

RCD Office

5:30 PM

Board of Directors Meeting

Agenda

#3 Horseshoe Lane,
Weaverville, CA

January 16, 2002

-
- 1.0 Call To Order Nowacki 5:30 PM
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Minutes of December 19, 2001

Staff Reports

- 4.0 Financial Report
- 4.10 Discuss Monthly Statement and Spreadsheet
 - 4.20 Discuss and Approve List of Warrants
- 5.0 Projects Manager Report
- 6.0 NRCS Report
- 7.0 Weaverville Basin Trail Report
- 8.0 Public Comment

Old Business

- 9.0 Discuss and/or Take Action on District Salary Table
- 10.0 Discuss and/or Take Action on District Officers for CY 2002

New Business

- 11.0 Discuss and/or Take Action on District Mid-Year Budget Revision
- 12.0 Discuss and/or Take Action on Amendment to District Fee For Service Policy
- 12.0 Discuss and/or Take Action on Administrative Assistant Position Description
- 13.0 Discuss and/or Take Action on District Representative for the Trinity Adaptive Management Working Group
- 14.0 District Manager's Report
- 15.0 Correspondence/Board Report
- 16.0 Adjourn *Happy New Year!*

*Items may be taken out of order to accommodate special circumstances.
Additions to the Agenda in accordance with Section 54954.2 (b)(2) of
the Government Code (Brown Act), two-thirds vote required for action items.
(Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds
of the members are present, unanimous vote of those members present, that the need
to take action arose after agenda was posted.)*

REGULAR BOARD MEETING

January 16, 2002 RCD Office 5:30 PM

#3 Horseshoe Lane, Weaverville, CA

MINUTES

Board Members Present: Greg Lowden, Doug Nowacki, Rose Owens, Mike Rourke, Patrick Truman

Board Members Absent: None

Associate Board Members Present: None

RCD Staff: Cindy Blanchard, Pat Frost, Elena Letton, Randi Paris

Other Agency Staff: Jim Spear, NRCS

Guests: None

1.0 Call To Order: 5:30 PM

2.0 Discuss and Approve Agenda

MSC – Lowden/Rourke approve agenda as amended.

3.0 Discuss and Approve Minutes of December 19, 2001

MSC – Truman/Owens approve minutes of December 19, 2001 as submitted.

4.0 Financial Report

4.1 Discuss Monthly Financial Statement and Spreadsheet

Board reviewed Financial Statement and Spreadsheet. Blanchard answered questions from the Board.

4.2 Discuss and Approve List of Warrants

Board reviewed warrants

MSC – Rourke/Lowden approve warrants as submitted.

5.0 Project Manager's Report

Board reviewed written report. Frost answered questions from the Board.

6.0 NRCS Report

Spear announced that California has a new State Conservationist, Chuck Bell. The Weaverville Field Office (F.O.) has hired a new Soil Conservationist, Tiffany Hayes, who will begin work in February.

Spear reported on a special category of EWP called "urgent and compelling" which he hopes to use for a potential SF Trinity River project involving 2 private landowners. The Weaverville F.O. has been asked to evaluate an irrigation system on the Hoopa Valley Reservation.

7.0 Weaverville Basin Trail Report

Frost reported on the Lewiston Trail Committee, stating the group is very active. The District is looking at revising the MOU between the District and USFS so that it will include the Lewiston area. Frost answered questions from the Board.

8.0 Public Comment

None

9.0 Discuss and /or Take Action on District Salary Table

Frost discussed Exhibits A-C attached to Memo for agenda item 9.0. Board discussed exhibits.

MSC – Rourke/Truman Adopt Exhibit C effective January 1, 2002.

10.0 Discuss and/or Take Action on District Officers for CY 2002

Discussion on roles and commitment of District Officers.

Frost recommended a facilitated Board Training session this spring.

MS – Rourke/Owens Elect Doug Nowacki Chairman for 2002.

Discussion of the motion.

Motion withdrawn

Further discussion

MSC – Owens/Rourke Present Officers continue to serve for CY 2002.

Roll Call Vote: Lowden - No
 Owens - Aye
 Rourke - Aye
 Truman - Abstain
 Nowacki – Aye

11.0 Discuss and/or Take Action on District Mid-Year Budget Revision

Blanchard provided overview of budget changes and answered questions from the Board. It was recommended that project dates listed at top of columns be crossed through when the account is closed.

MSC – Truman/Rourke Approve mid-year budget revision.

12.0 Discuss and/or Take Action on Amendment to District Fee For Service Policy

Board discussed proposed changes to District Fee For Service policy. Proposed change of (Section XVIII,3,a) to read: *The District Manager can approve proposals that will not exceed \$3,500.00 or 160 hours of District Staff time.* A recommendation was made to include a statement that the District Manager will determine that Fee For Service projects do not conflict with project priorities.

MSC – Owens/Lowden Accept revision to Fee For Service Policy including new recommended language.

13.0 Discuss and/or Take Action on Administrative Assistant Position Description

MS – Truman/Lowden Approve revised Administrative Assistant position description and placement of position at Range 305 – Step 1.

Motion fails.

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MSC – Rourke/Owens Approve revised Administrative Assistant position description and place Administrative Assistant at Range 305 – Step5.

9.0 Motion to Reconsider Agenda Item 9.0

MSC - Truman/Owens – Motion to Reconsider
Approved.

Discussion

MSC – Truman/Rourke Approve Exhibit C as presented effective January 1, 2001, recognizing that employees at 5th step and below 6th step will go to step 6 upon completion of a satisfactory performance evaluation; and employees who are above step 6 due to annual 1% increases will go to step 7 upon completion of a satisfactory performance evaluation.

14.0 Discuss and /or Take Action on District Representative for the Trinity Adaptive Management Working Group

Frost gave background on Trinity Management Council and Trinity River Mainstem Record of Decision, explaining a new group will be formed to represent the stakeholders. The group called the Trinity Adaptive Management Working Group (TAMWG), will provide technical guidance to the Management Council.

Trinity Management Council is seeking nominations for TAMWG while the FACA Charter is being processed.

Discussion on District representation on TAMWG.

MSC – Owens/Rourke Board to send letter nominating Patrick Frost and Jim Spear separately, with Noreen Doyas and Tim Viel as alternates, respectively.

15.0 Discuss and/or Take Action on Director Travel to CARCD Board Meeting January 24, 2002

MSC – Owens/Lowden Approve Director travel to CARCD Board meeting.

16.0 District Managers Report

- Frost stated he will attend the CARCD Board meeting in Sacramento on Jan. 24, 02.
- The RAC will meet twice monthly, indefinitely. The first two meetings will be subject specific; Forest Service roads and erosion on February 4, and fuels reduction on federal land, February 25.
- Field staff received basic GPS training, arranged by NRCS engineer, Lorrie Bundy. Staff showed a lot of interest.
- Frost will attend a CALFED Prop 13 meeting in Red Bluff to question Trinity River's exclusion from eligible geographic area. Frost included a history of Prop 13 funding.
- Governor Davis released the 2002-2003 budget, cutting 7 million dollars from the SB271 Fish & Game funds. Trinity Management Council sent letter to Fish & Game supporting all of the projects submitted.
- Frost mentioned that this is an important year to attend CARCDs Day in the Capitol to speak with legislators about restoration and fuels funding.
- Frost will attend a CLC workshop of Forest/Restoration Practioners.

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

- Frost requested that the February Board meeting be rescheduled to February 13 due to schedule conflict.

17.0 Correspondence/Board Report

Board reviewed correspondence.

Truman announced his appointment to the CARCD Policy Committee. The Board of Realtors are becoming members of the Fire Safe Council and will be appointing a representative.

Owens and Rourke attended an open house for the new County Agriculture Commissioner, Mark Lockhart, and County Farm Advisor, Gail Goodyear.

18.0 Adjourn

The meeting was adjourned at 9:05 PM.

