisions ten (10) days prior to formal presentation to the full Board of Directors.
- The Board President or staff representative shall review and discuss proposed changes with staff at their request.

3.3 Work Environment

CCRCDC is committed to providing a safe, positive work environment for which it is free of discrimination and harassment in any form. Discrimination or harassment based on race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, sex or age in any form, will not be tolerated by CCRCDC.

Any employee subjected to intimidation, ridicule, insult or an otherwise hostile or offensive working environment based on the aforementioned conditions should make a complaint, either in accordance with the established grievance procedures as written in this policy, or directly to his/her supervisor or the Board President. All such complaints shall be confidentially investigated or resolved as expeditiously as possible.

Any employee who perpetrates harassment based on the conditions described above shall be subject to disciplinary action, including dismissal, as outlined in the section entitled Disciplinary Action and Dismissal.

3.4 At-Will Employer

CCRCDC is an at-will employer. This means that regardless of any provision in

these policies CCRCDD or the employee may terminate the employment relationship at any time, for any reason, with or without cause or notice. Nothing in this policy or in any document or statement, written or oral, shall limit the right to terminate employment at-will.

3.5 Harassment-Free Workplace

CCRCDD is committed to providing a safe, positive working environment for everyone. Therefore, discrimination in any form is unacceptable behavior and will not be tolerated by CCRCDD. In general, harassment is any conduct that has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment. Harassment is defined to include participating in coercive or repeated, unsolicited and unwelcome verbal comments or gestures; or using implicit or explicit coercive behavior in the process of conducting business, or to control, influence, or affect the career, salary or job of an employee.

Harassment includes such unwelcome behavior as: verbal abuse; insults; suggestive, demeaning, or degrading comments; jokes; notes or picture displays alluding to race, religion, color, gender, sexual orientation, national origin, ancestry, age, marital status, veteran status, or disability. Harassment may also take the form of physical aggressiveness, threats, or other intimidating behaviors. Any employee who perpetrates harassment based on the conditions described above shall be subject to disciplinary action, including dismissal, as outlined in Section 3.5.3 entitled Disciplinary Action.

3.5.1 Sexual Harassment Defined

“Sexual harassment” means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work setting, under any of the following conditions:

- a. Submission to the conduct is explicitly made a term or a condition of employment or progress.
- b. Submission to, or rejection of, the conduct by the individual is used as the basis of employment decisions affecting the individual.
- c. The conduct has the purpose or effect of having a negative impact upon the individual's work or performance, or of creating an intimidating, hostile, or offensive work environment.
- d. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through CCRCDD.

Unwelcome sexual demands, requests for sexual favors, unwelcome or unnecessary touching, vulgar or degrading sexual comments, distribution of written or graphic material having such effects, or other verbal or physical conduct of a sexual nature may be considered to constitute sexual harassment. Threats, demands or suggestions that an employee's employment status or advancement requires agreement to sexual activity is another form of sexual harassment.

3.5.2 Prohibited Conduct

Any type of harassment, including sexual harassment, of co-workers, co-employees, Board of Directors, members of the public, or any other person, is absolutely forbidden. Sexual harassment can take many forms and, therefore, all persons within CCRCDC are notified that verbal, physical, visual and other forms of sexual harassment are absolutely forbidden.

3.5.3 Disciplinary Action

CCRCDC will enforce disciplinary action against any person that engages in sexual harassment or who threatens or insinuates, either explicitly or implicitly, that a person's refusal to submit to sexual advances will adversely affect the person's employment, evaluation, wages, advancement, assigned duties, shifts, or any condition of employment or career development. This disciplinary action may include suspension, or demotion and can include termination.

Given the nature of the type of discrimination, CCRCDC also recognizes that false accusations of harassment can have serious effects on innocent men and women. Therefore, false accusation will result in the same disciplinary action applicable to one found guilty of harassment.

3.5.4 Reporting of Harassment

Any person who believes he or she has been treated in a manner inconsistent with this policy, whether such treatment is by a co-worker, co-employee, Board of Directors, member of the public, or any other person, should report such violations to a supervisor, the Board President, the Board Vice-president or Ad Hoc Personnel Committee without fear of reprisal. CCRCDC will act positively to investigate claims of alleged sexual harassment and to effectively remedy them when an allegation is determined to be valid.

1. The report should be made to the claimant's immediate supervisor, Board President, Board Vice-president, or Personnel Committee. The report shall be in writing.
2. The person receiving the report shall prepare a written report within three (3) working days and include:
 - what happened
 - when it happened
 - where did it happen
 - who is the alleged harasser
 - who is the alleged victim
 - who were the witnesses
 - comments of the victim
 - other comments
3. The report shall be given to the Board President which shall cause a review by the Ad Hoc Personnel Committee or an independent third party as determined by CCRCDC. Within ten (10) days the investigator(s) shall provide a

written report of the investigation to the Board of Directors.

4. No retaliation shall be taken against any person who reports sexual harassment or assists in the investigation thereof.
5. The supervisor or designee shall notify the person making the complaint of the results of the investigation subject to the provisions of California law. The person making the complaint also has the right, at any time, to pursue any other courses of action allowed by state and federal laws or these policies.

To achieve effective enforcement of this policy, and to avoid repeat violations of this policy, reports of violations of this policy must be made immediately by any person who feels he/she has been treated in a manner inconsistent with this policy, or is aware of any violation of this policy.

Reviewed By: Policy Ad Hoc Committee & RCD Administrative Staff	Date Recommendations Proposed: March 12, 2026
Date Approved by Board of Directors: March 12, 2026	Witnessed By:

3.6 Employment Designations

3.6.1 Regular vs. Temporary

- Regular: Employees hired for an indefinite period of time after completion of the probationary period. CCRCDD does not guarantee employment for any specific time period (employment at will). Termination of regular employees shall be in accordance with applicable personnel policies.
- Temporary: Employees hired for a definite (limited) period of time as specified at time of employment. For people classified as temporary employees, compensation will consist of a salary or hourly rate of pay. Other benefits required by law including Worker's Compensation, State Unemployment Insurance (SUI), etc. are also provided according to the applicable law.

3.6.2 Full time vs. Part-time

- Full-Time: All regular, probationary or temporary employees regularly scheduled for thirty-two (32) hours of work within the work week. CCRCDD does not guarantee a thirty-two (32) work week.
- Part-Time: All regular, probationary or temporary employees regularly scheduled for less than thirty-two (32) hours of work within the work week.

3.6.3 Exempt vs. Non-exempt

Employees All CCRCDD employees are classified as Non-Exempt employees. However, any employee may be reclassified as an Exempt employee at any time should the Board of Directors determine that he or she meets the criteria for Exempt status as defined by government codes.

According to FLSA (Fair Labor Standards Act), at time of hire, the new employee shall be designated "exempt" or "non-exempt":

Non-exempt employees are those covered by the provisions the FLSA, which establishes standards for minimum wage, overtime pay, recordkeeping and youth employment. Non-exempt employees must be compensated for all hours worked, including overtime for hours exceeding forty (40) hours in a work week.

- California minimum wage is currently (as of 3/6/26) \$16.90 per hour.
- Overtime pay is computed at a rate of 1.5 times the employee's regular hourly rate for any hour worked over forty (40) hours in a workweek.
- Employers are required to keep accurate records of hours worked and wages paid to non-exempt employees.
- Non-exempt employees are protected from retaliation for asserting their rights under

the FLSA, such as filing a complaint about unpaid wages or overtime.

Exempt employees are those employees who work a salaried job. If regular work hours are scheduled between 9-5, there is no additional compensation if they work more hours. Typical exempt positions include executives, administrative, professional and computer. Exempt employees shall receive compensatory time off in lieu of compensation for hours worked in excess of 40 hours in a work week.

3.7 Introductory and Probationary Periods

Probationary: Each new employee, other than temporary employees, will be hired on a probationary basis lasting not more than 1040 hours from the first day of the pay period closest to the date of hire. Upon successful completion of the probationary period, an employee shall receive regular status. Should either the Board President, Executive Director or the employee conclude that employment be terminated during this time without prejudice or cause, either may do so without notice and without recourse. Employees terminated during the probationary period do not have the right to appeal.

New Hire Introductory Period: CCRCD wants the new hire to succeed, and an introductory period lays the groundwork for a positive employer-employee relationship. This period allows the new employee to ask questions and fully understand the expectations of their position. During the first ninety (90) days of employment, the new employee will have the advantage of meeting with their supervisor as often as needed to ensure the new employee is being challenged, resources and guidance are provided and open communication about the duties of their position.

3.8 Payment of Wages

Payment of wages occurs monthly. The pay period begins on the first day of the month. Paychecks will be dated by the 5th of the month following the month worked.

3.8.1 Type and Frequency of Pay

Hourly: Non-exempt employees are paid a regular hourly rate of the number of hours actually worked as scheduled on a bi-monthly basis. First through the fifteenth of the month, pay day shall be the 25th of the month, unless a holiday adjusts the pay date per bank schedule. Sixteenth through the last day of the month, pay day shall be the 10th of the following month, unless a holiday adjusts the pay date per bank schedule.

Overtime: Refer to Section 3.8.5

3.8.2 Compensation Schedule

Employees shall receive compensation within the pay scale according to the Staff Structure for the position in which they are employed. Compensation will be made based on the

compensation range approved by the Board of Directors and implemented by the Executive Director within the approved annual budget.

The Board of Directors has the authority to approve job descriptions for staff positions and the budget to fund staff positions. Executive Director has the authority to hire employees into established positions within the approved compensation range established by the Board of Directors based on appropriate experience and qualifications.

3.8.3 Hours of Work

The regular hours of work each day for full time employees shall be consecutive except for interruptions for a meal period and two (2) paid fifteen (15) minute breaks (one mid-morning and one mid-afternoon). Part time employees shall be eligible for a compensated fifteen (15) minute break after the completion of four hours of work, and shall receive two paid fifteen (15) minute breaks if they work eight hours in a day.

All employees are provided a thirty (30) minute meal period each day, if their shift is over six (6) hours. All meal periods will be “duty-free,” where the employee will not be required to perform any duties during his/her meal period. However, some employees, who, due to the nature of their work, are unable to be relieved of all duties during their meal period, may be required to take an on-duty meal period, which is counted as time worked and paid accordingly. All on-duty meal periods must be pre-approved by management.

All employees have the option to determine the forty (40) work hours that will best accommodate their work schedule each week. This includes working four 10-hour days or other breakdowns over a 6-day work week. All employees are expected to take time off each week. All employees must inform management of changes in their schedules including days planned for working remotely.

3.8.4 Payroll Direct Deposit Program

Compensation for all employees shall be paid via Direct Deposit through the CCRCD banking institution and accounting payroll software. In the event of an emergency or a termination, physical checks with normal compensation information may be provided.

3.8.5 Overtime

Non-exempt employees may occasionally be required to work more than forty (40) hours in a week. Overtime must be approved in advance by the Executive Director to allow for costs in the CCRCD operating budget.

Exempt employees are not eligible for overtime but may choose to work more than their designated number of hours in a given pay period on occasion, typically for the purpose of completing work. In this situation, exempt employees are eligible to take compensatory time at a later date for the extra hours worked. For every extra hour worked one hour of compensatory time is accrued.

1. The Executive Director must approve compensatory time and should approve it in advance when this situation can be anticipated.
2. Compensatory hours are not to be banked and should be used as soon as possible, at the latest within the month following their accrual unless approval is given by the Executive Director.
3. If an exempt employee leaves their job before using their accrued compensatory time off, CCRCDC will not pay the unused time. No more than forty (40) hours of compensatory time may be accrued without the approval of the Executive Director.

In accordance with the Federal Fair Labor Standards Act (“FLSA”), CCRCDC will grant non-exempt employees compensatory time off in lieu of compensation for hours worked more than forty (40) hours in a work week.

1. The compensatory time off received may be limited, preserved, used or cashed out consistent with the provisions of the CCRCDC Personnel Manual, all applicable laws, and the regulations of the U.S. Department of Labor.
2. Compensatory time off will be accrued at the rate of one and one-half (1½) hours for all hours worked more than forty (40) hours per work week.
 - a. An employee may not accrue more than forty (40) hours of compensatory time off at any one time.
 - b. Requests to use compensatory time off must be made in advance and are subject to the approval of the Executive Director. If an employee is scheduled to attend an evening meeting or weekend event, the employee should adjust their normal work schedule to avoid accruing overtime.

3.8.6 Compensation Adjustments

Executive Director has the authority to adjust compensation based on the approved job descriptions and compensation range established by the Board of Directors.

3.9 Performance Evaluation

An annual performance review is one tool in an ongoing and interactive process between an employee and supervisory team. It provides insights regarding the employee’s performance, feedback to the supervisor to best support the employee, recognition of employee accomplishments, and an opportunity for shared goal setting.

An annual review should contain no surprises. If the supervisor and staff member are utilizing other best practices in regular communication, this annual process will serve to document shared expectations and goals that have been mutually developed over time and create a platform for additional valuable conversation.

The annual performance review is one opportunity for reflection and communication. It is not intended to replace ongoing dialogue or other written agreements or documents and is not intended to be quantitative.

These evaluations are intended to be qualitative and for the mutual benefit of the employee and CCRCDC, to evaluate strengths, areas of growth, and the need for additional support. The annual review may not link directly to employee compensation, which is determined by several variables, e.g. CCRCDC's financial position, funding outlook, job classification, and merit.

1. Written employee performance evaluations will be completed by the Board of Directors for the Executive Director within one year and annually thereafter on the review anniversary.
2. Written employee performance evaluations will be completed by the Executive Director for all CCRCDC employees within one year and annually thereafter on the review anniversary.

If the evaluation is not satisfactory, appropriate action may be taken in accordance with steps outlined under Section 3.15.

Reviewed By: Policy Ad Hoc Committee & RCD Administrative Staff	Date Recommendations Proposed: June 18, 2026
Date Approved by Board of Directors: June 18, 2026	Witnessed By:

3.10 Benefits

Eligible employees will have the following options for health benefits based on designations.

3.10.1 Health, Dental, Vision and Life Insurance

Full-time employees are eligible for these benefits which become effective on the 1st day of the month following 60 days of employment

Medical Stipend: An annual medical stipend may be will be provided to non-probationary, regular employees, at a rate approved annually by CCRCDD Board of Directors, depending on budget, actual costs to employee and other financial considerations.

Medical Expense Insurance: Accident, health, and hospital insurance to cover non-occupational injuries and sickness may be shall be available to regular, full-time employees in all job classifications who have completed the 60 day probationary period and those probationary employees who are scheduled to become regular, full-time employees. Pursuant to federal and state law requirements, health insurance coverage shall be provided not later than sixty (60) days after employment begins. The scope of coverage and the payment of premiums are subject to periodic review and revision by the Board of Directors. CCRCDD shall pay a minimum of 60% of the premium and maximum of 75% based on no more than 10% of employee payrate contributed to their coverage premium. Employees shall pay up to 60% of the premium based on the plan selected by employee and employer contribution limits. terminated during the probationary period do not have the right of appeal.

3.10.2 Retirement Plan

CCRCDD offers eligible employees a Simple Traditional IRA once the employee has completed a minimum of one (1) year of continuous employment. The employee must receive at least \$5,000 in compensation during any one year prior, and is reasonably expected to receive at least \$5,000 in compensation during the current year.

3.10.3 Disability Insurance Provided by State of California

Each employee contributes to the State of California Disability Insurance (edd.ca.gov/Disability/ as of July 2026) to provide disability insurance pursuant to the California Unemployment Insurance Code. Contributions are made through a pre-tax payroll deduction. This benefit is provided by the State, which can provide further information about the program. These terms and programs may vary for employees who reside outside of California.

3.10.4 Workers' Compensation

CCRCD, in accordance with state law, provides workers' compensation benefits for employees in case of work-related injury. Employees seeking these benefits must:

- Report any work-related injury to the Executive Director within 24 hours and follow direction from CCRCD about completing appropriate forms
- Seek medical treatment and follow-up care, if required, for the first thirty (30) days of their claim at the designated medical preferred provider set up through the Special District Risk Management Authority (an employee may request in writing a pre-designated physician of their choice, provided that all relevant requirements found in Labor Code Section 4600(d)(1) are met)
- Provide CCRCD with a certification from their health care provider regarding the need for workers' compensation disability leave and their ability to return to work after the leave.

An employee who has been injured on the job and is receiving Worker's Compensation shall retain their usual employee benefits as long as employment continues. The employee will continue to accrue vacation and holiday pay based on personnel policy.

3.10.5 Paid Sick Time

Sick leave is intended to be taken only when an employee is ill.

All employees are eligible for paid sick days each year, up to a maximum of forty (40) hours per year upon hire of the employee.

Employees are responsible for determining their ability to work and must notify the Executive Director if they intend to take a sick day.

Whenever an employee believes it necessary to be absent from duty because of the serious illness or health care needs of a member of the immediate family (spouse, father, mother, brother, sister, child, mother-in-law, father-in-law, grandparent, grandchild, sisters and brothers-in-law, daughters-in-law and sons-in-law, or step-relatives in these categories) permission may be requested from the Executive Director to be absent for not more than three (3) working days. An additional two (2) days off may be granted by the Board President in severe situations. Time off for family sick leave beyond five (5) days requires Board of Directors' approval.

A doctor's statement may be required to substantiate use of sick leave when the absence is due to illness of the employee or family member. Such documentation may be required at the Executive Directors discretion. The Executive Director may require substantiation of illness by a physician or other health professional designated by the CCRCD at its expense.

Paid sick leave may be carried over to next year provided it does not exceed 40 hours. Sick Leave cannot be cashed out at any time.

3.10.6 Paid Vacation Time

Vacation is offered to employees so that they are better able to perform their jobs when they return. For this reason, CCRCD requires employees to take their vacation and does not permit employees to take pay in lieu of time off, except at employment anniversary date if 80- hour cap is exceeded. Employees are allowed to carry over only 80 hours of vacation time upon reaching their employment anniversary date.

Any accrued hours over the 80-hour cap will be paid out. Unpaid leave when vacation accrual is available is not permitted.

1. Submit vacation requests in writing at least two weeks in advance to the Executive Director or Fiscal Manager. When possible, vacation requests are granted, considering operating requirements.

Length of employment may determine priority in scheduling vacation times.

2. Employees who are out on a leave of absence do not accrue vacation time.

3. At the end of employment, eligible employees will be paid for accrued but unused vacation.

4. Temporary employees are not eligible for vacation benefits.

All regular employees are eligible for vacation.

- Upon completion of ninety (90) days of uninterrupted employment, employees shall begin to accrue vacation time at a rate of .0385 per hour.
- On the employee's fifth (5th) anniversary of employment, the accrual rate will increase to .05775 per hour.
- On the employee's tenth (10th) anniversary of employment, the accrual rate will increase to .077

To be eligible for paid vacation, the employee must work the last scheduled day before vacation and the first scheduled day after the vacation, unless prior approval is received from the Board President or the Executive Director.

3.10.7 Holidays

CCRCD observes the following holidays as compensated time not worked.

- New Year's Day
- Martin Luther King Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve Day

- Christmas Day
- 1 Floating Holiday

Each employee not classified as a temporary employee may utilize a floating holiday during the calendar year. Use of the floating holiday must be approved in advance by the Board President, or the Executive Director. As with other benefits, part-time employees receive this benefit pro-rated on their actual work rate. Should the employee terminate employment before the floating holiday is used in a calendar year, the floating holiday is forfeited.

Temporary employees are not eligible for holiday pay.

When a holiday falls on a regularly scheduled day off, an employee shall still be compensated for the holiday. Holidays are eight (8) hours for employees designated to work a minimum of 32 hours per week, and are pro-rated for other designations. For example, an employee who is designated to work 20 hours per week is entitled to 4 hours of pay per holiday.

3.10.8 Compensatory Time

Employees Comp time shall be accrued as time and one-half (1 ½ times regular hours worked).

- In lieu of overtime pay, employees shall receive compensatory time for hours in excess of regular time at a rate of one and one-half (1½) times regular rate.
- Compensatory time accrued shall not exceed a maximum of 60 hours per fiscal year for each employee.
- Employees shall use all accrued comp time within the fiscal year that it is accrued. There will be no comp time carried over from year to year. The fiscal year is July 1-June 30th. ESRCDC reserves the right to require employees to use their comp time within the specified period.
- Part time and temporary employees are not eligible for compensatory time since their hours should never exceed the forty (40) hour threshold per week.

3.10.9 Bereavement Leave

Bereavement leave may be granted with pay for up to three (3) days for an employee who requests such leave due to the death of a member of their family (spouse, father, mother, sister, child, mother-in-law, father-in-law, grandparent, sisters and brothers-in-law, daughters-in-law, sons-in-law, and grandchildren, or step-relatives in these categories). The three days may be used consecutively or as needed. The employee may also vacation or unpaid leave with the approval by the Executive Director. Additional leave may be approved by the Executive Director on a case-by-case basis.

Request for bereavement leave should be directed to the Board President or Executive

Director. Such time shall not be charged to vacation leave but shall be documented and recorded as a bereavement leave.

Temporary employees are not eligible for bereavement leave benefits.

3.10.10 Family and Medical Care Leave

Employees CCRCDC provides unpaid family/medical care leave per state and federal laws for certain qualifying reasons such as an employee's serious health condition; an employee's need to care for a child, parent, domestic partner, spouse, grandparent, grandchild, or sibling with a serious health condition; or bonding with a new child. If the need for leave is foreseeable, the employee is required to provide at least thirty (30) days' notice before the date the foreseeable leave is to begin, or as soon as practicable if the leave is not foreseeable.

In general, a person employed for at least twelve (12) months and who has worked, under Federal law, at least 1,250 hours during the twelve-month period preceding the commencement of leave, is eligible for family/medical care leave.

The duration of the leave may be either twelve (12) weeks or four (4) months depending on the reason for the leave and which law is applicable.

When family/medical care leave occurs under Federal law, the employee may choose to use accrued vacation leave in lieu of leave without pay. An employee who takes family/medical care leave must use all of their accrued compensatory time off, if any.

While on leave under this policy, an employee will continue to be covered by CCRCDC's group health insurance to the same extent that coverage is provided before leave. The employee will continue to be responsible for any portion of the cost for which they were responsible before their leave.

If an employee fails to return to work after the designated period of leave or when the leave entitlement has been exhausted or expires, CCRCDC shall have the right to recover its share of health plan premiums for the entire leave period, unless the employee does not return because of the continuation, recurrence, or onset of a serious health condition of the employee or their family member, or because of circumstances beyond the employee's control.

An employee may be required to provide certification by a health care provider stating that a serious health condition of the employee or a family member exists, a statement as to whether the employee is able to perform in their normal position, an estimate of the time the employee needs to care for a family member, the probable duration of the condition, and/or a statement that the condition requires family participation to provide care during the period of treatment or supervision of the individual requiring care. An employee will not be required to identify the serious

health condition involved or share a diagnosis.

An employee on family/medical care leave retains employee status, and the leave does not constitute a break in service for purposes of longevity, or seniority under any employee benefit plan. An employee who returns from leave will have no less seniority than the employee had when the leave commenced

An employee will be placed in the same or comparable position in which the employee was working at the time family/medical care leave began upon return from the leave and compensation will be at the range of the last position assigned.

This policy highlights some key elements of legislation pertinent to family/medical care leaves. It is not feasible to provide an in-depth analysis of family/medical care leave laws here. Each request for family/medical care leave will be considered on an individual basis and handled in strict conformance with all applicable laws related to the specific circumstances at hand. It is highly recommended that an employee consult with the CCRC's Board of Directors when considering a request for family/medical care leave so as to gain specific information about conditions relevant to the leave.

3.10.11 Military Leave

Employees Employees who are required to fulfill military obligations in any branch of the Armed Forces of the United States or in state military service will be given the necessary time off and reinstated in accordance with federal and state law. The time off will be unpaid, except where state law dictates otherwise. Exempt employees may be provided time off with pay when necessary to comply with state and federal wage and hour laws. Accrued vacation (if any) may be used for this leave if the employee chooses, but CCRC will not require the employee to use vacation. Military orders should be presented to the Executive Director and arrangements for leave made as early as possible before departure. Employees are required to give advance notice of their service obligations to CCRC unless military necessity makes this impossible. The employee must notify CCRC of their intent to return to employment based on requirements of the law.

3.10.12 Unpaid Leave of Absence

Employees CCRC may grant unpaid leaves of absence to employees in certain circumstances after the probation period is completed. A formal written request addressed to the Board of Directors should be made as far in advance as possible and give prompt notice if there is a change in the return-to-work date. In an employee does not return to work on the date agreed upon, it may be assumed that the employee does not plan to return and has voluntarily terminated their employment.

Employees are not paid for holidays that occur during unpaid leaves of absence, nor do they accrue vacation or sick leave. Should the end of the fiscal year occur during an

approved leave of absence without pay the entire leave shall be considered as part of the fiscal year in which the employee last worked. No portion of the leave shall be counted as part of the total approved leave without pay the employee may accumulate during the fiscal year in which he or she returns to work.

All reasonable efforts will be taken to reassign the returning employee to previous job duties. Compensation will be at the salary range of the position assigned on return. If there were unused vacation and/or sick leave accrual balances when the employee left for their unpaid leave of absence, those accrued balances will remain in place, and will be available to the returning employee.

CCRCDC may not pay for medical, dental or vision insurance coverage for employees during unpaid leaves of absence that are one month or longer. However, employees may retain continued health insurance coverage by agreeing to reimburse CCRCDC for the /insurance coverage during their leave.

3.10.13 Jury Duty or Witness Leave

Leave with pay shall be granted for up to 3 days to employees selected to serve jury duty or while serving as a witness in a criminal proceeding. The employee may retain money received from the court for mileage reimbursement. Other funds received for jury duty shall be given to CCRCDC. The employee shall receive his/her regular rate of pay and continue to

This is conditional upon providing CCRCDC written verification from the court clerk of having served. Employees must notify the Executive Director of the need for time off for jury duty or witness leave as soon as a notice or summons from the court is received. If work time remains after any day of jury selection or jury duty or serving as a witness, an employee is expected to return to work for the remainder of their work schedule.

Employees subpoenaed for court appearances other than work related, must use vacation or leave without pay approved in advance by the Board President or the Executive Director. Time off will be allowed for Grand Jury duty at the discretion of the Board President or the Executive Director.

3.10.14 Pregnancy Disability Leave

Employees An employee may be granted a maternity leave of absence to a maximum of four (4) months with the approval of the President. An employee may use accrued vacation and/or sick leave during a Pregnancy Disability Leave, otherwise the leave shall be unpaid. An employee eligible for Family Care Leave may request that the first four (4) months of maternity leave be considered as Family Care Leave.

The Executive Director may request written concurrence of the attending physician regarding the commencement of maternity leave.

All reasonable efforts will be taken to reassign the returning employee to previous job

duties. Compensation will be at the salary range of the position assigned upon return.

In accordance with California law, any employee disabled by pregnancy, childbirth or related medical conditions is entitled to up to four (4) months of paid or unpaid Pregnancy Disability Leave. Pregnancy Disability Leave may be used in conjunction with Family Care Leave as prescribed by regulation.

3.10.15 Crime Victim Leave

Employees are eligible for unpaid Crime Victim Leave per state and federal laws for certain qualifying reasons:

1. Court and Legal Proceedings

You can take time off to:

- Appear in court as a victim or witness
- Attend preliminary hearings
- Attend sentencing hearings
- Participate in trial proceedings
- Meet with prosecutors or law enforcement
- Attend parole or probation hearings

2. Victim Services

Time off for obtaining services:

- Restraining orders
- Victim advocate meetings
- Victim compensation claims
- Witness protection services
- Crime victim assistance programs

3. Medical and Mental Health

Leave for treatment related to the crime:

- Medical treatment for injuries
- Mental health counseling
- Psychological treatment
- Therapy appointments

4. Safety Planning

Time to protect yourself:

- Safety planning with advocates
- Relocating for safety
- Securing housing
- Obtaining protective orders

3.10.16 Day of Rest Leave

California Labor Code Section 551 guarantees every worker one day of rest in every seven-day workweek. Its companion statute, Section 552, makes it illegal for an employer to cause an employee to work all seven days. Work week is considered Monday through Sunday and not by a rolling count of consecutive days, and employees can voluntarily choose to skip their rest day. Voluntary extra

shifts are determined by notification to Executive Director in advance that Employee requests to work a 7-Day work week in order to complete their chosen work schedule. Executive Director will be approved on a case by case basis in order to avoid any unnecessary shifts.

3.10.17 Domestic Violence, Sexual Assault or Stalking Leave

Employees that are Victims of domestic violence, sexual assault, or stalking have additional protections under Labor Code § 230.1:

Employees are allowed time off for medical attention, psychological counseling or mental health services, safety planning, obtaining restraining orders or relocating.

Employees must give advance notice if possible. If unscheduled, notify as soon as possible indication use sick leave or vacation or unpaid leave.

Employer may request documentation such as police report, court order, documentation from victim advocate, medical documentation or written statement from employee.

3.10.18 Reproduction Loss Leave

Reproductive Loss Leave (SB 848, 1/1/2024) is a job-protected, unpaid leave available to eligible employees who have worked at least thirty (30) days in California regardless of full time, part time or temporary status.

Leave is available for the following qualifying events:

- Miscarriage
- Stillbirth
- Failed adoption
- Failed surrogacy
- Unsuccessful assisted reproduction (e.g., failed IVF or intrauterine insemination)

Leave duration is up to five (5) days of leave per reproductive loss event, which do not need to be consecutive. Leave must be taken within three (3) months of the event.

Leave duration for multiple events can be up to **20 days** of reproductive loss leave in a 12-month period (calendar year), with no limit on the number of events.

The leave is unpaid, but employees may use accrued paid time off (e.g., vacation, sick leave, floating holiday, or compensatory time) to cover the leave.

CCRCDC cannot retaliate, deny promotions, reduce hours, or terminate employees for taking this leave. CCRCDC will keep information about the leave request confidential.

3.10.19 Time off for Voting

Employees California law allows eligible employees to take up to two (2) hours of paid time off to vote on Election Day if they do not have sufficient time outside of working hours to vote. Polls are open from 7:00 a.m. to 8:00 p.m. each election day. The time off must be taken at the beginning or end of the regular work shift, whichever allows the most free time for voting and the least time off work, unless otherwise agreed upon with CCRCD.

Employees must provide two working days’ advance notice to their if they intend to take time off to vote. CCRCD will post a "Time Off to Vote" notice in a conspicuous location at least 10 days before every statewide election.

3.10.20 School Appearance Leave

According to CA Labor Code Sec 230.7 School Appearance Leave is a protected leave which allows employees who are parents, guardians, or caregivers to take unpaid time off work to appear at their child’s school when required by the school, particularly in cases of suspension or expulsion.

Eligibility applies to employees who are parents, guardians, foster parents, stepparents, grandparents, or individuals standing in loco parentis (those who have day-to-day responsibilities for a child without a legal or biological relationship).

The purpose is to allow employees to take leave to attend school disciplinary meetings, including when a teacher or school district requires a parent or guardian to be present during a suspension under California Education Code Section 48900.1.

There is no hourly limit for school appearance leave related to suspensions or expulsions. The leave is unpaid, but employees may use accrued vacation, personal leave, or compensatory time off if available.

