

TCRCD Office Conference
Room

5:30PM

20 Horseshoe Lane, Suite 2B
Weaverville, CA

Board of Directors Meeting

Agenda

December 20, 2023

Mike Rourke 5:30 PM

- 1.0 Call to Order
- 2.0 Discuss and Approve Agenda
- 3.0 Discuss and Approve Meeting Minutes
 - 3.1 Discuss and Approve Corrected Minutes for November 16, 2022 Regular Meeting
 - 3.2 Discuss and Approve Corrected Minutes for March 15, 2023 Regular Meeting
 - 3.3 Discuss and Approve Corrected Minutes for April 19, 2023 Regular Meeting
 - 3.4 Discuss and Approve Corrected Minutes for June 21, 2023 Regular Meeting
 - 3.5 Discuss and Approve Minutes for November 15, 2023 Regular Meeting
- 4.0 Financial Report
 - 4.1 Discuss Updated October Monthly Financial Report
 - 4.2 Discuss November Monthly Financial Report
 - 4.3 Discuss/Approve List of Warrants for November 2023
- 5.0 Projects Report
- 6.0 NRCS Report
- 7.0 Trinity Collaborative Report
- 8.0 Report from Forest Health Department (B. Llewellyn)
- 9.0 Discuss/Take Action on the Adoption of the California Environmental Quality Act Exemption for Bureau of Land Management Travis Ranch Hazardous Fuels Reduction under Section 4799.05(d)
- 10.0 Board Reports/Correspondence
- 11.0 District Manager's Report
- 12.0 Closed Session: Government Code § 54957(b): District Manager's Report
- 13.0 Adjourn



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

REVISED MINUTES

REGULAR BOARD MEETING

November 16, 2022 * 5:30 PM

Board Members Present: (In Person), Mike Rourke, Greg Lowden, Kent Collard, Heidi Carpenter-Harris, and Josh Brown

(Zoom/Call-in): None

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, Cynthia Tarwater, and Rebekah Wolfinbarger

Other District Staff: (Attended through Zoom) Amelia Fleitz

Other Agency Staff: (In Person) None

Guests: Mary Ellen Grigsby, John Ritz

1.0 Call to Order: Meeting called to order at 5:30 PM, by Mike Rourke.

2.0 Discuss and Approve Agenda

Sheen requested Resolution 22-16 be added to the agenda as it is time sensitive. The resolution was added as Item 6.0.

MSC –Lowden/Collard to approve the Agenda.

Roll Call Vote: Rourke, Aye; Lowden, Aye; Collard, Aye; Harris, Aye; Brown, Aye
Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for October 19, 2022 Regular Meeting

MSC -Lowden/Brown to approve Minutes from October 19, 2022 Regular Meeting.

Roll Call Vote: Rourke, Aye; Lowden, Aye; Collard, Aye; Harris, Aye; Brown, Aye
Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

4.0 Financial Reports

4.1 Discuss Updated September Monthly Financial Report



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Caldwell stated the financials have been affected by the depreciation of the trucks. She just received two invoices that will put them back in the positive.

4.2 Discuss October Monthly Financial Report

Caldwell said they had a balance of \$174,000 on the Line of Credit. They received an advance and that has now been paid in full.

4.3 Discuss and Approve List of Warrants for October, 2022

Caldwell reminded the board that she will be out of the country for the next meeting so there will be no financials for November. She will have an updated in January.

MSC – Harris/Lowden to approve the List of Warrants for October, 2022 in the amount of \$293,757.02.

Roll Call Vote: Rourke, Aye; Lowden, Aye; Collard, Aye; Harris, Aye; Brown, Aye
Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

5.0 Roads Presentation by Cynthia Tarwater

Cynthia Tarwater Program Manager of the Roads Department gave a detailed presentation that included a PDF packet of maps and provided an overview of the different types of projects she works on.

6.0 Discuss and Take Action on Resolution 22-16 Approving the Application of Grant Funds from the California Department of Conservation's Working Lands and Riparian Corridors Program

Director Collard recused himself from the vote due to a conflict of interest.

MSC -Lowden/Brown to approve Resolution 22-16 for the submittal of a request for grant funds from the California Department of Conservation's Working Lands and Riparian Corridors Program.

Roll Call Vote: Rourke, Aye; Lowden, Aye; Harris, Aye; Brown, Aye
Ayes: 4, Noes: 0, Absent: 0, Abstain: 1

7.0 Projects Report

Director Rourke commented on the pictures provided in the report. He requested more pictures be provided from the different departments. It was suggested a map of the county highlighting the locations of projects would also be helpful.

8.0 NRCS Report



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

No report.

9.0 Trinity Collaborative Report

Sheen reported the next meeting will be this Friday. Eric Knapp from the USFS will be giving a presentation on how to deal with salvage and effective treatments.

10.0 Discuss and Take Action on Resolution 22-15 for the continuing State of Emergency and Adherence to: AB 361 Subsequent Authorization for Remote Teleconference Meetings

Rebekah Wolfinbarger Office Manager and Board Clerk presented information on upcoming changes to the Brown Act Laws with AB 361 and AB 2449.

MSC -Collard/Brown to Approve Resolution 22-15: To continue authorization for remote teleconference meetings.

Roll Call Vote: Rourke, Aye; Lowden, Aye; Collard, Aye; Harris, Aye; Brown, Aye
Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

11.0 Discuss and Take Action on 2023 CSDA Membership Dues

MSC – Brown/Harris to Approve the payment of \$8186 for Regular Membership of the CSDA for the 2023 year.

Roll Call Vote: Rourke, Aye; Aye; Collard, Aye; Lowden, Aye; Brown
Ayes: 4, Noes: 0, Absent: 1, Abstain: 0

12.0 Review and Adoption of Policy 4220 Minutes of Board Meetings

This Item was tabled until further review can take place.

13.0 Review and Adoption of Policy 4235 Types of Board Meetings

This Item was tabled and will be brought back after further review.

14.0 Public Comment

There were no public comments.

14.0 Board Reports and Correspondence



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Director Lowden is helping with Toys for Tots. The collection bins have been placed throughout the town in various stores. Director Brown reported he attended the Science on Tap for the discussion on Grizzly Glacier that melted from Thomson Peak. He said he had climbed that peak and saw the glacier in 2007. Director Harris reported that Senator McGuire was up to visit.

15.0 District Manager's Report

Sheen reported AB 1717 Public Works project was vetoed, but AB 1776 RCD's Prompt Payment Act was passed. It stipulates that Agencies must pay RCDs within 45 days of acceptance of the invoice by the agency, otherwise, there will be a monetary penalty if paid late.

Last year two Conservation Scholarships were awarded. One was paid out but the second was not. The first recipient showed proof of enrollment at the time the scholarship application was submitted. The second was asked to show proof of enrollment to receive the check, but this documentation was not submitted. Sheen wanted to know how to proceed with unclaimed awards. The Directors decided RCD must make contact with the recipient and give him ten days to respond and provide proof of enrollment. If that is done, they will provide the check, if not they will forfeit the scholarship. The Board would like a clause to this effect added to the response letter for future awards.

We are working with the McConnel Foundation on a \$10,000,000 fuels reduction project. The Phase I portion will be to complete CEQA environmental compliance. We are also set to receive Phase II funding. It is an administrative grant only. TCRCD will be doing CEQA then NEPA. It is FEMA money that goes to Cal OES. The work will be done on private lands so they are looking at SPI because they own the most private lands. The area they will work on will be Covington Mill. SPI is onboard, one concern is in the RFP they will have to list herbicides as a potential treatment. RCD follows the County's recommendation of not spraying. The RCD will not implement any treatments for the project but it must be listed as a potential treatment. Director Harris suggested they add the wording in the document stating, "We do not practice the use of herbicides on our projects." Sheen also suggested they declare they support fire as the best post-treatment as it is the cheapest and most effective.

16.0 Closed Session: Government Code § 54957(b): District Manager Report

No closed session.

17.0 Adjourn

Adjourned at 8:53 PM.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Approved and adopted the day of January 18, 2023, I, the undersigned, hereby certify that the Minutes December 14, 2022 was duly adopted by the following vote of the Board of Directors.

(Secretary Signature)



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

November 16, 2022 * 5:30 PM

Board Members Present: (In Person), Mike Rourke, Greg Lowden, Kent Collard, Heidi Carpenter-Harris, and Josh Brown

(Zoom/Call-in): None

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, Cynthia Tarwater, and Rebekah Wolfinbarger

Other District Staff: (Attended through Zoom) Amelia Fleitz

Other Agency Staff: (In Person) None

Guests: Mary Ellen Grigsby, John Ritz

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MSC –Lowden/Collard to approve the Agenda.

Roll Call Vote: Rourke, Aye; Lowden, Aye; Collard, Aye; Harris, Aye; Brown, Aye
Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

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MSC -Lowden/Brown to approve Minutes from October 19, 2022 Regular Meeting.

Roll Call Vote: Rourke, Aye; Lowden, Aye; Collard, Aye; Harris, Aye; Brown, Aye
Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

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4.1 Discuss Updated September Monthly Financial Report



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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Director Collard recused himself from the vote due to a conflict of interest.

MSC -Lowden/Brown to approve Resolution 22-16 for the submittal of a request for grant funds from the California Department of Conservation's Working Lands and Riparian Corridors Program.

Roll Call Vote: Rourke, Aye; Lowden, Aye; Harris, Aye; Brown, Aye
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7.0 Projects Report

Director Rourke commented on the pictures provided in the report. He requested more pictures be provided from the different departments. It was suggested a map of the county highlighting the locations of projects would also be helpful.

8.0 NRCS Report



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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MSC -Collard/Brown to Approve Resolution 22-15: To continue authorization for remote teleconference meetings.

Roll Call Vote: Rourke, Aye; Lowden, Aye; Collard, Aye; Harris, Aye; Brown, Aye
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Roll Call Vote: Rourke, Aye; Aye; Collard, Aye; Lowden, Aye; Brown
Ayes: 4, Noes: 0, Absent: 1, Abstain: 0

12.0 Review and Adoption of Policy 4220 Minutes of Board Meetings

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13.0 Review and Adoption of Policy 4235 Types of Board Meetings

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14.0 Public Comment

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14.0 Board Reports and Correspondence



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Director Lowden is helping with Toys for Tots. The collection bins have been placed throughout the town in various stores. Director Brown reported he attended the Science on Tap for the discussion on Grizzly Glacier that melted from Thomson Peak. He said he had climbed that peak and saw the glacier in 2007. Director Harris reported that Senator McGuire was up to visit.

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Last year two Conservation Scholarships were awarded. One was paid out but the second was not. The first recipient showed proof of enrollment at the time the scholarship application was submitted. The second was asked to show proof of enrollment to receive the check, but this documentation was not submitted. Sheen wanted to know how to proceed with unclaimed awards. The Directors decided RCD must make contact with the recipient and give him ten days to respond and provide proof of enrollment. If that is done, they will provide the check, if not they will forfeit the scholarship. The Board would like a clause to this effect added to the response letter for future awards.

We are working with the McConnel Foundation on a \$10,000,000 fuels reduction project. The Phase I portion will be to complete CEQA environmental compliance. We are also set to receive Phase II funding. It is an administrative grant only. TCRCD will be doing CEQA then NEPA. It is FEMA money that goes to Cal OES. The work will be done on private lands so they are looking at SPI because they own the most private lands. The area they will work on will be Covington Mill. SPI is onboard, one concern is in the RFP they will have to list herbicides as a potential treatment. RCD follows the County's recommendation of not spraying. The RCD will not implement any treatments for the project but it must be listed as a potential treatment. Director Harris suggested they add the wording in the document stating, "We do not practice the use of herbicides on our projects." Sheen also suggested they declare they support fire as the best post-treatment as it is the cheapest and most effective.

16.0 Closed Session: Government Code § 54957(b): District Manager Report

No closed session.

17.0 Adjourn

Adjourned at 8:53 PM.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

March 15, 2023 * 5:30 PM

Board Members Present: (In Person) Mike Rourke, Mary Ellen Grigsby, Josh Brown, and John Ritz

(Zoom/Call-in): Kent Collard

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, and Rebekah Wolfinbarger

Other District Staff: (Attended through Zoom) None

Other Agency Staff: (Attended through Zoom) Jason Linderman

Guests: None

1.0 Call to Order: Meeting called to order at 5:34 PM by Mike Rourke.

2.0 Discuss and Approve Agenda

Add Emergency Item 2.1 Resolution 23-02 AB361: Authorization to continue remote teleconference meetings.

Director Grigsby will recuse herself from Item 10.0 Discuss/Take Action on Fleming property, as one of the comps is her property currently on the market.

MSC –Brown/Ritz to approve the Agenda with the Emergency Amendment.

Roll Call Vote: Rourke, Aye; Grigsby, Aye; Ritz, Aye; Brown, Aye

Ayes: 4, Noes: 0, Absent: 1, Abstain: 0

2.1 Discuss and Take Action on Resolution 23-02 for a State of Emergency and Adherence to: AB 361 Authorization for Remote Teleconference Meetings

Sheen stated the County and Governor declared a State of Emergency due to the severe winter storms. Collard was unable to attend the meeting in person. We are covered under AB 361 with the new state of emergency.

MSC -Grigsby/Brown to Approve Resolution 23-02: To Authorize the use of remote teleconference meetings.

Roll Call Vote: Rourke, Aye; Brown, Aye; Grigsby, Aye; Ritz, Aye



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Ayes: 4, Noes: 0, Absent: 1, Abstain: 0

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for February 15, 2023 Regular Meeting

Director Grigsby found her name to be misspelled in the minutes.

MSC -Grigsby/Collard to approve Minutes from the February 15, 2023 Regular Meeting with the corrections to the spelling of her name.

Roll Call Vote: Rourke, Aye; Brown, Aye; Grigsby, Aye; Ritz, Aye; Collard, Aye
Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

3.2 Discuss and Approve Minutes for March 09, 2023 Special Meeting

Director Grigsby found her name misspelled and asked for a correction.

MSC -Ritz/Brown to approve Minutes from March 09, 2023 Special Meeting with corrections.

Roll Call Vote: Rourke, Aye; Brown, Aye; Grigsby, Aye; Ritz, Aye; Collard, Aye
Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

4.0 Financial Reports

4.1 Discuss Updated January Monthly Financial Report

Caldwell stated it looks like they are going in the wrong direction but \$90,000 is being billed out to Vesta. They just sent out an invoice for \$227,000.

4.2 Discuss February Monthly Financial Report

Caldwell said the \$200,000 from the County for the Covid Relief Funds was included. There is still a lot of invoicing to do.