RCD Office

5:30 PM

Board of Directors Meeting

Agenda

#3 Horseshoe Lane,
Weaverville, CA

February 13, 2002

- 1.0 Call To Order Nowacki 5:30 PM
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Minutes of January 16, 2002

Staff Reports

- 4.0 Financial Report
- 4.10 Discuss Monthly Statement and Spreadsheet
 - 4.20 Discuss and Approve List of Warrants
- 5.0 Projects Manager Report
- 6.0 NRCS Report
- 7.0 Weaverville Basin Trail Report
- 8.0 Public Comment
- 9.0 Discuss and/or Take Action on District CARCD Dues
- 10.0 Discuss and/or Take Action on District CARCD North Coast Area Dues
- 11.0 Discuss and/or Take Action on Renewal of South Fork CRMP Memorandum of Understanding
- 12.0 Discuss and/or Take Action on Memorandum of Understanding Between District and USFS
- 13.0 Discuss and/or Take Action on District Annual Work Plan
- 14.0 District Manager's Report
- 15.0 Correspondence/Board Report
- 16.0 Adjourn

*Items may be taken out of order to accommodate special circumstances.
Additions to the Agenda in accordance with Section 54954.2 (b)(2) of
the Government Code (Brown Act), two-thirds vote required for action items.
(Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds
of the members are present, unanimous vote of those members present, that the need
to take action arose after agenda was posted.)*

REGULAR BOARD MEETING

February 13, 2002 RCD Office 5:30 PM

#3 Horseshoe Lane, Weaverville, CA

MINUTES

Board Members Present: Greg Lowden, Rose Owens, Patrick Truman

Board Members Absent: Mike Rourke, Doug Nowacki

Associate Board Members Present: None

RCD Staff: Cindy Blanchard, Pat Frost, Elena Letton

Other Agency Staff: Jim Spear, NRCS

Guests: Lonnie Owens

1.0 Call To Order: 5:39 PM

2.0 Discuss and Approve Agenda

MSC – Truman/Lowden approve agenda as amended.

3.0 Discuss and Approve Minutes of January 16, 2002

Correct item 10.0, line 5, to read: Motion fails.

Correct item 17.0, line 2, to read: The Trinity County Association of Realtors are new members of the Fire Safe Council and will be appointing a representative.

MSC – Truman/Lowden approve minutes of February 13, 2002 as amended.

4.0 Financial Report

4.1

Discuss Monthly Financial Statement and Spreadsheet

Board reviewed Financial Statement and Spreadsheet. Blanchard reviewed changes to be made on the monthly statement report.

4.2 Discuss and Approve List of Warrants

Board reviewed warrants

MSC – Lowden/Truman approve warrants as submitted.

5.0 Project Manager's Report

Board reviewed written report. Frost answered questions from the Board.

6.0 NRCS Report

- Spear reported on the RAC meeting February 14, 2002, stating the presenting panelists gave a general background rather than specific issues on roads maintenance throughout Trinity county. The Advisory Council requested additional information be submitted at the February 25th meeting.
- The Farm Services Agency County Committee discussed the possibility of EQIP and RAC working together with their projects and funding.

- EWP plan on Hyampom Road has been approved; however, there is no funding available. The State NRCS office directed the Field Office to prepare the design should money become available.
- NRCS is accepting EQIP applications through March 15, 2002.
- Spear reported on meeting with the Hoopa Valley Tribe to prepare a design for the Tribe's irrigation system.

7.0 Weaverville Basin Trail Report

Frost reported the Weaverville Basin Trail and Lewiston Trail committees will comment on the circulation element of the Trinity County General Plan.

8.0 Public Comment

None

9.0 Discuss and /or Take Action on District CARCD Dues

Truman questioned CARCD dues work sheet, stating it appeared to be incomplete.

MSC – Lowden/Truman Postpone definitely to March 20, 2002 Board meeting.

10.0 Discuss and/or Take Action on District CARCD North Coast Area Dues

MSC – Lowden/Truman Approve District CARCD North Coast Area dues.

11.0 Discuss and/or Take Action on Renewal of South Fork CRMP Memorandum of Understanding (MoU)

Frost provided background of CRMP MoU.

MSC – Lowden/Truman Postpone definitely to March 20, 2002 Board meeting.

12.0 Discuss and/or Take Action on Memorandum of Understanding Between District and USFS

MSC – Lowden/Truman Postpone definitely to March 20, 2002 Board meeting.

13.0 Discuss and/or Take Action District Annual Work Plan

Board reviewed plan.

MSC – Lowden/Truman Approve District Annual Work Plan.

14.0 District Manager's Report

Frost reported on:

- CARCD Board Meeting in Sacramento on January 24, 2002.
- Department of Conservation (DOC) funding for Watershed Coordinators has been "penciled out" of Governor's budget.
- DOC is attempting to tap into the Prop 13 Watershed Bond money to provide Watershed Coordinator Funds through CalFed.
- Next RAC meeting will focus on fuels. The Fire Safe Council has priority projects throughout county which will be presented to the RAC.
- Road workshop the District co-sponsored with the CRMP went well.

Frost announced:

- His election to the Society of Wetland Scientists Certification Renewal Committee.
- The TAMWG nominations the Board approved at last meeting were mailed.
- CARCD North Coast Area Meeting is scheduled for April 23, in Humboldt County.
- CARCD Day in the Capitol is scheduled for May 22, with a CARCD Board meeting on May 21st.

15.0 Board Report/Correspondence

Lowden reported on his attendance at the NACD Regional Meeting.

16.0 Adjourn

The meeting was adjourned at 6:50 PM.

RCD Office

5:30 PM

Board of Directors Meeting

Agenda

#3 Horseshoe Lane,
Weaverville, CA

March 20, 2002

-
- 1.0 Call To Order Nowacki 5:30 PM
2.0 Discuss and Approve Agenda
3.0 Discuss and Approve Minutes of February 13, 2002

Staff Reports

- 4.0 Financial Report
 4.10 Discuss Monthly Statement and Spreadsheet
 4.20 Discuss and Approve List of Warrants
5.0 Projects Manager Report
6.0 NRCS Report
7.0 Weaverville Basin Trail Report
8.0 Public Comment

Old Business

- 9.0 Discuss and/or Take Action on District CARCD Dues
10.0 Discuss and/or Take Action on Renewal of South Fork CRMP Memorandum of Understanding
11.0 Discuss and/or Take Action on Memorandum of Understanding Between District and USFS

New Business

- 12.0 Discuss and/or Take Action on District Representative to Attend RC&D Annual Meeting
13.0 Discuss and/or Take Action on Director Travel to CARCD North Coast Area Meeting
14.0 Discuss and/or Take Action on District Contract with Tsemeta Forest Nursery
15.0 Discuss and/or Take Action on District Annual Report
16.0 Discuss and/or Take Action on Directors Roles and Responsibilities
17.0 District Manager's Report
18.0 Correspondence/Board Report
19.0 Adjourn

*Items may be taken out of order to accommodate special circumstances.
Additions to the Agenda in accordance with Section 54954.2 (b)(2) of
the Government Code (Brown Act), two-thirds vote required for action items.
(Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds
of the members are present, unanimous vote of those members present, that the need
to take action arose after agenda was posted.)*

REGULAR BOARD MEETING

March 20, 2002 RCD Office 5:30 PM

#3 Horseshoe Lane, Weaverville, CA

MINUTES

Board Members Present: Greg Lowden, Doug Nowacki, Rose Owens, Mike Rourke, Patrick Truman

Board Members Absent: None

Associate Board Members Present: None

RCD Staff: Cindy Blanchard, Pat Frost, Elena Letton

Other Agency Staff: Tiffany Hayes, NRCS

Guests: None

1.0 Call To Order: 5:31 PM

2.0 Discuss and Approve Agenda

MSC – Lowden/Truman approve agenda as submitted.

3.0 Discuss and Approve Minutes of February 13, 2002

MSC – Owens/Lowden approve minutes of February 13, 2002 as submitted.

4.0 Financial Report

4.1 Discuss Monthly Financial Statement and Spreadsheet

Board reviewed Financial Statement and Spreadsheet. Blanchard answered questions from the Board.

4.2 Discuss and Approve List of Warrants

Board reviewed warrants.

MSC – Truman/Lowden approve warrants in the amount of \$88,718.26 as submitted.

5.0 Project Manager's Report

Board reviewed written report. Frost answered questions from the Board.

6.0 NRCS Report

Hayes gave update on EQIP applications, FIP, and Farm Bill programs. Hayes reported on the Industrial Park Wetlands Project, stating NRCS is still negotiating with the County.

