

MEMORANDUM
OFFICE OF THE
COUNTY EXECUTIVE
COUNTY OF PLACER

TO: Honorable Board of Supervisors

FROM: Tom Miller, County Executive Officer

BY: Leslie Hobson, Senior Management Analyst 

DATE: June 27, 2006

SUBJECT: Resource Conservation District FY 2006-2007 Agreement

ACTION REQUESTED:

Authorize the Chairman of the Board of Supervisors to sign the attached annual agreement with the Resource Conservation District (RCD) in the amount of \$70,325.00.

BACKGROUND

For over seventeen years Placer County has contracted with the RCD for assistance in resolving natural resource related issues. Examples of past activities include numerous watershed studies, development of recommendations for erosion and sedimentation control, flood mapping activities for emergency services plans, review of environmental impact reports and design review, and numerous other tasks to assist the county. Last year's agreement with the RCD was in the amount of \$70,325.00.

In general for Fiscal Year 2006-2007, the RCD will continue efforts related to protection of watersheds in Placer County and the Coordinated Resource Management Planning groups. New this year is the reallocation of RCD's resources to provide program assistance with the County's NPDES program under the direction of the Department of Public Works. Tasks include reviewing and revising policies, practices and processes related to construction activities, site pollution management support and review and implementation of water quality programs.

ISSUE

Board of Supervisor authorization is required for approval of this agreement.

FISCAL IMPACT

Sufficient funds are available in the FY 2005-2006 budget to accommodate this request which is the same amount as last fiscal year's agreement.

COUNTY OF PLACER
AND
PLACER COUNTY RESOURCE CONSERVATION DISTRICT
ANNUAL COOPERATIVE AGREEMENT
FISCAL YEAR 2006-2007

This Agreement is between the COUNTY OF PLACER, hereinafter referred to as COUNTY, and PLACER COUNTY RESOURCE CONSERVATION DISTRICT, hereinafter referred to as DISTRICT.

WHEREAS, the COUNTY and the DISTRICT have entered into a Memorandum of Understanding that calls for the preparation of a Joint Annual Work plan and Annual Cooperative Agreement for the purpose of accomplishing shared objectives; and

WHEREAS, the Annual Cooperative Agreement is necessary to provide a basis for the mutual exchange of services and funding between the COUNTY and the DISTRICT.

THEREFORE, BE IT RESOLVED that the COUNTY AND THE DISTRICT establishes an Annual Cooperative Agreement as follows:

I. JOINT ANNUAL WORK PLAN:

The COUNTY and the DISTRICT have prepared a Joint Annual Work plan attached hereto as Exhibit 1, and incorporated by reference.

II. THE DISTRICT WILL:

- (a) Cooperate with the COUNTY in those program areas where COUNTY funds are not requested to pay the cost of DISTRICT services and participation.
- (b) Provide those services set forth in Exhibit I. It is mutually understood by DISTRICT and COUNTY that DISTRICT will, if requested by the County, provide greater definition of the work to

be performed and the products to be produced prior to the commencement of services in the program areas specified above.

(c) Upon receipt of written requests for service, DISTRICT shall provide such specific technical assistance as may be requested by COUNTY'S departments relating to vegetation, soil, water, and related resource management questions as they may arise from the COUNTY'S land use development regulation programs, such as subdivision, grading and land leveling. The specific terms of the request for assistance by the requesting county department shall determine the nature of the services to be provided by the DISTRICT and the time within which such services must be rendered. It is mutually understood that the DISTRICT shall have a reasonable length of time to provide such services to the requesting county department. It is mutually understood that the level of DISTRICT manpower may vary depending upon the allocation of personnel necessary to respond to requests for technical assistance from the COUNTY. It is mutually understood that the requesting county department shall have the discretion to take action on any such land use proposal whether or not DISTRICT has completed the preparation of its report, and irrespective of the conclusions or recommendations of any completed DISTRICT report.

III. THE COUNTY WILL:

(a) Pay the DISTRICT the amount of \$70,325.00 for the services provided pursuant to Paragraph II, Subparagraph (b), of this Agreement. Payment shall be in the manner specified in Section V of this Agreement. This payment obligation of the COUNTY for assistance provided by the DISTRICT shall be determined based upon the amount of various DISTRICT personnel time expended to respond to requests for assistance from the COUNTY, at the billing rates shown in Exhibit II, plus overhead. However, in no event shall the COUNTY pay the DISTRICT more than \$70,325.00 for such aid and assistance.