Employees must provide reasonable advance notice to CCRCD, who is turn may request documentation such as a school notice or certification confirming the need for the employee’s presence. CCRCD will not retaliate, discriminate against, demote, or terminate an employee for taking this leave

<p>Reviewed By: Policy Ad Hoc Committee & RCD Administrative Staff</p>	<p>Date Recommendations Proposed: June 18, 2026</p>
<p>Date Approved by Board of Directors: June 18, 2026</p>	<p>Witnessed By:</p>

3.11 Reasonable Accommodation

The RCD is committed to complying with the Americans with Disabilities Act (ADA) and the California Fair Employment and Housing to protect the rights of qualified disabled persons. It is the RCD's policy that no program or activity administered by the RCD shall exclude from participation, deny benefits to or subject to discrimination any individual solely by reason of their disability. Equal employment opportunity will be extended to qualified disabled persons in all aspects of the employer-employee relationship, including recruitment, hiring, upgrading, training, promotion, transfer, discipline, layoff, and termination. When necessary, the RCD will provide reasonable accommodations to a qualified disabled employee or applicant.

3.12 Ethics, Conflict of Interest and Nepotism

No employee of the RCD shall exercise supervisory authority over a member of his/her family, such as a parent, spouse, domestic partner, child, sibling, or in-law. No employee of the RCD shall use his/her position or office for the purposes of private gain.

Employees must deal with contractors, suppliers, customers and all other persons doing business with or being served by the RCD in the best interest of the RCD and without favor of preference based on private benefit.

No employee shall own any interest in any company or business concern to such extent that this ownership might tend to influence decisions that the employee might make.

No employee shall publicly represent the RCD in any political context without prior approval by the Board of Directors.

3.13 Outside Employment

While the RCD does not seek to interfere with the off-duty and personal conduct of its employees, certain types of off-duty conduct may interfere with the RCD's legitimate interests. While employed by the RCD, employees are expected to devote their energies to their work with the RCD. Outside employment that conflicts with or impairs an employee's work schedule, duties, performance and responsibilities is prohibited.

Employees may not conduct outside work or related activities in the RCD workplace during the employee's working hours or while using RCD facilities and/or equipment. Outside employment that directly or indirectly competes with the business or the interests of the RCD is also prohibited.

3.14 Prohibited Conduct

Employees are expected to maintain the highest standard of ethical conduct. The following conduct will not be tolerated by the RCD. This list is illustrative only; other

types of conduct injurious to security, personal safety, employee welfare, or RCD operations or reputation also may be prohibited. Employees shall not:

- perpetuate or cause any form of harassment or discrimination, including sexual harassment
- fail or refuse to follow the instructions of one's supervisor or refuse to work on an assigned task without reasonable cause
- violate safety practices
- attempt to deceive, defraud, or mislead the RCD
- engage in disorderly or violent conduct that affects the safety of RCD staff or RCD associates
- carry unauthorized weapons on RCD premises or while on duty
- be excessively absent or tardy
- take or misuse RCD property, funds, facilities, services or equipment
- engage in unethical business practices or illegal conduct while at work
- conduct themselves at any time in a manner that would discredit the RCD
- steal or deliberately or carelessly damage or destroy property of the RCD, an RCD employee, partner or client
- commit a fraudulent act or a breach of trust

3.15 Performance Evaluation

An annual performance review is one tool in an ongoing and interactive process between an employee and supervisor team. It provides insights regarding the employee's performance, feedback to the supervisor to best support the employee, recognition of employee accomplishments, and an opportunity for shared goal setting.

An annual review should contain no surprises. If the supervisor and staff member are utilizing other best practices in regular communication, this annual process will serve to document shared expectations and goals that have been mutually developed over time and create a platform for additional valuable conversation.

The annual performance review is one opportunity for reflection and communication. It is not intended to replace ongoing dialogue or other written agreements or documents and is not intended to be quantitative.

These evaluations are intended to be qualitative and for the mutual benefit of the employee and the RCD, to evaluate strengths, areas of growth, and the need for additional support. The annual review may not link directly to employee compensation, which is determined by a number of variables, e.g. the RCD's financial position, funding outlook, job classification, and merit.

3.16 Employee Training and Advancements

All new employees shall receive job orientation training as determined by the Executive Director. Fiscal Manager will ensure all training required for compliance to California Labor Code are determined and documented during onboarding.

Staff attendance at regional and state conferences and professional and educational meetings are of value to the CCRC and the employee. These events can be classified as a training expense upon approval by the Executive Director. CCRC may pay travel, registration fees, and other actual costs involved in the training based on availability of funding.

Training Certifications obtained that relate to job duties may be considered as part of compensation and advancement along with project responsibilities within the approved staffing structure found in Appendix B.

3.17 Responsible, Accountable, Consulted, Informed, Not Involved, Group (RACING) Model

Projects will be managed according to RACING Model with employee designations of Responsible, Accountable, Consulted, Informed / Involved, Not Involved, or Group Effort. This model allows for accountability of all employees based on their designated participation. RACING Model details can be found in Appendix C.

3.18 Complaints Against Executive Director or Board Members

Employees are encouraged to express needs, concerns, or complaints about the Executive Director's behavior or performance to the Executive Director. If this does not resolve the concern or if the employee does not feel safe expressing their concern to the Executive Director, the employee should seek assistance from a member of the board of directors.

Employees are encouraged to express concerns or complaints about the behavior or performance of a member of the board of directors to the Executive Director. The Executive Director may address the concern with the board member and/or other members of the board as appropriate.

It may be appropriate and beneficial for a neutral outside consultant to investigate or mediate the matter or provide recommendations. In such cases, all parties involved shall participate in the selection of the outside consultant.

3.19 Grievance Procedure

A grievance is defined as an expressed dissatisfaction by an employee pertaining to any condition of his/her employment.

Procedure

- In the event an employee feels he/she has a grievance, the employee should begin the procedure with his/her immediate supervisor within ten (10) working days of recognizing the problem on which the grievance is based.
- The grievance, in written form, shall be presented by the employee to the

immediate supervisor. The immediate supervisor shall meet with the employee to discuss the issues within five (5) working days. The supervisor shall give the employee a written response within ten (10) working days from the date of the meeting. If the employee is not satisfied with the supervisor's response, the employee may appeal to the next level.

- The grievance and dissatisfaction with the supervisor's response or any proposed resolution in the previous paragraph shall be presented in writing to the Board of Directors within ten (10) working days of the supervisor's written response. The Board of Directors may take whatever steps considered necessary to resolve the dissatisfaction. The Board of Directors shall submit a written response to the employee within ten (10) working days of receiving the employee's grievance.
- The grievance and reasons for dissatisfaction with prior resolutions shall be submitted in written form to the Personnel Committee of the Board of Directors.
- The Personnel Committee shall hear the grievance no later than 30 working days after the receipt of notification. At the hearing the employee shall present the grievance and requested resolution. Within ten (10) working days of the hearing, the Personnel Committee shall issue a written report detailing their decision and findings of fact in support of that decision and make a recommendation to the Board of Directors.
- The Board of Directors, within ten (10) working days of the hearing, shall issue to the employee a written decision with findings of fact supporting that decision. There is no further administrative remedy available to the employee. Per mutual agreement between the employee and the individual or body hearing the grievance, the time allotted for rendering a decision as stated in this section may be extended to allow for additional fact finding, evaluation and analysis.

Representation

- The employee and the Board of Directors or his/her designee may be represented by parties of their choice. Any costs of representation to the employee shall be borne by the employee, and any costs of representation for the Board of Directors shall be borne by the CCRC.
- The Board of Directors shall retain the authority to identify any positions that may remain immune from any lay-off procedure, in order to continue any functions deemed essential to the CCRC in a particular circumstance. Such immunity can be revoked at any time by the Board of Directors, depending upon economic considerations and programmatic priorities.
- The employee and any designated representatives of either party may have access to all relevant information maintained by the CCRC with the exception that confidential information regarding other employees may not be utilized during the procedure without the specific written consent of the affected parties.

Impartial Observers

- During all phases of the grievance procedure the employee may request the presence of another employee during all proceedings to act as an impartial observer. The choice of an observer shall be mutually agreeable to both parties of the grievance.

- The role of the impartial observer is not to support, counsel, or encourage either side involved in the grievance, but rather to objectively observe the proceeding and, if requested by either party, to report observations in a written summary for record in the grievance file.

Witnesses

- During the grievance procedure either or both parties shall be allowed to call upon no more than two witnesses during any particular phase unless mutually agreed otherwise.
- Employees called as witnesses by either side shall do so on CCRCD time with any travel expenses from their normal job site paid by the CCRCD.

It is expected that an employee fulfills all requirements associated with his or her job throughout all phases of the grievance proceedings.

A grievance signed by two or more employees concerning the same issue should be directed to the Personnel Committee.

Groups of two or more employees initiating a grievance may designate no more than two employees to represent the group in meetings with the Board of Directors or Personnel Committee.

3.20 Disciplinary Action

The CCRCD strives to provide a feedback-rich communications culture in which the need for disciplinary action is minimized. When corrective discipline is determined to be the appropriate course of action, it is typically, although not always, a sequential process directed toward improving an employee's performance. This process in no way alters the RCD's policy of at-will employment. Any of the following measures may be part of the disciplinary process:

- constructive criticism or probation (e.g. clear written statements by the supervisor about what is expected of the employee, how the employee is expected to change, consequences if goals are unmet, and plans for follow-up and time frame for improvement)
- written warning or reprimand (e.g. the supervisor notifies the employee in a written format of the specific infractions, and may include date(s) of occurrence, remedy proposed, including any deadlines, possible sanctions for noncompliance, and a review of past disciplinary steps taken)
- counseling (e.g. the mutual exploration of the problems by the supervisor and employee)
- suspension with or without pay
- demotion and/or reduction in pay
- termination of employment without possibility of being rehired

All disciplinary action will be accompanied by a written notice to the employee stating the reasons and terms for such discipline. The employee may respond in writing to the

contents of the notice. Written notices and responses shall be saved in an employee's personnel file.

3.21 Resignations and Terminations

In reference to Policy 3.4, CCRCDC is an at-will employer. This means that regardless of any provision in these policies CCRCDC may terminate the employment relationship at any time, for any reason, with or without cause or notice. Nothing in this policy or in any document or statement, written or oral, shall limit the right to terminate employment at-will.

Employment status may be changed in the following

3.21.1 Voluntary Resignations

To leave the RCD in good standing, an employee must give written notice to their supervisor at least two (2) weeks before effective date of termination.

3.21.2 Reduction of Workforce

Employees terminated during the Under some circumstances, the RCD may need or opt to restructure or reduce its workforce. In these cases, the RCD will attempt to provide advance notice, if possible, to minimize the impact on those affected. If possible, employees subject to layoff will be informed of the nature of the layoff and the foreseeable duration of the layoff, whether short-term or indefinite. In the case of a layoff, the RCD may take into account, among other things, operation and requirements, the skill, productivity, ability and past performance of those involved and employee's length of service.

3.21.3 Terminations

Employees Per Section 2.6 employment at the RCD is at-will, meaning it may be terminated with or without cause and with or without notice at any time.

3.22 Vehicle Use

In the course of their duties, employees may participate in meetings, field visits, conferences, and other work that requires travel. Employees may be reimbursed for their mileage when the travel is approved by their supervisor and not reasonably considered to be part of an employee's commute.

When such travel commences or terminates at an employee's home, the distance traveled shall be computed from either the office or their home, whichever shall result in the lesser distance. Regardless of flexibility offered by the RCD, no employee's home is considered their permanent workstation. Employees will not be reimbursed for travel to locations that are on the way to the office or a shorter distance than driving to the office, or for travel that is not approved by their supervisor.

Proof of adequate insurance coverage for collision, personal injury, and property damage shall be required by the District of any employee using a personal vehicle in

the performance of District work.

3.22.1 District or Personal Vehicle

The District will put into effect a vehicle use policy should the District acquire vehicles for District business. District employees authorized to use federally owned vehicles for use under USDA agreements will abide by the vehicle use policies set forth by the agency providing the vehicle.

Employees may use their private vehicles for official business when a requirement or expectation exists to attend a meeting, event or activity on behalf of CCRCD.

3.22.2 Motor Vehicle Safety Program

When using personal or district vehicles while performing work duties, employees will adhere to all traffic safety rules as well as 1. Smoking or use of tobacco products is prohibited; 2. Driver and passengers must observe state seat belt laws; 3. Use of cell phones (talk or text) is prohibited while driving unless vehicle is equipped with hands-free technology (e.g., Bluetooth); 4. Passengers are only allowed if traveling in the course and scope of their employment (e.g., partners, contractors) and is over the age of 18.

Volunteers or general public are not allowed to travel with employees while on duty unless approved in advance by the Executive Director and has signed a Release of Liability. In the event, a volunteer is under the age of 18 a parental permission form and release of liability must be signed by legal guardian.

Employees are to immediately notify Executive Director if there are any issues, concerns or maintenance required.

3.23 Reimbursement Policy

Calaveras County Resource Conservation District has adopted IRS reimbursement rates set forth in IRS Publication 463 (or a successor publication) for the period for which reimbursement is sought for personal vehicle use and permits full reimbursement for other actual approved expenses for transportation, meals, and lodging expenses. The mileage reimbursement rate is determined by the current Internal Revenue Service rate. Employees are not reimbursed for mileage when driving a vehicle provided by the RCD or NRCS.

3.24 Drug-Free Workplace Requirements

As a recipient of federal funds, the RCD may be required to follow guidelines set by the Drug-Free Workplace Act of 1988. As such, the unlawful manufacture, distribution, dispensation, possession or illegal use of a controlled substance is prohibited within the RCD workplace. Should an employee be found to be participating in any of the above activities within the workplace, disciplinary actions will be taken by the RCD.

The RCD maintains a drug-free workplace awareness program by requiring all employees to read the following:

- There are dangers to drug abuse in the workplace.
- The RCD's policy is to maintain a drug-free workplace.
- Drug counseling, rehabilitation, and employee assistance programs may be available.
- Penalties may be imposed upon employees for drug abuse in the workplace at the discretion of the RCD.
- As a condition of employment on a federal contract, employees should abide by the terms of the policy statement; and
- Notify the RCD, within five calendar days, if convicted of a criminal drug violation in the workplace.

3.25 Confidentiality and Public Records

The Calaveras County RCD shall supply data and records to requesting parties in accordance with the California Public Records Act (CPRA, California Government Code §6250 et seq). The following policies clarify the impact employee records:

3.25.1 Access to Employee Files

Employees may review, receive copies, or add their version of disputed items to their personnel file at any time upon request. All information contained in the personnel records shall be confidential. Release of any information contained in the personnel record shall be provided only with consent of the staffmember involved. The RCD will restrict disclosure of employees' personnel files to authorized individuals within the RCD. Disclosure of personnel information to outside persons will be limited. However, the RCD will cooperate with requests from authorized law enforcement or local, state or federal agencies conducting official investigations and as otherwise legally required.

3.25.2 HIPAA Compliance

Employer sponsored health plans are administered through the Fiscal Manager with insurance broker that follows safeguards to protect health information. "Health information" relates to the past, present, or future treatment of an individual. Coverage by a health plan is considered health information. Therefore, any piece of individually identifiable information related to health plans that are on file with the Fiscal Manager are not subject to public records requests.

3.25.2 Employee References and Recommendations

Past and present employees may request letters of recommendation directly from administrative staff with details of what the employee would like highlighted. External requests for employee references will follow California Employment Laws regarding allowed information to be shared only.

3.26 Electronic Communications, Social Networking, and Electronic Devices Usage

The RCD uses various means of electronic communication and social networking. All means of electronic communication provided by the RCD for employee use, including all software and hardware, remain the sole property of the RCD and are to be used only for RCD business and for limited personal use. Social Media platforms are to be administrated by RCD staff and remain the sole property of the RCD and are to be used only for RCD promotion. Electronic communication/ social media may not be used in any manner that would be discriminatory, harassing or obscene, or for any other purpose which is illegal, against RCD policy or not in the best interest of the RCD. Employees should not use personal email or personal file storage to conduct RCD business and should recognize that all RCD-related documents and communications, including on personal devices, may be subject to the California Public Records Act.

Employees who misuse electronic communications to engage in defamation, copyright or trademark infringement, misappropriation of trade secrets, discrimination, harassment or related actions will be subject to immediate termination. Employees may not install personal software in RCD computer systems. All electronic information created by any employee using any means of electronic communication is the property of the RCD and remains the property of the RCD.

The RCD reserves the right to access and review electronic files, messages, mail, etc., and to monitor the use of electronic communications as is necessary to ensure that there is no misuse or violation of RCD policy or any law. Employees are not permitted to access the electronic communications of other employees or third parties unless directed to do so by the Executive Director.

3.27 Staffing Structure and Duties

Employee Classifications, Compensation Range and Job Duties are summarized in Board Approved Staffing Structure found in Appendix B. Job Descriptions will be based on approved staffing structure with additional details on duties assigned.

3.28 Dress Code and Personal Standards

Employees are expected to dress in business casual for office and meeting dates. In the event employee is performing field “protective apparel regulated by the Occupational Safety and Health Standards Board” is required. CCRCDC provides safety vests, helmets, ear protection and safety glasses as needed.

3.29 Punctuality and Attendance

Employees are responsible for communicating work schedules and any changes in attendance. Absenteeism, Presenteeism and Tardiness may be subject to disciplinary actions if not properly communicated to Administration. Definitions and clarifications of responsibilities are:

Absenteeism refers to frequent absence from an employee’s job responsibilities. This

includes not coming to work frequently or taking excessive sick leave without being able to submit doctor's notes.

Presenteeism refers to being present at work beyond your schedule even when we don't require overtime. This can cause you to overwork and have an impact on your productivity and job satisfaction. We want to ensure that you keep your schedule both when coming to work and leaving.

Tardiness refers to coming in late, taking longer [breaks](#) than you're entitled to and constantly leaving earlier from work without reason. We probably won't mind if you're a bit late one morning or leave a little earlier on a Friday. But, we want to make sure you generally follow your schedule and you don't cause disruption in our workplace.

Employees are responsible for monitoring working hours through our timekeeping platform. Please be diligent in recording working hours, so you can receive your due payment. Report any expected and unexpected use of vacation, sick and other leave.

3.30 Field Safety Policy

This policy is for any member of RCD staff planning to work in a location in which cell phone or landline communication is infeasible for any reason, or if staff is unsure whether or not such communication will be possible. In these cases, staff will follow the following procedure:

- Staff will enter information about field visits in their work calendar before going out into the field whenever feasible.
- Before going into the field, staff will identify a buddy who will not be out of cell phone range.
- Staff will do this in advance whenever feasible.
- In general, field assistants and project managers serve as buddies for each other.
- "Home base" buddy accepts that role.
- Buddies agree to check-in plan as well as back-up communication plan, e.g. landowner's landline telephone, before field staff goes on site.
- Field staff signs out or indicates a field safety communication device.
- If possible, ensure that field safety communication device is adequately charged in advance.
- Field staff sends the field safety communication device tracking email link to the home base buddy.
- Both buddies follow through with plan until field staff is no longer at risk of being out of communication.
- Field staff keeps field safety communication device turned on and with them at all times while out of range in the field.
- If for any reason the home base buddy can no longer fulfill that role, the home base buddy identifies a new buddy, informs him or her of the check-in plan and email link, and sends a message to the field buddy with updated information.

If there is an incident:

If potentially life threatening, utilize emergency function on field safety communication device. For all other issues, contact home base buddy.

If it is a non-emergency medical issue, home base buddy should identify First Aid options available through professional services.

For any safety issue, inform RCD Executive Director as soon as appropriate and feasible. Project managers and staff supervisors are responsible for ensuring that relevant staff is trained in these protocols and how to use field safety communication devices. Field safety communication devices are stored in the black wall cabinet in Suite 103. If the charge is below 50% when returning the unit, the last person to use the device is responsible for charging it.

3.31 Workplace Violence Prevention Policy

Violence by an employee or anyone else against an employee, supervisor or member of management will not be tolerated. The purpose of this policy is to minimize the potential risk of personal injuries to employees at work and to reduce the possibility of damage to District property in the event someone, for whatever reason, may be unhappy with a District decision or action by an employee or member of management.

If you receive or overhear any threatening communications from an employee or outside third party, report it to your supervisor at once. Do not engage in either physical or verbal confrontation with a potentially violent individual. If you encounter an individual who is threatening immediate harm to an employee or visitor to our premises, contact an emergency agency (such as 911) immediately.

All reports of work-related threats will be kept confidential to the extent possible, investigated and documented. Employees are expected to report and participate in an investigation of any suspected or actual cases of workplace violence and will not be subjected to disciplinary consequences for such reports or cooperation.

Violations of this policy, including your failure to report or fully cooperate in the District's investigation, may result in disciplinary action, up to and including discharge.

Employees will participate in Workplace Violence Prevention trainings as assigned.

Reviewed By: Policy Ad Hoc Committee & RCD Administrative Staff	Date Recommendations Proposed: June 18, 2026
Date Approved by Board of Directors: June 18, 2026	Witnessed By:

SELECTION COMMITTEE CRITERIA SHEET - Average Scores

San Andreas East Fuel Break (5GG23221)

Budget: Mastication - up to 100 acres at \$3,750 Total \$ 375,000

	Forester Name	Cost/Acre	TOTAL Cost	Completeness of Proposal	Required Insurance / Licenses	Attendance to PreBid Tour	Qualification / Experience / Workability	Approach and Strategy	Cost	Local Benefit (Calaveras or adjacent County)	TOTAL POINTS	Reviewer Notes
				Pass/Fail	Pass/Fail	Pass/Fail	1-30 points	1-30 points	1-30 points	0 or 10 Points		
1	Northwoods Tree and Land Services	\$2,513	\$251,300.00	Pass	Pass	Pass	28.6	29.6	27	10	95.2	versatile equipment, addressed dust control, addressed larger dbh, addressed slope, good references, good reference for subcontractor as well,; addresses pruning flush to bole; addressed landowner coordination and grazing most extensively; fullest approach; noxious weed control
2	Nates Tree Service	\$2,325	\$232,500.00	Pass	Pass	Pass	28.2	26.2	30	10	94.4	lower slope addressed in proposal but from experience, they can treat higher; addressed larger diameter trees; addressed timeline; clean up needed in other projects; addressed limping/pruning to the bole; good fire plan, versatile equipment, provided timeline
4	Red Mountain Resources (RMR)	\$2,585	\$258,500.00	Pass	Pass	Pass	24.2	24.8	25.2	0	74.2	reference said constant oversight is needed during operations; reference has said communication is not only clear; unsure if dedicated equipment will be able to successfully treat project; good references
3	Drews Land Clearing	\$3,000	\$300,000.00	Pass	Pass	Pass	26.4	22.2	23.2	10	81.8	Majority of proposal was copy/pasted directly from RFP which heavily impacted approach score; good references for on the ground operations; mentioned personnel is trained but did not specify what trainings have been completed; goopd mix of equipment, no discussion of capabilities



PROPOSAL FOR

San Andreas East Fuel Break

◆ Grant No. 5GG23221 ◆

Calaveras County Resource Conservation District

SUBMITTED BY

Northwoods Tree & Land Service LLC

Jamestown, California (Tuolumne County)
CSLB License: C61/D49 #1038937
LTO License: #A014616
Waylon Spence — Owner / Contract Manager
Luke Barrieau — Owner / Project Manager
(916) 918-3037
info@northwoodstreeandland.com

SUBMITTED TO

Calaveras County Resource Conservation District

Kaylee Dillashaw, Project Manager
kdillashaw@calaverasrcd.org
proposals@calaverasrcd.org
(209) 768-1603

Submission Deadline:
May 29, 2026 at 5:00 PM

◆ Fuels Reduction ◆ Mechanical Mastication ◆ Shaded Fuel Break Construction ◆ Steep Slope Operations ◆



SECTION I ◆ QUALIFICATIONS & EXPERIENCE

1.1 Contractor Information & Licenses

Contractor	Northwoods Tree & Land Service LLC
Primary Contacts	Waylon Spence — Owner / Contract Manager Luke Barrieau — Owner / Project Manager
Address	11255 CA-120 E Jamestown, CA 95327 — Tuolumne County
Phone	(916) 918-3037
Email	info@northwoodstreeandland.com
CSLB License	C61/D49 — License #1038937 — Active
LTO License	Licensed Timber Operator — LTO #A014616 — Active
Entity Type	Limited Liability Company (LLC)
Pre-Bid Tour	Attended — May 19, 2026

1.2 Insurance

Northwoods Tree & Land Service LLC maintains all required insurance coverage as specified in the RFP. Insurance certificates naming CCRCD as additionally insured will be provided prior to contract execution. Coverage carried includes:

- ◆ Workers' Compensation & Employer's Liability — in accordance with California law, including coverage for all authorized subcontractors
- ◆ Commercial General Liability — minimum \$2,000,000 per occurrence for personal injury and property damage
- ◆ Automobile Liability — minimum \$1,000,000 bodily injury / \$100,000 property damage per occurrence, covering all owned, hired, and non-owned vehicles
- ◆ Pollution Liability —
- ◆ Northwoods carries Broad Form B (Commercial Umbrella) insurance coverage

Certificate of insurance naming CCRCD as additionally insured will be attached to this proposal / provided upon request prior to contract execution.



1.3 Equipment Fleet — Project Dedicated

The following equipment will be dedicated to this project. All machines are equipped with spark arrestors or turbochargers, maintained free of leaks, and in good operating condition per RFP requirements. All equipment will be cleaned and inspected prior to entering the project area and between parcels to prevent the spread of noxious weeds and pathogens.

Machine	HP / Rating	Project Application
Komatsu XT465L	330 HP	Self-leveling tracked feller buncher with FAE drum mulcher and 24" Quadco hot saw. ~9.7 PSI ground pressure. Deployed on steep-slope mastication, mechanical thinning, and large-diameter tree felling throughout the project area.
Weiler B458A	330 HP	Leveling tracked feller buncher with FAE drum mulcher. Purpose-built for steep-terrain mastication and large-scale fuels reduction. Used alongside the XT465L for simultaneous multi-unit operations on steep sections.
Weiler B357	250 HP	Low-ground-pressure tracked feller buncher with FAE drum mulcher. Non-leveling unit deployed on accessible terrain, lower-gradient areas, and brush-dominant treatment zones.
FAE PT300	325 HP	Low-center-of-gravity tracked carrier with 91" drum mulcher. ~4.1 PSI ground pressure. Factory-rated to 100% vertical / 70% lateral slope. Primary steep-slope dedicated carrier for highest-gradient treatment areas.
FAE PT175	173 HP	Low-ground-pressure tracked carrier with 72" drum mulcher. ~3.9 PSI ground pressure. Factory-rated to 100% vertical / 70% lateral slope. Secondary steep-slope carrier and precision treatment unit for tighter areas.
ASV RT135	135 HP	High-capacity compact track loader with rubber tracks. Configurable with 62" drum mulcher or grapple. Used for technical tight-access areas, infrastructure-adjacent treatment zones, and log handling.
Kubota KX080	70 HP	10-ton excavator with grapple for sorting, stacking, and feeding the tracked chipper. Provides material handling support throughout chipping operations and large woody debris processing.
Bandit 20XPTK	350 HP	22" class self-feeding tracked chipper for high-production biomass processing in steep and remote terrain. Used in combination with the KX080 and experienced sawyer crew for all chipping operations.

Fire suppression equipment: Each machine carries fire extinguishers meeting or exceeding CCRCD Fire Plan requirements. 500-gallon water buffaloes on towable trailers are staged throughout active work areas for dust control, fire suppression readiness, and equipment washdown. All service trucks are equipped with onboard air compressors for between-parcel equipment cleaning.

1.4 Qualified Personnel



2026

Name	Role — This Project	Experience	Relevant Background
Hayden Schwarz	Project Foreman (On-Site Daily)	7 Years	Daily field supervision, crew/equipment coordination, and stakeholder communication. 7+ years in large-scale fuels reduction, production logging, hazard tree mitigation, and steep-slope forestry throughout Northern California WUI environments.
Luke Barrieau	Owner / Project Manager	6 Years	Project compliance, scheduling, and CCRCD liaison. 6+ years in fuels reduction, hazard tree mitigation, and forestry operations with emphasis on production logistics and WUI/infrastructure-sensitive coordination.
Ryan Coe	Chipping Foreman	31 Years	Oversees all tracked chipping operations, sawyer coordination, and large woody debris processing. 31 years in production logging, fuels reduction, and forestry operations throughout Northern California.
Beau Spence	Equipment Operator	4 Years	Equipment operation in WUI and forestry environments. 4+ years in mechanical fuels reduction, infrastructure-sensitive treatment areas, and steep terrain operations.

1.5 Subcontractor — Wildland Interface Management (WIM)

Subcontractor	Wildland Interface Management (WIM)
Location	Placerville, California (El Dorado County)
LTO License	#B014471 — Active
Small Business	#2031973
Scope of Support	Equipment and operator support for steep-slope mastication, tracked chipping, and large-scale fuels reduction operations as needed based on project timeline and workload demands

Name	Role	Experience	Background
Joshua Sjotvedt	CEO & WIM Operations Lead	10 Years	Forestry and heavy equipment operations, fire incident resources management, private and public sector fuels reduction, hazard trees, utility line clearing, and silviculture.
Trevor Busch	Mastication Foreman	6 Years	WIM foreman on multiple projects over 2+ years. Daily on-site operations, communications between managers and project managers, equipment operation and maintenance, safety compliance.



Steve Sjotvedt	Operations Safety Manager	29 Years	29 years in wildland firefighting, fuels management, and crew safety. On-site safety, operational efficiency, equipment oversight, and environmental protection measures.
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Combined, Northwoods and WIM have treated over 1,200 acres of fuels reduction across varying terrain over the past two seasons, providing a broad and versatile equipment package capable of supporting the full scope of treatment conditions on this project.

1.6 Fire Plan Compliance

Northwoods Tree & Land Service LLC has reviewed the CCRCD Fire Plan for Construction and Service Contracts and confirms full compliance with all applicable requirements. The following outlines our specific compliance measures:

Fire Precautionary Period (April 2 – November 15):

- ◆ All operations during the Fire Precautionary Period will conform to the Project Activity Level (PAL) system using the "High North" fire danger rating area as specified in the Fire Plan
- ◆ Northwoods will obtain the predicted PAL from the Stanislaus National Forest Project Activity Line (209-532-5601) each morning before beginning operations
- ◆ Project Activity Level requirements will be observed cumulatively — all Level A through E restrictions are understood and will be followed as required

Water / Fire Suppression Equipment:

- ◆ 500-gallon water buffaloes mounted on towable trailers will be staged on or adjacent to each active landing during the Fire Precautionary Period, meeting the 300-gallon minimum requirement
- ◆ Each water trailer is equipped with a pump meeting GPM/PSI specifications per Fire Plan Section 4E, 300 feet of high-pressure hose on live reel, and a combination shut-off nozzle
- ◆ At PAL Level B and above, a tank trailer will be on or immediately adjacent to each active landing
- ◆ At PAL Level C and above when masticators are operating, a tank trailer will be within ¼ mile of operations with effective communications between operator and landing
- ◆ Additional 250 feet of lightweight hose will be immediately available when masticators are in use as required

Fire Extinguishers:

- ◆ All mechanized machines with hydraulic systems will carry a minimum of two 4-A:60-B:C fire extinguishers, or equivalent CAFS units
- ◆ All tractors and skidders will carry a minimum 5-BC extinguisher
- ◆ All extinguishers will be mounted, readily accessible, properly maintained, and fully charged

Spark Arrestors & Equipment Standards:

- ◆ All equipment is equipped with spark arrestors or exhaust-operated turbochargers meeting Forest Service Standard 5100-1a
- ◆ Each power saw carries a UL-approved fire extinguisher (minimum 14 oz retardant) and all saws are equipped with approved spark arrestors
- ◆ Equipment will be free of leaks and in good operating condition at all times
- ◆ All equipment and service areas will be cleared of flammable material within a 10-foot radius

Personnel & Communication:

- ◆ A qualified fire supervisor will be designated and present during all operating hours.
- ◆ Hayden Schwarz (Project Foreman) will serve as the designated fire supervisor
- ◆ At PAL Level C and above, fire patrol will be maintained for two hours after mechanical operations cease; at PAL Level D, three hours



- ◆ Northwoods will furnish a reliable radio/communication system connecting each operating side with Contractor headquarters at all times
- ◆ In the event of fire, Northwoods will call 911 within 15 minutes of discovery, direct all personnel and equipment to engage in suppression, and immediately notify the Project Manager
- ◆ No smoking is permitted on the project site at any time

Noxious Weed / Pathogen Prevention:

- ◆ All equipment will be cleaned and inspected before entering the project area and between parcels. All service trucks are equipped with onboard air compressors for thorough between-parcel equipment blowouts

SECTION II ◆ APPROACH & STRATEGY

2.1 Project Understanding

Northwoods Tree & Land Service LLC understands the San Andreas East Fuel Break project requires establishment of a 200-400-foot wide shaded fuel break traversing approximately 2.2 miles and up to 100 acres of densely vegetated private land directly north of San Andreas. The project is designed to interrupt wildfire spread along the southwest boundary of the 2015 Butte Fire footprint — a critical WUI interface protecting the town of San Andreas. The primary prescription involves mechanical mastication and chipping of understory brush, ladder fuels, and surface fuels while retaining residual trees at an approximate 40'x40' spacing, and processing all downed woody material to a mulch layer not exceeding 12 inches in depth.