7.0 Weaverville Basin Trail Report

Frost reported the Weaverville Basin Trail Committee and US Forest Service will celebrate National Trail Day on Saturday, April 20th, at the East Weaver trail head.

8.0 Public Comment

None

9.0 Discuss and /or Take Action on District CARCD Dues

MSC – Truman/Lowden Approve payment of District annual CARCD dues in the amount of \$3500.

10.0 Discuss and/or Take Action on Renewal of South Fork Trinity River CRMP Memorandum of Understanding

MSC – Rourke/Lowden Approve Chairman’s signature on South Fork Trinity River MoU.

11.0 Discuss and/or Take Action on Memorandum of Understanding Between District and USFS

MSC – Truman/Owens Postpone definitely until April 17, 2002 meeting.

12.0 Discuss and/or Take Action on District Representative to Attend RC&D Annual Meeting

Discussion on RC&D Association Annual Conference.

MSC – Rourke/Lowden Approve Director travel to the RC&D annual conference.

13.0 Discuss and/or Take Action on Director Travel to CARCD North Coast Area Meeting

MSC – Truman/Lowden Approve Director travel to the CARCD spring North Coast Area meeting April 23rd.

14.0 Discuss and /or Take Action on District Contract with Tsemeta Forest Nursery

Board reviewed contract, questioning the noted amount of trees and grass plugs to be grown. Recommendation was made to list trees and grass plugs separately, consistent with Appendix to the contract.

MSC – Owens/Lowden Accept District Contract with Tsemeta Forest Nursery as amended.

15.0 Discuss and/or Take Action on Director Travel to CARCD Board Meeting January 24, 2002

MSC – Owens/Lowden Approve Director travel to CARCD Board meeting.

16.0 Discuss and/or Take Action on Directors Roles and Responsibilities

Discussion on Draft Directors Roles and Responsibilities Handbook. Directors gave staff direction on changes to the document.

MSC – Owens/Rourke Postpone definitely to April 17, 2002 Board Meeting.

17.0 District Managers Report

Frost gave update on the RAC meetings. He discussed the subcommittee meetings, and the role of the US Forest Service related to cooperative agreements. The RAC committee voted to spend \$600,000. on Roads and \$600,000. on Fuels Reduction. \$300,000. of the Road money will be spent in the South Fork Trinity River Watershed. The Roads subcommittee has approved a list of “project” roads. The Fuels committee also has prioritized projects, based on the Fires Safe Council’s Community Recommendations.

18.0 Correspondence/Board Report

Lowden reported on his and Frost's attendance at the Special Districts Association meeting on March 11th.

Truman reported on RC& D Council 's Programatic Timber EIR.

19.0 Adjourn

The meeting was adjourned at 8:10 PM.

REGULAR BOARD MEETING

April 17, 2002 RCD Office 5:30 PM

#3 Horseshoe Lane, Weaverville, CA

MINUTES

Board Members Present: Greg Lowden, Doug Nowacki, Rose Owens, Mike Rourke, Patrick Truman

Board Members Absent: None

Associate Board Members Present: None

RCD Staff: Cindy Blanchard, Pat Frost, Elena Letton

Other Agency Staff: Jim Spear, NRCS

Guests: None

1.0 Call To Order: 5:30 PM

2.0 Discuss and Approve Agenda

Chairman approved request to move Agenda Items 11.0 and 12.0 to follow Agenda Item 4.2.

MSC –Truman/Owens approve agenda as submitted.

3.0 Discuss and Approve Minutes of March 20, 2002

MSC – Owens/Truman approve minutes of March 20, 2002 as submitted.

4.0 Financial Report

4.1 Discuss Monthly Financial Statement and Spreadsheet

Board reviewed Financial Statement and Spreadsheet. Blanchard answered questions from the Board.

4.2 Discuss and Approve List of Warrants

Board reviewed warrants.

MSC – Truman/Owens approve warrants in the amount of \$104,671.88 as submitted.

(The Following Items Taken Out of Order)

11.0 Discuss and/or Take Action on Third Quarter Budget Revision

Blanchard reviewed changes and answered questions from the Board.

MSC – Truman/Rourke Approve third quarter budget revision as submitted in the amount of \$1,657,364.

12.0 Discuss and/or Take Action on District Financial Audits

Board reviewed Audits.

MSC – Rourke/Owens Accept Audits from Bartig, Basler & Ray.

(Agenda Returns to Order)

5.0 Project Manager's Report

Frost distributed *Noxious Weeds to Watch Brochure*. Board reviewed written report. Frost answered questions from the Board.

6.0 NRCS Report

Spear gave update on EQIP applications, and FIP, EWP and WRP programs.

7.0 Weaverville Basin Trail Report

Frost reminded Board the Weaverville Basin Trail Committee and US Forest Service will celebrate National Trail Day on Saturday, April 20th, at the East Weaver trail head.

8.0 Public Comment

None

9.0 Discuss and /or Take Action Memorandum of Understanding Between District and USFS

MSC – Truman/Lowden Approve District MoU with USFS.

10.0 Discuss and/or Take Action on Directors Roles and Responsibilities

MSC – Rourke/Lowden Postponed definitely until May 15, 2002.

13.0 Discuss and/or Take Action on Directors Attendance at the CARCD Day in the Capitol.

MSC – Truman/Lowden Approve Director travel to the CARCD spring North Coast Area meeting April 23rd.

14.0 Discuss and /or Take Action on District Contract with Trinity County Department of Transportation

Board reviewed contract.

MSC – Truman/Lowden Approve District contract with Trinity County Department of Transportation.

15.0 Discuss and/or Take Action on District Resolution 02-01 for Contract with California State Department of Fish and Game

Frost provided background on Resolution 02-01

MSC – Lowden/Rourke Approve District Resolution 02-01.

Roll Call Vote	Lowden	Yes
	Nowacki	Yes
	Owens	Yes
	Nowacki	Yes
	Truman	Yes

(The Following Agenda Items Taken Out of Order)

17.0 District Manager's Report

Frost reported on RAC meetings, stating there was been a subcommittee meeting every Monday during March. He discussed problems the Fuels Subcommittee was having with community based fuels work due to lack of NEPA or CEQA on federal land. Two

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

members of subcommittee will meet with Sharon Heywood to discuss providing funds for NEPA but, wanting commitments that USFS will then provide funds to implement the projects.

Other meetings attended:

Trinity Management Council

South Fork Trinity River CRMP

Community Fire Planning Meeting in Weaverville

Meeting with County Council to work on Wetlands contract

Future Meetings:

April 19 – Community Fire meeting in Big Bar

April 20 – Trail Dedication

April 23 – CARCD North Coast Area meeting in Eureka

April 25 – RAC meeting in Arcata

April 26 – Fire Planning meeting in Trinity Center

April 29 – RAC meeting

May 2 – County Bridges Scoping meeting

May 9 – Supplemental EIS TRRP Scoping meeting

May 21 – CARCD Board meeting

May 22 – Day in the Capitol

May 23 - SWRCB – Public Hearing 303(d) listing

18.0 Correspondence/Board Report

Lowden reported on 10th annual Envirothon, stating Hayfork High students placed 4th in the “Introduced Species” category, and 14th overall. He also mentioned he was awarded a \$500.00 Cannon mini-grant for the California Envirothon.

Truman noted he was unable to attend the RC&D annual conference due to family business in southern California. He reported that members of the Western Coalition might be at the Area meeting looking for support.

16.0 Closed Session - Discuss and/or Take Action on Personnel Issue

MSC – Truman/Owens Board move into closed session

MSC – Owens/Truman Board to end closed session

Chairman Nowacki reports that the District Manager has performed satisfactorily and will receive one step increase retroactive to his review date.

19.0 Adjourn

The meeting was adjourned at 10:00 PM.