(b) Identify those COUNTY officials authorized to request services from the DISTRICT, and establish those internal COUNTY procedures necessary to ensure that DISTRICT services are allocated between COUNTY programs in a manner consistent with COUNTY priorities and this agreement.

- (c) Consider the recommendations and information submitted to the COUNTY by the DISTRICT.
- (d) Provide in the COUNTY Fiscal Year 2006-2007 budget an amount not less than \$70,325.00 for the purpose of establishing the means whereby the COUNTY may reimburse the DISTRICT for the cost of DISTRICT services provided pursuant to this Agreement.

IV. WORK PLAN CHANGES DURING FISCAL YEAR:

Areas of cooperation and the scope of work conducted by the DISTRICT are established by the Joint Annual Work plan. Joint annual work plan changes made during the course of the fiscal year will be accomplished as follows:

- (a) The agency initiating the change will do so in writing, and will describe in detail any necessary program area, task product, or funding modification necessary to accomplish the proposed change.
- (b) Work plan changes that do not significantly modify the allocation of manpower or skills, and which do not increase or decrease the level of funding provided to the DISTRICT during the fiscal year and re-allocation between tasks may be effectuated by the written consent of the County Administrator and District Manager. Work plan changes that may otherwise be properly accomplished by administrative action shall be submitted for review and approval to the governing board of both agencies at the request of either the COUNTY or the DISTRICT.
- (c) Work plan changes that would require an increase or decrease in the level of funding to the DISTRICT from the COUNTY, or which would require a significant change in the allocation of manpower or priorities shall be only with the consent of the governing boards of both agencies.
- (d) The governing board of each agency shall be notified promptly of any work plan changes accomplished by administration.

V. FUND DISBURSEMENTS;

- (a) The DISTRICT shall prepare and submit to the COUNTY a monthly statement of the cost of providing services pursuant to this Agreement and request the transmittal to the DISTRICT of the amount stated.

(b) Within a reasonable time from the receipt of the DISTRICT statement and fund transmittal request, the COUNTY will disburse the amount requested.

(c) The DISTRICT shall not request, nor shall the COUNTY disburse, more than \$70,325.00 for services rendered, unless additional services are requested by the COUNTY and approved by the DISTRICT.

(d) The DISTRICT will not request funds in excess of the actual costs to The DISTRICT of providing services to the county. Actual costs will include direct costs (e.g. office supplies or travel), wages, wage-related benefits, and overhead attributable to providing services to the COUNTY. Overhead will be calculated in a manner consistent with acceptable accounting practices.

VI. HOLD HARMLESS AND INDEMNIFICATION AGREEMENT:

The CONTRACTOR hereby agrees to protect, defend, indemnify, and hold PLACER COUNTY free and harmless from any and all losses, claims, liens, demands, and causes of action of every kind and character including, but not limited to, the amounts of judgments, penalties, interest, court costs, legal fees, and all other expenses incurred by PLACER COUNTY arising in favor of any party, including claims, liens, debts, personal injuries, death, or damages to property (including employees or property of the COUNTY) and without limitation by enumeration, all other claims or demands of every character occurring or in any way incident to, in connection with or arising directly or indirectly out of, the contract or agreement. CONTRACTOR agrees to investigate, handle, respond to, provide defense for, and defend any such claims, demand, or suit at the sole expense of the CONTRACTOR. CONTRACTOR also agrees to bear all other costs and expenses related thereto, even if the claim or claims alleged are groundless, false, or fraudulent. This provision is not intended to create any cause of action in favor of any third party against CONTRACTOR or the COUNTY or to enlarge in any way the CONTRACTOR'S liability but is intended solely to provide for indemnification of PLACER COUNTY from liability for damages or injuries to third persons or property arising from CONTRACTOR'S performance pursuant to this contract of agreement.

As used above, the term PLACER COUNTY means Placer County or its officers, agents, employees, and volunteers.

VII. INSURANCE:

CONTRACTOR will file with COUNTY concurrently herewith a Certificate of Insurance, in companies acceptable to COUNTY, with a Best's Rating of no less than A: VII showing:

(a) WORKERS' COMPENSATION AND EMPLOYERS LIABILITY INSURANCE:

Workers' Compensation Insurance will be provided as required by any applicable law or regulation. Employer's liability insurance will be provided in amounts not less than one million dollars (\$1,000,000) each accident for bodily injury by accident, one million dollars (\$1,000,000) policy limit for bodily injury by disease, and one million dollars (\$1,000,000) each employee for bodily injury by disease.

