

Two Rivers RC&D Council, Inc.

Two Rivers Resource Conservation & Development Council, Inc.

FY 2015 Plan of Work



Georgia



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Mission Statement

The Two Rivers Resource Conservation and Development Council mission is to
“Serve the Human and Natural Resource Needs of West Central Georgia”

Vision

“Vibrant Communities in Harmony with the Environment”

THE TWO RIVERS RC&D COUNCIL, INC.

Plan of Work

Fiscal Year 2015

This Plan of Work was prepared by the Two Rivers RC&D Council and its Resource Committees in cooperation with other groups, agencies and organizations. The projects described in this document are consistent with the Council's overall vision and mission statements. The FY 2015 Plan of Work is divided into five (5) major goals as follows:

- GOAL 1: Assist Member Counties Reduce Soil Erosion on Urban and Agricultural Lands
- GOAL 2: Promote Land Conservation and Wildlife Habitat Expansion throughout the Fourteen (14) County Membership
- GOAL 3: Guide and Support Water Quality and Water Quantity Efforts in the Fourteen (14) County Membership
- GOAL 4: Advance the Quality of Life and Public Safety throughout the Fourteen (14) County Membership
- GOAL 5: Conduct Technical/Administrative Functions to Ensure the Fiscal Integrity and Public Involvement in Council Programs and Services

GOAL 1: ASSIST ALL FOURTEEN (14) MEMBER COUNTIES REDUCE SOIL EROSION ON URBAN AND AGRICULTURAL LANDS

Program Element: Land Conservation

Objective 1: Provide local contractors, developers and others involved in land disturbing activities with state mandated Level 1A Certification training to control urban soil erosion.

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
◆ 1) Post classes on GASWCC and Council website	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 2) Conduct NPDES training certification and re-certification throughout the Council Area	October 2014-September 2015	Conservation Consulting Services, LLC	

Objective 2: Provide local contractors, developers and others involved in land disturbing activities with state mandated Level 1B Certification training to control urban soil erosion.

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
◆ 1) Utilize media coverage and the Council website to promote participation	October 2014 – September 2015	Conservation Consulting Services, LLC	
◆ 2) Conduct two (2) Level 1B Erosion Certification Course for regulatory personnel	October 2014 – September 2015	Conservation Consulting Services, LLC	

Objective 3: Educate one hundred (100) municipal/county officials on the use of modern storm water management and sediment reduction techniques for roads and other non-agricultural land uses

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
◆ 1) Establish one (1) committee comprised of state and county officials to draft Dirt and Gravel Road Workshops.	October 2014 – September 2015	Conservation Consulting Services, LLC	
◆ 2) Secure private and government grants to implement the project	January 2014 - September 2015	Conservation Consulting Services, LLC	

Objective 4: Provide cost-effective notill planting equipment to groups and individuals interested in establishing forages for livestock, wildlife and erosion control.

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
◆ 1) Ensure positive revenue income to provide seven (7) Notill planting units for public use on a per acre rental basis	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 2) Conduct notill equipment site visits to ensure program safety and integrity	February 2015	Conservation Consulting Services, LLC	
◆ 3) Revise Working Agreements with operators and member Soil and Water Conservation Districts as needed	October 2014-March 2015	Conservation Consulting Services, LLC	

GOAL 2 – PROMOTE LAND CONSERVATION AND WILDLIFE HABITAT EXPANSION IN ALL FOURTEEN (14) MEMBER COUNTIES

Program Element: Land Management

Objective 1: Demonstrate new grazing lands techniques and BMPs to underserved individuals and agricultural communities

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
◆ 1) Secure Ga Grazing Lands Coalition funds to develop grazing lands educational materials and outreach (2 year project)	October 2014 – September 2015	Conservation Consulting Services, LLC	
◆ 2) Serve as a council contract liaison to coordinate with NRCS representatives	October 2014 – September 2015	Conservation Consulting Services, LLC	
◆ 3) Coordinate project field days with local, state and federal partners	October 2014 – September 2015	Conservation Consulting Services, LLC	
◆ 4) Photo document project milestones and progress with site visits	October 2014 – September 2015	Conservation Consulting Services, LLC	
◆ 5) Monitor all project expenses including invoices and income	October 2014 – September 2015	Conservation Consulting Services, LLC	