RCD Office

5:30 PM

Board of Directors Meeting

Agenda

#3 Horseshoe Lane,
Weaverville, CA

May 15, 2002

1.0 Call To Order Nowacki 5:30 PM

2.0 Discuss and Approve Agenda

3.0 Discuss and Approve Minutes of March 20, 2002

Staff Reports

4.0 Financial Report

4.10 Discuss Monthly Statement and Spreadsheet

4.20 Discuss and Approve List of Warrants

5.0 Projects Manager Report

6.0 NRCS Report

7.0 Weaverville Basin Trail Report

8.0 Public Comment

Old Business

9.0 Discuss and/or Take Action on Directors Roles and Responsibilities

New Business

10.0 Discuss and/or Take Action on District Resolution 02-02

11.0 Discuss and/or Take Action on Bid Package Requirements for South Fork Trinity River Road Decommissioning on the 29N30D US Forest Service Road

12.0 Discuss and/or Take Action on

13.0 Discuss and/or Take Action on

14.0 Discuss and/or Take Action on

15.0 Discuss and/or Take Action on

16.0 District Manager's Report

17.0 Correspondence/Board Report

18.0 Adjourn

Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)

REGULAR BOARD MEETING

May 15, 2002 RCD Office 5:30 PM

#3 Horseshoe Lane, Weaverville, CA

MINUTES

Board Members Present: Greg Lowden, Doug Nowacki, Rose Owens, Mike Rourke, Patrick Truman

Board Members Absent: None

Associate Board Members Present: None

RCD Staff: Cindy Blanchard, John Condon, Pat Frost, Elena Letton,

Other Agency Staff: Lorrie Bundy, NRCS

Guests: None

1.0 Call To Order: 5:34 PM

2.0 Discuss and Approve Agenda

MSC – Truman/Lowden approve agenda as submitted.

3.0 Discuss and Approve Minutes of April 17, 2002

MSC – Rourke/Lowden approve minutes of April 17, 2002 as submitted.

4.0 Financial Report

4.1 Discuss Monthly Financial Statement and Spreadsheet

Board reviewed Financial Statement and Spreadsheet. Blanchard answered questions from the Board.

4.2 Discuss and Approve List of Warrants

Board reviewed warrants.

MSC – Owens/Lowden approve warrants as submitted.

5.0 Project Manager's Report

Condon gave verbal review of submitted report, answering questions from the Board. Frost explained the high elevation springs proposed project above Forest Glen in the South Fork.

6.0 NRCS Report

Bundy provided an update on NRCS activities. She distributed a Farm Bill handout, explaining that no decisions have been made as to the distribution of the Farm Bill dollars. NRCS is providing a computer to Cynthia Tarwater this summer.

(The following item taken out of order)

12.0 Discuss and/or Take Action on Bid Package Requirements for South Fork Trinity River Road Decommissioning on the 29N30D US Forest Service Road

Condon gave a summary of the District's contracting procedures. He explained that for the \$220,000. SB271 (South Fork Trinity River road decommissioning on USFS

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

29N30D) project to occur this year, different federal contracting requirements must be used. In addition, the scope of work on this project is complex, requiring a contractor with experience removing large fill in the road prism and using ‘accepted’ restoration practices with large equipment. Criteria for ranking contractors and bids were discussed.

The chain of events for this project will be as follows:

- Advertisement
- Release of Bid Pack
- Mandatory Walk-through
- Submittal of Proposals
- Proposals opened by Staff - Invite Board members - pre analysis of proposal
- Determine Qualifications - license/bonding/insurance/ reference checks
- Special Board Meeting to Award Contract

MSC – Truman/Rourke Approve Contractors Bid Package, and require mandatory onsite walk-through for potential contractors; with the inclusion of bond and prevailing wage requirements; and the contractor/operator qualification forms.

7.0 Weaverville Basin Trail Report

Frost discussed a private landowner’s continued concern with a portion of the WBT access trail. Frost mentioned the Trail Day event went well.

8.0 Public Comment

None

9.0 Discuss and/or Take Action on Directors Roles and Responsibilities

MSC – Owens/Lowden Postpone definitely to June Meeting.

10.0 Discuss and /or Take Action District Resolution 02-02

MSC – Truman/Lowden Approve District Resolution 02-02 of the Board of Directors of the Trinity County Resource Conservation District to authorize the District to become a participating local agency for the State of California Purchase Card (CAL-CARD) program master service agreement and authorizing Board Chairman to sign State of California Purchase Card Program Master Service Agreement.

Roll Call Vote:	Lowden	Yes
	Nowacki	Yes
	Owens	Yes
	Nowacki	Yes
	Truman	Yes

MSC – Rourke/Lowden Authorize Staff to complete application requesting cards for Patrick Frost, and Elena Letton, with a credit line of \$50,000.

11.0 Discuss and/or Take Action on District Resolution 02-03

MSC – Truman/Lowden Approve District Resolution 02-03 to commend Assemblyman Dickerson for his support since 1998.

Roll Call Vote:	Lowden	Yes	Nowacki	Yes
	Nowacki	Yes	Truman	Yes
	Owens	Yes		

13.0 District Managers Report

Frost reported on the Fire Safe Council meetings held throughout the county. He discussed the Lewiston Community Service District's plans for a golf course.

Meetings attended:

April 19 – Community Fire meeting in Big Bar

April 20 – Trail Dedication

April 23 – CARCD North Coast Area meeting in Eureka

April 25 – RAC meeting in Arcata

April 26 – Fire Planning meeting in Trinity Center

April 29 – RAC meeting

May 2 – County Bridges Scoping meeting

May 9 – Supplemental EIS TRRP Scoping meeting

14.0 Board Reports/Correspondence

Truman reported on CARCD North Coast Area meeting, stating that Lowden was elected secretary/treasurer, and he was elected vice-chairman. Otis Skaggs from Humboldt RCD remains president.

Owens reported attending the recent Board of Supervisors meeting and the County Agriculture meeting Gail Goodyear facilitated.

Rourke announced two of his students, Jenny Pestoni, and Katrina Zimmer were recipients of Scholarships at the FAA convention.

15.0 Adjourn

The meeting was adjourned at 7:50 PM.

RCD Office

5:30 PM

#3 Horseshoe Lane,
Weaverville, CA

Board of Directors Meeting

Agenda

June 19, 2002

- 1.0 Call To Order Nowacki 5:30 PM
2.0 Discuss and Approve Agenda
3.0 Discuss and Approve Minutes of May 15, 2002

Staff Reports

- 4.0 Financial Report
 4.10 Discuss Monthly Statement and Spreadsheet
 4.20 Discuss and Approve List of Warrants
5.0 Projects Manager Report
6.0 NRCS Report
7.0 Weaverville Basin Trail Report
8.0 Public Comment

Old Business

- 9.0 Discuss and/or Take Action on Directors Roles and Responsibilities

New Business

- 10.0 Discuss and/or Take Action on District Budget Fiscal Year 02/03
11.0 Discuss and/or Take Action on District NACD Dues
12.0 District Manager's Report
13.0 Correspondence/Board Report
14.0 Adjourn

Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)

REGULAR BOARD MEETING

June 19, 2002 RCD Office 5:30 PM

#3 Horseshoe Lane, Weaverville, CA

MINUTES

Board Members Present: Greg Lowden, Doug Nowacki, Rose Owens, Mike Rourke, Patrick Truman

Board Members Absent: None

Associate Board Members Present: None

RCD Staff: Cindy Blanchard, John Condon, Pat Frost, Elena Letton,

Other Agency Staff: Tiffany Hayes, NRCS

Guests: Colleen O'Sullivan

1.0 Call To Order: 5:35 PM

2.0 Discuss and Approve Agenda

MSC –Truman/Owens approve agenda as submitted.

3.0 Discuss and Approve Minutes of May 15, 2002

MSC – Rourke/Owens approve minutes of May 15, 2002 as submitted.

4.0 Financial Report

4.1 Discuss Monthly Financial Statement and Spreadsheet

Board reviewed Financial Statement and Spreadsheet. Blanchard answered questions from the Board.

4.2 Discuss and Approve List of Warrants

Board reviewed warrants.

MSC – Truman/Owens approve warrants as submitted in the amount of \$87,673.28.

5.0 Project Manager's Report

Board reviewed written report. Doyas distributed list of District grant proposals, highlighting recent proposals submitted to CA Department of Fish & Game, USFS Community Protection Program, and Trinity County Grants. Doyas and Frost answered questions from the Board.

6.0 NRCS Report

Hayes provided an update on NRCS activities, including increased funding available through the Farm Bill. It was suggested Board members communicate to Wally Herger the need for Farm Bill funds to be available for fuels reduction through NRCS EQIP.

7.0 Weaverville Basin Trail Report

Doyas reported the District received a small grant from Trail Weavers to develop a Website for the Weaverville Basin Trail which will be added to the Forest Service Kiosk. Doyas noted that Jim Love, WBT volunteer, developed a WBT logo and patch.