If there is an exposure of injury to CONTRACTOR'S employees under the U.S. Longshoremen's and Harbor Worker's Compensation Act, the Jones Act, or under laws, regulations, or statutes applicable to maritime employees, coverage will be included for such injuries or claims.

Each Worker's Compensation policy will be endorsed with the following specific language:

Cancellation Notice: - "This policy will not be canceled or materially changed without first giving thirty (30) days prior written notice to the County of Placer."

CONTRACTOR will require all subcontractors to maintain adequate Workers' Compensation insurance. Certificates of Workers' Compensation will be filed forthwith with the County upon demand.

(b) GENERAL LIABILITY INSURANCE:

A. Comprehensive General liability or Commercial General Liability insurance covering all operations by or on behalf of CONTRACTOR, providing insurance for bodily injury liability and property damage liability for the limits of liability indicated below and including coverage for:

- (1) Contractual liability insuring the obligations assumed by CONTRACTOR in this Agreement.
- (2) Products liability and completed operations.
- (3) Broad form property damage (including completed operations.)

Note: Professional liability insurance (error and omissions) can substitute for #2 & #3 above.

B. One of the following forms is required:

- (1) Comprehensive General Liability;
- (2) Commercial General Liability (Occurrence); or
- (3) Commercial General Liability (Claims Made).

- C. If CONTRACTOR carries a Comprehensive General Liability policy, the limits of liability will not be less than a Combined Single Limit for bodily injury, property damage, and Personal Injury Liability of:

One million dollars (\$1,000,000) each occurrence
One million dollars (\$1,000,000) aggregate

- D. If CONTRACTOR carries a Commercial General Liability (Occurrence) policy:

- (1) The limits of liability will not be less than:

One million dollars (\$1,000,000) each occurrence (combined single limit for bodily injury and property damage)
One million dollars (\$1,000,000) for Products-Completed Operations
One million dollars (\$1,000,000) General Aggregate

- (2) If the policy does not have an endorsement providing that the General Aggregate Limit applies separately, or if defense costs are included in the aggregate limits, then the required aggregate limits will be two million dollars (\$2,000,000).

- E. Special Claims Made Policy Form Provisions:

CONTRACTOR will not provide a Commercial General Liability (Claims Made) policy without the express prior written consent of COUNTY, which consent, if given, will be subject to the following conditions:

- (1) The limits of liability will not be less than;

One million dollars (\$1,000,000) each occurrence (combined single limit for bodily injury and property damage)
One million dollars (\$1,000,000) aggregate for Products Completed Operations
One million dollars (\$1,000,000) General Aggregate

- (2) The insurance coverage provided by CONTRACTOR will contain language providing coverage up to six (6) months following the completion of the contract in order to provide insurance coverage for the hold harmless provisions herein if the policy is a claims made policy.

(c) ENDORSEMENTS:

Each Comprehensive or Commercial General Liability policy will be endorsed with the following specific language:

- F. "The County of Placer, its officers, agents, employees, and volunteers are to be covered as insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement."
- G. "The insurance provided by the CONTRACTOR, including any excess liability or umbrella form coverage, is primary coverage to the County of Placer with respect to any insurance or self-insurance programs maintained by the County of Placer and no insurance held or owned by the County of Placer will be called upon to contribute to a loss."
- H. "This policy will not be canceled or materially changed without first giving thirty (30) days' prior written notice to the County of Placer."

VII. EFFECTIVE DATE, MODIFICATION, AND TERMINATION:

This Agreement shall be deemed effective on July 1, 2006, when executed by an authorized representative of both agencies. The Agreement may be modified from time to time in writing with consent of the governing board of the DISTRICT and COUNTY. This Agreement shall expire June 30, 2007, unless modification includes programs which require tasks to be completed in the following fiscal year. The County may terminate performance of work under this agreement upon 30 days written notice. Any termination shall be effected by written notice to the DISTRICT, either hand-delivered to the DISTRICT or sent certified mail, return receipt requested. The notice of termination shall specify the effective date of termination. Upon receipt of notice of termination, and except as otherwise directed in the notice, the DISTRICT shall:

- a. Stop work on the date specified in the notice;
- b. Place no further orders or enter into any further subcontracts of materials, services or facilities except as necessary to complete work under the agreement up to effective date of termination;
- c. Terminate all orders and subcontracts;
- d. Promptly take all other reasonable and feasible steps to minimize any additional cost, loss, or expenditure associated with work terminated, including, but not limited to reasonable settlement of all outstanding liability and claims arising out of termination of orders and subcontracts;
- e. Deliver or make available to the County all data, drawings, specifications, reports, estimates, summaries, and such information and material as may have been accumulated by the DISTRICT under this agreement, whether completed, partially completed, or in progress.