2.2 Sequence of Operations & Strategy

Northwoods proposes to begin treatment on the eastern portion of the project area and progress westward throughout implementation. The eastern sections of the fuel break contain steeper terrain, denser vegetation loading, and the most technically challenging treatment conditions. By prioritizing these areas first, Northwoods allocates specialized steep-slope equipment and experienced operators toward the most operationally difficult portions while maintaining full flexibility to adjust equipment allocation as treatment progresses westward.

Additionally, Northwoods understands that western portions of the project area contain higher concentrations of noxious and invasive vegetation species. Progressing east to west reduces the potential for inadvertent spread of invasive material from infested areas into untreated portions of the project. All equipment will be cleaned and blown out between parcels using truck-mounted air compressors to minimize this risk.

Treatment will proceed using a combined multi-unit mastication and dedicated tracked chipping approach operating simultaneously throughout the project area:

- ◆ Multiple mastication units will operate concurrently across treatment zones, utilizing the self-leveling feller bunchers and dedicated tracked carriers to maximize daily production across varying terrain
- ◆ A dedicated tracked chipping crew consisting of the Bandit 20XPTK, Kubota KX080 excavator with grapple, experienced operator, and skilled sawyers will focus on large downed material, technical tree removals, infrastructure-adjacent treatment zones, and areas requiring selective biomass processing
- ◆ This combined approach allows Northwoods to effectively process standing hardwoods and conifers up to 14" DBH, dense brush fields, existing downed logs and debris, and all materials required by prescription while maintaining compliance with spacing and finished condition requirements



2.3 Steep Slope Capabilities

Treatment of steep ground is a central priority for this project, and Northwoods' equipment package is purpose-built for this terrain. Prior to treatment of each parcel, project foremen and operators will evaluate slope percentage, soil conditions, rock content, vegetation density, access limitations, and site-specific hazards to determine the safest and most productive equipment configuration for each area.

- ◆ FAE PT300 (325 HP, ~4.1 PSI): Factory-rated for up to 100% vertical and 70% lateral slope gradeability - deployed as the primary steep-slope carrier on highest-gradient areas. In areas with favorable soil composition and safe operating conditions, this machine may operate effectively within the 90% slope class
- ◆ FAE PT175 (173 HP, ~3.9 PSI): Factory-rated for identical slope gradeability - serves as secondary steep-slope carrier and precision treatment unit for tighter access areas on steep terrain
- ◆ Komatsu XT465L (330 HP, ~9.7 PSI): Self-leveling feller buncher capable of safely operating on slopes up to approximately 70% depending on ground conditions - primary unit for steep-slope mastication of larger-diameter material
- ◆ Weiler B458A (330 HP): Leveling tracked feller buncher deployed alongside the XT465L for simultaneous steep-terrain mastication coverage

This multi-machine approach to steep terrain allows Northwoods to safely access and treat a larger percentage of the project area while minimizing unnecessary ground disturbance, rutting, and machine movement between parcels. Northwoods' steep-slope equipment package and experienced operators are capable of safely treating terrain up to approximately 70% slope conditions, with certain dedicated carrier platforms capable of operating within the 90% slope class where soil stability and site conditions safely allow.

2.4 Treatment Capabilities: Mastication & Chipping

Northwoods is capable of treating all vegetation types and material specified in the prescription, including standing brush, understory, trees up to 14" DBH, downed logs, slash, and existing ground debris. Both mastication and tracked whole-tree chipping are available and will be deployed strategically based on material type and site conditions:

- ◆ Mastication: Multiple units will operate simultaneously using drum mulcher attachments to process brush, understory, and trees up to 14" DBH. All masticated material will be spread evenly into a mulch layer not exceeding 12 inches in depth, with 75% of shreds at or below 36 inches in length. Stumps will be ground to surface level
- ◆ Tracked Chipping: The Bandit 20XPTK tracked chipper, fed by the Kubota KX080 excavator with grapple and skilled sawyers, will handle large downed woody material, technical trees, and areas where chipping provides a cleaner finished product. The tracked chipper's self-propelled design allows access in steep, remote, and otherwise inaccessible terrain
- ◆ All residual trees will be pruned flush to the bole at 10 feet (or half the tree height for trees under 10 feet), with all prunings masticated
- ◆ All cut and masticated vegetation will be kept within unit boundaries. Any material falling into roads, ditches, or adjacent properties will be immediately removed

2.5 Parcel Pre-Operations Planning

Prior to entering each parcel, Northwoods foremen will conduct a pre-operations evaluation covering slope percentage, soil conditions, vegetation density, access routes, gate usage, fencing, livestock locations, waterline concerns, and any known infrastructure or sensitive resource locations. Geo-referenced maps and flagging will be reviewed with operators before each parcel entry.

- ◆ Flagging protocol will be followed strictly: Pink Glow (project boundary), Orange Glow (snag retention), Orange Glow/O-W Striped (cultural sites and woodrat nests), Blue/B-W Striped (Class III centerline)
- ◆ All avoidance areas — watercourses, riparian zones, elderberry, active bird nests, flagged woodrat nests, and cultural sites — will be identified and communicated to all operators before treatment begins. If any



additional sensitive resources are encountered during operations, work will stop and the RPF will be consulted immediately

- ◆ Roads will be left in the same or better condition. All paved roads and private driveways will be swept or blown at the end of each workday. All debris on any road will be removed

2.6 Landowner Coordination & Grazing Operations

Northwoods has prior experience coordinating treatment operations around active ranching and grazing activities, including recent Nevada County fuels reduction work involving multiple private landowners, fencing systems, gates, and livestock operations. Northwoods foremen will coordinate directly with affected landowners approximately 24-72 hours prior to entering each property to discuss anticipated schedules, access routes, gate usage, fencing considerations, livestock locations, and other site-specific concerns.

- ◆ Crew members and operators will be instructed to leave gates exactly as found and immediately communicate any concerns encountered during operations to CCRCD staff and the Project Manager
- ◆ CCRCD staff will be contacted before moving between parcels involving active grazing to ensure no disruption to livestock or ranching operations
- ◆ Northwoods understands the critical importance of maintaining these communication protocols and has established processes to ensure they are followed consistently throughout the project

2.7 Unmapped Utilities & Infrastructure Protection

Northwoods understands that portions of the project area contain unmapped or partially identified waterlines associated with previous growing operations. Prior to treatment within these areas, crew members will be deployed ahead of machine entry to identify, flag, cone, and communicate hazard and infrastructure locations. Similar procedures have been implemented successfully in recent Nevada County fuels reduction operations on private infrastructure-sensitive parcels.

- ◆ Operators and foremen will maintain ongoing communication throughout treatment to ensure all hazards, utilities, fencing, and sensitive infrastructure are identified and avoided as work progresses
- ◆ Along fencing corridors and infrastructure-sensitive areas, Northwoods will maintain an approximate 2-4 foot equipment buffer depending on fence condition, terrain, vegetation density, and operational access
- ◆ Where infrastructure concerns exist, Northwoods may adjust machine selection, treatment methods, or operational sequencing to safely complete treatment while minimizing risk of damage
- ◆ All damage to public or private property or facilities caused by the contractor will be repaired at Northwoods' own expense. Fences dropped by contractor will be put back up

2.8 References

Three professional references are provided below. All are projects of comparable scope. At least one reference is from within the last 18 months as required.

#	Client / Organization	Contact	Phone / Email	Project & Status
1	County of Nevada	Kevin Whitlock	(530) 559-0901underthetrees@att.net	Ponderosa West Defensible Space & Fuels ReductionActive / On-going
2	Lake Wildwood Association	Jim North	(530) 615-6818jimn@lwwa.org	Fuels Reduction & Vegetation ManagementActive / On-going



2026

3	Grimmius Cattle Ranch (Private)	Chad Howell	(559) 280-8081chad@howell .build	Defensible Space & Fuels Reduction Completed July 18, 2025
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2.9 Recent Mastication & Chipping Projects

The following are Northwoods' most recent contracts involving mastication and chipping of trees and brush, as required by the RFP:

Project	Contract Executed	Contract Closed	Acres	Scope Summary
Nevada County — Ponderosa West Fuels Reduction	March 2026	Ongoing / 2026 Season	~600 acres	Large-scale WUI fuels reduction: mastication, chipping, thinning. Multiple private parcels. \$1,000,000 contract value.
Lake Wildwood Association — Vegetation Management	2025	Ongoing	~135 acres	Roadside, greenbelt, and open space vegetation management: mowing, brush reduction, chipping, wildfire preparedness. \$350,000 contract value.
Grimmius Cattle Ranch — Fuels Reduction & Land Clearing	2025	July 18, 2025	~80 acres	Mastication, brush removal, tree thinning, and vegetation management for wildfire risk reduction and access improvement. \$260,000 contract value.
WIM — Auburn Lake Trails Fuels Northern Shaded Fuel Break (5TR23)	April 2026	In Progress	~385 acres	Hazardous fuels reduction and shaded fuel break construction along northern boundary of Auburn Lake Trails. El Dorado County RCD. Contact: Ed Struffenegger RPF (209) 304-2045.
WIM — Spanish Flat Expansion 8GG21600 (Subcontract)	December 2025	March 2026	~197 acres	Large-scale mechanical fuels reduction in Spanish Flat / Georgetown corridor. El Dorado County RCD. Contact: Ed Struffenegger RPF (209) 304-2045.



SECTION III ◆ COST PROPOSAL

Cost per acre is provided below for mechanical mastication and/or chipping as required by the RFP. Pricing assumes treatment of up to the maximum 100 acres. Payments are understood to be contingent upon CCRCD's receipt of funds from CAL FIRE Grantor per the terms outlined in the RFP. Invoices will be submitted no more frequently than every two weeks.

Treatment Type	Cost Per Acre
Mechanical Mastication and/or Chipping	\$ 2,513 per acre
Maximum Total (100 acres)	\$ 251,300 total

Northwoods acknowledges that final payment will be based on actual acres treated as determined by Grantor inspection, not estimated acreage. All pre-treatment acreages provided are GIS-based estimates.

SECTION IV ◆ LOCAL BENEFIT

Direct economic benefit to the local San Andreas economy from this project is estimated to include:

- ◆ Approximately \$55,000 in fuel purchases from local Calaveras County gas stations over the project duration
- ◆ Approximately \$10,000 in parts and service from True Value San Andreas and other local suppliers
- ◆ Approximately \$7,500 in crew meals and consumables from local Calaveras County businesses

Total estimated direct local economic impact: approximately \$72,500+

SECTION V ◆ CERTIFICATION & SIGNATURE

The undersigned authorized representative of Northwoods Tree & Land Service LLC hereby certifies that:

- ◆ All information contained in this proposal is accurate and complete to the best of the undersigned's knowledge
- ◆ Northwoods Tree & Land Service LLC has reviewed the RFP in its entirety, including all project provisions, restrictions, prescription requirements, and the CCRCD Fire Plan
- ◆ Northwoods attended the mandatory Pre-Bid Tour on May 19, 2026
- ◆ Northwoods understands that submitted proposals are subject to the California Public Records Act
- ◆ This proposal shall remain valid for a minimum of 60 days from the submission deadline
- ◆ Northwoods agrees to provide services without discrimination as required by the Non-Discrimination clause of the RFP
- ◆ Northwoods will commence operations within 60 days of final contract signing



2026

Contractor Name	Northwoods Tree & Land Service LLC
Authorized Signatory	Waylon Spence — Owner / Contract Manager
Signature	<i>Waylon Spence</i>
Date	05/28/2026
CSLB License	C61/D49 — #1038937 — Active
LTO License	#A014616 — Active
Submitted To	proposals@calaverasrcd.org
Submission Deadline	May 29, 2026 at 5:00 PM

◆ Northwoods Tree & Land Service LLC ◆ Jamestown, California ◆ CSLB #1038937 ◆ LTO #A014616



NORTHWOODS TREE & LAND

(530) 575-0599

ws.northwoods@gmail.com
northwoodstreeandland.com

CODES & CERTIFICATIONS

113310	561730	CSLB-1038937
115310	562111	EIN#81-13709
238910	562119	CAGE#05Y51
484220		UEI#EEUPHZ1 CB3Y5

Differentiators

- **Safety-First Approach:** Prioritizing safety in every project to protect people, property, and the environment.
- **Environmental Focus:** Promoting sustainable forestry practices for future generations.
- **Specialized Equipment:** Utilizing advanced tools to complete tasks efficiently and effectively.
- **Proven Government Experience:** Successful partnerships with Federal, State, and Local agencies.
- **Reliable and Responsive:** Delivering quality results on time, even during emergencies.
- **California Expertise:** In-depth knowledge of California's unique forestry and land management needs.

Safety Practices

- **Comprehensive Safety Plans:** Detailed, job-specific safety plans and daily safety briefings.
- **Certified Teams:** OSHA-certified foreman and crew members.
- **Ongoing Training:** Commitment to continuing education and advanced training programs.



CAPABILITIES STATEMENT

NORTHWOODS TREE & LAND SERVICE LLC

is a full-spectrum land management contractor with a focus in sustainable forest management and hazard tree removal. With over 20 cumulative years of experience, Northwoods has completed a broad portfolio of complex environmental projects for our customers.

Core Competencies

- Expert **Project Planning and Management** for efficient and timely project execution.
- **Licensed Timber Operator**
- Skilled **Subcontractor Coordination** to ensure seamless operations and compliance.
- Specialized in **Hazard Tree Removal, Fuels Management, Forest Thinning, and Biomass Processing & Off-Haul** to reduce wildfire risks and promote environmental sustainability.
- Proven ability to deliver **Rapid and Reliable Disaster Response and Recovery** services.

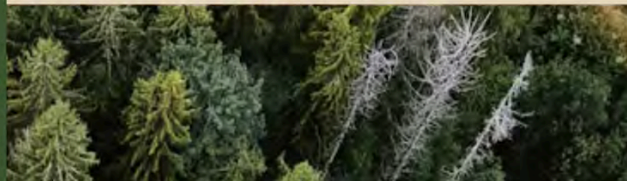
Past Performance

- **CalFire:** Provided emergency response equipment to support California wildfire suppression efforts.
- **Pacific Gas & Electric (PG&E):** Line clearing and right-of-way vegetation management to maintain safety and service reliability.
- **Bear Yuba Land Trust:** Conducted hazard tree removal and snagging for environmental preservation.
- **Tahoe Donner Association:** Performed forest thinning and open space preservation to mitigate wildfire risks.

2945 Bell Rd #287, Auburn CA 95603

Office: (530) 575-0599

ws.northwoods@gmail.com





CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

PO Box 1041 ♦ San Andreas, CA 95249

info@CalaverasRCD.org

INDEPENDENT CONTRACTOR AGREEMENT

Between

Calaveras County Resource Conservation District (CCRCD)

And

Northwoods Tree and Land Service

For: San Andreas East Fuel Break

Grantor: CALFIRE

Grant Agreement: 5GG23221

Fiscal Agent: Calaveras County Resource Conservation District (CCRCD)

THIS CONTRACT AGREEMENT is made and entered into on June 24th, 2026 by:

Party 1: Calaveras County Resource Conservation District (herein after referred to as CCRCD), a California Special District located at 423 East St. Charles Street (physical address), P.O. Box 1041 (mailing address), San Andreas, CA 95249

and

Party 2: Northwoods Tree & Land Service LLC (herein after referred to as CONTRACTOR), 11255 CA-120 E Jamestown, CA 95327 (916) 918-3037 info@northwoodstreeandland.com

RECITALS

1. The CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT (CCRCD), a California Special District desires to enter into an Independent Contractor Agreement with CONTRACTOR, an Independent Contractor for the performance of specified services on behalf of CCRCD.
2. CONTRACTOR represents that it has or will comply with all local, state, and federal laws regarding any necessary permits and licenses that may be required under this Agreement to perform the services as an independent contractor, pursuant to this agreement.
3. CCRCD represents the GRANTOR that provides the funding source for the PROJECT through an executed agreement with CCRCD.
4. In consideration of the mutual promises contained herein, CCRCD and CONTRACTOR agree to the following:



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info@CalaverasRCD.org

SERVICES AND OBLIGATIONS OF CONTRACTOR

The period of this Agreement shall be from June 26th, 2026 to June 30th, 2027 or until the defined work is completed and approved by CCRCD and GRANTOR, whichever comes first. If work is not completed by the end of the period of this Agreement, it can be extended with a written contract amendment and signed consent from the CCRCD and the CONTRACTOR.

1. CONTRACTOR understands the request is for tasks detailed in “**APPENDIX A, Request for Proposal**”. All terms and conditions contained in the Request for Proposal (RFP) are incorporated into this Agreement.
 - a. CONTRACTOR will be solely responsible for determining the means and methods for performing the services described herein. CONTRACTOR shall not assign this Agreement; any attempt to do so shall be void and have no effect. All of CONTRACTOR’S activities will be at its own risk and CONTRACTOR is hereby given notice of responsibility for arrangements to guard against physical, financial, and other risks as appropriate. CONTRACTOR shall observe and abide by all applicable laws, regulations and stipulations including but not limited to those of CCRCD. CONTRACTOR agrees to perform the services with a standard of professional care, skill and diligence normally provided in the performance of similar services.
 - b. When operating, CONTRACTOR shall strictly adhere to the requirements of the CCRCD Fire Plan “**APPENDIX F, Fire Plan**”.
 - c. Except as specifically authorized by CCRCD in writing, information and other data developed or acquired by or furnished to CONTRACTOR in the performance of this agreement shall be used only in connection with services provided to CCRCD and shall become and be retained as the property of CCRCD.
2. CONTRACTOR guarantees that it will complete all defined tasks, as stated in “**APPENDIX A, RFP**” and “**APPENDIX B, Contractor’s Proposal**”, during the term of this Agreement. CONTRACTOR shall immediately notify the CCRCD Project Manager of any expected or unexpected obstacles that may impact the completion of scheduled services. However, CONTRACTOR shall not be liable for such interruptions in performance beyond CONTRACTOR’S reasonable control. Both parties agree to maintain close communication throughout the duration of the project.
3. CONTRACTOR, at its sole cost and expense, shall maintain the following insurance:
 - a. **Workers Compensation Coverage** – Worker’s Compensation Insurance and Employer’s Liability Insurance for employees in accordance with the laws of the State of California (including requiring any authorized subcontractor to obtain such insurance for its employees).
 - b. **General Liability Coverage** – Commercial general liability insurance with a minimum liability limit not less than \$2,000,000 for personal injury and property damages per occurrence)
 - c. **Automobile Liability Insurance** – with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and \$100,000 for property damage. This insurance shall cover all vehicles including hired cars, owned and non-owned vehicles
4. CONTRACTOR shall add CCRCD to said insurance policies named as “additionally insured” and provide CCRCD Project Manager with proof of insurance certificates, included in “**APPENDIX C, Proof of Insurance Certificates**”. CONTRACTOR agrees that it will employ, at its own expense,



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all personnel necessary to perform the services required by this Agreement and in no event shall such personnel be the employees of CCRCD. All the services required hereunder shall be performed by CONTRACTOR or under its direction and all personnel engaged therein shall be fully qualified under applicable federal, state, and local law to undertake the work performed by them.

- a. Upon satisfactory performance of services under this Agreement, CCRCD shall pay CONTRACTOR amounts as set forth in **"APPENDIX D, Payment Schedule."**
 - b. When a section of work has been completed and CONTRACTOR wishes to submit an invoice, the Project Manager will validate the number of acres treated and verify that the prescription for the project unit has been fulfilled.
 - c. CONTRACTOR shall provide invoices no more frequently than twice monthly based on the number of acres completed and the total amount for the billing period approved by the Executive Director and by a representative of GRANTOR when applicable.
 - d. Total compensation for services shall not exceed \$251,300 and shall be based upon completed acres approved by CCRCD staff and GRANTOR. CONTRACTOR reimbursement requests shall be in the form of itemized invoices submitted to the CCRCD Project Manager and the CCRCD Fiscal Manager.
 - e. Each invoice must be accompanied with the type of job, number of crew members engaged in the project, and the total number of hours worked.
 - f. Payment of said invoices shall not be past due until 30 (thirty) days after CCRCD has received the funds from GRANTOR.
 - g. It is mutually agreed upon that if the GRANTOR budget for the current and/or any subsequent years covered by this agreement does not appropriate sufficient funds for the project, the Agreement shall be of no further force and effect. In this event, the CCRCD shall have no liability to pay any funds whatsoever to CONTRACTOR or to furnish any other considerations under this Agreement, and CONTRACTOR shall not be obligated to perform any provision of this Agreement. CONTRACTOR'S assumption of risk of possible non-appropriation is part of the consideration for this Agreement. If funding for any fiscal year is reduced or deleted by the GRANTOR budget for purposes of this project, the CCRCD shall have the option to either cancel this Agreement or to offer an Agreement amendment to CONTRACTOR to reflect the reduced amount.
5. Services under this Agreement, upon signing this agreement, shall diligently proceed therewith in accordance with the mutually agreed upon work schedule as defined in **"APPENDIX E, Work Schedule."**
- a. The Contractor(s) shall work through a unit/subunit in an organized fashion and complete all required work with CCRCD approval in each unit before beginning work in another unit, unless agreed upon in writing by the Project Manager and CONTRACTOR.
6. CONTRACTOR understands and acknowledges that CCRCD may suffer damages as a result of CONTRACTOR's tardiness in performance of its services under this Agreement. CONTRACTOR, therefore, agrees to give CCRCD or its designated representative as much notice as practical of any foreseeable delay in the completion of CONTRACTOR'S services by the completion dates as defined in **"APPENDIX E, Work Schedule."** CONTRACTOR further agrees to indemnify CCRCD for any damages suffered by CCRCD because of CONTRACTOR's failure to perform its services in



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accordance with said work schedule when delays result from CONTRACTOR's negligence.

7. CONTRACTOR agrees to indemnify, defend, and hold harmless CCRCD from any claim or liability of any nature whatsoever caused by any willful or negligent act or omission of CONTRACTOR, its agents, or employees, resulting from, arising out of, or in any way connected with CONTRACTOR's performance of services required by this Agreement. CCRCD reserves the right to retain its own counsel in the event both parties are named in a lawsuit.

8. CONTRACTOR's Employees and Agents

It is expressly understood and agreed upon that CONTRACTOR is and shall be deemed to be an independent contractor for all purposes. CCRCD shall have no responsibility with respect to CONTRACTOR's employees or agents, nor any control over them.

CONTRACTOR agrees to comply with all federal and state wage and hour laws, unemployment insurance laws, workers' compensation laws, executive orders, OSHA and labor laws, and further agrees to indemnify and hold harmless CCRCD from any claim or violation of any such laws and any and all other claims arising from or asserted in connection with the performance by CONTRACTOR under this agreement.

9. 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 CONTRACTOR's failure to perform in full or in part, CCRCD shall have the right to withhold monies due CONTRACTOR, 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 CONTRACTOR stating specifically the terms in which CONTRACTOR is deficient so that CONTRACTOR may, if possible, cure the deficiencies and obtain a release of the withheld sums. If, within ten (10) days after written notice, CONTRACTOR has not cured the deficiencies, then CCRCD is expressly given the right by CONTRACTOR to take possession of project documents, data, reports, maps, and information and to remedy the problem by hiring other resources to complete the project. CONTRACTOR expressly agrees to provide all project materials to CCRCD and to abide by CCRCD's decision. CONTRACTOR also agrees to accept payment for such work as has been completed to CCRCD's satisfaction.

- b. In the event CONTRACTOR 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 CONTRACTOR, 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 CONTRACTOR for CALFIRE 5GG23221 work assigned that is satisfactorily completed using the rates defined in "**APPENDIX D Payment Schedule**". CONTRACTOR agrees and understands that all or a portion of assigned work payments may be withheld from payment for reason detailed in item #9 "Failure to Perform".

10. Force Majeure: The Parties shall not be liable for any failure to perform as required by this Agreement, to the extent such failure to perform is caused by any of the following: labor disturbances or disputes of any kind, failures of any required governmental approval, civil disorders, acts of aggression, acts of God, energy or other conservation measures, failure of



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utilities, mechanical breakdowns, materials shortages, disease, or similar occurrences.

- 11. **CONTRACTOR** shall acknowledge GRANTOR support of the Project in any publications, studies, reports, media posts, or social media posts that are made possible by or derived in whole or in part from this Project. Any news articles, brochures, seminars, or other promotional materials or media through which it publicizes the Project shall acknowledge GRANTOR support by stating language, where feasible, as dictated in **“APPENDIX G, Grantor Acknowledgement.”**

THIS AGREEMENT is hereby entered into on this day and year first above written:

Waylon Spence
Principal
Northwoods Tree & Land Service

Date

Trina Walley
Executive Director
Calaveras County Resource Conservation District (CCRCD)

Date

Attachments:

- Appendix A Request for Proposal
- Appendix B Contractor’s Proposal
- Appendix C Proof of Insurance Certificates
- Appendix D Payment Schedule
- Appendix E Work Schedule
- Appendix F Fire Plan
- Appendix G Grantor Acknowledgement
- Appendix H Job Reporting Form



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APPENDIX A

**REQUEST FOR PROPOSALS
(RFP)**

San Andreas East Fuel Break
5GG23221

Request for Proposal (RFP) starts on next page.



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APPENDIX B

Contractors Proposal

Northwoods Tree & Land Service LLC Proposal starts on next page.



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APPENDIX C

**PROOF OF INSURANCE
CERTIFICATES**

Contractor's insurance certificates begin on next page



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APPENDIX D

PAYMENT SCHEDULE

Project Name: San Andreas East Fuel Break

Grant Agreement: 5GG23221

Task	Payment
Mechanical Mastication-up to 100 acres	\$ 2,513 per acre
TOTAL COSTS NOT TO EXCEED	\$251,300

CCRCD will pay CONTRACTOR upon submitted invoices according to the following payment schedule:

- a) All compensation payments shall require an invoice.
- b) CONTRACTOR shall provide invoices no more frequently than twice monthly.
- c) If requested by the CCRCD, the Contractor shall provide any further documentation it has or can reasonably generate to verify the compensation and reimbursement sought by the Contractor.
- d) Contractor and the CCRCD Contract Manager shall work in good faith to resolve any invoicing discrepancies within 10 business days after notification that the discrepancy exists. Should a discrepancy result in a partial rejection of any item(s) invoiced, the Contractor shall submit a revised invoice for payment.
- e) Total compensation for all services shall not exceed **\$251,300**
- f) Payment of said invoices shall not be past due until thirty (30) days after CCRCD has received the funds from GRANTOR.
- g) If funding for any fiscal year is reduced or deleted by the GRANTOR budget for purposes of this project as described in Section 6 of the Agreement the CCRCD shall have the option to either cancel this Agreement or to offer an Agreement amendment to CONTRACTOR to reflect the reduced amount.
- h) CONTRACTOR will submit invoices to:
Calaveras County Resource Conservation District
Attn: Kaylee Tanner-Dillashaw
PO Box 1041
San Andreas, CA 95249
Email: kdillashaw@calaverasrcd.org **and** cshaw@calaverasrcd.org



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APPENDIX E

WORK SCHEDULE

CONTRACTOR agrees the project commencement date is as stated in the RFP, Fall 2026, after the declared fire season and bird nesting season are over, considering seasonal restrictions. After the execution of this contract, CONTRACTOR agrees with the target dates in the following project timeline.

Project Task	Completion Date
Town Hall Meeting with Landowners (Hosted by CCRCD)	Before August 31 st , 2026
Pre-operation Meeting with CCRCD staff and RPF	Prior to operations beginning
Mechanical Mastication on up to 100 acres	June 30 th , 2027

Contractor shall complete all Work within the term of this Agreement with the option of an extension on Completion Date. Contractor shall immediately notify the CCRCD Project Manager of any expected or unexpected delays. Contractor shall not be liable for delays in performance beyond Contractor’s reasonable control. Both parties shall maintain close communication throughout the duration of the project.

The Contractor(s) shall work through the project area in an organized fashion and complete all required work with CCRCD approval. If operating during bird nesting season, nesting surveys will be required. Survey duration is 14 days, so contractor must keep in constant contact with Project Manager and/or Field Contractor in insuring field work is accomplished within that survey window for each and every acre surveyed. If Project Manager and/or Field Contractor witness nesting/fledging activities not reported prior by bird survey contractor, the bird survey contractor will address issue as soon as possible.

POINTS OF CONTACT

Kaylee Tanner Dillashaw (209) 768-1603 kdillashaw@calaverasrcd.org	Erin Livernois (530) 680-0662 elivernois@calaverasrcd.org
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APPENDIX F

Fire Plan

CC-RCD Fire Plan begins on next page



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APPENDIX G

GRANTOR ACKNOWLEDGEMENT

i. PROGRAM ACKNOWLEDGEMENT/RECOGNITION

- a. All projects funded both fully and partially by the GGRF must clearly display, identify and label themselves as being part of the “California Climate Investments” program. The acknowledgement must contain the California Climate Investments and CAL FIRE logos as well as the following statement:

“Funding for this project provided by the California Department of Forestry and Fire Protection’s (CAL FIRE) Wildfire Prevention Grants Program as part of the California Climate Investments Program.”

A draft of the acknowledgement must be approved by the STATE prior to publication. For stationary projects, acknowledgement may include, but is not limited to, a sign on the project site. For other project types, such as vehicles, equipment, and consumer-based incentives, acknowledgement is encouraged by using a decal, sticker or other signage.

Guidance on California Climate Investments logo usage, signage guidelines, and high-resolution files are contained in a style guide available at:

www.caclimateinvestments.ca.gov/logo-graphics-request.

- ii. In addition, all projects funded both fully and partially by GGRF must contain the following statement in public announcements or press releases on said projects:

“San Andreas East Fuelbreak, is part of California Climate Investments, a statewide program that puts billions of Cap-and-Trade dollars to work reducing GHG emissions, strengthening the economy, and improving public health and the environment— particularly in disadvantaged communities. The Cap-and-Trade program also creates a financial incentive for industries to invest in clean technologies and develop innovative ways to reduce pollution. California Climate Investments projects include affordable housing, renewable energy, public transportation, zero-emission vehicles, environmental restoration, more sustainable agriculture, recycling, and much more. At least 35 percent of these investments are located within and benefiting residents of disadvantaged communities, low-income communities, and low-income households across California. For more information, visit the California Climate Investments website at: www.caclimateinvestments.ca.gov.”