8.0 Public Comment

Colleen O'Sullivan stated her interest in becoming an Associate Director. She also gave an update of the BLM-SPI trade. Staff was instructed to provide O'Sullivan with appropriate District information.

(The following item taken out of order)

10.0 Discuss and /or Take Action on District Budget Fiscal Year 02/03

Board reviewed and discussed District budget for FY 02/03. Blanchard and Frost answered questions from the Board.

MSC – Truman/Owens Approve District Budget for FY 02/03, in the amount of \$1,453,498.

9.0 Discuss and/or Take Action on Directors Roles and Responsibilities

Board reviewed and discussed draft Board of Directors Policy Handbook. There was a recommendation to amend the following sections:

200.15 – delete ‘meetings’ from first sentence.

201.11.1 – change ‘five (5) days’ to *seven (7) business days* in first sentence.

206.13.2 – correct numerical error in listing of 206.13.2 & 206.13.2.1

206.14.5 – add *passed by simple majority* to end of sentence.

Add: 206.14.6 *A Motion to amend agenda after it has been approved requires a 2/3 vote, or, unanimous at Board Meeting with 3 Directors present.*

MSC – Owens/Rourke Approve Board of Directors Policy Handbook with recommended changes.

11.0 Discuss and/or Take Action on District NACD Dues

No Action Taken.

12.0 District Manager's Report

Frost gave update on RAC meetings. He reported the past month was spent working primarily on grantwriting activities. Frost also discussed attending the Society of Wetland Scientists Annual Conference which was informative and will be helpful in implementing the County wetlands project. Frost was elected to the Board of Directors of the Certification Program for wetland scientists.

13.0 Correspondence/Board Reports

Nowacki and Truman reported on attendance at the CARCD Day in the Capitol

14.0 Adjourn

The meeting was adjourned at 7:40 PM.

RCD Office

5:30 PM

Board of Directors Meeting

Agenda

#3 Horseshoe Lane,
Weaverville, CA

July 17, 2002

- 1.0 Call To Order Nowacki 5:30 PM
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Minutes of June 19, 2002

Staff Reports

- 4.0 Financial Report
- 4.10 Discuss Monthly Statement and Spreadsheet
 - 4.20 Discuss and Approve List of Warrants
- 5.0 Projects Manager Report
- 6.0 NRCS Report
- 7.0 Weaverville Basin Trail Report
- 8.0 Public Comment

Old Business

None

New Business

- 9.0 Discuss and/or Take Action on District Resolution 02-04 for State Water Resources Control Board 319(h) Project
- 10.0 Discuss and/or Take Action on District Delegate at 2002 CARCD Annual Meeting and Conference
- 11.0 District Manager's Report
- 12.0 Correspondence/Board Report
- 13.0 Adjourn

Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)

REGULAR BOARD MEETING

July 17, 2002 RCD Office 5:30 PM

#3 Horseshoe Lane, Weaverville, CA

MINUTES

Board Members Present: Greg Lowden, Doug Nowacki, Rose Owens, Mike Rourke, Patrick Truman

Board Members Absent: None

Associate Board Members Present: None

RCD Staff: Cindy Blanchard, Pat Frost, Elena Letton

Other Agency Staff:

Guests: Colleen O'Sullivan

1.0 Call To Order: 5:35 PM

2.0 Discuss and Approve Agenda

MSC –Lowden/Truman approve agenda as submitted.

3.0 Discuss and Approve Minutes of June 19, 2002

Amend minutes to reflect Greg Lowden's absence.

MSC – Truman/Rourke approve minutes of June 19, 2002 as amended.

4.0 Financial Report

4.1 Discuss Monthly Financial Statement and Spreadsheet

Board reviewed Financial Statement and Spreadsheet. Blanchard answered questions from the Board.

4.2 Discuss and Approve List of Warrants

Board reviewed warrants.

MSC – Truman/Owens approve warrants as submitted in the amount of \$75,282.99.

5.0 Project Manager's Report

Board reviewed written report. Frost answered questions from the Board.

6.0 NRCS Report

No Report.

7.0 Weaverville Basin Trail Report

Frost mentioned the Trail work day on July 13th, noting two staff members, Doyas and Condon volunteered their time. Frost also reported that Tinity Occupational Training (TOT) has a 4-person summer crew working on the trail for one week.

8.0 Public Comment

Colleen O'Sullivan presented a letter of interest to serve as a District Associate Board Member and be considered for appointment as a Board Member, should a vacancy occur. Staff was instructed to place on the August 2002 regular meeting Adenda.

9.0 Discuss and/or Take Action on District Resolution 02-04 for State Water Resources Control Board 319 (h) Project

Board reviewed and discussed District Resolution 02-04. Frost answered questions from the Board.

MSC – Truman/Lowden approve District Resolution 02-04, for the State Water Resources Control Board 319 (h) project.

Roll Call:	Lowden	yes
	Nowacki	yes
	Owens	yes
	Rourke	yes
	Truman	yes

10.0 Discuss and /or Take Action on District Delegate at 2002 CARCD Annual Meeting and Conference

Board discussed attendees to the Annual Meeting and Conference.

MSC – Owens/Rourke Appoint Greg Lowden as Delegate and Patrick Truman as alternate for the CARCD Annual Meeting.

11.0 District Manager's Report

- Frost provided update on RAC meetings.
- Interviewed candidates for the next AmeriCorps position at the District.
- Met with Fish & Game to review grant applications and tour potential work sites.
- Presenting at a 2-day National Fire Plan workshop, July 26th & 27th.
- Discussed plans for the Congressional Aides Tour August 15th –17th .
- Noted District Fair Booth will Display Fire Safe Council information and Trinity River Restoration Program.

12.0 Correspondence/Board Reports

Board reviewed correspondence .

Doug Nowacki announced his resignation effective 09-01-02, due to leaving the area.

Patrick Truman and Rose Owens discussed the RC&D Council Annual Meeting, where Truman was elected President.

Greg Lowden discussed the District sponsoring a tour.

13.0 Adjourn

The meeting was adjourned at 7:35 P.M.

Trinity County Resource Conservation District

Special Board Meeting

Tuesday, August 13, 2002

1:30 PM

Conference Room - #3 Horseshoe Lane, Weaverville

- 1.0 Call to Order ~ Nowacki
 - 2.0 Discuss and/or Approve Agenda
 - 3.0 Discuss and/or Take Action on District Solicitation
No. UPSFDECOM29N30D
 - 4.0 Adjourn
-

Roderick Senior
Center
5:30 PM
Hayfork, CA

Board of Directors Meeting

Agenda

August 21, 2002

-
- 1.0 Call To Order Nowacki 5:30 PM
2.0 Discuss and Approve Agenda
3.0 Discuss and Approve Minutes of July 17, 2002

Staff Reports

- 4.0 Financial Report
 4.10 Discuss Monthly Statement and Spreadsheet
 4.20 Discuss and Approve List of Warrants
5.0 Projects Manager Report
6.0 NRCS Report
7.0 Weaverville Basin Trail Report
8.0 Public Comment

Old Business

None

New Business

- 9.0 Discuss and /or Take Action on Opening of District Bid HP-9-02
10.0 Discuss and/or Take Action on District Recommendation for Appointment of Board of Directors, to the Trinity County Board of Supervisors
11.0 Discuss and/or Take Action on Attendance at the Western Conference of Conservation Disticts
12.0 Discuss and/or Take Action on Director's Travel to Klamath Basin Strategic Planning Workshop
13.0 District Manager's Report
14.0 Correspondence/Board Report
15.0 Adjourn

Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)

REGULAR BOARD MEETING

August 21, 2002

Roderick Senior Center 5:30 PM

Hayfork, CA 96093

MINUTES

Board Members Present: Greg Lowden, Doug Nowacki, Mike Rourke, Patrick Truman

Board Members Absent: Rose Owens

Associate Board Members Present: None

RCD Staff: Cindy Blanchard, John Condon, Pat Frost, Elena Letton

Other Agency Staff: Jim Spear

Guests: Colleen O'Sullivan, Ron Moss, James McNeill

1.0 Call To Order: 5:38 PM

2.0 Discuss and Approve Agenda

Request made to amend agenda to include as item 11.5: Discuss and or take Action on Director attendance to the RC&D Pacific Rim Conference.

