

# ANNUAL WORK PLAN

Adopted 6-18-24

## **FISCAL YEAR 2024-25**

### **RIVERSIDE-CORONA RESOURCE CONSERVATION DISTRICT**

## FY 2024-25 ANNUAL WORK PLAN (2 of 13)

ITEM	WHO	WHEN
<b>GOAL 1: Assist Land Users with Resource Planning and Management</b>		
A. Evaluate the effectiveness of conservation practices applied to lands within the RCD	RCD Staff	Throughout the Year
B. Provide Soil Testing program to the public	Ruan	Throughout the Year
C. Operate Mobile Lab Program	Russell/Iniguez	Throughout the Year
D. Advise land users regarding erosion control issues	RCD Staff	Throughout the Year
E. Provide assistance regarding open space and habitat management	RCD Staff	Throughout the Year
F. Assist RCD in developing District-wide plan to address: Small Growers Organic Growers Erosion/Sedimentation Control as needed	RCD Staff	Throughout the Year
G. Identify resource issues and concerns within the RCD - Resources Assessments	RCD Staff	Throughout the Year
H. Provide assistance to Landowners in the Rural/Urban Interface along Cleveland National Forest	RCD Staff	Throughout the Year
I. Update cooperator file database	RCD Staff	Throughout the Year

## FY 2024-25 ANNUAL WORK PLAN (3 of 13)

ITEM	WHO	WHEN
J. Provide articles for District newsletter as needed	Staff/Outside Agencies and Organizations	Throughout the Year
K. Coordinate projects with appropriate agencies and organizations regarding restoration	RCD Staff	Throughout the Year
L. Provide soil and water conservation assistance to municipalities, including county governments and larger Cities of: Riverside Colton Corona Norco Grand Terrace	RCD Staff	Throughout the Year
M. Provide Irrigation Evaluations as requested by: Western Municipal Water District City of Corona City of Norco City of Grand Terrace City of Riverside Temescal Valley Water District Riverside-Highland Water Company	Mobile Lab	Throughout the Year
N. Establish eDNA program for aquatics and fishery Management as needed/requested	RCD Aquatic Staff	Throughout the Year
O. Identify and support agriculture within RCD through technical assistance and grants	RCD Staff	Throughout the Year

## FY 2024-25 ANNUAL WORK PLAN (4 of 13)

ITEM	WHO	WHEN
<b>GOAL 2: Conserve Habitat Land and Species</b>		
A. Conduct exotic aquatic and terrestrial plant species removal on RCD lands and as requested by permit	RCD Staff	Throughout the Year
B. Research, evaluate and determine best restoration methods and monitoring procedures	RCD Staff	Throughout the Year
C. Research and evaluate best herbicide treatments on non-native, invasive plants	RCD Staff	Throughout the Year
D. Evaluate seed rates, depths, mixes and cultural techniques for the establishment of native grasses, shrubs and forbs for Southern California	RCD Staff	Throughout the Year
E. Publish relevant newsletter articles from other agencies, groups, or individuals	RCD Staff	Throughout the Year
F. Assist proponents/landowners with Mitigation & Habitat Restoration	Lamb/RCD Staff	Throughout the Year
G. Begin restoration for City of Riverside Jurupa Ave Extension and Friends of Riverside's Airport Projects	RCD Staff	Throughout the Year
H. Continue work on City of Corona Foothill Project		Throughout the Year
I. Renew and conduct the RCD's SAA 1600 Mitigation Program	Russell/RCD Staff	Throughout the Year
J. Represent RCRCO on the Santa Ana Watershed Association (SAWA)	Russell/Iniguez	

## FY 2024-25 ANNUAL WORK PLAN (5 of 13)

ITEM	WHO	WHEN
J. Serve as Lead for the Santa Ana River and Orange County Weed Management Area	RCD Staff	Throughout the Year
K. Work on US Forest Service-Cleveland MOU projects, including data collection for species, climate change, plant profiles and land management	RCD Staff	Throughout the Year
L. Plan and conduct habitat restoration projects	RCD Staff	Throughout the Year
M. Oversee the Native Fish Restoration Program	Russell/Staff	Throughout the Year
N. Work with regulatory agencies and SRMA on the RCD's Aquatics Program (Coldwater/Mayhew/Santa Ana River)	Russell/Staff	Throughout the Year
O. Conduct the Monarch Habitat and Education Program	Derbarmdiker/Alvarado	Throughout the Year
P. Manage the Greenbelt property for Monarch habitat	Derbarmdiker/crew	Throughout the Year
Q. Provide support on the Upper Santa Ana River HCP	Russell/Staff	Throughout the Year