4.3 Discuss and Approve List of Warrants for February, 2023

MSC –Grigsby/Ritz to approve the list of warrants for February in the amount of \$383,635.21.

Roll Call Vote: Rourke, Aye; Brown, Aye; Grigsby, Aye; Ritz, Aye; Collard, Aye
Ayes: 5, Noes: 0, Absent: 0, Abstain: 0



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

5.0 Projects Report

Director Brown asked if the new Weaver Basin Trail Maps are up online. Sheen responded, yes. The kiosk maps have also been printed, they are just waiting for lamination. They will use heat-resistant metal backing for the kiosk at the Highland art meadow. The bandanas are being printed.

6.0 NRCS Report

Jason Linderman is the acting District Conservationist with the NRCS. They have hired a permanent District Conservationist, Chris Cole from the RCD. He will start in May. The NRCS was selected to receive Joint Chiefs' money from last year's application. They will work on private lands that share a boundary with Federal project lands. They will also receive \$6.3 million from IRA (Inflation Reduction Act) over three years. All contracts must be funded by 2025. They are able to request an additional \$189,000 a year for three years. They currently have \$350,000 in applications.

7.0 Trinity Collaborative Report

Sheen reported they attended a field trip on the 17th. They looked at Browns Phase I and Brown Phase III. They concluded on Oregon Mountain at the BLM Timber Sale. They identified 102 acres. There is not a lot of board footage. They all came to the conclusion they will mark trees to take not leave as all the trees that were left previously are currently marked.

8.0 Discuss and Take Action on the Notice of Intent to Adopt Mitigated Negative Declaration for the Trinity County Wildfire Mitigation/Hazardous Fuels Reduction Project

Vestra did the work. They will now start a 30-day scoping period. Rourke stated he would like to see the areas highlighted that are to be mitigated.

MSC -Grigsby/Brown to Adopt the Mitigated Negative Declaration for the Trinity County Wildfire Mitigation/Hazardous Fuels Reduction Project and agree with Vestra's recommendations to continue on the scoping with a 30-day public comment period.

Roll Call Vote: Rourke, Aye; Brown, Aye; Grigsby, Aye; Ritz, Aye; Collard, Aye
Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

9.0 Discuss and Take Action on the Adoption of the California Environmental Quality Act Exemption for the Trinity County Hazardous Fuels Reduction Project Phase 2, Little Browns Area under Section 15304; Minor Alterations to Land.

The Board would like to see a new procedure in place for CEQA with a standard form to sign like a resolution. The total project acres are 7,000.

MSC -Brown/Ritz to authorize Sheen to sign the NOE for Phase II.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Roll Call Vote: Rourke, Aye; Brown, Aye; Grigsby, Aye; Ritz, Aye; Collard, Aye

Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

10.0 Discuss and Take Action on the Fleming Property

Sheen stated he received legal counsel and direction from the title company. There is no contesting of the will. All the paperwork has been completed and the title has been transferred, TCRCD now owns the property. Sheen recommended selling the property. The Directors agreed.

MSC – Brown/Ritz to authorize the sale of the Fleming property at 278 Steele Bridge Road in Douglas City and to put the money in a special reserves account with Sheen as the Manager.

Roll Call Vote: Rourke, Aye; Brown, Aye; Grigsby, Abstain; Ritz, Aye; Collard, Aye

Ayes: 4, Noes: 0, Absent: 0, Abstain: 1

11.0 Public Comment

There were no public comments.

12.0 Board Reports and Correspondence

Director Rourke said TPUD has been busy and working with WAPA on the power outage issues. Director Collard will be hosting a Trex Training at his property that will be done in Spanish. They will work with the Watershed Center and will host 25-30 people next fall.

13.0 District Manager's Report

Sheen reported Chris Cole will be leaving. They will be flying the position soon and already have one candidate to interview. They have hired a new Conservation Planner, she was previously the DM/ED of Honeywell Lake. They should have a Firesafe Council Coordinator hired by the end of the month. Recruitment has been better, with a higher quality of candidates since the Pay Scale was updated.

Sheen also reported they are entering into a Stewardship Agreement with Forest Service with a 10-year window. As tasks become available they will be able to modify it with the scope of work and amount of money. It would cover all Forest Service area in Trinity County, for both Six Rivers and the Shasta-Trinity.

14.0 Closed Session: Government Code § 54957(b): District Manager Report

MSC -Grisby/Brown to move into Closed Session at 7:58 PM.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Nothing to report.

MSC -Grigsby/Brown to Move out of Closed Session at 8:37 PM.

15.0 Adjourn

Adjourned at 8:38 PM

Approved and adopted the day of April 19, 2023, I, the undersigned, hereby certify that the Minutes March 15, 2023 was duly adopted by the following vote of the Board of Directors.

(Secretary Signature)



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

March 15, 2023 * 5:30 PM

Board Members Present: (In Person) Mike Rourke, Mary Ellen Grigsby, Josh Brown, and John Ritz

(Zoom/Call-in): Kent Collard

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, and Rebekah Wolfinbarger

Other District Staff: (Attended through Zoom) None

Other Agency Staff: (Attended through Zoom) Jason Linderman

Guests: None

1.0 Call to Order: Meeting called to order at 5:34 PM by Mike Rourke.

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Add Emergency Item 2.1 Resolution 23-02 AB361: Authorization to continue remote teleconference meetings.

Director Grigsby will recuse herself from Item 10.0 Discuss/Take Action on Fleming property, as one of the comps is her property currently on the market.

MSC –Brown/Ritz to approve the Agenda with the Emergency Amendment.

Roll Call Vote: Rourke, Aye; Grigsby, Aye; Ritz, Aye; Brown, Aye

Ayes: 4, Noes: 0, Absent: 1, Abstain: 0

2.1 Discuss and Take Action on Resolution 23-02 for a State of Emergency and Adherence to: AB 361 Authorization for Remote Teleconference Meetings

Sheen stated the County and Governor declared a State of Emergency due to the severe winter storms. Collard was unable to attend the meeting in person. We are covered under AB 361 with the new state of emergency.

MSC -Grigsby/Brown to Approve Resolution 23-02: To Authorize the use of remote teleconference meetings.

Roll Call Vote: Rourke, Aye; Brown, Aye; Grigsby, Aye; Ritz, Aye



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Ayes: 4, Noes: 0, Absent: 1, Abstain: 0

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for January 18, 2023 Regular Meeting

Director Grigsby found her name to be misspelled in the minutes.

MSC -Grigsby/Collard to approve Minutes from the February 15, 2023 Regular Meeting with the corrections to the spelling of her name.

Roll Call Vote: Rourke, Aye; Brown, Aye; Grigsby, Aye; Ritz, Aye; Collard, Aye
Ayes: 5, Noes: 0, Absent: 0, Abstain: 0

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TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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10.0 Discuss and Take Action on the Fleming Property

Sheen stated he received legal counsel and direction from the title company. There is no contesting of the will. All the paperwork has been completed and the title has been transferred, TCRCD now owns the property. Sheen recommended selling the property. The Directors agreed.

MSC – Brown/Ritz to authorize the sale of the Fleming property at 278 Steele Bridge Road in Douglas City and to put the money in a special reserves account with Sheen as the Manager.

Roll Call Vote: Rourke, Aye; Brown, Aye; Grigsby, Abstain; Ritz, Aye; Collard, Aye

Ayes: 4, Noes: 0, Absent: 0, Abstain: 1

11.0 Public Comment

There were no public comments.

12.0 Board Reports and Correspondence

Director Rourke said TPUD has been busy and working with WAPA on the power outage issues. Director Collard will be hosting a Trex Training at his property that will be done in Spanish. They will work with the Watershed Center and will host 25-30 people next fall.

13.0 District Manager's Report

Sheen reported Chris Cole will be leaving. They will be flying the position soon and already have one candidate to interview. They have hired a new Conservation Planner, she was previously the DM/ED of Honeywell Lake. They should have a Firesafe Council Coordinator hired by the end of the month. Recruitment has been better, with a higher quality of candidates since the Pay Scale was updated.

Sheen also reported they are entering into a Stewardship Agreement with Forest Service with a 10-year window. As tasks become available they will be able to modify it with the scope of work and amount of money. It would cover all Forest Service area in Trinity County, for both Six Rivers and the Shasta-Trinity.

14.0 Closed Session: Government Code § 54957(b): District Manager Report

MSC -Grisby/Brown to move into Closed Session at 7:58 PM.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Nothing to report.

MSC -Grigsby/Brown to Move out of Closed Session at 8:37 PM.

15.0 Adjourn

Adjourned at 8:38 PM

Approved and adopted the day of April 19, 2023, I, the undersigned, hereby certify that the Minutes March 15, 2023 was duly adopted by the following vote of the Board of Directors.

(Secretary Signature)



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

April 19, 2023 * 5:30 PM

Board Members Present: (In Person) Mike Rourke, Mary Ellen Grigsby, Kent Collard, Josh Brown and John Ritz

(Zoom/Call-in): None

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, Bethany Llewellyn and Rebekah Wolfinbarger

Other District Staff: (Attended through Zoom) Amelia Fleitz

Other Agency Staff: (Attended through Zoom) None

Guests: None

1.0 Call to Order: Meeting called to order at 5:33 PM by Mike Rourke.

2.0 Discuss and Approve Agenda

MSC –Grigsby/Collard to approve the April 19, 2023 Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for March 15, 2023 Regular Meeting

Director Rourke said he was not the one hosting the Trex Training. Item 12.0 will be corrected to reflect that it is Director Collard who will host it.

MSC -Grigsby/Ritz to approve Minutes from the March 15, 2023 Regular Meeting with the corrections to Item 12.0 Board Reports.

4.0 Financial Reports

4.1 Discuss Updated February Monthly Financial Report

Caldwell stated they had an increased revenue of \$43,000. They are still invoicing.

4.2 Discuss March Monthly Financial Report

Caldwell said very little invoicing has been done. There is still a lot to do. Crews are back and working on the CalFire Grant.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

4.3 Discuss and Approve List of Warrants for March, 2023

MSC –Brown/Collard to approve the list of warrants for March in the amount of \$345,331.13.

4.4 Discuss and Approve 3rd Quarter Budget Revision

Sheen reported they are on track for the end of the fiscal year. He reported Joan has been working on the audit. There were a few projects added. The advance from Big French Creek has been paid off. They would like to set up a high-interest savings account for reserves. This would be the first time for a reserve account.

MSC -Ritz/Grigsby to approve the 2023 3rd Quarter Budget Revision in the amount of \$5,466,804.

5.0 Projects Report

Amelia reported Annyssa has done a phenomenal job on the Plant and Seed Exchange. Sheen said they had a new banner to hang over Main Street to advertise each year the Plant & Seed Exchange This Weekend. Grigsby commented it should be great weather.

6.0 NRCS Report

No Report.

7.0 Trinity Collaborative Report

Sheen reported there will be a field trip to Hyampom this month. They will also visit the North Lake, Covington Mill, and the Weaverville Community Forest. They are figuring out how to work better with agency staff and how to better assist the Forest Service. Jones has requested a public presence to show support for the Forest Service and the work they do.

8.0 Discuss and Take Action on accepting staff recommendation of the California Environmental Quality Act Exemption for the Rush Creek Hazardous Fuels Reduction project under Section 15304; Minor Alterations to Land

Sheen introduced Bethany Llewellyn the new Forest Health Program Manager. Llewellyn explained it is a routine NOE and non-ground disturbing project. Most will be NOE's which means small, projects, with minimal effects on the environment.

MSC -Collard/Brown to accept the staff's recommendation on the NOE for the Rush Creek Road Hazardous Fuel Reduction Project.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

9.0 Discuss and Take Action on accepting staff recommendation of the California Environmental Quality Act Exemption for Travis Ranch Fire Recovery and Forest Health Improvement Project under Section 15304; Minor Alterations to Land

Amelia Fleitz explained the Travis Ranch Fire Recovery Forest Health Improvement Project will be like a fee-for-service project. It is a Cal Fire funded grant. Director Rourke asked about the cattle and grazing lands. Fleitz responded that there will be no management in the grazing lands, only in the timber.

MSC -Grigsby/Collard to accept the staff's recommendation on the NOE for the Travis Ranch Fire Recovery and Forest Health Improvement Project.

10.0 Discuss and Take Action on the 2023 Conservation Scholarship

Sheen said from the donations they received there was enough money to award three \$750 scholarships. The majority of the donations came from staff. There were three applicants. They wanted to award all three.

MSC – Brown/Collard to award a \$750 scholarship to Iris Coty, Rowan Price and Shawn Scribner.

11.0 Discuss and Take Action on the Purchase of one new Forest Health Truck

Sheen said the truck is ready. It is similar to the Watershed truck. It is a small, 2023 Ford Ranger with a crew cab and four-wheel drive. It will be for the Forestry Techs.

MSC -Brown/Ritz to approve the purchase in the amount of \$37,477.36 for a Ford Ranger truck for Forest Health.

12.0 Discuss and Take Action on Policy Revision for Policy 3490 Paid Leave

Director Grigsby asked about separate sick leave. Sheen explained there is no separate policy for sick leave as it is included in PTO. Director Grigsby said that needs to be added to the PTO policy.

MSC -Grigsby/Collard to approve the revisions to Policy 3490 Paid Leave with an amendment to include sick leave as a paid leave benefit under PTO.

13.0 Public Comment

There were no public comments.

14.0 Board Reports and Correspondence

No report.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

15.0 District Manager's Report

Sheen reported he is working with Nick Goulett at the Watershed Center. They are drafting an MOU they would use for RCD to be CEQA lead.

He has been working on the Stewardship Agreement with Forest Service. It will not be limited by geographic location. It will be a 10-year agreement with a hard window but will only require a one-page modification to adjust the money and projects.

RCD received several donations of work stations and desks from the TCOE and SMART Center.

16.0 Closed Session: Government Code § 54957(b): District Manager Report

MSC -Brown/Collard to move into Closed Session at 8:01 PM.

Nothing to report.

MSC -Grigsby/Ritz to Move out of Closed Session at 8:17 PM.

17.0 Adjourn

Adjourned at 8:17 PM

Approved and adopted the day of May 17, 2023, I, the undersigned, hereby certify that the Minutes April 19, 2023 was duly adopted by the following vote of the Board of Directors.