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APPENDIX H

JOB REPORTING FORM

The Fire Prevention Grant that funds this project is funded by Cap-and-Trade auction proceeds appropriated by the California Legislature to CAL FIRE, who is responsible for administering the funds allocated from the California Climate Investments (CCI) Program. To ensure accountability and transparency, CAL FIRE must collect and report data defining the benefits from these investments. To meet this requirement, each invoice submitted to the Calaveras County Resource Conservation District by your organization must include the following information:

Job Classification	Job Education Required	Job Experience Required	# of Jobs	Total Project Hours	Avg Hourly Wage	Health Insurance	Paid Leave	Retirement Plan

NOTE: Fill in the form using the separate file/email of the provided Excel document. For more information about the individual fields click on the Notes tab in that Excel document.



NOTICE OF EXEMPTION

PROJECT TITLE	San Andreas East Fuelbreak		
PROJECT LOCATION	Portions of Sections: 8, 15,16,17, T4N, R12E, MDBM, portions of San Andreas 7.5 minute quadrangle	COUNTY	Calaveras
LEAD AGENCY	Calaveras County Resource Conservation District (CCRCD)		
CONTACT:	Trina Walley, Executive Director,	PHONE	(209) 754-9488
ADDRESS	Calaveras County Resource Conservation District P.O. Box 1041, San Andreas, CA. 95249		

PROJECT DESCRIPTION

This project will create a 147-acre shaded fuel break north and east of the city of San Andreas. This fuel break will reduce fuel loads and the risk of catastrophic fire in an area that has a history of destructive wildfires. The fuel break will provide a staging area for fire suppression forces to effectively fight a wildfire.

The proposed treatment will include the mastication of all ground fuels, all brush, and small diameter trees up to 14-inches diameter to achieve a desired trees spacing of 40 feet between boles. The width of the shaded fuel break will be dependent upon terrain and topography, but the desired goal is to develop a shaded fuel break approximately 400 feet wide.

The proposed treatment over the project area will generally use mechanical mastication to create a shaded fuel break. Some incidental hand work may be necessary around fences or in other locations inaccessible to the mastication equipment. This hand treatment will involve cutting inaccessible vegetation, then moving this cut vegetation to areas where it can be masticated or using a tracked chipper to chip the material in-place.

Where there is significant overstory tree cover, all understory brush will be masticated. Live, vigorous trees up to 14 inches diameter will be thinned to a spacing of 40 feet between boles. All suppressed, low vigor trees 14 inches diameter or less will be removed. Retention of Ponderosa pine, gray pine, and black oak will be favored in cases where choices must be made.

The project may utilize a combination of other treatments to reduce or remove incompatible vegetation within the fuel break. These treatments may include hand thinning and chipping, piling and burning, pruning, grazing, prescribed fire, the application of herbicides and/or other treatment methods.

The intent is for this Notice of Exemption to cover ongoing maintenance of the project in perpetuity.

EXEMPTION STATUS

- Categorical Exemption Type/Section: 14CCR§15304 Minor Alterations to Land
- Statutory Exemption (state code section):
- Ministerial (§21080(b)(1); 15268)
- Declared Emergency (§21080(b)(3); 15269(a))
- Emergency Project (§21080(b)(4); 15269(b)(c))

REASONS PROJECT IS EXEMPT

This project fits under the description for a Class 1 Categorical Exemption to CEQA. CCRCD staff conducted an environmental review to confirm that no exceptions apply which would preclude the use of a Notice of Exemption for this project. The CCRCD has concluded that no significant environmental impact would occur to aesthetics, agriculture and forestland/timberland, air quality, biological resources, cultural resources, energy, geology and soils, greenhouse gas emissions, hazards and hazardous materials, hydrology and water quality, land use planning, mineral resources, noise, population and housing, public services, recreation, transportation/traffic, utilities and service systems, or wildfire. Documentation of the environmental review completed by the CCRCD staff is kept on file at the CCRCD office in San Andreas, CA.

DATE RECEIVED FOR FILING

 President
 Calaveras County Resource Conservation District
 Date



**Calaveras County Resource Conservation District
Environmental Review Report for an Exempt Project**

Note: This report form is intended for use by Calaveras County Resource Conservation District (CCRCD) staff to document a limited environmental impact analysis supporting the filing of a Notice of Exemption (NOE) document for a proposed CCRCD project. Although the project appears to fit within the descriptions for allowable Categorical Exemptions, this report presents CCRCD’s review for possible “Exceptions” that would preclude finding the project to be categorically exempt as discussed in CEQA Guidelines Section 15300.2. This report will be filed with the CEQA administrative record for this project to document the environmental impact analysis conducted by the Department.

Author (s):	Ed Struffenegger
Title:	RPF #2200, Consulting Forester for the Calaveras County Resource Conservation District (CCRCD)
Address:	140 Creek View Court, Sutter Creek, CA. 95685
Phone:	(209) 304-2045
Email:	edstruff@volcano.net

Project Name:	San Andreas East Fuelbreak
Project Number:	CAL FIRE Grant: 5GG23221
Program Type:	Wildfire Prevention Grant
CAL FIRE Unit:	TCU
County:	Calaveras
Acres:	147 acres
Legal Location:	Portions of Sections: 8, 15, 16, 17 T4N, R12E, MDBM
Name of USGS 7.5' Quad Map(s):	San Andreas USGS 7.5-minute quadrangle
Project Map, Project Area Photos:	attached

Other Public Agency Review/Permit Required:	YES	NO
Would the project result in:		
alterations to a watercourse (DFG - Lake and Stream Alteration Agreement)		X
conversion of timberland (CAL FIRE - Conversion Permit or Exemption)		X
demolition (Local Air District - Demolition Permit)		X
soil disturbance over 1 acre (RWQCB - SWPPP)		X
fill of possible wetlands (404 Permit - USACE)		X
other:		X
Discuss any above-listed topic item checked Yes and consultation with agencies:		

Project Description and Environmental Setting (Describe the project activities, project site and its surroundings, its location, and the environmental setting):

Project Background

The community of San Andreas was just barely spared by the 2015 Butte Fire, although mandatory evacuation of the whole town was ordered 2 days after the wildfire ignited. The city houses the only hospital in the county and has remained the County seat since 1866. According to fire statistics in Calaveras County, the hilly foothills have more ignitions and fires than any other section of the county. This project would actively treat 147 acres of linear contiguous fuelbreak traversing 2.6 miles of densely vegetated privately owned parcels from the intersection of Gold Strike Road and Leonard Road to Mountain Ranch Road near Mills Avenue.

This project was prioritized by the Calaveras Fuels Reduction Collaborative in order to protect the County Government Center, TCU headquarters, Calaveras High and San Andreas Elementary Schools, hundreds of residences, and the only hospital in Calaveras County, Mark Twain Medical Center.

The CCRCDD is designated as the lead agency for the project.

Right of Entry (ROE) forms have been collected from landowners in and around the project area. All parcels within the project area are privately owned.

Project Location and Surroundings

The project is located on a prominent ridge in central Calaveras County. It is approximately ½ mile north of the community of San Andreas.

Environmental Setting

The project area contains mostly Blue Oak Foothill Pine, Mixed Chaparral, and Annual Grassland habitat types. Predominant tree species include blue oak, interior live oak, canyon live oak, black oak, with scattered gray pine and Ponderosa pine. Predominant brush/shrub species include Yerba Santa, coyote brush, toyon, poison oak, and white-leaf manzanita. Various annual and perennial grass species can be found, predominantly in the western portion of the project area. Vegetation density in most areas throughout the project area is dense-to-very dense. Some parcel owners in the proposed project area have already treated fuels in isolated spots on their parcels. This includes tree and shrub removal in the western portions of the project, where cattle grazing is predominantly used. Other vegetation removal has occurred in the eastern portion of the project, usually in proximity to homes or other improvements. Where those treatments extend outside the PRC 4291 defensible space of 100 feet from the structure, additional treatments may be conducted as part of this project to increase the effectiveness of these previous vegetation treatments.

Scattered dead and dying over-story trees are evident throughout the project area. These dead trees occur as individual trees, or as small pockets of dead trees. Some of these dead trees have fallen, contributing significantly to ground fuels. Other dead trees will be targeted for removal. When dead trees or snags exhibit potential for cavity nest sites, these trees may be designated as “save” trees for wildlife.

Project Description

This project will create a 147-acre shaded fuel break north and east of the city of San Andreas. This fuel break will reduce fuel loads and the risk of catastrophic fire in an area that has a vast history of destructive wildfires. The fuel break will provide a staging area for fire suppression forces to effectively fight a wildfire.

The proposed treatment will include the mastication of all ground fuels, all brush, and small diameter trees up to 14-inches diameter at breast height (dbh) to achieve a desired trees spacing of 40 feet between boles. The width of the shaded fuel break will be dependent upon terrain and topography, but the desired goal is to develop a shaded fuel break approximately 400 feet wide.

The proposed treatment over the project area will generally use mechanical mastication to create a shaded fuel break. Some incidental hand work may be necessary around fences or in other locations inaccessible to the mastication equipment. This hand treatment will involve cutting inaccessible vegetation, then moving this cut vegetation to areas where it can be masticated or using a tracked chipper to chip the material in-place.

Where there is significant overstory tree cover, all understory brush will be masticated. Live, vigorous trees up to 14 inches dbh will be thinned to a spacing of 40 feet between boles. All suppressed, low vigor trees 14 inches dbh or less will be removed. Retention of Ponderosa pine, gray pine, and black oak will be favored in cases where choices must be made.

The project may utilize a combination of other treatments to reduce or remove incompatible vegetation within the fuel break. These treatments may include hand thinning and chipping, piling and burning, pruning, grazing, prescribed fire, the application of herbicides and/or other treatment methods.

The intent is for this ERRF to cover ongoing maintenance of the project in perpetuity.

Aesthetics

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

The visual landscape will change due to the clearing of understory vegetation. That change will be offset in part due to the retention of vigorous, overstory trees and the subsequent re-occupation of the understory by annual and perennial grasses and forbs. The principal goals of the project are to create a relatively clear area that can function as a fuel break and staging area for wildfire suppression forces. Potential adverse impacts to aesthetics are not likely, as project activities will result in an overall benefit to residences in the area.

Agriculture and Forest Resources

- This topic does not apply to this project and was not evaluated further.
- Yes No Would any trees be felled? If yes, discuss protection of nesting birds and compliance with FPRs.
- Yes No Would the project convert any prime or unique farmland?
- Yes No Would the project result in the conversion of forest land/timberland to non-forest use?

This topic could apply to this project, and results of the assessment are provided below:

Would any trees be felled? If yes, discuss protection of nesting birds and compliance with FPRs.

The project involves the treatment of ground fuels, brush, and some small-diameter trees, generally up to 14-inches dbh. Larger diameter trees of various species may be felled and treated when they are dead or dying. The entire project area has been reviewed by a certified Wildlife Biologist. Trees that may be of significant value to wildlife species were flagged for retention by the biologist. Operations will be conducted to avoid the nesting bird season, whenever possible. If an active nest is located during a pre-operations survey, no fuels reduction activities shall take place within 50 feet of the nest until after the young have fledged. If a listed species is detected, a consultation with a qualified Wildlife Biologist and CDFW will be initiated before any activities will occur in that area. There will be no adverse impacts due to vegetation management activities. Additional information can be found under the "Biological Resources" discussion, below.

Project activities will not result in any conversion of any farmland, forest land, or timberland to any alternative use.

Air Quality

- This topic does not apply to this project and was not evaluated further.
- Yes No The local Air Quality Management District guidelines for dust abatement and other air quality concerns were reviewed for this project.
- This topic could apply to this project, and results of the assessment are provided below:

The "Fugitive Dust Prevention and Control and Asbestos Hazard Dust Mitigation Plan" from the Calaveras County Air Pollution Control District (APCD) was reviewed during the preparation of this ERR. This Plan was adopted on July 1, 2008, and addressed countywide requirements for the prevention and control of fugitive dust. For this project as proposed, no appreciable fugitive dust would be generated that would require notification to the Calaveras County APCD, nor would any appreciable fugitive dust be developed from mastication operations that would fall under the listed provisions of the Plan. Prescribed broadcast burning or pile burning are not anticipated as part of this project. Additionally, no special provisions listed in this section would apply to this project. For this project as proposed no significant adverse impact to air quality is anticipated.

The Calaveras County APCD can be found at: <https://ema.calaverasgov.us/Air-Pollution-Control> and the Fugitive Dust Prevention and Control and Asbestos Hazard Dust Mitigation Plan can be found at: <https://www.yumpu.com/en/document/read/47569247/fugitive-dust-prevention-and-control-and-calaveras-county>

Biological Resources

- This topic does not apply to this project and was not evaluated further.
- Yes No Will the project potentially effect biological resources?
- Yes No Was a current NDDDB review completed? Results discussed below:
- Yes No Was a biological survey of the project area completed? Results discussed below:
- This topic could apply to this project, and results of the assessment are provided below:

Certified Wildlife Biologists from Perennial LLC were retained to assess potential impacts to biological resources. The results of this assessment are included in a Technical Memorandum. The contents of this Memorandum, dated May 4, 2026, are as follows:

METHODS:

A California Natural Diversity Database (CNDDDB) background query and report for regulated species occurrences was completed within a 5-mile radius from the project site on April 15, 2026. A total of nine USGS Quadrangle maps were consulted, including San Andreas, Jackson, Mokelumne Hill, Rail Road Flat, Valley Springs, Calaveritas, Jenny Lind, Salt Spring Valley, and Angels Camp. A background query and report for California spotted owl occurrences was completed within a 5-mile radius from the project site on April 15, 2026. The project site is located primarily in the Murray Creek watershed. The properties are used mostly for livestock grazing and as open space. Topography within the project site varies from rolling hills to steeper slopes. Some areas contain slopes that are too steep for typical vegetation treatment equipment. Elevations on the project site range from approximately 870 feet to 1,480 feet msl.

A total of 6 regulated species or habitats were listed in the CNDDDB as occurring within 5 miles of the project site. These included: 3 plants (Ione manzanita, *Arctostaphylos myrtifolia*, Bisbee Peak rush-rose, *Crocotanthemum suffrutescens*, and Patterson’s navarretia, *Navarretia paradoxiclara*); 1 insect (Crotch’s bumble bee, *Bombus californicus*); 1 mammal (Townsend’s big-eared bat, *Corynorhinus townsendi*); and 1 habitat type (Ione Chaparral). None of these regulated species or habitat type was observed in the project site. No historic California spotted owl occurrences on the project site have been reported, or within 5 miles of the project site. The nearest California spotted owl occurrence was within the Esperanza Creek watershed approximately 8.4 miles northeast of the project site.

Pedestrian surveys to assess plant and wildlife resources, wetlands, and stream channels within the project site were completed from April 17 through May 1, 2026. Local biologist, Terry Strange, from Perennial, LLC., and field assistants Erin Strange and Merrick Strange, completed the site surveys. A detailed aquatic habitat survey was completed during each field survey date that focused on potential ponds/wetlands and intermittent and ephemeral stream channels.

All resources identified for protection or avoidance were marked with electronic pin markers in Avenza mapping software via cell phone in the field. Resources were also marked with orange, and yellow and black striped surveyor’s flagging for recognition in the field. This brief technical memorandum is intended to summarize results of the biological surveys completed to date and recommend potential mitigation measures to reduce project impacts.

SURVEY RESULTS:

The biological inventory of the project site and surrounding area is not intended to represent all plants and animals found on the site throughout the year. This survey provides a snapshot of current conditions and adequate information for determining wildlife habitats, habitat values, presence or potential habitat availability for regulated species, and potential protective measures that may be required from development impacts.

One protected plant species (blue elderberry, *Sambucus cerulea*), host plant for the threatened valley elderberry longhorn beetle (VELB), was observed throughout the project site during surveys. Potential bird nesting habitat exists throughout the project site, primarily as cavities in standing snags and canopies of branch crotches in oak and foothill pine trees. Large old growth manzanita also provides suitable bowl nest habitat for migratory birds. Tree canopies also provide suitable nesting habitat for gray tree squirrels. Peeling bark in standing dead snags provide suitable roost habitat for bats. Active migratory bird nests including bowl nests, cavities, and bowl nests in grasslands were observed within the project area. An active raptor nest (red-tailed hawk *Buteo jamaicensis*) with two chicks was observed in the canopy of a foothill pine tree within approximately 200 feet of the project site. Approximately 42 dusky footed woodrat (*Neotoma fuscipes*) nests were observed throughout the project site. Woodrats provide important prey to a number of bird and mammal species that occur in the area. Several California bumble bees were observed feeding on red clover (*Trifolium pratense*) within the project site. Unlike some local bumble bee species, the California bumble bee is currently not a candidate for listing under the California Endangered Species Act (CESA). No bumble bee nests were observed during field surveys.

No wetlands were identified within the project site, although several ephemeral stream channels and three intermittent stream channels were observed within and adjacent to the project site. Additional habitat features for roosting bats exist in the project area as peeling bark on standing dead snags or in the foliage of mature oak trees. Potential suitable habitat exists on the project site for the Townsend’s big-eared bat as a mine adit. However, the entrance into the adit appears to be sealed well with a solid door and wooden boards with only small gaps that require bats to crawl in or out before flying. Clusters of invasive Saint

John's wort/Klamath weed (*Hypericum perforatum*) and individual and groupings of tree of heaven (*Ailanthus altissima*) were observed during the surveys and flagged for potential treatment.

Several large rock outcrops were observed within the eastern portion of the project site, primarily on parcels 13, 14, and 34. Some rocky outcrops are located on steeper slopes. These areas are essentially unsuitable for treatment by machinery and will require hand thinning.

Regulated Plant Species

Three regulated plant species are listed to occur within 5 miles of the project site, which include Ione manzanita, Bisbee Peak rush-rose, and Patterson's navarretia. No suitable habitat was observed within the project site for the three listed plant species. The Bisbee Peak rush-rose is found on serpentine, gabbroic, or Ione formations soils. The Ione manzanita is found on Ione clay soils, while the Patterson's navarretia is found on serpentinite soils in vernal drainages.

Regulated Invertebrate Species

The Crotch's bumble bee is listed to occur within 5 miles of the project site. No Crotch's bumble bees have been observed within the project site during field surveys. The California bumble bee was observed foraging on red clover within the project site. Although no bumble bee nests were observed on the project site during surveys, there is potential suitable habitat on the project site for bumble bee nesting. Although bumble bees were photographed foraging in the project site, no bees were collected for species identification during surveys. Stands of wildflowers occur seasonally throughout some areas of the project site.

Regulated Animal Species

No regulated wildlife species were observed within the project site during field surveys. The only mammal species listed to occur within 5 miles of the project site in the Townsend's big-eared bat. This bat species occupies caves, mine shafts, and abandoned buildings for roosting. There is a mine opening or adit located near the overlapping boundaries of Parcel 4 and Parcel 6 within the project site. The entrance to the adit has been secured with a wooden door and boards that likely exclude bats and humans from entering the mine. The bat could use the project site for foraging.

Several occupied bird nests, including an occupied raptor nest were observed during surveys. Occupied nests included cavity nests, bowl nests in tree canopies, and ground nests. Potential bird nesting habitat exists throughout the project site, primarily as tree canopy and cavities in standing snags, dead branches in living oak trees, live tree branch crotches, and grasslands. Suitable raptor nest trees are located in the project site in mature pines and oaks.

Additional habitat features exist for dusky woodrat nests. Approximately 42 woodrat nests were observed and flagged for protection during the surveys.

Streams Channels and Wetlands

Several ephemeral stream channels originate throughout the project site and function to transport stormwater downslope of the project site. The ephemeral channels drain to the west, east, and north of the project site. Two intermittent stream channels are supported by stormwater runoff and spring flows. Portions of some stream channels are steep and likely inaccessible to treatment by machinery.

RECOMMENDATIONS ARE IN BOLD FONT BELOW:

Botanical Resources

No regulated plant species were observed within the project area. Elderberry shrubs are protected as habitat for the threatened VELB and were flagged for protection. As a result, project activities should not impact regulated plant species. Wildflowers including vetch, clover, poppies, lupines, and others were observed in a variety of locations within the project site. These wildflower species are known to provide foraging habitat for bumble bees. Two bumble species known to occur in western Calaveras County are candidates for protection under the CESA, including Crotch's bumble bee and the western bumble bee, *Bombus occidentalis*. Wildflower blooms are recommended for protection during treatment to the extent operationally feasible. If treatment activities are completed outside of the bloom period for wildflower species (i.e., late summer throughout winter months), there should not be impacts to bumble bee foraging habitat. **All elderberry shrubs should be protected from impacts by establishing a 10-foot minimum disturbance buffer around all shrubs. If treatment is completed during the wildflower bloom season from late winter to early summer, larger, open groupings of wildflowers including vetch, lupines, clover, creeping sage, and other wildflower species should be protected to the greatest degree feasible for bumble bee foraging habitat.**

Wildlife Habitat and Resources

The site contains mostly Blue Oak Foothill Pine, Mixed Chaparral, and Annual Grassland habitat types (Editors - Kenneth E. Mayer and William F. Laudenslayer, Jr., 1988, A Guide to Wildlife Habitats of California). Interior live oak, California black oak, foothill pine, and valley oak are found throughout the project site with a scattering of ponderosa pines and incense-cedar at the eastern portion of the project site. Understory shrubs throughout the project site include, in part, California buckeye, toyon, whiteleaf manzanita, poison oak, goldenrod, ceanothus, yerba santa, and chamise. The project area and observed plant

species provide severe summer wildfire fuel risk. Manzanita provides nest habitat for some migratory passerine species. **As a result, some patches or individual specimens of live manzanita should be protected to provide habitat for nesting birds. The project should target protection of large, old growth individual specimens and groupings located within or near ephemeral channels, historic road or water ditches, or on steep slopes. These preserved groupings could include vegetative islands up to 1000 ft² (50 ft x 20 ft). If impacts to the manzanita trees must happen during treatment of fuels, protect the larger trees and steeper slope areas. Incense cedars can provide nest habitat for a variety of passerine, raptor, and gray squirrels. These trees are relatively rare throughout the project site with trees found mostly on the far northeastern portion of the project site in relatively close proximity to Murray Creek. It is recommended that up to 10 of the smaller (< 14" dbh) incense cedar trees be protected from impacts during treatment as future wildlife habitat and forest/woodland plant diversity.**

There are numerous fallen trees and standing snags throughout the project site. Some of the standing snags exhibit peeling bark. These standing dead snags provide cavity nest habitat for migratory birds and roost habitat for bats. Some snag trees were identified for protection because of the presence of cavities and peeling bark for bat roosting. All snags identified as habitat were flagged for protection. **Approximately 5 dead standing trees have been flagged for protection. These trees include bird nest cavities and trees with peeling bark. It is recommended that a minimum of one dead standing tree per 5 acres of treatment should be protected in the project area for wildlife habitat. Based on observations of the age and maturity of many of the oak and pine trees, there will likely be a consistent recruitment of dead fallen trees or large branches and snags for wildlife habitat within the project area in the future, including post treatment activities.**

The Migratory Bird Treaty Act protects active bird nests from removal or impacts. Several nests were observed during the survey, including an active red-tailed hawk nest. Bird nests were observed in cavities and canopy of trees, and on the ground in grassland habitats. Some historic, unoccupied bowl nests were observed within the project area as well. Most unoccupied bird nests were observed in interior live oak trees. Wildfire fuel reduction activities in close proximity to nesting birds can result in nest abandonment. All unoccupied nests and potential raptor roost and nest trees were in larger trees and beyond the prescribed tree removal size (> 14" dbh). These trees should not be removed during treatment due to their size and treatment or prescription regulations. Several potential raptor roost trees were observed during the surveys. Preservation of large trees will provide nest and roost habitat for many bird species. Because of the observed ages and health of oak and pine trees, protection of larger live trees will provide recruitment of snags for wildlife habitat beyond the project. **As a result, bird nest surveys in areas of suspected suitable nesting areas (i.e. areas of observed historic nests and high densities of standing dead snags) should be conducted during the nesting season prior to treatment. Migratory bird nest surveys should be completed by a qualified wildlife biologist within 14 days of site treatment during the period of March 1st to August 31st each year. Bird nest surveys are valid for 14 days within any specific area of the project site and may need to be repeated if they expire prior to treatment. Raptor nests are protected from removal throughout the year under the Migratory Bird Treaty Act.**

Mature California black oaks are an important ecological tree species provide potential habitat for a diversity of wildlife species including cavity and canopy nesting bird and mammal species, acorn mast for forage, roost habitat for birds and bats, and sustain a variety of insect species. They are also drought and fire resistant. **The project limits tree removal to individual trees no greater than 14" DBH and efforts should be adopted to protect California black oak trees in the project site, regardless of size.**

Stream and Wetland Resources

The project site contains numerous draws, drainages, and swales that transport stormwater through the project site. These draws, swales, and stormwater drainages do not support physical features of stream channels. **These draws, swales, and stormwater drainages are not protected from equipment impacts and may be crossed at any location during project operations.**

Several ephemeral stream channels originate on the project site and drain both north and south from the project. **All ephemeral stream channels may be temporarily impacted by mechanical treatment, including falling of trees and shrubs into the channel and crossing in pre-determined locations, however, the areas of impacts within the ephemeral channels must be returned to their original condition at the conclusion of the project – or before an anticipated 50% or greater chance of rain (via www.weather.gov), including a predicted quantity of 1" or more within the storm event.**

Two intermittent stream channels are located in the project site, connected to, and fed from flows from ephemeral channels. These stream sections within the project area are relatively steep with narrow and incised channels. The intermittent stream channels may provide habitat for a variety of wildlife species. These channels empty into Murray Creek and the North Fork of the Calaveras River below the project site. The intermittent stream channels and associated riparian zones may serve as travel corridors within the project area for species that occupy perennial stream channels. **Intermittent stream channels and any riparian vegetation should be protected from impacts during project treatment with a minimum of a 25-foot no disturbance buffer extending in both directions from the stream channel. These buffers are designed to protect water quality and wildlife habitat within adjacent upland areas. Steeper channel areas are likely inaccessible to vegetation removal equipment and should be avoided with slopes greater than 100%.**

Future Surveys and Mitigation Actions

If regulated species are found within the project treatment site during future surveys, mitigation measures should be adopted to protect the species from project impacts. **If regulated species are observed during project treatment, work will be immediately stopped and the project biologist or the California Department of Fish and Wildlife office in Rancho Cordova immediately notified. A protection plan must be adopted for the species and impacts prior to work restarting in the area.**

Cultural Resources

- This topic does not apply to this project and was not evaluated further.
- Yes No Was a current archaeological records check completed? Results discussed below:
- Yes No Was a CAL FIRE Staff or Contract Archaeologist consulted? Results discussed below:
- Yes No Was an archaeological survey of the project area completed? Results discussed below:
- Yes No Will the project effect any historic buildings or archaeological site?
- This topic could apply to this project, and results of the assessment are provided below:

Scope of Work: Environmental Resources Compliance, LLC (ERC) was contracted by Calaveras County Resource Conservation District (CCRCD) to assist with an Archaeological Survey Report (ASR) for the San Andreas East Fuel Break Project (Project). The Project is located within T4N, R12E, Sections 8, 15, 16, 17 of the San Andreas, 2021, US Geological Survey (USGS) 7.5-minute quadrangle maps. The project is part of a fuels treatment and shaded fuel break plan managed by the Calaveras County Resource Conservation District (CCRCD).

Project Description: This ASR presents the results of a 147-acre intensive pedestrian archaeological survey of the Planning Area Limits (PAL) (Figure 1, Appendix A—Project Figures). It was completed in compliance with the California Environmental Quality Act (CEQA).

Date of Records Search and Consultation: ERC completed the records search from information gathered from the Central California Information Center (CCIC) Records Search File No. 13615J on January 12, 2026. The CCRCD conducted consultation and coordination for the Project. Calaveras County (Lead Agency) is responsible for Native American Consultation and is part of CCRCD's tribal relations program.

Pedestrian Survey: Between March 2nd and April 20th, 2026 (Four days), CCRCD Archaeologist Sarah Theofanopoulos conducted an intensive pedestrian survey of approximately 147 acres for the PAL.

Findings of the Investigation: Two studies have been conducted in the PAL, and five are listed at the CCIC within a 0.25-mile search radius. Five cultural resources have been previously recorded within the 0.25-mile search radius, and none were located within the PAL. Archaeologists utilized data procured through the IC centers. All information is considered when determining the probability of finding cultural resources. IC data was obtained, utilized, surveyed, mapped, and flagged if located within the treatment area.

Four cultural resources were identified and documented during the survey. All new resources were flagged, mapped, and recorded for protection.

The CCRCD archaeologists will monitor all ground-disturbing activities within or within a 50-foot radius of the cultural resources boundaries to help implement protection measures and provide on-site guidance on working within any known archaeological resource boundaries. Assessment of any previous flagging will be revisited in the final treatment units prior to ground-disturbing activities. This will ensure the proper mitigation and protection of resources before project activities commence.

Summary and Recommendations: Based on the results of the background investigation, field survey, and assessment of potential direct or indirect project impacts, archeological protection and avoidance monitoring measures are recommended at this time. The project will assume CRHP eligibility for any historic and precontact-era resources listed in the CCIC, as well as for all new findings. Full eligibility determinations will not be completed for this project. ERC included post-review discovery procedures for treating historical resources and Native American human remains per Public Resources Code (PRC) 5097.98 and Health and Safety Code (H&SC) 7050.5.

Disposition of Archaeological Data: Report will be deposited with CCRCD, CCIC, and ERC. All field

notes and other documentation related to the study are on file at the CCRCD or ERC Sacramento office.

This project will not have any significant adverse impacts on cultural resources.

Geology and Soils

This topic does not apply to this project and was not evaluated further.

This topic could apply to this project, and results of the assessment are provided below:

A review of the NRCS Web Soil Survey, Central Sierra Region was conducted on April 21, 2026. There are several soil types within the project area. Field examinations of the project area indicated that the potential for erosion is generally low except in areas of steep slope where soils are exposed to raindrop impact or overland flow. Previously cleared areas, road cuts and fills, and other areas with bare mineral soil show little to no evidence of sheet and rill erosion or gully erosion.

There were no signs of mass movement or landslides in the project area.

No significant ground disturbance or soil disturbance will occur as part of this project. The project will generally consist of mechanical mastication to treat vegetation. This treatment method will create a layer of masticated material covering most of the area after the project is completed. This will ameliorate the potential for erosion associated with this project.

No significant adverse impact related to geology and soils will occur as a result of this project.

Greenhouse Gas Emissions

This topic does not apply to this project and was not evaluated further.

Yes No Would the project generate significant greenhouse gas (GHG) emissions?

Yes No Would these GHG emissions result in a significant impact on the environment? Discuss below:

Yes No Would the project conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases? Discuss below:

The project will reduce fuels but there will be no significant impacts to larger vegetation or over-story forest canopy. These activities will generally target ground fuels, brush, and small-diameter trees.

The project will utilize mechanical mastication to reduce vegetation. The direct emissions from the equipment utilized in the operation will be negligible. Additional minor emissions will occur because of crew transportation vehicles and other support vehicles, such as mechanic's vehicles and service vehicles. The overall impacts from equipment and vehicles will be negligible.

The fuels reduction project reduces the likelihood of a severe wildfire, thereby reducing the chance of significant release of CO₂ via burning vegetation.