MSC – Truman/Rourke approve agenda as amended to include item 11.5.

(The following item taken out of order)

9.0 Discuss and/or Take Action on Opening of District Bid HP-9-02

Sealed Bids for District solicitation HP-9-02 were opened; amount of bid and submitting contractor were read out with the following results:

Robert J Frank Construction	\$ 69,740.00
Mt Lassen Cinder Company	36,627.00
Steelhead Constructors, Inc	65,500.00
Dean Hammond Construction	54,000.00
Clemens Construction Co.	54,900.00
Mercer, Fraser Company	62,000.00
Frank Zabel	37,000.00
Floyd Crites	53,700.00
Ron's Backhoe	49,000.00

MSC – Truman/Lowden award contract to Mt Lassen Cinder Company, contingent upon staff review of qualifications, and; authorize staff to select the next lowest bidder in the event the lowest bidder is not qualified.

(Agenda resumes order)

3.0 Discuss and Approve Minutes of July 17, 2002

MSC – Rourke/Lowden approve minutes of July 17, 2002.

4.0 Financial Report

4.1 Discuss Monthly Financial Statement and Spreadsheet

Board reviewed Financial Statement and Spreadsheet. Blanchard answered questions from the Board.

4.2 Discuss and Approve List of Warrants

Board reviewed warrants.

MSC – Truman/Lowden approve warrants as submitted in the amount of \$112,279.54.

5.0 Project Manager's Report

Condon gave overview of written report and answered questions from the Board.

6.0 NRCS Report

Spear provided information on NRCS contract with the County relative to the Industrial Park Wetlands project; stating implementation of the project should occur Summer of 2003.

Spear discussed the NRCS EQIP program; and gave an update on the South Fork/Hyampom EWP project.

The NRCS office lease expires Oct. 31st. Scott Eberely has been in contact with the property manager to discuss a number of issues that need to be addressed. He has also spoken with NRCS Area Office staff to discuss solicitating bids for a build to suit office. The needs of the District will be considered if a new building is a pursued option. Frost mentioned the District can not afford higher rent. Board directed staff to look at our needs and work with NRCS with respect to District's needs and available resources for office space.

7.0 Weaverville Basin Trail Report

No Report

8.0 Public Comment

No Comments

10.0 Discuss and/or Take Action on District Recommendation for Appointment of Board of Directors, to the Trinity County Board of Supervisors

Letton reported PublicNotice Advertisement (soliciting landowners interested in serving on the District Board of Directors) was published in the Trinity Journal July 31, and August 7, 2002. Letters of interest were received from: Gregory Lowden, Colleen O'Sullivan, and Patrick Truman.

MSC – Rourke/Lowden Recommend to Trinity County Board of Supervisors, reappointment of Gregory Lowden and Patrick Truman and; appointment of Colleen O'Sullivan to finish the remainder of the term vacated by Doug Nowacki.

11.0 Discuss and/or Take Action on Attendance at the Western Conference of Conservation Districts

MSC – Rourke/Lowden Approve Director travel to attend the Western Conference of Conservation Districts.

11.5 Discuss and/or Take Action on Attendance at the RC&D Pacific Rim Conference

Truman discussed his role as District Representative, and President, of the Trinity RC&D Council. He stated the cost to attend the conference was approximately \$1,000. and that \$500.00 would possibly be paid for by a scholarship from the RC&D. He explained that the RC&D Council had submitted a \$20,000. proposal, which if granted could be used to pay the remaining amount. Because the \$20,000. proposal results would not be available prior to the conference, his request was that the District be willing to cover \$500.00, assuming the scholarship was approved.

MSC – Rourke/Lowden Approve District to provide \$500.00 for travel to the RC&D Pacific Rim Conference, contingent upon the RC&D Council receiving the scholarship, and the RC&D Council approving reimbursement to the District upon receipt of the \$20,000. proposal.

12.0 Discuss and/or Take Action on Directors Travel to Klamath Basin Planning Workshop

Discussed the Farm Bill providing \$50 million earmarked for the Klamath Basin Watershed. NRCS is in the planning stages of a meeting to discuss how to best use the monies within the watershed.

MSC – Truman/Lowden Approve Director travel to attend the Klamath Basin Watershed strategic planning meeting.

13.0 District Manager's Report

Frost took this opportunity to present a Book of Trinity County, to Doug Nowacki, for his service as Director to the District.

14.0 Correspondence/Board Reports

Lowden reported on his attendance at the Canon National Envirothon, in Massachusetts.

15.0 Adjourn

The meeting was adjourned at 7:00 P.M.

RCD Office

5:30 PM

Board of Directors Meeting

Agenda

#3 Horseshoe Lane,
Weaverville, CA

September 18, 2002

- 1.0 Call To Order Rourke 5:30 PM
- 1.5 Swearing In of New District Board of Director, Colleen O'Sullivan
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Minutes of August 21, 2002

Staff Reports

- 4.0 Financial Report
- 4.10 Discuss Monthly Statement and Spreadsheet
 - 4.20 Discuss and Approve List of Warrants
- 5.0 Projects Manager Report
- 6.0 NRCS Report
- 7.0 Weaverville Basin Trail Report
- 8.0 Public Comment

Old Business

None

New Business

- 9.0 Discuss and/or Take Action on District First Quarter Budget Revision
- 10.0 Discuss and/or Take Action on Application for Renewal of District Line of Credit with North Valley Bank
- 11.0 Discuss and/or Take Action on Modification of Signature Authority for District Checking Account with North Valley Bank
- 12.0 Discuss and/or Take Action on Director Attendance at the CARCD Area Meeting in Santa Rosa
- 13.0 Discuss and/or Take Action on Director Attendance at the CARCD Annual Meeting in Redding
- 14.0 District Manager's Report
- 15.0 Correspondence/Board Report
- 16.0 Adjourn

Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)

REGULAR BOARD MEETING

September 18, 2002 * 5:30 PM

#3 Horseshoe Lane, Weaverville CA

MINUTES

Board Members Present: Greg Lowden, Colleen O'Sullivan, Rose Owens, Mike Rourke

Board Members Absent: Patrick Truman

Associate Board Members Present: None

RCD Staff: Cindy Blanchard, Pat Frost, Elena Letton

Other Agency Staff: Jim Spear

Guests: None

1.0 Call To Order: 5:32 PM

1.5 Swearing In of New District Board of Director, Colleen O'Sullivan

Colleen O'Sullivan was sworn in as Board of Director.

2.0 Discuss and Approve Agenda

MSC – Owens/O'Sullivan Approve agenda as submitted.

3.0 Discuss and Approve Minutes of August 21, 2002

MSC – Lowden/O'Sullivan Approve minutes of August 21, 2002.

4.0 Financial Report

4.1 Discuss Monthly Financial Statement and Spreadsheet

Board reviewed Financial Statement and Spreadsheet. Blanchard answered questions from the Board.

4.2 Discuss and Approve List of Warrants

Board reviewed warrants.

MSC – Owens/Lowden approve list of warrants.

5.0 Project Manager's Report

Written report reviewed and discussed. Frost answered questions from the Board.

6.0 NRCS Report

Spear gave an update on the Schneider EWP project, stating due to liability issues the project could not proceed.

The NRCS office has finalized all of the Weaverville field office EQIP contracts.

Spear discussed potential changes in the NRCS funding mechanism, and, the way in which they provide technical services.

7.0 Weaverville Basin Trail Report

Frost reported on meeting with Dr. Dolci, Chris Erikson and Jim French to address trail easement issues.

8.0 Public Comment

None

9.0 Discuss and/or Take Action on District First Quarter Budget Revision

Blanchard answered questions from the Board

MSC – Owens/O’Sullivan Approve District First Quarter Budget Revision in the amount of \$2,030,887.

10.0 Discuss and/or Take Action on Application for Renewal of District Line of Credit with North Valley Bank

Frost explained the District’s ‘Line of Credit’ with North Valley Bank expires September 30, 2002. Renewal of the line of credit requires submittal of a Business Loan Application and identification of Officers and Directors authorized to request advances.