(Secretary Signature)



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

April 19, 2023 * 5:30 PM

Board Members Present: (In Person) Mike Rourke, Mary Ellen Grigsby, Kent Collard, Josh Brown and John Ritz

(Zoom/Call-in): None

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, Bethany Llewellyn and Rebekah Wolfenbarger

Other District Staff: (Attended through Zoom) Amelia Fleitz

Other Agency Staff: (Attended through Zoom) None

Guests: None

1.0 Call to Order: Meeting called to order at 5:33 PM by Mike Rourke.

2.0 Discuss and Approve Agenda

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TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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5.0 Projects Report

Amelia reported Annyssa has done a phenomenal job on the Plant and Seed Exchange. Sheen said they had a new banner to hang over Main Street to advertise each year the Plant & Seed Exchange This Weekend. Grigsby commented it should be great weather.

6.0 NRCS Report

No Report.

7.0 Trinity Collaborative Report

Sheen reported there will be a field trip to Hyampom this month. They will also visit the North Lake, Covington Mill, and the Weaverville Community Forest. They are figuring out how to work better with agency staff and how to better assist the Forest Service. Jones has requested a public presence to show support for the Forest Service and the work they do.

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TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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MSC -Grigsby/Collard to approve the revisions to Policy 3490 Paid Leave with an amendment to include sick leave as a paid leave benefit under PTO.

13.0 Public Comment

There were no public comments.

14.0 Board Reports and Correspondence

No report.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

15.0 District Manager's Report

Sheen reported he is working with Nick Goulett at the Watershed Center. They are drafting an MOU they would use for RCD to be CEQA lead.

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RCD received several donations of work stations and desks from the TCOE and SMART Center.

14.0 Closed Session: Government Code § 54957(b): District Manager Report

MSC -Brown/Collard to move into Closed Session at 8:01 PM.

Nothing to report.

MSC -Grigsby/Ritz to Move out of Closed Session at 8:17 PM.

15.0 Adjourn

Adjourned at 8:17 PM

Approved and adopted the day of May 17, 2023, I, the undersigned, hereby certify that the Minutes April 19, 2023 was duly adopted by the following vote of the Board of Directors.

(Secretary Signature)



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

June 21, 2023 * 5:30 PM

Board Members Present: (In Person) Mike Rourke, Mary Ellen Grigsby, Kent Collard, Josh Brown and John Ritz

(Zoom/Call-in): None

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, and Rebekah Wolfinbarger

Other District Staff: (Attended through Zoom) None

Other Agency Staff: (Attended through Zoom) None

Guests: Chris Cole

1.0 Call to Order: Meeting called to order at 5:32 PM by Mike Rourke.

2.0 Discuss and Approve Agenda

MSC –Ritz/Grigsby to approve the June 21, 2023 Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for May 17, 2023 Regular Meeting

MSC -Grigsby/Collard to approve Minutes from the May 17, 2023 Regular Meeting.

4.0 Financial Reports

4.1 Discuss Updated April Monthly Financial Report

Caldwell noted April showed a huge improvement, but is still showing a negative for this month.

4.2 Discuss May Monthly Financial Report

Caldwell said May invoicing is looking good. It is only showing a negative of \$24,000. Tarwater is back to work so our overhead is larger, as the projects are larger. May is showing a positive for the end of the FY. We are hoping to have a surplus. We don't want to put it in the bank; we can open an online savings account with a higher interest rate. Sheen noted that the first year will not have deficit spending. Caldwell pointed out that we still have five loans for trucks to



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

pay off. We can pay them off and save on the interest. Last was 6.9% interest on a loan for the truck. Can look at facility purchase. We should be even when the month is complete. There were a lot of 8000000 expenses that are non-billable.

4.3 Discuss and Approve List of Warrants for May, 2023

MSC –Grigsby/Collard to approve the list of warrants for May in the amount of \$278,825.12.

5.0 Projects Report

Grigsby inquired about the America the Beautiful grant status. Caldwell and Sheen believe we are still waiting. Brown mentioned that he had heard great things about the chipping program. Sheen mentioned that this chipping program was the biggest round we have yet done; he was glad everyone was happy. Grigsby asked if more chipping would be done in the fall; Sheen was not sure due to funding. Rourke asked about the chipper naming contest. Sheen said the contest closes July 14. Grigsby said she went by the Farmers' Market and "go bags" are still being handed out and kids were being signed up for WSDC.

6.0 NRCS Report

Cole discussed deadlines for implementations. He is working with Llewellyn to set up and strengthen projects. Also, he has reached out to Fleitz about applying for a new round of NACD funding. This pays for Tye, Johnson, and Meyer. This will be a competitive application.

7.0 Trinity Collaborative Report

Sheen reported that field tours are coming up. There will be a Big Ranch tour to look at the various treatments for different areas. There should not be any surprises. Rec and TCCG meetings are in July. Third-party NEPA is going well. The WRTC has a learning curve on how to process and interact with USFS Staff. They want to increase field tours.

8.0 Discuss and Take Action on accepting staff recommendation of the California Environmental Quality Act Exemption for the Southern Trinity Resilience 2023 project under Section 15304; Minor Alterations to Land

We had a similar project awarded in 2020 but when the August Complex happened, we had to divert to a different project area. This will be significant for Mad River. It will be two full months for two crews, for any private property served with electricity within 1000 feet. We normally identify a larger area than what we will treat as we don't know exactly where we will be implementing. The area is 2300 acres but this will only be to treat a small portion, 30 acres. There is a big expense for lodging and per diem for the crews. Doing NEPA allows us to strategize funding



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

and area flexibility to mix with other projects. We do not have any other work in the area currently.

MSC -Grigsby/Ritz to adopt recommendations for the PG&E project.

9.0 Public Comment

None.

10.0 Board Reports

Grigsby announced that she had attended the Northwest California RC&D Council meeting. Mark Lancaster announced he is not retiring at the end of the year; he is still looking for a replacement. There are two different councils: Shasta-Trinity and Humboldt. They have 'ologists but no money. Mendocino, Lake, Napa, Sonoma have money but no 'ologists. They are looking to combine councils and optimize resources. Their next meeting is in Crescent City on August 16th (the same night as ours). Brown reported that he will not be here for the July board meeting.

11.0 District Manager's Report

We will be having July and August staff evaluations. We need a special meeting for the DM. This needs to be done by August 15. Last year's evaluation, this year's, and the survey will be provided to the Board the Friday before with the agenda. 24 hours before Tuesday, July 8, need a budget. Sheen said we need to change the policy for the budget to be due in August, so that everything will be entered and correct with invoicing wrapped for the previous year. Some projects carry over; we would need to make adjustments to the numbers presented. July would be way off as invoicing for June cannot be estimated. Grigsby asked for a list of projects in July. That could be the Chart of Accounts, dated July 1.

Rourke asked about the Auditor's opinion of delaying for two months. Caldwell said this has not been an issue. They get a copy of all minutes and budget.

DOC funding fell through for capacity building and Strategic Plan update. A draft is forthcoming; we will get public and partner input. We will gather information and a final draft will be available in November.

Regarding the Steel Bridge house, \$5000 has been spent on its water issues. Water is now running at 1 gal/minute, but it needs to be 3 gal/minute in order to qualify for FHA loans. A person in Santa Cruz is interested, but the water situation has caused a holdup. The Broker recommends getting a quote for two 1500-gallon storage tanks.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Regarding Covid relief funding, the County has appropriated \$3.8 million so far. There is still another million left of the Tribal Resilience Funding and there may be another chunk of similar funding coming. We will try again for additional funding.

The audit for 2021 – 2022 FY primary is completed. The single audit is in process. We can go ahead with our NICRA application at the end of June or the beginning of July. We want to have a number before July invoicing. We will start the next audit this fall.

The Fourth of July parade this year will feature a truck and chipper.

At the YFR, the Moon Lee Ditch piping project has been moving forward. The pipe will run from the pump house by the upper tanks and down along northern cemetery fence line for the YFR. Everyone is happy. We will not have to pay \$20K. EQUIP will reimburse up to \$12,000.

15.0 Adjourn

Adjourned at 7:22 PM

Approved and adopted this ____ day of _____, 2023. I, the undersigned, hereby certify that the Minutes of June 21, 2023 were duly adopted by the following vote of the Board of Directors.

(Secretary Signature)



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

June 21, 2023 * 5:30 PM

Board Members Present: (In Person) Mike Rourke, Mary Ellen Grigsby, Kent Collard, Josh Brown and John Ritz

(Zoom/Call-in): None

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, and Rebekah Wolfinbarger

Other District Staff: (Attended through Zoom) None

Other Agency Staff: (Attended through Zoom) None

Guests: Chris Cole

1.0 Call to Order: Meeting called to order at 5:32 PM by Mike Rourke.

2.0 Discuss and Approve Agenda

MSC –Ritz/Grigsby to approve the June 21, 2023 Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for May 17, 2023 Regular Meeting

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TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

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15.0 Adjourn

Adjourned at 7:22 PM

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(Secretary Signature)



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES**REGULAR BOARD MEETING**

November 15, 2023 * 5:30 PM

Board Members Present: (In Person) Mike Rourke, Mary Ellen Grigsby, Josh Brown, John Ritz, and Kent Collard

(Zoom/Call-in): None

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, Marla Walters, and Cynthia Tarwater

Other District Staff: (Attended through Zoom) None

Other Agency Staff: (Attended through Zoom) None

Guests: None

1.0 Call to Order: Meeting called to order at 5:31 PM by Mike Rourke.

2.0 Discuss and Approve Agenda

MSC – Brown/Collard to approve the November 15, 2023 Agenda. The motion passed unanimously.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for October 18, 2023 Regular Meeting

MSC – Grigsby/Ritz to approve Minutes from the October 18, 2023 Regular Meeting. The motion passed unanimously.

4.0 Financial Reports

4.1 Discuss Updated September Monthly Financial Report

Caldwell noted that although the profit was \$158,105.91 (see p. 2), that included the \$298,000 for the Steel Bridge House.

4.2 Discuss October Monthly Financial Report

Caldwell reported that the second CAL FIRE advance had been received. She proposed paying off three of the remaining truck loans. Invoicing continues to be active at this time.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

4.3 Discuss and Approve List of Warrants for October 2023

The List of Warrants was reviewed. Grigsby inquired about whether we utilize the County pumps for gas (yes). Caldwell noted that the County is often tardy in sending out their invoices to us.

MSC – Grigsby/Brown to approve the October warrants in the amount of \$453,075.40. The motion passed unanimously.

4.4 Discuss/Approve Proposed 1st Quarter Budget Revision FY 2024.

K. Sheen noted that updated budgets were distributed for this meeting. Changes were made to projects 515 and 486. NACD recently advised the funding is coming for NRCS Technical Assistance Project.

MSC – Collard/Ritz to approve the proposed 1st Quarter Budget Revision FY 2024. The motion passed unanimously.

5.0 Projects Report

The Projects Report was reviewed and discussed.

6.0 NRCS Report

No report.

7.0 Trinity Collaborative Report

Sheen reported that the following issues are being discussed and elevated by the Collaborative:

- Minersville boat ramp
- Trails
- Wildfire cameras

8.0 Report from Cynthia Tarwater, Roads and Recreation Manager

C. Tarwater presented on her work on area roads. She presented impactful “before and after” slides. The Board complimented Ms. Tarwater on her work.

9.0 Discuss/Take Action on Updated District Reserves Policy



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Changes to the policy were discussed; most amounts were made five times larger to account for the actual expected needs. Discussion also ensued regarding the various banking options and prioritization of funds for the “Designated Project/Special Use Reserve, 2150.2.

MSC: Ritz/Collard to approve the updated District Reserves Policy. The motion passed unanimously.

10.0 Discuss/Take Action on California Special Districts Association 2024 Membership Dues

MSC: Grigsby/Ritz to pay up to \$9,000 for dues. The motion passed unanimously.

11.0 Discuss/Take Action on Strategic Plan

K. Sheen reported that no further comments were received from the public or partners. J. Ritz suggested adding some descriptions to the Table of Contents/Goals.

MSC: Grigsby/Brown to approve Strategic Plan, with changes suggested. The motion passed unanimously.

12.0 Board Reports/Correspondence

M. Grigsby reported that the SOT “Condor” presentation was well-attended.

13.0 District Manager’s Report

K. Sheen reported on end of crew season, staff Christmas party, truck loan payoffs, and our current bank balance. Our next Board meeting will be on December 20.

14.0 Closed Session: Government Code § 54957(b): District Manager Report

The Board moved into Closed Session at 7:37 p.m.

A Special Board Meeting will take place on December 4 at 1:00 p.m.

MSC – Brown/Ritz to move out of Closed Session at 8:20 p.m.

15.0 Adjourn

Adjourned at 8:20 p.m.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Approved and adopted this ____ day of _____, 2023. I, the undersigned, hereby certify that the Minutes of November 15, 2023 were duly adopted by the following vote of the Board of Directors.