In the event of termination, an equitable adjustment in the price provided for in this agreement shall be made. Such adjustment shall include reasonable compensation for all services rendered, materials supplied, and expenses incurred pursuant to this agreement prior to the effective date of termination.

DATED: _____

DATED: 0-12-00

COUNTY OF PLACER

PLACER COUNTY RESOURCE
CONSERVATION DISTRICT

By: _____
Chairman, Board of Supervisors

By: [Signature]
Chairman, Board of Directors

Approved as to form

By: _____
Placer County Counsel

EXHIBIT I

PLACER COUNTY RESOURCE CONSERVATION DISTRICT/PLACER COUNTY JOINT
ANNUAL WORK PROGRAM

FISCAL YEAR 2006-2007

Under the terms of the Placer County Resource Conservation District/Placer County (DISTRICT/COUNTY) Annual Cooperative Agreement for the fiscal year 2006-2007, the DISTRICT will provide aid and assistance to the COUNTY on a time and materials basis in the following areas:

Task 1. General Assistance to the County Executive Officer which includes the promotion of agriculture and prevention of soil erosion and sediment discharge. This year the District will provide general technical assistance as requested and provide specific assistance in achieving Placer County National Pollution Discharge Elimination System requirements:

\$47,525.00

Goal: To respond in a timely manner to variable requests for assistance in supporting the mutual objectives of promoting agriculture and preventing soil erosion and sediment from degrading water quality.

Assistance in this category varies with the nature of requests from members of the Board of Supervisors (BOS) and special requests from the County Executive Officer and other designated county staff. Typically such requests involve special activities such as organizing the annual Agricultural Tour and responding to site specific issues relating to erosion and sediment discharge. This year the District will assist the County in achieving National Pollution Discharge Elimination System (NPDES) requirements through tasks such as non-point source pollution program and erosion and sediment control workshops. We will continue our effort to promote agricultural friendly best management practices in stream bank/riparian vegetation restoration in coordination with various county departments, state and federal agencies.

The RCD has a Certified Professional in Erosion and Sediment Control (CPESC) and a certified "Landscape Irrigation Auditor" (CLIA) on staff. The RCD has historically had an education outreach component within its annual and long-range plans. The District's educational component has included a storm drain stenciling program, a recycling education program (to adults and K-12th grades), and erosion and sediment control educational and training workshops.

Specific activities identified for this task are as follows:

Task 1a. Unanticipated requests

\$5,000.00

Unanticipated requests by the County Executive Office. Staff not assigned.

At the County's request, the RCD would be available to work with County staff on miscellaneous natural resource issues. At the request of the County staff, the RCD would make presentation(s) to the Planning Commission and/or B.O.S. and report on various projects and/or natural resource issues.

Task 1b. Organize Agricultural Tour \$8,450.00
Organize the annual Agricultural tour with PCWA, NID, HSRC&D and Placer County. This task is expected take up to 130 hours and will be carried out by the District Resource Management Planner. (\$8,450.00)

Task 1c. – Assist County with NPDES requirements \$34,075.00

Assist in revising construction policy and processes \$5,250.00
Review current County construction policy and practices and recommend revisions for improvement. Review may include project review, conditioning, permitting, construction, and inspection policies and procedures. Specific tasks to be performed shall be determined in consultation with DPW staff. The information collected shall be provided to, and reviewed with, DPW staff. This task is expected take up to 80.8 hours and will be carried out by the District Resource Management Planner. (\$ 5,250.00)

Assist with establishing post construction policies and processes \$1,400.00
Maintenance of BMPs is required by use permit, subdivision approvals, etc. Review current practices and policies and recommend improvements for long term operation and maintenance requirements for new and existing project BMPs. Specific tasks to be performed shall be determined in consultation with DPW staff. The information collected shall be provided to, and reviewed with, DPW staff. This task is expected take up to 21.5 hours and will be carried out by the District Resource Management Planner. (\$1,400.00)