## FY 2024-25 ANNUAL WORK PLAN (6 of 13)

ITEM	WHO	WHEN
<b>GOAL 3: Fostering Stewardship through Education, Outreach, Volunteer Programs and Citizen Science</b>		
A. Publish periodic newsletter "Resources" in print and electronically and upload onto the RCD website	Iyer/Staff	Twice a Year
B. Edit website, upload RCD documents and add natural resource links to the website as needed	<i>Felix-Dermardiker /Snyder/Iyer</i>	<i>Throughout the Year</i>
C. Use social media, online surveys, video, RCD YouTube Channel, etc. to raise awareness	Education Staff	throughout the Year
D. Provide resource materials to teachers	Education Staff	Throughout the Year
E. Provide support for Participatory Science Programs	Education Staff	Throughout the Year
F. Conduct events, such as ed programs, First Saturdays, speakers, farm field days, as needed	Iyer/Education Staff	Throughout the Year
G. Seek funding from a variety of sources including partnerships and grants for education programs	Iyer/Education Staff	Throughout the Year
H. Provide school programs (water, pollinators, recycling) virtually or in person should funding become available	Snyder/Robbins/	Throughout the Year
I. Conduct the UC Ca Naturalist and Climate Steward classes. YCA CCC class	Snyder/Felix-Derbarndiker/Iyer	Summer - Winter

## FY 2023-2024 ANNUAL WORK PLAN (7 of 13)

ITEM	WHO	WHEN
J. Maintain a local Community of Practice with programming for graduates	Snyder/Felix-Derbarmdiker	Throughout the Year
K. Manage site docent, volunteers and projects	Snyder/Felix-Derbarmdiker/Robbins	Throughout the Year
L. Manage the school mini-grant program	"	Throughout the Year
M. Develop RCD publications/videos & content	Iyer/Consultant	Throughout the Year
N. Distribute RCD publications	Education Staff	Throughout the Year
O. Encourage public participation in District programs	Education Staff	Throughout the Year
P. Recognize local citizens who implement good resource conservation for newsletter & social media	Education Staff	Throughout the Year
Q. Develop, update and distribute educational and technical print materials that may include: <ol style="list-style-type: none"> <li>1. Trees &amp; care for the Inland Empire Urban Forest</li> <li>2. Kids CAN Revise layout</li> <li>3. Interpretative Signs</li> <li>4. Bird book revise (Iyer)</li> <li>5. LLC booklet with map</li> <li>6. LLC kids booklet</li> <li>7. Update LLC plant lists with new, remove old (Iyer)</li> <li>8. Wild flower color booklet</li> <li>9. Bird color booklet</li> <li>10. Pechee inserts: RCRCDD, SCIC finish</li> <li>11. Rack cards</li> <li>12. RNP neighborhood welcome guide</li> </ol>	Consultant	Throughout the Year

## FY 2024-25 ANNUAL WORK PLAN (8 of 13)

ITEM	WHO	WHEN
R. Coordinate programs at Sycamore Creek Interpretive Center and seek additional funding	Felix-Dermarmdiker	Throughout the Year
S. Coordinate with the media as needed	Iyer/RCD Staff	Throughout the Year
T. Promote RCD programs to the community, agencies, municipal leaders and staff	RCD Staff	Throughout the Year
U. Complete the LLC and seek sources of funding <ol style="list-style-type: none"> <li>1. Plant IDs, (English &amp; Spanish)</li> <li>2. Erosion control demos, signs</li> <li>3. Signs:               <ul style="list-style-type: none"> <li>• Garden map sign entry</li> <li>• Community Garden, Permaculture area, Chronologue, EC</li> <li>• Takeno, Bonnett</li> <li>• Native Habitats. inc.: Wildlife Mgmt. Practices</li> <li>• Urban Area signs</li> <li>• Fish, amphibs, reptiles for bridge area</li> </ul> </li> </ol>	Iyer/Consultants	Throughout the Year
V. Finish two LLC Buildings with videos, interactive exhibits	Consultant/Staff	Throughout the Year
X. Building C <ol style="list-style-type: none"> <li>1. Complete the underground and water museum space</li> </ol>	Consultant/staff	Throughout the Year
Y. Create signs for open space projects (Blue Mountain, Spring Mountain)	RCD Staff	Throughout the Year
Z. Videos of Board members	Iyer	Summer



## FY 2024-25 ANNUAL WORK PLAN (9 of 13)

ITEM	WHO	WHEN
<b>GOAL 4: Help Create Sustainable Communities and Partnerships</b>		
A. Promote sustainable agricultural methods and disseminate information about local successful sustainable farming operations	RCD Staff	Throughout the Year
B. Support organizations with complimentary missions	RCD Staff	Throughout the Year
C. Promote urban sustainability efforts such as tree plantings, urban forestry, yard habitat, water conservation landscaping, mulch, composting, recycling, storm water quality, and education	RCD Staff	Throughout the Year
D. Develop plant pallets for the restoration, rehabilitation and reclamation of habitat and for using native plants in landscapes	RCD Staff	Throughout the Year
E. Obtain reference site data to guide restoration activities in a variety of habitats	RCD Staff	Throughout the Year
F. Train local government and others about land management, restoration methods and specifically the use of native plants/time of seeding. <ol style="list-style-type: none"> <li>1. Explore hosting the Native Plant Landscaper Certification</li> <li>2. Host permaculture training and site planting</li> <li>3. Coordinate workforce development training for landscapers, tree care workers, tribal colleges, should funding/partnerships become available</li> </ol>	RCD Staff	Throughout the Year