(Secretary Signature)

Trinity County Resource Conservation District
Statement of Revenues and Expenditures - Income Statement - Board Meeting
From 10/1/2023 Through 10/31/2023

		Initial Report	Updated Report	Updated Year Actual
Revenues				
Grant & contract revenue	4000	168,371.01	513,723.55	2,133,612.81
Fee for service revenue	4100	0.00	25,000.00	31,766.47
Contributions revenue	4200	10.00	10.00	157.05
Dues revenue	4300	74.00	74.00	234.00
Registration revenue	4350	0.00	0.00	250.00
Rental income - facilities	4400	1,093.50	1,093.50	6,156.98
Sales revenue - taxable	4500	383.00	2,212.00	2,370.77
Other revenue	4800	333.68	333.68	299,024.27
Vehicle & equipment use fee revenue	4900	<u>16,454.57</u>	<u>16,454.57</u>	<u>63,651.77</u>
Total Revenues		<u>186,719.76</u>	<u>558,901.30</u>	<u>2,537,224.12</u>
Salaries & benefits				
Salaries				
Salaries & wages	5000	186,336.59	186,336.59	736,555.56
Wage reimbursement	5010	(2,054.38)	(2,054.38)	(5,080.34)
Pay in lieu of health insurance	5020	2,876.67	2,876.67	10,616.85
Wireless phone stipend	5030	<u>975.00</u>	<u>975.00</u>	<u>4,425.00</u>
Total Salaries		188,133.88	188,133.88	746,517.07
Benefits				
Payroll tax expense	5100	15,779.04	15,779.04	63,987.79
Paid time off expense	5200	15,769.87	15,769.87	64,509.61
Deferred compensation expense	5300	1,650.00	1,650.00	6,650.00
Health insurance expense	5400	28,321.98	28,321.98	107,631.46
Air medical expense	5450	0.00	0.00	1,200.00
Dental insurance expense	5500	1,599.00	1,599.00	6,395.99
Vision insurance expense	5550	297.18	297.18	1,188.72
Workers' compensation expense	5600	<u>8,501.18</u>	<u>8,501.18</u>	<u>32,757.64</u>
Total Benefits		<u>71,918.25</u>	<u>71,918.25</u>	<u>284,321.21</u>
Total Salaries & benefits		<u>260,052.13</u>	<u>260,052.13</u>	<u>1,030,838.28</u>
Travel expenses				
Conferences/training/professional development	5800	904.00	904.00	3,804.00
Meals expense	5820	208.00	208.00	771.63
Meeting expense	5840	0.00	0.00	13.81
Mileage expense	5860	9,995.42	9,995.42	32,067.98
Travel expense	5880	<u>2,363.77</u>	<u>2,363.77</u>	<u>17,077.33</u>
Total Travel expenses		<u>13,471.19</u>	<u>13,471.19</u>	<u>53,734.75</u>
Contract expenses				
Contract services - field	7150	210,709.60	212,273.77	678,887.77
Contract services - professional	7180	<u>3,300.87</u>	<u>3,300.87</u>	<u>57,031.76</u>
Total Contract expenses		<u>214,010.47</u>	<u>215,574.64</u>	<u>735,919.53</u>
Operating expenses				
Accounting & auditing fees	7000	0.00	0.00	23,566.00
Advertising	7030	152.00	870.06	2,459.30
Bank fees/services charges	7060	541.50	541.50	740.67
Board expense	7090	28.24	28.24	136.76
Computer expense	7120	160.23	160.23	4,010.33
Computer software/licensing	7130	224.10	224.10	1,051.06
Dues/subscriptions/publications	7240	520.95	9,120.95	9,320.75

Trinity County Resource Conservation District
Statement of Revenues and Expenditures - Income Statement - Board Meeting
From 10/1/2023 Through 10/31/2023

Equipment rent or usage expense	7270	10,835.00	10,835.00	89,862.62
Field equipment expense	7300	0.00	502.92	9,564.25
Field materials expense	7310	8,112.06	8,112.06	80,243.63
Field small tool expense	7320	49.38	49.38	97.62
Finance charges	7330	2.77	2.77	15.79
Insurance - liability, property, D&O	7390	0.00	0.00	66,910.33
Interest expense	7420	466.16	466.16	2,343.68
Internet service expense	7430	502.43	502.43	1,239.68
Janitorial expense	7450	900.00	940.58	3,893.20
Office supplies	7540	526.39	663.25	3,239.71
Other outside services	7570	127.00	127.00	830.80
Postage & shipping	7630	66.00	66.00	216.29
Printing & publishing	7660	2,672.32	2,672.32	5,342.95
Public education	7690	105.97	105.97	209.40
Rent expense	7720	3,475.00	3,475.00	13,400.00
Repairs & maintenance	7750	313.96	313.96	1,291.26
Telephone expense	7780	517.17	517.17	2,413.65
Utilities	7870	1,085.35	1,483.35	5,621.98
Vehicle fuel	7900	330.53	5,593.91	20,919.91
Vehicle maintenance & fees	7930	329.87	329.87	5,290.56
Vehicle rent or usage expense	7940	<u>2,970.00</u>	<u>2,970.00</u>	<u>14,785.00</u>
Total Operating expenses		<u>35,014.38</u>	<u>50,674.18</u>	<u>369,017.18</u>
Total direct expenditures		<u>522,548.17</u>	<u>539,772.14</u>	<u>2,189,495.93</u>
Total expenditures		<u>522,548.17</u>	<u>539,772.14</u>	<u>2,189,495.93</u>
Net income		<u>(335,828.41)</u>	<u>19,129.16</u>	<u>347,714.38</u>

Trinity County Resource Conservation District
Balance Sheet - Unposted Transactions Included In Report
As of 10/31/2023

		<u>Initial Period Balance</u>	<u>Updated Period Balance</u>
Assets			
Current Assets			
Cash & Cash Equivalents			
CIB - Tri #369124284 Main acct	1010	668,299.49	641,601.75
Petty cash	1050	<u>250.00</u>	<u>250.00</u>
Total Cash & Cash Equivalents		668,549.49	641,851.75
Accounts Receivable			
Accounts Receivable	1425	706,485.70	863,183.20
Employee receivable	1455	<u>(525.00)</u>	<u>(525.00)</u>
Total Accounts Receivable		<u>705,960.70</u>	<u>862,658.20</u>
Total Current Assets		1,374,510.19	1,504,509.95
Long-term Assets			
Property & Equipment			
Furniture & equipment	1900	198,665.28	198,665.28
Vehicles	1910	453,074.93	453,074.93
Accumulated depreciation	1990	<u>(358,338.89)</u>	<u>(449,299.19)</u>
Total Property & Equipment		<u>293,401.32</u>	<u>202,441.02</u>
Total Long-term Assets		<u>293,401.32</u>	<u>202,441.02</u>
Total Assets		<u>1,667,911.51</u>	<u>1,706,950.97</u>
Liabilities			
Short-term Liabilities			
Accounts Payable			
Accounts payable	2000	454,880.63	449,579.55
Accrued allowance for audit	2100	39,826.00	39,826.00
Accrued payroll	2150	83,100.74	83,100.74
Federal W/H payable	2200	9,473.67	9,473.67
Social security payable	2210	13,293.12	13,293.12
Medicare payable	2220	3,108.96	3,108.96
State W/H payable	2230	3,596.78	3,596.78
SDI W/H payable	2240	964.79	964.79
State unemployment payable	2250	202.44	202.44
Deferred compensation deductions	2300	3,275.00	3,275.00
Health insurance premiums deductions	2310	105.95	<u>(33.28)</u>
Dental insurance premiums deductions	2320	<u>(40.64)</u>	0.35
Vision insurance premiums deductions	2325	0.39	0.39
Garnishments/levies deductions	2340	473.90	473.70
TCRCD scholarship fund P/R deduction	2350	748.64	748.64
Friends of TCRCD P/R deduction	2351	1,483.37	1,483.37
Young Family Ranch P/R deduction	2352	628.76	628.76
Accrued paid time off payable	2400	60,219.51	60,219.51
Accrued deferred compensation match	2450	1,700.00	1,700.00
Accrued health insurance payable	2460	544.27	683.50
Accrued air medical payable	2465	75.00	75.00
Accrued dental insurance payable	2470	25.45	25.45
Accrued vision insurance payable	2475	<u>(3.81)</u>	<u>(44.80)</u>
Accrued workers' comp premiums payable	2480	<u>(49,072.28)</u>	<u>(49,072.28)</u>

Trinity County Resource Conservation District
Balance Sheet - Unposted Transactions Included In Report
As of 10/31/2023

Sales tax payable	2500	39.26	171.86
CA Vendors Tax	2505	<u>20.00</u>	<u>20.00</u>
Total Accounts Payable		628,669.90	623,501.22
Deferred Revenue			
Deferred revenue - refundable advances	2700	<u>418,708.81</u>	<u>115,564.07</u>
Total Deferred Revenue		<u>418,708.81</u>	<u>115,564.07</u>
Total Short-term Liabilities		1,047,378.71	739,065.29
Long-term Liabilities			
Notes Payable			
EBT Funds-Farmers Market	2060	35.55	220.55
Note - Ford Credit 8746	2611	35,722.73	35,722.73
Note - Ford Credit 7811	2612	25,613.22	25,613.22
Note - Ally Auto 6167	2620	1,303.50	1,303.50
Note - Ally Auto 4916	2621	8,930.33	8,930.33
Note - Ally Auto 0890	2622	<u>12,070.96</u>	<u>12,070.96</u>
Total Notes Payable		<u>83,676.29</u>	<u>83,861.29</u>
Total Long-term Liabilities		<u>83,676.29</u>	<u>83,861.29</u>
Total Liabilities		<u>1,131,055.00</u>	<u>822,926.58</u>
Net Assets			
Beginning net assets			
Net assets - temporarily restricted	3000	(316,219.28)	(299,376.41)
Net assets - unrestricted	3100	635,401.11	633,231.59
Investments in capital assets	3200	<u>293,401.32</u>	<u>202,441.02</u>
Total Beginning net assets		612,583.15	536,296.20
Current YTD net income		(75,726.64)	<u>347,728.19</u>
Total Current YTD net income		(75,726.64)	<u>347,728.19</u>
Total Net Assets		<u>536,856.51</u>	<u>884,024.39</u>
Total Liabilities and Net Assets		<u>1,667,911.51</u>	<u>1,706,950.97</u>

Trinity County Resource Conservation District
Statement of Revenues and Expenditures - Income Statement - Board Meeting
From 11/1/2023 Through 11/30/2023

		<u>Initial Report</u>	<u>Initial Year Actual</u>
Revenues			
Grant & contract revenue	4000	199,869.17	2,333,481.98
Fee for service revenue	4100	5,000.00	36,766.47
Contributions revenue	4200	40.00	197.05
Dues revenue	4300	0.00	234.00
Registration revenue	4350	0.00	250.00
Rental income - facilities	4400	300.00	6,456.98
Rental income - equipment	4450	60.00	60.00
Sales revenue - taxable	4500	0.00	2,370.77
Other revenue	4800	0.00	299,024.27
Vehicle & equipment use fee revenue	4900	<u>8,205.46</u>	<u>71,857.23</u>
Total Revenues		<u>213,474.63</u>	<u>2,750,698.75</u>
Salaries & benefits			
Salaries			
Salaries & wages	5000	173,178.65	909,734.21
Wage reimbursement	5010	0.00	(5,080.34)
Pay in lieu of health insurance	5020	2,824.96	13,441.81
Wireless phone stipend	5030	<u>1,000.00</u>	<u>5,425.00</u>
Total Salaries		177,003.61	923,520.68
Benefits			
Payroll tax expense	5100	14,829.57	78,817.36
Paid time off expense	5200	15,509.86	80,019.47
Deferred compensation expense	5300	1,800.00	8,450.00
Health insurance expense	5400	26,193.90	133,825.36
Air medical expense	5450	0.00	1,200.00
Dental insurance expense	5500	1,615.42	8,011.41
Vision insurance expense	5550	350.02	1,538.74
Workers' compensation expense	5600	<u>7,542.77</u>	<u>40,300.41</u>
Total Benefits		<u>67,841.54</u>	<u>352,162.75</u>
Total Salaries & benefits		<u>244,845.15</u>	<u>1,275,683.43</u>
Travel expenses			
Conferences/training/professional development	5800	0.00	3,804.00
Meals expense	5820	0.00	771.63
Mileage expense	5860	5,019.58	37,087.56
Travel expense	5880	<u>592.52</u>	<u>17,669.85</u>
Total Travel expenses		<u>5,612.10</u>	<u>59,333.04</u>
Contract expenses			
Contract services - field	7150	9,650.00	688,537.77
Contract services - professional	7180	<u>0.00</u>	<u>57,031.76</u>
Total Contract expenses		<u>9,650.00</u>	<u>745,569.53</u>
Operating expenses			
Accounting & auditing fees	7000	0.00	23,566.00
Advertising	7030	227.51	2,686.81
Bank fees/services charges	7060	111.50	852.17

Trinity County Resource Conservation District
Statement of Revenues and Expenditures - Income Statement - Board Meeting
From 11/1/2023 Through 11/30/2023

Board expense	7090	24.71	161.47
Computer expense	7120	574.42	4,584.75
Computer software/licensing	7130	224.10	1,275.16
Dues/subscriptions/publications	7240	100.95	9,421.70
Equipment rent or usage expense	7270	350.00	90,212.62
Field equipment expense	7300	0.00	9,564.25
Field materials expense	7310	4,027.47	84,271.10
Field small tool expense	7320	0.00	97.62
Finance charges	7330	2.70	18.49
Insurance - liability, property, D&O	7390	(1,030.93)	65,879.40
Interest expense	7420	484.42	2,828.10
Internet service expense	7430	180.39	1,420.07
Janitorial expense	7450	52.71	3,945.91
Office supplies	7540	157.34	3,397.05
Other outside services	7570	107.25	938.05
Postage & shipping	7630	0.00	216.29
Printing & publishing	7660	0.00	5,342.95
Public education	7690	0.00	209.40
Rent expense	7720	2,800.00	16,200.00
Repairs & maintenance	7750	6.65	1,297.91
Telephone expense	7780	517.17	2,930.82
Utilities	7870	1,142.67	6,764.65
Vehicle fuel	7900	0.00	20,919.91
Vehicle maintenance & fees	7930	1,364.75	6,655.31
Vehicle rent or usage expense	7940	<u>3,630.00</u>	<u>18,415.00</u>
Total Operating expenses		<u>15,055.78</u>	<u>384,072.96</u>
Total direct expenditures		<u>275,163.03</u>	<u>2,464,658.96</u>
Total expenditures		<u>275,163.03</u>	<u>2,464,658.96</u>
Net income		<u>(61,688.40)</u>	<u>286,039.79</u>

Trinity County Resource Conservation District
Balance Sheet - Unposted Transactions Included In Report
As of 11/30/2023

		<u>Initial Period Balance</u>
Assets		
Current Assets		
Cash & Cash Equivalents		
CIB - Tri #369124284 Main acct	1010	763,352.90
CIB - Tri #361037698 Money market	1012	297,545.03
Petty cash	1050	<u>250.00</u>
Total Cash & Cash Equivalents		1,061,147.93
Accounts Receivable		
Accounts Receivable	1425	615,394.17
Employee receivable	1455	(525.00)
Total Accounts Receivable		<u>614,869.17</u>
Total Current Assets		1,676,017.10
Long-term Assets		
Property & Equipment		
Furniture & equipment	1900	198,665.28
Vehicles	1910	453,074.93
Accumulated depreciation	1990	(449,299.19)
Total Property & Equipment		<u>202,441.02</u>
Total Long-term Assets		<u>202,441.02</u>
Total Assets		<u>1,878,458.12</u>
Liabilities		
Short-term Liabilities		
Accounts Payable		
Accounts payable	2000	22,060.90
Accrued allowance for audit	2100	39,826.00
Accrued payroll	2150	72,808.75
Federal W/H payable	2200	7,647.96
Social security payable	2210	11,501.60
Medicare payable	2220	2,689.88
State W/H payable	2230	2,790.35
SDI W/H payable	2240	834.76
State unemployment payable	2250	129.71
Deferred compensation deductions	2300	3,325.00
Health insurance premiums deductions	2310	(33.28)
Dental insurance premiums deductions	2320	0.36
Vision insurance premiums deductions	2325	0.39
Garnishments/levies deductions	2340	266.05
TCRCD scholarship fund P/R deduction	2350	818.64
Friends of TCRCD P/R deduction	2351	1,493.37
Young Family Ranch P/R deduction	2352	638.76
Accrued paid time off payable	2400	60,820.75
Accrued deferred compensation match	2450	1,750.00
Accrued health insurance payable	2460	683.66
Accrued air medical payable	2465	75.00
Accrued dental insurance payable	2470	25.45
Accrued vision insurance payable	2475	(44.43)