Plan checking assistance on erosion control plans \$2,450.00
Provide technical review and recommendations on erosion control plans as requested by County staff. This task is expected take up to 37.7 hours and will be carried out by the District Resource Management Planner. (\$2,450.00)

Monitor the maintenance of post construction BMPs by private sector \$1,400.00
Provide assistance with BMP inspections, record keeping, and follow up actions. Specific tasks to be performed shall be determined in consultation with DPW staff. The information collected shall be provided to, and reviewed with, DPW staff. This task is expected take up to 21.5 hours and will be carried out by the District Resource Management Planner. (\$1,400.00)

Construction site pollution management support \$5,250.00
Provide on-call support to County staff for construction site water quality management. Tasks may include, but not be limited to, site visits, inspection of BMPs, evaluation of BMP effectiveness, preparation of written recommendations, participation in meetings, and other general support to County staff related to protection of water quality. Specific tasks to be performed shall be determined in consultation with DPW staff. This task is expected take up to 80.8 hours and will be carried out by the District Resource Management Planner. (\$5,250.00)

Construction industry training (including inspection staff) \$3,500.00
Estimate includes 3 training courses per year for construction industry and inspectors and additional educational opportunities. Specific training to be implemented shall be determined in consultation with DPW staff. Decisions regarding the number and content of training sessions shall be memorialized in writing for DPW authorization before commencing work under this element. This task is expected take up to 53.8 hours and will be carried out by the District Resource Management Planner. (\$3,500.00)

Construction/industrial/commercial project site inventory/prioritization \$2,800.00
Assist County staff with reviewing project site inventory data and in establishing a priority rating (high/low) system with regards to water quality impacts. Specific tasks to be performed shall be determined in consultation with DPW staff. This task is expected take up to 43.1 hours and will be carried out by the District Resource Management Planner. (\$2,800.00)

Municipal Staff Education and Training \$2,450.00
Provide yearly training to all county employees performing site plan and grading reviews. Provide yearly training to county employees responsible for municipal operations. The number of such training sessions will range from 1 to 3, depending on the specific target group, the preparation required, and the length of the training session for that audience. Specific training to be implemented shall be determined in consultation with DPW staff. Decisions regarding the number and content of training sessions shall be memorialized in writing for DPW authorization before commencing work under this element. This task is expected take up to 37.7 hours and will be carried out by the District Resource Management Planner. (\$2,450.00)

Respond to complaints and assist in enforcement of non-stormwater discharges. \$3,150.00
Visit sites where complaints are made (when requested by the County), determine appropriate follow up action, and maintain an accurate database of complaints, actions, and results. This task is expected take up to 48.5 hours and will be carried out by the District Resource Management Planner. (\$3,150.00)

Outfall inventory \$3,212.50
Specifically in West Placer permit area where raw field data is developed but outfalls not identified - ground truth product and assist/develop watershed location with relation to outfall. Outfalls are to be identified on the basis of applicable NPDES permit requirements. Specific tasks to be performed shall be determined in consultation with DPW staff. The information collected shall be provided to, and reviewed with, DPW staff. The District Hydrologist anticipates providing up to 53.5 hours of technical assistance. (\$3,212.50)

Water quality sampling/analysis \$3,212.50
Assist county in review and implementation of Martis Valley Water Quality Program. Assist county in review and implementation of Squaw Valley TMDL's and Water Quality Program. Specific tasks to be performed shall be determined in consultation with DPW staff. No work shall be initiated under this program element until approved in writing by DPW staff. The District Hydrologist anticipates providing up to 53.5 hours of technical assistance. (\$3,212.50)

For each of the elements identified in task 1c above, the District Resource Management Planner anticipates providing up to 425.40 hours of technical assistance. (\$27,650.00)
The District Hydrologist anticipates providing up to 107 hours of technical assistance. (\$6,425.00)

County reserves the right to authorize adjustments in the budgets of each of the individual elements described above, within the total budget for Task 1c. Approval of such adjustments shall be in writing, with advance approval of the County Executive Officer, or approved designee.