Objective 2: Create new wildlife lands along transmission ROWs through a program of financial incentives and technical assistance

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
◆ 1) Secure additional corporate grant funds to continue the Wildlife Incentives for Game and Non-game Species Project	January-May 2015	Conservation Consulting Services, LLC	
◆ 2) Create online electronic filing for NRCS staff support and ensure timely grant payments	May-September 2015	Conservation Consulting Services, LLC	
◆ 3) Promote grant offering in news publications such as Georgia Outdoor Magazine	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 4) Coordinate utility WINGS Review Meetings for all grant applicants	August 2015 – September 2015	Conservation Consulting Services, LLC	
◆ 5) Service as the Council's technical liaison for project's continued success	October 2014-September 2015	Conservation Consulting Services, LLC	

GOAL 3 – GUIDE AND SUPPORT WATER QUALITY AND WATER QUANTITY EFFORTS IN THE FOURTEEN (14) COUNTY MEMBERSHIP AND STATEWIDE

Program Element: Water Management

Objective 1: Close-out Lagoon Pumpout Service and sales of surplus equipment

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
<ul style="list-style-type: none"> ◆ ASSIST TREASURER SECURE FINAL \$10,000 PAYMENT FROM C WATERS FOR HIS PURCHASE OF EQUIPMENT 	October 2015-	Conservation Consulting Services, LLC	

Objective 2: Assist River Valley Regional Commission develop and implement the Pataula Creek 319 water quality project

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
<ul style="list-style-type: none"> ◆ 1) Serve as council liaison to River Valley Regional Commission to secure EPD funding and NRCS technical assistance 	October 2014-September 2015	Conservation Consulting Services, LLC	
<ul style="list-style-type: none"> ◆ Draft 319 water quality proposal in a joint effort with River Valley Regional Commission 	October 2014	Conservation Consulting Services, LLC	
<ul style="list-style-type: none"> ◆ Meet with GA-EPD officials to review and promote funding for Pataula Creek 319 	October 2014	Conservation Consulting Services, LLC	

◆ Work with NRCS and county officials to identify sources of sediment and fecal coliform in the watershed project area	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ Identify BMPs which target sediment and fecal coliform pollutants in Pataula Creek Watershed	October 2014-June 2015	Conservation Consulting Services, LLC	
◆ Enter into a cooperative agreement with NRCS for Field Office technical assistance to implement BMPs	March 2015	Conservation Consulting Services, LLC	
◆ Enter into a funding agreement with River Valley Regional Commission to reimburse Two Rivers for contractor services	March 2015	Conservation Consulting Services, LLC	
◆ Document NRCS BMP installations	March 2015-September 2015	Conservation Consulting Services, LLC	
◆ Photo document BMP installations and project successes for Pataula Creek Watershed's Final Report	October 2014-September 2015	Conservation Consulting Services, LLC	

Objective 3: Improve and Protect Water Quality in by developing a management guide for wild hog control and installing agricultural BMPs in the Pennahatchee Creek Watershed

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
<ul style="list-style-type: none"> ◆ 1) Serve as council liaison with River Valley Regional Commission to implement BMPs and draft landowner guide for wild hog control (2 year project) 	<p>October 2014 - January 2015</p>	<p>Conservation Consulting Services, LLC</p>	
<ul style="list-style-type: none"> ◆ 2) Serve as council liaison with NRCS and UGA to implement BMPs for domestic livestock operations in the Pennahatchee Creek Watershed 	<p>October 2014 - January 2015</p>	<p>Conservation Consulting Services, LLC</p>	
<ul style="list-style-type: none"> ◆ 3) Monitor NRCS BMP installations for financial and technical integrity 	<p>October 2014 - January 2015</p>	<p>Conservation Consulting Services, LLC</p>	
<ul style="list-style-type: none"> ◆ 4) Photo document BMP installations and project successes 	<p>October 2014 - January 2015</p>	<p>Conservation Consulting Services, LLC</p>	
<ul style="list-style-type: none"> ◆ 5) Incorporate all data and photos for year-end report and first year administrative invoice to River Valley Regional Commission 	<p>October 2014 - January 2015</p>	<p>Conservation Consulting Services, LLC</p>	