Trinity County Resource Conservation District
Balance Sheet - Unposted Transactions Included In Report
As of 11/30/2023

Accrued workers' comp premiums payable	2480	(41,529.51)
Sales tax payable	2500	171.86
CA Vendors Tax	2505	<u>20.00</u>
Total Accounts Payable		188,771.98
Deferred Revenue		
Deferred revenue - refundable advances	2700	<u>806,936.26</u>
Total Deferred Revenue		<u>806,936.26</u>
Total Short-term Liabilities		995,708.24
Long-term Liabilities		
Notes Payable		
EBT Funds-Farmers Market	2060	220.55
Note - Ford Credit 8746	2611	35,044.40
Note - Ford Credit 7811	2612	<u>25,148.94</u>
Total Notes Payable		<u>60,413.89</u>
Total Long-term Liabilities		<u>60,413.89</u>
Total Liabilities		<u>1,056,122.13</u>
Net Assets		
Beginning net assets		
Net assets - temporarily restricted	3000	(299,376.41)
Net assets - unrestricted	3100	633,231.59
Investments in capital assets	3200	<u>202,441.02</u>
Total Beginning net assets		536,296.20
Current YTD net income		
		<u>286,039.79</u>
Total Current YTD net income		<u>286,039.79</u>
Total Net Assets		<u>822,335.99</u>
Total Liabilities and Net Assets		<u>1,878,458.12</u>

Trinity County Resource Conservation District
 Check/Voucher Register - Check Register for Board of Directors
 From 11/1/2023 Through 11/30/2023

Check No.	Date	Vendor Name	Check Amount	Transaction Description
2474	11/6/2023	Ann M. Barbeau	2,432.44	Employee: 107; Pay Date: 11/5/2023
2475	11/6/2023	Joan Elizabeth Caldwell	3,413.90	Employee: 094; Pay Date: 11/5/2023
2476	11/6/2023	Shay A. Callahan	992.87	Employee: 153; Pay Date: 11/5/2023
2477	11/6/2023	Cristian Daniel Campbell	1,402.16	Employee: 147; Pay Date: 11/5/2023
2478	11/6/2023	Jesse Jay Capps	1,564.07	Employee: 146; Pay Date: 11/5/2023
2479	11/6/2023	Garett F. Chapman	1,990.28	Employee: 078; Pay Date: 11/5/2023
2480	11/6/2023	Carina Louise deJong	1,761.90	Employee: 139; Pay Date: 11/5/2023
2481	11/6/2023	Michael J. Dunlap	2,228.04	Employee: 009; Pay Date: 11/5/2023
2482	11/6/2023	Jeffrey M. Eads	2,101.98	Employee: 080; Pay Date: 11/5/2023
2483	11/6/2023	Jesse Roy Ferguson	173.75	Employee: 151; Pay Date: 11/5/2023
2484	11/6/2023	Skylar Ann Fisher	2,189.70	Employee: 140; Pay Date: 11/5/2023
2485	11/6/2023	Erik M. Flickwir	2,095.20	Employee: 008; Pay Date: 11/5/2023
2486	11/6/2023	Jeffery Francis Heinig	1,497.06	Employee: 131; Pay Date: 11/5/2023
2487	11/6/2023	Daphne Maurine Hobbs	2,015.11	Employee: 144; Pay Date: 11/5/2023
2488	11/6/2023	Katherine J. Howard	2,564.82	Employee: 070; Pay Date: 11/5/2023
2489	11/6/2023	Annyssa Marie Interrante	2,133.38	Employee: 133; Pay Date: 11/5/2023
2490	11/6/2023	Larry Cortez Jimenez Jr	1,762.41	Employee: 129; Pay Date: 11/5/2023
2491	11/6/2023	Jacob W. Johnson	1,692.48	Employee: 137; Pay Date: 11/5/2023
2492	11/6/2023	David W. Johnson	2,456.57	Employee: 059; Pay Date: 11/5/2023
2493	11/6/2023	Joshua D. Lee	1,752.19	Employee: 136; Pay Date: 11/5/2023
2494	11/6/2023	Bethany R. Llewellyn	2,459.38	Employee: 132; Pay Date: 11/5/2023
2495	11/6/2023	John W. McGlynn	1,855.96	Employee: 004; Pay Date: 11/5/2023
2496	11/6/2023	Jeff J. McGrew	2,322.17	Employee: 024; Pay Date: 11/5/2023
2497	11/6/2023	Duncan Lloyd McIntosh	2,003.91	Employee: 134; Pay Date: 11/5/2023
2498	11/6/2023	Tyler Donald McKinley	1,813.93	Employee: 142; Pay Date: 11/5/2023
2499	11/6/2023	Kayla Kirsten Meyer	2,223.97	Employee: 141; Pay Date: 11/5/2023
2500	11/6/2023	Joseph Michael Moore	1,756.46	Employee: 121; Pay Date: 11/5/2023
2501	11/6/2023	Thomas M. Paulson IV	1,806.17	Employee: 145; Pay Date: 11/5/2023
2502	11/6/2023	Maryann K. Perdue	2,031.73	Employee: 100; Pay Date: 11/5/2023
2503	11/6/2023	Miles S. Raymond	1,999.61	Employee: 152; Pay Date: 11/5/2023
2504	11/6/2023	Arvel Jett Reeves	2,161.39	Employee: 118; Pay Date: 11/5/2023
2505	11/6/2023	Adriana Celia Rodriguez	2,121.75	Employee: 150; Pay Date: 11/5/2023
2506	11/6/2023	Joshua A. Scott	1,995.92	Employee: 104; Pay Date: 11/5/2023
2507	11/6/2023	Kelly D. Sheen	4,135.67	Employee: 005; Pay Date: 11/5/2023
2508	11/6/2023	Cynthia L. Tarwater	1,458.31	Employee: 002; Pay Date: 11/5/2023
2509	11/6/2023	Jessica Elizabeth Tye	1,918.97	Employee: 135; Pay Date: 11/5/2023
2510	11/6/2023	Marla D. Walters	2,604.53	Employee: 108; Pay Date: 11/5/2023
2511	11/6/2023	Jeremiah D. Weiss	1,543.48	Employee: 123; Pay Date: 11/5/2023
2512	11/6/2023	Daniel C. Wells	2,063.74	Employee: 081; Pay Date: 11/5/2023
2513	11/6/2023	Denise W. Wesley	2,573.72	Employee: 096; Pay Date: 11/5/2023
2514	11/6/2023	Kirk Anthony Wolfinbarger	1,840.96	Employee: 112; Pay Date: 11/5/2023
2515	11/6/2023	Jesse Roy Ferguson	188.70	Employee: 151; Pay Date: 11/6/2023
2516	11/20/2023	Ann M. Barbeau	2,312.36	Employee: 107; Pay Date: 11/20/2023
2517	11/20/2023	Joan Elizabeth Caldwell	3,493.89	Employee: 094; Pay Date: 11/20/2023
2518	11/20/2023	Shay A. Callahan	1,484.75	Employee: 153; Pay Date: 11/20/2023
2519	11/20/2023	Cristian Daniel Campbell	1,020.20	Employee: 147; Pay Date: 11/20/2023
2520	11/20/2023	Jesse Jay Capps	1,420.26	Employee: 146; Pay Date: 11/20/2023
2521	11/20/2023	Garett F. Chapman	2,029.54	Employee: 078; Pay Date: 11/20/2023
2522	11/20/2023	Carina Louise deJong	1,846.94	Employee: 139; Pay Date: 11/20/2023
2523	11/20/2023	Michael J. Dunlap	1,938.46	Employee: 009; Pay Date: 11/20/2023
2524	11/20/2023	Jeffrey M. Eads	1,929.74	Employee: 080; Pay Date: 11/20/2023
2525	11/20/2023	Skylar Ann Fisher	2,015.81	Employee: 140; Pay Date: 11/20/2023
2526	11/20/2023	Erik M. Flickwir	2,241.78	Employee: 008; Pay Date: 11/20/2023
2527	11/20/2023	Jeffery Francis Heinig	1,327.75	Employee: 131; Pay Date: 11/20/2023
2528	11/20/2023	Daphne Maurine Hobbs	2,022.58	Employee: 144; Pay Date: 11/20/2023
2529	11/20/2023	Katherine J. Howard	2,371.60	Employee: 070; Pay Date: 11/20/2023
2530	11/20/2023	Annyssa Marie Interrante	1,996.19	Employee: 133; Pay Date: 11/20/2023
2531	11/20/2023	Larry Cortez Jimenez Jr	1,372.97	Employee: 129; Pay Date: 11/20/2023

Trinity County Resource Conservation District
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 From 11/1/2023 Through 11/30/2023

2532	11/20/2023	David W. Johnson	2,156.85	Employee: 059; Pay Date: 11/20/2023
2533	11/20/2023	Jacob W. Johnson	1,669.80	Employee: 137; Pay Date: 11/20/2023
2534	11/20/2023	Joshua D. Lee	1,552.38	Employee: 136; Pay Date: 11/20/2023
2535	11/20/2023	Bethany R. Llewellyn	2,067.69	Employee: 132; Pay Date: 11/20/2023
2536	11/20/2023	John W. McGlynn	1,905.36	Employee: 004; Pay Date: 11/20/2023
2537	11/20/2023	Jeff J. McGrew	2,137.95	Employee: 024; Pay Date: 11/20/2023
2538	11/20/2023	Duncan Lloyd McIntosh	1,763.30	Employee: 134; Pay Date: 11/20/2023
2539	11/20/2023	Tyler Donald McKinley	1,716.76	Employee: 142; Pay Date: 11/20/2023
2540	11/20/2023	Kayla Kirsten Meyer	1,827.15	Employee: 141; Pay Date: 11/20/2023
2541	11/20/2023	Joseph Michael Moore	1,380.24	Employee: 121; Pay Date: 11/20/2023
2542	11/20/2023	Thomas M. Paulson IV	1,618.00	Employee: 145; Pay Date: 11/20/2023
2543	11/20/2023	Maryann K. Perdue	1,866.32	Employee: 100; Pay Date: 11/20/2023
2544	11/20/2023	Miles S. Raymond	1,470.82	Employee: 152; Pay Date: 11/20/2023
2545	11/20/2023	Arvel Jett Reeves	1,634.19	Employee: 118; Pay Date: 11/20/2023
2546	11/20/2023	Adriana Celia Rodriguez	1,956.18	Employee: 150; Pay Date: 11/20/2023
2547	11/20/2023	Joshua A. Scott	1,611.74	Employee: 104; Pay Date: 11/20/2023
2548	11/20/2023	Kelly D. Sheen	3,863.82	Employee: 005; Pay Date: 11/20/2023
2549	11/20/2023	Cynthia L. Tarwater	2,249.57	Employee: 002; Pay Date: 11/20/2023
2550	11/20/2023	Jessica Elizabeth Tye	1,787.37	Employee: 135; Pay Date: 11/20/2023
2551	11/20/2023	Marla D. Walters	2,382.69	Employee: 108; Pay Date: 11/20/2023
2552	11/20/2023	Jeremiah D. Weiss	1,141.48	Employee: 123; Pay Date: 11/20/2023
2553	11/20/2023	Daniel C. Wells	1,717.83	Employee: 081; Pay Date: 11/20/2023
2554	11/20/2023	Denise W. Wesley	2,561.61	Employee: 096; Pay Date: 11/20/2023
2555	11/20/2023	Kirk Anthony Wolfinbarger	1,677.39	Employee: 112; Pay Date: 11/20/2023
2556	11/20/2023	Daphne Maurine Hobbs	272.92	Employee: 144; Pay Date: 11/20/2023
28530	11/1/2023	UABT	27,165.88	Pre-pay Nov 2023 Medical with Application
	11/1/2023	UABT	(27,165.88)	REV Pre-pay Nov 2023 Medical with Application
28640	11/2/2023	Abila	50.00	Additional User Cloud 10-20-23 to 11-19-23
28641	11/2/2023	Amerigas Propane LP	63.35	Propane
28642	11/2/2023	Baugh Construction	23,600.00	Contract services 09-11-23 to 09-29-23
28643	11/2/2023	Chevron	122.78	Fuel Truck #8746
28644	11/2/2023	Herrett Excavating	7,309.00	Contract services 09-11-23 to 09-14-23
	11/2/2023	Herrett Excavating	9,982.60	Contract services 09-18-23 to 09-28-23
28645	11/2/2023	McCanless Excavating & Construction	5,810.00	Contract services 09-11-23 to 10-09-23
28646	11/2/2023	Ila F. McWilliams Trust	2,200.00	Nov 2023 Rent
28647	11/2/2023	NORCAL Presort & Printing	1,322.32	Almanacs
28648	11/2/2023	Northwest California RC&D Council	600.00	Nov 2023 Rent
28649	11/2/2023	R Offins General Engineering	6,228.50	Contract services 09-18-23 to 09-22-23/Wacker
	11/2/2023	R Offins General Engineering	6,920.00	Contract services 09-25-23 to 09-29-23/Wacker
28650	11/2/2023	Ruth Store	116.10	Fuel Truck #4690
28651	11/2/2023	Trinity County Fair Association	325.00	Trailer storage-Arctic Fox-10-26-23 to 05-15-24
28652	11/2/2023	Marla Walters-Cash	10.87	October 2023 Petty Cash Reconciliation
28653	11/2/2023	Weaverville/Douglas City Parks & Recreation	216.00	2023 Summer Day Camp Pool Fees
28654	11/6/2023	McCanless Excavating & Construction	14,695.75	Contract services 09-05-23 to 09-14-23
28655	11/6/2023	R Offins General Engineering	5,625.00	Contract services 09-04-23 to 09-08-23
	11/6/2023	R Offins General Engineering	5,820.00	Contract services 09-11-23 to 09-14-23
28656	11/7/2023	Trinity County Marshals Office	189.02	Court Case 16CL098 File No. 22000138 Daniel
28657	11/7/2023	Vehicle Registration Collections	100.13	Jeremiah Weiss 4PJN17520201
28658	11/9/2023	Bayley Lumber & Hardware Inc	209.27	Pipe
	11/9/2023	Bayley Lumber & Hardware Inc	54.70	Stake flags
28659	11/9/2023	Frontier Fuel & Propane	16.10	Propane
28660	11/9/2023	Brady Meredith	600.00	October 2023 TCRCD cleaning
	11/9/2023	Brady Meredith	300.00	October 2023 YFR cleaning
28661	11/9/2023	Mountain Community Healthcare	52.00	EE Drug Test-Callahan
	11/9/2023	Mountain Community Healthcare	75.00	EE Physical-Callahan