A Greenhouse Gas emissions analysis was conducted for the entire project area. The input variables included the following:

Project Acres = 147

Total Project Days = 40

Round Trip Miles for crew = 40

Number of chainsaws utilized by the crew = 3

Number of masticators utilized by the crew = 4

Estimated Biomass Tons Per Acre Removed = 20

Utilizing a sequestration rate of 2 Tons/Ac/Year (which is at the low-end of the 2-6 Tons/Ac/Yr range for stocked "Sierra mixed conifer"), the results show that the "Years Required for Complete Sequestration" is 4.5. This indicates that the relatively low carbon emissions due to this project will be rapidly offset by increased growth of a future vegetative community.

The detailed Greenhouse Gas Analysis conducted for this project is attached to the back of this ERRF.

No significant impact related to greenhouse gas emissions will occur.

Hazards and Hazardous Materials

- This topic does not apply to this project and was not evaluated further.
 This topic could apply to this project, and results of the assessment are provided below:

Selective herbicide use may be utilized on various portions of the project area in the future for maintenance. No herbicide use is proposed during the initial creation of the fuel break. The use of these herbicides is intended to reduce the rapid re-sprouting or re-seeding of the treated vegetation. All herbicide application prescriptions will be developed by a licensed Pest Control Advisor (PCA). The transportation, storage, mixing, and application of any herbicides will be in accordance with all laws and regulations established by the California Department of Pesticide Regulations and any local jurisdictions.

This project is not expected to have any significant adverse impacts from Hazards and Hazardous Materials

Hydrology and Water Quality

- This topic does not apply to this project and was not evaluated further.
 Yes No Will the project potentially affect any watercourse or body of water?
 This topic could apply to this project, and results of the assessment are provided below:

The project will not result in the creation of any un-vegetated areas, as chips or masticated vegetation will cover virtually all areas where vegetation is treated. Existing over-story forest canopy cover will not be altered by this project. Dense tree stands and brush under tree canopies will be targeted for mastication. The predominant brush cover in these areas is usually very dense; therefore, the resulting post-project cover of masticated material will generally be thick. This layer of masticated material will help prevent surface erosion, thereby preventing degradation of water quality.

Watercourses within and near the project area will be protected during operations as described above under "Stream and Wetland Resources" in the "Biological Resources" section.

No excavation is associated with this project and no large areas of exposed soil will be created during the course of this project.

The fuel reduction activities planned by this project will help prevent any serious or catastrophic degradation of water quality from wildfires.

This project will not have any significant adverse impacts on hydrology and water quality.

Land Use and Planning

- This topic does not apply to this project and was not evaluated further.
 This topic could apply to this project, and results of the assessment are provided below:

This project will not have any significant adverse impact on Land Use and Planning.

Mineral Resources

- This topic does not apply to this project and was not evaluated further.
 This topic could apply to this project, and results of the assessment are provided below:

This project will not have any significant adverse impact on Mineral Resources.

Noise

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

Proposed project activities will result in some noise, specifically from mechanical mastication equipment, chainsaws, and chippers. The equipment will only be operated during normal daylight hours, and no equipment use will be allowed on Sundays or holidays. The equipment use in any given area will be generally short-lived, as the nature of this project will result in a rapid progression of fuel treatment through the project area. When working in areas away from residences, the noise of the equipment in the distance may be not significant or may be only slightly above the ambient noise levels from normal traffic on nearby roads.

This project will not have any significant adverse impact on Noise.

Population and Housing

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

This project will not have any significant adverse impact on Population and Housing.

Public Services

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

This project will not have any significant adverse impact on Public Services.

Recreation

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

This project will not have any significant adverse impact on Recreation.

Transportation/Traffic

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

Portions of the project area are adjacent to various private and public roads.

Traffic safety measures will be specified, as needed, by the CCRCO on a case-by-case basis. Potential safety measures include the use of warning signs, traffic cones, temporary lane closures, or other safety measures.

After project activities are completed, and roadside vegetation is treated, visual distances will be increased, general road safety will increase, and ingress/egress in the event of an emergency will be improved.

The project will not have any significant adverse impact on Transportation/Traffic.

Utilities and Service Systems

- This topic does not apply to this project and was not evaluated further.
- This topic could apply to this project, and results of the assessment are provided below:

Project activities will not disrupt utility service or service systems. No impact will occur.

Changes Made to Avoid Environmental Impacts:

No changes made to avoid adverse impacts.

Mandatory Findings of Significance:	YES	NO
(a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal, or eliminate important examples of the major periods of California history or prehistory?		X
(b) Does the project have impacts that are individually limited, but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probably future projects)		X
(c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?		X

Justification for Use of a Categorical Exemption (discuss why the project is exempt, cite exemption number(s), and describe how the project fits the class):

This project will create a major fuel break north of San Andreas. This fuel break will greatly improve the ability of the firefighting agencies to stop a fire from entering San Andreas and nearby communities. Additional dispersed residences between these communities will also benefit from the fuel reduction within this fuel break. Ingress and egress will be facilitated by the removal of encroaching roadside vegetation. This project fits under portions of the above-listed Class 4 Categorical Exemption listed in CEQA Guidelines §15304 pertaining to Minor Alterations to Land.

Conclusion:

After assessing potential environmental impacts and evaluating the description for the various classes of Categorical Exemptions to CEQA, the Calaveras County Resource Conservation District (CCRCD) has determined that the project fits within one or more of the exemption classes and no exceptions exist at the project site which would preclude the use of this exemption. The CCRCD considered the possibility of (a) sensitive location, (b) cumulative impact, (c) significant impact due to unusual circumstances, (d) impacts to scenic highways, (e) activities within a hazardous waste site, and (f) significant adverse change to the significance of a historical resource. A Notice of Exemption will be filed at the State Clearinghouse.



Scale 1:16,000

0 0.13 0.25 0.5 Miles

Legend

SAE_CEQA_FINAL

**San Andreas East Fuel Break Project
CEQA Map
Calaveras County
Resource Conservation District**

Map Created by: Erin Livornois, CCRCD

Photos of San Andreas East Fuelbreak

West portion of project



Central portion of project



East portion of project area



San Andreas East Fuelbreak Project: GHG Analysis

General Information

Project Name	San Andreas East Fuelbreak	1-May-26
Project Acres		147
Total Project Days		40

Blue = Variable Inputs
 Black = Equation Produced Data
 Red = Constants

Exhaust CO2 Emissions

Total Round Trip Miles	40		
# of Chainsaws	3		
# of Chippers/Masticators	4		
Diesel Kilograms/Gal	10.15		
Gas Kilograms/Gal	8.91		
Pounds of CO2/Kilogram	2.20462		
One Masticator Diesel Gal/day	40		
Crew Bus MPG	8		
Chainsaw Gas Gal/Day/Saw	1.5		
Conversion Factor Pounds to Tons	2000		
Conversion Factor Tons of Biomass to Tons CO2	1.65		
Crew Bus Total Miles	1,600	Chainsaws Total Gal Gas Needed	180
Total Gal of Diesel Needed	200	Masticator Total Diesel Needed	6400
Total Kilograms of Diesel Produced	2,030	Total Kilograms of Fuels Produced	8,004
Diesel Total Pounds of CO2 Produced	4,475	Fuel Total Pounds of CO2 Produced	17,645
Diesel Total Tons CO2	2	Fuel Total Tons of CO2 Produced	9

Smoke or Decay CO2 Emissions

Est. Biomass Tons Per Acre Removed (Fuel Model)	20
Biomass Total Tons Removed	2940
Total Tons of CO2	4851

Final Outputs

Total Tons of CO2 for Project	4862
Sequestration Rate 2 - 6 Tons/Ac/Yr (stocked Sierra mixed conifer)	2
Total Sequestration Rate/Yr	1078.98
Years Required for Complete Sequestration	4.5

SELECTION COMMITTEE CRITERIA SHEET-Average Scores
Hunter Connectivity Project (PG&E 2026-01)

Budget: Mastication and Handwork - 23 acres at \$3,200 per acre Total \$ 73,600

	Forester Name	Cost/Acre	TOTAL Cost	Notes about Total Cost	Completeness of Proposal	Required Insurance / Licenses	Qualification / Experience / Workability	Approach and Strategy	Cost	Local Benefit (Calaveras or adjacent County)	TOTAL POINTS	Reviewer Notes
					Pass/Fail	Pass/Fail	1-30 points	1-30 points	1-30 points	0 or 10 Points		
8	Core Tree Care	Mastication: \$9,300 HW: \$9,300	\$213,900.00	Too high	Pass	Pass	24.75	25.5	8.5	0	58.75	Out of budget
4	Cornerstone	Mastication and Handwork: \$3,130	\$71,990.00	Good price and still allows for a little extra if needed	Pass	Pass	23.5	26.25	27.75	0	77.5	Good references, addressed canal in detail; Lack of a Fire Plan heavily impacts score on approach and strategy; m team, excellent references, works in area
5	Drew's Land Clearing	Mastication and Handwork: \$3,600	\$82,800	Too high	Pass	Pass	24.75	25	10.75	10	70.5	Out of budget
6	Left Coast Land	Mastication: \$2,500	\$52,900 (all)	price reflects 100%	Pass	Pass	16	14.75	25.5	10	66.25	One reference said she has never worked with
7	Mountain Enterprises	Mobilizing: \$19,500 Mastication: \$2,595 HW (if needed): \$3,300 Demobilize: \$8,000	\$87,175 (min. if no HW)	Does not anticipate HW will be needed, total cost reflects all mastication	Pass	Pass	28.5	25	10.75	0	64.25	Out of budget, good reference
2	Nate's Tree Service	Mastication: \$3,150 HW: \$4,625	\$72,450-\$106,375	price reflects 100% mastication - 100% HW	Pass	Pass	27	25	23	10	85	Not a lot of whiggle room in budget, good references
3	Northwoods Tree and Land Service	Mastication: \$2,965 HW: \$3,740	\$68,195 (all mastication) - \$70,520 (3 ac. HW, 20ac. mastication)	estimated 20-22 of the 23 will be done mechanically	Pass	Pass	27.5	26.75	28	2.5	84.75	The cost is very good and gives us some whiggle room without being too low, broke it out specifically with what will be treated by hand and machine, listed dedicated equipment which approach reflected; This is a strong proposal it is within the budget, the approach and strategy address site specific issues (40% slope)
1	Timberline Forest Management (LLC)	Mastication: \$3,000 HW: \$4,300	\$69,000 (all mastication)	Does not anticipate HW will be needed, total cost reflects all mastication	Pass	Pass	25.75	26.5	28	10	90.25	Good references, provided detailed timeline before deadline, very detailed approach; This is a strong proposal. It is within budget, there is a solid fire plan, as well as references and qualifications, the only concern is Timeline related however as long as those can be addressed this is a particularly strong proposal. ; excellent references

TIMBERLINE FOREST MANAGEMENT LLC

**Grant:
CCRCD 2026-1**

Hunter Connectivity Project (PG&E 2026)

Calaveras County Resource Conservation District

Grant: CCRCD 2026-1

Justin Scott

CSLB# 1115647 (C61/D49) - LTO# B013961

timberlinefm@yahoo.com

(209) 352-9340

9737 State Highway 120

Jamestown, CA 95327

Timberline Forest Management LLC

Hunter Connectivity Project (PG&E 2026)

TO:

Kaylee Tanner Dillashaw kdillashaw@calaverasrcd.org

Erin Livernois elivernois@calaverasrcd.org

Timberline Forest Management (TFM) is pleased to submit a proposal in response to the RFP - Hunter Connectivity Project (PG&E 2026). TFM values its work in meeting the primary goals of improving stand health and minimizing fire behavior to overall protect the local community of residences and their infrastructures. TFM has carefully reviewed the scope of treatment for the job, and is confident in our experience, expertise, and approach that the team will bring to meet the project goals effectively and efficiently.

Timberline Forest Management (TFM) has been in the forestry industry for 10 years and maintains a Timber Operators License (B013961) along with a California State Contractors License (C61/D49 CSLB# 1115647). Justin Scott the owner and operator of TFM has over 10 years of experience working in various areas of forestry including tree service (trimming and removal of trees), fuels reduction, and vegetation management in similar terrain as this RFP. Justin Scott has executed several projects local to this area and strives to work and serve in the communities. With TFM's previous experience, the company holds the same value in restoring forest health and resilience to wildfire upon completion of its projects, while maintaining high job satisfaction.

TFM's approach for the Hunter Connectivity Project (PG&E 2026) ensures that the prescription will be followed as detailed in the scope of treatment provided. In addition, TFM will prioritize communication with the project manager and landowners, follow the implementation schedule to meet deadlines, as well as ensure utmost safety takes precedence each day.

Timberline Forest Management appreciates the opportunity to collaborate with the Calaveras County Resource Conservation District on this local project that aims to deliver meaningful conservation impacts through creating well-managed forest environments through fuels reduction work, aimed to protect local communities.

Thank you for considering TFM's Proposal.



Justin Scott, Owner of Timberline Forest
Management

Timberline Forest Management LLC

Insurance

ACORD **CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY) 07/28/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Victor Insurance Managers DBA: Victor Insurance Services 2150 River Plaza Drive #330 Sacramento, CA 95833	CONTACT NAME PHONE (A/C No. Ext): 916-286-5300 FAX (A/C No.): 916-286-5301 EMAIL: info.us@victorinsurance.com ADDRESS:	INSURERS AFFORDING COVERAGE	NAIC#
INSURED Timberline Forest Management LLC 5401 Uphill Rd. Pilot Hill, CA 95664	INSURER A: Everest Demail Insurance Company INSURER B: Everest National Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:	16044 10120	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

REF. ITR	TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMSMADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> LBFPD GEM. AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PERCENT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		9400003355-251	05/15/2025	05/15/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS-COMP/OP/PAGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB CLAIMSMADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTIONS		9400003472-251	05/15/2025	05/15/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/RETIRED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				EL, EACH ACCIDENT \$ EL, DISEASE - EA EMPLOYEE \$ EL, DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Proof of insurance

CERTIFICATE HOLDER Timberline Forest Management LLC 5401 Uphill Rd. Pilot Hill, CA 95664	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Jose Trujedo</i>
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DS#160207015

Timberline Forest Management LLC



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/25/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Leavitt United Insurance Services, Inc. Lic #0J02939 2358 Maritime Dr. Ste. 100 Elk Grove CA 95758	CONTACT NAME: Brook Kubach PHONE (A/C, No, Ext): (800) 549-4242 FAX (A/C, No): (888) 329-8842 E-MAIL ADDRESS: brook-kubach@leavitt.com
INSURER(S) AFFORDING COVERAGE	
INSURED	INSURER A: Western World Insurance Company
Timberline Forest Management, LLC 9737 State Highway 120 Jamestown CA 95327	INSURER B: California Automobile Insurance Company
	INSURER C: State Compensation Insurance Fund
	INSURER D: Arch Insurance Company
	INSURER E:
	INSURER F:

COVERAGES **CERTIFICATE NUMBER:** 26-27 Master **REVISION NUMBER:**

THIS/STO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		NPP6194866	02/06/2026	02/06/2027	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
						MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					PRODUCTS - COMP/OPAGG \$ included
	OTHER:					Professional Liability \$ included
B	AUTOMOBILE LIABILITY		BA040000075534	08/22/2025	08/22/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS, NON-OWNED AUTOS ONLY					BODILY INJURY (Per person) \$
	HIRED AUTOS ONLY <input type="checkbox"/>					BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR					EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>					\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		9351870-2026	01/05/2026	01/05/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N <input type="checkbox"/>				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	INLAND MARINE		DILIML3454900	11/13/2025	11/13/2026	SCHED EQUIP \$235,000
						DEDUCTIBLE \$5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Tuolumne Fire Safe Council PO Box 692 Tuolumne CO 95379-0692	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Timberline Forest Management LLC

Licensing

Timberline Forest Management holds the following active licenses:

CSLB: 1115647 (C61/D49)

LTO: B013961

STATE OF CALIFORNIA
dca
DEPARTMENT OF CONSUMER AFFAIRS

CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE




License Number **1115647** Entity **LLC**

Business Name **TIMBERLINE FOREST MANAGEMENT**
LLC

Classification(s) **C61/D49**

Expiration Date **01/31/2028** www.cslb.ca.gov



License Number: B013961	LIMITED	
Date of Issuance: 3/6/2026	TIMBER OPERATOR LICENSE	
License Valid Period: 3/6/2026-12/31/2027	THE STATE OF CALIFORNIA NATURAL RESOURCES AGENCY DEPARTMENT OF FORESTRY & FIRE PROTECTION	<p>This Timber Operator License is issued pursuant to the provisions of Division 4, Chapter 8, Article 6, of the Public Resources Code; and the regulations of the State Board of Forestry and Fire Protection in Title 14, Division 1.5, Chapter 4, Subchapter 7, Article 1 of the California Code of Regulations; as a response to the licensee's request for a Timber Operator License.</p> <p>This Timber Operator License does not purport to confer nor grant property rights in timber, land, or the products thereof.</p>
TIMBERLINE FOREST MANAGEMENT LLC 9737 STATE HIGHWAY 120 JAMESTOWN, CA 95327		

RM-62 (11/2025)

(SEE REVERSE SIDE FOR DETAILS)

Timberline Forest Management LLC

TFM Equipment

Equipment	Weight	Horsepower	Tires/Tracks	Attachments	Use
ASV RT135F CTL	15,000 LB	135 HP	Rubber Tracks	Masticating Head	Mastication
Kubota KX080 - 5 Excavator	20,000 LB	66.6 HP	Steel Tracks	Masticating Head /Bucket and Thumb / Grapple / Tree Shear	Mastication
Kubota KX057 - 5 Excavator	12,500 LB	47.6 HP	Rubber Tracks	Masticating Head / Bucket and Thumb / Tree Shear	Mastication / Piling
Ufkes Greentec 942 Track Chipper	18,000 LB	300 HP	Rubber Tracks	N/A	Chipping

Fire Suppression Equipment

With fire safety as our top priority for every job, TFM has several practices in place in helping prevent any potential fire hazards, as well responses to any fire threats. In compilation with a detailed fire prevention plan, TFM will utilize the following fire-fighting equipment as prevention or in the case of actual threat:

Mcleods, chainsaws, fire extinguishers, an Eco Caf and a 500-gallon water trailer will be accessible and on site.

As further explained on page 9, TFM has established a thorough fire prevention plan that the company utilizes on each of its projects. In addition, TFM will meet all CCRCD Fire Plan Requirements.

TFM Machinery

Kubota KX080 - 5 Excavator

Excavator utilized for mastication and tree shearing.



ASV RT135F CTL

Compact track loader utilized for mastication.



Kubota KX057 - 5 Excavator

Compact excavator utilized for mastication and piling.



Ufkes Greentec 942 - Track Chipper

Track chipper utilized for efficient chipping especially with hard-to-access terrain.



Past Project References

El Dorado RCD - Spanish Flat North Phase III Chili Bar to Georgetown Fuel Reduction Project

Contact: Ed Struffenegger (209) 304-2045 - edstruff@valcano.net

Treatment: Mastication, Hand Treatment

Dates: August 25, 2025 – March 31, 2026

Acreage: 48.69

Due to high workload and tight timelines TFM used subcontractors to complete this project.

American Forest Foundation - Covington Big Hill Fuel Reduction Project Private Parcel Expansion

Contact: Byron Krempf (845) 389-3634 - krempfconsulting@gmail.com

Treatment: Mastication, Track Chipping, Hand Treatment

Dates: March 1, 2026 – Current

Acreage: 35

American Forest Foundation - Covington Big Hill Fuel Reduction Project PG&E

Contact: Byron Krempf (845) 389-3634 - krempfconsulting@gmail.com /
Chris Trott (209) 606-1094 - ctbioenergy@gmail.com

Treatment: Mastication, Track Chipping, Hand Treatment

Dates: September 16, 2025 – February 28, 2026

Acreage: 71

American Forest Foundation: Wards Ferry Fuel Reduction Project

(Subcontracted by Scott Timber Contracting Inc.)

Contact: Byron Krempf (845) 389-3634 - krempfconsulting@gmail.com

Treatment: masticating, hand treating, piling and burning

Dates: February 14, 2025 - December 15, 2025

Acreage: 105.8

Statement of Understanding and Qualifications

Timberline Forest Management (TFM) would appreciate the opportunity to be considered as a contractor to serve on the Hunter Connectivity Project. TFM has carefully examined the size and scope of the proposed work during an on-site job walk, where the specific site areas were further inspected. Throughout the site visit, more knowledge of the individual work units was gained, giving TFM opportunity to better understand the logistical approach on the Scope of Work for the job. It is ensured that TFM can complete the project safely, efficiently, and within the proposed timeframe for job completion.

TFM has an adequate reputation of previous awarded jobs that replicate vast similarities to this specific job proposal; most in which prioritize the outcome of mitigating fire behavior and creating target stand conditions of shaded fuel breaks, with healthy, well-spaced, dominant and co-dominant trees. TFM prioritizes the respectable collaboration in which the company has continuously had with its landowners, project managers, and other parties involved in previous jobs. With many years of treating lands and terrains similar to this RFP, TFM is confident in its quality of work along with its experiences in treating and performing to the standards of many local projects. TFM has experience in high production jobs that requires specialization in mastication and hand treatment.

While Justin Scott operates his company individually, he does not anticipate utilizing subcontractors on this job. However, if Justin deems subcontractors would benefit the overall operation of this job, Justin has strong relationships with many local subcontracts that may be utilized. All subcontractors that may be utilized in this RFP maintain and withhold the same value and mission of project thoroughness and completeness as TFM, as well as obtain current licenses and insurance to operate. Each subcontractor brings many years of experience in fuels reduction work. TFM may find value in utilizing these subcontractors to benefit the overall project target stand conditions in a timely and efficient way.

Fire Plan Compliance

Timberline Forest Management is aware of the high risk of fire threat within the area of this project. With fire safety as our top priority for every job, TFM has several practices in place in helping prevent any potential fire hazards, as well responses to any fire threats. TFM implements the following forest fire prevention measures that meet the fire protection requirements of this RFP, as well as prioritize safety amongst all of TFM projects:

- All machinery will be operated in a safe and protective manner when in use, and all operators will be well equipped with a standard fire plan in case of emergencies.
- All personnel on site will be equipped with cell phones or radios as well as personal protective equipment (PPE).
- All machinery will be supplied with operable fire extinguishers.
- TFM will do a safety check to start and end each workday, where any hazards will be communicated and secured before proceeding. TFM will take all steps necessary to prevent any fires on every project, and in the case of such fires will initiate immediate actions to extinguish fires.
- All staff will be well equipped with fire prevention gear on site, easily accessible in case of emergencies: McLeods, Chainsaws, fire extinguishers, as well as an Eco Caf.
- TFM will monitor Project Activity Levels (PAL) each day to ensure USFS practices are followed. TFM will have a qualified fire patrol man on foot when PAL level "C" or higher is in effect.

TFM maintains steady contact with project management throughout the entirety of its projects. TFM prioritizes fire safety through having acquired efficient fire tools and equipment, along with trained personnel that carry many years of experience working in high fire risk environments, in addition to working closely to electrical distribution lines.

TFM has read and fully understands CCRCDD's Fire Plan Requirements. TFM prioritizes fire safety and thoroughly understands that by engaging in operations with CCRCDD, TFM will meet all fire plan requirements.

Approach

TFM will begin by identifying the project perimeters using the maps provided for each of the project sites and navigating the unit's boundaries using Global Positioning System [GPS], Avenza. Prior to starting operations, TFM will meet with project managers and other representatives to discuss fire safety, LOPs, the overall work schedule, and to address any other concerns had by any parties. Before performing any work, TFM will discuss with crew members on site general fire plan safety, address any safety concerns and establish an evacuation plan specific to the project area. Additionally, all equipment will be thoroughly inspected before beginning any project.

During operations, TFM practices quality land management and good stewardship. It inspects the work site daily to identify potential hazards and environmental issues. Soil conditions and composition are examined to determine what equipment can be used to minimize impact. Special attention is given to ELZ's, EEZ's, and to protect areas such as meadows, riparian vegetation along stream courses, residual trees, and snags and logs for habitat. TFM works with project personnel to identify and guard sensitive areas such as protected species nesting, along with designated [and newly discovered] archeological sites. TFM performs operations that comply with Project Activity Levels, Limited Operating Periods, and all other area regulations.

Mastication work and chipping is performed with a combination of compact track loaders, excavators, track chippers and specialized machinery with mulching attachments that exceed project specifications while leaving the area otherwise undisturbed. Justin Scott will conduct regular quality control checks to ensure the performance and product meets all requirements under the scope of work for the project. Fire safety, stewardship amongst landowners, and job satisfaction is of utmost priority to Timberline Forest Management. TFM will maintain steady contact with project management throughout the entirety of the project. TFM can ensure it will meet the primary goals of the project:

- **Improve the landscape consistency in fuel loading and,**
- **Improve connectivity along the Highway 4 Wildfire Defense System**

Approach

The initial step of the project, timely to the ground operation start date, will consist of a field inspection, surveying the project unit to ensure the general approach to the project is safe, secure, and ready for work. Throughout the entirety of this project, TFM will abide by all provisions put forth in this RFP, as well as follow the best management practices listed. TFM plans to begin operations on July 6th, 2026, and plans to conclude the project near the middle of August 2026.

Mechanical mastication will serve as the primary treatment method throughout accessible portions of the project area. In addition to mechanical mastication, TFM will utilize the track chipper to chip some portions of the project area, all in which will be reground after chipping. Treatments will focus on mastication of all ground fuels, including existing piles, understory brush, saplings, and small trees less than 12 inches DBH, as specified in the prescription. TFM will work to remove dense understory vegetation and ladder fuels while retaining healthy dominant overstory trees that contribute to stand resilience and fire resistance. Special attention will be given to reducing crown density and creating consistent spacing throughout the treatment units in order to improve fire behavior outcomes across the larger fuel break system.

Residual tree spacing will be implemented according to the project specifications, aiming to achieve target spacing of 25 by 25 feet, while still accounting for existing stand conditions, tree health, species composition, terrain, and operational safety. Small, suppressed trees growing beneath larger canopy trees will be removed to eliminate ladder fuels and improve vertical separation between ground fuels and tree crowns. Where openings exist within the stand, healthy conifer and black oak seedlings or saplings may be retained at approximately 30 foot spacing consistent with the prescription requirements.

Live oak groups growing from common root crowns will be evaluated carefully during treatment operations. In accordance with the prescription, oak groups composed primarily of stems greater than 12 inches DBH will be retained, while groups primarily composed of stems 12 inches DBH or smaller may be removed where consistent with target spacing objectives. Partial removal of oak clumps will not occur. TMF understands the importance of maintaining consistency with this requirement to preserve stand stability and treatment quality throughout the project area.

Approach Cont.

Dead, dying, and downed trees of any size that contribute to hazardous fuel loading will be treated unless specifically designated for retention by CCRCD staff. This work will include treatment of material located on moderate and steep slopes, within confined areas, and adjacent to roads or infrastructure where operationally feasible and safe. Existing accumulations of woody debris and slash will also be masticated or chipped in order to reduce surface fuel continuity across the project.

Mastication operations will be conducted in accordance with all mulch and debris specifications identified in the RFP. TFM will ensure that a minimum of 75% of treated vegetation is processed into shredded material less than 36 inches in length. Masticated material will be distributed evenly throughout the treatment areas to minimize concentrated fuel accumulations, suppress brush regrowth, and retain soil moisture. Mulch depth will be monitored carefully to ensure it does not exceed the maximum allowable depth of 12 inches. Operators will also eliminate hazardous punji sticks by ensuring remaining woody stubs are properly processed and reduced to acceptable height standards. Remaining stumps will be maintained below 6 inches on the uphill side as required by the prescription. Residual conifer trees will be pruned along the bole to a height of 10 feet from ground level or to 50% of the total tree height for trees under 20 feet tall, consistent with project specifications. All pruned material will be chipped or masticated and retained within treatment boundaries.

Steep slope areas exceeding 40% grade will be evaluated individually to determine the safest and most effective treatment method. Depending on terrain conditions, TFM will evaluate the area and determine if these areas will be treated using low ground-pressure tracked equipment, or limited-access mastication from stable operating positions. TFM has vast experience working within steep Sierra Nevada terrain and understand the importance of balancing operational efficiency with safety and erosion prevention.

Special care will be taken to protect roads, drainage features, swales, and the abandoned Utica canal infrastructure identified within the project area. Woody debris generated during operations will be kept within treatment unit boundaries and removed from roads, ditches, road banks, and adjacent properties the same day whenever necessary. Blackberries identified within treatment units will be specifically targeted as required by the RFP. Environmental protection measures outlined within the RFP will be incorporated throughout project implementation. Sensitive areas identified by CCRCD staff will be avoided during operations, and retained snags or habitat trees will be protected.

Approach Cont.

Additionally, TFM will continuously evaluate soil conditions to avoid excessive compaction and will suspend operations when soils are deemed excessively saturated, or conditions could result in resource damage. All equipment will be routinely checked by Justin Scott, properly maintained, equipped with spark arrestors, and operated in accordance with fire prevention requirements. TFM crew members will carry required fire suppression tools and will adhere to all applicable state fire regulations - as further specified in TFM's fire prevention plan.

Throughout the entirety of the project, TFM's owner, Justin Scott, will maintain consistent communication with project management and conduct regular quality control inspections to ensure all work meets contract specifications. Daily progress will be evaluated to ensure the project remains on schedule and is completed safely, efficiently, and to the highest standards that TFM holds.

Implementation Schedule

TFM plans to begin operations tentatively July 6, 2026 and complete the total 23-acre project around the middle of August 2026. Considering potential delays due to extreme fire weather affecting TFM's ability to perform work safely, TFM ensures to commit any weather permitting days to this project to guarantee progress is being made towards the implementation timeline, with safety as TFM's top priority. TFM will continuously evaluate ground conditions to ensure workability and safety throughout the entirety of the job, whilst working towards the progress completion dates.

Cost Proposal

TFM understands that it is required to have separate line items for machine mastication and handwork mastication, however, TFM does not anticipate having separate handwork treatment at a separate cost for this job.

Treatment Type	Unit Size (Acres)	Unit Cost Proposal (\$/Acre)	Total Proposed Unit Cost
Machine Mastication	23 Acres	\$3,000.00	\$69,000.00
Handwork Mastication	0 Acres	\$4,300.00	\$0.00



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT
PO Box 1041 ♦ San Andreas, CA 95249
info@CalaverasRCD.org

INDEPENDENT CONTRACTOR AGREEMENT

Between

Calaveras County Resource Conservation District (CCRCD)

And

Timberline Forest Management LLC.

For: Hunter Connectivity Project

Grantor: Pacific Gas & Electric Co.

Grant Agreement: PGE 2026-01

Fiscal Agent: Calaveras County Resource Conservation District (CCRCD)

THIS CONTRACT AGREEMENT is made and entered into on June 24th, 2026 by:

Party 1: Calaveras County Resource Conservation District (herein after referred to as CCRCD), a California Special District located at 423 East St. Charles Street (physical address), P.O. Box 1041 (mailing address), San Andreas, CA 95249

and

Party 2: Timberline Forest Management LLC (herein after referred to as CONTRACTOR), 9737 State Highway 120 Jamestown, CA 95327 (209) 352-9340 timberlinefm@yahoo.com

RECITALS

1. The CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT (CCRCD), a California Special District desires to enter into an Independent Contractor Agreement with CONTRACTOR, an Independent Contractor for the performance of specified services on behalf of CCRCD.
2. CONTRACTOR represents that it has or will comply with all local, state, and federal laws regarding any necessary permits and licenses that may be required under this Agreement to perform the services as an independent contractor, pursuant to this agreement.
3. CCRCD represents the GRANTOR that provides the funding source for the PROJECT through an executed agreement with CCRCD.
4. In consideration of the mutual promises contained herein, CCRCD and CONTRACTOR agree to the following:



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SERVICES AND OBLIGATIONS OF CONTRACTOR

The period of this Agreement shall be from June 26th, 2026 to November 30th, 2026 or until the defined work is completed and approved by CCRCD and GRANTOR, whichever comes first.