GOAL 4 – Advance the Quality of Life and Public Safety throughout the Fourteen (14) County Membership

Program Element: Community Development

Objective 1: Implement the Raised Pavement Marker Service for use by member county governments in need of enhanced traffic safety devices

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
♦ 1) Review service successes and opportunities with council and committee members	October 2014	Conservation Consulting Services, LLC	
♦ 2) Review program delivery, equipment safety and operation with contractor	October 2014	Conservation Consulting Services, LLC	
♦ 3) Edit RPM Service Agreements and assist with upload to Council website	January 2015	Conservation Consulting Services, LLC	
♦ 4) Solicit bids/order RPM applicator/materials	October 2014-September 2015	Conservation Consulting Services, LLC	
♦ 5) Coordinate delivery and purchase of GA-DOT approved adhesives and RPMS	October 2014-September 2015	Conservation Consulting Services, LLC	

◆ 6) Develop service brochures and website information	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 7) Contract 100 miles of county roads to receive RPM Service	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 8) Monitor material use and competitive bids	October 2014-September 2015	Conservation Consulting Services, LLC	

Objective 2: Enhance public safety along county roads by offering a quality oriented, cost-effective traffic paint marking service

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
◆ 1) Review service contract, guidelines, rates and quality expectations with operator annually	October 2014	Conservation Consulting Services, LLC	

◆ 2) Promote service with regular visits with county staff and elected officials	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 3) Serve as the Council's technical liaison for contractor performance reviews and county service reviews to ensure quality control	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 4) Seek competitive pricing for GA DOT certified paint/beads	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 5) Secure contracts to stripe 500 line miles of county roads	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 6) Ensure positive revenue income and equipment maintenance	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 7) Order materials and schedule deliveries while routinely monitoring paint/bead use to ensure program integrity	October 2014-September 2015	Conservation Consulting Services, LLC	

Objective 3: Improve the quality of life and economic opportunities for underserved groups and individuals

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
<ul style="list-style-type: none"> ◆ 1) Finalize completion of \$50,000 NRCS grant funds to implement four Outreach Workshops in NRCS Admin Area One (18 month project) 	<p>October 2014 – September 2015</p>	<p>Conservation Consulting Services, LLC</p>	
<ul style="list-style-type: none"> ◆ 2) Serve as a council contract liaison to coordinate with NRCS representatives 	<p>October 2014 – September 2015</p>	<p>Conservation Consulting Services, LLC</p>	
<ul style="list-style-type: none"> ◆ 3) Coordinate Outreach Committee comprised of Limestone RC&D, Rolling Hills RC&D, Upper Ocmulgee RC&D, NRCS DCs and NRCS Outreach Coordinator 	<p>October 2014 – September 2015</p>	<p>Conservation Consulting Services, LLC</p>	
<ul style="list-style-type: none"> ◆ 4) Develop and execute working agreements/training material contracts with RC&D partners 	<p>October 2014 – September 2015</p>	<p>Conservation Consulting Services, LLC</p>	
<ul style="list-style-type: none"> ◆ 5) Complete training materials: bookmarks, PowerPoints, How To BMP videos- Participant Questionnaires & conduct four (4) regional workshops 	<p>October 2014 – September 2015</p>	<p>Conservation Consulting Services, LLC</p>	

◆ 6) Secure NRCS contract extension due to video challenges	October 2014	Conservation Consulting Services, LLC
◆ 7) Submit semi-annual invoices and NRCS required progress reports	October 2014 – September 2015	Conservation Consulting Services, LLC
◆ 8) Submit Final Close-out Report	September 2015	Conservation Consulting Services, LLC

Objective 4: Improve and protect public safety through the use of Conservation Clearing Services on PL-566 Watershed Dams

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL
◆ 1) Secure Georgia Soil and Water Commission funds to contract tree and brush removal on two PL-566 Watershed Dams	October 2014 – September 2015	Conservation Consulting Services, LLC
◆ 2) Sub-contract Conservation Clearing activities on bid basis	October 2014 – September 2015	Conservation Consulting Services, LLC
◆ 3) Coordinate work activities with private landowners, GASWCC and NRCS	October 2014 – September 2015	Conservation Consulting Services, LLC