Task 1d. Payment for Services under Task 1d. will be funded from developer fees, at no direct cost to Placer County, through the Community Development Resource Agency for privately owned projects under the jurisdiction of Placer County's permit/inspection regulations. RCD will provide off and on site erosion control technical recommendations to Community Development Resource Agency personnel. Project monitoring can be provided for short-term and long-term project requirements for development of erosion and sediment control proposals selected by county departments. The District Resource Management Planner anticipates providing up to 80 hours of technical assistance. This task is to be funded, entirely from developer fees, through the Community Development Resource Agency. (\$.00)

Task 2. WATERSHED GROUP CAPACITY BUILDING: American Basin Watershed Group, Bear River, American River, Truckee River, **\$22,800.00**

Goal: To build cooperation among and between all stakeholders within each watershed in order to carry out watershed mission, objectives and project goals as defined in existing watershed plans. It is intended that a future partnership of interested entities participate in providing funding support for this task.

American Basin Watershed Group (formally Auburn Ravine/Coon Creek and Pleasant Grove/Curry Creek Watershed groups), Bear River Watershed Council and the Dry Creek Watershed Council have begun joint meetings to discuss issues common to the western Placer watershed region. Support for this concept was obtained from each watershed group. Representatives from the Sacramento River Watershed Program intend to participate as their time permits. The combined meeting is the "Western Placer Collaborative Watershed Group", takes place on a quarterly basis and is held in the City of Rocklin Corporation Yard. Opportunities are identified to address common objectives and issues such as water quality monitoring, sharing of data, monitoring the County HCP/NCCP process and securing funding to support local projects through grants. Issues and concerns specific to each individual group must still be recognized and addressed. Each year there will be a need to review each watershed group's list of proposed projects and review State Department of Conservation watershed coordinator work plans for projects and tasks that can support regional issues including restoration, invasive species eradication, education, and outreach efforts. Department of Conservation grant funded coordinators will end June 30, 2007.

The District will continue to solicit financial support for watershed efforts from appropriate sources. We will also review appropriate Clean Water Act section 319(h) grants, as well as other grants which may be available from CALFED, US Forest Service, California Department of Forestry and Fire Protection, and California Department of Fish and Game to encourage interagency watershed cooperation that will result in improving the management of natural resources in each of the targeted watersheds.

The District's Senior Administrative Assistant will take and transcribe minutes, prepare agendas, as appropriate, maintain email lists, distribution of minutes and agendas and serve as the communication nexus for Placer County Watershed Groups.

Task 2a. Placer County Fire Safe Alliance **\$4,400.00**

The Senior Administrative Assistant will take and transcribe minutes, prepare agendas, as appropriate, maintain email lists, distribution of agendas and minutes, and serve as a communication nexus for Alliance. Administrative activities are estimated at 110 hours. (\$4,400.00)

Task 2b. American River Watershed Group: \$5,600.00

The Senior Administrative Assistant will take and transcribe minutes, prepare agendas, as appropriate, maintain email lists, distribution of agendas and minutes, and serve as a communication nexus. Administrative activities are estimated at 140 hours. (\$5,600.00)

Task 2c. American Basin Watershed Group: \$3,600.00

The Senior Administrative Assistant will take and transcribe minutes, prepare agendas, as appropriate, maintain email lists, distribution of agendas and minutes, and serve as a communication nexus. Administrative activities are estimated at 90 hours. (\$3,600.00)

Task 2d. Dry Creek Watershed Council: \$4,600.00

The Senior Administrative Assistant will take and transcribe minutes, prepare agendas, as appropriate, maintain email lists, distribution of agendas and minutes, and serve as a communication nexus. Administrative activities are estimated at 115 hours. (\$4,600.00)

Task 2e. Bear River Watershed Council: \$3,600.00

The Senior Administrative Assistant will take and transcribe minutes, prepare agendas, as appropriate, maintain email lists, distribution of agendas and minutes, and serve as a communication nexus. Administrative activities are estimated at 90 hours for this task. (\$3,600.00)

Task 2f. Western Placer Collaborative Watershed Group: \$1,000.00

The Senior Administrative Assistant will take and transcribe minutes, prepare agendas, as appropriate, maintain email lists, distribution of agendas and minutes, and serve as a communication nexus. Administrative activities are estimated at 25 hours for this task. (\$1,000.00)

EXHIBIT II

DISTRICT BILLING RATES:

2006-2007

District Manager	\$70.00/hr
District Resource Management Planner	\$65.00/hr
District Hydrologist	\$60.00/hr
District Senior Administrative Assistant	\$40.00/hr

CONTRACT ITEM:

2006-07 BUDGET:

GENERAL ASSISTANCE.....	\$47,525.00
WATERSHED CAPACITY BUILDING	\$22,800.00
Total Contract	\$70,325.00