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28662	11/9/2023 O'Reilly Auto Parts	53.93	Battery for old mower
	11/9/2023 O'Reilly Auto Parts	9.85	Bolts to replace battery on old mower
	11/9/2023 O'Reilly Auto Parts	30.01	Def fluid for diesel trucks
	11/9/2023 O'Reilly Auto Parts	75.69	Oil and oil filter Truck #6864
	11/9/2023 O'Reilly Auto Parts	99.20	Oil, oil filter and air filter Truck #7811
	11/9/2023 O'Reilly Auto Parts	28.94	Readers and battery
	11/9/2023 O'Reilly Auto Parts	39.98	Wiper Blades Truck #6167
28663	11/9/2023 Plotzke Ace Hardware	24.66	Batteries
	11/9/2023 Plotzke Ace Hardware	46.23	Battery and toilet parts
	11/9/2023 Plotzke Ace Hardware	26.65	Chain and hardware for dumpster
	11/9/2023 Plotzke Ace Hardware	9.21	Freezer bags
	11/9/2023 Plotzke Ace Hardware	48.21	Paint, gloves
	11/9/2023 Plotzke Ace Hardware	37.03	Propane/glass cleaner/paper towels
	11/9/2023 Plotzke Ace Hardware	19.29	Toilet part - Forest Health office
	11/9/2023 Plotzke Ace Hardware	37.94	Trash bags
	11/9/2023 Plotzke Ace Hardware	54.68	Trash cans
28664	11/9/2023 Trinity Lumber	70.72	Stake flags
28665	11/9/2023 Velocity Communications, Inc.	114.99	Internet 11-01-23 to 12-01-23
28666	11/15/2023 Abila	174.10	MIP 11-20-23 to 12-19-23
28667	11/15/2023 Baugh Construction	20,000.00	Contract services 10-02-23 to 10-15-23
	11/15/2023 Baugh Construction	7,120.00	Contract services 10-18-23 to 10-25-23
	11/15/2023 Baugh Construction	6,800.00	Smooth Drum Roller rental
28668	11/15/2023 Floral Native Nursery	1,302.29	Plants
28669	11/15/2023 Frontier Communications	517.17	Telephone 11-01-23 to 11-30-23
28670	11/15/2023 Gonzalez Forestry, Inc.	137,134.40	Contract services 09-01-23 to 10-31-23
28671	11/15/2023 Shayne Green	275.00	Contract services 07-01-23 to 09-30-23
	11/15/2023 Shayne Green	200.00	Contract services Jan-June 2023
28672	11/15/2023 Herrett Excavating	1,600.00	Contract services 09-11-23
	11/15/2023 Herrett Excavating	1,830.50	Contract services 10-04-23 to 10-15-23
28673	11/15/2023 Iaqua Construction and Logging	15,300.00	Contract services 09-14-23 to 09-30-23
	11/15/2023 Iaqua Construction and Logging	14,067.50	Contract services 10-02-23 to 10-16-23
28674	11/15/2023 J&J Portable Toilets	235.00	(2) Portable toilets and handwash station - Salmon
	11/15/2023 J&J Portable Toilets	60.00	Portable toilet - Farmers Market
28675	11/15/2023 Judd Buick Construction	7,351.70	Rock
28676	11/15/2023 Lewiston Community Services District	514.54	Contract services 09-01-23 to 10-31-23
28677	11/15/2023 McCanless Excavating & Construction	9,410.00	Contract services 10-02-23 to 10-10-23
28678	11/15/2023 R Offins General Engineering	6,250.00	Contract services 10-02-23 to 10-06-23
	11/15/2023 R Offins General Engineering	7,777.20	Contract services 10-09-23 to 10-15-23
	11/15/2023 R Offins General Engineering	2,920.00	Contract services 10-18-23 to 10-20-23
	11/15/2023 R Offins General Engineering	4,400.00	Contract services and Wacker compacter 10-23-23
28679	11/15/2023 James F. Spear	1,600.87	Contract services Sept to Oct 2023
28680	11/15/2023 Stillwater Sciences	25,007.25	Contract services 05-01-23 to 05-28-23
	11/15/2023 Stillwater Sciences	2,897.00	Contract services 05-29-23 to 07-02-23
	11/15/2023 Stillwater Sciences	(592.75)	Contract services 05-30-22 to 06-30-22
	11/15/2023 Stillwater Sciences	(136.65)	Contract services 07-01-22 to 07-31-22
	11/15/2023 Stillwater Sciences	1,092.00	Contract services 07-03-2023 to 07-30-2023
	11/15/2023 Stillwater Sciences	(281.13)	Meals correction/not allowed FY 21/22
28681	11/15/2023 Timberland Resource Consultants	2,649.50	Contract services 06-26-23 to 06-30-23
	11/15/2023 Timberland Resource Consultants	2,565.50	Contract services 07-01-23 to 07-31-23
28682	11/15/2023 Trinity County Solid Waste Division	16.25	Dump fees
	11/15/2023 Trinity County Solid Waste Division	46.00	Nov 2023
	11/15/2023 Trinity County Solid Waste Division	297.00	November 2023 and prorate October dumpster
28683	11/15/2023 Trinity Journal, The	360.00	Almanac
	11/15/2023 Trinity Journal, The	345.00	Public comment
28684	11/15/2023 Watershed Research & Training Center	25,949.81	Contract services 08-01-23 to 08-31-23
	11/15/2023 Watershed Research & Training Center	10,667.81	Contract services 09-01-23 to 09-30-23
28685	11/15/2023 Weaverville CSD	91.48	YFR water 10-02-23 to 11-01-23
28686	11/15/2023 Weaverville Sanitary District	28.00	YFR Sewer 10-01-23 to 10-31-23
28687	11/15/2023 William Rich and Associates	10,140.00	Contract services June 2023

Trinity County Resource Conservation District
 Check/Voucher Register - Check Register for Board of Directors
 From 11/1/2023 Through 11/30/2023

28688	11/21/2023	Trinity County Marshals Office	374.45	Court Case 16CL098 File No. 22000138 Daniel
28689	11/28/2023	Amerigas Propane LP	64.36	Propane
28690	11/28/2023	Dave's Small Engine Repair	53.43	Generator plug cap, oil and fuel stabilizer
28691	11/28/2023	John Ritz	85.00	Sign brackets
28692	11/28/2023	Stroup's Power Equipment	2,555.21	Chainsaw parts
28693	11/28/2023	Trinity County Department of Transportation	5,767.42	Fuel for trucks and equipment Oct 2023
28694	11/28/2023	Verizon Wireless	69.08	10-13-23 to 11-12-23
28695	11/28/2023	Watershed Research & Training Center	2,840.48	Contract Service 06-01-23 to 06-30-23
	11/28/2023	Watershed Research & Training Center	10,589.25	Contract services 07-01-23 to 07-31-23
	11/28/2023	Watershed Research & Training Center	247.82	Contract services 08-01-23 to 08-31-23
28696		VOID	0.00	VOID check
28697	11/14/2023	Marla Walters-Cash	12.00	Michelle Meyers-Rice paper
	11/29/2023	Marla Walters-Cash	7.51	Dollar General-Foil, paper plates
ACH-01031693	11/1/2023	Maryann Perdue	250.75	Pay Per Diem 10-17-23 to 10-25-23
ACH-01033172 #1	11/1/2023	McGlynn, John	147.50	Pay Per Diem 10-09-23 to 10-11-23
ACH-01033172 #2	11/1/2023	Arvel Reeves	147.50	Pay Per Diem 10-09-23 to 10-11-23
ach-425456953	11/1/2023	Humana Dental Insurance Company	2,019.59	Pay Dental Premiums November 2023
13714743	11/1/2023	Meta	3.26	Advertising
15542	11/2/2023	Wildland Warehouse	412.96	(4) Hoes/Rakes
65018	11/2/2023	FIREPENNY Firefighter Equipment	1,393.68	(6) Wildland pants
2005023	11/2/2023	Amazon	96.51	Hard drive for Watershed PC
2418646	11/2/2023	Amazon	31.10	HP Vector Mouse for Watershed Steward
9839437	11/2/2023	Amazon	57.11	Mouse and cable for Watershed PC desktop
19-10732-10571	11/2/2023	Ebay	320.62	Dell computer for Watershed PC
54118891	11/6/2023	Embassy Suites	43.76	Late check-out and taxes - Office Manager board
9483278	11/6/2023	Select Blinds	102.68	Blinds for front office
4710612 REFUND	11/7/2023	Amazon	(227.32)	Printer ink returned
247439326	11/8/2023	Empower Retirement	2,250.00	Deferred Comp 10-31-23 PR
11-09-23 Ally	11/9/2023	Ally	44.75	Interest
	11/9/2023	Ally	610.45	Nov 2023 Prin Pmt #4916
484593915	11/10/2023	EFTPS	25,875.75	Federal Tax Deposit
1-260-866-576	11/10/2023	Employment Development Department	4,747.56	State tax deposit
11-12-23 Ally	11/12/2023	Ally	61.41	Interest
	11/12/2023	Ally	823.81	Nov 2023 Prin Pmt #0890
924436100	11/13/2023	Lowe's	41.81	Blinds for front office
11-13-23 DD Fee	11/13/2023	Tri Counties Bank	36.50	Direct Deposit Fee-TCB
4181858	11/14/2023	Amazon	16.14	Gloves
8842615	11/14/2023	Amazon	18.00	Gloves
9659411	11/14/2023	Amazon	39.44	Gloves
9604792059	11/14/2023	VSP - Vision Service Plan (CA)	387.07	Pay November Vision premium
321872	11/15/2023	Holiday Market	24.71	Food for board meeting
93130432	11/15/2023	Chevron	75.00	Late Fee
474-558383-23	11/15/2023	US Bank	75.00	Pay US Bank
ACH-01048824	11/15/2023	Paulson, Thomas	200.00	Pay Boot stipend
39877	11/16/2023	Lions Gate Hotel	231.02	Hotel - Reforestation Symposium Forestry PC
11-16-23 Ally	11/16/2023	Ally	6.63	Interest
	11/16/2023	Ally	703.95	Nov 2023 Ally Prin Pmt #6167
LJ046212F	11/16/2023	1&1 Ionos, Inc.	13.44	TRRP email
232236	11/20/2023	Ally	599.65	Truck #6167 loan payoff
232237	11/20/2023	Ally	8,330.64	Truck #4916 loan payoff
232238	11/20/2023	Ally	11,256.38	Truck #0890 Loan payoff
561010761	11/20/2023	IPower, Inc.	12.99	District manager mailbox storage
5701774	11/20/2023	Officesupply.com	124.89	Copy paper, arrow flags, calendars
	11/20/2023	Officesupply.com	45.21	Paper towels
ACH-01054190	11/21/2023	Adriana Rodriguez	500.00	Pay Mileage and Per Diem - Reforestation
1242663	11/21/2023	Amazon	102.42	(3) 2024 Planners
00075007	11/22/2023	Trinity Journal, The	209.25	WSDC Giving Tuesday advertisement
1-918-950-416	11/24/2023	Employment Development Department	3,965.72	State tax deposit

Trinity County Resource Conservation District
 Check/Voucher Register - Check Register for Board of Directors
 From 11/1/2023 Through 11/30/2023

253558985	11/24/2023 Empower Retirement	2,350.00	Deferred Comp 11-15-23 PR
52686106	11/24/2023 EFTPS	23,107.02	Federal Tax Deposit
561814541	11/25/2023 IPower, Inc.	38.97	FOTCRCD domain privacy
DL32961932	11/25/2023 Garmin	99.75	InReach Professional Flex plan subscriptions
11-27-23 Ford Credit	11/27/2023 Ford Credit	145.53	Interest
	11/27/2023 Ford Credit	464.28	Nov 2023 Prin Pmt #7811
1700818947	11/27/2023 Constant Contact	81.00	Advertising
ACH-425456954	11/28/2023 Humana Dental Insurance Company	2,019.59	Pay Humana premiums for December 2023
ATR-01060276	11/28/2023 Tri Counties Bank	0.00	From Main Checking to Money Market Acct
IN1Q1FT25D	11/28/2023 UABT	26,383.04	Pay United Ag premiums dor December 2023
11-28-23 Ford Credit	11/28/2023 Ford Credit	206.01	Interest
	11/28/2023 Ford Credit	678.33	Nov 2023 Prin Pmt #8746
13764976	11/28/2023 Meta	13.84	Advertising
13766074	11/28/2023 Meta	1.16	Advertising
9604828993	11/28/2023 VSP - Vision Service Plan (CA)	387.07	Pay VSP premiums for December 2023
	Report Total	<u>726,208.90</u>	

Background

Per California Government Code §53065.50, Each Special District, as defined by subdivision (a) of Section 56036, shall, at least annually, disclose any reimbursement paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, one-day lodging, transportation, or a registration fee paid to any district governing body employee or member. The disclosure requirement shall be fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that district and shall be made available for public inspection.

Discussion

Employees who received reimbursement from the District in the month ending November 30, 2023 are highlighted above.



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

Agenda Item 5.0

PROJECTS REPORT

December 20, 2023

5.1 Grass Valley Creek

No updates at this time.

5.2 Weaverville Community Forest –Bethany Llewellyn, Adriana Rodriguez

- Grizzlycorps fellow Liam Bassler and Project Coordinator Adriana Rodriguez are in the planning phase for spring field trips on the Weaverville Community Forest.
- The Steering Committee met on December 6th. The Bureau of Land Management’s Resource Management Plan and its potential impacts on the Community Forest were discussed.
- The BLM harvest on Oregon Mountain is progressing. District staff are working with the BLM forestry team to ensure profits from the harvest can be used for WCF stewardship.
- There is still money left for BLM surveys in the WCF NEPA project. We are waiting for BLM to identify/prioritize their next WCF project for us to start utilizing those funds.
- Grizzlycorps fellow Liam Bassler harvested two Christmas trees from the WCF to promote the working forest in the community.