1. CONTRACTOR understands the request is for tasks detailed in “**APPENDIX A, Request for Proposal**”. All terms and conditions contained in the Request for Proposal (RFP) are incorporated into this Agreement.
 - a. CONTRACTOR will be solely responsible for determining the means and methods for performing the services described herein. CONTRACTOR shall not assign this Agreement; any attempt to do so shall be void and have no effect. All of CONTRACTOR’S activities will be at its own risk and CONTRACTOR is hereby given notice of responsibility for arrangements to guard against physical, financial, and other risks as appropriate. CONTRACTOR shall observe and abide by all applicable laws, regulations and stipulations including but not limited to those of CCRCD. CONTRACTOR agrees to perform the services with a standard of professional care, skill and diligence normally provided in the performance of similar services.
 - b. When operating, CONTRACTOR shall strictly adhere to the requirements of the CCRCD Fire Plan “**APPENDIX F, Fire Plan**”.
 - c. Except as specifically authorized by CCRCD in writing, information and other data developed or acquired by or furnished to CONTRACTOR in the performance of this agreement shall be used only in connection with services provided to CCRCD and shall become and be retained as the property of CCRCD.
2. CONTRACTOR guarantees that it will complete all defined tasks, as stated in “**APPENDIX A, RFP**” and “**APPENDIX B, Contractor’s Proposal**”, during the term of this Agreement. CONTRACTOR shall immediately notify the CCRCD Project Manager of any expected or unexpected obstacles that may impact the completion of scheduled services. However, CONTRACTOR shall not be liable for such interruptions in performance beyond CONTRACTOR’S reasonable control. Both parties agree to maintain close communication throughout the duration of the project.
3. CONTRACTOR, at its sole cost and expense, shall maintain the following insurance:
 - a. **Workers Compensation Coverage** – Worker’s Compensation Insurance and Employer’s Liability Insurance for employees in accordance with the laws of the State of California (including requiring any authorized subcontractor to obtain such insurance for its employees).
 - b. **General Liability Coverage** – Commercial general liability insurance with a minimum liability limit not less than \$2,000,000 for personal injury and property damages per occurrence)
 - c. **Automobile Liability Insurance** – with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and \$100,000 for property damage. This insurance shall cover all vehicles including hired cars, owned and non-owned vehicles
 - d. CONTRACTOR shall add CCRCD to said insurance policies named as “additionally insured” and provide CCRCD Project Manager with proof of insurance certificates, included in “**APPENDIX C, Proof of Insurance Certificates,**” for all insurance policies throughout the full duration of this Agreement.



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4. CONTRACTOR agrees that it will employ, at its own expense, all personnel necessary to perform the services required by this Agreement and in no event shall such personnel be the employees of CCRCD. All the services required hereunder shall be performed by CONTRACTOR or under its direction and all personnel engaged therein shall be fully qualified under applicable federal, state, and local law to undertake the work performed by them.
 - a. Upon satisfactory performance of services under this Agreement, CCRCD shall pay CONTRACTOR amounts as set forth in **"APPENDIX D, Payment Schedule."**
 - b. When a section of work has been completed and CONTRACTOR wishes to submit an invoice, the Project Manager will validate the number of acres treated and verify that the prescription for the project unit has been fulfilled.
 - c. CONTRACTOR shall provide invoices no more frequently than twice monthly based on the number of acres completed and the total amount for the billing period approved by the Executive Director and by a representative of GRANTOR when applicable.
 - d. Total compensation for services shall be \$3,000/acre, will not exceed a total of \$69,000 and shall be based upon completed acres. CONTRACTOR reimbursement requests shall be in the form of itemized invoices submitted to the CCRCD Project Manager and the CCRCD Fiscal Manager.
 - e. Each invoice must be accompanied with the type of job, number of crew members engaged in the project, and the total number of hours worked.
 - f. Payment of said invoices shall not be past due until 30 (thirty) days after CCRCD has received the funds from GRANTOR.
 - g. It is mutually agreed upon that if the GRANTOR budget for the current and/or any subsequent years covered by this agreement does not appropriate sufficient funds for the project, the Agreement shall be of no further force and effect. In this event, the CCRCD shall have no liability to pay any funds whatsoever to CONTRACTOR or to furnish any other considerations under this Agreement, and CONTRACTOR shall not be obligated to perform any provision of this Agreement. CONTRACTOR'S assumption of risk of possible non-appropriation is part of the consideration for this Agreement. If funding for any fiscal year is reduced or deleted by the GRANTOR budget for purposes of this project, the CCRCD shall have the option to either cancel this Agreement or to offer an Agreement amendment to CONTRACTOR to reflect the reduced amount.
5. Services under this Agreement, upon signing this agreement, shall diligently proceed therewith in accordance with the mutually agreed upon work schedule as defined in **"APPENDIX E, Work Schedule."**
 - a. The Contractor(s) shall work through a unit/subunit in an organized fashion and complete all required work with CCRCD approval in each unit before beginning work in another unit, unless agreed upon in writing by the Project Manager and CONTRACTOR.
6. CONTRACTOR understands and acknowledges that CCRCD may suffer damages as a result of CONTRACTOR'S tardiness in performance of its services under this Agreement. CONTRACTOR, therefore, agrees to give CCRCD or its designated representative as much notice as practical of any foreseeable delay in the completion of CONTRACTOR'S services by the completion dates as defined in **"APPENDIX E, Work Schedule."** CONTRACTOR further agrees to indemnify CCRCD for any damages suffered by CCRCD because of CONTRACTOR'S failure to perform its services in accordance with said work schedule when delays result from CONTRACTOR'S negligence.



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7. CONTRACTOR agrees to indemnify, defend, and hold harmless CCRCD from any claim or liability of any nature whatsoever caused by any willful or negligent act or omission of CONTRACTOR, its agents, or employees, resulting from, arising out of, or in any way connected with CONTRACTOR's performance of services required by this Agreement. CCRCD reserves the right to retain its own counsel in the event both parties are named in a lawsuit.

8. CONTRACTOR's Employees and Agents

It is expressly understood and agreed upon that CONTRACTOR is and shall be deemed to be an independent contractor for all purposes. CCRCD shall have no responsibility with respect to CONTRACTOR's employees or agents, nor any control over them.

CONTRACTOR agrees to comply with all federal and state wage and hour laws, unemployment insurance laws, workers' compensation laws, executive orders, OSHA and labor laws, and further agrees to indemnify and hold harmless CCRCD from any claim or violation of any such laws and any and all other claims arising from or asserted in connection with the performance by CONTRACTOR under this agreement.

9. 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 CONTRACTOR's failure to perform in full or in part, CCRCD shall have the right to withhold monies due CONTRACTOR, 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 CONTRACTOR stating specifically the terms in which CONTRACTOR is deficient so that CONTRACTOR may, if possible, cure the deficiencies and obtain a release of the withheld sums. If, within ten (10) days after written notice, CONTRACTOR has not cured the deficiencies, then CCRCD is expressly given the right by CONTRACTOR to take possession of project documents, data, reports, maps, and information and to remedy the problem by hiring other resources to complete the project. CONTRACTOR expressly agrees to provide all project materials to CCRCD and to abide by CCRCD's decision. CONTRACTOR also agrees to accept payment for such work as has been completed to CCRCD's satisfaction.

b. In the event CONTRACTOR 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 CONTRACTOR, 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 CONTRACTOR for PGE 2026-01 work assigned that is satisfactorily completed using the rates defined in "**APPENDIX D Payment Schedule**". CONTRACTOR agrees and understands that all or a portion of assigned work



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payments may be withheld from payment for reasons detailed in item #9 "Failure to Perform."

- 10. Force Majeure: The Parties shall not be liable for any failure to perform as required by this Agreement, to the extent such failure to perform is caused by any of the following: labor disturbances or disputes of any kind, failures of any required governmental approval, civil disorders, acts of aggression, acts of God, energy or other conservation measures, failure of utilities, mechanical breakdowns, materials shortages, disease, or similar occurrences.
- 11. CONTRACTOR shall acknowledge GRANTOR support of the Project in any publications, studies, reports, media posts, or social media posts that are made possible by or derived in whole or in part from this Project. Any news articles, brochures, seminars, or other promotional materials or media through which it publicizes the Project shall acknowledge GRANTOR support by stating language, where feasible, as dictated in "**APPENDIX G, Grantor Acknowledgement.**"

THIS AGREEMENT is hereby entered into on this day and year first above written:

Justin Scott
Principal
Timberline Forest Management LLC

Date

Trina Walley
Executive Director
Calaveras County Resource Conservation District (CCRCD)

Date

Attachments:

- Appendix A Request for Proposal
- Appendix B Contractor's Proposal
- Appendix C Proof of Insurance Certificates
- Appendix D Payment Schedule
- Appendix E Work Schedule
- Appendix F Fire Plan
- Appendix G Grantor Acknowledgement



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APPENDIX A

REQUEST FOR PROPOSALS (RFP)

Hunter Connectivity Project

CCRCD 2026-01

Request for Proposal (RFP) starts on next page.



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APPENDIX B

Contractors Proposal

Timberline Forest Management LLC Proposal starts on next page.



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APPENDIX C

PROOF OF INSURANCE CERTIFICATES

Contractor's insurance certificates begin on next page



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APPENDIX D

PAYMENT SCHEDULE

Project Name: Hunter Connectivity Project

Grant Agreement: CCRCD 2026-01

Task	Payment
Mechanical Mastication-up to 23 acres	\$ 3,000 per acre
TOTAL COSTS NOT TO EXCEED	\$69,000

CCRCD will pay CONTRACTOR upon submitted invoices according to the following payment schedule:

- a) All compensation payments shall require an invoice.
- b) CONTRACTOR shall provide invoices no more frequently than twice monthly.
- c) If requested by the CCRCD, the Contractor shall provide any further documentation it has or can reasonably generate to verify the compensation and reimbursement sought by the Contractor.
- d) Contractor and the CCRCD Contract Manager shall work in good faith to resolve any invoicing discrepancies within 10 business days after notification that the discrepancy exists. Should a discrepancy result in a partial rejection of any item(s) invoiced, the Contractor shall submit a revised invoice for payment.
- e) Total compensation for all services shall not exceed **\$69,000**
- f) Payment of said invoices shall not be past due until thirty (30) days after CCRCD has received the funds from GRANTOR.
- g) If funding for any fiscal year is reduced or deleted by the GRANTOR budget for purposes of this project as described in Section 6 of the Agreement the CCRCD shall have the option to either cancel this Agreement or to offer an Agreement amendment to CONTRACTOR to reflect the reduced amount.
- h) CONTRACTOR will submit invoices to:
Calaveras County Resource Conservation District
Attn: Kaylee Tanner-Dillashaw
PO Box 1041
San Andreas, CA 95249
Email: kdillashaw@calaverasrcd.org **and** cshaw@calaverasrcd.org



APPENDIX E

WORK SCHEDULE

CONTRACTOR agrees the project commencement date is as stated in the RFP, as soon as possible after contract execution, considering seasonal restrictions. After the execution of this contract, CONTRACTOR agrees with the target dates in the following project timeline.

Project Task	Completion Date
Pre-operation Meeting with CCRCDC staff	Prior to operations beginning
Mechanical Mastication on up to 23 acres	November 15 th , 2026

Contractor shall complete all Work within the term of this Agreement with the option of an extension on Completion Date. Contractor shall immediately notify the CCRCDC Project Manager of any expected or unexpected delays. Contractor shall not be liable for delays in performance beyond Contractor's reasonable control. Both parties shall maintain close communication throughout the duration of the project.

POINTS OF CONTACT

Kaylee Tanner Dillashaw Project Manager (209) 768-1603 kdillashaw@calaverasrcd.org	Erin Livernois Project Technician (530) 680-0662 elivernois@calaverasrcd.org
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APPENDIX F

Fire Plan

CC-RCD Fire Plan begins on next page



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DISTRICT**

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APPENDIX G

**GRANTOR
ACKNOWLEDGEMENT**

Any signage or social media posting for project must acknowledge Pacific Gas & Electric Company as the Grantor for the Hunter Connectivity Project.

SELECTION COMMITTEE CRITERIA SHEET

NW Calaveras Fuel Redution--Handwork (5GA22228)

Budget: Handwork (all types) 90 acres at \$5,850 per acres. Total \$526,500

NOTE: Budget Amendment will be needed to seperate the mechanical from handwork

Handwork/Chip and Pile Burning- 55.21 acres

(Possibility to increase if budget and landowners sign on to reduce cost for pile burning)

	Forester Name	Cost/Acre	TOTAL Cost (at 55.21 acres)	Notes about Cost	Completeness of Proposal	Required Insurance / Licenses	Qualification / Experience / Workability	Approach and Strategy	Cost	Attendance to PreBid Tour	Local Benefit (Calaveras or adjacent County)	TOTAL POINTS	Reviewer Notes
					Pass/Fail	Pass/Fail	1-30 points	1-30 points	1-30 points	0 or 5 Points	0 or 5 Points		
2	California Reforestation	HW/Chip: \$6,495 HW/Pile/Burn: \$9,000	\$358,588.95	does not anticipate pile/burning will be needed. Total cost is for HW/Chip only	Pass	Pass	25	23.25	24	5	5	82.25	lack of detail in approach and strategy, minimal fire plan, like mention of rubber tracks, addressed landowner interaction/coordination during operation, like no anticipation of pile burning, 200 gallon pump
5	Drew's Land Clearing	\$4,500.00	\$248,445.00	only provided one cost	Pass	Pass	22.75	20	26.75	0	5	74.5	copy/pasted from RFP and fire plan, lacks detailed approach and strategy specific to project, reference from local resident, good reference from fire safe council, fire truck,
1	Northwoods	HW/Chip: \$3,948 HW/Pile/Burn: \$4,875	25%Chip-75%Pburn: \$201,861.56 50-50% \$243,558.92 75-25% \$67,287.19	\$217,969.08 for 100% HW/Chip	Pass	Pass	24.75	25.75	26.75	5	5	87.25	organized and clear proposal with operational timeline, cleaning of equip between parcels to prevent spread of noxious weeds, subcontractor with pile burning experience, low cost, good references
3	Summitt Forests	HW/Chip: \$5,941.30 HW/Pile: \$2,115 HW/Burn: \$2,000	\$328,019.17	proposes to HW/Chip all acres	Pass	Pass	25	24.5	24.5	5	0	79	slightly generic proposal, listed "state contact" for contacting during fire season in fire plan, good price, good experience in past, H2B workers, higher costs especially if pile/burn
4	Wildfire Services Group	HW/Chip/Pile: \$4,850 Return to Burn: \$2,927	HW/Chip/Pile: \$267,769 Return to Burn: \$161,582	See proposal for cost explanation	Pass	Pass	26	25.5	24.75	0	0	76.25	no local or pre bid, solid proposal, dedicated field management, demonstrated similar experience, listed dedicated fire equipment, liked cost breakdown



PROPOSAL FOR

NW Calaveras Fuel Reduction Project

Handwork Treatment — North & South Units

◆ Calaveras County Resource Conservation District | CAL FIRE Grant 5GA22228 ◆

PRE-BID TOUR ATTENDED

Site walk completed Tuesday, May 26, 2026. Proposal is built around actual site observations: terrain, access, and vegetation conditions throughout the project area.

BOTH TREATMENT METHODS

Priced and staffed for cut-and-chip and cut/pile/burn across all 55.21 acres. Treatment method directed by CCRCD based on field conditions.

SUBMITTED BY

Northwoods Tree & Land Service
Est. 2016

Jamestown, California (Tuolumne County)
(916) 918-3037
info@northwoodstreeandland.com
C61/D49: CSLB-1038937
LTO-A: #A014616 — Active

SUBMITTED TO

Dan Leichty, Project Manager

Walter Tryon, Project Technician
Calaveras County Resource Conservation District
PO Box 1041, San Andreas, CA 95249
proposals@calaverasrcd.org
wtryon@calaverasrcd.org

Submission Date: June 3, 2026

TREE & LAND SERVICE | EST. 2016 | FUELS REDUCTION | VEGETATION MANAGEMENT



◆ 1 — COVER LETTER

Dan Leichty, Project Manager
Walter Tryon, Project Technician
Calaveras County Resource Conservation District

PO Box 1041 / 423 E. St. Charles St
San Andreas, CA 95249
proposals@calaverasrcd.org
wtryon@calaverasrcd.org

Re: Proposal Submission —

NW Calaveras Fuel Reduction Project, Handwork Treatment RFP, CAL FIRE Grant 5GA22228

Dear Mr. Leichty and Mr. Tryon,

On behalf of Northwoods Tree & Land Service, I am pleased to submit this proposal for handwork fuels reduction services on the NW Calaveras Fuel Reduction Project. We attended the pre-bid tour on May 26th.

Northwoods Tree & Land Service is a California-based forestry contractor established in 2016, specializing in fuels reduction, mechanical mastication, hand crew vegetation management, and WUI treatment across Northern California. We work on private land, HOA communities, and public agency contracts under strict environmental and safety requirements.

Northwoods is submitting proposals for both the handwork and South section mechanical RFPs on this project. We have priced and staffed both proposals independently, and each stands on its own.

For the handwork scope, Northwoods brings experienced hand crew leadership through John Fuller, who has 35 years in the field, alongside a qualified subcontract burn crew through Sustainable Woodland Reforestation LLC, who hold Farm and Forest Labor Contractor License #64317 and bring 18 years of pile burning and prescribed fire experience. We are fully prepared to implement both cut-and-chip and cut/pile/burn operations as directed, across all 55.21 acres.

Enclosed is our complete proposal covering our approach and sequencing strategy, qualified personnel, dedicated equipment, fire plan compliance, environmental commitments, references, and full pricing for both treatment methods including all three scenario totals as requested.

Our combined mechanical and hand-crew capabilities, experienced in-house personnel, and purpose-built forestry equipment fleet make Northwoods well-suited for the landowner coordination demands, terrain variability, and treatment flexibility this project requires.

Respectfully submitted,

Waylon Spence

Managing Member
Northwoods Tree & Land Service
2945 Bell Rd #287, Auburn, CA 95603
(916) 918-3037 info@northwoodstreeandland.com



◆ 2 — WHY NORTHWOODS — OUR COMMITMENT TO CCRCD

After attending the pre-bid tour on May 26th, walking the project units firsthand, and reviewing the full RFP, Northwoods understands what matters most on this project:

◆ FLEXIBLE TREATMENT METHODS

CCRCD estimates a 50/50 split between cut-and-chip and cut/pile/burn, subject to adjustment. Northwoods is fully priced and staffed for both methods and can shift between them as directed by CCRCD based on slope, access, and site conditions.

◆ INTEGRATED MANAGEMENT

Northwoods is bidding both the handwork and South section mechanical RFPs. If awarded both, CCRCD works with one contractor for the entire project. One point of contact, no coordination gaps between treatment types.

What Distinguishes Northwoods

- ◆ **Experienced hand crew with dedicated pile burn capability-** Sustainable Woodland Reforestation LLC (Farm and Forest Labor Contractor License #64317) brings 18+ years of prescribed fire and pile burning experience to this project.
- ◆ **Tracked chippers that access terrain other equipment can't.** The Bandit 20XPTK and 15XPTK handle steep, remote, and residential-adjacent areas where rubber tracks minimize surface disturbance.
- ◆ **Concurrent operations-** hand crews don't wait for mechanical equipment to finish. Both work simultaneously, maximizing daily production.
- ◆ **Equipment arrives clean-** all machines cleaned with onboard air compressors before moving between treatment units. Weed and pathogen control.
- ◆ **Direct landowner communication-** a dedicated foreman contacts each property owner 24–48 hours before mobilizing onto their parcel, every time.
- ◆ **Northwoods Tree & Land Service is headquartered in Tuolumne County, California, qualifying for the local business preference under this RFP's scoring criteria.**



◆ 3 — DETAILED WORK PLAN

Operational Approach

Northwoods will implement cut-and-chip and cut/pile/burn operations as directed by CCRCD, with the treatment method mix determined by slope, erosion hazard, access conditions, and landowner preferences within each unit. Where chipping is practical, it is our preference. It maintains production continuity and avoids the separate burn crew mobilization that pile burning requires. Where pile burning is the right call, compliant piles will be constructed and a qualified burn crew will return for ignition, monitoring, and mop-up.

Hand crews and chippers operate simultaneously. We don't hold crew mobilization waiting for machines, both move as soon as conditions in each unit allow.

Crew & Staffing

Northwoods will maintain 8–12 personnel on site throughout project operations:

- ◆ 1 Project Manager / Foreman (on site daily, direct CCRCD contact) - Luke Barrieau
- ◆ 1 Hand Crew Foreman - John Fuller
- ◆ 2–4 sawyers and 3–5 laborers depending on treatment density and terrain
- ◆ Subcontractor burn crew (Sustainable Woodland Reforestation LLC) - deployed for pile ignition, monitoring, patrol, and mop-up at appropriate project stage
- ◆ Support personnel for equipment service, chipper operations, and site logistics

Sequence of Operations

We start in H35 at 18.8 acres, the largest unit, to establish a production rhythm before moving into smaller or more complex units. H14 and H43 follow. H13, H22, H38, and H41 are sequenced in coordination with CCRCD based on access and landowner readiness.

UNIT	ACREAGE	PHASE	NOTES
H35	18.80 ac	Phase 1 — Lead	Start here; largest unit
H14	10.85 ac	Phase 1	Follow from H35
H43	10.23 ac	Phase 1	Continue Phase 1 production
H13	4.07 ac	Phase 2 — with CCRCD	Per access and landowner readiness
H22	7.79 ac	Phase 2 — with CCRCD	Per access and landowner readiness
H38	1.63 ac	Phase 2 — with CCRCD	Coordinate with CCRCD
H41	1.84 ac	Phase 2 — with CCRCD	Coordinate with CCRCD



Within Each Unit — How Operations Proceed

- ◆ All equipment cleaned with onboard air compressors before entering each new unit.
- ◆ For cut-and-chip: sawyers handle brush cutting, ladder fuel reduction, and limbing while laborers keep material moving to the chipper. Foreman manages production pace and chipper positioning.
- ◆ For cut/pile/burn: crews cut, organize, and build piles to spec - minimum 5' wide × 5' tall, maximum 8' either dimension, vertical sides, burn paper on each pile, 36-inch mineral soil control line. On slopes over 20%, downhill side trenched. Nothing within 100 feet of a dwelling.
- ◆ Pile burn mobilization is separate. Angel Vazquez (18 years prescribed fire experience) leads the burn crew and coordinates directly with CAL FIRE on authorization and timing. No pile lit without a burn permit and landowner sign-off.
- ◆ All cut vegetation kept within unit boundaries. Anything landing on a road, driveway, or adjacent property is removed before end of workday.

Project Timeline

MILESTONE	DATE	DETAILS
Contract Execution	June 25, 2026	Per RFP schedule
Implementation Schedule Delivered	Within 14 days	Detailed unit-by-unit sequencing, production timelines, pile burn windows
Project Mobilization	Fall 2026	Per CCRCD direction following close of 2026 fire season
Substantial Completion	60–90 workingdays from mobilization	All 55.21 acres to be treated. Final cleanup and site preparation.
Full Project Completion(including burn / mop-up)	Spring 2027	All units complete, burn operations concluded, mop-up finished



◆ 4 — EQUIPMENT

All equipment is maintained in fully operational condition. Machines are cleaned before entering the project area and inspected daily. All units are equipped with spark arrestors or turbochargers as required. All fuel, lubricants, repairs, and spill cleanup are the responsibility of Northwoods.

EQUIPMENT	TYPE	ROLE ON THIS PROJECT
Bandit 20XPTK	Tracked chipper 350 HP, 22-inch	Primary chipping unit. High-production biomass processing in steep and hard-to-access terrain. Handles the bulk of cut-and-chip disposal across the project.
Bandit 15XPTK	Tracked chipper 140 HP, 15-inch	Rubber-tracked chipper for residential and road-adjacent areas. Minimizes surface disturbance on driveways, paved routes, and erosion-sensitive ground near structures.
Water Buffaloes (1–3)	500-gal, towable	Fire suppression readiness, dust control, and equipment washdown. Repositioned continuously through active work areas, staged in every unit, not parked at the road.
Hand Crew Equipment	Chainsaws, brush cutters, hand tools, PPE	Cleaned before entering the project area. Spark arrestors in place as required throughout operations.



◆ 5 — QUALIFIED PERSONNEL

Northwoods Team

NAME	ROLE	EXPERIENCE	BACKGROUND
Luke Barrieau	Project Manager	6+ Years	On-site daily. Scheduling, CCRC coordination, landowner communication, production management. Hands-on equipment experience; serves as float operator when needed.
John Fuller	Hand Crew Foreman	35 Years	35 years in vegetation management, fuels reduction, hand crew operations, and logging. Supervised crews for PG&E, CAL FIRE, USFS, Nevada County, and Nevada County RCD.
Beau Spence	Foreman / Lead Sawyer	4 Years	Fuels reduction, land clearing, and hazard tree work in WUI and steep terrain environments. Serves as foreman or lead sawyer depending on final crew structure.
Devin Sunde	Lead Sawyer	6 Years	Progressed from laborer to sawyer to crew lead. Hundreds of acres of hand crew fuels reduction, thinning, limbing, and chipping across Northern California.

Subcontractor — Sustainable Woodland Reforestation LLC

Farm and Forest Labor Contractor License #64317. Experienced hand crew and burn crew provider with a strong track record in WUI fuels reduction, thinning, chipping, and pile burning throughout Northern California. All subcontracted operations run under Northwoods management, scheduling, and field oversight.

NAME	ROLE	EXPERIENCE	BACKGROUND
Angel Vazquez	Owner / Proj. Manager	18 Years	18 years in forestry, fuels reduction, and prescribed fire across the western U.S. Leads all pile burn operations. Oregon pesticide applicator license; pursuing CA licensing.
Daniel Rodriguez	Foreman	8 Years	Eight years leading hand crews through thinning, brush removal, piling, chipping, and pile burning in WUI and forestry environments throughout Northern California.
Fernando Vasquez	Secondary Foreman /Lead Sawyer	10 Years	Ten years of large-scale hand crew fuels reduction, thinning, brush removal, and pile burning across forestry and WUI environments.



◆ 6 — ENVIRONMENTAL COMPLIANCE & FIRE PLAN

Avoidance / Minimization Measures

Northwoods will comply with all AMMs and Mitigation Measures throughout implementation. Key commitments:

- ◆ Masticated and lopped material averaged at or below 6-inch depth; no area exceeds 12 inches.
- ◆ Class II watercourse buffers: no equipment tracks enter. Class III: tracks stay out; boom-mounted masticators may reach in to treat if side slopes are under 35%.
- ◆ California buckeye, chaparral currant, elderberry (*Sambucus* spp.), lone manzanita, and lone buckwheat are not treated. All flagged avoidance areas followed without exception.
- ◆ Four largest snags per acre retained where possible. Hazard trees felled away from watercourses and infrastructure, bucked flat if over 12" DBH.
- ◆ All cuts made flush and low-angle throughout - stake hazards are a safety issue for both people and wildlife.
- ◆ All debris kept within unit boundaries; anything on a road or driveway cleared before end of workday.
- ◆ Special status species encounters reported to CCRCD immediately. Work stops in that area pending direction.
- ◆ No mechanical operations in high or extreme erosion hazard areas. Tracked equipment on established roads only in those zones. No work during saturated soil conditions.

Fire Plan Compliance

We have reviewed Appendix D and will meet all CCRCD Fire Plan requirements. Working during fire season is part of how we operate.

- ◆ One to three 500-gallon water buffaloes staged in every active unit, repositioned throughout the day as work moves.
- ◆ Every machine runs a spark arrestor or turbocharger. Equipment checked for leaks and mechanical condition at start of each shift.
- ◆ Machines blown down with onboard compressors when moving between units. Preventing dry vegetation on hot components.
- ◆ No pile ignited without a valid burn permit, CAL FIRE authorization, and confirmed landowner sign-off. No burning on borderline days.
- ◆ Red Flag conditions and all CAL FIRE restrictions followed without exception.
- ◆ Angel Vazquez leads all burn operations. He coordinates directly with CAL FIRE and does not initiate ignition without full authorization. Monitoring and mop-up run to completion.
- ◆ Every crew member receives a site-specific briefing before work starts in each new unit (egress routes, suppression equipment locations, communication plan).
- ◆ Dan Leichty and CAL FIRE TCU Forester Roger Peterson kept informed on fire weather and any conditions affecting the work plan.



Pile Burn & Prescribed Fire Qualifications

Per RFP requirements, burning qualifications and certifications will be submitted to CAL FIRE staff upon contract award. All burn personnel meet CAL FIRE's qualified and competent standard.

- ◆ Angel Vazquez - 18 years of prescribed fire and pile burning experience in the western U.S. Full certification documentation submitted to CAL FIRE upon award.
- ◆ Sustainable Woodland Reforestation LLC - Farm and Forest Labor Contractor License #64317. Burn crew qualifications provided to CAL FIRE before any ignition activity.

Insurance & Bonding

Coverage	Carrier	Policy # / Limits
General Liability	Nautilus Insurance Company	#NN1908769 \$1,000,000/ \$5,000,000
Workers' Compensation	State Compensation Insurance Fund of CA	#9347303 \$1,000,000
Contractor's Bond	American Contractors Indemnity Company	\$120,000+

Certificates of Insurance naming the CCRC as additional insured will be provided prior to project commencement and upon contract execution.



◆ 7 — REFERENCES — SIMILAR PAST WORK

The following clients have received fuels reduction, vegetation management, hand crew, and mechanical treatment services from Northwoods Tree & Land Service and may be contacted as part of CCRCD's evaluation process.

CLIENT	REPRESENTATIVE	STATUS / VALUE	SCOPE SUMMARY
Foresthill Fire Safe Council	Chase Dowling (530) 613-2537 Bcdowling@gmail.com	In-Progress 5/20/2026 \$92,500	50 acres WUI fuels reduction. Hand and mechanical treatment around homes and infrastructure. Thinning, ladder fuel reduction, limbing, chipping.
Lake Wildwood Association	Jim North (530) 615-6818 jimn@lwwa.org	Ongoing \$350,000	WUI vegetation management and fuels reduction within an active residential community. ~70 acres greenbelt and roadside treatment annually.
County of Nevada	Kevin Whitlock (530) 559-0901 underthetrees@att.net	Ongoing \$1,000,000	Ongoing roadside and residential vegetation management. Fuels reduction adjacent to residences and roadways across 600+ acres.
Grimmius Cattle Co.	Chad Howell (559) 280-8081 chad@howell.build	Completed 07/2025 \$260,000	Large-scale vegetation management and land clearing across a 60-acre ranch. Mowing and vegetation reduction across varied terrain to reduce fire hazard.



◆ 8 — PRICING

All pricing is per actual acre treated as certified by CCRCD and CAL FIRE through on-the-ground inspection. Invoices submitted every two weeks at most; processed on CCRCD's receipt of CAL FIRE grant funds.