MSC – Owens/O’Sullivan Approve District’s application to North Valley Bank for business line of credit; with Mike Rourke and Greg Lowden as the primary signators, and Rose Owens, Colleen O’Sullivan and Patrick Truman as alternates.

11.0 Discuss and/or Take Action on Modification of Signature Authority for District Checking Account with North Valley Bank

MSC – Lowden/O’Sullivan Approve Mike Rourke, Patrick Truman, Greg Lowden, John Condon and Patrick Frost on District’s checking account signature card at North Valley Bank.

12.0 Discuss and/or Take Action on Director Attendance at the CARCD Area Meeting in Santa Rosa

MSC – Lowden/Owens Approve Director attendance at the CARCD Area meeting in Santa Rosa.

13.0 Discuss and/or Take Action on Director Attendance at the CARCD Annual Conference

MSC – Lowden/Owens Approve Director attendance at the CARCD Annual Conference in Redding.

14.0 District Manager’s Report

Frost reported visiting the decommissioning project South Fork, stating the project was going well and should be completed by October 15, 2002. He gave an update on the Resource Advisory Committee (RAC). Frost will be attending the regional meeting for the Society for Wetlands Science, September 19-20th. Sixth grade environmental camp at Bar 717 begins the week of September 23rd. Frost will be an instructor at the AmeriCorps orientation; also at Bar 717 during the week of October 2nd. The District will have two booths at the Salmon Festival on October 5th. The BoR offered the District the opportunity to trade in our present fleet of BoR vehicles, for newer model

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

trucks. Condon secured three 4x4 vehicles for a trade. Hamilton Ponds have been dredged and the District will have a "DG Give-away Day" on October 26th.

15.0 Correspondence/Board Reports

Rourke announced the 4H/FFA annual barbque at Lowden Park will be held October 12th.

O'Sullivan mentioned several musicians including Otis Taylor will be performing at the Lee Fong Park, September 29th at 5:30pm

O'Sullivan announced the BLM (Regional) RAC quarterly meeting will be held in Redding on October 23-24th.

16.0 Adjourn

The meeting was adjourned at 7:12 P.M.

RCD Office

5:30 PM

Board of Directors Meeting

Agenda

#3 Horseshoe Lane,
Weaverville, CA

October 16, 2002

1.0 Call To Order Rourke 5:30 PM

2.0 Discuss and Approve Agenda

3.0 Discuss and Approve Minutes of September 18, 2002

Staff Reports

4.0 Financial Report

4.10 Discuss Monthly Statement and Spreadsheet

4.20 Discuss and Approve List of Warrants

5.0 Projects Manager Report

6.0 NRCS Report

7.0 Weaverville Basin Trail Report

8.0 Public Comment

Old Business

None

New Business

9.0 Discuss and/or Take Action on CARCD Resolutions 01-2002 through 04-2002

10.0 Discuss and/or Take Action on Fee For Service Agreement PL-90-24

11.0 Discuss and/or Take Action on Fee For Service Agreement PL-90-25

12.0 Discuss and/or Take Action on District Staffing Plan

13.0 District Manager's Report

14.0 Correspondence/Board Report

15.0 Adjourn

Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)

REGULAR BOARD MEETING

October 16, 2002 * 5:30 PM

#3 Horseshoe Lane, Weaverville CA

MINUTES

Board Members Present: Greg Lowden, Colleen O’Sullivan, Rose Owens, Mike Rourke, Patrick Truman

Board Members Absent: None

Associate Board Members Present: None

RCD Staff: Cindy Blanchard, Pat Frost, Elena Letton

Other Agency Staff: None

Guests: None

1.0 Call To Order: 5:30 PM

2.0 Discuss and Approve Agenda

MSC – Lowden/O’Sullivan Approve agenda as submitted.

3.0 Discuss and Approve Minutes of September 18, 2002

MSC – O’Sullivan/Owens Approve minutes of September 18, 2002.

4.0 Financial Report

4.1 Discuss Monthly Financial Statement and Spreadsheet

Board reviewed Financial Statement and Spreadsheet. Blanchard answered questions from the Board.

4.2 Discuss and Approve List of Warrants

Board reviewed warrants.

MSC – Truman/Owens approve list of warrants in the amount of \$ 192,191.03.

5.0 Project Manager’s Report

Written report reviewed and discussed. Frost answered questions from the Board.

6.0 NRCS Report

None

7.0 Weaverville Basin Trail Report

Discussion on District’s role on county-wide trail systems. Truman gave history of District’s involvement with the Weaverville Basin Trail System. Frost made suggestion to contact “active” trail groups throughout County and schedule a Board discussion in the future.

8.0 Public Comment

None

9.0 Discuss and/or Take Action on CARCD Resolutions 01-2002 through 04-2002

Directors discussed CARCD Resolutions 01-2002 through 04-2002 and voted as follows:

Resolution 01-2002- MSC O'Sullivan/Truman – Delegate to evaluate at CARCD meeting, if resolution comes back the same, Vote NO.

Resolution 02-2002- MSC Truman/Owens - NO

Resolution 03-2002- MSC Owens/Truman - YES- contingent upon it being statewide.

Resolution 04-2002- MSC Owens/O'Sullivan - YES

10.0 Discuss and/or Take Action on Fee For Service Agreement PL-90-24

Agreement PL-90-24 was reviewed and discussed.

MSC – Owens/O'Sullivan Approve Fee for Service Agreement PL-90-24

11.0 Discuss and/or Take Action on Fee for Service Agreement PL-90-25

Agreement PL-90-25 was reviewed and discussed.

MSC – Truman/O'Sullivan Approve Fee for Service Agreement PL-90-25

12.0 Discuss and/or Take Action on District Staffing Plan

Board reviewed District Manager's Memo and back-up documents concerning staffing changes. Discussion on District staffing/workload analysis, Organizational Chart, budget and agreements.

MSC – Truman/O'Sullivan Promote Project Implementation Coordinator to Project Coordinator at Range 302, step 3, as part of the annual performance evaluation; and without a change in anniversary date; and, that the Project Implementation Coordinator be retained as a subordinate position to the Project Coordinator. Staff was instructed to review position description and make appropriate changes including possible title change.

MSC – Truman/Owens Approve the creation of a GIS technician position under the GIS Manager, with a requirement the staff return to the Board with a recommended salary and position description prior to any effort to fill that position.

MSC – Truman/Sullivan Give regular status to the four (4) Restoration Technicians with over 1 year of acquired work at their current ranges/steps with the effective date of this status change as their anniversary dates.

13.0 District Manager's Report

Frost gave an update on outreach activities including:

- Environmental Camp for the Weaverville Elementary School
- Creek Days at Coffee Creek Elementary
- BLM regional RAC meeting
- Ford Foundation Aspen Institute
- Salmon Festival
- CARCD Annual Meeting

14.0 Correspondence/Board Reports

Truman mentioned the RC&D Annual Meeting will be held in Redding at the Holiday Inn concurrently with the CARCD Annual Meeting.

Rourke reported on the Jr.Livestock Auction Barbeque

Lowden reported hearing the RCD given credit at the Trinity High School football game, during the raffle for a cord of wood.

15.0 Adjourn

The meeting was adjourned at 7:38 P.M.

RCD Office

5:30 PM

#3 Horseshoe Lane,
Weaverville, CA

Board of Directors Meeting

Agenda

November 20, 2002

- 1.0 Call To Order Rourke 5:30 PM
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Minutes of October 16, 2002

Staff Reports

- 4.0 Financial Report
- 4.10 Discuss Monthly Statement and Spreadsheet
 - 4.20 Discuss and Approve List of Warrants
- 5.0 Projects Manager Report
- 6.0 NRCS Report
- 7.0 Weaverville Basin Trail Report
- 8.0 Public Comment

Old Business

None

New Business

- 9.0 Discuss and/or Take Action on District Cooperative Agreement with NRCS
- 10.0 Discuss and/or Take Action on District Audit Report for FY 2001-2002
- 11.0 Discuss and/or Take Action on Revised District Financial Policies
- 12.0 District Manager's Report
- 13.0 Correspondence/Board Report
- 14.0 Adjourn

Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)

REGULAR BOARD MEETING

November 20, 2002 * 5:30 PM

#3 Horseshoe Lane, Weaverville CA

MINUTES

Board Members Present: Greg Lowden, Colleen O’Sullivan, Rose Owens, Mike Rourke, Patrick Truman

Board Members Absent: None

Associate Board Members Present: None

RCD Staff: Cindy Blanchard, Pat Frost, Elena Letton

Other Agency Staff: Jim Spear, NRCS

Guests: None

1.0 Call To Order: 5:30 PM

2.0 Discuss and Approve Agenda

Amend Agenda to include Item 11.5 – Discuss and or/take Action on Landowner Request for Fee For Service Agreement

MSC – Truman/Owens Approve agenda as amended.

