



Glenn County Resource Conservation District  
 Annual Plan  
 FY 2009-2010  
 Approved July 20, 2009

**PRIORITY GEOGRAPHIC AREAS**

**Stony Creek Watershed \* Interstate 5 \* Colusa Basin Watershed**

**ANNUAL PLAN**

<b>TASK</b>	<b>WHO?</b> RCD Directors – D RCD Staff – S NRCS Staff – N	<b>WHEN?</b>	<b>FUNDED?</b> Yes No	<b>TASK COMPLETE?</b> Yes No
<b>Watershed Management and Health</b> <i>(water quality, quantity, surface, sub-surface)</i>				
Keep an active list of potential projects in the Stony Creek Watershed	S, D	Continuous	No	
Take an active role in addressing water quality issues <i>(i.e. irrigated lands, erosion, and rangeland water quality)</i>	D, S, N	Continuous	Colusa Glenn Subwatershed Program MOU	
Promote regional water quality planning	D, S, N	Continuous	Colusa Glenn Subwatershed Program MOU	
Participate in watershed group meetings, county and agency meetings	S, D	Continuous	No	

**Glenn County Resource Conservation District  
Annual Plan FY 2009/2010  
DRAFT**

<b>TASK</b>	<b>WHO?</b> RCD Directors – D RCD Staff – S NRCS Staff – N	<b>WHEN?</b>	<b>FUNDED?</b> Yes No How?	<b>TASK COMPLETE?</b> Yes No
<b>Land Use and Planning</b> <i>(buffer zones, general plan)</i>				
Insure the Glenn County General Plan contains a natural resources element	D, S	Begin: July 09 End: June 10	No	
Develop a system to continuously respond and provide input to specific planning actions being taken by Glenn County and Cities (Create Policy)	S, D	Begin: July 09 End: June 10	No	
Provide technical expertise when needed	S, D, N	Continuous	Grants, Farm Bill Programs	
<b>Education and Outreach</b> <i>(incorporate in all aspects of the District)</i>				
Contact all schools in the County	S, D	Begin: July 09 End: June 10	No	
Contact all FFA and 4-H groups in the County	S, D	Begin: July 09 End: June 10	No	
Distribute “Welcome Wagon” packets to community	S	Begin: July 09 End: June 10	No	

**Glenn County Resource Conservation District  
Annual Plan FY 2009/2010  
DRAFT**

<b>TASK</b>	<b>WHO?</b> RCD Directors – D RCD Staff – S NRCS Staff – N	<b>WHEN?</b>	<b>FUNDED?</b> Yes No How?	<b>TASK COMPLETE?</b> Yes No
Update Web site	S	Continuous	No	glenncountyrccd.org
Publish press releases and articles for newspapers	S	Continuous	No	
Communicate with legislative representatives and lobby for support of District priority projects	D	Continuous	No	
Provide stakeholders, partners and community information on District to ensure visibility and progress of projects	S, D, N	Continuous	No	
<b>District Administration and Operations</b>				
<b>BUDGET</b>				
Implement proper accounting procedures	S, D	Continuous		
Prepare annual budget	S, Financial/ Budget Committee	Begin: March 10 End: June 10		
Acquire gap financing as needed	S, D	Begin: July 09 End: June 10		
Prepare monthly financial reports	S	Continuous		
Prepare documentation for audits when required	S	Continuous		
Identify fee and service projects	S, D	Begin: July 09 End: June 10		
Update Schedule of Fees (Policy No. 3037)	S, D	Begin: March 10 End: June 10		

**Glenn County Resource Conservation District  
Annual Plan FY 2009/2010  
DRAFT**

<b>TASK</b>	<b>WHO?</b> RCD Directors – D RCD Staff – S NRCS Staff – N	<b>WHEN?</b>	<b>FUNDED?</b> Yes No How?	<b>TASK COMPLETE?</b> Yes No
Pursue contracts, agreements, grants to fund project priorities	S, D, N	Continuous		
<b>ADMINISTRATION</b>				
Create policies and procedures for implementation (Review will occur January 2010, and thereafter in January)	S, D	Begin: July 09 End: June 10		
Review Long Range Plan	D, S	Nov 09		
Adopt Annual Work Plan (Review will occur quarterly)	D, S	July 09		
Create Annual Report	S, D	Begin: May 10 End: June 10		
District will continue to have a full and successful functioning board, with 15 Associate Directors	D, S, N	Begin: July 09 End: June 10		
Elect Officers of the Board	D	July 09		
AB 1234 and AB 1825 (required every 2 years)	S, D	<b>AB 1234:</b> Ethics Training <b>AB 1825:</b> Sexual Harassment Prevention		

**Glenn County Resource Conservation District  
Annual Plan FY 2009/2010  
DRAFT**

<b>TASK</b>	<b>WHO?</b> RCD Directors – D RCD Staff – S NRCS Staff – N	<b>WHEN?</b>	<b>FUNDED?</b> Yes No How?	<b>TASK COMPLETE?</b> Yes No
Annual employee evaluations	S, D	Sept 09		
Training for staff	S	Continuous		
Participate in regional, state, and national RCD conferences/meetings	S, D	Continuous		
Provide a raffle item, for an amount of up to \$50.00, at the fall and spring regional RCD meetings	S	Continuous		
Participate in ROP Program	S	Continuous		
Maintain an external back up system of all District computers	S	Weekly		
<b>EVENTS</b>				
Recognize Conservationist of the Year (pending deserving candidate)	Public	Begin: July 09 End: June 10		
Recognize Partner of the Year (pending deserving candidate)	S, D	Begin: July 09 End: June 10		
Host a “Day in the District” event for elected officials	S	March 10		
Host an Annual BBQ	S, D	August 09		
Host Speak-Off Contest for high school students	S, D	Begin: May 09 End: Sept 09	Private Grant	

**Glenn County Resource Conservation District  
Annual Plan FY 2009/2010  
DRAFT**

<b>TASK</b>	<b>WHO?</b> RCD Directors – D RCD Staff – S NRCS Staff – N	<b>WHEN?</b>	<b>FUNDED?</b> Yes No How?	<b>TASK COMPLETE?</b> Yes No
-------------	---	--------------	-------------------------------------	------------------------------------

Sponsor a high school student to attend Range & Natural Resources Camp (pending deserving candidate)	S, D	Begin: Feb 10 End: June 10	Raffle Funds & Private Grant	
<b>NRCS PARTNERSHIP</b>				
Review Partnership (Operational) Agreement	S, D, N	January 10		
Stakeholder Meeting	S, D, N	August 10		
Local Work Group Meeting	S, D, N	September 10		
Provide Board of Supervisors a presentation on RCD and NRCS (after re-elections)	S, N	Begin: January 10 End: March 10		

**CONTACT INFORMATION**

132 North Enright Avenue, Suite B  
Willows, California 95988

Phone (530) 934-4601 x4  
Fax (530) 934-8667  
Website [www.glenncountyrccd.org](http://www.glenncountyrccd.org)