TREATMENT TYPE	RATE PER ACRE	BASIS
Handwork / Cut-and-Chip	\$3,948	Per acre treated
Handwork / Cut-Pile-Burn	\$4,875	Per acre treated

Scenario Totals — 55.21 Acres

SCENARIO	CHIP ACRES	CHIP COST	BURN ACRES	BURN COST	TOTAL
25% Chipping / 75% Pile Burning	13.80 ac	\$54,492.27	41.41 ac	\$201,861.56	\$256,353.83
50% Chipping / 50% Pile Burning	27.61 ac	\$108,984.54	27.61 ac	\$134,574.38	\$243,558.92
75% Chipping / 25% Pile Burning	41.41 ac	\$163,476.81	13.80 ac	\$67,287.19	\$230,764.00



◆ 9 — CERTIFICATION & SIGNATURE

The information in this proposal is accurate and complete. Northwoods Tree & Land Service LLC agrees to furnish all labor, materials, and equipment required to complete the NW Calaveras Fuel Reduction Project handwork scope in a good and workmanlike manner, in full compliance with all contract documents, treatment specifications, AMMs, Mitigation Measures, and CCRC requirements. Northwoods Tree & Land certifies that we carry the required insurance coverage and upon award will provide certificates.

We understand that this proposal, if accepted, becomes part of the executed contract, that payment is based on actual acres treated as certified by CAL FIRE, and that invoice processing is subject to CAL FIRE grant funding timelines.

CERTIFICATION DETAIL	
Company	Northwoods Tree & Land Service LLC
Managing Member	Waylon Spence
Address	11255 CA-120 E Jamestown, California (Tuolumne County)
Phone / Email	(916) 918-3037 info@northwoodstreeandland.com
CA Contractor License (C61/D49)	CSLB-1038937
LTO-A License	LTO #A014616 — Active
DIR Registration	DIR #1001158343

Signature: *Waylon Spence*
Printed Name: Waylon Spence
Title: Managing Member
Date: 6/3/2026



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

PO Box 1041 ♦ San Andreas, CA 95249

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INDEPENDENT CONTRACTOR AGREEMENT

Between

Calaveras County Resource Conservation District (CCRCD)

And

Northwoods Tree & Land Service

For: NW Calaveras Fuel Reduction Project- Handwork
Grantor: CAL FIRE
Grant Agreement: 5GA22228
Fiscal Agent: Calaveras County Resource Conservation District (CCRCD)

THIS CONTRACT AGREEMENT is made and entered into on June 24th, 2026 by:

Party 1: Calaveras County Resource Conservation District (herein after referred to as CCRCD), a California Special District located at 423 East St. Charles Street (physical address), P.O. Box 1041 (mailing address), San Andreas, CA 95249

and

Party 2: Northwoods Tree & Land Service (herein after referred to as CONTRACTOR), 11255 CA-120 E Jamestown, CA 95327 (916) 918-3037 info@northwoodstreeandland.com

RECITALS

1. The CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT (CCRCD), a California Special District, desires to enter into an Independent Contractor Agreement with CONTRACTOR, an Independent Contractor for the performance of specified services on behalf of CCRCD.
2. CONTRACTOR represents that it has or will comply with all local, state, and federal laws regarding any necessary permits and licenses that may be required under this Agreement to perform the services as an independent contractor, pursuant to this agreement.
3. CCRCD represents the GRANTOR that provides the funding source for the PROJECT through an executed agreement with CCRCD.
4. In consideration of the mutual promises contained herein, CCRCD and CONTRACTOR agree to the following:



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SERVICES AND OBLIGATIONS OF CONTRACTOR

The period of this Agreement shall be from June 26th, 2026 to June 20th, 2027, or until the defined work is completed and approved by CCRCD and GRANTOR, whichever comes first.

1. CONTRACTOR understands the request is for tasks detailed in “**APPENDIX A, Request for Proposal**”. All terms and conditions contained in the Request for Proposal (RFP) are incorporated into this Agreement.
 - a. CONTRACTOR will be solely responsible for determining the means and methods for performing the services described herein. CONTRACTOR shall not assign this Agreement; any attempt to do so shall be void and have no effect. All of CONTRACTOR’S activities will be at its own risk and CONTRACTOR is hereby given notice of responsibility for arrangements to guard against physical, financial, and other risks as appropriate. CONTRACTOR shall observe and abide by all applicable laws, regulations and stipulations including but not limited to those of CCRCD. CONTRACTOR agrees to perform the services with a standard of professional care, skill and diligence normally provided in the performance of similar services.
 - b. When operating, CONTRACTOR shall strictly adhere to the requirements of the CCRCD Fire Plan “**APPENDIX F, Fire Plan**”.
 - c. Except as specifically authorized by CCRCD in writing, information and other data developed or acquired by or furnished to CONTRACTOR in the performance of this agreement shall be used only in connection with services provided to CCRCD and shall become and be retained as the property of CCRCD.
2. CONTRACTOR guarantees that it will complete all defined tasks, as stated in “**APPENDIX A, RFP**” and “**APPENDIX B, Contractor’s Proposal**”, during the term of this Agreement. CONTRACTOR shall immediately notify the CCRCD Project Manager of any expected or unexpected obstacles that may impact the completion of scheduled services. However, CONTRACTOR shall not be liable for such interruptions in performance beyond CONTRACTOR’S reasonable control. Both parties agree to maintain close communication throughout the duration of the project.
3. CONTRACTOR, at its sole cost and expense, shall maintain the following insurance:
 - a. **Workers Compensation Coverage** – Worker’s Compensation Insurance and Employer’s Liability Insurance for employees in accordance with the laws of the State of California (including requiring any authorized subcontractor to obtain such insurance for its employees).
 - b. **General Liability Coverage** – Commercial general liability insurance with a minimum liability limit not less than \$2,000,000 for personal injury and property damages per occurrence)
 - c. **Automobile Liability Insurance** – with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and \$100,000 for property damage. This insurance shall cover all vehicles including hired cars, owned and non-owned vehicles
 - d. CONTRACTOR shall add CCRCD to said insurance policies named as “additionally insured” and provide CCRCD Project Manager with proof of insurance certificates, included in “**APPENDIX C, Proof of Insurance Certificates**,” for all insurance policies throughout the full duration of this Agreement.
4. CONTRACTOR agrees that it will employ, at its own expense, all personnel necessary to perform the services required by this Agreement and in no event shall such personnel be the employees of CCRCD. All the services required hereunder shall be performed by CONTRACTOR or under its direction and all personnel engaged therein shall be fully qualified under applicable federal,



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state, and local law to undertake the work performed by them.

- a. Upon satisfactory performance of services under this Agreement, CCRCD shall pay CONTRACTOR amounts as set forth in “**APPENDIX D, Payment Schedule.**”
 - b. When a section of work has been completed and CONTRACTOR wishes to submit an invoice, the Project Manager will validate the number of acres treated and verify that the prescription for the project unit has been fulfilled.
 - c. CONTRACTOR shall provide invoices no more frequently than twice monthly based on the number of acres completed and the total amount for the billing period approved by the Executive Director and by a representative of GRANTOR when applicable.
 - d. Total compensation for services shall \$3,948/acre for chipping, \$4,875 for pile burn, not to exceed a total of \$256,353.83 and shall be based upon completed acres as approved by the CCRCD and GRANTOR. CONTRACTOR reimbursement requests shall be in the form of itemized invoices submitted to the CCRCD Project Manager and the CCRCD Fiscal Manager.
 - e. Each invoice must be accompanied with the type of job, number of crew members engaged in the project, and the total number of hours worked.
 - f. Payment of said invoices shall not be past due until 30 (thirty) days after CCRCD has received the funds from GRANTOR.
 - g. It is mutually agreed upon that if the GRANTOR budget for the current and/or any subsequent years covered by this agreement does not appropriate sufficient funds for the project, the Agreement shall be of no further force and effect. In this event, the CCRCD shall have no liability to pay any funds whatsoever to CONTRACTOR or to furnish any other considerations under this Agreement, and CONTRACTOR shall not be obligated to perform any provision of this Agreement. CONTRACTOR’S assumption of risk of possible non-appropriation is part of the consideration for this Agreement. If funding for any fiscal year is reduced or deleted by the GRANTOR budget for purposes of this project, the CCRCD shall have the option to either cancel this Agreement or to offer an Agreement amendment to CONTRACTOR to reflect the reduced amount.
5. Services under this Agreement, upon signing this agreement, shall diligently proceed therewith in accordance with the mutually agreed upon work schedule as defined in “**APPENDIX E, Work Schedule.**”
- a. The Contractor(s) shall work through a unit/subunit in an organized fashion and complete all required work with CCRCD approval in each unit before beginning work in another unit, unless agreed upon in writing by the Project Manager and CONTRACTOR.
6. CONTRACTOR understands and acknowledges that CCRCD may suffer damages as a result of CONTRACTOR’S tardiness in performance of its services under this Agreement. CONTRACTOR, therefore, agrees to give CCRCD or its designated representative as much notice as practical of any foreseeable delay in the completion of CONTRACTOR’S services by the completion dates as defined in “**APPENDIX E, Work Schedule.**”. CONTRACTOR further agrees to indemnify CCRCD for any damages suffered by CCRCD because of CONTRACTOR’S failure to perform its services in accordance with said work schedule when delays result from CONTRACTOR’S negligence.
7. CONTRACTOR agrees to indemnify, defend, and hold harmless CCRCD from any claim or liability of any nature whatsoever caused by any willful or negligent act or omission of CONTRACTOR, its agents, or employees, resulting from, arising out of, or in any way connected with CONTRACTOR’S performance of services required by this Agreement. CCRCD reserves the right to retain its own counsel in the event both parties are named in a lawsuit.



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8. CONTRACTOR's Employees and Agents

It is expressly understood and agreed upon that CONTRACTOR is and shall be deemed to be an independent contractor for all purposes. CCRCD shall have no responsibility with respect to CONTRACTOR's employees or agents, nor any control over them.

CONTRACTOR agrees to comply with all federal and state wage and hour laws, unemployment insurance laws, workers' compensation laws, executive orders, OSHA and labor laws, and further agrees to indemnify and hold harmless CCRCD from any claim or violation of any such laws and any and all other claims arising from or asserted in connection with the performance by CONTRACTOR under this agreement.

9. 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 CONTRACTOR's failure to perform in full or in part, CCRCD shall have the right to withhold monies due CONTRACTOR, 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 CONTRACTOR stating specifically the terms in which CONTRACTOR is deficient so that CONTRACTOR may, if possible, cure the deficiencies and obtain a release of the withheld sums. If, within ten (10) days after written notice, CONTRACTOR has not cured the deficiencies, then CCRCD is expressly given the right by CONTRACTOR to take possession of project documents, data, reports, maps, and information and to remedy the problem by hiring other resources to complete the project. CONTRACTOR expressly agrees to provide all project materials to CCRCD and to abide by CCRCD's decision. CONTRACTOR also agrees to accept payment for such work as has been completed to CCRCD's satisfaction.
- b. In the event CONTRACTOR 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 CONTRACTOR, 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 CONTRACTOR for 5GA22228 work assigned that is satisfactorily completed using the rates defined in "**APPENDIX D Payment Schedule**". CONTRACTOR agrees and understands that all or a portion of assigned work payments may be withheld from payment for reasons detailed in item #9 "Failure to Perform."

10. Force Majeure: The Parties shall not be liable for any failure to perform as required by this Agreement, to the extent such failure to perform is caused by any of the following: labor disturbances or disputes of any kind, failures of any required governmental approval, civil disorders, acts of aggression, acts of God, energy or other conservation measures, failure of utilities, mechanical breakdowns, materials shortages, disease, or similar occurrences.

11. CONTRACTOR shall acknowledge GRANTOR support of the Project in any publications, studies, reports, media posts, or social media posts that are made possible by or derived in whole or in part from this Project. Any news articles, brochures, seminars, or other promotional materials or media through which it publicizes the Project shall acknowledge GRANTOR support by stating language, where feasible, as dictated in "**APPENDIX G, Grantor Acknowledgement.**"



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THIS AGREEMENT is hereby entered into on this day and year first above written:

Waylon Spence
Managing Member
Northwoods Tree & Land Service

Date

Trina Walley
Executive Director
Calaveras County Resource Conservation District (CCRCD)

Date

Attachments:

- Appendix A Request for Proposal
- Appendix B Contractor's Proposal
- Appendix C Proof of Insurance Certificates
- Appendix D Payment Schedule
- Appendix E Work Schedule
- Appendix F Fire Plan
- Appendix G Grantor Acknowledgement
- Appendix H Job Reporting Form



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APPENDIX A

REQUEST FOR PROPOSALS (RFP)

NW Calaveras Fuel Reduction Project- Handwork
5GA22228
Request for Proposal (RFP) starts on next page.



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APPENDIX B

CONTRACTOR'S PROPOSAL

Northwoods Tree & Land Service proposal starts on next page.

This contract is for the
NW Calaveras Fuel Reduction
Project-Handwork



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APPENDIX C

PROOF OF INSURANCE CERTIFICATES

Contractor's insurance certificates begin on next page



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APPENDIX D

Payment Schedule

Project Name: NW Calaveras Fuel Reduction Project--Handwork

Grant Agreement: 5GA22228

Task	Payment
Handwork/ Cut-and-Chip	\$3,948 per acre
Handwork/ Cut-Pile-Burn	\$4,875 per acre
TOTAL COSTS NOT TO EXCEED	\$256,353.83

CCRCD will pay CONTRACTOR upon submitted invoices according to the following payment schedule:

- a) All compensation payments shall require an invoice.
- b) CONTRACTOR shall provide invoices no more frequently than twice monthly.
- c) Invoices will be based on completed acres of treatment type (Cut-and-Chip or Cut-Pile-Burn) as approved by CCRCD staff and the GRANTOR
- d) If requested by the CCRCD, the Contractor shall provide any further documentation it has or can reasonably generate to verify the compensation and reimbursement sought by the Contractor.
- e) Contractor and the CCRCD Fiscal Manager shall work in good faith to resolve any invoicing discrepancies within 10 business days after notification that the discrepancy exists. Should a discrepancy result in a partial rejection of any item(s) invoiced, the Contractor shall submit a revised invoice for payment.
- f) Total compensation for all services shall not exceed **\$256,353.83**
- g) Payment of said invoices shall not be past due until thirty (30) days after CCRCD has received the funds from GRANTOR.
- h) If funding for any fiscal year is reduced or deleted by the GRANTOR budget for purposes of this project as described in Section 6 of the Agreement the CCRCD shall have the option to either cancel this Agreement or to offer an Agreement amendment to CONTRACTOR to reflect the reduced amount.
- i) CONTRACTOR will submit invoices to:



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Calaveras County Resource Conservation District

Attn: Kaylee Tanner-Dillashaw

PO Box 1041

San Andreas, CA 95249

Email: kdillashaw@calaverasrcd.org ***and*** cshaw@calaverasrcd.org



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APPENDIX E WORK SCHEDULE

CONTRACTOR agrees the project commencement date is as stated in the RFP, Fall 2026, considering seasonal restrictions. After the execution of this contract, CONTRACTOR agrees with the target dates in the following project timeline. A pre-operation meeting will be held prior to the beginning of operations with the CONTRACTOR, CCRCD staff and the contracted Project Forester.

Map Unit ID	Acreage	Treatment Type	Completion Date
H14	10.85	HAND	
H13	4.07	HAND	
H22	7.79	HAND	
H43	10.23	HAND	
H41	1.84	HAND	
H38	1.63	HAND	
H35	18.80	HAND	
55.21 Ac Total			

Treatment type (cut-and-chip or cut-pile-burn) will be determined during pre-operation meetings with CONTRACTOR, CCRCD Staff and the contracted Project Forester. It will be determined based on a variety of factors including (but not limited to) access, landowner approval of burning and vegetation load.

CONTRACTOR shall complete all Work within the term of this Agreement with the option of an extension on Completion Date. CONTRACTOR shall immediately notify the CCRCD Project Manager of any expected or unexpected delays. CONTRACTOR shall not be liable for delays in performance beyond CONTRACTOR’s reasonable control. Both parties shall maintain close communication throughout the duration of the project.

The CONTRACTOR shall work through a unit/subunit in an organized fashion and complete all required work with CCRCD approval. During bird nesting season, survey duration is 14 days, so contractor must keep in constant contact with Project Manager and/or Field Contractor in insuring field work is accomplished within that survey window for each and every acre surveyed. If Project Manager and/or Field Contractor witness nesting/fledging activities not reported prior by bird survey contractor, the bird survey contractor is required to address issue within 72 hours of notification.



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

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Points of Contact:

CCRCD Project Coordinator:

Kaylee Tanner-Dillashaw

(209) 768-1603

kdillashaw@calaverasrcd.org

CCRCD Project Technician

Walter Tryon

(209) 743-8140

wtyron@calaverasrcd.org



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APPENDIX F

FIRE PLAN

CC-RCD Fire Plan begins on next page



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APPENDIX G GRANTOR ACKNOWLEDGEMENT

i. PROGRAM ACKNOWLEDGEMENT/RECOGNITION

- a. All Wildfire Prevention Grant projects must clearly display, identify and label themselves as being funded by CAL FIRE. Acknowledgements must contain the CAL FIRE logo as well as the following statement:

“Funding for this project provided by the California Department of Forestry and Fire Protection’s (CAL FIRE) Wildfire Prevention Grants Program as part of the California Climate Investments Program.”

A draft of the acknowledgement must be approved by the STATE prior to publication. For stationary projects, acknowledgement may include, but is not limited to, a sign on the project site. For other project types, such as vehicles, equipment, and consumer-based incentives, acknowledgement is encouraged by using a decal, sticker or other signage.



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APPENDIX H

JOBS REPORTING FORM

The Fire Prevention Grant that funds this project is funded by Cap-and-Trade auction proceeds appropriated by the California Legislature to CAL FIRE, who is responsible for administering the funds allocated from the California Climate Investments (CCI) Program. To ensure accountability and transparency, CAL FIRE must collect and report data defining the benefits from these investments. To meet this requirement, each invoice submitted to the Calaveras County Resource Conservation District by your organization must include the following information:

Job Classification	Job Education Required	Job Experience Required	# of Jobs	Total Project Hours	Avg Hourly Wage	Health Insurance	Paid Leave	Retirement Plan

NOTE: Fill in the form using the separate file/email of the provided Excel document. For more information about the individual fields click on the Notes tab in that Excel document.

SELECTION COMMITTEE CRITERIA SHEET

NW Calaveras Fuel Redution--Mastication SOUTH (5GA22228)

Budget: Mechanical Mastication - 172.17 acres at \$3,000.00 per acre Total \$516,510

**NOTE: Budget Amendment will be needed to separate the mechanical from handwork
Mastication-South Unit: up to 172.17 acres.**

	Forester Name	Cost/Acre	TOTAL Cost	Completeness of Proposal	Required Insurance / Licenses	Qualification / Experience / Workability	Approach and Strategy	Cost	Attendance to PreBid Tour	Local Benefit (Calaveras or adjacent County)	TOTAL POINTS	Reviewer Notes
				Pass/Fail	Pass/Fail	1-30 points	1-30 points	1-30 points	0 or 5 Points	0 or 5 Points		
4	John Behrend Custom Logging (JBCL)	\$1,555	\$267,724.35	Pass	Pass	24.75	23.25	25.5	5	0	78.5	brief proposal, would like a more expanded approach and fire plan, listed specific equipment,
3	Arbor Works	\$1,103.41	\$189,974.09	Pass	Pass	25.5	23.75	24.75	5	0	79	proposal too generic, lacked project specific approach,
5	Drew's Land Clearing	\$3,000	\$516,510.00	Pass	Pass	23	20.5	23.25	5	5	76.75	copy/pasted RFP and fire plan, no specific approach, indicates lack of attention to detail, fire truck available to project, upper end of budget
1	Nate's Tree Service	Units M3, M5, M9, M11, M12, M20: \$2,405 Units M16, M17, M35, M37: \$2,025	\$408,961.65	Pass	Pass	26.5	25.5	25.25	5	5	87.25	good price breakdown, no specification of equipment to be utilized, included lop and scatter in approach, flexible during operations, good price, good fire plan (water tender and dozer), demonstrated familiarity with project units
2	Northwood's Tree & Land Service	\$1,295	\$222,960.15	Pass	Pass	25.25	25.75	26	5	5	87	addressed landowner coordination most extensively, documentation of road conditions prior to operations, liked detailed unit sequencing, very good proposal, professional proposal, integrated management of both RFPs
6	Summitt Forests	\$2,439.67	\$420,037.98	Pass	Pass	25.75	24.75	24.75	0	0	75.25	no local benefit, proposal slightly generic, good proposal, good experience with them in past,
7	Wildfire Services Group	\$1,496	\$257,566.32	Pass	Pass	25	24	26	0	0	75	no pre bid or local benefit, limited equipment, did not list fire equipment, projects referenced are relatively small scale



Nate's Tree Service Inc.
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Sonora, CA 95370

NW Calaveras Fuel Reduction Project (SOUTH)

Prepared for **Calaveras County Resource Conservation District**

Dan Leichthy- Project Manager

Kaylee Dillashaw

proposals@calaverasrcd.org

209-768-1603

Name of Offeror:	Authorized Representative
Nate's Tree Service Inc. 14375 Cuesta Ct. Sonora, CA 95370 CSLB: 953846 LTO: A11245	Jake Reynolds Title: Account Director Email: jreynolds@natestree.com Phone: 209-770-4006

Authorized Representative Signature:

Date:

Jake Reynolds

6/3/2026



Nate's Tree Service Inc.
14375 Cuesta Ct.
Sonora, CA 95370

Statement of Understanding

NTS has successfully completed a wide range of similar projects, from small-scale residential clearing (approximately 5 acres) to large-scale operations exceeding 5,000 acres, including fuel break construction, vegetation management for new development, and transmission right-of-way clearing for major California utility providers. NTS maintains extensive experience across multiple scopes of work consistent with the requirements of this proposal, including but not limited to:

- Mastication and fuel break establishment and maintenance
- Hand thinning and piling
- Forest fuels reduction
- Utility right-of-way clearing
- GIS mapping, location tracking, and project recordkeeping



All projects begin with a site visit and/or pre-operational meeting to obtain a direct field understanding of the project scope. Information gathered during these assessments is used by NTS project planners to develop a cost-effective, environmentally responsible, and safety-focused work plan that complies with all applicable regulations and project requirements.

On Thursday, May 28, 2026, NTS participated in the project pre-bid site tour in Valley Springs and reviewed all areas included within the proposed scope of work. Site conditions, vegetation density, and terrain characteristics were evaluated, providing NTS with a clear understanding of the operational requirements and reinforcing a safe, efficient approach to project execution within the anticipated schedule.



To ensure consistent communication and transparency, NTS will assign an onsite superintendent to track daily production, document completed acres and submit daily reports to the designated project manager. These reports will include acreage estimates, inspection data, field observations, encountered issues and corrective actions, photographic documentation, and schedule and production updates.

NTS personnel possess extensive familiarity with local operating environments and are proficient in identifying tree species as well as botanical, biological, and cultural resources. Should any unidentified or protected resources be encountered outside designated treatment areas, crews



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will immediately suspend work in the affected area and notify the project manager prior to resuming operations.

Fire Prevention and Safety Plan

NTS will maintain full compliance with the CCRCD Fire Plan and will deploy all required fire suppression tools and equipment. Each vehicle and piece of heavy equipment will be equipped with, at minimum, one round shovel, one five-gallon backpack pump, and one 4-A:60-B:C fire extinguisher. Additional fire tools will be staged on-site to ensure adequate coverage for all personnel.

Supplemental fire suppression capability will include a high-pressure fire pump system with a 300-gallon water tank and hose assemblies sufficient to reach all active work areas. The system is capable of delivering approximately 23 GPM at up to 175 PSI through standard nozzle configurations, producing a controllable stream reaching approximately 30 feet. This skid-mounted unit will be staged at active work locations as needed for daily operations.

A 4,000-gallon water tender will be deployed during periods of elevated fire risk throughout the dry season. NTS will continuously monitor weather, wind, and fire behavior forecasts to guide operational planning. Work will be suspended during periods of high fire danger, including Red Flag Warning conditions.

When elevated fire risk is present, NTS will assign a qualified Fire Supervisor and Fire Patrol personnel to monitor site conditions, weather trends, and regional fire activity prior to and during operations. Work schedules may be adjusted, including modified operating hours, to maintain compliance with fire restrictions and ensure safe project execution.

Project Approach

NTS is submitting this proposal to perform mastication and hand-cutting operations across the full 172.17-acre project area. NTS will ensure all required equipment and qualified personnel are available to begin work on or about September 1, 2026, upon contract award.

NTS will masticate all shrubs and brush exceeding 12 inches in height, as well as all trees less than 10 inches DBH, to achieve a target spacing of 35 feet between tree boles and 30 feet between brush. Existing slash piles, snags, and downed logs will be treated in accordance with project specifications. Within treatment areas, downed logs up to 16 inches in diameter will be masticated. Remaining material will be either scattered at a rate of approximately two pieces per acre or utilized for roadside stabilization and habitat enhancement, as directed.



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Across all treatment areas, ladder fuels will be reduced by limbing trees to a height of 10 feet above ground level or to a maximum of 50 percent of total tree height, whichever is less. Resulting material will be chipped and scattered or masticated in place within active treatment units.

Qualified sawyers will be utilized to remove hazard trees identified by the project manager. All hazard trees will be directionally felled to avoid damage to structures and improvements. NTS will not conduct operations within the 100-foot defensible space zone surrounding designated residences. Once on the ground, hazard trees will be processed through mastication or lopped, scattered, and bucked to achieve proper ground contact, depending on size and site conditions.

NTS is prepared to initiate operations in any treatment units where site conditions are suitable at the time of mobilization. Equipment selection will be based on terrain, slope, access, and unit size. Equipment will generally operate safely on slopes up to 40 percent; on steeper terrain, operations will be conducted in a controlled up-and-downhill configuration only.

NTS will coordinate closely with the project manager and landowners to schedule access and sequencing of treatment units and is prepared to mobilize across the entire project area as needed. Based on experience, smaller track-mounted mulchers and tracked chippers are most effective for meeting RRP specifications in units under six acres and will be prioritized accordingly.

For larger treatment units with suitable access, NTS will deploy heavy equipment including the Raptor 500 track mulcher, Tigercat rubber-tired mulcher, and TimberPro boom-mounted feller buncher. These units are typically located near improved or less restrictive road systems and can be mobilized efficiently with minimal impact to paved surfaces.

NTS has incorporated required multiple mobilizations into its production planning by unit. Based on these factors, NTS estimates an average production rate of approximately three acres per day, resulting in an anticipated project duration of 60 to 85 working days.

This schedule does not include delays associated with weather events, including precipitation and subsequent dry-down periods, nor does it account for operational restrictions due to elevated fire danger or Red Flag Warning conditions. All such delays will be documented and excluded from the overall project schedule.

As a local contractor, NTS prioritizes strong and collaborative relationships with all stakeholders. NTS will serve as a project liaison to communicate daily and weekly schedules to adjacent landowners and will implement measures to minimize disruption to private property access. NTS will coordinate directly with parcel owners and community members to complete project objectives in a safe and cooperative manner. If conflicts arise that cannot be resolved in the field,



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NTS will suspend operations in the affected area and promptly consult with the project manager for direction.

Company Information

Nate's Tree Service Inc. (NTS) is a Woman-Owned Small Business (WOSB) and a certified Woman Business Enterprise (WBE) through the Supplier Clearinghouse, the U.S. Small Business Administration, and the California Department of General Services. With over 40 years of industry experience, NTS is a family-owned company that has provided vegetation management services across six generations.



At NTS, our work is centered on customer satisfaction, operational excellence, and the safety of both our employees and the communities we serve. Through a longstanding commitment to quality service, the company has consistently supported a diversified workforce while maintaining strong ties with the communities in which we operate.

Headquartered in Sonora, California, NTS is a Tuolumne County-based business providing full-service tree and land management solutions. The company possesses the experience, technical expertise, and organizational capacity to execute vegetation management projects from planning through completion.

NTS employs ISA Certified Arborists, OSHA-trained personnel, and TCIA-certified safety managers. All employees receive structured classroom instruction and ongoing field-based training, with a strong emphasis on First Aid and CPR certification, safe work practices, and compliance with industry standards.



NTS specializes in projects involving complex terrain, operational constraints, and accelerated schedules, including but not limited to:

- Mastication and fuel break establishment and maintenance
- Hand thinning and piling
- Forest fuels reduction



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- Utility and right-of-way clearing
- GIS mapping, location tracking, and project recordkeeping

NTS leverages experienced personnel, industry-leading equipment, and proven operational methods to complete projects efficiently and in compliance with safety and environmental requirements. This approach enables the company to meet aggressive project timelines while maintaining a strong focus on quality, risk reduction, and regulatory compliance.

Company Contacts and Licenses	Response
NTS Name as registered with the CA Secretary of State.	Nate's Tree Service Inc.
NTS CA Secretary of State Number	4265385
NTS type of organizational entity.	Corporation
NTS Main Office Address.	14375 Cuesta Ct. Sonora, CA
NTS Main Office Phone Number.	209-532-2460
Primary point of contact for this RFQ.	Jake Reynolds
Primary point of contact email.	jreynolds@natestree.com
Primary point of contact phone number.	209-770-4006
California State License Board (CSLB) Number.	953843
CSLB Type.	C61/D49
License Timber Operator (LTO) Number.	A11245
California Dept. of Industrial Relations (DIR) Number	1000711774
California Public Utilities Commission Supplier Diversity WBE	21001080
California Department of General Services Certification WOSB	2030166
Unique Entity ID	ZNCEKJDWQUT8
EIN Number.	83-4675587
ISN Number.	400-238082

Nate's Tree Service, Inc., has not filed for bankruptcy in the State of California within the last five years.

Nate's Tree Service Inc., and all key professional staff are legally and properly licensed to practice in the State of California as so much as this proposal requires.