3.0 Discuss and Approve Minutes of October 16, 2002

MSC – Truman/Owens Approve minutes of October 16, 2002.

4.0 Financial Report

4.1 Discuss Monthly Financial Statement and Spreadsheet

Board reviewed Financial Statement and Spreadsheet. Blanchard answered questions from the Board.

4.2 Discuss and Approve List of Warrants

Board reviewed warrants. Frost and Blanchard answered questions from the Board.

MSC – Truman/O’Sullivan approve list of warrants in the amount of \$ 225,963.65.

5.0 Project Manager’s Report

Written report reviewed and discussed. Frost answered questions from the Board.

6.0 NRCS Report

Spear gave an update on the Farm Bill, stating NRCS is still working on the proposed rules and taking comments on the Technical Service Provider Program. Public comments must be received by December 30, 2002.

NRCS State Forester will visit Trinity EQIP sites with Weaverville FO, District and CDF staff to review specs for the agency fuels reduction projects.

7.0 Weaverville Basin Trail Report

Frost reported the last WBT meeting included discussion of a joint meeting of the various trail groups within Trinity County.

8.0 Public Comment

None

9.0 Discuss and/or Take Action on District Cooperative Agreement with NRCS

Directors reviewed Agreement.

MSC – Owens/O’Sullivan Enter into Cooperative agreement with NRCS.

10.0 Discuss and/or Take Action on District Audit Report for FY 2001-2002

Audit Report from Bartig, Basler & Ray was reviewed and discussed.

MSC – Truman/O’Sullivan Accept District Audit Report for FY 2001-2002.

11.0 Discuss and/or Take Action on Revised District Financial Policies.

MSC – Owens/O’Sullivan Postpone definitely to December 18, 2002 meeting.

11.5 Discuss and/or Take Action on Landowner Request for Fee For Service Agreement

Frost gave background on Landowner Bill Mores request for a fee for service agreement.

MSC – Truman/O’Sullivan – Based on District’s workload with respect to the work being requested, we not enter into fee for service agreement at this time.

12.0 District Manager’s Report

Frost gave an update on activities including the BLM Resource Advisory Council Tour and CARCD annual meeting.

13.0 Correspondence/Board Reports

O’Sullivan reported attending a good session on Conservation Easements at the CARCD Annual Meeting.

Rourke attended the Conservation Tillage session at the CARCD meeting.

Truman reported on the political activities at the CARCD meeting, also mentioning his election as Vice-Chairman of the association.

Lowden attended the CARCD meeting and described the Fuels Break field tour.

Owens attended the RC& D Annual meeting held at the same time as the CARCD meeting.

14.0 Adjourn

The meeting was adjourned at 7:40 P.M.

RCD Office

5:30 PM

#3 Horseshoe Lane,
Weaverville, CA

Board of Directors Meeting

Agenda

December 18, 2002

- 1.0 Call To Order Rourke 5:30 PM
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Minutes of November 20, 2002

Staff Reports

- 4.0 Financial Report
- 4.10 Discuss Monthly Statement and Spreadsheet
 - 4.20 Discuss and Approve List of Warrants

- 5.0 Projects Manager Report
- 6.0 NRCS Report
- 7.0 Weaverville Basin Trail Report
- 8.0 Public Comment

Old Business

- 9.0 Discuss and/or Take Action on Revised District Financial Policies

New Business

- 10.0 Discuss and/or Take Action on Draft Position Descriptions for Project Coordinator
- 11.0 Discuss and/or Take Action on Draft Position Descriptions for Project Implementation Coordinator
- 12.0 Discuss and/or Take Action on Holiday Schedule
- 13.0 Discuss and/or Take Action on Election of District Officers
- 14.0 District Manager's Report
- 15.0 Correspondence/Board Report
- 16.0 Adjourn

Happy Holidays

Items may be taken out of order to accommodate special circumstances. Additions to the Agenda in accordance with Section 54954.2 (b)(2) of the Government Code (Brown Act), two-thirds vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after agenda was posted.)

REGULAR BOARD MEETING

December 18, 2002 * 5:30 PM

#3 Horseshoe Lane, Weaverville CA

MINUTES

Board Members Present: Greg Lowden, Colleen O’Sullivan, Rose Owens, Mike Rourke, Patrick Truman

Board Members Absent: None

Associate Board Members Present: None

RCD Staff: Cindy Blanchard, Elena Letton

Other Agency Staff: Jim Spear, NRCS

Guests: None

1.0 Call To Order: 5:30 PM

2.0 Discuss and Approve Agenda

Amend Agenda to include Item 12.5 – Discuss and or/take Action on Attendance at the NACD Annual Meeting

MSC – O’Sullivan/Truman Approve agenda as amended.

3.0 Discuss and Approve Minutes of November 20, 2002

MSC – Truman/Owens Approve minutes of November 20, 2002.

4.0 Financial Report

4.1 Discuss Monthly Financial Statement and Spreadsheet

Board reviewed Financial Statement and Spreadsheet. Discussion on cash flow and pending invoices. Blanchard mentioned that “agency” payments are historically delayed throughout holiday season. Rourke recommended we begin process to draw on the District’s line of credit.

4.2 Discuss and Approve List of Warrants

Board reviewed warrants. Blanchard answered questions from the Board.

MSC – Lowden/Truman approve list of warrants in the amount of \$166,446.13

5.0 Project Manager’s Report

Written report reviewed and discussed.

6.0 NRCS Report

Spear gave an update on the NRCS Farm Bill. NRCS is encouraging Local Work Group meetings to discuss the EQIP program and the implementation process for 2003.

7.0 Weaverville Basin Trail Report

Lowden reported the WBT committee and Lewiston Trails Group will have a joint meeting on January 8th, to plan for the 2003 Trail Day event to be held April 26, 2003.

8.0 Public Comment

None

9.0 Discuss and/or Take Action on District Financial Policies

MSC – O’Sullivan/ Lowden Adopt revised District Financial Policies

10.0 Discuss and/or Take Action on Draft Position Description for Project Coordinator

Draft position description discussed. Rourke requested the description include (under Duties); Maintain daily log of activities including; instructions and change orders.

MSC –O’Sullivan/Lowden Approve District Position Description for Project Coordinator with change reflecting daily log.

11.0 Discuss and/or Take Action on Draft Position Description for Project Implementation Coordinator.

Draft position description discussed. Rourke requested the description include (under Duties); Maintain daily log of activities including; instructions and change orders.

MSC – Truman/Owens Approve District Position Description for Project Implementation Coordinator with change reflecting daily log.

12.0 Discuss and/or Take Action on Holiday Schedule

Discussion on granting 4 hours paid holiday to employees on Christmas Eve.

MSC – Truman/O’Sullivan Approve employees being released from work December 24th, with pay, when NRCS receives call from State Office releasing staff, or at 12:00 p.m., whichever occurs first.

12.5 Discuss and/or Take Action on Attendance at the NACD Annual Meeting

MSC – Owens/O’Sullivan Approve Director Attendance at the NACD Annual Meeting January 2003.

13.0 Discuss and/or Take Action Election of District Officers

MSC – Owens/O’Sullivan Move to accept nominations for District Chairman and Vice-Chairman of the Board of Directors.

Owens nominates Mike Rourke and Greg Lowden for Chairman and Vice-Chairman, respectively.

MSC – O’Sullivan/Lowden Close nominations.

Roll Call Vote:

Lowden: Aye	Truman: Aye
Owens: Aye	O’Sullivan: Aye
Rourke: Aye	

TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

14.0 District Manager's Report

Patrick Frost is in Pennsylvania for family business.

15.0 Correspondence/Board Reports

Truman reported on meeting with Darryl Young, Department of Conservation.
Owens announced she is the new Executive Director of the Roderick Center.

16.0 Adjourn

The meeting was adjourned at 6:50 PM.