GOAL 5 – Conduct Administrative Functions to Ensure the Fiscal Integrity and Public Involvement in Council Programs and Services

Objective 1: Assist treasurer develop annual operating budgets detailing projected incomes and expenses

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
◆ 1) Review historical project fund incomes and expenses to draft the FY 15 Two River Budget	October 2014 – September 2015	Conservation Consulting Services, LLC	
◆ 2) Research anticipated income and expenses for all project funds	October 2014 – September 2015	Conservation Consulting Services, LLC	
◆ 3) Ensure positive revenue income and equipment maintenance integrity	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 4) Pursue water quality and other grant opportunities.	October 2013-September 2014	Conservation Consulting Services, LLC	
◆ 5) Assist the treasurer and council with the disposal sale of surplus equipment. This is not limited to listing, marketing and entertaining purchase offers.	October 2014 – September 2015	Conservation Consulting Services, LLC	

Objective 2: Assist the Council with financial reports and correspondence for the Executive Board, Full Council and various partners

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
◆ 1) Independently draft correspondence for Council president, treasurer or committee members as requested	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 2) Assist Council in developing Treasurer's Report, Fund Balance, Budget Comparison and Accounts Receivable	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 3) Verify receipt of services, parts and equipment billed to the Council by various vendors and equipment contractors	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 4) Regularly monitor certificates of deposit rates for competitiveness and maturity dates	October 2014-September 2015	Conservation Consulting Services, LLC	
◆ 5) Provide member SWCDs with regular project status updates at four (4) meetings throughout the Council area	October 2014 – September 2015	Conservation Consulting Services, LLC	

Objective 3: Assist the Council with maintaining adequate insurance needs

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
◆ 1) Review Council insurance needs for General Liability, Business Auto, Inland Marine and Executive Board Dishonesty Bond	June 2015 - July 2015	Conservation Consulting Services, LLC	
◆ 2) Review market prices for insured value on equipment replacement needs	April 2014 - June 2014	Conservation Consulting Services, LLC	
◆ 3) Obtain insurance premium quotes on routine basis to ensure present provider is providing value	June 2015 - July 2015	Conservation Consulting Services, LLC	
◆ 4) Follow up with insurance agent should claims against the Council arise	October 2014 – September 2015	Conservation Consulting Services, LLC	

EXHIBIT

Objective 4: Assist the Council develop the 2015 Annual Plan of Work to pursue new projects and funding opportunities

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
♦ 1) Solicit member project needs input and draft the 2015 Plan of Work for council adoption	October 2014 – September 2015	Conservation Consulting Services, LLC	
♦ 2) Review/assist with new project requests	October 2014-September 2015	Conservation Consulting Services, LLC	
♦ 3) Research grant availability from state, federal and private grant providers as project needs dictate	October 2014-September 2015	Conservation Consulting Services, LLC	
♦ 4) Draft grant proposals for funding, manage milestones and ensure grant compliance	October 2014-September 2015	Conservation Consulting Services, LLC	

Objective 5: Compose printed materials and photo document activities to promote Council activities to local, statewide and national audiences

STRATEGIES	PLANNED WORK DATES	RESPONSIBLE INDIVIDUAL	ACCOMPLISHMENTS
♦ 1) Ensure the Council website is maintained with current project information and downloadable service agreement forms	October 2014-September 2015	Conservation Consulting Services, LLC	

◆ 2) Develop/maintain agreement forms and brochures for project services and activities	October 2014-September 2015	Conservation Consulting Services, LLC
◆ 3) Annually compile project photos for use in printed materials and the council's website	October 2014-September 2015	Conservation Consulting Services, LLC
◆ 4) Revise and distribute Council Member Handbook as needed	October 2014-September 2015	Conservation Consulting Services, LLC
◆ 5) Regularly apprise members of project progress with update reports, emails, phone calls and one-on-one visits	October 2014 – September 2015	Conservation Consulting Services, LLC
◆ 6) Prepare and distribute the Two Rivers Annual Report to detail Council accomplishments and strengthen membership achievements	October 2015	Conservation Consulting Services, LLC

The Plan of Work is developed annually by the Two Rivers Resource Conservation & Development Council. This Plan of Work is a dynamic document used to guide the activities of the RC&D Council. Further, Two Rivers RC&D Council acknowledges non-discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program.