Nate's Tree Service Inc.
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Company Personal

Key Personnel				
Name	Title	Cell Number	Email	Notables
Michelle Gray	President	209-770-0550	mgra@natestree.com	40 yrs. experience in the industry
Nathan Gray Jr.	Director of Operations	209-770-4201	ngra@natestree.com	10 yrs. experience in project management
Jake Reynolds	Account Director	209-770-4006	jreynold@natestree.com	10 yrs. experience in project compliance and management
Joe Whittle	Project Coordinator	209-770-9957	jwhittle@natestree.com	20+ yrs. experience in project management
Larry Gullo	Project Execution	925-580-2732	lgullo@natestree.com	20+ yrs. experience in field supervision and management
Nathan Mendez	Safety	209-770-0457	nmendez@natestree.com	CPR Certified Trainer, OSHA 30, CTSP Certified
Marty Scott	Lead Foreman	209-768-1843	msscott@natestree.com	15 Years experience with forest operation
Uvaldo Estrella	Operator			10 Years experience forest clearing
Jeremy Hall	Operator			15 Years experience operating equipment
Jeremy Johnson	Operator			18 Years experience operating equipment
Wyatt Lawerance	Lead Grounds man			10 Years of forest clearing experience



Nate's Tree Service Inc.
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References

Name	Company	Address	Scope of Work	Email Address/Phone #
Randy Pablo	Windy Tree Inc.	Oakdale, CA	Hand crew tree removal and trimming, Chipping, piling. 2020-Current. Work in excess of \$3,000,000.00	rpablo@windytree.net 209-485-7014
John Breazeal	PG&E Registered Professional Forester	Sonora, CA	Mastication, Logging, Tree Removal, Chipping, Hand Piling, Fuel Reduction, Fuel breaks. 2019-Current. Contracts in excess of \$50,000,000.00	John.breazeal@pge.com 209-419-1705
Mary Cole	Calaveras County RDC-Administrative Assistant	San Andreas, CA	Mastication of Fire Breaks and Fuels 5/24-8/24. \$240,000.00	mcole@calaverasrcd.org 209-743-8799
Tim Tate	RPF Fire Safe Council	Mountain Ranch, CA	Hand Fuel Reduction, chipping. 2024	ttate221@yahoo.com 209-768-6304
Steve Kafka	SPI, Inc. Calaveras Fire Safe Director, SPI Forester	Sonora, CA	Fuels management, Hazard tree mitigation. 2023- current	skafka@spi-ind.com 209-768-5189
Wes Brinegar	High Sierra Timber Management	Sonora, CA	Hand Fuel Reduction, piling, mastication. 2023-current	hstm.ca@gmail.com 209-352-9121
Bill Youngman	Mule Deer Foundation	Sonora, CA	Mastication Fuel Reduction. 2022-2023	bills4651@gmail.com 209-743-5922



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Pricing

Map Unit ID	Acreage	Treatment Type	Unit Price	Unit Total
M3	67.84	MECHANICAL	\$2,405.00	\$163,155.20
M5	30.99	MECHANICAL	\$2,405.00	\$74,530.95
M9	15.39	MECHANICAL	\$2,405.00	\$37,012.95
M11	23.19	MECHANICAL	\$2,405.00	\$55,771.95
M12	12.32	MECHANICAL	\$2,405.00	\$29,629.60
M16	1.26	MECHANICAL	\$2,025.00	\$2,551.50
M17	2.76	MECHANICAL	\$2,025.00	\$5,589.00
M35	2.67	MECHANICAL	\$2,025.00	\$5,406.75
M37	6.75	MECHANICAL	\$2,025.00	\$13,668.75
M20	9.00	MECHANICAL	\$2,405.00	\$21,645.00
Total	172.17		Project Total	\$408,961.65

Company Owned Equipment

NTS has diverse equipment resources that range from Pick-up trucks, Bucket trucks, Chippers to Mastication and whole tree shredders.

- ❖ Bucket Trucks – 40
- ❖ Chipper – 44
- ❖ Chip Truck – 17
- ❖ Skid steer – 7
- ❖ Grapple Truck – 4
- ❖ Pick-Ups – 183
- ❖ Excavator – 6
- ❖ Grader – 2
- ❖ Dozer – 2
- ❖ Water Buffalo – 12
- ❖ Whole Tree Chipper/Shredder – 1
- ❖ Mastication Equipment – 12
- ❖ Log trucks and lowboy hauler – 5
- ❖ Tracked Bucket – 1
- ❖ Tracked Chipper – 4





For this project NTS will dedicate its skid steers, Raptor 500, Tigercat and TimberPro as the main equipment to work the units. NTS also has several other pieces of equipment that could substitute as the project demands.



Nate's Tree Service Inc.
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 Sonoma, CA 95370

Nate's Tree Service, Inc. will also procure rental equipment when needed to fully outfit each crew. This equipment will be sourced through reputable rental fleet dealers and maintained to strict adherence to the contract specifications for reliability.

These equipment rental dealers include The Cat Rental Store in Stockton, CA, Bejac Corporation in Sacramento, CA and RGW Equipment in Livermore, CA. All three sources stock the types of mastication equipment needed to augment NTS's owned fleet.

Description	Picture
<p>Prinoth Raptor 500: Tracked Masticator, 440 HP, M700m Mulcher Head. 5.5 psi ground pressure</p>	
<p>Timber Pro: Boom mounted tracked masticator , 300 HP with Fecon Head. Between 7.1 and 8.4 psi ground pressure depending on head assembly</p>	

<p>Timbco: Boom mounted tracked masticator, 170 HP with Fecon Head. Between 7.1 and 8.4 psi ground pressure depending on head assembly</p>	
<p>Tigercat 726 G: Rubber tired masticator, 370 HP, Full width mastication head. 6.9 psi ground pressure</p>	
<p>Fecon 325VST: Tracked masticator with Fecon Head, 310HP, 3.9 psi. ground pressure</p>	

John Deer 2154D: Boom mounted tracked masticator with mastication and/or grapple head, 159 HP, 7.89 psi ground pressure



Doosan DX225LL: Boom mounted tracked masticator with mastication and/or grapple head, 166 HP, 8 psi ground pressure



Bobcat T870: Fecon mastication head, 100 HP, 4.8 psi. Multiple other attachments owned, i.e. grapple bucket for logs and brush.



<p>JD 135D: Boom mounted tracked masticator with FAE Mastication head, 93 HP, 5.8 psi ground pressure</p>	
<p>Sany 215: Boom mounted tracked masticator with mastication head, grapple attachment, 190 HP, 5.3 psi ground pressure</p>	
<p>Link Belt 3900Q: Boom mounted tracked masticator with mastication head, grapple attachment, 190 HP, 5.8 psi ground pressure</p>	



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<p>Water Buffalo: Fire Suppression 500 Gallon Tank</p>	
<p>Water Skid: Fire Suppression 300 Gallon Tank</p>	
<p>Kenworth Semi: Short deck trailer for tight back road mobilization.</p>	

Addenda & Official Notices

None Noted

Jake Reynolds
Signature

6/3/2026
Date

Jake Reynolds, Account Director



Nate's Tree Service Inc.
14375 Cuesta Ct.
Sonora, CA 95370

License Number: **A11245**

Date of Issuance: **1/1/2025**

License Valid Period:
1/1/2025-12/31/2026

STATE OF CALIFORNIA
THE RESOURCES AGENCY
STATE BOARD OF FORESTRY

TIMBER OPERATOR LICENSE



NATES TREE SERVICE
PO BOX 5489
SONORA, CA 95370

This timber operator license is issued pursuant to the provisions of Article 6, Chapter 8, Division 4 of the Public Resources Code; the regulations of the State Board of Forestry in Article 3, Subchapter 4.1, Chapter 2, Division 2, Title 14 of the Administrative Code; and in response to the licensee's application in the prescribed manner.

This timber operator license does not purport to confer property rights in timber, land, or the products thereof.

CDF STOCK 75401300491

STATE OF CALIFORNIA
dca
DEPARTMENT OF CONSUMER AFFAIRS

**CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE**



License Number **953843** Entity **CORP**

Business Name **NATE'S TREE SERVICE INC**

Classification(s) **C61/D49**

Expiration Date **10/31/2026**

www.cslb.ca.gov





CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

PO Box 1041 San Andreas, CA 95249

info@CalaverasRCD.org

INDEPENDENT CONTRACTOR AGREEMENT

Between

Calaveras County Resource Conservation District (CCRCD)

And

Nate's Tree Service, Inc.

For: NW Calaveras (South) Fuel Reduction Project

Grantor: CALFIRE

Grant Agreement: 5GA22228

Fiscal Agent: Calaveras County Resource Conservation District (CCRCD)

THIS CONTRACT AGREEMENT is made and entered into on June 24th, 2026 by:

Party 1: Calaveras County Resource Conservation District (herein after referred to as CCRCD), a California Special District located at 423 East St. Charles Street (physical address), P.O. Box 1041 (mailing address), San Andreas, CA 95249

and

Party 2: Nate's Tree Service Inc. (herein after referred to as CONTRACTOR), 14375 Cuesta Ct., Sonora CA 95370 209-770-4006 jreynolds@natestree.com

RECITALS

1. The CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT (CCRCD), a California Special District desires to enter into an Independent Contractor Agreement with CONTRACTOR, an Independent Contractor for the performance of specified services on behalf of CCRCD.
2. CONTRACTOR represents that it has or will comply with all Local, State, and Federal laws regarding any necessary permits and licenses that may be required under this Agreement to perform the services as an independent contractor, pursuant to this agreement.
3. CCRCD represents the GRANTOR that provides the funding source for the PROJECT through an executed agreement with CCRCD.
4. In consideration of the mutual promises contained herein, CCRCD and CONTRACTOR agree to the following:



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

PO Box 1041 San Andreas, CA 95249

info@CalaverasRCD.org

SERVICES AND OBLIGATIONS OF CONTRACTOR

The period of this Agreement shall be from June 26th, 2026 to June 30th, 2027 or until the defined work is completed and approved by CCRCD and GRANTOR, whichever comes first.

1. CONTRACTOR understands the request is for tasks detailed in “**APPENDIX A, Request for Proposal**”. All terms and conditions contained in the Request for Proposal (RFP) are incorporated into this Agreement.
 - a. CONTRACTOR will be solely responsible for determining the means and methods for performing the services described herein. CONTRACTOR shall not assign this Agreement; any attempt to do so shall be void and have no effect. All of CONTRACTOR’S activities will be at its own risk and CONTRACTOR is hereby given notice of responsibility for arrangements to guard against physical, financial, and other risks as appropriate. CONTRACTOR shall observe and abide by all applicable laws, regulations and stipulations including but not limited to those of CCRCD. CONTRACTOR agrees to perform the services with a standard of professional care, skill and diligence normally provided in the performance of similar services.
 - b. When operating, CONTRACTOR shall strictly adhere to the requirements of the CCRCD Fire Plan “**APPENDIX F, Fire Plan**”.
 - c. Except as specifically authorized by CCRCD in writing, information and other data developed or acquired by or furnished to CONTRACTOR in the performance of this agreement shall be used only in connection with services provided to CCRCD and shall become and be retained as the property of CCRCD.
2. CONTRACTOR guarantees that it will complete all defined tasks, as stated in “**APPENDIX A, RFP**” and “**APPENDIX B, Contractor’s Proposal**”, during the term of this Agreement. CONTRACTOR shall immediately notify the CCRCD Project Manager of any expected or unexpected obstacles that may impact the completion of scheduled services. However, CONTRACTOR shall not be liable for such interruptions in performance beyond CONTRACTOR’S reasonable control. Both parties agree to maintain close communication throughout the duration of the project.
3. CONTRACTOR, at its sole cost and expense, shall maintain the following insurance:
 - a. Workers Compensation Insurance with statutory limits (not less than \$1,000,000 per occurrence).
 - b. A general Liability Insurance policy (not less than \$2,000,000 for personal injury and property damages per occurrence).
 - c. Business Auto Liability Insurance (not less than \$1,000,000 combined single limit for bodily injury and property damages covering all vehicles including hired cars, owned and non-owned vehicles).
 - d. CONTRACTOR shall add CCRCD to said insurance policies named as “additionally insured” and provide CCRCD Project Manager with proof of insurance certificates, included in “**APPENDIX C, Proof of Insurance Certificates,**” for all insurance policies throughout the full duration of this Agreement.



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

PO Box 1041 San Andreas, CA 95249

info@CalaverasRCD.org

4. CONTRACTOR agrees that it will employ, at its own expense, all personnel necessary to perform the services required by this Agreement and in no event shall such personnel be the employees of CCRCD. All the services required hereunder shall be performed by CONTRACTOR or under its direction and all personnel engaged therein shall be fully qualified under applicable federal, state, and local law to undertake the work performed by them.
 - a. Upon satisfactory performance of services under this Agreement, CCRCD shall pay CONTRACTOR amounts as set forth in **"APPENDIX D, Payment Schedule."**
 - b. When a section of work has been completed and CONTRACTOR wishes to submit an invoice, the Project Manager will validate the number of acres treated and verify that the prescription for the project unit has been fulfilled.
 - c. CONTRACTOR shall provide invoices no more frequently than twice monthly based on the number of acres completed and the total amount for the billing period approved by the Executive Director and by a representative of GRANTOR when applicable.
 - d. Total compensation for services shall be \$2,405/acre and \$2,025/acre as noted in proposal, not to exceed a total of \$408,961.65 and shall be based upon completed acres approved by CCRCD staff and GRANTOR. CONTRACTOR reimbursement requests shall be in the form of itemized invoices submitted to the CCRCD Project Manager and the CCRCD Fiscal Manager.
 - e. Each invoice must be accompanied with the type of job, number of crew members engaged in the project, and the total number of hours worked.
 - f. Payment of said invoices shall not be past due until 30 (thirty) days after CCRCD has received the funds from GRANTOR.
 - g. It is mutually agreed upon that if the GRANTOR budget for the current and/or any subsequent years covered by this agreement does not appropriate sufficient funds for the project, the Agreement shall be of no further force and effect. In this event, the CCRCD shall have no liability to pay any funds whatsoever to CONTRACTOR or to furnish any other considerations under this Agreement, and CONTRACTOR shall not be obligated to perform any provision of this Agreement. CONTRACTOR'S assumption of risk of possible non-appropriation is part of the consideration for this Agreement. If funding for any fiscal year is reduced or deleted by the GRANTOR budget for purposes of this project, the CCRCD shall have the option to either cancel this Agreement or to offer an Agreement amendment to CONTRACTOR to reflect the reduced amount.
5. Services under this Agreement, upon signing this Agreement, shall diligently proceed therewith in accordance with the mutually agreed upon work schedule as defined in **"APPENDIX E, Work Schedule."**
 - a. The Contractor(s) shall work through a unit/subunit in an organized fashion and complete all required work with CCRCD approval in each unit before beginning work in another unit, unless agreed upon in writing by the Project Manager and CONTRACTOR.
6. CONTRACTOR understands and acknowledges that CCRCD may suffer damages as a result of CONTRACTOR's tardiness in performance of its services under this Agreement. CONTRACTOR, therefore, agrees to give CCRCD or its designated representative as much notice as practical of any foreseeable delay in the completion of CONTRACTOR'S services by the completion dates as defined in **"APPENDIX E, Work Schedule."** CONTRACTOR further agrees to indemnify CCRCD for any damages suffered by CCRCD because of CONTRACTOR's failure to perform its services in accordance with said work schedule when delays result from CONTRACTOR's negligence.



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

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7. CONTRACTOR agrees to indemnify, defend, and hold harmless CCRCD from any claim or liability of any nature whatsoever caused by any willful or negligent act or omission of CONTRACTOR, its agents, or employees, resulting from, arising out of, or in any way connected with CONTRACTOR's performance of services required by this Agreement. CCRCD reserves the right to retain its own counsel in the event both parties are named in a lawsuit.

8. CONTRACTOR's Employees and Agents

It is expressly understood and agreed upon that CONTRACTOR is and shall be deemed to be an independent contractor for all purposes. CCRCD shall have no responsibility with respect to CONTRACTOR's employees or agents, nor any control over them.

CONTRACTOR agrees to comply with all Federal and State wage and hour laws, unemployment insurance laws, workers' compensation laws, executive orders, OSHA and labor laws, and further agrees to indemnify and hold harmless CCRCD from any claim or violation of any such laws and any and all other claims arising from or asserted in connection with the performance by CONTRACTOR under this agreement.

9. 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 CONTRACTOR's failure to perform in full or in part, CCRCD shall have the right to withhold monies due CONTRACTOR, 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 CONTRACTOR stating specifically the terms in which CONTRACTOR is deficient so that CONTRACTOR may, if possible, cure the deficiencies and obtain a release of the withheld sums. If, within ten (10) days after written notice, CONTRACTOR has not cured the deficiencies, then CCRCD is expressly given the right by CONTRACTOR to take possession of project documents, data, reports, maps, and information and to remedy the problem by hiring other resources to complete the project. CONTRACTOR expressly agrees to provide all project materials to CCRCD and to abide by CCRCD's decision. CONTRACTOR also agrees to accept payment for such work as has been completed to CCRCD's satisfaction.

b. In the event CONTRACTOR 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 CONTRACTOR, 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 CONTRACTOR for 5GA22228 work assigned that is satisfactorily completed using the rates defined in "**APPENDIX D Payment Schedule**". CONTRACTOR agrees and understands that all or a portion of assigned work payments may be withheld from payment for reasons detailed in item #9 "Failure to Perform."

10. Force Majeure: The Parties shall not be liable for any failure to perform as required by this Agreement, to the extent such failure to perform is caused by any of the following: labor disturbances or disputes of any kind, failures of any required governmental approval, civil disorders, acts of aggression, acts of God, energy or other conservation measures, failure of utilities, mechanical breakdowns, materials shortages, disease, or similar occurrences.

11. CONTRACTOR shall acknowledge GRANTOR support of the Project in any publications, studies, reports, media posts, or social media posts that ~~226~~ made possible by or derived in whole or in part



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from this Project. Any news articles, brochures, seminars, or other promotional materials or media through which it publicizes the Project shall acknowledge GRANTOR support by stating language, where feasible, as dictated in “**APPENDIX G, Grantor Acknowledgement.**”

THIS AGREEMENT is hereby entered into on this day and year first above written:

Jake Reynolds
Account Director
Nate’s Tree Service

Date

Trina Walley
Executive Director
Calaveras County Resource Conservation District (CCRCD)

Date

Attachments:

- Appendix A Request for Proposal
- Appendix B Contractor’s Proposal
- Appendix C Proof of Insurance Certificates
- Appendix D Payment Schedule
- Appendix E Work Schedule
- Appendix F Fire Plan
- Appendix G Grantor Acknowledgement
- Appendix H Job Reporting Form



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APPENDIX A

REQUEST FOR PROPOSALS (RFP)

NW Calaveras Fuel Reduction Project
5GA22228
Request for Proposal (RFP) starts on next page.



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APPENDIX B

CONTRACTOR'S PROPOSAL

Nate's Tree Service Inc. proposal starts on next page.

This contract is for the
NW Calaveras Fuel Reduction
Project
5GA22228

CALAVERAS COUNTY



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APPENDIX C

PROOF OF INSURANCE CERTIFICATES

Contractor's insurance certificates begin on next page



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APPENDIX D

Payment Schedule

Project Name: NW Calaveras Fuel Reduction Project

Grant Agreement: 5GA22228

Task	Cost per Acre	Payment
Units: M3, M5, M9, M11, M12, M20 (Total acres= 158.73)	\$2,405.00	\$381,745.65
Units: M16, M17, M35, M37 (Total Acres= 13.44)	\$2,025.00	\$27,216
TOTAL COSTS NOT TO EXCEED		\$408,961.65

CCRCD will pay CONTRACTOR upon submitted invoices according to the following payment schedule:

- a) All compensation payments shall require an invoice.
- b) CONTRACTOR shall provide invoices no more frequently than twice monthly.
- c) Invoices will reflect completed acres within designated units. Units, but not necessarily tasks, need to be wholly completed and approved in order to be invoice for (ie., when operations on unit M3 are completed and approved, the Contractor may invoice for it).
- d) If requested by the CCRCD, the Contractor shall provide any further documentation it has or can reasonably generate to verify the compensation and reimbursement sought by the Contractor.
- e) Contractor and the CCRCD Fiscal Manager shall work in good faith to resolve any invoicing discrepancies within 10 business days after notification that the discrepancy exists. Should a discrepancy result in a partial rejection of any item(s) invoiced, the Contractor shall submit a revised invoice for payment.
- f) Total compensation for all services shall not exceed **\$408,961.65**
- g) Payment of said invoices shall not be past due until thirty (30) days after CCRCD has received the funds from GRANTOR.
- h) If funding for any fiscal year is reduced or deleted by the GRANTOR budget for purposes of this project as described in Section 6 of the Agreement the CCRCD shall have the option to



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either cancel this Agreement or to offer an Agreement amendment to CONTRACTOR to reflect the reduced amount.

i) CONTRACTOR will submit invoices to:

Calaveras County Resource Conservation District

Attn: Kaylee Tanner-Dillashaw

PO Box 1041

San Andreas, CA 95249

Email: kdillashaw@calaverasrcd.org ***and*** cshaw@calaverasrcd.org



APPENDIX E

WORK SCHEDULE

CONTRACTOR agrees the project commencement date is as stated in the RFP, Fall 2026, considering seasonal restrictions. After the execution of this contract, CONTRACTOR agrees with the target dates in the following project timeline.

Map Unit ID	Acreage	Treatment Type	Completion Date
M9	15.39	MECHANICAL	
M5	30.99	MECHANICAL	
M37	6.75	MECHANICAL	
M35	2.67	MECHANICAL	
M3	67.84	MECHANICAL	
M20	9.00	MECHANICAL	
M17	2.76	MECHANICAL	
M16	1.26	MECHANICAL	
M12	12.32	MECHANICAL	
M11	23.19	MECHANICAL	
172.17 Ac Total			

CONTRACTOR shall complete all Work within the term of this Agreement with the option of an extension on Completion Date. CONTRACTOR shall immediately notify the CCRCD Project Manager of any expected or unexpected delays.

CONTRACTOR shall not be liable for delays in performance beyond CONTRACTOR's reasonable control. Both parties shall maintain close communication throughout the duration of the project.

The CONTRACTOR(s) shall work through a unit/subunit in an organized fashion and complete all required work with CCRCD approval. Survey duration is 14 days during bird nesting season (Month day – Month day), so CONTRACTOR must keep in constant contact with Project Manager and/or Field Personnel to ensure field work is accomplished within survey window for each and every acre surveyed. If Project Manager and/or Field Personnel witness nesting/fledging activities not reported prior by bird survey contractor, the bird survey contractor is required to address issue within 72 hours of notification.



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PO Box 1041 San Andreas, CA 95249

info@CalaverasRCD.org

Points of Contact:

CCRCD Project Coordinator:

Kaylee Tanner-Dillashaw

(209) 768-1603

kdillashaw@calaverasrcd.org

CCRCD Project Technician:

Walter Tryon

(209) 743-8140

wtryon@calaverasrcd.org



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APPENDIX F

FIRE PLAN

CC-RCD Fire Plan begins on next page

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APPENDIX G

GRANTOR ACKNOWLEDGEMENT

i. PROGRAM ACKNOWLEDGEMENT/RECOGNITION

- a. All Wildfire Prevention Grant projects must clearly display, identify and label themselves as being funded by CAL FIRE. Acknowledgements must contain the CAL FIRE logo as well as the following statement:

“Funding for this project provided by the California Department of Forestry and Fire Protection’s (CAL FIRE) Wildfire Prevention Grants Program as part of the California Climate Investments Program.”

A draft of the acknowledgement must be approved by the STATE prior to publication. For stationary projects, acknowledgement may include, but is not limited to, a sign on the project site. For other project types, such as vehicles, equipment, and consumer-based incentives, acknowledgement is encouraged by using a decal, sticker or other signage.



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 info@CalaverasRCD.org

APPENDIX H

JOBS REPORTING FORM

The Fire Prevention Grant that funds this project is funded by Cap-and-Trade auction proceeds appropriated by the California Legislature to CAL FIRE, who is responsible for administering the funds allocated from the California Climate Investments (CCI) Program. To ensure accountability and transparency, CAL FIRE must collect and report data defining the benefits from these investments. To meet this requirement, each invoice submitted to the Calaveras County Resource Conservation District by your organization must include the following information:

Job Classification	Job Education Required	Job Experience Required	# of Jobs	Total Project Hours	Avg Hourly Wage	Health Insurance	Paid Leave	Retirement Plan

NOTE: Fill in the form using the separate file/email of the provided Excel document. For more information about the individual fields click on the Notes tab in that Excel document.



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

PO Box 1041 ♦ 423 E. St Charles St. ♦ San Andreas, CA 95249

RESOLUTION OF THE CALAVERAS COUNTY RESOURCE CONSERVATION DSITRICT, A CALIFORNIA SPECIAL DISTRICT

Resolution Number: 2026-01

WHEREAS, the Governor of the State of California in cooperation with the California State Legislature has enacted State of California **Climate Investment**, which provides funds to the State of California and its political subdivisions for **fire prevention programs**; and

WHEREAS, the State Department of Forestry and Fire Protection (CAL FIRE) has been delegated the responsibility for the administration of the program within the State, setting up necessary procedures governing application by local agencies, non-profit organizations, and others under the program, and

WHEREAS, the applicant will enter into an agreement with the State of California to carry out the BUTTE FIRE HAZARDOUS FUELS REDUCTION PROJECT;

NOW, THEREFORE, BE IT RESOLVED that the CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT:

1. Approved the filing of an application for “**California Climate Investments Wildfire Prevention Grants Program**”; and
2. Certifies that said applicant has or will have sufficient funds to operate and maintain the project; and,
3. Certifies that funds under the jurisdiction of CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT are available to begin the project.
4. Certifies that said applicant will expend grant funds prior to 2/15/2031;
5. Appoints Board President or a designee, to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the aforementioned project.

The foregoing resolution was approved and adopted the 18th day of June 2026 by the following vote:

AYES:

NOES:

ABSENT:

Signature

President

Title

—CERTIFICATION OF RESOLUTION—

Please note the person attesting cannot be the person(s) appointed in (5.)

ATTEST:

I Mary Cole, Administrative Assistant of the Calaveras County Resource Conservation District, witness my hand of the Calaveras County Resource Conservation District on the 3rd day of January 2024.

Signature

Administrative Assistant
Title



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

PO Box 1041 ♦ 423 E. St Charles St. ♦ San Andreas, CA 95249

RESOLUTION OF THE CALAVERAS COUNTY RESOURCE CONSERVATION DSITRICT, A CALIFORNIA SPECIAL DISTRICT

Resolution Number: 2026-02

WHEREAS, the Governor of the State of California in cooperation with the California State Legislature has enacted State of California **Climate Investment**, which provides funds to the State of California and its political subdivisions for **fire prevention programs**; and

WHEREAS, the State Department of Forestry and Fire Protection (CAL FIRE) has been delegated the responsibility for the administration of the program within the State, setting up necessary procedures governing application by local agencies, non-profit organizations, and others under the program, and

WHEREAS, the applicant will enter into an agreement with the State of California to carry out the BEAR MOUNTAIN COPPEROPOLIS WILDFIRE PREVENTION;

NOW, THEREFORE, BE IT RESOLVED that the CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT:

1. Approved the filing of an application for “**California Climate Investments Wildfire Prevention Grants Program**”; and
2. Certifies that said applicant has or will have sufficient funds to operate and maintain the project; and,
3. Certifies that funds under the jurisdiction of CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT are available to begin the project.
4. Certifies that said applicant will expend grant funds prior to 2/15/2031;
5. Appoints Board President or a designee, to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the aforementioned project.

The foregoing resolution was approved and adopted the 18th day of June 2026 by the following vote:

AYES:

NOES:

ABSENT:

Signature

President

Title

—CERTIFICATION OF RESOLUTION—

Please note the person attesting cannot be the person(s) appointed in (5.)

ATTEST:

I Mary Cole, Administrative Assistant of the Calaveras County Resource Conservation District, witness my hand of the Calaveras County Resource Conservation District on the 3rd day of January 2024.

Signature

Administrative Assistant
Title



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

PO Box 1041 ♦ 423 E. St Charles St. ♦ San Andreas, CA 95249

RESOLUTION OF THE CALAVERAS COUNTY RESOURCE CONSERVATION DSITRICT, A CALIFORNIA SPECIAL DISTRICT

Resolution Number: 2026-03

WHEREAS, the Governor of the State of California in cooperation with the California State Legislature has enacted State of California **Climate Investment**, which provides funds to the State of California and its political subdivisions for **fire prevention programs**; and

WHEREAS, the State Department of Forestry and Fire Protection (CAL FIRE) has been delegated the responsibility for the administration of the program within the State, setting up necessary procedures governing application by local agencies, non-profit organizations, and others under the program, and

WHEREAS, the applicant will enter into an agreement with the State of California to carry out the WEST POINT COMMUNITY WILDFIRE PREVENTION;

NOW, THEREFORE, BE IT RESOLVED that the CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT:

1. Approved the filing of an application for “**California Climate Investments Wildfire Prevention Grants Program**”; and
2. Certifies that said applicant has or will have sufficient funds to operate and maintain the project; and,
3. Certifies that funds under the jurisdiction of CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT are available to begin the project.
4. Certifies that said applicant will expend grant funds prior to 2/15/2031;
5. Appoints Board President or a designee, to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the aforementioned project.

The foregoing resolution was approved and adopted the 18th day of June 2026 by the following vote:

AYES:

NOES:

ABSENT:

Signature

President

Title

—CERTIFICATION OF RESOLUTION—

Please note the person attesting cannot be the person(s) appointed in (5.)

ATTEST:

I Mary Cole, Administrative Assistant of the Calaveras County Resource Conservation District, witness my hand of the Calaveras County Resource Conservation District on the 3rd day of January 2024.

Signature

Administrative Assistant
Title



CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT

PO Box 1041 ♦ 423 E. St Charles St. ♦ San Andreas, CA 95249

RESOLUTION OF THE CALAVERAS COUNTY RESOURCE CONSERVATION DSITRICT, A CALIFORNIA SPECIAL DISTRICT

Resolution Number: 2026-04

WHEREAS, the Governor of the State of California in cooperation with the California State Legislature has enacted State of California **Climate Investment**, which provides funds to the State of California and its political subdivisions for **fire prevention programs**; and

WHEREAS, the State Department of Forestry and Fire Protection (CAL FIRE) has been delegated the responsibility for the administration of the program within the State, setting up necessary procedures governing application by local agencies, non-profit organizations, and others under the program, and

WHEREAS, the applicant will enter into an agreement with the State of California to carry out the LOVE CREEK COMMUNITY WILDFIRE PROTECTION;

NOW, THEREFORE, BE IT RESOLVED that the CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT:

1. Approved the filing of an application for “**California Climate Investments Wildfire Prevention Grants Program**”; and
2. Certifies that said applicant has or will have sufficient funds to operate and maintain the project; and,
3. Certifies that funds under the jurisdiction of CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT are available to begin the project.
4. Certifies that said applicant will expend grant funds prior to 2/15/2031;
5. Appoints Board President or a designee, to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the aforementioned project.

The foregoing resolution was approved and adopted the 18th day of June 2026 by the following vote:

AYES:

NOES:

ABSENT:

Signature

President

Title

—CERTIFICATION OF RESOLUTION—

Please note the person attesting cannot be the person(s) appointed in (5.)

ATTEST:

I Mary Cole, Administrative Assistant of the Calaveras County Resource Conservation District, witness my hand of the Calaveras County Resource Conservation District on the 3rd day of January 2024.

Signature

Administrative Assistant
Title

Payment Schedule

Project Name: Job Training Pilot Project

Grant Agreement: Sierra Jobs First

	Budget
Project Coordination Staff Time	\$18,000.00
Red Card Trainee Staff Time	\$11,400.00
Training Costs	\$16,500.00
Travel (mileage and lodging)	\$ 1,000.00
Equipment (PPE, Chainsaws,	\$10,155.70
.Office (computers, software, supplies)	\$ 1,344.30
Native Use Garden (plants, soil, containers)	\$ 1,600.00
TOTAL COSTS NOT TO EXCEED	\$60,000

CCRCD will pay CONTRACTOR upon submitted invoices according to the following payment schedule:

- a) All compensation payments shall require an invoice due by 10th of each month.
- b) If requested by the CCRCD, the Contractor shall provide any further documentation it has or can reasonably generate to verify the compensation and reimbursement sought by the Contractor.
- c) Contractor and the CCRCD Contract Manager shall work in good faith to resolve any invoicing discrepancies within 10 business days after notification that the discrepancy exists. Should a discrepancy result in a partial rejection of any item(s) invoiced, the Contractor shall submit a revised invoice for payment.
- d) Total compensation for all services shall not exceed **\$60,000**
- e) Payment of said invoices shall not be past due until thirty (30) days after CCRCD has received the funds from GRANTOR.
- f) If funding for any fiscal year is reduced or deleted by the GRANTOR budget for purposes of this project as described in Section 6 of the Agreement the CCRCD shall have the option to either cancel this Agreement or to offer an Agreement amendment to CONTRACTOR to reflect the reduced amount.
- g) CONTRACTOR will submit invoices to:
 Calaveras County Resource Conservation District
 Attn: Catherine Shaw
 PO Box 1041, San Andreas, CA 95249
 Email: Project Manager Email **and** cshaw@calaverasrcd.org

Updated May 7, 2026

