



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES**REGULAR BOARD MEETING**

August 16, 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 Marla Walters

Other District Staff: (Attended through Zoom) None

Other Agency Staff: (Attended through Zoom) None

Guests:

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

2.0 Discuss and Approve Agenda

MSC –Collard/Grigsby to approve the August 16, 2023 Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for July 19, 2023 Regular Meeting

MSC - Grigsby/Collard to approve Minutes from the July 19, 2023 Regular Meeting.

4.0 Financial Reports

4.1 Discuss Updated June Monthly Financial Report

Caldwell noted that there are still some “moving pieces” for June and still some invoicing to complete. She noted the sale of the Steel Bridge house will be in the next period, as it has not closed yet.

4.2 Discuss July Monthly Financial Report

Caldwell noted that as of this date, there is another \$287K in invoices that need to be inputted, not including CAL FIRE.



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She discussed the increase in our worker's compensation insurance, the cost of which has risen considerably. Ritz inquired as to safety programs; Caldwell replied that "tailgate topics" are held regularly and documented. The majority of accidents could not have been prevented. She also discussed our issues with Delta Dental and her efforts to find another dental insurer, which should be occurring later this year or next spring. General discussion followed.

4.3 Discuss and Approve List of Warrants for July, 2023

MSC – Brown/Collard to approve the July warrants in the amount of \$435,238.15. The motion passed unanimously.

4.4 Discuss and Approve Proposed Budget

Rourke remarked that he had expected a larger budget; Sheen replied that this is an initial proposed budget, and that the final will indeed be larger as there are several upcoming projects not yet added to the budget. Sheen stated that he had not included projects that were not fully executed. Five agreements are pending from Cal-Trans; we have a number of RAC proposals being submitted; and may also receive something from NFWF, and others that will invariably come up over the course of the year. Discussion was held about billing more to administrative overhead to help increase the NICRA, and general strategy for overhead costs. Discussions were also held about whether health insurance, vehicle costs, vehicle insurance, fuel costs, and mileage were factored in. A discussion was also held about the cost of contractors, now more complicated by USFS rules.

MSC – Grigsby/Ritz to adopt the proposed budget. The motion passed unanimously.

5.0 Projects Report

The Projects Report was reviewed and discussed. Questions were asked and answered regarding Fee for Service projects, chipping, and the river clean-up.

6.0 NRCS Report

No report.

7.0 Trinity Collaborative Report

Sheen reported on the recent meetings. A field tour that was supposed to take place this Friday will likely be canceled due to Red Flag warnings. It is hoped that it can be rescheduled for October 20. This will be on South Fork Mountain, where collaborative projects are scheduled to take place.

8.0 Review of Strategic Plan



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Sheen gave a report on the progress so far, which has been a collaborative effort by the Program Managers plus editing by M. Walters and A. Fleitz. The Board was in favor of the format and asked for review by TCRCD partners. Edits will be sent back out with tracking to the Board. The cleaner format was approved. Discussion was held about the department title change of Revegetation to Botany. There might be something more appropriate. Rourke also expressed his desire that the South County be better addressed/involved. Minor errors were corrected. Once more input is received, another draft will go out. The timeline is for re-review in September, more revision and public comment by October, and final revision and adoption in December.

MSC -Grigsby/Ritz to revise Policy 2110, Budget Preparation.

9.0 Board Reports

None.

10.0 District Manager's Report

Sheen reported that the Steel Bridge House escrow is set to close on September 15. He said that Kayla Meyer, who is taking Amelia Fleitz's position, will meet the Board at the next meeting. Amelia's last day is September 11. He noted that on the budget, many of Amelia's projects have been assigned to Forest Health, where appropriate. He will take on more management of the S. Fisher and the Grizzly Corps fellow.

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

MSC – Collard/Brown to move into Closed Session at 7:09 p.m.

Nothing to report.

MSC – Brown/Ritz to move out of Closed Session at 7:29 p.m.

12.0 Adjourn

Adjourned at 7:29 p.m.

Approved and adopted this ____ day of _____, 2023. I, the undersigned, hereby certify that the Minutes of August 16, 2023 were duly adopted by the following vote of the Board of Directors.

(Secretary Signature)