5.3 Watershed Coordination – Kayla Meyer, Annyssa Interrante

- General Update/Future Planning:
- Kayla will be going on Maternity Leave beginning January 22nd – May 1st, 2024, but will maintain light oversight of the Watershed Program and staff during this time (~1-5 hours a week). This will entail attendance at watershed meetings to check in with staff, associated administrative tasks, and provide support for monthly invoicing/reporting to maintain continuity of the program. Upon her return, the District will be hiring a new Watershed Program Manager and Kayla will be transitioning into her new role as Assistant District Manager. We are hoping to fly the PM position in March and begin the interview process soon after.
- Funding was awarded in the amount of \$17,500 from the Humboldt Area Foundation to support the 2024 Farmer’s Market Season.
- Our 2023-2024 Watershed Stewards Program Corps member, Christine Burchinal, has continued assisting the Watershed department on fieldwork and other grant-related projects, in addition to her requirements with Americorps such as the Wonders of the Watershed (WOW) curriculum and Watershed Awareness Volunteer Event (WAVE).
- Kayla has been working diligently to get all invoicing corrections and updated reporting requirements to grantors.
- **NACD Technical Assistance Funding (499-6300300):** Our previously hired Conservation Planner, Shay Callahan, has moved to the District’s Forest Health Coordinator position due to the reduction in funding of the NACD grant. The 25% reduction could not support two

December 20, 2023

Projects Reports

planners at full-time hours for the upcoming year. We will not be hiring any additional staff at this time and will maintain one planner position and one part-time administrative position. We are still awaiting the final agreement from NACD regarding the changes.

- **Travis Ranch Riparian Element (486-3300400)**: Annyssa and Kayla met with Shayne Greene, the Ranch's environmental consultant, reviewed the drafted outline of the Riparian Element of the Travis Ranch Conservation Plan, and coordinated a prioritization plan for January. Contracts for the contractors have been extended to the end of January, which now allows time for a meeting in mid-January to discuss project prioritization with the landowner goals in mind. Christine is currently working on the supporting life history articles for Species of Concern to aid in the restoration actions directed by the document. Annyssa is working on the main introduction and narrative of the plan.
- **USFS STNF Westside Aquatic Support (515-17 - 1703417)**: Temperature and discharge data from this season's probes was downloaded, compiled, and stored appropriately for the season. Annyssa is currently working with USFS staff to coordinate the purchasing and acquisition of new HOBO probes to replace probes that expired this season and last season to meet the sampling distribution demands of STNF Westside.
- **Trinity River Cleanup (492 - 1702400)**: This project has finished and will be closed out shortly.
- **Upper Trinity River Watershed Coordinator (464-330300)**: Annyssa has been working collaboratively with the Watershed Research and Training Center on the Upper Trinity River Assessment and Restoration Plan. She has been working closely with WRTC staff for plan development, stream and land model analyses, and prioritization matrices. Annyssa has been reviewing a multitude of watershed models, primarily the BRAT (Beaver Restoration Assessment Tool) model and analyzing the model's outputs of 210 perennial and intermittent streams in the North Lake region and identified a priority list of 10-20 streams that would be suitable to prioritize for restoration. This list was then cross-referenced with the WRTC's meadow restoration models to further identify priority locations. The WRTC's Bureau of Reclamation funding elapses at the end of 2023, but the final plan submission due date is the end of January 2024. With the TCRCDOC funding extension, Annyssa will be primarily working on finalization in January.
The successful development of a sound and ground-truthed methodology for the identification of sites suitable for low-tech process-based beaver restoration techniques and has provided the groundwork to assist staff in the identification of sites within the Weaverville Community Forest to initiate future NEPA projects under the RAC grant, and initiate future CEQA projects in the North Lake region under the DOC extension in the Spring of 2024.
- **Trinity River Watershed Council (Annyssa Interrante)**: The Trinity River Watershed Council Meeting was held on December 12th and featured a presentation from Bridger Cohan from the Watershed Research and Training Center about Modeling Meadows in Trinity County, and a field tour of the Weaver Creek Restoration Site hosted by the Yurok Tribe and the Nor Rel Muk Wintu. There were 28 attendees to the meeting, and 12 attendees to the field tour. The Council intends to submit a formal letter of commentary on the BLM Northwest California Integrated Draft Resource Management Plan by December 18th, 2023 to be presented at the Board of Supervisors meeting on December 19th, 2023, and submitted to BLM before the December 28th, 2023 deadline. The next meeting will be on March 12th, 2024 and will feature a presentation from the California Department of Fish & Game on Non-Native Brook Trout Removal.
- **USFS Vehicle Abatement on NFS Lands (522-1703600)** – A subcontractor was hired for this project and we are still awaiting a confirmed list of further vehicles from FS to continue with abatement efforts. These efforts will resume in 2024.

5.4 Weaver Basin Wetlands

- No updates at this time.

5.5 Project Coordinator's Report –Cynthia Tarwater

ROADS – Shasta-Trinity and Six Rivers National Forest (USFS) / BLM /

- ◇ Shasta-Trinity N.F. – We heard of several problems late in the season and moved to address them before more rain and snow occur. A repair was made on the 27N24B road that accesses private property at the Penney Place in the Upper South Fork, also a repair on the 28N43 road on Buck Ridge, and lastly a slip out on the 28N36 road between Stuart Gap and Tedoc Mtn was addressed.
- ◇ We were informed by NFWF that we did not get the America the Beautiful grant for decommissioning work around Trinity Lake in the Pettijohn Thin project area. They received 3x the grant proposals they had funding for and encouraged us to reapply next year. We do still have state funding to complete the road with the highest risk, but will need to fill the match gap with other than NFWF funding.
- ◇ We completed our first field visit to the River Complex Fire area near Coffee Creek and relayed our input on the Boulder Creek area to STNF Engineering.
- ◇ Presented for the TCRCD Board Meeting and answered questions from the Board.
- ◇ We have been requested to submit a short proposal for North Coast Water Quality that may lead to funding from CalTrans for road work in the Monument Fire area; my proposal to them will be in the ballpark of one million dollars for work over a 3-year period.
- ◇ Misc. reporting and invoicing.

5.6. Grants Report – Marla Walters

No report.

5.8 Botany & Revegetation Projects – Annie Barbeau & Kaety Howard

- **RAC Native Plant Nursery:** Winterization of equipment and infrastructure occurred. Nursery stock was weeded, fed, and soil moisture content was monitored. Pots were washed in preparation for propagation. During the end of the season, we plan on propagating seeds that were collected this fall. If time allows, we may collect cuttings for propagation.
- **RAC Noxious Weeds:** No updates this period.
- **Caltrans Collins Bar:** Work on the final annual report began. An invoice and progress report were submitted to agency contacts.
- **Caltrans Hayfork Grade Culverts:** Soil moisture was monitored; no watering was needed. No further updates this period.
- **Caltrans Swift Creek Bridge Replacement:** Time was spent maintaining nursery plants for upcoming plantings.
- **Caltrans Ditch Gulch Curve Improvement:** During the month, time was spent planting as much as possible. Trees planted include 360 within the “borrow” section, 133 in the “East Old Road” section, and 15 more in the southern riparian sections, totaling 508 plants. Due to

freezing temperatures along with northern slope orientation, we will not finish the West Old Road (153 plants), North West buffer (35 plants) or bridge abutment section (89 plants) this season. This remaining number of trees will be planted in the spring of next year when temperatures are more favorable for establishment. An invoice and progress report were completed and submitted to agency contacts.

- **Caltrans Big French Creek Onsite Mitigation:** Planning and purchasing of materials began for this revegetation project. Implementation will begin next field season.
- **Program Development:**
 - ◇ NFWF Pollinator Grant: Our proposal for the National Fish and Wildlife Foundation (NFWF) Monarch Butterfly Pollinators and Conservation Fund has been approved. When the agreement is finalized, we will be granted \$233,682.83 in funding for our project, “North Trinity River Monarch and Pollinator Habitat Enhancement and Restoration.” The project will occur on USFS lands adjacent to the Trinity River north of Trinity Lake that fall within a known monarch butterfly migration corridor. Activities will include noxious weeds removal and establishment and enhancement of monarch breeding and foraging habitat within 100 acres (not all contiguous). Monitoring of milkweed and monarch larvae as well as the federally endangered Franklin’s bumblebee will occur. Education and outreach will entail GIS story maps, local summer camp activities, information provided at our tabling events, and an annual community meeting.
 - ◇ Conservation Technician Crew: One member of our crew will work until the end of December, while the other will be laid off on December 14th and return in January for trail work for our Roads and Recreation Program, weather permitting.

5.9 Fuels and Forestry Projects – Bethany Llewellyn, Dave Johnson, Adriana Rodriguez, Shay Callahan

- **Forest Health (FH) Staff News:** The Forest Health department created a position for an additional project coordinator to assist with project planning and tracking as well as environmental compliance. This position was filled by Shay Callahan (shifted internally from Conservation Planner) beginning in early December. Shay will assist with planning, tracking, contracting, and environmental compliance for fuels reduction projects. Fuels crews will be fully staffed until winter layoff on December 14. We plan to bring on two crews (8 staff) through the winter season. One forestry technician finished her time with us this period, and the other will stay through December 14.
- **Management: 4 Crew: 15 Grizzlycorps: 1**
- **Bureau of Land Management Lewiston Agreement/California Coastal Conservancy Lewiston Resilience Phase II:** FH crews assisted with pile burning along Old Lewiston Road and Rush Creek Road.
- **Bureau of Land Management Weaverville Community Forest Stewardship:** FH staff are working with the BLM forestry team to determine the best way to run the Oregon Mountain harvest in order to retain profits on the WCF.
- **Cal Fire Trinity County Hazardous Fuels Reduction Phase II Grant:** Implementation was completed in the B Bar K and Jordan Rd area during this period. Planning is underway to burn ~145 acres of piles built last spring along the Browns Mountain ridgetop. In the final year of this project, implementation will take place in Coffee Creek, Trinity Center, and in other communities through the chipping program.
- **Training and continuing education:** N/A
- **Cal Fire Forest Health:** Forest Health crews are assisting with prescribed fire in the Weaver Basin and will continue manual treatments in the basin through the winter season. Additional

prescribed fire assistance will take place in Little Browns Creek and Reading Indian Creek through the winter. Contracts are in development for work in the Weaver Basin and Reading Indian Creek areas next year.

- **Westside Timber Sale Prep:** The forestry crew has completed initial reconnaissance of plantations for the Big Ranch project with Forest Service partners. This will support a large NEPA planning project next year. Work on this project is complete until spring.
- **RAC Community Chipping:** In collaboration with the Watershed Research and Training Center, chipping was completed in every community in the county in October and early November. Chipping was supported by this grant from the United States Forest Service Resource Advisory Committee along with several other sources. Fall chipping will close out this grant, and we have applied for additional funding through the current Resource Advisory Committee funding round.
- **Willow Creek Storm Recovery (HC):** Two chipping days in Salyer and Hawkins Bar were completed under this funding. Remaining funds are under contract with the Watershed Research and Training Center.
- **Fee for Service:** A Fee for Service contract with Trinity Center VFD for fuels reduction around the Trinity Knolls water tanks was signed. A CEQA document is underway and should come to the board in January.
- **The McConnell Foundation (TMF):** Site Plan work resumed in the second week of October and is nearly complete. The remainder of the project awaits NEPA approval from FEMA.
- **Six Rivers National Forest Road Maintenance Program:** The project description for hazard tree removal was approved by District Ranger Kristen Lark and has moved to specialist review. Archaeology surveys and botanical review have begun, to be complete in December.
- **Pacific Gas and Electric Fuels Reduction 2023:** Implementation was completed on this project, for a total of 23.25 acres treated primarily along Mad River Road.
- **Middle Trinity Fuels Reduction Phase 1:** We received notice that our \$1.8 million Wildfire Prevention application will be funded. This project includes treatments around Weaverville, Lewiston, and Junction City.
- **Ballpark Collaborative Prescribed Burning:** A 50-acre broadcast burn took place under this funding on the Trinity Center Ballpark on November 1st. This grant funded both TCRCD staff and Watershed Research and Training Center staff to participate in the burn.
- **Greater Willow Creek Community Wildfire Defense Grant:** Planning has begun on the Community Wildfire Defense Grant awarded to Humboldt County RCD in the previous funding round. This grant includes a large subcontract to TCRCD to implement CWPP projects in the Salyer and Hawkins Bar areas. The first outreach event was held on November 8th in Willow Creek, with nearly 80 people in attendance, and TCRCD was represented. A contract has not been executed for the CWDG funding (from US Forest Service) and we are currently working under a small contract with Humboldt County RCD.
- **CARCD CAL FIRE Workforce Development Grant:** TCRCD received funding through a block grant with the California Association of Resource Conservation Districts to increase training opportunities in the Forestry sector. These funds will cover staff time, training costs, and travel to attend a specific set of trainings. This funding covered a Firing Boss course for Dave Johnson in October.

5.10 Trinity County Fire Safe Council (TCFSC) – Bethany Llewellyn & Skylar Fisher

- **Neighborhood Ambassador Program:** The 11/30 neighborhood ambassador strategy session was a success. We spoke with seven community members about what projects they would like to see in their community in 2024. Tools from the neighborhood ambassador

December 20, 2023

program were also used to support the Junction City Park burn event that was led by the North Fork Grange and saw support from the Junction City VFD, CAL FIRE, and the WRTC.

- **Evacuation Routes and Evacuation Plan:** The request for comment period from the fire chiefs on the proposed evacuation routes ended on 12/15. On 12/18, we hosted a meeting to answer questions and work through the feedback received during the comment period. It is estimated that a first draft of the evacuation plan will be completed by the end of the year.
- **Wildland Fire Assessment Program:** We have concluded the last WFAP assessment and report of the year at the Bonanza King Resort. We are scheduling WFAP assessment trainings with the Trinity Center and Hayfork VFDs to take place in 2024.
- **Firewise Communities:** Renewal applications for the 14 Firewise communities of Trinity County were submitted, recording community events, fuels reduction work, and/or wildfire risk reduction activities for each community. Each community remains to be in good standing for 2024. A certificate for Hayfork can be found below, but 2023 renewals were also made for Big Bar & Big Flat, Burnt Ranch, Coffee Creek, Douglas City, Hawkins Bar, Hyampom, Junction City, Lewiston, Mad River, Post Mountain, Salyer, Trinity Center, and Weaverville.