## FY 2024-25 ANNUAL WORK PLAN (10 of 13)

ITEM	WHO	WHEN
G. Take leadership role in developing and disseminating technical information and materials with support and building capacity in community organizations	RCD Staff	Throughout the Year
H. Facilitate public forums and support efforts to assess and solve local resource issues	RCD Staff	Throughout the Year
I. Set up or serve on task force or committee as requested	RCD Staff	Throughout the Year
J. Develop working relationships with key legislators within the RCD as needed	RCD Staff	Throughout the Year
K. Look for opportunities to secure additional conservation easements and fee title lands for mitigation work	RCD Staff	Throughout the Year
L. Manage the Army Corps of Engineers In-Lieu Fee Program	RCD Staff	Throughout the Year
M. Help develop a local food system: Provide assistance as needed for natural resource/farmer Ed, Growers' Forums, IEFSA and GrowRIVERSIDE initiatives.	RCD Staff	Throughout the Year

## FY 2024-25 ANNUAL WORK PLAN (11 of 13)

ITEM	WHO	WHEN
<b>GOAL 5: Conduct Efficient Operations</b>		
A. Hold regular monthly Board Meetings to monitor Federal, State, and local trends	Lamb/Directors	Throughout the Year
B. Monitor finances	Lamb/Directors	Throughout the Year
C. Conduct Fiscal Year 2023-2024 Annual Audit	Lamb	August-November
D. Research other avenues of funding to supplement District projects and operations	Lamb	Throughout the Year
E. Hold monthly safety meeting for staff	Lamb/Russell	Throughout the Year
F. Update and utilize computer programs to support District programs	RCD Staff/Iniguez	Throughout the Year
G. Provide a Safety and Health Program for all employees, directors, and volunteers	Lamb/Russell	Throughout the Year
H. Provide training for District staff/Directors as needed	Lamb	Throughout the Year
I. Inventory RCD Property & Equipment Annually	RCD Staff	March
J. Monitor staffing needs	Lamb	Throughout the Year
K. Continue to develop personnel policies as needed	Lamb	Throughout the Year
L. Encourage use of new technology as it becomes available	Lamb/Directors	Throughout the Year
M. Report the RCD's annual activities to County Board of Supervisors, City Councils and legislators	Lamb	Throughout the Year

## FY 2024-25 ANNUAL WORK PLAN (12 of 13)

ITEM	WHO	WHEN
<p>N. Review and continue Memos of Understanding &amp; Agreements with:</p> <ul style="list-style-type: none"> <li>United States Department of Agriculture (USDA)</li> <li>Natural Resources Conservation Service (NRCS)</li> <li>Army Corps of Engineers (ACOE)</li> <li>United States Department of Interior (USFS/CNF)</li> <li>California Department of Food &amp; Agriculture</li> <li>University of CA Cooperative Extension</li> <li>UC Agriculture &amp; Natural Resources</li> <li>California Conservation Corps</li> <li>City of Riverside</li> <li>City of Corona</li> <li>Riverside County Park &amp; Open Space District</li> <li>San Jacinto Basin RCD</li> <li>Southwest Resource Management Association</li> <li>San Bernardino Valley Municipal Water District</li> <li>Regional Conservation Authority</li> <li>Santa Ana Watershed Association</li> </ul>	Lamb/Directors	Throughout the Year
<p>O. Continue memberships with:</p> <ul style="list-style-type: none"> <li>Association for Environmental and Outdoor Education (AEOE)</li> <li>California Special Districts Association (CSDA)</li> <li>California Association of RCDs (CARCD)</li> <li>National Association of Conservation Districts</li> <li>Southern California Water Committee</li> <li>California Native Plant Society</li> <li>Irrigation Association</li> <li>Society of Ecological Restoration</li> <li>SERCAL</li> </ul>	<p>CAL-IPC California Urban Forest Council Re-Leaf</p> <p>Lamb</p>	Throughout the Year

## FY 2024-25 ANNUAL WORK PLAN (13 of 13)

ITEM	WHO	WHEN
O. Work with Army Corps of Engineers Internal Review Team (IRT) on program management	Lamb/Russell	As Needed
P. Monitor Division 9 of the Public Resources Code		
Q. Manage lands under conservation easements & fee-title ownership	Lamb	Throughout the Year
R. Inventory resources in the RCD service area to identify issues and concerns	RCD Staff	Throughout the Year
S. Monitor legislation that affects the District	Lamb/RCD Staff	Throughout the Year
T. Improve name and purpose recognition. Promote the RCD mission and programs to various audiences	Lamb	Throughout the Year
U. Upgrade and maintain offices, buildings, grounds and infrastructure at the three sites (Glenwood, Greenbelt and Sycamore Trailer)	Russell/Staff	As needed
V. Execute contracts as needed	Lamb	Throughout the Year
W. Address emergencies as needed	Lamb	Throughout the Year
X. Provide programs and services on a non-discriminatory basis without regard to race, color, national origin, religion, sex, age, gender, marital status, or handicap. Ensure that RCRCD programs are serving all populations with conservation assistance as needed or requested.	Staff/Directors	Throughout the Year
Y. Monitor facility security through CCTV	RCD Staff	Daily