- **December 2023 Trinity County Fire Safe Council Meeting:** The December 2023 TCFSC meeting included discussions regarding the 2024 Wildfire Awareness day event, the BLM Northwest California Integrated Resource Management Plan, and the Trinity County Community Wildfire Protection Plan's (CWPP) definition of Wildland-Urban Interface. There were 31 attendees at the meeting, a great final meeting of the year!
- **Trinity County Hazard Mitigation Plan Update:** A draft of the Trinity County Hazard Mitigation Plan has been sent to CAL OES for review.
- **Trinity County Community Wildfire Protection Plan:** Scheduling has begun for there to be a series of 14 community meetings between May and start of August in 2024 to receive community feedback on the 2025 CWPP update.
- **2024 Wildfire Awareness Day:** The first planning meeting for the 2024 Wildfire Awareness Day was held on December 11. This meeting included representatives from TCRCD, WRTC, and the Hayfork VFD.
- **Meeting Attendance:** Skylar and Miles went to the monthly Southern Trinity VFD meeting in Ruth on 12/7 to talk about upcoming implementation projects and outreach impacting the area in 2024. Skylar attended the CARCD conference from 12/13-12/15.

- Social Media: The TCFSC has adopted a minimum three-post a day schedule on Facebook. This has seen an increase in engagement and followers. Over the past 30 days, the TCFSC Facebook page has reached 4,967 people and grew its audience by 1.47%.

5.11 Young Family Ranch – Kaety Howard, and Annyssa Interrante

- **Stewardship and Maintenance:**
 - Lawn was mowed.
 - Vegetation along fence lines were string-trimmed.
 - The children’s garden was mulched.
 - Cull piles were cleaned up.

5.12 Geographic Information Systems (GIS) Manager’s Report- Denise Wesley

- Trinity County Department Planning, Environmental Health (EH), and Department of Transportation (DOT):
 - Land records were updated and provided to all county partners.
 - (8) parcel records were retired.
 - The Parcel Viewer was updated with the newest parcel service and addressing updates.
 - Lot Line Adjustments (LLA’s): Lot line adjustments were performed for (20) parcels, and (1) subdivision.
 - (1) Private road name was updated, (7) roads private were corrected to match the most recent 2022 NAIP imagery, and (2) road types were updated.
 - Zoning Updates- (5) Zoning records were reviewed & updated, and (21) parcel fabric records were adjusted to display split zoning status in the zoning overlay layer.
 - Addressing: Quality Assurance/ Quality Control (QA/QC) was performed for addressing data, resulting in (41) record updates. (24) addressing assignment/ verifications updates were provided per request of Planning Department staff.
 - (1) Data export was provided to a member of the public by request.
 - An Expanded Response Area for Trinity Center was added to the GIS library.
- Fee for Service: Cartographic layout and mapping services were provided to Kenneth Baldwin in support of NRCS projects, The North Trinity Lake Wildfire Response Plan and private partner contracts. The California Vegetation WHR dataset, Fire Origin Points, and Wildfire Hazard Potential datasets were updated and/ or added to the base map library.
- Upper Trinity River Watershed: The wildland fire perimeters dataset was updated. Metadata was updated for the ownership layer, hydrography layers, and wildfire perimeters.
- Evacuation Route & Zones Planning: Recommendations from the Trinity Center Volunteer Fire Department were incorporated into the evacuation routes dataset, including the removal and addition of several gates from the public infrastructure database.
- Willow Creek Community Wildfire Defense Grant (CWDG): 11 x 17 map layouts were prepared to support Skylar and Miles during community planning meetings.
- Weaver Basin Trail System (WBTS): Trails data was provided in support of RCD partner project work.
- Outreach & Education: Five TCRCD staff joined me in planning and presenting GIS curriculum to students in four classrooms at Trinity High School, Lewiston and Junction Elementary Schools. We reached approx. 65 students with hands on mapping activities and career information.
 - I attended *The Power of Long-Term Ecological Research (LTER): Informing Natural Areas Management* training on drylands held by the Natural Areas Association (NAA), where I listened to speakers present on prairies & grassland biomes.

- An article on the GIS work supporting the Hazard Mitigation Update was prepared for the Conservation Almanac.

5.13 Education and Outreach – Duncan McIntosh

- **477 - Bureau of Reclamation TRRP Outreach & Education:**

- ◇ **Science on Tap:** This series will resume in January, with Max Ramos presenting on 'Tributaries above Iron Gate Dam.
- ◇ **Salmon Gathering Field Trip:** On November 7th and 8th, we were at the Little Rock day-use area on the South Fork of the Trinity River near Hyampom. In collaboration with the Watershed Center, we conducted educational activities focused on watershed ecology for 120 6th-grade students from Hayfork and Douglas City.
- ◇ **Giving Tuesday:** On Giving Tuesday, a day dedicated to fostering a world of shared humanity



and generosity, we launched a marketing campaign to solicit donations for the Weaverville Summer Day Camp. The campaign featured advertisements in the Trinity Journal and various social media platforms.

- ◇ **Trinity River Calendar:** The calendar, featuring the top 10 voted photos from our Trinity River photo competition, was distributed to the winning contestants, as well as to businesses and agencies that have supported the program over the year. These photos were showcased at the Trinity

River Restoration Program (TRRP) open house last spring.


- ◇ **District Outreach:** The Summer Conservation Almanac has been distributed. Meanwhile, the Fall/Winter Conservation Almanac has finished editing and is currently in the formatting stage.

- ◇ **Trinity River Survey:** This survey will be distributed electronically and in print throughout January.
- ◇ **Social Media Outreach:** Staff has continued regular posting on the Trinity River and TCRCD social media accounts, including educational and event postings.
- **Follow Us:** The District is active on multiple online platforms for different groups.
 1. Trinity County RCD: Facebook (@TrinityCountyRCD), Instagram (@trinityRCD), Twitter (@TrinityRCD), Website: www.tcrd.net, YouTube (tired)
 2. Trinity River, CA: Facebook (@TrinityRiverCA), Instagram (@trinityriverca), Website: Young Family Ranch: Facebook (@YoungFamilyRanch), Website: www.tcrd.net/yfr
 3. Trinity County Fire Safe Council: Facebook (@TrinityFSC), Website: www.firesafetrinity.org
 4. [Weaverville Community Forest: www.weavervillecommunityforest.org](http://www.weavervillecommunityforest.org)

WE WANT YOUR FEEDBACK!

Trinity River Survey

Participants will be entered to win a limited edition Trinity River Hat from Lewiston Stamps!



Scan the QR code to complete the survey, or find it online at <https://trinityriver.org/>

Pick up a paper copy from TCRCD at #30 Horseshoe Lane in Weaverville, or contact Duncan McIntosh at 530-623-6004 x222 or dmcintosh@tcrd.net

Trinity County Resource Conservation District

Trinity River Restoration Program
Restore • Adapt • Inspire
www.trrp.net



Notice of Exemption

Trinity County Resource Conservation District

Post Office Box 1450 · 30 Horseshoe Lane · Weaverville, CA 96093-

PROJECT TITLE	Bureau of Land Management Travis Ranch Hazardous Fuels Reduction		
PROJECT LOCATION	HM T5S R8E, S14 and MDM T25N R12W S07 Trinity County, CA.	COUNTY	Trinity
LEAD AGENCY	Trinity County Resource Conservation District (The District)		
CONTACT	Bethany Llewellyn, Program Manager, bllewellyn@tcrd.net		
ADDRESS	P.O Box 1450, Weaverville, CA 96093	PHONE	530-623-6004

PROJECT DESCRIPTION

The Travis Ranch will implement fuels reduction and oak woodland restoration activities on 32 acres of land managed by the Bureau of Land Management in southern Trinity County, with funding provided by a CAL FIRE California Climate Investment (CCI) forest health grant in 2022. Project treatments will reduce fuels and aid healthy forest regeneration in an area impacted by the 2020 August Wildfire Complex. Reducing the accumulation of dead woody material is a critical management priority in the project area because residual fuels will act to increase the overall severity of fire events in the future. Salvage logging operations were conducted on the Travis Ranch and adjacent BLM lands in 2021 to begin addressing this need. The cut, pile, and burn treatments proposed constitute the next important step. They are designed to protect stands by lowering the height of live flame and overall heat output of any subsequent fire. Thinning stands of smaller diameter trees and pruning limbs on fire damaged trees will reduce stand density, alleviate competitive pressures, and improve spacing. Retained trees will thus achieve larger diameters in less time, have greater ability to sequester carbon, and be more resilient to future wildfire. The project area is near homes, critical infrastructure, and along the primary egress route for the area. Combined with reforestation, these treatments will promote a well-stocked, diverse forestland that acts as a carbon sink and supports watershed health within these important headwaters.

EXEMPTION STATUS

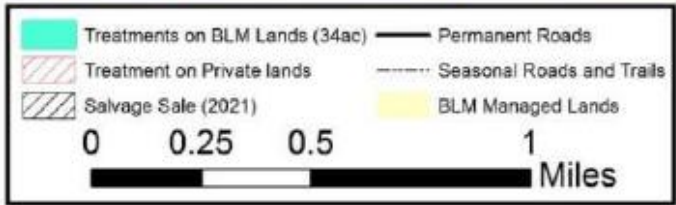
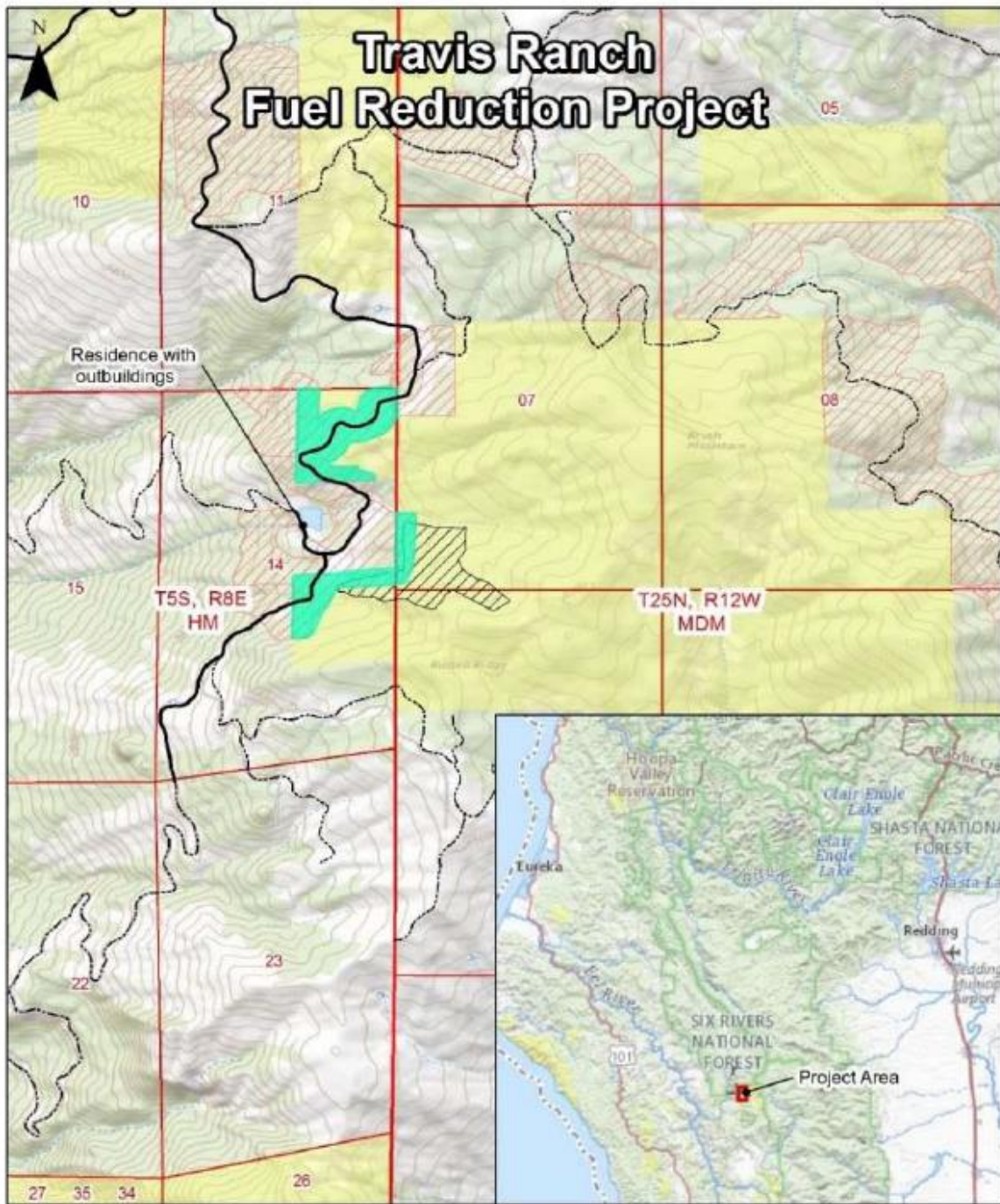
- Categorical Exemption
- Statutory Exemption (state code section):
4799.05
- Ministerial (§21080(b)(1); 15268)
- Declared Emergency (§21080(b)(3); 15269(a))
- Emergency Project (§21080(b)(4); 15269(b)(c))

REASONS PROJECT IS EXEMPT

The proposed project is exempt from CEQA pursuant to Public Resources Code section 4799.05(d), which exempts state funding of projects undertaken on federal lands that consist of prescribed fire, thinning, or fuel reduction to reduce the risk of high-severity wildfire. This exemption is applicable only for projects that have been reviewed under the National Environmental Protection Act (NEPA) and if the Secretary for Natural Resources has certified that NEPA and laws that affect management of federal forest lands in California have not been substantially amended since August 31, 2018. On April 12, 2021, the Secretary for Natural Resources made the necessary certification. The proposed project was reviewed in the Determination of NEPA Adequacy (DNA) Travis Ranch Hazardous Fuels Reduction, dated 3/28/2023 (DOI-BLM-CA-N030-2023-0016-DNA), available at <https://eplanning.blm.gov/eplanning-ui/project/2023607/570>. Accordingly, CAL FIRE funding of the proposed project is exempt from CEQA under Section 4799.05.

DATE RECEIVED FOR FILING:

KELLY SHEEN
DISTRICT MANAGER



US Department of the Interior
BUREAU OF LAND MANAGEMENT
Arcata Field Office
 Arcata, California
 (707) 826-2300
 www.blm.gov/california
 Date Prepared: 10/17/2022
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